



SHINING WATERS  
REGIONAL COUNCIL  
The United Church of Canada



## RECORD OF PROCEEDINGS

May 28, 2019 – October 18, 2020



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**PASTORAL RELATIONS COMMISSION**

**MINUTES of Meeting held May 28, 2019**, at 9:30 a.m.  
by conference call

**Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); Bright Yun (ordered); William Haughton (ordered); Anne Hines (ordered); Donna Bowman-Woodall (ordered); Paul Stott (lay)

**Regrets:** Beth Moore (lay)

**Welcome, constituting the meeting and prayer**

Andy welcomed members to the meeting and opened with prayer.

**Agenda**

**MOTION** by Anne Hines/Paul Stott that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Anne Hines/Bright Yun that the minutes of the April 30, 2019 meeting of the commission be approved.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Donna Bowman-Woodall /Paul Stott that the Pastoral Relations Commission take the following actions:

a) **Appointments**

... concurs with the request of **Humbervale Pastoral Charge (Toronto)** and re-appoints **Cynthia Randall**, retired ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category F, 14+ years and Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, salary in addition to the minimum at 6.07% which equals \$4,218 (prorated \$2,109), for a total salary of \$73,694 (prorated \$36,847), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 (prorated \$708) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

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b) **Request for Change of Pastoral Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Donald Gibson**, ordained minister at **Runnymede United Pastoral Charge** effective December 31, 2019 and give thanks for his ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Lloyd Paul**, ordained minister at **Mayfield United Pastoral Charge** effective June 30, 2019 and give thanks for his ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Janet Zenwirt Smith**, ordained minister at **Westway United Pastoral Charge** effective August 19, 2019 and give thanks for her ministry.

**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Islay Scott – appointed to Coldwater Eady Pastoral Charge to assist in their search for a short-term appointment and to search for their permanent minister. (Appointed 04/03/2019)

**b) Pastoral Charge Supervisors**

The following pastoral charge supervisors have been appointed by staff:

Ted Grady – appointed to Virginia United Church. Virginia United Church is served by Debbie Celsie, a candidate for ministry. (to start 07/01/2019)

**c) Ministry and Personnel Committee workshops**

Dale Hildebrand and Todd McDonald each led M&P workshops in April and May. Dale led a workshop entitled “Please Talk to Me Nicely: Surviving and thriving on your M&P Committee”. Todd led a workshop entitled, “Non-Violent Communication: *Keeping empathy and compassion at the center of our conversations*”. Eighty-two M&P Committee members attended the two workshops.

Staff also reported on the liaison training taking place June 12 – 14, 2019. We will be training 40 people, 30 from Shining Waters region and 10 from Canadian Shield Region.

Members were reminded of the face to face meeting on June 18 meeting at New Hope United, part of which will consist of a joint meeting with the Communities of Faith Commission who will be meeting concurrently with our Commission.

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At this point, Bright Yun left the meeting due to a conflict of interest as his Call is on today's agenda.

**MOTION** by Paul Stott/Anne Hines that the Pastoral Relations Commission take the following actions:

c) **Calls**

... concurs with the request of **Knox, Agincourt Pastoral Charge (Toronto)** and approves the call to **Bright Yun**, ordained minister, beginning July 1, 2019, full time based on 40 hours per week with the following terms for Category E, 11 years and Cost of Living Group Assignment 5: Salary \$67,823 per annum, salary in addition to the minimum at 6.158% which equals \$4177, for a total salary of \$72,000, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

**MOTION**

**CARRIED**

**Next Meeting**

The Pastoral Relations Commission will next meet in person on Tuesday, June 18, 2019 at New Hope United Church, beginning at 10:00 a.m.

**End of meeting**

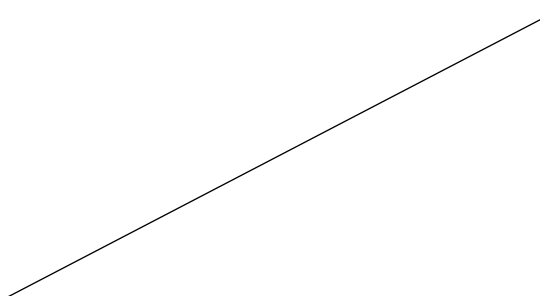
The meeting of the Pastoral Relations Commission ended at 9:45 a.m. Donna Bowman-Woodall closed the meeting with a prayer.

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Chair

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Note-taker



## **COMMUNITIES OF FAITH COMMISSION**

**MINUTES of Meeting held June 18, 2019** at 10 a.m.  
at New Hope United Church, Concord, ON

### **Members Present**

Christine Smaller (Chairperson) Ross Leckie, Emma Pipes, Kevin Logie, Cindy Randall, Calin Lau, Gloria Tozek, Sandra Nottegar, Harry Ramsaran, Amy Lee, Carolyn Harding, Jody Maltby (Staff Lead), Karen Hilfman Millson (Staff), Susie Henderson (Staff)

### **Welcome, check in and prayer**

The commission joined with the Pastoral Relations Commission for worship, led by Christine Smaller.

The chairperson welcomed the members of the commission and shared some of the history of the commission over the past six months. The mandate of this commission is wide and deep and impacts every single aspects of the life of communities of faith.

The members of the commission introduced themselves and shared why they are here.

### **Agenda**

**MOTION** by Ross Leckie/Cindy Randall that the agenda as circulated be approved.

**MOTION**

**CARRIED**

### **Minutes**

**MOTION** by Cindy Randall/Calin Lau that the minutes of the meeting of May 1, 2019 be approved.

**MOTION**

**CARRIED**

### **Governance Structure**

The Staff Lead presented a brief outline of the governance structure of Shining Waters Regional Council.

### **Omnibus Motion**

**MOTION** by Carolyn Harding/Kevin Logie that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

**a) St. Matthew's United Church, Richmond Hill – Constitution**

Approves the constitution of St. Matthew's United Church, Richmond Hill;

**b) Northlea United Church, Toronto – Governance Model**

Approves the governance model of Northlea United Church, Toronto;

**c) Dewi Sant Welsh Pastoral Charge – Intentional Interim Ministry**

Approves the request of Dewi Sant Welsh Pastoral Charge, Toronto for an Intentional Interim Ministry beginning on March 1, 2019 and ending not earlier than June 30, 2022 and refers this matter for follow up to the Intentional Interim Ministry Committee and the Minister for Support to Communities of Faith;

*Rev. Elizabeth Mackenzie has been in an appointment with the congregation since March 1, 2019. She is an approved Intentional Interim Minister. The congregation is requesting that the appointment be recognized formally as an Intentional Interim Ministry.*

**d) Wexford Heights United Church and Cemetery, Scarborough – Trustees**

Appoints Diane Bennet-Jones, Christine Smaller and Jody Maltby as Trustees for Wexford Heights United Church, 2102 Lawrence Ave East, Scarborough and appoints Kelly Cook, Christine Smaller and Jody Maltby as Trustees for the Wexford Heights United Church Cemetery, both effective July 1, 2019.

**e) East End United Regional Ministry, Toronto – sale of Cosburn United Church**

Approve and consent to the sale of the congregational lands at 1108 Greenwood Avenue, with the legal description of PT. LT. 12 PL. 310, Twp. Of York, PT. 1, PL. 64R9167, Toronto (E. York), City of Toronto, pursuant to the Agreement of Purchase and Sale dated May 31, 2019, the terms of which include:

- a. A sale price of \$3,000,000, and
- b. A Shining Waters Regional Council approval no later than July 6, 2019, and
- c. A closing/completion date of July 20, 2019; and

Approve and consent to the Preliminary Plan of Disposition of the proceeds arising from the sale of 1108 Greenwood Avenue, Toronto, attached.

*Toronto Southeast Presbytery gave approval to list this property in December 2018. A previous Agreement of Purchase and Sale, dated March 4, 2019 and approved by the Communities of Faith Commission on May 1, 2019 was withdrawn on May 21, 2019. East End has received a new offer. The paperwork provided demonstrates the due diligence of the community of faith in selling this property*



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**f) King City United Church, King City – sale of a strip of land next to the parking lot**

Approve and consent to the sale of the congregational lands identified as Parts 1, 2 and 3 of 50 Elizabeth Grove, King City with the legal description of Lot 2, Registered Plan 85, Township of King, pursuant to the Agreement of Purchase and Sale, the terms of which include:

- a. A sale price of \$162,000, and
- b. A Shining Waters Regional Council approval no later than 10:00 p.m. on the 14<sup>th</sup> business day following acceptance of this agreement, and
- c. A closing date of September 1, 2019; and

Approve and consent to the Preliminary Plan of Disposition of the proceeds arising from the sale of Parts 1, 2 and 3 of 50 Elizabeth Grove, attached.

*The Agreement of Purchase and Sale will be signed following a meeting on Sunday, June 16, 2019. This item is dependent on receiving confirmation that the offer has been accepted. The motion will be updated to reflect that acceptance prior to the meeting of the commission.*

*King City has been engaged in both an internal visioning process that has resulted in a consensus document and Living Faith story (attached) and a cluster conversation with York Pines United Church, Kettleby and New Hope United Church, Vaughan that has resulted in a collaboration agreement that was approved by the Communities of Faith Commission on March 28, 2019. The paperwork provided demonstrates the due diligence of the community of faith in selling this property.*

**g) Don Mills United Church, Toronto – request to use funds from Manse Fund**

Approve the request from Don Mills United Church, Toronto for the use of up to \$35,000 from their manse fund for a repair to the roof of their building.

*As per the Communities of Faith Commission Manse Funds Policy, requests over \$25,000 come to the commission for approval. This is a capital expense that meets the requirement of section 2.iv of the policy: Capital renovation projects within the community of faith's property. The current balance in the fund is \$189,100.00, which means there will be sufficient funds remaining to meet the minimum manse fund reserve.*

**MOTION**

**CARRIED**

### **Humber Valley United Church, Toronto – Intentional Interim Ministry**

At the request of the commission, this item was removed from the Omnibus Motion. The commission considered the request to allow Humber Valley United Church, Toronto to seek a call or appointment.

**MOTION** by Kevin Logie/Amy Lee that Shining Waters Regional Council approves the request of Humber Valley United Church, Toronto to be eligible for a call or appointment as of August 11, 2019, having demonstrated to the satisfaction of Shining Waters Regional Council that the congregation and staff have worked on the requirements that emerged from the review decisions of the sub-Executive of Toronto Conference dated November 22, 2017;

**MOTION**

**CARRIED**

*The sub-Executive of Toronto Conference directed that the Intentional Interim Ministry continue for a minimum of 2 years. Rev. Ian Manson has been with the congregation since May 1, 2018, and has given notice effective August 11, 2019. The report provided by Rev. Manson outlines the work that has been completed. The decisions of the sub-Executive of Toronto Conference are included in the report as Appendix 1.*

The commission recommends that we ask a couple of people to review governance documents and make recommendations rather than expecting the commission as a whole to review all documents.

### **Vision and Mapping**

Susie Henderson spoke about the process of mapping communities of faith for the work of the region. She noted that there are a number of sources of data already available that can help us to orient ourselves to the communities in the region including four tools – Church Hub, Living Faith Story, Self-assessments, and Edge research.

The chair shared the working vision of this commission, which is to create a healthy network of thriving communities of faith across this region. We need a concrete strategic plan of what we want the region to look like in 1, 3, 5 and 10 years and how we will get there.

If there is no intervention, we will have large areas with no UCC presence. The reality is that some churches do need to close and their resources may support the work of other communities and the region. Also, a UCC presence does not necessarily mean the building that is currently there, or even a building at all. There is great ministry happening around the region, we want to find that ministry and see how we can share it with others.

As a commission, we support all theological expressions in the church. We are inclusive of all theological perspectives. We are intercultural. We support congregations to be intentional in connecting to, and partnering with, the community around them.

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We want to provide resources to help congregations learn how to partner with the community – important to train liaisons to support this work.

We want to inspire inclusive design – buildings and communities – space that attends to inclusion is better space. We have a partner in the Equity Committee that can help us resource communities.

How do we offer pastoral support to communities of faith in this time of transition – both at a regional level and at a local level?

How do we encourage the health, joy and excellence of lay leaders in congregations?

Where does reconciliation fit with our work? How do we support communities of faith to take steps related to reconciliation?

Everything we do needs to support the vision of a healthy network of thriving communities of faith across the region.

### **Draft Policies**

#### **Finance and Property**

**MOTION** by Harry Ramsaran/Emma Pipes that the Finance and Property Policy be adopted as an interim policy with understanding it is a living document that will be reviewed in the fall.

**MOTION**

**CARRIED**

Harry Ramsaran and Jody Maltby will work on refining the policy with particular attention to need for clarification around the difference between leases and rentals.

#### **Listening Teams Guidelines**

Ross Leckie presented the proposed guidelines for Listening Teams. There were a couple of suggested changes.

**MOTION** by Carolyn Harding/Amy Lee that the Listening Team Guidelines be adopted as amended with the understanding that it will be reviewed in the fall.

**MOTION**

**CARRIED**

#### **Service, Support and Oversight**

Cindy Randall and Christine Smaller will review the Policy on Service, Support and Oversight for Communities of Faith.

## **Next Meeting**

The Chair will send out a doodle poll for a fall retreat from a Wednesday to Friday.

Meetings of the commission will occur by zoom on third Wednesday of each month from 9:30 a.m. – 12:30 p.m. beginning on September 18<sup>th</sup>.

## **Lunch**

The Commission broke for lunch at 12:30 p.m. and then reconvened for a joint session with the Pastoral Relations Commission at 1:15 p.m.

## **Understanding Each Other's Work**

Christine Smaller spoke about the Communities of Faith Commission (CFC) mandate – support and oversight of everything that is not ministry personnel.

Andy Comar spoke about the Pastoral Relations Commission mandate which covers appointments, calls, liaisons, retirees, and LLWLs.

## **Areas of Overlap**

Intentional Interim Ministry (IIM) areas. How is it flagged that a community of faith (CoF) needs IIM? It could be requested by the pastoral charge. CFC could also direct it.

PRC liaisons help CoFs create their profile.

The breakdown of a pastoral relationship could be a situation where both commissions might need to be involved. CFC might establish a listening team—preference is go that route rather jumping to a review of congregation.

Staff would need to support the minister when a relationship breaks down or is ended by the Regional Council.

In terms of reviews, CFC has authority over CoFs, but the PRC does not have authority to order reviews of ministry personnel—that is the responsibility of Office of Vocation (OV).

Issue of reappointments: CFC will discuss at their next meeting. We are talking about situations where a CoF is at the end of their life, or in financial trouble, and reappointment is a way to keep going for the time being.

It was noted that at the form checker level, the reviewer of the appointment/call form might raise some flags that could result in some queries for the liaison and the staff about the viability of the congregation, or about what is going on in the pastoral charge.

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The form doesn't have a place to indicate when the appointment first took place. Perhaps that could be added.

The CFC wants to hear about concerns in a CoF, but are not looking to add to their agenda. They want to be proactive in terms of health, joy and excellence of CoFs.

Liaisons who see the financial viability form can raise issues of viability.

What about the practice of oversight visits? Will this be continuing? CFC is working on a policy of self-assessments by CoFs. CFC is going to have to triage CoFs: a) those that are in need b) those that have a lot of potential to be innovative thriving ministry but need some support from the region.

In terms of self-assessments of congregation and assessment of minister, if those two are not in sync, it is difficult to evaluate the ministry. Could we give CoFs and ministers some tools to make these two processes the best they can be?

### **When a Pastoral Relationship Ends**

Jody Maltby has compiled a checklist for when a congregation closes.

How do we know when a congregation is closing so that support could be given to that congregation? It hasn't been our practice to issue a public invitation to closing services. We would want to liaise with the CoF if we were to do that.

How does a pastoral relationship end?

The minister can end it. OV could end a pastoral relationship rising from a review. Congregation could end it.

What about exit interviews? They were done in the past by presbytery Pastoral Relation Committees, but they are not in the mandate of either the PRC or CFC. Do we want to continue them?

What support can we offer a CoF at the time of an ending of a pastoral relationship? Is there something that the minister leaving can do? It would depend on what the nature of the pastoral relationship is at the end. We could do some education with the CoF, but might also guide them.

A video resource would be great for CoFs. What about doing exit interviews by Zoom?

The exit interview should be done for both the minister and the CoF—that can feed into the next steps for the CoF in terms of profile, etc.

## **Migrant/ethno-cultural Communities of Faith**

Cindy Randall referred to some of the experience of South West Presbytery, where many of these CoFs were located. There are issues around governance, interaction, pastoral relations processes, that have taken considerable time of staff and volunteers.

Issues:

- Difficulty in finding ministers to lead these congregations – language and cultural issues
- Different approaches in how conflict was handled. Minister often assumed a very authoritative role. Standing from another country was recognized but not in the UCC.
- Different roles for lay people – they often don't have the opportunity to speak, and this allowed issues to fester.

What about indigenous CoFs? They are still meeting to discern their relationship with the region. A meeting is taking place in August of indigenous CoFs from across the country.

There is a lack of connection with the wider church in general with ethno-cultural churches. How do we provide opportunities to connect?

The staff team has also been talking about support to these CoFs. A meeting is taking place in the summer to talk about this.

In the former South West Presbytery, there was an intercultural committee, and it is continuing to meet. It is a cluster.

The Equity Committee has some responsibility for our “inter-cultural commitments.”

## **Health, Joy, and Excellence of Ministers and CoFs**

The PRC has done some work on this. An advisory group has been set up to help develop some programming in this area.

CFC has talked about support for lay leadership in times of transition, but we really don't put much time in the UCC to resources for lay leadership development. How can we do that? There has been some discussion around retreats, workshops, events for congregations that are fun, etc. CFC will continue to work on this.

It was noted how many people came to the regional Annual Meeting, but not a greater involvement by ministry personnel.

A question about United Fresh Start was raised: this is a program with many modules for training in CoFs. Four of them are related to starting up a new pastoral relationship. Fresh Start hasn't been promoted widely, and we want to work on that. The first module is free, then same rate as pulpit supply for subsequent modules. There are trained facilitators in place. Liaisons are aware of it to promote with communities of faith. This is a national program.

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**Closing, Blessing and Farewell**

Andy Comar thanked everyone for coming and for the opportunity to meet as two commissions. We are still working on new beginnings and this is evolving work. Appreciation was expressed for the food and hospitality offered at the meeting by New Hope United.

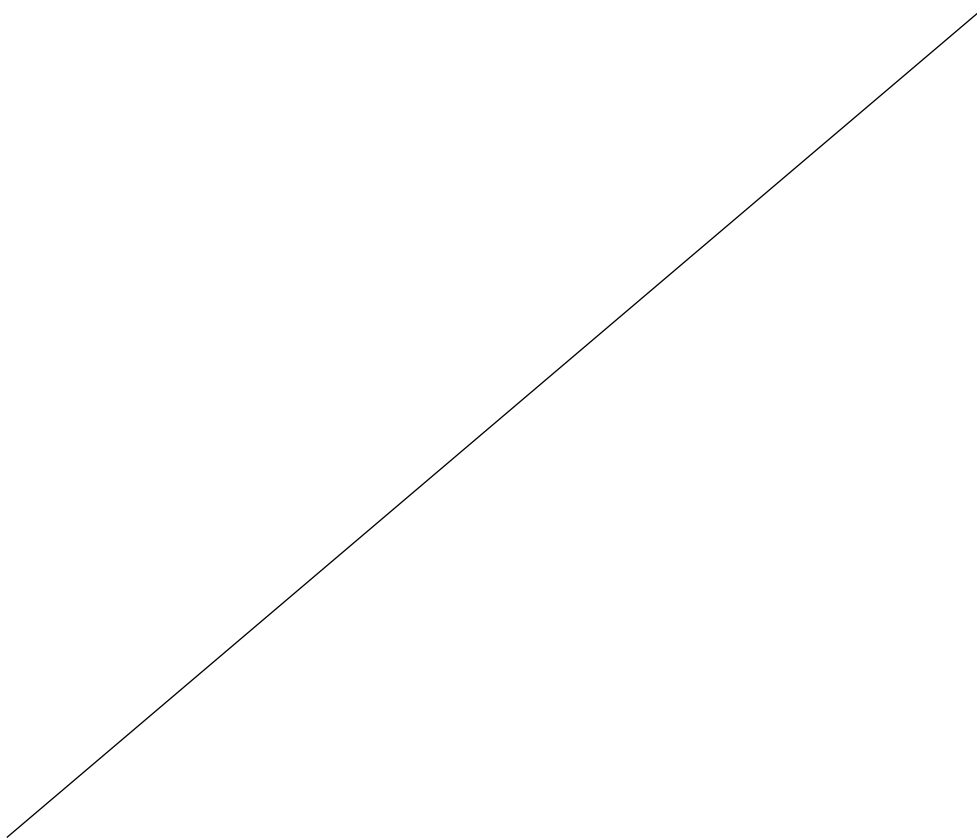
There being no further business, the meeting was adjourned at 3 p.m. Andy Comar closed the meeting with a reflection from Joyce Rupp.

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Chair

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Note-taker



## **PASTORAL RELATIONS COMMISSION**

### **MINUTES of Meeting held June 18, 2019 at 10 a.m.**

at New Hope United Church, Concord, ON

#### **Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); Bright Yun (ordered); William Haughton (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay); Elizabeth Mackenzie (ordered); Barbara Hendren (lay); James Ravenscroft (ordered)

**Regrets:** Dan Benson (ordered); Donna Bowman-Woodall (ordered)

#### **Welcome, constituting the meeting and prayer**

The meeting began with a joint worship with the Communities of Faith Commission which was led by Christine Smaller.

#### **Introductions of commission members**

Andy Comar, chair, welcomed everyone to the meeting and people introduced themselves.

#### **Agenda and Minutes**

**MOTION** by Beth Moore / Robin Pilkey  
that the minutes of the May 22, 2019 Pastoral Relations Commission be approved.

**MOTION**

**CARRIED**

**MOTION** by Paul Stott / Bright Yun  
that the minutes of the May 28, 2019 Pastoral Relations Commission be approved.

**MOTION**

**CARRIED**

#### **Overview of Shining Waters Governance Structure**

Dale Hildebrand provided an overview of the governance structure of the Shining Waters Regional Council. It was noted that a third commission focused on social justice was approved at the Shining Waters Annual Meeting in May, but has not yet been populated.



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**Review of Pastoral Relations Commission (PRC) Mandate and Licensed Lay Worship Leader (LLWL) Committee**

A question was raised about how the LLWL Committee will report in to the PRC Commission on a regular basis. It will likely be a few times a year. Renewal licenses have been granted to 2021 by the previous presbyteries. The commission requested that the LLWL committee report back to us when we have our face to face meetings and at other times as appropriate.

Under the granting of sacramental privileges: candidate supply and ordained supply should be added, in line with the The Manual (2019). Dale will contact the Executive to have those added. What about diaconal supply? The mandate should line up with the Manual. This will be changed.

A question was raised about term of office and renewal: Does that take effect after the rotating terms as outlined by the Nominations Committee? Yes.

LLWL Committee:

Todd McDonald is the staff support for this committee and he provided an overview of the committee's mandate. A chair, Patricia James, has been elected, and the committee will meet in the fall. There will be a day set aside to meet where the committee will talk about interviewing, recognizing a LLWL at a liturgy, and so forth. In the afternoon, the LLWLs will all gather together. There are about 20 – 25 Licensed Lay Worship Leaders in Shining Waters region.

What about con-ed opportunities for LLWLs? This will need to be discussed.

All the LLWL policies are on The United Church of Canada web site:  
<https://www.united-church.ca/leadership/entering-ministry/licensed-lay-worship-leaders>

**Omnibus Motion**

The process of how the omnibus motion is circulated was reviewed for new commission members. It goes out a week ahead of time, and then the day before the meeting with any revisions.

Todd reviewed the process for how appointments are done in the region.

It was requested that the name of the ministry personnel position be included in the omnibus, in the motion itself, for future meetings.

**MOTION** by Beth Moore / James Ravenscroft  
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **St. Mark's Pastoral Charge (Scarborough)** and approves the call to **Janet Smith Zenwirt**, ordained minister, beginning August 19, 2019, full time based on 40 hours per week with the following terms for Category B, 3 years and Cost of Living Group Assignment 5: Salary \$62,858 per annum, salary in addition to the minimum at 10% which equals \$6,286, for a total salary of \$69,144, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1500 per annum and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Thornhill Pastoral Charge (Thornhill)** and approves the call to **Tamara Leigh Olson**, ordained minister, beginning August 6 2019, full time based on 40 hours per week with the following terms for Category F, 14 plus years and Cost of Living Group Assignment 5: Salary \$69,476 per annum, salary in addition to the minimum at 2.769% which equals \$1924, for a total salary of \$71,400, basic telephone \$900 per annum, Continuing Education and Learning Amount \$2500 per annum and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does require an act of covenant.

b) **Appointments**

... concurs with the request of **Eglinton St. George's Pastoral Charge (Toronto)** and reappoints **Don Parsons**, ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 15 hours per week with the following terms for Category F, 14 plus years, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$26,054) per annum, salary in addition to the minimum at 20% which equals \$5,211, for a total salary of \$31,265, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1500 (pro-rated \$563) per annum and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Ghana Calvary Methodist United Church Pastoral Charge (Toronto)** and appoints **Eric Nyarko**, designated lay minister applicant, beginning June 1, 2019 to November 30, 2019, part time based on 20 hours per week with the following terms for Candidate Step 1, with manse, Cost of Living Group Assignment 5: Salary \$34,799 (pro-rated \$17,400) per annum, basic telephone \$400 per annum, Continuing Education and Learning Amount \$1416 (prorated \$708) per annum, and that **Eric Nyarko** also be granted sacramental privileges, with all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Fairbank Pastoral Charge (Toronto)** and appoints **Steven Loweth**, designated lay minister applicant, beginning July 1, 2019 to August 31, 2019, part time based on 20 hours per week with the following terms for Candidate Step 2, 3 years,

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Cost of Living Group Assignment 5: Salary \$59,580 (pro-rated \$29,790) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$2000 (pro-rated \$1000) per annum, and that **Steven Loweth** also be granted sacramental privileges, with all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does not require an act of covenant.

c) **Voluntary Associate Minister Position**

...concurs with the request of **East End United Ministry Pastoral Charge (Toronto)** and **Debra Schneider**, to enter in to a voluntary associate minister relationship, beginning May 21, 2019.

**MOTION**

**CARRIED**

A question was asked about ministry personnel salaries and the variation that has been observed. There is a wide spectrum in areas that are quite similar (e.g., within Toronto area). There is no guidance except a negotiating guideline for ministers. Are they sent this handbook? No, not at this time. There should be more direct support for ministers. There are historical differences in terms of race and gender in how the negotiations are carried out.

What about for team situations? The Pastoral Relations Ministers will give liaisons special guidance in those situations.

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Mhairi Godley appointed as regional liaison to East End Pastoral Charge (Toronto). East End has requested a short-term appointment while Sarah Miller is on sabbatical. (06/05/2019)

Noted that in the minutes, Barbara Hendren should be moved up from the Pastoral Charge Supervisor category to the liaison category.

**b) Pastoral Charge Supervisors**

The following pastoral charge supervisors have been appointed by staff:

Jean Leckie appointed as pastoral charge supervisor (PCS) to Mayfield Pastoral Charge as of July 1, 2019. Mayfield Pastoral Charge requested a PCS because Lloyd Paul's pastoral relationship ends June 30, 2019. (06/07/2019)

Marlene Amonsén appointed as pastoral charge supervisor (PCS) to Coldwater Eady Pastoral Charge as of July 1, 2019. Coldwater Eady requested a PCS because Bright Yun's pastoral relationship ends June 30, 2019. (06/07/2019)

Barb Hendren, appointed pastoral relations liaison to Mayfield United Church, to help search for a new minister. Lloyd Paul leaves the pastoral relations June 30, 2019. (06/12/2019)

Patricia James appointed as pastoral charge supervisor (PCS) to Bradford Pastoral Charge as of July 1, 2019. Bradford Pastoral Charge requested a PCS because Jim Keenan's pastoral relationship ends June 30, 2019. (06/11/2019)

Debbie Johnson, appointed pastoral charge supervisor for Home United Church who currently does not have a ministry personnel. (06/12/2019)

Angus MacLennan appointed as pastoral charge supervisor (PCS) to Sharon Hope Pastoral Charge as of July 1, 2019. Sharon Hope Pastoral Charge requested a PCS because Leslie Sedore's pastoral relationship ends June 30, 2019. (06/09/2019)

Doreen Mason appointed as pastoral charge supervisor (PCS) to Emsdale Pastoral Charge as of July 1, 2019. Emsdale Pastoral Charge requested a PCS because Nina Fulford's pastoral relationship ends June 30, 2019. (06/11/2019)

Rick McKinley appointed as pastoral charge supervisor (PCS) to Mount Albert Pastoral Charge as of July 1, 2019. Mount Albert Pastoral Charge requested a PCS because Tim Dayfoot's pastoral relationship ends June 30, 2019. (06/09/2019)

### **c) Liaison Training Update**

Todd McDonald reported on the liaison training that took place on June 12 to 14, 2019. There were 26 liaisons trained for Shining Waters region who will be accompanying Communities of Faith in their searches for appointed or called ministers.

A question was asked about interim ministry for congregations—will liaisons be appointed for those situations? Yes, but this will be under the Communities of Faith Commission

### **Joy, Health and Excellence for Ministry Personnel**

a) origin (association of ministry) and budget

Dale provided the history of this particular area and mandate. It arose out of a GC 42 motion calling for an exploration of an Association of Ministers.

Shining Waters has budgeted \$20,000 for this area in 2020.

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b) process on May 24

Todd described the process that took place on May 24. There was only an hour. People worked in pairs and then there was a wall of flipchart paper where ministers listed the things that they wished could happen for their joy, health and excellence.

Andy was at this event, and he shared some of his own personal reflections on this gathering.

c) Advisory group recommendation – what are parameters for advisory group? There perhaps should be more diversity on this advisory group. Staff were asked to add a couple of people for purposes of diversity.

How does this connect with our mandate? It is squarely in our mandate. It was formerly a presbytery responsibility but it is now a regional responsibility.

How does the commission wish to use this advisory group? Does the commission want a proposal in October?

We don't want to constrain the advisory group at this time. Should they have the authority to plan a program that would be carried out by staff? PRC would like the group to come back to the October meeting with some ideas.

What is the mandate of the advisory group? The people who signed up were volunteering because they think this is important work, but they did not interpret it as a committee. It is more of a sounding board/task group rather than a formal committee.

What is happening in other regions? B.C. region has been doing LeaderShift for some time. For most regions, this is new work.

On the question of negotiating salaries for ministers, the handbook is more mechanism than content. So if we do focus on this, it should look more at content/skills. Liaisons support the search teams, not the minister, so there won't be negotiating support from the liaisons. It would be good to connect ministers to mentors in this area.

Could staff produce a report on comparable salaries? This information is actually in the Yearbook.

Partnerships with other organizations, like Emmanuel College, on carrying this out will also be important.

Technology issues might also be another area to provide education on for ministers.

**MOTION** by Liz Mackenzie / Paul Stott

that a Joy, Health, and Excellence advisory group to staff be formed that reflects the diversity of our ministers in Shining Waters region, and that this group provide advice for

the formation of a program in the area of Joy Health and Excellence, which will be reflected in a future staff report to this commission.

**MOTION**

**CARRIED**

**Celebrating Candidates**

Dale Hildebrand explained some of the background around the celebration of candidates. The question arose regarding the intersection of the Office of Vocation and the Regional Council around candidates. We want to make sure that candidates feel connected to the regional council. How will the commission celebrate candidacy in our region? In the local congregation? At our Annual Meeting?

And what about the circles of accompaniment at the Candidacy Board—will they be involved?

There was support for the idea of introducing candidates at the Regional Annual Meeting. Could they be brought together at the Annual Meeting as well? That would be good as it exposes them to the Celebration of Ministry service. They may not be studying within our regional boundaries, but they could still be brought in to the Annual Meeting, even by Zoom video conferencing if necessary.

There was a question about whether an annual meeting will take place? The celebration of ministry service will and we connect it to that.

**Retirees in the Region**

Dale provided some background. There is a Pensioner's Network going that originated in the former Toronto Southeast Presbytery. Could this be something that the cluster and network staff support? Could other clusters of retirees be mentored and supported, using the model that is already ongoing? It was decided to discuss this further with the Communities of Faith Commission after lunch.

The celebration of the retirees is done at the Annual Meeting and this will continue.

**Meeting schedule to June 2020 (APPENDIX A)**

Do we need an in-person meeting in October? There doesn't appear to be a need for that at this point. If we have policy issues to discuss, we can add that to the shorter conference call meetings that we have and give members notice that the meeting will be longer.

The option of connecting by Zoom video-conference was discussed and members agreed that this would be welcome.

Outlook invites will be used for those who want to integrate the schedule with their Outlook calendars. It will still come as an email invitation for those who don't use the calendar in Outlook.

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### **Next Meeting**

The next meeting of the Pastoral Relations Commission will be held on Tuesday, August 27, 2019 at 9:30 a.m. by conference call. There was currently only five commission members available but staff would check with Donna Bowman-Woodall and Dan Benson, who were absent at this meeting, as to their availability. Andy Comar will be on vacation, so Paul Stott volunteered to chair the next meeting.

### **Pastoral Relations Policy**

Policies/Best Practices around documents being carried into Regional Council from former Toronto Conference

1. Team ministry orientation
2. Ending Pastoral Relationships Well
3. Retirement Guidelines for Ministry Personnel

There was not sufficient time to discuss these policies. Dale noted that they are carried over from Toronto Conference and are really for information only, although the commission could decide in the future to change these policies/best practice guidelines.

### **LUNCH**

The Pastoral Relations Commission broke for lunch at 12:30 p.m. and then reconvened for a joint session with the Communities of Faith Commission at 1:15 p.m.

### **Understanding Each Other's Work**

Christine Smaller spoke about the Communities of Faith Commission (CFC) mandate – support and oversight of everything that is not ministry personnel.

Andy Comar spoke about the Pastoral Relations Commission (PRC) mandate which covers appointments, calls, liaisons, retirees, and LLWLs.

### **Areas of Overlap**

Intentional Interim Ministry (IIM) areas. How is it flagged that a community of faith (CoF) needs IIM? It could be requested by the pastoral charge. CFC could also direct it.

PRC liaisons help CoF's create their profile.

The breakdown of a pastoral relationship could be a situation where both commissions might need to be involved. CFC might establish a listening team—preference is go that route rather jumping to a review of congregation.

Staff would need to support the minister when a relationship breaks down or is ended by the Regional Council.

In terms of reviews, CFC has authority over CoFs, but the PRC does not have authority to order reviews of ministry personnel—that is the responsibility of Office of Vocation (OV).

Issue of reappointments: CFC will discuss at their next meeting. We are talking about situations where a CoF is at the end of their life, or in financial trouble, and reappointment is a way to keep going for the time being.

It was noted that at the form checker level, the reviewer of the appointment/call form might raise some flags that could result in some queries for the liaison and the staff about the viability of the congregation, or about what is going on in the pastoral charge.

The form doesn't have a place to indicate when the appointment first took place. Perhaps that could be added.

The CFC wants to hear about concerns in a CoF, but are not looking to add to their agenda. They want to be proactive in terms of health, joy and excellence of CoFs.

Liaisons who see the financial viability form can raise issues of viability.

What about the practice of oversight visits? Will this be continuing? CFC is working on a policy of self-assessments by CoFs. CFC is going to have to triage CoFs: a) those that are in need b) those that have a lot of potential to be innovative thriving ministry but need some support from the region.

In terms of self-assessments of congregation and assessment of minister, if those two are not in sync, it is difficult to evaluate the ministry. Could we give CoFs and ministers some tools to make these two processes the best they can be?

### **When a Pastoral Relationship Ends**

Jody Maltby has compiled a checklist for when a congregation closes.

How do we know when a congregation is closing so that support could be given to that congregation? It hasn't been our practice to issue a public invitation to closing services. We would want to liaise with the CoF if we were to do that.

How does a pastoral relationship end?

The minister can end it. OV could end a pastoral relationship rising from a review. Congregation could end it.



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What about exit interviews? They were done in the past by presbytery Pastoral Relation Committees, but they are not in the mandate of either the PRC or CFC. Do we want to continue them?

What support can we offer a CoF at the time of an ending of a pastoral relationship? Is there something that the minister leaving can do? It would depend on what the nature of the pastoral relationship is at the end. We could do some education with the CoF, but might also guide them.

A video resource would be great for CoFs. What about doing exit interviews by Zoom? The exit interview should be done for both the minister and the CoF—that can feed into the next steps for the CoF in terms of profile, etc.

### **Migrant/ethno-cultural Communities of Faith**

Cindy Randall referred to some of the experience of South West Presbytery, where many of these CoFs were located. There are issues around governance, interaction, pastoral relations processes, that have taken considerable time of staff and volunteers.

Issues:

- Difficulty in finding ministers to lead these congregations – language and cultural issues
- Different approaches in how conflict was handled. Minister often assumed a very authoritative role. Standing from another country was recognized but not in the UCC.
- Different roles for lay people – they often don't have the opportunity to speak, and this allowed issues to fester.

What about indigenous CoFs? They are still meeting to discern their relationship with the region. A meeting is taking place in August of indigenous CoFs from across the country.

There is a lack of connection with the wider church in general with ethno-cultural churches. How do we provide opportunities to connect?

The staff team has also been talking about support to these CoFs. A meeting is taking place in the summer to talk about this.

In the former South West Presbytery, there was an intercultural committee, and it is continuing to meet. It is a cluster.

The Equity Committee has some responsibility for our “inter-cultural commitments.”

### **Health, Joy, and Excellence of Ministers and CoFs**

The PRC has done some work on this. An advisory group has been set up to help develop some programming in this area.

CFC has talked about support for lay leadership in times of transition, but we really don't put much time in the UCC to resources for lay leadership development. How can we do that? There has been

some discussion around retreats, workshops, events for congregations that are fun, etc. CFC will continue to work on this.

It was noted how many people came to the regional Annual Meeting, but not a greater involvement by ministry personnel.

A question about United Fresh Start was raised: this is a program with many modules for training in CoFs. Four of them are related to starting up a new pastoral relationship. Fresh Start hasn't been promoted widely, and we want to work on that. The first module is free, then same rate as pulpit supply for subsequent modules. There are trained facilitators in place. Liaisons are aware of it to promote with CoFs. This is a national program.

### **Closing, Blessing and Farewell**

Andy Comar thanked everyone for coming and for the opportunity to meet as two commissions. We are still working on new beginnings and this is evolving work. Appreciation was expressed for the food and hospitality offered at the meeting by New Hope United.

There being no further business, the meeting was adjourned at 3 p.m. Andy Comar closed the meeting with a reflection from Joyce Rupp.

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Chair

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Note-taker

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**APPENDIX A – PRC MEETING SCHEDULE 2019 / 2020**

All meetings at 9:30 a.m. unless otherwise noted

September 24, 2019

October 29, 2019

November 26, 2019

December 17, 2019

January 28, 2020

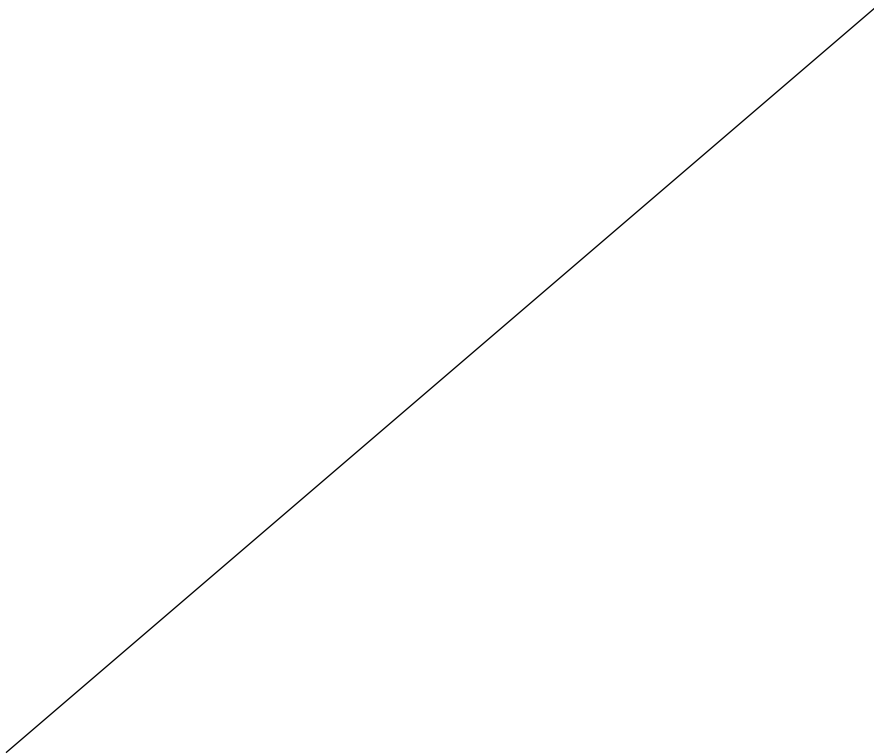
February 25, 2020

March 31, 2020

April 28, 2020

May 12, 2020 (\*moved up from normal last Tuesday of month to accommodate ordination candidates)

June 16, 2020 (in person all day meeting)



## 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

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Shahin Akter  
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.

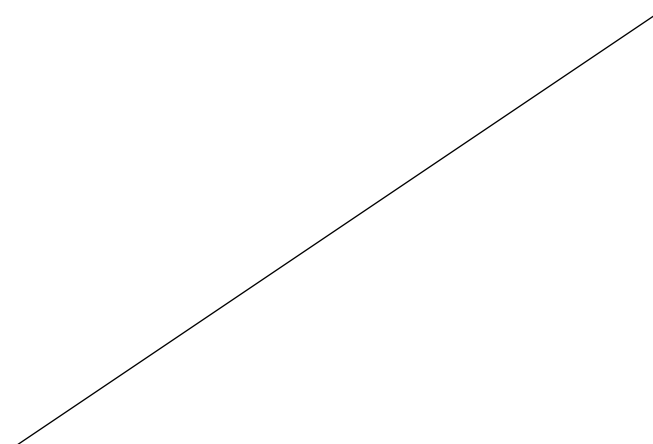
Closing: the meeting closed at 4:05 p.m. and Peter Hartmans offered prayer.

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Chair

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Note-taker



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**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**

**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.

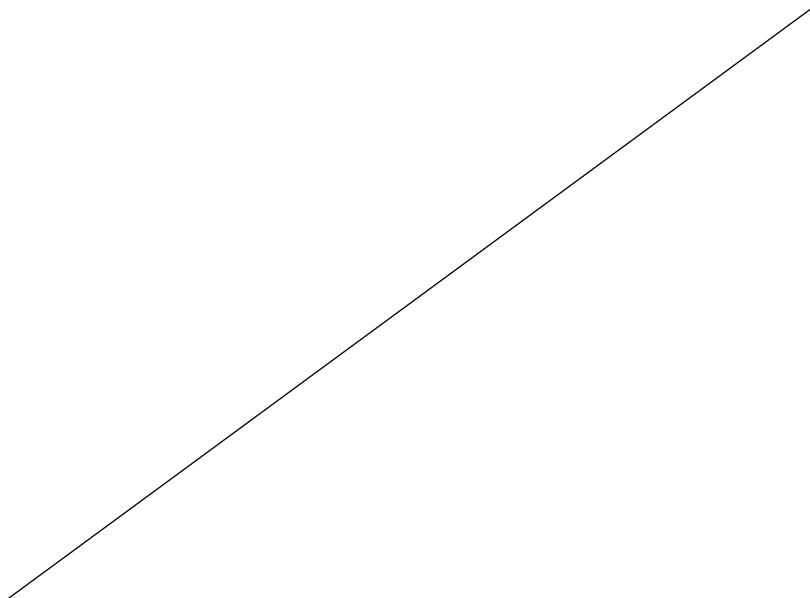
Closing: the meeting closed at 8:12 p.m. and Peter Hartmans offered a closing prayer.

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Chair

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Note-taker



## COMMUNITIES OF FAITH COMMISSION

**MINUTES of Meeting held August 22, 2019** at 10 a.m.  
by video conference.

### **Members Present**

Christine Smaller (Chairperson) Ross Leckie, Emma Pipes, Cindy Randall, Calin Lau, Gloria Tozek, Sandra Nottegar, Harry Ramsaran, Jody Maltby (Staff Lead)

Regrets

Kevin Logie, Amy Lee, Carolyn Harding

### **Welcome, check in and prayer**

The chairperson welcomed the members of the commission and opened with prayer.

### **Agenda**

The commission agreed by consensus that there is one agenda item: the request from West Hill United Church, Scarborough to sell their property.

### **West Hill United Church, Scarborough**

The chairperson offered a framework for the conversation. We have a congregation with an urgent request to sell their building. Sometimes we have time-sensitive requests without having policy yet to follow. The expected outcome of this meeting is to have a plan for how to move forward that is faithful to our responsibility to the region and also to the congregation that needs our support. She also reminded the commission that one of our core tasks is to encourage innovative and creative ministry not necessarily tied to building. At the same time, we have a real commitment to maintain buildings that we discern are strategically important. Resources embedded in buildings are critical to our future as a region and as a church and we have a fiduciary responsibility to manage this.

After a full discussion, the following steps were identified:

- Authority: The **chairperson** will make contact with the President: David Leyton-Brown to determine if the commission has the authority to make this decision or if it rests with the Executive.
- Policy development: **Harry Ramsaran and Gloria Tozek** will work on a formula for distribution of proceeds for consideration by the commission at the next meeting. This will form the basis for a policy when a congregation that is not closing or amalgamating wishes to sell property. Considerations include whether the proceeds be invested with interest available to the congregation, or should a congregation be able to access a portion of the

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capital as well? Should a percentage of the proceeds come to the region for use by the wider church? Should there be a threshold for this so that if the proceeds from the sale are below the threshold, the congregation might be able to keep all of the proceeds.

The **chairperson** will work on a flow chart that shows the various factors to be considered including strategic location, threshold proceeds, etc.

- Determining if this is a strategic location for the region: **The Staff Lead** will follow up on the report from Toronto United Church Council. She will also gather information from the minutes of the former Toronto Southeast Presbytery. She will follow up on the mapping project.
- Listening to the congregation: **The Staff Lead and Emma Pipes** will attend the September 10<sup>th</sup> congregational meeting of West Hill United. The commission is particularly interested in hearing updated numbers and plans for relocation. Is the congregation as a whole supportive of this plan? Is there a level of sophistication around real estate in Toronto?
- Immediate communication: **The chairperson and the Staff Lead** will speak with the minister and council chair from West Hill and advise them that we want to work with them and that we are interested in hearing their ideas of innovation. This is a priority for the commission and we are taking a number of steps in order to be able to make a decision at our next meeting.
- **The chairperson and Ross Leckie** will form a working group to look at real estate best practices. Suggestions were inviting someone from East End Ministry, Toronto and Lansing United, Toronto. The working group might propose a real estate policy or guidelines.

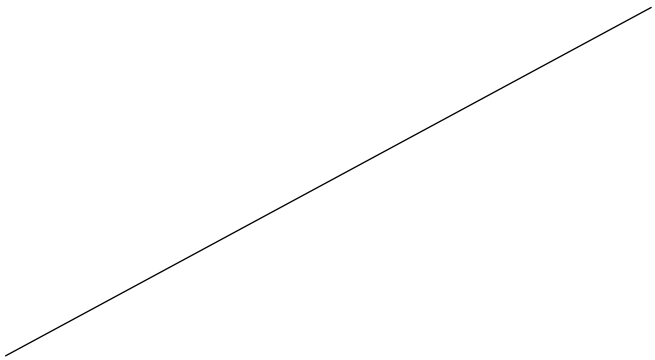
Ross Leckie closed in prayer. The meeting adjourned at 11.22 a.m.

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Chair

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Note-taker



**PASTORAL RELATIONS COMMISSION**

**MINUTES of Meeting held August 27, 2019** at 9:30 a.m.  
by conference call.

**Members Present**

Todd McDonald (staff); Dan Benson (ordered); Donna Bowman-Woodall (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay); Barbara Hendren (lay); James Ravenscroft (ordered)

Regrets: Andrew Comar (chair); William Haughton (ordered), Dale Hildebrand (staff);

Absent: Bright Yun (ordered),; Elizabeth Mackenzie (ordered)

**Welcome, constituting the meeting and prayer**

Paul Stott, acting chair, began the meeting with prayer.

**Agenda**

**MOTION** by Beth Moore/ Donna Bowman-Woodall  
that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by James Ravenscroft/ Robin Pilkey  
that the minutes of the June 18, 2019 meeting of the commission be approved, with the following amendments:

- a. On page 3, call Jane Smith Zenwirt to St. Mark's United Church: Salary \$62,858 per annum, salary in addition to the minimum at 10% which equals \$6,286, for a total salary of \$69,144.
- b. On page 3, Don Parsons' appointment to Eglinton St. George's United Church. Salary \$69,476 (pro-rated \$26,054) per annum, salary in addition to the minimum at 20% which equals \$5,211, for a total salary of \$31,265.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Beth Moore/ Donna Bowman-Woodall  
that the Pastoral Relations Commission take the following actions:

d) **Calls**

... concurs with the request of **Bradford Pastoral Charge (Scarborough)** and approves the change in terms of the existing call to **Eiko Hosaka**, ordained minister, beginning July 1, 2019, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$52,107) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1062 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does not require an act of covenant.

e) **Appointments**

... concurs with the request of **Filipino Christian Fellowship Mission (Toronto)** and reappoints **Joel Aquirre**, ordained supply (non-United) minister, beginning July 1, 2019 to June 30, 2020, part time based on 30 hours per week with the following terms for Category D and Cost of Living Group Assignment 5: Salary \$66,168 (pro-rated \$49,626) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Lansing Pastoral Charge (Toronto)** and appoints **Diane Bennett-Jones**, ordained supply minister, beginning September 3, 2019 to March 30, 2020, part time based on 20 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$67,823 (pro-rated \$33,912) per annum, salary in addition to the minimum at 5.001% which equals \$1696, for a total salary of \$35,608, basic telephone \$612 per annum, Continuing Education and Learning Amount \$1416 (prorated \$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **East End United Regional Ministry Pastoral Charge (Toronto)** and reappoints **Jane Brushey-Martin**, retired ordained supply minister, beginning July 1, 2019 to December 31, 2019, part time based on 10 hours per week with the following terms for Category C, Cost of Living Group Assignment 5: Salary \$64,513 (pro-rated \$16,129) per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1416 (prorated \$354) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Virginia Pastoral Charge (Sutton)** and reappoints **Deborah Celsie**, student supply minister, beginning July 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Candidate Step 2, Cost of Living Group Assignment 5: Salary \$59,580 (pro-rated \$29,790) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 (prorated

\$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Toronto Chinese Pastoral Charge (Toronto)** and reappoints **Chin Hung Cheung**, retired ordained supply minister, beginning July 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **St. James Pastoral Charge (Stroud)** and reappoints **Patricia James**, designated lay minister, beginning July 1, 2019 to June 30, 2022, part time based on 30 hours per week with the following terms for Category B, Cost of Living Group Assignment 4: Salary \$57,157 (pro-rated \$42,868) per annum, salary in addition to the minimum at 7.364% which equals \$3157, for a total salary of \$46,025, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1000 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Fairbank Pastoral Charge (Toronto)** approves the change in terms of the existing appointment of **Steven Loweth**, designated lay minister applicant, beginning September 1, 2019 to August 31, 2020, part time based on 30 hours per week with the following terms for Candidate Step 2, 3+ years, Cost of Living Group Assignment 5: Salary \$59,580 (pro-rated \$44,685) per annum, salary in addition to the minimum at 3.423% which equals \$1530, for a total salary of \$46,215, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Palgrave Pastoral Charge (Palgrave)** and appoints **Dyanne Marlok**, Candidate student supply minister, beginning September 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Candidate Step 1, Cost of Living Group Assignment 5: Salary \$59,234 (pro-rated \$24,681) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 (prorated \$590) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Leaside Pastoral Charge (Sutton)** and appoints **Warren McDougall**, retired ordained supply minister, beginning September 1, 2019 to December 31, 2019, part time based on 24 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$41,686) per annum, salary in addition to the minimum at 3.631% which equals \$1514, for a total salary of \$43,200, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415

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(prorated \$849) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Coldwater-Eady Pastoral Charge (Coldwater)** and approves the change in terms of the existing appointment of **Kathleen Mowat**, retired ordained supply minister, beginning September 3, 2019 to December 3, 2019, part time based on 27.5 hours per week with the following terms for Category F, Cost of Living Group Assignment 3: Salary \$61,083 (pro-rated \$41,995) per annum, basic telephone \$720 per annum, Continuing Education and Learning Amount \$876 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Glebe Road Pastoral Charge (Toronto)** and reappoints **Cynthia O'Connell**, candidate for ordained minister, beginning July 1, 2019 to July 31, 2019, part time based on 24 hours per week with the following terms for Candidate Step 2, Cost of Living Group Assignment 5: Salary \$59,580 (pro-rated \$35,748) per annum, salary in addition to the minimum at 20% which equals \$7150, for a total salary of \$42,898, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1416 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **York Pines Pastoral Charge (Kettleby)** and appoints **Fran Ota**, retired ordained supply minister, beginning July 29, 2019 to December 9, 2019, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, basic telephone \$720 (prorated \$300) per annum, Continuing Education and Learning Amount \$850 (prorated \$354) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **King City Pastoral Charge (King City)** and reappoints **Bruce Roffey**, retired ordained supply minister, beginning July 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1415 (prorated \$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Bolton Pastoral Charge (Bolton)** and reappoints **Eleanor Scarlett**, retired ordained supply minister, beginning July 1, 2019 to June 30, 2020, part time based on 30 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (prorated \$52,107) per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1415 (prorated \$1062) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **East End United Regional Ministry Pastoral Charge (Toronto)** and appoints **Debra Schneider**, retired ordained supply minister, beginning September 3, 2019 to November 25, 2019, part time based on 30 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$52,107) per annum, salary in addition to the minimum at 34.544% which equals \$18,000, for a total salary of \$70,107, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1415 (prorated \$1062) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Downsview Pastoral Charge (Toronto)** and reappoints **Dong-Chun Seo**, retired ordained supply minister, beginning July 1, 2019 to December 31, 2019, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, basic telephone \$500 per annum, Continuing Education and Learning Amount \$1415 per annum,, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Humber Valley Pastoral Charge (Toronto)** and approves the change in terms of the existing appointment of **Richard Tamas**, ordained supply minister, beginning September 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$67,823 per annum, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Tamil United Church Mission (Toronto)** and reappoints **Kumar Thangarajah**, ordained supply minister (non-United), beginning July 1, 2019 to June 30, 2020, part time based on 30 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$52,107) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,062 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

**c) License to Administer Sacraments**

... concurs with the request of **East End United Regional Ministry Pastoral Charge (Toronto)** and grants sacramental privileges in accordance with *The Manual* I.2.4(a) and I.2.4.2, to **Michiko Bown-Kai**, candidate for ordained ministry, during their time of appointment at **East End United Regional Ministry Pastoral Charge**.

... concurs with the request of **Palgrave Pastoral Charge** and grants sacramental privileges in accordance with *The Manual* I.2.4(a) and I.2.4.2, to **Dyanne Marlok**, candidate for diaconal ministry, during her time of appointment at **Palgrave Pastoral Charge**.



**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Greg Daly appointed as regional liaison to Humber Valley United Church (Toronto) in their search for a called minister after completing an Intentional Interim Ministry. (07/01/2019)

Kathleen Taylor appointed as regional liaison to Countryside United Church (Thornton) in their search for an appointed and then called minister. (07/05/2019)

Paul Cook appointed to Emmanuel United Church, Brampton in their search for a called minister after completing an Intentional Interim Ministry. (08/15/2019)

**b) Pastoral Charge Supervisors**

The following pastoral charge supervisors have been appointed by staff:

Amy Lee appointed as pastoral charge supervisor (PCS) to the Filipino Christian Fellowship (Toronto, Mission of the Regional Council), July 11, 2019. The previous Pastoral Charge Supervisor, Norm Greene, stepped down from the position of PCS and the mission needs a supervisor as the minister there, Rev. Joel Aguirre, is an admissions applicant.

Dick Moffat appointed as pastoral charge supervisor (PCS) to Countryside United Church (Thornton), August 8, 2019 while the community of faith is without a ministry personnel.

**c) Other appointees**

John Joseph Mastendrea appointed as regional representative to St. Luke's United Church (Toronto) board meeting on July 21, 2019. St. Luke's is currently without a called or appointed minister.

Kathleen Taylor appointed as regional representative to Countryside United Church (Toronto) board meetings on July 10 and July 24, 2019. Countryside is currently without a called or appointed minister.

**d) Licensed Lay Worship Leader (LLWL) Committee**

Todd McDonald reported that the LLWL Committee will meet on Saturday, September 28, 2019. The meeting of the committee will be in the morning. At lunch time, the LLWLs of the Shining Waters Regional Council will join the Committee for lunch and informal “get-to-know” time.

**Next Meeting**

The Pastoral Relations Commission will next meet on Tuesday, September 24, 2019 at 9:30 a.m. by conference call.

**End of meeting**

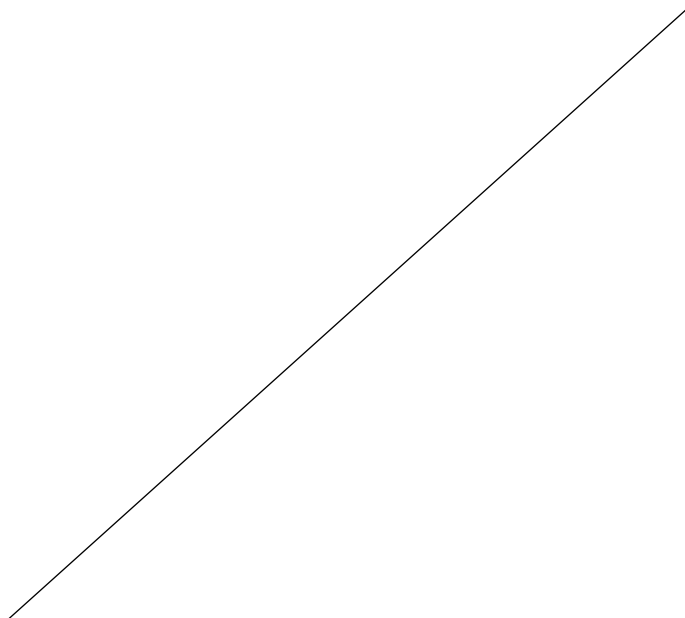
The meeting of Pastoral Relations Commission ended at 9:43 a.m., and Donna Bowman-Woodall offered a closing prayer.

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Paul Stott, acting chair

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Todd McDonald – note taker



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**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**

**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.

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Chair

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Note-taker

## COMMUNITIES OF FAITH COMMISSION

**MINUTES of Meeting held September 18, 2019** at 9:30 a.m.  
by video conference.

### **Members Present**

Christine Smaller (Chairperson), Ross Leckie, Cindy Randall, Calin Lau, Gloria Tozek, Carolyn Harding, Sandra Nottegar, Kevin Logie, Harry Ramsaran, Amy Lee, Emma Pipes

Jody Maltby (Staff Lead), Karen Hilfman Millson (staff), Susie Henderson (staff)

### **Welcome, check in and prayer**

The chairperson welcomed everyone, and shared a reading from 1 Timothy chapter 2. We can rest in the knowledge that people are holding us in prayer and with prayer all things are possible. She opened with prayer, 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. Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

### **Agenda**

**MOTION** by Cindy Randall/Calin Lau that the agenda, as amended and circulated, be approved.

**MOTION**

**CARRIED**

### **Minutes**

**MOTION** by Ross Leckie/Amy Lee that the minutes of the meetings of the Communities of Faith Commission of Shining Waters Regional Council dated May 16, 2019, June 18, 2019 and August 22, 2019 be approved as circulated.

**MOTION**

**CARRIED**

### **Omnibus Motion**

**MOTION** by Ross/Leckie/Cindy Randall that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

- a) Approve the Constitution of Bond Head United Church dated March 2019;
- b) Receive for information the Report of the Intentional Interim Ministry Committee dated September 2019 (Appendix A);

- c) Approve the policy on Transition Team Liaison for Intentional Interim Ministry;
- d) Approve the request by Fairlawn United Church for an extension of their original 18-month intentional interim ministry to the end of June 2020 and recommend to the Pastoral Relations Commission that the contract with their Intentional Interim Minister be extended to this date as well.

## **MOTION**

## **CARRIED**

There was a point of clarification regarding the relationship between this commission and the Intentional Interim Ministry Committee. When a Listening Team makes a recommendation for intentional interim ministry, the commission will make this decision and then refer it to the Intentional Interim Ministry Committee to begin the process. When a congregation wants to request an intentional interim ministry, they would go through the Intentional Interim Ministry Committee and the committee would make a recommendation to the commission.

### **West Hill United Church – Next Steps**

- Congregational meeting

Emma Pipes and Jody Maltby reported on the congregational meeting that was held on September 10<sup>th</sup>. There was not unanimity regarding a way forward. Some people wanted to make a decision to sell the building. Others wanted more information, including how much of the proceeds from the sale of the building would remain with the congregation. Others want to keep the building and seek financial support from the wider church. Would the congregation be able to use any equity in the building to do repairs and renovations? Another question was whether this Commission would endorse a request to the Toronto United Church Council to forgive their mortgage. There are concerns about staff burnout and a decline in volunteer leadership.

The congregation did not come to a decision at the meeting. They will gather more information about a possible sale and are also waiting to hear from us about the policy and how much of the proceeds they might be able to use.

- Flow Chart

Christine Smaller presented an example of what a flow chart might look like. She noted that a flow chart is a visual representation of the policy and process for approving a sale of property where a congregation is neither closing or amalgamating. The first step is to create the policy. The chart will be populated by the information in the policy. We are trying to create useable resources to help congregations navigate through our policies.

We need to consider every situation individually. At the same time we are committed to consistency, transparency and fairness in how we apply policies

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- Authority to make decision  
The chairperson is still working on this and will report at the next meeting.
- Formula  
Gloria Tozek presented her initial work on this. She identified which included considerations for the development of a policy and for the development of a formula. She noted that the report from Toronto United Church Council on strategic sites has some good suggestions that could also inform this work, particularly the use of quadrants as opposed to a straight financial formula.

We need to have a core understanding of the purpose of the policy and what it is for. Is our purpose to put funds back in play for both the community of faith and the region – to support identified goals? If so, what are these goals for the region? Is it to support new communities of faith or new vision?

As well, our statement of purpose needs to reflect our faith – who we are and why we are doing this as an expression of our faith. Every policy needs to support and embody our vision for our work as a commission and the mission of the region to support and connect communities of faith.

- Strategic location – It was noted that the report from Toronto United Church Council is useful and will inform our policy development.
- Updating the mapping process  
The chairperson provide background for new members on the intent of having a map of communities of faith within the region to help us understand their context and potential for ministry.  
Susie Henderson joined the meeting. Susie met with Sharon Buttery from EDGE and shared the notes from the commission retreat in May. They are recommending two projects.  
The first is a basic regional annotated map that can show data we already have – for example Affirming congregations and accessibility information. We could embed this map on our website and it will be available to anyone. Sharon is willing to create a customized map for us and then we would maintain it, which would mean updating it a few times each year. Central Ontario East Region has a similar map already on their website.

Susie will work with Donna Rutz to ensure our excel spreadsheet is current and will then provide this information to Sharon.

For a more detailed map based on the criteria from the retreat, Sharon has a program that can pull data from other sources, including the United Church year book, census and Environics. This could provide information to help us look at the potential for viability. The region might look very different depending on what criteria is used.

There was some work done by EDGE in the former presbyteries. Jody and Karen will gather what they can find and send it to Susie.

Christine Smaller will work with Susie to develop a proposal for EDGE. We will spend time looking at the data and what we can learn from it as part of retreat.

Susie left the meeting.

### **Next Steps**

All of these pieces of work together can inform a policy for the sale of property when a congregation is neither closing nor amalgamating. Christine Smaller, Gloria Tozek and the Staff Lead will weave these threads together.

Break from 10:50 – 11:05

### **Policies**

- Communities of Faith: Service, Support and Oversight to Communities of Faith

**MOTION** by Carolyn Harding/Kevin Logie that the Communities of Faith Commission of Shining Waters Regional Council, approve the Commission policy, *Service, Support and Oversight to Communities of Faith*.

**MOTION**

**CARRIED**

The commission offered thanks to Cindy Randall for her work on this policy.

- Communities of Faith: Liaisons

**MOTION** by Kevin Logie/Calin Lau that the Communities of Faith Commission of Shining Waters Regional Council approve the Commission policy, *Liaisons*.

**MOTION**

**CARRIED**

The Staff Lead spoke about the plan for recruitment and training. Christine Smaller will help with some pieces of training. Ross Leckie and Emma Pipes will help with the training on Listening Teams. The Staff Lead is putting together a manual to support the Liaisons in their work. The commission expressed thanks for this

### **Cosburn United Church**

The commission considered a letter from Brenda Percy, a member of the former Cosburn United Church requesting a review of the governance of Cosburn United Church since the merger with East End United Regional Ministry.



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As per section J4 of The Manual (2019), the region must take seriously any concerns regarding a community of faith. These concerns may be raised by

- a) the regional council itself, including any member or committee of the regional council;
- b) the ministry personnel called or appointed to the community of faith;
- c) the pastoral charge supervisor;
- d) the governing body of the community of faith; or
- e) a proposal signed by 10 full members of the community of faith that the community of faith's governing body has passed on to the regional council.

**MOTION** by Ross Leckie/Carolyn Harding that no action is necessary by the regional council with respect to Cosburn United Church.

**MOTION**

**CARRIED**

The Staff Lead will forward a response on regional letterhead signed by the chairperson. The commission will take no further action on this matter.

**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 the Celebration of Ministries Service.

**MOTION**

**CARRIED**

The Staff Lead will consult with the chair of Nominations to seek someone to take leadership in planning the event.

**King City UC – Offer to Purchase**

**MOTION** by Cindy Randall/Calin Lau that the Communities of Faith Commission of Shining Waters Regional Council approve the Agreement of Purchase and Sale between White Owl Properties and Trustees of the King City United Church Congregation, in the amount of Five Hundred and Ninety Thousand, Seven Hundred Eighty-eight Dollars, Sixty Cents (\$590,788.60) for those parts of PIN 03373-0032 (legally described as Lot 2, Registered Plan 85, Township of King) that are identified as Parts 1, 2, and 3 on the Plan of Survey attached as Schedule “A” to the Agreement of Purchase and Sale.

**MOTION**

**CARRIED**

A concern was raised that the plan for the disposition of the proceeds from the sale that was presented with the proposed sale in June 2019 was based on a much lower sale price. An updated plan was not provided with this offer.

The commission had a full discussion about how this sale is connected to the work being done to develop a policy for the sale of property by a congregation that is not closing or amalgamating. It was agreed that the policy will include the requirement that a plan for the disposition of funds must be approved by the commission prior to or with the agreement of purchase and sale. If the agreement of purchase and sale changes, the plan must be updated and approved with the new agreement. If there is no approved plan, funds are to be held in trust by the congregation's lawyer until a plan for disposition of funds is approved by the commission.

In this case, the closing date for the sale will be 15 days after approval to sever is received from the Municipality Planning Division. King City United Church will be encouraged to provide an updated plan for the use of the funds for the next meeting of the commission so that the disposition is not delayed. However, if there is not an approved plan by the closing date, the funds are to be held in trust by the congregation's lawyer until a plan is approved.

**MOTION** by Carolyn Harding/Ross Leckie that unless there is an updated plan for the disposition of funds from the sale by the closing date, the proceeds are to remain in trust with the congregation's lawyer until plan for their use is approved by the commission.

**MOTION**

**CARRIED**

The Staff Lead will communicate immediately with the congregation and advise them of this requirement.

**New Business**

Amy Lee reported that the Intercultural and Diversity Network will be presenting a proposal to the Shining Waters Regional Executive for a fourth commission that will be the Intercultural and Diversity Commission.

Christine Smaller and Karen Hilfman Millson received a request from Angus MacLennan for funds for a cluster. The Staff Lead provided an update on the Task Group that was formed in the spring to consider this work. The group met once and then it was learned that there was a proposal to the regional meeting for a Social and Ecological Justice Commission. Many networks will relate to this commission. The Task Group felt they needed to suspend their work pending this decision. The commission is now appointed and Susan Eagle, who was also on the Task Group, is the chair. The Staff Lead and Emma Pipes will connect with Susan Eagle to regroup. Karen will respond to Angus explaining this.

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Ross Leckie raised possibility of involving retired clergy as mentors for clusters and networks.  
How do we tap into this resource?

**Next Meeting**

Wednesday, October 16, 2019, 9:30 a.m. via Zoom video conference

Christine Smaller and Emma Pipes are planning another retreat and will provide more information at the next meeting. Look for a doodle poll shortly.

**Closing**

Christine Smaller closed in prayer and the meeting adjourned at 12:00 p.m.

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Chair

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Note-taker

**PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held September 24, 2019**, at 9:30 a.m.  
by conference call.

**Members Present**

Dale Hildebrand (staff); Todd McDonald (staff); Andrew Comar (Chair); William Haughton (ordered); Donna Bowman-Woodall (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay)

**Regrets:** Dan Benson (ordered); James Ravenscroft (ordered); Bright Yun (ordered); Barbara Hendren (lay); Elizabeth Mackenzie (ordered)

**Welcome, constituting the meeting and prayer**

Andy welcomed everyone and led the meeting with an opening reflection and prayer.

**Agenda**

**MOTION** by Paul Stott/Robin Pilkey that the agenda consisting of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Beth Moore/Donna Bowman-Woodall that the minutes of the August 28, 2019 meeting of the commission be approved.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Paul Stott/Beth Moore that the Pastoral Relations Commission take the following actions:

a) **Call**

... concurs with the request of **Kimbourne Park Pastoral Charge (Toronto)** and approves the change in terms of the existing call to **Daniel Reed**, ordained minister, beginning September 1, 2019, full time based on 40 hours per week with the following

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terms for Category A and Cost of Living Group Assignment 5: Salary \$61,204 per annum, salary in addition to the minimum at 4.568% which equals \$2796, for a total salary of \$64,000, basic telephone \$804 per annum, Continuing Education and Learning Amount \$2350 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does not require an act of covenant.

b) **Appointments**

... concurs with the request of **Saint Luke's Pastoral Charge (Toronto)** and appoints **James Keenan**, interim ordained minister, beginning September 1, 2019 to August 31, 2021, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 per annum, salary in addition to the minimum at 10% which equals \$6948, for a total salary of \$76,424, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Evergreen Pastoral Charge (Rosseau, Ontario)** and reappoints **Doreen Mason**, designated lay minister, beginning July 1, 2019 to June 30, 2021, part time based on 30 hours per week with the following terms for Category C, Cost of Living Group Assignment 3: Salary \$54,813 (pro-rated \$41,124) per annum, salary in addition to the minimum at 4% which equals \$1696, for a total salary of \$57,006 (pro-rated \$42,820), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 (pro-rated \$1061) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **College St. Pastoral Charge (Toronto)** and appoints **Christine Smaller**, ordained supply minister, beginning September 3, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$67,823 (pro-rated \$33,912) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1420 (prorated \$710) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Lemonville Pastoral Charge (Whitchurch-Stouffville)** and appoints **Nancy Umphrey**, candidate student minister, beginning October 1, 2019 to September 30, 2020, part time based on 20 hours per week with the following terms for Candidate Step 1, Cost of Living Group Assignment 5: Salary \$59,234 (pro-rated \$29,617) per annum, salary in addition to the minimum at 1.897% which equals \$1124 (pro-rated \$562), for a total salary of \$60,358 (pro-rated \$30,179), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Glebe Road Pastoral Charge (Toronto)** and appoints **Jean Ward**, retired ordained supply minister, beginning September 1, 2019 to August 30, 2020, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, basic telephone \$700 per annum, Continuing Education and Learning Amount \$1420 (pro-rated \$710 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

**MOTION**

**CARRIED**

*At this point Donna Bowman-Woodall left the meeting as she has a conflict of interest for the last appointment of the agenda (see below).*

**MOTION** by Will Haughton/Robin Pilkey  
that the Pastoral Relations Commission take the following action:

... concurs with the request of **Emsdale Pastoral Charge (North of Huntsville)** approves the appointment of **David Woodall**, retired ordained supply minister, beginning September 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 2: Salary \$57,789 (pro-rated \$28,895) per annum, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1416 (pro-rated \$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

**MOTION**

**CARRIED**

### **Report from staff**

- No liaisons, pastoral charge supervisors or other appointments were made during this period.
- Members of the Advisory Group on Health Joy and Excellence of Ministry Personnel: Diane Bennett-Jones, Patricia James, Calin Lau, Tom MacNeil, Elizabeth Mackenzie. First meeting is September 26.
- Licensed Lay Worship Leaders (LLWL) Committee and Licensed Lay Worship Leaders meet on Saturday, September 28. The Committee will meet to make decisions about interview format, meeting schedule and communication. Lunch and afternoon the Committee and the Region's LLWLs will meet to connect and support each other.

Question: How many LLWLs do we need? Could the committee look at what the need is in different parts of our region? Yes, they will do that.

- United Fresh Start (UFS): Dale and Todd have reached out to all new pastoral relationships in the Region and offered a free United Fresh start workshop. UFS facilitator Anne Shirley

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Sutherland will do the “Transition” workshop with the Rev. Bright Yun and Knox United Church, Agincourt.

Question about whether module can be used for appointments? Yes, it is up to Communities of Faith to decide how they want to use their free module.

- The question of whether retired Designated Lay Ministers can administer sacraments has been raised in national meetings of the Pastoral Relations Ministers. General Council Office has said that this is the prerogative of the Regional Councils. We will be bringing a simple policy on this to the October meeting. Please set aside 45 minutes for the October meeting, rather than the usual 10 or 15 minutes.

**Next meeting**

The Pastoral Relations Commission will next meet on October 22, 2019 at 10:00 a.m. for 45 minutes by Zoom video conference call. Please talk to Todd or Dale if you have not used Zoom before.

**End of meeting**

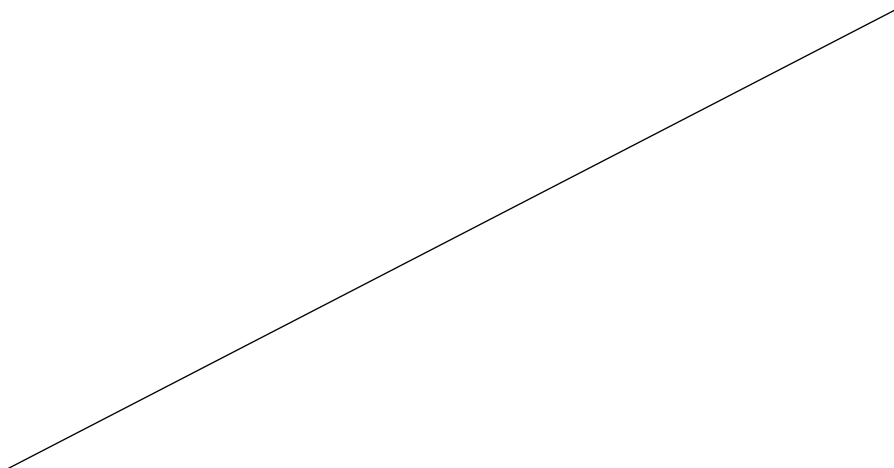
Todd McDonald closed the meeting with a prayer.

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Andy Comar, Chair

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Dale Hildebrand, note taker



## **SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

### **Minutes of Meeting held October 9, 2019, at 10:00 a.m.**

by video conference

#### **Members Present**

Lois Brown, Tina Conlon, Susan Eagle (Chairperson), Donna Lang, Alana Martin, Eleanor Scarlett, Cameron Watts

Staff: Ren Ito, Jody Maltby

Regrets: Moon-Ja Park, Susie Henderson (staff)

#### **Welcome, check in and prayer**

The chairperson welcomed the members of the commission and opened with a reading by Walter Bruggeman and with prayer. She 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**

The commission agreed by consensus that the agenda for this meeting be approved as circulated.

#### **Correspondence**

The chair acknowledged correspondence received by email regarding Toronto City Hall and the Church Street actions. On the first matter, a letter was sent to City Hall on behalf of the region and on the second, information went to all Affirming Communities in the region.

#### **Introductions, Greeting and Check-In**

The chairperson invited members of the commission to introduce themselves, identifying their passions, hopes and dreams for the commission and also perhaps gaps in the commission.

Members identified the following passions:

- Environmental concerns
- Transitional work with congregations
- Social and ecological justice – how it ties together and can evolve and how we can make a difference not just within the region but throughout Canada and world-wide
- Seeing how the poverty, homelessness and hunger in my small area is actually connected to issues around the world
- After raising awareness and telling stories – what are the next steps? How do we engage in both resistance and celebration through these stories?
- Canadian immigration and work visa policies and food production concerns.



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- Working with children and youth and helping them to engage in social and ecological justice
- Climate crises
- Relationships in the community and with Indigenous neighbours
- Encouraging congregation to become Affirming
- Concern about poverty and street youth, and care for children living in poverty
- Racially and economically diverse neighbourhood, learning from children and youth leading in activism
- How to make linkages between people in faith communities to engage in justice work
- Climate change and anti-hate work
- Climate justice work is a big one, racial justice, justice and education and community building around gender and sexual diversity and LGBTQ people in the church
- Right relations, people living in poverty and marginalization, access to justice being access to what we need to survive and thrive
- Right relations and provision of supports including immediate needs and long-term justice.
- Political activism and engaging with candidates around justice issues and particularly the environment
- Concern that in spite of our work, the gap between rich and poor is growing and the climate chaos is getting worse
- Engage, motivate and mobilize communities in our region to become more active
- Environmental racism – how we deal with disposing of our waste which is often based on racism.
- Donna Rutz has created a mail chimp database of areas of passion that people said they wanted to address when folks gathered in Richmond Hill. She will share that with the commission.

### **Reviewing the Commission Mandate**

The chairperson reviewed the mandate of the commission and in particular the eight areas of responsibility. The mandate is broad and intended to give focus and flexibility to the work of the commission. The Executive is looking to the commission to identify the priorities for the region in social and ecological justice work.

Ren Ito drew attention to Moon Ja Park's email highlighting the additions to the mandate focusing the commission on anti-racism and being intercultural.

The commission considered some of the questions provided on the agenda.

### **Focusing the Work:**

If ministry personnel want to sign a petition as individuals, they can do so. If they want to sign representing their congregation or an organization, they need to have approval of the governing body of the congregation or the organization.

As a region, will we speak to or endorse only things that are region-wide or will we endorse local initiatives? Is there a difference between issues endorsed by the UCC and those that might be more controversial?

The commission agreed to consider by email endorsement requests received between meetings. The process is to send requests to Rachael Howes who will consult with the chairperson and follow the process outlined in the Appendix to The Manual (2019). The members agreed that their email addresses may be shared with other members of the commission. There may be a short turn around on these requests and members are asked to respond in a timely manner.

Only the President can make public statements on behalf of the region. This commission has authority to make decisions on behalf of the region. It is important to make statements in such a way that people across the region support our statement.

The commission acknowledged that it would be helpful to have an understanding of the work that is happening in communities of faith but it may be difficult to gain and maintain. The intent is not to create an inventory of outreach or justice committees across the region.

Cameron Watts offered to put together a draft survey that we could send out to congregations introducing the commission and seeking information. The survey will not be anonymous. We need to know who is responding and we may want to ask for email contact and permission to share. Someone may have to follow up with congregations to get responses.

It was noted that we can get helpful information from congregational annual reports.

We are a member of the Social Justice Network of Ontario Regions (SJNOR). Susan Eagle is part of the network through ISARC. There were two or three people from the former Toronto Conference connected with the network. The commission will consider how we want to connect with the network and with other regions across the country – how we share resources and learn from the work others are doing.

Ren Ito has been the staff person of SJNOR. He and Tina Conlon will attend the next meeting on November 25-26 while we consider the ongoing relationship.

#### Commission Structure:

There may be a need for ad hoc groups for time-limited projects and a committee structure to support core work. There could be a youth and young adult sub-committee to speak to the work of the commission.

It will be helpful to have a conversation about the core work of this commission and the region and that might inform structure. It could also be helpful to identify lenses, which

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could include a lens of anti-racism and an intercultural lens. Rather than having separate sub-committees, these should inform everything we do. We need to pay attention to who is present at the table and who is absent. What voices are missing? It could be a standard agenda item to ask that question at every meeting.

The commission has no representation from Indigenous communities or from youth.

**Budget:**

While recognizing that we need to understand our work in order to create a budget, there was a sense that we need a working budget in the short-term while we develop a plan. Ren Ito and Jody Maltby will have conversation with Susan Eagle about a working budget for 6 months.

**Frequency of meetings:**

The commission will meet monthly at least initially. It is a better use of time to use video conference so we do not spend time in travel. Generally, Wednesdays are good.

If the hope is to have a young person participate, daytime meetings during the week are hard to manage.

**Closing:**

The chairperson offered a blessing and the meeting adjourned at 12:15 p.m.

**Next Meeting:**

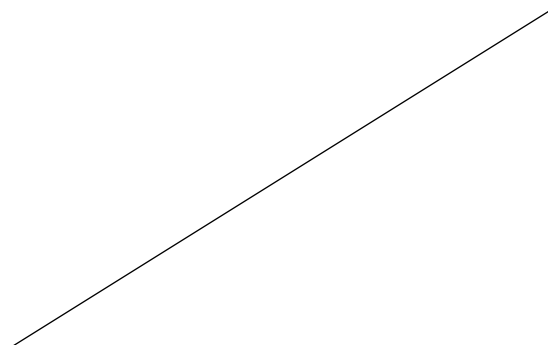
Wednesday, November 6, 2019 10:30 a.m. via Zoom.

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Chair

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Note-taker



## COMMUNITIES OF FAITH COMMISSION

**Minutes of Meeting held October 16, 2019** at 9:30 a.m.  
by video conference

**Members Present**

Christine Smaller (Chairperson), Carolyn Harding, Calin Lau, Ross Leckie, Kevin Logie, Sandra Nottegar, Gloria Tozek,

Jody Maltby (Staff Lead), Karen Hilfman Millson (staff), Susie Henderson (staff)

Regrets: Amy Lee, Harry Ramsaran, Cindy Randall

Absent: Emma Pipes

**Welcome, check in and prayer**

The chairperson welcomed everyone, opened with prayer, 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. Members checked in. Amy Lee joined the meeting briefly to offer her regrets and to update the commission that a proposal has gone to the regional executive for an Intercultural Diversity Commission.

The chairperson constituted the meeting in the name of Jesus Christ.

**Agenda**

Two items were added to the agenda: a draft policy for collaboration agreements between communities of faith, and a lease agreement from Royal York Road United Church, Toronto.

**MOTION** by Calin Lau/Sandra Nottegar that the agenda, be approved as amended.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Kevin Logie/Ross Leckie that the minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated September 18, 2019 be approved as circulated.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Ross Leckie/Carolyn Harding that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

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**a) Madill United Church, Huntsville, Ontario**

... Approves the request of the former Trustees of the former Madill United Church regarding funds remaining in the bank account:

- \$4,000 to be given to Trinity United Church, Huntsville in recognition of payment of insurance on the former Madill United Church building for approximately 25 years; and
- The remainder (approximately \$16,000) to be transferred to Shining Waters Regional Council.

*Madill United Church closed approximately 25 years ago. The building was held by the congregational Trustees until 2017 when it was transferred to Toronto Conference. In February 2018 the building was transferred to the Madill Church Preservation Society along with \$10,000.*

**b) Forest Hill United Church, Toronto, Ontario**

... Approves the application of Forest Hill United Church for a capital loan in the amount of \$23,000 from the capital assistance program of The United Church of Canada.

*Funds will be used for the replacement of the roof.*

**c) West Hill United Church, Toronto, Ontario**

... Approves the request of West Hill United Church for the use of restricted funds in the amount of \$27,000 to cover the monthly short fall in expenses while the congregation and the commission explore options for an ongoing viable ministry in this location.

*The restricted funds are part of a PTCC grant approved by the former Toronto Southeast Presbytery for comprehensive community engagement and market research to understand best practices in Community Hub development, strategic vision and comprehensive understanding of the needs of the community. Toronto Southeast Presbytery used five mission priorities to evaluate grant applications:*

- a) Equipping new forms of leadership*
- b) Assisting congregations and communities of faith to take steps to transform their mission and ministry*
- c) Fostering collaboration between congregations/mission units, their surrounding neighbourhoods, and other faith communities to develop new community partnership*
- d) Creating new forms of urban ministry*
- e) Providing support for collaborative work between/among congregations for shared ministry.*

*Allowing the congregation to use the funds in the short-term is assisting them to take steps to transform their mission and ministry.*

**MOTION**

**CARRIED**

**Strategic Report from TUCC**

Toronto United Church Council has had two requests to share the Strategic Sites Report. One is an author who works in the Flourishing Congregations Institute in Calgary and the other was

from another region wrestling with the same issue. We will ask TUCC to remove identifying information about the congregations and advise that the report – or any portion of it – may not be reproduced without permission.

### **Update on Liaisons**

Jody Maltby reported that she hopes to make recruitment and training a priority by early November.

### **Policy Update: Collaboration Agreements between Communities of Faith Sharing Staff**

Karen Hilfman Millson shared a draft policy for collaboration agreements between communities of faith sharing staff. Experience has shown that it is important that communities have entered this process and have clear understanding of relationship before calling staff.

There was discussion about what would qualify as significant changes. The wording was changed to substantive changes (changes of relationship) to reflect the language of remits. The policy needs to be broad and provide a framework without being too prescriptive. Liaisons need to be trained and equipped to help communities of faith to have the conversation around time management and flexibility within the position description. This can be fleshed out in the handbook with templates for time tracking and other tools.

Islay Scott is working as a liaison with a group of communities that are using this process. Islay will help to evaluate the process and develop a handbook for doing this work.

Karen is going to train some of our current Pastoral Relations Liaisons to do this work and then they will be able to continue to work with the communities as they call staff to help them interpret and honour the agreement.

The review of the collaboration agreement will be included as part of the congregational self-assessment process.

**MOTION** by Gloria Tozek/Carolyn Harding that the policy for collaboration agreements between communities of faith sharing staff be approved.

**MOTION**

**CARRIED**

### **Mapping**

Susie Henderson joined the meeting.

Christine Smaller reminded the commission that we have been working on a vision for the future of the region; looking at how we can be strategic and proactive in helping the region have a healthy network of thriving congregations. One of the tasks in that is mapping our communities of faith and their surrounding areas.

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Susie shared a document outlining a plan for mapping communities of faith. She noted the many ways communities could be identified, including Affirming congregations, community ministries, camps, accessibility and availability of public transit, traditional territories, watersheds and information Edge has already gathered or can access through Environics, the United Church year books and Church Hub. There would be two levels of the process. The first would be an annotated map that would be available to congregations. The second would be a more detailed report that would inform the work of the commission.

The next step is to ask Edge for a quote for the work and a process to engage the data that the commission could use at a later meeting. Is this the time for this work and if so, is this the information we need to help us develop our vision? Do we have the energy for this work?

Another option would be to send a survey to local communities of faith. The Social and Ecological Justice Commission is doing something similar to assess justice priorities. It will be important not to overwhelm communities with requests, so we would want to partner if possible.

The commission agreed to ask for a quote for the work and then decide how to proceed.

### **Policy Update: Sale of Property by an Existing Community of Faith**

Jody Maltby and Gloria Tozek presented the draft policy for sale of property by an existing community of faith. The commission was comfortable with the direction of the policy and the financial thresholds provided.

It is an important piece of our reconciliation work to share a percentage of all property sales with Indigenous Peoples. This could mean a percentage to the national Indigenous Circle, a proposal from the congregation as to how the money might be used locally, or another option. Further consultation with Indigenous Communities is needed to do this appropriately. This consultation could include – but is not limited to – the Living Into Right Relations Circle of the region, the National Indigenous Circle and local Indigenous communities in our region. We also need to review our Manse Fund Policy to ensure that this is consistent when a manse is sold.

Regarding markers for vitality, it may be helpful to focus on guidance rather than direction. Vitality may look different in different places.

If the commission wants to be able to access the funds given to the region from these sales we need to have a conversation with the Executive to ensure we can do this. Before doing so, we need to have a clear proposal about how the funds will be used to support communities of faith.

Jody, Gloria and Ross Leckie will do some more work on the issues identified above.

### **Funding Workshop – Edge**

Gloria Tozek and Jody Maltby participated in a conversation with Carla Leon and Chris Rotolo of Edge and with John Suk, chair of the regional Grants Review Committee. Edge offers an online workshop for all Embracing the Spirit grant recipients using a Theory of Change approach. People have a chance to have conversation on-line with people in other communities of faith who are also trying to do something new. The workshop provides a framework and sounding board for them to talk about their ideas.

This may be a useful tool as we support communities seeking to remain or become viable.

### **Community Ministries Event**

Karen Hilfman Millson reported that there will be a gathering on November 16<sup>th</sup> at King City United Church focused on community ministry. A direct invitation has been issued to Community Ministries as well as Communities of Faith who are engaged in community ministry. An open invitation has also been sent to all communities of faith.

### **Property Redevelopment Gathering**

Jody Maltby reported that there will be a gathering on November 23<sup>rd</sup> at Fairlawn Avenue United Church to discuss issues, questions and concerns related to property redevelopment in Toronto. Commission members are welcome to attend.

Christine Smaller encouraged us to pay attention to possible people who might be liaisons.

### **Trustees Workshop**

Jody Maltby reported that she is offering two workshops on Trustees – one in person at Thornhill United Church on October 19<sup>th</sup> and one via videoconference on November 6<sup>th</sup>. Registration has been good for both.

### **Lease Agreement**

We received a lease agreement from Royal York Road United Church, Toronto last night. Due to its complexity, it was not circulated for this meeting. Jody Maltby reported that the congregation has worked with both a lawyer and a real estate agent in developing the lease.

Jody will circulate the lease via email and we will use the email process for approval unless anyone has concerns, in which case we will meet via video conference.

It was recommended that we develop a more streamlined process for responding to time sensitive requests such as leases, loans and property sales. This could include empowering a sub-group of the commission to review the documents. We could also require a letter, on letterhead, from the communities' lawyer confirming that they have reviewed the documents.



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**Retreat planning**

Staff will send a reminder to complete the Doodle poll.

**Closing**

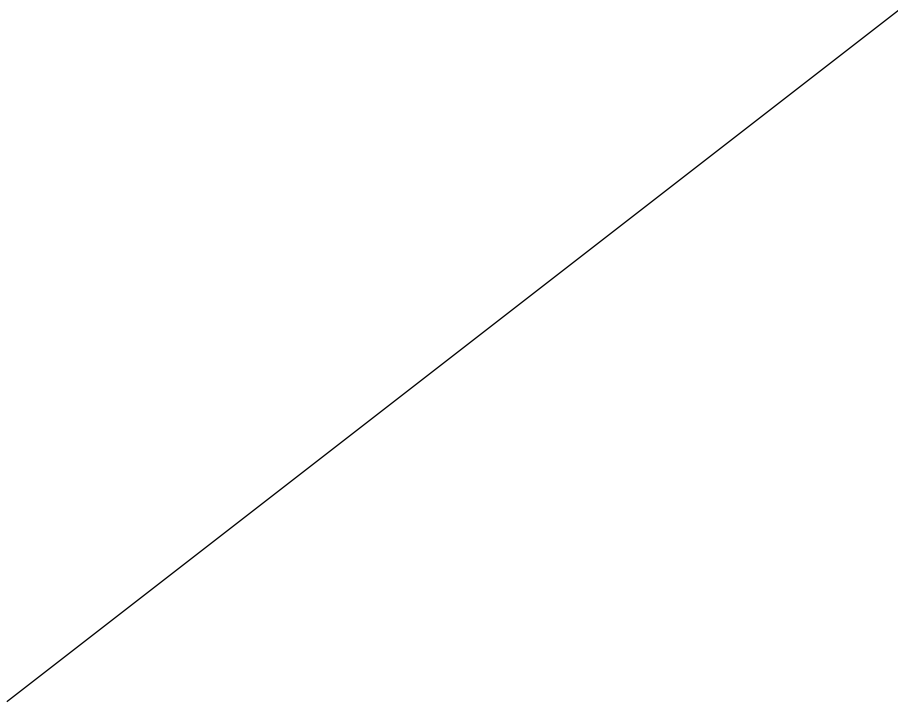
Christine Smaller offered gratitude for the members of the commission and a blessing. The meeting adjourned at 12:05 pm.

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Chair

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Note-taker



## 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**

**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 Klamer
  - 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

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**

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**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.

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 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.

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**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.

**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**

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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.

**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.

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Chair

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Note-taker



**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.

**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	

## PASTORAL RELATIONS COMMISSION

**Minutes of Meeting held October 22, 2019**, at 9:30 a.m.  
by video conference

### Members Present

Dale Hildebrand (staff); Andrew Comar (Chair); William Haughton (ordered); Donna Bowman-Woodall (ordered); Beth Moore (lay); Paul Stott (lay); Elizabeth Mackenzie (ordered); Barbara Hendren (lay); James Ravenscroft (ordered)

**Regrets:** Dan Benson (ordered)

**Absent:** Robin Pilkey (lay); Bright Yun (ordered);

### Welcome, constituting the meeting and prayer

Andy welcomed all to the meeting and led the commission in an opening reflection and prayer.

### Agenda

**MOTION** by Will Haughton/Paul Stott that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

### Minutes

**MOTION** by Paul Stott/Beth Moore that the minutes of the September 24, 2019 meeting of the commission be approved.

**MOTION**

**CARRIED**

### Omnibus Motion

**MOTION** by Donna Bowman-Woodall/James Ravenscroft that the Pastoral Relations Commission take the following actions:

#### a) Calls

... concurs with the request of **Willowdale Emmanuel Pastoral Charge (Toronto)** and approves the call to **Yoon Ok Shin Kang**, diaconal minister, beginning February 1, 2020, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$70,796 per annum, basic telephone \$600 per annum,

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Continuing Education and Learning Amount \$1442 per annum, and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does require an act of covenant

b) **Appointments**

... concurs with the request of **Mayfield Pastoral Charge (Mayfield)** and appoints **William Bruce**, ordained supply minister, beginning October 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 per annum, salary in addition to the minimum at 7.950% which equals \$5524, for a total salary of \$75,000, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Sharon-Hope Pastoral Charge (Sharon)** and appoints **Linda Butler**, ordained supply minister, beginning October 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1415 (prorated \$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Westway Pastoral Charge (Toronto)** and appoints **Philip Rodgers**, ordained supply minister, beginning September 30, 2019 to January 31, 2020, part time based on 25 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$43,423) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 (prorated \$885) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Good Tree Korean United Church Mission (Toronto)** and re-appoints **Woong Youm**, ordained supply (non-United Church of Canada) beginning July 1, 2019 to December 31, 2019, part time based on 20 hours per week with the following terms for Category C, Cost of Living Group Assignment 5: Salary \$64,513 (pro-rated \$32,257) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

c) **Request for Change of Pastoral Relationship**

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Jean Leckie**, ordained minister at **Heart Lake Pastoral Charge** effective February 29, 2020 and give thanks for her ministry.

**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Amy Lee - Appointed to Heart Lake Pastoral Charge, Brampton, while they search for a new minister.

Islay Scott - Appointed to Palgrave Pastoral Charge and Bolton Pastoral Charge, while they have talks about a collaborative ministry agreement and search for a minister to serve both pastoral charges.

**b) Pastoral Charge Supervisors**

John Kim - Appointed to Ghana Calvary Methodist United Church, Toronto. This pastoral charge is currently being served by a candidate appointment (Eric Nyarko) and therefore requires a PCS.

**c) Other appointees:** No other appointments during this period

**Other Business**

**Licensed Lay Worship Leader (LLWL) Committee Report**  
(Committee Chair, Patricia James)

Patricia James introduced herself. She is the chair of the LLWL Committee, and in an appointment as a DLM at St. James United.

The committee consists of two LLWLs, two lay people, one ordained minister, and Patricia, DLM, with Todd McDonald's staff support. The committee has been working to set policies within the parameters set by the Manual and Shining Waters Regional Council.

The committee met on September 28, 2019 to get together and know each other, and begin drafting policies. The committee has an excellent set of skills and gifts and has worked very well thus far.



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In the New Year, all of the region's LLWLs will be brought together to share resources and build community among the LLWLs.

The committee expects to begin interviewing in the New Year. There are 15 LLWLs in the region and four applicants who are ready to be interviewed. Of the 15 existing LLWLs, there are four who's licensing needs to be reviewed and renewed. The committee will prioritize those.

The committee's next meeting will be in November to look at procedures and tools for interviewing.

Questions:

In the northern part of the region, there are almost no LLWLs—who is responsible for filling that gap? Answer: the Pastoral Relations Commission.

Will there be a continuing education event mandatory for LLWLs in SWRC? E.g., in Saskatchewan, it was a mandatory requirement every two years. Answer: It has been discussed and the Committee will revisit this in the New Year.

a) Request for change in terms of reference

**MOTION** by Barbara Hendren/James Ravenscroft that the quorum policy for the Licensed Lay Worship Leader Committee be changed from "The quorum will be 50% plus one, or at least three persons **with at least one ordered minister** and one lay member" to "The quorum will be 50% plus one, or at least three persons **with at least one ministry personnel** and one lay member".

**MOTION**

**CARRIED**

b) Recognizing LLWLs

Todd introduced the motion. We want to celebrate LLWLs as a region. The vision is for an expanded Celebration of Ministry service.

Is "recognize" a confusing word? Confusing with DLMs "recognition"? Agreed that we should change the word to "celebrate" to avoid any confusion.

What will this mean for existing LLWLs? They are being licensed for the first time in Shining Waters Regional Council. Todd indicated that the direction we have been given is that all the presbyteries were asked to license their LLWLs until 2021. We do not therefore need to relicense these people. But whether they need to be "celebrated" will be something that the LLWL committee will discuss.

**MOTION** by Beth Moore/Donna Bowman-Woodall that this Commission recommends to the Executive Committee 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**

Paul Stott abstained due to an interest.

### **Designated Lay Ministers (DLM)**

We will receive notice from the Office of Vocation of those DLMs who are ready for recognizing.

**MOTION** by Paul Stott/Liz Mackenzie that this Commission recommends to the Executive Committee 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**

### **Requirements for granting licenses to administer sacraments for a former designated lay minister**

(See appendix A for approved policy)

Todd McDonald explained the background to the policy for granting retired DLMs or DLMs without an appointment to request a sacramental license. Sometimes these DLMs serve as pulpit supply in our Communities of Faith and would like to be able to administer sacraments.

DLMs who are on the accredited ministry personnel list with the Office of Vocation covers off all of the eligibility requirements (required trainings, police check). So all we have to do is check with the Office of Vocation.

Under number 3, it was suggested to change it to: "The license to administer sacraments is applicable only within Shining Waters Regional Council and ends when the former DLM is no longer a full member of a United Church community of faith within Shining Waters Regional Council."

The Manual reference in the draft policy was corrected.

Is it a license for a community of faith specifically or generally within the Regional Council? It is within the region generally that this policy applies.

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**MOVED** by Liz Mackenzie/Donna Bowman-Woodall that the Requirements for Granting Licenses to Administer Sacraments for a Former Designated Lay Minister policy be adopted as amended.

**MOTION**

**CARRIED**

**Closing prayer**

Dale Hildebrand closed the meeting in prayer.

**Next meeting**

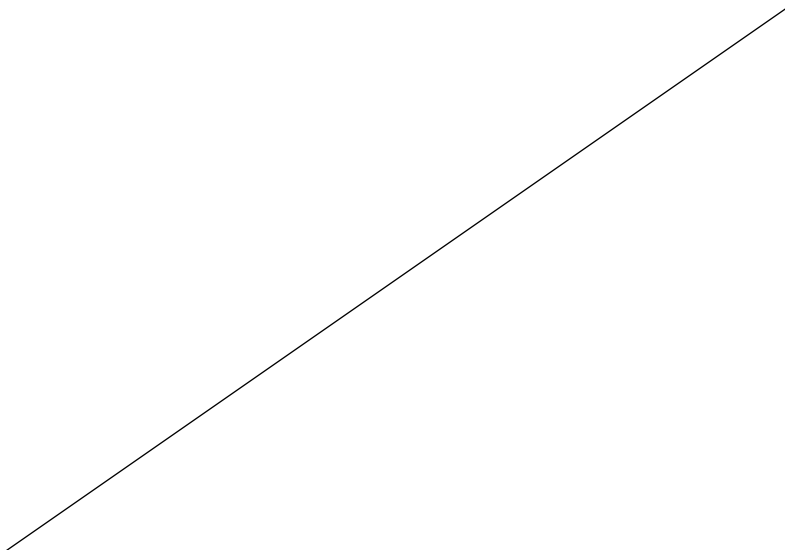
The next meeting will be a regular short meeting to consider the omnibus: November 26, 2019 at 9:30 a.m.

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Chair

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Note taker



## Appendix A

### PASTORAL RELATIONS COMMISSION: REQUIREMENTS FOR GRANTING LICENCES TO ADMINISTER SACRAMENTS FOR A FORMER DESIGNATED LAY MINISTER

The purpose of this policy is to outline the requirements whereby a layperson who is a former Designated Lay Minister can request and be granted sacramental licensing.

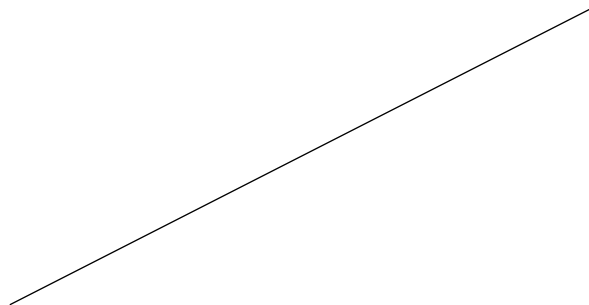
Date approved by the Pastoral Relations Commission:	Review date by the Pastoral Relations Commission:
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#### Why is this policy important?

When a Designated Lay Minister retires or is without a pastoral relationship, they are considered a lay member of a local community of faith. They are no longer considered ministry personnel unless they are in a pastoral relationship. This policy recognizes the ministry of a former Designated Lay Minister and provides an opportunity for the former DLM to request and be granted sacramental licensing (The Manual I.2.4.1b)

#### Requirements:

1. The former DLM must request that their name be placed on the Credited Ministry Personnel list with the Office of Vocation.
2. The former DLM must be a full member of a United Church community of faith within Shining Waters Regional Council. (The Manual I.2.4.4 c)
3. The license to administer sacraments is applicable only within Shining Waters Regional Council and ends when the former DLM is no longer a full member of a United Church community of faith within Shining Waters Regional Council.
4. The Pastoral Relations Commission will review the request by a former DLM and decide on whether to grant the applicant a license to administer sacraments (The Manual I.2.4.1)



## **SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

**Minutes of a meeting held November 6, 2019**, at 10:30 a.m.  
by video conference

### **Members Present**

Susan Eagle (Chairperson), Lois Brown, Tina Conlon, Donna Lang, Alana Martin, Moon-Ja Park, Cameron Watts

Staff: Jody Maltby

Regrets: Susie Henderson, Ren Ito, Eleanor Scarlett

### **Welcome, check in and prayer**

The chairperson welcomed everyone, and opened with Keri Wehlander's poem Micah's Invitation. She acknowledged that we are all on holy land.

The chairperson constituted the meeting in the name of Jesus Christ. There was a time of check-in.

### **Agenda**

The commission agreed by consensus that the agenda be approved as circulated.

### **Minutes**

**MOTION** by Cameron Watt/Tina Conlon that the Minutes of the meeting of the Shining Waters Social and Ecological Justice Commission held October 9, 2019 be adopted as circulated.

**MOTION**

**CARRIED**

### **Correspondence**

- Request from Brian McIntosh regarding regional representation with partners. This request came through Ren Ito and relates specifically to Brian's involvement with the TRC Legacy Project that he has participated in on behalf of the Living Into Right Relations Circle. We will defer this to the next meeting when it is hoped Ren can speak to it, but we acknowledge that this is one piece of a larger conversation about how the region will be represented and connected with partners, both those that exist currently and those that may emerge at a grassroots level.

The commission brainstormed some of the current partners with whom we may want to be connected, noting that others may arise as well:

- Ontario Health Coalition
- Kairos
- ISARC (Interfaith Social Assistance Reform Coalition)
- Faith and the Common Good
- Faith in the City
- SJNOR (Social Justice Network of Ontario Regions)
- UNJPPI (United Network for Justice & Peace in Palestine & Israel)
- Funding requests
  - Compassionate Justice Speakers
  - Walking Together, Sharing the Land

The commission has received the above two grant requests but does not yet have a plan for funding projects. There was good discussion about the role of the commission and whether it is in our mandate to be a funding body or whether we might refer requests to the Grants Review Committee. The time and energy it takes to consider grant requests might take away from other important work of this commission. At the same time, it is important that our granting process is aligned with areas where we want to give priority. Donna Lang is developing a list of criteria that could be used to assess grant requests. Jody Maltby shared that the Grants Review Committee will be looking for wisdom from the wider region to help determine granting priorities.

The commission deferred this conversation to a future meeting, but there was strong support for partnering with the Grants Review Committee.

- Email from the Executive regarding the Covenant Proposal with the Social Justice Network of Ontario Regions (SJNOR)

This will be considered by the commission at our next meeting.

### **Business Arising**

- Survey of Communities of Faith  
The commission discussed the draft survey that was circulated by Cameron Watts. The survey is intended to be completed easily and can be completed by more than one person in each congregation. It will be sent out by email with a covering letter reminding people that this is intended as a snap shot of what is happening in congregations so the commission can get a sense of what issues are important across the region.

In the survey, congregations will be asked to identify a contact person with contact information. In the body of the email, they will be invited to include names of other committee members if appropriate.

Susan Eagle and Cameron will do a final edit of the survey and it will be sent out to communities of faith through the regional office. We may want to hire a contract staff person to do follow up and to create a mail chimp list including these contacts and the group that gathered in the spring at Richmond Hill. This will be part of our budget request to the Executive.

- Identifying lenses for the work of the commission  
The commission identified key lenses for our work: anti-racism, being an intercultural church, lived poverty, greening and ecological lens, sense of future and younger generation who have to bear the burden.

How will we use these lenses in an intentional way in doing our work? They could inform the evaluative questions we ask ourselves each time we meet.

- Short-term budget

The commission reviewed the justice budget items that had been identified by the former presbyteries in 2018. It was noted that much of their budgets went to support the work of partners, some doing advocacy and some for local projects.

The commission hopes to focus energy on providing tools for communities of faith to help energize, revitalize and animate their justice work. This could include workshops, resources and programing. The survey of communities of faith will help us to identify the areas where tools might be helpful. We might want to focus on a particular theme area and develop a program that runs over several years building capacity in our congregations. We might want to have an annual regional justice gathering, possibly connected to the celebration of ministries service on May 23<sup>rd</sup> or at the October Regional Meeting.

As the work of the commission becomes clearer, it will be easier to create a budget in the fall for the next year. At this time, the commission is still very new and is in the process of identifying priorities.

The commission will advise the Executive that we hope to engage someone to do some contract work around the survey, conduct a face-to-face meeting and plan a spring event. We will ask to bring them a budget request as this work becomes clearer. The Executive also wants to hear about the staffing needs of the commission. It will then be the work of the Executive Minister to determine if and how those needs can be met.

### **Core Work and Structure of the Commission**

The commission will wait for information from survey to inform this conversation. Commission members will also be asked to complete the survey and identify personal priorities.

### **Staff Report**

Susie Henderson's report was received for information. The chair explained that we want to make it a standard practice for program staff to provide accountability reports to the commission.

When referencing congregations it is helpful to include the name of the community where they are located. We can help to feed information to staff when we know what work they are doing. We need to show leadership as a commission in prioritizing our tasks and then we can see how it fits with staff work.

The commission asked to see the position descriptions of the staff.

### **What voices have been missing in the conversation that should be included?**

- As we identify our partners, perhaps we could invite them to have time on our agenda to share their work. Ask them to provide written background information ahead so they don't have to spend time introducing themselves
- As we work with congregations around being an Intercultural ministry, it will be helpful to know what resources they are using and perhaps to recommend resources. This is for Sunday School, youth programs and adult education. If we say this is a priority, how will we encourage congregations to be active in this work?
- The how is important after we know the who and the what.

### **Closing**

The Chairperson closed the meeting with a prayer and the meeting adjourned at 12:05 p.m.

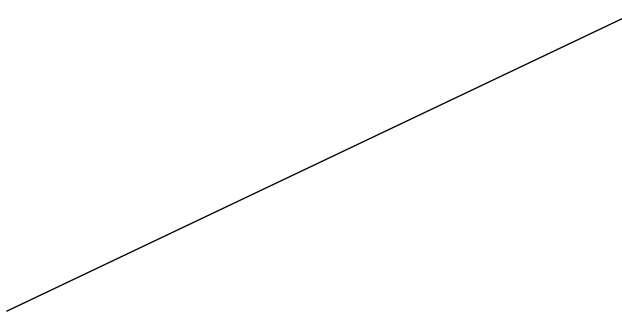
**Next Meeting:** Tuesday, December 3, 2019, 2 – 3:30 p.m. via Zoom. Tina Conlon will open with a prayer or reflection.

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Chair

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Note-taker





**COMMUNITIES OF FAITH COMMISSION**

**Minutes of Meeting held November 20, 2019** at 2:00 p.m.  
at Eugenia, ON

**Members Present**

Christine Smaller (Chairperson), Carolyn Harding, Ross Leckie, Amy Lee, Kevin Logie, Sandra Nottegar, Emma Pipes, Gloria Tozek,

Jody Maltby (Staff Lead), Karen Hilfman Millson (Staff)

Regrets: Calin Lau, Cindy Randall, Harry Ramsaran

**Welcome, check in and prayer**

The chairperson welcomed everyone, opened with prayer, 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. Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

**Agenda**

**MOTION** by Kevin Logie/Sandra Nottegar that the agenda as amended, be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Carolyn Harding/Emma Pipes that the minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated October 16, 2019 be approved as circulated.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Ross Leckie/Kevin Logie that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

**d) Royal York Road, Toronto Lease Agreement**

...Approves the Lease Agreement between Royal York Road United Church and Avenue Community Church for the first floor of 851 Royal York Road, Toronto, for a term of three years commencing December 1, 2019 and terminating November 30, 2022, at a rental of \$45,500 per year for the first two years and \$47,000 for the third year.

**e) Bond Head – Name Change**

... Approves the request by Bond Head United Church to change the name of their pastoral charge from Bond Head Newton Robinson Pastoral Charge to Bond Head Pastoral Charge.

**f) Humbercrest, Toronto - New Constitution**

... Approves the new Constitution of Humbercrest United Church dated October 2019.

**d) Bloordale, Toronto – Loan Application**

... Approves the application by Bloordale United Church for a Capital Loan in the amount of \$60,000 for roof repair.

**MOTION**

**CARRIED**

The Commission is approving the Royal York Road lease agreement but recommends that Royal York Road United Church consider adding a dispute resolution process.

**Email Votes - confirmation**

The Commission voted by email in favour of the following:

- Islington United Church lease agreement with German International School Toronto
- Royal York Road United Church lease agreement with Nu Wave Jiu Jitsu Academy Ltd.

**Stouffville United Church – Petition**

The commission considered a petition received from the past chair of Stouffville United Church Council. The petition was signed by individuals from four communities of faith: Stouffville United Church, Lansing United Church, Toronto, Scarborough Bluffs United Church and Bloor Street United Church, Toronto.

**MOTION** by Carolyn Harding/Sandra Nottegar that the Communities of Faith Commission of Shining Waters Regional Council take no action on the petition signed by individuals from Stouffville United Church, Lansing United Church, Toronto, Scarborough Bluffs United Church and Bloor Street United Church, Toronto.

**MOTION**

**CARRIED**

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## Staff Report

Jody Maltby and Karen Hilfman Millson provided updates on work with the following communities of faith:

- Bathurst United Church and College Street United Church, Toronto
- Taiwanese United Church, Toronto
- Malvern Emmanuel United Church, Scarborough
- Ghana Calvary Methodist United Church, Toronto

Karen reported on the gathering of community ministries and communities of faith engaged in community ministry. This was a successful event and those in attendance are interested in continuing the conversation. She also spoke about the work she is initiating to build/rebuild relationships with Indigenous communities located geographically within the region.

Jody reported on the Trustees Workshops that were held both in person and by videoconference. This model worked well and we will offer other similar workshops in 2020. Jody also reported that there has been good response for the upcoming conversation with Toronto congregations about property development/redevelopment.

Susie Henderson is working with Lawrence Nyarko to host an Intercultural Dinner on December 12<sup>th</sup>. This could become the first of similar events to build relationship and provide learning opportunities focused for ethno-linguistic and migrant church communities.

## Closing

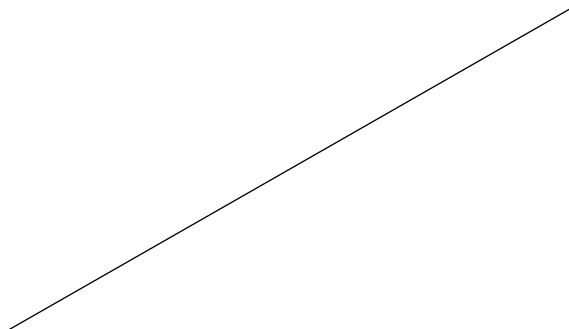
Christine Smaller closed in prayer and the meeting adjourned at 2:45 p.m.

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Chair

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Note-taker



## 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

### **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.*

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**MOTION**

**CARRIED**

**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**

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

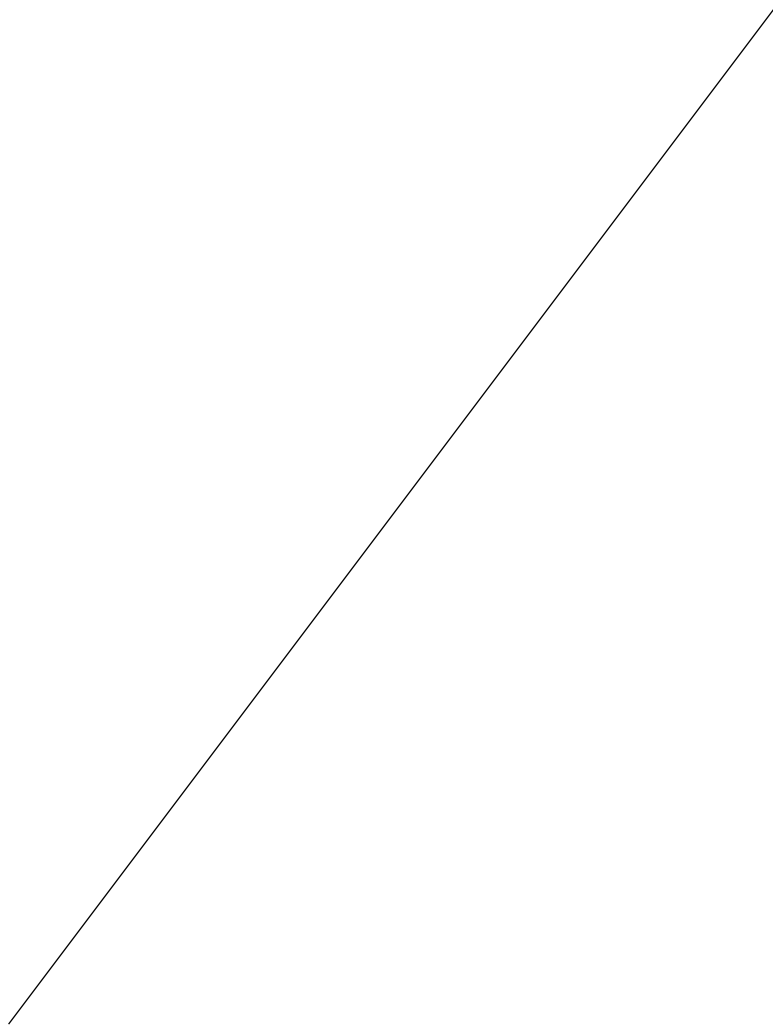
**Closing:** the meeting closed at 12:00 p.m. and Peter Hartmans offered a closing prayer.

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Chair

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Note-taker





## PASTORAL RELATIONS COMMISSION

**Minutes of Meeting held November 26, 2019** at 9:30 a.m.  
by video conference

### Members Present

Todd McDonald (staff); Andrew Comar (Chair);; William Haughton (ordered);; Robin Pilkey (lay); Paul Stott (lay); Barbara Hendren (lay); James Ravenscroft (ordered) Liz Mackenzie (ordered).

**Regrets:** Dale Hildebrand (staff), Donna Bowman-Woodall (ordered)

**Absent:** Bright Yun (ordered); Beth Moore (lay).

**Welcome, constituting the meeting and prayer**

### Agenda

**MOTION** by Liz Mackenzie / Paul Stott that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

### Minutes

**MOTION** by Barbara Hendren / James Ravenscroft that the minutes of the October 22, 2019 meeting of the commission be approved.

**MOTION**

**CARRIED**

### Omnibus Motion

**MOTION** by Robin Pilkey / Liz Mackenzie that the Pastoral Relations Commission take the following actions:

#### a) Appointments

... concurs with the request of **Kingsway Lambton Pastoral Charge (Toronto)** and reappoints **David Winsor**, retired ordained supply minister, beginning July 1, 2019 to December 31, 2019, part time based on 10 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$17,369) per annum, salary in addition to the minimum at 23.012% which equals \$15,988 (pro-rated \$3997), for a total salary of \$85,464 (pro-rated \$21,366), basic telephone \$500 per annum,

Continuing Education and Learning Amount \$2000 (pro-rated \$500) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Knox Pastoral Charge (Agincourt)** and re-appoints for **Linda Petrides**, retired ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 16 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$27,791) per annum, salary in addition to the minimum at 11.619% which equals \$8,073 (pro-rated \$3229), for a total salary of \$77,549 (pro-rated \$31,820), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1440 (pro-rated \$576) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Meadowvale Korean Pastoral Charge (Toronto)** and reappoints **Sarah Yoon**, retired ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 7 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$12,159) per annum, salary in addition to the minimum at 4.597% which equals \$3,194 (pro-rated \$559), for a total salary of \$72,670 (pro-rated \$12,718), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 (pro-rated \$248) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Rosedale Pastoral Charge (Toronto)** and approves appointment for **Roberta Howey**, ordained minister, beginning January 1, 2020 to June 30, 2020, full time based on 40 hours per week with the following terms for Category A, Cost of Living Group Assignment 5: Salary \$62,367 per annum, salary in addition to the minimum at 12.238% which equals \$7633, for a total salary of \$70,000, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **York Pines Pastoral Charge (Kettleby)** and approves the change in terms of existing appointment for **Fran Ota**, retired ordained supply minister, beginning January 1, 2020 to April 25, 2020, part time based on 20 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum, basic telephone \$720 (pro-rated \$240) per annum, Continuing Education and Learning Amount \$1420 (pro-rated \$710) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

**b) Request for Change of Pastoral Relationship**

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Coral Prebble, ordained minister at St. James Pastoral Charge (Toronto) effective July 31, 2020 and give thanks for her ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Paul Shepherd, ordained minister at Martin Grove Pastoral Charge (Toronto) effective January 31, 2020 and give thanks for his ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Sarah Yoon, ordained minister at Meadowvale Korean Pastoral Charge (Toronto) effective November 30, 2019 and give thanks for her ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Don Gibson, ordained minister at Runnymede Pastoral Charge (Toronto) effective April 30, 2020 and give thanks for his ministry.

**d) License to Administer Sacraments**

...concurs with the request of **Lemonville Pastoral Charge** and grants sacramental privileges in accordance with The Manual 1.2.4(a) and 1.2.4.2, to **Nancy Umphrey**, candidate, during her time of appointment at Lemonville Pastoral Charge.

**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Gail Hamblin

Appointed to Home United Church as they begin a search for a new minister.

Won Hur

Appointed to Ghana Calvary Methodist United Church (Toronto) as they consider becoming a Supervised Ministry Education site and also begin to consider calling a minister.

Kathryn Moase

Appointed to St. James United Church (Toronto) as they begin a search for a new called minister.

Lynella Reid James

Appointed to Martingrove United Church (Toronto) as they begin a search for first an appointed and then a called minister.

Amy Lee

Appointed to Meadowvale Korean United Church (Toronto) as they begin a search for an appointed minister

**b) Pastoral Charge Supervisors**

*No appointment since last meeting*

**c) Other appointees:** No other appointments during this period

**d) Other reports: Health Joy and Excellence**

- Advisory Group for Health Joy and Excellence: Dale Hildebrand and Todd McDonald met for a second time with the Advisory Group appointed to give direction to the programming work of health, joy and excellence for ministry personnel.

The Advisory Group worked with the following focus statement:

*Regional Council create some clear space beyond the job of ministry and a space to have significant conversations and share experiences of ministry (gathering wisdom) with each other as ministry personnel.*

A day away for ministers is being planned for the first week of March, 2020. Leadership will be provided by Emmanuel College professors, the focus yet to be determined. The purpose of the day is to give ministers an opportunity to be together from across the Regional Council, much like the mid-winter conversations that were held in the former Toronto Conference. More detail to come.

- Throughout November, December and January, Todd and Dale are meeting with ministry personnel throughout the Region Council, checking in, discussing subjects like Church Hub, and Health Joy and Excellence future directions.

**Next meeting**

The Pastoral Relations Commission will next meet on December 17, 2019 at 9:30 a.m. by Zoom video conference call.

**End of meeting**

Andy Comar closed the meeting with a prayer.

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Chair

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Todd McDonald, note taker

## **SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

### **Minutes of Meeting held December 3, 2019, at 10 a.m.**

by video conference

#### **Members Present**

Susan Eagle (Chairperson), Lois Brown, Tina Conlon, Donna Lang, Alana Martin, Moon-Ja Park, Cameron Watts

Staff: Susie Henderson, Ren Ito, Jody Maltby

Regrets: Eleanor Scarlett

#### **Welcome, check in and prayer**

The chairperson welcomed everyone. Tina Conlon opened with a reading from Walter Brueggemann's *Celebrating Abundance* and with prayer. She gave an acknowledgement of the land.

The chairperson constituted the meeting in the name of Jesus Christ. There was a time of check-in.

#### **Agenda**

The chairperson added a conversation about partnerships to the agenda.

It was agreed by consensus that the agenda be approved, as amended.

#### **Minutes**

**MOTION** by Tina Conlon/Moon Ja Park that the Minutes of the meeting of the Shining Waters Social and Ecological Justice Commission held November 6, 2019 be adopted as circulated.

**MOTION**

**CARRIED**

#### **Correspondence**

##### **Email from Tina Conlon about extraction industries.**

Tina spoke about the importance of this work to people she meets, particularly newcomers and refugees. She spoke of the work of the Mining Injustice Solidarity Network and Canadian Network on Corporate Accountability.

Susie Henderson noted that we have participated in this work at the national level with Christie Neufeldt and through Kairos. She also shared the link for MERE, a hub for Mother Earth and Resource Extraction, Women Defending Land and Water:

<http://scalar.usc.edu/works/mere-hub/index>

If this commission sets this work as a priority there could be a role for us to help engage congregations and build partnerships/relationships.

Jody Maltby, Susie Henderson, and Ren Ito will have conversation about how we can strengthen our relationship with General Council justice staff and possibly invite a national staff person to join a future meeting.

The commission will leave it to individual members to respond to the petition if desired.

**Email regarding SJNOR (Social Justice Network of Ontario Regions) requesting the region to formalize a covenantal relationship.**

The Executive is asking the commission for a recommendation about whether the region wants to participate in the network. Tina Conlon, Susan Eagle and Ren Ito attended the most recent SJNOR meeting. The commission discussed the request and the overall sense was that we should participate. Comments included:

- It takes us to a place beyond our own region.
- It is a valuable network when we seek to have a bigger voice.
- It helps ensure that we speak with one voice and do not contradict or undermine one another, or repeat one another's work.
- The network only meets twice a year; and so there are limits to what that group can do but it is a place for regions to come together to update one another and see if there is a way to share work.
- It can also be effective when bringing things forward to General Council – it may fail in one region but move forward in another.
- Staffing component has been helpful to facilitate the work.
- SJNOR makes provincial appointments where only one UCC person is requested – like ISARC and the Health Coalition.
- While it is good to take collective action where appropriate, being in SJNOR does not prevent any single region from taking a position.

SJNOR meets in Toronto to have access to General Council staff and sometimes Kairos staff. Our financial support ensures equal participation of all regions because some live farther away.

**MOTION** by Cam Watts/Moon Ja Park that Shining Waters Regional Council enter into the covenant with other Ontario regions as part of the Social Justice Network of Ontario Regions.

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**MOTION**

**CARRIED**

**MOTION** by Moon Ja/Lois that the Social and Ecological Justice Commission of Shining Waters Regional Council approve a budget of up to \$2,000 for 2020 for the Social Justice Network of Ontario Regions.

**MOTION**

**CARRIED**

We can have two representatives to the network. Tina Conlon has been our interim representative and is comfortable continuing but she would like others to have the opportunity to participate. The commission agreed to defer a decision on representation to allow people to consider if they would be willing to serve in this way. Tina will continue for now.

**Business Arising**

- Funding criteria circulated by Donna Lang

Donna provided a starting point for funding criteria after conferring with Deborah Hart who has been involved in approving Mission Support Grants. She explained that points could receive different weight in different circumstances. There could be a threshold number of points needed, i.e. 7/10, so a project does not need to hit every point.

There was agreement that we are developing these criteria to pass to the Grants Review Committee. We want a fair distribution of funds to legacy projects and new initiatives, long-term projects and one-time events, urban and rural projects across the entire geography of the region.

Staff will follow up on United Church priorities and the commission will identify regional priorities after the survey has been completed.

Further conversation was deferred pending a larger regional conversation about funding priorities that is to occur early in the new year.

- Survey Follow up

The survey went to every community of faith, lay representative and ministry personnel. We have received 30 responses so far. We agreed to send out the survey again in early January with a closing date two weeks farther on. If possible, we will not re-send the survey to those who have already responded. We will also consider sending it out a third time, depending on the response.

- Partnerships

Staff will create a list of partnerships the region already has with other faith groups, community groups and coalitions.

## **Staff Report**

Ren Ito provided an update on his work.

### **Living Into Right Relations Circle**—gathering held at Rama United Church, October 19, 2019

- developing relationships with indigenous communities in geographical area of Shining Waters Regional Council
  - o still waiting on outcomes of August's National Spiritual Gathering
- next gathering to be held concurrently with Shining Waters Executive
  - o members of Circle expressed desire to be in relationship with regional leadership
- does Social and Ecological Justice Commission want a relationship with the LIRR Circle?

### **Teaching Just Faith: Christian Education project**—in development with Jeffrey Dale (SWRC)

- developing resources, educational opportunities, etc. in four areas:
  - o sex, gender, and physical health
  - o mental health and wellness
  - o anti-racism and being intercultural
  - o indigenous histories and justice

### **Facing Queerphobia: Panel discussion on facing anti-LGBTQ+ hate**—November 22, 2019

- three panelists: Jenn Hind-Urquhart (Emmanuel UC, Waterloo), Keith Murray (Hillhurst UC, Calgary), Michiko Bown-Kai (East End UC, Toronto / AUSE)
- video will be posted and distributed online

### **2S/LGBTQ+ Community Day**—January 25, 2020

- day-long gathering to build community for 2S/LGBTQ+ people in SWRC
- facilitators, leadership to emerge “from the floor”

### **Other upcoming projects:**

- racism awareness campaign: #SpeakingTruthInLove (early 2020)
- racial justice workshops with regional communities of faith (February 2020)
- teaching free online course: Social Justice, Faith, and Theology (beginning early 2020)

Susie Henderson reported that Brian McIntosh went to the donor appreciation night held by the Anishinaabe Health Centre where we received a lovely blanket with a river design to honour the generous gift of Toronto Conference.

The region is currently updating our website and will be ready to add program pages if people want to think about what could be on social and ecological justice page.



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Kingsway Lambton United Church has started a short, contemporary justice service at 8:30 on a Sunday morning and it has a significant congregation.

Jody Maltby provided an update on staffing. Three permanent full-time positions will be posted in the new year. Staff who are currently completing contracts will be encouraged to apply if interested.

### **Other Business**

Next meeting – we will do a doodle poll in January to find a date for our next meeting, which will be by Zoom and will occur after we have had more responses to the survey. Wednesdays seem to be good for many members. After the survey has closed and we have had the meeting on funding priorities, we will look for a date for an in-person meeting.

The commission offered thanks to Susan Eagle for a well-run meeting.

### **Closing**

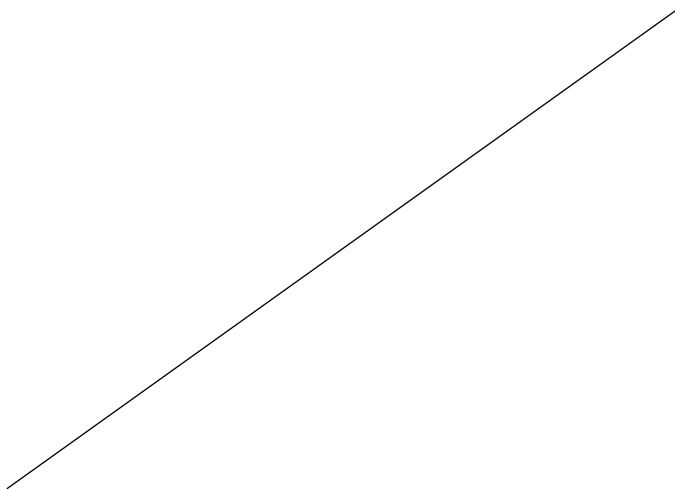
The Chairperson closed the meeting with a prayer and the meeting adjourned at 3:50 p.m.

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Chair

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Note-taker



## PASTORAL RELATIONS COMMISSION

### **Minutes of Meeting held December 17, 2019, at 9:30 a.m.**

by video conference

#### **Members Present**

Dale Hildebrand (staff) Todd McDonald (staff); Andrew Comar (Chair); Donna Bowman-Woodall (ordered); William Haughton (ordered); Barbara Hendren (lay); Liz Mackenzie (ordered); Beth Moore (lay); Paul Stott (lay);

Absent: Robin Pilkey (lay); James Ravenscroft (ordered); Bright Yun (ordered).

#### **Welcome, constituting the meeting and prayer**

#### **Agenda**

**MOTION** by Paul Stott/Barbara Hendren that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

#### **Minutes**

**MOTION** by Liz Mackenzie/Paul Stott that the minutes of the November 26, 2019 meeting of the commission be approved.

**MOTION**

**CARRIED**

#### **Omnibus Motion**

**MOTION** by Beth Moore/Donna Bowman-Woodall that the Pastoral Relations Commission take the following actions:

##### **a) Appointments**

... concurs with the request of **East End United Regional Ministry Pastoral Charge (Toronto)** and re-appoints **Margaret Jane Brushey-Martin**, retired supply minister, beginning January 1, 2020 to December 31 2020, part time based on 10 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$65,739 (pro-rated \$16,435) per annum, basic telephone \$900 per annum, Continuing

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Education and Learning Amount \$1442 (pro-rated \$361) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Trillium Pastoral Charge (Caledon)** and appoints **William Gardner**, candidate student minister, beginning January 1, 2020 to January 1, 2021, part time based on 20 hours per week with the following terms for Candidate Step 1, Cost of Living Group Assignment 5: Salary \$60,359 (pro-rated \$30,180) per annum, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Ghana Calvary Methodist Pastoral Charge (Toronto)** and re-appoints **Eric Nyarko**, candidate student minister, beginning December 1, 2019 to August 31, 2020, full time based on 40 hours per week with the following terms for Candidate Step 1, Cost of Living Group Assignment 5, with use of manse: Salary \$34,799 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does require an act of covenant.

... concurs with the request of **Kingsway Lambton Pastoral Charge (Toronto)** and approves the change in terms of the reappointment of **David Winsor**, retired ordained supply minister, from January 1, 2020 to June 30, 2020, part time based on 10 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$17,699) per annum, salary in addition to the minimum at 23.012% which equals \$16,292 (pro-rated \$4,073), for a total salary of \$87,088 (pro-rated \$21,722), basic telephone \$500 per annum, Continuing Education and Learning Amount \$2000 (pro-rated \$500) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this reappointment does not require an act of covenant.

... concurs with the request of **Bathurst Street Pastoral Charge (Toronto)** and approves the change in terms of the appointment for **Christine Smaller**, ordained minister, beginning September 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category D, Cost of Living Group Assignment 5: Salary \$66,168 (pro-rated \$33,084) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$708 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

**b) Request for Change of Pastoral Relationship**

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Ross Leckie, ordained minister at Caledon East Pastoral Charge (Caledon) effective September 1, 2020 and give thanks for his ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Christine Smaller, ordained minister at Bathurst Street Pastoral Charge (Toronto) effective February 25, 2020 and give thanks for her ministry.

**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Lynella Reid-James appointed to Martin Grove United (Toronto) in their search for an appointed minister, and then a called minister.

Jim Clubine appointed to Westway United (Toronto) in their search for a called minister.

Diane Bennett-Jones appointed to St. Paul's United (Toronto) in their search for an appointed minister to cover a sabbatical.

Todd noted that there are a number of our pastoral charges entering into collaboration agreements and some of our liaisons are facilitating those agreements. A question was raised about how these are different from a multi-point pastoral charge. Answer: they maintain their own governing bodies as individual pastoral charges but get much more through a collaborative agreement in areas such as worship and programming.

What happens if there is a conflict that needs to be resolved involving one or more of the pastoral charges? Answer: It hasn't happened yet but one presumes that the collaboration team would address this, drawing in the Pastoral Relations Minister if needed.

**b) Pastoral Charge Supervisors**

*No appointment since last meeting*

**c) Other appointees:** No other appointments during this period

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**Next meeting**

The Pastoral Relations Commission will next meet on January 28, 2020 at 9:30 a.m. by Zoom video conference call.

**End of meeting**

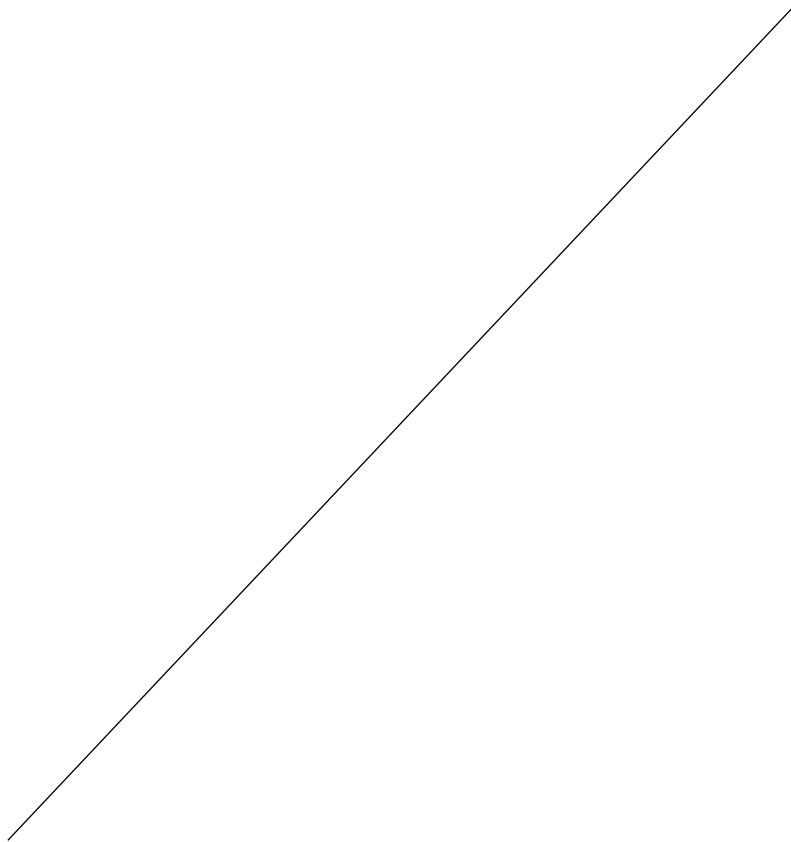
Dale Hildebrand closed the meeting with a prayer.

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Chair

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Note-taker



## COMMUNITIES OF FAITH COMMISSION

**Minutes of Meeting held January 22, 2020** at 9:30 a.m.  
by video conference

### **Members Present**

Christine Smaller (Chairperson), Carolyn Harding, Calin Lau, Ross Leckie, Amy Lee, Kevin Logie, Sandra Nottegar, Emma Pipes, Cindy Randall, Harry Ramsaran Gloria Tozek,

Jody Maltby (Staff Lead), Karen Hilfman Millson (Staff)

### **Welcome, check in and prayer**

The chairperson welcomed everyone, 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. Kevin Logie led an opening worship. Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

### **Agenda**

**MOTION** by Cindy Randall/Amy Lee that the agenda be approved as presented.

**MOTION**

**CARRIED**

### **Minutes**

**MOTION** by Kevin Logie/Ross Leckie that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated November 21, 2019 be approved as circulated.

**MOTION**

**CARRIED**

### **Omnibus Motion**

**MOTION** by Ross Leckie/Calin Lau that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

a) **New Hope United Church loan renewal with Toronto United Church Council (TUCC)**

... Approves the loan renewal between New Hope United Church and Toronto United Church Council with the following terms and conditions:

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Dated:	April 1, 2020
Amount:	up to \$60,076
Amortization:	12 years
Term	3 years
Interest:	4% or the applicable mortgage rate of the Bank of Nova Scotia for the term, whichever is higher on the date of renewal.
Payment:	monthly payments, principal and interest
Provisions:	the renewal fee be paid (\$250)
Security:	first mortgage is in place
Approval:	Shining Waters Regional Council
Source of Funds:	Investing in Ministry Fund

**b) Bolton United Church and Palgrave United Church – Collaboration Agreement**

... Approves the proposed Collaboration Agreement between Bolton United Church and Palgrave United Church dated January 2020

**MOTION**

**CARRIED**

**MOTION** by Cindy Randall/Gloria Tozek that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

**Emmanuel United Church, Brampton – completion of Interim Ministry**

... Accepts the recommendation of the Intentional Interim Ministry Committee for the approval of the request of Emmanuel United Church, Brampton, for a Pastoral Relations Liaison to provide Emmanuel with support to call a minister for a date after the completion of the appointment of the Interim Minister

**MOTION**

**CARRIED**

**Updates:**

- West Hill United Church, Scarborough, Offer to Purchase

West Hill has received an unsolicited offer to purchase their building. Details were provided to the commission for information. We will wait to receive a formal proposal from the congregation.

- King City United Church, Offer to Purchase

King City continues in negotiation with a purchaser for a strip of property next to the parking lot. The purchaser has requested a clause in the Agreement of Purchase and Sale that the

congregation or region will send a “Friendly Neighbour” letter if additional property is available for sale.

The commission appreciates the desire of the purchaser to be kept informed but is unable to impose this requirement on future decision-makers. The purchaser is welcome to check in with the congregation and or the region at any time in the future to enquire about the potential for further sales.

The staff lead will send a letter to King City United Church that they may share with the purchaser.

- Malvern Emmanuel United Church, Scarborough

Toronto United Church Council (TUCC) advised the region that the sale of the property at 25 Sewell Road, Scarborough closed in December. The chair of the Board advised us that the congregation has negotiated a three-month lease with the new owner. The minister has accepted a call to another community of faith.

The congregation is exploring the possibility of a shared ecumenical ministry with Malvern Presbyterian Church in which both congregations would retain their denominational identity but they would worship together in the Presbyterian church building.

- Taiwanese United Church, Thornhill

The Taiwanese congregation is continuing in conversation with the Presbyterian Taiwanese Church and with an independent Taiwanese Church about possibilities for shared ministry.

- College St. and Bathurst United Churches, Toronto

Bathurst United Church and College St United Church are no longer in conversation about shared space but there may be ongoing conversations about potential for shared programs. Bathurst will be without ministry personnel as of the end of February. There may be an opportunity for conversation about alternative models of being a community of faith that is not a congregation or pastoral charge.

Jody Maltby reported that this will be an upcoming piece of work for the commission to begin to set parameters for alternative models (e.g. house church, mission, etc.) and for lay-led communities. There have been expressions of interest in this from other congregations as well.



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- Parry Sound Rural United Church - email vote

The Commission voted by email in November 2019 in favour of the Agreement of Purchase and Sale between The Corporation of the Municipality of McDougall and The Trustees of the Parry Sound Rural Pastoral Charge (re: Hope United Church)

- Handbooks and policies

Karen Hilfman Millson reported that she is collaborating with Jean Ward, former regional staff person, to develop a handbook on clusters and networks and with Islay Scott to develop handbook on shared ministry agreements. She is starting to give thought to how we might develop covenants between the region and individual communities of faith.

- St. Paul's, Midland

St. Paul's is exploring the option of a hub ministry similar to the one that is in Canadian Shield Regional Council. This is an interactive worship opportunity involving multiple congregations using technology. St. Paul's has the technology and is looking for two congregations to test the model - one in Western Ontario Waterways and one in Shining Waters Regional Council.

- Staff Training

Jody Maltby and Karen Hilfman Millson are participating in training on restorative practices through IIRP Canada ([www.canada.iirp.edu](http://www.canada.iirp.edu)) and on community innovation through the Tamarack Institute ([www.tamarackcommunity.ca](http://www.tamarackcommunity.ca))

- New Staff Positions

Three full time permanent staff positions will be posted shortly:

Regional Minister for Justice and Networks

Regional Minister for Support to Communities of Faith and Right Relations

Regional Minister for Faith Formation and Youth

**Policy Update:** Sale of Property when a Congregation is neither amalgamating nor closing

There was conversation about the percentage of funds to be available to Indigenous Ministries. The commission named that it will be important to consult with local Indigenous communities, with the region and with the National Indigenous Council about the amount and the disbursement of these funds. The policy will be approved with the expectation of further consultation.

Monies given to the region cannot be managed by an individual commission. However, we are encouraged to ask for a budget sufficient to provide the support we want to offer to communities of faith.

**MOTION** by Ross Leckie/Gloria Tozek that the Communities of Faith Commission approves the Policy for the sale of property when a congregation is neither amalgamating nor closing, with a review date of June 30, 2020 pending further conversation with the region and with local Indigenous Communities.

**MOTION**

**CARRIED**

**Other Business**

- Connecting with other Regions  
Gloria Tozek raised a question about how we might better communicate and partner with other regions. Is it possible to offer links on our website to their websites and/or to promote their events on our website?

Karen and Jody will follow up with other staff regarding this.

- Joint meeting with Pastoral Relations Commission  
We are open to the possibility of a joint meeting with the Pastoral Relations Commission. Commission members are asked to hold June 2, 2020 as a possible date. Staff will consult around whether the Social and Ecological Justice Commission should also be included. This will be dependent on the agenda items.
- Next meeting: February 19<sup>th</sup> at 9:30 a.m. via zoom. Opening worship by Ross Leckie

**Closing**

Christine offered a blessing and the meeting adjourned at 11:28 a.m.

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Chair

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Note-taker

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**EXECUTIVE**

**MINUTES of Meeting held January 22, 2020**, at 10:00 a.m.  
at Burton Avenue United Church.

**PRESENT:** Pat Edmonds, Allan Holditch, Kirsty Hunter, David Leyton-Brown, Moon Ja Park, Daniel Reed, Dong-Chun Seo, Isaac Kamta, Steven Loweth, Allyce Mutungi (in the afternoon), Martha ter Kuile

**Staff:** Peter Hartmans, Executive Minister, Jody Maltby, Staff Lead, Karen Hilfman Millson, Support to Communities of Faith and Clusters and Networks, Rachael Howes, Administrative Support

**REGRETS:** Jingle Ayupan, Jessica McCrae, Lynn Mooney, Jessica Stevenson

**GATHERING AND OPENING**

David Leyton-Brown opened the meeting at 10:10 a.m. Peter Hartmans led a brief worship which included scripture from Matthew 2:8, a reflection and prayer.

David Leyton-Brown 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.

The members checked in.

**AGENDA**

**MOTION** by Daniel Reed/ Isaac Kamta that the agenda for this meeting be approved as circulated.

**MOTION**

**CARRIED**

**MINUTES**

**MOTION** by Allan Holditch/Moon Ja Park that the Minutes of the meeting of the Shining Waters Regional Council Executive held November 26, 2019 be approved as circulated.

**MOTION**

**CARRIED**

**MOTION** by Pat Edmonds / Steven Loweth that the Shining Waters Regional Council Executive receive the following Minutes for information:

Communities of Faith Commission dated September 18 and October 16, 2019;

Pastoral Relations Commission dated October 22 and November 26, 2019;

Social & Ecological Justice Commission dated October 9 and November 6, 2019.

**MOTION**

**CARRIED**

**Nominations** – David Leyton-Brown outlined the General Council process for forming a Nominations Committee for the national church.

## CORRESPONDENCE

- Proposal of Western Ontario Waterways Regional Council

**MOTION** by Moon Ja Park/Isaac Kamta that the Executive of Shining Waters Regional Council receive, for information, the proposal of Western Ontario Waterways Regional Council titled, *Proposal Concerning Faithful Ministry Personnel*

**MOTION**

**CARRIED**

(Kirsty Hunter recused herself from the vote.)

- Letter from Central United Church re: Mount Dennis bequest

**MOTION** by Kirsty Hunter/Allan Holditch that the Shining Waters Regional Council Executive accede to the request of Central United Church, Weston, to receive the bequest of funds from the estate of the late Kathleen Apted intended for Mount Dennis United Church.

**MOTION**

**CARRIED**

## OMNIBUS MOTION

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

- a) The Massey Centre for Women

... approve The Massey Centre for Women 2019-2020 Board of Directors

Omo Akintan  
Oliver Blunn  
Rhonelle Bruder  
Sarah Charters  
Amy Davies  
Jennifer Dockery  
Justine Humphries  
Anika Mehta  
Mitze Mourinho  
Eddy Popp  
Catherine Wang  
Stephanie Wang

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law

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Number 2019-1 of the incorporated ministry known as The Massey Centre For Women

b) Toronto United Church Council

... approve the Toronto United Church Council 2019-2020 Board of Directors

Carole Bennett  
Greg Daly  
Brian Heinmiller  
Roberta Howey  
Bill Jermyn  
Michael Kooiman  
Ross Leckie  
Hannah Lee  
Ted Meyers  
Doug Smith  
Christopher White  
Grant Williams

c) Weston King Neighbourhood Centre

... approve the Weston King Neighbourhood Centre 2019-2020 Board of Directors

Timothy Barlow  
Jean-Marie Boutot  
Debra Gibson  
Judy Johnson  
Mimi Kabongo  
Michael Kooiman  
Eleni Marino  
Doreen Miller  
Lang Moffat  
Kenny Stier  
Barbara Stone  
Michael Sullivan  
Wendy Whiteley

**MOTION**

**CARRIED**

**Intercultural and Diverse Community Work**

David Leyton-Brown reported on his attendance at an intercultural dinner held before Christmas. Isaac, Moon-Ja Park and Dong-Chun Seo also attended the event and gave their insight of the

experience. There was brief discussion about how to go forward. David Leyton-Brown asked the Executive to think about what we could actually do at the October Regional Council meeting that would give some life to, and go deeper into, being an intercultural and diverse community – what does that mean, how would it be done? This will be discussed at a future Executive meeting.

### **Financial Updates**

Janet MacDonald provided a Financial Report for the Executive. (Appendix A)

**MOTION** by Allan Holditch/Pat Edmonds that the Shining Waters Regional Council Executive receive the Financial Report dated January 2020 for information

**MOTION**

**CARRIED**

**General Council Remit** – Amendment to the Basis of Union's Article 10.0 on Ministry Personnel

**MOTION** by Daniel Reed/Steven Loweth that the Shining Waters Regional Council Executive votes in favour of Remit #1: *Amendment to the Basis of Union's Article 10.0 on Ministry Personnel.*

**MOTION**

**CARRIED**

### **Executive Retreat**

A Doodle poll was sent out with a choice of March 3 or March 12 for an Executive retreat. It was decided that March was not a good time and we will try the last week of April. Another Doodle poll will be sent out.

### **Staff Hiring Update**

General Council will post the three positions very soon with a closing date of February 5. The Executive Minister is setting up a hiring team.

### **General Council Budget Update**

There will be some cuts coming but it does not appear at this time that it will affect our Region.

### **Draft Proposal for Regent Park United Church, Orillia site. - Introduction**

The Executive had an initial discussion about the proposal presented.

The meeting broke for lunch enjoyed with the members of the Living Into Right Relations Circle.

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**Living Into Right Relations Circle conversation**

The Executive met with the Circle and had conversation around how the two groups can be in relationship with each other and how to come up with next steps to go forward. It was suggested that the two groups meet again in the Fall. Gratitude was expressed to the Circle for meeting with the Executive today.

**Draft Proposal for Regent Park United Church, Orillia site. - Continued**

Karen Hilfman Millson and Jody Maltby joined the meeting for the continuation of this discussion.

**MOTION** by Steven Loweth/Kirsty Hunter that the Shining Waters Regional Council Executive accepts the proposal between Regent Park United Church Site Orillia and Camp Couchiching, and go forward with a five-year lease.

**MOTION**

**CARRIED**

**Closing:** the meeting closed at 3:40 p.m. and Peter Hartmans offered a closing prayer.

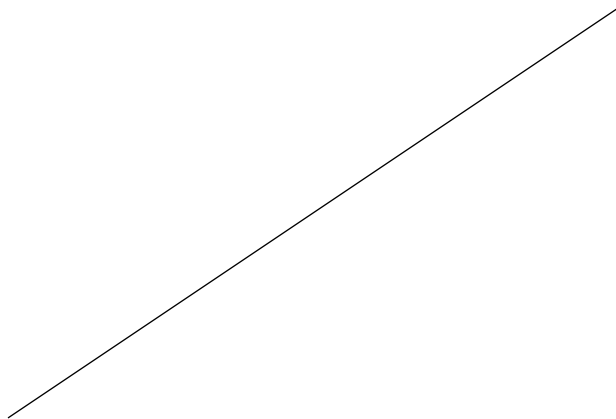
**Next meeting** – Zoom meeting, Doodle poll will be circulated.

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Chair

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Note-taker



## **Shining Waters Regional Council**

Appendix A

### **Finance report to Executive January 2020**

**From: Janet MacDonald**

Greetings for this New Year.

As of September 1, 2019, Shining Waters has been paying their own bills. The transition has not been without a few bumps in the road. I am still trying to untangle and put back together statements for Shining Waters. During the first part of the year (2019), bills were still being paid by Toronto Conference and receipts were being deposited into Toronto Conference accounts. At the same time national was also paying bills. Deposits sent to national were put in a "Shining Waters" account that no one in the region could access. Bills were being paid from the national account.

Since September 1<sup>st</sup>

- Shining Waters has our own bank account with BMO
- Staff have Shining Waters Credit Cards
- An investment account has been opened with BMO Nesbitt Burns
- National "Shining Waters" bank account has been closed
- National Staff credit cards have been cancelled
- An auditor has been hired for 2019
- To the best of my knowledge all bills have been paid

Going forward

- I will continue to unravel the multiple accounts and have an actual financial statement and budget for 2019 to the executive by your March meeting.  
(The budget was not approved at the regional meeting – only received for information)

For your information

- The balance in the investment account December 31, 2019 was \$ 3,501,534.26
- The chequing account balance is about \$ 725,000
- National is holding \$20,000 against credit card expenses
- The Toronto Conference bank still has about \$15,000
- The Living into Right Relations Fund has \$ 341,354.73 (included in above totals)



**PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held January 28, 2020**, at 9:30 a.m.  
by video conference

**Members Present**

Dale Hildebrand (staff) Todd McDonald (staff); Andrew Comar (Chair); Donna Bowman-Woodall (ordered); William Haughton (ordered); Barbara Hendren (lay); Beth Moore (lay); Paul Stott (lay); Robin Pilkey (lay); Bright Yun (ordered).

Regrets: Liz Mackenzie (ordered);

Absent: James Ravenscroft (ordered)

**Welcome, constituting the meeting and prayer**

Andy Comar, chair, welcomed everyone to the meeting, led an Epiphany reflection, and led the group in prayer.

**Agenda**

Three further items were added:

- a. Ordination request from Brian Stevens
- b. Date of June 2020 in person meeting
- c. Email from Kirsty Hunter

**MOTION** by Donna Bowman-Woodall/Beth Moore  
that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved, and the three items added above.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Paul Stott / Barbara Hendren  
that the minutes of the December 17, 2019 meeting of the commission be approved.

**MOTION**

**CARRIED**

## Omnibus Motion

**MOTION** by Donna Bowman-Woodall / Beth Moore  
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Rosedale Pastoral Charge (Toronto)** and approves the call to **Kristin Philipson**, ordained minister, beginning February 1, 2020, full time based on 40 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 per annum, salary in addition to the minimum at 63.141% which equals \$43,638, for a total salary of \$112,750, basic telephone \$840 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this call does require an act of covenant.

... concurs with the request of **Sharon-Hope Pastoral Charge (Sharon)** and approves the call to **Sadekie Lyttle-Forbes**, ordained minister, beginning July 1, 2020, full time based on 40 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this call does require an act of covenant.

b) **Appointments**

... concurs with the request of **Coldwater-Eady Pastoral Charge (Coldwater)** and re-appoints **Kathleen Mowat**, ordained minister, beginning December 2, 2019 to June 30, 2020, part time based on 27.5 hours per week with the following terms for Category F, Cost of Living Group Assignment 3: Salary \$61,083 (pro-rated \$41,995) per annum, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$991.37) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Jane-Finch Community Ministry (Toronto)** and re-appoints **Barry Rieder**, designated lay minister, beginning January 1, 2020 to December 31, 2020, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,317 per annum, salary in addition to the minimum at 22.556% which equals \$15,635, for a total salary of \$84,952, basic telephone \$960 per annum, Continuing Education and Learning Amount \$1500 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

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... concurs with the request of **Onnuri Korean Pastoral Charge (Toronto)** and appoints **Thomas Tae Sung Shin**, admission minister, beginning January 1, 2019 to December 31, 2019, part time based on 19 hours per week with the following terms for Category D, Cost of Living Group Assignment 5: Salary \$66,168 (pro-rated \$31,430) per annum, salary in addition to the minimum at 1.100% which equals \$728 (pro-rated \$346), for a total salary of \$66,896 (pro-rated \$31,776), basic telephone \$600 per annum, Continuing Education and Learning Amount 1490 (pro-rated \$ \$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Parry Sound Rural Pastoral Charge (Parry Sound)** and appoints **Kevin Logie**, ordained minister, beginning February 1, 2020 to June 30, 2021, part time based on 10 hours per week with the following terms for Category F, Cost of Living Group Assignment 3: Salary \$62,244 (pro-rated \$15,561) per annum, basic telephone \$300 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$360.50) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **King City Pastoral Charge (King City)** and appoints **Kun Young (Andrew) Lee**, ordained minister, beginning January 13, 2020 to January 12, 2021, part time based on 16 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$27,644.80) per annum, basic telephone \$240 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$576.80) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **New Hope Pastoral Charge (Concorde)** and appoints **Kun Young (Andrew) Lee**, ordained minister, beginning January 14, 2020 to January 12, 2021, part time based on 8 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$13,822.40) per annum, basic telephone \$120 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$288.40) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **York Pines Pastoral Charge (Kettleby)** and appoints **Kun Young (Andrew) Lee**, ordained minister, beginning January 15, 2020 to January 12, 2021, part time based on 16 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$27,644.80) per annum, basic telephone \$240 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$576.80) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

c) **License to Administer Sacraments**

... concurs with the request of **Trillium Pastoral Charge (Mono Mills)** and grants sacramental privileges in accordance with The Manual I.2.4(a) and I.2.4.2, to **Richard Gardner**, candidate for ordained ministry, during his time of appointment at Trillium Pastoral Charge.

**MOTION**

**CARRIED**

**Request for Change of Pastoral Relationship**

**Reconsider a Motion (*The Manual*, page 191)**

Todd explained the circumstances at Heart Lake in which their search did not proceed as quickly as they anticipated. Therefore, Jean Leckie has agreed to postpone her retirement and stay in the call longer.

Question: Has Heart Lake requested this? Yes, they have.

Question: What is happening at Heart Lake that is preventing them from moving along in the process? Timeline was just too tight for them to hire a minister in time.

A concern was expressed that a continued call may allow the pastoral charge to drag their feet. Usually it is an appointment. Todd noted that Jean very much wants to retire.

**MOTION** by Will Haughton / Barbara Hendren  
that Shining Waters Regional Council reconsider the motion approved by the Pastoral Relations Commission on October 22, 2019 "... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relationship of Jean Leckie, ordained minister at Heart Lake Pastoral Charge effective February 29, 2020 and give thanks for her ministry."

**MOTION**

**CARRIED**

**MOTION** by Beth Moore / Robin Pilkey  
in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relationship of Jean Leckie, ordained minister at Heart Lake Pastoral Charge effective February 29, 2020 and give thanks for her ministry.

**MOTION**

**DEFEATED**

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**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Marg Walker appointed to Rosedale Pastoral Charge (Toronto) in their search for a called minister. This is a continuation of her liaison appointment. They called a minister in January 2020, and are now searching for a second called minister. Marg has agreed to continue with them.

William Haughton appointed to Caledon East Pastoral Charge and Knox Caledon Village. Currently both communities of faith are in discussion to be a collaborative ministry with 1.5 ministry positions.

**b) Pastoral Charge Supervisors**

No pastoral charge supervisors were appointed during this time.

**c) Other business:**

**Ordination request of Brian Stevens**

Brian Stevens is a candidate for ministry to be ordained at the May 23 Celebration of Ministry Service at Thornhill United Church. He has requested that he be ordained separately at Hope United where he is currently in an appointment so that his mother can attend.

The discussion noted that candidates for ministry are ordained to the whole church.

**MOTION** by Donna Bowman-Woodall / Bright Yun  
that Brian Stevens request to be ordained separately at Hope Pastoral Charge not be granted.

**MOTION**

**CARRIED**

**Meeting of June 16 – proposed change of date**

This is the June in person meeting with the Communities of Faith Commission. Andy Comar, commission chair, has requested a change of date to June 2, 2020 to allow him to attend.

Paul Stott indicated he would not be able to attend the June 2 meeting. The change was approved.

It was requested to please send out the invitation quickly so people could get it into their calendars.

**Email from Kirsty Hunter – Nominations**

This has to do with the Nominations Committee of the Regional Council which searches for various Regional Council commission and committee members, which is short of members. A request was made for some members of the PRC to volunteer for the Nominations Committee. Please indicate to Andy or our staff if you are interested in this.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on February 25, 2020 at 9:30 a.m.

Donna Bowman-Woodall gave her regrets for the next meeting.

**End of meeting**

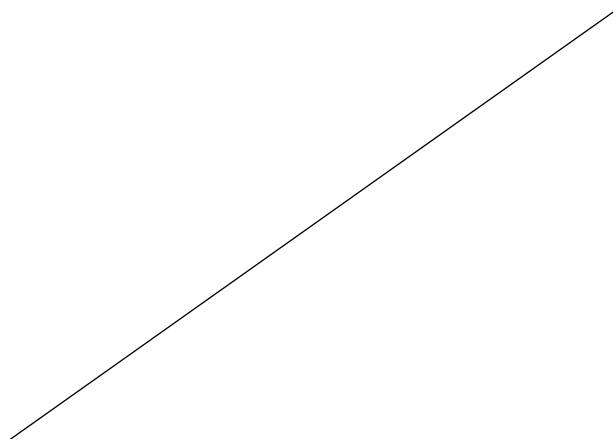
Paul Stott closed the meeting with a prayer.

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Chair

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Note-taker



## COMMUNITIES OF FAITH COMMISSION

### **Minutes of Meeting held February 19, 2020** at 9:30 a.m.

by video conference

#### **Present:**

Ross Leckie (acting chairperson), Calin Lau, Amy Lee, Sandra Nottegar, Cindy Randall, Harry Ramsaran, Emma Pipes

Jody Maltby (Staff Lead), Karen Hilfman Millson (Staff)

**Regrets:** Carolyn Harding, Kevin Logie, Christine Smaller, Gloria Tozek

#### **Welcome, check in and prayer**

As Christine Smaller was not present, Ross Leckie acted as chair. Ross led in worship around the theme of transfiguration. He gave an acknowledgement of the land, based on one used by the Halton School Board and acknowledged our commitment to being a safe place for all people to gather and participate in our Region.

The chairperson constituted the meeting in the name of Jesus Christ.

#### **Agenda**

The commission agreed by consensus to accept the agenda with the addition of a report from Harry Ramsaran on the Presbyteries of Toronto Conference Corporation (PTCC).

#### **Minutes**

**MOTION** by Harry Ramsaran/Calin Lau that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated January 22, 2019 be approved as circulated

**MOTION**

**CARRIED**

#### **Omnibus Motion**

**MOTION** by Sandra Nottegar/Amy Lee that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

a) Bethune United Church – proposed use of manse funds

... approves the request of Bethune United Church (Heart of Muskoka Pastoral Charge) to use its manse funds to purchase a stand-by 20kw generator;

b) Burton Avenue UC, Barrie – revised Plan of Organization

... approves the revised Plan of Organization of Burton Avenue United Church, Barrie, dated February 2020;

c) Jane Finch/Davenport Perth Community Ministry Governance Documents

... approves the revised Policies and Procedures document and Summary of Roles and Responsibilities of Board Members document of Jane Finch and Davenport Perth Community Ministry;

d) Regent Park Community Ministry – Governance Document

... approves the Policies and Procedures document of Regent Park Community Ministry;

e) Westway United Church, Toronto

... approves the request of Westway United Church, Toronto, to sever, list and sell a 45-foot residential lot from the south end of its parking lot

**MOTION**

**CARRIED**

It was noted that the Burton Avenue governance document could be a model for other mid-size congregations.

The commission recommends including in the role of regional representatives, the expectation that they will attend regional meeting with expenses paid by community of faith.

**Updates:**

West Hill United Church, Scarborough and East End United Church, Toronto continue with negotiations for use of their buildings. These are very different conversations but both can provide learning opportunities for the commission.

Cummer Ave United Church, Toronto and Aurora United Church have ongoing construction projects and have asked if there are additional approvals required. Jody Maltby is looking into this.



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In January, the Executive approved the extension of a five-year lease to Camp Couchiching for the use of the former Regent Park United Church building in Orillia. During this time, we will look at whether we can develop a partnership between the camp and local churches to provide programming for children and youth in an underserved area of Orillia and in the communities served by the churches.

A number of documents supporting Intentional Interim Ministries and a collaboration agreement may be coming to the commission within the next month. As these will be time sensitive, an email vote may be required.

- **Clusters and Networks**

Ross Leckie reported on an event hosted by Living Presence Ministry and Toronto United Church Council, featuring Shawn Loney, regarding social innovations that churches are doing. Are there opportunities we can create to share stories of innovation within and beyond the region?

Karen Hilfman Millson reported on the ongoing conversation regarding community ministry. There was a second gathering in January held by video conference. Many innovative ideas are sparking in these gatherings about innovative ways to engage the community around churches. Over 40 people have participated. Commission members may register if they wish to participate in future gatherings and/or receive notes.

A number of handbooks are being developed or revised to support regional work, including a handbook for clusters and networks, one for collaborative ministry, and updating of the handbook for Intentional Interim Ministry.

- **Staff**

Jody Maltby provided an update on the hiring process for three permanent full-time staff positions. Once these people are in place, a number of pieces of work that have been on the back burner will become a focus.

- **Mapping Conversation**

There was conversation towards the end of 2019, including at the November retreat, about a proposal the commission requested from the EDGE network to provide mapping information on communities of faith in the region. Jody Maltby reminded the commission of the details of the two options, a basic option that would include a report summarizing key findings and a process to engage the report for long-term planning, and a more in-depth study that would include an interactive demographic report.

**MOTION** by Sandra Nottegar/Amy Lee that the Communities of Faith Commission of Shining Waters Regional Council approve a budget of up to \$10,000 for the higher-level mapping project in partnership with the EDGE Network.

**MOTION**

**CARRIED**

**Policy Update:** Sale of Property when a Congregation is neither amalgamating nor closing

Jody Maltby reported that the newest policy is not on the website yet as the Executive has not received it for information. The Executive met on the same day as the commission in January so this wasn't on their agenda, but will be added to the next meeting.

### **Other Business**

- Presbyteries of Toronto Conference Corporation (PTCC)

Harry Ramsaran reported on the approval of all the grants submitted to PTCC through the Grants Review Committee and the Executive. These grants honoured commitments made by the presbyteries before they closed in 2018. He expressed the hope that there would be ongoing reporting and review of ministries receiving financial support. Jody Maltby confirmed that this is also a goal of the Grants Review Committee.

- Connecting with other Regions

Further to the conversation at the January meeting, Karen Hilfman Millson reported that staff from other regions and our staff are able to post events to our community events calendar. These events are included in a monthly newsletter to all communities of faith. There is ongoing conversation region to region and with the General Council as to how we can more effectively communicate information with communities of faith.

- St. Paul's Midland – Hub Funding

Karen Hilfman Millson reminded the commission of the possibilities offered by a hub ministry. St. Paul's United Church, Midland is taking the lead in this ministry, which could offer support to congregations with ministry personnel on sabbatical, where they are between calls or appointments, or that will be permanently lay-led. The General Council Executive has approved a grant to each region to support hub ministries. Due to the work of the former Northern Waters Presbytery, we are ahead of some regions in readiness. We are seeking two test sites, one in Shining Waters Regional Council and one in Western Ontario Waterways Regional Council. The cost of the test will be \$2,000 per site with funding shared by the two regions.

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**MOTION** by Amy Lee/Cindy Randall that the Communities of Faith Commission of Shining Waters Regional Council approve funding up to \$2,000 for test site purposes for hub ministry out of St. Paul's Midland

**MOTION**

**CARRIED**

- Clusters

Jody Maltby provided a history of our conversation on Clusters and Networks. The commission created a task group in the spring of 2019. The task group met once, after which the conversation was tabled pending the creation of the Social and Ecological Justice Commission, in recognition that a number of networks would relate to that commission as well. However, oversight of clusters remains primarily with our commission and we do receive requests for funding.

The commission agreed to form a new task group to take a fulsome look at many factors connected to clusters and in particular to funding considerations. The task group will include Calin Lau, Sandra Nottegar, and Emma Pipes with staff support from Karen Hilfman Millson. Karen will recruit additional members and input from existing clusters.

### **Closing**

Harry Ramsaran closed in prayer and the meeting adjourned at 11:26 a.m. with commission members expressing thanks to Ross Leckie for chairing.

Next Meeting: March 18, 2020, by video conference beginning at 9:30 a.m. Cindy Randall agreed to lead worship.

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Chair

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Note-taker

**PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held February 25, 2020** at 9:30 a.m.

by video conference

**Members Present**

Dale Hildebrand (staff); Todd McDonald (staff); Andrew Comar (Chair); William Haughton (ordered); Barbara Hendren (lay); Liz Mackenzie (ordered); Beth Moore (lay); Paul Stott (lay); Robin Pilkey (lay); James Ravenscroft (ordered)

**Regrets:** Donna Bowman-Woodall (ordered)

**Absent:** Bright Yun (ordered)

**Welcome, constituting the meeting and prayer**

Andy welcomed everyone to the meeting and read a prayer for Shrove Tuesday.

**Agenda**

**MOTION** by Barbara Hendren / Beth Moore  
that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Beth Moore / Robin Pilkey  
that the minutes of the January 28, 2020 meeting of the commission be approved.

**MOTION**

**CARRIED**

1 abstention

**Omnibus Motion**

**MOTION** by Liz Mackenzie / Robin Pilkey  
that the Pastoral Relations Commission take the following actions:

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a) **Calls**

... concurs with the request of **Lansing Pastoral Charge (Toronto)** and approves the call to **Diane Bennett-Jones**, ordained minister, beginning April 1, 2020, part time based on 30 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 per annum, salary in addition to the minimum at 5% which equals \$3455.60 (pro-rated \$2591.70), for a total salary of \$72,567.60 (pro-rated \$54,425.70), basic telephone \$612 per annum, Continuing Education and Learning Amount \$1442 (prorated \$1081) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

b) **Appointments**

... concurs with the request of **Fairlawn Pastoral Charge (Toronto)** and re-appoints **Douglas duCharme**, ordained intentional interim minister, beginning November 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$69,476 per annum, salary in addition to the minimum at 10.409% which equals \$7232, for a total salary of \$76,708, basic telephone \$100 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Malvern Emmanuel Pastoral Charge (Toronto)** and re-appoints **Kun Young (Andrew) Lee**, ordained minister, beginning May 1, 2019 to December 31, 2019, part time based on 20 hours per week with the following terms for Category E, Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$22,607.68) per annum, basic telephone \$400 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$471) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Islington Pastoral Charge (Toronto)** and re-appoints **Alana Martin**, candidate student supply, beginning July 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Student Step 2, year 3, Cost of Living Group Assignment 5: Salary \$59,580 per annum, salary in addition to the minimum at 2.500% which equals \$1490, for a total salary of \$61,070, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **College Street Pastoral Charge (Toronto)** and re-appoints **Ricardo Silva**, ordained minister, beginning July 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Category D, Cost of Living Group Assignment 5: Salary \$66168 per annum, basic telephone \$480 per annum, Continuing Education and Learning Amount \$1415 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Hope Pastoral Charge (Toronto)** and re-appoints **Brian Stevens**, candidate student supply, beginning July 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Student Step 2, year 4, Cost of Living Group Assignment 5: Salary \$59,580 (pro-rated \$29,790) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 (pro-rated \$708) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

c) **Voluntary Associate Ministry Position**

... concurs with the request of Islington Pastoral Charge (Toronto) and Mark Aitchison, to enter into a Voluntary Associate Minister relationship, beginning February 25, 2020.

... concurs with the request of Islington Pastoral Charge (Toronto) and Amy Crawford, to enter into a Voluntary Associate Minister relationship, beginning February 25, 2020.

d) **Request for Change of Pastoral Relationship**

...in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relationship of Warren Ball, ordained minister at St. Matthew's Pastoral Charge, Richmond Hill, effective May 31, 2020 and give thanks for his ministry.

...in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relationship of Linda Butler, ordained minister at Sharon-Hope Pastoral Charge effective May 11, 2020 and give thanks for her ministry.

...in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relationship of Sarah Miller, ordained minister at East End Regional Ministry effective April 19, 2020 and give thanks for her ministry.

**MOTION**

**CARRIED**

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**Report from staff**

Todd McDonald spoke about the first Flourish (the name of our program for the joy, health and excellence of ministry personnel) event on March 5, 2020 where we had over 60 ministers participating. There is also a June event planned with Patty Evans, and in the fall two Mental Health First Aid courses. We are also in conversation with Peter Short about a four day residential course for June 2021.

**a) Liaisons**

The following liaisons have been appointed by staff:

Lynella Reid-James appointed to Birchcliff Bluffs Pastoral Charge (Toronto) in their moving of Rev. Greg Daly from appointment to call.

Betty Lou McNabb and Barbara Hendren appointed to Virginia Pastoral Charge (Sutton) for Profile and Search.

Marg Walker appointed to Hope Pastoral Charge (Toronto) for profile and calling Brian Stevens after his ordination (currently appointed).

Won Hur has been appointed to St. Matthews United Church (Richmond Hill), for Profile and Search.

**b) Pastoral Charge Supervisors**

The following pastoral charge supervisors have been appointed by staff:

Warren McDougall appointed to Royal York Road Pastoral Charge (Toronto) to cover the period of Rev. Hans van Nie's sabbatical May 1 – August 31, 2020.

Rev. Doug McLeod appointed as Pastoral Charge Supervisor to Ghana Calvary Methodist Pastoral Charge (Toronto). The Community of Faith requires a Pastoral Charge Supervisor because Eric Nyarko is a candidate on appointment there.

**For June 2 PRC agenda:**

a) A question was raised about housing in parts of the region, specifically whether the high cost of housing is preventing ministers from applying for positions and moving into the region. Are there some creative solutions we might think about to address this?

b) How can we help congregations to be honest as they do a profile and a search, about their sustainability. Todd noted that liaisons do a financial viability review with pastoral charges.

But it was noted that it is not just about finances but also demographic viability. We need to help congregations understand what a congregational life cycle is, and to be realistic about their future.

Todd noted that we can have this discussion on June 2 with the Community of Faith Commission who will be meeting jointly with us for part of the meeting.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held on March 31, 2020 at 9:30 a.m. by Zoom video conference.

**End of meeting**

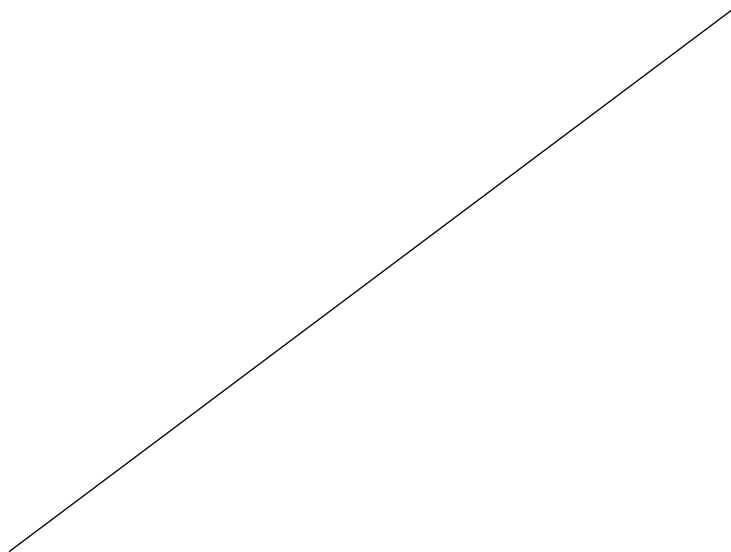
James Ravenscroft closed the meeting with a prayer.

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Chair

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Note-taker





## **SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

### **Minutes of meeting held February 27, 2020** at 10:00 a.m.

by video conference

#### **Members Present**

Susan Eagle (Chairperson), Lois Brown, Tina Conlon, Alana Martin, Moon-Ja Park, Cameron Watts

Staff: Jody Maltby, Ren Ito, Susie Henderson

Regrets: Eleanor Scarlett, Donna Lang,

#### **Welcome, check in and prayer**

The chairperson welcomed everyone. Cam opened with a reading from Wendell Berry: Given, 2005, "Original Sin" followed by a meditation, and acknowledgement of the land.

The chairperson constituted the meeting in the name of Jesus Christ. There was a time of check-in.

#### **Agenda**

The commission agreed by consensus that the agenda be approved with addition of Brian McIntosh joining at 12:00 to fill the commission in on his work with the Living into Right Relations Circle (LIRR), a response to the Wet'suwet'en crisis, and conversation about poverty and the teachers' strike.

#### **Minutes**

**MOTION** by Tina Conlon/Moon Ja Park that the Minutes of the meeting of the Shining Waters Social and Ecological Justice Commission held December 3, 2019 be adopted as circulated.

**MOTION**

**CARRIED**

#### **Correspondence**

It was agreed that anything that comes from outside the commission will be considered correspondence. Anything coming from commission members will be considered agenda items.

The Commission was asked to hold Beth Baskin in our prayers as she steps away from her work with the General Council Office.

## **Business Arising**

- Survey of Communities of Faith

The commission offered thanks to Cameron Watts for having done the work to put the survey together. Lois Brown noted that Unity's response was not included. Jody Maltby will follow up with Rachael Howes to see if any were missed.

It will be important to follow up with congregations that did not respond. Commission members are encouraged to promote the survey through their clusters and networks. We can share general information about the responses received but not information that is specific to congregations, as we do not have their permission, particularly with respect to contact information.

Rachael Howes will send a blank copy of the survey to commission members so that they can share it within networks. Completed surveys can be returned by email to Rachael: [rhowes@united-church.ca](mailto:rhowes@united-church.ca).

Some congregations responded before Christmas. Susan will create a simple thank you email to send to respondents indicating that the commission is reviewing the surveys and starting to consider priorities. Rachael will send the thank you email to respondents.

Ren Ito will start to create networks around three of the topics: climate/eco justice, racial justice, and being intercultural. Commission members will be included in the invitation, along with those from the surveys and other people and/or groups that might be connected.

The commission wants to gather further information from congregations that have responded and those that have not. Of particular importance is a contact person who can help us network with that community of faith.

**MOTION** by Moon Ja Park/Lois Brown that the Social and Ecological Justice Commission ask the Regional Council to provide up to \$10,000 so that a contract person can be hired and ask staff to explore the possibility of hiring that person through EDGE.

**MOTION**

**CARRIED**

- Relationship to GCO staff - Ren Ito

Ren Ito reported that he reached out to several staff at the General Council Office (GCO) seeking clarity about the relationship of this commission/regional council to GCO justice staff. Beth Baskin would have been the key person to connect with but she is stepping away. Ren will connect with Michael Blair and report further at the next commission meeting.

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Ren will serve as the formal conduit for information between the commission and the GCO, particularly around any item requiring a decision or action by the commission. This does not prevent individual members of the commission from engaging in national initiatives.

- Identification of United Church of Canada justice priorities

The commission considered whether to issue a response to the Wet'suwet'en crisis, and whether to engage in action relating to the teachers' strike or recent changes by the Ontario Government to how employment services are provided to people living on social assistance.

The commission asked staff to help facilitate a response around the Wet'suwet'en crisis and the increased vulnerability of people living on social assistance in response to recent government actions and cutbacks. We will use this as a test of how we want to do our work going forward. Ren will set up conversation with those on the commission who want to be part of this work.

Order of the Day: Brian McIntosh

The chair welcomed Brian McIntosh to the meeting to provide an update on the Living Into Right Relations (LIRR) Circle and Indigenous justice work that is happening in the region. The circle has had a number of meetings including a meeting with the Regional Executive in January where there was good conversation about status of the circle within the region and their role in building right relations. Part of the ongoing conversation will be how the circle relates to all three commissions and the Executive, although the primary relationship may be to the Executive. Both the circle and Executive are seeking to be guided by the Calls to the Church from Indigenous Elders.

Brian has drafted a mandate statement and circulated to Executive and circle with the hope that it will be approved in the spring. Included in this proposed mandate are education and the ability to animate statements about Indigenous concerns and support to Indigenous communities within the region, including funding.

The National Indigenous Council is giving Indigenous congregations the opportunity to choose to be part of the Indigenous Council and/or a local region, through a process of dual belonging. We anticipate decisions by the summer as to how congregations will choose to relate and what these relationships will look like. In the meantime, Shining Waters Regional Council continues to build relations with local communities through the LIRR Circle and through staff, primarily Karen Hilfman Millson and Todd McDonald.

The Regional Executive has set up a Right Relations fund, which receives monies primarily through the sale of property. We are still determining how funds will be dispersed in consultation with the national Indigenous church.

The next meeting of the LIRR circle is on April 7<sup>th</sup>. The circle still struggles with finding enough Indigenous leadership.

- Regional Partnerships – Susie Henderson

Susie Henderson presented an initial list of regional partnerships. At present, this is not a directory for publication although the commission may want to work toward that. The current document is for the commission to use to talk about building relationships and partnerships around priority areas of work. It may also inform conversations about representation and funding.

Commission members are asked to review the document and see if there are any gaps, or anything more that needs to be included.

- Regional Funding Priorities – Jody Maltby

Jody Maltby reported that we are still working on a larger picture funding conversation. There is a meeting with Presbyteries of Toronto Conference Corporation (PTCC) in early April to better understand our financial picture with those funds.

## **Staff Reports**

Susie Henderson reported on a number of events she has attended recently including:

- Homeless Memorial and presentation of petition to the Mayor to declare homelessness an emergency in Toronto;
- Annual Strawberry Ceremony in honour of missing and murdered Indigenous women, girls and trans people;
- Service of welcome of Toronto Urban Native Ministry (TUNM) to their new office space at Holy Trinity Anglican Church.

Ren Ito reported on several areas of his work:

- Living Into Right Relations Circle (LIRR)—gathered with Executive on January 20, 2020  
LIRR Circle and Executive both expressed desire for closer relationship  
Indigenous communities want more/better interactions with structure

Next steps:

LIRR Circle and Executive will continue meeting

LIRR to develop new mandate, organizational structure (leadership, volunteer coordination, etc.)

Does this commission want a relationship with the LIRR Circle?

- Racism awareness campaign—currently in development, preparing for release next month

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Format: gather and share anonymous stories about racism in the church

To be shared in print (posters hung in churches) and via social media

Aim is to spark thought and conversation

Accompanying resources, educational opportunities will be made available

Currently soliciting contributions of stories to share

Initial plan was to launch in time for IDERD, but this may not be where the energy of the church is at the moment.

- Online course: Justice, Faith, and Theology—currently in development for April/May  
Goal: to help participants connect their faith and their justice work/activism through theology  
Will teach skills (critical analysis, theological reflection, communication) as well as knowledge (concepts, theories, etc.)  
Likely 5~6 sessions (every other week)  
Pilot—may lead to another series of sessions in June/July
- Decolonizing Christianity Canada—network of Christians of colour across Canada  
First in-person retreat planned for weekend of February 28-March 2  
Working somewhat parallel with “Kenosis Groups” (white Christians healing from and working against racism and white supremacy)
- Social Impact Business Challenge—EDGE event supporting social enterprise (April 4)  
Proposals will be judged, then selected for further development with on-site mentors  
Prize money awarded to help with start-up costs  
SWRC to contribute funds for second-place prize  
Would a commission member be willing to participate as a judge/report back?
- For future consideration:  
Public actions/witness—how to organize quickly to take part in wider actions?  
Does this commission need a wider volunteer base to support it?  
How do networks connect into the work/structure of Social and Ecological Justice Commission?  
Building connections between indigenous and other racialized people /communities in Shining Waters Regional Council.

### Next Steps for Commission

Tina Conlon spoke about an arts centre dialogue she is engaged in. She will keep the commission advised of possibilities to be involved.

The commission agreed to offer a workshop on May 23 in conjunction with the Regional Celebration of Ministries Service. This will be an opportunity to engage more deeply with folks who responded to survey. Cameron Watts is willing to help with planning after Easter. Other commission members are asked to consider if they can assist with this event.

We will put the event on the website with details to come. Jody Maltby to check with local arrangements about space.

### **Next Meeting**

April 8, 2020, 10 a.m. – 2 p.m. in person (tentatively at New Hope United Church).

### **Closing**

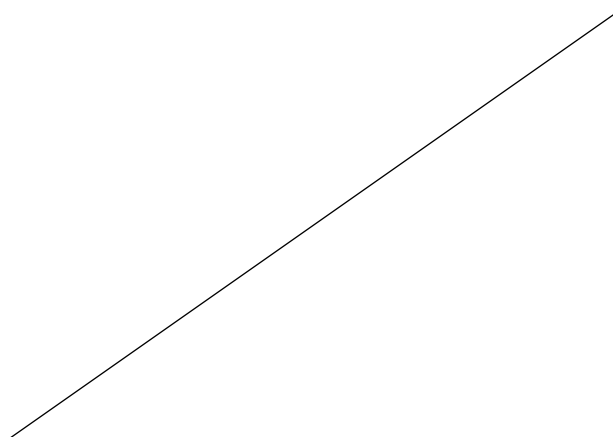
The Chairperson closed the meeting with a Lenten blessing and the meeting adjourned at 1:30 p.m.

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Chair

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Note-taker



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**EXECUTIVE**

**MINUTES of Meeting held March 12, 2020**, at 1:00 p.m.  
via video teleconference.

**PRESENT:** Jingle Ayupan, Kirsty Hunter, Isaac Kamta, David Leyton-Brown, Steven Loweth, Moon Ja Park, Dong-Chun Seo, Jessica Stevenson, Martha ter Kuile

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

**REGRETS:** Pat Edmonds, Allan Holditch, Jessica McCrae

**Absent:** Lynn Mooney, Allyce Mutungi, Daniel Reed

**GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 1:05 p.m.  
Peter Hartmans read Psalm 121 and offered an opening prayer.

David Leyton-Brown 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.

As a check-in, David asked if any members of the Executive had any updates.

**AGENDA**

The agenda item on *Coronavirus and UCC, Regional and Congregational Support* was moved forward in the agenda.

**MOTION** by Jessica Stevenson / Dong-Chun Seo that the agenda for this meeting be approved as amended.

**MOTION**

**CARRIED**

**MINUTES**

**MOTION** by Moon Ja Park / Jingle Ayupan that the Minutes of the meeting of the Shining Waters Regional Council Executive held January 22, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**Coronavirus and UCC, Regional and Congregational Support**

The Regional Council has information posted on the website on emergency response, as does The United Church of Canada. One of the pieces of information is encouraging congregations to use online ways to connect including online worship. A link to this will be going out in Currents

newsletter. An email has already gone to Ministry Personnel and included help they can get through Employee Assistance Plan.

It was mentioned that we be mindful and encourage congregations to be mindful as well. Similar advice to Commissions - what are our best practices and how can we model for congregations taking precautions

Martha ter Kuile left the meeting.

David Leyton-Brown brought attention to details in The United Church of Canada's emergency plan.

The Executive discussed whether to decide that all congregations are strongly advised to cease gathering for a month.

Executive agreed they should be prepared to have a short-notice meeting about this matter, or a meeting of the sub-executive. It is highly likely that updates of advice to congregations will need to be given. This matter will not remain static until the next Executive meeting so we need to be prepared to give additional response when necessary.

General Secretary, Nora Saunders joined the meeting for this discussion and was asked how we should interpret and apply the United Church guidelines? Guidelines include world health standards and people should look at their local standards; not saying recommending suspending worship, recommending adapting worship, no touching, passing the peace and do communion differently; if congregants are sick, don't come; if out of country, don't come; and sit a ways apart from other people. The Government of Canada will be making an announcement later today, so there could be changes between now and Sunday but these are the guidelines for now.

The Moderator will be offering an online worship weekly in the near future.

Congregations should be encouraged to have someone regularly checking The United Church of Canada website and public health websites in order to keep up to date.

Nora Sanders left the meeting

**MOTION** by Kirsty Hunter / Jingle Ayupen that the Executive of Shining Waters Regional Council immediately communicate to all Communities of Faith that, in keeping with The United Church of Canada Emergency Plan, they should be preparing a plan to suspend large gatherings, including, but not limited to, worship services, if decided by the governing body of the congregation and in response to a recommendation from local public health authority

**MOTION**

**CARRIED**



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Jingle Ayupen left the meeting.  
Jody Maltby left the meeting.

**MOTION** by Peter Hartmans / Steven Loweth that the Shining Waters Regional Council Executive receive the Minutes of the Communities of Faith Commission dated November 21, 2019 and January 22, 2020 for information.

**MOTION**

**CARRIED**

**MOTION** by Kirsty Hunter / Moon Ja Park that the Shining Waters Regional Council Executive receive the Minutes of the Pastoral Relations Commission dated December 17, 2019 and January 28, 2020 for information.

**MOTION**

**CARRIED**

**MOTION** by Peter Hartmans / Jessica Stevenson that the Shining Waters Regional Council (10) Executive take the following actions:

a) Beginning Again Richmond Hill

... approve the Beginning Again Richmond Hill 2019-2020 Board of Directors

Shahin Akter  
Elizabeth Jack  
John Squigna  
Carol Thompson  
Melville Thompson

b) Fred Victor Centre

... grant permission for Fred Victor Centre to proceed with the negotiation and signing of a new office leasing arrangement at 800 Bay Street (Bay & College) and either 59 Adelaide Street, 4th Floor or an alternate location so that current programs can be relocated.

c) Sparrow Lake United Church Camp, Inc.

... approve the Sparrow Lake United Church Camp, Inc. 2020-2021 Board of Directors

Michelle Black  
Andrew Blair  
Colin Campbell  
Greg Derbyshire

Anne Forsey  
Stephen Forsey  
Janice Franklin  
William Grove  
Lee Holland  
Eric McFarland  
Janet McFarland  
Kim Niece  
Barry Rieder  
Ellen Weir  
Mark Winger

...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 One of the incorporated ministry known as Sparrow Lake United Church Camp, Inc.

d) Toronto United Church Council

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the revised Article 3.3 of the Letters Patent of Amalgamation for the incorporated ministry known as Toronto United Church Council

**MOTION**

**CARRIED**

## **CORRESPONDENCE**

**MOTION** by Peter Hartmans / Moon Ja Park that the Executive of Shining Waters Regional Council receive the letters of thanks from Roncesvalles United Church and Stonegate ministry for information.

**MOTION**

**CARRIED**

### **Update - Intercultural and Diverse Community Work**

David Leyton-Brown was to attend the next meeting of this group but was not able to go and will attend one later this month.

David reminded the Executive to reflect on how we can pursue this at the Regional Council annual meeting. The Executive will return to this topic at another meeting.

### **Living Into Right Relations Circle Conversation**

– Reflection on last meeting and next steps

How does the current circle relate to the national circle and what is their communication between the two?

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- A Shining Waters statement on the Wet'suwet'en issue  
The Circle and the Social and Ecological Justice Commission have been working on a statement on this issue. It will go out in David Leyton-Brown's name as President of the Regional Council.

**Financial Updates – Janet MacDonald**

A brief financial update was provided (Appendix A). A more detailed update will be available soon and a full discussion can take place then.

**Executive Retreat – April 28, 2020**

In light of COVID 19, the reality is that the retreat may need to be postponed.

David Leyton-Brown invited input of suggestions about what the learning portion of the retreat could be. Ideas can be emailed to David.

**Staff Hiring Update**

Peter Hartmans updated the Executive that the three positions have been filled. The following people were appointed to the following positions:

Jeffrey Dale - Regional Minister Faith Formation Youth and Young Adults  
Kim Uyede-kai - Regional Minister, Support to Communities of Faith and Right Relations  
Bri-anne Swan - Regional Minister, Social and Ecological Justice and Network Support

Peter thanked Kirsty Hunter, Moon Ja Park and Jody Maltby who worked on the interviews and decisions.

**GC44 Commissioners**

The General Council 44 Commissioners need to be elected at our fall regional meeting. The number of Commissioners per region has changed in the new structure.

Kirsty Hunter mentioned that the nominations committee would be meeting soon. The slate of Commissioners will come to Executive for decision. The Executive will need to figure out its formula for the makeup of the Commissioners.

**Regional Council Presidents meeting with Nora Sanders, April 2**

David Leyton-Brown will be meeting with Nora Sanders and other Regional Council Presidents by Zoom on April 2<sup>nd</sup>. It will begin by each being asked for "something that you are excited about in your region." David asked the Executive for input on that question.

**Closing:** the meeting closed at 3:50 p.m. and David Leyton-Brown offered a closing prayer.

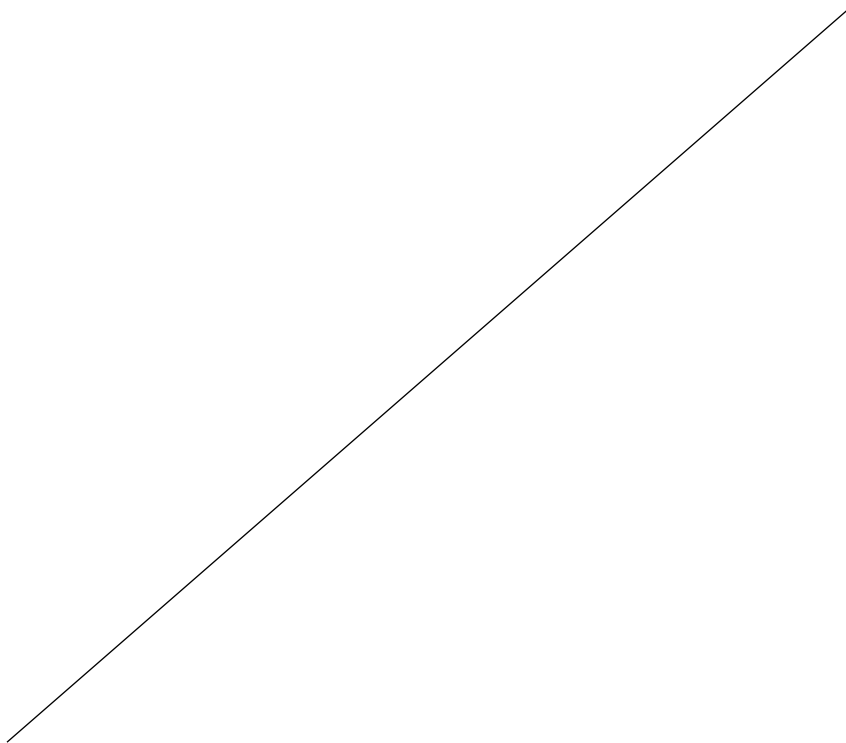
**Next meeting** – The Executive was asked to make themselves available on short notice in light of the COVID 19 matter.

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Chair

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Note-taker



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**Appendix A**

**Shining Waters Regional Council  
Finance Update**

The balance in the bank account as of March 11, 2020 is \$ 684,780.

The balance in the investment account as of March 11, 2020 is \$3,520,273. There is no money in the stock market at this point. The Living into Right Relations fund has a balance of \$341,355 which is part of this amount.

I continue to untangle the accounts. I had hoped/planned to have a full set of financials to you for this meeting. They are not ready.

Janet MacDonald  
Financial Administrator  
Shining Waters Regional Council

## COMMUNITIES OF FAITH COMMISSION

### **Minutes of Meeting held March 18, 2020** at 9:30 a.m.

by video conference

#### **Present:**

Christine Smaller (Chairperson), Carolyn Harding, Ross Leckie, Amy Lee, Kevin Logie, Sandra Nottegar, Emma Pipes, Cindy Randall, Harry Ramsaran, Gloria Tozek.

Jody Maltby (Staff Lead), Karen Hilfman Millson (Staff)

**Regrets:** Calin Lau

#### **Welcome, check in and prayer**

The chairperson welcomed everyone. Cindy Randall offered an opening reflection from a Lenten resource: *Seed that Dies to Rise*, edited by John Ambrose, story by Laura Sundberg, based on a verse from *The Lone Wild Bird*, a hymn found in *Voices United*. Christine Smaller 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. Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

#### **Agenda**

**MOTION** by Cindy Randall/Carolyn Harding that the agenda be approved as presented.

**MOTION**

**CARRIED**

#### **Minutes**

**MOTION** by Amy Lee/Harry Ramsaran that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated February 19, 2019 be approved as circulated.

**MOTION**

**CARRIED**

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**Omnibus Motion**

**MOTION** by Gloria Tozek/Carolyn Harding that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

a) Fairlawn United Church

approve the extension of the Intentional Interim Ministry at Fairlawn United Church for the requested time period of two years for the purpose of focusing on the seven new and renewed goals identified by the Community of Faith; and further that the Pastoral Relations Commission be requested to extend the appointment of Douglas duCharme as the Interim Minister at Fairlawn.

b) Deer Park United Church

approve the *Amended and Restated Ecumenical Shared Ministry Agreement* between Calvin Presbyterian Church and Deer Park United Church, dated December 8, 2019.

c) Locust Hill Cemetery

approve the transfer of a 0.4 acre parcel of land of the Locust Hill Cemetery from the Trustees for the Locust Hill United Church Cemetery Board to the Toronto Region Conservation Authority in exchange for the transfer of a 1.3 acre parcel of land from the Toronto Region Conservation Authority to the Locust Hill United Church Cemetery Board.

**MOTION**

**CARRIED**

**Email vote – King City**

The Commission voted by email in favour of the following:

- Approval of the Agreement of Purchase and Sale between White Owl Properties and Trustees of the King City United Church Congregation, dated March 4, 2020, in the amount of Two hundred and sixteen thousand dollars (\$216,000.00) for those parts of PIN 03373-0032 (legally described as Lot 2, Registered Plan 85, Township of King) that are identified as Parts 1, 2, and 3 on the Plan of Survey attached as Schedule “A” to the Agreement of Purchase and Sale.
- Unless there is an updated plan for the disposition of funds from the sale by the closing date, the proceeds are to remain in trust with the congregation’s lawyer until plan for their use is approved by the commission.

**Updates:**

- **West Hill United Church, Scarborough**

The commission received a request immediately prior to this meeting to review an Agreement of Purchase and Sale between West Hill United Church, Scarborough and the Boys & Girls Club of East Scarborough. The Agreement of Purchase and Sale is not fully signed by the purchaser as

their representative is currently out of the country. The commission will have 30 days from the date it is signed to approve the Agreement of Purchase and Sale.

**MOTION** by Cindy Randall/Kevin Logie that the Communities of Faith Commission seek a legal opinion on the Agreement of Purchase and Sale between West Hill United Church, Scarborough and the Boys & Girls Club of East Scarborough, due to its complexity.

**MOTION**

**CARRIED**

The Staff Lead will advise West Hill United Church that we are seeking a legal opinion and want time to review documents, after which we will arrange a meeting with representatives from the congregation to explain how this deal will benefit their ministry.

- **Malvern Emmanuel**

Malvern Emmanuel United Church, Scarborough, will hold a Congregational Meeting on March 22, 2020 to consider a motion to close.

- **College Street United Church, Toronto**

Karen Hilfman Millson reported that the governing body at College Street realizes they are in a time of transition and so are moving forward to identify their goals for the purpose of seeking an Intentional Interim Minister.

- **Hub Ministry, St. Paul's United Church, Midland**

Karen Hilfman Millson provided an update. HUB ministry, now to be called PEW (Partners Engaging Worship), is moving forward to do the test period of eight weeks with three Communities of Faith engaging in participatory worship together (St Paul's Midland as the host). We need to identify a Community of Faith willing to participate which can be a place that has a minister on staff right now who can help facilitate the trial.

- **Staffing**

Jody Maltby reported on the successful hire of three staff people. Jeffrey Dale will be the Regional Minister: Youth, Young Adults and Faith Formation. Kim Uyede-Kai will be the Regional Minister: Support to Communities of Faith and Right Relations. Bri-anne Swan will be the Regional Minister: Social and Ecological Justice and Network Support.



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**Other Business**

- **Mapping**

The community of faith mapping project with Susie Henderson and Sharon Buttrey from EDGE was discussed. The Commission hopes to gain some insight into potential connections that might be made among communities of faith and also between local congregations and their communities. The Commission emphasized that they hope that information that is collected will be accessible to communities of faith and will also be updateable. We agreed that the timeline is still to be determined at this point, given the current situation.

- **Member terms and chair**

Christine Smaller informed the commission that she will be finishing her time with the commission at the end of June. Ross Leckie will be finishing at the end of 2020 and transferring to another region due to retirement and location. Cindy Randall is willing to continue until June 2021.

Jody Maltby reviewed the list of terms. Members are to let Jody know if they will be completing their term and/or seeking a second term. If she does not hear from someone, she will assume they are willing to work out their term as stated.

**Closing:** Cindy Randall closed in prayer and the meeting adjourned at 11:43 a.m.

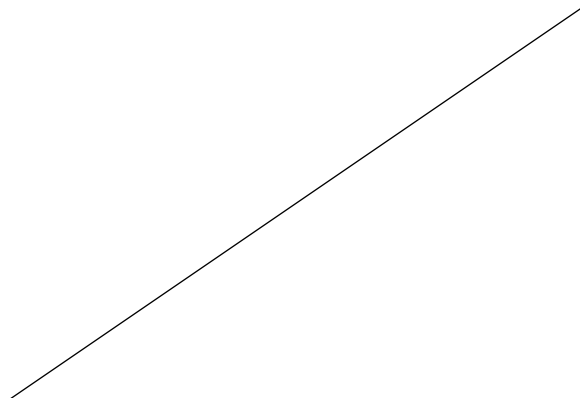
Next Meeting: April 15, 2020 9:30 – 12:30 via Zoom or at the call of the chair to meet with representatives of West Hill United Church.

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Chair

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Note-taker



## EXECUTIVE

**MINUTES of Meeting held March 23, 2020**, at 1:00 p.m.  
via video teleconference.

**PRESENT:** Jingle Ayupan, Pat Edmonds, Allan Holditch, Kirsty Hunter, Isaac Kamta, David Leyton-Brown, Steven Loweth, Jessica McCrae, Allyce Mutungi Moon Ja Park, Daniel Reed, Dong-Chun Seo (at 2 p.m.), Jessica Stevenson

**Staff:** Peter Hartmans, Executive Minister, Jody Maltby, Staff Lead, Rachael Howes, Administrative Support, Janet MacDonald, Financial Administrator.

**Absent:** Lynn Mooney, Martha ter Kuile,

### **GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 1:00 p.m. Peter Hartmans led a brief worship, which included the reading of Matthew 8:23, and prayer.

David Leyton-Brown 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**

The meeting was convened specifically to deal with issues surrounding COVID-19.

### **COVID-19 – Update**

Members of the Executive checked in with how their congregations and groups are dealing with being closed in the face of the Covid-19 pandemic. Most spoke about offering online worship.

Peter Hartmans reported that the Regional staff has been meeting daily looking at every aspect from churches doing worship via zoom, to communications, to checking in; the staff have been offering check-in calls for Ministry Personnel and lay leaders, and staff are going to start calling Ministry Personnel to find out how their Community of Faith is doing.

### **Potential Grants/Loans related to COVID-19**

Jody Maltby reported that she has been getting calls from congregations with financial concerns. She first has been encouraging them to encourage their members to keep up with their donations by PAR and/or opportunities like Canada Helps online. Erik Mathiesen, Executive Officer of Finance, for The United Church of Canada encourages congregations to consider a line of credit or loan instead of cashing in investments

The Communities of Faith Commission recently passed motions that the Staff Lead can approve a request from Communities of Faith for a one-time use of income from restricted funds, including

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manse funds, and for a one-time borrowing of up to \$25,000 from other restricted funds, including bequests for specific purposes, to assist with salary and other expenses while churches are closed due to the Covid-19 pandemic.

Jody spoke to the information included with the agenda on the options for supporting Communities of Faith that have lost income due to the Covid-19 pandemic.

**MOTION** by Steven Loweth / Kirsty Hunter that the Executive of Shining Waters Regional Council approve the use of the remaining funds from the sale of Victoria Park UC in the amount \$20,000 for salary and other expenses of congregations impacted by the COVID-19 pandemic and that the Staff Lead be authorized to disburse the funds according to criteria to be set.

**MOTION**

**CARRIED**

MOTION by Jessica Stevenson / Pat Edmonds that,  
Whereas exceptional events such as the COVID-19 Pandemic and other national and major emergencies create extreme financial challenges to congregations throughout the Shining Waters Regional Council area;

And Whereas Shining Waters Regional Council seeks in such exceptional circumstances to provide emergency assistance to those congregations and communities of faith whose reserve funds are not sufficient to meet salaries and other core operating costs through the period of such an emergency;

And Whereas Shining Waters Regional Council is the successor body to Toronto Southeast Presbytery for the purposes of the gift agreement;

Shining Waters Regional Council and Toronto United Church Council (TUCC) agree, that congregations and communities of faith named by Shining Waters Regional Council may be eligible for emergency loan assistance from the Toronto Southeast Presbytery Capital Fund with the following conditions:

- That the limits to the total amount of that assistance be decided in each emergency situation by mutual agreement between Shining Waters Regional Council and TUCC;
- That the assistance be in the form of loans, with the terms and length of the loan to be decided by mutual agreement between Shining Waters Regional Council and TUCC;
- That any realized losses on investments caused by the need to generate liquidity to meet emergency loans be met from the Toronto Southeast Presbytery Major Capital Fund.

**MOTION** by Daniel Reed / Moonja Park to amend the motion to include the wording,  
*That the sub-executive be directed to develop criteria for loans in consultation with the Communities of Faith Commission, the Grants Review Committee and Toronto United Church Council.*

**MOTION**

**CARRIED**

**MOTION** by Jessica Stevenson / Pat Edmonds that,  
Whereas exceptional events such as the COVID-19 Pandemic and other national and major emergencies create extreme financial challenges to congregations throughout the Shining Waters Regional Council area;

And Whereas Shining Waters Regional Council seeks in such exceptional circumstances to provide emergency assistance to those congregations and communities of faith whose reserve funds are not sufficient to meet salaries and other core operating costs through the period of such an emergency;

And Whereas Shining Waters Regional Council is the successor body to Toronto Southeast Presbytery for the purposes of the gift agreement;

Shining Waters Regional Council and Toronto United Church Council (TUCC) agree, that congregations and communities of faith named by Shining Waters Regional Council may be eligible for emergency loan assistance from the Toronto Southeast Presbytery Capital Fund with the following conditions:

- That the limits to the total amount of that assistance be decided in each emergency situation by mutual agreement between Shining Waters Regional Council and TUCC;
- That the assistance be in the form of loans, with the terms and length of the loan to be decided by mutual agreement between Shining Waters Regional Council and TUCC;
- That any realized losses on investments caused by the need to generate liquidity to meet emergency loans be met from the Toronto Southeast Presbytery Major Capital Fund.
- That the sub-executive be directed to develop criteria for loans in consultation with the Communities of Faith Commission, the Grants Review Committee and Toronto United Church Council.

**MOTION**

**CARRIED**

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**MOTION** by Steven Loweth / Jingle Aylupan that the Executive of Shining Waters Regional Council approve an application to Presbyteries of Toronto Conference Corporation (PTCC) for an up to 5% of capital grant, to support potential grants to congregations impacted by the COVID-19 pandemic, and that the sub-Executive will develop criteria for such grants in consultation with the Communities of Faith Commission, the Grants Review Committee and PTCC.

**MOTION**

Kirsty Hunter abstained.

**CARRIED**

**Closing:** the meeting closed at 3:05 p.m. and David Leyton-Brown offered a closing prayer.

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Chair

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Note-taker

## **PASTORAL RELATIONS COMMISSION**

### **Minutes of Meeting held March 31, 2020** at 9:30 a.m.

by video conference

#### **Members Present**

Dale Hildebrand (staff); Todd McDonald (staff); Andrew Comar (Chair); William Haughton (ordered); Barbara Hendren (lay); Beth Moore (lay); Liz Mackenzie (ordered); Paul Stott (lay); James Ravencroft (ordered); Donna Bowman-Woodall (ordered)

Regrets: Robin Pilkey (lay);

Absent: Bright Yun (ordered);

#### **Welcome, constituting the meeting and prayer**

Andy Comar welcomed all to the call in these unusual and challenging times of pandemic and led in a prayer.

#### **Agenda**

**MOTION** by Paul Stott/Barbara Hendren

that the agenda, consisting of items that had been circulated to the commission in advance of this meeting, be approved.

**MOTION**

**CARRIED**

#### **Minutes**

**MOTION** by Beth Moore/Liz Mackenzie

that the minutes of the February 25, 2020 meeting of the commission be approved (noting correction to Liz Mackenzie's last name spelling).

**MOTION**

**CARRIED**

#### **Omnibus Motion**

**MOTION** by James Ravencroft/Donna Bowman-Woodall

that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Birchcliff Bluffs Pastoral Charge (Toronto)** to change the conditions of their existing relationship and approves the call to **Gregory Daly**, ordained minister, beginning July 1, 2020, part time based on 30 hours per week with the following terms for Category A, Cost of Living Group Assignment 5: Salary \$62,367 (pro-rated \$46,775.25) per annum, salary in addition to the minimum at 0.133% which equals \$83.16 (pro-rated \$62.37), for a total salary of \$62,450.16 (pro-rated \$46,837.62), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this call does not require an act of covenant.

... concurs with the request of **Mayfield Pastoral Charge (Caledon)** and approves the provisional call to **Lisa Naumann**, candidate for ordained ministry beginning May 24, 2020, full time based on 40 hours per week with the following terms for Category A, Cost of Living Group Assignment 5: Salary \$62,367 per annum, salary in addition to the minimum at 6.5% which equals \$4,053.85, for a total salary of \$66,420.85, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to The Manual I.2., and that in accordance with The Manual I.1.9 this call does require an act of covenant.

(Todd explained that due to COVID-19, we may not be able to proceed with our Celebration of Ministry service on May 23. Office of Vocation has decided that provisional calls and appointments can go ahead as if they had been ordained/admitted/commissioned.)

b) **Appointments**

... concurs with the request of **Countryside Pastoral Charge (Thornton)** and appoints **Sung-Ran Kim**, short term supply ordained minister, beginning March 22, 2020 to September 22, 2020, part time based on 20 hours per week with the following terms for Category D, Cost of Living Group Assignment 4: Salary \$59,504 (pro-rated \$29,752) per annum, basic telephone \$500 per annum, Continuing Education and Learning Amount \$1442 (prorated \$721) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **East End Regional Ministry Pastoral Charge (Toronto)** and re-appoints **Debra Schneider**, short term supply ordained minister, beginning April 20, 2020 to September 8, 2020, full time based on 40 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$70,796 per annum, salary in addition to the minimum at 33.9% which equals \$24,000, for a total salary of

\$94,796, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1442 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Martin Grove Pastoral Charge (Toronto)** and appoints **Tae Sung Thomas Shin**, short term supply ordained minister, beginning March 9, 2020 to September 8, 2020, part time based on 30 hours per week with the following terms for Category D, Cost of Living Group Assignment 5: Salary \$67,425 (pro-rated \$50,568.75) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (prorated \$1081.50) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Northlea Pastoral Charge (Toronto)** and re-appoints **Lee-Ann Ahlstrom**, candidate student minister, beginning July 1, 2020 to June 30, 2023, part time based on 32 hours per week with the following terms for Candidate, Step 2, Cost of Living Group Assignment 5: Salary \$60,712 (pro-rated \$48,569.60) per annum, salary in addition to the minimum at 14.17 % which equals \$8602.89 (pro-rated \$6884), for a total salary of \$69,314.89 (pro-rated \$55,453.60), basic telephone \$600 per annum, Continuing Education and Learning Amount \$3000 per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Runnymede Pastoral Charge (Toronto)** and re-appoints **John Ambrose**, retired short term supply minister, beginning May 1, 2020 to September 30, 2020, part time based on 28 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$49557.20) per annum, salary in addition to the minimum at 18.65 % which equals \$13,203 (pro-rated \$9242.80), for a total salary of \$83999.45 (pro-rated \$58,800), basic telephone \$500 per annum, Continuing Education and Learning Amount \$1442 (prorated \$1009.40) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Westway Pastoral Charge (Toronto)** and re-appoints **Carolyn Miller**, short term supply ordained minister, beginning March 30, 2020 to August 31, 2020, part time based on 25 hours per week with the following terms for Category F, Cost of Living Group Assignment 5: Salary \$70796 (pro-rated \$44247.5) per annum, basic telephone \$300 per annum, Continuing Education and Learning Amount \$1442 (prorated \$901.25) per annum, and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.



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c) **Recommendations from Licensed Lay Worship Leader Committee**

...concurs with the recommendation of the Licensed Lay Worship Leader (LLWL) Committee that Paul Stott be exempt from the approved Licensed Lay Worship Leaders preparatory course having achieved equivalent education.

...concurs with the recommendation of the LLWL Committee that Lydia Pederson be exempt from the approved Licensed Lay Worship Leaders preparatory course having achieved equivalent education.

**MOTION**

**CARRIED**

Paul Stott abstained from the vote.

**Report from staff**

**a) Liaisons**

Staff noted that they met with the liaisons last week to discuss their role in the midst of this pandemic, and how to continue their work. However, for the most part, searches are slowing down due to the pandemic.

The following liaisons have been appointed by staff:

Gail Hamblin appointed to Trinity Pastoral Charge (Malton) for Profile and Search.

Dale Hildebrand appointed to Cummer Avenue Pastoral Charge (Toronto) for short-term appointment search (sabbatical coverage).

Dale Hildebrand appointed to Bradford United Church (Bradford) for a change in hours and job description of called minister Eiko Hosaka.

**b) Pastoral Charge Supervisors**

No Pastoral Charge Supervisors had been appointed during this period.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday April 28, 2020 at 9:30 a.m.

**End of meeting**

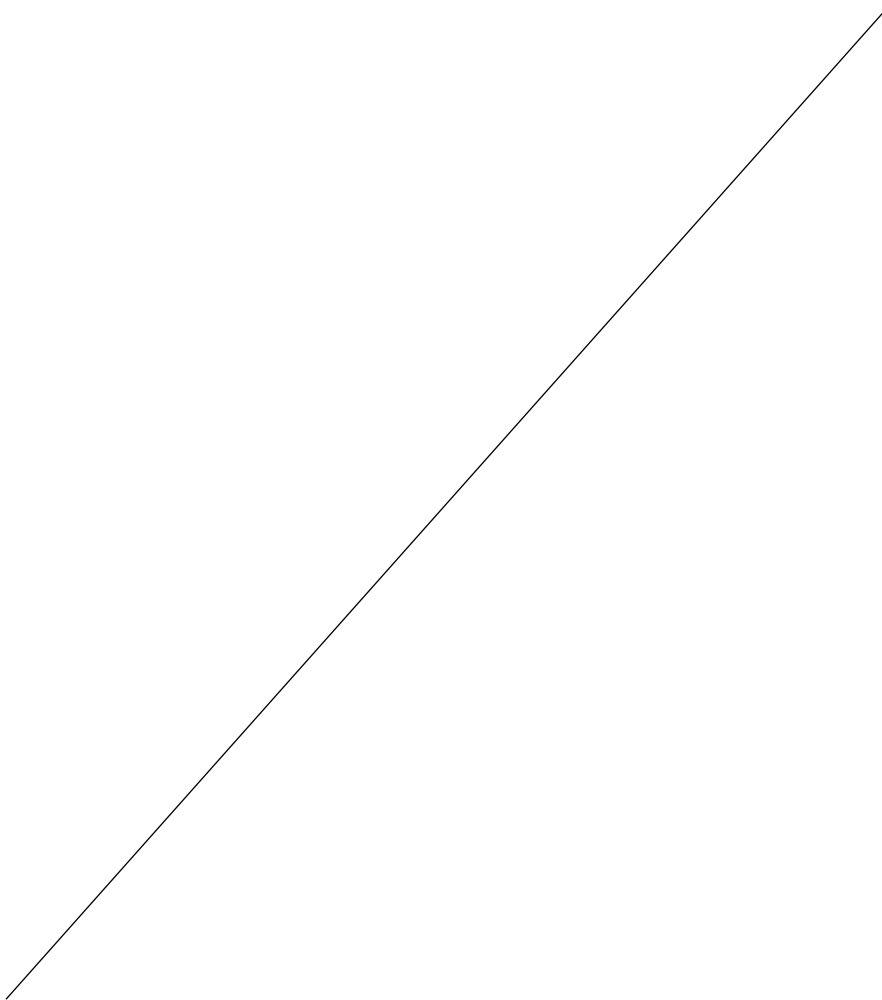
Todd McDonald closed the meeting with a prayer.

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Chair

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Note-taker



**COMMUNITIES OF FAITH COMMISSION**

**Minutes of a meeting held April 15, 2020** at 10:00 a.m.

by video conference

**Present:**

Christine Smaller (Chairperson), Carolyn Harding, Calin Lau, Ross Leckie, Amy Lee, Kevin Logie, Sandra Nottegar, Emma Pipes, Cindy Randall, Harry Ramsaran, Gloria Tozek

Jody Maltby (Staff Lead)

**Welcome, check in and prayer**

The chairperson welcomed everyone, 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. She offered a prayer poem, *Lockdown*, by Brother Richard Hendrick. Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

**Agenda**

**MOTION** by Amy Lee/Ross Leckie that the agenda be approved as presented.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Carolyn Harding/Sandra Nottegar that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated March 18, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**College Street United Church – Interim Ministry**

**MOTION** by Harry Ramsaran/Kevin Logie that upon recommendation by the Intentional Interim Ministry Committee, the Communities of Faith Commission of Shining Waters Regional Council approve the request of College Street United Church, Toronto, for an intentional interim minister.

**MOTION**

**CARRIED**

### **West Hill United Church, Scarborough**

The commission reviewed the documentation provided by West Hill United Church, along with the legal opinion provided by Graham Andrews SMM Law Professional Corporation. The chair welcomed Rev. Gretta Vosper, Michael Lawrie (chair) and Annie DePide (administrator) from West Hill United Church. The commission had the opportunity to ask questions about the proposed sale.

The chair thanked the representatives from West Hill United Church and they left the meeting.

The commission considered the documentation and presentation.

**MOTION** by Sandra Nottegar/Gloria Tozek that the Communities of Faith Commission of Shining Waters Regional Council approve the Agreement of Purchase and Sale between Boys & Girls Club of East Scarborough and The Trustees of West Hill Congregation of The United Church of Canada, in the amount of Three Million, Six Hundred and Fifty Thousand Dollars (\$3,650,000), for the property at 62 Orchard Park Drive, legally described as Pt Lot 14, Plan 2253, as in SC298319, SC190807, SC101230, except SC362585 and Pt 1 64R6071, in the City of Toronto; and that this approval is conditional upon the approval by this Commission of the final Lease Agreement between the parties.

**MOTION**

**CARRIED**

### **Congregations – Funding, Covid-19 Pandemic**

**MOTION** by Kevin Logie/Cindy Randall that the Communities of Faith Commission of Shining Waters Regional Council approve that the Staff Lead may approve an application from a congregation for a United Church Pandemic Response Bridging Loan of up to \$10,000 to assist with salary and other expenses while churches are closed due to Covid-19 pandemic.

**MOTION**

**CARRIED**

**MOTION** by Ross Leckie/Harry Ramsaran that the Communities of Faith Commission of Shining Waters Regional Council authorize the Staff Lead, in exceptional circumstances where the funds are available, to approve up to \$100,000 from restricted funds to support salary and expenses as a result of Covid-19 pandemic. This authority will be terminated upon the commission's instruction. The Staff Lead will provide monthly tracking and reporting.

The Staff Lead will require a motion from the governing body and financial documentation to consider the request.

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**MOTION**

**CARRIED**

**Closing**

Ross Leckie closed the meeting with a prayer and the meeting adjourned at 12:43 p.m.

**Next Meeting**

May 20, 2020, 9:30 – 12:30 via Zoom, Jody Maltby will lead worship.

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Chair

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Note-taker

## PASTORAL RELATIONS COMMISSION

### **Minutes of Meeting held April 28, 2020, at 9:30 a.m.**

by video conference

#### **Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); Bright Yun (ordered); William Haughton (ordered); Liz Mackenzie (ordered); Donna Bowman-Woodall (ordered); Barbara Hendren (lay); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay), James Ravenscroft (ordered)

#### **Welcome, constituting the meeting and prayer**

Chair, Andy Comar, welcomed everyone, led in prayer, and called the meeting to order.

#### **Agenda**

**MOTION** by Paul Stott/ Donna Bowman-Woodall

that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

#### **Minutes**

**MOTION** by Beth Moore/James Ravenscroft

that the minutes of the March 31, 2020 meeting of the commission be approved.

**MOTION**

**CARRIED**

#### **Omnibus Motion**

**MOTION** by Liz Mackenzie/Barbara Hendren

that the Pastoral Relations Commission take the following actions:

##### **a) Calls**

... concurs with the request of **Mount Albert Pastoral Charge (Mount Albert)** and approves the call to **Warren Ball**, ordained minister, beginning June 1, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living

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Group Assignment 5: Salary \$70,796 per annum, salary in addition to the minimum at 2.26% which equals \$1,600, for a total salary of \$72,396, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

b) **Request for Change of Pastoral Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Brenda Duckworth**, ordained minister at **Wasauksing-Shawanaga Pastoral Charge (Parry Sound)** effective August 10, 2020 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Christine Smaller**, ordained minister at **College Street Pastoral Charge (Toronto)** effective April 14, 2020 and give thanks for her ministry.

**MOTION**

**CARRIED**

(end of omnibus motion)

**Reconsider a Motion (The Manual, page 191)**

There has been a request that Shining Waters Regional Council reconsider the motion approved by the Pastoral Relations Commission on February 25, 2020 in accordance with *The Manual* I.3.1.4(b) to accept the request for a change in pastoral relationship of Linda Butler, ordained minister at Sharon-Hope Pastoral Charge effective May 11, 2020 and give thanks for her ministry.

Linda Butler has requested that she stay in her current appointment until June 30, 2020 – the original end date - due to COVID-19, in order to provide ongoing ministry during this difficult time.

**MOTION** by Liz Mackenzie/Will Haughton

that the Pastoral Relations Commission, in accordance with *The Manual* I.3.1.4(b), accepts the request for a change in pastoral relationship of Linda Butler, ordained minister at Sharon-Hope Pastoral Charge effective May 11, 2020 and give thanks for her ministry.

**MOTION**

**DEFEATED**

Donna Bowman-Woodall excused herself from the meeting for the next item as she has a conflict of interest.

**MOTION** by Beth Moore/Barbara Hendren  
that the Pastoral Relations Commission take the following action:

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Donna Bowman-Woodall**, ordained minister at **Lake of Bays Pastoral Charge (Dwight)** effective August 31, 2020 and give thanks for her ministry.

**MOTION**

**CARRIED**

Donna Bowman-Woodall rejoined the meeting.

### **Report from staff**

#### **a) Liaisons**

No liaisons have been appointed by staff since the last meeting.

#### **b) Pastoral Charge Supervisors**

The following Pastoral Charge Supervisors have been appointed by staff:

Kevin Logie appointed as Pastoral Charge Supervisor to Shawanaga Pastoral Charge, Shwanaga First Nation, while minister is on short-term disability leave.

Rev. Joel Aguirre appointed as Pastoral Charge Supervisor to Filipino Christian Fellowship (mission of the Regional Council, Toronto) effective May 24, 2020.

Brian Stevens appointed as Pastoral Charge Supervisor to Hope Pastoral Charge (Toronto), effective May 24, 2020.

Steven Loweth appointed as Pastoral Charge Supervisor to Fairbanks Pastoral Charge (Toronto) effective May 24, 2020.

Lisa Naumann appointed as Pastoral Charge Supervisor to Mayfield Pastoral Charge (Brampton) effective May 24, 2020.

\* Note: Joel Aguirre, Brian Stevens, Steven Loweth, and Lisa Naumann would all have been celebrated at the now postponed Shining Waters Regional Council Celebration of Ministry Service on May 23. As these services have been postponed across Canada, the Office of Vocation has directed that those who would have been celebrated have their salaries adjusted as if they had been celebrated on May 23. However, they will technically remain candidates/Admission ministers until the liturgical act can take place.



This brought up the question of Pastoral Charge Supervisors and whether they are still needed. This was discussed with other Regional Councils, Office of Vocation, and UCC legal counsel. The answer is that while a Pastoral Charge Supervisor is not necessary since these candidates have all been accepted by the Office of Vocation as ready for ministry, we cannot forgo Pastoral Charge Supervisors as long as these candidates are not formally made ministers of the UCC. However, we do have the option of appointing the candidates themselves as Pastoral Charge Supervisors. This is what we have done as a Regional Council.

#### **GS 49 Temporary Amendment of Bylaws Re: Pastoral Relations**

Todd McDonald gave the background for this agenda item. During the pandemic, some communities of faith may have difficulty in holding congregational meetings, lacking the electronic means and ability to do so. Therefore, the General Council Executive has approved a temporary amendment to our bylaws whereby in urgent situations, and with conditions, a governing body can make decisions that would normally require a congregational meeting.

Dale Hildebrand explained that the implementation of pastoral relations policy is the responsibility of the Regional Councils. PRC Chairperson Andy Comar and staff identified some areas of concern around implementation whereby clarification and interpretation is needed.

**MOTION** by James Ravenscroft/Donna Bowman-Woodall

that the Pastoral Relations Commission approve the following implementation points for the **GS 49 TEMPORARY AMENDMENT OF BYLAWS RE: PASTORAL RELATIONS:**

**1. Regarding the prelude to the bylaw: “The Executive of the General Council approve a temporary amendment to pastoral relations policies in *The Manual* to enable the governing body or equivalent of a community of faith to make urgent decisions on behalf of the community of faith with respect to initiating a call or appointment, revising the terms of a call or appointment, or ending of a call or appointment in circumstances where it is not practicable to follow those policies outlined in *The Manual*...”**

“Initiating a call or appointment” will be interpreted to include the approval by the governing body:

- a) of a Community of Faith ChurchHub profile, including the position description(s)
- b) of the appointment of a search committee

**2. Regarding point “ii”: “the governing body will consult with the community of faith in advance of making a pastoral relations decision to the extent reasonable and practicable in the circumstances to the satisfaction of the regional council;”**

The consultation will include the following:

- a) The governing body of a Community of Faith will appoint three people to solicit and review input from the Community of Faith.
- b) The consultation will consist of an invitation to the Community of Faith to provide input by email on the pastoral relations decision being made by the governing body. For those members/adherents of the Community of Faith who are unable to provide input by email due to accessibility issues, the governing body will provide access to conference call consultations in groups of up to eight persons. (Communities of faith can use the Shining Waters Regional Council conference call system by contacting Rachael Howes – rhowes@united-church.ca)
- c) Where a change to the pastoral relationship has been requested, Ministry Personnel will be provided with the "meaningful consultation" results from the congregation and will also have the right to attend the governing body meeting and address it per Manual regulations.

**3. Regarding point “iv”: “when the governing body of a community of faith requests a change of pastoral relations, the regional council will ask the ministry personnel affected if they support the request. If the ministry personnel do not support the request, the requirement that the minister is given 90 days’ notice or salary and benefits in lieu of notice as provided in section I.3.1.6 will continue to apply, save for the following circumstances, where notice may be abridged or waived by the regional council upon recommendation of the governing body of the community of faith:**

**if the change to the terms and conditions of the call or appointment is the temporary layoff of the ministry personnel relating to the COVID-19 pandemic, and the governing body of the community of faith has:**

- a) declared its intention on behalf of the community of faith to recall the affected minister upon cessation of the COVID-19 pandemic; and**
- b) demonstrated to the satisfaction of regional council that it has exhausted all funding sources;”**

a) Where the ending of the pastoral relationship is the temporary layoff of the ministry personnel relating to the COVID-19 pandemic, the period of the temporary layoff (Declared Emergency Leave) will be a maximum of 90 days, after which the decision must be reaffirmed by the governing body and the Regional Council Pastoral Relations Commission.

b) The Pastoral Relations Commission will ask the Communities of Faith Commission to determine whether a Community of Faith has exhausted all funding resources.

c) Where the Regional Council is asked by a Community of Faith to waive the 90 days notice, the date of the change to the pastoral relationship will be the date that the Pastoral Relations Commission meets to make a decision on the request to end the pastoral relationship for temporary layoff (Declared Emergency Leave).

**MOTION**

**CARRIED**

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It was clarified that this policy is not retroactive, and will be communicated appropriately by staff to our Communities of Faith and Ministry Personnel.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, May 12, 2020 at 9:30 a.m.

**End of meeting**

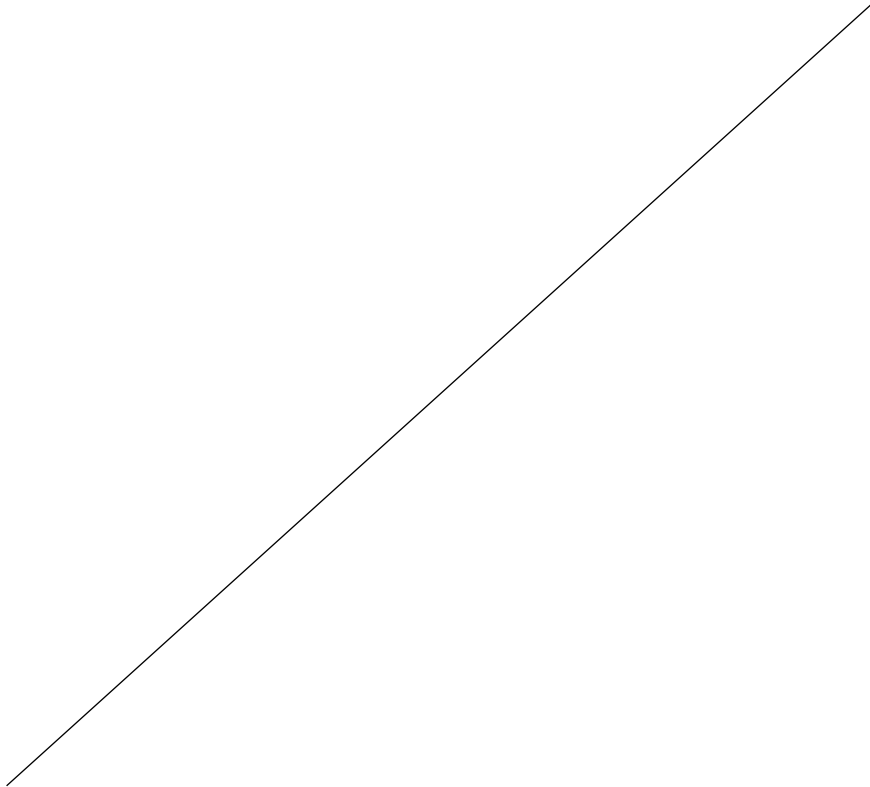
Robin Pilkey closed the meeting with a prayer.

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Chair

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Note-taker



## **SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

**Minutes of Meeting held April 29, 2020**, at 12:00 noon  
by video conference

### **Members Present**

Susan Eagle (Chairperson), Lois Brown, Tina Conlon, Donna Lang, Alana Martin, Moon-Ja Park, Eleanor Scarlett, Cameron Watts

Staff: Jody Maltby, Ren Ito, Bri-anne Swan, Susie Henderson

### **Welcome, check in and prayer**

The chairperson welcomed everyone, opened with a poem prayer by Walter Brueggemann, *Waiting for Bread ... and for God's Future*, a reflection on his reading of Micah. Members shared some of the struggles of this unique and difficult time. Susan Eagle 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.

The chairperson constituted the meeting in the name of Jesus Christ.

The commission welcomed Bri-anne Swan, Regional Minister for Social and Ecological Justice and support to Networks.

### **Agenda**

The commission agreed that the agenda be approved as amended.

### **Minutes**

**MOTION** by Tina Conlon/Moon-Ja Park that the Minutes of the meeting of the Shining Waters Social and Ecological Justice Commission held February 27, 2020 be adopted as circulated.

**MOTION**

**CARRIED**

### **Business Arising**

- Update on survey follow-up

At the February meeting, the commission agreed to ask Edge to follow up with congregations that did not participate in the survey. Susie Henderson reported challenges connecting with Edge,

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possibly due to the pandemic. Staff are considering other options. We will try to be in contact with all congregations by the end of May. Donna Rutz will provide a mail chimp list from social justice gatherings that pre-dated the commission.

- Finances:

Jody Maltby reaffirmed that the commission can provide a budget to the Executive for consideration when ready. If there are specific projects the commission wants to pursue in the meantime, they can make individual requests for funds as we did with the survey follow-up.

- Review of Grant Criteria

Jody Maltby indicated that the regional discussion of funding priorities has been put on hold during the pandemic but we hope to get back to that conversation and the commission will be an important voice in that conversation.

- Workshop – May 2020

The commission discussed possibilities for program during the pandemic. It was agreed that we will still offer a workshop, preferably in early June. The workshop will be an online, well-facilitated conversation, likely an hour in length. We will use it as input to survey conversation rather than relying on survey to shape workshop.

Susan Eagle, Cam Watts and Bri-anne Swan will take the lead on developing the workshop.

## **Correspondence**

The commission discussed how to communicate between meetings to respond to time-sensitive requests for action. We don't always feel knowledgeable to respond, and rely on conversation with wider group to make an informed decision. It is important to be accountable in making these decisions so that the President can sign with confidence.

Jody Maltby, Susie Henderson and Bri-anne Swan will work on criteria to assist the commission to make decisions quickly between meetings. Criteria will include:

- Does the request come from a recognized UCC partner such as Kairos or ISARC?
- Does the request fall within an identified justice priority for the Shining Waters Region?
- Does the request fit with national UCC theology and areas of work?
- ISARC request

Susan Eagle reported that she did not feel it was appropriate for the commission to respond at the time because we did not get enough feedback when the request was circulated. No further action is needed as the provincial government did take action on the matter.

- Campaign 2000 request

Friday, May 16<sup>th</sup> is deadline for groups to endorse this letter. Campaign 2000 is a good UCC partner who has been working with faith communities for some time now. Jody Maltby will send this request out for an email vote after the meeting. Members of the commission will review the background documents and respond by Friday noon. If the majority of the members are comfortable with the documentation, we will ask the President to sign on behalf of the region.

- Letter to John Tory

After some discussion it was determined that this request did not come from the congregations that originated the letter and they have not indicated if they want regional support for this project. The commission will take no action at this time but will let it be known that if there are things we can do to support or endorse responses to Covid-19 we will do so.

Cam Watts reported on some City of Toronto updates around popup food banks, extra washrooms, shelters and Ontario Works benefits to assist people who are homeless and are being affected by Covid-19. The city is trying to address needs for social distancing for those living in shelters or on the streets as the rate of infection is high.

Faith in the City was asked to engage faith communities to donate food, time, and money to assist in providing food for people living in poverty. The greatest concern is pockets of the city where people don't have access to food banks. They are looking for popup sites to collect and create food hampers and have them delivered to this vulnerable population.

The commission acknowledged that Shining Waters Region is a large section of Ontario and there are people living in poverty throughout the region. As a commission for the region, we need to look at the broader context. While we may at times lend our support to a particular issue in a particular area, in general our work is policy based rather than local fundraising and activities.

### **Staff Reports – Ren Ito**

- Relationship with General Council

At the February meeting, Ren reported that he was following up with Michael Blair, Executive Minister for Church and Mission, regarding the relationship with justice staff at the General Council. Plans for a conversation with staff have been temporarily placed on hold due to the Covid-19 pandemic. One topic of conversation will be finding ways to make the justice work of the General Council more accessible to the wider church.

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- Wet'suwet'en letter

Our regional letter was completed in consultation with some members of the Living Into Right Relations (LIRR) Circle and was sent to the Prime Minister and the Minister for Indigenous Justice. It was not circulated to the region until recently due to the volume of information that needed to be shared in response to the Covid-19 pandemic. There has been one dissenting response to the letter. It will be shared with the commission for response. The LIRR Circle is considering further action.

- Justice, Faith and Theology course

The seminar series for people in Shining Waters Region will offer two sessions and each has 10 - 11 people registered. The focus of the conversation will be connecting our faith to our justice initiatives, considering such questions as "What does it mean to be an ally?" The intent is not to take positions or draw conclusions about specific issues.

The commission requested that emerging issues be shared to support the work of the commission. We will continue to work on a model for justice programs in the region.

### **Visioning**

The commission agreed to defer this to a future meeting.

### **Closing**

Tina Conlon offered a prayer for groups written by Padraig O Tuama. The Chairperson closed the meeting at 2:46 p.m.

Next meeting:

Staff will send a Doodle poll looking at a Wednesday meeting in the next month.

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Chair

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Note-taker

## EXECUTIVE

**MINUTES of Meeting held May 8, 2020**, at 10:00 a.m.  
via video teleconference.

**PRESENT:** Jingle Ayupan, Pat Edmonds, Allan Holditch, Kirsty Hunter, 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, Jody Maltby, Staff Lead, Susie Henderson, Community Engagement & Partnerships, Kim Udy-Kai, Communities of Faith Support, Janet MacDonald, Financial Administrator, Rachael Howes, Administrative Support

**REGRETS:** Jessica McCrae

**Absent:** Lynn Mooney

### **GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 10:10 a.m. and 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.

The members checked in.

Peter Hartmans led a brief worship centered on Luke 24:36-43. He lit the Christ candle, everyone recited the Creed, and he offered prayer.

### **AGENDA**

**MOTION** by Pat Edmonds/Allyce Mutungi that the agenda for this meeting be approved as circulated.

**MOTION**

**CARRIED**

### **MINUTES**

**MOTION** by Moon Ja Park/Jingle Ayupan that the Minutes of the meeting of the Shining Waters Regional Council Executive held March 12, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**MOTION** by Kirsty Hunter/Jessica Stevenson that the Minutes of the meeting of the Shining Waters Regional Council Executive held March 23, 2020 be approved as circulated.

**MOTION**

**CARRIED**



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**MOTION** by Moon Ja Park/Daniel Reed that the Shining Waters Regional Council Executive receive the Minutes of the Communities of Faith Commission dated November 21, 2019, January 22, February 19, March 18, 2020 for information.

**MOTION**

**CARRIED**

**MOTION** by Dong-Chun Seo/Pat Edmonds that the Shining Waters Regional Council Executive receive the Minutes of the Pastoral Relations Commission dated December 17, 2019, January 28, February 25, March 31, 2020, for information.

**MOTION**

**CARRIED**

**MOTION** by Steven Loweth/Moon Ja Park that the Shining Waters Regional Council Executive receive the Minutes of the Social & Ecological Justice Commission dated December 3, 2019 for information.

**MOTION**

**CARRIED**

**MOTION** by Peter Hartmans/Allan Holditch that the Shining Waters Regional Council Executive take the following action:

Fred Victor Centre

... further to motion approved at the March 12, 2020 Executive meeting, grant permission for Fred Victor Centre to proceed with the negotiation and signing of the new office leasing arrangement at the alternate location of 145 Front Street East, Toronto beginning May 1, 2020 for seven years to April 30, 2027 so that current programs can be relocated.

**MOTION**

**CARRIED**

Daniel Reed left the meeting.

**Covid-19 Update – Peter Hartmans**

Peter Hartmans updated the Executive with what the staff has been doing of late. They are working on webinars for lay leaders and for Ministry Personnel; webinars with outreach ministries and camps; having more regular staff meetings to discuss issues, updates, moving forward, etc.

Peter mentioned “Chapter 2” of Covid-19 where he sees people getting tired; lay leader fatigue; staff fatigue; concern for Communities of Faith finances; General Council staff fatigue; trying to keep folks up to date on legislation; concerns for finances for us as a region; outcomes dependent on how long the pandemic and lockdown goes on; concern for churches that were in crisis before and what this will do for them. He acknowledged that regional staff have been providing enormous support.

Steven Loweth left the meeting.

**Financial Update – Janet MacDonald**

Peter Hartmans provided some background on the financial arrangement for the region and that we started with General Council providing accounting services and then moved to doing it ourselves. He reviewed the difference in funding for the region compared to prior to the transition. For those reasons, it has taken a long time to get an overview of the region's financial picture.

Janet MacDonald shared a draft financial statement and balance sheet to the end of December 2019, and reviewed it for the Executive. The Executive then were able to make comments and ask questions. A further draft will come to a future Executive meeting.

Martha ter Kuile left the meeting.

**Intercultural Diversity Commission Proposal – David Leyton-Brown**

David Leyton-Brown suggested that this matter be held over to the next Executive meeting.

**MOTION** by Peter Hartmans/Moon Ja Park that the agenda item on the Intercultural Diversity Commission Proposal be tabled until the next Executive meeting.

**MOTION**

**CARRIED**

**Closing:** the meeting closed at 12:30 p.m. and Peter Hartmans offered a closing prayer.

**Next meeting** – to be determined by Doodle poll

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Chair

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Note-taker



**PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held May 12, 2020**, at 9:30 a.m.  
by video conference

**Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Donna Bowman-Woodall (ordered); Barbara Hendren (lay); Liz Mackenzie (ordered); Beth Moore (lay); Robin Pilkey (lay); James Ravenscroft (ordered); Paul Stott (lay), James Ravenscroft (ordered).

Regrets: William Haughton (ordered); Bright Yun (ordered); Todd McDonald (staff)

**Welcome, constituting the meeting and prayer**

Chair, Andy Comar welcomed everyone, led an opening reflection and prayer from the World Council of Churches, and called the meeting to order.

**Agenda**

**MOTION** by Paul Stott/Barbara Hendren  
that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Beth Moore/Donna Bowman-Woodall  
that the minutes of the April 28, 2020 meeting of the commission be approved.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by James Ravenscroft / Liz Mackenzie  
that the Pastoral Relations Commission take the following actions:

a) **Appointments**

... concurs with the request of **Fairlawn Avenue Pastoral Charge (Toronto)** and re-appoints **Douglas DuCharme**, interim ordained minister, beginning July 1, 2020 to June

30, 2022, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 per annum salary in addition to the minimum at 20.06% which equals \$14,204, for a total salary of \$85,000, basic telephone \$1000 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does require an act of covenant.

... concurs with the request of **Timothy Eaton Memorial Pastoral Charge (Toronto)** and re-appoints **Christopher Miller**, retired ordained minister, beginning January 1, 2020 to December 31, 2020, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary in addition to the minimum at 19.84% which equals \$14,044 (pro-rated \$7,022), for a total salary of \$84,840 (pro-rated \$42,420), basic telephone \$480 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does require an act of covenant.

b) **Request for Change of Pastoral Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Ted Grady**, ordained minister at **Knox Pastoral Charge (Sutton)** effective July 31, 2020 and give thanks for his ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Jean Leckie**, ordained minister at **Heart Lake Pastoral Charge (Brampton)** effective June 30, 2020 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Jessica McCrae**, ordained minister at **Humbercrest Pastoral Charge (Toronto)** effective August 31, 2020 and give thanks for her ministry.

c) **Recommendations from the Licensed Lay Worship Leaders Committee meeting held April 27, 2020**

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Brian Packham** to be licensed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three-year period.

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Douglas Reid** to be licensed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three-year period.

**MOTION**

**CARRIED**

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(end of omnibus motion)

Paul Stott excused himself from the meeting for the next agenda item.

**MOTION** by Barbara Hendren / Liz Mackenzie  
that the Pastoral Relations Commission concur with the recommendation of the Licensed Lay Worship Leader Committee, and approve **Paul Stott** to be licensed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three-year period.

**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

William Haughton appointed to Trinity Pastoral Charge, Huntsville for a search following an Interim Ministry.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, June 2, 2020 from 9:30 a.m. – 12:00 noon.

**End of meeting**

Andy Comar led the commission in a closing prayer.

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Chair

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Note taker

## COMMUNITIES OF FAITH COMMISSION

**Minutes of Meeting held May 20, 2020**, at 9:30 a.m.  
by video conference

**Present:**

Christine Smaller (Chairperson), Carolyn Harding, Calin Lau, Ross Leckie, Amy Lee, Kevin Logie, Sandra Nottegar, Emma Pipes, Cindy Randall, Harry Ramsaran, Gloria Tozek,

Staff: Jody Maltby (Staff Lead), Susie Henderson (Community Engagement & Partnership), Kim Uyede-Kai (Communities of Faith Support and Right Relations), Karen Hilfman Millson (Communities of Faith Support)

**Welcome, check in and prayer**

The chairperson welcomed everyone. Christine Smaller offered a statement of centering. Susie Henderson 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. Gloria Tozek offered a reading from Embers by Richard Wagamese. Cindy Randall offered a prayer from Sojourners. Jody Maltby introduced Kim Uyede-Kai. Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

**Agenda**

**MOTION** by Cindy Randall/Amy Lee that the agenda be approved as presented.

**MOTION**

**CARRIED**

**Minutes**

It was noted that on the first page under minutes, it should read March 2020 rather than March 2019.

**MOTION** by Gloria Tozek/Amy Lee that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated April 15, 2020 be approved as amended.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Carolyn Harding/Kevin Logie that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

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a) Emmanuel United, Brampton

... approve the Permission to Enter Agreement between Trustees of Emmanuel United Church and The Corporation of the City of Brampton dated 2020, for the purpose of installing, operating and maintaining the Community Garden on the church property described as Block W, Plan 688 Chinguacousy, City of Brampton, Regional Municipality of Peel.

b) Islington United, Toronto

... approve the request of Islington United Church to obtain a loan from Toronto United Church Council (TUCC) in the amount of \$140,000 to complete the renovation of its main kitchen to correct major health and safety issues and provide for its active hospitality ministry.

c) Ghana Calvary Methodist United, Toronto

... approve the renewal of the loan of Ghana Calvary Methodist United Church with Toronto United Church Council (TUCC) on the following terms and conditions:

Date:	April 1, 2020
Amount:	up to \$600,320
Amortization:	22 years.
Term:	3 years.
Interest:	4% or the applicable mortgage rate of the Bank of Nova Scotia for the term, whichever is higher on the date of renewal.
Payment:	monthly payments, principal and interest.
Provisions:	the renewal fee be paid (\$1,500.80)
Security:	first mortgage is in place.
Approval:	Shining Waters Regional Council
Source of Funds:	Investing in Ministry Fund

d) East End United Regional Ministry, Toronto

... approve the final plan of disposition of East End United Regional Ministry regarding the proceeds of sale of the Cosburn Avenue church property.

**MOTION**

**CARRIED**

### **Email votes**

The Commission voted by email in favour of the following:

a) Trinity, Huntsville

- Agreed with the recommendation of the Intentional Interim Ministry Committee that the work of the intentional interim minister at Trinity, Huntsville is complete and that they are ready to call a minister.

b) St. Mark's, Scarborough

- Approved the loan for St. Mark's Scarborough with Toronto United Church Council (TUCC) in the amount of \$8,600 which is based on the amount St. Mark's has invested with TUCC; the loan is interest-free for twelve months after which it would become a regular TUCC loan with interest.

c) West Hill, Scarborough

- Approved the lease agreement between West Hill and the Boys & Girls Club of East Scarborough

The Commission considered the following decision by email:

a) CEBA government loans

- Considered giving authority to Jody Maltby to approve requests from congregations to apply for a Canada Emergency Business Account loan of up to \$40,000 to assist with salary and other expenses while churches are closed due to the Covid-19 pandemic.
- Subsequent to this email vote, it was determined that churches do not qualify for the Canada Emergency Business account loan.

### **Staff Reports:**

Collaborative Ministry and Intentional Interim Ministry Updates – *Karen Hilfman Millson*

Karen provided updates on seven churches south of Simcoe having conversations about collaboration amongst them.

We are expecting a report from the collaboration conversation between Caledon Village United Church and Caledon East United Church for our June 2 meeting.

Karen is continuing to work with Islay Scott on a handbook for collaboration for future approval by the commission.



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Anne Hines will be the regional representative on the Transition Team for the Intentional Interim Ministry at College St. United Church, Toronto. The region anticipates two more requests coming forward soon. Staff will have a conversation about strategy and best practices for congregations in transition that may want the benefits of interim ministry without the paperwork and requirements of a formal intentional interim ministry.

*Covid-19 Update – Jody Maltby*

Jody reported on communities of faith that have applied for United Church emergency bridge financing and have sought approval to use restricted funds. The region is working on guidelines to assist congregations in planning to re-open buildings, when permitted by the provincial government and local health authorities.

Some congregations may be eligible for the Canadian Emergency Commercial Rent Assistance program (CECRA) and the Emergency Community Support Fund. Camping Ministries should be eligible for the Canada Emergency Bank Account (CEBA) loan and for United Church emergency funding for fixed costs.

Ross Leckie reported on support to camps available through Toronto United Church Council (TUCC) and the exciting and creative camping ministry that is happening through Zoom and other platforms,

*Mapping Projects – Susie Henderson*

We are close to having a proposal from Edge for this work. They have asked us to offer key questions for the project. What would we like to know about the region as a whole? Are there assumptions we want to test out? What do we want to learn about the communities around us?

The following questions were offered:

- Is the population around a community of faith growing, or not?  
What are the concentrations of United Church communities in particular areas -- what does it look like, how is it changing?  
What do past, present, and possible future concentrations look like?  
How many communities of faith don't have paid accountable ministry?
- What supports/supervision are going to be required into the future?  
What are the financial circumstances of communities of faith?
- Who is moving into our neighbourhoods – are they members of protestant faith groups?  
What do community ministries look like regionally?
- What services are available in the community external to the congregation, for example in the areas of domestic violence, mental health and children's services? What services might be needed that aren't available?
- Where are Indigenous populations located and what, if any, connections do we have with these populations?

- Where are significant LGBTQ constituencies and affirming churches and where are there supports, or lack thereof, for LGBTQ people?
- What do we know about our mission communities including Goodtree Korean, le Ministère Protestant Francophone, and the Filipino Christian Fellowship?

### **Decision-making best practices for email votes**

The commission expressed a desire to be responsive to the needs of communities of faith, particularly with time-sensitive decisions (for example an Agreement of Purchase and Sale or a loan agreement). At the same time, many decisions can be complex with a large amount of background information to consider. We also need to be mindful of the effective use of the time of both staff and volunteers.

Our best practice continues to be that we receive and consider decisions at the regular meetings of the commission. We recognize that our decision-making is different when we gather as opposed to when we decide by email. We have better discussion when we are together and hear other opinions. Where needed, time-sensitive decisions may be considered by email.

If a congregation needs a regional decision for a congregational meeting, this usually is not time-sensitive. The commission meets monthly on a regularly scheduled date and congregations can plan their meetings to work with that schedule. If there are exceptional circumstances, this can be discussed with staff.

### **Commission Working Groups**

In order to make the best use of resources and develop expertise in specific areas of commission work, we will create task groups to consider governance documents, leases, and loan applications. Each member of the commission will serve on one of these task groups. These groups will be approved at the meeting on June 2<sup>nd</sup>. Going forward, this will be an expectation of membership on the commission.

Jody Maltby suggested that we might also want to create a task group to focus on property development and this could include members from outside the commission.

### **Membership**

Cindy Randall, Kevin Logie and Christine Smaller agreed to serve until June 2021. Sandra Nottegar agreed to serve for a three-year term beginning in June 2020. Ross Leckie and Emma Pipes are stepping down from the commission. Other members of the commission are mid-term.

### **Closing**

Christine Smaller offered a blessing and closed in prayer and the meeting adjourned at 11:45 a.m.

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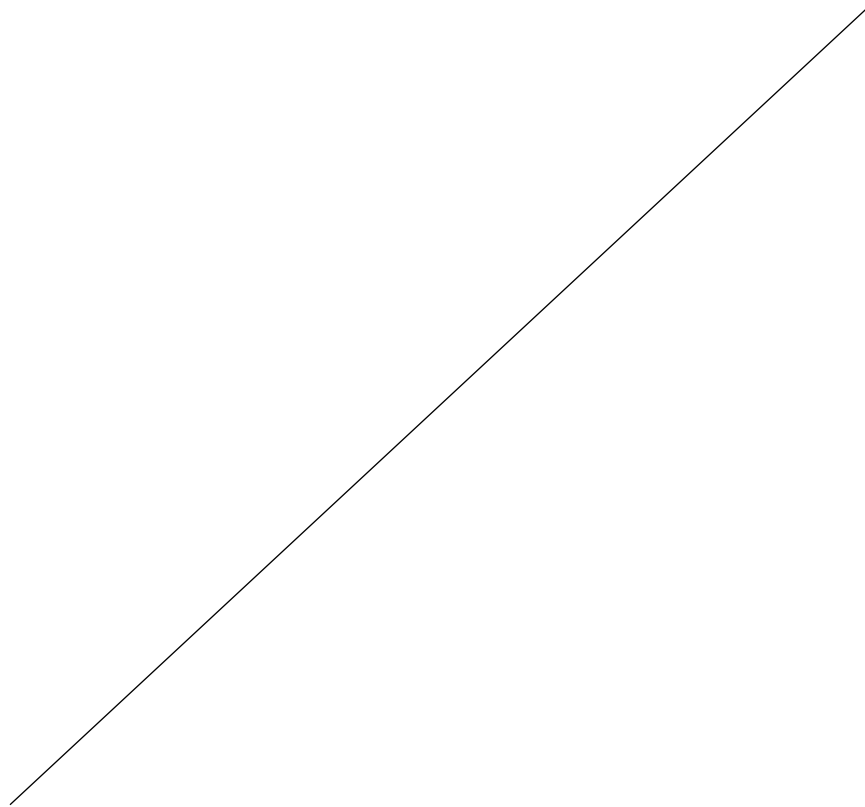
Next Meeting: June 2, 2020 at 9:30 a.m. (note: this is a joint meeting with the Pastoral Relations Commission).

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Chair

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Note-taker



## **SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

**Minutes of Meeting held May 27, 2020**, at 11:00 a.m.  
by video conference

### **Members Present**

Susan Eagle (Chairperson), Lois Brown, Tina Conlon, Alana Martin, Moon-Ja Park, Eleanor Scarlett, Cameron Watts

Staff: Bri-anne Swan, Minister, Social & Ecological Justice

Regrets: Donna Lang

### **Welcome, check in and prayer**

The chairperson welcomed everyone, opened with prayer, 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.

The chairperson constituted the meeting in the name of Jesus Christ.

There was a time of check-in.

An ask to hold up *Holy Manners* was made; that the Commission commit to leaving space to speak for those who are quieter or are taking time to form their thoughts in order to share with the group, and that one person be able to speak without others cutting them off. While there was no vote, the Commission agreed to center conversation around values of *Holy Manners*.

### **Agenda**

The circulated draft agenda was approved by consensus.

### **Minutes**

**MOTION** by Eleanor Scarlett / Tina Conlon that the Minutes of the meeting of the Shining Waters Social and Ecological Justice Commission held April 29, 2020 be adopted as circulated.

**MOTION**

**CARRIED**

### **Email votes**

The Commission voted by email in favour of the following:

- Endorsed a letter drafted by the Steering Committee of Campaign 2000 to the Prime Minister of Canada and members of Canada's COVID-19 Cabinet Committee on ensuring

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marginalized children have first call on federal resources in pandemic response and recovery.

- Endorsed sending a letter to the Premier of Ontario from the President of Shining Waters Regional Council in response to the May 11, 2020 letter of Rev. Rock and Rev Boot to the Premier discussing the re-opening of Ontario Churches; agreeing to disseminate the letter to all congregations in Shining Waters Regional Council, to creating and distributing a media release on the topic, and to distributing the letter to our ecumenical and interfaith partners for information.

### Business Arising

- Follow-up on letter to Premier re: church openings

Bri-anne Swan and Susan Eagle updated the Commission on the distribution of the letter signed by David Leyton-Brown. It had be circulated to all Communities of Faith (lay and clergy), as well as via social media channels. Bri-anne had not yet sent out a press release, but stated she intended to soon. A question was made about the list of media the release would be sent to — does the Regional Council have a list of media? Bri-anne explained that she has a media list from a previous campaign she was a part of, and that there would be an ask made to Ministers to send the release and letter to their local media.

It was suggested that the Regional Council should maintain a list of media contacts for future campaigns. **Bri-anne will follow up with Susie Henderson about this.**

- Update on Survey follow-up – *Susan Eagle & Bri-anne Swan*

At the last Commission meeting, it was suggested that the Commission hire somebody to contact those Communities of Faith who had not yet responded to the survey sent out in December. Through further conversation, Bri-anne and Susan now feel that contacting the Communities of Faith ourselves would help strengthen relationships with congregations. A list of Communities of Faith who have not responded to the survey has been divided between Bri-anne, Susan and Cameron Watts. It is hoped that out of these conversations will come some direction about priorities for the Commission. **Bri-anne, Susan and Cameron will have an update for the next meeting.**

- Wet'suwet'en letter

There has been one negative response to the letter. Susan Eagle did not feel the Commission needed to respond, outside of thanking the member for writing. There was discussion about the Commission being able to see the correspondence that comes in response to public statements. **Bri-anne Swan will keep a compilation to share at meetings.**

- **Finances**

A conversation about finances was deferred to the Visioning section of the agenda. The Commission has already asked for \$10,000 to complete their survey work. With Bri-anne Swan, Cameron Watts and Susan Eagle doing the work themselves, can this money be spent in new and creative ways?

- **Workshop – June 2020? – *Susan Eagle, Cameron Watts, Bri-anne Swan***

There was understanding that a workshop should come out of the Commission's named priorities, so this conversation is deferred until after the visioning process. COVID-19 has brought up many issues related to racism that have already been sitting on the surface. There is interest in a workshop digging into racial justice, an already named Regional priority. Cameron Watts, Susan Eagle and Bri-anne Swan will speak further after further conversations with the Communities of Faith who have not yet completed the survey.

### **Advocacy Criteria**

Criteria was put forward to be used as assessment for discerning which action requests from outside organizations to take on:

- Does the request come from a recognized UCC partner such as KAIROS or ISARC?
- Does the request fall within an identified justice priority for Shining Waters region?
- Does the request fit with national UCC theology and areas of work?
- Do we already have a policy position?

If the request is outside established United Church policy, the Commission felt the best course of action is to discuss items at meetings.

In addition, any request for endorsement or action needs to come from the source of the letter with an ask to endorse their position. There needs to be clarity on what is the actual request.

As we move through discerning justice priorities, the Commission was reminded that Racial Justice and Ecological Justice are named Regional priorities. These are lenses through which other justice work is approached.

A conversation took place about how there are few racialized clergy in the GTA other than in named ethnic ministries. What is the Commission's role in addressing this? It was noted that GC43 was a stark reminder that "we have our own house to put in order" while highlighting instances of racial injustice occurring outside the church.

### **ISARC & Ontario Health Coalition Letter**

ISARC has asked the Shining Waters Regional Council to endorse a letter calling for an inquiry or Commission regarding long-term care homes in the province, as well as a letter from the Ontario Health Coalition.

Regarding the ISARC letter, Commission members noted that the ask should be the very first thing in the letter. As it stands, the letter does not mention how the cuts, as early as last year, had affected some of the issues we're seeing in the long-term care and health facilities.

The Commission was prepared to provide the following feedback to ISARC:

- The Commission is supportive of the letter, but would like it worded more strongly.
- Funding for long-term care homes has been a crisis for 25 years, and that radical cuts that have happened to care (over multiple governments) have brought us to this place.
- There needs to be more of a historical comment on how things have become so bad for so many people.

Options:

- Ask ISARC to make the language of the letter stronger
- Write the additions
- Write our own letter
- Ignore it altogether

The Commission wondered if ISARC would be open to receiving edits. Susan Eagle thought they would be. There was discussion about endorsing the ISARC letter and then adding another letter from Shining Waters Regional Council.

**MOTION** by Moon Ja Park / Cameron Watts that the Social and Ecological Justice Commission of Shining Waters Regional Council endorses both letters, from ISARC and the Ontario Health Coalition, calling for an Inquiry or Commission regarding long-term care homes in the province, with an attached letter detailing additional concerns regarding recent provincial healthcare cuts.

**MOTION**

**CARRIED**

Cameron Watts and Eleanor Scarlett will write the letter.

### **SJNOR Report – Tina Conlon**

Tina gave a brief report on the SJNOR virtual meeting from May 6th. All Ontario regions were represented. Tina reported to SJNOR on the activities of the Commission, including the Wet'suwet'en letter and the surveys to congregations. She also reported that Shining Waters now has a full-time person working on the Social Justice portfolio (Bri-anne Swan).

Other regions presented their own reports. There has been an ask that members of the SJNOR stop referring to Regions, but rather, Regional Councils.

There are outstanding questions about how the SJNOR will continue to be funded. The SJNOR has interest in meeting monthly. The next meeting will be June 26th.

### **Staff Reports**

Bri-anne Swan gave an update on the letter re: re-opening Church buildings. She is working to get connected to other staff from across Regional Councils who share similar work, including connecting with GCO to strengthen the relationship between the work of the Commission and General Council. **Bri-anne will connect with Michael Blair as soon as possible and report at the next meeting.**

Ren Ito's contract will be ending in mid-June. The Commission thanks Ren for all the work he has done over the years. Susan Eagle will send him a note of gratitude and well wishes.

### **Visioning**

It was decided that visioning should be its own meeting of the SEJC, not part of a meeting where the Commission is dealing with business.

Bri-anne Swan's job description was shared with the Commission for information. The Commission asked to also see Kim Uyede-Kai's job description as well, since a portion of her work relates to racial justice and Intercultural ministries. Bri-anne will have this for the next regularly scheduled meeting.

### **Closing**

The Chairperson closed the meeting with a prayer and the meeting adjourned at 12:45 p.m.

Next meeting: The Commission will meet June 10th at 11:00 a.m. for visioning and July 15th at 11 a.m. for a regular meeting.

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Chair

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Note-taker



## COMMUNITIES OF FAITH COMMISSION

**Minutes of Meeting held June 2, 2020**, at 9:30 a.m.  
by video conference

**Present:**

Christine Smaller (Chairperson), Carolyn Harding, Calin Lau, Ross Leckie, Amy Lee, Kevin Logie, Sandra Nottegar, Cindy Randall, Harry Ramsaran, Gloria Tozek,

Jody Maltby (Staff Lead), Susie Henderson (Community Engagement & Partnership), Karen Hilfman Millson (Communities of Faith Support)

The Commission joined the Pastoral Relations Commission for a joint meeting.

**Welcome, check in and prayer**

Christine Smaller welcomed everyone and made introductions. 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.

Liz Mackenzie led a brief time of worship.

The meeting was constituted in the name of Jesus Christ.

**Communities of Faith and Ministry Personnel: Navigating the Pandemic**

The two commissions engaged in a conversation about how the region has supported communities of faith and ministry personnel during the Covid-19 pandemic.

The second topic of conversation was sustainability questions when a congregation is entering a search. How can we help congregations to be accurate and thorough, as they do a profile and a search, about their sustainability?

The two Commissions then proceeded with separate meetings to conduct the business of the Commission.

**Agenda**

**MOTION** by Carolyn Harding / Kevin Logie that the agenda be approved as presented.

**MOTION**

**CARRIED**

## Minutes

**MOTION** by Cindy Randall / Amy Lee that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated May 20, 2020 be approved as circulated.

**MOTION**

**CARRIED**

## Aurora United Church

**MOTION** by Harry Ramaran / Calin Lau that the Communities of Faith Commission of Shining Waters Regional Council approves the loan/mortgage application of Aurora United Church to Toronto United Church Council (TUCC) in the amount of \$5,000,000 with a repayment period of 25 years, for the construction of a new building on Lot 9 and part Lots 10 and 11, west side of Yonge Street, Plan 9, Part 1 Plan 65R38186, Town of Aurora.

**MOTION**

**CARRIED**

## Collaborative Ministry

Collaboration Agreement – Caledon East and Caledon Village

**MOTION** by Cindy Randall / Sandra Nottegar that the Communities of Faith Commission of Shining Waters Regional Council approves the Collaboration Agreement between Knox United Church, Caledon and Caledon East United Church dated April 23, 2020.

**MOTION**

**CARRIED**

Ross Leckie and Emma Pipes abstained.

## Updated Policy

The Commission reviewed the proposed changes to the Shining Waters Policy re: Collaboration Agreements between Communities of Faith Sharing Staff. The Commission agreed with direction of the suggested changes.

## Handbook

The Commission reviewed the draft *Handbook for Communities of Faith: Exploring Collaborative Ministry, Developing a Collaboration Agreement* in conjunction with the proposed changes to the policy.

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The Commission was asked for feedback on the rest of the handbook by August 15 by email to Islay Scott.

The handbook and policy will come to the Commission for approval in September.

**Task Groups**

**MOTION** by Amy Lee / Ross Leckie that the Communities of Faith Commission of Shining Waters Regional Council authorize these task groups to review and approve the following documents from communities of faith:

Governance Documents: Kevin Logie, Carolyn Harding, Amy Lee

Leases: Cindy Randall, Calin Lau, Harry Ramsaran

Loans: Gloria Tozek, Sandra Nottegar, Christine Smaller

**MOTION**

**CARRIED**

The commission will consider options for how this work can happen at our next meeting.

**Living Presence Ministry – Next steps**

Jody Maltby shared that she has met with the Steering Committee for an evaluation of the Living Presence Ministry. The ministry has experienced some successes and some challenges. At the request of the commission, she will gather a small group, to include one member from commission, to make a recommendation to the commission regarding next steps.

**Closing:** The chairperson closed in prayer and the meeting adjourned at 12:20 p.m.

Next Meeting: September 16, 2020 at 9:30 a.m. or at the call of the chair.

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Chair

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Note-taker

## **PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held June 2, 2020**, at 9:30 a.m.  
by video conference

### **Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); Donna Bowman-Woodall (ordered); Barbara Hendren (lay); Liz Mackenzie (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay); James Ravenscroft (ordered); William Haughton (ordered)

Absent: Bright Yun (ordered);

### **Welcome, constituting the meeting and prayer**

The first part of the meeting was held jointly with the Communities of Faith Commission (CFC). Christine Smaller, chair of the CFC welcomed all to the meeting and thanked both commissions for their work over the past year.

Liz Mackenzie led both commissions in an opening worship.

After a time of discussion with the CFC (an update on how our Communities of Faith and ministry personnel are doing during the pandemic; assessing the financial sustainability of Communities of Faith), the commission moved into its own meeting.

### **Agenda**

**MOTION** by Robin Pilkey/Paul Stott  
that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

### **Minutes of May 12, 2020 Meeting**

It was noted that James Ravenscroft was at the meeting and should be added to the list of attendees.

**MOTION** by Barbara Hendren/Liz Mackenzie  
that the minutes of the May 12, 2020 meeting of the commission be approved.

**MOTION**

**CARRIED**

## Omnibus Motion

**MOTION** by Beth Moore/James Ravenscroft  
that the Pastoral Relations Commission take the following actions:

a) **Call**

... concurs with the request of **Runnymede Pastoral Charge (Toronto)** and approves the call to **Edward (Ted) Grady**, ordained minister, beginning September 1, 2020, full time based on 40 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$69,112 per annum, salary in addition to the minimum at 24.44% which equals \$16,888, for a total salary of \$86,000, basic telephone \$1000 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

b) **Appointments**

... concurs with the request of **Rosedale Pastoral Charge (Toronto)** and re-appoints **Roberta Howey**, ordained minister, beginning July 1, 2020 to July 31, 2020, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 per annum salary in addition to the minimum at 9.29% which equals \$5948, for a total salary of \$70,000, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does require an act of covenant.

... concurs with the request of **Coldwater Eady Pastoral Charge (Coldwater)** and re-appoints **Kathleen Mowat**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 27 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$ 62,244 (pro-rated \$4,2014.70) per annum salary in addition to the minimum at 1.85% which equals \$1151.51(pro-rated \$778.03), for a total salary of \$63395.51 (pro-rated \$ 42792.73), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$973.35) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Emsdale Pastoral Charge (Huntsville)** and re-appoints **David Woodall**, retired ordained minister, beginning July 1, 2020 to June 30, 2022, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 2: Salary \$58,887 (pro-rated \$29,444) per annum salary, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1442 (pro-rated

\$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

c) **Request for Change of Pastoral Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **John-Thomas (Tom) MacNeil**, ordained minister at **Toronto Chinese Pastoral Charge (Toronto)** effective August 16, 2020 and give thanks for his ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Jane Brushey-Martin**, ordained minister at **East End Regional Ministry (Toronto)** effective June 30, 2020 and give thanks for her ministry.

...concurs with the request of **Bradford Pastoral Charge** to end the pastoral relationship with **Eiko Hosaka**, ordained minister (Call, 30 hours/week) effective 90 days from the date of this meeting, August 31, 2020, and gives thanks for her ministry.

**MOTION**

**CARRIED**

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Kathleen Taylor appointed to Lake of Bays United Church, Dwight, ON for a search for a new minister.

Paul Stott appointed to Humbercrest United Church (Toronto) for a short-term appointment search.

Dale Hildebrand appointed to Cummer Avenue United Church (Toronto) for a short-term appointment search to cover the sabbatical of Cheryl-Lynn MacPherson.

**b) United Church Supervisors**

The following United Church Supervisors have been appointed by staff:

Martha ter Kuile appointed to Bathurst United Church (Toronto) as they are currently without a called or appointed ministry personnel.

Nina Fulford appointed United Church supervisor to the Lake of Bays United Church, to start September 1, 2020.

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### **Regional Council Care for Retired Ministers**

Rev. Nancy Hardy joined the meeting as a guest. Nancy has been organizing some programming for retired ministers (she indicated that she prefers the term “pensioners” since many retired ministers are still doing lots of work in the church). She reviewed some of the programming that has been done, first in the former Toronto Southeast Presbytery area, and now more broadly in Toronto. She indicated that other ministers from outside of the Greater Toronto Area would also be welcome but acknowledged that due to travel it might not be practical for them.

Donna Bowman-Woodall shared her own experience of coming into the region from another one, and the difficulties that entailed.

The commission was left with a number of questions:

- a) how do we track and care for retired ministers coming into Shining Waters from other regions?
- b) what is the commission’s responsibility when it comes to providing resources and programming for retired ministers?

These questions will be taken up at a future meeting.

Nancy was thanked for her contribution to the conversation and left the meeting.

### **Team orientations**

Guests Jill Strapp and Linda Butler (Toronto United Church Council, TUCC) joined the meeting.

Dale explained that for several years, starting in Toronto Conference, a team orientation is provided to any new formation of a new ministry team (when a team changes, or a new team is formed). It also includes consultation with the Ministry & Personnel Committee. This is paid for by the Regional Council. TUCC was awarded the contract to conduct this training.

Jill and Linda provided an overview of the training that is provided. Linda shared some of her experience in team ministry with Warren McDougall at Bloor St UC. Warren and Linda worked together for 23 years. They came to the end of their ministry and decided they wanted to share their experience of team ministry. Therefore when TUCC approached them to do the team orientation, they were excited to do it.

The process they use involves these main components:

- a) Contact individual ministers to explain their purpose and what is in store.
- b) Do a day long workshop with the team.

- Personality types are discussed. What do they know about themselves?
- List and appreciated their individual gifts
- Discuss job descriptions
- Discuss how the teams are structured
- Talk about conflict, communication, and triangulation.
- “Me” becoming “we.” What does it mean to share the spotlight? How are we accountable to each other?

c) Check in with them 6 months later.

The commission was given an opportunity to ask questions of Jill and Linda.

Have the orientations been successful? Anecdotally yes. They have been well received. Todd indicated that in his upcoming sabbatical in 2021 he plans to do some qualitative research on team orientations, team ministry, and the effectiveness of the training we are providing.

Is M&P supported through this and involved? Yes, they do work with the M&P committees.

How can this work continue during Covid 19? The individual part could be done, but the day long piece with the team would be more difficult to do; TUCC will have to consider a pivot in providing the training during the pandemic.

Gratitude was expressed for this program. It was noted that there are a lot of joys to team ministry as well.

### **Joy, Health and Excellence Program – Todd McDonald**

This is a mandated program from General Council Office for all Regional Councils. In Shining Waters region, we have an Advisory group which met three times in the past year. In that time we have established a program with a logo. The program is called “Flourish”. The pandemic has thrown a wrench into the plans, so we have to adjust now.

Of the three values, health and joy are clear. But the value of excellence has been something that is less clear. What does “excellence” for ministers mean? What does it mean to members of the commission?

The following feedback was gathered:

- It is a learning opportunity for ministers. Could be small group work. Come together in community with someone who is recognized and renowned for their expertise. Both soft and hard skills.
- skills development as well as having outside speakers. Is the word itself a stumbling block? Is what I’m doing not good enough?
- “excellence” could connote judgement. God doesn’t call us to be excellent, God calls us to be faithful. “Resilience” could be another word to use.



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- some read it as increased “professionalization” of ministry. Are we losing some of the church language around “covenanting”?
- capture the sense to “grow” as ministers might be better. We don’t want to be judged as to whether we are good or bad at our jobs. But good to introduce accountability in our jobs.
- adaptability and flexibility are also things ministers are needing during this time.
- excellence and faithfulness go together. It is also about ethical practices of ministry
- excellence suggests absolutism. Excellence is very contextual in terms of effectiveness in ministry.
- “best practices” is a term that can be used as well.

## **Policy reviews**

### *Supply Appointments and Appointments Policy*

Todd explained the changes that have been made to the policy (commission members were given a copy of the revised policy in advance).

A question was raised about retired supply: can they be appointed for 3 year chunks or in total for 3 years?

They can be appointed for up to three years and then they could be reappointed (but only as a result of a search).

### **Section 5 and 6 under point 1:**

Why is a Supervised Ministry Education (SME) appointment only for a year?

It’s a check in time after a year, and then the congregation can make a decision if the SME time can continue. A SME renewal appointment can be longer than a year.

For AST appointments, summer distance learning, could it be for 2 years?

AST doesn’t want more than two appointments for their students, who are required to have five years of field experience in appointments.

Proposed that for point 6, a multiyear appointment up to three years can be requested for a student who has been in an appointment for at least two years.

A general question was raised about appointment renewals: whose responsibility is it to question reappointments?

Staff provide a rationale in the omnibus drafts and it is up to the commission to ask questions and ultimately approve or not approve a reappointment.

**MOTION** by Liz Mackenzie/Barbara Hendren

that the revised Supply Appointments and Appointments policy be approved as amended and reviewed in 2023.

**MOTION**

**CARRIED**

(see appendix A for revised policy)

**Next meetings**

The meeting schedule of the commission for 2020/21 was distributed to the commission. As is the usual pattern, the commission meets on the last Tuesday of the month, with a couple of exceptions for December (Christmas holidays) and May (ordination appointments).

(see appendix B for schedule of meetings)

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, August 25, 2020 at 9:30 a.m.

**End of meeting**

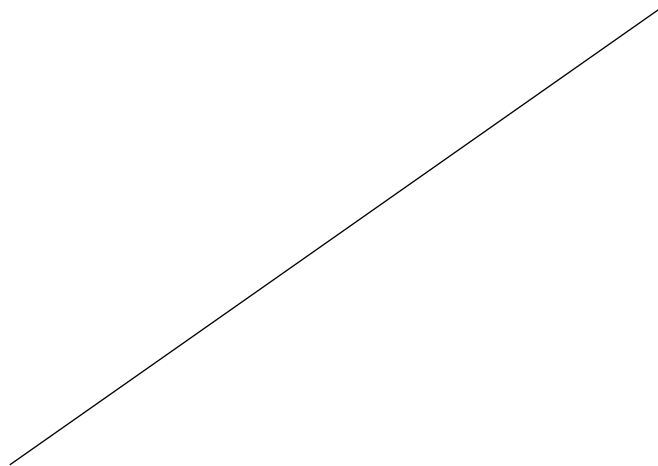
Andy Comar led the commission in a closing prayer.

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Chair

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Note-taker



## Appendix A

### **PASTORAL RELATIONS COMMISSION: SUPPLY APPOINTMENTS AND APPOINTMENTS POLICY**

The purpose of this policy is to guide decision-making by the Pastoral Relations Commission when considering a request for an appointment.

Date approved: June 2, 2020	Review date by Pastoral Relations Commission: 2023
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- I. The Pastoral Relations Commission will consider a request for the following appointments:
  - i. Designated Lay Minister: up to three year appointment.
  - ii. Interim Minister: up to three year appointment.
  - iii. Admittand: up to three year appointment (needed for immigration).
  - iv. Retired Supply: up to three years if filling a vacancy.
  - v. Designated Lay Ministers-Applicant: DLM-A are students who are required to be in an appointment (at least half time) in order to complete their educational program. The educational program is for at least three years. A multi-year appointment could be requested for a DLM-A, who has been in an appointment for at least a year (up to two years).
  - vi. Summer Distance Learning Student Supply: The Atlantic School of Theology currently offers a distance learning MDiv that requires a student to be in a student/intern supply appointment for five years. A multi-year appointment (up to three years) can be requested for an Intern Supply minister who is part of the Summer Distance Learning and has been in an appointment for two years.
  - vii. The Candidacy Pathway program requires a candidate to fulfill a supervised ministry education (SME) for two years. An appointment may be requested for up to two years.
- II. All other appointments will be considered supply appointments and be approved for up to 12 months.

**Appendix B**

**Shining Waters Pastoral Relations Commission  
Meeting schedule 2020/21**

**All meetings at 9:30 a.m. unless otherwise noted**

August 25, 2020

September 29, 2020

October 27, 2020

November 24, 2020

December 15, 2020 (\*Moved up due to Christmas holiday)

January 26, 2021

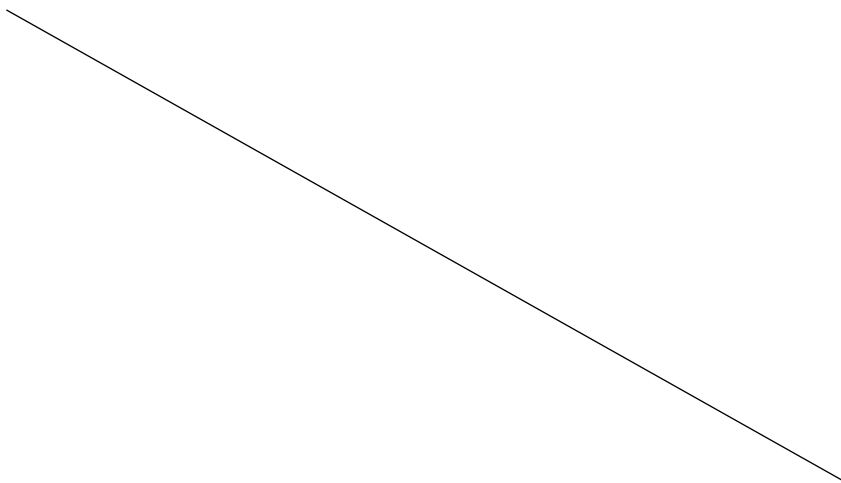
February 23, 2021

March 30, 2021

April 27, 2021

May 11, 2021 (\*moved up from normal last Tuesday of month to accommodate ordination candidates)

June 15, 2021 (in person all day meeting)



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**EXECUTIVE**

**MINUTES of Meeting held June 3, 2020**, at 9:30 a.m.

via video teleconference.

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

Staff: Peter Hartmans (Executive Minister) Jody Maltby (Staff Lead), Kim Uyede-kai, (Communities of Faith Support), Bri-anne Swan (Social & Ecological Justice), Jeffrey Dale (Youth Ministries), Susie Henderson (Community Engagement & Partnership), Rachael Howes (Administrative Support),

**REGRETS:** Jessica McCrae, Jessica Stevenson

Absent: Lynn Mooney

**GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 9:33 a.m. He 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.

Peter Hartmans led a brief worship focussing on racism and the prophet, Micah. He led in a prayer by Rev. Richard Bott, Moderator of The United Church of Canada.

Members checked in.

**AGENDA**

**MOTION** by Moon Ja Park / Allan Holditch that the agenda for this meeting be approved as circulated.

**MOTION**

**CARRIED**

**MINUTES**

**MOTION** by Pat Edmonds / Steven Loweth that the Minutes of the meeting of the Shining Waters Regional Council Executive held May 8, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**MOTION** by Moon Ja Park / Allyce Mutungi that the Shining Waters Regional Council take the following actions;

... receive the Minutes of the Communities of Faith Commission dated April 15, 2020 for information;

... receive the Minutes of the Pastoral Relations Commission dated April 27, 2020 for information

... receive the Minutes of the Social and Ecological Justice Commission dated February 27, 2020 for information.

**MOTION**

**CARRIED**

### **Grant Approval**

**MOTION** by Isaac Kamta / Allan Holditch that the Executive of Shining Waters Regional Council accepts the recommendation of the Grants Review Committee and approves the release of the third phase of the New Ministries Development and Leadership Fund grant to North Bramalea United Church, in the amount of \$25,000 for their *Online Ministry – Expanded Worship & Leadership Development* initiative.

**MOTION**

**CARRIED**

### **Update from Social & Ecological Justice Commission**

Susan Eagle, Chair of the Social & Ecological Justice Commission, joined the meeting to update the Executive.

She reported that Commission started slowly, adjusting to their work, dealing with unfavourable weather and now Covid-19, which hampered meeting face-to-face, and the Commission has yet to meet in person. They are now having meetings that are more frequent via Zoom. They have an ambitious agenda as they feel they are a representative body working with Communities of Faith as much as possible. A survey was sent out in December to Communities of Faith and there were 63 responses representing 49 Communities of Faith. They are looking for more input from more Communities of Faith. They have decided not to hire someone to do survey follow-up work and the Commission will take this on themselves.

She acknowledged the staff working with the Commission including the addition of Bri-anne Swan.

Emerging themes from the surveys are in the areas of racial justice/right relations, poverty /economy, and climate crisis.

The Commission has committed to using the two lenses that the region has identified – ecological lens and racial justice lens – in doing their work. They are working on setting up an emergency response protocol so when an issue comes forward, the Commission is able to respond as quickly as possible using some guidelines, such as whether it fits with priorities, UCC polity, working with partners, etc.

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The Commission is also looking beyond our region as to how we network with other groups and regions. Over the last few days, they have been looking at the issues happening in the United States.

Once they have their priorities set, they are looking at setting up task groups or working groups, linking the Communities of Faith that are looking at those particular areas.

She acknowledged the support of all the regional council staff that has been working with the Commission

The Executive had the opportunity to ask questions. Susan Eagle then left the meeting

**Intercultural Diversity Commission Proposal – *David Leyton-Brown***

David Leyton-Brown indicated that this proposal is not before the Executive today for action or acceptance. A revised version of the proposal is in the works and will come to the Executive once the full intercultural diversity circle has had a chance to discuss and reflect on it. The members of the Executive gave reactions, feedback or comments to be incorporated into the revision as appropriate.

David pointed out that there should be some recognition of areas of collaboration or identification of other partners with whom collaboration should take place, both inside and outside our church.

The Executive was encouraged to send any further thoughts or comments to Jingle Ayupan, Dong-Chun Seo, Moon-Ja Park or staff Kim Uyede-kai or Peter Hartmans.

**Covid-19 Update / Regional Council Meeting Review – *Peter Hartmans***

Peter Hartmans provided an update. He met with a group of Ministry Personnel on the topic of opening church buildings; the reality is that the Premier of Ontario has extended the state of emergency to the end of June, so it doesn't look like churches will have to wrestle with that in the near future. The United Church of Canada provided a webinar on leasing and renting; our Covid-19 webpage has been updated around church openings, and includes the Social and Ecological Justice Commission letter to the Premier of Ontario. Staff created a document supporting Communities of Faith around opening and encouraged Communities of Faith to have a preparation team for the logistics of opening the church to small groups or worship when that is allowed. General Council is reconvening this month to reconsider the General Council meeting scheduled for 2021 be moved to 2022.

The Regional Council annual meeting is currently scheduled for October for three days. Staff is recommending that this meeting transition to a virtual meeting with details to be determined. The Celebration of Ministries service has been considered with input from many sources as to what online ordination would look like; Candidates were consulted as well. Staff is recommending having an online Celebration of Ministries service happen at the regional meeting.

**MOTION** by Peter Hartmans / Moon Ja Park that the Shining Waters Regional Council in-person regional meeting currently scheduled for October 16 – 18 2020, be moved to an online meeting and include a Celebration of Ministries service held online.

**MOTION**

**CARRIED**

### **Camp Update**

Jeffrey Dale joined the meeting to provide an update on camps in the region.

The four permanent camps all have decided to take a different route this summer.

Camp Simpresca has no permanent staff, so have decided to forgo having anything for this summer and will work towards 2021.

Sparrow Lake Camp has one permanent staff. They have decided to develop an online platform for connecting. In addition, Canadian Forces Base Borden is the centre for COVID 19 for the north and reached out to Sparrow Lake to use the site to host training.

Camp Scugog (dedicated to marginalized children of Toronto) brought two staff to stay on site to isolate, and they were declared an essential service; they are making masks; have identified 40 families connected to their camp that live in a food desert, and they have packed food boxes for a month for those families. The Camp has been there for the families and youth that they work with and are living out the mission of the church in this time.

Camp Big Canoe is ahead of the curve. They have spent the last three months doing all-day online camp with volunteers leading. They are heading into the summer with online camps and will do *camp in a box* which will entail registration, payment and then sending out a box of activities.

GO Project is now under Shining Waters Regional Council. They have had three months of online so are moving online for the summer. They have only hired summer staff that fits within their Canada Summer Jobs Grant money.

Camp Awesome is the regional day camp that usually travels to different churches in the region. Three staff have been hired that are specifically from the arts. They are going to do an arts-based, project-based summer program. They will put out intentional programs throughout the summer and will include workbooks.

**Closing:** The agenda having been completed, the meeting closed at 12:15 p.m. Peter Hartmans offered a closing prayer.

**Next meeting** – t.b.d.

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Chair

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Note-taker



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**SOCIAL AND ECOLOGICAL JUSTICE COMMISSION**

**Minutes of meeting held July 15, 2020** at 11:00 a.m.  
by video conference

**Members Present**

Tina Conlon, Susan Eagle (Chairperson), Alana Martin, Moon-Ja Park, Cameron Watts  
Staff: Bri-anne Swan

Regrets: Eleanor Scarlett

Absent: Donna Lang, Lois Brown

**Welcome, check in and prayer**

The chairperson welcomed everyone, opened with prayer, 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.

The chairperson constituted the meeting in the name of Jesus Christ.

There was a time of check-in.

**Agenda**

**MOTION** by Cameron Watts/Alana Martin that the agenda, be approved as circulated.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Moon-Ja Park/Alana Martin that the Minutes of the meeting of the Shining Waters Social and Ecological Justice Commission held May 27, 2020 be adopted as circulated with the correction of changing the word “radicalized” on page 4 of the minutes to “racialized”.

**MOTION**

**CARRIED**

**Updates**

*ISARC letter – Susan Eagle*

Thanks to Cameron Watts and Eleanor Scarlett for the edits and additions to the letter.  
David Leyton-Brown signed the letter and it was sent out to the government and ISARC’s partners.

*Meeting with Regional Council Executive – Susan Eagle*

Executive was updated on recent Commission activities: setting its vision for justice work within the Regional Council, being in touch with Communities of Faith about justice priorities with a survey, issuing statements around Churches reopening amidst the pandemic and the ongoing problems around racism within our midst.

The chairperson was asked to comment on the proposed Intercultural Commission, specifically whether there was capacity within the Social and Ecological Justice Commission for this work.

*SJNOR Report – Tina Conlon*

This was a short meeting and a follow-up from the previous meeting of May 6th. There was representation from Eastern Ontario Outaouais Regional Council, East Central Ontario Regional Council, Shining Waters Regional Council, Horseshoe Falls Regional Council, Antler River Watershed Regional Council, Western Ontario Waterways Regional Council, Canadian Shield Regional Council, and the General Council Office. A decision was made not to meet in July or August. The next meeting will be in September, with no date yet set.

There was a sharing of reports of justice work from the various Regional Councils. It was noted that some Regional Councils have become involved in issues around mining justice and ecological justice. There seems to be little consistency among the Regional Councils in terms of justice initiatives. The benefits of a group spanning the province is that it gives each Regional Council's justice networks a sense of what is going on outside their boundaries. It is also the body that ISARC reports to.

*Survey of faith communities*

Cameron Watts, Susan Eagle and Bri-anne Swan are still hoping to get this done over the summer. Emails have started to go out to set up times to speak with justice leaders within the communities of faith who did not return surveys. It is still hoped the additional surveys and conversations will inform the Commission's priorities.

*Workshop planning*

Earlier in the year, the Commission was exploring if they might offer a worship at the May annual meeting, which needed to be cancelled because of COVID-19.

In October, the Regional Council annual meeting will be held online and for one day. Ninety minutes of the agenda will be devoted to a discussion around racism and anti-racism. However, there is acknowledgement by the Regional Council that 90 minutes is not enough time to responsibly and authentically engage with Regional members around this topic. There is an opportunity to offer a much more in-depth workshop (or series of workshops) either the day before, or in the weeks leading up to the annual meeting.

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Bri-anne Swan inquired as to whether one or two members of this Commission would take part in planning these anti-racism offerings, as part of a committee including members of Executive and possibly other commissions. Interest was expressed from this Commission to be part of such a group.

Questions arose around whether the content of the workshops and the ensuing discussion could potentially lead to a change in how the annual meeting moves forward, as well as the structure of the Regional Council. Are we willing to be changed by what we hear?

Potential ideas around topics for a workshop or discussion were:

- How to challenge the very structure of the church
- How to challenge the “default to white” mentality
- How to work with congregations where there is diversity of opinion around anti-racism initiatives

The Commission acknowledged that any undertaking would need to be done extremely well. The church already has a history of causing trauma for racialized members and we cannot contribute to more harm.

Once the annual meeting is finalized and approved by Executive, there will be more clarity about what the ask and parameters for this project are.

*Media Contact List*

Bri-anne Swan will touch base with Susie Henderson and follow-up.

**Staff Report** – Bri-anne Swan

Bri-anne shared highlights of her work over the past two months.

- A newsletter has been created for Social and Ecological Justice Commission members and interested members of the Regional Council, focused on justice-related activities with a connection to the United Church
- A video from the Black Clergy Network
- Supporting a United Church presence at a demonstration in Regent Park (Toronto), after a number of nooses were found on construction sites across the city, leading to the first instalment of the “do justice.” video series.
- Statement re: Anti-Black racism from the Region

Upcoming: Bri-anne plans to start a monthly podcast exploring faith and justice within the Regional Council.

### **Visioning & Racial Justice Discussion**

The planned visioning meeting was shifted to focus on the Commission's internal work relating to anti-racism. There will be a follow up meeting continuing this anti-racism discussion, which will inform the visioning for the Commission. It has been acknowledged that it is important for the Commission to do internal work around anti-racism before engaging the wider Region.

### **Next Meeting**

Doodle polls will be sent to set the next regular meeting, as well as a separate meeting for additional anti-racism discussion and visioning.

### **Closing**

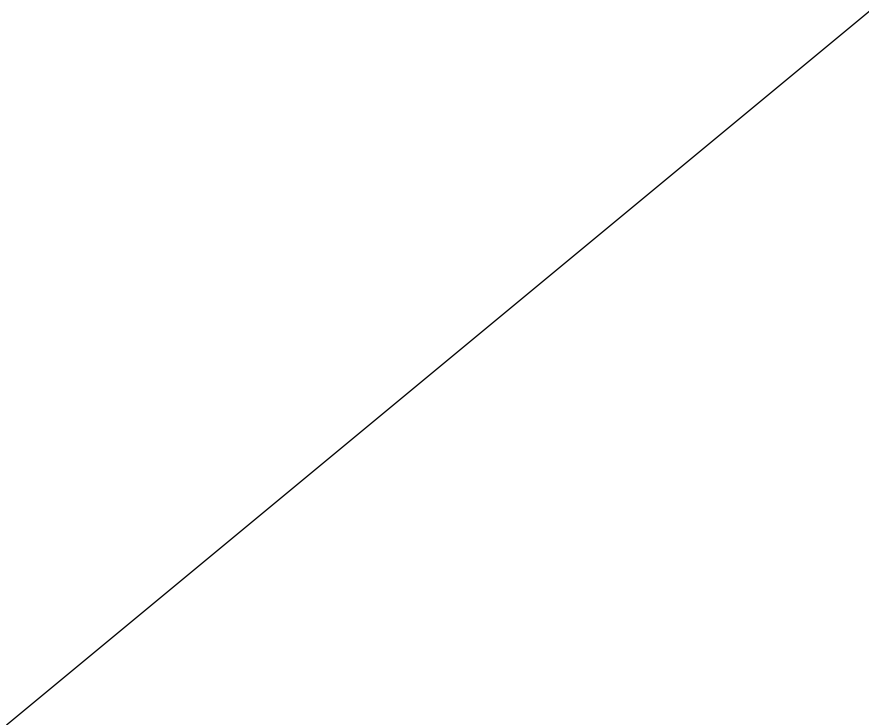
The Chairperson closed the meeting with a prayer and the meeting adjourned at 12:50 p.m.

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Chair

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Note-taker



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**COMMUNITIES OF FAITH COMMISSION**

**Minutes of Meeting held July 29, 2020**, at 9:30 a.m.  
by video conference

**Present:**

Christine Smaller (Chairperson), Carolyn Harding, Amy Lee, Kevin Logie, Sandra Nottegar, Cindy Randall, Gloria Tozek, Harry Ramsaran

Jody Maltby (Staff Lead)

**Regrets:** Calin Lau

**Welcome, check in and prayer**

The chairperson welcomed everyone, 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. Christine Smaller offered an opening prayer.  
Members checked in.

The chairperson constituted the meeting in the name of Jesus Christ.

**Agenda**

**MOTION** by Amy Lee / Kevin Logie that the agenda be approved as presented.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Carolyn Harding / Cindy Randall that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated June 2, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**Omnibus Motion:**

**MOTION** by Kevin Logie / Gloria Tozek that the Communities of Faith Commission of Shining Waters Regional Council take the following actions:

a) Malvern Emmanuel United Church, Scarborough

... in accordance with *The Manual* section G.1.5.2 approves the request of Malvern Emmanuel Pastoral Charge to disband the pastoral charge as a recognized community of faith effective September 1, 2020 with thanks to God for the ministry of this congregation.

b) Humbercrest United Church, Toronto

...on the recommendation of the Intentional Interim Ministry Committee, approve the request of Humbercrest United Church for an intentional interim ministry.

c) Islington United Church, Toronto

... approve the request of Islington United Church to merge the Manse Fund with the Memorial Fund.

d) East End United Church, Toronto

... on the recommendation of the Intentional Interim Ministry Committee, approve the request of East End United Church for an intentional interim ministry

**MOTION**

**CARRIED**

**Email votes**

The Commission voted by email in favour of the following:

a) CEBA Government Loans

- Gave the Staff Lead, or in her absence, the Regional Minister for Communities of Faith Support and Right Relations, limited authority until December 31, 2020 to approve a request from congregations to apply for a Canada Emergency Business Account loan of up to \$40,000 to assist with salary and other expenses while churches are closed due to Covid-19 Pandemic.

b) Manor Road, Toronto

- Approved the heating replacement project of Manor Road United Church, at a cost of \$226,000 in the Funding Plan and Proposal from Power Application Group.
- Approved the SELF loan application of Manor Road United Church to Toronto United Church Council in the amount of \$50,000.

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- Approved the grant application of Manor Road United Church to Faithful Footprints in the amount of \$30,000.
- Approved the use by Manor Road United Church of \$42,880 from Special Gifts Fund which is money from the sale of property to the City of Toronto in 2015.

c) St. James Centennial, Parry Sound

- Approved the request of St. James Centennial, Parry Sound, to obtain the appropriate approvals and proceed with the sale of their manse at 22 Miller Street, Parry Sound.
- Approved the Agreement of Purchase and Sale between Larry W. Douglas and The Trustees of St. James Centennial United Church in the amount of Two hundred thousand dollars (\$200,000) for the property at 22 Miller Street, Parry Sound.

d) West Hill, Scarborough

- Approved the updated Lease Agreement between the Boys & Girls Club of East Scarborough and West Hill United Church, Scarborough.

d) Queensville Holland Landing

- The Governance Group approved the updated constitution of Queensville Holland Landing United Church.

### **Living Presence Ministry**

The commission considered the report from the evaluation of Living Presence Ministry.

**MOTION** by Kevin Logie / Sandra Nottegar;

That the community ministry at the Burrow be concluded; and  
that we give three months' notice to terminate the Letter of Agreement between Toronto United Church Council (TUCC) and Living Waters Presbytery regarding the property at 1 Mondial Crescent, East Gwillimbury, and not seek a new Community Minister for Living Presence Ministry;

That the congregations be invited to decide if they wish to continue to work together to strengthen themselves under the umbrella of Living Presence Ministry and if so, that they be invited to engage in conversation about what that might look like; or  
if the congregations do not wish to continue as Living Presence Ministry (without the Burrow), that any currently planned events continue until completed but no new plans be made under the umbrella of Living Presence; and  
in consultation with the congregations, determine if there are programs of Living Presence that might be absorbed into the congregations or continue as stand-alone programs; and

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that the congregations be encouraged to continue their collaboration through the South Simcoe Cluster;

That once the above are enacted, the commission determine, in consultation with Presbyteries of Toronto Conference Corporation (PTCC), as to the use of any funds remaining in the grants that were given for Living Presence Ministry; and that the region and the congregations plan a celebration of accomplishments of Living Presence Ministry.

**MOTION**

**CARRIED**

The staff lead will follow up with TUCC, PTCC, and the steering committee of Living Presence Ministry.

The commission discussed how we can keep before us the learnings from this ministry to inform our work in other new and innovative ministry.

**Closing:** Kevin Logie closed in prayer and the meeting adjourned at 10:35 a.m.

Next Meeting: September 16, 2020, 9:30 a.m. to 11:30 a.m.

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Chair

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Note-taker



**PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held August 25, 2020**, at 9:30 a.m.  
by video conference

**Members Present**

Paul Stott (acting-chair); Todd McDonald (staff); Donna Bowman-Woodall (ordered); Barbara Hendren (lay); Beth Moore (lay); James Ravenscroft (ordered)

**Regrets:** Dale Hildebrand (staff – on sabbatical); Andrew Comar (chair); Liz Mackenzie (ordered)

**Absent:** Bright Yun (ordered); William Haughton (ordered); Robin Pilkey (lay).

**Welcome, constituting the meeting and prayer**

Acting chair, Paul Stott, welcomed everyone and called the meeting to order. He acknowledged the land and led in an opening prayer.

**Agenda**

**MOTION** by Barbara Hendren / Beth Moore  
that the agenda consist of items that had been circulated to the commission in advance of this meeting with one change (St. Matthews (Toronto) to St. Matthews (Richmond Hill) be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Donna Bowman-Woodall / Beth Moore  
that the minutes of the June 2, 2020 meeting of the commission be approved.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by James Ravenscroft / Barbara Hendren  
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Bracebridge Pastoral Charge (Bracebridge)** and approves the call to **Kathleen Taylor**, ordained minister, beginning October 1, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$62,244 per annum, salary in addition to the minimum at 12.94% which equals \$8,056, for a total salary of \$70,300, basic telephone \$815 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

... concurs with the request of **Bradford Pastoral Charge (Bradford)** to change the terms of the existing call to **Eiko Hosaka**, ordained minister, beginning July 1, 2020, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$400 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does not require an act of covenant.

... concurs with the request of **Emmanuel Pastoral Charge (Brampton)** and approves the call to **John-Thomas MacNeil**, ordained minister, beginning August 17, 2020, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 per annum, salary in addition to the minimum at 2.7% which equals \$1,683.91, for a total salary of \$64,050.91, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

... concurs with the request of **Hope Pastoral Charge (Toronto)** and approves the call to **Brian Stevens**, candidate provisional on ordination, beginning August 1, 2020, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 (pro-rated \$31,183.50) per annum, salary in addition to the minimum at 5.41% which equals \$3372 (pro-rated \$1,686), for a total salary of \$65,739 (pro-rated \$32,869.50) basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

... concurs with the request of **St. James' Pastoral Charge (Toronto)** and approves the call to **Brigid Maya Douglas**, ordained minister, beginning September 1, 2020, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 per annum, salary in addition to the minimum at 20%

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which equals \$12,810.40, for a total salary of \$76,862.40, basic telephone \$1000 per annum, Continuing Education and Learning Amount \$2000 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

... concurs with the request of **St. Matthew's Pastoral Charge (Richmond Hill)** and approves the call to **David Kim-Cragg**, ordained minister, beginning September 1, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,769 per annum, salary in addition to the minimum at 12.21% which equals \$8,644, for a total salary of \$79,440, basic telephone \$1080 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

b) **Appointments**

... concurs with the request of **College Street Pastoral Charge (Toronto)** and appoints **John Perigoe**, retired ordained minister, beginning July 1, 2020 to August 31, 2020 part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **College Street Pastoral Charge (Toronto)** and appoints **Richard Choe**, ordained minister, beginning September 1, 2020 to June 30, 2022, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 per annum, salary in addition to the minimum at 20% which equals \$14,159.20 for a total salary of \$84,955.20, basic telephone \$1560 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Cummer Avenue Pastoral Charge (Toronto)** and appoints **R. Warren McDougall**, retired ordained minister, beginning October 1, 2020 to December 31, 2020, part time based on 16 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$28,318.40) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$576.80) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Emmanuel Pastoral Charge (Brampton)** to re- appoint **Rose Ann Vita**, ordained minister, beginning July 1, 2020 to September 27, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: 70,796 per annum, salary in addition to the minimum at 12.29% which equals \$8702.92 for a total salary of \$79498.92, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Heart Lake Pastoral Charge (Brampton)** and appoints **Dale Burkart**, retired ordained minister, beginning September 1, 2020 to February 28, 2021, part time based on 12 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$21,238.80) per annum, salary in addition to the minimum at 15% which equals \$10,619.40 (pro-rated \$3185.82) for a total salary of \$81415.40 (prorated \$24,424.62), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$432.60) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Heart of Muskoka Pastoral Charge (Baysville)** and re-appoints **Susan Wood**, Designated Lay Minister, beginning July 1, 2020 to June 30, 2023, part time based on 24 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$60,764 (pro-rated \$36458.40) per annum salary, basic telephone \$455 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$865.20) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Humbervale Pastoral Charge (Toronto)** and re-appoints **Cindy Randall**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Humber Valley Pastoral Charge (Toronto)** and appoints **Helena Medeiros**, ordained minister, beginning August 15, 2020 to June 30, 2021, part time based on 30 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$51,834) per annum salary, basic telephone \$840 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.5) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

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... concurs with the request of **Metropolitan Pastoral Charge (Toronto)** and re-appoints **Jason Meyers**, ordained minister, beginning June 5, 2020 to June 1, 2021, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 per annum, salary in addition to the minimum at 27.64% which equals \$17,241, for a total salary of \$79,608, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Palgrave Pastoral Charge (Palgrave)** and appoints **Dyanne Marlok**, candidate provisional on ordination, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 (pro-rated \$31,183.50) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Rosedale Pastoral Charge (Toronto)** and approves the re-appointment of **Roberta Howey**, ordained minister, beginning August 1, 2020 to January 31, 2021, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 per annum, salary in addition to the minimum at 12.02% which equals \$7698, for a total salary of \$71,750, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Tamil United Church Mission (Toronto)** and re-appoints **Kumar Thangarajah**, ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$53,097) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.5) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Toronto Chinese Pastoral Charge (Toronto)** and re-appoints **Christopher Cheung**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Trinity Pastoral Charge (Malton)** and appoints **Philip Rodgers**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Wesley Mimico Pastoral Charge (Toronto)** and re-appoints **Joan Smith**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$34,556) per annum salary, salary in addition to the minimum at 7.94% which equals \$5488 (pro-rated \$2744), for a total salary of \$74,600 (pro-rated \$37,300) basic telephone \$840 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.5) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

c) **Request for Change of Pastoral Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Jean Ward**, retired ordained minister at **Glebe Road Pastoral Charge (Toronto)** effective June 30, 2020 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Kerry Stover**, ordained minister at **Kingsway-Lambton Pastoral Charge (Toronto)** effective October 2, 2020 and give thanks for his ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Brigid Maya Douglas**, ordained minister at **Queensville Holland Landing Pastoral Charge (Queensville)** effective August 31, 2020 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Kathleen Taylor**, ordained minister at **Severn Bridge Pastoral Charge (Severn)** effective September 30, 2020 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Richard Choe**, ordained minister at **St. Paul's Pastoral Charge (Brampton)** effective August 31, 2020 and give thanks for his ministry.

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... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Allan Lynk**, ordained minister at **Trinity Pastoral Charge (Gravenhurst)** effective October 31, 2020 and give thanks for his ministry.

d) **Recommendations from the Licensed Lay Worship Leaders Committee meeting held June 29, 2020**

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Lydia Pedersen** to be licensed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three year period.

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Fred Graham** to be reconfirmed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three year period.

**MOTION**

**CARRIED**

**Birchcliff Bluffs:**

**MOTION** by James Ravenscroft / Donna Bowman-Woodall  
that the Pastoral Relations Commission concurs with the request of **Birchcliff Bluffs Pastoral Charge (Toronto)** and appoints **Carmen Llanos**, ordained minister, beginning June 3, 2020 to May 31, 2021, part time based on 20 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$65,739 (pro-rated \$32,869.50) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

**MOTION**

**CARRIED**

Note: Beth Moore abstained from voting due to conflict of interest.

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Catherine Hions appointed to Queensville Holland Landing Pastoral Charge for a search for a new minister.

Gail Hamblin appointed to St. Paul's Pastoral Charge, Brampton, for a search for a new minister.

Paul Stott appointed to Humbercrest Pastoral Charge, Toronto, for a search for an Intentional Interim Minister.

Rick McKinley appointed to Knox Pastoral Charge, Sutton, for a search for an appointed minister and then a called minister.

Donna Bowman-Woodall appointed to Severn Bridge Pastoral Charge, Severn, for a search for a new minister.

Marg Walker appointed to Humber Valley Pastoral Charge, Toronto, for search for a new minister. Greg Daly had served as liaison but asked to be excused from the appointment. Marg is picking up this work.

#### **b) Pastoral Charge Supervisors**

The following Pastoral Charge Supervisors have been appointed by staff:

Rev. Terry Thom appointed as Pastoral Charge Supervisor to Bradford Pastoral Charge, while minister is on medical leave.

Rev. Linda Butler appointed as Pastoral Charge Supervisor to Queensville Holland Landing Pastoral Charge, starting September 1, 2020 when pastoral charge will be without a minister.

Rev. Leigh Olson appointed as Pastoral Charge Supervisor to St. Matthews Pastoral Charge, Richmond Hill, starting June 23, 2020 as pastoral charge is without a minister.

Rev. Richard Choe appointed as Pastoral Charge Supervisor to Good Tree Korean Mission, Toronto, starting July 15, 2020 as pastoral charge has an admission minister appointed.

Rick McKinley appointed as Pastoral Charge Supervisor to Knox Pastoral Charge, Sutton, starting September 1, 2020 as pastoral charge will be without a minister.

Rev. Calin Lau appointed as Pastoral Charge Supervisor to Virginia Pastoral Charge (near Sutton ON), starting August 6, 2020 as pastoral charge is without a minister.

Rev. Jeff Bacon appointed as Pastoral Charge Supervisor to St. Paul's Pastoral Charge (Brampton), starting September 1, 2020 as pastoral charge is without a minister.



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**c) Bits of News**

An invitation was received by Andy Comar and Todd McDonald to attend a “Building the Equity Action Plan: A Conversation with Regional Leadership” conversation on September 9. Andy and Todd will attend.

Dale Hildebrand is currently on sabbatical and will return on November 14, 2020. Todd McDonald will be support staff for the Commission while Dale is away.

David Hewitt (Pastoral Relations Minister for Regional Council 15) and Todd McDonald are collaborating to host a M&P Committee webinar on annual reviews for lay employees and ministers, to be held on Saturday, November 14, 2020.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, September 29, 2020 at 9:30 a.m.

**End of meeting**

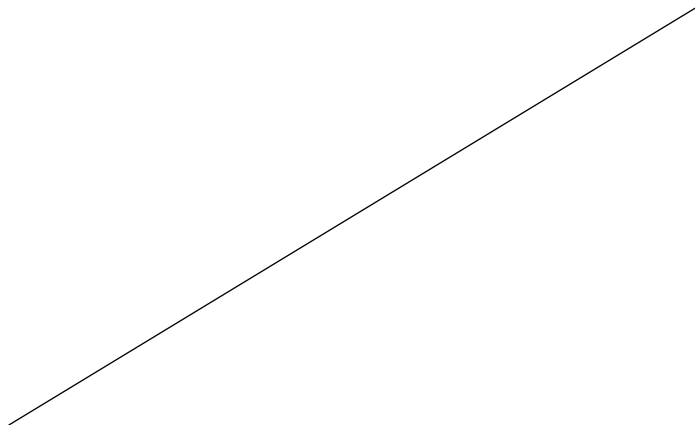
Paul Stott closed the meeting with a prayer at 9:49 a.m.

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Chair

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Note taker



**COMMUNITIES OF FAITH COMMISSION**

**Minutes of meeting held September 16, 2020**, at 9:30 a.m.  
by video conference

**Present:**

Christine Smaller (Chairperson), Calin Lau, Amy Lee, Kevin Logie, Sandra Nottegar, Cindy Randall, Gloria Tozek, Harry Ramsaran

Jody Maltby (Staff Lead), Kim Uyede-Kai (Communities of Faith Support and Right Relations), Jeffrey Dale (Faith Formation, Youth and Young Adults)

**Regrets:** Carolyn Harding

**Welcome, check in and prayer**

The chairperson welcomed everyone. She encouraged the commission to reflect on the story of the rich person entering Heaven, Matthew 19:23 – 30, through the lens of equity. Members checked in with a particular reference to equity in the church and the region.

Christine Smaller 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. She offered an opening prayer.

The chairperson constituted the meeting in the name of Jesus Christ.

**Agenda**

**MOTION** by Amy Lee / Harry Ramsaran that the agenda be approved as presented.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by Cindy Randall / Calin Lau that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated July 29, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**Equity Committee**

The commission broke into two groups to discuss the following questions:

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- How will we as a commission live out the Equity Vision Statement?
- How can we revise our policies to increase equity?

The commission returned to plenary. The following insights were shared:

- Transparency is important in our work. People need to know we are listening.
- How do we hear the voices of smaller congregations? Too often we only hear from the larger congregations.
- In any decision, we need to ask ourselves if we have heard from all the voices we need to hear from. Whose experience are we missing?
- It is important to understand the context within which we are making decisions, which is why our mapping project is so important.
- There is a disconnect between policies we are developing regionally and people in congregations. Often, they are not even aware of policies until they need to make a big decision and find themselves dealing with our commission.
- What do we mean by equity? Is it equivalence or each according to need? If we can't meet all the needs, how do we set priorities? We need to define equity for our purposes so we know what our goal is.
- Equity and equality are not the same thing; it's about participation, inclusion, justice, and acknowledging different needs.
- Not all parts of the region have the same level of diversity. We oversee a whole region that doesn't all look like Toronto.
- Being affirming holds its own place within this conversation. Some congregations take the intentional step of joining Affirm United/S'affirmer Ensemble. Others are not that official but are still intentional in their inclusion and living an affirming way. We want to broaden our understanding to ensure that it's not just about the structure of Affirm United/S'affirmer Ensemble, but rather is about a congregation's actual mission to be affirming within their community.
- Faith formation includes all ages, identities, orientation, including those we don't always remember such as the UCW and other women's groups, men's groups, adult bible study, intergenerational activities.
- Equality is giving everyone the same resources; equity is distributing resources based on need.
- What does it mean to support congregations that are in need?
- There are cultural differences in how congregations ask for help.
- We need to reframe support not as a hand-out from a benevolent region but as a way to ensure we have a thriving UCC presence to serve God and the community
- Often affluent churches come for money to support an innovative project while a struggling church comes for money to fix the roof or pay for a minister. We need to reframe the conversation about being self-sufficient
- We need to be aware of communication issues, particularly within the regional meeting, so that those who do not speak English or for whom it is not their first language are able to participate fully in the region.
- Find ways for the commissions and committees to support each other and not duplicate each other's work.

- The critical task of this commission is to translate information into policy that will effect change in our communities of faith. How we write policy does have an impact in our communities of faith. We need to keep in mind our congregants served by our communities of faith.

Kim Uyede-kai shared an image to help understand equity. She described three children of different heights trying to watch a ballgame from behind a fence. Equality would be providing steps so that all three could see above the fence. Equity is getting the children out from behind the fence and into the park so they can participate fully. Equity is removing barriers so that everyone has equal access in appropriate ways.

The commission agreed to the following commitments for the coming year:

- Bringing wise speakers to inform our work each month with a particular lens of equity
- Intentionally implementing change out of the learnings from speakers; determining how to be accountable for implementing change, translate our learnings into policy and practice
- Writing policy to support the region's commitment to equitable sharing of resources across the region
- Completing the mapping process with EDGE to help lift up the needs across the region to inform how we will strategically support congregations and prioritize ethnically diverse congregations.

### **Severn Bridge Pastoral Charge**

**MOTION** by Kevin Logie / Sandra Nottegar that the Communities of Faith Commission of Shining Waters Regional Council approves the request of Ardtrea United Church and Heritage United Church to amalgamate effective January 1, 2021 under the name Severn Shores United Church.

**MOTION**

**CARRIED**

### **Metropolitan United Church, Toronto**

**MOTION** by Amy Lee / Kevin Logie that the Communities of Faith Commission of Shining Waters Regional Council approves the recommendation of the Intentional Interim Ministry Committee that the work of the Intentional Interim Minister is complete at Metropolitan United Church, Toronto and the congregation is eligible to enter the search process.

**MOTION**

**CARRIED**

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## **Collaboration Handbook**

Several questions were raised and it was determined that more work is needed. Cindy Randall and possibly Gloria Tozek will meet with Islay Scott to discuss further.

### **Email votes**

The Commission voted by email in favour of the following:

- a) East End United Regional Ministry  
approved the lease agreement between East End United Regional Ministry and the Neighbourhood Unitarian Universalist Congregation.

### **COVID Financial Update – Jody Maltby**

Jody provided the following update:

- 5 congregations have received a UCC emergency loan of \$10,000
- 6 congregations have received approval to use restricted funds
- 22 congregations have received approval for Canada Emergency Bank Account (CEBA) loans of \$40,000
- 20 congregations received a loan from Toronto United Church Council (TUCC) against their Investing in Ministry Fund investment income
- At least 5 congregations have applied for Canada Emergency Commercial Rent Assistance (CECRA) (this grant does not require regional approval so we aren't formally tracking but this is anecdotal)

### **Regional Council Annual Meeting – Jody Maltby**

The regional meeting will be held virtually on October 17, 2020. The theme is *Becoming One in Christ*. This meeting will focus on significant conversations about anti-racism and equity and includes a proposal for an Intercultural Diversity Commission. The Celebration of Ministries service will also be held virtually on Sunday, October 18, 2020 at 3:00 p.m. Both will be streamed on YouTube as well.

Kim Uyede-Kai provided details about two pre-meeting events to listen and learn around anti-racism. These are open for anyone in the region to participate. On Tuesday, October 13<sup>th</sup> from 7 p.m. – 9 p.m., there will be an online gathering for Black, Indigenous, and People of Colour facilitated by Diane Hope. On Thursday, October 8<sup>th</sup> from 7 p.m. – 9 p.m., there will be an online gathering for White people facilitated by Pegi Ridout.

Details about the meeting, the service and the pre-events will be available shortly on the SWRC website.

**Youth and Young Adults – *Jeffrey Dale***

Jeffrey provided an update on his work with youth, young adults and faith formation. He highlighted three items: the program for youth connected to the regional meeting, gatherings for music directors, and a recent letter to congregations lifting up resources to support worship as they think about re-opening. The commission was reminded that his work is in our mandate. We were invited to think about how we can support his work.

**Closing:** The commission paused to hold Carolyn Harding and Karen Hilfman Millson in prayer. Jeffrey Dale offered a closing prayer and the meeting adjourned at 12:05 p.m.

**Next Meeting:** October 21, 2020, 9:30 a.m. to 12:30 p.m.

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Chair

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Note-taker

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**EXECUTIVE**

**MINUTES of Meeting held September 22, 2020**, at 2:00 p.m.  
via video teleconference.

**PRESENT:** Jingle Ayupan, Pat Edmonds, Allan Holditch, Kirsty Hunter, 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), Jody Maltby (Staff Lead), Kim Uyede-kai, (Communities of Faith Support & Right Relations), Susie Henderson (Community Engagement & Partnership), Rachael Howes (Administrative Support), Janet MacDonald (Financial Administrator)

Absent: Lynn Mooney

**GATHERING, OPENING PRAYER**

David Leyton-Brown opened the meeting at 2:00 p.m. He 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.

Peter Hartmans led a brief worship focussing on the United Church day of action on guaranteed liveable income and Philippians 4:4-7.

The members checked in.

**AGENDA**

**MOTION** by Jessica Stevenson / Dong-Chun Seo that the agenda for this meeting be approved as circulated.

**MOTION**

**CARRIED**

**MINUTES**

**MOTION** by Moon-Ja Park / Allan Holditch that the Minutes of the meeting of the Shining Waters Regional Council Executive held June 3, 2020 be approved as circulated.

**MOTION**

**CARRIED**

**Correspondence**

The Executive received, for information, correspondence from Rev. Jessica McCrae resigning from the Executive due to her move to Streetsville.

**Omnibus Motion**

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

a) Camp Ahshunyoong operating as Camp Big Canoe

....approve Camp Ahshunyoong operating as Camp Big Canoe 2018-2019 Board of Directors

David Bell  
Doug Clark  
Patricia Clark  
Laurie Cook  
Heather Dahmer  
John Dinner  
Constance Dupuis  
Julien Dupuis  
Jeremy Hyde  
Ian McTavish  
Kate Meyers  
Ted Meyers  
Ken Parsons  
Lew Petkou  
Scott Taylor

....approve Camp Ahshunyoong operating as Camp Big Canoe 2019-2020 Board of Directors

David Bell  
David Berton  
Doug Clark  
Patricia Clark  
Laurie Cook  
Heather Dahmer  
John Dinner  
Constance Dupuis  
Jeremy Hyde  
Katherine Leaman  
Paul Lypaczewski  
Alexa Nemfield  
Lisa Osburn  
Ken Parsons  
Scott Taylor  
Sue Williams



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b) The Presbyteries of Toronto Conference Corporation

...approve The Presbyteries of Toronto Conference Corporation 2020-2021 Board of Directors

Philip Armstrong  
Brent Caslick  
Evelyn Hill  
Marg Krauter  
Louise Mahood  
John Ostime  
Harry Ramsaran  
Nick Walker

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law No. 3 and Supplementary Letters Patent as approved by the members on June 17, 2020 of the incorporated ministry known as The Presbyteries of Toronto Conference Corporation.

c) Weston King Neighbourhood Centre

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law No 1 as approved by the members on June 23, 2020 of the incorporated ministry known as Weston King Neighbourhood Centre.

d) Wilmar Heights United Church Non-Profit Homes

...approve the Wilmar Heights United Church Non-Profit Homes 2020-2021 Board of Directors

David Almack  
Trevins Fonseca  
Neil Harris  
Bridie Lane  
Jim McArthur  
Bob Pomeroy  
Patricia Shearer  
Jane Warwood

**MOTION**

**CARRIED**

### **Omnibus Motion**

**MOTION** by Peter Hartmans / Allan Holditch that the Executive of Shining Waters Regional Council take the following actions:

a) Islington United Church NMDLF grant

... accept the recommendation of the Grants Review Committee and approve the release of the third phase of the New Ministries Development and Leadership Fund grant to the Resonance Project of Islington United Church.

b) 1 Mondial Crescent, Queensville

... approves the request of Toronto United Church Council (TUCC) to take immediate steps to list and sell the property at 1 Mondial Crescent, Queensville.

**MOTION**

**CARRIED**

### **Email Vote**

The Executive voted by email (June 17, 2020) in favour of the following:

the nomination of Rev. Louise Mahood to the board of the Presbyteries of Toronto Conference Corporation, representing Shining Waters Regional Council.

### **Budget**

Janet MacDonald provided a draft budget for 2021.

**MOTION** by Moon-Ja Park / Jessica Stevenson that the Executive of Shining Waters Regional Council approves the draft budget presented and recommends it to the full Regional Council at the meeting in October.

**MOTION**

**CARRIED**

One opposed.

The Executive will pursue the question of establishing funding priorities and working on financial strategy at its next meeting.

Janet MacDonald left the meeting.

### **Intercultural Diversity Commission Proposal**

Amy Lee and Francis Nyarko joined the meeting for this discussion. They introduced and addressed the proposal and their hopes for it.

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**MOTION** by Allan Holditch / Dong-Chun Seo that the Executive of Shining Waters Regional Council receive the proposal for an Intercultural Diversity Commission and refer it to the Regional Council meeting for action.

**MOTION**

**CARRIED**

Amy Lee and Francis Nyarko left the meeting.

**Equity Committee Conversation**

Susie Henderson introduced the draft Affirming and Equity Action Plan prepared by the Equity Committee. She spoke about the big equity goals, next steps, including the affirming plan and pulling it all together with a regional lens, as well as operational actions for the coming year.

**MOTION** by Steven Loweth / Martha ter Kuile that the Executive of Shining Waters Regional Council receives the draft Equity Committee Action Plan and refer it to the Regional Council meeting in October.

**MOTION**

**CARRIED**

**Staff Update – *Peter Hartmans***

Dale Hildebrand is on sabbatical and Todd McDonald is covering for him and it is going well. Karen Hilfman Millson is on long-term medical leave while she is going through cancer treatment. We will contract as needed to cover the work she was doing.

**Covid-19 Update – *Peter Hartmans***

The region continues to support Communities of Faith. Jody Maltby is providing key leadership around grant support info, Susie Henderson provides support around our website and keeping it up to date. We are doing town hall meetings with Ministry Personnel and lay people. In general we have been going full tilt around Covid-19 support. There is concern for burn-out with lay leaders and ministry personnel.

**Regional Meeting Update – *Jody Maltby***

Staff and volunteers are hard at work on the regional meeting. It will be an online meeting, October 17 & 18 with a focus on anti-racism. There will also be a couple of pre-events on anti-racism. The intercultural diversity proposal will be on the agenda as well as the budget, nominations and the equity action plan conversation. The Celebration of Ministry service will also be online on October 18<sup>th</sup>. Both of these will have somewhat restricted participation on Zoom but participation is also available on YouTube. It is an opportunity to do things differently. Registration is going live on September 23<sup>rd</sup>. Resource Book and reports and videos will all be available on the website

**Closing:** the meeting closed at 4:30 p.m. and Peter Hartmans offered a closing prayer.

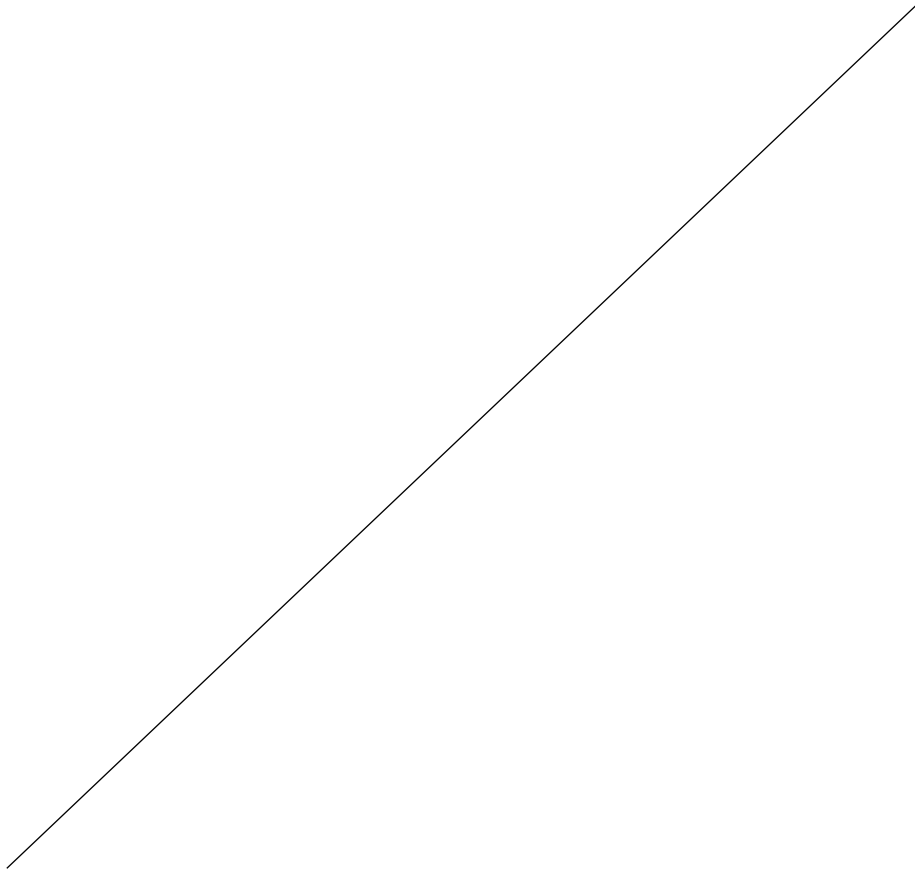
**Next meeting** – date to be determined.

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Chair

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Note-taker



**PASTORAL RELATIONS COMMISSION**

**Minutes of Meeting held September 29, 2020, at 9:30 a.m.**

by video conference

**Members Present**

Andrew Comar (chair); Todd McDonald (staff); Barbara Hendren (lay); William Haughton (ordered); Liz Mackenzie (ordered); Beth Moore (lay); Robin Pilkey (lay); James Ravenscroft (ordered);

**Regrets:** Dale Hildebrand (staff – on sabbatical); Paul Stott (lay)

**Absent:** Donna Bowman-Woodall (ordered); Bright Yun (ordered)

**Welcome, constituting the meeting and prayer**

Andrew Comar, chair, welcomed everyone and called the meeting to order.

**Agenda**

**MOTION** by Barbara Hendren / Beth Moore  
that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

**MOTION** by James Ravenscroft / Beth Moore  
that the minutes of the August 25, 2020 meeting of the commission be approved.

**MOTION**

**CARRIED**

Andy Comar expressed gratitude for Paul Stott who chaired the August meeting.

**Omnibus Motion**

**MOTION** by Robin Pilkey / Barbara Hendren  
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Caledon East Pastoral Charge (Caledon)** and approves the call to **Emma Pipes**, ordained minister, beginning September 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 (pro-rated \$32,026) per annum salary, basic telephone \$576 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

... concurs with the request of **Caledon Village Pastoral Charge (Caledon)** and approves the call to **Emma Pipes**, ordained minister, beginning September 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 (pro-rated \$32,026) per annum salary, basic telephone \$576 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

b) **Appointments**

... concurs with the request of **East End Pastoral Charge (Toronto)** and re-appoints **Debra Schneider**, retired ordained minister, beginning September 9, 2020 to December 31, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 per annum, salary in addition to the minimum at 33.9% which equals \$24,000 for a total salary of \$94,796, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Ghana Calvary Methodist Pastoral Charge (Toronto)** and re-appoints **Eric Nyarko**, student candidate, beginning September 1, 2020 to August 31, 2021, full time based on 40 hours per week with the following terms for Candidate Step-2 and Cost of Living Group Assignment 5: Salary with manse included \$35,812 per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **Humbercrest Pastoral Charge (Toronto)** and appoints **Donald Gibson**, retired ordained minister, beginning September 28, 2020 to December 28, 2020, part time based on 8 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$14159.20), salary in

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addition to the minimum at 0.65% which equals \$460.17 (pro-rated \$92.40) for a total salary of \$71,256.17 (pro-rated \$14,251.60), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$288.40) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does not require an act of covenant.

... concurs with the request of **Knox Agincourt Pastoral Charge (Toronto)** and appoints **Linda Petrides**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 16 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$28318.40), salary in addition to the minimum at 11.66% which equals \$8254.81 (pro-rated \$3302) for a total salary of \$79,050.81 (pro-rated \$31,620.40), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1455 (pro-rated \$582) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

... concurs with the request of **Meadowvale Korean Pastoral Charge (Toronto)** and appoints **Lark Kim**, retired ordained minister, beginning September 1, 2020 to June 30, 2021, part time based on 7 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$12389.30) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$252.35) per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

c) **Voluntary Associate Ministry Positions**

... concurs with the request of **East End Pastoral Charge (Toronto)** and **Robert (Robin) Wardlaw**, to enter into a Voluntary Associate Minister relationship, beginning September 29, 2020.

d) **Request for Change in Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **David Howes**, ordained minister at **Midhurst Pastoral Charge (Midhurst)** effective January 1, 2021 and give thanks for his ministry.

**MOTION**

**CARRIED**

## **Report from staff**

### **a) Liaisons**

The following liaisons have been appointed by staff:

Barbara Hendren appointed to Trinity Pastoral Charge (Gravenhurst) for a search for a new minister.

Mhairi Godley appointed to Parkwood Pastoral Charge (North York) for a search for a new minister.

Lynella Reid James appointed to Kingsway Lambton Pastoral Charge (Toronto) for a search for a short term appointment and new minister.

Kathryn Moase appointed to Metropolitan Pastoral Charge (Toronto) for a search for a ministry team.

Islay Scott appointed to Midhurst Pastoral Charge for a search new minister

### **b) Pastoral Charge Supervisors**

The following Pastoral Charge Supervisors have been appointed by staff:

Paul Stott appointed as Pastoral Charge Supervisor to Humbercrest Pastoral Charge, starting August 31, 2020 as the pastoral charge is without a minister while searches for a Interim Minister.

Tony Rennett appointed as Pastoral Charge Supervisor to Trinity Pastoral Charge (Gravenhurst), starting November 1, 2020 as the pastoral charge is without a minister while searching for new minister.

Julie Brushey appointed as Pastoral Charge Supervisor to Severn Bridge Pastoral Charge, starting October 1, 2020 as the pastoral charge is without a minister while searching for new minister.

### **c) Minister Check in**

Todd McDonald reported on the Minister's check in that was held on Tuesday September 22, 2020. Fifty-three ministry personnel and staff attended. Worship, small group discussion and the introduction of a risk assessment tool filled the 1.5 hour Zoom call.



## **Equity Plan Discussion**

Todd and Andy attended a meeting with the Equity Committee (EQ) along with other representatives from the region on Wednesday, September 9, 2020. The EQ would like the Pastoral Relations Commission to identify one commitment to contribute to this year's Equity Plan of Shining Waters Regional Council. The question posed to stimulate the conversation and determining any goal/commitment was: How are our practices as a Commission reproducing inequity? Do our policies aim to specifically increase equity?

Todd McDonald shared an image to help understand what equity means by also defining equality. He showed a cartoon three children of different heights trying to watch a ballgame from behind a fence. Equality would be providing steps at the same height, but not all could see over the fence. Equity is providing steps at different heights so that all three could see above the fence. Liberation is taking down the barrier (the fence) so that all persons can participate fully. Equity and liberation are removing barriers so that everyone has equal access in appropriate ways.

The Commission said the following when asked How are our practices as a Commission reproducing inequity? Do our policies aim to specifically increase equity?

- The question about policy is not so relevant. The practices of the Commission is the issue
- Anecdotally, know of ministers (racialized, BIPOC, LGBTQi, , differently abled) who have had a hard time finding work
- We do not have hard data to answer the question. We are talking about bias hiring process. We do not have enough information to access if people are being disadvantaged
- Intercultural Ministries be a source for data?
- Racialized ministers come to UCC through the admission process. Those persons do not know Canadian context around negotiation, Church Hub socio economic context. Provide training for admittands from outside Canada.
- We need more transparency in process
- Commission is quite removed from the living out of pastoral relations policy. Office of Vocation does eligibility. Pastoral Relations Liaison train the search but are not present at interviews and discussions. Liaisons do provide Bias awareness training to the Search Teams. Then all is left to the Search Team – does that increase possibility of barriers going up to marginalized ministers?
- Has bias training made a difference? We need more information.
- There is also the ongoing experience of racialized, BIPOC, differently abled and LGTBQI ministers after they have been called or appointed.

### **MOTION** by James Ravenscroft / Liz Mackenzie

that the Pastoral Relations Commission set the following goal for the year 2020-21: Collect data on the pastoral relations process from entry point to the end of the first year answering this question: How does unconscious racist/sexist/ableist bias hinder or create barriers for

ministers in the congregational setting? Who is chosen? Are there differences in the terms of the pastoral relationship between ministers who are White and all other racialized ministers and why? Also look at that question for the LGBTQi community. What is the experience of racialized, BIPOC, differently abled and LGBTQi ministers after one year on their pastoral relationship – How does unconscious racist/sexist/ableist bias affect their health, joy and excellence in ministry?

**MOTION**

**CARRIED**

Andy Comar will communicate this goal to the Equity Committee. Todd McDonald will bring more information on how this goal can be implemented to the October meeting for discussion.

**Next meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, October 27, 2020 at 9:30 a.m.

**End of meeting**

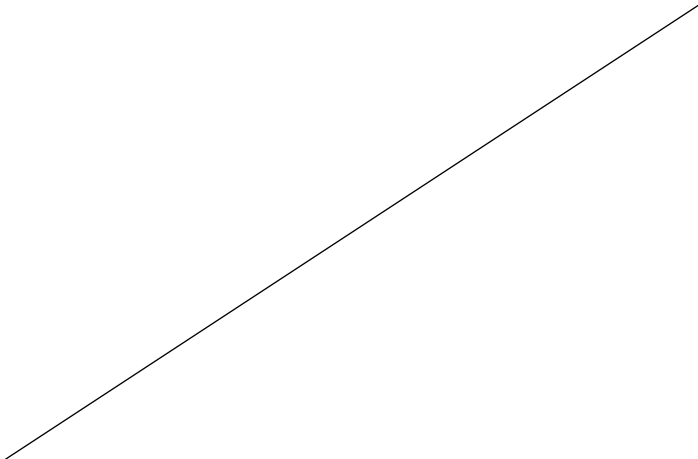
James Ravenscroft closed the meeting with a prayer. Meeting ended at 10:46 a.m.

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Chair

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Note-taker



## SHINING WATERS REGIONAL COUNCIL

### MINUTES OF THE REGIONAL MEETING October 17 – 18, 2020

The annual meeting of Shining Waters Regional Council took place on October 17 – 18, 2020 via video conference. The theme was *Becoming One in Christ*.

#### SATURDAY, October 17, 2020

#### MORNING SESSION

##### Words of Welcome, Opening of Meeting and constituting the Council

Shining Waters Regional Council gathered via Zoom video conference to begin the annual meeting of Shining Waters Regional Council. David Leyton-Brown, President, welcomed all those participating, introduced himself and Executive Minister, Peter Hartmans. He explained the model of how the participants would be together in this meeting.

Susie Henderson gave an orientation to the tools being used for this meeting.

President, David Leyton-Brown constituted the meeting in the name of Jesus Christ, and as the United Church gathered together, to deal with such business as should properly come before the Council.

David Leyton-Brown gave an Acknowledgement of the Land and Rev. Evan Noodin Swance-Smith brought pre-recorded greetings and a welcome to the territory.

##### Opening motions

**MOTION** by David Leyton-Brown/Kirsty Hunter that the following enabling motions be adopted,

- a) Roll of the Regional Council: that the roll of Roll of the Regional Council shall consist of:
  - All ministry personnel within the geographic bounds served by Shining Waters Regional Council (Basis of Union 6.2.1);
  - Ministers of denominations within mutual recognition agreements while under appointment or call (Basis of Union 6.2.2);
  - Lay members elected by the Community of Faith, respecting the balance of lay and ministry personnel where possible (Basis of Union 6.2.3);

- Additional lay members as determined by the Regional Council if necessary, to respect a balance of ministry personal and lay members who are not ministry personnel in the membership of the Regional Council (2019 Manual C.1.2.b).
- b) Bounds of the Regional Council Meeting: that the bounds of the Regional Council meeting for voting purposes shall be the zoom meeting ID 912 9221 5721 and when in session; that the Shining Waters Regional Council hold a Celebration of Ministry Service including admission and ordination to the Order of Ministry of The United Church of Canada on Sunday, October 18, 2020 at 3:00 p.m. to take place on zoom meeting ID 949 3351 4618, to fulfil its responsibility to ordain those whom the Office of Vocation has confirmed as having completed all the requirements for ordination and admit those whom the Office of Vocation has confirmed as having completed all the requirements for admission, and whom the Regional Council has confirmed have a covenantal relationship in place with a community of faith.
- c) Agenda: that the Agenda as posted to the regional website be the order of business, subject to those changes that are recommended by the Chairperson.
- d) Minutes: that the Minutes of the inaugural meeting of Shining Waters Regional Council held May 24 – 26, 2019 be approved as circulated.
- e) Adjournment of Sessions: that the Chairperson have the authority to recess the Regional Council when business, as ordered, is completed, until the next order of the day.
- f) Corresponding Members: that corresponding members shall be official guests of the Regional Council. Their names shall be included in the Record of Proceedings. (2019 Manual C.1.4)
- g) New Business & Nominations: that any Nominations for President-Elect, the Regional Council Executive, Commissions and Committees were received by the regional office before 9 a.m. on Thursday, October 15, 2020. Items of New Business shall be given to the Chairperson *before* 12:30 pm on Saturday, October 17, 2020.

## PROCEDURAL MOTIONS

1. The procedural and prayer microphone shall be the chat box.
2. Any handouts must be authorized by the Chairperson.
3. The Parliamentarian shall be the Heather Keachie.
4. The Chairperson will present proposals. The Chairperson will invite prayerful discernment and discussion on the wisdom of the proposal. When the Chairperson discerns that the sense of the meeting is such that we are ready to hear a motion on the proposal, they will invite the presenter to put the motion. Once the motion has been moved and seconded, Rules of Debate and Order shall be followed.
5. At the discretion of the chairperson, microphone time for each speaker will be limited to 1½ minutes per proposal and 1½ minutes per motion with the exception of the mover (who may speak at the beginning and end of a motion).

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6. Microphone time may be reduced at the discretion of the Chairperson in 30-second increments when any item of business exceeds 20 minutes.
7. The normal voting procedure shall be a show of hands using the YES and NO icons found at the bottom of the participants panel or \*9 for those on the phone. If two people are joined from the same household one person will vote with the Yes/No icons and the second will type YES or No in the chat. Those who wish to abstain will type ABSTAIN in the chat. Where a secret ballot is required, ballot sheets will be provided through the Regional Council website.
8. In the case of limited time for business, items will be dealt with in the following order: Proposals to Shining Waters Regional Council, Reports requiring a decision of the Regional Council, Reports for Information.

**MOTION**

**CARRIED**

Introductions

President, David Leyton-Brown made a number of introductions.

Greetings from General Council

Rev. Michael Blair brought greetings from the General Council.

Worship

Members of the Intercultural Diversity Circle provided worship.

Discussion on Anti-Racism

President, David Leyton-Brown welcomed HyeRan Kim-Cragg as the keynote speaker on anti-racism. She has a great deal of experience in teaching, researching, and facilitating anti-racism in the United Church. Shining Waters Regional Council has made commitments to intentionally address racism within our midst and this discussion is part of our ongoing commitment.

The meeting took an all-purpose break.

Proposal for an Intercultural Diversity Commission

The Intercultural Diversity Circle gave a video presentation on this proposal and co-chairs, Francis Nyarko and Amy Lee were available to answer questions.

**MOTION** by Peter Hartmans/Kirsty Hunter that the proposal for an Intercultural Diversity Commission be approved; that it be referred to the Executive to develop a policy to be added to the Shining Waters Regional Council governance structure based on the proposal; and that the Nominations Committee present a nominations report to the Shining Waters Regional Council Executive to populate the Intercultural Diversity Commission for Shining Waters Regional Council.

**MOTION**

**CARRIED**

The meeting broke for lunch.

## **AFTERNOON SESSION**

### Financial Report and Budget

A video presentation was made on the budget and Finance Administrator, Janet MacDonald was available for questions.

**MOTION** by Peter Hartmans/Kirsty Hunter that the Shining Waters Regional Council 2021 draft budget be approved.

**MOTION**

**CARRIED**

### Report of the Nominations Committee and Election

Kirsty Hunter, Chair of the Nominations Committee, presented the Nominations Committee Report.

President-Elect:

David Leyton-Brown announced that Betty Lou McNabb is received by acclamation as President-Elect.

Members of Executive, Commissions and Committees:

**MOTION** by Peter Hartmans/Kirsty Hunter that Shining Waters Regional Council elect those listed in the Nominations Report to serve on the Shining Waters Regional Council Executive, Commissions and committees of Shining Waters Regional Council for stated terms and that two additional members of the Equity Committee, Ruth Bramham and Lee Heard be elected provisionally pending the Executive revising the terms of reference contained in the Equity Committee Policy.

**MOTION**

**CARRIED**

The Nominations Committee was thanked for their work and the President thanked everyone who volunteered and will be offering leadership in the region.

### Accountability Reports

The President called for questions related to the accountability report of the Executive.

**MOTION** by Peter Hartmans/Kirsty Hunter that the accountability reports be received for information.

**MOTION**

**CARRIED**

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The meeting took an all-purpose break.

Reflections by Ordinands, Admittands

The candidates for ordination, admission and recognition gave their reflections via pre-recorded video, which also included a verse of a hymn chosen by each.

Equity Action Plan

Members of the Equity Committee gave presentations and reflections on the Equity Action Plan. The President invited questions or comments.

**MOTION** by Peter Hartmans/Kirsty Hunter that the Equity Action Plan be received.

**MOTION**

**CARRIED**

**MOTION** by Peter Hartmans/Kirsty Hunter that Shining Waters Regional Council become an Affirming Ministry based on the 2020 Equity Action Plan; continue our membership in Affirm United/S' affirmer Ensemble, for an annual fee of \$1000; and host a region-wide public service of celebration for our Affirming commitment in 2021 (possibly on March 14, 2021 which is also Affirm United's PIE Day. PIE Day is an opportunity to be Public, Intentional and Explicit about our ongoing commitment to the full inclusion and celebration of LGBTQIA+ and Two Spirit people.)

**MOTION**

**CARRIED**

New Business

A prayer request was received regarding a fire at a lobster compound in Middle West Pubnico, Nova Scotia overnight where Mi'kmaw fishers were storing their catches. Peter Hartmans offered prayer.

Announcements

Peter Hartmans offered some thanks and made announcements.

Blessing and Adjournment

The President declared the meeting adjourned. Rev. Michael Blair offered a closing blessing.

**SUNDAY, October 18, 2020**

**AFTERNOON SESSION**

Celebration of Ministries Service

The meeting of Shining Waters Regional Council held a Celebration of Ministries service virtually at 3:00 p.m. President, David Leyton-Brown presided assisted by Executive Minister Peter Hartmans. Tina Conlon and Eleanor Scarlett also provided leadership.

Leigh Kern of Toronto Urban Native Ministries gave the Acknowledgement of the Land. The scripture readings were Exekial 37: 1 – 13 read by Michaela Di Matteo and Marjorie King and Phillipians 4: 4- 9 read by Richard Choe. Peter Hartmans delivered the message.

Three people were ordained to the order of ministry: Lisa Naumann, Alydia Smith, and Brian Stevens. Joel Aguirre was admitted to the order of ministry of The United Church of Canada.

Steven Loweth was recognized as a Designated Lay Minister. Four people were celebrated as Licensed Lay Worship Leaders: Brian Packham, Lydia Pederson, Doug Reid, and Paul Stott.

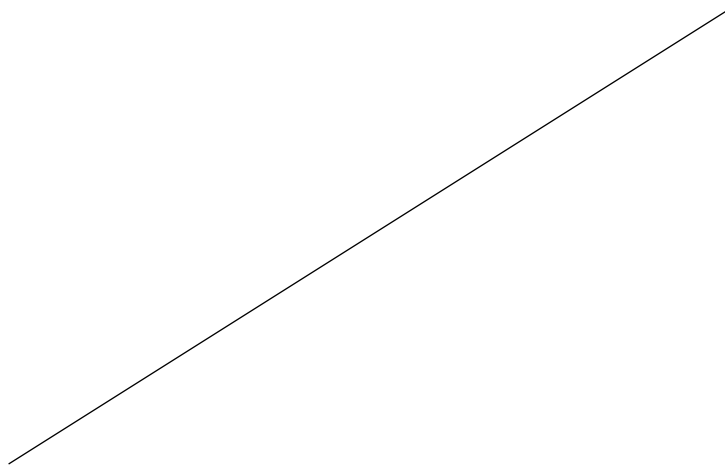
Tina Conlon gave the Commissioning and Benediction.

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David Leyton-Brown, President

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Peter Hartmans, Executive Minister





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## **Appendix A**

### **OBITUARIES**

#### **The Reverend Dr. E. Leicester Bigby (June 14, 1931 – January 1, 2020)**

Leicester Bigby, of Mississauga, served in congregations in Plainfield, Roslin, Tomasburg, Enniskillen, Tyrone and Welland in Ontario as well as Montreal's Union United Church. He retired in 1997 and most recently was a member of Grace United Church in Brampton. He is survived by his wife, Hazel, four children, seven grandchildren and two great-grandchildren.

#### **The Reverend Bill Boyd (April 7, 1941 – September 6, 2019)**

Bill Boyd, of Parry Sound, served pastoral charges in Morriston/Aberfoyle as a student. After his ordination in 1971, he moved to Saskatchewan to serve parishes in Carrot River/Aborfield and at Calvary United Church in Prince Albert. He returned to Ontario in 1985 to St. James United Church in Parry Sound where he served until his retirement from full-time ministry in 2006. His retirement years were enriched by his ministry at Parry Sound Rural Pastoral Charge until January of 2019. Bill was the beloved husband of Margaret, father to Ruth and her husband Jim Dryden, Sarah and her husband Eric Moreau, and the late Heather; cherished Papa of Megan and Emily, Sam and Sadie, and Anna, Jacob and Sophie.

#### **The Reverend Richard G. Cammidge (1931 – 2019)**

Richard Cammidge, of Scarborough, served in Saskatchewan, Northern Quebec and lastly London, Ontario. He also did supply ministry at West Hill United Church. He is survived by his wife, Eleanor, his sons Christopher and David, and grandson Carl.

#### **The Reverend Alan Craig (January 28, 1927 – April 28, 2020)**

Alan Craig, of Brampton, was active in ministry in Dufferin-Peel region for decades and at 92 was still worshipping with several local United Church congregations. After hospitalization at Christmas 2019, he returned to his home at Greenway Retirement Residence with his wife, Grace, but surrendered his car and weekly worship circuit. After a fall on April 26<sup>th</sup>, he was admitted briefly to hospital with broken ribs and died on April 28<sup>th</sup>. He is survived by his wife and daughter, Shelagh McGuire.

#### **The Reverend Dr. Kenneth Howlett (March 12, 1930 – December 19, 2019)**

Ken Howlett, of Toronto, served Ebenezer United Church in Toronto as an interim minister in 2001 as well as the congregations of Wesley Mimico in Toronto and Trinity in Annan, Ontario in the late 90s and early 2000s and congregations in Coburg and Oshawa prior to that. He is remembered as a man full of unconditional love for others, an immense passion for helping others, a strong will, bottomless wisdom, playfulness and light-heartedness. He had immense belief and

support in his children and loved ones, and a strong belief that life on Earth was a school for all of our souls to learn valuable lessons, mostly about how to love others and ourselves.

**The Reverend Jong Bok Kim (February 7, 1956 – June 30, 2020)**

Jong Bok Kim, of Toronto, was last with Omond Memorial United Church in North Bay in Canadeian Shield Regional Council but will be fondly remembered by many in Shining Waters. Over the years, he had served at Toronto Chinese United Church, Glen Rhodes United Church and the former Beverley Hills United Church in the Toronto area. Jong Bok's long history of fighting for social justice and human rights in South Korea was profiled in Broadview magazine.

**The Reverend Lindsay King (January 14, 1930 – August 14, 2020)**

Lindsay King, of Toronto, had a long career in minister and served at Iondale Heights United Church in Scarborough, and at Willowdale United Church until his retirement at age 65. Over the years he was also part of a team that began the Family Life Foundation, an organization created to reach out and provide aid to all, ran for local politics in the early 1970s and wrote a regular article in the local newspaper. More recently, Lindsay developed dementia and remained under the care of his wife, son Turner and daughter-in-law Farah until having to go for his final month of life into palliative care.

Lindsay is survived by his wife, Emily Jean King, his daughter Catherine King (Wayne), and his son Turner King (Farah), as well as six grandchildren and seven great-grandchildren.

**The Reverend Jim Kirkwood (January 14, 1933 – September 17, 2020)**

Jim Kirkwood, of Toronto, had a long and passionate commitment to social justice, and the people of the African continent. He served in Marsden, Saskatchewan, as overseas personnel in Zambia, and as Area Secretary for Africa in the Division of World Outreach of The United Church of Canada. He continued his humanitarian work after retiring in 1993 within communities of justice focused on the environment, women's rights, anti-racism, Two-Spirit and LGBTQ rights, people with different abilities, Indigenous sovereignty, arts advocacy and food security. Jim lived his faithful commitment in every aspect of his life.

Jim is survived by his wife, Marion, children Paul (Wendy Gilliam 2019), Jane (Larry), Joy, and Ken (Don), and grandchildren Laurena (Colin), Micaela, Mariana, and Roslyn.

**The Reverend Johmann Kwong (December 18, 1936 – July 19, 2019)**

Johmann Kwong, of Toronto, most recently served as retired supply at Toronto Chinese United Church from 2007 to 2013 and then served there as a Voluntary Associate Minister until 2016. He was also an active member in Toronto Southeast Presbytery and on the Property Finance Committee. Johmann leaves behind his wife Judy, and children Andrew (Nancy) and Lisa (Scott) as well as four grandchildren.

**The Reverend Tom Lowry (November 24, 1941 – February 21, 2020)**

Tom Lowry, of Barrie, was ordained in 1973 and retired in 1998. His contribution to the church and to the community of Barrie was significant. He spearheaded affordable housing for seniors and was instrumental in the establishment of Painswick United Church. He also served Northwest Barrie United Church and was Chaplain to the Barrie Police Service for 10 years. He was the beloved husband of Irene, and father of Deborah Lowry-Whitton and her husband Andrew of Barrie, and David and his wife Ann of Bracebridge. He was the loving grandfather of three grandchildren.

**The Reverend Don Nash (May 8, 1947 – September 1, 2019)**

Don Nash, of Mississauga, served the North Augusta Pastoral Charge while at Queen's and following ordination in 1973, served in the ministry team of the Pheasant Creek Larger Parish in Saskatchewan, at Jordan Station, Ontario and at Heart Lake United in Brampton. Following his retirement in 2009, he served as supply at High Country United. Don is survived by his wife, Marilyn, children Lisa and Dave Taylor, Andrea and Andrew Krol, Trevor and Stephanie Nash and six grandchildren.

**The Reverend Dr. Robert O. Reid (September 29, 1932 – August 19, 2019)**

Bob Reid, of Scarborough, received his BA from the University of Toronto and received his M.Div at Emmanuel College. He was ordained in 1959 and served in three congregations across Canada. For 10 years he worked at the United Church's film studio Berkley Studios. Bob also received his PhD in Communications from Syracuse University in New York and went on to teach as an Associate Professor at the Toronto School of Theology and Ryerson University.

He is survived by his wife, June, and his three children, Debbie (Gord), Don (Lynn), and Darren (Rose), as well as four grandchildren and one great-grandchild.

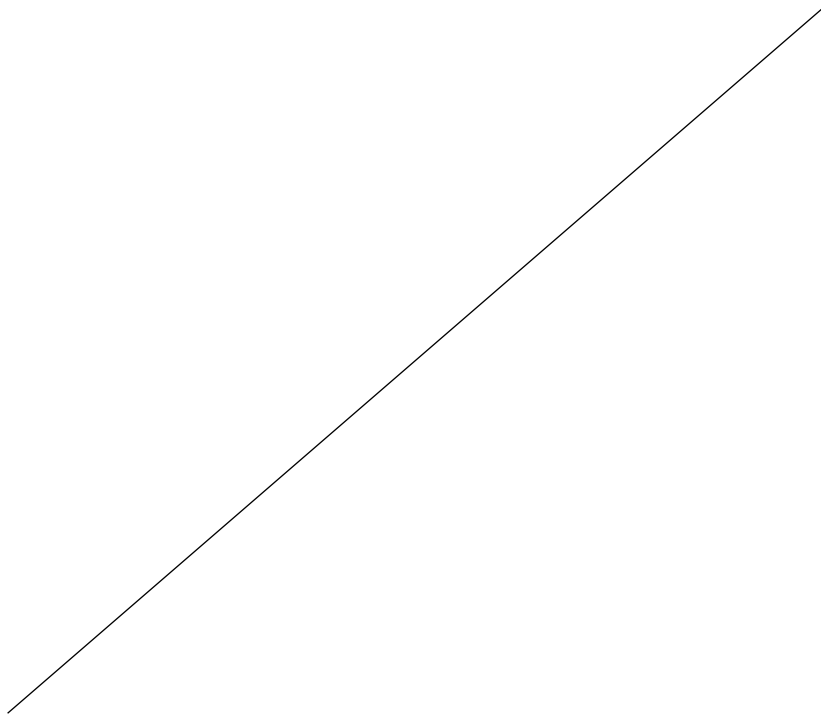
**The Reverend S. Derek Shelly (July 1948 – November 11, 2019)**

Derek Shelly was ordained in 1978 and was minister at Trinity United in Huntsville from 2003 until his retirement in June of 2018. Previously, he had ministered to various congregations in Southwestern Ontario, Eastern Ontario, and on the South Shore of Nova Scotia. Before being called to the ministry he had been a schoolteacher. He was a graduate of the London Teachers' College and University of Western Ontario in London and Queen's University in Kingston, and an honorary fellow of Huntington University in Sudbury.

Derek is survived by his children Derek (Ruth Dunley), Aaron (Amanda Van Bommel), and Keri-Lynn; his grandchildren Olivia, Regin, Grace, Rose, Mekenna, and Maura; and the mother of his children, Heather Fraser.

**The Reverend Malcolm Spencer (May 31, 1943 – January 25, 2020)**

Malcolm Spencer, of Toronto, was ordained in 1968 and served a number of pastoral charges across Saskatchewan. In 1989 he moved to Toronto where he was chaplain at Toronto General Hospital and Toronto Western Hospital. In 1996 Malcolm began his association with Glen Rhodes United Church and served as a Volunteer Associate Minister there from 2009 to 2017. From 2015 to 2018 he was supervising minister at Hope United Church. He is survived by his life partner Raphael, siblings Mary (Doug), Roger and Jim; niece and nephew Tara and Kent, and cousins Patricia (Roy).



## **Appendix B**

<p style="text-align: center;"><b>DIGEST OF ACTIONS OF THE THE EXECUTIVE OF SHINING WATERS REGIONAL COUNCIL FOR THE PERIOD June 20, 2019 to September 22, 2020</b></p>
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### **Decisions made by the Executive June 20, 2019**

1. 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  
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
2. that Shining Waters Regional Council Executive elect Kirsty Hunter to the position of Past President for 2019-2020.
3. 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.
4. 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.

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5. 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.

**Decisions made by the Executive July 24, 2019**

6. that the Shining Waters Regional Council Executive appoint Dale Hildebrand a signing officer for the finances of the region.
7. 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.

Social and Ecological Justice Commission Governance Document:

8. 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).

Social and Ecological Justice Commission Governance Document

9. 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.
10. 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.
11. that the Shining Waters Regional Council adopt the Social and Ecological Justice Commission policy as amended.
12. 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.

**Decisions made by the Executive August 28, 2019**

13. 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

14. that the following people be elected to the Nominations Committee for a three-year term:  
Kirsty Hunter (Chairperson)  
Steven Loweth (Executive representative)  
Lawrence Nyarko

**Decisions made by the Executive October 22, 2019**

15. 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 Klamer  
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



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Jawad Kassab  
Karine MacIndoe  
Janet Mason  
Paulett Ramsey  
Muwanguzi Ssebaggala  
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 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

16. 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.
17. 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 23<sup>rd</sup>, 2016, between PTCC, Toronto Conference and the four presbyteries, that Region 10 be the 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;

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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.

18. 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).
19. that the Executive of Shining Waters Regional Council approve that Ron Wigle move from the Grants Review Committee to the Mission Support Committee.
20. 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.
21. 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.
22. 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.

**Decisions made by the Executive November 26, 2019**

23. that the Shining Waters Regional Council Executive take the following actions:
  - a) remove Shirley Baster as Trustee of Regent Park United Church, Orillia;
  - 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).
24. that the Shining Waters Regional Council Executive take the following actions:
  - d) 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

e) 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

f) 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

25. 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.
26. 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.
27. that Steven Loweth, Jessica McCrae and Martha ter Kuille be appointed as members of the Shining Waters Regional Council sub-Executive.
28. that the Shining Waters Regional Council Executive approves the continuation of the Memorandum of Agreement between Toronto Conference and the Presbyterian Church in

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the Republic of Korea (PROK), and approves the Partner in Residence Program proposal from PROK.

**Decisions made by the Executive January 22, 2020**

29. that the Executive of Shining Waters Regional Council receive, for information, the proposal of Western Ontario Waterways Regional Council titled, Proposal Concerning Faithful Ministry Personnel
30. that the Shining Waters Regional Council Executive accede to the request of Central United Church, Weston, to receive the bequest of funds from the estate of the late Kathleen Apted intended for Mount Dennis United Church.
31. that the Shining Waters Regional Council Executive take the following actions:

a) The Massey Centre for Women

approve The Massey Centre for Women 2019-2020 Board of Directors

Omo Akintan  
Oliver Blunn  
Rhonelle Bruder  
Sarah Charters  
Amy Davies  
Jennifer Dockery  
Justine Humphries  
Anika Mehta  
Mitze Mourinho  
Eddy Popp  
Catherine Wang  
Stephanie Wang

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 2019-1 of the incorporated ministry known as The Massey Centre For Women

b) Toronto United Church Council

approve the Toronto United Church Council 2019-2020 Board of Directors

Carole Bennett  
Greg Daly  
Brian Heinmiller  
Roberta Howey  
Bill Jermyn  
Michael Kooiman

Ross Leckie  
Hannah Lee  
Ted Meyers  
Doug Smith  
Christopher White  
Grant Williams

- c) Weston King Neighbourhood Centre  
approve the Weston King Neighbourhood Centre 2019-2020 Board of Directors

Timothy Barlow  
Jean-Marie Boutot  
Debra Gibson  
Judy Johnson  
Mimi Kabongo  
Michael Kooiman  
Eleni Marino  
Doreen Miller  
Lang Moffat  
Kenny Stier  
Barbara Stone  
Michael Sullivan  
Wendy Whiteley

32. that the Shining Waters Regional Council Executive receive the Financial Report dated January 2020 for information
33. that the Shining Waters Regional Council Executive votes in favour of Remit #1: Amendment to the Basis of Union's Article 10.0 on Ministry Personnel.
34. that the Shining Waters Regional Council Executive accepts the proposal between Regent Park United Church Site Orillia and Camp Couchiching, and go forward with a five-year lease.

**Decisions made by the Executive March 12, 2020**

35. that the Executive of Shining Waters Regional Council immediately communicate to all Communities of Faith that, in keeping with The United Church of Canada Emergency Plan, they should be preparing a plan to suspend large gatherings, including, but not limited to, worship services, if decided by the governing body of the congregation and in response to a recommendation from local public health authority.
36. that the Shining Waters Regional Council (10) Executive take the following actions:

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a) Beginning Again Richmond Hill

approve the Beginning Again Richmond Hill 2019-2020 Board of Directors

Shahin Akter  
Elizabeth Jack  
John Squigna  
Carol Thompson  
Melville Thompson

b) Fred Victor Centre

grant permission for Fred Victor Centre to proceed with the negotiation and signing of a new office leasing arrangement at 800 Bay Street (Bay & College) and either 59 Adelaide Street, 4th Floor or an alternate location so that current programs can be relocated.

c) Sparrow Lake United Church Camp, Inc.

approve the Sparrow Lake United Church Camp, Inc. 2020-2021 Board of Directors

Michelle Black  
Andrew Blair  
Colin Campbell  
Greg Derbyshire  
Anne Forsey  
Stephen Forsey  
Janice Franklin  
William Grove  
Lee Holland  
Eric McFarland  
Janet McFarland  
Kim Niece  
Barry Rieder  
Ellen Weir  
Mark Winger

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 One of the incorporated ministry known as Sparrow Lake United Church Camp, Inc.

d) Toronto United Church Council

based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the revised Article 3.3 of the Letters Patent of Amalgamation for the incorporated ministry known as Toronto United Church Council

37. that the Executive of Shining Waters Regional Council receive the letters of thanks from Roncesvalles United Church and Stonegate ministry for information.

**Decisions made by the Executive March 23, 2020**

38. that the Executive of Shining Waters Regional Council approve the use of the remaining funds from the sale of Victoria Park UC in the amount \$20,000 for salary and other expenses of congregations impacted by the COVID-19 pandemic and that the Staff Lead be authorized to disburse the funds according to criteria to be set.

39. that,  
Whereas exceptional events such as the COVID-19 Pandemic and other national and major emergencies create extreme financial challenges to congregations throughout the Shining Waters Regional Council area;

And Whereas Shining Waters Regional Council seeks in such exceptional circumstances to provide emergency assistance to those congregations and communities of faith whose reserve funds are not sufficient to meet salaries and other core operating costs through the period of such an emergency;

And Whereas Shining Waters Regional Council is the successor body to Toronto Southeast Presbytery for the purposes of the gift agreement;

Shining Waters Regional Council and Toronto United Church Council (TUCC) agree, that congregations and communities of faith named by Shining Waters Regional Council may be eligible for emergency loan assistance from the Toronto Southeast Presbytery Capital Fund with the following conditions:

- That the limits to the total amount of that assistance be decided in each emergency situation by mutual agreement between Shining Waters Regional Council and TUCC;
- That the assistance be in the form of loans, with the terms and length of the loan to be decided by mutual agreement between Shining Waters Regional Council and TUCC;
- That any realized losses on investments caused by the need to generate liquidity to meet emergency loans be met from the Toronto Southeast Presbytery Major Capital Fund.
- That the sub-executive be directed to develop criteria for loans in consultation with the Communities of Faith Commission, the Grants Review Committee and Toronto United Church Council.



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40. that the Executive of Shining Waters Regional Council approve an application to Presbyteries of Toronto Conference Corporation (PTCC) for an up to 5% of capital grant, to support potential grants to congregations impacted by the COVID-19 pandemic, and that the sub-Executive will develop criteria for such grants in consultation with the Communities of Faith Commission, the Grants Review Committee and PTCC.

**Decisions made by the Executive May 8, 2020**

41. that the Shining Waters Regional Council Executive take the following action:

Fred Victor Centre

further to motion approved at the March 12, 2020 Executive meeting, grant permission for Fred Victor Centre to proceed with the negotiation and signing of the new office leasing arrangement at the alternate location of 145 Front Street East, Toronto beginning May 1, 2020 for seven years to April 30, 2027 so that current programs can be relocated.

42. that the agenda item on the Intercultural Diversity Commission Proposal be tabled until the next Executive meeting.

**Decisions made by the Executive June 3, 2020**

43. that the Executive of Shining Waters Regional Council accepts the recommendation of the Grants Review Committee and approves the release of the third phase of the New Ministries Development and Leadership Fund grant to North Bramalea United Church, in the amount of \$25,000 for their Online Ministry – Expanded Worship & Leadership Development initiative.
44. that the Shining Waters Regional Council in-person regional meeting currently scheduled for October 16 – 18 2020, be moved to an online meeting and include a Celebration of Ministries service held online.

**Decisions made by the Executive September 22, 2020**

45. that the Executive of Shining Waters Regional Council take the following actions:

- a) Camp Ahshunyoong operating as Camp Big Canoe  
approve Camp Ahshunyoong operating as Camp Big Canoe 2018-2019 Board of Directors  
David Bell  
Doug Clark  
Patricia Clark  
Laurie Cook  
Heather Dahmer  
John Dinner

Constance Dupuis  
Julien Dupuis  
Jeremy Hyde  
Ian McTavish  
Kate Meyers  
Ted Meyers  
Ken Parsons  
Lew Petkou  
Scott Taylor

approve Camp Ahshunyoong operating as Camp Big Canoe 2019-2020 Board of Directors

David Bell  
David Berton  
Doug Clark  
Patricia Clark  
Laurie Cook  
Heather Dahmer  
John Dinner  
Constance Dupuis  
Jeremy Hyde  
Katherine Leaman  
Paul Lypaczewski  
Alexa Nemfield  
Lisa Osburn  
Ken Parsons  
Scott Taylor  
Sue Williams

b) The Presbyteries of Toronto Conference Corporation

approve The Presbyteries of Toronto Conference Corporation 2020-2021 Board of Directors

Philip Armstrong  
Brent Caslick  
Evelyn Hill  
Marg Krauter  
Louise Mahood  
John Ostime  
Harry Ramsaran  
Nick Walker

based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law No. 3 and Supplementary Letters Patent as approved by the members on June 17, 2020

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of the incorporated ministry known as The Presbyteries of Toronto Conference Corporation.

- c) Weston King Neighbourhood Centre  
based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve By-Law No 1 as approved by the members on June 23, 2020 of the incorporated ministry known as Weston King Neighbourhood Centre.
- d) Wilmar Heights United Church Non-Profit Homes  
approve the Wilmar Heights United Church Non-Profit Homes 2020-2021 Board of Directors

David Almack  
Trevins Fonseca  
Neil Harris  
Bridie Lane  
Jim McArthur  
Bob Pomeroy  
Patricia Shearer  
Jane Warwood

46. that the Executive of Shining Waters Regional Council take the following actions:

- a) Islington United Church NMDLF grant  
accept the recommendation of the Grants Review Committee and approve the release of the third phase of the New Ministries Development and Leadership Fund grant to the Resonance Project of Islington United Church.
- b) 1 Mondial Crescent, Queensville  
approves the request of Toronto United Church Council (TUCC) to take immediate steps to list and sell the property at 1 Mondial Crescent, Queensville.

47. that the Executive of Shining Waters Regional Council approves the draft budget presented and recommends it to the full Regional Council at the meeting in October.

48. that the Executive of Shining Waters Regional Council receive the proposal for an Intercultural Diversity Commission and refer it to the Regional Council meeting for action.

49. that the Executive of Shining Waters Regional Council receives the draft Equity Committee Action Plan and refer it to the Regional Council meeting in October.

**Appendix C**

**REGIONAL MEETING ATTENDANCE**

<b>First Name</b>	<b>Last Name</b>	<b>Status</b>	<b>Community of Faith</b>
Sharon	Adamson	Elected Lay Voting Member	Deer Park United Church
Joel	Aguirre	Ordained Minister	Filipino Christian Fellowship
Diane	Aikman	Elected Lay Voting Member	Emmanuel United Church
Phyllis	Airhart	Elected Lay Voting Member	St. Andrew's Toronto
David	Allen	Ordained Minister	Windermere UC
Fred	Angus	Elected Lay Voting Member	East End United Regional Ministry
Olango	Arach	Elected Lay Voting Member	Uganda Martyrs United Church
Ratna	Arasaratnam	Ordained Minister	McKellar-Dunchurch Pastoral Charge
Ella	Arnason	Non-Voting Guest	none
Sharon	Aylsworth	Elected Lay Voting Member	Kingston Road United
Jingle	Ayupan	Elected Lay Voting Member	Filipino Christian Fellowship
Jeffrey	Bacon	Ordained Minister	St. Bartholomew's United Church
Carol	Baggett-McKinley	Ordained Minister	Asbury and West
Hedy	Baker-Graf	Elected Lay Voting Member	Knob Hill United Church
Mary	Belyea	Elected Lay Voting Member	Sharon-Hope United Church
Chris	Bennett	Elected Lay Voting Member	East End United Regional Ministry
Diane	Bennett-Jones	Ordained Minister	Lansing United Church
Daniel	Benson	Ordained Minister	St. Paul's Scarborough
Robert	Bingham	Elected Lay Voting Member	Royal York Road United Church
Ralph	Birtch	Elected Lay Voting Member	Temperanceville United
Kathie	Blackman	Elected Lay Voting Member	Aurora United Church
Michael	Blair	Non-Voting Guest	none
Val	Blatherwick-Noakes	Ordained Minister	Don Mills United Church
Tracy	Bowie	Elected Lay Voting Member	Royal York Road United Church
Carolynn	Branton	Non-Voting Guest	Fairbank United Church
Jan	Breuls-Dorang	Elected Lay Voting Member	Leaside United Church
Marlene	Britton-Walfall	Diaconal Minister	none
Audrey	Brown	Ordained Minister	Canadian Armed Forces Chaplaincy
Lois	Brown	Ordained Minister	Unity United Church
Dale	Burkart	Ordained Minister	Heart Lake
Linda	Butler	Ordained Minister	None
Philip	Cable	Ordained Minister	North West Barrie United Church
Joan	Carr	Elected Lay Voting Member	Martin Grove United Church
June	Cavers	Elected Lay Voting Member	Northlea
Carol-Ann	Chapman	Ordained Minister	Nobleton/Schomberg
Joan	Chinnery	Elected Lay Voting Member	Ebenezer

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Richard	Choe	Ordained Minister	College Street United Church
Andrew	Comar	Ordained Minister	Aurora United Church
Tina	Conlon	Elected Lay Voting Member	Davenport Perth Community Ministry
Cindy	Cooper	Ordained Minister	Bayview United church
Bronwyn	Corlett	Ordained Minister	St. Andrew's United
Basil	Coward	Ordained Minister	Victoria Square United Church
Amy	Crawford	Diaconal Minister	Islington United
Joy	Crawford	Elected Lay Voting Member	Queensville Holland Landing
Elizabeth	Cunningham	Ordained Minister	Stouffville United Church
Jeffrey	Dale	Regional Staff	Shining Waters Regional Council
Florrie	DalGLISH	Non-Voting Guest	DAVENPORT-PERTH UNITED CHURCH
Gregory	Daly	Ordained Minister	Birchcliff Bluffs United Church
Connie	denBok	Ordained Minister	Alderwood United Church
Charles	Donley	Elected Lay Voting Member	Kingsway lambton United Church
Maya	Douglas	Ordained Minister	St. James United Church
susan	eagle	Ordained Minister	Grace United Church
Stanley	East	Elected Lay Voting Member	Bolton United
Pat	Edmonds	Elected Lay Voting Member	UCW representative
Ronald	Ewart	Ordained Minister	The Toronto United Church Council
Chris	Fahrner	Elected Lay Voting Member	Stouffville United Pastoral Charge
Paige	Fizzell	Non-Voting Guest	none
Donald	Ford	Elected Lay Voting Member	Emmanuel United
Nina	Fulford	Ordained Minister	None
Richard	Gardner	Candidate	Trillium United Church
Will	Gibson	Elected Lay Voting Member	Trinity United church
Alexa	Gilmour	Ordained Minister	Windermere United
Mhairi	Godley	Elected Lay Voting Member	St. James U.C.
Emily	Gordon	Ordained Minister	Leaside United Church
Ted	Grady	Ordained Minister	Runnymede United Church
Glen	Greenwood	Elected Lay Voting Member	St. Mark's UC
Alan	Hall	Ordained Minister	None
Carol	Hancock	Ordained Minister	Bracebridge United Church
Deborah	Hart	Ordained Minister	Deer Park United Church
Peter	Hartmans	Regional Staff	Dublin Street Untied Church
Karen	Harvey	Elected Lay Voting Member	Bond Head united Church
Ann	Hawkins	Elected Lay Voting Member	Bolton United Church
Susie	Henderson	Regional Staff	none
Barbara	Hendren	Elected Lay Voting Member	Stouffville
Dale	Hildebrand	Regional Staff	East End United
Robert	Hilliard	Elected Lay Voting Member	Bloor Street United Church
Allan	Holditch	Elected Lay Voting Member	St Andrews, Markham
Hewitt	Holmes	Ordained Minister	Collier Street United Church

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Rachael	Howes	Regional Staff	Shining Waters
Kirsty	Hunter	Ordained Minister	Minesing United Church
Won	Hur	Ordained Minister	Ebenezer United Church
William	Hurdman	Elected Lay Voting Member	St. Matthew's United Church
George	Isaac	Elected Lay Voting Member	Dalston-Crown Hill United Church
Nenke	Jongkind	Elected Lay Voting Member	Bloor Street United Church
Hae-Bin	Jung	Ordained Minister	Alpha Korean United Church
Isaac	Kamta	Ordained Minister	Mission Protestant Francophone
Heather	Keachie	Non-Voting Guest	None
Sung Ran	Kim	Ordained Minister	Countryside United Church
HyeRan	Kim-Cragg	Non-Voting Guest	Emmanuel College
David	Kim-Cragg	Ordained Minister	St. Matthew's UC
Sandra	Kirby	Elected Lay Voting Member	King City United Church
Victor	Kitagawa	Elected Lay Voting Member	St James uc
Cailee	Knappe	Non-Voting Guest	none
Nancy	Knox	Ordained Minister	Bracebridge United Church
Michael	Kooiman	Ordained Minister	Central, Weston
Suzanne	Kyle	Elected Lay Voting Member	Knox United Church
Donna	Lang	Elected Lay Voting Member	Eglinton St Georges United
Amy	Lee	Ordained Minister	Davenport-Perth United Church
Andrew	Lee	Ordained Minister	York United Ministries
Esther	Lewis	Elected Lay Voting Member	Lemonville UC
David	Leyton-Brown	Elected Lay Voting Member	Richmond hill United Church
Pamelia	Lock	Elected Lay Voting Member	Jubilee UC
Kevin	Logie	Ordained Minister	Seguin Pioneer
Sarah	Lough	Elected Lay Voting Member	Bond Head
Steven	Loweth	DLM applicant	Fairbank United Church
Sadekie	Lyttle-Forbes	Ordained Minister	Sharon-Hope United Church
Janet	MacDonald	Regional Staff	none
Margaret	MacDonald	Ordained Minister	Huttonville Church
Liz	Mackenzie	Ordained Minister	Dewi Sant Welsh United Church
Sandy	Mackenzie	Elected Lay Voting Member	Trinity United Church
Carol	MacLean	Elected Lay Voting Member	Bayview United Church
Angus	MacLennan	Elected Lay Voting Member	Knox Sutton
Louise	Mahood	Ordained Minister	Roncesvalles United Church
Jody	Maltby	Regional Staff	Shining Waters Regional Council
Alana	Martin	Regional Staff	The GO Project
Martha	Martin	Diaconal Minister	Kingston Road United Church
Linda	Maw	Ordained Minister	St James United Church
Dorothy	Mazeau	Elected Lay Rep	Caledon East United Chrch
Todd	McDonald	Regional Staff	Burton Ave. United
Evelyn	McLachlan	Ordained Minister	Bolton United Church

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Betty Lou	McNabb	Diaconal Minister	Georgina Island Native United Church
Christine	Melvin	Elected Lay Voting Member	Timothy Eaton Memorial Church
Robert	Metcalf	Ordained Minister	Fairlawn Avenue United Church
Jason	Meyers	Ordained Minister	Metropolitan United Church
Stephen	Milton	Ordained Minister	Lawrence Park Community Church
Maria	Mindszenty	Ordained Minister	Temperanceville United Church
Richard	Moffat	Ordained Minister	Collier St. United Church
T. Lang	Moffat	Elected Lay Voting Member	Central United Church - Weston
Wayne	Monague	Applicant	Rama United Church
Monica	Moore	Ordained Minister	St. James United Church
Joyce	Mounsteven	Elected Lay Voting Member	Willowdale emanual United Church
Julian	Munro	Non-Voting Guest	Rosedale United Church
Robert	Murdock	Elected Lay Voting Member	Collier Street United
Allyce	Mutungi	Non-Voting Guest	Uganda Martyrs United Church
Randy	Naylor	Ordained Minister	Parkwoods United Church
Japhet	Ndhlovu	Ordained Minister	Alderwood United
Lorraine	Newton-Comar	Ordained Minister	Aurora United Church
Ruth	Noble	Ordained Minister	VAM at St Andrews United Church
Sandra	Nottegar	Elected Lay Voting Member	Forest Hill United Church, Toronto
Eric	Nyarko	Candidate	Ghana Calvary Methodist UC
Francis	Nyarko	Elected Lay Rep	Ghana Calvary Methodist UC
Lawrence	Nyarko	Ordained Minister	Grace United Church
T. Leigh	Olson	Ordained Minister	Thornhill United Church
Fran	Ota	Ordained Minister	None
Moon	Park	Elected Lay Voting Member	Thornhill United Church
Linda	Petrides	Ordained Minister	Knox United Church
Robin	Pilkey	Elected Lay Voting Member	Runnymede UC
Emma	Pipes	Ordained Minister	Knox United Church
Henry	Poutiainen	Ordained Minister	Thornhill
Coral	Prebble	Ordained Minister	None
Karen	Ptolemy-Stam	Ordained Minister	St. Paul's Midland
Cindy	Randall	Ordained Minister	Humbervale United Church
James	Ravenscroft	Ordained Minister	Richmond Hill United Church
Daniel	Reed	Ordained Minister	Kimbourne Park United Church
Lynella	Reid-James	Elected Lay Voting Member	Knox Agincourt
Ivor	Roberts	Elected Lay Voting Member	Aurora United Church
Linda	Robinson	Elected Lay Voting Member	Parkdale United Church
Donna	Rutz	Regional Staff	Jubilee
Steve	Salt	Designated Lay Minister	Camp Big Canoe
Mary	Sarginson	Elected Lay Voting Member	St. Paul's Brampton
Eleanor	Scarlett	Ordained Minister	Bolton United
Jeannette	Schieck	Elected Lay Voting Member	Midhurst United Church

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Ronald	Scott	Elected Lay Voting Member	Northlea United Church
Islay	Scott	Elected Lay Voting Member	Burton Avenue United Church
Norman	Seli	Ordained Minister	Jubilee United Church
Dong-Chun	Seo	Ordained Minister	Downsview United Church
Karen	Seunarine	Elected Lay Voting Member	North Bramalea United Church
Linda	Severson-Winson	Elected Lay Voting Member	St. James U. C. - Stroud
Edith-Ann	Shantz	Ordained Minister	Don Mills/Thorncliffe Park
Yoon Ok	Shin	Diaconal Minister	Willowdale Emmanuel united church
Christine	Smaller	Ordained Minister	Glebe Road United Church
Carol	Smiley	Elected Lay Voting Member	Royal York Road United Church
Joan	Smith	Ordained Minister	Wesley Mimico United Church
Doug	Smith	Elected Lay Voting Member	North Bramalea
Janet	Smith Zenwirt	Ordained Minister	St. Mark's
Brian	Stevens	Ordinand	Hope United Church
Heather	Stevenson	Ordained Minister	Cheltenham United Church
Mary	Stewart	Elected Lay Voting Member	Alderwood United Church
Paul	Stott	Elected Lay Voting Member	Trinity-St. Paul's
John	Suk	Ordained Minister	LPCC
Nancy	Sullivan	Elected Lay Voting Member	Wesley Mimico United Church
Anne	Sutherland	Elected Lay Voting Member	Windermere
Bri-anne	Swan	Regional Staff	Shining Waters Regional Council
Evan	Swance-Smith	Ordained Minister	Toronto Urban Native Ministry
Richard	Tamas	Ordained Minister	none
Martha	ter Kuile	Ordained Minister	Bloor Street United Church
Gloria	Tozek	Elected Lay Voting Member	St Paul's United Church
Nancy	Umphrey	Candidate	Lemonville United Church
Kim	Uyede-Kai	Regional Staff	none
Gay	Van CAeyzeele	Elected Lay Voting Member	Sharon Hope United Church
Melanie	van Dyk	Elected Lay Voting Member	Woodbridge United Church
Hans	van Nie	Ordained Minister	Royal York Road United Church
Anthony	Vespa	Non-Voting Guest	none
Jonathan	Vickers	Ordained Minister	Woodbridge United Church
Gretta	Vosper	Ordained Minister	West Hill United
Brian	Walter	Elected Lay Voting Member	Aurora United Church
Kent	Ward	Ordained Minister	Trinity United Church
Jean	Ward	Ordained Minister	None
Cameron	Watts	Ordained Minister	Forest Grove United Church
Andrea	Wheaton	Designated Lay Minister	Burton Avenue United Church
Linda	Wheler	Ordained Minister	trinity, Nwqmqrket
Susan	Whitehead	Regional Staff	none
Wendy	Wight	Elected Lay Voting Member	Bracebridge United Church
Ron	Wigle	Elected Lay Voting Member	Parkwoods United Church



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Penny	Wilkins	Elected Lay Voting Member	Eglinton St. George's UC
Peter	Wilkins	Elected Lay Voting Member	Eglinton St. George's UC
Debbie	Wilkinson	Elected Lay Voting Member	Cheltenham United Church
Susan Mary	Williams	Elected Lay Voting Member	Virginia United
Martha	Wood	Elected Lay Voting Member	Bracebridge United Church
Sarah	Yoon	Ordained Minister	none
Neil	Young	Ordained Minister	St. Andrew's, Toronto

**Appendix D**

**REGIONAL MEETING REGRETS**

<b>Name (First)</b>	<b>Name (Last)</b>	<b>Status</b>	<b>Community of Faith</b>
Doreen	Mason	Designated Lay Minister	Evergreen Pastoral Charge
Debra	Schneider	Ordained Minister	East End United Regional Ministry
Janet	Smith Zenwirt	Ordained Minister	St. Mark's
Laurie	Cook	Elected Lay Rep	Sharon- Hope
Bill	Ford	Ordained Minister	Unity Health Toronto
Steve	Willey	Ordained Minister	Bracebridge United Church
Douglas	duCharme	Ordained Minister	Fairlawn Avenue
Jeffrey	Ince	Elected Lay Rep	Metropolitan United Church
Warren	Ball	Ordained Minister	Mt. Albert United Church
Kay	Cho	Ordained Minister	Temperanceville/ Willowdale Emmanuel
Bruce	Roffey	Ordained Minister	King City United Church
Eiko	Hosaka	Ordained Minister	None
Ross	Carson	Ordained Minister	Trinity United Church
Cheryl-Lynn	MacPherson	Ordained Minister	Cummer Avenue United Church
Tom	MacNeil	Ordained Minister	Emmanuel UC
Randy	Stroud	Elected Lay Rep	St. Marks
Joanne	Purchase	delegate at large	Trinity United

## Appendix E

### JUBILANDS

The following ministers are celebrating significant anniversaries of their entry into ministry within The United Church of Canada:

70 years	Stewart Porteous
65 years	Marion Pope
60 years	Murray McBride Margaret Nelson Ron Nickle
55 years	Donald Bell Hugh Gemmell Richard Moffat Anna Taylor Cecil Tiller Lois Wilson
50 years	Keith Knill Malcolm Sinclair
45 years	Leslee Alfano Darryl Doyle John McKibbon
40 years	Mark Aitchison Grace Craig Constance denBok Ann Gilbert-Morwood Nancy Knox Jean Leckie Allan Lynk Douglas McLeod Gordon Postill Robert Wardlaw Bruce White Laurence Wood
35 years	Tim Dayfoot Marion Switzer

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	Vivian Yarwood
30 years	Richard Choe Danny Huang Abigail Johnson Todd McDonald Molly Thomson
25 years	Eric Bacon Karen Hamilton Paul Hutchison Christopher Miller Maria Mindszenty Frances Ota Ellen Redcliffe Ki Sung Yoo
20 years	Vicki Cousins Karen Dale Ron Ewart
15 years	Warren Ball Lois Brown Michael Cottrell Lorraine Hill Amy Lee Tony Rennett
10 years	Bronwyn Corlett Marc Doucet Adam Hanley Anne Hines Hannah Lee Andrea Wheaton
5 years	Marlene Britton Emily Gordon Hewitt Holmes Barry Rieder Karen Rodman Meriel Simpson John Suk

## Appendix F

### ORDINATION AND ADMISSION

#### ORDINATION

##### Lisa Naumann



My home congregation is Collier Street United Church in Barrie, and I have joyfully accepted a call at Mayfield United Church beginning May 24th 2020.

I have had the privilege to study at a number of colleges and universities, and have acquired the following accreditation at each; Business Diploma (Cambrian College), Psychology Degree (Laurentian University), Masters of Divinity (Tyndale Seminary), & Testamur requirements fulfilled within Emmanuel College and Seminary.

I am drawn to ministry because I experienced, over a great many years, a deep and profound sense of call by God to enter into ministry. I am excited and passionate about the interfaces of the holistic approach to spirituality, health and wellness. Individual and church vitality is developed by incorporating Spirit, Mind & Body with respect that all are relevant to optimal living. Within my United Church Ministry, I hope to support participants by fostering their faith through spiritual deepening practices. I believe that participation in the sacraments is meaningful and cultivates unity within the Body of Christ, in addition to hearing/studying of The Word and prayerful meditation to reflect upon one's faith and life.

##### Alydia Smith

My life has always reflected my call to ministry and my passion for nurturing the personal and spiritual development of all people, especially those who are often on the margins.



I started my career working with youth and children for the City of Toronto, and in this role I developed my passion for inclusive ministry as well as the skills needed to create welcoming spaces. As an educator, I worked as a Learning Strategist at the University of Western Ontario, Ryerson, and the University of Toronto, (where I also worked as a disability counselor). In these roles, I acted as an academic coach and advocate to marginalized and struggling students of all ages, helping them to build confidence in themselves, while teaching them how to maximize their learning.

As a pastor and worship leader, I have served two large United Church congregations where I developed innovative and meaningful intergenerational, anti-oppression experiences within

congregational life and during Sunday morning worship. I currently serve as the Program Coordinator for Worship, Music and Spirituality for The United Church of Canada, supporting the worshipping life of our church; nurturing faithful and transformational worship experiences across the country; fielding worship, music and spirituality questions from every level of the church; dismantling oppressive systems, and administering resources like *Gathering*, *Worship Matters* and a yearly Lenten devotional book.

I have been nurtured in my faith through the former Centennial Rouge United Church, my colleagues and my family. And I have been formally trained through a bachelor's degree in Music from the University of Western Ontario with a specialist in music history and popular culture, Learning Strategy Specialist training from Cambrian College, a Masters of Divinity from the Atlantic School of Theology, and a doctorate in worship from Drew University.

I hope that my ministry will continue to break down barriers to inclusion and empower all people to be their best selves for God's glory and the betterment of the world.

### **Brian Stevens**



Brian is a member of Windermere United Church in Toronto. Originally from Nova Scotia, he obtained his Bachelor of Arts in Music from St. Francis Xavier University, then a Certificate in Youth Ministry and a Masters of Divinity from the Atlantic School of Theology. As a Church musician, he has led and accompanied choirs in Nova Scotia (Sacred Heart, St. Stephen's, St. John's), Prince Edward Island (St. Paul's, Christ Church, Trinity United) and Ontario (Faith United).

Brian's intentioned theological journey began at Trinity United in Summerside, PEI. Rev. David Hamilton encouraged him to enroll in course work at the Atlantic School of Theology which led to a Certificate in Youth Ministry. As well, while at Trinity United, he began to compose Christmas Cantatas and other liturgical works for the choir and Sunday school.

He commenced full-time theological studies in 2003. Upon completion of his degree, Brian accepted a position as Music Facilitator, at Faith United in Courtice, which included Youth Ministry as well as liturgical drama work. A Youth and Family Ministry contract in 2014 at Windermere United was a most helpful bridge to his current appointment at Hope United, his internship site and the pulpit into which he will be ordained.

Brian's call to ministry is rooted in our collective seeking of connection to the Divine, coupled with a desire to serve others, as they journey their particular path, seeking all that they are called to be, in Christ.

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## ADMISSION

### Joel Aguirre

Joel is from the Philippines and has served as a pastor, professor, chaplain and a psychologist in the Philippines, USA, and other countries. He has an MA in Counselling Psychology from the University of the Cordilleras, M.Div. in Pastoral Care and Counselling from the Philippine Baptist Theological Seminary, and PhD in Psychology at the Manuel L. Quezon University.



Joel also serves as a Spiritual Care Practitioner at St. Michael's Hospital and a Registered Psychotherapist in the Province of Ontario.

During university, Joel's understanding of God's great love to a broken world led him to realize his call to serve in full-time ministry. In 2013, Joel moved to Canada to join his wife Dorina. Then in 2015, he responded to the call and invitation to pioneer a church in Toronto with The United Church of Canada that caters to the spiritual needs of newcomers and caregivers. This eventually grew into the Filipino Christian Fellowship. He wishes that The United Church of Canada will continue to offer their support so that we may continue to carry out our service of love that is inclusive, healing, and empowering to all people that we encounter.

## RECOGNITION

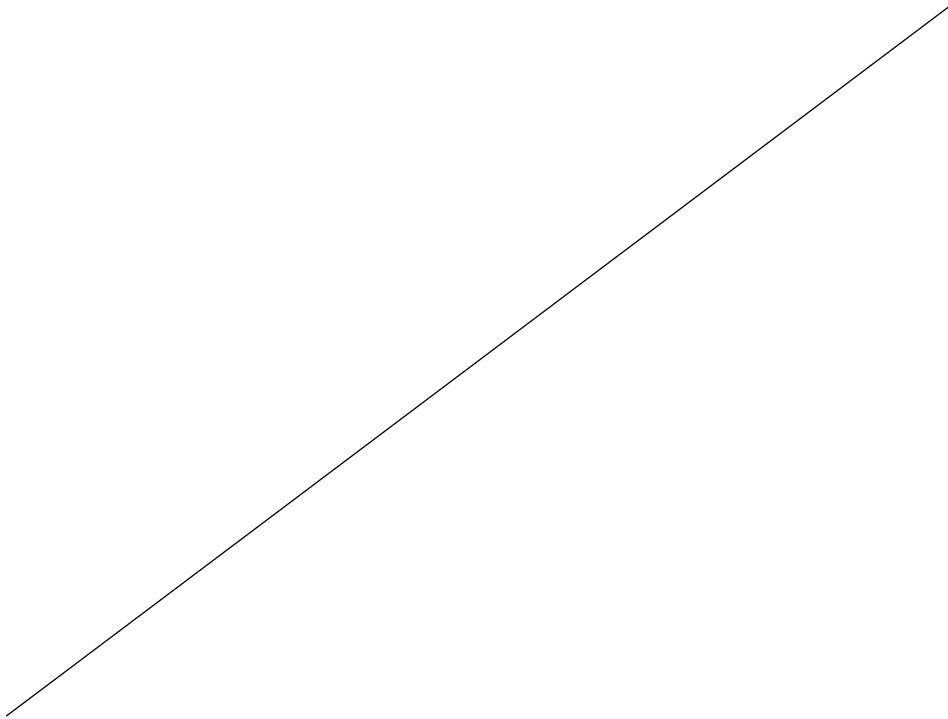
### Steven Loweth



I live on the shores of a Lake Simcoe with my husband of sixteen years who is also a United Church minister. I graduated from the program at St. Andrews College in 2019. I am currently serving Fairbank United, the church that was also my Supervised Ministry Education site. They are a wonderful and supporting community of faith.

I was first made aware of my call to ministry as an older teenager serving as a youth group leader in my congregation. In my early twenties at the encouragement of my Anglican Priest, I entered the diaconal ministry program at the Centre for Christian Studies. While I did not complete the course due to family business obligations, my call to ministry continued. At the age of 50, I could not ignore the call anymore and began a discernment process. It began as a journey toward graduating with my M.Div. That is, until I was introduced to the Designated Lay Minister (DLM) program at which time I knew it was a much better fit to my style of learning.

My hope for my future is to continue serving The United Church of Canada in as radical a way as possible by continuing to be an advocate for all those who live on the margins, just as our brother and teacher Jesus did so long ago. It is also my hope that one day soon the church will recognize DLMS as part of the one order of ministry. I give thanks to God for this church and its continuing movement toward reconciliation and inclusiveness for all.





## Appendix G

### LICENSED LAY WORSHIP LEADERS

#### Brian Packham



I am a member of Humbercrest United Church in Toronto. For several years, I have filled in for our vacationing ministers. The creative process of putting the word of God into something that hits home with the members of a congregation I think is really important. I hope that with my God given skills, I am able to bring more people closer to God. I also enjoy meeting new people and us sharing in their faith journeys.

I love music whether it is singing or playing. I hope to be able to incorporate this special talent in and around my ministry. Music is a very unique way to connect with so many when it comes to the good news of Jesus Christ.

#### Lydia Pedersen



My husband and I have attended Royal York Road United Church since moving to Toronto in 1976, and we continue to be active members since my retirement in 2009, after 30 years of my music ministry there.

As music director, I have always worked closely with our ministers in planning and conducting services, a collegial relationship I very much enjoyed. Occasionally I was given an opportunity to lead a service myself, and I discovered that I found liturgy as interesting and rewarding as making music. Several years of study and a theology degree later I now want to become formally recognized by the United Church as having the skills required to lead worship, both in my own church and elsewhere.

Of all the things I enjoy doing, none gives me greater satisfaction and delight than teaching. I will always be grateful for this gift, and that I knew this about myself very early on, because it has led me into countless wonderful experiences throughout my life. From camp counselor, piano instructor and teacher of multiply challenged children to music specialist in schools, church choir director, and leader of hymn writing workshops, nothing makes me more glad to be alive than the prospect of sharing knowledge with others, especially of things I love.

Teaching is a form of persuasion, whether orally or in writing, so a related thing I am thankful to celebrate about myself is the ability to work with words. There are many things I am not good at, and I know those too: anything to do with numbers, mechanics or financial matters has me running in the opposite direction at top speed! But the power and beauty of words have captivated me from childhood, and through the years I have been blessed with opportunities to teach through the

writing of journal articles, hymn texts, sermons and more. It's music to my ears to hear someone say with wide eyes "I didn't know that! How interesting!"

### **Doug Reid**



I have been a member of Eglinton St. George's United Church (ESG) in Toronto for over 40 years. While I have been involved in all aspects of church life, I currently am on the Worship and Music Committee and sing in the choir.

Because of several people at ESG (Don Parsons and Deborah Hart in particular), I was introduced to the LLWL program. I had done some preaching at the church and led several adult learning seminars that were well received and they felt that now I was retired I should look into this program. They also knew that I had felt the call to lead in the church when I was about 14 or so and maybe the time to follow that call was now. It was, and with their support and with the guidance of Aaron Miller (my LLWL mentor/leader) I enjoyed a whole new part of my life which has become meaningful. The best part of the studying was meeting other folks from across Canada and learning about their communities, their churches and them. We do live in a diverse world.

I am married, have six children and ten grandchildren. I live just north of Toronto in a small town by the name of Lefroy. I am a registered Reiki and Therapeutic touch practitioner, as well as involved in shiatsu. I also am involved in pastoral care particularly with families dealing with cancer. I am also studying the history of the church, with a particular focus on 200 AD – 1600 AD.

### **Paul Stott**



My name is Paul Stott. I am a lifelong member of Trinity-St. Paul's United Church in midtown Toronto. With more free time in this post-retirement phase of my life I decided that becoming an LLWL was a good way to serve the church and to also provide an outlet for my delight in designing liturgy and preaching. I have sung in church choirs for most of my adult life. After early retirement from a 32-year career as a professor at Ryerson University, I enrolled at Emmanuel College where I obtained a Master of Theological Studies degree, with a concentration in hymnology. I am a member of The Hymn Society in the United States and Canada.

## **Appendix H**

### **RETIREES**

#### **The Reverend Donna Bowman-Woodall**

#### **The Reverend Brenda Duckworth**

#### **The Reverend Don Gibson**

#### **The Reverend David Howes**

#### **The Reverend Philip Cable**

I entered The United Church of Canada in the womb at Trinity United Church in Cobourg ON, born into a large, very busy family (6<sup>th</sup> of 8 children). Married with two children, I received my M.Div. from Queen's University and was ordained by Bay of Quinte Conference in May of 1988.

Ministry took me across Canada; Newtown Waterford Pastoral Charge, NB (5 points), Rawdon Pastoral Charge, NS (4 points), Victoria General Hospital, Halifax, Vancouver Hospital and Health Sciences Center, Emanuel Howard Park UC, Toronto, St. Paul's UC, Burnaby BC, Mount Seymour UC, District of North Vancouver, First UC, Vancouver, Emmanuel Howard Park UC, Toronto, Cookstown Thornton Pastoral Charge (2points, ½ time), Christian Island UC (1/2 time), Mono Mills Pastoral Charge (3 points, ½ time), and now Voluntary Associate Minister at Northwest Barrie UC. I've served on various committees, boards and tasks groups at Congregational, Presbytery, Conference and National levels including Affirm United/S'Affirmerensemble when we were creating the Affirming Congregations Program. To my surprise, I was even treasurer of Vancouver-Burrard Presbytery for a couple of years.

I'm indebted to The Canadian Association of Spiritual Care (C.A.S.C.) especially the Pastoral Counseling Education (P.C.E.) stream for assisting me as I have retreaded as a Registered Psychotherapist to run my private practice [www.tappingyourinnerresources.ca](http://www.tappingyourinnerresources.ca). I am deeply grateful for my former wife Beryl Cable-Williams, my son Ian, daughter Brooke, and husband Rev. George Moore for their love, support and encouragement on this long and winding road of lifelong learning and ministry.

#### **The Reverend Jean Leckie**

I was born into and raised in the United Church. Our family attended every Sunday, as did most of my friends. Our weekday activities were Explorers then CGIT and Junior Choir. Our hockey, soccer and baseball we had to organize ourselves. The United Church of Canada was at its height of popularity and power. When I heard the call to ordained ministry, some people reacted by saying, "Why do you want to be ordained. Shouldn't you become a diaconal minister?" I was told by people in the church that, "Women shouldn't be ministers," or more often, "You are the first

woman minister I have met." Usually the sexism I encountered was more subtle, but I haven't faced it lately. Change is possible.

My forty years of ministry saw a lot of change, most of it the change of decline, some of it as a result of taking seriously the gospel message of inclusion and justice. Forty years ago, some people tried to rationalize the decline by focusing on the faithful remnant, but now we have to acknowledge that we are a remnant, no more faithful than our forbearers still wrestling with the racism, sexism and consumerism of our culture. Often when called upon to reflect on your ministry, the church has asked you to name a biblical story or character. I relate to Jeremiah, who preached as much and as faithfully as he could, but was often maligned and persecuted. I was never persecuted, but often ignored; the gospel has been a hard sell for the past 40 years. Jeremiah always had hope. He never stopped believing that one day the truth of God and the love of God would once again move the world towards justice and peace, love and mercy.

Although my 'pulpit' is now an online Bible Study and my parishioners are my friends, family, children and grandchildren, I will continue to share God's Word as much as I can. I have faith in the people who are just beginning their journey into ordained ministry and hope that the next forty years will see changes of renewal and recommitment, growth and influence that will be just as surprising as the changes I witnessed.

### **The Reverend Ross Leckie**

My retirement from active ministry began in September of this year. The beginnings of a call to ministry for me began while I had been engaged in the dairy processing industry after completing a Food Science degree at the University of Guelph. A lay course at Vancouver School of Theology entitled, *History and Theology of Christianity*, whetted my appetite for what would follow. After a job transfer back to southern Ontario, I began the process of becoming a candidate for ordained ministry in Halton Presbytery (Trinity UC, Oakville). Upon being received, I enrolled at Emmanuel College and was ordained in 1986 in Harriston, Ontario (Hamilton Conference) along with 16 other candidates.

At that time, I was settled at Nickel District Pastoral Charge (Sudbury, Manitou Conference) on a 4-point charge, teamed with the Rev. Jean Leckie. We served there for three years, by which time we had two children. We were called together next to serve Omond Memorial in North Bay. Omond Memorial had been served by a minister who tried to lead the congregation out of the United Church. After seven years, the birth of our third child and a good deal of healing within the congregation it was time to return closer to wider family connections.

I was called to St. Andrew's in Georgetown and Ballinafad pastoral charge which was in an area of significant suburban growth. I served there for seven years until St. Andrew's was ready to call its own minister. Rev. Jean and I were then both called to Grace UC, Brampton. Over the next thirteen years the congregation on Main Street North grew to be a community hub serving the neighbourhood with significant outreach efforts.

The last four years in my journey of ordained ministry was in a growing rural/suburban context, Caledon East UC. The community context is changing at the same time that the church's place in

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community is changing. I was glad to be leaving leadership in Caledon in the hands of a 'cluster' arrangement of personnel for Caledon East/Knox UC, Caledon Village.

It has been an exciting 34 years with challenges and growth along the way. I am thankful for those that I served with, for colleagues, musicians, for mentors, leaders and followers. I was given the privilege to serve on presbytery and conference and regional and national committees through the years. I continue in the role of president of the Board of Toronto United Church Council for another year. I hope that I have held the Christ light brightly for others and I am thankful that they showed the Christ light to me!

### **The Reverend Coral Prebble**

I became a Christian while studying at Acadia University in Nova Scotia. It was a life-changing event and I plunged into the Christian faith. While serving as Recreation Director for the Town of Oxbow, Saskatchewan, I was introduced to The United Church of Canada by Rev. Glenn Cawood who was serving his first pastoral charge. When Rev. Cawood developed cancer, he invited me to lead worship and preach to two very supportive congregations. When Rev. Glenn died six months later, he gifted me with his home communion set in hopes that I would pursue ordained ministry. I was launched.

I earned my Master of Divinity from Acadia Divinity College, studied for a year in Chicago with the Seminary Consortium for Urban Pastoral Education to specialize in urban ministry and interned with a Baptist church, where some members left within a few weeks of my arrival because they did not believe women should be ministers. When no Baptist Church was ready to call a woman in the mid 1980s, I applied to The United Church of Canada and began as Staff Associate in Christian Education at Grace United Church in Brampton and soon after at Bolton United Church, each part-time, while earning a Master of Religious Education from Emmanuel College. I served one year as Program Director at Cedar Glen Lay Training Centre and a short stint with Rev. Walter Beecham at Home, Huttonville, Norval Pastoral Charge before joining the ministry team at St. James United Church in Etobicoke in 1991. I served with St. James United for 29 ½ years, first as Minister of Christian Development, then settled as a diaconal minister and five years later ordained and eventually becoming their Coordinating Minister. I could not have asked for a more big-hearted, open-minded, talented and faith-filled community who allowed me to reclaim Jesus' healing ministry, introduce Reiki and other natural healing modalities, and develop a training site.

I also enjoyed serving the wider church of Dufferin Peel, Toronto West and South West Presbyteries and Toronto Conference as a member and chair of Faith Formation, Lifelong Learning, and the Cedar Glen Learning Fund, the SWP Commission to move from nine presbyteries to four, the Congregational Renewal and Community Development Committee, chair of the Mission Articulation Team and member of the Mission and Leadership Support Commission.

Ministry has been a joyful, inspiring blessing. It has been a privilege to watch God at work and to share the journey with the best people in the world.

## Appendix I

### ACCOUNTABILITY REPORT OF SHINING WATERS REGIONAL COUNCIL EXECUTIVE

It has been an eventful year to say the least. With the challenges of Covid-19 and our continued work around the Calls to the Church, Black Lives Matters, Intercultural and Diverse Communities, our theme for our Regional meeting is *Becoming One in Christ*.

With our shift from a Transition Commission to Regional Executive, three members of the transition team joined our Executive. The remaining members of our Executive were new in May 2019. Our new Executive spent this past year working hard to support the work of the Region but also becoming familiar with each other and the work of the Executive within the Region and living into our new governance structure.

Key work of the Executive includes a continued focus on the document *Caretakers of Our Indigenous Circle Calls to the Church* which outlines a new relationship for all of us. As our Executive met, we have continued to focus on the Calls to the Church while we continue in conversations with the Indigenous communities of faith, as they develop their new governance structure.

The Executive continues to work on decisions and policies which provide a basic structure to support the immediate and on-going work of the region. The Executive continues to live into its new governance structure approved at our 2019 Regional meeting. We have been grateful for the work of our commissions, committees, networks, communities of faith, outreach ministries, and staff.

#### **Budget:**

With transition, we are living into our new financial reality. Shining Waters Regional Council has considerably less financial resources than former Toronto Conference had in the past. With a priority around sharing across the church, Shining Waters receives over 1 million dollars less than the former Conference assessment realized. The region will continue to use funds from the sale of property to meet the budget and our mission priorities.

The 2019 Audited Statement of Shining Waters Regional Council is delayed this year due to the COVID-19 pandemic. Included in the resource material is our 2021 proposed budget.

### **Covid-19**

The Regional Council Executive and staff shifted quickly in the spring of 2020 with the declaration of an international pandemic. The Regional Council staff and Executive have worked towards supporting the Regional Council with frequent Town Hall meetings for both lay and ministry personnel with a focus on addressing the daily challenges of Covid-19, from staffing, to budgets, to rental agreements. In addition, the national Church has provided many webinars supporting our many Ministries through this difficult period.

We hesitate to use the word unprecedented times, our nation and church lived through a pandemic in 1918. Nevertheless, we continue to live through this challenging period supporting each other, walking together, and experimenting with new forms of electronic worship and meeting

Practically speaking, Easter was celebrated in new ways, worship in our buildings was cancelled for many months, we delayed our Regional meeting and many communities of faith shifted to online worship.

### **Intercultural and Diverse Communities:**

The intercultural and diverse communities' network has been working with the Executive for several months discussing how our denominational priority of intercultural and diverse communities can be lived out more fully in Shining Waters Regional Council. The Executive has prioritized this work and included this work routinely on the Executive agendas. Out of these conversations, the network has presented a proposal for an Intercultural Diversity Commission as a way to work towards living out a vision of intercultural and diverse communities within our region.

### **Confronting Racism in the Church and Society:**

The Executive continues to prioritize the important work of confronting racism in the Church and society. The Regional Council, the Executive, the Commissions, Regional staff, along with many communities of faith are actively discussing and working on ways to address racism in our Church and society, which includes the creation of an Equity Committee in 2019 reporting to the Executive. This committee has been actively discussing and working at promoting equity within our Regional Council, including confronting racism in the Church and society.

### **Continuing as an Affirming Region:**

Our Regional Council meeting in May 2019 supported continuing the relationship with Affirm United.

As the Executive considered the affirming statement of Toronto Conference, we realized the importance to continue to include those who are marginalized in any way. To that end, we decided to use the term 'equity' for our policy and for the committee name.

As we live into our new structure, the Executive felt that the new committee should have the opportunity to develop the actions and practices for the region. The Equity Committee has considered suggestions from, and consulted with, different constituents in the region.

### **Equity Committee and Policy Development:**

The Equity Committee formed at our inaugural Regional meeting in 2019, continues to work at developing overall goals and an action plan to live out the vision statement that is the basis of our mandate. These long-term goals resonate with the language of the New Creed and will serve as our touchstone as we move forward with an action plan.

#### **Long-term Goals**

AS FAITHFUL FOLLOWERS of Jesus, we seek to live out life in its fullness in a good way that invites us to be hospitable, to respect and to learn from one another.

Rooted in the hospitality and justice of the gospel we will REMOVE THE BARRIERS to participation in our life and work that includes identifying bias at work in our policies and procedures.

We believe in God who has created and is creating, who works in us and others by the Spirit. We will respect the sacredness of our gatherings and BE OPEN TO THE WORK OF THE SPIRIT who calls us to bring our bodies, our minds, our hearts, our cultures, and our histories together in ways that will transform who we are, how we gather, and how we worship and work together.

We will walk the talk of our commitments to diversity and inclusion and rise to RESIST OPPRESSION, expressions of hate and discrimination, in our midst and in the world. We strive to WELCOME AND CELEBRATE people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized, in the life and work of the region in ways that are public, intentional and explicit.

Our action plan that will be presented to the upcoming Regional meeting will include both operational commitments and action to be taken by the Equity Committee and from across the Regional Council. The Minister for Community Engagement and Partnership provides faithful support to this committee of Shining Waters Regional Council Executive.



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**Staffing:**

Staffing is a large component of the budget of any organization. The Executive, with the Executive Minister, continues to develop a staffing model which has been reduced from the previous Toronto Conference experience.

2019/2020 has seen a shift in staffing in Shining Waters Regional Council. Jean Ward and Ren Ito decided to end their time working for our Regional Council. In addition, with the completion of Jeffery Dale's contract supporting Youth ministry, three full-time positions were posted in Shining Waters Regional Council. The positions were posted in late 2019, Minister, Communities of Faith Support and Right Relations was filled by Kim Uyede-Kai, Minister, Social and Ecological Justice and Network Support was filled by Bri-anne Swan, and Minister, Faith Formation, Youth and Young Adults was filled by Jeffrey Dale.

Currently we keep in our prayers, Karen Hilfman Millson, Minister for Congregational Support and Cluster and Network Animation, as she is currently on long-term sick leave.

**Executive Minister Policies:**

These policies outline the responsibilities and accountability of the Executive Minister, including the budget process, correspondence, incorporated ministries, and marriage licenses.

**Policies for the Regional Executive:**

The Executive acts as the region between meetings of the Regional Council. The first policy provides the mandate, membership and responsibilities of the Executive.

Other Executive policies include: Mission, Sub-Executive, Conflict of Interest, Communication, Remuneration, and the Communities of Faith and Pastoral Relations Commissions. There are several policies with respect to property. There are two policies with respect to the Regional Fund and a new Right Relations and Indigenous Ministries Fund. The Executive committees are Nominations, Equity, Grants Review, and Mission Support. Our Regional policies can be found on our Shining Water Regional Council website.

**Commissions:**

The Executive supports its work through three commissions. These Commission include the:

1. Communities of Faith Commission (CFC) supports the work of communities of faith, visioning, transitioning and growth. This includes supporting communities of faith in areas such as clusters, networks, visioning, amalgamation, disbanding, and property matters. The work may be carried out in a variety of ways, including by staff or liaisons appointed for a limited time period.

2. The Pastoral Relations Commission (PRC) supports ministry personnel throughout their ministry, including equipping, covenanting, pastoral relationships, and retirement.

3. The Social and Ecological Justice Commission encourages, supports, and initiates 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.

**Submitted to Shining Waters Regional Council:**

President: David Leyton-Brown, Jingle Ayupan, Pat Edmonds, Allan Holditch, Kirsty Hunter, Isaac Kamta, Steven Loweth, Jessica McCrae, Lynn Mooney, Allyce Mutungi, Moon-Ja Park, Daniel Reed, Dong-Chun Seo, Jessica Stevenson, Martha ter Kuile  
Peter Hartmans, Executive Minister and Rachael Howes, Administrative Support.

<b>COMMUNITIES OF FAITH COMMISSION</b>
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Our Commission was given the daunting – yet exciting – task of creating all policies from scratch. When we first met in January 2019, we had a pile of requests to review, but not a single existing policy or directive (other than our mandate as a commission). We took this as a rare opportunity to try to build something brand new – rather than simply updating existing practices and structures. Looking to our scope of authority, we came to understand that the commission had the responsibility for, and authority over, most aspects of congregation life – with the exception of pastoral relations. We quickly discerned that while social and ecological justice work was part of our mandate, our Commission would not be able to robustly support those initiatives in a timely fashion. We supported and were pleased to see a separate Commission created to do just that. Similarly, an intercultural committee was created and placed under our mandate, and we support the creation of a separate Commission that would be dedicated to that important work.

Still, the enormity of the Commission's mandate soon became clear and we decided we needed to develop a vision, mission and a strategic plan in order to ensure we were faithfully participating in a radical change of how communities of faith are created, nurtured and sustained in The United Church of Canada.

Priorities soon emerged:

- Concrete participation in the denomination's pursuit of Right Relations, including finding ways of financially contributing to reparations, specifically by allocating portions of the proceeds of sales of property in the region.

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- Acknowledging and helping communities of faith address the impact that racism, homophobia, transphobia, anti-Semitism, Islamophobia, and misogyny has had, and continues to have, on individuals, communities of faith and the region as a whole.
- Identify, nurture, support and encourage innovative new expressions of faith communities.
- Identify, nurture, support and encourage existing communities of faith that are:
  - Offering services and programs in areas that are underserved.
  - Offering innovative and fresh possibilities of discipleship and spiritual growth.
- Assisting and overseeing communities of faith looking to sell and/or redevelop their properties, keeping at the forefront of all such transitions the need to ensure maintaining a faithful and effective United Church presence in the area.
- Helping congregations at the end of the life cycle think about leaving a legacy within the region so that their long years of faithful work can live in on other communities of faith.

Strategy

Since January 2019, we have been focused on creating and sustaining a fresh vision and strategy for the Commission. We know the importance of having a strategic plan in place in order to provide effective leadership and are working on our 1, 3 & 10-year plans along with goals and objectives. We must be intentional about supporting the communities of faith that will be serving communities in essential ways in the coming years. This will require strategically allocating funds from property sales.

We are in the process of mapping the region in such a way that we have information about each of our communities of faith and the communities in which they reside. This valuable information will help us determine our priorities over the coming years.

Christine Smaller (Rev.)  
Chair, Communities of Faith Commission

<b>PASTORAL RELATIONS COMMISSION</b>
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*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)*

I quoted this scripture from the prophet Isaiah as I began my final report to Toronto Conference from the Settlement and Pastoral Relations Committee. That seems like such a distant memory now. I have returned to these words of Isaiah as we transformed and the new Pastoral Relations Commission (PRC) of Shining Waters Regional Council (SWRC) came into being. In these still new days of SWRC, along with the added layer of COVID-19, all of us have had to “make a way in the wilderness” and a “river in the desert” attempting to align ourselves with what new things are before us.

The purpose of the PRC is to “provide support for ministry personnel throughout their ministry, including equipping, covenanting, pastoral relationships and retirement. ... We set policy and give direction. ... We are responsible for: recognizing a new pastoral relationship by entering into a covenantal relationship with it; living in a covenantal relationship with ministry personnel. We are responsible for licensing licensed lay worship leaders. We are responsible for co-operating with communities of faith in recruiting, choosing, calling, appointing, and covenanting with ministry personnel and communities of faith; ending calls, appointments, and covenants with ministry personnel and other staff; and appointing a Regional Council liaison officer to assist a community of faith in pastoral relations matters at designated times. The PRC offers support to retirees and celebrating retirement. We are also responsible for encouraging and supporting ministry personnel toward health, joy, and excellence in ministry practice; and assisting with informal conflict resolution processes. This responsibility is shared with the Community of Faith Commission.” (Terms of Reference, Pastoral Relations Commission)

The PRC meets monthly on Zoom and twice in the year we have had a full day face-to-face meeting. One of these days was shared with the Communities of Faith Commission. It was a time to discover what each of our commissions is responsible for, where we overlap and how we can be of support to one another. At each of our meetings we approve a list of calls, appointments and at times license those needing to administer the sacraments. We also receive the staff report on liaisons and pastoral charge supervisors. Some of the other highlights from our meetings have been:

- a) Conversations and support for the *Joy, Health and Excellence for Ministry Personnel* advisory group.
- b) Reviewing our mandate for the Licensed Lay Worship Leaders (LLWL) Committee
- c) Approving implementation points for the GS 49 Temporary Amendment Of Bylaws Re: Pastoral Relations in response to COVID-19. This was a temporary amendment to pastoral relations policies in *The Manual* to enable the governing body or equivalent of a community of faith to make urgent decisions on behalf of the community of faith.
- d) Supporting and offering a program for ministry personnel coming into a new Team Ministry.

I want to thank all the members of the Pastoral Relations Commission – Donna Bowman-Woodall (ordered); William Haughton (ordered); Barbara Hendren (lay); Liz Mackenzie (ordered); Beth Moore (lay); Robin Pilkey (lay); James Ravenscroft (ordered) Paul Stott (lay) and Bright Yun (ordered). I would also offer my thanks to everyone who has served as a liaison and pastoral charge supervisor in this year. Your support, service and care in assisting the ministry of SWRC has been most appreciated.

To Donna Rutz, our staff administrative support – thank you for all you do for the PRC - keeping us on track, making sure paper work is organized and for your constant support, especially in my role as chair. A very special thanks to Rev. Todd McDonald, and Dale Hildebrand, our Pastoral Relations Ministers, who offer constant wisdom, support, advice and care to the commission and

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myself. They have made our tasks easier to carry out. We appreciate and value the relationship we have with Todd, Dale and Donna.

The way ahead for our commission will be to maintain and respond to directions from SWRC and the General Council as we continue to support the varied ministries of our ministry personnel. We look forward to serving in these changing times.

Respectfully submitted,  
Andrew Comar (ordered)  
Chair, Pastoral Relations Commission

## **SOCIAL and ECOLOGICAL JUSTICE COMMISSION**

The Social and Ecological Justice Commission, formed through the action of the first Regional Council meeting in June 2019, received its mandate through the Regional Council Executive and began its work in the fall of 2019.

The Mandate is as follows:

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.

### **Work Focus**

The Commission began its work with a review of social justice and ecological justice work that had been carried out previously by the four Toronto Conference Presbyteries, concluding that program and resources, advocacy and networking would be priorities of the work. This work would be carried out through working with communities of faith locally and networking with larger groups such as regional partners and advocacy organizations.

### **Referral**

The Commission also concluded that other areas of work undertaken by the previous social justice committees, such as funding projects and organizations might be better carried out through the work of the Regional Council's Grants Review Committee.

### **Work Lens**

The Commission identified that racial justice and ecological justice are named Regional priorities. These are lenses through which all justice work is approached. The commission has

met formally through Zoom and by voting electronically on time-sensitive issues that needed immediate response.

This report provides an update of the work carried out under each of the areas of “Responsibilities” assigned to the Commission by the Regional Council Executive.

## **Responsibilities**

- 1. The Social and Ecological Justice Commission will encourage, support and animate social justice networks, and grassroots justice initiatives by communities of faith, in cooperation with the Communities of Faith Commission*

### **Action:**

The Commission has undertaken a review of justice priorities in each Community of Faith through the creation of an emailed survey and through personal contact. The aim is to become familiar with areas in which there is passion for certain issues, information and expertise which could be shared, and/or support and resources that are needed. That survey and review, interrupted by the pandemic, continues.

### **Criteria for Action**

Recognizing that the Commission has the power to act and that there are many issues to be addressed as well as myriad requests from organizations and individuals, the Commission developed a draft protocol for discerning which issues should be acted on.

The criteria includes:

- Does the request come from a recognized UCC partner such as KAIROS or ISARC?
- Does the request fall within an identified justice priority for Shining Waters region?
- Does the request fit with national UCC theology and areas of work?
- Do we already have a policy position?
- Is it an issue that requires a timely response, i.e. legislative action pending, etc.?

- 2. The Commission will offer occasional gatherings/workshops on particular issues/themes for interested persons in the Region*

### **Action:**

The commission proposed that an annual regional justice gathering and/or an issue-based workshop connected to the Regional Meeting would be a good way to enhance justice networks as well as provide resources and education. These proposals were put on hold temporarily as a result of the COVID-19 pandemic.

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3. *The Commission will provide educational materials and relevant information resources on justice-related issues to communities of faith and networks*

**Action:**

The Commission has, during the past year, identified several areas of concern that required timely action (see actions under Responsibility # 6)

4. *The Commission will build on existing relationships, within the UCC and ecumenical/interfaith relationships, and with other justice-seeking coalitions and networks*

**Action:**

In December 2019, the Commission gave formal approval to membership in the SJNOR (the Social Justice Network of Ontario Regions). This network existed under the previous structure and brought together justice representatives from each of the Ontario Conferences. It meets several times a year to share work and resource information as well as link with national church and KAIROS staff.

The Commission also agreed that it was important to build a relationship with General Council program staff and to be informed about work being done in other Regional Councils across the country.

Other community, ecumenical and interfaith partners, such as ISARC (Interfaith Social Assistance Reform Coalition), KAIROS, the Ontario Health Coalition and Campaign 2000 have been identified as important resources for carrying out commission work.

5. *In cooperation with the Executive and the other commissions, the commission will help to identify regional social justice priorities*

**Action:**

Through preliminary survey responses, the Commission identified racism, environment and economic issues as high priorities recognizing that many Communities of Faith have entered into those issues through different doors as they respond to local issues and concerns.

The Commission also identified priorities and “passion for work” for each of the commission members concluding that there was a broad knowledge and experiential base and that this would serve the commission well in addressing these issues.

It was agreed that work on priority issues would be enhanced by creating working groups that could include resource people, local community of faith advocates and local networks to develop in-depth strategic plans for action.

6. *The Commission will advocate and support campaigns around regional priority issues (e.g. racism awareness, being an intercultural church)*

**Action:**

The Commission undertook specific action on the following issues:

Wet'suwet'en crisis

In March 2020, in consultation with members of the Living into Right Relations Circle (LIRR) a letter was prepared and sent to the Prime Minister and the Minister for Indigenous Justice affirming the sovereignty of the Wet'suwet'en people, and condemning any government or corporate actions that would infringe on Wet'suwet'en lands and rights.

It called on all levels of government to:

1. Fundamentally change the ways they engage with sovereign Indigenous nations, adhering strictly to the principles of UNDRIP (including the right to free, prior, and informed consent regarding any projects that encroach on sovereign and traditional Indigenous territories) and respecting nation-to-nation relationships with the Wet'suwet'en and with other Indigenous peoples;
2. Refrain from using differences of position or legal standing within and among Wet'suwet'en and other Indigenous communities to drive wedges between them, promote corporate or government interests, and/or to enable divisive conflicts between Indigenous and colonial political and legal systems; and
3. Cease the use of force against Indigenous peoples, particularly those asserting their sovereign rights on their own territories, and find peaceful and respectful processes to pursue solutions to conflict.

Our thanks to Ren Ito for his work in helping to prepare that response.

Re-opening of Church Buildings

On May 21, 2020, a letter signed by our President, David Leyton-Brown was sent to Premier Doug Ford, expressing concern about the pressure from some churches for the province to re-open churches too soon for the safety of congregants.

In part, the letter stated,

“While we deeply miss the opportunity for in-person gathering and lament the loss of physical closeness, we are willing to postpone coming together in flesh and bone (yet still connecting in and with Spirit) until local health authorities indicate it is safe for our congregants to assemble once more....

However, coming together as the Body of Christ in alternative ways has not stopped our communities of faith from engaging in outreach and justice work among our Region's most vulnerable populations...



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It is our understanding that the Church is not a building, nor is it housed within a building. The Church is a community of followers seeking to model their lives after Jesus, whose love for neighbour superseded all tradition and expectation.”

The commission also disseminated the letter to all congregations in Shining Waters Regional Council and to ecumenical and interfaith partners, as well as issuing a media release.

Marginalized Children

In May 2020, the commission endorsed a Campaign 2000 letter to the Prime Minister and the COVID-19 Cabinet Committee calling on the federal government to ensure that marginalized children have first call on federal resources in pandemic response and recovery.

Tragedy at Long-Term Care Homes

In May, the Commission joined ISARC and the Ontario Health Coalition in calling on the Government of Ontario to conduct a public inquiry or commission regarding the many deaths in long-term care homes in the province. It also expressed concern about recent provincial healthcare cuts.

As well, the commission released information to communities of faith inviting them to add their voice to this concern, noting, “The pandemic has caused tremendous damage for residents of long term care homes. There has been shocking loss of life, physical impairment to those infected survivors, and trauma for their family members and the general public. As well, front line workers have faced very difficult working conditions. Using our racial justice lens, which is one way we are called to examine our work, we are acutely aware of long term care home staff as an especially vulnerable population.”

Black Lives Matter

In early June, in consultation with members of the commission, the Regional Council released a letter to communities of faith expressing lament and anger at the ongoing sin of racism within our communities. It decried the May 25 killing of George Floyd, a 46-year-old African-American man, by Minneapolis police.

The letter stated, “An action plan for how Shining Waters Regional Council will address the pandemic of racism within our midst will be released after an intentional first phase of listening to the experiences and expectations of racialized members within the Region. We have realized that in order to approach this work thoughtfully and authentically, it is necessary for Regional Staff and the Social & Ecological Justice Commission to go through their own internal work first.”

Since then, the commission has met twice in intentional workshops to listen and learn more about our complicity in racist social and political systems and to understand the impact of white power.

Guaranteed Livable Income

In early September, working as part of a larger group of United Church advocates and with national staff support, the commission helped to organize a Prayer Vigil on September 22, the eve of the federal Throne Speech. The commission also requested that a letter be sent from president David Leyton-Brown to the Prime Minister and leaders of the opposition parties, endorsing a private members bill that would push ahead with a national Guaranteed Livable Income. It also distributed resource material to communities of faith in Shining Waters regional Council.

7. *In keeping with the Communication Policy, the Commission may suggest statements to be made on behalf of Shining Waters Regional Council by the President*

**Action:** see # 6 above

8. *In cooperation with the Executive and the other Commissions, the Commission will support right relations, particularly being mindful of marginalized people such as racialized people and ethnic minorities.*

**Action:**

In addition to actions undertaken in #6 above, the commission met with Brian McIntosh of the Right Relations Circle to discuss and better understand ways in which the commission could be supportive of the work of right relations within Shining Waters Regional Council. It was agreed that networking with the Right Relations Circle allows for better dissemination of information throughout Shining Waters Regional Council.

**Staffing**

Our thanks to Jody Maltby for her guidance to the Commission as it began its deliberations and developed a work plan. Out thanks to Bri-anne Swan who has taken over as primary staff and worked steadfastly using her extensive resource and communication skills to help implement and follow up on commission decisions. And thanks to Rachael Howes, who makes sure it all happens!

Our thanks to the Regional Council for the support it has given for the creation of this Commission. It has been a privilege to participate in the start up of its mandate and work.

Respectfully Submitted,  
Susan Eagle, Chair

On behalf of Commission members:  
Lois Brown, Tina Conlon, Donna Lang, Alana Martin,  
Moon-Ja Park, Eleanor Scarlett, Cameron Watt.

## EQUITY COMMITTEE REPORT

**Submitted by the Equity Committee** (Hedy Baker-Graft, Gregory Daly, Karen King, Wayne Monague, Julian Munro, with staff support provided by Susie Henderson)

At the 2019 annual meeting, Shining Waters Regional Council established the Equity Committee, tasked with engaging the Vision Statement approved at that event.

The approved **Vision Statement** is:

*Striving to be faithful followers of Jesus in our time and place, Shining Waters Regional Council will continue to remove physical and other barriers to participation in the life and work of the Region and society, committing itself to be open to the Spirit. Resisting all forms of oppression, we welcome and celebrate people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized, in the life and work of the Region.*

The Equity Committee was represented by Karen King at the Affirm United/S'affirmer Ensemble (AUSE) Annual General Meeting of 2019. She asked questions and concluded that the affirming process was missing some critical analysis that would allow AUSE to increase the participation of the target group in the United Church congregations.

AUSE also identified that they need more diversity and will include the participation of Black, Indigenous, and People of Colour in the life of the church. The Equity Committee was represented by Greg Daly at the AUSE Annual General Meeting of 2020. He noted that AUSE has acted with some intention to engage Black, Indigenous, and People of Colour (BIPOC) voices through specific and intentional conversation led by BIPOC members of AUSE. This work is ongoing. Karen King made the ratified motion for AUSE to increase their annual fee from \$100 to \$500 so that they would be able to do the additional training and follow-up that is necessary to help the congregations become more inclusive.

It has been a challenge to fully engage our task force and COVID-19 has made it difficult to advance our efforts fully, as ministerial staff has had their hands full. We had one member resign early in the term.

Nevertheless, we remain committed to using the Vision Statement to advance equity considerations that would see ratification of our Affirming designation with AUSE (Affirm United / S'affirmer Ensemble) as well as the development and subsequent implementation of an Equity Action Plan.

One of our goals is to make the Vision Statement something that is alive and exciting and will, in itself, be inspiring.

As we have engaged, our emerging sense is to grow a framework that invites people to conversation through storytelling and sharing, emphasizing key language from the Vision Statement: “as faithful followers,” “remove barriers,” “remain open to the spirit,” “resist oppression,” and “welcome and celebrate.” We have used these frames to develop an action plan that is specific, measureable, achievable, relevant, and grounded in time so that we can be accountable to our goals.

Key to our vision is embracing of cultural realities and histories that, when engaged, offer learning and growing through challenges to status quo. We believe this requires individuals and groups in Shining Waters Region to fully bring body, mind, and heart to this work.

To ensure that we are creating space for this communication and interaction, we sought input from committee members and regional commissions (Executive, Communities of Faith, Pastoral Relations, Social and Ecological Justice) and committees (Inter-cultural and Diverse Communities, Youth Network, Right Relations Circle).

On September 9, 2020 members of the Equity Committee hosted an online conversation to engage these questions. It was a meaningful time of learning and sharing that offered valuable input to the Equity Committee.

We invite the commissions and committees of the region to consider the following questions as they discern their own equity work and find a place to start/continue their journey.

- *How do we model what we believe about equity and belonging in the way that we come together?*
- *What is our part of living out the equity vision?*
- *How do we bring our whole selves to our gatherings?*
- *How are our practices reproducing inequity? Do our policies aim to specifically increase equity?*
- *How is bias at work in our policies?*
- *In what ways do we “default to White?”*
- *What are the assumptions about what and who matters? Are differential impacts considered?*

The fruit of this work we have edited and developed for the purpose of opening further conversation at the Regional Meeting. We will offer a short reflection that draws together our own experience of equity to move the conversation forward.

This engagement seeks to grow commitment from individuals and representative communities to challenge assumptions within regional systems and structures in ways that inform and facilitate the implementation of the Action Plan.

The proposed Action Plan will be considered at the Shining Waters Regional Meeting along with a motion to receive it for implementation. Further a motion will be advanced regarding the Region’s Affirming status.

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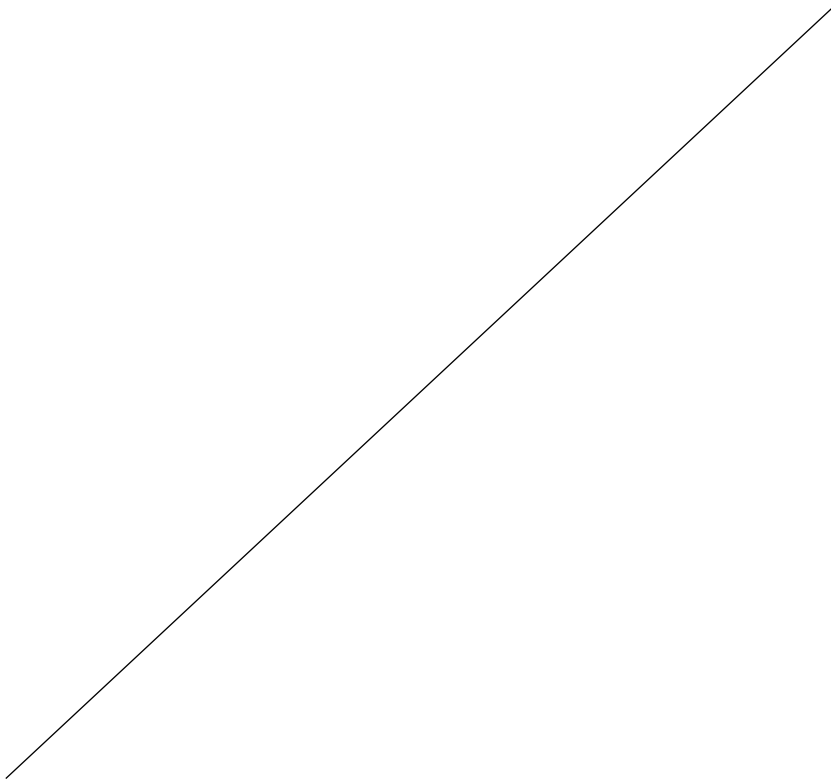
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At present we are working to develop a Regional Affirming Ministry Celebration (that could take place in person or online) tentatively set for PIE DAY March 14, 2021. Our goal for this event is to lift up community examples of Affirming Ministry and chronicle the Affirming journey of communities of faith.

We welcome your input, your engagement, and your assistance in realizing these tasks.

Respectively submitted

The Equity Committee is: Hedy Baker-Graf, Greg Daly, Karen King, Wayne Monague, Julian Munro. Staff support: Susie Henderson





**EMMANUEL COLLEGE**  
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## **Report to the Regions** **Fall 2020**

### **Pandemic Response**

The Emmanuel College community has been responsive and resilient as Victoria University in the University of Toronto responds to public health concerns. With a few exceptions in the winter term, Emmanuel College courses are online this year. Internal and external events on Victoria University's campus are on hold, at least until December. Other events—such as the Christian Left Conference this summer—have shifted to online formats. Faculty have transitioned from emergency remote delivery to online pedagogies with the guidance of our new Instructional Design professor, Dr. Matthew Dougherty. The content of our courses has adapted as well, with Dr. Pamela McCarroll's new online "Pandemic Spiritual Care" summer course for students needing a curricular substitute for canceled CPE units. The Emmanuel College Library began offering curbside pickup service on September 14. Spiritual care practices, including Wednesday Chapel, are offered Monday through Thursday. Our new Spiritual and Community Life Program Manager, Dr. Sam Cavanagh, can help members of the wider community to connect. We hope you will join us!

### **Full Tuition Grants**

The John W. Billes Grant provides 100% tuition support to all full-time domestic students registered in the Master of Divinity (MDiv) program and who are in The United Church of Canada Candidacy Pathway. The application deadline is April 30, 2021. For more information, contact Andrew Aitchison ([andrew.aitchison@utoronto.ca](mailto:andrew.aitchison@utoronto.ca)).

### **Annual Fund Priority**

This year's Annual Fund donations will be allocated toward emergency support for students facing financial hardship due to the pandemic. International students have been particularly vulnerable. We appreciate your generosity and support.

### **ATS Reaccreditation**

Emmanuel College is preparing to submit our self-study report for reaccreditation by the

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Association of Theological Schools by the end of this academic year. Under the steady leadership of Dr. Nevin Reda, we are on pace to have draft completed by the end of 2020 so that we can receive feedback from a variety of constituencies. The self-study site visit is scheduled to take place September 27-30, 2021.

## EC Connects

Over the summer, we launched a new digital platform, EC Connects. Alumni and other community members receive it via e-mail around the 21<sup>st</sup> of each month. EC Connects contains stories from “within the walls” of the College, from “outside the walls,” thought pieces, opportunities to connect for events and continuing education, and the like. For our stories from “outside the walls,” we are currently featuring one of the 2020 alumni service award winners each month. If you have a story idea for EC Connects, please share your idea with Shawn Kazubowski-Houston.

## Centre for Religion and Its Contexts

Friends of the College are welcome to propose and co-sponsor lectures, workshops, speakers, or continuing education through the Centre for Religion and Its Contexts. Contact Shawn Kazubowski-Houston for an application ([shawn.houston@utoronto.ca](mailto:shawn.houston@utoronto.ca)). Stay tuned in EC Connects for this year’s programming, and if you haven’t followed us yet on social media, please do:

FACEBOOK     [@EmmanuelCollegeofVic](#)  
TWITTER       [@EmmanuelColleg2](#)  
INSTAGRAM    [emmanuelcollegetoronto](#)

Blessings in Christ,



Rev. Dr. Michelle Voss Roberts  
Principal and Professor of Theology

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Shining Waters Regional Council

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## Draft Budget 2021

### INCOME

National Grants		
Assessment	325,000	
M&S Grant	240,000	
Salary	99,000	
		664,000
Expenses		
Clusters and Networks		5,000
Committees		1,000
Contingency		55,000
Commissions		
Communities of Faith	100,000	
Pastoral Relations	55,000	
Social & Ecological Justice	10,000	
		165,000
Executive		5,000
Finance		40,000
Grants		
Region	190,000	
M&S	160,000	
		350,000
Legal Fees		20,000
Managed Properties		150,000
Office Expenses		70,000
Outreach Ministries		
Francophone	100,000	
Regent Park	105,000	
Other	20,000	
		225,000
Regional Meeting		80,000
Staff Team		
Cell Phones	14,400	
Continuing Education	15,000	
Salaries	1,094,000	
Travel	25,000	
Resources	10,000	
		1,158,400
SWRC/CSRC Shared Expenses		10,000
Youth		10,000
		2,344,400
National Income less Expenses		-1,680,400



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Other Income	
Proceeds from Property Sales	1,655,400
Investment Income	25,000
	<hr/>
	1,680,400
	<hr/>

## Budget Notes – 2021

I have never found doing budgets a difficult thing - never have I had to budget in a pandemic or through a time of transition. Many of the numbers are best estimates at this point in time.

I would like to draw your attention to several things in the budget.

### INCOME

- the national Mission and Service grant to each of the regions has been reduced by \$49,000.
- the assessment grant and the salary grant are remaining at the same level as 2019 and 2020.
- the investment income amount is probably on the conservative side
- the amount from property sales will balance the budget for 2021. This amount is in the bank and will allow Shining Waters to determine next steps to fund the mission and work of the region
  - work is being done on several fronts to develop or sell properties held by the region.
  - the regional staff are working with United Property Resource Corporation to develop properties rather than sell them so that they will produce income without selling the asset

### EXPENSES

- most expense items are self explanatory
- the archives costs are not in this budget as they are paid from a fund set up when properties are sold
- the contingencies amount is for unexpected items
- managed properties are properties that we own – some are managed by TUCC – others by the region – in this time of COVID-19 we are receiving very little income from these properties but still have to pay the bills and management fees
- the budget for a regional meeting assumes a face to face meeting next fall but that remains to be determined
- Shared Expenses are mainly travel expenses that are shared between Canadian Shield and Shining Waters
- Grants has 2 parts
  - Regional grants include such things as Camps, Ethnic Ministries, the GO Project – these grants are paid directly by the region
  - M&S grants or Mission Support Grants – these grants support chaplaincies and community ministries – they are paid directly by the national church

Janet MacDonald

## NOMINATIONS COMMITTEE

### Nominations Committee responsibilities

The committee is responsible for reviewing nominations and submitting to the Regional Council, its Executive or the Executive Minister, as appropriate, recommendations for appointment to the following:

- a) Executive (including President, Past President or President-Elect and members)
- b) Communities of Faith Commission
- c) Intentional Interim Ministry Committee
- d) Pastoral Relations Commission
- e) Licensed Lay Worship Leaders Committee
- f) Social and Ecological Justice Commission
- g) Equity Committee
- h) Grants Review Committee
- i) Mission Support Committee
- j) Nominations Committee

In carrying out this responsibility, the committee:

- reflects theologically on the basis for appointed member participation in the church
- discerns who is equipped to serve
- develops and tests processes for selecting individuals and developing effective groups
- to the best of the committee's ability, strives to meet the region's commitments to its mission, including the equity policy and
  - becoming an intercultural church
  - the full inclusion of people with disabilities
  - developing new and young leadership
  - the Caretakers of Our Indigenous Circle Calls to the Church
  - any future commitments regarding the appointed leadership of the United Church

Members of the Nominations Committee actively seek out and encourage nominations from across the diversity of the church and try to ensure that at least one third of any nominations slate is reserved for diversity appointments.

The terms of office for most positions are typically for three years, renewable once. Remaining vacant positions may be appointed by the Executive.

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**a) Executive (including President, Past President or President-Elect and members)**

The primary role of the Executive is to develop and monitor policies that enable the Region to live out its mission.

The Executive consists of the President, President-Elect or Past President and members to a maximum of 15 who are members of The United Church of Canada One member from the Indigenous community will be named at the Spiritual Gathering.

President

The President will be elected at the Regional Council meeting for one year as President-Elect, a two-year term as President and one year as Past President.

- David Leyton-Brown (lay member) (term as President ending 2021)

President-Elect

The President Elect will be elected to serve for one year as President Elect (2020-21), followed by two years as President (2021-22 and 2022-23) and one year as Past President (2023-24).

The Nominations Committee recommends that Betty Lou McNabb (ministry personnel) be acclaimed as President-Elect for a one year term (2020-2021).

Members

- Pat Edmonds (lay member) (term ending 2021)
- Isaac Kamta (ministry personnel) (term ending 2021)
- Lynn Mooney (lay member) (term ending 2021)
- Allyce Mutungi (lay member) (term ending 2021)
- Dong-Chun Seo (ministry personnel) (term ending 2021)
- Jessica Stevenson (lay member) (term ending 2021)
- Jingle Ayupan (lay member) (term ending 2022)
- Allan Holditch (lay member) (term ending 2022)
- Steven Loweth (ministry personnel) (term ending 2022)
- Moon Ja Park (lay member) (term ending 2022)
- Daniel Reed (ministry personnel) (term ending 2022)
- Kirsty Hunter (ministry personnel) (term ending 2023)
- One position available for an Indigenous member named by the Spiritual Gathering on Indigenous Communities
- Two vacancies

**b) Communities of Faith Commission**

The Commission:

- sets policy and give direction within their mandate,
- cares for communities of faith and provide resources for collegiality and support amongst communities of faith,

- nurtures new ministries, and
- empowers and resources ministry in the Region. This includes supporting communities of faith in areas such as clusters, networks, visioning, amalgamation, disbanding, and property matters. The work may be carried out in a variety of ways, including by staff or liaisons appointed for a limited time period.

Membership is a chair and six to ten members.

- Christine Smaller (chair) (ministry personnel) (term ending 2021)
- Cindy Randall (ministry personnel) (term ending 2021)
- Harry Ramsaran (lay member) (term ending 2021)
- Gloria Tozek (lay member) (term ending 2021)
- Carolyn Harding (lay member) (term ending 2022)
- Calin Lau (ministry personnel) (term ending 2022)
- Amy Lee (ministry personnel) (term ending 2022)
- Kevin Logie (ministry personnel) (term ending 2023)
- Sandra Nottegar (lay member) (term ending 2023)
- Chris Bennet (lay member) (term ending 2023)
- Bronwyn Corlett (ministry personnel) (term ending 2023)

**c) Intentional Interim Ministry Committee**

The Committee gathers expertise and retains and integrates best practices and knowledge into our intentional interim ministry.

Recommended motion for the Executive:

Moved by \_\_\_\_ / \_\_\_\_ that the terms of reference for the Intentional Interim Ministry Committee be updated so that membership is open to any lay member with experience in interim ministry and/or Human Resources management skills, crises management, transition and other transferable skills.

Membership is six members.

- Anne Hepburn (ministry personnel) (term ending 2021)
- Jim Keenan (ministry personnel) (term ending 2022)
- Kathryn Moase (chair) (lay member) (term ending 2022)
- Three vacancies (two ministry personnel, one lay member)

**d) Pastoral Relations Commission**

The Commission:

- sets policy and gives direction within their mandate, and
- provides support for ministry personnel throughout their ministry, including equipping, covenanting, pastoral relationships and retirement.

Membership is a chair and six to ten members.

- Andrew Comar (chair) (ministry personnel) (term ending 2021)
- Donna Bowman-Woodall (ministry personnel) (term ending 2021)
- Elizabeth Mackenzie (ministry personnel) (term ending 2021)
- Paul Stott (lay member) (term ending 2021)
- William Haughton (ministry personnel) (term ending 2022)
- Barbara Hendren (lay member) (term ending 2022)
- Robin Pilkey (lay member) (term ending 2022)
- James Ravenscroft (ministry personnel) (term ending 2022)
- Beth Moore (lay member) (term ending 2023)
- Lawrence Nyarko (ministry personnel) (term ending 2023)
- One vacancy

**e) Licensed Lay Worship Leaders Committee**

The Committee implements the License Lay Worship Policy of Shining Waters Regional Council.

The Committee provides support and oversight to Licensed Lay Worship Leaders within Shining Waters Region and is a recommending and reporting body to the Pastoral Relations Commission.

Membership is a chair and four to six members.

- Patricia James (chair) (ministry personnel) (term ending 2022)
- Emily Gordon (ministry personnel) (term ending 2021)
- Glen Greenwood (LLWL) (term ending 2021)
- Pat Edmonds (LLWL) (term ending 2022)
- Lisa Pfau (lay member) (term ending 2022)
- Jeannette Schieck (lay member) (term ending 2022)

**f) Social and Ecological Justice Commission**

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. The Commission was given a provisional two-year mandate, in keeping with the proposal approved by the Regional council on May 26, 2019. Members are elected for the two years. If after evaluation the Commission is continued, members will be elected for two years with a possible renewal for one term.

- Susan Eagle (chairperson) (ministry personnel) (term ending 2021)
- Alana Martin (lay person) (term ending 2021)
- Tina Conlon (lay person) (term ending 2021)
- Donna Lang (lay person) (term ending 2021)
- Eleanor Scarlett (ministry personnel) (term ending 2021)
- Lois Brown (ministry personnel) (term ending 2021)
- Moon Ja Park (lay person) (term ending 2021)
- Cameron Watts (ministry personnel) (term ending 2021)
- Elizabeth Cunningham (ministry personnel) (term ending 2021)

**g) Equity Committee**

The committee gathers expertise, retains and integrates best practices and knowledge into our region and develops practices to help fulfil the equity policy of Shining Waters. Currently membership is six members.

Recommended motion for the Regional Executive:

Moved by \_\_\_\_ / \_\_\_\_ that the terms of reference for the Equity Committee be updated to increase membership from six members to eight.

- Greg Daly (co-chair) (ministry personnel) (term ending 2021)
- Wayne Monague (lay member) (term ending 2021)
- Hedy Baker-Graf (lay member) (term ending 2022)
- Karen King (co-chair) (lay member) (term ending 2023)
- Julian Munro (lay member) (term ending 2023)
- Ruth Bramham (lay member) (term ending 2023)
- Lee Heard (lay member) (term ending 2023)

**h) Grants Review Committee**

The Committee receives all grant applications, except Mission Support. The Committee also determines where the application should be directed. This provides one point of entry for all grant requests.

Membership is seven to ten members. The Communities of Faith Commission will appoint one member.

- Karen Bowles (ministry personnel) (term ending 2021)
- Peter Farwell (lay member) (term ending 2022)
- Nicole Hwang (lay member) (term ending 2022)
- Angus MacLennan (lay member) (term ending 2022)
- Paul Rose (lay member) (term ending 2023)
- Bruce Chappell (lay member) (term ending 2023)

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- John Joseph Mastandrea (ministry personnel) (term ending 2023)
- Dan Clark (lay member) (term ending 2023)
- Communities of Faith appointment
- 1 vacancy

**i) Mission Support Committee**

The Committee receives all applications for Mission Support grants and makes recommendations to the Regional Council Executive.

Membership is up to six members. Members will be appointed by the Executive for a two-year term.

- Deborah Hart (ministry personnel) (term ending 2022)
- Sarah Lough (lay member) (term ending 2022)
- Ron Wigle (lay member) (term ending 2022)
- Tom MacNeil (ministry personnel) (term ending 2022)
- Two vacancies

**j) Nominations Committee**

Membership is eight members including two members of the Executive. The President-Elect or the Past President chairs the committee. The remaining six members must be members of the United Church not serving on the Executive, but not necessarily members of the Regional Council, at least two of whom are lay members and two are ministry personnel.

- Betty Lou McNabb (chair) (ministry personnel) (term ending 2021)
- Kirsty Hunter (Executive member) (ministry personnel) (term ending 2021)
- Steven Loweth (Executive member) (DLM) (term ending 2022)
- Lawrence Nyarko (ministry personnel) (term ending 2022)
- Sarah Jane Wetelainen (lay member) (term ending 2023)
- Three vacancies

Moved by \_\_\_\_ / \_\_\_\_ that Shining Waters Regional Council elect those listed in the Nominations Report to serve on the Shining Waters Regional Council Executive, Commission and committees of Shining Waters Regional Council for stated terms, and that two additional members of the Equity Committee, Ruth Bramham and Lee Heard be elected provisionally pending the Executive revising the terms of reference contained in the Equity Committee Policy.

## Appendix J

### PROPOSAL TO SHINING WATERS REGIONAL COUNCIL #2020-01

**Title:** **INTERCULTURAL DIVERSITY COMMISSION  
for Shining Waters Regional Council**

**Original Source:** Intercultural Diversity Circle September 2020

#### PURPOSE

The Intercultural Diversity Commission will “encourage and engage the Shining Waters Regional Council and its Executive in honouring and living into intercultural mission and ministry” (The Manual C.2.4.d.).

#### WHY A COMMISSION

The Manual

C. Regional Council

C.3.3. Commission

C.3.3.1. A regional council may appoint one or more United Church members as a commission...

a) to take on a specific responsibility for the regional council or its executive; and

b) to make decisions on behalf of the regional council or its executive.

The journey toward becoming an intercultural denomination has been a long time coming. Ethnic ministries committees, multicultural consultations, ethnic rallies and dinners, ecumenical and interfaith committees, studies, and reports have all been part of the former Toronto Conference journey to become intercultural.

When the 41<sup>st</sup> General Council (2012) adopted “A Vision for Becoming an Intercultural Church”, it recommended this vision to its various levels for study and reflection, and to encourage them to “integrate aspects of this vision into their mission and ministry.” In 2019, the vision was explicitly included in The Manual 2019 in all three levels or councils: B. Community of Faith B.2.1.1.f.; C. Regional Council C.2.4.d; and D. General Council D.2.3.e.

The specific responsibility for becoming an intercultural church requires dedicated work of long-term commitment, action, and visibility. We cannot *be* an intercultural Church without the hard work of *becoming* together. “We (the United Church) are not a culture looking for more diversity; we are incomplete looking to become more whole.”<sup>1</sup>

An intercultural Church is an intentional, justice-seeking Church. It keeps finding new and anti-

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<sup>1</sup> Unknown source quoted by Janet Ross, former General Council Program Coordinator for Intercultural Education and Engagement, What’s Up at Church House: News from Your General Council Office, Issue 7, February 2013, p. 3.



racist ways to share resources, redress imbalances of power, and challenge unfair systems. It faithfully addresses racism and White culture privilege. It honours and strengthens cultural ethnic, and linguistic communities of faith to grow spiritually within their own cultural contexts without expecting assimilation. It recognizes the churches' participation in historic injustices. It strives to do things equitably from non-dominant perspectives. It is missional. It thinks globally and locally.

Shining Waters Regional Council covers one of the most racially, culturally, and ethnically diverse regions in the country; many of our communities, neighborhoods, and workplaces are already intercultural. Yet, the culture and operational systems of our regional council and communities of faith remain largely unchanged. The diversification of the representational appearance of its leaders in decision-making places is a start; however, it is not intercultural until each learns from the other and a different leadership culture is created based on equity.

An Intercultural Diversity Commission would be a place in the structure of Shining Waters Regional Council where the specific responsibility for deepening and enlivening the work of the intercultural vision would be visibly housed. A commission relating to the Executive and to other commissions as equal partners will enable us to have the space to discover who we really are and to live into the transformative reality of what it means for us to be The United Church of Canada.

## **WHAT AN INTERCULTURAL DIVERSITY COMMISSION WOULD BRING TO THE REGIONAL COUNCIL**

The 2016 "Final Report of the Intercultural Ministry" from the former South West Presbytery identified that being an intercultural church is not always easy to put into action. The report identified multiple *barriers* in becoming intercultural:

- "the need to better integrate and apply leadership, knowledge, and participation in intercultural ministry";
- "interest in forming longer standing and deeper relationships with first-generation Canadian newcomers, but challenged to know how best to do so";
- "biases about race or culture individually and collectively as a community of faith."

For many minorities, "ethnic" cultural communities of faith are the only places where they can safely be who they are. Worship, language, spirituality, and culture cannot be separated. By their intergenerational, linguistic, and cultural nature, these communities of faith are already intercultural in their own right and should be honoured as such.

Diversity must still be central to our faith and central to what it means for all of us to be called to be the Church and for all to feel we belong. The early church was culturally and ethnically diverse and thus intercultural from the beginning. The Spirit did not make distinctions; yet, even the early church struggled with cultural difference and discrimination in their communities.

Racialized and ethnic minority communities of faith and individuals bring particular authenticity and integrity to the work of becoming an intercultural regional council. But for generations, many have felt isolated and treated like liabilities, not as equals or recognized in the Church.

We who are seen to be racialized, biracial, cultural and/or linguistic minorities live daily experiences of marginalization and “othering” in Church and society. The regional council cannot participate in becoming an intercultural church without courageously naming and dismantling prejudice, discrimination, and racism in our midst, specifically anti-Black racism, anti-Indigenous racism, anti-Asian racism, Islamophobia, and anti-Semitism. We ourselves have also learned to be prejudiced against other minorities. No culture is less than or greater than another in God’s eyes. We need to know each other’s stories and to unlearn our part as minorities in the racial hierarchy that exists in relation to the White culture.

We bring gifts of our relationships with our diverse ancestral homelands. First generation immigrants as well as their subsequent generations connect with global issues from a relational perspective, often in formal and informal relationships with global or ecumenical partners of The United Church of Canada: Anglican, Christian Church (Disciples of Christ), Methodist, Presbyterian, and others. Many come from other countries and churches without formal United Church partner relations. Many also come from interfaith relations within our own families. Our faith diversity is a gift.

We believe that God has blessed and created diverse cultures and languages in diverse bodies and that we were created for relationship with God and with one another. We will continue to be changed by one another only as we live together in mutual recognition, respect, understanding of difference, and with full and equitable participation. New communities from different nations and cultures will continue to join this journey and expand our intercultural identity.

We want to be able to develop the language, wisdom, and practices necessary to make an intercultural vision a reality. We see a vision of growing in interdependence and integration within the Church, not assimilation or separation, so that we can make authentic decisions for ourselves among our diverse, minority cultures. This is neither short-term work nor work that can be done authentically from a majority culture perspective.

We don’t know exactly what an intercultural Church looks like because we’ve never been there before. No Church has. But we have seen glimpses of hope: some churches have changed the way they welcome; some practice reciprocal relationships; some are not afraid to be vulnerable and learn from mistakes; some seek to share resources equitably.

We have faith and trust in the One who is guiding us toward this vision in Shining Waters. We take strength in Psalm 37:4, “Delight yourself in (YHWH) and you will be given the desires of your heart.” An intercultural Church is the desire of our hearts.

## **WHAT AN INTERCULTURAL DIVERSITY COMMISSION WOULD BE RESPONSIBLE FOR**

The leadership for an intercultural regional council needs to come from those who live diverse cultures, not from those who learn about us and whose culture is considered the norm.

A commission would take responsibility for the movement toward becoming an intercultural denomination in the regional council by:

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- a) Educating ourselves about the Church system of marginalization and our part in it through
  - i. learning to dismantle and disrupt our learned ways of relating to the (usually) White, European Church, and between one minority and another,
  - ii. embodying intercultural church amongst ourselves,
  - iii. unlearning our internalized cultural imperialism together,
  - iv. getting to know and encourage each other as minorities so that we can interact in mutual relationship and grow into ourselves,
  - v. practicing peacemaking between us,
- b) Taking the time we need together to build a common understanding and to bring a diverse yet equitable and collective voice to the intercultural growth of the regional council. Some of our members are now on the Shining Waters Regional Council Executive and other commissions, which is a step forward. We finally have place and voice at decision-making circles where in the past we have been solitary tokens, occasionally asked about our “ethnic” perspective but not having our voice affect the majority perspective. A commission will give us space to learn how to contribute to the regional council as equals, as our whole selves,
- c) Finding ways together to contribute our cultures, worship, experiences of God in ways that are respected as more than entertainment or tourism, and to learn from one another. For many of us, though not all, English is our second or third language and learned as adults. There is richness in our languages and cultures with words and concepts that have no English language equivalents such as *sankofa*,
- d) Providing spaces for our different cultural groups to learn each others’ histories, stories, challenges, languages; deepening cross-race relationships and learning how our histories intersect, and learning to become intercultural with each other,
- e) Teaching our newcomers about the legacy of Indigenous peoples, residential schools, and the history of the land on which they settled, and finding respectful ways to be in relationship with Indigenous communities, particularly those on whose land the regional council settled on,
- f) Developing practical tools for minority ethnic culture communities of faith as well as predominantly White mono-cultural communities of faith, for all to first know their own cultures and biases as critical to becoming intercultural in areas such as worship, pastoral care, welcoming, meetings, and other areas of community life, drawing on the resources of the rich cultures within Shining Waters Regional Council,
- g) Becoming equipped to provide resources to the regional council Executive to become more intercultural and anti-racist in the ways it does its work,
- h) Working with other regional council commissions and committees, not as another silo or as secondary to but as equal partners in mission and ministry, encouraging other groups to work toward mutually participating in an intercultural diversity vision for the whole regional council,
- i) Nominating the commission chair or co-chairs from among our members.

<b>PROPOSAL TO SHINING WATERS REGIONAL COUNCIL #2020-02</b>
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**Title:** All People, One God! Equity Action Plan 2020-2021  
**Original Source:** Equity Committee, October 2020

## **PART 1: VISION AND VALUES**

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### **Vision Statement**

The Shining Waters Regional Council communities of faith reflect the communities where we worship in all their magnificent diversity. We welcome people of all mental and physical abilities, all races, sexual orientations and gender identities, racialized persons, and all others who are marginalized, into the life and work of the Region; they demonstrate how welcome they feel by joining and being active in our communities of faith. They feel heard and seen, encouraged and supported in sharing their diversity in ways that enhance our communities of faith. We are enriched by having all God's children in our church.

Striving to be faithful followers of Jesus in our time and place, Shining Waters Regional Council will continue to remove physical and other barriers to participation in the life and work of the Region and society, committing itself to resisting all forms of oppression, especially Anti-Black racism which has had a deleterious impact on all Black lives.

Expanded from the policy approved May 2019

### **Overall Goals**

We strive to **WELCOME AND CELEBRATE** people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized, and missing in our community of faith into the life and work of the Region in ways that are public, intentional and explicit.

Zero tolerance for racist speech, discrimination and/or other forms of bigotry.

Communities of faith and regional leadership reflect the diversity of the greater community with measurable targets.

**AS FAITHFUL FOLLOWERS** of Jesus, we seek to reach out and connect with targeted groups at the events that they hold so that we may experience and enjoy new experiences. We live out life in its fullness in a good way that invites us to be hospitable, to respect and to learn from one another.

Rooted in the hospitality and justice of the gospel we will **REMOVE THE BARRIERS** to participation in our life and work that includes looking for bias at work in our policies and procedures.

We believe in God who has created and is creating, who works in us and others by the Spirit. We will respect the sacredness of our gatherings and **BE OPEN TO THE WORK OF THE SPIRIT** who calls us to bring our bodies, minds and hearts, as well as our cultures and our histories together in ways that will transform who we are and how we gather and how we work together.

We will walk the talk of our commitments to diversity and inclusion and rise to **RESIST OPPRESSION**, expressions of hate and discrimination, in our midst and in the world.

## **PART 2: 2020/2021 ORGANIZATIONAL COMMITMENTS**

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The journey to being an intercultural, diverse, inclusive, anti-racist, affirming community is life-long. In the coming year we commit ourselves to grow in the following ways:

### **Equity Committee**

Identify, support and train leaders to help grow and care for a culture of belonging across the region. These leaders will serve as resource people, and with the support of staff, will curate a knowledge bank of resources, including professional consultants, event guidelines, facilitation best practices, and policy analysis tools, for use across the region.

### **Executive**

The Executive will oversee and support the work of the Equity Committee with regular reports throughout the year. We will continue to lift up and map out regional policy and the work of the Commissions in advancing the next steps of our journey towards an intercultural, anti-racist and affirming region.

### **Communities of Faith Commission**

The Communities of Faith Commission commits to:

- Bringing wise speakers to inform our work each month with a particular lens of equity
- Intentionally implementing change out of the learnings from speakers; determining how to be accountable for implementing change, translate our learnings into policy and practice
- Writing policy to support the region's commitment to equitable sharing of resources across the region
- Completing the mapping process with EDGE to help lift up the needs across the region to inform how we will strategically support congregations and prioritize ethnically diverse congregations.

### **Pastoral Relations Commission**

The Pastoral Relations Commission will:

Collect data on the pastoral relations process from entry point to the end of the first year answering this question: How does unconscious racist/sexist/ableist bias hinder or create barriers for ministers in the congregational setting? Who is chosen? Are there differences in the terms of the pastoral relationship between ministers who are White and all other racialized ministers and why? Also look at that question for the LGBTQi community. What is the experience of racialized, BIPOC,

differently abled and LGBTQi ministers after one year of their pastoral relationship? How does unconscious racist/sexist/ableist bias affect their health, joy and excellence in ministry?

### **Youth**

The Minister for Faith Formation, Youth and Young Adults will provide resources for youth-led and community of faith-led educational equity initiatives, for example conversations on conversion-therapy.

## **PART 3: OPERATIONAL ACTION PLAN**

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Through the Executive Minister, staff are accountable to implement the following:

1. Display visible signs of welcome in regional offices, on the website, letterhead, and at events by December 31, 2020, including the Affirm logo, rainbow flags, the forward movement (accessibility), and signs in the languages used across the region
2. Review the Violence and Harassment policy and procedures and ensure they are sufficient and accessible. (November 2020)
3. Build a knowledge bank of intercultural, anti-oppression facilitation practices in support of building competence in equity--based ways of working
4. Host a region-wide public service of celebration for Affirming commitment in 2021.
5. Regularly post, share and track, stories of diversity, inclusion, affirming ministries and action against injustice in the ongoing communication of the region.
6. Create a public directory of Affirming Ministries, accessible buildings, and languages spoken in worship (December 2021)
7. Strengthen partnerships within the United Church and the wider community with equity-based groups.

## **PART 4: AFFIRMING STATUS**

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Shining Waters Regional Council was acknowledged by Affirm United <http://affirmunited.ause.ca/> as having Interim Affirming Ministry Status. To fulfill the requirements for becoming an Affirming Ministry we need:

- A vision statement concerning the inclusion of people of all sexual orientations and gender identities in the life and work of the Ministry. The Equity policy statement, approved in May 2019 will serve this purpose.
- An ongoing plan of action that is voted on by the Regional Council and includes a public celebration of becoming an Affirming Ministry. This Equity Action Plan will serve this purpose. One of our operational actions is to host a public celebration in the spring of 2021.
- A liaison with Affirm United, who facilitates the annual contribution and arranges for participation in the Annual General Meeting. This role is currently being supported by two regional staff, Susie Henderson and Jeffrey Dale.

## **PART 5: MOTIONS FOR THE 2020 ANNUAL GENERAL MEETING**

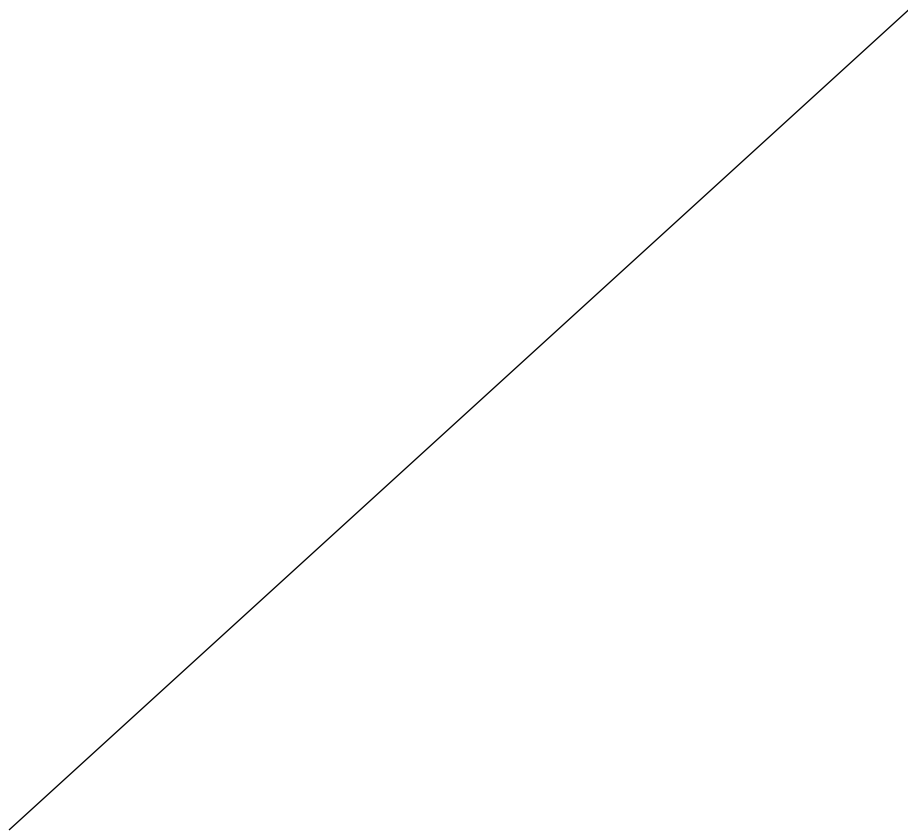
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### **Equity Action Plan**

that the Shining Waters Regional Council Equity Action October 2020 plan, be received.

### **Affirming Region**

that Shining Waters Regional Council become an Affirming Ministry, based on the 2020 Equity Action Plan; continue our membership in Affirm United/S'affirmer Ensemble, for an annual fee of \$1000; and host a region-wide public service of celebration for our Affirming commitment in 2021 (possibly on March 14, 2021 which is also Affirm United's PIE Day. PIE Day is an opportunity to be Public, Intentional and Explicit about our ongoing commitment to the full inclusion and celebration of LGBTQIA+ and Two Spirit people.)



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