

January 22, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, January 22, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, January 22, 2020 by video conference call. The meeting began at 9:30 a.m.

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:

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.

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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.

- 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) and on community innovation through the Tamarack Institute (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.

January 22, 2020

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 19th 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.

February 19, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, February 19, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, February 19, 2020 by video conference call. The meeting began at 9:30 a.m.

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.

February 19, 2020

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.

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

February 19, 2020

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.

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.

March 18, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, March 18, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, March 18, 2020 by video conference call. The meeting began at 9:30 a.m.

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

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.

March 18, 2020

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.

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.

April 15, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, April 15, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, April 15, 2020 by video conference call. The meeting began at 10:00 a.m.

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.

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The Staff Lead will require a motion from the governing body and financial documentation to consider the request.

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.

May 20, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, May 20, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, May 20, 2020 by video conference call. The meeting began at 9:30 a.m.

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:

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

May 20, 2020

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.

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?

May 20, 2020

- 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 Ministere 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 2nd. 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.

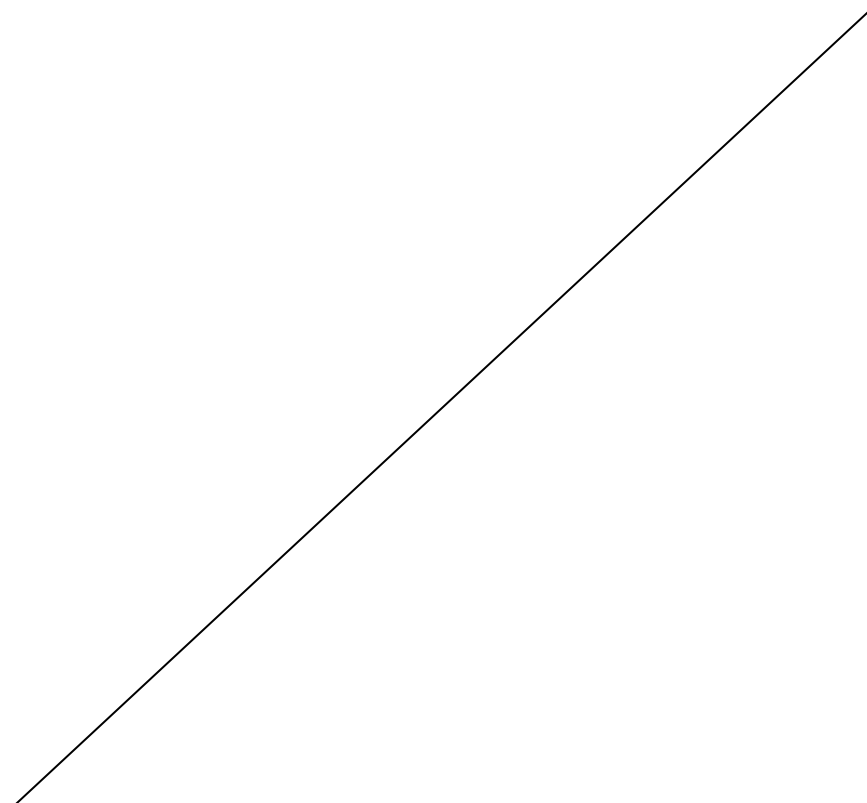
Membership

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.

Next Meeting: June 2, 2020 at 9:30 a.m. (note: this is a joint meeting with the Pastoral Relations Commission).



June 2, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Tuesday, June 2, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Tuesday, June 2, 2020 by video conference call. The meeting began at 9:30 a.m.

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.

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.

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.

June 2, 2020

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

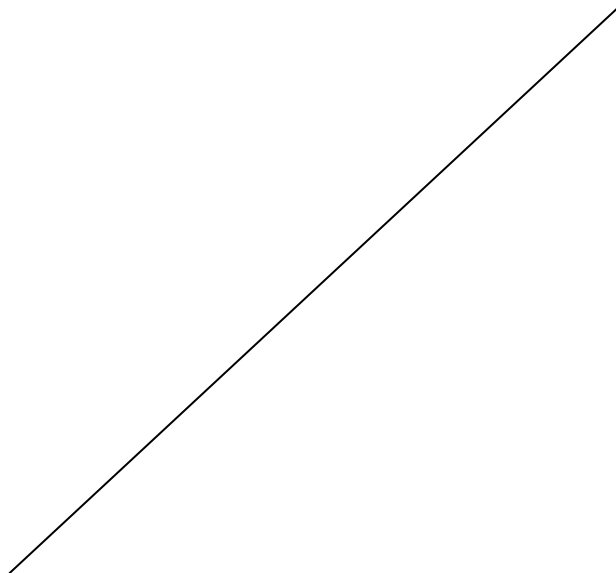
The commission will consider options for how this work can happen at our next meeting.

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.



July 29, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, July 29, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, July 29, 2020 by video conference call. The meeting began at 9:30 a.m.

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.

July 29, 2020

- 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
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.

September 16, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, September 16, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, September 16, 2020 by video conference call. The meeting began at 9:30 a.m.

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:

- 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

September 16, 2020

- 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

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 13th 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 8th 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.

September 16, 2020

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.

October 21, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, October 21, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, October 21, 2020 by video conference call. The meeting began at 9:30 a.m.

Present:

Christine Smaller (Chairperson), Bronwyn Corlett, Carolyn Harding, Calin Lau, Amy Lee, Kevin Logie, Sandra Nottegar, Cindy Randall, Harry Ramsaran

Jody Maltby (Staff Lead)

Regrets: Chris Bennett, Gloria Tozek

Welcome, check in and prayer

The chairperson welcomed everyone. Jody gave an acknowledgement of the land and our commitment to being a safe place for all people to gather and participate in our region. Christine offered a reflection based on a psalm and celebrated the creation of the new Intercultural Diversity Commission. Christine offered thanks to Amy for her commitment and persistence in pursuing this vision.

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

Innovation Cluster – Diane Matheson-Jimenez

The commission welcomed Diane Matheson-Jimenez who will be doing contract work while Karen Hilfman Millson is on leave. Diane shared her experience of the Innovation Cluster gathering held in partnership with Edge, and hosted by Carla Leon. Eleven congregations and four social enterprises participated in valuable conversation including how we can partner across the region and share resources. Folks agreed to gather again for further conversation. The stories were recorded and Diane is able to share them with anyone interested.

Agenda

MOTION by Kevin Logie/Amy Lee that the agenda approved be as revised.

MOTION

CARRIED

Minutes

MOTION by Cindy Randall/Sandra Nottegar that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated September 16, 2020 be approved as circulated.

MOTION

CARRIED

Business Arising

- Collaboration Handbook – Cindy Randall

Cindy had a good meeting via Zoom with Islay Scott on Sept 30th which resulted in several revisions to the handbook. Cindy will review edited version after which Diane will continue the work with Islay. The commission offered thanks to Cindy and Islay for their work, care and diligence. This handbook will be useful for years to come. It will come back to the commission for consideration in November or when ready.

- Mapping Process – Jody Maltby

Jody reported that staff are following up with Edge to try and get the mapping process moving forward. We heard at the last meeting that this work and the information it will provide is critical to our equity work.

Wise Speaker: Jordanna Wright

The commission welcomed Jordanna Wright who coaches ministries and other organizations about equity. Jordanna offered a number of reflections some of which include:

- We can't build a vibrant community unless everyone locally feels included and welcome.
- Equity is an important stepping stone for the UCC in becoming the community it wants to be.
- In particular there are opportunities to do this work well with congregations in vibrant downtown diverse communities.
- Often, well-meaning people who want to do this work aren't able to make the necessary connections so that leadership and participation in the life of congregation reflects the diversity in the community.
- It is important to have diversity within any group creating equity policy.
- Make sure those affected by policy have input into the policy.
- Use equitable process to create equitable policy.
- Don't rely only on fellow ministers to reflect the lived experience of specific groups. Being expected to educate their peers can put unfair pressure on ministers.
- If someone is brought in to help with education it is important that they are fairly compensated for their time and expertise.

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Following her comments, the commission asked themselves how we might help congregations to be sustainable and connected to their community. Is there a process that could bring all congregations to a place where they can start developing equitable relationships, policies and practices? Many congregations use a significant amount of time and budget just to get them to the baseline. Is there a role for the region to provide basic resources, thus allowing congregations to use their resources for big bold projects within the community?

The commission thanked Jordanna for her reflections, following which members checked in around the topic of equity. Some thoughts included:

- Equity as financial net worth v. equity in the church
- Equity is theological – God’s love for all people and all creation – a way to get there. Policies will help, process will help but that is not all we need to achieve vision of wholeness of who we are as church. It’s who, why, how and ultimate goal.
- Access, equipping, removing barriers; that is our challenge and it is diverse.
- One of the encouraging things about the new Intercultural Diversity Commission is that there are many different ways to get to equity and many different barriers and the commission will help us look at this.
- Some ministers struggle with where to put equity in terms of priorities in pandemic – right now everything is pastoral care and keeping people safe. Folks are afraid and isolated and it won’t get better as we head into winter.

Policy Review

The commission discussed how to engage in policy review in light of our commitment to equity. It was agreed that we would begin by hearing from different voices to inform our lens. Some issues we want to reflect on include ableism, colonialism, and ageism. We want to hear from Affirm and from the United Property Resource Corporation. When ready, the commission will take one meeting to look at all policies. This will also help us to see how the different policies impact each other and where are the gaps and overlaps.

Members were asked to think and pray if there are other voices from whom we need to hear.

Next Meeting: Wednesday, November 18th, 9:30 a.m. – 12:30 p.m. via Zoom.
Opening worship: Kevin Logie, closing prayer: Bronwyn Corlett

Closing: Cindy Randall offered a closing prayer and the meeting adjourned at 11:30 a.m.

November 18, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, November 18, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, November 18, 2020 by video conference call. The meeting began at 9:30 a.m.

Present:

Christine Smaller (Chairperson), Chris Bennett, Bronwyn Corlett, Amy Lee, Calin Lau, Kevin Logie, Sandra Nottegar, Cindy Randall, Gloria Tozek, Harry Ramsaran

Jody Maltby, Kim Uyede-Kai

Regrets: Carolyn Harding,

Welcome, check in and prayer

The chairperson welcomed everyone, and offered a particular welcome to Chris Bennett on his first attendance at a commission meeting. Kevin offered a reflection on the Book of Lamentations, noting as we move into Advent, that we may need to lament in this time of upheaval and transition as a way of allowing what's being born new in our midst to come to fruition. Christine 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 Amy Lee/Cindy Randall that the agenda be approved as amended.

MOTION

CARRIED

Minutes

MOTION by Bronwyn Corlett/Kevin Logie that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated October 21, 2020 be approved as corrected replacing the words "Psalm 155" with "a psalm".

MOTION

CARRIED

Email votes

The following decisions were made by email:

- approved the loan renewal of the Christian Resource Centre (Fred Victor Centre) with Toronto United Church Council (TUCC) on the following terms and conditions:
Date: November 1, 2020
Amount: up to \$275,708
Amortization: 16 years
Term: 3 years
Interest: the Bank of Nova Scotia 3-year mortgage rate or 4%, whichever is the higher, for the term as of the renewal date.
Payments: monthly principal and interest
Provision: payment of renewal administration fee (\$689.27)
Approval: Shining Waters Regional Council
Security: revision to promissory note if required
Source: Investing in Ministry Fund.
- approved the lease agreement between Northlea United Church, Toronto, and Maria Montessori School Inc. dated November 4, 2020.

Bronwyn Corlett was added to the Task Group on governance.

Saint Luke's Intentional Interim Ministry

MOTION by Kevin Logie/Calin Lau that, upon the recommendation of the Intentional Interim Ministry Committee, the Communities of Faith Commission approves the request for an extension of the Intentional Interim Ministry at Saint Luke's United Church, Toronto, to August 31, 2022, based on Saint Luke's Transition Team's Report which their Council fully supports; and further that the Pastoral Relations Commission be requested to extend the appointment of Rev. Jim Keenan by one year as the Interim Minister at Saint Luke's.

MOTION

CARRIED

Collaborative Handbook

Cindy Randall reported on the work that is being doing with Islay Scott. Diane Matheson and Cindy will continue to do more editing and it will hopefully come to December meeting of the commission.

Wise Speakers

Christine Smaller provided some history of the commission for new members. We have been writing policy as we go to be able to address requests from communities of faith in a

November 18, 2020

timely manner, with intentional commitment that we would be reviewing and revising policy using an equity lens and recognizing opportunities to do things in a very different way that would serve justice, equity, accessibility. We also need to weave innovation into our policies as we have been working on that extensively over the past year.

Christine reviewed the equity goals for the commission and in particular the need for wise speakers to inform our policy work.

The commission agreed by consensus to allocate a budget of \$500 for 15 hours of work by Michiko Kai-Bowen to put together a roster of speakers that will meet our need.

The commission engaged in further discussion about how we might support communities of faith to reach a baseline for equity and inclusion.

Mapping Project

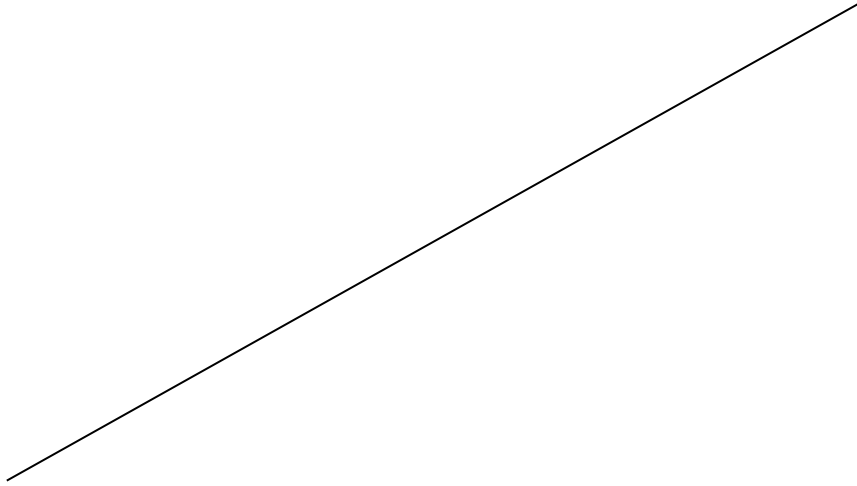
Jody Maltby provided an update on the mapping project. We can expect a draft report in December and a full report for the commission by the end of January 2021.

South West Community Ministries

Jody Maltby reported on a letter received from the Board of the South West Community Ministries (Jane Finch and Davenport Perth). Chris Bennett, Harry Ramsaran, and Jody and will meet with the Board of the South West Community Ministries for conversation. (Note: Amy Lee also offered to participate but subsequent to the meeting she withdrew due to her role with Davenport Perth United Church).

Closing: Bronwyn Corlett offered a closing prayer and the meeting adjourned at 12:00 p.m.

Next Meeting: December 16, 2020, 2020, 9:30 a.m. via Zoom.



December 16, 2020

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Communities of Faith Commission
Wednesday, December 16, 2020**

The Communities of Faith Commission of Shining Waters Regional Council met on Wednesday, December 16, 2020 by video conference call. The meeting began at 9:30 a.m.

Present:

Christine Smaller (Chairperson), Chris Bennett, Carolyn Harding, Calin Lau, Amy Lee, Kevin Logie, Sandra Nottegar, Cindy Randall, Gloria Tozek, Harry Ramsaran

Jody Maltby (Staff Lead), Kim Uyede-Kai, Diane Matheson-Jimenez

Regrets: Bronwyn Corlett

Guests: Islay Scott

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 opened in prayer. The commission welcomed Islay Scott to the meeting.

Members checked in.

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

Agenda

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

MOTION

CARRIED

Minutes

MOTION by Harry Ramsaran/Gloria Tozek that the Minutes of the meeting of the Communities of Faith Commission of Shining Waters Regional Council dated November 18, 2020 be approved as circulated.

MOTION

CARRIED

Email votes

The following decisions were made by email:

- East End United Church, Toronto lease agreements
Awaiting legal advice regarding the lease agreements between East End United Regional Ministry and Riverdale Activity Centre, Matthew and Guillermo, and Strickland Reading Clinics.
- Collier St United Church, Barrie governance document
Approved the revised Constitution of Collier Street United Church, Barrie, dated January 1, 2021.
- Dewi Sant Welsh United Church, Toronto loan agreement
Approved the request of Dewi Sant United Church for a loan from the TSEP-MCF in the amount of up to \$135,000 to be secured against the Dewi Sant church building situated on Melrose Ave.

Collaboration Handbook – Diane Matheson-Jimenez, Islay Scott, Cindy Randall
Diane expressed thanks to Islay, Cindy, Gloria Tozek and Karen Hilfman Millson. Islay provided some of the history of the handbook which was developed through working with churches.

MOTION by Cindy Randall/Sandra Nottegar that the Communities of Faith Commission of Shining Waters Regional Council approve the Collaboration Handbook for use in Shining Waters Regional Council with thanks to all who worked on it.

MOTION

CARRIED

Update on Mapping Process – Jody Maltby

We have received the draft report and will receive the final report in January. Kevin Logie agreed to have a conversation with Sharon Buttrey from EDGE and Susie Henderson to help shape a process for the commission to engage the data provided.

Update on Wise Speakers – Christine Smaller

Christine reported that she is continuing to work with Michiko Kai-Bowen to develop list of speakers.

Thoughts on policy – Chris Bennett

Chris provided a helpful reflection on policy management. He highlighted the importance of coherence in policies, trust and compliance, and accountability and effectiveness of commissions and regional staff. Clear policies are easier to apply and evaluate and build trust between communities of faith and the region.

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Every policy should have a purpose and if the purpose is no longer relevant the policy should be removed. Is the policy meeting the need that drove the development of the policy? If not, have we identified the need correctly and do we have the right tools to address the need?

The slide deck for the presentation will be circulated with these minutes. The commission will continue to evaluate and refine policies.

Update on South West Community Ministries – Chris Bennet, Harry Ramsaran, Jody Maltby

Jody, Harry and Chris reflected on their meeting with the Board of the two community ministries. The commission will continue to have conversations with them over the next months.

Huttonville United Church, Brampton – Diane Matheson-Jimenez

MOTION by Amy Lee/Kevin Logie that in accordance with The Manual (2019) section G.1.5.2, the Communities of Faith Commission of Shining Waters Regional Council assumes financial responsibility for the building as of December 21, 2020 and approves the request of Huttonville United Church to disband the pastoral charge as a recognized community of faith effective January 15, 2021 with thanks to God for the ministry of this congregation and names Christine Smaller, Jody Maltby, Janet MacDonald, Ken Woolley and Alex Watson as the Board of Trustees until all decisions are made regarding property.

MOTION

CARRIED

The commission wishes to reflect on how we might better acknowledge and celebrate the rich histories of congregations when they close.

Requests to Sell Property – Jody Maltby

Request from Huttonville United Church, Brampton for approval to sell their building, using Daryl Ruff of Exit Realty Hare Peel, with 10% of the proceeds from the sale to go to St. Andrew United Church in Georgetown (as per email of December 13, 2020 from Trustees).

MOTION by Sandra Nottegar/Kevin Logie that the Communities of Faith Commission of Shining Waters Regional Council does not approve the request of Huttonville United Church, Brampton, to sell their building.

MOTION

CARRIED

MOTION by Cindy Randall/Amy Lee that the Communities of Faith Commission of Shining Waters Regional Council instruct Toronto United Church Council (TUCC) to act on behalf of Shining Waters Regional Council in the sale of the building that currently houses Huttonville United Church and that 10% of the proceeds from the sale, when it happens, will go to St. Andrew United Church in Georgetown.

MOTION

CARRIED

The commission will advise the congregation that we will provide the name of their proposed real estate agent for consideration.

Request from Dewi Sant United Church, Toronto to sell their property in anticipation of amalgamation with another congregation. (as per letter of December 14, 2020)

MOTION by Chris Bennett/Amy Lee that the Communities of Faith Commission of Shining Waters Regional Council does not approve the request of Dewi Sant United Church, Toronto, to sell their property in anticipation of amalgamation with another congregation.

MOTION

CARRIED

MOTION by Amy Lee/Sandra Nottegar that the Communities of Faith Commission of Shining Waters Regional Council ask the United Property Resource Corporation to make a recommendation on the best use of the building that currently houses the congregation of Dewi Sant United Church to provide resources for a potential newly amalgamated congregation which will include an intentional Welsh ministry, while also supporting ministry in the wider United Church.

MOTION

CARRIED

The commission will advise the congregation that when they are ready to enter an amalgamation that they come to the region to discuss their property needs; that we understand the desire to preserve an intentional Welsh ministry within Shining Waters Regional Council

Trustees, Automatic Regional Appointments – Jody Maltby

MOTION by Gloria Tozek/Chris Bennett that if a pastoral charge closes without naming a Board of Trustees to deal with remaining property, the chair of the Communities of Faith Commission, the Staff Lead and the Finance Administrator are automatically trustees.

MOTION

CARRIED

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MOTION by Kevin Logie/Calin Lau that in accordance with The Manual (2019) section G.3.3.4c, if a congregation finds themselves with only one or two trustees or without any trustees for any reason, the chair of the Communities of Faith Commission, the Staff Lead and the Finance Administrator are automatically trustees and will serve along with the remaining trustees until the full number of trustees has been appointed.

MOTION

CARRIED

Taiwanese United Church of Toronto – Jody Maltby

MOTION by Cindy Randall/Amy Lee that under section C.2.3.g) of the Manual, given that the Taiwanese United Church of Toronto is unable to meet due to concerns around Covid-19, that the Communities of Faith Commission of Shining Waters Regional Council appoint Lloyd Mather, Lyle Urquhart as directors from February 11, 2020 through December 31, 2020 with authority to sign cheques, Janet MacDonald as director from February 11, 2020 through December 31, 2021 with authority to sign cheques, and Rachael Howes as director from January 1, 2021 through December 31, 2021 with authority to sign cheques and that Jody Maltby have authority to sign cheques in her capacity as pastoral charge supervisor.

MOTION

CARRIED

Chris Bennett declared a familial relationship prior to the vote.

**GS 81 Extension of Temporary Amendment of Bylaws re: Pastoral Relations;
Temporary Amendment re: Congregational Annual Meeting – Jody Maltby**

At its meeting on November 26, 2020, the Sub-Executive of the General Council passed a motion to:

- temporarily suspend the requirement in section B.5.1 of The Manual for congregations or pastoral charges to hold an annual meeting; and
- temporarily amend the responsibility of the congregation or pastoral charge to make a decision on their annual draft budget by allowing the governing body of the congregation or pastoral charge to fulfil this responsibility where necessary, and where permitted by the regional council;

with each of the foregoing to be in effect until June 30, 2021, subject to earlier cancellation or further extension by decision of the Executive or Sub-Executive of the General Council.

MOTION by Cindy Randall/Chris Bennett, that the Communities of Faith Commission of Shining Waters Regional Council permits congregations or pastoral charges in Shining Waters Region to allow the governing body of the

congregation or pastoral charge to make a decision on their annual draft budget, and that this permission is in effect until June 30, 2021.

MOTION

CARRIED

Request to have Emmanuel College as a Regional Recognized Ministry.

The commission authorizes staff to engage in conversation with Emmanuel College about becoming a regional recognized ministry.

Terms of Reference for the Intentional Interim Ministry Committee

MOTION by Chris Bennett/Kevin Logie 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 and open to any ministry personnel who is an Intentional Interim Minister and/or has experience and skills that would be helpful for the committee.

MOTION

CARRIED

Request from West Hill United Church, Toronto regarding disposition of funds from sale of property

The commission discussed the request from West Hill United Church. In principle, the commission wants to be supportive of congregations doing innovative work.

Chris Bennett and Jody Maltby will have a conversation with representatives from West Hill in the new year to gain better understanding of the request.

Staff will look for templates for plans for the disposition of funds from the sale of property.

Closing: The chair offered thanks to the members and wished everyone a Merry Christmas. Cindy Randall offered a closing prayer and the meeting adjourned at 12:32 p.m.

Next Meeting: January 20, 2021, 9:30 a.m. via Zoom.