

Antler River Watershed Transition Commission
Holding and Encouraging Communities of Faith

10 April 2019 Meeting - Downtown Mission of Windsor

Present: Joyce Payne (Chair), Jim Evans, Judith Fayter, Louise Hall, Robin Sherman, Mary Anne Silverthorn, Cheryl-Ann Stadelbauer-Sampa (Executive Minister), Sue Duliban (Executive Assistant). (Judith Fayter had to leave the meeting at lunchtime)

Regrets: Eileen Antone, Grafton Antone, Beth Parsons

Opening Worship, Check-in, Acknowledgement of Territory

Joyce opened the meeting by acknowledging the territory. She shared and reflected on a prayer by Mary Oliver's poem on Palm Sunday, "The Poet Thinks about the Donkey" and offered a prayer.

Approval of Minutes of the Meeting of March 13, 2019.

MOVED: Mary Anne Silverthorn, **SECONDED:** Louise Hall

Acceptance of the Minutes of the meeting of March 13, 2019 meeting of Antler River Watershed Regional Council. **CARRIED**

Tour of the Downtown Mission of Windsor (Ron Dunn)

Ron Dunn, the Executive Director of The Downtown Mission of Windsor, gave a synopsis of the history of the Mission and an outline of the Mission's current work. He took the group on a tour of the current building and the "future" – the Windsor Library building across the street from the present site. The Mission will take possession of the library building June 28th. Ron explained the extensive and inspiring renovations that will be undertaken.

Over lunch, Ron spoke of the challenges of securing funding, fundraising, and trying to reach out to churches and have them become more involved. Cheryl-Ann suggested that it is for the Regional Council, particularly the Mission and Discipleship Commission, to be a contact point and to say to United Church people, let's show up. For example could have a Bake for the Downtown Mission Sunday, and invite communities of faith to hold a bake sale with proceeds to the Mission.

Business Arising from Minutes

1) Governance webinar

It was decided not to have a webinar on March 27th; that there might be a more effective way to reach out to the regional council. Cheryl-Ann shared that another region has been phoning communities of faith who have not had a regional representative submit an expression of interest in order to provide information about structure, the job of being a regional council representative, etc., and offer assistance if needed. The transition commission agreed to follow that model. A phone "script" will be circulated. Calls to be completed by April 30.

2) Covenanting service template

Lynne was looking into this. It was noted that Diane Blanchard does have a covenanting template which she has shared.

3) Regional chairs meeting

Joyce will circulate notes from the meeting. During that meeting, she expressed her concern about ChurchHub and the work-arounds provided, as well as concern about regional staff workload. The chairs will be meeting again. C-A noted that the regional council has no control over the technology, but said there has been nothing but excellent service and graciousness from the General Council. That sentiment was also expressed at the regional chairs meeting.

4) Presbytery assets

Cheryl-Ann will check on the status of monies still to be received. In terms of London assets, there are about 10 London Conference bills left and the audit is complete. Cheryl-Ann also noted that the former London Conference office is empty and she gave a brief update on former staff.

Antler River Watershed Transition Commission
Holding and Encouraging Communities of Faith

10 April 2019 Meeting - Downtown Mission of Windsor

5) Fairfield

Cheryl-Ann confirmed May 8th as the signing date of the agreed upon proposal. The General Secretary is able to attend and ARW transition commission, as able, should attend as well. She will confirm the time of the celebration. It was agreed that the transition commission would hold their monthly meeting the following day, May 9. Hotel arrangements in Chatham for the night of May 8th to be made.

6) Incorporated ministries

a) Essex Presbytery Development Fund bylaw change

MOVED: Louise Hall, **SECONDED:** Robin Sherman

That Antler River Watershed Regional Council grant preliminary approval for the Essex Presbytery Development Fund bylaw change for the corporation to consider at their annual meeting. **CARRIED**

b) Windsor Downtown Missions

MOVED: Robin Sherman, **SECONDED:** Louise Hall

That Antler River Watershed Regional Council grant preliminary approval for the final bylaws of the United Church Downtown Mission of Windsor Inc., for the corporation to consider at their annual meeting. **CARRIED**

Correspondence

1) Lambton Presbytery Refugee Committee

MOVED: Jim Evans, **SECONDED:** Louise Hall

That Antler River Watershed Regional Council confirms that the following members of the Lambton Presbytery Refugee Committee be named to oversee the use of the refugee committee funds until the sponsorship is completed: Paul Cooper, Daphne Murray, Ida Burley, and Pat Whitton. **CARRIED**

2) Remembrance Bill

Cheryl-Ann noted that the date of the presentation of the bill needed to be researched. It was agreed it might be helpful for the transition commission to say they support the cause, but weren't able to respond in the time frame given.

3) London Road West letter to ARW (& reply from Cheryl-Ann & Joyce)

Presented for information only.

4) Introduction to Governance and Mission (copy of report) presented for information.

It was suggested this might be a good piece to circulate to regional council representatives with a pastoral letter from Chair Joyce.

Cheryl-Ann noted that one issue that the ARW transition commission needs to think about is succession – in what ways might some of the transition commission help resource the next step so we have your experience there.

Talked about succession at a staff meeting and determined it would be more helpful to do region by region. What is being suggested is holding region by region retreats, first three Wednesdays in June (ARW will be June 12); for the transition commission, the new regional council executive and three commissions of the region, framing what the transition commission has done and why you've done it. It was agreed to proceed with the retreat. Staff will try to book a camp for the event.

Community of Faith Decisions

1) Dunwich United Church – UCC Technology Support Grant request

MOVED: Jim Evans, **SECONDED:** Mary Anne Silverthorn

That Antler River Watershed regional council endorse and forward the UCC Technology Support Grant request of Dunwich United Church to the General Council Office, with a note as to why it is technically outside of the time frame for the purchase. **CARRIED**

10 April 2019 Meeting - Downtown Mission of Windsor

- 2) **Lambton United Church Centre – Capital Grant request**
MOVED: Jim Evans, **SECONDED:** Mary Anne Silverthorn
That Antler River Watershed regional council endorse and forward the UCC Capital Grant request of Lambton United Church Centre to the General Council Office. **CARRIED**

- 3) **St. Paul's, Aylmer – renovations**
MOVED: Jim Evans, **SECONDED:** Robin Sherman
That Antler River Watershed regional council endorse the planned accessibility renovation of the sanctuary of St. Paul's, Aylmer. **CARRIED**

- 4) **Disbanding congregation(s)**
a) **Fairmont United Community Church**
MOVED: Jim Evans, **SECONDED:** Mary Anne Silverthorn
That Antler River Watershed regional council receives and authorizes with regret the request of Fairmont United Community Church to disband effective June 30, 2019, and thanks the Fairmont community of faith for their many years of service. **CARRIED**

The regional council will take responsibility for the disposal of the congregation's property and appoint three people as trustees over the next month or so. Current account and investment resources are not to be expended in the interim. The regional council will take responsibility for the building effective July 1, 2019. It was agreed that Grace Valley Church is welcome to continue to worship in the space according to current terms.

There was some discussion regarding the building. The straightforward option would be to list the building for sale. There is also a group of London clergy who would like to experiment with a different church model. While not making a decision at this time, the commission felt it would be interesting to pursue and get more details regarding the clergy proposal, perhaps propose a 3 year experimental period.

MOVED: Louise Hall, **SECONDED:** Robin Sherman
Antler River Watershed regional council to communicate to Fairmont United Community Church that the region will take responsibility for the building effective July 1, 2019 and that the region is content at this time for the Grace Valley Church congregation to continue to worship in the space according to the current terms with Fairmont. **CARRIED**

b) **St. Paul's Windsor has there been an official request to disband?** The proposed sale of St. Paul's to the Nigerian Canadian Muslim Society of Windsor was not completed; a disbanding date cannot be set until it is sold. However there is a great deal of interest, and there is no anxiety about possibilities for sale. The building is actively being used by the worshipping community, it is not abandoned.

- 5) **Requests for a change in pastoral relations**
a) **MOVED:** Jim Evans, **SECONDED:** Louise Hall
That Antler River Watershed Regional Council approve the request for change in pastoral relations from Bradley Morrison to end the pastoral relationship with Grace United Church, Sarnia effective June 30, 2019. **CARRIED**

b) **Naming pastoral charge supervisors**
MOVED: Jim Evans, **SECONDED:** Mary Anne Silverthorn
That Antler River Watershed Regional Council approve the following pastoral charge supervisor appointments: Rev. Sarah Grady to Innerkip-Eastwood Pastoral Charge effective March 13, 2019. Rev. Doug Wright to Central Sarnia effective March 13, 2019. **CARRIED**

To be confirmed with Judith, that a pastoral charge supervisor has been arranged for Tupperville Pastoral Charge or if the search should continue. An appointment can be confirmed in an email vote.

Antler River Watershed Transition Commission
Holding and Encouraging Communities of Faith

10 April 2019 Meeting - Downtown Mission of Windsor

6) Approving and appointing liaisons

Bonnie Pilkey to Mount Elgin United Church; this approval to be put on hold until after the congregational profile is received.

7) Approving calls/appointments

MOVED: Robin Sherman, **SECONDED:** Jim Evans

That Antler River Watershed Regional Council approve the following:

Donald McPherson (DLM ret) renewal of appointment at Talbotville United Church of Suburban Pastoral Charge, full-time, effective July 1, 2019 to June 30, 2020 according to the terms set out in the signed record of appointment.

Karlene Kimber (diaconal candidate) provisional appointment at Belmont Harrietville Mosley Pastoral Charge, part-time, effective June 3, 2019 to June 3, 2020 according to the terms set out in the signed record of appointment.

Paul Rodey (OM ret) appointment at Bethel Maidstone United Church, to cover a maternity/parental leave, part-time, May 19, 2019 to May 10, 2020 according to the terms set out in the signed record of appointment.

Gabrielle Heidinger Baerg (ordained candidate) renewal of appointment at Dorchester United Church, part-time, effective September 1, 2019 to August 31, 2020 according to the terms set out in the signed record of appointment.

Bradley Morrison (OM) call to Strathroy United Church, fulltime, effective July 1, 2019 according to the terms set out in the signed record of call.

Judith Fayter (OM ret) renewal of appointment at Erie Street United Church, fulltime, effective July 1, 2019 to June 30, 2021 according to the terms set out in the signed record of appointment.

CARRIED

Delaware Memorial Church Building

MOVED: Louise Hall, **SECONDED:** Robin Sherman, that Antler River Watershed Regional Council give its consent:

1) To the sale of the Delaware Memorial United Church building, the location of which is s LT 12 E/S Main (or Dundas) St. & LT 17 W/S York St., 34PL47 Middlesex Centre Twp. – Property Identifier Number 08510-0086 (LT), and the municipal address of which is 2708 Gideon Drive pursuant to an agreement between the Trustees of Kilworth United Church, a congregation of The United Church of Canada who hold title to the real property in the name of the Delaware Methodist Church, as Seller, and Jackie Hollett-Caines and Chad Caines as Buyers, dated the 8th day of April, 2019, and subject to regional council approval, the terms of which are as follows:

- a. Purchase price: \$390,007.00 less the deposit of \$5,000.00. The balance due: \$385,007.00
- b. Buyers: Jackie Hollett-Caines and Chad Caines
- c. Closing date: April 30, 2019

2) The net proceeds of the sale after legal, real estate, moving (e.g. windows) and disposal (e.g. defunct organ) costs will be preserved. Net proceeds cannot be spent without the prior approval of Antler River Watershed Regional Council.

CARRIED

Commission Planning

1) ARW budget

Cheryl-Ann referred to two different types of formatting and asked the transition commission which format they found to be helpful. It was agreed that the narrative format budget was clearer. Cheryl-Ann will build an “actuals” column and add into the narrative format budget. Two further financial pieces were discussed: authorization of discretionary spending for Cheryl-Ann and authorization of a ceiling when entering into negotiations for services in response to complaints received.

MOVED: Jim Evans, **SECONDED:** Louise Hall

That Antler River Watershed regional council authorize a discretionary spending limit of up to \$2,000.00 for Cheryl-Ann Stadelbauer-Sampa, Executive Minister.

CARRIED

10 April 2019 Meeting - Downtown Mission of Windsor

MOVED: Mary Anne Silverthorn, **SECONDED:** Jim Evans

That Antler River Watershed regional council authorize Cheryl-Ann Stadelbauer-Sampa, Executive Minister, to enter into negotiations for services in response to complaints received for up to \$5,000.00, the amount and service provider to be confirmed at the next meeting of the regional council commission or the regional council executive.

CARRIED

2) Property policy – draft policy motions

MOVED: Judith Fayter, **SECONDED:** Mary Anne Silverthorn

The regional council understands itself in partnership with the local congregation and with the wider United Church of Canada in the fulfillment of its responsibilities concerning the real and personal property of congregations. The regional council will communicate its policy clearly and be available for consultation and discussion with congregations when they are making decisions in co-operation with the regional council.

Major Assets

...that in accordance with *Manual* Section C.2.6(a)ii, Antler River Watershed Regional Council defines "other major assets" as any item or group of items under consideration in the accrued amount or evaluation of 50% of net income as at December 31st of the previous calendar year or \$150,000.00, whichever is lesser.

Major Renovations

that in accordance with *Manual* Section C.2.6(a)ii, Antler River Watershed Regional Council defines "major renovations" as any repair, work, addition, upgrade or capital improvement or like project to the real property of a congregation or pastoral charge estimated or expected to cost 50% of net income as at December 31st of the previous calendar year or \$150,000.00, whichever is lesser, with all costs in, including without limitation applicable taxes, design, permits, project management and commissions.

Sale of Real Property

that in accordance with *Manual* Section C.2.6(a)I, Antler River Watershed Regional Council will normally request that the net proceeds from the sale of real property be held as a restricted fund with only the interest available without prior regional council approval.

Amalgamation

That in accordance with *Manual* Section G.1.4.5., Antler River Watershed Regional Council will normally not declare the property of amalgamating congregations surplus.

Disbanding

...that in accordance with *Manual* Section C.2.6(a), Antler River Watershed Regional Council adopts the policy that funds received from the property of a disbanding congregation be disbursed in the following manner:

Reimbursement of holding/maintenance/disposal costs

Covering unpaid past assessments and current year assessment

Repaying any congregational indebtedness

33% for the congregation to direct to United Church of Canada ministries such as neighbouring congregations, United Church outreach ministries, United Church camps, United Church extension councils, The United Church of Canada Foundation or any of the following:

15% designated for Indigenous ministries

12.5% designated for Mission and Service (current year)

12.5% designated for Mission and Service Endowment Fund

2% designated for Archives

25% designated for regional council

[A congregation may give an amount equal to x% to from it's

Antler River Watershed Transition Commission
Holding and Encouraging Communities of Faith

10 April 2019 Meeting - Downtown Mission of Windsor

share to a non-United Church ministry provided the congregation can demonstrate having previously supported this ministry to this extent and that the ministry is a registered charity.]

CARRIED

3) Governance Handbook addition

MOVED: Louise Hall, **SECONDED:** Mary Anne Silverthorne

To honour the separation of oversight and discipline of ministry personnel established by the Office of Vocation and in recognition of the workload attached to Office of Vocation roles, those members serving with the Board of Vocation or the Committees of the Office of Vocation will not be considered for decision-making responsibilities in the regional council. Their involvement as members of a resource pool would be most welcome if their Office of Vocation duties allow for such a time commitment.

CARRIED

Governance handbook to be updated with revision (date of revision to be indicated) and put online.

Cheryl-Ann mentioned the General Secretary's ruling regarding membership which indicated the right to vote can be extended to lay only if there is an equal number of mp. However the General Secretary clarified that it's based on the roll not registrations and the roll includes retired ministers.

4) Celebration of Ministries

MOVED: Mary Anne Silverthorn, **SECONDED:** Jim Evans

That Antler River Watershed Regional Council will hold its celebration of ministry to ordain, commission and to admit new members to the Order of Ministry as approved by the Office of Vocation and having met all requirements of the Manual (2019) on Saturday, May 25th, at 3:30 p.m. at the UNIFOR Family Education Centre in partnership with Horseshoe Falls Regional Council and Western Ontario Waterways Regional Council.

CARRIED

Other Business

1) Website update: In process of finalizing.

2) Annual meeting update

Planning agenda for region only time will be done by Joyce, Robin, Louise, and Mary Anne. Region only time to include nature of the covenant between communities of faith and the regional council; congregational self-assessment; election of a president.

Honouring of retirees/jubilants to be done during region time. Celebration and presentation of certificates to be done when all three regions are together.

Celebration of ministries – all regions together. Single vows from OV and Candidacy Board.

The registration form has been designed. Some testing will be done and it should be sent out this week.

Next meeting: May 9, 10 a.m. – location to be determined (Chatham?)