

**Conseil régional Nakonha:ka Regional Council**  
**Meeting of the Executive**  
**Friday, April 17, 2020 – 9 a.m.**

**Vision of the Commission by which we evaluate progress based on:**

- Supporting and enhancing the life of Communities of Faith where ministry takes place
- Nurturing Social Justice and Outreach programs
- Building Communications

**IN ATTENDANCE**

Rev. Linda Buchanan	Chair, President
Rev. David Lambie	Member, Past-President
Fred Braman	Member, Property and Finance
Rick Sheffer	Member at large
Marc Grenon	Member at large
Rev. Darryl Macdonald	Member, Pastoral Relations
Rev. Samuel Dansokho	Member at large
Paul Stanfield	Member, Treasurer
Patricia Lisson, D.M.	Member, Justice and Community Ministries
Rev. Barbara Bryce	Member, Granting and Enabling Leadership Team
Robert Patton	Member, Right Relations
Rev. Pierre Goldberger	Member at large
Rev. Joëlle Leduc	Member at large
Rev. Marie-Claude Manga	Member, Representative to La Table
Peter Bisset	Corresponding Member, Finance and Extension Board
Rev. Tami Spires	Corresponding Member, AGM Coordinator
Judy Coffin	Corresponding Member, Administration and Communication
David-Roger Gagnon	Corresponding Member, Minister Supporting Networks & Clusters
Shanna Bernier	Corresponding Member, Youth, Young Adult and Families Ministries
Rev. Rosemary Lambie	Member, Executive Minister
Joel Miller	Corresponding Member, Program Assistant to Executive Minister, Recording Secretary
 <b><u>REGRETS/ABSENT</u></b>	
M <sup>c</sup> Sabrina Di Stefano	Corresponding Member, Pastoral Relations Minister

***Opening Devotions*** – Dave Lambie led the opening worship. Dave read a version of Psalm 16, using the words of the sung response at Voices United p. 738, to the tune of the Westminster chime. Words: “Protect me God, I trust in you.” David closed this time of devotion with a prayer and reciting The Lord’s Prayer.

***Circle Time of Sharing*** – All were invited to share.

***Minutes of March 13, 2020***

**2020-04-17\_039 MOTION** (D. Macdonald/D. Lambie) that the Conseil régional Nakonha:ka Regional Council Executive approved the Minutes of March 13, 2020 as received. **Carried**

***Agenda***

**2020-04-17\_040 MOTION** (D. Lambie/S. V. Dansokho) that the Conseil régional Nakonha:ka Regional Council Executive accept the agenda as amended. **Carried**

***Additions:*** National Indigenous Ministries check-in under new business.

**Correspondence**

- a) April 1, 2020 Shirley Welch, General Council office re Finance and Extension Board name change (*for action 3a*)
- b) April 3, 2020 Alison L. Jordan, Law Clerk, The United Church of Canada re extension of returning "Remit 1 Re: Amendment to the Basis of Union's Article 10 on Ministry Personnel" until December 31, 2020 because of COVID-19 (*for information*)
- c) April 15, 2020 Rev. Teresa Burnett-Cole re decision of the General Council Executive on GS 49 (*for information and discussion – future action as required*)
- d) April 15, 2020 Jim Gates, Treasurer, Dorval-Strathmore United Church re request for process to get Regional Council permission for financial support due to COVID-19 (*for action by Finance decisions 3*)
- e) April 16, 2020 Thomas Kent, Creek-Waterloo Pastoral Charge re request for process to get Regional Council permission and information for financial support due to COVID-19 (*for action by Finance decisions 3*)
- f) April 16, 2020 John Coffin, Summerlea United Church re request for process to get Regional Council permission and information for financial support due to COVID-19 (*for action by Finance decisions 3*)
- g) Similar inquiries from Plymouth Trinity, Mount Royal, Merging Waters re request for process to get Regional Council permission and information for financial support due to COVID-19 (*for action by Finance decisions 3*)
- h) April 16, 2020 Rick Sheffer, motion for Nominations (*refer to the Nominations Team*)
- i) April 17, 2020 Rev. Rosa Denoso Cruz, Église Camino de Emaus re financial support (*refer to GELT*)

**Business arising**

Supporting and enhancing the life of Communities of Faith where ministry takes place

**1. Governance**

- a) Leadership Team Mandates  
**YAYA Leadership Team** – (see **appendix A**)
  - a. **2020-04-17\_041 MOTION** (J. Leduc/P. Godlberger) that the Conseil régional Nakonha:ka Regional Council Executive receives the YAYA Leadership Team terms of reference and recommends them to the Regional Council for inclusion into the Governance Handbook. **Carried**
  - b. **Community and Justice Leadership Team** – (see **appendix B**)  
**2020-04-17\_042 MOTION** (P. Lisson/D. Macdonald) that the Conseil régional Nakonha:ka Regional Council Executive receives the Community and Justice Leadership Team terms of reference and recommends them to the Regional Council for inclusion into the Governance Handbook. **Carried**
- b) Licensed Lay worship Leaders – Zoom meeting on Saturday April 18
- c) Care for Retirees – David is working on list (with Judy's help) to contact/check-in with all of the retirees.

**2. Pastoral Relations**

- a) **2020-04-17\_043 MOTION** (D. Macdonald/D. Lambie) that the Conseil régional Nakonha:ka Regional Council Executive approves the Re-Appointment of the Rev. Steven Lawson, retired, to a half-time appointment effective July 1, 2020 to June 30, 2021, at Knowlton-Mountain Valley. **Carried**
- b) **2020-04-17\_044 MOTION** (D. Macdonald/ D. Lambie) that the Conseil régional Nakonha:ka Regional Council Executive approves the Appointment of the Patricia Lisson, retired D.M., effective immediately as Interim Director of St Columba House. The appointment will be for up to 6

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months, with only two weeks' notice required to terminate the contract. It is for 60% time of a minister in category F. **Carried** (*P. Lisson abstains*)

- c) **2020-04-17\_045 MOTION** (D. Macdonald/D. Lambie) that the Conseil régional Nakonha:ka Regional Council Executive on the recommendation of Pastoral Relations, declared a full time vacancy at Ste Genevieve United Church, Dollard-des-Ormeaux, QC, effective July 1<sup>st</sup> 2020. **Carried**
- d) **GS 49 For Information** – “*GS 49 Temporary Amendment Of Bylaws Re: Pastoral Relations*” / *Origin: General Secretary, General Council (see appendix C)*

Discussion: The group discussed the implications of GS 49. There may be requirements for a meeting on short notice to approve layoffs, but the hope is to financially support instead.

### 3. Property and Finance

- a) **2020-04-17\_046 MOTION** (F. Braman/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive receives the Extract for the General Council Sub-Executive Minutes of February 7, 2020 confirming the change of name for the Finance and Extension Board in GS 39; effective February 7, 2020. **Carried**

*GS 39 Change of Name: Finance and Extension Board of the Montreal Presbytery*

*Cynthia Gunn, Legal Counsel, explained that due to the change in church structure a name change is required for the Extension Board of the Montreal Presbytery as there are no longer presbyteries.*

*Motion: Larry Doyle/Paul Douglas Walfall (2020-02-07-056)*

*That the Sub-Executive of the General Council approve the change of name of the Finance and Extension Board of the Montreal Presbytery, United Church of Canada to: The Finance and Extension Board of conseil régional Nakonha:ka Regional Council/Le conseil des finances et de l'expansion du conseil régional Nakonha:ka Regional Council*  
**Carried**

- b) **2020-04-17\_047 MOTION** (F. Braman/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive receives the Income Statement for first three months of 2020 for information. **Carried**
- Income statement for the first three months of this year (see **appendix D**)
- c) **2020-04-17\_048 MOTION** (F. Braman/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive amends the motion of March 13 to include the lot number:

*MOTION (P. Stanfield/F. Braman) Resolved that the Finance & Extension Board of the Montréal Presbytery of the United Church of Canada concur with the request of Conseil régional Nakonha:ka Regional Council to accept the transfer of the Wesley United Church property of the Bedford Pastoral Charge (Lot #5602178 Cadastral du Québec, Missisquoi District) and all its assets to the Finance & Extension Board. **Carried***

- d) **2020-04-17\_049 MOTION** (F. Braman/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendations of the Property and Finance Leadership Team on March 20, 2020.

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*MOTION (D. McCormack/P. Stanfield) that the Property and Finance Leadership Team recommends to Nakonha:ka Regional Council Executive the implementation of an emergency payroll assistance program, available until June 30, 2020, involving loans of up to \$5,000 monthly per community of faith, with an interest-free period until December 31, 2020 at which time the loans should be repaid. This program would be administered at the discretion of Regional Council Staff and would not be publicized until decided by Executive. CARRIED.*

**Carried**

- e) **2020-04-17\_050 MOTION** (F. Braman/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendations of the Property and Finance Leadership Team to lifting the restriction on the use of manse funds, with a reminder to Trustees to bear in mind their fiduciary responsibilities when making decisions relating to the use of manse funds.

*MOTION (R. Sheffer/P. Bisset) that the Property and Finance Leadership Team recommends to Nakonha:ka Regional Executive the lifting of the restriction on the use of manse funds, with a reminder to Trustees to bear in mind their fiduciary responsibilities when making decisions relating to the use of manse funds. CARRIED. Carried*

- f) **2020-04-17\_051 MOTION** (R. Sheffer/ S. V. Dansokho) that the Conseil régional Nakonha:ka Regional Council Executive approves the form for applications by Communities of Faith for approval to seek loans, and appoints four (4) members of Property and Finance Leadership Team, namely Fred Braman, Paul Stanfield, Brian Ruse and Rosemary Lambie, to decide on such applications for approval as a Commission of the Regional Council Executive. **Carried**

- Form for applications by Communities of Faith for approval to seek loans (see **appendix E**)

Discussion: It was uncertain if missions qualified for the Canada Emergency Business Account (CEBA) loans, and they have been encouraged to apply.

#### 4. **Granting and Enabling Leadership Team**

**2020-04-17\_052 MOTION** (B. Bryce/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive approves the decisions of the Granting and Enabling Leadership Team's report on Erskine & American – Mountainside grant, which is dated April 7, 2020.

##### I. Report on Erskine & American – Mountainside grants

*MOTION (F. Braman/E. Crawford) that the following grants from the Erskine & American – Mountainside Trust Fund be recommended to the Regional Council Executive for approval:*

- |  |                       |
|--|-----------------------|
| - Beaconsfield United Church Women's Collective:<br>Integration of Nigerian refugee women and children       | \$13,400 <sup>1</sup> |
| - Beaconsfield United Church, Dominique Literacy Centre<br>Assistance for school's community garden in Haiti | \$5,000               |
| - Camp Cosmos: Conflict Resolution at the Grassroots   | \$4,625 <sup>2</sup>  |
| - Cedar Park United Church: Accessible Community Labyrinth   | \$6,320 <sup>1</sup>  |
| - COCLA: Start of food security programme in St. Laurent   | \$9,000 <sup>1</sup>  |
| - Laurentian Area Ministry: Variety Show   | \$4,480 <sup>1</sup>  |
| - Mount Royal United Church: French Intercultural Worship Services   | \$10,000              |
| - Saint Columba House: LEAD – Leadership training of at-risk youth   | \$16,550 <sup>1</sup> |
| - Saint Lambert United Church:<br>Greening of the Church: For a community garden on surplus land             | \$14,000 <sup>3</sup> |
| - Sainte Geneviève United Church:<br>ORA Loss and Living Programmes for Refugees – Grieving                  | \$4,000               |
| - Sainte Geneviève United Church:<br>ORA Loss and Living Transition Programme for churches in transition     |                       |

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<i>and coping with closure and other faith community changes</i>	\$2,750
- <i>West Island LGBTQ2+ Centre: Youth based programming</i>	\$25,000 <sup>1</sup>

1 Confirmation must be received that the project is up and running by October 31 2020, failing which money reserved may be granted for other programmes. The Erskine & American – Mountainside subcommittee is empowered to grant extensions or vary this proviso as a commission of the Regional Council and to grant the balance of funds available for 2020.

2 Confirmation must be received that the project is up and running by July 1 2020, failing which money reserved may be granted for other programmes. The Erskine & American – Mountainside subcommittee is empowered to grant extensions or vary this proviso as a commission of the Regional Council and to grant the balance of funds available for 2020.

3 Subject to confirmation that municipal permission has been obtained and confirmation must be received that the project is up and running by October 31 2020, failing which money reserved may be granted for other programmes

**MOTION CARRIED.** The total amount granted was \$115,125, which leaves a remaining 2020 balance of \$54,875.

II. Report on Kelley Trust grants

- The request from West Island cluster of churches for a grant of \$12,000 :approved.
- The request from Montréal City Mission for a grant of \$2,500 for their Staying Connected Inter-Generational Outreach project: approved.
- The request from Westmount Park United Church for a grant of \$5,000 for their Eco-Educator Ministry project : approved. **Carried**

**2020-04-17\_053 MOTION** (B. Bryce/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive approves the decisions in the Granting and Enabling Leadership Team's report on the Good Samaritan Fund Grant, which is dated April 7, 2020.

III. Report on Good Samaritan Fund grants

**MOTION** (S. Fryday/R. Sutherland) that the following grants from the Good Samaritan Fund be recommended to the Regional Council Executive for approval:

- Montréal City Mission: Seasons/Saisons 2	\$20,975
- COCLA: Gériatrie sociale pour mieux vivre à St. Laurent	\$30,000
- St. Paul's UC, Magog: Seniors' Healthy Living Exercise Program	\$10,590
- Auberge Madeleine: Housing for Homeless	\$10,000
- Saint Columba House: Senior Care	\$29,051
- Riverside UC: Riverside Cares	\$22,400
- Riverside UC: Riverside "Out to Lunch" Program	\$15,000
- Richmond-Melbourne UC: Seniors' Spiritual Wellness Program	\$25,000
- Beaconsfield UC: "Around the Table" and "Loonie Lunch"	\$31,600
- West Island LGBTQ2+ Centre: Rainbow Seniors	\$20,000
- Laurentian Area Ministry: Open Circle	\$19,948
- Montreal West UC: Extra Miles Seniors Visiting Program	\$12,000
- Sainte Geneviève UC: ORA Loss and Living for Churches in Transition	\$2,750

**MOTION CARRIED.** The total amount granted was \$249,314.

A 3.5% disbursement percentage from the fund would allow for maximum total grants of \$236,000 and the total amount granted was \$249,314. Therefore, it will be necessary to ask for approval to increase the disbursement percentage in order to grant this amount.

**MOTION** (S. Fryday/D. Clinker) that a request be submitted to the United Church of Canada Foundation to increase the maximum disbursement percentage from the Good Samaritan Fund from 3.5% to 5%. **CARRIED.**

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- IV. *Grant applications to be considered*
- *McGill chaplaincy: request for Mission Support (\$20,000 request)*  
*The request was refused, as they did not use the standard grant application for their request and their application was incomplete, as no financial statements were provided. Brian Ruse will send them a letter asking them to reapply later, telling them to use the standard grant application, and giving them information on where to find it.*
  - *Nakonha:ka YAYA: Rendezvous 2020 (\$4,000 request)*  
*This event is scheduled to take place in August 2020 in Calgary and it is currently uncertain whether the event will take place as scheduled.*  
*MOTION (D. Clinker/M. Khatchikian) that a grant of \$4,000 from the Trois-Rivières Fund for Rendezvous 2020 be recommended to the Regional Council Executive for approval, with the proviso that the Regional Council be notified by June 30 2020 whether or not the event will take place. CARRIED.*
  - *Westmount Park United Church: Church Transformation*  
*As this proposal involves a church transformation, it was felt that it should be referred to the Property and Finance Leadership Team.*  
*MOTION (P. Bisset/S. Fryday) that the Westmount Park United Church grant application project "Church transformation bringing a non-profit into being for community, peace and ecology" be referred to the Property and Finance Leadership Team for consideration. CARRIED.*
  - *Saint Columba House: Light a Spark (\$5,950 request)*  
*MOTION (D. Clinker/H. McClure) that the Saint Columba House request for \$5,950 of Light a Spark funding for a Visioning Grant be recommended to the Regional Council Executive for approval. CARRIED.*
  - *Saint James United Church: Philippines Mission (\$4,996 request)*  
*This application is deferred, as the trip is on hold. **Carried***

**2020-04-17\_054 MOTION** (B. Bryce/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive approves the decisions in the Granting and Enabling Leadership Team's report on the grant applications referred back to GELT, which is dated April 7, 2020.

1. *Grant applications referred back to GELT*
  - *Mount Royal United Church: French worship (\$11,390 request)*  
*(requested \$21,390 and was awarded \$10,000 by EAM, request referred back to GELT for consideration of grant from Bhal-Jun)*  
*MOVED (F. Braman/S. Fryday) that a grant of \$11,390 for Town of Mount Royal United Church's French Worship project be recommended to the Regional Council Executive for approval, with proportionate amounts of \$8,950 from the Bhal-Jun Fund and \$2,440 from the Trois-Rivières Fund. CARRIED.*
  - *Ste. Geneviève United Church ORA: Transition (\$2,750 request)*  
*(requested \$5,500 and was awarded \$2,750 by EAM, referred back to GELT for consideration of grant from Bhal-Jun, Kelley, or Good Samaritan)*  
*At its meeting on March 31 2020, the Good Samaritan Fund committee recommended a grant of \$2,750.*
  - *Ste. Geneviève United Church ORA: Refugees (\$4,000 request)*  
*(requested \$8,000 and was awarded \$4,000 by EAM, referred back to GELT for consideration of grant from Bhal-Jun, Kelley, or Good Samaritan)*  
*MOVED (F. Braman/R. Sutherland) that a grant of \$4,000 from the Bhal-Jun Fund for Ste. Geneviève United Church's ORA Loss and Living Refugees project be recommended to the Regional Council Executive for approval. CARRIED.*
  - *Westmount Park United Church: Conformity of Church Centre (\$4,500 request)*  
*(EAM determined that this request was not within their mandate and referred back to GELT for consideration)*  
*MOTION (F. Braman/P. Bisset) that a grant of \$4,500 from the Bhal-Jun Fund for Westmount Park United Church's Conformity of Church Centre project be recommended to the Regional Council Executive for approval. CARRIED.*
2. *Item referred from the F & E Board meeting on March 5, 2020:*

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*Interest rate charged for loans, possibility of offering Communities of Faith a combination loan and grant*

*This proposal would consider supporting Communities of Faith that have long-term viability on a selective basis. Effectively this would be a way to offer a preferred rate, by offering a loan with a 5% interest rate in combination with a grant.*

*MOTION (R. Sheffer/P. Bisset) that the Property and Finance Leadership Team and the Finance & Extension Board put together a discussion paper on this matter and come back to the Granting and Enabling Leadership Team with the results. CARRIED. Carried (J. Leduc abstains)*

Nurturing Social Justice and Outreach programs
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5. **Community of Faith/ Clusters/Networks** – David-Roger provided an oral report; he has invited networks to present in the spring at the AGM (during both sessions); efforts are continuing at finding new, emerging networks; lots of Zoom meetings have been taking place; work on creating a list of current retirees; ongoing concern about isolation among clergy – looking into the possibility of setting up a retreat; working with Christian Jewish dialogue.
6. **Youth and Young Adults, and Family Ministries** – Shanna provided an oral report; is collaborating with lots of people, including staff from other Regional Councils (including Dana Ducette, in Eastern Ontario Outaouais); weekday hour long check-ins (3pm-4pm), between 4-15 youth are participating; some attend regularly and others sporadically; gatherings close with ‘grateful/concerns’; Facebook live ‘Children’ Church on Sunday mornings’; preparing for the fact that there may not be a face-to-face camp; four-hour Zoom youth forum (April 18), guest speakers (social worker and artist), theme is ‘finding hope’; providing pastoral care for youth; Considering suggestions for parameters of Duty of Care (especially when continuing to meet online); it is uncertain if Rendezvous 2020 will take place this summer in Calgary.

Discussion: It was suggested to make Duty of Care education available

7. **La Table** – Marie Claude provided an oral report; held an emergency meeting to discern needs of francophone worshipping community; Every Tuesday there is a zoom meeting for clergy to discuss ongoing in communities, to learn from one-another, and work towards finding solutions together; Zoom has been provided to Communities of Faith along with trainings; it has been observed that people are joining together more online for Bible studies, worship; there is going concern for people who are vulnerable, who are isolated (and not having means to join online) and this is a focus for Ministries in French; a webpage is being created for sharing resources. ‘Oreille emprunté’ hotline has been created to help provide a listening ear; encouraging National Church to create a fund of \$5000 has been created to help families (up to \$250 per family); Congregations are coming together which is giving rise to new way of ‘doing worship’ together.

Discussion: Marie-Claude will provide links to various resources being created by La Table. David-Roger thanked the Regional Council Executive for providing support in the letter that was sent.

**2020-04-17\_055 MOTION** (D. Lambie/S. V. Dansokho) that the Conseil régional Nakonha:ka Regional Council Executive extend this meeting to 12:15 p.m. **Carried**

8. **Community and Justice Leadership Team** – Patricia Lisson provided an oral report; Marie-Claude is hosting a Zoom meeting on the weekend to discuss what is going on in the Philippines; ‘Haiti School Project’ continues to take a focus; focusing on outreach ministries, Saint-Columba House is continuing to work, providing 100 meals a day (food security), providing online community (using Zoom); taking note of poor standards of care of seniors, as evident in the recent numbers of deaths at seniors homes. It was

suggested to write a letter to government (CHSLD) denouncing what is happening in senior health care (especially in private senior homes). Montreal City Mission is continuing to provide services; looking to provide pastoral care and grief counselling, online (there is an anticipated need), and asked for support from any who could bring their expertise (and times of availability). Prayers are welcome.

#### Building Communications

**9. Communications** – Judy provided an oral report; busy times for Communications; looking for stories of needs, events, and help; need to reduce content in newsletter and encourage the use of links instead of recreating information; Regional meeting is taking the focus at the moment; currently only 22 people registered so far.

**10. Nominations** - GC 44 Commissioners nominees – so far have received forms, three lay people and one ordained person; forms have been submitted by those interested to serve on Leadership Teams; suggested that deadline for submissions be extended to May 15<sup>th</sup>

**2020-04-17\_056 MOTION** (D. Lambie/M.C. Manga) that the Conseil régional Nakonha:ka Regional Council Executive extend the deadline to receive nominations forms for GC 44 Commissioners to May 15<sup>th</sup> 2020. **Carried**

**11. Regional Council Meetings**

a) Spring meeting: Saturday, April 25 and May 30, 2020 9am – noon, by zoom

**2020-04-17\_057 MOTION** (D. Lambie/B. Bryce) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendation of the Regional Council Facilitation Leadership Team to pay Alicia Aloria \$2,989.35 for simultaneous translation services at the zoom Regional Council Meetings on the mornings of April 25<sup>th</sup> and May 30<sup>th</sup>. **Carried**

b) Fall meeting: November worship focus on LLWL recognition, clusters, 2021 budget

#### *New Business*

**National Indigenous Organization** – Bob Patton provided an oral report, National Indigenous Elders Council have met about 4 times since its inception last year; the issue of Residential Schools is not closed, it is ongoing and will continue for many years; the issue in northern village (high cost of living, alcoholism, abuse) is ongoing and has not gone away. The suffering continues to be felt by the indigenous communities. The Elders affirm their spirituality within one-another, encourage one another, and affirm their identities; Bob was invited to the Sandy-Saulteaux Spiritual Centre, and witnessed spiritual practices of indigenous people. Adrian Jacobs called people together at the longhouse to discuss spiritual traditions. The meeting was cut short because of the directive given by the government to self-quarantine. The meeting will reconvene when isolations lifted. Doris Montour, a key Elder in Kahnawake was lifted up for her role within the United Church. Regrettably, her planned 100<sup>th</sup> birthday party need to be postponed until after COVID-19 and the celebration can happen in person.

**Opening worship for next meeting** – Rev. Samuel V. Dansokho

**Closing Prayer** – Rev. Linda Buchanan

#### **Next meeting dates**

- Thursday, May 7, 2020 9:00 – 12:00 ZOOM
- Thursday, June 18, 2020 9:00 – 12:00 ZOOM

**Motion to adjourn**



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**2020-04-17\_058 MOTION** (D. Lambie/M.C. Manga) that the Conseil régional Nakonha:ka Regional Council Executive adjourn this meeting at 12:27 p.m.

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Rev. Linda Buchanan  
Chair, President

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Rev. Rosemary Lambie,  
Executive Minister

**Appendices**

Appendix A	YAYA Leadership Team Terms of Reference	Page 75
Appendix B	Community and Justice Leadership Team Terms of Reference	Page 76
Appendix C	“GS 49 Temporary Amendment Of Bylaws Re: Pastoral Relations” / Origin: General Secretary, General Council	Pages 77-79
Appendix D	Income statement for the first three months of this year	Pages 80-84
Appendix E	Form for applications by Communities of Faith for approval to seek loans	Page 85

## Appendix A

**YAYA Leadership Team Terms of Reference**

Leadership Team: Youth and Young Adults (YAYA)	Date Approved:
	Review date: May 30, 2020
Purpose: To develop and support ministries for children, youth, young adults and their leaders.	

**Mandate of the Leadership Team**

Our leadership team is responsible for the vision and steering the Youth, Young adult and family ministries of the Nakonha:Ka regional council.

**Responsibilities**

Create and uphold events for children, youth and young adults of the Nakonha:Ka region.  
Nurture children, youth, young adults and their leaders' faith development.  
YaYA will report to the regional council.

**Membership**

Membership is voluntary and open to anyone who is connected to the ministry.

**Terms of Office**

1 year renewable mandate for the chair (and co-chair if applicable) of the team for a maximum of 3 mandates (to be confirmed by a vote at the next meeting of this team).

**Meetings**

We will meet 4-8 times a year, mostly by ZOOM (or other teleconferencing technology) with a goal of 1 face to face gathering.

**Additional Subheadings**

(Include any additional subheadings and information as required)

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**Appendix B****Community and Justice Leadership Team Terms of Reference**

Leadership Team: Community and Justice Leadership Team	Date Approved:
	Review date: May 30, 2020
Purpose: (Indicate Purpose )	

**Mandate of the Leadership Team****Theological Rationale**

Realizing that God is calling us to expand our faith and theological understanding of a world-community where human dignity is defended, creation is mended, and gifts are shared for the good of all. This keystone of God's vision of justice, compassion, and action leads us deeper into the world and requires us to be present in our communities.

The mandate of this leadership team is to find ways of planting ourselves firmly in our neighbourhoods, listening to the people there, offering encouragement, and hope. We are called to build transformative communities of hope.

**Responsibilities**

The responsibilities of the team are to provide support and accountability to Community Ministries in our region, Right Relations committee, address social issues, build connections with community and environment networks, support BUC initiative (Philippines), and the Literacy Centre in Haiti.

The Community and Justice Leadership Team is accountable to the Regional Council and reports regularly.

**Membership**

1. People interested in addressing social justice issues in our region;
2. Creating a cluster or clusters that will move faith to action;
3. Strengthening individual and community relationships;
4. Having fun.

**Terms of Office**

(Indicate duration a member is expected to participate on the Leadership Team)

**Meetings**

The Community and Justice Leadership Team will have two face to face meetings annually and have zoom meetings as needed.

**Additional Subheadings**

(Include any additional subheadings and information as required)

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 Appendix C

*Executive of the General Council,  
April 15, 2020*

*For Action*

## **GS 49 TEMPORARY AMENDMENT OF BYLAWS RE: PASTORAL RELATIONS**

**Origin:** General Secretary, General Council

### **1. What is the issue?**

Communities of faith currently are prohibited from gathering in person during the COVID-19 pandemic. It is expected that this prohibition will remain in place for the foreseeable future.

Under pastoral relations policy set out in *The Manual* of the United Church, the community of faith is the body that is responsible for making the following decisions:

- (a) acting on the Search Committee's recommendation to call a member of the order of ministry or request that the regional council appoint a designated lay minister to the community of faith [I.1.2.1; I.1.7];
- (b) approving any new terms of a call or appointment [I.3.1.3; I.1.3.5.b]; and
- (c) requesting a change in pastoral relations to amend the terms of the call or appointment or to end the pastoral relationship [I.1.3.1.6].

Communities of faith make decisions relating to these matters at in-person meetings called for these purposes. While electronic meetings are permitted (teleconferencing, Zoom etc.), members and adherents of many communities of faith lack adequate capacity to conduct meetings that way.

### **2. Why is this issue important?**

As the work of the church continues, all communities of faith need the ability to make timely decisions on pastoral relations matters.

Each community of faith has a governing body or equivalent. In pastoral charges, the governing body has many designated responsibilities under *The Manual* including "general responsibility for leadership in the care and oversight of the spiritual life and the interests of the congregation or pastoral charge." [B.7.4.12]

A governing body is typically small enough to meet via some electronic/virtual means and could therefore fulfil the responsibilities of the community of faith for making decisions on pastoral relations. Enabling governing bodies of communities of faith to do so requires an amendment to the pastoral relations policies set out in *The Manual*.

### **3. How might the General Council Sub-Executive respond to the issue?**

The Executive of the General Council has responsibility for dealing with all emergency work of the General Council between meetings of the General Council [D.5.3]. It has authorized its Sub-Executive to deal with such matters that may arise prior to the next meeting of the Executive of the General Council.

*Executive of the General Council,  
April 15, 2020*

*For Action*

**The General Secretary recommends that:**

The Sub-Executive of the General Council approve a temporary amendment to pastoral relations policies in *The Manual* to enable the governing body or equivalent of a community of faith to make urgent decisions on behalf of the community of faith with respect to initiating a call or appointment, revising the terms of a call or appointment, or ending of a call or appointment in circumstances where it is not practicable to follow those policies outlined in *The Manual*, on the following basis (underlined text for emphasis only, in order to note the significant central role of the regional councils):

- i) for the purposes of this motion, “urgent” means a critical situation that cannot be effectively dealt with under any other bylaw or policy of the United Church, as determined to the satisfaction of the regional council;
- ii) the governing body will consult with the community of faith in advance of making a pastoral relations decision to the extent reasonable and practicable in the circumstances to the satisfaction of the regional council;
- iii) when the governing body is making a pastoral relations decision, the ministry personnel will have the same right to notice of the virtual meeting and an opportunity to respond as provided in section I.3.1.6 of *The Manual*; in this instance, section B.5.4.2 shall be interpreted as nine days where it is not practicable to read during public worship on two Sundays;
- iv) when the governing body of a community of faith requests a change of pastoral relations, the regional council will ask the ministry personnel affected if they support the request. If the ministry personnel do not support the request, the requirement that the minister is given 90 days’ notice or salary and benefits in lieu of notice as provided in section I.3.1.6 will continue to apply, save for the following circumstances, where notice may be abridged or waived by the regional council upon recommendation of the governing body of the community of faith:
  - if the change to the terms and conditions of the call or appointment is the temporary layoff of the ministry personnel relating to the COVID-19 pandemic, and the governing body of the community of faith has:
    - a) declared its intention on behalf of the community of faith to recall the affected minister upon cessation of the COVID-19 pandemic; and
    - b) demonstrated to the satisfaction of regional council that it has exhausted all funding sources;
- v) all other requirements for making a pastoral relations decision, including minimum advance notice of the meeting and notice to the regional council, will apply to the extent possible, and with only such modifications as may be necessary in the circumstances as permitted by the regional council;

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*Executive of the General Council,  
April 15, 2020*

*For Action*

- vi) the regional council must ensure all of the requirements set out in this motion have been fulfilled to its satisfaction before it makes a decision on any pastoral relations matter;
- vii) except to the extent modified by this motion, the regional council continues to have the same role and decision-making authority on all pastoral relations matters; and
- viii) this change will be in effect until August 31, 2020, subject to earlier cancellation or extension by decision of the Executive or Sub-Executive of the General Council.

Appendix D

Conseil régional Nakonha:ka Regional Council		Year to Date - Actual			2020 - Budget		
Statement of Income		Governance	Mission/ Ministry	Total	Governance	Mission/ Ministry	Total
For the Three-Month Period ended March 31, 2020		\$	\$	\$	\$	\$	\$
<b>Revenue</b>							
General Council Office (GCO) Grant from Assessments		75,667	0	75,667	322,600	0	322,600
GCO Grant for Executive Minister/Assistant		8,375	0	8,375	33,500	0	33,500
GCO Grant for Mission & Support		0	70,812	70,812	0	289,000	289,000
Finance & Extension Board funding		5,000	127,500	132,500	20,000	510,000	530,000
Regions 11 & 12 for share of services		8,375	0	8,375	33,500	0	33,500
Miscellaneous (with \$19,815 transfer for Good Samaritan)		105	0	105	0	0	0
<b>Total Revenue</b>		<b>97,522</b>	<b>198,312</b>	<b>295,834</b>	<b>409,600</b>	<b>799,000</b>	<b>1,208,600</b>
<b>Expenses</b>							
Staff Expenses (Schedule 1)		58,916	50,604	109,520	295,000	207,000	502,000
Office Expenses (Schedule 2)		11,450	0	11,450	34,800	0	34,800
Finance and Archives (Schedule 3)		2,733	0	2,733	15,500	0	15,500
Committee & Meetings, Travel (Schedule 4)		94	0	94	18,000	3,000	21,000
Youth & YAYA, TLWL Training Support (Schedule 5)		0	0	0	5,000	0	5,000
Communications & Information Technology (Schedule 7)		1,976	2,314	2,314	0	8,000	8,000
Transformation & Facilitation (Schedule 8)		0	1,294	3,270	10,200	2,000	12,200
Union United Church (Montreal) (Schedule 9)		0	0	0	0	10,000	10,000
Contingency (Schedule 10)		0	0	0	20,000	0	20,000
Mission Support (Schedule 11)		20,500	212,107	232,607	10,000	20,000	30,000
Miscellaneous and unallocated		0	0	0	0	506,214	506,214
<b>Total Expenses</b>		<b>96,669</b>	<b>266,319</b>	<b>362,988</b>	<b>409,600</b>	<b>799,000</b>	<b>1,208,600</b>



Conseil régional Nakonha:ka Regional Council		Year to Date - Actual			2020 - Budget		
Statement of Income		Governance	Mission/Ministry	Total	Governance	Mission/Ministry	Total
For the Three-Month Period ended March 31, 2020							
<b>Schedule for Financial Statements</b>							
<b>For the 9-Month Period ended September 30, 2019</b>							
<b>Schedule 1 - Staff Expenses</b>							
Executive MINS/STAFF ASSISTANT (including Benefits)	18,107	0	0	18,107	70,400	0	70,400
Salaries - MISSION/MINISTRY	0	39,455	0	39,455	0	161,200	161,200
Salaries - Governance	31,660	0	0	31,660	174,200	0	174,200
Benefits (United Church & Government) (26.3%)	8,700	10,313	0	19,013	41,300	40,600	81,900
Other Staff Costs (GCC 1.25%)	449	544	0	993	2,400	1,200	3,600
Meetings/Hospitality	0	40	0	40	500	0	500
Continuing Education	0	0	0	0	1,400	500	1,900
Travel	0	252	0	252	4,000	3,000	7,000
Call Phone	0	0	0	0	800	500	1,300
Other	0	0	0	0	0	0	0
<b>Staff Expenses</b>	<b>58,916</b>	<b>50,604</b>	<b>0</b>	<b>109,520</b>	<b>295,000</b>	<b>207,000</b>	<b>502,000</b>
<b>Schedule 2 - Office Expenses</b>							
Rent (including Utilities)	8,227	0	0	8,227	19,000	0	19,000
Photocopier	1,911	0	0	1,911	8,800	0	8,800
Telephone	386	0	0	386	3,000	0	3,000
Supplies	293	0	0	293	3,000	0	3,000
Postage/Counter	157	0	0	157	1,000	0	1,000
Archives Maintenance	0	0	0	0	0	0	0
Other	475	0	0	475	0	0	0
<b>Total Office Expenses</b>	<b>11,450</b>	<b>0</b>	<b>0</b>	<b>11,450</b>	<b>34,800</b>	<b>0</b>	<b>34,800</b>
<b>Schedule 3 - Finance &amp; Archives Expense</b>							
Accounting & Review	2,733	0	0	2,733	15,000	0	15,000
Bank Charges	0	0	0	0	500	0	500
Archives (Honorarium)	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
<b>Total Finance &amp; Archives Expense</b>	<b>2,733</b>	<b>0</b>	<b>0</b>	<b>2,733</b>	<b>15,500</b>	<b>0</b>	<b>15,500</b>



Conseil régional Nakonha:ka Regional Council		Year to Date - Actual			2020 - Budget		
Statement of Income		Governance	Mission/ Ministry	Total	Governance	Mission/ Ministry	Total
For the Three-Month Period ended March 31, 2020							
<b>Schedule 4 - Committee &amp; Meetings Expenses</b>							
Region AGM		13	0	13	9,000	0	9,000
Other regional meetings		0	0	0	7,500	0	7,500
Other meetings		81	0	81	1,500	3,000	4,500
<b>Total Committee &amp; Meetings Expense</b>		<b>94</b>	<b>0</b>	<b>94</b>	<b>18,000</b>	<b>3,000</b>	<b>21,000</b>
<b>Schedule 5 - Clusters &amp; Networks Support</b>							
Clusters & Networks Salaries/Consultant Fees		0	0	0	0	0	0
Education & Students Support		0	0	0	0	0	0
Pastoral Relations Support		0	0	0	5,000	0	5,000
Other Support		0	0	0	0	0	0
<b>Total Clusters &amp; Networks Support</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
<b>Schedule 6 - Youth &amp; YAYA, LLWL Training Support</b>							
Youth & YAYA Activities Additional Support		0	2,355	2,355	0	3,000	3,000
United Spirit Camp		0	0	0	0	3,000	3,000
LLWL Renewal Support (Eastern Area)		0	-41	-41	0	2,000	2,000
Other		0	0	0	0	0	0
<b>Total - Youth &amp; YAYA, LLWL Training Support</b>		<b>0</b>	<b>2,313</b>	<b>2,313</b>	<b>0</b>	<b>8,000</b>	<b>8,000</b>
<b>Schedule 7 - Communications &amp; Information Technology</b>							
Internet		0	0	0	1,200	0	1,200
Web Site Development		0	0	0	0	0	0
GCO IT Support		1,233	0	1,233	4,000	0	4,000
IT Equipment		743	1,294	2,037	3,000	0	3,000
French/English Translation		0	0	0	2,000	2,000	4,000
Other		0	0	0	0	0	0
<b>Total - Communications &amp; Information Technology</b>		<b>1,976</b>	<b>1,294</b>	<b>3,270</b>	<b>10,200</b>	<b>2,000</b>	<b>12,200</b>
<b>Schedule 8 - Transformation &amp; Facilitation</b>							
Consultants Fees		0	0	0	0	0	0
Other Support		0	0	0	0	10,000	10,000
<b>Total - Transformation &amp; Facilitation</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>

Conseil régional Nakonha:ka Regional Council		Year to Date - Actual		2020 - Budget	
Statement of Income		Governance	Mission/Ministry	Governance	Mission/Ministry
For the Three-Month Period ended March 31, 2020		Total		Total	
<b>Schedule 9 - Union United Church (Montreal)</b>					
50% share of Minister's salary & benefits for 2019	0	0	0	20,000	0
Other	0	0	0	0	0
<b>Total - Union United Church (Montreal)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>
<b>Schedule 10 - Contingency</b>					
General Contingency	0	0	0	5,000	15,000
Personnel Emergency Fund	0	0	0	5,000	5,000
<b>Total - Contingency</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>20,000</b>
<b>Schedule 11 - Mission Support</b>					
Beaconsfield UC - West Island LGBTQ2+ Centre	0	8,500	8,500	0	17,000
Campus Ministry (Bishop's University)	0	1,500	1,500	0	3,000
Camino de Emaus de l'Église Unie	2,500	28,607	31,107	10,000	57,214
Comité d'Aide aux Réfugiés	2,500	7,000	9,500	10,000	14,000
Concordia Multi-Faith and Spirituality Centre	500	1,000	1,500	2,000	2,000
Église Unie Saint-Pierre et Pinguet	2,500	8,000	10,500	10,000	16,000
Harrington Harbour	0	2,500	2,500	0	5,000
Montreal City Mission	5,000	50,000	55,000	20,000	100,000
Mount Royal UC COCLA	2,500	7,500	10,000	10,000	15,000
Saint Columba House	5,000	70,000	75,000	20,000	140,000
Union United Church (Montreal)	0	15,000	15,000	0	30,000
The United Theological College	0	5,000	5,000	0	10,000
Kanesatake United Church	0	7,500	7,500	0	15,000
<b>Total Mission Support</b>	<b>20,500</b>	<b>212,107</b>	<b>232,607</b>	<b>82,000</b>	<b>424,214</b>

**Conseil régional Nakonha:ka Regional Council**  
**Special Note for Financial Statements**

Grants & Disbursements from Funds Administered by

The Finance & Extension Board and the United Church of Canada Foundation

For the 3-Month Period ended March 31, 2020

	Year to Date Mar. 31, 2020	Budget for 2020	Grants & Disbursements in 2019
<b>Grants Administered by the Finance &amp; Extension Board</b>			
Erskine & American-Mountainside Fund	0	170,000	167,060
F.W. Kelley Trust	5,000	30,000	10,500
Ste-Thérèse Fund (Laurentian Area Ministry)	25,000	50,000	50,000
Bhal-Jun Fund	0	26,250	13,000
Trois-Rivières Fund - French Ministry	0	0	3,700
Trois-Rivières Fund - Grand Mère	0	21,000	1,350
Trois-Rivières Fund - Québec-Sherbrooke Area	0	0	0
Institut Français Évangélique Fund (bursaries)	0	8,200	8,200
St. John's Hall Bursary Fund	0	4,000	4,000
	<u>30,000</u>	<u>309,450</u>	<u>257,810</u>
<b>Disbursements from the Finance &amp; Extension Board</b>			
Bursaries	0	16,000	16,000
Sabbatical leave	0	12,000	12,000
	<u>0</u>	<u>28,000</u>	<u>28,000</u>
<b>Grants administered by the United Church of Canada Foundation</b>			
Good Samaritan Fund	4,800	300,000	287,975
	<u>4,800</u>	<u>300,000</u>	<u>287,975</u>
<b>Total - Grants &amp; Disbursements</b>	<u>34,800</u>	<u>637,450</u>	<u>573,785</u>

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Appendix E**Application for Regional Council approval for loans – suggested form – please expand where needed**

1. Name of Community of Faith
2. Name of representative applying and whether on behalf of governing body or Trustees:
3. Amount of CEBA loan sought
4. Reason why loan is sought – eg to avoid cashing in investments, requirement to fund expenses. Reduced giving or rentals etc.
5. Proposed use of proceeds – eg salaries, specific programs (identify)
6. Repayment strategy
7. Please attach latest financial statements Treasurer and Trustees if separate and estimate (rough) of assets and liabilities especially indicating any indebtedness
8. Signature (and/or name) and contact information (email and phone) so we can communicate with you
9. Resolution of Governing Body and/or Trustees of the “*Community of Faith*”:

**The “*Governing Body and or Trustees*” of “*community of faith*” authorizes “*name of representative*” to apply on behalf of the “*community of faith*” for a Canadian Emergency Business Account (“CEBA”) loan in the amount of “*Amount of CEBA loan sought*” for the purpose of “*reason why loan is sought*” with the understanding that these funds will be used for “*proposed use of proceeds*”. It is further understood that this loan will be repaid in accordance with the “*Repayment Strategy*”, normally in sufficient time so as to take advantage of the partial loan forgiveness policy of the CEBA program.**

All terms in italics refer to the application form to the Regional Council. Certified by appropriate officer  
and dated.