

**Conseil régional Nakonha:ka Regional Council****Meeting of the Executive****Thursday, June 18, 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
Vivienne Galanis	Member at large
Rev. Pierre Goldberger	Member at large
Rev. Samuel Dansokho	Member at large
Marc Grenon	Member at large
Rev. Darryl Macdonald	Member, Pastoral Relations
Fred Braman	Member, Property and Finance
Paul Stanfield	Member, Treasurer
Rick Sheffer	Member at large, Ministries in Development
Rev. Shaun Fryday	Member, Justice and Community Ministries
Rev. Barbara Bryce	Member, Granting and Enabling Leadership Team
Rev. Joëlle Leduc	Member at large, Youth and Family Ministries
Rev. Marie-Claude Manga	Member, Representative to La Table
Peter Bisset	Member, Finance and Extension Board
Rev. Tami Spires	Member, General Meeting Coordinator
Rev. David Lambie	Corresponding Member, Past-President, Nominations
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
Éric Hébert-Daly	Responsable La Table, Corresponding Member

**REGRETS/ABSENT**

M <sup>e</sup> Sabrina Di Stefano	Corresponding Member, Pastoral Relations Minister
Robert Patton	Member, Right Relations

**Opening Devotions** – Barbara Bryce read a prayer from “Prayer for Daily Life” published through the Iona community.

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

**Minutes of May 7, 2020**

**2020-06-18\_083 MOTION** (M. Grenon/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive approved the minutes of May 7, 2020 as received. **Carried**

**Agenda**

**2020-06-18\_084 MOTION** (S. Fryday/M-C. Manga) that the Conseil régional Nakonha:ka Regional Council Executive accept the agenda as with following additions acknowledging the territory at the end of agenda, and adding commission powers to Property and Finance Leadership Team during summer months under 2(b). **Carried**

**Correspondence**

- a) May 11, 2020 Rev. Richard Bott, Moderator and Nora Sanders, General Secretary, re copy of letter to Rev. Darla Sloan for her work on the Board of Vocation(*information* )
- b) May 13, 2020 Éric Hébert-Daly. Responsable des ministères en français re project entitled Sainte Claire (*for information/action 1*)  
Discussion: there is confusion within Pastoral Relations regarding status of projet Sainte Claire.
- c) June 3, 2020 John Meaker, secretary of the F&E Board re Proposed Restatement of Constitution and bylaws (*for action 12*)
- d) May 29, 2020 Wayne Thomas, member of Union United Church re response to the F&E request for the repayment cheque of \$90,000 (*for action 4b*)

**2020-06-18\_085 MOTION** (S. Fryday/D. Macdonald) that the Conseil régional Nakonha:ka Regional Council Executive make Eric-Hébert Daly a corresponding member. **Carried**

**Business arising**

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

**1. Pastoral Relations**

- a) **2020-06-18\_086 MOTION** (D. Macdonald/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive on the recommendation of the Pastoral Relations Leadership Team, approves the reappointment of Rev. Attila Gyorgy, half-time to Kanesatake United Church, July 1st 2020 to June 30<sup>th</sup> 2021. **Carried**
- b) **2020-06-18\_087 MOTION** (D. Macdonald/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive on the recommendation of the Pastoral Relations Leadership Team, approves the reappointment of Lisa Byer de-Wever, full-time as director at St. Columba House, July 1st 2020 to June 30<sup>th</sup> 2021. **Carried**
- c) **2020-06-18\_088 MOTION** (D. Macdonald/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive on the recommendation of the Pastoral Relations Leadership Team, approves the reappointment of Rev. Mead Baldwin, retire supply, 5 hours per month to Waterville-Hatley Pastoral Charge, July 1<sup>st</sup> 2020 to June 30<sup>th</sup> 2021. **Carried** (T. Spires abstains)
- d) **2020-06-18\_089 MOTION** (D. Macdonald/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive agree to financially support fifty percent of the salary of Rev. Robert Thompson, and that the budget be amended accordingly (\$23,333.00 – representing of salary from June 1, to December 31<sup>st</sup> 2020). **Carried**

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- e) **2020-06-18\_090 MOTION** (D. Macdonald/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive on the recommendation of the Pastoral Relations Leadership Team, approves the reappointment of Rev. Robert Thompson to Union United Church full time for 7 months, beginning June 1<sup>st</sup> 2020 to December 31<sup>st</sup> 2020. This appointment is to be reviewed in October. **Carried**

- f) **Licensed Lay worship Leaders** – no report

- g) **Care for Retirees** – David-Roger Gagnon has been in contact with retirees, and there is an openness to start an online group during isolation, which would continue into the future (in person when health regulations approve). It was mentioned that non-retired clergy are meeting in this way already (online).

## 2. Property and Finance

- a) **2020-06-18\_091 MOTION** (F. Braman/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive, on the recommendation of its Property & Finance Leadership Group, concurs in the request of the Trustees of the Hudson Pastoral Charge to extend the deadline for concluding the Villa Wyman transaction until the end of 2020. **Carried**

## 3. Granting and Enabling Leadership Team

- a) **2020-06-18\_092 MOTION** (B. Bryce/F. Braman) that the Conseil régional Nakonha:ka Regional Council Executive receives for information the decision of the Erskine & American – Mountainside Trust sub-team to award: \$20,000 to La Table des ministères en français for the online ministry project Sainte-Claire; and \$15,000 to Montréal City Mission for the Crossroads program for refugees. **Carried**

Discussion: follow-up needs to be done to provide clarification regarding status of the Sainte-Claire project as a Community of Faith

- b) **2020-06-18\_093 MOTION** (B. Bryce/S. Fryday) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendation of the Granting and Enabling Leadership Team to award the following grants from the Good Samaritan Fund:
- i. Knowlton and Creek United Churches: Winds of Change Quartet, \$400
  - ii. Ste Geneviève United Church: On-site programs for seniors residences, \$5,500
  - iii. Saint Columba House: Senior mental health and social isolation, \$6,000
  - iv. Cedar Park United Church: Coordinator for congregational care for seniors, \$11,040.
- Carried**

Discussion: A motion from the Board of requesting Communities of Faith must accompany the applications for funding. Grant to Winds of Change Quartet needs followed up (Which Community of Faith authorized? To whom should the cheque be sent?).

- c) **2020-06-18\_094 MOTION** (B. Bryce/S. Fryday) that the Conseil régional Nakonha:ka Regional Council Executive receives the request from the Granting and Enabling Leadership Team that commission powers to award grants be given to the Good Samaritan Fund subcommittee until December 31, 2020. **Carried**

Discussion: Deadline dates for receiving applications remain the same. There was a reminder that President, Past-President, Treasurer and Executive Minister form the sub-Executive. It was suggested that changes that are made to French Ministries funding and decisions regarding such

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funding are made in collaboration with French Ministries (la Table). It was suggested that at the next Executive meeting, discussions begin for creating a mechanism for communication between the Regional Council and La Table.

- d) **2020-06-18\_095 MOTION** (B. Bryce/S. Fryday) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendation of the Granting and Enabling Leadership Team to changing the criteria for the Trois Rivières French Ministry Fund to increase the maximum annual grant to \$6,000 and to change the maximum length of time to receive funding for a project to five years. **Carried**
- e) **2020-06-18\_096 MOTION** (B. Bryce/S. Fryday) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendation of the Granting and Enabling Leadership Team to award the following grant from the Trois Rivières French Ministry Fund:
  - i. Église Unie Drummondville-Mauricie: services pastoraux aux francophones, \$6,000, **Carried**
- f) **2020-06-18\_097 MOTION** (B. Bryce/S. Fryday) that the Conseil régional Nakonha:ka Regional Council Executive approves the recommendation of the Granting and Enabling Leadership Team to award the following grant from the Bhal-Jun Fund:
  - i. Ste Geneviève United Church: COVID-19 pandemic grief support, \$7,500. **Carried**
- g) **2020-06-18\_098 MOTION** (F. Braman/D. Macdonald) that the Conseil régional Nakonha:ka Regional Council Executive receive for information that the Kelly Trust is funding (in the amount \$1985) to Camino De Emaus. **Carried**

Discussion: Granting and Enabling Leadership Team is in discussing with Property & Finance on managing funds and grants. Descriptions of funds still need to be put on the Regional Council website.

Nurturing Social Justice and Outreach programs
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#### 4. Community of Faith/ Clusters/Networks –

##### a) Opening of Churches – Peter Bisset

**2020-06-18\_099 MOTION** (P. Bisset/R. Sheffer) that based on the announcement by the Government of Quebec to authorize reopening of Places of Worship to a capacity of 50% of the building (up to a maximum of 50 people) starting June 22, 2020;

based on our ongoing concern for spread of the COVID virus, we must provide a safe reopening of our church buildings so that the physical, psychological and spiritual health of all individuals, church members and those from our communities using our buildings, is sustained;

based on the release of Guidelines for reopening of Places of Worship prepared by the Quebec Government from which our Guidelines and Protocols have been updated to mirror image these guidelines;

based on discussions held with an ad hoc task group comprised of the Executive Minister and Staff, President of the Regional Council and technical volunteers:

the Conseil régional Nakonha:ka Regional Council Executive recommends the following:

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- a. Communities of Faith are expected to post and circulate the information and resources pertaining to safely reopening Communities of Faith during the COVID-19 pandemic crisis and continue to provide information as developments require;
  - b. Strongly recommend that Communities of Faith gradually reopen their buildings for Phase 1 activity for a period of time in order to familiarize the community with the processes of reopening prior to moving to Phase 2 and the reopening of the building for public worship no earlier than Labour Day Weekend;
  - c. Expects that every Community of Faith prepare a Phase 1 plan for reopening their buildings and a Phase 2 plan for reopening their buildings for worship based on the document Conseil régional Nakonha:ka Regional Council- Reopening Protocols and Guidelines for Communities of Faith dated June 12, 2020 and submit their plan to the Task Group (bruse@united-church.ca) two weeks prior to their proposed opening date;
  - d. Expects that every Community of Faith ensure that tenants have prepared an occupancy plan based on government guidelines specific to their sector of activity. If tenants use common space within the building they must follow the rules established by your Community of Faith. It is also expected that tenant agreements will be updated to reflect these changes. Other community groups using the facilities without rental agreements must be made familiar with your local rules;
  - e. Expects that Communities of Faith who have already authorized daycares, essential services, food banks and summer camps to use space in the buildings, that they advise the Task Group and prepare and submit a Phase 1&2 plan as soon as possible;
  - f. Requests that Communities of Faith provide a budget estimate for the additional monthly costs that will be incurred for protective equipment and cleaning services during this period. **Carried**

Discussion: Violating these terms could void insurance policies. It was suggested to keep services short in duration. Check list and guidelines for reopening are on the Regional Council website. It was reminded for Communities of Faith to continue to be aware of what local health units are saying. It was made known that the checklist for reopening was mailed to all Communities of Faith. A Frequently asked question sheet will be created to help answer the questions around the three phases.

The Reopening Task Group (Executive Minister, Brian Ruse, Judy Coffin, Debbie Harrison, Peter Bisset) will consider in more detail the relationships between lessor and lessee where both parties are United Church (i.e., insurance joined under one policy).

## b) Union

### In Camera

**2020-06-18\_100 MOTION** (B. Bryce/M. Grenon) that the Conseil régional Nakonha:ka Regional Council Executive move in camera. **Carried**

### Out of Camera

**2020-06-18\_101 MOTION** (F. Braman/S. Fryday) that the Conseil régional Nakonha:ka Regional Council Executive move out of camera. **Carried**

**2020-06-18\_102 MOTION** (R. Lambie/M. Grenon) that in the event that the Union United Church Nominations Report fails to remove Wayne Thomas, from the Official Board, the Conseil régional Nakonha:ka Regional Council Executive, under section B.7.3.5 of The Manual,

“A member of a governing body may be removed from office.....by the regional council if the regional council decides it is in the best interests of the pastoral charge.”

orders an investigation of Wayne Thomas, lay member of Union United Church, and appoints Rev. Tam Spires as the Investigator.

The mandate is to contact Mr. Thomas, the interim minister, the former pastoral charge supervisor(s) and the rest of the Official Board. The investigator asks Mr. Thomas to explain his side of the story about the emails. The investigator invites the interim minister and the rest of the Official Board to give any input they have about Mr. Thomas' participation on the Official Board. All of this can be done via email or over the phone. The investigator does not have to meet with people in person. If Mr. Thomas refuses to talk to the investigator, the investigator carries on without Mr. Thomas' input. The investigator is to gather information, and make a report back to the Regional Council Executive with a recommendation based on the findings. **Carried** (Tami Spires abstains)

**2020-06-18\_103 MOTION** (T. Spires/M. Grenon) that the Conseil régional Nakonha:ka Regional Council Executive extend the meeting to 12:30 p.m. **Carried**

c) **Clusters/Networks** – David-Roger Gagnon provided an oral report, noting clergy gatherings, representation on Christian Jewish dialogue.

5. **Youth and Young Adults, and Family Ministries** –Joëlle provided an oral report, and identified that chaplaincies are few and family ministries carried out in French is lacking. There was good dialogue with existing chaplaincies and their impact on youth ministries. Shanna provided more information regarding camps. A survey was created for young adults seeking information on what forms of fellowship can be used going forward. Attention is being given to how to create activities outdoors without creating risk. Children's Church on going every Sunday at 9 am on Facebook.

6. **La Table** – Marie-Claude Manga provided an oral report. Éric Hébert-Daly provided background information for the Saint-Claire Project. The question remains, how to recognize this new ministry (especially when geographical boundaries extend beyond Regional Councils; i.e., virtual church)? It was suggested that using the name 'Église Unie Sainte-Claire' is a good idea.

**2020-06-18\_104 MOTION** (F. Braman/M. Manga) that the Conseil régional Nakonha:ka Regional Council Executive delegate to the sub-executive the formation of community of faith with regards to the Saint-Claire project, and any disbursement of the funds allocated from the Erskine and American trust be approved by the Sub-Executive. **Carried**

7. **Community and Justice Leadership Team** – Shaun  
Annual Report of St. Columba House for information, meeting was held June 17, 2020 – (see **Appendix A**)

**2020-06-18\_105 MOTION** (B. Bryce/P. Bisset) that the Conseil régional Nakonha:ka Regional Council Executive receive the Annual Report of St. Columba House (2019) for information. **Carried**

8. **Indigenous Ministry** – Robert Patton (regrets)

Building Communications
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9. **Communications** – no report

10. **Nominations** – no report

11. **Regional Council Meetings** – Tami Spires and Linda Buchanan provided an oral report

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- a) Spring meetings review – It was noted that there was distress about voting on the GC Commissioners (plans to change items on the agenda need to be communicated to the General Meeting Planning Team ahead of meetings). The survey results were positive.
  - b) Fall meeting: Saturday November 21: worship focus on LLWL recognition, 2021 budget, clusters

**2020-06-18\_106 MOTION** (P. Bisset/R. Sheffer) that the Conseil régional Nakonha:ka Regional Council Executive extend the meeting to 12:45 p.m. **Carried**

**12. Finance and Extension Board – Peter Bisset**

- 2020 restatement of the Constitution of the Finance and Extension Board (see **appendix B**)
- 2020 restatement of its by-laws of the Finance and Extension Board (see **appendix C**)

**2020-06-18\_107 MOTION** (P. Bisset/R. Sheffer) that the Executive of Conseil regional Nakonha:ka Regional Council approves the 2020 Restatement of the Constitution of the Finance and Extension Board subject to General Council approval and also approves the restatement of its by-laws to take effect upon the approval by General Council of the 2020 Restatement of the Constitution. **Carried**

**Opening worship for next meeting – Tami Spires**

**Acknowledgment of the Territory –** Linda Buchanan acknowledged that we meet on indigenous lands, and she gave thanks for their stewardship of these lands for many centuries. We were reminded that we are all called to to continue to do the work of reconciliation.

**Motion to adjourn**

**2020-06-18\_108 MOTION** (J. Leduc/B. Bryce) that the Conseil régional Nakonha:ka Regional Council Executive adjourn this meeting at 12:41 p.m..

**Closing Prayer –** Linda Buchanan closed the meeting in prayer.

**Next meeting dates**

- Thursday, September 10, 2020
- Thursday, October 8, 2020

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Rev. Linda Buchanan  
Chair, President

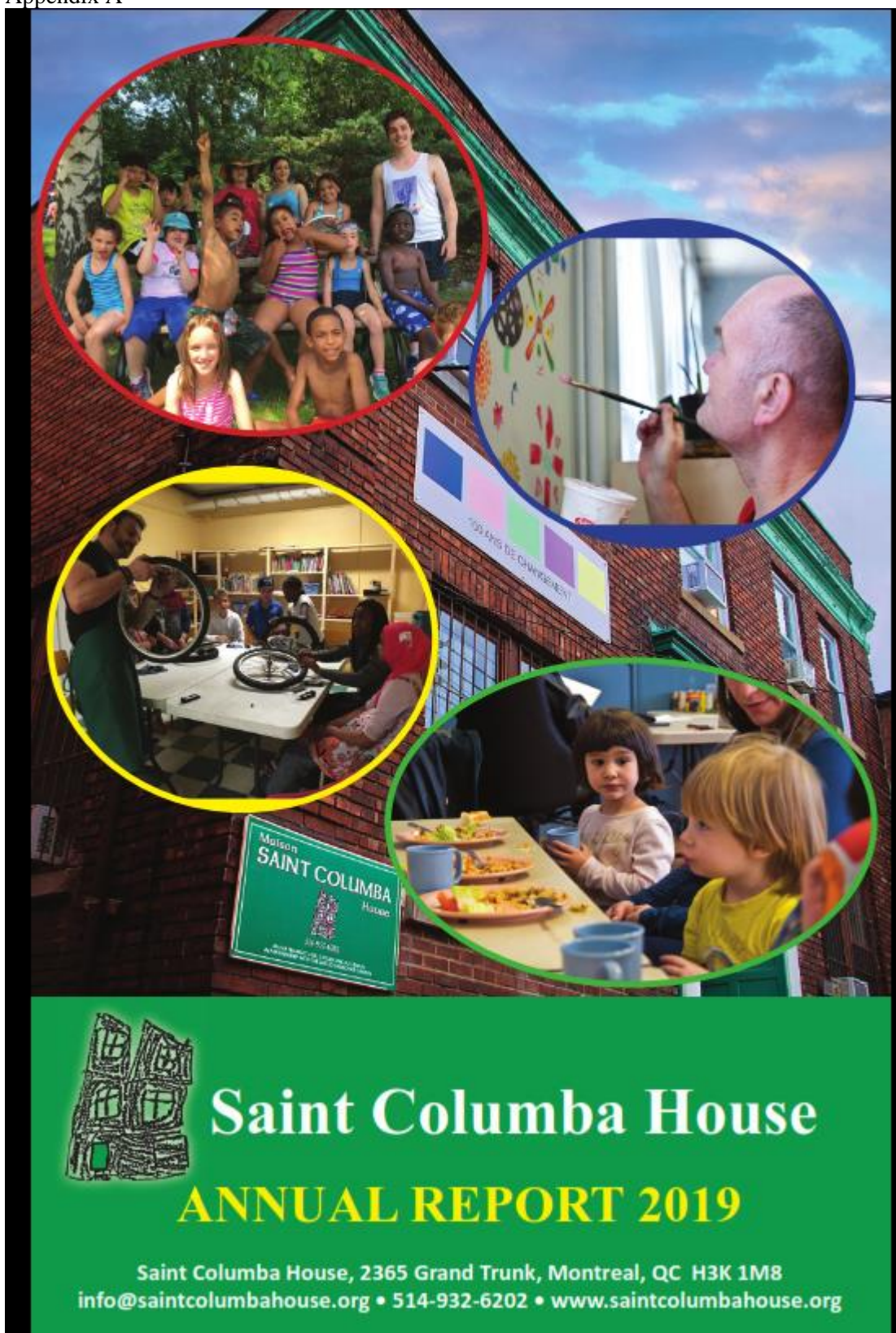
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Rev. Rosemary Lambie,  
Executive Minister

**Appendices**

Appendix A	Annual Report of St. Columba House (2019)	Pages 170-178
Appendix B	2020 Restatement of the Constitution of the Finance and Extension Board of conseil regional Nakonha:ka Regional Council (the “Corporation”) (May, June 2020)	Pages 179-180
Appendix C	By-Laws of The Finance and Extension Board of conseil regional Nakonha:ka Regional Council (the “Corporation”) (May, June 2020)	Pages 181-185

Appendix A



# Saint Columba House

## ANNUAL REPORT 2019

Saint Columba House, 2365 Grand Trunk, Montreal, QC H3K 1M8  
info@saintcolumbahouse.org • 514-932-6202 • www.saintcolumbahouse.org



As continued gentrification in Pointe Saint Charles is changing the face of our community, issues such as poverty, shortage of affordable housing, food insecurity and social isolation continue to be factors for a significant portion of the population. Maison Saint Columba House continues to focus on our mission of social justice, empowerment and education of at-risk children, youth, adults and seniors in our community.

In March 2019, the Quebec government announced that it would cut subsidized school lunch programs in several Montreal schools. This would affect 200 students who were eligible for a subsidized \$1 lunch. Gentrification in our community resulted in reclassification of the income index. We, and other organizations, mobilized to protest resulting in the government relenting.

In 2019, we held three community events with the goal of educating and sharing ideas. The "What is Love" event shared with the community thoughts on love, readings and music celebrating the concept of love and bringing people together. Our "Communities of Hope" event invited the local mosque members to an evening of sharing of food and exchanging ideas on the Muslim faith and practices. The evening was well attended with over 100 people and helped to educate, break down stereotypes and focused on building community. In the current political climate in Quebec with Bill 40, it is critical to continue to build bridges and break down stereotypes and misconceptions. As a green organization, we mobilized our staff and participants to attend the Climate March September 27, 2019 in Montreal. Over 50 people from our programs collectively attended and marched.

With over 25 community-based programs, we continued to expand programming and new project initiatives in 2019. We revitalized our Oasis community garden, introduced a new wellness project focused on children's mental health, expanded our day camp, expanded our Bill's Community Bike shop hours and introduced a new leadership initiative for at-risk youth in our community. In 2020, we will be undergoing a visioning process that will allow us to better serve those in need in our community.



I would like to thank our staff, volunteers, members of the board, foundations and individual donors for their support.

**Reverend Mark Hammond,**  
Chairman of the Board of Directors,  
Maison Saint Columba House





## What was new in 2019 at Saint Columba House?

### Art Vernissage – a Hand-In-Hand Event

In October, our Hand-In-Hand participants held an art vernissage and sale at Saint Columba House. Craig Sauvé, our local city councillor, agreed to host the event. Over 100 people attended and purchased \$5,500 of art created by our participants in Hand-In-Hand, our day program for intellectually, challenged adults. The participants were on hand and were proud of their hard work throughout the year in their weekly, art classes. It was a beautiful evening and the house was packed!



### The Mural Project - Café Pronto

In an effort to make Café Pronto an inviting, inclusive space, a mural project took place over a period of three weeks bringing together six programs in the house. Participants in our men's group, women's group, senior Connections, Café Pronto, "Hand-in-Hand" and After School all designed and painted personal mandalas on the wall. Two art teachers from the Point Saint Charles art school held sessions at our location that taught the history of mandalas, and guided students through stencil designs and painting of their personal mandalas. In total, 50 mandalas were painted onto the walls. Our collective space is now uniquely represented by all and ready to welcome everyone to our Café.

### The Wellness Project – A new extension of our After-School Program

The Wellness project started in the fall of 2019 as an extension of our After School elementary school program. 35 participants in After School attended art, music, drama, and yoga/meditation classes weekly that taught at-risk children stress and anxiety reduction techniques to be incorporated into their lives and become lifelong tools to help safeguard mental health. Children live with low income; food insecurity and housing instability are particularly vulnerable to mental health issues in later youth and early adulthood. Thanks to foundational support, we can offer this project free of charge.

*"I love art and it's great because we get to use different things, like clay, pastels even salt to make our art with Pelin." After school participant discussing our art therapy class.*







### Oasis Garden rebuilt

In 2019, after an extensive two-year renovation of an adjacent building, we were able to re-open our community garden. Planter boxes were built, patio stones were laid, and vegetables planted. Participants in our Hand-In-Hand program and our day camp daily took care of the garden. Participants in our programs attended education workshops on urban gardening, organic gardening and care and maintenance of the garden. Produce from our gardens were used as fresh vegetables for our community lunch program.

*"I love tomatoes planting and watching them grow makes me happy. I walk through the garden every day to check to make sure the veggies are growing. Helping in the garden is very important to me because it makes me feel good, planting, watering and then picking them, but most of all I love, love eating the tomatoes" Richard Vani, Hand-In-Hand participant.*



### In Transit day camp

Our day camp expanded in 2019 to include youth aged 12-14 years of age with a new camp called In Transit. From 9 AM – 1 PM Monday to Thursday, In Transit camp explored the city of Montreal with their counsellors attending museums and workshops. The teens were active playing basketball, canoeing, swimming and engaging in social

games outside. The group even attended and passed their Red Cross Babysitting certification. In Transit will be back as a part of our day camp in 2020 and we look to build upon its success!

### Senior's Technology Project

The senior technology project started in late summer 2019 and focused on connecting isolated seniors to senior programming remotely at our location. Due to a lack of technological knowledge amongst our seniors, we started small. Last winter, one of the members of our seniors' group went through a hip replacement and felt lonely at home. With the use of her home computer, a laptop at our location and a Zoom subscription, she was able to continue to connect weekly with the senior Connections group. This project will continue to be one that we continue to explore as 1 in 2 seniors live alone in our community and experience mobility issues.



### Leadership, Education and Development Program (LEAD) for at-risk youth

In October 2019, the LEAD program excitedly welcomed its first group of teens. The goal of the program is to provide teens with practical opportunities to learn and practice leadership and life skills that they can use as a foundation for success in building meaningful and fulfilling futures. From workshops on budgeting, how to be a leader, how to work in a group, consensus building, communication, resilience, confidence and other life skills, to learning how to plan events and facilitate workshops, this program provides youth in the community the opportunity to step up as leaders in their community and in their schools. Incorporated into this project is volunteer hours that give youth an opportunity to practice newly learnt skills.

*Avinas Gnanapragasam, aged 14, says, "The LEAD program let me learn life skills while having fun at the same time! It also helped me to start thinking about my future".*



### Bill's Community Bike Shop-Expansion of hours of service and hired a 2nd mechanic

2019 saw the sales of the bike shop double since the 2018 riding season! We expanded our bike shop hours, hired a second bike shop mechanic and developed new community partnerships with Batshaw youth services and our local YMCA. We were kept busy tuning up bikes, gathering and refurbishing donations and, still the community continued to ask for more service hours

to meet their needs. We will continue to offer extended service hours and a fleet of reconditioned bikes on hand.

### Welcome to the Team!

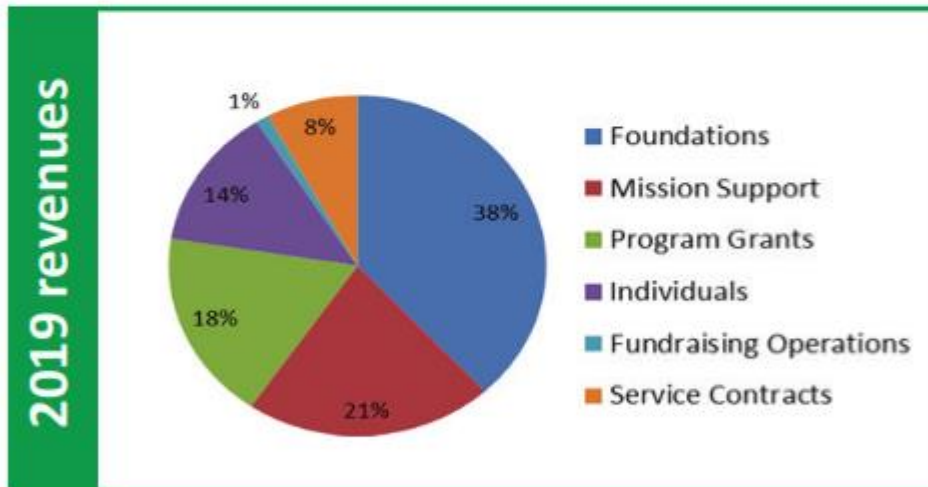
In June 2019, Gordon Byrd joined our team as our building Caretaker. He ensures that the building is clean and undertakes general maintenance.

In September 2019, our new Youth Coordinator, Emma O'Connell, started. Emma will be working on LEAD, Get to the Pointe!, Counsellor in Training program and the In Transit Day camp.

### 2020 new initiatives:

- The LEAD program will expand to include youth aged 14-15. LEAD will now become a two-year program for 30 at-risk youth who live in the southwestern region of Montreal.
- Create a weekly, youth activity group that will incorporate outings and activities. The focus will be on group decision making, planning and evaluation of activities.
- 3rd Take Out delivery route to accommodate growing need.
- Commence a visioning process as an organization that will help us to better identify and meet future community needs.

STATEMENT OF REVENUES AND EXPENSES		
	2019	2018
<b>Produits / Revenues</b>		
Mission support grants	\$155,625	\$ 151,000
Operations / Grant / Contract	166,280	202,962
Donations	394,693	367,623
Fundraising events	6,333	18,063
General / Amortization	91,568	56,476
	<b>\$ 814,499</b>	<b>\$ 796,124</b>
<b>Expenses</b>		
Salaries, benefits	\$ 654,556	\$ 590,885
Administration/ Programmes	153,873	157,468
Maintenance	15,846	26,297
	<b>\$ 824,275</b>	<b>\$ 773,635</b>
<b>Excess of Revenues over Expenses</b>	<b>\$ (9,776)</b>	<b>\$ 21 474</b>
Complete audited statement available on request		



### Core funding

The United Church of Canada  
Mission and Service Fund  
Nakonha:ka Regional Council  
Finance and Extension Board  
The Government of Canada

## **Maison Saint Columba/Saint Columba House**

### **Rapport annuel 2019 Annual Report**

#### **Conseil d'administration / Board of Directors**

Président / Chair: *Mark Hammond*

Trésorier / Treasurer: *Stephan Du Four-Wyre*

Secrétaire / Secretary: *Victoria Moulton*

Administrateurs / Directors

*Janet Bisset*

*Scott Patton*

*Stephanie Logothetis*

*Jessica Melancon*

*Andrea Nugent*

*Marianne Scarfo (end June)*

*Richard Silwell (end July 2019)*

*Gary Tompkins*

Directrice administrative / Executive Director

*Lisa Byer-de Wever*

Représentante du personnel / Staff Representative

*Emilie Jaques*

#### **Personnel / Staff**

Directrice administrative / Executive Director

*Lisa Byer-de Wever*

Coordinatrice de Financement/Fundraising Coordinator

*Sarah Clark*

Adjointe administrative / Administrative Assistant

*Christiane Boucher*

#### **Programmes/Programs**

Coordinatrice, programme pré-scolaire / Alternate School Coordinator

*Karlene Keith*

Coordinatrice, programme de repas / Lunch Program Coordinator

*Aché Alhadji*

Adjointe à la cuisine / Lunch Program Assistant

*Julia Rose Yon*

Coordinatrice / Coordinator, Hand-in-Hand

*Melissa Chamberlain*

Adjointe / Assistant, Hand-in-Hand;  
Professeure d'art du CSEM / EMSB Art teacher

*Karen Spilak*

Coordinatrice programme famille/Family Program Coordinator

*Emilie Jacques*

Transition et Après-École / Transition and After School

*Meagan Bissett (end Nov)*

programme jeunesse / Youth Program

*Alexander Mackay (end Aug)*

Coordinatrice jeunesse/Youth Coordinator

*Emma O'Connell*

Coordonnateur d'âinés, Livraison et Groupes/  
Seniors, Take-out, Projets Coordinator

*Patrick De Gruyter*

Coordonnateurs d'atelier Vélo et Médias Sociaux/  
Bike Shop, Social Media Coordonnateur

*Mat Forget*

Coordonnateur de pédagogie Communautaire/  
Community Outreach Coordinator

*Adams Dion-Bernard*

Concierge/Janitor

*Gordon Byrd*



**MERCI À TOUS NOS BIENFAITEURS! / THANKS TO ALL OUR DONORS!****Contrats de service / Service Contracts**

Maison Saint-Columba fournit des services à / Saint Columba House provides services to ;  
Commission scolaire de Montréal : École Charles-Lemoyne  
Dawson College  
St. Gabriel, elementary school  
McGill University  
RRM – Réseau Réussite Montréal - Hooked on Schools

**Secteur public / Government**

Emplois d'été Canada / Canada Summer Jobs (Canada)  
Government of Canada - Multiculturalism Program- Canadian Heritage  
Programme d'action communautaire pour les enfants/ Community Action  
Program for Children (Canada)  
Ville de Montréal, Arrondissement du Sud-Ouest  
PAAS Action (Emploi Québec)  
SLIM (Sport et Loisir de l'île de Montréal)  
AlterGo (Québec)  
Jeunesse Canada au Travail/Young Canada Works

**Fondations / Foundations**

Barwick Family Foundation	George Hogg Family Foundation	John Baker Fellowes Family Foundation	Stilwell Foundation
Birks Family Foundation	Good Samaritan Foundation	Knights Hospitaller Foundation	Strategic Charitable Giving Foundation
C.L. Copland Family Foundation	Gustav Levischi Foundation	Lindsay Memorial Foundation	TD Friends of the Environment
Drummond Foundation	J.A. DeSeve Foundation	Lloyd Carr – Harris Foundation	Telus Quebec
Eric T. Webster Foundation	Jackman Foundation	Molson Foundation	United Church of Canada Foundation –
Ersine & American Trust Fund	Howick Foundation	R. Howard Webster Foundation	Gifts with Vision
Father Dowd Foundation	Hyclan Foundation	Zeller Family Foundation	Zeller Family Foundation
Generations Foundation	James Barriere Foundation	St. Patrick's Society of Montreal	

**Entreprises et Associations / Companies and Associations**

CN Employees' and Pensioners' Community Fund	Le Nouvel Hotel
Caisse Populaire Desjardins	RBC Royal Bank Employees
Erm Sports Association Inc.	Power Corporation
Services Juridiques Communautaire Pte. St. Charles	Québec Community Groups Network

**Merci à / Special Thanks to**

Moisson Montréal / Le Garde-Manger Pour Tous for food support  
Generations Foundation for providing milk to the children  
Kirkland Women's slow pitch softball league for their donation to Hand-In-Hand  
The Buddhist Temple for organizing and serving one lunch each month at our community lunch program



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Appendix B

**United Church of Canada Église Unie du Canada  
2020 Restatement of the Constitution**

***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***

NAME.

1. This corporation (the “Board”) shall be known as the “The Finance and Extension Board of conseil régional Nakonha:ka Regional Council” and in French “Le conseil des finances et de l'expansion du conseil régional Nakonha:ka Regional Council”.

INCORPORATION

1. The Board was constituted and incorporated under the name FINANCE AND EXTENSION BOARD OF THE MONTREAL PRESBYTERY, UNITED CHURCH OF CANADA (which name was changed on February 7, 2020 to its present name), by resolution of the General Council of the United Church of Canada (the “General Council”) on June 15, 1926, under the provision of Section 17, subsections a) and b) of the United Church of Canada Act (Canada) 14-15 Geo. V., Chapter 100, as ratified and confirmed by the Québec Parliament.

3.0 OBJECTS and POWERS

The Board shall have the following objects and powers within the bounds of Conseil régional Nakonha:ka Regional Council (or its successor) of the United Church of Canada (the “Regional Council”):

- 3.1 to enable and facilitate by way of financial and material assistance and expertise, the extension of the United Church of Canada, including the visioning, transformation, establishment and reorganization of communities of faith of all types (including without limitation pastoral charges, congregations, outreach ministries, chaplaincies, faith-based communal living, house churches, online communities, and others), in accordance with the policies and decisions of the General Council and/or the Regional Council;
- 3.2 to further the connexional spirit and to promote the spiritual and temporal welfare of the communities of faith and other ministries of the United Church of Canada, including supporting financially the activities of the Regional Council at a level that the Board considers to be reasonable and prudent, having due regard to balance present needs and those of future generations;
- 3.3 to give financial assistance and expertise to new and/or needy communities of faith, so as to avoid overlapping of ministries;
- 3.4 to assist the Regional Council in providing for the preaching of the Gospel and the organization of Christian Development programs where communities of faith are not established;
- 3.5 to promote and further the welfare of the young;
- 3.6 to acquire by purchase, gift, lease or otherwise any immovable or movable property required for the purposes of the United Church of Canada, to sell or pledge movable or immovable property and to hypothecate moveable or immovable property so acquired in the same manner as private persons, and to hold or dispose

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of the same at its discretion;

- 3.7 to borrow money from time to time upon such terms and conditions and on such security and at such rate of interest as it may deem advisable and to make loans for the purposes of the Board;
- 3.8 to accept bequests, donations or endowments, provided that any terms thereof are consistent with the objects above cited;
- 3.9 to invest and administer as a prudent administrator (but not limited to presumed sound investment restrictions) its endowments and other funds, or funds entrusted to it by the Regional Council or communities of faith or others;
- 3.10 to establish and maintain a Relief Fund for the purpose of assisting needy communities of faith:

And generally all other objects and powers reasonably ancillary or accessory to the foregoing for the greater advancement of the ministries of the United Church of Canada

#### 4. Members and Governance

- 4.1 The sole member of the Board is the United Church of Canada as represented by the Regional Council.
- 4.2 The Regional Council shall elect the directors of the Board in the manner set forth in the bylaws of the Board.
- 4.3 The bylaws of the Board shall contain the other matters relating to the governance and organization of the Board; any amendment thereto shall require the approval of the directors and the sole member.

#### 5. Dissolution and Windup

- 5.1 In the event of the dissolution or windup of the Board, its remaining property shall vest in the United Church of Canada which shall consult with the Regional Council as to the proper use of such property and see that the terms and conditions of bequests and endowments are respected or amended if applicable.

#### 6. Amendment of this Constitution

- 6.1 The powers, rights and privileges hereby granted shall be subject to modification or amendment by the General Council, upon prior request of the Board and the Regional Council, within its powers and not contrary to any of the laws of Canada or of Québec.

#### 7. Replacement of 1926 Constitution

- 7.1 This Restatement replaces the original Constitution of the Board from the date of approval by the General Council (insert here).

## Appendix C

### **By-Laws of The Finance and Extension Board of conseil regional Nakonha:ka Regional Council (the “Corporation”) (May, June 2020)**

#### Board of Directors of the Corporation

2. The “Corporation shall be governed by a Board of Directors (the “Board”) consisting of not less than eleven (11) and not more than seventeen (17) members elected annually by the Corporation’s sole member, the United Church of Canada, as represented by Conseil régional Nakonha:ka Regional Council (the “Regional Council”). Members shall be elected to serve two (2) year terms for a maximum of five consecutive terms, except that such maximum shall not apply to Officers. Exemptions from the ten year limit may be sought for certain members to maintain the proper balance of skills and experience on the Board, but are in the discretion of the Regional Council.

The Executive Minister of the Regional Council shall be ex officio a member of the Board. The Board shall appoint the Secretary.

The Board and the Regional Council Executive shall select the Regional Council’s Leadership Teams most appropriate to the role of the Corporation and members of the Board shall be named to these Leadership Teams.

The members of the Board shall exercise all the powers vested in the Corporation by its Charter and by the Rules and Regulations of the General Council, or its Executive Committee, from time to time and shall have general supervision over and management of the affairs of the Corporation. The Board of Directors shall have power to make such By-laws, Rules and Regulations as it may consider necessary for the carrying out of the objects of the Corporation including attendance of members and defining the duties of the Officers from time to time and it may from time to time amend and repeal the same provided however such By-laws, Rules and Regulations shall be subject to approval by the Regional Council within a year following the adoption thereof, and in default of such approval shall thereafter become null, void and of no effect, and any By-laws, Rules or Regulations which may have been replaced by such amending By-laws, Rules and Regulations shall again become effective unless it shall be otherwise provided by the Regional Council, within such year.

#### EXECUTIVE COMMITTEE

2. The Executive Committee of the Board shall consist of the President, Past President, Vice-President, the Treasurer and the Chairs of the Investment, Finance, and Property and Buildings Committees who will be elected each year from the membership of the Board at the first meeting of the Board following the meeting of Regional Council at which the members of the Board shall have been elected. Four (4) elected members of the Executive Committee shall constitute a quorum. The Executive Committee shall continue to act as such and to exercise its powers and functions until its successors have been duly chosen. The Secretary, ex officio, shall also serve as a corresponding member of the Executive Committee. The Executive Committee shall exercise the powers which are granted to it from time to time by the Board.

#### THE OFFICERS

3. The elected officers of the Corporation shall be a President, Vice-President, and a Treasurer who shall be elected by the Board at the first meeting of the Board after its election. The Secretary shall also be an Officer of the Corporation. The Officers elected or appointed during any year shall continue to hold office and to exercise their functions until their successors shall have been duly elected or appointed or until the date of their death, disqualification, resignation or removal from office. Any vacancies occurring among the Officers during the year shall be filled by the Board. Any Officer may be removed from office by a two-thirds vote of all members of the Board, provided that written notice has been given to all members at

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least 14 days prior to such vote. The President shall be elected for a two year term subject to two one year extensions.

The Secretary need not be a member of the Board

## DUTIES OF OFFICERS

4. The President shall preside, if present, at all regular or special meetings of the Board and of the Executive Committee, and shall, ex-officio, be a member of all Standing Committees. The President, the Vice President, the Treasurer, the Chair of Finance, or the Secretary, two signatures being sufficient, shall sign all cheques, promissory notes, or other obligations authorized by the Board provided always that one of the said signatures shall be that of the Treasurer or the Secretary, or in their absence such person as shall be specially designated to sign in their place and stead.

In the absence of the President, the Vice-President shall act in his/her stead and if no Vice-President is present, the meeting may elect a member to preside.

The Secretary shall be responsible for the Minutes and Records of the Corporation. The Secretary shall cause records to be prepared and preserved of all meetings of the Board and of the Executive Committee. The Secretary shall cause notices to be issued of all meetings of the Board and of the Executive Committee and shall, ex-officio, be a corresponding member of all Standing Committees.

The Treasurer shall be responsible for the books of accounts and shall generally supervise the receipts and expenditures of the Corporation. The Treasurer shall be responsible for supervising the safe custody of its funds and systems of internal control.

The Corporation shall not have a seal.

## STAFF AND PREMISES

5. The Board and, as authorized by the Board, its Committees shall have power to engage such assistance, professional, clerical, or otherwise, as it may find necessary and to provide remuneration, as appropriate.

## COMMITTEES

6. The Board at its first meeting after election in each year shall appoint the following Standing Committees including but not limited to:
  1. finance
  2. property and buildings
  3. investment
  4. nominations
  5. staff

Each of the three Standing Committees of Finance, Property and Buildings, and Investment shall be composed of at least four (4) members of the Board and each of the two Standing Committees of Nominations and Staff shall be composed of at least three members of the Board. All of these Committees are under the governance of the Board and subject to the Board's express instructions and directions.

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The President and Secretary of the Board shall, ex-officio, be corresponding members of all committees. The Board may appoint such other committees as may be found necessary to carry out its responsibilities and/or required by certain bequests and may delegate to all committees such powers as may be required. All committees shall make reports at the regular meetings of the Board

#### Finance Committee

The Finance Committee is the locus of expertise, oversight and responsibility on financial matters. Generally, this Committee shall have oversight of the financial affairs of the Corporation not assigned to the Investment Committee. The Treasurer shall be a member of this Committee.

Without limiting the scope of “financial matters” not otherwise assigned this would include:

- The Budget

The Finance Committee shall prepare annually a budget covering the estimated receipts and expenditures for the ensuing year, and shall submit its preliminary budget to a regular meeting of the Board. The Board shall present its preliminary budget to the Regional Council. The final budget shall be submitted to the Board for approval no later than November. The Board shall submit its final budget to the Regional Council no later than December. The Finance Committee shall take the necessary steps to provide funds for the carrying out of the budgeted items. It shall recommend appropriations for the various items *and* shall supervise the accounts of the Corporation.

- Financial Guidelines

The Finance Committee shall have responsibility for the development, updating, review and application of the guidelines governing financial assistance in, as appropriate, consultation with the Regional Council.

- Financial Assistance

The Finance Committee shall have the responsibility for the review and recommendations regarding applications for financial assistance and for the management of and oversight over financial deals and arrangements, in, as appropriate, conjunction with the Regional Council.

#### Property and Buildings Committee

The Property and Buildings Committee is the locus of responsibility on property/real estate and building matters. Generally, this Committee has responsibility for the management, sale, disposal, acquisition and/or repurposing of properties and buildings under care of the Corporation and other property and building matters that may arise.

- Corporation Properties and Buildings

This Committee shall have the oversight and supervision of all buildings or other property owned, controlled, leased or rented by the Corporation. It shall arrange for the regular inspection of all these buildings and property. The Committee is responsible for recommending measures to protect the buildings and properties of the Corporation.

- Advice and Expertise

This Committee is the source of advice on immovable property and building matters within the Corporation and, on request, to others in the Regional Council. This includes such matters as sale, disposal, acquisition, repurposing as well as removal, erection, maintenance and repair of buildings.

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- New or “Repurposed” Facilities

As required, this Committee is responsible for taking the necessary steps towards securing new sites for churches or other facilities to carry forward the ministries of the Regional Council and, generally, to do such survey work as may be required for the proper co-ordination and carrying on of this work.

#### Investment Committee

The Investment Committee is the locus of expertise on investment matters and responsible for the oversight and management of the Corporation’s investments.

- Investment Portfolio

The Investment Committee shall be responsible for the care and management of the money under investment by the Corporation. It shall recommend, to the Board, the appointment of an investment manager and shall evaluate the performance of said manager.

It shall indicate the objectives of the investment portfolio i.e. protection of capital, maximization of income or growth of capital to the investment manager and submit the same, in writing, to the Board, for annual review and approval, prior to implementation.

It shall establish a benchmark for minimum and maximum investment in cash and short term investments, bonds and equities. Under section 18 (c) of the United Church of Canada Act the investment powers of the Corporation allow the Corporation to invest in the same investments in which Canadian insurance companies are from time to time authorized to invest their monies. Such companies currently have no applicable limits.

There shall be an annual review of investment performance of the investment portfolio and of the relationship and performance of the investment manager by the Investment Committee for review and consideration by the Board.

- The Budget

The Investment Committee shall estimate income and asset growth available for the budget and recommend appropriate policy to the Board regarding the same.

#### Nominations Committee

The Nominations Committee shall be responsible to recommend suitable candidates, consistent with present needs, for membership on the Board. It shall provide a list of members for election at the Annual Meeting of the Corporation and shall provide a list of nominations of officers and members of committees at the first regular meeting of the Board after its election.

#### Staff Committee

The Staff Committee shall be responsible for personnel matters regarding the staff of the Corporation.

### QUORUM

7. Seven (7) members shall constitute a quorum at any meeting of the Board. A majority of the members of any Committee of the Corporation shall constitute a quorum.

### REPORTING

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8. The minutes of the Board shall be made available to members of the Regional Council. The Board shall present annually a budget of income and expenses to the Regional Council for approval, which will cover expected income and sources, projected expenses and use of funds for the coming year. The Regional Council shall have the opportunity to respond to the Budget prior to its approval. The Board shall submit regular reports to the Regional Council.

## MEETINGS

9. The Annual Meeting of the Corporation shall be held at such time and place as the Board may determine in cooperation with the sole member, the Regional Council, and at which Annual Meeting the presentation of annual reports shall be made. Regular meetings of the Board shall be held at least quarterly. The first meeting of the Board shall be held following its election. Special meetings of the Board may be held at any time upon the call of the President, or upon written request by seven (7) members of the Board. Special meetings of the Executive Committee may be held at any time upon the call of the President, or upon written request by seven (7) members of the Board.

Any member of the Board may participate in a meeting of the Board or any of its Committees by means of such telephone or other communications facilities as permit all persons participating in the meeting to hear each other and such member is deemed to be present at that meeting for all purposes, including quorum.

## FISCAL YEAR

10. The financial year of the Corporation shall end on the last day of December. The Board shall present in the Spring of each year a report of its operations to the Regional Council.

## AUDITORS

11. At the Annual Meeting of the Corporation, a recognized public accounting firm shall be appointed to conduct an independent examination of the Corporation's financial records and financial statements for the current financial year and shall be instructed to do so either in the form of an audit or a review engagement, as those terms are defined by the Canadian Institute of Chartered Accountants, as the Corporation shall determine is appropriate.

## AMENDMENTS

12. These By-laws, Rules and Regulations may be amended by a two-thirds vote of the members of the Board present at any meeting provided such amendments shall be subject to confirmation within a year by the Regional Council. In default of such confirmation they shall have no further force or effect and the previously existing provisions shall revive unless it shall be otherwise provided within such year by the Regional Council.

## EFFECT OF RESTATEMENT

13. These amendments to the by-laws come into effect upon approval of the Restated Constitution 2020 by the General Council of the United Church of Canada but shall have effect from January 1, 2019.