

Conseil régional Nakonha:ka Regional Council**Meeting of the Executive****Thursday, April 18, 2024 – 9 AM****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	Member at large, Past-President
Adedeji Sunday Akintayo	Member
Denis Ashby	Member at large, Rep. First Third Ministries
Peter Bisset	Member, Finance and Extension Board
Rev. Samuel V. Dansokho	Member at large
Bailey Eastwood	Member, Community and Justice
Valerie Epps-Nickson	Member, General Meeting Planning Team
Rev. Christine Marie Gladu	Member, Pastoral Relations
Rev. Pierre Goldberger	Member, La Table
Rev. Éric Hébert-Daly	Member, Executive Minister
Erika (Qian) Liang	Member
Lisa Byer de-Wever	Member, Living into Right Relations
Paul Stanfield	Member, Treasurer
Rev. Tami Spires	Member at Large
Shanna Bernier	Corresponding Member, Youth, Young Adult and Families Ministries
Judy Coffin	Corresponding Member, Administration and Communication
David-Roger Gagnon	Corresponding Member, Minister Supporting Networks & Clusters
Rev. Dan Hayward	Corresponding Member, Pastoral Relations Minister
Joel Miller	Corresponding Member, Program Assistant to Executive Minister, Recording Secretary
Brian Ruse	Corresponding Member, Finance and Office Administrator

REGRETS/ABSENT

Marc Grenon	Chair, President
Rev. Barbara Bryce	Member, Granting and Enabling Leadership Team
Rev. Marie-Claude Manga	Member at Large

This meeting considered a response from Eastern Ontario Outaouais Regional Council in regards to its contribution to the lease of office space at Summerlea United Church; received an update on the use of the word 'mission' in the governance handbook; received from Pastoral Relation Leadership Team recommendations on calls and appointments, and a *Policy for Admission, Commissioning, Ordination and Recognition*; received from Finance & Extension Board (F&E) copies of resolutions, and guidelines for the *Division of Tasks and F&E Delegation Flow Chart*; received a report from the Regional Council Treasurer regarding mission/ministry staffing funding shortfalls in 2024 budget; received the updated *Monthly Goalposts on the Path to Strategic Plan Implementation*, considered the terms of reference for the *Growth Advisory Leadership Team*; received a list of pastoral charges that did not vote of *Remit 1: Establishing an Autonomous National Indigenous Organization*, receives a report regarding the Ohiatonhseratokénti, Mohawk Bible Dedication Resources; received reporting from Communications, and considered an *Earned Media Strategy* proposal; received reporting from the General

Meeting Planning Leadership Team, and considered a recommendation regarding the centennial celebration of The United Church of Canada; receives reporting from the Nomination Leadership Team; received reporting from First Thirds Ministry Leadership Team; received reporting from La table des ministère en français, considers a request for a Regional Council response to Susan Ferguson about Israel/Palestine; and considered a request for support to St-Martha's.

Land Acknowledgement and Opening Devotions – Rev. Tami Spires led the land acknowledgement giving thanks for the stewardship of unceded lands by First Nations Peoples's, and called all to continue to work towards truth and reconciliation, and living into right relations. As part of her opening devotion, Tami shared a story of a dream she had, and attributed it to the difficult tasks she must face. Tami highlighted the story of Elijah in the bible, and highlighted that, despite our nightmares, God remains with us and holds before us a peace that encourages us to move forwards through struggles in our lives. Tami closed this time of devotion in prayer.

Calling to Order – Rev. Linda Buchanan, Past-President, called the meeting to order at 9:13 AM.

Circle Time of Sharing – All were invited to share.

Good News Stories – All were invited to share good news stories of things being witnessed in the Church.

Agenda

2024-04-18_001 MOTION (S. V. Dansokho/P. Bisset) that the Conseil régional Nakonha:ka Regional Council Executive accept the agenda as amended with the addition: 1. Receives a report from La Table des ministère en français; 2. Addition of correspondence p; 3. revised version of *Division of Tasks and F&E Delegation Flow Chart*; 4. Addition of correspondence q. **CARRIED**

Order of the Day (10:30 AM) – Break 10 mins

Equity Support Person

2024-04-18_002 MOTION (V. Nickson/D. Ashby) that the Conseil régional Nakonha:ka Regional Council Executive names Rev. Pierre Goldberger as Equity Support person for this meeting. **CARRIED**

Minutes of March 21, 2024

2024-04-18_003 MOTION (A. Akintayo/V. Nickson) that the Conseil régional Nakonha:ka Regional Council Executive approve the Minutes of March 21, 2024 as circulated. **CARRIED**

Correspondence In

- a) March 20, 2024, John Chippindale, Vice Chairman, HUB Insurance, Ontario, re Quebec congregations and single event insurance (*for information*);
- b) March 21, 2024, Rev. Paula Kline, Director, Montreal City Mission, re thanks for agenda-time at recent Executive meeting to discuss Résonance gathering (*for information*);
- c) March 21, 2024, copied on letter from Susan Ferguson, to Executive of the General Council of The United Church of Canada, and its members; The Moderator, The Right Rev. Dr. Carmen Lansdowne; The General Secretary, The Rev. Michael Blair; Commissioners of the General Council; The Rev. Dr. Japhet Ndhlovu; Ms. Jocelyn Bell, Editor, Broadview magazine, re Israel/Palestine (*see under new business a*);
- d) March 21, 2024, Adel Halliday, Anti-Racism and Equity Lead, The United Church of Canada, re anti-racist practices workshop on Monday, April 22 at 7 PM (*for information*);
- e) March 26, 2024, Sarah Charters, President, The United Church of Canada Foundation, re special Mission & Service request (*for information*);

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- f) March 27, 2024, The Right Rev. Mary Irwin-Gibson, Bishop, Anglican Diocese of Montreal, re St. Martha's Permanent Director Hob Description (*see under new business b*);
 - g) March 27, 2024, Rev. Roger Janes, Community of Faith Stewardship Support Staff, re reporting on recent stewardship activities within the Regional Council (*for information*);
 - h) March 27, 2024, copied on a letter from Audrey Dover, Director of Property Management Operations, Kindred Works, to Rev. Neil Whitehouse, Westmount Park United Church, re Fun Academy nonpayment of arrears (*for information*);
 - i) April 1, 2024, copied on letter from Susan Ferguson to Rev. Eric Hebert-Daly and colleagues serving in East Central Ontario, Eastern Ontario Outaouais and Nakonhaka Regional Councils, re open letter of March 21, 2024 to Moderator and GCE re Israel/Palestine (*see under new business a*);
 - j) April 3, 2024, Chantal Winslow, Executive Assistant to Shannon McCarthy, Northern Spirit, Living Skies, Prairie to Pine Regional Councils, re United Church Office Administrators Conference (*for information*);
 - k) April 4, 2024, Peter Bisset, President, Finance & Extension Board, re providing copy of resolution to sell Granby United Church (*for information*);
 - l) April 8, 2024, Susan Jackson, Information and Statistics Coordinator, The United Church of Canada, re Pastoral Charges that have not yet submitted their 2023 Statistical Forms-PLS submit by April 29, 2024 (*for information*);
 - m) April 9, 2024, Rev. Paula Kline, Director, Montreal City Mission, re Faith - Secularity Conference Update & queries (*for information*);
 - n) April 11, 2024, Paul Stanfield, Regional Council Treasurer, re Mission/Ministry Staffing Funding Shortfalls in 2024 Budget (*see under section 3*);
 - o) April 12, 2024, Beverly Tyhurst, Program Assistant, Theology and Ministry Leadership, re Admissions Open House - April 21, 2024 - 4 pm (*for information*);
 - p) April 15, 2024, Sue Hutton, President, Eastern Ontario Outaouais Regional Council, re regional council contribution towards lease for office space with Summerlea United Church (*for information*);
 - q) April 17, 2024, The Right Rev. Dr. Carmen Lansdowne, Moderator of The United Church of Canada, re A Call to Prayerful Solidarity in response to Israel/Palestine (*for information*);

Correspondence Out

- r) March 19, 2024, Rev. Eric Hebert-Daly, Executive Minister, to Maria Lubecki, re responding to concerns over the sale of Grandby United Church (*for information*);
- s) March 21, 2024, Marc Grenon, President, to Jan Langelier, Merging Waters Pastoral Charge, re Executive's decision to appoint a pastoral charge supervisor (*for information*);
- t) March 22, 2024, Marc Grenon, President, to Sue Hutton, President of Eastern Ontario Outaouais Regional Council, regarding EOORC intent to end contribution towards lease for office space with Summerlea United Church (*for information*);
- u) April 5, 2024, Rev. Eric Hebert-Daly, Executive Minister, to David Wright, Trustee, Granby United Church, re Certificate of the Executive Minister of a Regional Council to Resolution Giving Consent (*for information*);

Business arising

- a) **Updates re EOORC Contribution to Lease with Summerlea United Church** – Rev. Éric Hébert-Daly

Conversation is ongoing between President's of the regional councils. Nothing has yet been finalized, but focusing on keeping amicable relations is a priority.

- b) **Use of the Word "Mission" in Governance Handbook** – Rev. Éric Hébert-Daly
 - See *2024-04-18 Revising Governance Manual – re word Mission* as **Appendix A¹**
 Eric highlighted changes; explained that translation into French will also take place. There will be an emphasis on making sure the French translation reflects the subtleties of the changes to the mission wording.

2024-04-18_004 MOTION (V. Nickson/S. V. Dansokho) that the Conseil régional Nakonha:ka Regional Council Executive receive and approve the changes as presented in the document *2024-04-18 Revising Governance Manual – re word Mission*. These changes were carried out in response to GS 63 – Recommendations on the Use of the Word Mission (see as **Appendix A²**). **CARRIED**

It was expressed that the motivation for removing the work 'mission' from the governance handbook be shared amongst community of faith as a teaching

Supporting and enhancing the life of Communities of Faith where ministry takes place
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1. **Pastoral Relations Leadership Team** – Rev. Christine-Marie Gladue
 a) **Calls and Appointments**

2024-04-18_005 MOTION (C-M Gladue/L. Byer-de Wever) that the Conseil régional Nakonha:ka Regional Council Executive concur with the recommendation of the Pastoral Relations Leadership Team that the call of Rev. Rolanda Taylor to the Union, Montreal pastoral charge, part-time (20 hours/week), beginning May 1, 2024, be approved. **CARRIED**

Dan provided background information, about Rolanda and why this position is part-time. It was highlighted that Union United Church is looking for a Treasurer (like many other communities of faith within the regional council).

Concerns were raised about a half-time position for an active congregation like Union. It is likely that this position will grow towards full-time in the future.

It was recommended that the Finance & Extension Board and the Granting & Enabling Leadership Team work with Union United Church to find additional funding (potentially from the Strategic Leadership Funds) to help support a full-time ministry at Union United Church.

2024-04-18_006 MOTION (C-M Gladue/A. Akintayo) that the Conseil régional Nakonha:ka Regional Council Executive concur with the recommendation of the Pastoral Relations Leadership Team that the reappointment of Rev. Steve Lawson to the Knowlton-Mountain Valley pastoral charge, part-time (20 hours/week), from July 1, 2024 to June 30, 2025, be approved. **CARRIED**

2024-04-18_007 MOTION (C-M Gladue/V. Nickson) that the Conseil régional Nakonha:ka Regional Council Executive concur with the recommendation of the Pastoral Relations Leadership Team that the reappointment of Virginia Wallace, candidate in Supervised Ministry Education, to the Mount Bruno pastoral charge, serving Mount Bruno-Richelieu Valley, part-time (20 hours/week), from September 1, 2024 to August 31, 2025, be approved. **CARRIED**

2024-04-18_008 MOTION (C-M Gladue/D. Ashby) that the Conseil régional Nakonha:ka Regional Council Executive concur with the recommendation of the Pastoral Relations Leadership Team that

the provisional appointment of Robert Ronwahaweta Patton, as ordained minister, to the Kahnawake pastoral charge, part-time (20 hours/week), from April 27, 2024 to June 30, 2027, be approved. **CARRIED**

b) Policy for Admission, Commissioning, Ordination and Recognition

- See *Policy for Admission, Commissioning, Ordination and Recognition* as **Appendix B**

2024-04-18_009 MOTION (C-M Gladue/T. Spires) that the Conseil régional Nakonha:ka Regional Council Executive concur with the recommendation of the Pastoral Relations Leadership Team that the Policy for Admission, Commissioning, Ordination and Recognition be approved. **CARRIED**

Dan introduced the policy, highlighted details.

2. Finance and Extension Board (F&E)

- See *2024-02-06 Extract of Minutes F&E Board Resolutions* as **Appendix C¹**

- See *2024-03-14 Extract of Minutes F&E Board Resolutions* as **Appendix C²**

- See *2024-04-11 Extract of Minutes F&E Board Resolutions* as **Appendix C³**

2024-04-18_010 MOTION (P. Bisset/P. Stanfield) that the Conseil régional Nakonha:ka Regional Council Executive approve the nomination of the following individuals to the Finance & Extension Board from June 1, 2024 to May 31, 2026:

- Diane Campbell
- Marc Grenon
- Paula Kline
- Craig McAlpine
- Dave McCormack
- Monique Moser-Verrey

CARRIED

It was stated that the Nominations Leadership will submit to the Finance & Extension Board any expression of interests it receives from volunteers.

2024-04-18_010 MOTION (D. Ashby/A Akintayo) that the Conseil régional Nakonha:ka Regional Council Executive ratify the appointment of the slate of officers of the Finance and Extension Board for 2024 – 2025 as follows:

- President, Peter Bisset
- Vice-President, Fred Braman
- Treasurer, Paul Stanfield
- Secretary, Caroline Leamon

CARRIED

3. Division of Tasks and F&E Delegation Flow Chart– Peter Bisset.

- See *2024-04-11 Division of Tasks and F&E Delegation Flow Chart* as **Appendix D**

2024-04-18_011 MOTION (P. Bisset/V. Nickson) that the Conseil régional Nakonha:ka Regional Council Executive receives for adoption the guidelines *Division of Tasks and F&E Delegation Flow Chart* as presented. **CARRIED**

This document will be translated, and a simplified version will be made available for circulation in the newsletter and for communities of faith.

It was highlighted that some churches within the regional council have been abandoned, and need to be dealt with.

4. **Region 13 - Mission/Ministry Staffing Funding Shortfalls in 2024 Budget** – Paul Stanfield, Regional Council Treasurer, shared that currently the regional council is operating on a deficit budget, and using its contingency fund to make up for this deficit. Thought needs to be given to future budgets and where funds will come from to pay for various expenses.

2024-04-18_012 MOTION (P. Stanfield/P. Bisset) that the Conseil régional Nakonha:ka Regional Council Executive bring a strategic analyse of regional council finances within the to the September Executive meeting. **CARRIED**

It was suggested that a working group be created now to begin analyses now.

5. **Strategic Plan** – Rev. Éric Hébert-Daly shared the report.
- See *Monthly Goalposts on the Path to Strategic Plan Implementation* as **Appendix E¹**
 - See *Strategic Goalposts Report Addendum re emergency shelter requirements* as **Appendix E²**

2024-04-18_013 MOTION (P. Bisset/V. Nickson) that the Conseil régional Nakonha:ka Regional Council Executive that Stream 11 – Conversations with coordinating bodies who do emergency services to determine how a community site could be used be removed from the Strategic Plan. **CARRIED**

Peter Bisset highlighted that Appendix E² provides background information for why Stream 11 is being dropped from the strategic plan.

- a) **Terms of Reference for the Growth Advisory Leadership Team** – Rev. Éric Hébert-Daly
- See *Nakonha:ka Growth Advisory Team Terms of reference* as **Appendix F**

2024-04-18_014 MOTION (D. Ashby/A. Akintayo) that the Conseil régional Nakonha:ka Regional Council Executive receive and approve the terms of reference for the Growth Advisory Team. **CARRIED**

Nurturing Social Justice and Outreach programs
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6. **Living into Right Relations Leadership Circle (LIRR)** – Lisa Byer-de Wever
- a) **Remit 1: Establishing an Autonomous National Indigenous Organization; Update on Voting**

Remit 1 has passed.

(List of PC not have voted as of March 25th)

1. Argenteuil Pastoral Charge
2. Armenian Evangelical Pastoral Charge
3. Arundel Pastoral Charge
4. Avoca Pastoral Charge
5. Charge pastorale Drummondville-Mauricie
6. Harrington Pastoral Charge
7. Korean Pastoral Charge
8. Mascouche Pastoral Charge
9. Morin Heights Pastoral Charge
10. Rennie's Pastoral Charge
11. Shawbridge Pastoral Charge
12. St. Andrew's (Chateauguay) Pastoral Charge
13. Sutton Pastoral Charge

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14. Ulverton-South Durham-Trenholm Pastoral Charge
 15. Valcartier Village: St. Andrew's Pastoral Charge
 16. Zion-Dundee Pastoral Charge

This list will be updated (it was shared that at least 4 of the PC named did in fact vote, and maybe more). An updated version will be made available in the future.

Lisa extended a big thank you to all who were involved in helping to encourage pastoral charges to vote. Lisa was also thanked for her leadership in this process.

It was observed that many of the pastoral charges on the list are perhaps isolated and this phenomenon should be considered.

It was shared that less than 100 pastoral charges across Canada actively voted no, but there is work to do.

b) **Mohawk Bible dedication Resources**

- See *Ohiatonhseratokénti, Mohawk Bible Dedication Resources* as **Appendix G**

Building Communications

7. **Communications**– Judy Coffin

- See *Communications Report* as **Appendix H**

a) **Earned Media Strategy Proposal** – Judy highlighted items in the proposal.

- See *Earned Media Strategy Proposal* as **Appendix I**

2024-04-18_015 MOTION (L. Byer-de Wever/E. Liang) that the Conseil régional Nakonha:ka Regional Council Executive receive and approve the Earned Media Strategy Proposal. **CARRIED**

It was highlighted that a media training workshop will take place immediately prior to the general meeting.

Focus groups are planned for May 7-8.

It was suggested to connect with Rev. Stephane Vermette to be part of this endeavour.

8. **General Meeting Planning** – Valerie Nickson

a) **Spring General Meeting (May 25, 2024)**

b) **Save the Dates! Nakonha:ka Upcoming Regional Council General Meetings**

- c) October 25th, 26th, 27th 2024, (TBC) Ministry Retreat
- d) November 1st 2024 (evening), November 2nd 2024 (morning) Fall Meeting, Online
 - March 28th, 29th 2025, Annual Meeting, Winter, Online
 - June 6th 2025 (evening), June 7th 2025 (day), Spring Meeting, Location TBD – (Lennoxville?)
 - November 14th, 15th 2025, Fall Meeting, Online

It was confirmed that Montreal West United Church will host the media strategy workshop and the celebration of Ministry service on May 24. Currently, it is uncertain if the business portion of the general meeting will take place online or in person. 9 churches have already been approached to host the general meeting but none were able to.

c) **Centennial Celebration of The United Church of Canada**

2024-04-18_016 MOTION (V. Nickson/E. Liang) that the Conseil régional Nakonha:ka Regional Council Executive receive the recommendation from the General Meeting Planning Team to hold the 100th anniversary service at St. James United Church in Montreal on June 10th 2025. **DEFEATED** (*L. Byer de-Wever, Peter Bisset, Paul Stanfield, Tami Spires, Denis Ashby, Pierre Goldberger opposed*)

More information is needed. It was suggested that a group from this body work alongside the planning group at St-James, to bring back more information to the Executive.

Valerie Nickson and Rev. Tami Spires volunteered to receive feedback from members of this body and take to the planning team at St-James. Lisa Byer-de Wever also volunteered to be part of this collaborative group.

It was suggested to be cautious of potential onsite construction and plan around that. It was suggested to consider hiring buses to help travels from the outskirts of Montreal.

It was encouraged that this information be circulated widely as soon as possible, as individual communities of faith are also planning events.

9. **Nominations** – Rev. Linda Buchanan shared that the leadership team has received lots of feedback through its consultations and will present an update on possible structures for a future regional council executive.
10. **First Third Ministry** – Shanna Bernier
 - See First Third Ministry Report as **Appendix J**
11. **Table des Ministère en français** – Pierre Goldberger, pasteur, highlighted items contained in the report.
 - See report from *Table des ministere en francais* as **Appendix K**

Pierre emphasized how La Table is meeting with some of the emergent francophone communities and learning more about how to support them as a regional council. Pierre recognizes that relationship within the regional council need to be more intentional. Meetings are taking place, that are helping to move this focus forward.

New Business –

- a) **Israel/Palestine: Response to Susan Ferguson** – Rev. Éric Hébert-Daly
 - See *correspondence c, i and q*.

Eric provided background information, explaining that Susan Ferguson is seeking a response from the regional council.

It was emphasized that education is needed (desperately). There are extensive resources. It was suggested that other areas (like Sudan) be included in educating the church. It was suggested that staff highlight and bring back available resources.

It was suggested to bring an education piece to the regional meeting.

It was emphasized that prayer is needed for both Palestine and Israel.

Ade, Lisa, David-Roger, Pierre and Denis have volunteered to form a working group to work with Eric to draft a response to Susan Ferguson.

- b) **Supporting St-Martha's** – Brian Ruse provided details.
- See *correspondence f*

2024-04-18_017 CONSENSUS MOTION that the Conseil régional Nakonha:ka Regional Council Executive refer St-Martha's request for funding to the Granting & Enabling Leadership Team, noting its support for said request.

Equity Monitor Reporting – Rev. Pierre Goldberger highlighted how good it was to have sharing-time at the beginning of the meeting. It helped to set the tone of this meeting.

Conclusion

The Chair declares that all the business having come before this meeting of the Executive has been duly completed, and that the meeting is concluded at 12:28 PM.

Closing Prayer – Rev. Christine-Marie Gladu closed the meeting with a prayer.

Next meeting dates - Thursday, May 16, 2024 9:00 to noon on zoom
- Thursday, June 20, 2024 9:00 to noon on zoom

Marc Grenon
Chair, President

Rev. Éric Hébert Daly,
Executive Minister

Nakonha:ka Executive Duty Roster			
Responsabilités des membres de l'exécutif pour Nakonha:ka			
	Opening Devotions / Moment de réflexion	Equity Monitor / Équipe d'équité	Closing Prayer / Prière de clôture
<i>16 may/mai 2024</i>	Erika Liang	Denis Ashby	Valerie Epps-Nickson
<i>20 june/juin 2024</i>	Valerie Nickson	Adedeji Sunday- Akintayo	Denis Ashby

Appendices

Appendix A ¹	2024-04-18 Revising Governance Manual – re word Mission	Pages 11-12
Appendix A ²	GS 63 Recommendations on the Use of the Word “Mission”	Pages 13-15
Appendix B	Policy for Admission, Commissioning, Ordination and Recognition	Pages 16-17
Appendix C ¹	2024-02-06_Extract of Minutes_F&E Board Resolutions	Pages 18-19
Appendix C ²	2024-03-14_Extract of Minutes_F&E Board Resolutions	Pages 20-21
Appendix C ³	2024-04-11_Extract of Minutes_F&E Board Resolutions	Pages 22-23
Appendix D	2024-04-11 Division of Tasks and F&E Delegation Flow Chart	Page 24
Appendix E ¹	Monthly Goalposts on the Path to Strategic Plan Implementation	Pages 25-26
Appendix E ²	Strategic Goalposts Report Addendum re emergency shelter requirements	Pages 27-29
Appendix F	Nakonha:ka Growth Advisory Team Terms of reference	Page 30
Appendix G	Ohiatonhseratokénti, Mohawk Bible Dedication Resources	Pages 31-34
Appendix H	Communications Report	Page 35-36
Appendix I	Earned Media Strategy Proposal	Pages 37-38
Appendix J	First Third Ministry Report	Page 39
Appendix K	Report from Table des ministère en français	Pages 40-41

Appendix A¹**The word 'mission' appears in our governance documents in various places:****Page 8: Regional Council Living Mission**

This title of this section uses 'mission' as it relates to purpose or mandate. It would be changed to say: Regional Council Mandate.

In the body of the Living Mission section, there are three references to 'mission'. In all three cases, the references come from the Manual (C.2.4), so cannot be changed by us unilaterally.

Pages 9-10: References to the United Church of Canada Manual

The word 'mission' is used in these pages only in the context of existing language in the Manual (C.2.1, C.2.3, C.2.5). As a result, there is no change proposed in this section.

Page 12: Regional Council Annual and General Meetings –

This section makes reference to a motion passed by the Regional Council in 2021 and that motion refers to the Regional Council Living Mission. I would recommend that we remove the motion altogether since it is not critical to the content of the governance policy.

Page 26: Granting and Enabling Leadership Team

In section 1, we could simply remove the word "mission" in the final sentence that refers to "the mission plan of the NRC". If agreed, it would simply read "the plan that is consistent with the mandate of the NRC".

In section 2, we make reference to the Mission Support Team of the M&O Conference. That reference is historical and we can keep it intact, although we may want to consider updating this section altogether since it is now quite dated and not that helpful going forward. The membership of this team is no longer reliant on decisions made in 2018.

Page 27: Strategic Fund Terms of Reference

Four (4) references to "mission". Proposed changes are below:

"1. ~~Ministry and Mission~~ Program proposals that demonstrate a strategic...";

"2. Capital projects for new development that demonstrate long-term viability greater than 5 years and are appropriate to our purpose"

"Proposals that bring ~~mission~~ ministry-oriented community or social programs..."

"The grant will allow for capital improvements in order to encourage long-term rentals to ~~mission~~ ministry strategic partners."

Page 29: Meeting Planning Leadership Team

The single reference to "mission" here is in the Responsibilities section, second sentence, can simply be replaced with the word "role".

Page 37: Policy Regarding Financial Appeals at Annual Meetings

The final sentence of this policy makes reference to the Mission Support fund. The name of this Fund is the question we need to address and then make reference to its new name. This will need the advice of the Granting and Enabling Leadership Team before we make any changes here.

Proposed change to the name of the *Mission Support Fund*: Ministry Support Fund

Page 58/59: Policy Regarding Proceeds from the Sale of Property

The only references to “mission” here is the segment that is referring to the Mission & Service Fund, which, has not yet, had a name change. So no change should be envisioned here.

Appendix A²*General Council Executive
November 17-18, 2023**For Action***GS 63 RECOMMENDATIONS ON THE USE OF THE WORD "MISSION"****Origin: General Secretary****1. What is the issue? (describe in broad terms)**

We believe the church is called to wrestle with the legacy of its theology around mission, particularly with respect to the ways in which a colonial theology of mission guided the church's participation in colonization in Canada, in relation to Indigenous peoples and communities, as well as in its participation in global missionary and colonizing endeavours. The use of the word "mission" is common within the United Church and in ecumenical circles and it can be a trigger for those who have borne the brunt of missionizing efforts that were really about cultural and physical genocide.

2. Why is this issue important?

This issue is important because the use of the word "mission" points to a larger concern about the theologies underlying the United Church's historic practices named as mission activities. Whether or not the United Church continues to use the word "mission," the church is called to understand, explore, and learn more about the theologies that undergird a particular expression of mission, and to continue to decolonize our theologies so that we might live into our Truth and Reconciliation, Calls to the Church, and anti-racism commitments and aspirations.

3. How might the General Council Executive respond to the issue?

The General Secretary recommends that the General Council Executive:

- a) direct the General Secretary to develop theological, educational, and worship resources to engage the church in discussion, learning, and action around the histories, theologies, and practices of mission within the church, with a specific focus on naming and deconstructing those theologies and practices that contributed to harm, inequity, and colonization. Further, that the differences in the histories, theologies, and practices of mission overseas and domestically be named. In developing these resources, the General Secretary will ensure a particular focus on resources that can be used by local communities of faith and individuals connected to the United Church;
- b) encourage all councils of the church to use the word "mission" less and to use it with careful consideration, guided by a "hermeneutic of suspicion" (Elizabeth Schussler Fiorenza), which invites us to raise questions about the assumptions, underlying theologies, and unconscious biases we bring to our understanding of "mission;" and
- c) encourage the church to continue to prioritize its decolonization work, through concrete, structural changes that are needed to address the continued inequity and harm that has happened, and continues to happen, through the church's participation in colonization. The church is particularly encouraged to deconstruct its participation in colonization that was masked with the word "mission."

*General Council Executive
November 17-18, 2023*

For Action

4. What will be the impact?

This work aligns with the Anti-Racism Action Plan, the Caretakers' Calls to the Church, the United Church's commitment to UNDRIP as a framework for reconciliation.

This work aligns with the following activities in the strategic plan:

- S1.02.009 "Theology: increase shift from white Euro-centric male dominant theology, encourage existing and new theologies that promote multiple marginalized identities and intercultural practices, and develop relevant accessible theological resources."
- S6.01.004 "Theologies/Spiritualities: recover, restoration and development of Indigenous ways of being and knowing, including theologies and spiritual practices. *connected to S1.02.009 on theology."
- S1.02.007 "Education: Develop and implement educational strategy that deepens understanding of the diverse impacts of colonialism, White supremacy, and racism in our church). . ."
- S1.01.001 "Advocacy: Deepen understanding and action on the ongoing colonial injustices identified in the TRC Calls to Action and MMIWG Calls to Justice by contributing to advocacy on TRC 1-6 as well as Calls to Action directed to the Churches and Parties to the Settlement Agreement."
- S1.01.004 "Legacy: Support the relational, funding, and archival work related to Bringing the Children Home and develop further specific responses to denomination's colonial legacy as discerned to be appropriate (e.g., sixties scoop, day schools)."
- S2.02.003 "Reimagine theological education: Create regular process for schools to collaborate together around needs the church and the schools see for ministry in church today and in future (e.g., exploration of collaborative ministry and bivocational models, distinct roles of church and schools, accessibility and pedagogy, distance education)..."

There will be staff time and a small budget needed in order to animate existing resources and create some new resources (primarily thinking bible study resources to engage exploration of some key biblical passages. This may mean asking some people to write short resources and offering honouraria). However, much of the staff time can be accounted for in the strategic plan activities noted above.

The hope is that all of the United Church will become more aware, as the church continues to live into its commitments and continues to engage the legacy of its past.

5. How does this proposal help us live into the commitments on equity?

As above.

6. For the body transmitting this proposal to the General Council Executive:

Are there comments, affirmations, suggestions you would like to make with respect to this proposal?

*General Council Executive
November 17-18, 2023*

For Action

If this proposal is in response to assigned work – either from General Council or a previous GCE meeting, please list proposal / motion numbers.

Issues related to the use of the word “mission” were named at the November 2021 GCE meeting, both in discussion and in the report from the Just Peace Task Group, “In Support Of Just Peace In Palestine And Israel: A Call To Costly Solidarity”

GCE requested that the Theology and Inter-Church Inter-Faith Committee do some work on the use of the word “mission.” The General Secretary approved a suggestion that a working group be created, made up of members from TICIF, the Anti-Racism Common Table, and the Indigenous Church.

Appendix B**Policy for Admission, Commissioning, Ordination, or Recognition****PREAMBLE**

As per section H.4.8 of *The Manual (2024)*, the regional council commissions, ordains, or recognizes at a celebration of ministry service based on:

- a) receipt of the confirmation of readiness of the candidate from the Office of Vocation; and
- b) confirmation that a covenantal relationship is in place with a community of faith or offer of employment to a paid accountable/recognized ministry, as determined by the regional council.

Similarly, as per section H.6.4 of *The Manual (2024)*, the regional council admits a minister to the order of ministry of the United Church and receives the minister at a celebration of ministry service based on:

- a) receipt of the confirmation of readiness of the minister for admission from the Office of Vocation; and
- b) confirmation that a covenantal relationship is in place with a community of faith or offer of employment to a paid accountable/recognized ministry, as determined by the regional council.

A covenantal relationship could be:

- A call (calls are without time limit); or
- An offer of employment from a paid accountable/recognized ministry; or
- An appointment longer than six months including:
 - o Medical leaves that are known to be longer than six months;
 - o Maternity and parental leave coverage longer than six months.

This policy does not include short-term supply appointments such as:

- Providing coverage for a community of faith in a search process; or
- Covering for a medical leave that is less than six months (or no return date known), a sabbatical leave, or other leave of absence.

In the Conseil régional Nakonha:ka Regional Council, one must be in a covenantal relationship or have entered into an agreement to enter a covenantal relationship that is a minimum of 14 hours/week. The latter is considered a “provisional” call or appointment. Requests for exemption for extraordinary circumstances may be sent to the Pastoral Relations Leadership Team for consideration.

“Provisional” means the call or appointment is pending admission, commissioning, ordination, or recognition at the celebration of ministry service. The start date is the day of the celebration of ministry service. Marking a Record of Call or Appointment as “provisional” also ensures that the proper salary category is automatically included in the document on ChurchHub. An offer of employment is equal to a provisional call or appointment for the purposes of this policy.

Steps for Provisional Calls or Appointments:**Candidates for Commissioning, Ordination, or Recognition, or Admission Minister****Candidates continuing with their current pastoral relationship:**

- 1) You are assessed as ready for Commissioning, Ordination, or Recognition by the Candidacy Board (Candidates) or the Admission Board (Admission Ministers).
- 2) Negotiation occurs with the governing body to continue in current pastoral relationship. If there are changes to the job description in terms of number of hours, a revised position description is required, as well as any supporting documentation (financial viability review, year-end statement, and annual report).
- 3) The community of faith approves the provisional call or appointment.

-
- 4) A new Record of Call or Appointment marked as “provisional” must be completed on ChurchHub. The start date will be the date of the celebration of ministry service, even if the original appointment had a date after the celebration of ministry service.
 - 5) The Pastoral Relations Leadership Team and Regional Council Executive approve the provisional call or appointment.
 - 6) This call or appointment must meet the requirement for a covenantal relationship as outlined above.

Candidates moving into a new pastoral relationship

- 1) You are assessed as ready for Ordination, Commissioning, or Recognition by the Candidacy Board (Candidates) or Admission by the Admission Board (Admission Ministers).
- 2) You enter the search process.
- 3) The community of faith approves a provisional call or appointment.
- 4) The Pastoral Relations Leadership Team and Regional Council Executive approve the provisional call or appointment.
- 5) This call or appointment must meet the requirement for a covenantal relationship as outlined above.
- 6) The start date of the provisional call or appointment must be within six months of the celebration of ministry service.

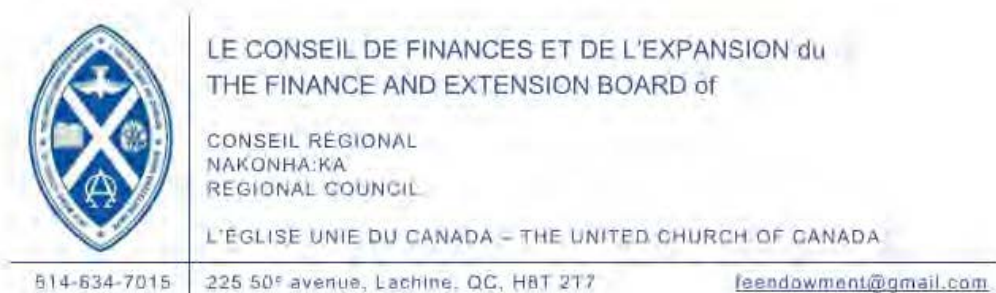
Designated Lay Ministers and lay people retired from Designated Lay Ministry seeking to enter Ordered Ministry

For Designated Lay Ministers currently in an appointment seeking commissioning or ordination:

- 1) You must have been granted testamur by the Credentialling Committee of the Board of Vocation to move to the next step.
- 2) The community of faith approves a provisional call or appointment.
- 3) A new Record of Call or Appointment marked as “provisional” must be completed on ChurchHub. The start date will be the date of the celebration of ministry service. If there are changes to the job description in terms of number of hours, a revised position description is required, as well as any supporting documentation (financial viability review, year-end statement, and annual report).
- 4) The Pastoral Relations Leadership Team and Regional Council Executive approve the provisional call or appointment.
- 5) This call or appointment must meet the requirement for a covenantal relationship as outlined above.

For lay people retired from Designated Lay Ministry seeking Commissioning or Ordination:

- 1) You must have been granted testamur by the Credentialling Committee of the Board of Vocation to move to the next step.
- 2) You enter the search process by making yourself available for appointment as a re-engaged pensioner.
- 3) The search process unfolds, concluding with a meeting of the community of faith to approve the provisional appointment.
- 4) The Pastoral Relations Leadership Team and Regional Council Executive approve the provisional appointment.
- 5) This appointment must meet the requirement for a covenantal relationship as outlined above.
- 6) The start date of the provisional appointment must be within six months of the celebration of ministry service.

Appendix C¹**Board Resolutions****Extract of minutes of the meeting of the Finance & Extension Board of Conseil régional Nakonha:ka Regional Council of the United Church of Canada held on February 6, 2024 at 4:00 p.m. via Zoom videoconferencing****Property & Finance Leadership Team (P&FLT) Delegation to F&E Board:****Restatement of the Bylaws:**

MOTION (F. Braman/R. Sheffer) RESOLVED that the Board of the Finance and Extension Board approve the attached Restatement of the Bylaws as of February 6, 2024 and request ratification of this amendment by the Conseil régional Nakonha:ka Regional Council. CARRIED

Election of new F&E Board members:

MOTION (P. Stanfield/D. McCormack) RESOLVED that the Board approve the election of James Vanstone and David Clinker as members of the Board of Directors (their election having been authorized by the Conseil régional Nakonha:ka Regional Council). CARRIED.

Election of F&E Vice-President and Chair of the Property Committee:

MOTION (D. McCormack/R. Sheffer) RESOLVED that the Board elect Fred Braman as Vice-President of the Finance and Extension Board and Chair of the Property Committee. CARRIED.

Property Committee appointments:

MOTION (P. Kline/D. Campbell) RESOLVED that the Board name the other members of the Property Committee: Peter Bisset, Éric Hébert-Daly, James Vanstone, Rick Sheffer, Paul Stanfield, Ted Rutherford, David Clinker, David McCormack, and Craig McAlpine

(being the members of the Regional Council's now disbanded Property and Finance Leadership Team). CARRIED.

F&E Board meeting dates:

MOTION (F. Braman/C. McAlpine) RESOLVED that the Board re-arrange its meeting dates to allow its motions to go to Regional Council Executive a week before their meetings. CARRIED.

Property & Finance Resolutions – Exercise of Commission Powers:

Granby United:

MOTION (F. Braman/P. Stanfield) RESOLVED that the Finance and Extension Board recommend that the Conseil régional Nakonha:ka Regional Council concurs in the request of the Trustees and Congregation of Granby United Church for first instance approval to market their Church Building located at 101 rue Principale, Granby, QC J2G 2T9 being Lot 1010462 of the Cadastre du Québec within the range submitted to the Finance and Extension Board and under the terms of the interim Ministry Plan submitted by Granby United Church providing that the net proceeds will be split 10% to the United Church of Canada for indigenous ministry, 5% to the Ministry and Service Fund of the United Church of Canada and 10% to the Strategic Ministries Fund of the Regional Council with the balance to be vested in the Trustees of Granby United Church with disbursements limited to 5% annually of the balance of the fund until a further interim Ministry Plan for the three years following sale is approved by the Regional Council (to allow the Regional Council and the community of faith to know what amounts are required and available for their ministry). CARRIED.

Payment Solutions:

MOTION (F. Braman/P. Stanfield) That the Finance & Extension Board authorize Brian Ruse to make arrangements for a payment device for the Regional Council. CARRIED.

Certified true minutes of Board meeting of February 6, 2024.

Caroline Leamon

Caroline Leamon
Secretary

Appendix C²

LE CONSEIL DE FINANCES ET DE L'EXPANSION du
THE FINANCE AND EXTENSION BOARD of

CONSEIL RÉGIONAL
NAKONHA:KA
REGIONAL COUNCIL

L'ÉGLISE UNIE DU CANADA – THE UNITED CHURCH OF CANADA

514-634-7015

225 50^e avenue, Lachine, QC, H8T 2T7

feendowment@gmail.com

Board Resolutions

Extract of minutes of the meeting of the Finance & Extension Board of Conseil régional Nakonha:ka Regional Council of the United Church of Canada held on March 14, 2024 at 4:00 p.m. via Zoom videoconferencing

Property & Finance Resolutions – Exercise of Commission Powers:

Mountainside United – Funding for Learning Event:

MOTION (M. Moser/J. Vanstone) RESOLVED that the Finance & Extension Board provide financial support to Mountainside United Church for the Indigenous History Month learning event on behalf of the Conseil régional Nakonha:ka Regional Council (providing funding for 50% of the \$400 total hosting expenses as requested), with the request that Finance & Extension Board's sponsorship of the event be publicized. CARRIED.

2023 Financial Statements:

MOTION (T.Kent / P. Stanfield) RESOLVED on recommendation of the Finance Committee to recommend approval of the 2023 draft Finance & Extension Board financial statements to the Regional Council. CARRIED.

MOTION (T.Kent / P. Stanfield) RESOLVED on recommendation of the Finance Committee to recommend approval of the 2023 draft Conseil régional Nakonha:ka Regional Council financial statements to the Regional Council Executive. CARRIED.

Pinguet United:

MOTION (M. Moser/C. McAlpine) RESOLVED that the Finance & Extension Board ratify the decision of the Executive Committee to recommend that Conseil régional Nakonha:ka Regional Council, acting by its Finance and Extension Board as a Commission, hereby consents to the request of the Trustees of Pinguet United Church

to approve its application for a grant of approximately \$11,000 from the national Real Property Fund of the United Church of Canada to repair the building's front access. CARRIED.

Accounting Software Grants:

MOTION (C. McAlpine/D. McCormack) RESOLVED that the Finance & Extension Board support communities of faith that use not-for-profit software with grants of \$50 each for the use of accounting software, and that these available grants be promoted in a regular basis in the Conseil régional Nakonha:ka Regional Council newsletter. CARRIED.

Payment Solutions:

MOTION (P. Kline/C. McAlpine) RESOLVED that the Finance & Extension Board authorize Brian Ruse to set up a credit card payment system through Square for the Conseil régional Nakonha:ka Regional Council. CARRIED.

Certified true minutes of Board meeting of March 14, 2024.



Caroline Leamon
Secretary

Appendix C³

LE CONSEIL DE FINANCES ET DE L'EXPANSION du
THE FINANCE AND EXTENSION BOARD of

CONSEIL RÉGIONAL
NAKONHA:KA
REGIONAL COUNCIL

L'ÉGLISE UNIE DU CANADA – THE UNITED CHURCH OF CANADA

514-634-7015

225 50^e avenue, Lachine, QC, H8T 2T7

feendowment@gmail.com

Board Resolutions

Extract of minutes of the meeting of the Finance & Extension Board of Conseil régional Nakonha:ka Regional Council of the United Church of Canada held on April 11, 2024 at 4:00 p.m. via Zoom videoconferencing

Property & Finance Resolutions – Exercise of Commission Powers:

Amendment to the Conseil régional Nakonha:ka Regional Council 2024 budget:

MOTION (D. Clinker/M. Grenon) RESOLVED that the 2024 budget of the Conseil régional Nakonha:ka Regional Council be amended to reallocate \$3,000 from General Contingency to fund the Deep Spirituality Showcase and Ensemble Chantons workshops. CARRIED.

Appointment of BCGO for review engagement of 2024 financial statements:

MOTION (P. Stanfield/C. McAlpine) RESOLVED that the Finance & Extension Board appoints the firm of BCGO to perform the review engagement of the financial statements of the Board for the year 2024. CARRIED.

MOTION (R. Orr/M. Grenon) RESOLVED that the Finance & Extension Board appoints the firm of BCGO to perform the review engagement of the financial statements of the Conseil régional Nakonha:ka Regional Council for the year 2024. CARRIED.

Annual General Meeting:

Ratification of acts of the officers and members of the Board for calendar year 2023:

MOTION (D. McCormack/M. Grenon) RESOLVED that the Finance & Extension Board ratify for all legal purposes the acts of the officers and members of the Board for the calendar year 2023. CARRIED.

Election of Finance & Extension Board members:

MOTION (C. McAlpine/F. Braman) RESOLVED that the Finance & Extension Board accept the Nominations Report for 2024 – 2025, subject to the approval by the Conseil régional Nakonha:ka Regional Council, as follows:

Terms beginning June 1, 2024 and ending May 31, 2026:

- *Diane Campbell*
- *Marc Grenon*
- *Paula Kline*
- *Craig McAlpine*
- *Dave McCormack*
- *Monique Moser-Verrey*

CARRIED.

Election of Finance & Extension Board officers:

MOTION (J. Vanstone/D. McCormack) RESOLVED that the Finance & Extension Board accept the proposed slate of officers for 2024 – 2025, subject to approval of the Conseil régional Nakonha:ka Regional Council, as follows:

- *President, Peter Bisset*
- *Vice-President, Fred Braman*
- *Treasurer, Paul Stanfield*
- *Secretary, Caroline Leamon*

CARRIED.

Adoption of 2023 Annual Report:

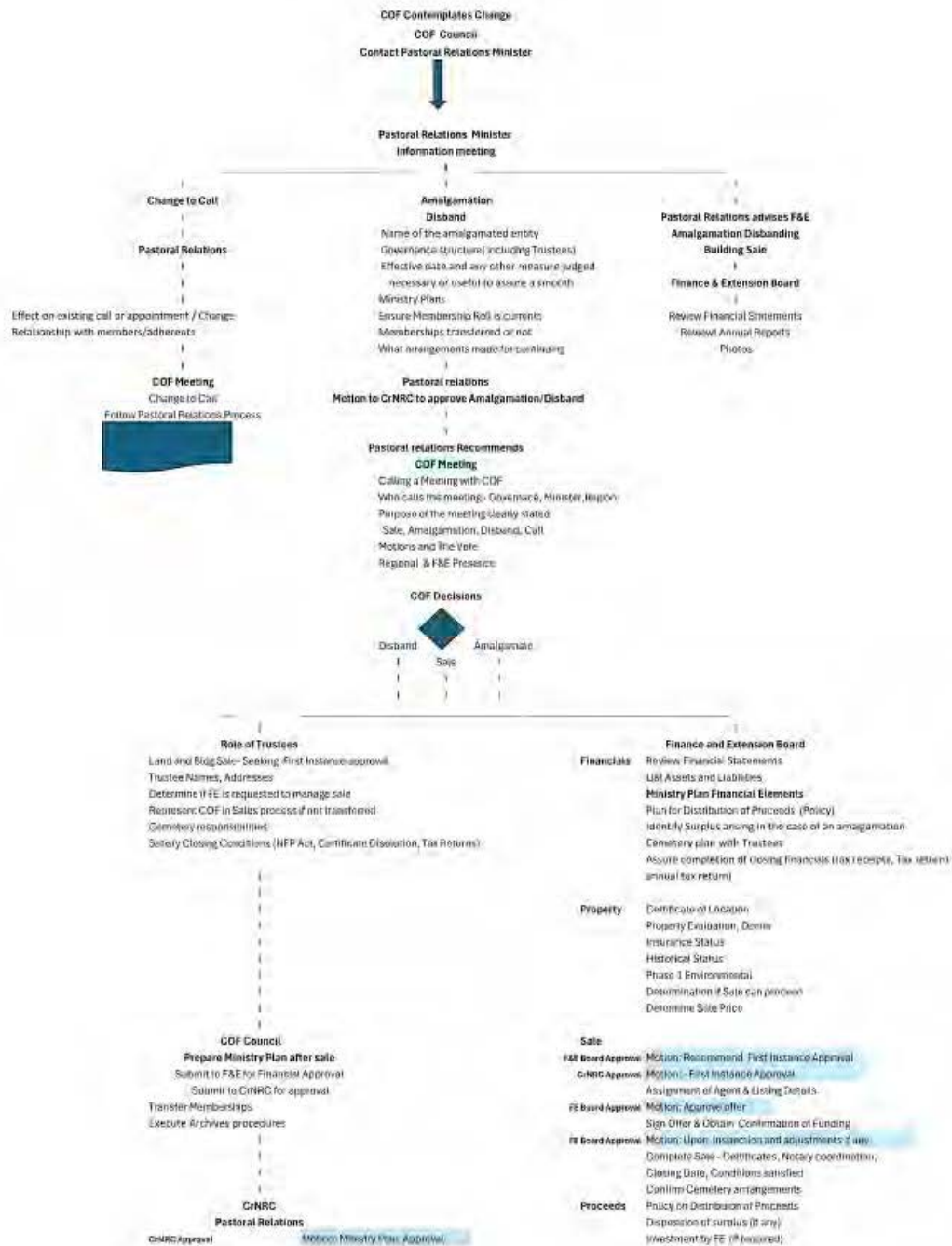
MOTION (R. Sheffer/D. Campbell) RESOLVED that the Finance & Extension Board adopt its Annual Report for 2023.CARRIED.

Certified true minutes of Board meeting of April 11, 2024.

Caroline Leamon

Caroline Leamon
Secretary

Appendix D



Appendix E¹**Monthly Report for Strategic Plan Goalposts (March/April)**March 2024

Stream 1 – Framework established, visiting teams confirmed (Dan)

Invitation to communities of faith to participate is in translation. Several communities of faith are being contacted directly to set up the April visits. The final list of visitor teams is being confirmed.

Stream 3 – Executive approves terms of reference for Growth Advisory Team (Tori/Éric)

To be approved at the Executive meeting.

Stream 3 – Recruit membership of Growth Advisory Team and plan for first meeting in April (Tori)

Recruitment will begin as soon as terms of reference are approved.

Stream 4 – Earned media strategy adopted by Regional Council (Judy)

The targeted communications team meets just before the Executive meeting to finalize the earned media strategy to submit to April Executive meeting for approval; once that is approved, we will be working on creating some basic press releases to be customized for specific key topics and to respond to current events; and developing networks of key media contacts, subject matter experts and a streamlined editorial team for quick responses to current events.

Stream 5 – Recruitment of justice disciples begins (David-Roger)

A description of the Justice Disciple role has been drawn up and validated by the Justice & Communities Leadership Team for inclusion in the "Tool Kit" that will be presented to Communities of Faith in Stream 1. An invitation has been included in the Nakonha:ka newsletter for 2 cycles now. So far, no one has requested further information.

Stream 9 – First Thirds Ministry Team workshops plan (Shanna)

See First Thirds Ministry Report for planning progress

Stream 11 – Conversations with coordinating bodies who do emergency services to determine how a community site could be used (David-Roger)

Peter Bissett has drafted a preliminary report covering the extensive scope of requirements and responsibilities that an emergency shelter must meet in order to be considered. It is highly unlikely that a single Community of Faith has the financial capacity to undertake this kind of effort. The costs for a generator alone are quite prohibitive, not including the need for structural changes, numbers of washrooms, etc. It is recommended that we not pursue this activity stream unless a particular community of faith sees it as their vocation to serve the wider community in this capacity, and they are able to identify outside funding sources to help with the extensive costs related to changes to buildings and equipment needed to meet the civic requirements as an emergency shelter. (see report as separate addendum)

Stream 12 – Draft of proposed changes to structure for Executive presented to RC for comment (Éric)

This stream has been extended by the Executive over the next year (as per decision at March 2024 meeting), led by the Nominations Leadership Team. A proposed way forward should be ready for adoption in March 2025.

Stream 13 – Propose any amendments to budget for RC approval (Brian)

Recommendation to add \$300 to the 2024 RC budget as a contribution to the Rural Ministry Network and that this be included as a budget line item annually.

April 2024

Stream 1 – Meals and meetings begin (first 5) (Dan)

Stream 3 – Growth Advisory Team initial meeting, create ongoing schedule of meetings (Tori)

Stream 4 – Begin to implement media strategy (Judy)

Stream 4 – Draft materials for focus groups (Judy)

Targeted Communications team is meeting in April to work on questions for the focus groups (which are scheduled for May 7 and 8).

Stream 6 – Initial consultations with ministry partners about stabilized funding proposal (Brian)

Stream 7 – Gathering materials on discipleship from across the church (David-Roger)

Stream 10 – Meeting of Environment Network (David-Roger)

OTHER UPDATES:

Stream 8 – The Deep Spirituality worship showcase/vitrine liturgique will be at Cedar Park United Church on Saturday, June 8. Several presenters are confirmed.

Appendix E²**Nakonha - Strategic Goalposts Report Addendum Re Emergency Shelter Requirements**

Hi,

I have prepared a document that provides references to the elements of planning that would be required to adequately establish shelters in selected churches.

My initial recommendation would be to issue a policy statement that COF buildings are not to be used as emergency shelters without consent of Regional Council.

Consent would be dependent on but not limited to compliance with the Quebec Civil Protection Act, Insurance coverage, Infrastructure code compliance due to changes in building usage (emergency power and lighting, exits, fire protection, capacities for occupancy, washroom capacity, sanitation requirements, garbage rooms etc.), Changes required by the Municipalities to house people on a temporary basis, MAPAQ compliance, and adherence to the Red Cross Shelter Operations Best Practices.

Funding for these purposes is not available.

peter

NRC Strategy**Assess requirements for Churches to become emergency shelters****Considerations:****Quebec – Civil protection Act****Compliance to Municipality Authority and Emergency Preparedness Plan****LOCAL AND REGIONAL AUTHORITIES DIVISION I****CIVIL PROTECTION PLAN 16.**

The regional authorities, namely the regional county municipalities and the Kativik Regional Government must, in conjunction with the local municipalities that are part thereof and in compliance with the policies determined by the Minister, establish a civil protection plan determining reduced major disaster vulnerability objectives for their entire territory and the actions required to achieve those objectives.

The cities of Gatineau, Laval, Lévis, Longueuil, Mirabel, Montréal and Québec and any other municipality that may be designated by the Minister, the Government or by law are considered to be regional authorities.

17. All or part of the civil protection plan of a regional authority may be established jointly with other regional authorities, either to identify the major disaster risks to which their territories or the territories of local municipalities are exposed as well as the resources available, or to envisage an association of civil protection authorities.

18. The civil protection plan shall include a summary description of the physical, natural, human, social and economic features of the territory. The civil protection plan shall identify the nature of the major disaster risks to which the territory is exposed, including the risks reported pursuant to section 8, specifying for each risk the location of its source, the foreseeable consequences of a major disaster related to the risk and the area that could be affected. The plan shall also mention existing safety measures and the human, physical and informational resources at the disposal of local or regional authorities and civil protection authorities.

39. The organization of mitigation, emergency preparedness, emergency response and recovery operations involved in the actions determined in the civil protection plan that is in force shall be provided for in a document called an “emergency preparedness plan”

DECLARATION OF A LOCAL STATE OF EMERGENCY

42. A local municipality may declare a state of emergency in all or part of its territory where, in an actual or imminent major disaster situation, immediate action is required to protect human life, health or physical integrity

which, in its opinion, it is unable to take within the scope of its normal operating rules or of any applicable emergency preparedness plan

Other Information to assist in Evaluation of Strategic Objective

[Mega Shelter PlanGuide_v2email.pdf \(fema.gov\)](#)

This is a 246 page guide of Best practices for establishing Shelter. It is made for Mega shelters but the concepts apply to all shelters. It is a US publication but again the concepts apply.

Guide Developed and Published by:

International Association of Venue Managers Inc.

American Red Cross

Red Cross Best Practices

Shelter Operations

This is a sample of the complexities that apply when one assumes the responsibilities of operating a shelter.

Children are registered upon intake.

An assessment of a child's individual needs is administered, if deemed necessary based on triage or intake protocols..

Protocols are in place to ensure that parents/guardians with children understand the rules and responsibilities in the shelter.

Daily counts of children are recorded

There is a "family only" sleeping area. A dedicated family sleeping area is a step to help ensure the safety and comfort of children by keeping the family unit together.

Children and family sleeping areas are placed in proximity to designated child play areas..

Sleeping areas for single men or other populations are placed as far as possible from of child and family sleeping areas (

Children and family areas have easy access to designated bathrooms.

Child and family bathrooms, toilets, and shower areas are well lit and regularly monitored.

There are procedures for sanitary disposal of wastes that cannot be handled in bathrooms, such as diapers and feminine hygiene products.

Shelter plans should include resources and facilities for menstrual hygiene management for women and girls.

Breastfeeding or bottle-feeding mothers have specific accommodations. 2 Access to baby formula and sterile water should also be available.

There are sterile bathing and diaper changing facilities for newborns and extremely young infants. Note that bathrooms are not safe nor sterile facilities for conducting these activities. E.

. There should be a multi-stage process for finding, tracking, and reuniting children with their families. This should include collaboration with The National Center for Missing & Exploited Children for any large-scale disasters.

There are procedures for informing local child welfare/child protective services personnel of children without parent or guardian present (i.e., unaccompanied minors). Examples of considerations on what to include in the procedures for child welfare and law enforcement can be found in the references.

An organization in the community has a written agreement with the municipality to provide child reunification services for children who are missing, separated or unaccompanied.

There are procedures for reporting any possible or suspected incidents of child abuse, neglect, endangerment to law enforcement and/or child welfare/child protective services agencies. Typical procedures for the process to report child abuse can be seen in a training in the references. 16

The commercial screening companies that perform background checks on shelter volunteers have been vetted. Criminal background checks should include all sex offender and child abuse registries.

Volunteer identity is verified by fingerprinting.

A protocol is in place for how and when to establish specific child care programs within the shelter, such as temporary respite care or emergency child care, and the appropriately trained staff are readily available

There are procedures for obtaining parental consent for onsite health services for children

- 1) Staff have been trained to observe and recognize signs and symptoms in children that may require immediate medical attention. (
- 2) Staff have been trained how and when request outside mental/behavioral health services for children in shelter. (1)

A shelter planning committee exists and includes the following public sector organizations alongside the local American Red Cross chapter, a faith-based organization, or another shelter management organization.
 (Q8) Emergency management/services Health services Child Care and Early Education services.
 Public health Mental Health and behavioral health Chamber of Commerce and local businesses Child protective services Hospital(s) Police/law enforcement Community organizations who provide shelter support services, including faith-based organizations. Public school system

Other Considerations and Regulations applicable

Food Service & MAPAQ \$\$\$\$

Compliance required

Insurance (HUB consultation required)

Change of scope and its liabilities

Infrastructure Requirements \$\$\$\$\$

Emergency Power, Food Service, Washrooms and Sanitation, Sleeping Facilities, Code Compliance

Appendix F

Nakonha:ka Growth Advisory Team
Terms of Reference

March 2024

Composition:

7 people with a passion for church development and growth who want to work on church planting and new ministry development. One will chair the group, another will track ongoing actions/requests. Others will develop skills and offer support to those doing this work.

NOTE: It is NOT the role of this group to actually do the church planting, but to accompany those who are doing it, become a group with expertise

Function:

Connecting. Provide accompaniment to new church communities and new ministries that are being developed. Each new project will be assigned to one of the members of the group to follow progress, answer questions, identify needs.

Learning and developing expertise. Team would follow the latest trends and learnings about growth and church viability, thereby being a reference group for those in the church who might be seeking to learn more on these topics. While not 'experts', the team is a group of motivated individuals who have developed relationships with those doing similar work and can connect planters with experienced people. This is experimental work for the United Church, so there would be no ultimate "prescriptive model of renewal/planting". The team would build knowledge over time and be helpful to the Regional Council as a whole about what they are learning. The team would help facilitate learning circles and educational events around growth throughout the year and help build a culture of invitation. The content of learning would be focused on the five "WARTS" areas: welcoming, attract, retain, transform and send out. (in both directions: internally and externally)

Creation of materials. Guides and processes would be prepared over time to help work through the steps of how ministry is created in its context and in the broader context of Quebec. This would not be a 'how-to' but rather 'things to consider as you're developing a new ministry in your context'. The team would avoid any 'quick fixes' or prescriptive models, but offer evolutive ways forward and a bank of creative ideas.

Identify opportunities. Gathering public information to determine where and how there might be opportunities for new communities of faith in target areas (geographic and interest/identity based). Help match leaders with opportunities. Exploration of new clusters between existing communities of faith could also be explored as they arise.

Identify challenges and barriers. The team would work to identify challenges and barriers and help a new community or ministry to overcome it. In cases where the barrier is in United Church polity, the team might make suggestions for changes or ways to address the problem.

Resources. This team would help identify needs and help find resources to meet those needs.

Term:

This team would have revolving terms of two years, renewable.

Lead Staff: Tori Mullin

Appendix G

Ohiatonhseratokénti: The Holy Bible in Mohawk

The complete translation of the Bible into the Mohawk language is now available through the devotion, knowledge, and artistry of Harvey Satewas Gabriel. Fostered by generations of women in the Gabriel family and the communities of Kanesatake and Kahnawake, this translation was also made possible through the support of the Kanesatake United Church, the Kanesatake Mohawk Council, Anglican Diocese of Montreal, the New York Conference of The United Church of Christ, the United Church of Canada, and the Canadian Bible Society.

The following written resources were part of the Mohawk Bible Dedication Service held at Kanesatake United Church on September 9, 2023. The video clip is Harvey Satewas Gabriel's personal greeting to you. We encourage you to share these prayers and video with your community of faith as you celebrate this historic achievement and acknowledge your desire to live in right relations.

Order of Service at Kanesatake, September 9 [Historical information]

1. Words of Welcome, Elder Harvey Satewas Gabriel
2. Opening Hymn *Of Him Who Brings Salvation*, in Mohawk
3. Opening Prayer, Rev. Jan Jorgensen
4. Brief History of the Translation – Samantha Pepin
5. Choir
6. Prayer of Dedication: Rev. Rosemary Lambie, assisted by Rev. Jan Jorgensen and Robert Patton of Kahnawake United Church, Rev. John Maracle, and Rev. Attila Gyorgy
7. Keynote speakers and the presentation of Bible
 - Dr. Jeff Green, Canadian Bible Society
 - Rev. Dr. Rupen Das, Canadian Bible Society
 - Rev. Arlen Bonnar, St. James United Church
 - Mr. Royal Orr, United Church of Canada Foundation
 - John Maracle, Pentecostal Church
 - Murray Pruden, National Indigenous Council of the United Church of Canada
8. Choir
9. Scripture Reading in Mohawk:
 - John 1 – Taylor Daye
 - Jeremiah 29:11-13 – Cheryl Gabriel
10. Closing Prayer [Robert Patton], Lord's Prayer led by Satewas
11. Closing Hymn *Wonderful Words of Life*, in Mohawk #32
12. Benediction by Rev. Attila Gyorgy

Resources**Opening Prayer**

Gracious Creator

By your Word, the universe took shape and continues to move and breathe and have its being. We thank you for innumerable galaxies of stars and planets and moons; for black holes and dark matter and other mysteries of the heavens.

We thank you for the words that created our mother, the earth, and called forth the glorious diversity of all your beloved beings who live here by your grace; we bless you as we await the day when your loving intention for us all is fully realized.

We thank you for the scriptures that speak of your faithfulness to a desire for relationship with us, a desire that was made visible when your Word became flesh and dwelt among us in the person of Jesus of Nazareth.

Yours is a powerful love story which some mortals have distorted in order to wield power over others. They easily overlooked the significance of your vulnerability and trust... but we see your tender compassion shining through your creative power, and offer you our grateful praise. Niawen.

Creator you have taught us the power of words; we see the significance of language in its interplay with the land and sky and water where it has come into being and in the way that it shapes our identity. We thank you for saving the Mohawk language.

There is so much to thank you for as we celebrate the gift of this Mohawk Bible, but for now we will thank you most especially for speaking your word into the minds of Harvey's great grandfather Joseph Sosé Onasakenrat, and Harvey's mother Gladys Jacobs, and the Mohawk teacher-translators of Kahnawake – and most especially, we thank you for your listening servant Harvey Satewas Gabriel – who has dedicated so much of his life to being attentive to your word and loving his language, so that he might translate your words of life into Mohawk. Bless those who have assisted and supported him these many years. Bless the reading and speaking and hearing of your word, we pray. Niawen kowa. Amen.

Video Harvey Satewas Gabriel: Message to the Churches dedicating their Mohawk Bibles (13 minutes)
[The Reading of Genesis 1:1 begins at 8:22]

Video Transcription (excerpts for those who don't have video equipment)

“Good afternoon, or good morning to all the other churches around here or up there.

This is the fastest way for me to visit your church wherever your territories are, or your county is and I would love to go personally and shake hands with all your church members but hey, I'm 84 years old. When you're 84 years old you don't feel like sitting in the car for over an hour and then coming back.

...But like I said, I would love to visit you...but you're welcome to come and visit me anytime in this church, anytime you feel like coming, and I'll welcome you and show you the history of this church.

What I am going to do today is read the Mohawk Bible which I have translated.

I've always questioned, “Why don't we have a Bible of our own, every other church has their own Bibles. Why not us?” Then in 1957 I came to church and I was sitting down there, and Reverend John Angus was doing the church service that morning and he was from this community, a fluent speaker. He came in and came to the front and he started speaking Mohawk, and when he started reading Mohawk and preaching in Mohawk that's the first time I heard my own language in this church...

And when my mother and I got home I asked, “Why don't we have our own Bible? Because Rev. Angus read the Scripture all in Mohawk, he translated it right on the spot,” I said, “Wow, that's a smart guy.” So anyway my mother said, “That's a big project, who's going to translate it?”

So that was a question that bothered me for maybe 35 years....

...In '74, after supper I went out to cut our lawn, or grass, and while I was cutting, the idea came, I think he sent me the word, he said, “You will translate the Bible.” So when I finished, I went back in and told my wife, “Guess what? When I retire, I'm going to translate the Bible.” All my wife said was, “That's nice.”

...2005 is when I got serious about translating...

...On the cover are the three clans [Bear, Wolf, Turtle] of the Mohawk.... They are all messengers...

I tell the young people, This language that's in here is going to be here for a long, long time, like Jesus says, his words will never pass away ...
Our language is in this book, our language is never going to disappear....

[Harvey Satewas Gabriel reads from Genesis 1:1 in Mohawk.]

...Anyway, I thank you for listening to me, and like I say if you feel like visiting me in the church, come over if you feel like it and we can sit down and talk about it, about the translation in Mohawk...
So I'll be waiting for your visit ... And I'm sorry that I can't come visit you in your churches, maybe this little video will do the job for me....

O'nen ki wahi (Goodbye)

Prayer of Dedication

Leader: Lift up our hearts in dedication.

People: **Come and let us kneel before the Lord our God, as we are the people of the Lord's pasture and the flock under his care.** (Psalm 95)

Leader: The skies and the highest heavens cannot contain the Creator God, neither can the church buildings that are made by human hands, still the Word of God has been revealed to us in the Holy Scriptures in order to listen and to obey. (Chronicles 6.)

People: **Today, we dedicate the Mohawk Translation of the Holy Scriptures to the Lord. May God give strength and blessings to the people in the congregation and to the wider church, as the sanctuary and the community has been built around the Word of God.** (Psalm 29)

Leader: We dedicate the Mohawk Translation of the Holy Scriptures to the service of God. May we also devote ourselves to the apostles' teaching and to fellowship, to the breaking of bread and to prayer. (Acts 2)

People: **Accept, oh LORD, the willing praise of our mouth, and teach us your laws. Your statutes are our heritage forever; they are the joy of our hearts. They are set on keeping your decrees to the very end for the always greater glory of God.** (Psalm 119)

Leader: Let our hearts therefore be wholly devoted to the Lord, our God, may we be always ready and content to walk in the Lord's statutes and to keep God's commandments, as they are written in the Holy Scriptures.

People: **Let us sing before the Lord with thanksgiving and extol God with music and songs of joy. May the Lord's name be praised by the Holy Spirit, now and always.** (Psalm 95)

ALL: **May the Grace and the Love of Jesus Christ build us up as a spiritual house to offer up spiritual sacrifices acceptable to God through Jesus Christ. AMEN** (1 Peter 2:5)

Closing Prayer

Sonkwaiatison, wah tkwanonweraton tanon ionkwatonhahere onwa wenniserate tsi Satewas wahasa watawenateni kaia'tonsaratokenti.

Ronatsenonni ratiksahokona, tahatikonsotontke tsi sekon kaien ne onkwawena Kanienkehake.

Teietinonweraton ne onkwaonkwesonah ronwasnienon ne Satewas, tanon teietinonweraton tsi sakowenarakwen ronistenha.

Creator, we greet and thank you, we are happy now that Satewas has finished the translation of God's holy book, the bible, into our Mohawk language. We are very grateful for all those who worked with Satewas and very thankful that he listened to his mother who was very protective of her language after almost losing it in residential school.

Our children, those little faces that are coming, are cheering that our language is kept alive.

Creator today is a joyous day; we thank you for your presence, wisdom and guidance to make this happen. For us, Onkwehonwe, this is so important because our governments, for many generations past, worked to get rid of our language. Our language is sacred.

Today is a special day. We come to you with great gratitude, a Niawen Kowa for the work and dedication of our friend Harvey Satewas Gabriel who translated the bible into Mohawk. He spent nearly 20 years of his life in this labor of love for Sonkwaiatison, for his words of wisdom and guidance for all peoples.

Takwaieatison, we give thanks for the many people and organizations who worked along with Satewas to make this great achievement happen. God bless all who worked so hard to make this wonderful gift to our future generations. With great pride and honor that we have laid down our Song of Thanksgiving to Sonkwaiatison, as we say, wahtewahteronian.

Now as we close, we pray that Sonkwaiatison will watch over all who travel home to their families to arrive safely and healthy to their loved ones. All this we pray in Jesus' name. Amen. Etonaiawen

More About the Harvey Satewas Gabriel and the Mohawk Bible

[The Bible Society](#)

[The Holy Bible in Mohawk – Dedication Event](#) UCC – Sept 9, 2023 (5:49 minutes)

[Every word you'll ever need is in the Bible: Mohawk Bible Translation](#) UCC (6:00 minutes)

Appendix H

2024-04-18 Communications Report to Executive (submitted by Judy Coffin)

STRATEGIC OBJECTIVES

Growth – Invite: The targeted communications team has drafted a proposal for an **earned media strategy** for approval by Executive at April meeting: the proposal includes creating basic press releases to be customized to respond to current events related to key topics; and developing networks of key media contacts, subject matter experts and a streamlined editorial team for quick responses to current events. We will also be developing questions for focus groups (scheduled for May 7 and 8).

Climate: Resources have been shared for Earth Week 2024 via newsletter and social media to encourage participation in climate justice activities.

Indigenous Pathways / Justice / Common Good: In conjunction with Avi Abrams of the Respect & Kanoronhkwtshera Initiative (Living in Right Relations Circle), the regional council web site is now home to a sub-site with significant information, news and resources about a wide variety of topics essential to indigenous justice issues. (UPDATE: English site is now complete, with French site still in development)

COMMUNICATIONS ANALYSIS

Email Analytics

The chart below shows the detailed list of communications that were emailed out between mid-March and mid-April 2024. (NOTE: highlighted text shows infolette sent out by Église Unie Saint-Jean to their members)

Email activity details

Date	Subject	Recipients	Open Rate	Click Rate	Unsubscribe Rate
3/27/24	Earth Week 2024	120	85%	15%	2%
3/28/24	Indigenous Justice Resources	150	78%	12%	3%
3/29/24	Regional Council Meeting	200	90%	18%	1%
3/30/24	Climate Action Plan	180	82%	14%	2%
3/31/24	Indigenous Pathways	160	75%	11%	3%
4/1/24	Earth Week 2024	140	80%	16%	2%
4/2/24	Indigenous Justice Resources	170	79%	13%	3%
4/3/24	Regional Council Meeting	210	91%	19%	1%
4/4/24	Climate Action Plan	190	83%	15%	2%
4/5/24	Indigenous Pathways	180	76%	12%	3%
4/6/24	Earth Week 2024	160	81%	17%	2%
4/7/24	Indigenous Justice Resources	190	80%	14%	3%
4/8/24	Regional Council Meeting	220	92%	20%	1%
4/9/24	Climate Action Plan	200	84%	16%	2%
4/10/24	Indigenous Pathways	190	77%	13%	3%
4/11/24	Earth Week 2024	170	82%	18%	2%
4/12/24	Indigenous Justice Resources	200	81%	15%	3%
4/13/24	Regional Council Meeting	230	93%	21%	1%
4/14/24	Climate Action Plan	210	85%	17%	2%
4/15/24	Indigenous Pathways	200	78%	14%	3%
4/16/24	Earth Week 2024	180	83%	19%	2%
4/17/24	Indigenous Justice Resources	210	82%	16%	3%
4/18/24	Regional Council Meeting	240	94%	22%	1%
4/19/24	Climate Action Plan	220	86%	18%	2%
4/20/24	Indigenous Pathways	210	79%	15%	3%
4/21/24	Earth Week 2024	190	84%	20%	2%
4/22/24	Indigenous Justice Resources	220	83%	17%	3%
4/23/24	Regional Council Meeting	250	95%	23%	1%
4/24/24	Climate Action Plan	230	87%	19%	2%
4/25/24	Indigenous Pathways	220	80%	16%	3%
4/26/24	Earth Week 2024	200	85%	21%	2%
4/27/24	Indigenous Justice Resources	230	84%	18%	3%
4/28/24	Regional Council Meeting	260	96%	24%	1%
4/29/24	Climate Action Plan	240	88%	20%	2%
4/30/24	Indigenous Pathways	230	81%	17%	3%
4/31/24	Earth Week 2024	210	86%	22%	2%
4/32/24	Indigenous Justice Resources	240	85%	19%	3%
4/33/24	Regional Council Meeting	270	97%	25%	1%
4/34/24	Climate Action Plan	250	89%	21%	2%
4/35/24	Indigenous Pathways	240	82%	18%	3%
4/36/24	Earth Week 2024	220	87%	23%	2%
4/37/24	Indigenous Justice Resources	250	86%	20%	3%
4/38/24	Regional Council Meeting	280	98%	26%	1%
4/39/24	Climate Action Plan	260	90%	22%	2%
4/40/24	Indigenous Pathways	250	83%	19%	3%
4/41/24	Earth Week 2024	230	88%	24%	2%
4/42/24	Indigenous Justice Resources	260	87%	21%	3%
4/43/24	Regional Council Meeting	290	99%	27%	1%
4/44/24	Climate Action Plan	270	91%	23%	2%
4/45/24	Indigenous Pathways	260	84%	20%	3%
4/46/24	Earth Week 2024	240	89%	25%	2%
4/47/24	Indigenous Justice Resources	270	88%	22%	3%
4/48/24	Regional Council Meeting	300	100%	28%	1%
4/49/24	Climate Action Plan	280	92%	24%	2%
4/50/24	Indigenous Pathways	270	85%	21%	3%
4/51/24	Earth Week 2024	250	90%	26%	2%
4/52/24	Indigenous Justice Resources	280	89%	23%	3%
4/53/24	Regional Council Meeting	310	100%	29%	1%
4/54/24	Climate Action Plan	290	93%	25%	2%
4/55/24	Indigenous Pathways	280	86%	22%	3%
4/56/24	Earth Week 2024	260	91%	27%	2%
4/57/24	Indigenous Justice Resources	290	90%	24%	3%
4/58/24	Regional Council Meeting	320	100%	30%	1%
4/59/24	Climate Action Plan	300	94%	26%	2%
4/60/24	Indigenous Pathways	290	87%	23%	3%
4/61/24	Earth Week 2024	270	92%	28%	2%
4/62/24	Indigenous Justice Resources	300	91%	25%	3%
4/63/24	Regional Council Meeting	330	100%	31%	1%
4/64/24	Climate Action Plan	310	95%	27%	2%
4/65/24	Indigenous Pathways	300	88%	24%	3%
4/66/24	Earth Week 2024	280	93%	29%	2%
4/67/24	Indigenous Justice Resources	310	92%	26%	3%
4/68/24	Regional Council Meeting	340	100%	32%	1%
4/69/24	Climate Action Plan	320	96%	28%	2%
4/70/24	Indigenous Pathways	310	89%	25%	3%
4/71/24	Earth Week 2024	290	94%	30%	2%
4/72/24	Indigenous Justice Resources	320	93%	27%	3%
4/73/24	Regional Council Meeting	350	100%	33%	1%
4/74/24	Climate Action Plan	330	97%	29%	2%
4/75/24	Indigenous Pathways	320	90%	26%	3%
4/76/24	Earth Week 2024	300	95%	31%	2%
4/77/24	Indigenous Justice Resources	330	94%	28%	3%
4/78/24	Regional Council Meeting	360	100%	34%	1%
4/79/24	Climate Action Plan	340	98%	30%	2%
4/80/24	Indigenous Pathways	330	91%	27%	3%
4/81/24	Earth Week 2024	310	96%	32%	2%
4/82/24	Indigenous Justice Resources	340	95%	29%	3%
4/83/24	Regional Council Meeting	370	100%	35%	1%
4/84/24	Climate Action Plan	350	99%	31%	2%
4/85/24	Indigenous Pathways	340	92%	28%	3%
4/86/24	Earth Week 2024	320	97%	33%	2%
4/87/24	Indigenous Justice Resources	350	96%	30%	3%
4/88/24	Regional Council Meeting	380	100%	36%	1%
4/89/24	Climate Action Plan	360	99%	32%	2%
4/90/24	Indigenous Pathways	350	93%	29%	3%
4/91/24	Earth Week 2024	330	98%	34%	2%
4/92/24	Indigenous Justice Resources	360	97%	31%	3%
4/93/24	Regional Council Meeting	390	100%	37%	1%
4/94/24	Climate Action Plan	370	99%	33%	2%
4/95/24	Indigenous Pathways	360	94%	30%	3%
4/96/24	Earth Week 2024	340	99%	35%	2%
4/97/24	Indigenous Justice Resources	370	98%	32%	3%
4/98/24	Regional Council Meeting	400	100%	38%	1%
4/99/24	Climate Action Plan	380	99%	34%	2%
4/100/24	Indigenous Pathways	370	95%	31%	3%

Open and Click Rates



Social Media Overview

Top posts in social media this past month included resources for National Affirming P.I.E. Day, Easter messages from regional council leaders, a job opportunity in another regional council and a post about welcoming 52 new members from Nigeria to Riverside United Church.



DID YOU KNOW? Inspired by a comment in a recent evaluation survey, the theme for our upcoming regional council meeting will focus on **“reinvigorating evangelism”** ... A media training session will be offered to any members of communities of faith who are interested in learning how to share the good news more effectively!

Social Media Analytics (mid-March to mid-April)

Facebook page (public)

Facebook group (private)

Instagram

X

LinkedIn

TOP POSTS

Appendix I – **Earned Media Strategy Proposal**

WHAT	WHY	HOW	WHO	WHEN	WHERE
Gather existing communications resources for CoF	as reference for language about UCCan values and for sharing with newcomers and local community (RENEW/INVITE)	Gather UCCan Welcome brochures (E/F)	<i>Judy / David-Roger</i>	March 31, 2024	
		Inquire about rights of usage	<i>Judy</i>		CoF web sites, RC web site
		Inquire about printing additional copies (who/cost?)	<i>Judy</i>		CoF on-site
Develop process for quick response to current events re various topics of broader interest (eg. climate, justice, food security, etc.)*	To respond quickly and accurately to current events	Recruit a small editorial team (3-5 people) including bilingual writing skills – with a few translators (internal/external) on call for proofreading	<i>Editorial team</i>	April 17, 2024	special email send out
Identify subject matter experts (SME) on various topics of broader interest (eg. climate, justice, food security, etc.)*	To respond quickly and accurately to current events	Create two lists** of knowledgeable people/CoF within regional council to help shape messages, monitor and respond to current events (proactive and responsive); **1) top 3-5 topics that we want to respond to quickly i.e. the church should absolutely be in the conversation immediately and 2) people who can act as background references when further information is needed	<i>Subject matter experts (SME)</i>	April 17, 2024	special email send out
Identify needs of specific external audiences (1)	To create relevant messages to reach out to wider community	Prepare questions for focus groups	<i>Targeted communications team</i>	April 17, 2024	
Develop a media contact network	To send news releases to appropriate media contacts	Research names of relevant reporters/media contacts for local areas and specific topics of interest (build on current RC list)	<i>SME/Media monitors</i>	May 1, 2024	local and provincial media platforms
Create standardized press releases on a variety of topics	As a starting point for RC and CoF to respond to current events; speaking from faith-based perspective responding to authentic needs (discipleship and visibility); earning the right to speak on issues (trust)	Decide on several key topics and develop supporting content highlighting UCCan values and RC experience/experts	<i>Subject matter experts (SME) / editorial team</i>	May 1, 2024	RC web site
Identify needs of specific external audiences (2)	To create relevant messages to reach out to wider community	focus groups	<i>Callosum, Targeted Communications team</i>	May 7 and 8, 2024	online focus groups (Zoom)

WHAT	WHY	HOW	WHO	WHEN	WHERE
Identify needs of specific external audiences (3)	To create relevant messages to reach out to wider community	review responses from focus groups	Targeted communications team	May 15, 2024	
Develop an extended network of listeners and a pipeline for CoF to share news to RC	To respond quickly and accurately to current events	1) Build a roster (as large as possible) of people willing to be "media monitors", following a simple process to get the ball rolling when they see or hear news about key topics; 2) Select words to monitor using Google alerts	SME/Media monitors	May 15, 2024	RC meeting in May - Build enthusiasm about getting involved with this process - i.e. paying attention to what they are already doing and passing it on through simple process to editorial team
Help CoF to think about sharing news externally	To increase comfort levels with reaching out to local media and developing engaging messages	1) Media training (traditional and digital/social media); 2) post basic info about theological responses to key topics on web site	Judy / Eric; members of CoF who are involved in communications for their CoF; youth members	May 24, 2025	Hybrid? (associated with RC meeting)
Earned media attempt 1		topic: TBD (suggestions?)	Editorial team/SME	June 15, 2024	
Earned media attempt 2		topic: TBD (suggestions?)	Editorial team/SME	October 15, 2024	
Research how CoF are currently sharing news	To better understand needs and skills in this area	Question via visiting team (Building and strengthening relationships)	(Lisa to forward question to Dan for toolkit)	November 30, 2024	During visits on site
Gather information regarding "centres of excellence"	To be able to share concrete examples related to topics of interest and invite newcomers	Include this info in press releases (eg. the following CoF focus on this topic); create a "centres of excellence" database on RC web site	David-Roger via visiting team (Building and Strengthening Relationships)	November 30, 2024	During visits on site
Earned media attempt 3		topic: TBD (Blue Christmas?)	Editorial team/SME	December 15, 2024	

Appendix J

First Third Ministry Report

- a) **Summer Job opportunities through General Council** (1. Leadership Development; 2. Climate Motivators).

Please find the link below to apply for the 2024 Indigenous-Racialized Youth Retreat. Please share widely with **Indigenous and Racialized youth**.

<https://united-church.ca/opportunities/indigenous-and-racialized-youth-retreat-sandy-saulteaux-spiritual-centre-2024>

Climate Motivators Internship:

In partnership with the General Council of The United Church of Canada, The Climate Motivators program aims to support the vision of climate justice and youth involvement of the UCC.

A summer internship for young climate activists in the church.

<https://thegoproject.ca/climate-motivators/>

The Leadership Animator Internship:

The Leadership Animator will be employed for an 8-week term in the summer of 2024. Their work will include liaising with a regional office and local congregations, team meetings, leadership development, and event planning for local churches. The Animators will, at times, work remotely and will need capacity for online communication and learning. Supervision for the position(s) will be carried out by staff of the General Council Office. Leadership Animators must qualify for a Canada Summer Jobs Grant, and be within the age range of 15-25 years.

There three main goals for Leadership Animator Program

- Leadership development
- Vocational discernment
- Event planning for both Youth Forum at GC45 (to be held in 2025) and local 100th anniversary celebrations in conjunction with local communities of faith.

The Leadership Animators' time will begin on July 2, 2024 with the Rendezvous event, followed by in-person training at the Five-Oaks centre.

This position will not be posted until the end of April, following the announcement of Canada Summer Jobs funding.

Appendix K

La table des ministères en français (mef)
nouvelles avril 24

- **La période du carême** et de la semaine sainte fut très riche à travers tout le réseau de la Table (comme pour vous tous et toutes). Il fut possible de savoir en ligne les activités de chaque communauté de foi...et même de participer en Zoom à certaines célébrations. Vivifiant.
- **Retraite pastorale** pour les leaders laïcs et ministres des Communautés de foi du 18 au 20 avril au Manoir d'Youville. Avec une invitation spéciale pour les leaders de communautés émergentes, ceci afin de mieux se connaître directement, pour partager questions, défis et espoirs, soutien mutuel. Un travail soutenu de contacts a été fait avec une vision de développement et de croissance.
- **Spiritualité et foi :** offre de prières pour alimenter notre spiritualité 4 fois par semaine à travers le réseau. Selon les temps liturgiques et les événements en cours. Nicole Beaudry (Ottawa) et le pasteur Pierre-Paul Lafond (St Jean) continuent, recueillent et animent ce partage.
- **Infolettre et soutien aux communautés de foi des MeF:**
 - * Le Pasteur Emmanuel Thehindrarivelo , responsable des MeF, écrit régulièrement des messages, méditations et nouvelles , ce qui renforce et nourrit les liens du réseau de la Table.
 - *Emmanuel a offert sur place un soutien actif et très apprécié de consolidation aux communautés de foi existantes de St Marc , Ottawa et Mission Protestante à Toronto
- **Soutien et accompagnement aux Communautés émergentes : Appels et défis.** Possiblement la question clé de ce Rapport. Dans le cadre de son excellent travail auprès des communautés de foi, David-Roger a lancé comme une alerte concernant le soutien et les questions qui se posent à la Communauté de foi de Longueuil. Peter Besset , de St Lambert , a répondu avec beaucoup de sensibilité et de profondeur concernant le manque de soutien concerté pour la Communauté émergente alors que, et l'Église Unie toute entière et notre Région affirment la priorité à la création de Communautés de foi nouvelles...Mais pour cela il faut appui et accompagnement divers. Il suffit de dire que la communauté locale de St Lambert , heureuse d'accueillir dans ses locaux, ne se voit pas chargée de porter ces responsabilités...En bref, une rencontre et de la Table, de la Région et de la Communauté de foi est prévue...Je me permets de dire, selon notre expérience, que nous voyons là un grand défi pour l'Église Unie, en tenant aussi compte des différences de cultures de foi , un besoin d'accompagnement , de soutien *relationnel* et financier et de flexibilité institutionnelle... Nous avons confiance que le groupe Communauté , Table et Région fera du bon travail...à suivre...
- **Communications et développement : sortir de notre bulle!**
 - Leader Stéphane Vermette
 - *Centenaire de l'Église Unie : Liens avec Alydia Smith pour inclure prières et chants en Français dans la Célébration
 - *Travail de systématisation pour mieux gérer les urgences et échéanciers des traductions en Français (la queue est longue!)
 - * Créé un groupe de 4 personnes aux parcours différents pour écrire des blogs pour le site MonCredo.org – allez faire une visite! On encourage les gens à s'inscrire à l'Infolettre de mon Credo (1x par mois)
 - * dissimulation des messages sur les médias sociaux de l'Église Unie : Message de notre Modératrice en Français (tour de force!) , partage de nos contenus et MonCredo...

**La Table exprime ses remerciements pour le soutien de notre Région aux Ministères Francophones ,
de puis une très longue histoire
Salam, Shalom Paix , Peace.
P.G.**