

Council Meeting Minutes
Wednesday March 16, 2022 at 1900h
Via Videoconference

Present: Al Hubbard (video conference host), Andy Choles, Carol Wilson, Clarke Grice, Dana Bryant-Giguere, David Wheeler, Elisabeth Evans, Kay Cranston, Louise Sinclair, Mary Dowding-Paré (representing Search), Pat Skinner, Richard Cranston, Rick Donaldson, Shawn Bausch, Susan Gittings

Regrets: Christine Whiting, Heather McGillis, Joanne Quennell, Marg Shaver, Steve Shaver, Teresa Madeira

Ministry Staff: Rev. Dr. Morar Murray-Hayes, Victoria Keane

Reports attached this month: Community Outreach, Ministry & Personnel, Property, Search, Trustees, Welcoming & Fellowship, Worship, Financial Summary, Balance Sheet & Treasurer's Report

Other documents attached: First United Foundation Resolution, Fundraising Report, 2021 Report on Historic Roll Changes, 2021 Membership Report

Call to Order

Richard Cranston called the Council Meeting of **March 16, 2022** to order.

A quorum (18) of Council members were present.

Opening Prayer Rev. Morar

Opening Remarks Richard Cranston

Richard welcomed everyone and reviewed video conference courtesies and procedures, including voting by verbal response for opposition or abstention. Item #10a on the circulated agenda was corrected to read *2022 Financial Update – February*.

Review & Approval of January 26, 2022 Council Meeting Minutes

The minutes were revised to reflect the correct date of the meeting at the top of p.1

- MOTION to Council by Rick Donaldson that the Council minutes of January 26, 2022 be approved. SECONDED by Mary Dowding-Paré. Motion CARRIED.

Email voting Since Last Council Meeting

See attached summary of vote conducted by email in early March, to approve the 2021 Roll Clerk reports.

Ministry Transition Update Mary Dowding-Paré, Andy Choles

- Mary has been the main point of contact with Rev. Heather and has been staying in touch with her regarding upcoming dates and other planning matters. Any questions for Rev. Heather should be sent via Mary.
- Rev. Heather and Rev. Morar have connected and will meet during the first week of May
- Mary will work with Rev. Heather and the Worship Committee to facilitate plans for the Covenanting Service
- Welcoming events to take place May 8, June 5 - Welcoming & Fellowship to take the lead
- Mary thanked Council for all the input provided at the informal Council meeting February 23.
- Plans are underway for Rev. Morar's farewell on April 24

Ministry & Personnel Update Sue Gittings

- Revised onboarding documents have been completed and sent to Council members today by email. Sue thanked everyone for their input. The documents will be available in a binder for Rev. Heather when she arrives, and also in electronic form for Mary to pass along at the appropriate time.
- Sue gave a preamble to the motion addressed further below concerning Rev. Morar's request to become a Voluntary Associate Minister (VAM) at Christ First as of her retirement from Christ First:
 - VAM is a ministerial position for an ordained minister who is retired or between appointments, for a formal association in order to be able to provide functions outside of a pastoral relationship. Requires approval of the current minister as well as a mutual understanding between the VAM and current minister regarding the nature of this role.
 - Rev. Heather has agreed to this request. Rev. Morar has suggested that her involvement in Christ First for the foreseeable future would only be at Rev. Heather's request.
 - It was clarified that a VAM may perform ministerial duties at other churches as well; it is an annual appointment that must be approved by Regional Council.
- Rev. Morar and Victoria Keane were excused for the in camera portion of the meeting and returned for the final motions and votes.
- MOTION to Council by Carol Wilson to go in camera. SECONDED by Pat Skinner. Motion CARRIED.
- Susan Gittings led confidential discussions regarding the following matters:
 - Rev. Morar's VAM role request
 - Communication with Rev. Scott Beckett regarding his pastoral care appointment
 - Christine Barlow's request for a change to her job title and role description
- MOTION to Council by Carol Wilson to go out of in camera. SECONDED by Andy Choles. Motion CARRIED.
- MOTION by Sue Gittings, SECONDED by Al Hubbard, to allow Rev. Dr. Morar Murray-Hayes to enter into an agreement with Christ First to serve as a Voluntary Associate Minister, subject to the approval of Horseshoe Falls Regional Council. A covenanting agreement will be completed between Rev. Dr. Morar Murray-Hayes and our incumbent minister Rev. Heather Weaver-Orosz. Motion CARRIED unanimously.
- MOTION by Sue Gittings, SECONDED by Mary Dowding-Pare that Council, by mutual agreement with Rev. Scott Beckett, will not renew his appointment with Christ First effective June 30th, 2022 consistent with the terms of his appointment and subject to approval by Horseshoe Falls

Regional Council. Richard Cranston on behalf of Christ First Council will convey the approval of this motion in writing to Rev. Scott Beckett and Horseshoe Falls Regional Council. Motion CARRIED unanimously. Sue reminded Council that this matter must remain confidential until confirmation is received from Regional Council, followed by a public announcement.

- Further discussions will take place regarding Christine Barlow's job title and description. Sue will report back to Council regarding the outcomes of those discussions.

Reports from Ministerial Team

Rev. Dr. Morar Murray-Hayes – Senior Minister

- Focus in final weeks is on what it takes to stay in pastoral relationship long term. She has met with Ministry & Personnel, and will incorporate her ideas into upcoming sermons
- Council members have a role to play in enabling the development of good relationships by coaching congregants to turn negatives into positives as any situations come to their attention in the early days.

Committee Reports

No issues or discussions arose from the committee reports submitted by Community Outreach or Welcoming & Fellowship.

Communications – Al Hubbard

- Team is working on a few items for social media

Congregation Support

- Rev. Morar reported that Scott Beckett has started phoning members of visitor teams to check if they have any prayer concerns, 1 week before they are prayed for by the prayer group. He will continue this until the end of his contract and will report these concerns in a written document for Rev. Heather as a helpful tool to help orient her to the pastoral care needs of the congregation.

Property – David Wheeler

- David highlighted the importance of supporting our tenancies
- Transitioning to new internet system

Real Estate Oversight – Rick Donaldson

- Visioning session with facilitator has been postponed until September 18th due to a number of scheduling considerations. Date has been vetted by Rev. Heather, Worship and Welcoming & Fellowship. Session will take place in person following combined service, with lunch and refreshments to be provided.
- Child care availability would help to encourage parents of young children to attend. Victoria Keane suggested teen hosts could be hired to provide child care.
- Save the date announcement will go out at the end of the week.

Spiritual Development – Victoria Keane

- Lenten program for children is themed “Resting in God”. Activities are creative and experiential, culminating with a scavenger hunt on Easter Sunday.

Trustees – Rick Donaldson

- Rick read the following motion to formally recognize the transition outlined in the circulated resolution between the Directors of the First United Foundation and the Board of Trustees: MOTION to Council by Rick Donaldson, SECONDED by Dana Bryant-Giguere, that the cash and equities of the former First United Foundation be transferred to Christ First and be shown as a separate fund (called the First United Fund) in the Christ First Balance Sheet.
- It was clarified that:
 - The Foundation was originally constructed as a charitable arm of First United
 - the processing of federal and provincial paperwork to wind down the Foundation is being handled by Barb Abrams and Clarke Grice. Shawn Bausch offered to assist with documentation if needed.
 - Morar lifted up the former long term members of First United who shepherded this fund through their gifts of time and money
 - Date of amalgamation stated in error in resolution document – to be corrected to read January 1, 2019 before filing.
 - Possible use of earnings from the fund (both campuses vs Port Credit Campus only) to be clarified
- Motion CARRIED.

Worship – Andy Choles, Mary Dowding-Paré

- MOTION by Andy Choles, SECONDED by Mary Dowding-Pare, that Council approve the names of Finley Hugh Skinner and Theodore Samuel Skinner for baptism into the church on Sunday, May 29, 2022. Motion CARRIED.

Regional Council – Shawn Bausch

- General Council 44 is taking place from February until August, with a modified format due to the Covid pandemic. News and proceedings can be viewed on the UCC website.

Financial Reports – Dana Bryant-Giguere

2022 Financial Update – February

- Dana presented the financial statements setting out the position of Christ First as of February 28, 2022.
- MOTION to Council by Dana Bryant-Giguere that the financial statements of Christ First as of February 28, 2022 which have been reviewed and approved by the Finance Committee be accepted as presented. SECONDED by Clarke Grice. Motion CARRIED.
- The Finance Committee is developing a process for vetting potential grants that are under consideration:

- Anyone wanting to apply for a grant will need to complete and submit a form to Finance for review and co-signing; once a grant application proceeds it will be reported to Council. This process is necessary to ensure all potential financial obligations or implications have been thoroughly considered.
- There are currently 3 grant applications in progress - 2 summer student grants and 1 heritage grant to reduce costs of masonry repairs at Port Credit Campus.

Business Arising from Previous Minutes

- Richard Cranston provided an update on the Privacy Policy and Consent Form review process. A group has met and been working with the office staff to understand the type of information being collected and how it is stored. Richard will be regrouping with his team to review their preliminary findings and continue the review process. A concern was raised about how the privacy matters related to use of the church directory may be preventing connections from happening. The team will look at this issue.
- Further to Victoria Keane’s circulated report summarizing plans for the Lawn Sale, she read the following motion:
MOTION by Kay Cranston, SECONDED by Louise Sinclair, to allow Victoria Keane and a team of volunteers to organize a Lawn Sale to be held outdoors on Saturday, May 14, 2022 at the Clarkson Campus. The proceeds of the sale will be used to offset the general operating expenses of Christ First. Motion CARRIED.
- Christine Barlow has created a framework for centralized storage of documents. Carol is working to update her Google drive folders with final copies of documents originating from Council, e.g. monthly reports to Council, approved Council and congregational meeting minutes. Once this has been completed, links will be provided to Council members for their use.

Closing Prayer Rev. Morar

Adjournment Rick Donaldson

Next Council Meeting **April 20, 2022** – tentatively to be held in person at Clarkson Campus with social time, subject to EPC advice closer to the date. Details to be confirmed by email.

[Redacted Signature]

Council Chair – Rick Cranston

April 20, 2022

Date

[Redacted Signature]

Council Secretary – Carol Wilson

Email Voting by Christ First Council since January 26, 2022

Motion Regarding 2021 Roll Clerk Reports:

----- Forwarded Message -----

From: "Carol Wilson"

To: "Christ First Council"

Cc: "Marg Shaver"; "Rick Cranston"

Sent: 2022-02-27 1:32:46 PM

Subject: Email vote by Council - please reply by March 2

To Council Members from Richard Cranston:

Please see the attached Roll Clerk Reports for 2021, which were received by the Congregation Support Committee this month. These reports need to be approved by Council so that relevant contents can be submitted to Regional Council by the church office. The deadline for this submission occurs before our next regular Council meeting on March 16, so we will need to approve the reports via email vote.

Please reply to this email by end of day March 2, indicating clearly whether or not you support the motions below:

1. Motion to Council by Marg Shaver, seconded by Carol Wilson, to approve the Report on Historic Roll Changes (January 1 - December 31, 2021) as written.

2. Motion to Council by Marg Shaver, seconded by Carol Wilson, to approve the Membership Report as of December 31, 2021, as written.

Instructions for email voting:

- **reply to all** with your questions of clarification and comments so that they are visible to all members; your concerns will be responded to by Marg
- **reply to all** with your vote, to ensure it is visible to all members
- **vote in the affirmative or negative** without any conditions, e.g., I approve/I do not approve (for each motion)

I look forward to your timely responses.

Thank you.

Richard

Result of email vote: Both motions CARRIED.