**Covenant Commission**

**Horseshoe Falls Regional Council**

**of The United Church of Canada**

***Supports, Connects, Empowers Communities of Faith Agenda***

**Minutes of Meeting of September 14, 2021**

**Via Zoom**

**Roster:** (10) Adrianne Robertson, Jane Wyllie, Doug Mills, Kathi Phillips, Carolyn Smith, Mary Anderson, Alison Miculan, Amadeus Pyralis, Steven Lowden, Dianne Everitt, Judy Chartrand

**Staff Support:** Fred Monteith, Acting Minister Congregational Support and Mission

Sue Duliban, Executive Assistant

**Present**: Adrianne Robertson, Jane Wyllie, Kathi Phillips, Carolyn Smith, Mary Anderson, Steven Lowden, Dianne Everitt, Judy Chartrand

**Regrets:** Doug Mills

**Absent:** Alison Miculan, Amadeus Pyralis

**Welcome and Constitute Meeting (Adrianne Robertson, Chair):** *I constitute this meeting in the name of Jesus Christ, the one true head of the Church and by the authority vested in me by this meeting of the Horseshoe Falls Regional Council for whatever business may properly come before it. The bounds of the meeting will be the Zoom call.*

**Acknowledging the Land:** Dianne Everitt

**Opening Worship:** Dianne Everitt opened with prayer and shared a personal story of faith.

**Opening Motion:**

## Approval of Agenda

## Addition of approval of pastoral charge supervisors.

**MOTION:** Judy Chartrand / Mary Anderson

That the agenda be accepted as Amended.

**MOTION CARRIED.**

**Consent Docket**

1. Approval of Minutes

The Covenant Commission of Horseshoe Falls Regional Council approves the minutes of the meetings of July 22 and July 29, 2021 as circulated.

2. Confirmation of August 26, 2021 email vote

Motions duly moved, seconded and carried.

MOTION:Kathryn Phillips / Steven Lowden

That the Covenant Commission of Horseshoe Falls Regional Council consent to the sale of certain Real Property, the legal description of which is Part Lot 7, Conc. 6, Beverly, as in BV8740, Flamborough, City of Hamilton and the municipal address of which is 1271 Old Hwy 8, Sheffield, ON L0R 1Z0, pursuant to an agreement between the Trustees of Sheffield United Church, a congregation of The United Church of Canada, as Seller, and, and Josh Hayward and Melissa Hayward, as Buyer, dated the 25th day of August, 2021, the terms of which are as follows:

* Sale price: $625,000.
* Deposit: $20,000, balance due upon closing.
* There are no conditions or warranties.
* Scheduled closing: October 28, 2021.   MOTION CARRIED

MOTION: Mary Anderson / Kathryn Phillips

That the Covenant Commission of Horseshoe Falls Regional Council consent to the sale of certain Real Property, the legal description and municipal address of which is 413 Mud Street East, Stoney Creek, ON, pursuant to an agreement between the Trustees of Tapleytown United Church, a congregation of The United Church of Canada, as Seller, and, and Timothy W. Page and Laura K. Page, as Buyer, dated the 3rd day of August, 2021, the terms of which are as follows:

* Purchase price: $775,000.
* Deposit: $10,000, balance due upon closing.

Scheduled closing: September 15, 2021.  MOTION CARRIED

**MOTION:** Steven Lowden / Jane

That the Covenant Commission of Horseshoe Falls Regional Council approve the consent docket.

**MOTION** **CARRIED**.

1. **Pastoral Charge Supervisors**

**MOTION Carolyn Smith / Kathryn Phillips**

That the Covenant Commission of Horseshoe Falls Regional Council approve the appointment of the following as pastoral charge supervisors: Ross Leckie at Trinity Acton, Charlie Hogg at Ryerson, Hamilton, and Robert Lawson at Canfield/Oneida. Charlie Hogg and Robert Lawson will serve as pastoral charge supervisors until the point of appointment.

**MOTION CARRIED**

1. **Community of Faith Profiles and Living Faith Stories**

a. Rockton Sheffield Pastoral Charge – receive 2020 Financial Viability Worksheets and Living Faith Story and approve the recommendation that Rockton Sheffield Pastoral Charge community of faith is viable to appoint a supply minister up to Category F, for 20 hours per week, beginning Sept 12, 2021 to March, 2022.

Discussion about the documents submitted and lack of clarity around the supply hours and what the community of faith will be looking for in the long term.

The Covenant Commission **agreed** by consensus to direct the Minister, Congregational Support & Mission, to have a conversation with the Rockton Sheffield Pastoral charge to get clarity on planning and future intentions.

Adrianne Robertson will be part of the conversation and advised that if anyone else on the commission would like to be involved, it would be helpful.

[**Other**](about:blank) **Business**

1. **Motion Tracking Document: Volunteer needed to regularly update**

Task involves taking motions from meetings and putting in a spreadsheet. Does not need to be someone on the commission. Adrianne suggested commission members look at the document in dropbox and consider if they could take on this job or if they know of someone who would be willing to do so. Sue Duliban will look at dropbox permissions to ensure all commission members have access.

1. **Discussion regarding topics raised at the last meeting:**
2. How the commission deals with documents received i.e. expectations regarding turnaround time for requests

Discussion resulting in the Commission **agreeing** **by consensus** to advise communities of faith that the commission meets the second Tuesday of the month, and information for consideration at the meeting should be submitted by the first of the month. This will give the commission time to review the material. The monthly Thursday meeting will be held for emergent property issues only.

Any informational questions commission members have about documents submitted can be directed to Adrianne Robertson and the Minister, Congregational Support and Mission; they will attempt to get answers in time for the meeting. This process will be tried for the next couple of months.

1. Financial stats/viability form: most current information provided to the commission? what does that mean? current up to date, within the last two months, six months? do we need a policy?

The Commission **agreed by consensus** to request financial statistics up to the last three months prior to submission of the documents; preferably the most recent financial information.

Question raised by Mary Anderson about some of the information required to be provided on the financial viability form (as well as the format). What is relevant and needed.

Because the same form is utilized by Antler River Watershed and Western Ontario Waterways, Adrianne Robertson will reach out to the ARW and WOW covenant commission chairs and John Neff (WOW Minister Congregational Support and Mission) to see if they have had any discussion/queries about the form – is it time for a review?

Steve Lowden and Mary Anderson will review any questions Mary has and report back to the commission so that the forms, specifically the financial viability form, can be brought to the next meeting.

Adrianne will prepare a piece for the newsletter regarding commission meetings dates and submission of information and financial viability information request.

**Next Meeting: October 12, 7 pm**

**Acknowledgement/Opening Devotion: Judy**