

Horseshoe Falls Regional Council

“Be Bold, Be Brave!”

Friday, October 14 – Saturday, October 15, 2022

Fall Gathering Workbook



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Workbook Introduction

THEME

“BE BOLD, BE BRAVE”

PURPOSE *Supports, Connects, Empowers Communities of Faith*

PRIORITIES

<i>Assessment</i>	<i>Mission & Support</i>
Communities of Faith Support/Pastoral Relations	Children and Youth
Communications and Resources Support	Chaplaincy
Connecting/Meeting	Social Justice

Format & Process for Proposals

The format for General Council proposals is being used for the regional meeting. The General Council approach involves three distinct stages in the decision-making process:

1. Listening/learning;
2. Discussion;
3. Decision.

In our regional council meeting we do not have the space or time to mirror these stages in the same way the General Council practices them.

In our proceedings, the steps will be:

1. The Presenter will outline:
 - a. What is the issue? And
 - b. The suggested way in which the regional council might respond to the issue.
2. The President will inquire if there are questions for clarification. Please note this is for clarification only.
3. The President will then ask if there are changes or additions being suggested for the proposal.
4. Once there is significant agreement, the President will invite the Presenter to move the motion at which point the regional council enters the formal debate process.

Holy Manners

The following acronym offers us a way to have faith-filled conversations on important topics. For our time together, we commit to being brave by ...

***B**eing accountable for the impact of both our words and our silence*

***R**eflecting on and naming our own biases*

***A**ctively listening*

***V**ocalizing questions that arise from our learning*

***E**ncountering new ideas with curiosity and wonder*

**“Do the best you can until you know better.
Then when you know better, do better.”**

~ Maya Angelou

Please be sure you are familiar with the following Zoom functions, which may be different on different devices: (please see [Zoom Resources](#) or check online for your device)

- ___ Update to **latest version of Zoom**
- ___ How to **mute** and **unmute** yourself (mute during meeting unless called on)
- ___ How to turn your **video on** and **off** (turn off during meeting)
- ___ How to **rename yourself** (with pronouns) if needed, from Participant list
- ___ Start your name with an X- if you are a **non-voting guest**
- ___ How to **raise your hand** to speak in discussions
- ___ Use **Thumbs Up/Thumbs Down** (for informal polling, under Reactions)
- ___ What is the **waiting room**
- ___ **When called on**, turn on Mic and Video, state Name and Community of Faith
- ___ **Chat Box** is for Questions of Clarification, Procedural Concern, Matters of Privilege – This is NOT the spot for a discussion space/commentary. Send private messages if needed.
- ___ How to participate in Breakout Rooms

Section One: Check-In



As of Spring 2022

In Memoriam

George Nelson Addison, OM

W. Alan Dowber, OM



Fall 2022

Community of Faith Life Cycle Changes

Amalgamation & Name Change

Freelton United Church ☯ Strabane United Church

To be called **Freelton-Strabane United Church**

(effective November 6, 2022)

Collaborative Ministry Agreements

Delhi United Church, Delhi ☯ Lynnvile United Church, Lynnvile

Fairview United Church, Brantford ☯ Knox United Church, Ayr (WOW)

St. Mark's United Church, Dundas ☯ Binkley United Church, Hamilton

St. Paul's United Church, Paris ☯ Richwood United Church, Richwood (ARW)

Trinity United Church, Acton ☯ Ebenezer United Church, Campbellville (WOW)



Section Two: Reports

Executive

The role of the Executive as laid out in the Governance Handbook is to:

1. Keep the purpose statement before the regional council and evaluate the life and work of the regional council and its commissions against this.
2. Hold accountable the Covenant Commission, Human Resources Commission and Mission and Discipleship Commission for the responsibilities delegated to each respectively.
3. Deal with any matter referred to it for action by one of these three Commissions.
4. Oversee the finances of the regional council including preparing a budget for the consideration of the regional council and taking responsibility for the administration of the assessment funds, Mission & Service grants and other resources of the regional council.
5. Be accountable for the number and position descriptions of regional council staff.
6. Serve as the Nominating Committee preparing a proposed slate for the consideration of the regional council.
7. Work with the Executive Minister to ensure clear and timely communication within the regional council.
8. Meet annually with the Executive of the neighbouring regional councils served by the same Executive Minister and Executive Assistant.
9. Facilitate an annual event with the Covenant Commission, Human Resources Commission, and Mission and Discipleship Commission to focus on purpose and planning.

The accountability report of the Executive is outlined according to these responsibilities.

1. The Executive has played a vital role in helping Horseshoe Falls Regional Council live into the United Church's commitment to be anti-racist. All members of the Executive and Commissions, as well as Licensed Lay Worship Leaders and Liaisons, were invited to participate in the United Church's four sessions of racial justice training. Additionally, regional council leaders sponsored two series of online events, one highlighting Black authors and artists and another highlighting Indigenous authors and artists. This focus will continue with tri-regional anti-racism events early in 2023 and a potential study series lifting up Asian authors and artists.
2. And 9 (*as stated above*)
The Executive was pleased to host an in-person Orientation Event in September outlining the purpose and values of the regional council for all new and continuing Executive and Commission members. Executive members have made themselves available to be with Commissions as requested.
3. The focus of the Covenant Commission is to support congregations and to partner with them on matters requiring the regional council's approval. Sometimes property matters linger after the congregation no longer exists. *The Manual* refers to these as 'remaining property'. It was clarified this year that remaining property would be the work of the Executive. Any proceeds will be distributed according to the regional council property policy but with the congregation forfeiting

the right to designate beneficiaries if the regional council handles the matter.

[HF-Property-Policy.pdf](#)

4. The Executive, with the guidance of Treasurer, John Hurst, has adopted an investment policy and has started the process of consolidating resources with an investment advisor. This is being done in partnership with the other two regional councils allowing for a better rate as the three are treated as a family of investors each with their own account. These investment plans will generate future income to assist with operations.
John Hurst has also taken the lead on efforts to move towards a single Extension Council for the regional council. Halton United Church Extension Council is interested in this and plans are proceeding.
5. The Executive extends its gratitude to Diane Blanchard for the vital role she played in helping establish the regional council's Human Resources Commission and policies. We wish her the best in retirement. The Executive, in partnership with the Executive of Antler River Watershed and Western Ontario Waterways Regional Councils, authorized the Staff Support Committee and Executive Minister to search for a replacement for this position. A strong field of candidates applied and their interest was deeply appreciated. Micol Cottrell was selected as our next Minister, Pastoral Relations and began his duties August 1, 2022.
Diane Matheson-Jimenez' resignation was received with regret. Horseshoe Falls Executive has indicated they wish to fill this position. The matter is before the other regional councils.
6. Many thanks to Kate Young who agreed to serve as the Nominating Committee prior to the Spring 2022 Regional Council Meeting. The regional council is still discerning how best to recruit people to serve as a member of a regional council decision-making body or as a resource to those decision-making bodies as a pastoral charge supervisor or accompanier or a pastoral relations liaison or United Fresh Start facilitator. Input would be welcome on how best to invite and engage people in the life of the regional council.
7. Please check out the website: hfrucc.ca or the [newsletters](#) (there is a subscribe option at the bottom of the home page of the website, and follow the [Facebook Group](#). The Facebook Group allows people throughout the regional council to offer assistance and support to questions another member or community might raise.
8. The Executive met with the Executives of Antler River Watershed and Western Ontario Waterways Regional Councils with all three agreeing to operate with a standard set of budget categories to bring greater clarity to each regional council, allow for comparisons regional council to regional council and simplify accounting tracking and reporting. The 2022 Budget was recast according to these categories and shared for information in the workbook of the spring meeting.

The Executive remains concerned for communities of faith as they transition out of COVID. It is clear this is not simply a matter of turning back the clock. Some patterns seem permanently changed. This stage requires as much adaptability as entering COVID did.

The Executive has heard that ministry personnel and communities of faith feel isolated and has struggled with how to respond. A recent event planned for connecting ministry personnel had to be cancelled due to poor registration. This limited response to such opportunities has been the same

across regional councils. The Executive wonders how to address this sense of isolation and to hold on to the Methodist understanding of “connexion” outside of the regional meeting context.

Covenant Commission

The Covenant Commission continues to work together on matters relating to the relationship between communities of faith and the regional council, including the articulation of ministry and mission, use of financial and property resources, local governance and the overall health and well-being of communities of faith. The Covid-19 pandemic has proven to be a challenge for most congregations and we continue to work with communities of faith as they return to in-person worship and meetings, as well as discerning their future. Below are some highlights of the communities of faith and work we have been involved with over the last year.

Annual Reports

Each year communities of faith are asked to submit their annual report. In reading through the annual reports, the Covenant Commission takes a look at the overall health and well-being of each community of faith. This year we received a considerably higher number of reports than in previous years. Thank you! A team from the Covenant Commission reads through each report and offers feedback. Here are some of the insights from this past year:

- Congregations put a lot of work into preparing the annual reports.
- Some reports are brief at 10 pages and others up to 70 pages.
- A sense of each community of faith’s unique identity including outstanding programs, passions and ideas is evident throughout the reports.
- Assessment is made that key items are included, i.e., budgets, deficits, transfer funds, treasurer’s report.
- Reporting is considerably higher than in previous years.
- It is noted that the biggest challenge with communities of faith is finances. Attendance numbers overall are consistently eroding and declining. Very few have balanced budgets. Many communities of faith have significant deficits.

Covenanting Services held with the Regional Council

- Appleby United Church, Burlington
- Harmony United Church, Brantford
- Port Dover-Woodhouse, Port Dover
- St. Williams United Church, Port Rowan
- New Vision United Church, Hamilton
- Chapel of the Delaware, Ohsweken
- Emmanuel United Church, Hamilton
- West Plains United Church, Burlington

New Collaborative Ministry Agreements

- Fairview United Church, Brantford and Knox United Church, Ayr (WOW)
- Trinity United Church, Acton and Ebenezer United Church, Campbellville (WOW)
- Delhi United Church, Delhi and Lynnville United Church, Lynnville
- St. Paul's United Church, Paris and Richwood United Church, Richwood
- St. Mark's United Church, Dundas and Binkley United Church, Hamilton

Newly Amalgamated Communities of Faith

- Elm Street United Church, St. Catharines and Thorold South-Allanburg, Thorold, are now Elm Street United Church.
- Mountainview United Church, St. Catharines and First Grantham United Church, St. Catharines, are now Trillium United Church.
- Freelton United Church and Strabane United Church, are now Freelton-Strabane United Church (*effective November 6, 2022*).

Property

Consulted with communities of faith on matters such as:

- Major renovations approvals
- Grant applications
- Ongoing redevelopment planning
- Leases
- Property listings and sale
- Consultation with Kindred Works

Horseshoe Falls Region has one of the highest number of communities of faith working in partnership with Kindred Works (formally United Property Resource Corporation (UPRC)) on development and re-development of property.

Rural Connect

- Rockton United Church, Sheffield United Church and Lynden United Church are satellite churches with Southampton United Church (WOW), the HUB Church.
- Christ First United Church, Mississauga, has begun the process of becoming a HUB Church

Since last fall the Covenant Commission has seen a great deal of change and transition. From October 2021 to the end of February 2022, Rev. Adrienne Robertson stepped out of her role as Chair to cover the half-time position of the Minister, Congregational Support and Mission, during Rev. Lynne Allin's leave. We thank Rev. Dianne Everitt who agreed to take on the Chair position during this time.

We were so thankful to welcome Lynne back in February and Adrienne returned to her role as Chair. We welcomed two new members who were appointed at the meeting of Horseshoe Falls Regional Council last May. Thank you to all of the commission members past and present who have served the commission with faithfulness and commitment to the work of the church; to Rev. Lynne Allin for her

ongoing encouragement and dedication to serving communities of faith; and gratitude to Michele Petick who provides amazing administrative support.

Our focus continues to be working with communities of faith as we live out our faith in an ever changing and challenging world. Over the next year we encourage each congregation to complete the Community of Faith Profile to evaluate your current ministry, as well as to help you discern a vision for your future.

Information is available on the Horseshoe Falls Regional Council Website (Toolkit # 2) <https://hfrucc.ca/congregational-support-mission/congregational-support-toolkits/>,

Respectfully submitted on behalf of the Covenant Commission,

Adrienne Robertson

Rev. Adrienne Robertson, Chair

Human Resources Commission

Forming and nurturing healthy relationships, as well as the equipping and licensing of lay worship leaders, is the responsibility of the Human Resources Commission (HRC). It has a membership of a minimum of seven and a maximum of 12 members. At the present time we have eleven members and I thank Doug Caldwell, Barbara Duffin, Joanne Hedge, Sandra Litt, Morar Murray-Hayes, Allison Playfair, Lennox Scarlett, Ted Smith, Susan Stephen and Peg Turner for their commitment to this important work. Meetings are held monthly and the minutes are available on the Horseshoe Falls Regional Council (HFRC) website: <https://hfrucc.ca>.

To be able to do this work we rely on the volunteers who form a Human Resources Commission Resource Pool. The HRC assigns and trains these volunteers to accompany, resource and support communities of faith in the pastoral relations search and selection process and in the formation and care of pastoral relationships and can assist with matters such as:

- functioning as the liaison in the search and selection process and related congregational meetings;
- facilitating United Fresh Start programming to support a new pastoral relationship;
- serving as the regional representative to an intentional interim ministry setting to assist with goal-setting and working towards identified change; and
- resourcing a community of faith ending a pastoral relationship.

Further information about the United Fresh Start Program and the Licensed Lay Worship Program can be found on the website: <https://hfrucc.ca/pastoral-relations-toolkits/>.

In addition to the ongoing work of the HRC, we are developing and testing a pilot project of a new survey to be sent to 50 participants who are in a new call/call within a changed circumstance such as full-time to part-time hours.

As you can see from reading this report there is a need for volunteers with the experience that many of you who participated within our old governance model can bring to continue to assist congregations in our local areas. Please consider offering your skills once again and fill out an Expression of Interest form.

As important as the work done by the commissioners and regional liaisons is to our HRC it would not come together without the support of regional staff. Over the past year we have had the support of not one but two ministerial and administrative staff:

- Diane Blanchard, Pastoral Relations Minister from January 2019 until her well-earned retirement in August 2022. Her contributions are too many to mention;
- Micol Cottrell, Pastoral Relations Minister who joined us following Diane's retirement and brings with him experience as Chair of an HRC in another regional council;
- Linda Gray who stepped up to provide support while Pretima was away and last but not least;
- Pretima Kukadia, Administrative Support who sends notices of meetings, agendas, minutes and all relevant material to allow us to carry out our work.

Respectively submitted,
Pat Tooley, Chairperson

Licensed Lay Worship Leaders Resource Team

To begin with our most important sharing – a thank you!

Thank you to our wonderful, talented and generous Licensed Lay Worship Leaders (LLWL) here in Horseshoe Falls Regional Council. As we all continue to find our way through the Covid pandemic, you have consistently been there to support and encourage congregations in our region. For all that you do to support the ministries of faith communities in our regional council, we say, “Thank You!!” You are indeed a pearl of great price. Week after week you give of your time, energy and creativity to prepare and lead meaningful and engaging services of worship in our region and all of us are grateful.

Over the summer the Horseshoe Falls Regional Council’s LLWL Resource Team took a well-deserved rest. On September 17, we hosted our 2nd Annual Networking day at Five Oaks Education and Retreat Centre. Following registration and welcoming by Keith Rutherford, our morning was spent working in small groups through a facilitated creative time of entering deeply into the scriptures in preparation for Advent led by Sandra Litt and Rev. Cathy Dilts. After praying and reflecting on the lectionary texts for the Advent season, participants shared in a creative “brainstorming” session looking at possible sermon directions. These were subsequently gathered up and shared with all providing participants with a “bundle” of worship resources for the Advent/Christmas time this coming December.

In the afternoon guest presenters led times for facilitated conversations on the topics of: “Wellness and Self Care” by Crystal Rutherford; “Navigating the New Online Gatherings Resource” with Alydia Smith; and “Boundary Awareness” with Rev. Micol Cottrell. Free time was given for Sabbath wanderings and prayer.

Devotional times through the day were offered by Rev. Lennox Scarlett, Walter Reid and Heather King.

Our sincere thanks to the staff and volunteers at Five Oaks for welcoming us so warmly and for the delicious lunch we shared together. Your hospitality and the beauty of God's creation that were given to us to enjoy in times for wandering, walking the labyrinth, exploring the Grand River Book Room and spending time with God in the sunshine listening to the birds singing are truly appreciated.

God bless you all,

Respectfully submitted by Rev. Cathy Dilts

Co-chair, LLWL Resource Team

Mission and Discipleship Commission

Membership for 2021-2022

Diane Viney (Chair), Colleen Cavanaugh, Michelle Hogman, Irene Ty, Karen Orlandi, Geof Thompson, Ryk Brown, Sula Anne Kosacky, Phyllis Buchner

Priorities and Focus of our work

- Social Justice and Outreach
- Camps/Youth and
- Living into Right Relations

Mandate

The purpose of the Mission and Discipleship Commission is to provide information, education and opportunities for communities of faith and their members to deepen faith and strengthen service and witness, and to discern grant support to missions in the region. The Mission and Discipleship Commission may create different resource pools.

This year, the Mission & Discipleship Commission has been supporting and resourcing areas of

- a) Social justice initiatives and outreach and living out the Affirm mandate;
- b) living into right relations and Indigenous justice;
- c) support for ministry with children and youth;
- d) youth events;
- e) camping ministries;
- f) chaplaincy;
- g) living into the call to become an inter-cultural church;
- h) United Church Women (UCW)

The Commission works closely with the program staff team: Thérèse Samuel, Minister, Right Relations and Social Justice; Kathy Douglas, Minister, Faith Formation, and up until September this year, Diane Matheson-Jimenez, Minister, Social Justice. We will miss DMJ and wish her well in her new position. Administration support was offered by Michele Petick- Administrative Assistant, Website Management.

In the late summer and early fall, the bulk of our work focuses on Mission Support Grant discernment and distribution. It is a privilege to take the generosity of givers and offer it to worthy ministries. We

consider our priorities, while holding in tension the needs of our communities. For many of us this has been a steep learning curve but the gift of knowing justice, faith formation and pastoral care has been enhanced is very rewarding.

Agencies and ministries we granted for 2022 include:

- Brock University Chaplaincy
- McMaster University Chaplaincy
- Five Oaks Education and Retreat Centre
- Grand River Bookstore
- Wesley Urban Ministry, Hamilton
- Skylight Festival (Granted but returned when Skylight folded operations)
- Affirm United/S'Affirmer ensemble: supporting those who hold intersectional identities within the 2S-LGBTQIA+ community
- Delta United Church, Hamilton: Sunday School Admin
- Silver Spire United Church, St. Catharines: Community Kitchen, Willow Arts Community Partnership, LGBTQ+ kids' programming
- The HUB alternative ministry format for youth and young adults

Programs supported by the Mission and Discipleship Commission throughout the year include:

- Carol Kilby Earth Day Resource
- Fall Right Relations Event: Together in Song
- Right Relations Events:
 - Together in Spirit- Medicine Ties
 - Truth Before Reconciliation
 - Acknowledgments of Territory
 - Spiritual Gathering and Screening of NFB Film *Honour to Sen. Murray Sinclair*
- Toward an Antiracist Church (a Kaleidoscope Institute: Building Bridges Now) webinar
- United Network for Justice and Peace in Palestine and Israel (UNJPPI) Event in London, Ontario
- Youth from our regions participating in Youth Forum for GC 44
- Children and Youth Ministry Webinars

Thank you to Horseshoe Falls Regional Council for your trust, support and encouragement to do the important work this Commission does.

Operating Budget 2023 – page 1 of 2

	2021 Actual	2022 Budget	Actual as at Sept. 30, 2022	2023 Budget
Income				
Assessment	334375	325,000	268,837	325,000
Mission and Service	240000	240,000	180,388	240,000
Salary Support	67000	67,000	50,250	67,000
Other Grants	26737	19,618	14,713	20,000
Recoveries	5098		640	
Property Fund				18,010
Investment Income				27,000
Transfers	12451	86,401	18,694	77,954
Total Income	685,661	738,019	533,522	774,964
Expenses				
<u>Regional Operations</u>				
Staff	86381	92,873	70,698	102,037
Travel	2423	5,022		6,500
Staff Support	-25078	2,000	428	2,000
Exec Meetings	5924	22,500	3,081	17,500
Exec Events		5,000	25	5,000
Archives	39486	39,361	29,521	40,000
Corporations	8000	9,000		8,000
Legal	637	10,000	6,307	10,000
Learning Fund	2772	30,000	300	30,000
Professional Fees	15000	15,000		20,000
	135,545	230,756	110,360	241,037
<u>Communities of Faith</u>				
Staff	52538	43,855	33,355	54,408
Travel	70	1,500		3,000
Covenant Commission		5,000	667	5,000
CC Events	1415	10,000		10,000
	54,023	60,355	34,022	72,408
<u>Pastoral Relations</u>				
Staff	52829	54,837	40,871	46,519
Travel		3,000		3,000
Human Resources Commission		5,000		5,000
HRC Events		10,000		10,000
Emergency Fund	1469	1,000		1,000
	54,298	73,837	40,871	65,519
<u>Connecting</u>				
Staff	30354	35,918	26,393	37,868
Travel		2,000		2,000
RC Meetings	10963	30,000	26,488	30,000
*Mission Support Grants	15000	14,500	4,500	
	56,317	82,418	57,381	69,868

Operating Budget 2023 – page 2 of 2

	2021 Actual	2022 Budget	Actual as at Sept. 30, 2022	2023 Budget
<u>Communication</u>				
Staff	22987	31,649	23,765	26,007
Travel		1,000		1,500
*Mission Support Grants	15200	15,200	16,150	
	38,187	47,849	39,915	27,507
<u>Social Justice and Outreach</u>				
Staff	36741	41,153	30,764	38,983
Travel		2,250		3,500
Mission & Disc. Comm. (50%)	225	2,500	400	2,500
M&D C Events (50%)		5,000	2,609	5,000
*Mission Support Grants	80000	65,000	110,050	140,000
	116,966	115,903	143,823	189,983
<u>Faith Formation</u>				
Staff	40285	41,130	30,852	46,984
Travel		2,500		2,500
Mission & Disc. Comm. (50%)		2,500	3,200	2,500
M&D C Events (50%)		5,000	5,000	5,000
*Mission Support Grants				
	40,285	51,130	39,052	56,984
<u>Chaplaincy</u>				
*Mission Support Grants	6,500	19,000	14,250	15,000
<u>Right Relations</u>				
Staff	11385	17,241	12,630	17,045
Travel		1,000	1,045	1,000
Other	2697			500
	14,082	18,241	13,675	18,545
<u>Office Operations</u>				
GCO Acctg & IT	38264	36,050	32,870	40,000
Office Operations	8133	26,480	9,414	15,000
	46,397	62,530	42,284	55,000
<u>Building Expenses</u>				
	9,779	11,673	7,031	12,000
<u>Mission Support Grants</u>				
Total Expenses	572,379	773,692	542,664	823,851
Surplus / (Deficit)	113,282	-35,673	-9,142	-48,887

Section Three: Meeting Materials

Agenda for the Online Fall Gathering

* We expect you to know zoom basics: mute, unmute, stop video, chat. Instructions are different depending on the device you are using. You need to prepare before the meeting (*see checklist on page 8*). Before we have a vote, we will give guidance during the meeting.

Friday October 14

4:30 pm – 6:30 pm

4:30 pm

Welcome, Constitute Meeting, Land Acknowledgement, Opening Prayer
 BRAVE, Affirm Statement
 Opening & Procedural Motions (Proposal 1)
"Connecting" Who do you say that I am?
 GC44 Reporting
 Evening Vespers



Who do you
say I am?

Saturday October 15

9:30 am – 12:30 pm

9:30 am

Welcome Back
 Worship *A Time for Thanksgiving*
 Operating Budget (Proposal 2)
 Covenant Commission
 In Memoriam, Community of Faith Life Cycle Changes

BREAK (10 minutes)

Mission & Discipleship Commission
 UCW 60th
 Human Resources Commission
 Closing Motions (Proposal 3)
 Courtesies
 Benediction
 Adjourn



Proposal #1 – Opening & Procedural Motions

Title: Opening and Procedural Motions

Origin: Executive Minister

What is the issue?

The regional council must establish the procedures by which it will conduct business.

Why is this issue important?

This clarifies and confirms the way in which decision-making will happen.

How might the regional council respond to the issue?

The regional council might adopt the following as a consent docket:

1. Adopt the agenda as circulated and authorize the Agenda and Business Committee to make any changes as necessary;
2. Approve the minutes of the meeting of 2022-05-26;
3. Receive the following minutes of the following meetings of the
 - i. Executive
 - 2022-06-22
 - 2022-04-27
 - ii. Covenant Commission
 - 2022-07-12
 - 2022-06-14
 - 2022-05-10
 - iii. Human Resources Commission
 - 2022-08-24
 - 2022-06-29
 - 2022-05-25
 - 2022-04-20
 - iv. Mission and Discipleship Commission
 - 2022-06-07
 - 2022-04-19
 - 2022-02-15

for information.

Note: Minutes are posted on the website www.hfrcucc.ca "About" page

4. Confirm the appointment of Michael Veall to the Human Resources Commission;
5. Appoint Judith Gilliland as Parliamentarian;
6. Appoint Wendy Lowden as Chair, Agenda and Business Committee;
7. Name President Robert Lawson, Chair Agenda and Business Committee Wendy Lowden, Executive Minister Cheryl-Ann Stadelbauer-Sampa, and Executive Assistant Sue Duliban, as the Agenda and Business Committee;
8. Name regional council staff members as scrutineers;
9. Set the bounds of the meeting as the Zoom call and Fonthill United Church, Fonthill, Ontario;
10. Make the designated representative from any United Church ministry, other than a congregation, which has been invited to become a community of faith by entering into a

covenant with the regional council, a member of the regional council for this meeting (Section C.1.2 c);

11. Make all guests corresponding members;
12. Set the deadline for new business to be submitted to the Agenda and Business Committee as 9:00 a.m. Saturday, October 15, 2022.
13. Adopt the following method for dealing with proposals for action by the regional council

Step One:

The Presenter will outline

- A) What is the issue? And
- B) The suggested way in which the regional council might respond to the issue.

Step Two:

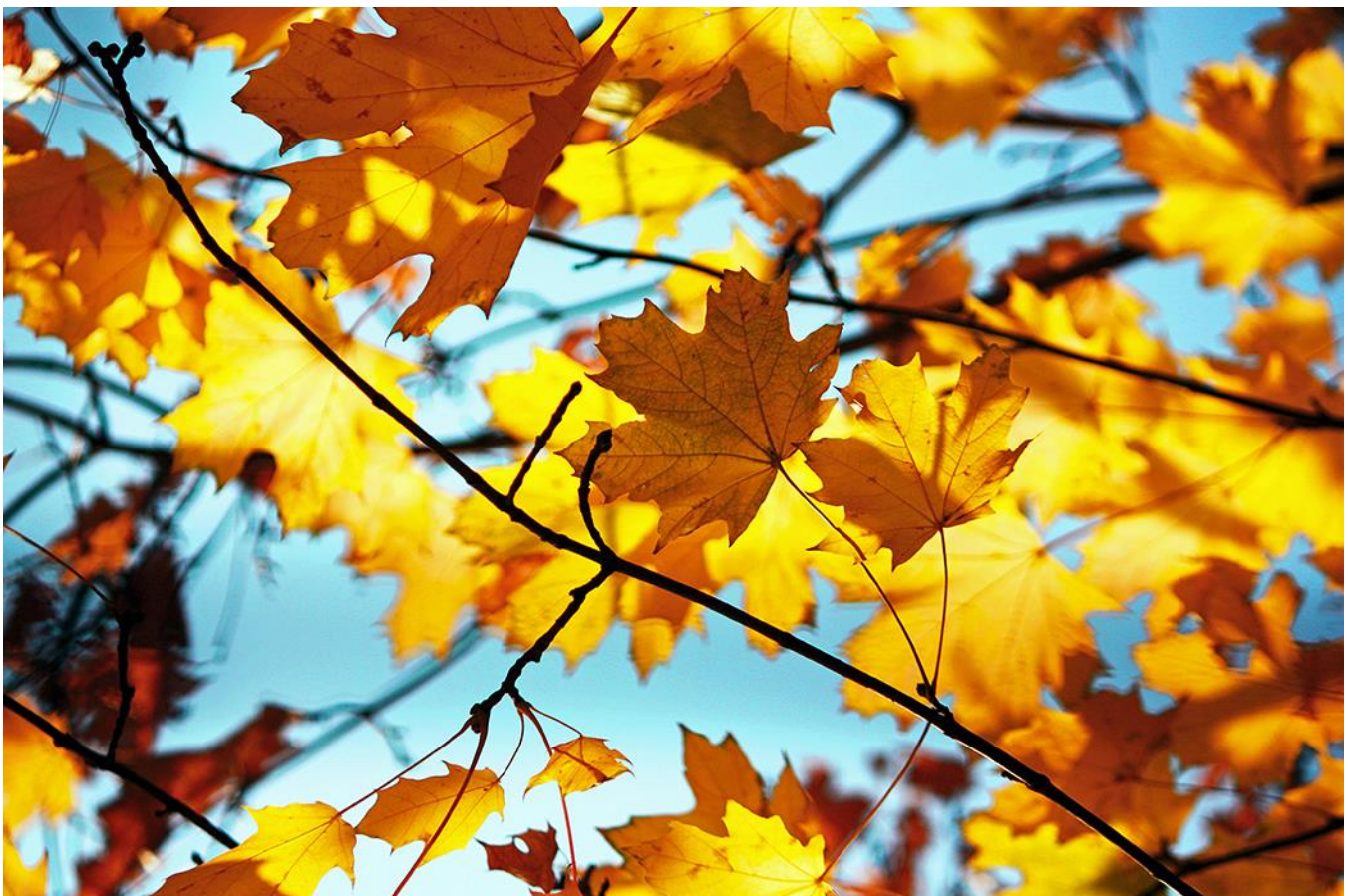
The President will inquire if there are questions for clarification. Please note this is for clarification only.

Step Three:

The President will then ask if there are changes or additions being suggested for the proposal. Using warm and cool signals, the regional council will seek to come closer to agreement on how to respond to the issue.

Step Four:

Once there is significant agreement, the President will invite the Presenter to move the motion at which point the regional council enters the formal debate process.



Proposal #2 – Operating Budget 2023

Title: **Reviewing 2022 Year-to-Date and Adopting 2023 Operating Budget**

Origin: Treasurer

What is the issue?

Transparency and accountability are key elements of financial management in any charity. It is important that the regional council is guided by these principles and models these practices for the communities of faith within its bounds. The regional council needs to understand both the strengths and challenges of its financial situation to be able to function effectively in the present and to ensure it is well positioned for the future.

Establishing a budget for 2023 is one step in this process and will guide the Executive in its management of regional council resources.

Why is this issue important?

The regional council is in the process of becoming familiar with its financial situation and its financial reporting.

Income

The regional council receives two grants to fund its operation. The grants for 2022 have been.

Assessment Grant: For Governance and Shared Services

\$325,000 plus

67,000 salary subsidy for Executive Minister and Executive Assistant

Mission and Service Grant: For Mission and Ministry

\$240,000

The regional council also receives funds from:

- 1) Investment income
- 2) Regional council share (25%) of proceeds of disbanding congregations.

Expenses

Expenses are reported according to the ministry they support to help illustrate how the regional council is using its assets to meet its priorities. The budget categories and the staff positions assigned to each are:

Ministry	Purpose	HF’s Share of the following Positions
Regional Operations	Operation of the regional council	Executive Minister Executive Assistant .5 Administrative Assistant (AA), Mission and Finance .4 AA, Finance
Communities of Faith	Partnering with congregations	Minister, Congregational Support and Mission
Pastoral Relations	Supporting the formation and nurture of healthy pastoral relationships	Minister, Pastoral Relations .5 AA, Communication and Records

Ministry	Purpose	HF's Share of the following Positions
Communication	Newsletters, Websites	.5 AA, Communication and Records .5 AA, Website Management
Connecting	Providing opportunities to come together including regional council meetings	Minister, Pastoral Support
Faith Formation	Nurturing discipleship	Minister, Faith Formation .25 AA, Mission and Finance
Chaplaincy	Supporting ministries in post-secondary settings	
Social Justice	Seeking to be faithful in the world	.5 Minister, Social Justice (vacant) .5 Minister, Social Justice and Right Relations .25 AA, Mission and Finance
Right Relations	Deepening understanding and relationship with Indigenous Ministries	.5 Minister, Social Justice and Right Relations
Office Operations	Office supplies and equipment	
Building Expenses	Cost to maintain building	
Emerging Ministries	Unbudgeted expenses responding to an emerging situation or to the regional council's exercise of discipline.	

The audited 2019 Financial Statements were shared for information at the spring meeting. The 2020 and 2021 audits are being completed concurrently and it is anticipated will be available by year end. The auditor has experienced a staff shortage.

What might the regional council do?

The regional council might:

1. Receive the internal 2022 operating statement to date for information;
2. Direct the Executive to deal with the 2021 Auditors' Report;
3. Direct the Executive to include the 2020 and 2021 final Financial Statements in the workbook for the spring 2023 meeting; and
4. Endorse the following principles for the 2023 budget:
 - a) To maintain existing Executive and Commission meeting budgets even with the increase in the reimbursement rate to promote a reduction in carbon with electronic meetings;
 - b) To reflect the changes in salaries and benefits authorized by the General Council Executive;
 - c) To base costs on the figures from the last three year and not the amount anticipated at formation of the regional council;
 - d) To fund expenses for matters involving The Manual, Section J; Oversight and Discipline, from the Unrestricted Operating Reserve as these fluctuate in number and cost; and
5. Adopt the proposed 2022 budget authorizing the Executive to adapt as necessary within the above guidelines.

Proposal #3 – Closing Motions

Title: Closing Motions

Origin: Executive Minister

What is the issue?

The work of the regional council continues between regional council meetings.

Why is this issue important?

The regional council must be clear how the work will continue.

What might the regional council do?

The regional council might

1. Entrust any unfinished business from its October 14-15, 2022 meeting to the Executive;
2. Authorize the Executive to fill any vacancies on the understanding that appointments will be confirmed at the next regional council meeting;
3. Direct the Executive to plan to convene a meeting of the regional council in the spring of 2023; and
4. Entrust the Executive and Commissions with the responsibilities and authority of Horseshoe Falls Regional Council in accordance with *The Manual* of The United Church of Canada and the Governance Handbook of the Horseshoe Falls Regional Council.
5. Close the October 14-15, 2022 meeting of the Horseshoe Falls Regional Council at the end of the Saturday, October 15, 2022 session.

