**Executive**

**Horseshoe Falls Regional Council**

**of The United Church of Canada**

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

February 26, 2024, 4 PM via zoom

**Roster:** Lennox Scarlett (President), John Hurst (Treasurer), Christina Crawford, James Grunden, Marilyn Johnston, Sula Anne Kosacky, Deborah Laforet, Wendy Lowden, Debbie McMillan, Adrianne Robertson, Pat Tooley, Yvonne Wright

**Staff Support:** Cheryl-Ann Stadelbauer-Sampa, Executive Minister, Sue Duliban, Executive Assistant, Micol Cottrell, Minister Pastoral Relations

**Guest:**

**Regrets:** Christina Crawford, Sula Anne Kosacky

**Constitute Meeting:** President Lennox

*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.*

**Land Acknowledgement and Worship:** President Lennox

# Opening Agreements

## Consent Docket

**MOTION:** Debbie McMillan / Adrianne Robertson

1. Enabling Actions
2. That the proposed Agenda be approved as presented.
3. That the minutes of the meetings of January 24 and February 6, 2024 be approved as distributed.
4. That motions be written and given to the Secretary.
5. That be named as a corresponding member of Horseshoe Falls Regional Council Executive for this meeting.

B. Staff Position Descriptions (For Information only)

Receive the updated Staff Position Descriptions approved by the Staff Support Committee on January 31, 2024.

C. Executive Minister Accountability Report February 2024 (For Information only).

D. Correspondence Received

To receive the following correspondence and address it as it arises in the agenda.

1. Receive the reports of WDHV HF 2024 01 and WDHV HF 2024 02 each dated February 20, 2024 from Investigator,  .
2. Cave Springs Application to the UCC Capital Assistance Fund

The Horseshoe Falls Regional Council Executive supports the Cave Spring Camp Application to the UCC Capital Assistance Fund for a grant in the amount of $4,000.

1. TUCC letter re: clarification of guidelines

The Horseshoe Falls Regional Council Executive agrees to the refinement of terms on which Halton Extension Council money can be granted as proposed by TUCC (Toronto United Church Council).

1. Expression of Interest Received

The Horseshoe Falls Regional Council Executive appoints Joanne Vanstone to the Human Resources Commission effective March 1, 2024.

E. Omnibus Motion

Horseshoe Falls Regional Council (9) Omnibus motion – February 26, 2024

That the Horseshoe Falls Regional Council (9) Executive take the following action(s):

a) Grand River Spiritual and Educational Resources Inc.

  ….pursuant to the Incorporated Ministries Policy of The United Church of Canada approve Grand River Spiritual and Educational Resources Inc. 2023-2024 Board of Directors

Julie Childerhose

Tom Hunt

William Jones

Donna Kerrigan

Mary Anne MacFarlane

Randy MacKenzie

Sheena Marini

Ngozi Nwokoro

Paul Shepherd

Ruth Sylvester

This is based on the draft minutes of Annual General Meeting of November 14, 2023, 2023 board member approval form, board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

b) Mission and Development Council of Erie Presbytery of The United Church of Canada

…based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada approve BY-LAW NO. 1, as approved by the members on September 19, 2023 of the incorporated ministry known as Mission and Development Council of Erie Presbytery of The United Church of Canada.

….pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Mission and Development Council of Erie Presbytery of The United Church of Canada 2023-2024 Board of Directors

Gordon Burkholder

Brian Cronkwright

Norma Cronkwright

Trevor Fronchak

Dave McCrindle

Linda McCrindle

Randy MacKenzie

Adrianne Robertson

Robert Stevenson

\*Art Tobey

Karen Tobey

These are based on the draft minutes of the Annual Corporation Meeting of September 19, 2023, the 2023 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada. \*N.B. Art Tobey passed away shortly after this annual meeting was held.

c) QUEST Learning Centre for Religious Literacy

…. pursuant to the Incorporated Ministries Policy of The United Church of Canada approve QUEST Learning Centre for Religious Literacy 2020-2021 Board of Directors

Brenda Aston

Dalton Fowler

Douglas Hampson

Barry Street

This is based on the Annual Meeting minutes of February 23, 2020, the 2020 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

…. pursuant to the Incorporated Ministries Policy of The United Church of Canada approve QUEST Learning Centre for Religious Literacy 2021-2022 Board of Directors

Brenda Aston

Geoffrey Aston

Michael Barnes

Dalton Fowler

Douglas Hampson

Fumiko Harada

Barry Street

This is based on the Annual Meeting Minutes of April 11, 2021, the 2021 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

…. pursuant to the Incorporated Ministries Policy of The United Church of Canada approve QUEST Learning Centre for Religious Literacy 2022-2023 Board of Directors

Brenda Aston

Geoffrey Aston

Michael Barnes

Dalton Fowler

Douglas Hampson

Fumiko Harada

This is based on the Annual Meeting minutes of August 7, 2022, the 2022 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

…. pursuant to the Incorporated Ministries Policy of The United Church of Canada approve QUEST Learning Centre for Religious Literacy 2023-2024 Board of Directors

Brenda Aston

Michael Barnes

Valdine Elsholtz

Dalton Fowler

Fumiko Harada

This is based on the draft Annual General Meeting Minutes of November 12, 2023, the 2023 board member approval form, the board contact list provided and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

**CARRIED.**

**Introductions:** TheExecutive introduced themselves. Cheryl-Ann Stadelbauer-Sampa introduced .

Opportunity for Executive members to ask  questions for clarification re: WDHV HF 2024 01 and 02.

General questions were raised regarding the process. Noted that it is up to the Executive to determine if they accept the findings as reported.

Some members of the Executive wondered if there was a sense of the current health of the congregation and the functionality of the M&P Committee. Noted that investigation involves a specific task and investigator’s role was to look at a specific complaint. The health of the congregation and the functionality of the M&S are beyond the scope of what she was asked to do.

Question raised, if providing financial support for mental health care to the complainant was ever appropriate. Cheryl-Ann Stadelbauer-Sampa advised that would be a good thing for the Executive to consider.

 left the meeting.

**Business Arising**

1. WDHV HF 2024 01 and 02

A. **MOTION:** Yvonne Wright / John Hurst

That the Executive of Horseshoe Falls Regional Council concurs with the findings of the Investigator of WDHV HF 2024 01 that:

1. ’s Complaint of Workplace Harassment has been substantiated. Their repeated attempts to seek the assistance of  and the  to resolve an increasingly untenable workplace environment were blocked by  who repeatedly minimized, or refused to acknowledge, the harassment  was experiencing, first by , and then by . It has been demonstrated that it is reasonable to assess that ’s treatment of  has caused insecurity, discomfort and offense.
2. ’s complaint that  has repeatedly shown a bias toward  is substantiated.
3. That a culture of gossip and inappropriate sharing of confidential information has been seen as permissible amongst at least some of the lay leaders at .
4. ’s complaint that confusion around United Church’s H.R. policy and practices, office procedures and Health and Safety protocols has hindered their ability to perform their duties successfully and , both as ’s , and in their role as , repeatedly blames  for any errors, while not taking steps to remedy the situation.
5. The Investigation into ’s complaint, when considered along with the four other complaints of workplace harassment at  United Church, supports ’s belief that many of the problems at  are systemic. **CARRIED.**

B. **MOTION:** Deborah Laforet / John Hurst:

That the Executive of Horseshoe Falls Regional Council concurs with the findings of the Investigator of WDHV HF 2024 02 that:

1. It is reasonable to assess that ’s treatment of has caused insecurity, discomfort, offense and embarrassment to . Therefore, ’s Complaint of Harassment is substantiated.
2. There is gossip, confusion around a number of ’s policies and practices, inappropriate action by at least some of the lay leaders and there has been rapid staff turnover. **CARRIED.**

C. **MOTION**: Deborah Laforet / Yvonne Wright

That the Executive of Horseshoe Falls Regional Council orders a review of  United Church, , and appoints  as the reviewer with expenses to be covered as set out in the Letter of Agreement. **CARRIED.**

D. **MOTION**: Wendy Lowden / John Hurst

That the Executive of Horseshoe Falls Regional Council relieves  of their duties as

1.  and
2. Of any other leadership or volunteer position in the church pending the outcome of the review. **CARRIED.**

E. **MOTION:** Wendy Lowden / Yvonne Wright

That the Executive of Horseshoe Falls Regional Council relieves  of their duties as

1.  and
2. Of any other leadership or volunteer position in the church pending the outcome of the review.  **CARRIED.**

F. **MOTION:** Deborah Laforet / Marilyn Johnston

That the Executive of Horseshoe Falls Regional Council directs  United Church to offer  paid leave until decisions are made regarding the results of the review. **CARRIED.**

G. **MOTION:** Yvonne Wright / Debbie McMillan

The Executive of Horseshoe Falls Regional Council agrees to provide a grant equivalent to one month of ’s salary to  United Church to assist with this cost. **CARRIED.**

H. **MOTION:** James Grunden / Debbie McMillan

The Executive of Horseshoe Falls Regional Council agrees to provide a grant of $1,000 to  to assist with selfcare. **CARRIED.**

I. **MOTION:** Yvonne Wright / Wendy Lowden

The Executive of Horseshoe Falls Regional Council agrees that any costs associated with United Church, arising out of the investigation or the review to be covered by the Unrestricted Reserves. **CARRIED.**

J. **MOTION:** Deborah Laforet / Yvonne Wright

That Horseshoe Falls Regional Council Executive appoints and  to provide an initial assessment of the financial systems and accounting practices at , in order to recommend next steps to ensure a coherent system which meets The United Church of Canada’s requirements. Both to be provided with a copy of the Investigator’s Report of WDHV HF 2024 02 and with an honorarium at the rate of $125 per hour plus mileage. **CARRIED.**

K. **MOTION:** John Hurst / Pat Tooley

That Horseshoe Falls Executive authorizes the Executive Minister and Minister, Pastoral Relations, to appoint a person to serve as a member of the Ministry and Personnel Committee of , throughout the period of the review and provides a copy of the Investigator’s Report of WDHV HF 2024 01 and 02 and with an honorarium at the rate of $125 per hour for this work plus mileage. This appointment to be shared with the Executive for information. **CARRIED.**

L. **MOTION:** Adrianne Robertson / Debbie McMillan

That Horseshoe Falls Executive directs the Executive Minister and Minister, Pastoral Relations to communicate these decisions to the governing body of . Providing the state of matters currently being considered by the Office of Vocation, the Executive Minister and Minister, Pastoral Relations will work in partnership with the Vocational Minister and the ministry personnel of . **CARRIED.**

M. **MOTION:** Adrianne Robertson / Wendy Lowden

That the Horseshoe Falls Executive directs the Executive Minister, and Minister, Pastoral Relations and Minister, Congregational Support to meet with the current Pastoral Charge Supervisor,, to outline the situation and, depending upon decisions by the Office of Vocation, to ascertain their willingness to continue in this role until ministry personnel return to  for at least the duration of the review process. During the review process, the pastoral charge supervisor is to receive the reports for WDHV HF 2024 01 and 02 and is to be recompensed by the regional council at the consultant’s rate of $125 per hour during the period of the review. **CARRIED.**

Question was raised, is there a way for the Executive to get support as they do this work. Cheryl-Ann said Kevin Steeper would be advised and that he would be available to ministry personnel. She added that she believes being clear about purpose and calling is what sustains us even though it is a heavy load; called to live into our values and this is an opportunity as decision makers in the regional council to uphold those values.

Wendy Lowden left the meeting.

It was suggested that Executive members be more intentional about following up with one another. Noted also that a retreat for the Executive is being planned, hopefully it will help keep the Executive grounded as colleagues and friends.

Pat Tooley left the meeting.

As this was Cheryl-Ann Stadelbauer-Sampa’s final meeting with the HFRC Executive, President Lennox Scarlett and the Executive thanked her for her wisdom and guidance; with appreciation for all she has brought to the Executive and the Regional Council. The HFRC Executive wished Cheryl-Ann all the very best and Godspeed.

It was agreed to hold a meeting on March 6, 2024 at 4 PM to address the remaining agenda items.