



MINUTES FOR COUNCIL MEETING
September 28, 2022
Held in the Gathering Place at 2:00 p.m.

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Council Members: Rev. Gail Fricker (Minister), Charles MacDonald (Chair), Rosalind MacDonald (Lay Pastoral Minister), Mary McFadden (Council Secretary), Vince Bury (Accessibility), Janice Sinker (Nominations and Grand Bend Place), Leslie Bella (acting Affirming chair), Virginia Scott (Christian Development), Lynne Desjardine/Lois Gill – Co-Chairs (Fellowship & Outreach), Bryan Beattie – (Finance/Treasurer), Steve Northey (Ministry & Personnel), Deb Gill (Property Management), Glen Miller (Trustees), Ruth Ann Eagleson/Wilma Harris Co-Chairs (Worship).
WOW Representatives: Bob Illman, Ruth Ann Eagleson and Rosalind MacDonald

Members Present: Rev. Gail Fricker (Minister), Charles MacDonald, Rosalind MacDonald, Mary McFadden, Janice Sinker, Virginia Scott, Lois Gill (Zoom), Steve Northey, Bob Illman, Wilma Harris, Ruth Ann Eagleson, Vince Bury, Bryan Beattie, Deb Gill, Glen Miller, Leslie Bella

Regrets: Lynne Desjardine

Guest: Jim Neville and John Scott

Quorum Present

AGENDA

1. **CALL TO ORDER:** approximately 2:15 p.m.
2. **APPOINT AN EQUITY MONITOR** – Rev. Gail explained this role and Wilma Harris was appointed.
3. **ACKNOWLEDGEMENT OF TERRITORY** - Charles MacDonald
4. **CANDLE LIGHTING** – Charles MacDonald
5. **OPENING PRAYER** – Rev. Gail Fricker
6. **APPROVAL OF AGENDA**
 - **MOTION was made to approve the agenda as amended. Moved, seconded and carried.**
Correction: add “Equity Monitor” as #14 to Council Agenda.
7. **ANNOUNCEMENTS/CORRESPONDENCE** – **Charles MacDonald:** Recently received an updated policy on Sexual Harassment from Western Ontario Waterways (WOW).
8. **REVIEW & APPROVAL OF MINUTES**
 - **MOTION to approve the July 28, 2022 Council minutes as amended. Moved, seconded and carried.**
 - **Correction: Rev. Laurie O’Leary should have been listed as a guest, not Supervising Minister.**
 - **MOTION to approve the Special Council E-mail meeting minutes of September 7, 2022 as distributed. Moved, seconded and carried.**

9. BUSINESS ARISING – Follow up on Affirming regarding the window cling fundraiser.

10. COVID-19 UP-DATE – Charles MacDonald: Thoughtful discussion on handling reported cases of COVID and getting the information out to the Community of Faith (COF). Need to conform to a consistent message that is distributed to our COF and groups that use our facility. General comments were that we've been very careful with following government guidelines. Going forward, when someone informs us that they have tested positive, an email to groups and a MailChimp will be sent out similar to the recent ones sent. Individuals will be asked if they want their names published.

11. TEAM REPORTS

- **Property – Deb Gill:**
 - **Spoke on the Handbooks – Evacuation, Fire Procedure, Water Valves, HVAC and Kitchen.** All handbooks will be in the office and a copy placed in the appropriate area. Each handbook is as simplified as possible. Deb suggested that all Council members need to be knowledgeable about these handbook procedures.
 - **Evacuation** – it has been suggested that we have a planned Evacuation Drill once a year.
 - **Manual Lift Removal** – Continue to get in touch with the contact to set up a demonstration.
 - **MOTION that Council approves Fire Procedure as written. Moved, seconded and carried.**
- **Gathering Place/Sanctuary re-configuration** – there has been a concern about who is responsible for setting up the Gathering Place/Sanctuary for worship and other events. It has been established that the individual teams organize this themselves. There is a list available of contacts to help.
- **Clock in Sanctuary** – Rev. Gail requested through the Property Chair that a clock be hung in the Gathering Place/Sanctuary. There was a concern that this did not follow the proper channels of approval. After discussion, Council agreed, by consensus, to keep the clock where it is placed (beneath the screen that is behind the A/V station).
- **Worship – Ruth Ann Eagleson & Wilma Harris:** No further report.
- **Community Wellness W.G. – Charles MacDonald:** This is now an active search and a new search team needs to be established consisting of Council Chair, Minister, Booking Coordinator, and a member from the COF. This will go to Shorelines seeking a COF volunteer.
- **Ministry & Personnel – Steve Northey:** Read a Letter of Resignation (**attachment #1**) from Lay Pastoral Minister, Rosalind MacDonald.
 - **MOTION to accept the resignation of Rosalind MacDonald as Lay Pastoral Minister with regrets. Moved, seconded and carried. Rev. Gail Followed with prayer.**
 - **Office Administrator** – a concern was expressed as to the clarity of the Office Administration schedule. It is in Shorelines. Needs to be posted more visibly.

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- **Christian Development – Virginia Scott:** No further report.
- **Fellowship & Outreach – Lynne Desjardine & Lois Gill:**
 - **Correction** in Team Report under Right Relations - Action Pending: will meet on Zoom on October 27 (not the 22nd).
 - **Caring Casseroles** – had to cancel for Friday, September 30 and it has been rebooked for Friday, October 7. This will be in Shorelines.
 - **Jingle Bell Group** - Shared some details for the three Saturdays in November that the Jingle Bell Group is organizing. They are thrilled that we are so involved!
 - **Parking Project** – very pleased with the proceeds this season. Will meet to determine the list of recipients of proceeds. An email has been received (**attachment #2**) regarding the security and other concerns with the parking boxes. These concerns have been addressed.
 - **AED demonstration** – Deb Gill suggested that the donation given by Stacy Palen, the AED demonstrator, go to the Parking Project. **Correction: Deb Gill suggested that a donation be given to the Heart and Stroke Foundation (funds to come from the Parking Project). This donation is given in gratitude for the AED demonstration given by Stacy Palen.**
 - **Mission and Service** – Rev. Gail informed us that we received a certificate of recognition of our 2021 Mission and Service Fund's givings of \$6,939.
 - **Right Relations – guest, John Scott:**
 - **Posters** have been printed and are being distributed for the book review, *The Inconvenient Indian*. The discussion will be on Zoom on Thursday, October 27, 2022.
 - **Orange Shirt Fundraiser** – Total amount of funds received to date is \$1,170.00 minus the cost of shirts at \$772.69. To date, proceeds are \$397.31.
 - A thank you was extended to Sharon Beeler for her kind donation of the “Every Child Matters” flag.
 - **Flag pole** – The team has researched a flag pole supplier as the original supplier is no longer in service. The cost will be approximately \$250 for the pole and approximately \$100 for installation. These costs could be partially covered by a grant. The location will be out front with the Canadian and Affirm flags, hopefully by Sunday, October 30.
- **Finance – Bryan Beattie: (See attachments #3 and #4)**
 - **Reviewed written comments (attachment #5).** Concern was expressed regarding the upcoming expenses of insurance and the WOW quarterly assessment due next month. Bryan spoke on the announcement that will be in Shorelines making the COF aware of our finances to date. At this point, we have to wait and see how the contributions go.
 - **Anniversary Letter** – the Anniversary letter is in the process of being written and will be distributed two weeks before our Anniversary (Sunday, October 23, 2022). Due to timing, a recommendation as to where the funds will be allocated will be sent out in an email for Council’s approval.
 - **Sherrie Smith** – after many years as our treasurer and bookkeeper is retiring at end of the year. This position is advertised in Shorelines.
 - **Power Church software** – in the process of researching different software as there have been several issues with the Power Church software. One alternative mentioned is Stage 50.

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- **Nominations W.G. – Janice Sinker:**
 - Have started the process of asking Council members about their intentions for 2023. The team appreciates those who have already responded and look forward to hearing from the other members.
 - **Vice-Chair** – there was a brief discussion to add the role of Vice-Chair to Council’s organization.
 - **MOTION to add the position of Council Vice-Chair in 2023. Moved, seconded and carried.**
 - The Nomination team will commence looking for someone to fill this new position.
- **Affirming – Leslie Bella:**
 - **MOTION to accept Leslie Bella as Chair of the Affirming Team. Moved, seconded and carried.**
 - **Window Clings Fundraiser** – changed the \$10/each price to \$5/each.
 - **Content in services** – as indicated in the written report, the team is suggesting that rather than just once a year having a special Affirming service that content is shared during regular weekly services.
 - **Affirming Flag** – discussion as to the request that an Affirming flag be displayed in a more visible location. One suggestion is inside the window above the Queens Avenue entrance. A motion was made, **“MOTION to approve the placement of an Affirming flag so that it is more visible in the window above the Queens Avenue entrance.”** This motion was tabled until the next Council meeting. It was felt that the COF should have input in this decision. The information will be put in Shorelines.
- **Trustees – Glen Miller:**
 - A brief explanation was provided as to why the Liquor Liability Policy (**attachment #6**) was changed.
 - **MOTION to accept Glen Miller as Trustees Chair. Moved, seconded and carried.**
 - **MOTION that Council approves the Liquor Liability Policy as presented by the Trustees. Moved, seconded and carried.**
 - A question was raised concerning the Facility Usage Guide. The guide will be updated in October. Glen informed Council that the Facility Usage Fees were originally drawn up by M&P and that they should not be under Trustees. They should be under M&P or Finance.
- **Grand Bend Place – Janice Sinker:** Provided more information about the Toronto Mass Choir performance on Sunday, November 27 at Exeter United Church. Both GBP and Exeter U.C. are very excited to host this event. 300 tickets are expected to sell.
- **Accessibility – Vince Bury:**
 - The grant that was mentioned in the written report has been completed.
 - The “Donna” mentioned in the written report is Team member, Donna Frim.
- **Minister – Rev. Gail Fricker:** No further report.

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- **Rosalind MacDonald** – took an opportunity to make Council members aware of some of the scenarios that have taken place in her role as Lay Pastoral Minister. The position took on much more involvement than originally intended when Rev. Kate Crawford took her sabbatical and during the lockdown from COVID. Rosalind expressed her gratitude for our support but also mentioned the stress that came along with this role. She has taken pride in her involvement with bridging community groups (West Coast Lions, Medical Centre, etc.). She explained her “unseen” role as LPM. Rosalind expressed that if the position of LPM remains as part of our church structure that there would be a positive crossover with the Community Wellness Coordinator.
- **WOW - Bob Illman, Ruth Ann Eagleson and Rosalind MacDonald:** No report.

12. NEW BUSINESS: No new business.

13. CHAIR – Charles MacDonald:

- Charles relayed a recent mental health crisis he experienced. Suffering from long-term PTSD, he has had some reoccurrences of depression and suicidal thoughts. He shared with us he is getting help with this relapse. At this time, Charles asked for a motion to have Deb Gill as Acting Chair.
 - **MOTION to accept Deb Gill as Acting Council Chair until the 2023 Annual Congregational Meeting. Moved, seconded and carried.**
- Charles read his Resignation Letter as Council Chair (**attachment #7**).
 - **MOTION to accept Charles MacDonald’s Resignation as Council Chair with regrets. Moved, seconded and carried.**
- Charles informed Council that he has sent an email to WOW to request a pastoral over-site and finance review.

14. EQUITY MONITOR - Wilma Harris: Noted positive comments made during the meeting.

15. NEXT MEETING: October 26, 2022 at 2:00 p.m. in the Gathering Place.

16. MOTION to adjourn at 5:08 p.m.

Charles MacDonald, Chair

Mary McFadden, Council Secretary

Deb Gill, Interim Chair