

## MANITOU CONFERENCE EXECUTIVE MEETING

held at Villa Loyola, Sudbury, Ontario  
December 12-13, 2013

### THURSDAY, December 12-13, 2013

<b>Attendance</b> Ministry Personnel	Maxine McVey, Will Kunder, Mary-Jo Eckert Tracy, Stewart Walker, Erin Todd
Laity	Marguerite Hayes, Janice Brownlee, Elsie Christian, Kathie Smith, Joy Galloway, Bill Rowe
Regrets	Ted Harrison, Cindy Desilets
Guests	Carol Germa– Right Relations Home Group; Melody Duncanson Hales – Greenbelt Update
Staff support	Susan Whitehead, minute-taker
Constitution of the Court	<p>President Maxine McVey welcomed the Executive members and constituted the court with these words:</p> <p><i>We have been called to this Court to bring our gifts of passion as we seek to make fair judgments, our gifts of conviction as we seek to make a difference, our gifts of vision as we look for new shapes, our gifts of hope as we see possibilities and promises. We are thankful for the faith within us that allows us to be part of this gathering. In the name of Jesus, the Christ, Sovereign Head of the church, this court of Manitou Conference is open for any or all business that shall come before it.</i></p>
Recognition of Traditional Territory	The President recognized the traditional territory of the Atikameksheng Anishnawbek (Whitefish Lake First Nation).
Welcome and Opening Worship	<p>The CES (Conference Executive Secretary) lit the Christ candle and Executive went around the table remembering Nelson Mandela and what his life represented for them.</p> <p>Executive sang VU #5 <i>All The Earth Is Waiting</i>. The President then read a scripture passage from Isaiah 40: 3-5 and Executive shared what the passage meant to them.</p> <p>After a short prayer, Executive sang VU #18 <i>There's a Voice in the Wilderness</i>.</p>
Minutes of the Meeting of: • October 3-4, 2013 • Conference Call Meeting November 13, 2013	<p>Executive reviewed the minutes of the October 3-4, 2013 meeting.</p> <p><b>MOTION 13/15 #17: Will Kunder/Joy Galloway That the minutes of October 3-4, 2013 meeting of Executive be approved as printed. CARRIED</b></p>

Executive reviewed the minutes of the November 13, 2013 conference call meeting.

**Motion 13/15 #18: Will Kunder/Bill Rowe**  
**That the minutes of the November 13, 2013 conference call meeting be approved as printed. CARRIED**

Business Arising

None that isn't captured elsewhere in the Agenda.

Issues Arising for Review of Conference Committee Minutes

MPESI reports that there is now online training for The Manual.

There was an opportunity for North Bay Presbytery's southern churches to get together and discuss options for the future. This meeting was facilitated by Rev. Ted Harrison and Rev. Catherine Somerville.

Concern was raised by MPESI and the Staff Committee around the Conference Personnel Minister's (CPM) workload. This is being reviewed by both committees and the CPM's supervisor.

Correspondence Log

Correspondence Log (*attached as Appendix A*). The Executive reviewed the Correspondence Log.

Item #7 – Ruling from GCE; the CES explained that when the General Secretary gives a "Ruling", it must be followed. This is in contrast an "Opinion", which serves as guidance for the Church's actions.

Approval of Agenda

**MOTION 13/15 #19: Bill Rowe/Marguerite Hayes**  
**That the agenda be accepted as printed, with exception of the RRHG report, now scheduled as the first item of business. CARRIED**

Order of the Day: Carol Germa, Right Relations Home Group (RRHG)

**MOTION 13/15 #20: Elsie Christian/Janice Brownlee**  
**That Executive extend corresponding membership to Carol Germa. CARRIED**

The President welcomed Carol Germa to Executive who offered a report on behalf of the RRHG (*attached as Appendix B*). The "Living into Right Relations Home Groups National Update" for December 2013 was distributed to Executive.

The President thanked Carol for joining Executive today.

**Monitoring**

Accountability Reports

Executive Secretary

The CES read an excerpt from "Kneeling in Bethlehem" and then shared his Accountability Report (*Attached as Appendix C*).

**MOTION 13/15 #21: Kathie Smith/Joy Galloway**  
**To accept Accountability Report of the Executive Secretary, for**

**information. CARRIED**

President

The President shared her Accountability Report. (*Attached as Appendix D*)

**MOTION 13/15 #22: Erin Todd/Marguerite Hayes  
To accept Accountability Report of the President, for information.  
CARRIED**

Items for Reporting or  
Decision

General Council  
Executive (GCE) Report:  
Erin Todd and Janice  
Brownlee

Erin and Janice shared the GCE summary from the November meeting (*attached at Appendix E*).

Erin shared that this GCE meeting was special in that it included the first ever “second sitting” of a General Council. GC41 reconvened online and in person for the first time to deal with three items of business. The experiment was believed to have been successful.

During the Comprehensive Review update, chairperson Kathy Hamilton shared several concepts that were put forth which mirror structures from other international denominations. At this time, the following concepts are being discussed:

- Governance structure would focus on strong, vital congregations, supported only by a national church level, with no Presbyteries or Conferences
- A focus on congregational life, supported by another court and then a denominational office (presbyteries and conferences are collapsed into one middle court)
- The current United Church structure

Erin was clear to say that this new change, whatever it may be, is likely to be introduced in the fall of 2015. The second sitting of GC41 demonstrated a means by which a decision of GC42 might quickly be implemented.

UnitedFutures.ca is a new online platform for individuals to give their input on the Comprehensive Review and future of The United Church of Canada.

GCE approved a new model for GC Youth Forum that would have five youth delegates, aged 15 to 18, chosen by each Conference to attend a national Youth Forum - a weekend event in January or February 2015.

Youth Forum Delegates will engage in experiential learning activities to help them become more aware of the current structure of the church, how policies and proposals are developed and submitted, and how decisions are made by the General Council.

During summer 2015, one youth chosen from each conference, along with two young adult leaders, will be employed by the General Council to make a pilgrimage across the country to United Church youth events, gatherings, and camps to listen to the dreams and needs of young people. It is hoped that they will be elected by their conferences to serve as commissioners at the 42nd General Council in August 2015.

The concern over Pulpit Supply rates that Manitou Conference sent to GCE for consideration appeared in New Business but was referred to the MEPS Permanent Committee without discussion by the GCE. We understand that a recommendation from PC-MEPS will be dealt with at the GCE Sub-Executive meeting scheduled for Friday December 13, 2013.

There was a dramatic increase in pulpit supply rates for ordered ministry staff from \$119.00 to \$162.00 (*See Appendix F*). **Manitou Executive requested that Erin propose a change from \$119.00 to \$121.50 when she attends the Sub-Executive meeting of GCE this Friday morning.** There was consensus that this would address concerns raised across the conference. Erin will leave this meeting to attend the GCE conference call and report back.

Mary-Jo Tracy shared that MPESI discussed the pulpit supply increase and wondered if it might be increased by the annual COLA, with a voluntary increase beyond COLA if they choose. MPESI would like to see The Permanent Committee recommendation #1 (*see Appendix F*) to read:

1. The housing premium applied to the 2014 pulpit supply rate be withheld.

Their rationale is that small congregations will find the increase financially crippling.

Break

Break 3:15-3:30

Order of the Day:  
Greenbelt Presentation,  
Melody Duncanson Hales

**MOTION: 13/15 #23: Bill Rowe/Janice Brownlee  
That Executive extend corresponding membership to Melody  
Duncanson Hales. CARRIED**

Melody thanked Executive for the time today to present.

Melody shared a PowerPoint presentation on Greenbelt. This year marked the 40<sup>th</sup> anniversary of Greenbelt, where people travelled to connect with others; other churches, other denominations, others who do not attend church.

Executive thanked Melody for the opportunity to share something of the Greenbelt experience, in place of Ted Harrison, who was to present.

St. Paul's – Sudbury,  
update

The CES reported that the purchase of the St. Paul's property has fallen through. The dispersals approved at the last meeting of Executive will, obviously, be delayed until a new buyer is found. It is believed that there are other interested parties.

Stewart informed Executive that Don Harry, a trustee from the former St. Paul's congregation, has done an extraordinary job working through this process.

The President suggested that Executive send the Trustees a card on behalf of Manitou Conference Executive, letting them know that they are in our thoughts and prayers.

**There was consensus to get a card from Villa Loyola and have all of Executive sign it.**

Effective Leadership Pilot  
Project

Stewart reported that there have been no project developments since the last Executive meeting in October. Sudbury Presbytery is continuing with its plan and people are excited about "doing things differently."

MPESI expressed concern with what they perceive to be a dramatic increase in the CPM's workload. A letter was sent from MPESI to the Staff Committee, expressing this concern. MPESI hopes to develop new ways of having pastoral relations issues dealt with at the Conference level; ensuring effectiveness, efficiency and well-being of staff during this pilot.

Executive discussed how to lighten the CPM's load by perhaps training someone at the Presbytery level to lead search committees and JNAC's.

The CES and Staff Committee have reviewed the CPM's job description and believe it to still be accurate. As supervisor, it is the CES's responsibility to work with the CPM to ensure that workloads are manageable within the position description. There are certain responsibilities in the pilot project that rest at the Conference level, but need not rest solely on the Personnel Minister.

Will offered that many circles across the country are voicing concerns about the fact that the Effective Leadership Pilot Project (ELPP) and the Comprehensive Review are occurring simultaneously. The question was raised as to whether the two groups communicating with each other during this process. It is Executive's hope that learnings from the ELPP will inform the Comprehensive Review.

Break

Dinner from 5:16 p.m. – 6:30 p.m.

Neighbours Praising God  
(NPG) 2014 Update – Joy  
Galloway, Chairperson

Joy shared the NPG report with Executive, beginning with an outline of the schedule. There are many workshops being planned, including Taize, Yoga, hikes, a day trip to a healing teepee, a sabbatical panel

discussion and making dreamcatchers.

The keynote speaker will be Jonathan Zinck. The next NPG meeting will be on January 7, 2014.

#### Affirming Ministries

The CES gave a recap of the Affirming Ministry history in Manitou Conference, finishing by explaining that Executive set a task for the Conference (hosting the AGM of Affirm United/S' affirmer Ensemble) which has been met.

Executive discussed whether there might be next steps for Manitou in encouraging more Affirming Ministries. It was suggested that there needs to be more storytelling, education for congregations, and sending out Affirming Ministry FAQ's. The CES offered to investigate with Affirm United and fellow Conference Executive Secretaries to see what it has meant for Conferences and Presbyteries to become affirming, as they strive to support strong, vibrant communities of faith.

#### 2014 Budget update (approved at General Meeting 2013)

Bill Rowe reminded Executive that the 2014 Budget was approved at the General Meeting. This included motions to freeze Presbytery Assessments at \$17.00 per resident member and to reduce the Conference staff complement to 3.5, if necessary.

The Conference appears to be on budget for this year. The approved \$27,500.00 deficit anticipated for 2013 is expected to be less. Money will be taken out of unrestricted reserves to balance the books.

It was noted that the Administration area of the budget is higher than other years. This is due in part to a significant increase to staff travel expenses.

Teleconferencing has decreased several meeting costs throughout the conference and should be continued to be explored.

The \$40,000.00 disbursement from St. Paul's – Sudbury is not forthcoming until a sale of the property is completed.

Decline in membership was not as dramatic as forecast. Conference will realize \$5,000.00 more revenue in 2014 Presbytery Assessments than anticipated.

Bill shared that there is still a plan for a letter to go out early in the new year from the President encouraging congregations to consider a increase in their assessments, which would include the adherents who are not presently counted in this allocation. The Finance Committee will be asking other conferences for their method of Presbytery Assessment.

Camp Lorrain has a deficit of approximately \$12,000.00 for 2013. The Camp Lorrain Board will ensure that this will be paid off at year end from their \$25,000.00 restricted fund.

Conflict of Interest proposal                      The CES presented the Conflict of Interest proposal and asked for Executive input).

Following discussion, there was consensus that the content of the Conflict of Interest proposal is accurate and appropriate.

**MOTION: 13/15 #24: Stewart Walker/Bill Rowe  
That Executive approve the Conflict of Interest proposal as printed and that it be placed in the Manitou Conference Handbook.  
CARRIED**

*(Attached as Appendix G)*

Adjournment                                      The meeting was then adjourned for the evening at 8:06 p.m.

### FRIDAY, December 13, 2013

Prayer & Song                                      The CES lit the Christ candle and Executive sang VU # 9 *People Look East*. The President said a prayer and Executive then sang UV # 595 *We Are Pilgrims*.

Items for Reporting or Decision

Discernment Days                                MPESI held a Discernment seminar as a marketing strategy to seek out people who potentially interested in ministry; there were 3 interested candidates.

Manual Training                                    Mary-Jo Tracy indicated that there are is online training for The Manual, as well as several webinars to help people navigate The Manual. It is felt that this will offer sufficient training and additional workshops will not be conducted by MPESI.

“A Future for Camping Ministry” Task Group – mandate and terms of Reference                                      The CES shared that at the last Executive meeting he sensed that most or all felt that camping ministry is vital and should continue in some form but that the current model could not continue.

This new task group’s job will be to consider the future of camping ministry and is not just about Camp Lorrain. Rather, its focus should be on the broader delivery of camping ministry for all in Manitou Conference.

If approved, this document will go out to the network with a call for volunteers to join the task group, by submitting an Expression of Interest letter.

Will reviewed the mandate and terms of reference for the camping ministry task group. The CES suggested that there may be a staff resource and that Melody might be the appropriate person to resource

this group.

Executive agreed with the Terms of Reference. Members then offered the following observations:

- Accessibility to camp is an issue; perhaps a travelling camp would benefit Manitou (to different Presbyteries)
- Timeline – can this be extended past Sept. 2014? Yes – do not run a camp in 2015
- Sentimentality to a property may be running the camping mission; need to ask how the gospel is propagated by the mission
- Concentrated task group is a good idea; need to find dedicated people to serve who have different expertise (finance, marketing, research)
- Perhaps this group needs to investigate why kids are not attending camps in large numbers (especially asking kids who do not attend church or camps)
- There should be a youth member on the task force
- The task group should review the 2010 Feasibility Study
- Excitement about the other opportunities associated with “new ways of doing camp”

There was discussion around the number of members that might be required for such a task. Executive decided that the task group consisting of 5 people: a chair, a Camp Lorrain Board appointee and 3 other members. A staff conference resource person will support the project.

Will suggested that the Conference office receive the Expressions of Interest and then Executive will have a conference call to determine membership.

*Qualities necessary for the task group might include:*

- Expertise in finance
- Experience with report writing
- Business background
- Ability to write a business plan
- Initiate evaluation of the property in order to assess its value
- Research skills
- Objectivity
- Survey skills (to survey kids/families)

It was suggested that a guiding principle of the Task Force should be the first Conference Priority, journeying into new ways of being “camp”.

**MOTION 13/15 #25: Kathie Smith/Stewart Walker  
That Executive approve the Terms of Reference and Mandate of the  
Future for Camping Ministry Task Group. CARRIED**

*(attached as Appendix H).*

Break 10:23 a.m. to 10:40 a.m.

## **Visioning**

Conference Priorities:  
2013 - 2015 The President reviewed the Conference Priorities as set out at the  
General Meeting in June 2013.

**Priority # 1:** Journey into new ways of being church and,

**Priority # 2:** Understand and engage with the struggle for dignity and  
economic justice for our neighbours and God's Creation.

Executive discussed ways that Manitou Conference is realizing the  
Conference Priorities.

### Priority #1

- Effective Leadership Pilot Project
- Candidacy Pathway Project
- Comprehensive Review/United Futures
- Camping Task Force
- Upholding the past while striving for strong, vibrant faith communities

The President suggested that if Executive encourage congregations to participate in the Comprehensive Review and United Futures projects (by way of a bulletin insert in all churches). With all of the above, it is believed that Manitou will have engaged in the first priority.

The question was raised which congregations in Manitou were involved in the Comprehensive Review; the CES will inquire of the General Council Office (GCO).

**The GCE reps offered to do "News Bites from National," which will give congregations a short snapshot of what is occurring at the GCO. There was consensus from Executive that Erin and Janice initiate this work.**

### Priority #2

- Right Relations Home Group continuance
- Responding to disasters (Philippians, Syrian Refugees)
- Affirming Ministries
- Local, congregational outreach
- Unsettling Goods

- Idle No More

The CES will enquire from GCO if the Philippians donations are being tracked by conference.

Will encouraged Executive to make the “Unsettling Goods” campaign a priority to Manitou Conference by enquiring regularly as to how we are working on this within congregations. As resources become available, the Conference, Presbyteries and congregations need to promote it and get the information out there to those who are interested in it.

The “Something We Can Do” initiative went very well but has not continued. It was suggested that Melody connect these passionate groups together on a conference level and empower people to live out their passion. The website will be a helpful resource as we strive to be more intentional about social justice issues online. There was a suggestion to re-send the last “Something We Can Do” pieces to the network.

Looking ahead:

Executive discussed the invitation from Five Oaks for the central five Conferences to meet at Five Oaks in September 2014. Each Executive will have space and time to deal with their respective business. There will be further plenary times when the conferences will jointly consider the future of Five Oaks.

**MOTION 13/15 # 26: Mary-Jo Tracy/Janice Brownlee  
That Executive accept the invitation from Five Oaks Retreat Centre  
to host the fall Executive Meeting on September 10/11, 2014.  
CARRIED**

April 10-11, 2014 – Executive Meeting – Villa Loyola, Sudbury  
June 6-8, 2014 – NPG 2014 – “Everyone Needs a Sabbatical:  
Reboot Your Life” -Timmins, ON  
June 17, 2014 – 10:00 a.m. – Executive Conference Call  
September 10-11, 2014 – Executive Meeting – Five Oaks  
November 27-28, 2014 – Executive Meeting - location TBA

Theological Reflection

The President asked Executive to share how the meeting has helped the spirit move in them and by helping them prepare for the coming of the gift of the baby Jesus at Christmas.

Adjournment

Having completed the business before the Executive Committee, the President adjourned the meeting at 12:07 p.m.

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President, Maxine McVey

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Recording Secretary, Susan Whitehead

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Executive Secretary, Rev. Will Kunder

## Appendix A

### Correspondence Log – Manitou Conference Executive – December 12-13, 2013

	<i>To/From</i>	<i>Dated</i>	<i>Regarding</i>	<i>Recom'd Action</i>
1	Manitou Conference/City of North Bay	October 11, 2013	Drinking Water Test Results	For Information
2	Manitou Conference/Mission Support Grant Committee	November 6, 2013	Minutes of Meeting, November 6, 2013	For Information
3	Mel Key/Joe Ramsey, Manager – Ministry Personnel Policies and Programs, UCC	November 13, 2013	2014 Minimum Salary and Allowances Scale	For Information
4	Nancy Potvin, Executive Director – North Bay Indian Friendship Centre/Will Kunder	November 14, 2013	Thank You Card – Donation to Strings Across the Sky Program	For Information
5	Executive of the General Council/Manitou Conference	November 16, 2013	GCE Motion – 2014 Pulpit Supply Rates	Agenda
6	Melissa Connor/Executive Secretaries, UCC	November 20, 2013	Meeting of the Board of Directors, Five Oaks Education Centre	Agenda
7	Nora Sanders - General Secretary, UCC	November 21, 2013	Ruling – 10 – 002	For Information
8	Judy Amsbury, Affirm United/S'affirmer Ensemble/Susan Whitehead	December 1, 2013	Affirm Conference Financial Wrap-up	For Information
9	Members of Sub-Executive of the General Council/Susan Sigal	December 11, 2013	Conference Call re: Proposal for Pulpit Supply Rates	Agenda
10	John Bird – GCO Right Relations Program Coordinator	December 11, 2013	Update on Conference Home Groups	Agenda

## Appendix B

### Right Relations Home Group Report to Manitou Conference Executive December 12, 2013

#### *Report from Teresa Jones*

Excerpt from Living into Right Relations Home Groups National Update December 2013

Minutes for Right Relations. We will continue to produce these in 2014, on a bi-monthly basis. We would like feedback on how and if, they are being used.

Susan Lindquist's presentation has been made in Spirit Dancing and North Bay Presbyteries. We hope that Susan will be able to present in Sudbury this Spring, but need funding. Will is going to ensure that an application is submitted to the National Church in good time.

The Memory Project. This project, which is in collaboration with MILC and Huntington University, is progressing. Huntington has committed \$5,000.00 to the project. Hoi Cheu, Laurentian Film School Director, has already interviewed Elizabeth Frazer, Donna Sinclair and Stewart Bell and has obtained DVDs of interviews conducted by John Bird. Maxine McVey and Tina Hansen will be interviewed in the New Year. Hoi has also met an NFB producer who has shown an interest in the project, but it is much too early to know if anything will come of that.

#### **Reporting from the last meeting of the national UCC Living into Right Relations (LIRR) Task Group held November 8-10, 2013 in Winnipeg – Teresa Jones**

The final meeting of the national LIRR task group included a few other persons such as representatives from the Conference Home Groups. I attended on behalf of Manitou. (At the time of the national gathering in Pinawa, MB., held 5 years ago, when the international journey of "living into right relations" began, Home Groups were established in each Conference.)

The meeting in November focused on going forward and how to do that, when the UCC structure & funding for the future is uncertain at this time. There was great concern that this is "a journey just begun." I shared that the MTU RRHG has already been re-mandated by the Conference for another 4 years. There was appreciation and recognition shown for the right relations work of our Conference over the past 5 years, and for our on-going commitment for the future.

Five themes were identified at the meeting, as we go forward: youth, healing, advocacy & justice, education & resources, and community sharing & tending to the network.

In relation to education & resources, I called for a resource that would further our work especially with congregations and presbyteries, in the recognition of treaty as covenant, leading to the recognition of

## Appendix B Cont'd

traditional territory. (You will remember that we were the Conference that wrote the Proposal asking that all courts of our Church recognize traditional territory when meeting.) I also suggested collaborating with organizations like the Union of Ontario Indians (UOI) who have published, WE ARE ALL TREATY PEOPLE, and now, NATION TO NATION. It may be possible to partner with the UOI or organizations like them, to make use of their already existing publications, and prepare an accompanying study guide appropriate to UCC congregations.

At present, within the national UCC structure is the Aboriginal Ministries Council, who work toward a vision of spiritual healing, stewardship, and economic well-being that creates capacity for strong and vibrant ministry leadership in Aboriginal communities and the whole church. The other grouping is the Committee on Indigenous Justice & Residential Schools (CIJRS). They were formally the Residential Schools Steering Committee but have been renamed and re-mandated to broaden their focus in seeking justice for Aboriginal people. We received assurance from Maggie McLeod & Jamie Scott, who staff these respective groupings, that they will try to support the work we are doing in the Conferences although in the future, they may be somewhat compromised in their capacity to do this, depending on funding cuts.

There was considerable discussion at the LIRR meeting about the Truth & Reconciliation Commission. The LIRR journey was initiated, in part, to parallel the time-line and focus of the TRC. As you may know, the Truth & Reconciliation Commission work has been extended by the Federal Government to June 30, 2015. However, the final national hearing will be March 27-30, 2014 in Edmonton. (As an aside, another excellent resource that has been produced by the UOI is "Little Butterfly Girl," an Indian Residential School story, as well as 3 accompanying booklets on topics like the psychology and intergenerational impact of the IRS. They are available free of charge from the UOI. I was able to share these at the national LIRR meeting.)

A lot of the discussion at the meeting focused on healing – but not just on the healing for Aboriginal persons but on the healing of non-native persons, too, on our relationship with one another, and our relationship as a human race with Mother Earth. Rt. Rev Stan McKay was quoted many times at the meeting. He has said, that as Aboriginal people, "We are not looking for partners, we are looking for relatives." In the healing journey, the journey of living into right relations, it is about "all my relations". So, on we go in this hope and towards this vision. Amen.

## Appendix C

### Conference Executive Secretary Accountability Report to Conference Executive December 12-13, 2013

It's good to be with you as we gather in the middle of Advent. Thanks, as always for your commitment to the work of the Conference, even in such a busy season! As we come together for this meeting, I am reminded of words by Ann Weems, from her collection, Kneeling in Bethlehem:

Mary, Nazareth girl:

What did you know of ethereal beings with messages from God?

What did you know of men when you found yourself with child?

What did you know of babies, you, barely out of childhood yourself?

God-chosen girl:

What did you know of God that brought you to this stable blessed among women?

Could it be that you had been ready waiting, listening, for the footsteps of an angel?

Could it be there are messages for us if we have the faith to listen?

Could it be that there are messages for us, if we have the faith to listen?

Your staff have been actively involved in each of the Presbyteries since we last met. I've brought the monthly office calendar sheets showing the variety of staff engagement for the past 3 months.

In summary, you will see that conference staff were onsite in Presbyteries:

Sudbury Presbytery: 28 visits/mtgs/events

Spirit Dancing Presbytery: 8

North Bay Presbytery: 20

Activities included a good deal of pastoral relations/JNAC work; meetings of Corporations, Presbytery Executive, worship services, pastoral care and educational events.

Matters concerning the entire conference – or wider church - resulted in participation in a further 13 events:

MPESI, Staff, and Finance Committee meetings; Grand River Bookstore AGM; AFFIRM United conference debrief; Executive conference call; General Council Executive (included Susan's participation as admin support); Conference Personnel Ministers' gathering; Camp Lorrain Board; Courage to Lead retreat; and planning for future Comprehensive Review Task Group work in each of the Presbyteries.

The colour-coded calendar pages show who was involved – and where.

These are both interesting and challenging times in the life of our Conference and the denomination. Work is proceeding with the Comprehensive Review and we continue to be reminded that everything about our life as The United Church of Canada is being reviewed and evaluated. The only “given” is that we are likely to be a very different church based on recommendations that are anticipated for the 2015 meeting of General Council!

We can expect preliminary observations early in the New Year and all Presbyteries will be asked to set aside 2 hours for a discussion about the Task Group’s suggestions between February and June, 2014.

Respectfully,

Will Kunder

## **Appendix D**

### **Conference President Accountability Report to Conference Executive December 12-13, 2013**

As your Conference President:

- I have presided at a conference call held November 13, 2013 to address concerns arising from MPESI letter re: new salary proposals from the National Church. As a result of the conference call, a letter was sent to Nora Sanders regarding the need to take another look at the proposal for 2014 from the Manitou Conference Executive
- I have lead worship at the two points in the Nickel District Pastoral Charge raising awareness about our structure including the Mission and Service Fund
- Since the invitation went out to the Conference, I have received four invitations to lead worship; one from Teresa Jones in North Bay, one in Chapleau, one in Massey and one at St. Peter's in Sudbury, in the new year.
- As Conference President, I took part in a National Day of Remembrance on Violence Against Women held at Lyons Memorial United Church on Friday December 6, 2013
- I am working with the transition team and the interim minister at Mindemoya Pastoral Charge; seeking new ways of being church

*Respectfully submitted,*

*Maxine McVey*

## Appendix E

# Meeting of the Executive of the General Council

November 16-18, 2013

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### *Opening Worship and Welcome*

Worship began with prayer and a sung version of the Creed. Executive members who took part in August in the Moderator's pilgrimage to the Greenbelt Festival (<http://www.greenbelt.org.uk/>) led worship, and invited those in attendance to watch a "Poem of Welcome" about this festival of faith, arts, and justice:

<http://www.greenbelt.org.uk/media/video/15764-padraig-o-tuama/>. The Executive reflected on the call in Deuteronomy 30:19 to "choose life."

Moderator Gary Paterson welcomed members of the Executive and noted that he has now spent a year as Moderator and feels he is among friends. He noted that several members had sent regrets to the meeting due to health and other concerns, and acknowledged that Montreal & Ottawa Conference Executive Secretary Rosemary Lambie is in the Philippines, as that country copes with the aftermath of Typhoon Haiyan. The Moderator asked Executive members to hold all these people and places in prayer.

### *Table Group Check-In*

Members spent time checking in with each other in their table groups, and considered the question, "What are signs of life in your congregation, presbytery, Conference, and home?"

### *Comprehensive Review Task Group*

Cathy Hamilton, chair of the Comprehensive Review Task Group, offered an update on the task group's work, shared some of the task group's preliminary thinking, and sought feedback as the task group prepares to share preliminary concepts more broadly with the church in the new year. She also encouraged members of the Executive to sign up at [www.unitedfuture.ca](http://www.unitedfuture.ca), a new online platform where people across the church, around the edges of the church, and outside the church can have conversations about their hopes, fears, dreams, and vision for The United Church of Canada.

### *Second Sitting of the 41st General Council*

The Moderator welcomed commissioners to a special second sitting of the 41st General Council using electronic means to connect people at a distance, the first time in the history of the church that such a session has been convened. The sitting was called to consider three small items of business required to move forward the directions the Council gave when it met in August 2012 in Ottawa. It also provided an opportunity to test a new way of gathering the General Council, with a total of 179 commissioners participating—43 in person, 113 by videoconference, and 23 by telephone.

The Moderator led the Council in worship and communion. He told the Council that he hoped this would not be the last time it gathers in new ways to do business, and invited grace from all present as the court experiments with different ways of gathering.

The Council authorized a Category 2 remit for SK3 (Ordination/Commissioning Dependent Upon Settlement or Call Only). It also approved Category 2 remits for two remits it had previously authorized: TOR4

(Election of General Council Commissioners – President-Elect /Leading Elder) and TOR5 – Election of General Council Commissioners Designated Lay Ministers Section 423(a)i. of The Manual.

### *Becoming Affirming*

Bruce Hutchinson of Affirm United introduced the Executive to a minister who shared her experience of working in ministry as an “out” lesbian. Bruce then asked members to consider their responses to her experiences and asked where they have noticed or experienced assumptions or behaviours that have resulted in exclusion. This discussion was part of the Executive’s response to the direction from General Council to take part in an educational process related to affirming ministries.

### *World Council of Churches*

Staff reported on the 10th assembly of the World Council of Churches in Busan, South Korea. About 30 United Church people attended the assembly, which had as its theme, “God of life, lead us to justice and peace.”

Miriam Spies, a candidate for ministry currently studying at Emmanuel College, was elected to the central committee of the World Council of Churches, and by virtue of that appointment has become a member of the Executive.

### *Loan Guarantee*

The Executive approved a \$1.1 million loan guarantee for a construction loan arrangement on behalf of Riverbend United Church in Edmonton. Erik Mathiesen, Executive Officer, Finance, explained that increasingly, banks don’t want to lend to churches without loan guarantees, and the financial strength of The United Church of Canada is being asked to help local ministries obtain financing. These arrangements are seen as low-risk. The United Church of Canada has a policy of holding a maximum of \$9 million in loan guarantees at any one time. This guarantee to Riverbend will bring the total loans guaranteed by The United Church of Canada to about \$2.4 million.

### *Elected Member Structure*

The Executive approved the expansion of the Permanent Committee on Programs for Mission and Ministry from 15 to 28 members.

This expanded Permanent Committee will do the work that until now has been carried out by the Permanent Committee and two “unit-wide committees” that worked under it and paralleled the work of two separate staff units. After the former Partners in Mission and Communities in Ministry staff units were combined last spring, elected members met and recommended that the unit-wide committees be disbanded and a larger Permanent Committee be created. The membership of the Permanent Committee was expanded to ensure effective engagement of elected members with the work of the new Church in Mission Unit and maintain a diversity of voices.

As part of its decision, the Executive ended all current appointments to the Permanent Committee and asked the Nominations Committee to appoint a new Permanent Committee, with the membership drawn to the extent possible from the former Permanent Committee and the two former unit-wide committees.

### *Socially Responsible Investment*

The Executive received the report of the Socially Responsible Investment and Resource Extraction Task Group and directed that its recommendations be implemented as possible within existing resources.

The recommendations include:

- Creating and ensuring resources for the continuing work of a responsible investment body, to be known as the Responsible Investment Reference Group.
- Acceding to the United Nations Principles for Responsible Investment.
- Expressly pursuing responsible investment, both in the making of investments across courts and funds of the Church itself, and in public witness and action in partnership organizations including KAIROS and the Shareholder Association for Research and Education.
- Developing capacity in The United Church of Canada Foundation to offer investment policy-making advice and support to investors across the United Church, including congregations and the courts of the church.

To read all of the task group's recommendations, please see pages 80-84 of the workbook at

<http://www.united-church.ca/general-council/gce/2013>.

*Guiding Principles—42nd General Council*

The Executive approved the guiding principles for the 42nd General Council, which will be held in Corner Brook, Newfoundland and Labrador, in August 2015. To read the principles, please see pages 86-87 in the workbook.

*Celebrating the 50th Anniversary of Union with the Evangelical United Brethren Church*

The Executive directed that appropriate plans be made to celebrate the 50<sup>th</sup> anniversary in 2018 of the union of The United Church of Canada and the Evangelical United Brethren, including sharing the history of this faith community and its journey to unite with The United Church of Canada. It also directed that The Manual be updated to highlight this union more fully and include the symbol of the Evangelical United Brethren. After consultation, the Executive decided not to amend the United Church crest to include the symbol of the Evangelical United Brethren.

*Youth Forum at the 42nd General Council*

The Executive approved a new model for Youth Forum that will:

- Engage youth with the policies, ethos, theology, polity, and processes of The United Church of Canada
- Honour the importance of seeking as much youth input as possible in the Comprehensive Review
- Take into account the fiscal reality of the church

In this new model, five youth delegates, aged 15 to 18, will be elected by each Conference to attend Youth Forum, a weekend event in January or February 2015. During Youth Forum, delegates will engage in experiential learning activities to help them become more aware of the current structure of the church, how policies and proposals are developed and submitted, and how decisions are made by the General Council. They will also reflect deeply on the report of the Comprehensive Review Task Group.

Youth Forum will also elect 13 youth (one from each Conference), and an additional 13 alternates, and recommend them to Conferences for election as commissioners to the General Council. These nominations will be ratified by Conferences with the expectation that each Conference will hold one youth spot vacant for the Youth Forum nominee. (This is not intended to limit the number of young commissioners that Conferences can select and it is open to them to send more.)

During summer 2015, the 13 youth commissioners, along with two young adult leaders, will be employed by the General Council to make a pilgrimage across the country to United Church youth events, gatherings, and

camps to listen to the dreams and needs of young people. They will then serve as commissioners at the 42nd General Council in August 2015.

The Executive directed the General Secretary and the Youth Forum Working Group to explore whether funding could be found to support a larger number of youth to participate.

### *Adoption Task Group*

The Executive received the report of the Adoption Task Group, which examined concerns raised about adoption practices in United Church-run maternity homes from the 1940s to 1980s. The Executive directed the Theology Inter-Church Inter-Faith Committee to devise a position paper regarding adoption and create a United Church of Canada statement on adoption.

Recognizing the pain and hurt experienced by some due to adoptive practices in this era, the Executive also directed the General Secretary to take a number of other steps, including:

- Developing liturgical resources.
- Inviting faith communities to offer services of healing and reconciliation for pain and loss suffered through adoption practices.
- Encouraging faith communities to provide opportunities for mothers, fathers and others affected by adoption practices to tell their stories to members and leaders of faith communities, with adequate counselling support available onsite.
- Providing online resources on the United Church website directing individuals to appropriate organizations, groups, and resources that offer counselling and family reconciliation services as well as healing for those who have experienced pain through adoption practices and policies.
- Continuing to use and monitor the “My Story” inbox ([mystory@united-church.ca](mailto:mystory@united-church.ca)) as a way for those affected by adoption to tell their stories and receive a response.
- Continuing to work with colleagues from other denominations that operated maternity homes to determine joint actions, where possible.
- Conducting further research regarding the implications and efficacy of:
  - A call for the retroactive opening of adoption records in all provinces and territories in collaboration with partners.
  - An apology to those adversely affected by historic adoption practices, and the role maternity homes operated by the United Church of Canada played in carrying out these practices
  - A call for a nationwide public inquiry into historic and present adoption practices.

The Executive also directed that an archival research report on historical adoption practices in United Church maternity homes and accounts of former residents of United Church maternity homes be made public. This material is available at <http://www.united-church.ca/communications/news/general/131122>.

### *Consultation on Disabilities*

The Executive received the report of the United Church’s consultation on disabilities, *Gathering Together: Toward a Culture of Mutuality and Full Participation for Persons with Disabilities and Their Allies*.

The Executive invited the Theology and Inter-Church Inter-Faith Committee to engage the church in an exploration of a theology of disability, and directed the General Secretary to implement, as far as possible within existing resources, processes to further support students and candidates with disabilities, support for congregations whose ministry personnel develop a disability, and a concrete plan to make the current General Council Office an accessible space. The Executive requested an update on the implementation of these steps at its May 2014 meeting.

*Cost-of-Living Increase for General Council Office and Conference Staff*

The Executive took no action on a proposal that would have varied the existing policy for setting cost-of-living increases for General Council Office and Conference staff for the 2014 budget year by setting a cost-of-living increase of 0.75 percent. As a result, General Council Office and Conference staff will receive a cost-of-living increase of 1.5 percent as of Jan. 1, 2014, as per current policy.

## Appendix F

**Title:** Pulpit / Weekend Supply Rates

**Origin:** Permanent Committee on Ministry and Employment Policies and Services

**Proposal:**

The Permanent Committee recommends that the Sub-Executive approve the following:

1. the housing premium applied to the 2014 pulpit supply rate be withheld until the introduction of the comprehensive salary;
2. that the distinction among ministry personnel status be removed from the rate and;
3. that the rate be expressed as a per diem with commentary noting that it is based on cash portion (base minimum salary) of Category F order of ministry and clearly noting need to identify in advance the number of hours that will be required by the ministry unit.

### Background

The Permanent Committee on Ministry and Employment Policies presented a proposal to the Executive of the General Council in November 2013. The following conferences raised concerns about this proposal: Manitou, Saskatchewan, Manitoba and Northwestern Ontario and Bay of Quinte. The Executive of General Council referred the proposal back to the Permanent Committee on Ministry and Employment Policies and Services for further work. The Permanent Committee met on December 6<sup>th</sup>, 2013 to discuss the options and create a recommendation for consideration by the Sub-Executive of the General Council.

Below is the draft text of the new “Weekend Supply and Worship Leadership and Preaching” policy which would come into effect if the recommendation of the Permanent Committee is adopted by the Sub-Executive of the General Council:

### **Weekend Supply, and Worship Leadership and Preaching**

The purpose of weekend supply and worship leadership and preaching is for ministry personnel to offer pastoral care and worship leadership to ministry units where the incumbent ministry personnel is on vacation, study leave, or other short-term leave. Weekend supply and worship leadership and preaching are meant to cover only one or two Sundays at a time.

Minimum remuneration is to be based on the daily (per diem) rate below. The per diem expresses a rate for an 8 hour day. The number of hours required should be discussed ahead of time and the honorarium prorated based on the hours required -- it could be 7 hours or 10, 16 or 14, but it must not be less than 6 hours. The published rate is for ministry personnel. The General Council does not have authority to establish remuneration rates for lay people who are not ministry personnel. However, in many places it has been the practice to extend the same honoraria paid to ministers to lay people.

**\$162** per day Calculation: cash portion of Category F Ordered Ministry annual salary (\$42,018) divide by 52 weeks, divide by 5 days (full-time hours = 40, daily hours = 8).

At this per diem rate the minimum honoraria for 6 hours of pulpit supply for one service would be \$121.50 and the minimum honoraria for 12 hours of weekend supply would be \$243.

In addition, applicable reimbursements for travel and incidental expenses (i.e., meal allowance and accommodation as necessary) are to be paid.

## **Appendix G**

### **Conflict of Interest Policy for Manitou Conference**

This policy is adapted from a General Council governance policy (1.03).

#### **Purpose Statement**

Members of the Conference Executive and others appointed by the Executive, or elected at a Manitou Conference General Meeting to any position, owe a duty of undivided loyalty to The United Church of Canada as represented by the Conference. Individuals must not put themselves in a position where their own interest may conflict with their duty to act in the best interest of The United Church of Canada and, more specifically, the Conference.

#### General

1. Definition: "Member" is defined as a person serving on the Conference Executive or appointed by the Executive/Conference to serve on any Conference committee or task group. "Body" is defined as the Executive, committees, task groups, etc.
2. A conflict of interest may be monetary or non-monetary:
  - a) A monetary conflict arises when a member is considering a Decision that may have a monetary effect, either positive or negative, on that member of the Body or a person close to that member, i.e. a relative or friend.
  - b) A non-monetary conflict arises in any circumstance where a member is constrained in any way from acting in the best interest of the United Church and, more specifically, the Conference. That could occur when a member or a person close to that member stands to gain a benefit in some non-monetary way from a Decision the Body is considering.
3. Members must avoid situations where their duty to the United Church and, more specifically, the Conference is in a conflict with a duty they owe to another organization or another part of the United Church. That could happen when a members serves as an employee, contractor, or in an elected leadership role.

#### **Responsibilities**

1. Members must not participate in any Decision which could result in direct or indirect benefit to them.
2. Members must not give preferential treatment to relatives or friends or any other organization in which they have an interest.

3. Members must not benefit from the use of information acquired during the course of their participation on that Body, if that information is not generally available to the wider church.
4. Members must not accept or offer, or agree to accept from a person who has dealings with that Body, any reward, advantage or benefit or any kind, either directly or indirectly.
5. Members must not place themselves in a position where they are under obligation to another person who might benefit from special consideration or favour, or who might seek preferential treatment.

### ***Exceptions***

6. There are exceptions to situations that might otherwise be considered a conflict of interest
  - (6.1) Monetary conflicts – A monetary conflict arises where the Executive is considering a decision that may have a monetary effect, either positive or negative, on a member of the Governance Body or a person close to the member (relative or friend). It is not a conflict of interest, if, in the opinion of the Governance Body, the member's monetary interest is substantially the same as the monetary interest of all other members of the Governance Body.
  - (6.2) Non-monetary conflicts – A non-monetary conflict arises in any circumstance where a member of the Governance Body is constrained in any way from acting in the best interests of the United Church. That could occur where a member of the Governance Body or person close to the member stands to gain a benefit in some non-monetary way from a decision that the Governance Body is considering (e.g. appointment to a particular elected position). It is not a conflict of interest if, in the opinion of the Governance Body, the member's conflict is so remote that it is not likely to affect the member's decision.
  - (6.3) Conflicts regarding Presbytery representation: The Conference Executive has been structured intentionally to include Presbytery representation. A Presbytery rep to the Conference Executive brings the perspective of their Presbytery. It is not a conflict of interest for such a representative to participate when the Executive is considering a Decision that affects the particular Presbytery with the exception of the Executive considering a Decision to enact Section 2.2.2 of *The Manual* in a case where "the functioning of a Presbytery is ineffectual or the Presbytery fails to take appropriate action", or where the Presbytery is requesting an action to be taken by Conference on its behalf.
  - (6.4) Waiver of conflicts – In waiving the conflict, the Body must ensure that its Decision will not negatively impact on the transparency and integrity of the Body's Decision-making.

### ***Practice***

7. *Knowledge/awareness of conflicts* – Members must be constantly aware of the need to avoid situations that might result in a conflict of interest. Orientation and education of members is important.

8. *Identifying conflicts* – Members must consider whether any particular item of business presents a conflict of interest for them. If unsure, the member may seek advice in discerning whether a conflict exists.
9. *Disclosing conflicts* – A member informs the Body of the conflict at the earliest opportunity once the member becomes aware of the conflict.
10. *Refrain from all participation* – If the members stands to benefit from a Decision as described in paragraph #2 above, or is in a conflict as described in paragraph #3, above, the member shall refrain from all participation except to answer any questions for clarification that might be possible because of having information which the Body requires to make an informed Decision. When any questions have been asked, the member shall then leave the room while further discussion continues, and shall abstain from the actual vote.
11. *Refrain from voting (but not discussion)* – The conflict of interest may involve a situation where the member's duty to the Body is in conflict with the duty the member owes to another body. In such case, the member may participate in the Governance Body's discussions on any matters to which the conflict of interest relates. The member must, however, abstain from the actual vote.
12. *Responsibility of other members* – If the member fails to notice, or to declare, a conflict of interest, any other member may raise the matter. Once the issue has been raised, the member with the conflict of interest will acknowledge the conflict and withdraw from participation and/or voting.
13. *Decision by Body* – If a dispute about conflict of interest continues, the chair of the meeting shall call for a vote on whether the member is considered to be in a conflict of interest.
14. *Documenting* – The minutes of the meeting shall record all actions regarding conflict of interest.

## Appendix H

### A Future for Camping Ministry in Manitou Conference (Proposal to October 2013 Meeting of Conference Executive)

#### Composition of Camping Ministry Task Group

A chair + \_\_\_\_ members, one of whom will be recruited from the current Camp Lorrain Board of Directors, and one member from the Conference Executive.

#### Terms of Reference

The Camping Ministry Task Group will:

1. do a thorough investigation and assessment of the camping ministry and property under the supervision of Manitou Conference;
2. prepare a mission plan for the financially sustainable future of a quality camping ministry in Manitou Conference;
3. after the adoption of the plan (or an amended version), implement the plan.

#### Background

Manitou Conference has one camp presently in operation within its bounds.

The Camp Lorrain Corporation has an accountability relationship to Manitou Conference. This accountability was accepted and transferred at the 2007 Conference General Meeting, when the former Temiskaming Presbytery discerned itself unable to continue such oversight due to declining human resources.

Upon recommendation from Conference Executive, the 2013 General Meeting of Manitou Conference confirmed a commitment to camping ministry and an interest in assuring that the Camp Lorrain asset be used effectively to enhance the mission of Manitou Conference. This was demonstrated in the following motion:

Motion #2013-16

*That in the event that Camp Lorrain is not able to demonstrate reasonable financial viability for the 2013 camping season, authority be given to explore divesting Conference of the Camp Lorrain property and direct the assets to future camping initiatives, prior to the next General Meeting.*

*Carried (with 7 opposed and 2 abstentions)*

At the October 2013 meeting of Conference Executive, the decision was made to approve Camp Lorrain board's proposal for a reduced 2014 camping season and the following further action was taken:

### Motion 13-15 #12

*That Executive direct the Conference Executive Secretary to establish a Camping Ministry Task Force and to bring the proposed mandate to the December 2013 meeting.*

*Carried*

Although Camp Lorrain is unique and finds itself in a different situation from other camps across The United Church of Canada, it shares a common sense of dis-ease. Insurance costs have risen dramatically. Buildings in general are being well-maintained in spite of other efforts to save money. Safety, health, and water regulations are placing increased burden on finances and managerial expertise. Camping fees have been kept as affordable as possible in order to assure accessibility to campers, resulting in difficult financial situations, including an accumulating debt.

Concern has been expressed over the high percentage of the annual Conference Mission Support Grant allocated to Camp Lorrain.

At the same time, it is believed that Camp Lorrain sits on potentially valuable property.

Like many other church ministries, including congregations, our camping ministry is land-rich and cash poor.

For the past two decades discussions have been held about the future of church camping in Manitou Conference. These have resulted in some improvements in camp programming. No significant actions have been taken, however, which have allowed our camping ministry to develop the infrastructure and financial stability necessary to produce a sustainable, quality camping ministry.

Deciding to take such actions is difficult because of the strong passions around this ministry by supporters of Camp Lorrain, as well as by the conflict between strongly held values about land, property, nature, and the type of community camping provides. The will necessary to make tough decisions in the face of such conflict has been absent in the recent past. The circumstances facing camps named above have now brought about a willingness to take actions which have proved difficult to take in the past.

### **Mission and Goals**

#### Mission:

- to have a financially sustainable, high quality camping program in Manitou Conference.

#### Goals:

1. to be clear about the shared mission of camping ministry within Manitou Conference;
2. to be clear about the role Camp Lorrain will play in the provision of camping ministry;
3. to take the best advantage of valuable property in order to provide financial security,

quality capital infrastructure, and ongoing staff support for a camping ministry based on the Values below.

Values: The outcomes of this work will reflect the following Values:

1. Mission-Orientation

Church camping ministry will reflect the broader mission of the church as identified by Manitou Conference.

2. Excellence

God has richly blessed Manitou Conference. In response, we offer our best: our skills, resources, and dedication. Our camping ministry will be characterized by quality in programming, facilities, and values.

3. Accessibility

Camping ministry will be as physically and financially accessible as possible to the whole of Manitou Conference.

4. Longevity

Camping ministries will be planned and structured in such a way as to ensure that they have a long range future.

**Timelines**

Phase One (December 2013-January 2014)

- Recruit task group members from expressions of interest.

Phase Two (January – June 2014):

- Task group plans and carries out the investigation and assessment, in consultation with Camp Lorrain, the Executive Secretary, appropriate Conference committees and presbyteries and other interested parties. A verbal report will be presented to Conference Executive at its April 2014 meeting.

Phase Three

- Final written report will be made submitted to the Executive Secretary by September, 2014 containing a mission plan for church camping in Manitou Conference.

The plan shall include:

- clear mission for church camping in Manitou Conference;
- proposal(s) for the use of the land assets of Camp Lorrain to provide financial assets for the further implementation of the plan;
- plan for the use of the camp property;
- plan for the continuing staff support and other support for church camping in Manitou Conference.