

THE UNITED CHURCH OF CANADA
REGIONAL COUNCIL 15
REGIONAL COUNCIL EXECUTIVE
June 10, 2021 at 6:00pm via video conference

RC1

ATTENDANCE

Attendance

Anne Cameron, Alicia Cox, Derek Elsworth, Peter Hardy, April Hart, Deborah Hawkins, Shannon MacLean, Faith March-MacCuish, Max Martin, Jane McDonald, Donald Morrison, Janet Sollows, Sandra Tomsons.

WELCOME AND OPENING PRAYER

Welcome and
Opening Prayer

Jane McDonald, the newly installed President, welcomed the Executive to the meeting. Special welcome was extended to new members Derek Elsworth and Sandra Tomsons. The President opened the meeting with prayer.

QUORUM AND CONSTITUTION OF THE COUNCIL

Quorum and
Constitution of
the Council

The President, Jane McDonald, noted that a quorum was present and constituted the council in the name of Jesus Christ, the head of the church, for all the business that shall properly come before it.

ACKNOWLEDGING THE LAND

Acknowledging
the Land

Jane McDonald, President, acknowledged, with prayer, the respect for all peoples of this land as we live out the apology, and move toward becoming the community that God calls us to be together.

AGENDA

Agenda

The President noted that the agenda has been circulated, and asked that one piece of correspondence be added.

MINUTES

Minutes

Two errors were noted in the March 4, 2021 minutes, as follows:

1. RC69 *the chair noted that that...*the second that should be deleted
2. RC69 UCW Anniversary should be July, 2022

MOTION: (Donnie Morrison/Shannon MacLean)

That the minutes of the March 4, 2021 and May 20, 2021 meetings of the Executive be adopted as amended.

CARRIED

BUSINESS ARISING

Business
Arising

Regional Representatives

Faith March-MacCuish presented the updated document for lay members elected to Regional Council, as prepared by Catherine MacDonald. The Executive discussed the communication piece between the regional council and the community of faith, and also the definition of a community of faith. The Executive agreed to continue work with this document to further clarify the topics discussed. Faith March-MacCuish will add pieces from the new member orientation.

Regional
Representatives

HALO Report

No decision has been made with respect to this report. The Executive recommend waiting to see the results of the report prepared for First Dawn Eastern Edge Regional Council before making any further decisions.

HALO
Report

Anti-Racism Statement for the Region

The Anti-Racism Network is preparing this for the region. The Executive will continue to bring this item forward on the agenda.

Anti-Racism
Statement

Proposal 5**Proposal 5 – Education Piece**

Donnie Morrison agreed to check with Justice, Mission and Outreach for an update on this work.

Strategic Plan Implementation**Strategic Plan Implementation**

The Strategic Plan was approved at the annual meeting in May. The Executive are now asked to work on the implementation of the approved plan. The Executive Minister has spoken with the Strategic Planning Committee, and suggests forwarding the Strategic Plan to all communities of faith to discern how this plan fits within their current mandates. In addition, the divisions and committees of the region need to assess their work and focus on the items which are now highlighted as pillars of the strategic plan. *With this lens, what does this mean for your work?* It was also noted that the General Council will also be presenting a strategic plan for the United Church. The Executive agreed to send the information to divisions, committees, staff and communities of faith, with time to review their focus, and report to the Executive in the fall.

Proposals Update**Proposals Update**

The President reported that the proposal regarding maternity and parental leave has been forwarded to the General Council Office for GC44. The Executive Minister reported that the proposal regarding Climate Justice is left with the committee and recommendations and information will come to the next annual meeting.

Correspondence**CORRESPONDENCE**Church Extension Board

1. **Church Extension Board Halifax** – This matter will be discussed under reports.
2. **Tatamagouche Centre** – a letter was received from Robyn Brown-Hewitt regarding Tatamagouche Centre. The President recommends inviting the Executive Director of the Centre to speak to the September meeting of the Executive regarding possible areas of collaboration.

Tatamagouche Centre**REPORTS**Reports**PRESIDENT**President

The President reported that she looks forward to engaging in the work of the region, and welcomes the opportunity to attend some division meetings to be better involved with this work.

Executive Minister**EXECUTIVE MINISTER**

The Executive Minister reported on her recent work with the Annual Meetings for the three eastern regions. The meetings have all been completed, and now the focus is on completing the work that has come out of the annual meetings, such as the minutes, proposals and follow-up executive meetings.

Finance and Administration**FINANCE AND ADMINISTRATION** – Appendix A

April Hart, new chair of the Division, presented the report, included in the appendix.

Property Committee**Property Committee****MOTION:** (April Hart/Anne Cameron)

That the threshold for permission for property repair be moved to over \$10,000 (ten thousand) from \$5,000 (five thousand); and major renovations threshold be changed to over \$5,000 (five thousand) or 15% (fifteen) of the church operating budget.

CARRIED

MOTION: (April Hart/Peter Hardy)

That the allocation formula for property sale from congregations who disband be changed to include the *Regional Council Property Fund* under the 30% (thirty) allocation of funds from a sale.

CARRIED

MOTION: (April Hart/Alicia Cox)

That the allocation formula for proceeds from the sale of surplus property held by the region be updated to include the *Regional Council Property Fund* under the 30% (thirty) allocation of funds.

CARRIED

Incorporated Ministries

Incorporated
Ministries

MOTION: (April Hart/Peter Hardy)

That the Memorandum of Association and by-laws for Brunswick Street Mission be approved.

CARRIED

MOTION: (April Hart/Anne Cameron)

That the Memorandum of Association and by-laws of the Halifax Church Extension Board be approved.

CARRIED

MOTION: (Sandra Tomsons/Derek Elsworth)

That Regional Council 15 Executive approves that the Treasurer, Ron Cochrane of the Halifax Church Extension Board, be named a member, in the event that all necessary approvals to the by-laws are not in place by July 1, 2021.

CARRIED

REGIONAL SERVICES AND SUPPORT – Appendix B

Regional
Services and
Support

Donnie Morrison presented the report of the division, included in the appendix. The chair highlighted that Faith Formation and Leadership Development prepared a worship service for use by the region during the annual meeting. In addition, the chair noted that focus groups are being held to re-vision the youth and intermediates at regional council. Work continues on the communications newsletter, with some training pieces now taking place.

NOMINATIONS

Nominations

Alicia Cox presented the report of the committee. The chair thanked the Executive for their support updating the reports and during the annual meeting. The chair also noted that, moving forward, all gender titles will be removed from the report in an effort to recognize and support that gender is a wide spectrum.

MINISTRY RESOURCES – Appendix C

Ministry
Resources

Anne Cameron presented the report of the division, included in the appendix. The chair also presented the updated Licensed Lay Worship Leader Policy for Regional Council 15.

MOTION: (Anne Cameron/Shannon MacLean)

That the Regional Council 15 Licensed Lay Worship Leader Policy be accepted as presented.

Licensed Lay
Worship
Leader Policy

CARRIED

Janet Sollows and Sandra Tomsons abstained from the vote.

Staff Support
Committee**STAFF SUPPORT COMMITTEE**

Derek Elsworth reported that the committee met this week to conduct an exit interview with the Justice, Mission and Outreach Minister. The committee will meet again at the end of the month to continue the work on updating job descriptions and preparing to fill this vacancy. It was also noted that the Regional Minister for First Dawn Eastern Edge Regional Council will be taking medical leave, and that the Regional Minister for Regional Council 15 will offer some support to this role during her absence.

(Peter Hardy left the meeting)

United Church
Women**UNITED CHURCH WOMEN** – Appendix D

Debbie Hawkins presented the report of the United Church Women (UCW). The national UCW have decided to meet virtually in September. A new handbook is being worked on, and will hope to be available in the fall. Work also continues for the 60th Anniversary celebration, scheduled for July 11-15, 2022. Newsletter updates will continue to inform members on the arrangements.

MOTION: (Debbie Hawkins/Donnie Morrison)

That the reports of the region be accepted as presented.

CARRIED

New Business**NEW BUSINESS**Meeting Dates**MEETING DATES 2021-22**

The President noted that there are four scheduled meetings of the Executive, typically in September, December, March and June, as well as others as needed, such as a meeting needed in advance of the annual meeting. A doodle poll will be sent to Executive to determine meeting times.

Adjournment**ADJOURNMENT**

Having no further business, the President declared the meeting adjourned.

Benediction**BENEDICTION**

Faith March-MacCuish closed the meeting with prayer.

Jane McDonald
President

Faith March-MacCuish
Executive Minister

Appendix A

FINANCE AND ADMINISTRATION

Report of the Division of Finance & Administration
For Executive meeting June 10, 2021

Division Name: Finance & Administration

Committees: Property Committee
Finance, Accountability & Investment
Archives
Incorporated Ministries

Date of Division Meetings: April 22, 2021
May 18, 2021

Dates of Committee Meetings:

Archives – no meeting

Finance, Accountability & Investment – Monthly

Property – Monthly

Incorporated Ministries – as needed

Reports of the decisions and discussions from the Committees:

Property:

- new Appendix A forms to assist with the different property requests
- New 2021 Handbook for Trustees available (from General Council)
- updating the Handbook for CofF regarding property matters
- Cemetery guidelines available
- attended the Faithful Footprints webinar
- handling many grant applications

Archives: No report

Finance, Accountability & Investment:

- recommendations from the auditor were made (directive to transfer some items to specific accounts)
- Updated signing officers for the Regional Accounts
- Reviewed and approved sending the budget to the Executive (May 18th, 2021)
- Reviewed the request from Ministry Resources Committee for \$15,000 from a previous year be place in their budget for the United Fresh Start Program. Propose this approval by the Region. (Incorporated into the budget approved May 18th and approved by the Region at Annual meeting)
- The Property Contingency Fund was in a deficit after covering the remaining costs of the demolition of St. James United Church, West Jeddore. These funds were taken from the surplus from the year before.
- The budget will again from the reserves to meet the need of the Region. Caution needs to be considered when continuously accessing the reserve.
- Region 15 allocations will be 4.5% for 2022
- The Sackville office building will be paid off in June 2022.

Incorporated Ministries:

- 8 of 9 ministries were visited in 2020 either personally or virtually. This leaves Brunswick St. Mission to be visited.
- We continue to provide necessary documents to the General Council for review of By-Laws incorporating the Region in their governance structure. Two motions are brought to the Executive meeting.
- Camps are hoping to have 50% capacity this summer.

Appendix A - continuedFINANCE AND ADMINISTRATION - continued**Business to be transferred to the Region:****1. Property Requests:**

- a. Communities of faith needing to seek Permission for items costing \$10,000.00 or more rather than 5,000.00 or more. **Major Property Renovations:** The expansion, redevelopment or maintenance of Congregational property, when costs are over \$5000.00 or 15% of the church operating budget whichever is the greater; or, requires borrowing of funds from any source, (Including the Congregations Restricted Funds)
- b. When a property is being sold where there are no remaining communities of faith, the community of faith needs to make a list of all the assets and make a proposal for the use/distribution of the items/funds remaining and a proposal for the funds from the sale.
 - i. The Regional Council suggests the following distribution formula:
 - ii. 20% Mission and Service
 - iii. 20% Indigenous Church
 - iv. 20% New Ministry Initiatives
 - v. 30% UCC Incorporated/Outreach ministry in the Region/cemetery Upkeep/**Regional Council Property Fund**
 - vi. 10% Archives
- c. Where property is Surplus Property (Held by the Region) the distribution will be:
 - i. 20% Mission and Service
 - ii. 20% Indigenous Church
 - iii. 20% New Ministry Initiatives
 - iv. 30% Incorporated Ministries/Outreach ministry/ Cemetery upkeep. **Change to Regional Council Property** 10% Archives

2. Incorporated Ministries:

- a. Memorandum of Association and by-laws from Brunswick St Mission and Church Extension Board received and approved by committee. MOTION by Mac MacLeod/Ron Patterson that Region 15 Division of Finance & Administration accept the Memorandum of Association and bylaws from Brunswick St Mission and send to Region 15 Executive for approval.
- b. MOTION by Allan Davies/Ron Patterson that Region 15 Division of Finance & Administration accept the Memorandum of Association and bylaws from Church Extension Board and send to Region 15 Executive for approval.

3. Finance & Accountability: (if Needed)

- a. MOTION by Mac MacLeod/Allan David that Division Finance & Administration approve the following signing officers on behalf of Region 15:
 - i. Faith March-MacCuish, staff
 - ii. Jennifer Whittemore, staff
 - iii. Sarah Wallace, staff
 - iv. Ron Patterson, committee member
 - v. Judith Colwell, volunteer (Sackville)

Recommended Motions to the Region:

The motion with reference to the name of the Region will be tabled until the work of the Task Force of the Region 15/Bermuda is completed.

Respectfully submitted:

Chair Division of Finance and Administration

(Former) Jane McDonald
(New) April Hart

Appendix B

REGIONAL COUNCIL SERVICES AND SUPPORT

**Divisional Reports to Regional Council Executive
Regional Council 15**

Division Name: Regional Services and Support

Committee Names within the Division

Faith Formation and Leadership Development

Communications

Children, Youth and Young Adult

Stewardship

Justice, Mission & Outreach

Annual Meeting Planning

Association of Ministers

Date of Divisional Meetings: April 28, 2021

Report of the decisions and discussion items before the Division:

The Division agreed to accept a recommendation from the Faith Formation and Leadership Development Committee that each year a group would be asked by the Annual Meeting Planning Committee to provide a worship service for Annual Meeting Sundays. It would be lay-led while the minister attends the Annual Meeting. This would be done with the help of a member of AMPC. This year FFLD will do it.

The worship service prepared should reflect the theme of the Annual Meeting. Maybe it could be an adaptation of the Annual Meeting service. It could be used on a different Sunday than the Annual Meeting Sunday, if desired.

Dates of Committee Meetings:

Faith Formation and Leadership Development Mar. 12, 2021, Apr. 9, 2021, May 14, 2021.
Next scheduled meeting in September.

Communications ∅

Children, Youth and Young Adult (meets monthly)

Stewardship ∅

Justice, Mission & Outreach March 23, 2021

Annual Meeting Planning ∅

Association of Ministers May 20, 2021

∅ = no meeting dates

Reports of the decisions and discussion items from the Committees:

Faith Formation and Leadership Development

The invitation circulated online for contributions to a FFLD Keeping Connected Newsletter. COVID-19 challenges our congregations to find new ways not only to do Sunday Worship, but to stay connected between Sundays. This can be difficult without the personal interactions and spirit of fellowship we enjoy at groups, studies and meetings. The committee would like to hear what congregations are doing to maintain that connection in a safe manner. Through sharing ideas, congregations will be able to help each other.

What FFLD is asking people to do:

-Tell us how you are keeping connected.

-Do you use any resources, and how many people work on it?

-How do you distribute it? (Zoom, email, phone, safe distance drop-off, etc.).

-How often (weekly, monthly, one time)?

-Other info that would be helpful to any congregation wishing to try it.

They want to share congregations' stories of keeping connected to inspire others!

It was agreed that, to encourage early registrations, FFLD will contribute up to \$500 to subsidize the registration fees of the first 12 participants in the Soul of the Preacher program, provided by the Prayer Bench. Enrollment is reported to be high.

The Lenten Planning Workshop was very successful with 18 participants from across the four Atlantic provinces. Participants exchanged information to continue planning together after the sessions. Two suggestions for the future were offering a session on the Narrative Lectionary and a gathering for musicians to look at selecting music for the season.

Appendix B - continuedREGIONAL COUNCIL SERVICES AND SUPPORT - continued

The invitation is being sent out for Exploring the Narrative Lectionary Together. The first meeting will be June 17 at 2PM.

Ten people participated in the Inspired Book Study. Sessions included excerpts, discussion questions, and a spiritual practice. The first session was April 21 and it ran for 4 weeks. An online conversation will begin in June for ministry personnel with young children built around the book "Embodied: Clergy Women and the Solidarity of a Mothering God". It is a book club for ministers with young children to offer mutual support.

The committee is considering what COVID recovery will look like for churches and leaders, and how the committee can respond in the next phase.

David Hewitt reported that the Atlantic Regions' joint webinar on conflict management for M&P committees was well attended. Lay Leadership Training is being planned. Besides that, David told the committee about Catherine Smith, who is ministry personnel in New Brunswick. Catherine has a particular passion for rural ministry and the needs of rural communities. Catherine is involved in work that is becoming a rural network. There is a need to support lay leadership for charges using pulpit supply or sharing ministry personnel or a large area. Catherine will hopefully be leading a training for lay leaders in the near future.

FFLD provided a worship service for the Sunday of the Annual Meeting to be lay-led while the minister spent the weekend at the Annual Meeting.

Communications

The Newsletter was about ready to go and then the computer files got corrupted. The delay means that some of the articles are a bit dated, since the Newsletter was to be released in Lent. Therefore, the Communications Chair has extended the deadline for submissions until mid-June and the Newsletter will be out after that.

Children, Youth and Young Adult

Youth Forum happened online last year and Intermediates at Conference didn't meet at all. There were 20 teens at YF and everyone was exhausted at the end. There was little interest from leaders and less from youth for this year.

It was decided not to hold YF and IaC this year. Instead, energy will be put into dreaming and discerning how YF and IaC will continue to best serve youth. There will be focus groups established. They will be made up of past leaders and youth, one group for each region. Each group will discern for their own region, and if they'd like to work together across regions, they can do that later. Youth will be involved in the Annual Meeting worship, however CYaYA will provide financial support, as usual, for Outdoor Recreational Ministries this year.

The committee is working on a survey for Communities of Faith to see where they are in Youth and Young Adult ministry. This will drive the committee's work in the fall as they look at how to support this work in CoF's.

CYaYA is also focusing on continuing to develop as an anti-racist community.

Stewardship

No Report

Justice, Mission & Outreach

In the absence of the Chair, we were glad to welcome Laura Hunter, Staff Support, to the last Division meeting, which was indeed Laura's last Division meeting. It gave us a chance to say good-bye and express our gratitude.

JMO was busy this past year with the indigenous fisheries dispute. A call went out to invite people to explore how to support the Indigenous Fishers. Over half of the people who showed up were from faith groups. Out of that, a small group went to show support as an interfaith delegation. As I reported in December, in response to a request from the United Church in the Shelburne area, JMO had agreed to fund three gatherings to invite dialogue on the lobster fishery on the South Shore. The event was cancelled and the \$2,900 set aside wasn't totally used, only about \$1,200 was spent. Conversation is bubbling up that more support will be needed this summer.

Appendix B - continued

REGIONAL COUNCIL SERVICES AND SUPPORT - continued

The Ecological Justice Working Group

- brought a proposal to the Annual Meeting – a call to Communities of Faith to make climate change a priority.
- hosted a book study on “Climate Church, Climate World” by Jim Antal.
- is growing in numbers (there are new faces).
- is continuing to promote Faithful Footprints which helps churches to improve their climate footprints.
- is trying to get people to host conversations about “For the Love of Creation”, a two-year-old coalition of 35 Canadian churches and faith-based organizations, including The United Church of Canada, working together under a unified banner to educate, reflect, act, and advocate for climate justice.

Mining issues in Nova Scotia continue to be a concern and the Small Modular Nuclear issue that the New Brunswick government is tying into reducing emissions.

The Just Peace Working Group is concerned about the lack of availability of COVID vaccine for Palestinians when most of Israel has been vaccinated. An online workshop about Palestinian Children and the Israeli Military has been presented to congregations. The Parliamentary petition dealing with the treatment of Palestinian children by the Israeli military has closed. 2454 people have signed. People are encouraged to send a letter to the foreign affairs minister and local MPs asking them to support the petition when it is introduced to Parliament on Nov. 20, International Children’s Day. A link was sent out to the recorded inspiring online seminar, “Hope Still Rises”, with Daoud Nassar Tent of Nations.

The Access to Justice Working Group is concerned with three New Brunswick issues at the moment:

- a man who was incarcerated for advising people with their legal problems says the NB Law Society’s claim and request for incarceration were inaccurate and disproportionate.
- There is work being done on the recent closing of Clinic 554 in Fredericton
- Concerns by black persons who are finding access to justice challenges when making claims of discrimination to the NB Human Rights Commission.

The Refugee Working Group reports that there have been no new refugee sponsorship applications submitted to the Government of Canada since COVID hit. There is a United Church nation-wide network in support of a Canadian initiative on

Guaranteed Livable Income Political will on this matter will require much mobilization of voice and effort. The JMO co-ordinators for this are hoping that a GLI contact person will be named in every congregation in Region 15 and that each congregation will make GLI part of their justice witness.

Annual Meeting Planning

Although there was no Chair for this committee, which included the Executive Minister, the Region 15 President and the incoming President, presented a well-organized and smoothly-run virtual Annual Meeting. The Beacons of Hope theme was well-received and inspiring.

Association of Ministers

Report Appendix I

Concerns of the Division and the Committees:

None to report

Recommended Motions from the Division to the Executive

None to report

-Donnie Morrison
Chair, Division of Regional Services and Support

Appendix B - continued**REGIONAL COUNCIL SERVICES AND SUPPORT** - continued**Appendix I**

Association of Ministers Committee Report
April 2021

The following items may be of interest to the Division.
As of this moment we have 42 paid-up members (there are approximately 150 clergy in Region 15)

Our first annual educational event was held April 22nd with 30 participants and leadership given by Kevin Parks and the Rev Janice MacLean. We will be sending a more extensive evaluation, but initial responses were that participants greatly appreciated the event and, for many, it served as a reminder of the connections they had been missing. Our website is up and functioning and new resources are added regularly.

We have completed the documents and name search required for incorporation as a society in Nova Scotia and have engaged in significant conversation with the Region and General Council about the specifics of that. After considerable discussion, the decision was made to not be a United Church incorporated ministry but, rather, a free-standing society. In essence, the requirements of "United Church incorporated ministry" status were seen to have significant negative impact on the Association's mission. The next stage will be to determine the nature of the relationship between the Association and the church structures.

We are receiving an increasing number of inquiries from outside the Region. One of the items before the membership at our annual business meeting (May 20th) will be the status of potential members from other Regions.

We have applied for an Embracing the Spirit Growth Grant from the United Church Foundation (which previously awarded us a Seeds of Hope grant) for the purpose of expanding the Association across the United Church. We believe that we have created a model that is scalable and adaptable in different Regions, and our aim is to encourage and support new Associations in other Regions. Ultimately the aim would be to have a national Association with Regional "chapters".

Respectfully Submitted
Ross Bartlett – Chair, Association of Ministers Committee

Appendix C

MINISTRY RESOURCES

**Divisional Reports to Regional Council Executive Region 15
Division of Ministry Resources, June 10th, 2021**

Division Name: Ministry Resources

Committees: Faith Story and Community Covenant
Future Directions
Licensing
Pastoral Relations
Retiree Support

Date of Divisional Meeting: April 23rd, 2021

Report of the discussions & decisions from the Division:

Dates of Committee Meetings:

Faith Story and Community Covenant – April 20th, 2021
Future Direction – June 8th, 2021
Licensing
Pastoral Relations – April 30th, 2021, June 4th, 2021
Retirees Support

Reports of the decisions and discussions from the Committees:

Rural Connect - Three inquiries have been made with two requesting application forms, to date no applications have been received.

The Division received a proposal "Support for Ministry Personnel Taking Maternity and/or Parental Leave" (Written by Heather Ferrier and Betsy Hogan) and agreed with it and sent it to the Annual Meeting Planning Committee for Region 15 with concurrence.

The Division recommends the proposed changes for terms of service for LLWLs, as laid out in the document "Licensed Lay Worship Leader Policy, Regional Council 15 of the United Church of Canada" amended, to the Executive for approval. This is understood to include the "LLWLs Policy Handbook for Region 15th."

President of Region 15, Janet Sollows offered her thanks for everyone's work as the new Region has been developed. Janet Sollows was thanked for her work as President of Region 15 for the past 2 years.

Special thanks were expressed to Nan Corrigan, D.M. who is finishing her term as Secretary of the Division of Ministry Resources.

Next meeting September 24th, 2021 at 10 a.m.

Faith Story and Community Covenant Committee

This Committee circulated to the Division this year's self-assessment document for comment and input. The committee plans to have it ready to run at the time of the Annual Meeting of Region 15. They plan to collate the gathered information and make it available to region committees in the Fall. They also spoke about the Annual Covenant with the Region which will be used at the Annual Meeting and asked about how this is efficiently shared with Faith Communities and Congregations?

Future Directions Committee

This Committee reported that Jeff Chant of the FDC presented a draft of the Strategic Plan for Region 15 to Executive at their last meeting. A meeting of the FDC is being planned.

Licensing Committee

This Committee reported that interviews for those LLWLs who were licensed or re-licensed in 2019 are being planned.

Appendix C - continued**MINISTRY RESOURCES** - continued**Pastoral Relations Committee Report**

This committee continues to do the work of pastoral relations and that is going fine. The Liaisons and Region Minister, David Hewitt deal with the “nitty gritty”. A report to the Annual meeting was submitted.

Retiree Support Committee

A report for Annual Meeting of Region 15 was submitted.

Concerns of the Division and the Committee:

None expressed at this time.

Recommended Motions from the Division to the Executive:

That Region 15 Executive approve the following updated LLWL Policy for Regional Council 15 of the United Church of Canada:

Licensed Lay Worship Leader Policy
Regional Council 15
of
The United Church of Canada

Licensed Lay Worship Leaders
Regional Council 15

Preparation and Licensing

Many lay people are called to courageously step forward to give leadership in worship. Those who participate in a Licensed Lay Worship Leader (LLWL) program are choosing to develop their leadership gifts further.

In the Licensed Lay Worship Leader program, the United Church has recognized a need for people to be supported through a training and licensing program. This gives both the lay leader and the community of faith confidence that their leadership is built upon a strong theological and biblical foundation that is consistent with the ethos of the United Church.

A licensed lay worship leader is a full member who has been determined to have gifts and a sense of call to the ministry of worship leadership and preaching, and who has developed these gifts through participation in a course of study and is licensed by a regional council.

LLWLs are not eligible for appointment to any paid accountable ministry personnel position. LLWLs are not eligible, by virtue of their license, to preside at the sacraments or to wear vestments.

<https://www.united-church.ca/leadership/entering-ministry/lay-ministry-and-discipleship/licensed-lay-worship-leaders>

A licensed lay worship leader is someone who

- is a member of The United Church of Canada
- has been recommended by the governing body of their community of faith to be a licensed lay worship leader
- is willing to take a course of preparation to be licensed
- is willing to serve as a licensed lay worship leader under the direction of the regional council

https://www.united-church.ca/sites/default/files/handbook_licensed-lay-worship-leaders.pdf

The Region through its Licensing committee is responsible for determining whether individuals who have completed courses of study for Lay Worship Leadership have acquired appropriate preparation for licensing in the Region.

Appendix C - continued

MINISTRY RESOURCES - continued

The Region has responsibility for licensing an individual as a Licensed Lay Worship Leader.

An individual is recommended for licensing, or subsequent renewal of licensing, after an interview process conducted by the licensing committee of the Region, including a determination of the person's understanding of the ethos and theology of The United Church of Canada".

When seeking licensing or renewal, individuals are asked to provide a letter from their home congregation's Session, Official Board or Church Council affirming their membership in good standing and suitability in this role within the wider church.

The Region is required to exercise due diligence by requesting to see a police records check completed within the past 6 months before granting initial license, and every 6 years subsequently.

Ongoing Support and Renewal of Licensing

The licensing Committee of the Region will arrange an interview with Licensed Lay Worship Leaders to provide support and opportunity to discern if renewal of the license is appropriate. (Every two Years)

A current license remains valid while a Lay Worship Leader remains a member of any Pastoral Charge within the Region. When the Licensed Lay Worship Leader transfers membership to a Pastoral Charge in another Region, they will not function as a Licensed Lay Worship Leader until recognized by that Region. (The Manual 2019 I 1.11.5)

The Licensing Committee of the Region is expected to help provide opportunity for Licensed Lay Worship Leaders to be engaged in ongoing learning.

Scope of Practice

Licensed Lay Worship Leaders are encouraged to assist the Region in meeting the needs of all Pastoral Charges which are without ministry personnel. It is therefore intended that Licensed Lay Worship Leaders will circulate in the Region so that a number of Pastoral Charges can benefit from their leadership. **The norm for licensed lay worship leaders is no more than two Sundays per month in a pastoral charge.**

In the case of a Congregations with Called/Appointed Minister:

In instances where there is a called or appointed minister who is on vacation or study leave, a Licensed Lay Worship Leader may fill in as worship leader for the duration of the minister's vacation or study leave to a maximum of five (5) consecutive Sundays, in any one congregation. (Not to include Sabbaticals)

In the case where a Licensed Lay Worship Leader has served five (5) consecutive Sundays, (see above) five (5) Sundays would have to pass before the Licensed Lay Worship Leader could serve again, in that congregation, then reverting to the **norm** of no more than two Sundays per month for the balance of the year.

In the case of a Congregation where there is no Called or Appointed Minister:

In instances where there is no called or appointed minister, a Licensed Lay Worship Leader may fill in as a worship leader for the Sundays of a liturgical season, to a maximum of ten (10) consecutive Sundays, in any one congregation. This would cover most seasons of the church year except the long season of Pentecost. This would allow for planning and continuity.

In the case where a Licensed Lay Worship Leader has served ten (10) consecutive Sundays, (see above) ten (10) Sundays would have to pass before the Licensed Lay Worship Leader could serve again in that same congregation, then reverting to the norm of no more than two Sundays per month for the balance of the year.

Appendix C - continuedMINISTRY RESOURCES - continued

In order to exercise stewardship of Licensed Lay Worship Leadership, at the time of renewal of the license, the Licensed Lay Worship Leader is asked to provide the Region with a complete list of the dates and locations of services of worship led in the past year (including funerals).

The Pastoral Charge is expected to remunerate Licensed Lay Worship Leaders in accordance with the rate, including travel, in the current Salary and Allowances Schedule issued by General Council each year. It is to be noted that this rate is a minimum. When leading worship on a multi-point Pastoral Charge, it is intended that the Licensed Lay Worship Leader would receive above the minimum rate.

The Licensed Lay Worship Leader is not, by virtue of the role, permitted to serve as Pastoral Charge Supervisor or Regional representative at Official Board/Church Board/Church Council meetings.

Although it is recognized that there is an element of pastoral care in worship leadership, the Licensed Lay Worship Leader is not, permitted to enter an ongoing relationship of pastoral care with the Pastoral Charge or its members. It is expected that the Licensed Lay Worship Leader will refer any requests or requirements for pastoral care (counselling, home visitation, hospital visitation) to the called or appointed Ministry Personnel or the Pastoral Charge Supervisor for follow-up.

Licensing does not include permission to preside at the sacraments or license to perform marriages.

For their own awareness and protection, Licensed Lay Worship Leaders must complete the two mandatory trainings: ***Boundaries (which include the Sexual Misconduct Policy of The United Church of Canada)*** and the Racial Justice workshop. **Must have had a police records check, including vulnerable sector, within the last five years.**

For more information, please contact John Moses Chair, jwmoses51@gmail.com, of the Licensing Committee or Faith March-MacCuish fmaccuish@united-church.ca

Respectfully submitted,

Anne Cameron, Chair, Division of Ministry Resources

Appendix DUNITED CHURCH WOMEN

Maritime United Church Women
Region 15 June 10th, 2021 Report

On behalf of the Maritime United Church Women, I would like to thank Region 15 for their continued support and the opportunity to serve as UCW Representative to Region 15 Executive Committee. Having just attended the Regional Annual meeting I am so encouraged and excited about all the passionate work throughout the region. I thank the Executive and staff for all the many hours behind the planning and holding of the Annual meeting and their ability to successfully transition the region to the online platform. As a participant it truly was a very positive, enriching and meaningful meeting. I am very grateful to have taken part through this committee.

As far as reporting on the Maritime UCW, our annual report covered our statistics and activities into April. Since the submitted report, we held an online meeting with our National UCW Executive on May 31st. We had a wonderful sign-on and it was great to meet with so many across Canada and Bermuda to hear how everyone is dealing with the challenges of the pandemic and share in the hope the vaccines are bringing. The following items were discussed:

- After polling the 36 in attendance, it was decided that our NUCW Annual meeting scheduled for September 20th – 24th (in Mississauga) would be held for the second year online. Although some members were comfortable with traveling, the majority were not quite ready to commit with so much still unknown. It was agreed that we would invite Adelle Halliday from the UCC Anti-Racism and Equity Lead for a presentation at the National meeting and possibly a presentation from the **Women for Change** (WFC), Zambia which continues to be our 5-year national fundraising focus. To the end of December 2020 UCW has raised \$50,166 for WFC. One of the advantages of the online platform is that we can meet with director of the WFC face to face through zoom. It is hoped if international travel restrictions allow, that women from WFC Zambia will be joining us at the Anniversary in person in 2022. Another advantage to the zoom meeting is that UCW women across the regions will be invited to share in the closing worship service which will be held online Friday, September 24th.
- The NUCW Handbook committee presented a draft of the updated UCW Handbook which will reflect our new structure and language, it is currently in review, and we hope to have it available in the fall.
- The NUCW “Keeping in Touch” newsletter published its’ first online publication in March and is currently requesting for submissions for the summer issue. Newsletters are posted on our uceast website.
- Excitement about our 60th Anniversary celebration, July 11-15th, 2022 is spreading across the nation and our online registration will go live September 30th. Spots are held for 22 members from each of the 16 regions and then open up to a first come first serve bases with a capacity of approximately 400. Currently information can be found on our uceast website (under UCW Ministries) and will be updated as details are confirmed. Ruth Kennedy (the 60th Anniversary chair) has a 60th news email list and many have signed up for the updates. All UCW members attending the event are eligible to apply for a \$400 grant from the NUCW Agatha Kassa bursary Fund or the Dorothy Amos Fund and application dates and details can be found with the Anniversary online materials.

The next meeting of the Maritime UCW Executive is scheduled for June 21st, and the 60th Anniversary Committee will continue to meet throughout the summer.

Debbie Hawkins
MUCW Representative to Region 15

