



**Minutes  
Parkminster United Church  
Church Council**

**Tuesday, March 15, 2022 - 6:30 pm  
via Zoom Video Conferencing**

*God is calling us to be an evolving community of faith inspired to embrace our future as we:*

- *Deepen our commitment to each other*
- *Nurture our spiritual vitality and growth*
- *Live a life of loving influence in the world*

<b>Council Members</b>		
Rev. Heather Power	Kathy Shortt – Past Chair & C-19 WG	Wendy Ridgway – Community
Rev. Joe Gaspar	Gary Bruce – Secretary	Sheila Rule – Connections
Jennifer Allan – Chair & C-19 WG	Jeanne Foster – M&P Rep & C-19 WG	Sue MacQueen – Trustees & C-19 WG
Deb Siertsema – Vice-Chair		
<b>Regrets</b>		
Heather Watts - Treasurer	Sandi McMullen – Development	
<b>Guests</b>		
Jack Reynolds – Associate Treasurer	Rob Hehl – Capital Projects	Bruce Mutton – Capital Projects

**1. Welcome - Jennifer**  
Jennifer welcomed the Council members and guests, and introduced Gary and Jeanne as new members of Council.

**2. Opening Prayer & Lighting of Candle - Reverend Joe**

**3. Reflection – Sue on non-judgmental life**

**4. Approval of Agenda**

Motion: **THAT the agenda be approved.** Moved by Sue MacQueen; seconded by Kathy Shortt. **Passed**

**5. Approval of Minutes**

Motion: **THAT the minutes be approved.** Moved by Wendy Ridgway; Seconded by Deb Siertsema. **Passed**

**6. Anti-Racism Reflections and Call to Action**

Jennifer provided several questions to consider as part of the final prompt in the Black History Month calendar. She requested that Council reflect on which concrete anti-racism actions Parkminster might take in its various activities in advance of a discussion on the topic at next Council meeting.

She reported that in May or June, Inclusive Ministries will hold a Racial Justice pop-up meeting, with a broad invitation to all Parkminster members, as well as specific invitations to the heads of each committee, and to each member of



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Council, with the intention of discussing and recording people's ideas for change. Adele Halliday, the United Church's Anti-racism and Equity Officer, will facilitate this process.

**7. Business Arising from the Minutes**

a. COVID-19 Working Group report

The March 2nd COVID-19 WG passed the following motions for Council's consideration

**ALL SAFETY PLANS**

1. Motion: THAT the COVID-19 Working Group recommends to Council that contact tracing be discontinued by Parkminster United Church for all who enter the building effective immediately. Moved by Bert Blackburn; seconded by Barb Leask; passed.
2. Motion: THAT the COVID-19 Working Group recommends to Council that, should any member of the Congregation become infected after attending a church function, they should advise the Church Office immediately. Moved by Bert Blackburn; seconded by Barb Leask; passed.
3. Motion: THAT proof of vaccination be continued by Parkminster United Church for all who enter the building and that this be revisited in the next WG meeting. Moved by Bert Blackburn; seconded by Jeanne Foster; passed.
4. Motion: THAT our Safety Plans be changed following consideration by Council to allow for:
  - Masked singing and responses;
  - Hymnals and Bibles to be returned to the pews;
  - Name tags to be returned to the pick-up board;
  - In-person announcements, statements of welcome, greetings and joys and concerns and
  - Youth programs\* for groups. (\*but not children's programs during Service).Moved by Richard Jackson; seconded by Franceen Wagner; passed.

**RENTERS AND CHURCH GROUP SAFETY PLANS**

5. Motion: THAT the ACCKWA Cooking Circle Safety Plan be accepted to allow the group to begin on March 17, 2022. Moved by Bert Blackburn; seconded by Sue MacQueen; passed.

**FUNERAL SAFETY PLAN**

6. Motion: THAT the COVID-19 Working Group recommends to Council that the Funeral Safety Plan be made consistent with the Worship Safety Plan. Moved by Bert Blackburn; seconded by Franceen Wagner; passed.

Motion: **THAT Council accept the COVID-19 Working Group report from the March 2, 2022 meeting.** Moved by Jeanne Foster; seconded by Deb Siertsema.

**Discussion**



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The question was raised as to how these motions will be communicated. Jennifer will email the congregation and also make announcements during service, keeping in mind both the enthusiasm of being open again, and also the concerns of those for whom large gatherings could present a health risk.

The children's programming was also a subject of discussion. The hope is that they will partially return outside in nicer weather, and when volunteers are available again. Heather will also send out a request for volunteers to help with Sunday school.

Jack highlighted that the church exists beyond Sunday service as well, and mentioned an article he has written for the newsletter about the outreach activities of the church.

There was a general recognition of the challenges of renewing the church after Covid, but some cautious optimism of the future.

### **Motion Passed**

#### **8. New Business**

##### a. Financial Reports.

Jack Reynolds outlined that we have ended the first two months with a deficit of \$1,915, which is very favourable considering that a year ago we had received a government wage subsidy of \$8,206 by this time and still had a deficit of \$2,500. However, our revenue in February did benefit from some growth we're starting to see in rental income, and from two special donations:

- a \$5,000 amount from the will of a former member's family, and
- a \$5,400 gift to the Local Fund via a member's donation of securities to the United Church Foundation. An additional amount of \$1,800 was directed by that person to Outreach.

Jack commented that he joined the Stewardship meeting last week to talk about the gifting of securities to the UCC Foundation. He outlined the advantageous situation of doing so with regard to capital gains tax. He reminded that it is possible to donate the proceeds to charities of your choice, provided that one of them is a United Church. A very small fee is payable to the Foundation for this service.

Jack reported that this type of giving will be encouraged on a regular basis in What's Up and in church announcements

Finance is hopeful that food trucks will return for the summer months to help meet our aggressive fundraising goals. Other options that are being considered:

- one or more short-term campaigns, for example to fund our choral scholars or some other specific need;
- auction or Christmas bake sale or bazaar might be organized;
- that the Speaker Series might resume to attract new members as well as a bit of revenue;

Jack closed with a reminder that with a continuation of Zoom services, there is a need to continue to promote giving via PAR.



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Motion: **THAT Financial Reports be approved.** Moved by Sheila Rule; seconded by Sue MacQueen. **Passed**

b. Capital Projects Update.

Rob Hehl shared the Capital Projects Steering Committee's Terms of Reference for Council's consideration. He asked Council to consider whether UPRC is the best partner for development.

Rob highlighted that the central issues in a redevelopment project of church lands are 1) the ability to continue its outreach activities, and 2) to secure the long-term financial viability of Parkminster.

Given the magnitude of this decision in the life of Parkminster, it was agreed that the congregation be closely involved. The congregation also has a wealth of expertise that could be tapped into.

The committee hopes to bring a recommendation to Council by the end of 2022.

Rev. Joe recommended the proposal should include a consultation plan for neighbours and community partners, and a separate one for First Nations.

There was clarification that Wendy Ridgway is the Council Liaison for this project.

Rob will confirm that we are not obligated with the EDGE contract if Council chooses not to proceed.

The discussion resulted in several other recommendations:

- That John Watson be added to the list of names for the Capital Projects steering committee.
- That Jim Bowman be consulted about memorial gardens as this project moves forward.
- That other churches in the area who have embarked on similar projects be consulted.

Motion: **THAT the Capital Projects Committee's Terms of Reference be approved, with the addition of John Watson as committee member, a consultation plan for neighbours and community partners and a separate one for First Nations, and Community Liaison chair as liaison to the project.**

Moved by Deb Siertsema, seconded by Wendy Ridgway. **Passed**

**The terms of reference are attached as Appendix 1**

Bruce Mutton provided an overview on the transaction structure. UPRC's primary purpose is the viability of the United Church of Canada, and is available to support all aspects of the project. UPRC may end up being chosen, but all avenues will be considered. Housing appears to be the best revenue-generator, but that is not the only factor to consider.

Bruce and Rob will produce a report of the UPRC transaction structure to share with council



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c. Grant Update

Bruce Mutton related that the iPad grant is now completed. There are still some discretionary technology funds available.

The Bocce league planning is well underway and is showing promise.

A grant has been received for a portable projector to be installed in the gym, with the property committee to manage. This project is part of the "New Horizons for Seniors" Community programs within the Community Hub, with an expectation that it will be run by seniors and create connections to the broader community.

Bruce indicated this grant will also cover technology for hybrid meetings.

d. Request from Karen Cartmell

Karen Cartmell is looking to have Parkminster accept her transfer of membership from Sunset UC in Regina. She is a Licensed Lay Worship Leader (LLWL) and has requested to lead worship services occasionally at Parkminster, at regular remuneration for Pulpit Supply (currently \$224/ service in 2022). Since she needs to submit a list showing dates and locations where she has preached every year, it would be best if she could lead worship at least once a year.

It was clarified that PUC would not have financial implications for training.

**Motion: That Council accept Karen Cartmell as LLWL.** Moved by Jeanne Foster, seconded by Wendy Ridgway.  
**Passed**

e. Website

Kathy Shortt reported that the Website has been updated and is now hosted by WebHost Canada. She provided an overview of the improved site. Outreach and Social Justice now has higher prominence. The simpler menus offer an improved user experience. Council expressed gratitude for the work done on the Website. Any further suggestions can be directed to Kathy

**9. Liaison Reports**

a. Development

Sandi provided the Worship calendar for March and April, which is attached as Appendix 2

The wedding and funeral fee schedules have been tabled until next meeting.

b. Community



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Wendy Ridgway reported that Bert is in discussion with Ray Gormley as he passes over the reins as Chair of Property Committee. She also reported that the Outreach Committee strives to find better ways to encourage the congregation to cover their own Broadview subscription, and to provide a greater understanding of Mission & Service Fund. They continue to work with A Better Tent City, where there are now on-site showers. There will be a presentation about SHOW on Sunday, March 20. Inclusive Ministries continue to encourage thinking and action on how we can transform PUC's ways of being. Council and committees will be asked in their April meetings to discuss responses to questions about how to address systemic changes. Inclusive will then facilitate a meeting in May to share and determine next steps.

The minister at St. Luke's UC, Cambridge, Rev. Michiko Bown-Kai, has expressed interest in having a collaborative Pride service in June. Rev. Joe will contact her. Suggestions on how to streamline the web site were shared with Communications.

c. Connections – Sheila

There will be a baptism on April 24 of Ava Lyn Fondong, daughter of Sarah King and Kingslye Fondong. Easter Sunday will have flowers for families grieving loss of loved one in last year. The committee has had extensive discussions on how to build back community for the church following the Covid pandemic.

**Motion: THAT the Liaison Reports be approved.** Moved by Kathy Shortt; seconded by Sue MacQueen. **Passed**

**10. Any Other Business**

None

**11. Next meeting:** April 19 at 6:30 pm

**12. Closing Prayer - Reverend Heather**

## **Appendix 1**

### **DRAFT FOR DISCUSSION PURPOSES**

#### **Capital Projects Steering Committee, March 2022**

##### **Terms of Reference**

1. Members of the Committee shall include Bert Blackburn, Andrea Gaspar, Ron Usaty, Kathy Shortt, Terry Ridgeway, John Watson, Bruce Mutton, Rob Hehl, Jeff Stacey and Rev. Heather Power.
2. The Committee shall select a Chair or Co-Chairs, and a Secretary.
3. The Committee can, at its discretion, add other members as they see fit.
4. The Committee should aim to produce a recommendation for a development plan to Council before the end of 2022.
5. The Committee shall meet according to a schedule that it sets for itself, with minutes kept and a copy of those minutes provided to Council through its Liaison, Jennifer Allan.
6. It is not intended that the work of the Committee conflict with or duplicate that of the Property Committee, nor is it Council's intention that there be a re-invention of Parkminster's stated vision.
7. The objective is as follows:
  - a. Identify options for the redevelopment of Parkminster's property for the purposes of committing to sustainable outreach and supporting the long-term financial needs of Parkminster and develop assessment framework
  - b. Assess and confirm that the United Church Property Resource Corporation is the most appropriate development partner (examine if appropriate, relationships with other development partners)
  - c. Consult with Parkminster's community partners and First Nations community
  - d. Develop and present alternative development scenarios and for each scenario set out:
    - i. High level plans for the real estate development (renderings of potential development, sanctuary and church use property, how community will be supported by the development)
    - ii. How the scenario will meet the outreach objectives of Parkminster
    - iii. Financial plan for development

- iv. Financial model for long term sustainability
  - v. Congregation's role during redevelopment and operation
  - vi. Requirements for external advisors
  - vii. Project Plan including communication plan
  - e. Assist Council in presenting alternatives and recommendation to the Congregation
  - f. If approved, set out the detailed development plan in partnership with the development partner
8. The Committee shall actively seek the guidance in input of all Committees of Parkminster.
9. The Committee shall submit reports to Council at each Council meeting for the purposes status updates, recommendations for next steps and requests for approvals to proceed.



## Appendix 2

### Worship Schedule

#### March 2022

Wednesday, 2 March	Ash Wednesday-7 pm, Emmanuel UC hosting live and via ZOOM
Sunday, 6 March	Lent 1 -Communion Sunday, Heather preaching
Sunday, 13 March	Lent 2 – Joe Preaching
Sunday, 20 March	Lent 3-Heather Preaching, M&S video
Sunday, 27 March	Lent 4-Joe Preaching

#### April 2022

Sunday, 3 April	Lent 5-Heather Preaching
Sunday, 10 April	Palm Sunday-Joe Preaching
Thursday, 14 April	Maundy Thursday-Time tba, Westminster UC hosting, live and via ZOOM
Friday, 15 April	Good Friday-Time tba, First UC hosting, live and online
Sunday, 17 April	Easter Sunday-Heather preaching, Communion Sunday