

Executive:

Chair	Kirk Wilson ✓
Vice-Chair	Regan Pfaff-MacDonald ✓
Past Chair	Barb Baxter
Secretary	Diana Duke ✓
Treasurer	Wayne Pease x
Ministry	Pat Morrison x
	Kenji Marui ✓

Committee Representatives:

AOTS	x
Christian Development	x
Communications	Christopher Cooke ✓
Congregational Care & Growth	x
Finance	Bob Newman ✓
Region Rep	x
Outreach	x
Ministry & Personnel	Laura Black ✓
Planning	Regan Pfaff-MacDonald ✓
Property	Marion Staples ✓
Proclamation and Special Events	x
Trustees	Pete Melanson ✓
Worship	Val Adamson ✓

✓ = present

The Meeting was held via Zoom with 10 participants, as per adjournment and began at 7:05pm. There was a quorum.

1. Devotion

M&P – Laura shared an advent story from the book ‘The Life of Saint Francis’ by Thomas Celano.

2. Approval of Agenda

MOTION to approve the agenda as distributed.

Pete Melanson/Regan Pfaff-Macdonald. Carried

3. Approval of Minutes

MOTION to approve the Council meeting minutes from NOVEMBER 4, 2020.

Val Adamson/Marion Staples. Carried

4. Business Arising from the Minutes

Sent letter of thanks and appreciation to Iris Murtha for her years of service on the CC&G committee.

Sent letter to French Community expressing our confusion and lack of interest re: joint venture.

Sent letter to Regional office re: our opinion of the harsh tone of a letter sent to UC regarding regional assessments and lack of financial compassion/options extended to Churches at this time.

5. Correspondence

Pathways seeking consent from Grace UC Pathways is seeking consent for:

- Grace United give consent to be on the donor wall?
- Grace United give consent to appear as a donor in our 2021 Annual General Report?
- Grace United give consent to receiving Pathways donor information and updates via email?

Kirk will follow-up with Pathways to determine the details of our donation and the reason for this consent.

6. New Business

None

7. Pastoral Report and Teaching

PAT MORRISON

No report.

KENJI MARUI

- Happy to be able to provide Pat with much-needed and well-deserved time off.
- Tended to pastoral care issues and presided over a memorial service for a congregation member.
- Received orientation and obtained health clearance for visiting Bluewater Health, but am in process for an ID badge.
- Still getting to learn the city and meet the people of Grace – excited for virtual Tuck-in Time sessions to connect with young families.
- Planning and preparing for Advent worship services (with Christmas Eve being on-line only).

8. Key Ministry Committee ReportsWorship

Worship Committee Report to Council: December 2, 2020

Covenanting Service Preparation: At the November meeting, the committee discussed the organization of the covenanting service that took place last Sunday, and formally completed the establishment of the relationship between Grace and Kenji. The committee made initial modifications to the liturgy, and Dave Hewitson from the regional council added some COVID-based context to the ceremony. Kenji had indicated that he had asked Rev. Michelle Owens, a close friend and Principal of the Centre for Christian Studies, to preach at the service, which the committee fully supported. Thanks to Kenji and Pat for their technical work to ensure that Michelle's sermon was available for live viewing.

Christmas Season Service Planning: There was discussion about the structure for the Christmas Eve service, given the increased attendance that is expected, the travel of people to visit friend and family in Sarnia, and the uncertainty about the COVID-19 situation that will be upon us. Kenji indicated that he and Pat had a discussion about creating a virtual service that would ensure that all could gather safely and still have a family service with the Grace community. The committee supports the idea and is available to support the pastoral team and Glenn as is needed to create and deliver the service.

Subsequent email exchanges have taken place regarding the services of December 27 and January 3. It has been suggested by the pastoral team and staff that these services also be held using a virtual format to do our part to reduce the potential for COVID-19 transmission during the period where travel and gathering will exceed what has been the norm since September. The committee has agreed that holding these services, and possibly the January 10th service, virtually, will allow the congregation to worship together, while being responsible to all during a period where virus transmission potential is heightened.

Christian Development

No report

Congregational Care & Growth

No report. A small number of church members (6-7) have no computer nor email, so they have felt disconnected from church. Barb and Kirk will follow-up with these members.

Outreach

No report.

Proclamation and Special Events

No report

9. Governance and Support Committee Reports:**Planning**

Received 2 project proposals with a meeting to be scheduled next week.

Finance**2021 Operating Budget Process****November 2020**

- All committees requested to submit 2021 cost plans (e-mail request will be issued).
- 2020 October YTD actual and 2020 budget cost data available as a reference.
- Rationale for any significant changes for 2021 requested. Also, any significant cost items for remainder of 2020 or anticipated cost overruns would also be appreciated.
- Submissions requested by **November 30, 2020**

December 2020

- First pass 2021 Budget to be reviewed at December 2020 Council meeting
- Issues flagged (both cost and revenue) for follow-up by Council sub-committee
- **2021 revenue assumptions will be key issue**

January 2021

- Council review/endorsement of final 2021 Budget (after year-end data available)
- Printing of 2020 Annual report includes 2020 year-end data and 2021 Budget

As of November 30, the operating income shows that we have about \$9,100 surplus. A decision will be made at the end December as to how much we will allocate to M&S. Currently, we are about \$15,000 short of the budgeted amount for 2020.

2021 Budget

Paul Cooper has provided two possible scenarios:

1. The first has income based on 2020 budget figures and 2021 budget submissions. It shows a deficit of \$14,355.
2. The second has income based on actual 2019 givings and 2021 budget submissions. It shows a deficit of \$39,055.

Some of the budget expenses are significant increases over which we have no control – e.g. insurance costs are up about \$1,400; CPP contributions may be rising; utilities likely will rise and so on. So, some decisions will need to be made. In the past few years, the finance committee has met with a subgroup of representatives from M&P, Property, Ministerial staff and council executive to look at our options. This meeting is usually held prior to Christmas so that a budget can be prepared for Council's perusal at the January meeting.

Communications

No report

Property

The Cathcart Driveway is close to end of life with considerable alligator cracking and uneven areas, including 2 depressions that are close to breaking up. The driveway perimeter is mostly contained by cement curbs so

widespread asphalt break-up is not anticipated in the next 6-12 months. The driveway condition presents a small safety risk, mostly to pedestrians and especially in winter when snow/ice build-up might result in slip and fall accidents. It was recently proposed to replace the driveway asphalt surface at a cost of \$17,676.59.

The Property Committee recommends the project be deferred to 2021. In the interim, safety risks will be mitigated through attention to snow cleaning and de-icing. Detailed scope, cost and Planning Form will be submitted for approval in 2021 before proceeding.

Vacuum replacement will proceed with payment via Capital Replacement funds.

Trustees

The board of trustees approved the insurance renewal for Dec. 1, 2020 to Nov 30, 2021 at a cost of \$8,556.00. An unfortunate increase of \$ 1,865.00 over the last term due to insurance underwriters having to pay out large settlements across the world. Insurance was again renewed with Ecclesiastical Insurance company.

Ministry & Personnel

2020 M&P Expenses are expected to be ~\$74k less than 2020 budget.

2021 Budget drafted – 1.73% increase over 2020 budget.

Minister and staff salaries will increase by 2.2% in 2021 based on the United Church of Canada guidelines. As in previous years, we would like to implement the changes effective Jan 1, rather than wait until the annual meeting and implement the changes retroactively.

MOTION that Council approve the 2021 salary increases effective Jan 1, 2021, with the provision that they can be amended in the future, as necessary.

Laura Black/Chris Cooke. Carried.

AOTS

No report.

Antler River Watershed Regional Council

No report. We have submitted the balance of our 2020 Assessment to Region.

10. Meeting closed at 7:44pm

11. Closing Prayer

Kenji lead us in closing prayer.

Next regular meeting: JANUARY 6, 2021

2021 Devotion Responsibility:

DECEMBER 2020 – M&P

JANUARY – Property

FEBRUARY – Planning

MARCH – Trustees

APRIL – Worship

MAY – CD

JUNE – Finance

2021 Sunday Lock-up Responsibility:

DECEMBER 2020 - Planning

JANUARY – Trustees

FEBRUARY – Worship

MARCH – CD

APRIL – CC&G

MAY – AOTS

JUNE – Communications

JULY - na
AUGUST - na
SEPTEMBER – na
OCTOBER – Outreach
NOVEMBER – M&P
DECEMBER – Communications

JULY – Finance
AUGUST – Outreach
SEPTEMBER – M&P
OCTOBER – Property
NOVEMBER – Planning
DECEMBER – Trustees

Kirk Wilson, Council Chair

Diana Fisher, Council Secretary