

**B 18/19 – Meeting #9**  
**Mill Woods United Church**  
**Council Minutes**

## **Join In – Reach Out – Make a Difference**

**Date:** January 8, 2019  
**Location:** Church lounge  
**Present:** Carla Janzen (Chair), Rob McPhee (Chair), Cathy Bayly (Worship), Kathy Poechman (Past Chair), Randy Round (Finance), Laine Pickle (Member-at-Large), Darlene Hayward (Membership), Rev. Ian Kellogg, Bill McGregor (Member-at-Large), Francisco Rico (Ministry & Personnel), Elfrieda Penner (Recording Steward), Lindy Mair (Past Chair)  
**Guest:** John Mair, Ethel Ray  
**Regrets:** Diane Nash Borynec (Member-at-Large)

**1 7:00 Gathering time**

1.1 Welcome – Rob McPhee

1.2 Prayer – Ian Kellogg

1.3 Showing Gratitude

- We discussed how best to show our gratitude and thanks to those people who through their actions make a difference to our congregation.
- In addition to our present process of naming people in council minutes and in What's the Buzz, Cathy Bayly and Ian will plan Sunday morning opportunities for thanking people for their contributions to our church.

**2 Housekeeping**

2.1 Changes to agenda - none

2.2 Approval of minutes of December 11, 2018 to include on website:

**Motion 18/19-58: that the minutes of December 11, 2018 be accepted as presented.**

- **Moved by Carla Janzen, seconded by Randy Round**
- **Carried**

2.3 Showing our gratitude:

- Thank you to Laura Goss for her years on the worship committee and for looking after communion supplies and servers
- Thanks to Brian Sampson for videoing a recent wedding ceremony so that out-of-town family could be part of the ceremony

- Thanks to Nancy Ehrman and Cathy Bayly for assistance before and after the wedding
- Thanks to all those who planned and provided the food and hard work for the after-church lunch on January 6, 2019
- Thanks to the many people who helped transform the church following the Christmas season
- Thanks to Carla Janzen and Ethel Ray for organizing the Christmas Craft Fair for many years

### 3 Correspondence

- Hon. Amarjeet Sohi: Canada Summer Jobs program: **(attachment 2)**
  - The possibility of creating a summer job for a student under this program was discussed.
- Northern Spirit Region Communication Package:
  - This contains information on how the new region is working
- New Church Development Council:
  - The debt remaining from MWUC's loan from the New Church Development Council for the building of our church has been waived.

### 4. Business Arising

#### 4.1 Updates and actions from previous meetings

- Nominating: Step One:
  - The Nominating Committee is beginning the process of seeking nominations for various positions.
- Worship: Sabbatical and Summer coverage update:
  - David Faber will cover the worship services in May and July.
  - Jo-Anne Kobyłka will cover the worship services in June.
  - The worship services in August will be led by volunteers from the congregation.
- Property Committee Update:
  - Elevator working very smoothly: [total cost for recent repairs] \$2700
  - After hours security
    - Have agreement with BPS Protective Services for issues between 10 pm and 7 am at \$38.00 per half hour
    - Rob and Bill were added to the call-out list; Carla was also added with an addendum that she be the last one called as she lives farther away
  - New office hard-drive: Installed January 7, 2019: \$450
  - Outside steeple lights need more work, probably during the summer
  - Sanctuary steeple light, sound system and electrical connections are being worked on
- M & P Committee Update:

- The committee is working with Ian on his sabbatical plans (see 5.4 below)
- Liliana is now supervising Laura's work
- Christmas Craft Fair:
  - Carla and Ethel have resigned from organizing this Fair and are looking for one or more people to take this on.
  - The Nominating Committee will help with this.
- Congregational Visioning Evening: Monday January 14 from 7-9 pm:
  - The congregation has been invited to this session to participate in finalizing the draft purpose statement created at the council retreat: We are an authentic spiritual community where you can explore (and find) purpose and (a) place (for you).
- Freedom Cellular:
  - Randy had nothing new to report, but workers have been seen around the cell tower.
- Children's Programming: Set-up now until April 30, 2019:
  - Exceptions: February 17 (Family Day) and April 21 (Easter)
  - We have had as many as 7 children on Sunday mornings.
- February Book Studies: The Brink of Everything: February 4, 11 and 25 from 7-9 pm, led by Clare Woodbury and Joyce Madsen on these three books:
  - Unbelievable by John Spong
  - The Brink of Everything by Parker Palmer
  - Grace Without God by Katherine Ozment

## 5 New Business

### 5.1 Minister's report:

- **Annual Report** deadline: Feb.11
- **Worship:**
  - Ian will meet with Worship Committee on Jan. 15 to discuss how the Advent and Christmas services went.
  - "Baby Steps" meetings (first on Nov. 30, second on Jan. 11) are also helping to shape changes to the Sunday morning experience.
- **Seniors Services:**
  - Ian is leading a service once a month at each of Allen Gray, Sakaw Terrace, and Laurel Heights.
- **Weddings:**
  - January 2, 2019: wedding of Shane Watton and Moriah Courtney
  - two tentatively scheduled for August:
    - August 4: Shelley Boswell and Tim (ceremony to be off-site)
    - August 24: Amy Marie Palmer and Stuart Christensen
- **Baptisms:**
  - Laura Paquette would like to have her daughter Alex baptized at MWUC sometime soon.

- **Funerals:**
  - Last Friday for Don Grabinsky's mother, Millie Grabinsky
- **Northern Spirit Region:** As of January 1, 2019, it is now the level of governance above MWUC, replacing Edmonton Presbytery and Alberta and Northwest Conference. It encompasses 1.5 million square km – the area west of SK and Nunavut, east of Yukon and the northern Rockies in BC, and north of Hwy 13 in AB. It has 135 preaching points, 95 Communities of Faith, 6 church camps, and 85 Ministry Personnel. The inaugural meeting of the Northern Spirit Regional Council is set for May 23-26 in Valleyview AB.

## 5.2 Building Use Committee: (attachments 3,4,5)

- **Motion 18/19-59:** That council receive for information and discussion the written report submitted by the Building Use Committee regarding church short-term rentals as requested at the September council meeting.
  - Moved by Carla Janzen, seconded by Laine Pickle
  - Carried

- These are **Draft reports** and will be finalized at the February 26 council meeting.

- **Background:** September Motion: That council request the Building Use Committee review and update our present statement on church rentals as outlined in the Church Leadership Manual, including rental rates and guidelines for groups we would rent to and for what purposes.
- **Background:** Current statement from 2015: See the end of the minutes.
- **Next Step:** Committee will update based upon feedback and bring to February 2019 council meeting for approval.
- **Future Directions:** Much of the Building Use committee's time has been spent on clarifying policy for short-term rentals, which has been done very well and has the potential to increase rental revenue. There were a number of long-term questions regarding building use when the committee was established in the spring of 2018. Once this work on short-term rentals is completed, the committee has agreed to go back to looking at long-term issues.

## 5.3 Long-term rental increases: (attachment 6)

- Lindy and Rob will work on developing a draft proposal regarding how to consistently deal with long-term rental increases and contract renewals, to be brought back to the next Council meeting on February 26, 2019 for discussion.
- **Background:** We presently have agreements in place for most of 2019 for our long-term renters. However, these were each done individually based on historical data. Information on present rentals is attached.

#### 5.4 Sabbatical Plan for May 1, 2019 to July 31, 2019 (attachment 7)

- **Motion 18/19-60: That council receive for information the sabbatical plan for Ian Kellogg as approved by the Ministry and Personnel Committee**
  - Moved by Kathy Poechman, seconded by Darlene Hayward
  - Carried
  
- **Background:** On December 11, 2018 council approved the timing of Ian's sabbatical from May 1, 2019 to July 31, 2019. M & P is responsible for approving the actual plan, which is to be shared with council for information.
- John Mair and Francisco discussed the sabbatical plan as presented by Ian and approved by M & P.
- Ian will report back to M & P once a month during his sabbatical.

#### 5.5 Cannabis Policy (deferred)

- **Action:**
  - **Step One:** A short council discussion getting a feeling for what council members think on this issue.
  - **Step Two:** Identify one or two council members who would be willing to develop a draft Cannabis Use Policy for Mill Woods United Church, which could be brought back to Council for discussion on February 26, 2019.
  
- **Background:** At present we have policy on alcohol use (see below) but no policy on smoking in the church building or on church property.
- **Background:** The City of Edmonton's Public Places Bylaw regulates where smoking is permitted in public places: this includes tobacco, vaping and cannabis. Whether you are smoking cannabis for recreational or for medical purposes, everyone is expected to respect the same rules for where you can smoke. Private property owners may establish additional smoking restrictions on their own properties.

**This discussion was deferred to the February 26 council meeting, due to lack of time.**

#### 5.6 Financial Update: Randy: (attachment 1)

- **Motion 18/19-60: That council receive the financial update as presented.**
  - Moved by Lindy Mair, seconded by Laine Pickle
  - Carried

#### 5.7 Featuring our Outreach Programs at Council Meeting

- **Motion 18/19-61: That council, at least once a year, set aside meeting time to feature and hear from leaders of each of our various outreach programs to find out how this work is going, how we can support the work, and provide input on questions the program leaders may have.**
  - Moved by Darlene Hayward, seconded by Carla Janzen

- **Carried**
- **Background:** We have a number of outstanding outreach programs occurring in our congregation, which operate very successfully and are key components of our community presence. We would like to provide an opportunity for the leaders of these programs to share with council how that work is going and seek any support they feel is necessary, starting with the Clothing Bank at our February 2019 meeting.

**Next Meeting: Tuesday February 26, 2019 – 7:00 pm**

Adjournment at 9:10 pm:

- **Motion 18/19-62: that the meeting be adjourned.**
  - **Moved by Bill McGregor**

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Rob McPhee (Chair)

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Elfrieda Penner (Recording Steward)

**Attachments** are filed with a paper copy of these minutes in the office:

1. Financial update
2. Letter from Hon. Amarjeet Sohi re Canada Summer Jobs program
3. MWUC Facility Use Criteria & Rates (Draft)
4. MWUC One-Time Use Rental Request Form (Draft)
5. MWUC Space Rentals (Draft)
6. MWUC Long-Term Renters and Users
7. 2019 Work Schedule and Sabbatical Planning by Rev. Ian Kellogg

**Background to item 5.2**

**USE OF CHURCH PROPERTY BY OUTSIDE GROUPS**

All inquiries and bookings by outside groups to use of the church property will be done through the church administrator.

Prices for Rental of Church Facility - Dated February 9, 2015

Sanctuary	\$350.00 for a minimum 3 hour rental period
Lounge (main floor "round" room)	\$150.00 for a minimum 3 hour rental period
Basement (not including kitchen)	\$250.00 for a minimum 3 hour rental period
Kitchen	\$75.00 for a minimum 3 hour rental period
Basement & Kitchen	\$350.00 for a minimum 3 hour rental period
Each hour beyond a	

3 hour minimum

\$85.00 / hour

Clients renting MWUC facilities on a one-time basis will be required to pay a charge of \$12 per hour to cover the cost of a rental attendant who will open and close the building and be present during the rental event. The church custodian will have first right of acceptance to carry out this role and will be paid her regular hourly wage. If the regular custodian is unable to do this, a list of congregational members has been established to be called upon and will be paid \$12 per hour.

MWUC reserves the right to make final decisions about whether to rent to clients and to set rates based on the needs of the congregation. Rental rates will be reviewed each year by MWUC Council.

## **Background to Item 5.5**

### **Use of Alcohol on Church Property**

**May 31, 2009**

**Motion C09/10-09 amended:** Moved by Bryan Kelly, seconded by Val Buhler that Council evaluate the criminal Legal Liability of the proposed alcohol policy and if it is determined there is minimal risk, the Congregation approves implementation of the following:

- Alter the current policy on alcohol use on church property to allow for alcohol use at Church sponsored events (e.g. Dinner Theatre). Alcohol use would not be supported for private functions held on church property (e.g. wedding receptions).
- Council approval would be required for all requests
- The new policy would be in effect for 12 months from point of approval. It would be reviewed by Council at that time and a decision made as to whether to continue with limited use or consider another option.

### **2015 update to the Use of Alcohol on MWUC Property Policy:**

**Motion 15/16-2:** Moved by Laine Pickle, seconded by Tim Janewski, that MWUC Council affirm the revised policy on alcohol use on church property to allow for alcohol use at occasional Church-sponsored events (e.g. Dinner Theatre). Alcohol use would not be supported for private functions held on church property (e.g. wedding receptions). Council approval would be required for all requests. The Alcohol Policy shall be reviewed by Council from time to time to ensure the suitability of this policy.