

**B 18/19 -Meeting #10**  
**Mill Woods United Church**  
**Council Minutes**

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

**Date:** February 26, 2019, 7:00p.m.

**Location:** Church lounge

**Present:** Carla Janzen (Chair), Rob McPhee (Chair), 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:** Carol Hickmann

**Regrets:** Diane Nash Borynec (Member-at-Large), Cathy Bayly (Worship)

### **1. Opening and Welcome**

1.1 Welcome – Carla Janzen

1.2 Prayer – Ian Kellogg

1.3 Gathering Time: Review/discussion of Purpose Statement (**attachment 1.3**)

- We reviewed the suggestions made at the Congregational Visioning Evening on January 14. Council then spent time in groups of three and then in groups of six determining wording for the purpose statement with which they were most comfortable. This was followed by the sharing to the whole council the ideas of each group. The final statement agreed upon by council which will be taken to the annual meeting for approval reads:
  - *We are a spiritual community where you can explore your purpose and place.*

### **2. Housekeeping**

2.1 **Changes to agenda**

- 5.6 Ministry & Personnel was added and the numbering adjusted
- The Building Use Committee motion at 5.1 was changed to read one-time rentals

2.2 **Approval of Minutes** of January 8, 2019 to include on website.

- A note was added to 4.1 Property Committee Update:
  - Elevator working very smoothly: total cost for recent repairs was \$2700
- **Motion18/19-63: That the minutes of January 9, 2019 be accepted as amended.**
  - **Moved by Bill McGregor, seconded by Randy Round**
  - **Carried**

2.3 **Showing our gratitude:**

- John & Ethel Ray and Rob McPhee for the travel presentations
- Rob and Jennifer McPhee for organizing the “Screenshots” movie and dessert party on January 19
- Clare Woodbury and Joyce Madsen for leading the “On the Brink of Everything” series
- Liliana for the exceptional job done in the production of the 2018 Annual Report
- The 16 people who attended the Congregational Visioning Evening
- YoonOk Shin for leading the February 17 service
- Building Use Committee for cleaning out the Counting Room
- Laine Pickle for his many years of service on Facing The Future, and on Council as Chair and in other positions

- Diane Nash Borynec for her service on Council as Member-at-Large
- Lindy Mair and Kathy Poechman for their service on Council as Chairs and Past Chairs and for continuing on Council in different roles
- Randy Round for his dedicated work on the church finances and for training several new people on the Finance Committee

### 3. Correspondence

- A letter was received from YoonOk Shin inviting a representative of MWUC to attend an Intercultural Ministry Visioning Workshop on March 16 at Sherwood Park United Church; Ian will attend.

### 4. Business Arising

#### 4.1 Property and \$1000 Committee update (**attachment 4.1**)

- Rob and the Property Committee reviewed the Committee's completed and proposed activities.
- A Congregational Work Bee is planned for Saturday, March 23
- Plan to put up a banner at the front of the balcony: Join In – Reach Out – Make a Difference

#### 4.2 Forward Steps Committee Update (formerly Baby Steps Committee):

- Some changes have been initiated by this committee:
  - On the Brink of Everything, attended by 9 – 18 people at 3 evening sessions
  - Alternate scripture readings
  - Different forms of the Lord's Prayer
  - Proposed: instead of taking away something during Lent, plan to give back through acts of kindness

#### 4.3 Moving Forward with Reconciliation: (**attachment 4.3**)

- An agreement was signed between MWUC and the Moving Forward with Reconciliation Working Group to provide their staff person with working space in the former counting room.

#### 4.4 Potential New Long-term Rental:

- A Filipino church group has indicated interest in a long-term rental; this is not yet finalized

#### 4.5 Nominating Committee Report: (**attachment 4.5**)

- Almost all positions have nominees
- The position of chair elect remains vacant
- This will be presented for approval at the AGM on March 10

### 5. New Business

#### 5.1 Building Use Committee: (**attachment 5.1**)

- Carol Hickmann presented the documents developed by the Building Use Committee; these will be posted on the MWUC website.
- **Motion 18/19-64: That council approve the report from the Building Use Committee regarding one-time rentals**
  - **Moved by Carla Janzen, seconded by Bill McGregor**
  - **Carried**

**Background:** In June 2018 council requested the Building Use Committee review and update our present statement on one-time church rentals, including rental rates and guidelines for groups we would rent to

and for what purposes. Information updates were provided both at November 2018 and January 2019 council meetings.

## 5.2 Long-term Rental increases:

- **Motion 18/19-65: That long-term rentals be adjusted annually on January 1, using the Alberta Consumer Price Index Cost of Living Adjustment for the previous year.**
  - **Moved by Lindy Mair, seconded by Kathy Poechman**
  - **Carried**

**Example:** The Cost of Living Adjustment for 2019 is 2.5 percent. Based upon this we would increase each of our long-term rental agreements by 2.5 percent on January 1, 2020.

**Background:** During 2018 we worked with each of our long-term renters and determined a fair and reasonable rental amount. We feel that we now have a consistent base upon which we can determine future rental adjustments. It is our intent to adjust all long-term rental agreements by the same amount each January 1. We will inform each of our long-term renters so that they have adequate time to plan for these adjustments.

## 5.3 Cannabis and Smoking Policy

- **Motion 18/19-66: That the use of tobacco, vaping or cannabis products is not permitted within the Mill Woods United Church building or within 10 meters of any entrance.**
  - **Moved by Rob McPhee, seconded by Lindy Mair**
  - **Carried**

**Background:** At present we have a policy on alcohol use but not a policy on smoking in the church building or on church property. 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. Based upon the fact that we are a 'workplace' it could be assumed these regulations apply to us. Information on city and provincial expectations is below.

- A sign will be put up near the main entrance regarding where smoking is/is not permitted
- See also the end of the minutes of the January 8, 2019 meeting for more information.

## 5.4 Annual General Meeting, March 10<sup>th</sup>

- Approval of Agenda (**attachment 5.4**)
  - **Motion 18/19-67: To approve the agenda for the Annual General Meeting on March 10, 2019.**
  - **Moved by Bill McGregor, seconded by Darlene Hayward**
  - **Carried**
- Set-up for meeting: Randy and Rob will look after set-up
- Babysitting: Georgia Englot will be paid to provide child-care
- Food: Kathy is organizing food

## 5.5 GEA (Greater Edmonton Alliance) (**attachment 5.5**)

- Carla gave us information on GEA and asked about continued support from MWUC
- We have a private donor willing to pay the membership fee but wants to know if this is something our congregation wishes to continue. Council members are asked to consider the information presented and be prepared to vote at our March council meeting whether or not we continue our membership.

## 5.6 Ministry & Personnel

- The M and P committee met with each staff member in February to review the past year and set goals for this year
- Ian will take off Friday and Saturday, so he will be working Sunday to Thursday, until his Sabbatical leave
- We are asked to consider Liliana's workload by booking a space for meetings well in advance and limiting our request for photocopying.

## 5.7 Minister's Report

- **Northern Spirit Region:** I am participating in an Intercultural Ministry Vision Workshop on Saturday March 16 from 10 am to 2 pm at Sherwood Park United Church
- **Work Schedule:** Now that my February vacation is over, I will be on duty until Sunday April 28. I will return from sabbatical and August vacation on Monday August 26
- Starting on the week of March 3, I am changing my day off from Monday to Friday, which means I will be in the church office Monday through Thursday each week
- **Weddings:** I have two weddings planned for August:
  - Shelley Boswell and Tim Sibbald on Aug 4 (off-site)
  - Amy-Marie Palmer and her fiancé on Aug 24 (at MWUC)
- **Baptisms:** Council is excited to learn of three impending baptisms:
  - On March 17, Alex Paquette, daughter of Laura Paquette
  - On April 14, Caitlyn de Jong, daughter of Simone and Bradley de Jong
  - On April 14, Huxton Small, son of Jenna and Amanda Small
- **Funerals:** I presided at a Celebration of Life for David Edey on January 18
- I have arranged that Rev. Jo-Anne Kobylka will provide funeral coverage for me while I am away between April 28 and August 26

### Emergency Pastoral Care Coverage:

- **Motion 18/19-68: To add to the Funeral/memorial Policy "To pay clergy who preside at funerals when the minister on staff is not available in the amount of \$300.00".**
  - Moved by Carla Janzen, seconded by Lindy Mair
  - Carried

**Background:** In December 2017 we voted to not charge for funerals at MWUC. In response to Ian's Sabbatical and considering any time a minister is away, on vacation or other, it would be respectful to ensure the covering minister will be paid for this service.

## 5.8 Financial Report (attachment 5.8)

- **Motion 18/19-69: That Council approves the 2018 Financial Statement to be presented at the March 10, 2019 Annual General Meeting.**
  - Moved by Randy Round, seconded by Lindy Mair
  - Carried
- **Motion 18/19-70: That Council accepts the January financial update as presented.**
  - Moved by Randy Round, seconded by Bill McGregor
  - Carried

**Next Meeting: Tuesday, March 19, 2019**

Adjournment at 9:15 p.m.

- **Motion 18/19-71: That the meeting be adjourned.**
  - **Moved by Laine Pickle**

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Carla Janzen (Chair)

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Elfrieda Penner (Recording Steward)

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

- 1.3 Congregational Visioning Evening
- 4.1 Property Committee update
- 4.3 Moving Forward With Reconciliation agreement
- 4.5 Nominating Report
- 5.1 One-Time Event Rental and Building Use Committee documents
- 5.4 Annual General Meeting agenda
- 5.5 Greater Edmonton Alliance information
- 5.8 January Financial report

Additional information regarding 5.4 above:

## Smoking

The City of Edmonton's Public Places Bylaw regulates where smoking is permitted in public places: this includes tobacco, vaping and cannabis.

Effective October 17, 2018, there are new rules on smoking and vaping.

Smoking will not be permitted within 10 metres of:

- Doorways, windows and air intakes of buildings and patios
- On a patio
- Bus stops

In addition, smoking will not be allowed on or within:

- Any patio or building (buildings include those that are publicly or privately owned, to which members of the public have access, such as stores and restaurants)
- Public vehicles (buses, taxis, LRT, and other vehicles that transport the public for a fee)
- Parks containing playgrounds, sports fields, skate parks, bicycle parks, outdoor theatres, outdoor pools, water spray parks, seasonal skating rinks or off-leash areas
- School properties or child care facility properties
- City-owned golf courses
- Cemeteries
- Ski hills
- Transit stations, bus terminals and LRT platform

- Sir Winston Churchill Square, Fort Edmonton Park, the John Janzen Nature Centre, the Edmonton Valley Zoo, the Muttart Conservatory and William Hawrelak Park
- Anywhere designated as a no-smoking area for cannabis or tobacco

Smoking cannabis and tobacco will be permitted in private residences. However, private property owners may establish their own restrictions for smoking on their property.

For more information on particular interpretations of the bylaw, check our [Frequently Asked Questions](#).

There are additional provincial and federal rules applicable to cannabis. [edmonton.ca/cannabis](http://edmonton.ca/cannabis)

In addition to the new rules in the City of Edmonton on tobacco smoking, the Province of Alberta also regulates tobacco smoking in public places through the [Tobacco and Smoking Reduction Act](#). Citizens are encouraged to familiarize themselves with the provincial rules.

## **Alberta Government**

No person shall smoke in a public place, a workplace or within a prescribed distance from a doorway, window, or air intake place or workplace.