



**First-St. Andrew's United Church  
COUNCIL MEETING  
May 17, 2022  
7:00 pm  
Zoom Video Conferencing**

**Present:** Linda Badke, Paul Cooper, Steve Elson, Kerry Hill, George Jolink, Laurel Kenney, David Knoppert, The Rev. Dr. Joshua Lawrence, Heather Locking-Cusolito, Merran Neville, Jo Ann Silcox, Kathryn Skelly, David Wardlaw, Allyson Watson, Jackie Williams, Katherine Wonfor, Laura Wood

The regular meeting of Council was called to order at 7:00 pm by David Wardlaw, Chair. A quorum was present.

**1.0 Welcome:** David Wardlaw welcomed David Knoppert, new Chair of the Mission and Outreach Committee, to his first meeting of Council.

**2.0 Invocation:** Pastor Joshua opened the meeting with prayer.

**3.0 Acknowledgement of the traditional territory on which we are meeting**

**4.0 Minute for Meeting Etiquette** – Jo Ann Silcox

Jo Ann Silcox presented a minute for meeting etiquette. During this time of transition as we are thinking of a new and future church, we are blessed to meet and listen respectfully and honour the efforts and gifts brought forward.

**5.0 Review and Approval of Agenda**

The following items were deferred to the June Council meeting:

12A Use of Social Media

12B United Fresh Start program at FSA

MOTION: That the Council Meeting Agenda of Tuesday, May 17, 2022 be approved with the above amendments.

MOVED: By Heather Locking-Cusolito, seconded by Allyson Watson. MOTION CARRIED.

**6.0 Declaration of Conflicts of Interest**

No Conflicts of Interest were declared.

**7.0 Approval of Minutes**

The following correction was requested to Item 12A Ark Aid:

Jonny Courey from Ark Aid asked Pastor Joshua if FSA would consider providing space for Narcotics Anonymous meetings. If NA follows up with this request, Pastor Joshua will report to Council.

MOTION: That the Council Meeting Minutes of April 19, 2022 be approved with the above correction.  
MOVED: By Allyson Watson, seconded by Merran Neville. MOTION CARRIED.

## **8.0 Correspondence**

FSA was invited by Wesley-Knox United Church to attend a community service to reflect on the many losses we have suffered during the pandemic. Heather Locking-Cusolito attended on behalf of FSA.

## **9.0 Staff Report – Joshua Lawrence**

A Pastor's Report was circulated.

The staff have had an opportunity to welcome Marilyn Arthur, Minister of Youth and Young Adults.

Staff meetings are held every other week.

## **10.0 Business Arising from the Minutes**

### **10A Chimney Swift Recovery Strategy – David Wardlaw**

A memo was circulated regarding FSA's response to Environment and Climate Change Canada (ECCC) proposed Chimney Swift Recovery Strategy.

A letter of response is due to ECCC by June 15. David Wardlaw has been working with Winnie Wake to draft a letter which will be sent under David's signature as Chair of Council.

Questions and concerns regarding the Recovery Strategy are outlined in the memo and will be included in the response to ECCC.

MOTION: That First-St. Andrew's United Church respond in writing to Environment and Climate Change Canada regarding the Chimney Swift Recovery Strategy. David Wardlaw and Winnie Wake will draft the letter to be sent under David Wardlaw's signature as Chair of Council.

MOVED: By Allyson Watson, seconded by Steve Elson. MOTION CARRIED.

## **11.0 Items for Decision Making by Council**

### **11A Avis Architects Service and Fee Proposal Feasibility Study – Steve Elson**

A memo regarding a feasibility study to be undertaken by Avis Architects was circulated to Council. The Planning Committee is exploring options to secure more rental/lease opportunities for FSA and to make more effective use of existing space. The feasibility study will include Proudfoot Hall, rear parlour and boiler room and all floors of St. Andrew's Hall. The study will include consideration of the HVAC system.

MOTION: That Council approve the Service and Fee Proposal as presented by Allan Avis Architects to complete a Feasibility Study to support long-term capital infrastructure planning at the church, subject to approval by the Board of Trustees to release the necessary funds to pay for the study. The estimated cost is \$35,000.

MOVED: By Steve Elson, seconded by Kerry Hill.

DISCUSSION:

- Due to the recent stock market decline, it is not an optimal time to draw on the trust funds to fund the study.
- The study's investigation of a new HVAC system is of interest to the Property Committee.
- The United Church of Canada has funds available for affordable housing projects.

- The Planning Committee intends to contact the City of London to see what re-zoning is possible for the FSA site (residential/office/daycare).
- The FSA community should be offered the opportunity to consider and give input on what the FSA building could be used for. The Planning Committee hopes the report from Avis will help focus discussion on how the space could be re-configured and for what purposes.
- Changes to the FSA building would be a multi-year project and it would take time to realize income that would help to secure the financial future of the church.

VOTE: 8 in favour, 4 opposed

MOTION CARRIED.

Steve Elson will present the fee proposal for the Avis feasibility study to the Board of Trustees at its May 19, 2022 meeting.

### **11B Congregational Singing – Steve Elson**

A proposed protocol for congregational singing at FSA was circulated to Council.

Singing is not risk-free. However, risks associated with congregational singing can be reduced by continuing to follow the current COVID protocols in place at FSA (masking, physical distancing) and by following singing specific guidelines.

After reviewing the practices of other churches, it is recommended that congregational singing be permitted under the following conditions:

- Hymns involving congregational singing be limited to two verses;
- People who chose to sing do so softly or in a normal, speaking volume.

MOTION: That congregational singing be returned to Sunday worship on Sunday, June 5, 2022 following the measures outlined in the Protocol for Congregational Singing at FSA as circulated to Council.

MOVED: By Merran Neville, seconded by Allyson Watson.

DISCUSSION:

- It was recommended that a section of the sanctuary be designated as a “no singing” zone.
- The Senior Choir and Chamber Choir have been singing at services and there has been no known spread of COVID-19.

MOTION CARRIED.

### **11C Afghan Refugee Sponsorship Plan – David Knoppert**

A Background and Planning Document: Afghan Refugee Family Sponsorship was circulated to Council.

David Knoppert presented the document to Council. The Mission and Outreach Committee are advocates for the sponsorship project.

Council discussed the document:

- The names of the family in Canada are not being publicized due to confidentiality and safety concerns.
- The budgeted expenses are based on the sponsorship of 7 adults. If fewer family members come to Canada the budget will decrease.
- No money will be spent while the family is overseas.
- When 20% to 40% of the budget is raised, refugee applications can be made to the United Church of Canada, the Sponsorship Agreement Holder.
- When 100% of the expense budget is raised, the United Church will submit the applications to Immigration, Refugee, Citizenship Canada.

- A budget was presented showing sources of revenue. The Refugee Sponsorship Group plans to reach out to faith-based communities, service organizations and individuals. Fundraising events will be held.
- The Mission and Outreach Committee has long-standing commitments to ELUCO and St. Paul's Social Services so all MO fundraising revenue will not be designated to refugee sponsorship.

MOTION: That First-St. Andrew's United Church Council supports the Afghan Refugee Family Sponsorship project as outlined in the Background and Planning Document. Council authorizes the Refugee Sponsorship Group to proceed with the project.

MOVED: By Linda Badke, seconded by Allyson Watson.

DISCUSSION:

- Members of the Refugee Sponsorship Group have been compiling lists of contacts for potential partnerships.
- It was suggested that a modified version of the document be circulated to the congregation.
- Council was reminded that the names of the family in Canada and overseas are to remain confidential.

MOTION CARRIED.

MOTION: That Council permits the Mission and Outreach Committee to inform the congregation about the Afghan Refugee Family Sponsorship project and to invite the congregation to participate in the project.

MOVED: By Paul Cooper, seconded by Allyson Watson. MOTION CARRIED.

## **12.0 Reports and Topics for the Information of Council**

### **12A 2021 Reviewed Financial Statements – Laura Wood**

The 2021 Reviewed Financial Statements have been received from the accountant and are being reviewed by the Finance Committee. The statements will be circulated to Council and an email vote will be held to accept the statements.

### **12B Annual Congregational Meeting Part II – David Wardlaw**

The Annual Congregational Meeting Part II will be held Sunday, June 5 immediately following the worship service. Notice of the meeting will be made to the congregation.

### **12C Ark Aid – Joshua Lawrence, Allyson Watson**

Ark Aid serves dinner every night. A team of FSA volunteers has offered to serve and cleanup after a meal in May.

Heather Locking-Cusolito reported that Ark Aid was included as a way to serve on the latest Time and Talent survey. Heather will pass on names of volunteers to Allyson Watson.

## **13.0 Other Business**

At 8:52 pm the staff left the meeting and an in camera session was held.

MOTION: That Council approve a housing assistance allowance for the Rev. Dr. Joshua Lawrence in the amount of \$1,600 per month for 2022 effective March 1, 2022. This allowance is to be ongoing, with annual amount for years beyond 2022 to be reviewed and reassessed by the Ministry and Personnel Committee on an annual basis in the process of setting staff salaries for the upcoming calendar year, and adjustments in the allowance made in accordance with the memo to Council dated May 17, 2022.

MOVED: By Kerry Hill, seconded by Steve Elson. MOTION CARRIED.

**14.0 Benediction**

David Wardlaw closed the meeting with a benediction.

The May 17, 2022 Meeting of Council was adjourned at 9:26 pm.

\_\_\_\_\_  
David Wardlaw, Chair

\_\_\_\_\_  
Katherine Wonfor, Secretary