



**First-St. Andrew's United Church  
COUNCIL MEETING  
April 19, 2022  
7:00 pm  
Zoom Video Conferencing**

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

**Regrets:** George Jolink, Jo Ann Silcox

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 members of Council to the April meeting.

**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** – Heather Locking-Cusolito

Heather Locking-Cusolito presented a minute for meeting etiquette. If your Committee has a financial or time resource issue that affects another Committee, please speak with the other Committee before the matter is brought to Council.

**5.0 Review and Approval of Agenda**

The following additions were requested to the circulated Agenda:  
12E UCW Event – Laurel Kenney  
13C Afghan Refugee Sponsorship Proposal Update – Kerry Hill

**MOTION:** That the Council Meeting Agenda of Tuesday, April 19, 2022 be approved with the above additions.

**MOVED:** By Allyson Watson, seconded by Jackie Williams. **MOTION CARRIED.**

**6.0 Declaration of Conflicts of Interest**

No Conflicts of Interest were declared.

**7.0 Approval of Minutes**

**MOTION:** That the Council Meeting Minutes of March 15, 2022 be approved.

**MOVED:** By Heather Locking-Cusolito, seconded by Jackie Williams. **MOTION CARRIED.**

## **8.0 Correspondence**

A letter was received from Environment and Climate Change Canada (ECCC) seeking input on a proposed recovery strategy for the Chimney Swift in Canada. FSA received this correspondence because part of the proposed critical habitat for the Chimney Swift is located on FSA property. A summary of the proposed Recovery Strategy for the Chimney Swift and Questions and Answers for the conservation of the Chimney Swift were circulated to Council.

Winnie Wake has reviewed the ECCC package and provided a written synopsis for Council Executive. At a meeting held on April 13, the Executive had a preliminary discussion of the implications of the proposed Strategy and the designation of FSA as critical habitat for Chimney Swifts. The Executive is now preparing a list of questions, concerns, and suggestions around the implications of a critical habitat designation as defined in the proposed Recovery Strategy. This list would provide a basis for a written response to ECCC. Winnie Wake has agreed to assist with the writing of the response. The letter would be signed by the Chair of Council. An update will be provided at the May Council meeting.

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

A Pastor's Report was circulated.

Pastor Joshua reported that the staff is developing a checklist to be used when planning special services, including funerals.

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

### **10A Review of FSA Policies and Procedures – Steve Elson**

Steve Elson, David Wardlaw and Kerry Hill are reviewing recommended amendments to the FSA Policies and Procedures manual. The revised document will be brought to Council for review before being forwarded to the congregation for approval.

### **10B Request for assistance with Nominations – Steve Elson**

Steve Elson thanked Linda Badke and Heather Locking-Cusolito for agreeing to assist with Nominations for 2023. The Nominations Committee will focus on recruiting a chair-elect of Council.

### **10C FSA's On-Line Account with Canada Revenue Agency**

David Wardlaw reported that Council Executive approved that the officers of Council be listed as directors with the Canada Revenue Agency.

### **10D COVID-19 Protocols at FSA**

Council agreed that masking requirements will continue until further notice.

Council discussed congregational singing. Many local congregations are allowing the congregation to sing hymns. Victoria Meredith, conductor of the FSA senior choir, has monitored the research on singing by choirs throughout COVID and has applied her learnings to the FSA choir. The senior choir has resumed Thursday evening rehearsals and are masking and when possible physical distancing.

Steve Elson offered to speak with the Middlesex London Health Unit and Victoria Meredith to develop a protocol regarding congregational singing at FSA.

MOTION: That congregational singing not be part of worship services until the end of May 2022.

MOVED: By Steve Elson, seconded by Heather Locking-Cusolito.

DISCUSSION:

- Council will review this decision, based on the information gathered by Steve Elson, at the May 17, 2022 Council meeting.
- The bulletin will note that singing is by “choir only”.

MOTION CARRIED.

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

### **11A Mission and Outreach Committee – Kerry Hill**

MOTION: That First-St. Andrew’s United Church Council approves David Knoppert as Chair of the Mission and Outreach Committee effective immediately.

MOVED: By Kerry Hill, seconded by Jan Hendry.

DISCUSSION:

- Although David Knoppert is a member of Wesley-Knox United Church, there is no impediment in United Church or FSA policies to disallow his serving as Chair of a FSA Committee.
- At the January 2022 Annual Congregational Meeting, David Knoppert was approved as a member of the Mission and Outreach Committee.

MOTION CARRIED.

The Mission and Outreach Committee have discussed ways to honour Bill Knowles for his contributions to MO. Suggestions included making Bill an honorary member of MO for his lifetime, or naming the White Squirrel Golf Tournament after Bill and Jean Knowles. The MO Committee will consider appropriate recognition.

## **12.0 Reports and Topics for Discussion by Council**

### **12A Ark Aid – Out of the Cold – Joshua Lawrence**

Pastor Joshua and Allyson Watson are looking at ways that FSA can continue our relationship with Ark Aid. Ark Aid serves dinner every evening and is looking for teams to help serve and clean up. The congregation will be asked for volunteers for the meal program.

Pastor Joshua has been contacted by Narcotics Anonymous. NA is looking for space to host meetings. Pastor Joshua will explore what NA’s needs are and report to Council.

### **12B Pastoral Care Task Team -- Heather Locking-Cusolito**

To better understand the congregation’s needs and experiences with pastoral care, the Pastoral Care Task Team has developed a survey that will be distributed to the congregation at Sunday services. A link to complete the survey on-line will be included in the weekly e-blast.

### **12C June Council Meeting – David Wardlaw**

Council agreed to hold the June Council meeting on June 14, the second Tuesday in June.

### **12D United Fresh Start – Steve Elson**

As only ten people registered for the United Fresh Start seminar scheduled in April the session was cancelled. Council discussed ways to encourage participation:

- ask committee chairs to encourage participation from committee members
- personally invite people to attend

- have child care available
- committing to a full day on a Saturday may be difficult for some people, let participants know they do not have to take part for the full day

Steve Elson will speak with the facilitator regarding how to encourage participation.

#### **12E United Church Women – Laurel Kenney**

On April 27 at 2 pm the UCW is hosting a special event. Mary Ann Hodge will speak on “Embracing London’s Climate Emergency Action Plan.” All are welcome to attend.

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

#### **13A Planning Committee – Steve Elson**

A report was circulated from the Planning Committee.

A service and fee proposal for a feasibility study was received from Allan Avis Architects Inc. This information will be shared with the Property Committee and the Board of Trustees.

The feasibility study will provide an understanding of the steps needed to upgrade parts of the church building and allow us to set priorities.

#### **13B Music Committee – Merran Neville**

Report accepted as circulated.

Merran Neville updated Council on the search for a Music Director/Minister of Music. The position has been re-advertised and the closing date for applications is the first week of May.

#### **13C Afghan Refugee Sponsorship Proposal Update – Kerry Hill**

Kerry Hill reported that the Afghan Refugee Family Sponsorship Group has produced a Status Report that will be circulated to Council.

The Sponsorship Group has been meeting since October 2021. The Group has consulted with other United Churches that have sponsored refugees as well as with the United Church of Canada’s Refugee Program Advisor, Khwaka Kukubo.

The total settlement cost is estimated at \$109,000. A Hope Grant of \$5,000 has been received from the Antler River Watershed Region Council. The Refugee Program of the United Church will act as Sponsorship Agreement Holder. They require 20% to 40% of the budget be raised before they will open a file. Immigration Refugee Citizenship Canada requires 100% of the budget be committed before they will start to process an application.

The Sponsorship Group is exploring fundraising opportunities and partnerships.

#### **13D Annual Congregational Meeting Part II – David Wardlaw**

The reviewed financial statements are required before Part II of the Annual Congregational Meeting can be held. The Finance Committee and Council will have an opportunity to review the statements before they are presented to the congregation for approval. The meeting will be held in the sanctuary immediately following a Sunday service.

Marilyn Arthur, Minister of Youth and Young Adults, will be introduced to the congregation at the meeting.

**13E Finance Committee** – Laura Wood  
March Financial Results accepted as circulated.

**13F Property Committee**  
Facilities Report accepted as circulated.

**14.0 Benediction**

Pastor Joshua closed the meeting with a benediction.

The April 19, 2022 Meeting of Council was adjourned at 9:03 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary