

**Northern Spirit Executive Minutes
March 12, 2025
In person and via Zoom**

EXECUTIVE PRESENT	<p>Leigh Sinclair (Chair), Helen Reed (Past Chair), Donna Kline (Treasurer), Leslie Penny, Marilyn Carroll, Mervin Gallant, Lorraine Stewart, Susan Silverthorne,</p> <p>A quorum was present.</p>
REGRETS	<p>Paul Walfall</p>
CORRESPONDING MEMBERS PRESENT	<p>Jim Belliveau</p>
STAFF PRESENT	<p>Shannon McCarthy (Executive Minister); Julie Graham (Justice & Communications Minister); Heather Dootoff (Finance Administrator), Chloe Burns (Administrative Support); Chantal Winslow (Executive Assistant & Recording Secretary), Adam Hall (Pastoral Relations Minister); Leanne Templeton (Archivist)</p>
CALL TO ORDER	<p>Leigh called the meeting to order at 9:30 am. She led us in reflection & prayer.</p>
APPROVAL OF AGENDA	<p>We reviewed the agenda.</p>
APPROVAL OF MINUTES 031-2024/2025	<p>It was agreed by consensus: That Northern Spirit Regional Council Executive approve the minutes of February 12, 2025 as amended.</p>
FINANCE	<p>Heather provided us with an updated financial report. (see attached)</p> <p>Heather is meeting with UPRC on Monday regarding Chinese United. There will be some expenses that need to happen in order to get it ready for renting it out.</p>
032-2024/2025	<p>It was agreed by consensus: That Northern Spirit Regional Council Executive approve the spending of funds required to get the Chinese United property ready to give to United Property Resource Corporation.</p>
LISTENING	<p>Lorraine and Donna have been sending emails. They chose 10 congregations. Only one response so far. They will divide up the list and make some follow up phone calls.</p> <p>To do:</p> <ul style="list-style-type: none">• Make phone calls

COMMITTEE REPORTS

Chair

Leigh reported.

She provided a draft proposal for a full-time position for a term of two years. This will be further discussed later in our meeting when Pam Evans joins us to discuss First Third Ministry.

Annual meeting planning is coming along.

Michael Blair will be joining us to preach and speak. We will also have Vicky, Jordan, Laura, and Jennifer Janzen-Ball.

We will have the Friends of the Region present at the meeting. Thank you to the Executive members who signed up for that role.

Lee Stubbs will be joining from Living Skies and creating a collaborative band/choir.

Leigh also attended the unmarked burials event that took place in Edmonton recently.

Property

Jim reported.
(Attached)

To do:

- Chloe to send a list of all of the communities of faith (or access to the directory) so that Jim can send his survey out

The annual meeting planning team is asking the committees to promote their committees at the AGM and so if Jim wants to put together a 3 min presentation/talking points then he will have time on the agenda to do that.

Incorporated Ministries

Surprise Lake Society – officially separated. Signed the severance agreement.

Starting conversations with Rundles Mission to do the same thing.

Shannon has had several meetings with Alberta Northwest Historical Society. We made a motion a long time ago to move from a society to a committee. We are working with them to start that process and restrengthen that relationship.

Nominations

Lorraine spoke with Morgan. She expressed interest for the property committee.

033-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the appointment of Morgan Lawrence to the Property Commission

To do:

- Lorraine to send Morgan's contact information to Jim

Community of Faith Support

Hardisty-Hughenden Pastoral Charge would like to disband their pastoral charge. Just the pastoral charge, not the communities of faith. The pastoral charge held property together.

034-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the disbandment of Hardisty-Hughenden Pastoral Charge effective immediately.

All of the paperwork and finances were submitted last year.

035-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the disbandment of Sangudo United Church effective December 31, 2024.

036-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the amalgamation of High Prairie United Church and McLennan United Church effective immediately.

To do:

- Chantal will send the motions to GCE

STAFF REPORTS

Executive Minister

Shannon attended the General Council Executive on the weekend. There should be a summary coming out soon.

Adam and Shannon met with Shining Waters about the Methodist Church of Zimbabwe Canada. One congregation, two sites (Toronto and Edmonton). They wanted to discuss: what does it mean to be in a covenanting relationship with us? Adam will take it to the community of faith support.

Worked with Pam Evans – to be discussed more later in the meeting

Heather and Shannon will be meeting with Chinese United on Friday.

Pastoral Relations Minister

Adam brought forward a proposal to change the Minimum Telephone Communications Allowance Policy. This change addresses collaborative ministries and taxes.

037-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the revised Minimum Telephone Communications Allowance Policy as presented.

There are a number of community of faiths who are needing support. Adam and the Pastoral Relations Commission have been working alongside those communities.

Jasper United Church had their annual meeting March 7 and made a motion to work together for an ecumenical partnership.

Yellowknife has approved a one-year appointment with Rev. Alison Mock.

A number of retirements are taking place.

Need to have a further conversation about Edmonton community of faiths who are in similar circumstances. What will our shared future look like? Letter to go out inviting Edmonton and area churches to take part of that conversation. Looking at mid June.

Attended burial gathering.

Justice & Communications

Julie reported.

While in Edmonton she was able to attend at Riverbend to sort out the AV requirements for the upcoming AGM. They were amazing when it came to discussions regarding accessibility and disabilities.

The Affirming Committee had an in person meeting at Star of the North Retreat Center. They want to work on getting representation from outside of Edmonton. A lot of focus on accessibility. The Affirming Committee will be organizing the public event on the Friday night at the AGM.

The Unmarked burials event was held in Edmonton. 60 people joined at Southminster Steinhauser. Intense conversations

On May 3 there is the Flourishing event with the moderator. Advertising has started. Registration will be happening soon. Hybrid event. At Southminster Steinhauser

OTHER First Third Ministry

Pamela Evans joined us from First Third Ministry in Pacific Mountain and Chinook Winds.

She provided us with information regarding First Third Ministry and what they do. She then presented a proposal:

Priority One: Hire a First Third Northern Spirit Regional Animator

Work Focus:

- develop relationships with communities of faith throughout the region, find out what they are dreaming about
- create a NSRC YOUTH COUNCIL that is part of the inter-regional leadership development programs and supports the NSRC in ways that are unique to the needs of young people in the region
- work with F3 Animators in Chinook Winds (Chris Mah Poy from the region, Baz Skinner from YOUNited Youth in SW Alberta) to plan, implement and lead events for young people across Alberta and Northwest Territories.

The executive have provided their blessing for Shannon and Pamela to further explore what this might look like and start the process.

038-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive give the Executive Minister the authority to continue to explore hiring a full time equivalent First Third Ministry staff position. This position will be paid for out of the Legacy Fund.

Our vision is that this staff person would work half time with ages 13-18 and the other time for college ministry.

**New Ministry Fund
039-2024/2025**

It was agreed by consensus:

That Northern Spirit Regional Council Executive agree with the recommendation from the Communities of Faith Support Committee to expand the parameters of the New Ministry Fund. We give authority to the Communities of Faith Support Committee to discern those specific parameters with participation from a member of the Executive.

To do:

- Heather will take a look regarding the rules of withdrawing money from the fund through the foundation
- The individual will be named at a later date
- Adam will send out the next meeting information so that we can choose somebody to participate.

TOWARDS 2035

Shannon presented the Towards 2035 report. We discussed, and further discussion will take place.

Members were asked to not share this document or discuss it with anybody for now.

This afternoon the executive will do some visioning and will use this document for that purpose.

040-2024/2025

It was agreed by consensus:

That Northern Spirit Regional Council Executive give the Executive Minister the authority to work with General Council to explore hiring an (up to) full time equivalent staff position to work with the Towards 2035 vision. This position will be paid for, in part, with the New Ministry Fund.

To do:

- In the fall, to have a wider discussion, including our committees and commissions for further visioning.

NEXT MEETING

Next meeting will be April 9, 2025.

ADJOURNMENT

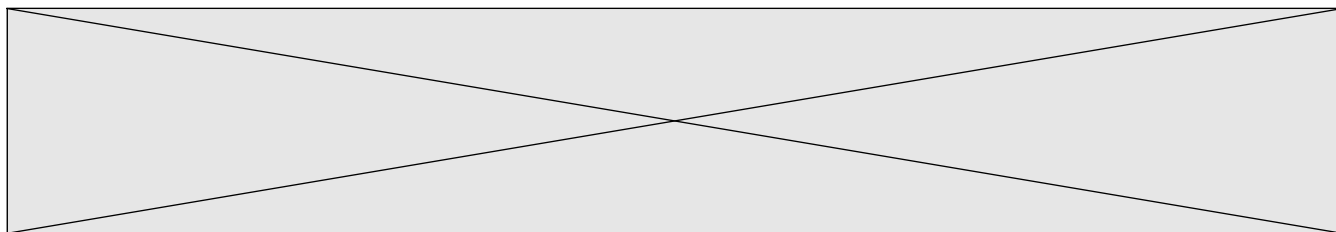
Leigh led us in a check-out and reflection before we adjourned for the day at 2:30 pm.

Leigh Sinclair

Leigh Sinclair – Chairperson

Shannon McCarthy

Shannon McCarthy, Executive Minister



	Opening Balance January 1, 2024	Receipts	Expense	Balance	Internal Transfers	Closing Balance December 31, 2024
		\$641,274.15	-\$569,676.13	\$71,598.02	(\$19,903.15)	\$51,694.87
Externally Restricted						
Archive Trust Fund	102,416.40		-5722.74	96,693.66		96,693.66
Regional Archive Fund	42,792.39	5,937.57		48,729.96		48,729.96
Emergency Relief Trust Fund	18,454.65	94,589.29	-59,500.00	53,543.94		53,543.94
Reclaiming the Mission Fund	24,159.77			24,159.77		24,159.77
				0.00		
Ann Mazur Fund	188,287.96	7,182.12		195,470.08		195,470.08
Student Bursary Fund	179,685.59	5,115.77	-11,200.00	173,601.36		173,601.36
Internally Restricted						
Chinese United Church	0.00	156,857.00	-33,421.42	123,435.58		123,435.58
Conflict Resolution Trust Fund	30,000.00			30,000.00		30,000.00
Pastoral Relations Emergency Fund	10,000.00		-4,903.15	5,096.85	4,903.15	10,000.00
Legacy Fund (040 - 2021/2022)	335,500.15			335,500.15		335,500.15
Contingency Reserve Fund (Finance Policy 3.1.1.)	150,000.00			150,000.00		150,000.00
Future Programming (formerly Annual Meeting Fund (040 - 2021/2022)(Mar 13/24)	25,253.41		-400.00	24,853.41	15,000.00	39,853.41
Totals	\$1,106,550.32 **	\$910,955.90	-\$684,823.44	\$1,332,682.78	\$19,903.15	\$1,332,682.78
Conexus chequing	117,650.16	Korean Loan	50,000.00	Receipts	910,955.90	
Conexus Savings	57,877.49	Frontier (Bursary)	145,673.36	Less Expense	-684,823.44	
Student Bursary Savings	27018.00	Term Deposits	1,370,668.79	Income/Loss	226,132.46	
St. Stephens loan	15,907.01	Accrued Interest	36,124.64	Beginning balance	1,106,550.32	
Ann Mazur loans	12,241.36	TD GIC	1,896.72	Ending balance	1,332,682.78	
Accounts Receivable	2,615.93	Cash on Hand		Liability	17,952.92	
			\$1,837,673.46		\$1,350,635.70	
				Retained earnings	487,037.76	
					\$1,837,673.46	

** 2025 adjustments not included

2024 Northern Spirit Regional Council

	2024 Budget	31-Dec-24	2025 Budget	28-Feb-25
<u>Governance Revenue</u>				
Governance Grant	\$ 325,000	\$ 325,000	\$ 325,000	0 No GC 2025 statements yet
Shared Staff Grant	\$ 67,000	\$ 76,375	\$ 67,000	0
Annual Meeting Meal Fee	\$ -		\$ 23,000	
Misc income	\$ 5,000	\$ 45,191	\$ 30,000	\$ 14,401 interest
	\$ 397,000	\$ 446,566	\$ 445,000	\$ 14,401
<u>Governance: Office and Staffing Expenses</u>				
Office Expenses:				
Office Rent	\$ 31,365	\$ 12,341	\$ 6,600	\$ 1,000
Office Costs (supplies, phone, wifi, etc)	\$ 13,500	\$ 8,356	\$ 13,000	\$ 100
Shared Service GC	\$ 14,000	\$ 16,158	\$ 15,500	
Website	\$ 1,500	\$ 1,127	\$ 1,500	\$ 851
Audit/Prof Services	\$ 11,000	\$ 15,399	\$ 10,000	\$ 4,387 1/2 of bill
Office Move		\$ 2,887		
Contingency	\$ 5,000		\$ 5,000	
Shared Staff Costs				
Shared EM, Asst and Finance staff	\$ 105,414	\$ 101,273	\$ 110,339	\$ -
Shared Staff Office Costs	\$ 2,000	\$ 2,692	##### ##	\$ 12
Shared Staff Travel Costs	\$ 9,000	\$ 6,619	\$ 9,000	\$ 66
Staffing				
Regional Staff - Governance	\$ 154,508	\$ 131,717	\$ 135,792	
All Staff Con-Ed	\$ 3,553	\$ 242	\$ 4,000	\$ 111
All Staff Training Event		\$ 3,537	\$ 3,500	
Staff Travel/meals	\$ 7,000	\$ 3,704	\$ 7,000	\$ 227
Governance: Committee and Structure				
Annual meeting	\$ 16,000	\$ 19,691	\$ 68,000	
Governance Committee costs	\$ 8,000	\$ 2,632	\$ 8,000	\$ 27
TOTAL GOVERNANCE	\$ 381,840	\$ 328,375	\$ 399,231	\$ 6,781
Remainder of Governance Total	\$ 15,160	\$ 118,191	\$ 45,769	\$ 7,620
Mission & Ministry	\$ 180,000	\$ 180,000	\$ 180,000	\$ -
Other M & M Income		\$ 14,654		\$ 110
	\$ 180,000	\$ 194,654	\$ 180,000	\$ 110
<u>Mission and Ministry Costs</u>				
Staffing				
Salaries and benefits	\$ 110,607	\$ 105,653	\$ 109,089	0
Mission & Ministry				
Mission Support grants	\$ 136,000	\$ 136,000	\$ 136,000	0
M&S/Indigenous from sales/closures				
Clusters & Events, other grants*	\$ 20,000	\$ 14,580	\$ 20,000	\$ 9,532
Mission & Ministry Committee Costs	\$ 6,000	\$ 1,452	\$ 6,000	\$ 1,000
	\$ 272,607	\$ 257,685	\$ 271,089	\$ 10,532
Remainder of Mission & Ministry Total	\$ (92,607)	\$ (63,031)	\$ (91,089)	\$ (10,422)
Restricted/Designated Funds				
Revenue		\$ 286,707		\$ 11,822
Expenses		\$ 115,948		\$ 24,890
		\$ 170,759	\$ -	\$ (13,068)
Combined Surplus (Deficit)	\$ (77,447)	\$ 225,919	\$ (45,320)	\$ (15,870)

2025 details

2.5% increase in salaries

Conservative estimate of revenue

Deficit to be covered by retained earnings

2024 Details

\$60,000 cut to Mission and Ministry grant

Properties Commission

Report to NSRC Exec March 12, 2025

There was no meeting in March on the first Friday, owing to lack of new information on most of our priority developments.

MOTIONS MADE

- The Northern Spirit Regional Council Property Commission approves the request of the Jasper United Church to offer the Municipality of Jasper the temporary use of the Jasper United Church lands as the Municipality sees fit, until the spring of 2027, and return it to Jasper United Church in a usable state for development. Carried

We have asked Jasper to keep us fully in the loop as to the transaction (no specific deal has been done to date)

NEWEST ITEM

- First United Church (Vermilion) requested property insurance information, they are looking at updating their policy. Is this really in our wheelhouse as a responsibility? What other agency with the church could best deal with this type of query?

CEMETERY SURVEY

- We have composed a letter to the President of the Alberta Municipalities with the intent of gaining visibility of our survey, and raising awareness' of the issue of disenfranchised cemeteries.
- We are engaging with Uwin Church and the Elk Island PC to assist with their efforts, as required, to sort out the legacy and the way forward for their cemetery East of Lamont.
- The issue of legitimate ownership of a cemetery was researched for clarity through the ALB Government portal. It states that ownership is limited to Municipalities, religious denominations OR religious group Auxiliaries.

To the NSRC Exec:

- Can we raise awareness of a need for more members of the Properties Commissions?
- Need feedback on proposal for Cemetery mini seminar at May gathering?
- Can we get an email listing of all CofFs/PCs for our Cemetery survey?

The Commission will meet again on April 4th.

Submitted March 12, 2025 by Jim Belliveau, Properties Commission rep