

**Northern Spirit Executive Minutes
June 18, 2025 via Zoom**

EXECUTIVE PRESENT	Leigh Sinclair (Chair), Donna Kline (Treasurer), Leslie Penny, Marilyn Carroll, Lorraine Stewart, Susan Silverthorne, Mervin Gallant, Helen Reed (past chair), Paul Walfall, A quorum was present.
REGRETS	None
CORRESPONDING MEMBERS PRESENT	Jim Belliveau
STAFF PRESENT	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);
CALL TO ORDER	Leigh called the meeting to order and led us in reflection & prayer.
APPROVAL OF AGENDA	We reviewed the agenda.
APPROVAL OF MINUTES 001-2025/2026	It was agreed by consensus: That Northern Spirit Regional Council Executive approve the minutes of May 14, 2025 as distributed.
BUSINESS ARISING Fort Nelson	Conversations have taken place with the Mission and Support Grants Committee to determine what funding could be provided for at least the next year, so that plans can be made accordingly.
CORRESPONDENCE	
Invitation to the formal opening of Here from the Beginning 002-2025/2026	We received an invitation to the Here from the Beginning event happening on July 27 th at Pilgrim United Church. Adam will attend. They are requesting our support in the amount of \$250. It was agreed by consensus: That Northern Spirit Regional Council Executive approves \$250 to go to the Here From the Beginning exhibition.
Letter from Edmonton Anglican Diocese	Happy Anniversary greetings. Received for information. To do:

Chantal to write them back thanking them.

NEW BUSINESS

Meeting times in Fall We are going to continue to meet on the second Wednesday of the month at 9:30 am. If there are conflicts in the future, we can change individual meetings.

We also discussed meeting in person in the fall. To make it worth the travel, Shannon has requested we do a two-day event.

To do:

Chantal will touch base with Leigh in the summer to discuss staff schedules regarding an in person meeting.

Telfordville Event They will be having their last service as they are disbanding. They had asked for somebody from the region to attend and say a few words.

Susan Silverthorne will attend on behalf of the region.

To do:

Adam with work with the Pastoral Relations Commission to send a letter

101 Video Idea We are going to put a pin in this and have a larger discussion when we receive information regarding other training priorities that people named from the AGM.

Paul has spoken with churchx and they are willing to host a training if it is put together.

To do

Leigh will share the document with the priorities by the end of august
Susan will also share the information from Susan and Adam

FINANCE

Heather reported (attached)

This will be Heather's last meeting with us as she is retiring.
Thank you to Heather for all of her years of service.

COMMITTEE REPORTS

Chair Leigh attended the Centennial event in St. Johns.

Property Jim reported (full report attached)

Incorporated
Ministries
003-2025/2026

It was agreed by consensus:
That Northern Spirit Regional Council Executive approve the following:

a. Camp Whitney, St. Paul Presbytery

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Camp Whitney, St. Paul Presbytery 2023-2024 Board of Directors

Sandra Bishop
Maureen Fedorus
Sydney Milton
Alan Mytz
Valerie Mytz
Rheta Prill
Walter Prill
Janelle Schmeltzer
Megan Tetlock
Carmen Waselick
Douglas Webb
Douglas (DJ) Webber

... pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the Camp Whitney, St. Paul Presbytery 2024-2025 Board of Directors

Maureen Fedorus
Mona Ivan
Shirley A. Kvill
Sydney A. Milton
Alan A. Mytz
Valerie Mytz
Rheta Prill
Walter Prill
Janelle L. Schmeltzer
Megan M. Tetlock
Peter Walsh
Douglas Webb
Amanda Webber
Douglas (DJ) Webber

These are based on the Annual General Meeting Minutes of November 25, 2023 and draft AGM minutes of November 16, 2024, the 2023 and 2024 board member approval form, contact list provided, and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.

Nominations

We received one expression of interest after the AGM.

We need to put a plan in place to encourage folks to step up. Our Pastoral Care committees are not meeting quorum and we need people to be in those spaces so that they can continue their work.

004-2025/2026

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the appointment of George Mafuleka to the Executive in the position of Chair Elect.

To do:

- Paul and Leigh will make some phone calls to people to encourage them to step up
- Chloe will add the nominations invitation on the evaluation forms going out to people who attended AGM
- Chantal will add nominations to the agenda for September
- Use Prairie to Pine's structure document to create one that is relevant to Northern Spirit.
- Leigh will put together a nominations team for September.
- Leigh will personally welcome George to the Executive

Pastoral Relations Commission

The Pastoral Relations Commission recently met for their annual Visioning and Governance meeting. They discussed the functionality of the sub-committees and their terms of reference (attached) and came to the following consensus decisions:

1. To recommend to the Executive that the Community of Faith Support committee's terms of reference be adjusted to include **only**: to provide oversight and to receive and review regular self-assessment reports from C of Fs, and any work related to the development and implementation of oversight and self-assessment;
2. To recommend to the Executive that the Pastoral Relations Commission takes on the remainder of this committee's work as named in the terms of reference;
3. & To communicate to the Executive the Commission's strong concerns about the functionality and viability of the other two support committees (Ministry Personnel Support and Lay Leadership Support) as they currently operate.

005-2025/2026

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve the following recommendations provided by the Pastoral Relations Commission:

1. That the Community of Faith Support committee's terms of reference be adjusted to only provide oversight and to receive and review regular self-assessment reports from C of Fs, and any work related to the development and implementation of oversight and self-assessment;
2. That the Pastoral Relations Commission takes on the remainder of this committee's work as named in the terms of reference.

We discussed the concerns about functionality of Ministry Personnel Support and Lay Leadership Support. We are going to put a plan in motion in for September as discussed in the nominations section.

STAFF REPORTS

Executive Minister

Shannon would like to take a look at how the Executives are functioning in the three regions and how we can include the Towards 2035 information. Chantal has arranged a meeting with the Chair from all three regions for late August.

Interviews are starting tomorrow for the Finance Admin position. Heather has agreed to stay with us until August 15 to help with the transition.

Shannon is working on the job descriptions for the other job positions we have discussed and agreed to as an Executive.

The Chinese United Church has been having people camping out inside. We are going to need to put a plan in place as the UPRC stuff is moving fairly slowly.

The AGM went really well. Thank you to all who were a part of it and helped with planning.

It was an honor to represent the three regional councils in St. John's at the 100th anniversary event.

Will be leaving on Tuesday for holidays. Returning after General Council.

Pastoral Relations Minister

Adam reported.

We have had two requests for change of pastoral relationship. The first is Deanna Cox at Killam and Daysland happening at the end of Summer. The second is Blessing from Slave Lake Ecumenical Shared Ministry. We will be getting a liason up and running to begin that process.

Millwoods will also be rebuilding a job description for their community of faith.

Adam is working with Fort Nelson as they discern the best course going forward.

Fort St. John has resubmitted their paperwork. Their admissions minister appointment fell through due to immigration. They have also asked to be a SME cite.

Irma and Viking United Churches have been searching for awhile and a recent appointment opportunity has fallen through.

Some of our ministry personell who have been on medical leave are returning this week or next.

We had two renewals of appointments: Marilyn Carroll with South Peace Pastoral Charge and Harold Iams with Spirit River Pastoral Charge.

On Saturday January 14, the Pastoral Relations Commission hosted an event at Southminster Steinhauer United Church. There were 16 communities of faith from the Edmonton Area in attendance, about 40 people. They spoke about different ways to collaborate, keeping in mind the Towards 2035 report.

Justice & Communications

Julie reported.

Thank you to the amazing folks, especially the AV team, at the AGM. It was a wonderful gathering.

The anniversary video was obtained and shared.

Communications have gone out regarding communities who are being affected by wildfires. This is our new normal and it has huge implications for all three regions. Climate change and the consequences of it need to be addressed further. It might be time to gather a few representatives from each region to discuss things such as communication, funding, trauma support etc.

To do:

Chantal to add this to the agenda for September

ONGOING BUSINESS

AGM

Chloe has prepared an evaluation form to go out. We are starting to receive feedback from folks.

Riverbend has submitted their expenses. We feel that they have gone above and beyond. They were amazing to work with. Do we want to provide an additional gift?

006-2025/2026

It was agreed by consensus:

That Northern Spirit Regional Council Executive approve a gift in the amount of \$4000 to Riverbend United Church for being phenomenal hosts of our AGM.

Needs Assessment Follow UP

We will continue to chat about this in the fall.

OTHER

EMAIL MOTION Passed June 1, 2025 007-2025/2026

It was agreed by consensus

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

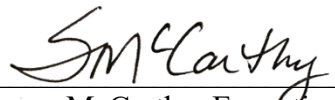
NEXT MEETING

Next meeting will be September 10, 2025

ADJOURNMENT



Leigh Sinclair – Chairperson



Shannon McCarthy, Executive Minister

