

**ALBERTA AND NORTHWEST CONFERENCE**  
**THE UNITED CHURCH OF CANADA**  
**EXECUTIVE MINUTES**

**DATE:** Monday, June 6, 2016

**PLACE:** First United Church, Fort Saskatchewan, Alberta

**PRESENT:** Paul Douglas Walfall, President; Kathy Yamashita, President-Elect; Sally Boyle, Past President; Margery Wright, President, Conference United Church Women; Lynn Maki, Executive Secretary; James Ravenscroft, Living into Right Relations; Sue Brodrick, Planning and Administration and General Council Executive Lay Representative; Carolyn Woodall, Stewardship and Mission Education; Joep Langejans, Calgary Presbytery; Alan Richards, Coronation Presbytery; Evelyn Porter, Edmonton Presbytery; Brenda Watt, Foothills Presbytery; Neal Palmer, Northern Lights Presbytery; Gaie Goin, Red Deer Presbytery; Ed Bardock, South Alberta Presbytery; Curtis Tufts, Yellowhead Presbytery; and Donalee Williams, General Council Executive Ordered Representative. **Corresponding Member:** Arnold Maki, Guest. **Regrets:** Yoon-Ok Shin Kang, Intercultural Ministry; and Adam Hall, St. Paul Presbytery. **Recording Secretary:** Kathy Jackson.

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**CONSTITUTION OF THE COURT:**

The President, Paul Douglas Walfall, welcomed the Members of the Executive. The meeting was constituted by the President, Paul Douglas Walfall, with a quorum present, using these words:

*"In the name of Jesus Christ, the Sovereign Head of the Church, and by the authority vested in me by the 84<sup>th</sup> Meeting of the Alberta and Northwest Conference, I hereby declare this meeting Executive of the Alberta and Northwest Conference to be in session for the work that may properly be brought before it to the glory of God".*

**OPENING PRAYER AND WELCOME:**

The President, Paul Douglas Walfall, welcomed the Members of the Executive to this extraordinary meeting, and reminded them that the October 12-13, 2016, Executive Meeting would be held as scheduled.

The Executive was welcomed to the President's home Congregation, First United Church and to his hometown, Fort. Saskatchewan.

Donalee Williams was welcomed and thanked for being present at this meeting, in light of the aftermath of the Fort McMurray wildfire in May.

The President introduced new Executive Members: Neal Palmer, Northern Lights Presbytery; Margery Wright, Conference UCW President; Gaie Goin, Red Deer Presbytery; and Joep Langejans, Calgary Presbytery.

Carolyn Woodall, Stewardship and Mission Education, led the Opening Worship and Prayer, reflecting on Isaiah 21, and the need to honour the past, let go of nostalgia, and accept the challenge of moving forward into the future.

**ORDER PAPER:**

The Order Paper was circulated to the the Executive prior to the meeting.

**MOTION 2016/2017-1:** Stephen Sparks/Kathy Yamashita: **BE IT RESOLVED:**

1. that the Agenda be adopted, subject to revisions as approved by the Executive;
2. that 3:00 p.m., Monday, June 6, 2016, be established as an Order of the Day for Adjournment of this Meeting and that any unfinished business be either deferred to the next Meeting of the Executive, or referred to the Sub-Executive at the discretion of the Executive prior to the Adjournment;

3. that, upon adjournment, the authority to deal with emergent issues be given to the Sub-Executive, meeting either in person or by telephone conference call, as called by the President; and
4. that the Correspondence Log, as circulated, and appended to these Minutes, as Appendix A, be received. **CARRIED.**

Appendix A

**CORRESPONDENCE:**

The list of Correspondence was distributed to Executive Members prior to the Meeting. A copy is attached to these Minutes, as Appendix A, Executive Minutes, Page 16/17-8.

**K.Yamashita, South Alberta Presbytery:** requesting approval of distribution of assets from the sale of the former Buffalo United Church property.

Executive Members were advised that the Conference policy had been considered and adhered to.

**Proposal:** That the proceeds be distributed as follows:

1. 10% to the Conference Heritage Resources Committee Archives Fund;
2. 30% to the Empress Pastoral Charge;
3. 30% to the Alberta Mission and Service (toward Alberta Projects highlighted in the 2015 gift catalogue); and
4. 30% to Bar Harbour United Church Camp, Stettler, Alberta.

**Discussion:** clarification that Alberta Mission and Service is the Mission and Service Fund of The United Church of Canada; the donation to M&S would need a letter outlining concerns that the donations be designated to specific Gifts with Vision Projects; some worthwhile Alberta Projects may not be in the catalogue; and clarification that the intent of Presbytery is for the funds to go to Mission and Service projects in Alberta.

**MOTION 2016/2017-2:** Kathy Yamashita/Ed Bardock: That the Alberta and Northwest Conference Executive approve the recommendation of South Alberta Presbytery that the assets from the sale of the former Buffalo United Church be distributed as follows:

Executive Secretary

1. The first ten percent (10%) of the residue after expenses be distributed to the Archives Trust Fund of Alberta and Northwest Conference;
2. The next thirty percent (30%) be distributed to the Empress Pastoral Charge;
3. The next thirty percent (30%) be gifted to the Mission and Service Fund for support of Alberta projects highlighted in the 2015 Gifts with Vision Catalogue; and
4. The last thirty percent (30%) be distributed to Bar Harbour United Church Camp, Stettler, Alberta. **CARRIED.**

**E.Taylor-Kerr, Conference Interview Board:** recommendation re John Rhoad, an ordained minister in the Presbyterian Church (USA), seeking entry into the process for Admission to the Order of Ministry of The United Church of Canada. It was reported that John's credentials had been cleared by the General Council Office, and that he had been recommended for eligibility for an initial appointment by the Conference Interview Board, without any conditions.

**Proposal:** that John Rhoad be designated as eligible to serve as an Ordained Supply Minister in the Admissions Program.

**Discussion:** clarification that an appointment as Ordained Supply is an appointment in one place.

**MOTION 2016/2017-3:** Lynn Maki/Stephen Sparks: That the Executive of Alberta and Northwest Conference approve the recommendation of the Conference Interview Board, that John Rhoad be eligible to serve as Ordained Supply Minister in the Admissions Program of The United Church of Canada, without any conditions.

Executive Secretary

**CARRIED.**

**K. Yamashita, South Alberta Presbytery and H. Reed, Coronation Presbytery:** requesting approval of the transfer of the Empress Pastoral Charge from the oversight of South Alberta Presbytery to the oversight of Coronation Presbytery.  
**Discussion:** Empress is in far northeast corner of South Alberta Presbytery, a distance from supervisors available in South Alberta Presbytery and so the Empress Pastoral Charge has been supervised very successfully by Ministry Personnel in Oyen; and this is considered a very positive change from the perspectives of both of the Presbyteries and the Pastoral Charge.

**MOTION 2016/2017-4:** Lynn/Sally: That, at the request of, Coronation Presbytery, and South Alberta Presbytery, the Alberta and Northwest Conference Executive approve the transfer of Empress Pastoral Charge from the bounds of South Alberta Presbytery to the bounds of Coronation Presbytery, effective June 6, 2016.

Executive  
Secretary

**CARRIED.**

**M.Dawson, Leadership Resource Development Committee:** asserting the need to organize Youth Ministry in the Conference and reminding the Executive of the Decision of the 84<sup>th</sup> Conference Meeting Decision (**Motion C2015-17**, 84<sup>th</sup> Conference Meeting Minutes, Page CM-18) to contract with staff to support a Youth Event.

The Executive Secretary outlined the background, advising that there is a Youth and Young Adult Ministry Committee in the process of being re-established and that plans are underway for an inaugural meeting in the fall of 2016.

**Discussion:** this request aims for youth ministry support now; events are a very big part of Conference-wide youth ministry as a means for youth to connect with one another; nothing has been done to begin the search process; when there is no staff to be the point person, this work falls apart; staff are easier to contact as youth are so busy and contact information changes frequently; we need a group to be the committee, and to give some leadership for gatherings over the next couple of years; we are holding the search until the new committee is ready to start the process; now might be the time to start the search; this committee could be not only for youth and young adults, but also for youth ministers who could strengthen the committee; the Mission Transition Model emphasised youth and young adult ministry, and it was named a priority at the October 2015 Executive Meeting; we may need to re-imagine what we mean by Youth Ministry at the Conference level vs. the Presbytery and local levels, and how they interact; Event Planner and Staff Resource are two different positions; the President has offered to seek corresponding members for the committee from each Presbytery to improve communication; there are youth events happening all summer in church camps, so Camp Boards or Directors should be included in the discussion and/or named to the committee; this committee has been one of the most difficult struggles for Leadership Resource Development, in spite of being named as a priority by the Conference; a question about how much of our passion for youth ministry is nostalgia; there are robust youth groups in migrant and ethnic ministry congregations; this needs to have ownership/responsibility/ accountability from the Executive beyond the President and the Executive Secretary; this is an opportunity to find a new path to support youth and young adult ministry in the Conference; difficulty in recruitment results from the fact that people are busy, and are interested in more than one thing; we need to find folk for whom this is a passion not already being exercised elsewhere; many youth leaders are volunteers, or work a 10-hour week, and don't have extra time to devote to Conference youth work; it has been floundering for a long time; there is intent but not a mechanism; we need someone to separate nostalgia from what needs to happen moving forward; the task of hosting a youth event could be shared by

the camps in every Presbytery; hiring in this state of flux means we are imposing what we think the youth and the future Region will need, without knowing what will be needed; we may need to seek and build connections with the places where the energy already exists; we could be offering extra pay for extra hours to someone already involved in youth work or in camps; we could host a festival rather than an event, perhaps a travelling festival; if someone from the Executive could be the liaison with the committee being assembled, there would be more potential; we need to ensure a gathering in October of youth and committee members to identify where to go next; both capacity-building and administration need to be addressed; and the Mid Triennium Event is scheduled for May 25-28, 2017, in Olds, Alberta.

**Proposal:** that the existing committee members, the Leadership Resource Development Committee and a couple of Executive Members meet to work on this, perhaps in consultation with 2 youths recommended by the Presbyteries about what the needs are, and report to the Conference Sub-Executive in time to develop a tangible proposal to the October Executive Meeting.

**Discussion:** we need to add the possibility of an electronic presence; we need to plan the gathering with the new committee and youth from each Presbytery; we need to consider budget and funding concerns; there is wisdom in the history and with connection to former YAYAM leadership.

**MOTION 2016/2017-5:** Sue Brodrick/Ed Bardock: That Evelyn Porter, Alan Richards and Kathy Yamashita meet with the President, the Executive Secretary, and the new Youth Ministry Committee to develop a proposal to the October Executive Meeting. **CARRIED.**

Committee  
Named

The Executive Secretary, Lynn Maki, was asked to respond to the correspondence from Martha Dawson, Leadership Resource Development, to communicate the Executive's Decision.

Executive  
Secretary

**LEADERSHIP RESOURCE DEVELOPMENT COMMITTEE REPORT:**

Copies of the report from the Leadership Resource Development Committee were distributed prior to the meeting. A copy is attached to these Minutes, as Appendix B, Executive Minutes, Page 16/17-9.

The Executive noted the appointments of John Pentland, Evelyn Porter and Tom Melvin to the Evangelism Education Ad Hoc Committee, and the ongoing recruitment for the Sacraments Policy Review Ad Hoc Committee.

Appreciation was expressed to the Leadership Resource Development Committee for its ongoing work

The recommendations of the report were considered.

Appendix B

**MOTION 2016/2017-6:** Sally Boyle/Jope Langejans: That, Bev Brazier be appointed for an additional two-year term as Chairperson for the Committee on Internship and Educational Supervision; Anna Constantin be appointed for an additional two-year term as Chairperson for the Abuse Prevention and Education Committee; Shannon Mang be appointed for an additional two-year term as a Member of the Abuse Prevention and Education Committee; and Sue Brodrick be appointed to an additional term of office as Chairperson for the Planning and Administration Committee until the anticipated transition to the new Church structure is complete. **CARRIED.**

**RETIREMENT OF EXECUTIVE SECRETARY:**

Executive Members were advised that Lynn Maki would be retiring from her position as Executive Secretary and from active ministry, effective August 30, 2016.

The President, Paul Douglas Walfall, outlined the results of his discussions with Nora Sanders, United Church General Secretary, to implement a Needs Assessment for completion by the Presbyteries, the Conference Committees and the Conference Staff.

Copies of the Summary Report of the responses to the Needs Assessment, compiled by Katharine Moore, Business Committee Chairperson for the 84<sup>th</sup> Conference Meeting, were distributed prior to the Meeting.

The President, Paul Douglas Walfall, expressed appreciation for Katharine's work, on behalf of the Executive.

**MOTION 2015/2016-7:** Sue Brodrick/Alan Richards: That the Needs Assessment Report be received. **CARRIED.**

The Executive Secretary, Lynn Maki was excused from the Meeting at this point, with the intention that she would come back to answer questions if needed.

**MOTION 2016/2017-8:** Stephen Sparks/Kathy Yamashita: That the Executive move In Camera for this discussion. **CARRIED.**

**MOTION 2016/2017-9:** Alan Richards/Ed Bardock: That, having concluded its discussion, the Executive move Out of Camera. **CARRIED.**

The Executive Secretary, Lynn Maki, returned to the Meeting.

The President, Paul Douglas Walfall, outlined the three options being considered:

1. sharing the services of the Executive Secretary (ies) of neighbouring Conference(s) from September 1, 2016, and authorizing the President of the Conference and others to negotiate, on behalf of the Conference, with the General Secretary and the other Conference(s) that would be involved in this sharing;
2. the appointment of a part-time Conference Executive Secretary for a period of two years following the retirement of the Rev. Lynn Maki, in accordance with the Human Resources Handbook of The United Church of Canada, with the appointment of the Conference Personnel Minister, Earl Reaburn, as acting Executive Secretary for the period September 1, 2016, until the appointment of a new Executive Secretary; or
3. the appointment of a full-time Conference Executive Secretary for a period of two years following the retirement of the Rev. Lynn Maki, in accordance with the Human Resources Handbook of The United Church of Canada, with the appointment of the Conference Personnel Minister, Earl Reaburn, as acting Executive Secretary for the period September 1, 2016, until the appointment of a new Executive Secretary

**MOTION 2016/2017-10:** Carolyn Woodall/Stephen Sparks: That the Alberta and Northwest Conference Executive embrace Option 1 and agree to the proposal of sharing the services of the Executive Secretary/Executive Secretaries of a neighbouring Conference/neighbouring Conferences, beginning September 1, 2016. **CARRIED.**

Ed Bardock, South Alberta Presbytery, requested that his vote in opposition to **Motion 2016/2017-10** be recorded

**MOTION 2016/2017-11:** Evelyn Porter/Alan Richards: That the Alberta and Northwest Conference Executive authorize the Conference President, the Conference President-Elect, and Carolyn Woodall to negotiate, on behalf of the Conference, with the General Secretary and the other Conference(s) that would be involved in this sharing. **CARRIED.**

Committee  
Named

**LUNCH:** Grace was led by the President-Elect, Kathy Yamashita.

A special luncheon was held to express appreciation to, and celebrate the retirement of, Lynn Maki, Executive Secretary. Arnold Maki, Lynn's spouse, was introduced to the Executive.

**MOTION 2016/2017-12:** Sue Brodrick/Carolyn Woodall: That Arnold Maki be named as a Corresponding Member, and that his presence be recorded in the Minutes for this Meeting. **CARRIED.**

**GRATITUDE:**

The President, Paul Douglas Walfall, expressed the appreciation to Lynn Maki for her fourteen (14) years of service as Executive Secretary of the Alberta and Northwest Conference.

Lynn Maki was commended for her passion for ministry, her concern for faith formation and deep spirituality, her deep seated belief that all persons must be treated with respect, dignity and love, her capacity to deal with crises and change with creativity and hope rather than with fear, and for her attentive presence offered to all, including General Council staff, Conference staff, Conference Presidents, Conference Executive, and all people and groups that she had served.

Special note was made of Lynn's passion for Intercultural Ministry and her view that the church must be open and accessible to all people; and for her contagious hope which has caused her to lead this Conference through transition and into the future without fear, and with a vision of the possibilities in places where others could see no hope.

Margery Wright, President, offered the appreciation of the Alberta and Northwest Conference United Church Women, thanking Lynn for her work as Executive Secretary, and in particular, her support of their organization.

James Ravenscroft, Living Into Right Relations, expressed that Committee's appreciation, commending Lynn for her passion for the work of Right Relations.

Donalee Williams, Representative to General Council Executive (GCE), thanked Lynn for her support to the GCE Representatives, and on behalf of the Committee on Internship and Educational Supervision. Donalee also expressed appreciation to Lynn for her support during and since the wildfires in May.

Kathy Yamashita, President-Elect, thanked Lynn for her work with the Intercultural Ministry Standing Committee.

Several Executive Members spoke personally, and on behalf of their Presbyteries and Committees, to express appreciation to Lynn Maki for her work as Executive Secretary.

Lynn Maki, Executive Secretary, was given an opportunity to respond, advising that she has loved this work with Alberta and Northwest Conference and commended the Executive for its extraordinary leadership, its deep love for the church, and its determination to not "be told what to do".

Lynn reflected on discussion earlier in the Meeting, which demonstrated the courage and the willingness of this Executive to provide leadership in to the anticipated changes, fearless about the future, and with unremitting hope.

The President, Paul Walfall, was commended for his strong voice, and his leadership during this transition.

Kathy Yamashita, President Elect, presented the gift of a watch to the Executive Secretary, Lynn Maki, on behalf of the Executive Members.

**MOTION 2016/2017-13:** Sally Boyle/Kathy Yamashita: That:

The Alberta and Northwest Conference of The United Church of Canada places on record its profound thanks to the Rev. Lynn Maki for her sterling contribution to the administration, ministry and witness of this Conference in the role of Conference Executive Secretary for the past fourteen years.

Thank You  
Lynn Maki!

The Conference joins with the rest of The United Church of Canada in offering Te Deums of praise to God for the work that she has done within this Conference and the wider church during her term in office.

It is with much sadness that the Conference says farewell to her as she proceeds to retirement. We wish for her and her husband, Arnold, every blessing as they journey into a new phase of life and living. We pray the eternal blessings of the Almighty God on all their future endeavors.

We assure her that the work done by her will not be forgotten and we are confident that they will bear good fruit to the glory of God.

**CARRIED.**

**(Unanimously with a Standing Ovation (and some tears).)**

**ADJOURNMENT:**

As there was no further business to be brought to the Executive, the President declared this meeting to be adjourned at 3:07 p.m.

Paul Walfall, President, led the Closing Prayer and Blessing.

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Paul Douglas Walfall,  
President

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Lynn Maki,  
Executive Secretary

**APPENDIX A**

**Alberta and Northwest Conference**  
**Correspondence Log**

<b><u>INCOMING</u></b>	<b><u>DATE</u></b>	<b><u>RECEIVED FROM</u></b>	<b><u>DESCRIPTION</u></b>
<b>Administration</b>		K.Yamashita, Secretary, South Alberta Presbytery	Distribution of assets from the sale of the former Buffalo United Church, South Alberta Presbytery
<b>Effective Ministry</b>	April 23, 2016	E.Taylor-Kerr, Secretary, Conference Interview Board	Recommending that J.Rhoads be designated as eligible to serve as Ordained Supply in the Admissions Program
<b>Healthy Congregations</b>	April 22, 2016	K.Yamashita, Secretary, South Alberta Presbytery	Approval of the request of the Empress Pastoral Charge to transfer from South Alberta Presbytery to Coronation Presbytery
	May 18, 2016	H.Reed, Secretary, Coronation Presbytery	Requesting approval of the request of the Empress Pastoral Charge to transfer from South Alberta Presbytery to Coronation Presbytery
	May 29, 2016	M.Dawson, Leadership Resource Development Committee	Asserting the need to organize Youth Ministry in the Conference and reminder re Conference Decision to contract with support for a Youth Event
<b>Strong Public Witness</b>			
<b><u>OUTGOING</u></b>	<b><u>DATE</u></b>	<b><u>SENT TO</u></b>	<b><u>DESCRIPTION</u></b>
<b>Administration</b>	April 1, 2016	S.Waldie, Chairperson, Edmonton Presbytery	Executive Decision re distribution of assets from sale of former Ebenezer United Church, Edm.
	April 1, 2016	K.Yamashita, Secretary, South Alberta Presbytery	Executive Decision re distribution of assets from sale of former Coutts United Church
	April 1, 2016	S.Waldie, Chairperson, Edmonton Presbytery	Executive endorsement of Transfer of Kirk United Church property to The United Church of Canada
	April 1, 2016	Pastoral Charges in Edmonton Presbytery	Invitation to worship at the Celebration of Ministry Service, June 5, 2016
<b>Effective Ministry</b>	April 11, 2016	B.Green, St. Paul Presbytery	Approval of Sacraments Elder Designation re C.Butler, Cold Lake-Pierceland Pastoral Charge
<b>Healthy Congregations</b>	April 1, 2016	To Edmonton Pastoral Charges	Invitation to worship at the Celebration of Ministry Service, June 5, 2016
<b>Strong Public Witness</b>			



**APPENDIX B**

**Leadership Resource Development Committee Report to Conference Executive**  
**June 6, 2016**

Meetings – were held by telephone conference on April 27, 2016 and May 26, 2016

Appointments - Since our last report to Conference Executive the following appointments have been made: to the Evangelism Ad Hoc Committee: John Pentland, Evelyn Porter and Tom Melvin.

Other Activity -

Recruitment is ongoing for appointments to the Review of Sacraments Policy and Practice Ad Hoc Committee, and will likely be Northern Lights Presbytery-based.

Recruitment for the Planning and Administration Committee and the Abuse Prevention and Education Committee has received priority in this reporting period.

Recommendations to Conference Executive for action –

The following are recommended for appointment to an additional two year term on their respective committees:

Bev Brazier as Chairperson of the Conference Committee on Internship and Educational Supervision;

Anna Constantin as Chairperson of the Abuse Prevention and Education Committee

Shannon Mang as a Member of the Abuse Prevention and Education Committee

LRDC also recommends an additional term of office until the anticipated transition to the new Church structure is complete for Sue Brodrick, Chairperson of the Planning and Administration Committee.

Respectfully submitted,

Martha Dawson, Chairperson.

Sally Boyle, Peter Chynoweth, Henriette Kelker, Kathy Koehler, Deborah Laing, Members

Kathy Jackson, Staff Resource