**PRAIRIE SPIRIT UNITED CHURCH**

**OVERSIGHT COUNCIL MEETING**

**MINUTES**

March 27, 2021 - 9:30 A.M.

**Welcome!**  
**Present:** Joycelyn Fournier-Gawryluk, Rev. Paul DuVal, Rev. Deborah Vitt, Heather MacMillan, Marilyn McCorrister, John McLeod, Jim Poole, Linda Uhrich, Judy Restall, Val Goodridge

**Regrets:** Donna Little, Dennis Bitton (represented by Jim Poole)  
  
**Guest:** Elizabeth Brown - Liaison to the Search Team

1. **Opening Prayer** - Heather MacMillan  
   Heather MacMillan opened the meeting with a short homily on friendship followed by a prayer. We are asked to hold Rev. Ken DeLisle in our prayers.
2. **Acceptance of Meeting Minutes - February 27, 2021**   
   **MOTION**  
   Moved by Heather MacMillan Seconded by Linda Uhrich  
   That the minutes of February 27, 2021 be accepted as circulated. **CARRIED**
3. **Approval of the Agenda**  
   **MOTION**  
   Moved by Jim Poole Seconded by Marilyn McCorrister  
   That the agenda be approved as circulated. **CARRIED**
4. **Correspondence, Communications and Updates**  
   4.1 Letter from Allan R Goddard of Chapman Goddard Kagan, the lawyer for the estate of Audrey Shestko, re the bequest to Prairie Spirit United Church  
   Information about the bequest was shared and the letter was filed.
5. **Report from the Ministerial Team – Rev. Paul DuVal & Rev. Deborah Vitt**  
   5.1 **Reverend Paul DuVal**   
    1. **Light The Flame for a Guaranteed Livable Income**   
    A gathering is planned at our PM’s constituency office on April 8.   
    People are also encouraged to light a candle and post publicly on social media in solidarity with small outdoor vigils being held on Parliament Hill and at MP constituency offices across Canada.

2. **Anti-Asian event at the Pad Thai Restaurant.**   
 Anti-Asian sentiment is on the rise in Winnipeg. Recently there was an incident at the Pad Thai Restaurant in our neighbourhood. Signs re Anti Racism Week are available at city libraries. It was decided that one or two of these signs would be put up on the lawn at PSUC. The Social Justice Team will take this project on. Individuals are also invited to put up a lawn sign.  
  
 3. **Lenten Study**  
 The study will wrap up the week after Easter. It has been well attended.  
  
 5.2 **Reverend Deborah Vitt**

1. Reverend Vitt and Thomas Ormonde have been in conversation regarding the Affirm process. The motion to go forward with the process towards becoming an Affirming Congregation was passed at the Oversight Council meeting on September 26, 2020.  
   
 Thomas Ormonde has agreed to be the contact person for Prairie Spirit which allows our church to have a consultant from Prairie To Pine appointed. A Team is being organized.  
 Consultation with the congregation will begin soon after Easter with an open invitation to a Zoom meeting. At this meeting the group will explore steps to becoming an affirming church.  
  
 2. Information regarding the **Light the Flame for a Guaranteed Livable Income** to be held on April 8 will be included in sermon on March 28.

1. **Ad Hoc Committee Reports**  
   1. **Search Team Report** - Val Goodridge and John McLeod  
      The Search Team has been working on the appointment of Reverend Paul DuVal to a .75 Ministerial position that would begin on July 1, 2021 and end on December 31, 2021.  
        
      6.1.1 **Motion to approve a 0.75 GAP Ministry Position at PSUC**  
      The motion was presented and discussed. Reverend Vitt suggested that in future position description postings the words “Order of Ministry” be used in place of “Ordained Minister” in order to be more inclusive. The Search Team will take this under advisement.  
        
      **MOTION**  
      Moved by Val Goodridge Seconded by Judy Restall  
      That the Oversight Council of Prairie Spirit United Church, on the recommendation of the Search Team, approve the 0.75 GAP Ministry Position Description as presented.   
        
      **GAP Ministry Position Description**

**Position Summary:**   
Prairie Spirit United Church (PSUC) is seeking a 0.75 GAP Minister with strong leadership skills, who is dynamic and enthusiastic. This position needs a minister who is comfortable with contemporary and traditional worship and makes music a vibrant part of worship. and is comfortable working in a team situation. This GAP Minister will provide ministry while PSUC is in their Search process.  
**Worship 45%**   
We are looking for a minister who will lead 3 Sunday morning worship services per month with enthusiasm. Our ministers are the heart and soul of the team who create a vibrant, holy, respectful, welcoming and loving experience.

**Leadership 6%**

The minister will be involved with the leadership along with all other staff. They guide the congregation into the change required for us to be relevant to our community.

**Faith Formation and Christian Education 10%**

They lead and work with lay leaders to provide periodic faith building sessions to aid in faith development. They provide guidance to the Sunday School coordinator.

**Community Outreach and Social Justice 6%**  
Would act in an ex-officio capacity and provide guidance when requested.

**Denominations and Communities 3%**

The minister is actively involved in the life of the regional council and/or the General Council. The minister will support our current strong connections with neighbouring churches.

**Administration 10%**   
The ministers will work with the Oversight Council and the Office Administrator to perform necessary administration tasks as required by the Manual. The Oversight Council will work to keep these tasks at a minimum.

**Pastoral Care 20%**   
They provide Pastoral care to individuals and families as needed. They work with a strong Pastoral Care Team. A church service in some of the retirement homes may on occasion be requested.

**Self Care**  
The minister sets personal goals for self care mentally, physically, and spiritually.

**Continuing Education**   
Minister is encouraged to pursue personal, vocational and professional goals in consultation with M&P.

**Qualifications:**  
We are looking for an Ordained Minister.

**Experience:**   
We want an experienced minister who has demonstrated the ability to lead a congregation during this time of change.

**Terms of Employment:**   
The appointment will be a 0.75 FTE

1. Salary Category F – COL 3 for 30 hours per week - $47,709.75 per year
2. Additional salary of 10% above category - $4,770.98 per year
3. Telephone / Internet - $600.00 per year ($50.00 per month).
4. Continuing Education - $1,105.50 per year

5. Preach and lead worship a maximum of 3 Sundays per month  
  
6. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays (pro-rated for portion of year)  
  
7. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/local ministry unit - Not applicable  
  
8. A minimum of one month of vacation (including five Sundays) within each pastoral year ( pro-rated for portion of year)  
  
9. Moving expenses, based on reasonable estimates - Not applicable  
  
10. Adequate secretarial assistance defined as 30 hours per week  
  
11. Travel expense reimbursement, based on Minimum Salaries and Reimbursements for Ministry Personnel document  
  
12. For this position the 90 days notice is waived in favour of the jurisdictional minimum notice of one pay period (one month) should a long-term Ministry Personnel be called or appointed.   
  
13. Employer costs for Pension and Benefits as noted in the Premiums and Taxable  
Benefit Calculator

With Prairie Spirit United Church Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by General Council (ADP # JFT9) **CARRIED**

6.1.2 **Memorandum of Understanding (MOU)**  
A memorandum of understanding between Prairie Spirit United Church and Steinbach United Church which details how the churches will share the ministry of Reverend Paul DuVal has been agreed to. The MOU was presented and discussed.  
  
**MOTION**  
Moved by John McLeod Seconded by Judy Restall  
That the Oversight Council approve the MOU as presented.  
  
**MEMORANDUM OF UNDERSTANDING**

**Prairie Spirit United Church, Steinbach United Church and Paul DuVal**

**July 1, 2020 to June 30, 2021**

Prairie Spirit United Church and Steinbach United look forward to continuing ministry with Paul DuVal, appointed to Prairie Spirit for 20 hours per week and Steinbach United for 10 hours per week. We will work together to ensure that Paul does not work more than the designated hours, and will encourage a balance between work and home life.

During this time of Covid 19 and beyond, flexibility, coordination, cooperation and consultation will be essential. We plan to accomplish this with clear communication between Paul and the leadership teams of the two communities of faith.  
  
The following parameters will be used as a guideline:

* Paul will offer worship leadership approximately three times each month, combined between the two communities of faith. He will work out the dates and details with the worship teams of each community of faith, including dates for communion and special services such as Christmas Eve, Good Friday, Easter.
* We explore possible ways to share resources such as recorded reflections, music, etc.
* The weekly service outline will be printed and distributed as needed by each community of faith. The administrators and Paul will work out a schedule.
* Time spent at each location will be determined to maintain connection and visibility.
* Paul will attend the Annual Meeting and Board/Leadership Team meetings of both communities of faith either in person or by phone.
* In consultation with the Ministry and Personnel Teams, study leave and vacation times will be determined.
* Mileage will be covered by the respective community of faith
* A joint M&P Team meeting may be called if/when needed.
* Any joint expenses for Paul’s appointment will be covered two-thirds by Prairie Spirit United Church and one-third by Steinbach United

Ongoing communication will be important as we continue to live out our faith in these ever changing times!

**CARRIED**  
  
  
6.1.3 **Motion to appoint Reverend Paul DuVal to the 0.75 Ministry position at PSUC**  
  
**MOTION**  
Moved by Val Goodridge Seconded by John McLeod  
That the Oversight Council of Prairie Spirit United Church, Winnipeg, on recommendation of the Search Team, approve the Appointmentof Reverend Paul DuVal, ordained minister, retired, to a part-time supply position of 30 hours per week, effective July 1, 2021 to December 31, 2021, with the following terms:

1. Salary Category F - COL 3 for 30 hours per week - $47,709.75 per year
2. Additional salary of 10% above category - $4,770.98 per year
3. Telephone/internet - $600.00 per year ($50.00 per month)
4. Continuing Education - $1,105.50 per year
5. Reverend DuVal will preach and lead worship a maximum of three Sundays per month
6. A minimum of three weeks (21days) of study leave within each pastoral year, including Sundays (pro-rated for portion of the year)
7. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/local ministry unit - *Not applicable*
8. A minimum of one month of vacation (including five Sundays) within each pastoral year ( pro-rated for portion of year)
9. Moving expenses, based on reasonable estimates - *Not applicable*
10. Adequate secretarial assistance defined as 30 hours/week
11. Travel expense reimbursement, based on Minimum Salaries and Reimbursements for Ministry Personnel document
12. Reverend DuVal has agreed to waive the 90 day notice in favour of the jurisdictional   
    minimum of one pay period (one month) notice should a long-term Ministry Personnel be called or appointed at Prairie Spirit United Church.
13. Employer costs for Pension and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
14. Memorandum of Understanding between Prairie Spirit United Church and Steinbach United Church:  
    Having discussed the current MOU with Reverend Paul DuVal, Gay Boese and the Board of Steinbach United Church by email, all parties agree that the following changes will be made:  
      
    1. 20 hours per week has been changed to 30 hours per week at Prairie Spirit United Church.  
      
    2. Reverend DuVal will offer worship leadership a maximum of three times per month at Prairie Spirit United Church and once per month at Steinbach United Church.   
      
    3. Any joint expenses for Reverend DuVal’s appointment will be covered three  
    quarters by Prairie Spirit United Church and one-quarter by Steinbach United Church.

With Prairie Spirit United Church Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by General Council (ADP # JFT9) **CARRIED**

* 1. **Nomination Team** – membership: Ken Cade, Margaret Fisher, Flora Mitchell,   
     **Rev. Paul DuVal reported**  
     The team is continuing to meet, discuss and contact potential candidates. It is a slow process. Suggestions of possible candidates would be gratefully received.  
     The standing teams are mostly filled however Pastoral Care needs a leader and M&P will need members. Finding a person for the position of Chairperson of the Oversight Council is proving difficult. The team is not sure that there will be a full slate ready for the Annual Meeting on April 18, 2021.
  2. **Thriving Congregations Follow up** – how can we become a “Mission Church?”
     1. **Connecting to our Community Report**  
        Joycelyn Fournier-Gawryluk, Reverend Deborah Vitt and Reverend Paul DuVal attended the Community Partners meeting earlier in March. Many issues such as health and wellness, food insecurity and young families and children experiencing stress were discussed. Kathy Perrault attended a meeting the following week with representatives from PSUC.  
        Kathy Perrault of the WHA is keen to make connections in the community.   
        PSUC is looking at ways that we can provide a service to the groups that are active in the St James area.   
        1. We might support a food security event which would coordinate with the Portage Avenue Food Bank.  
        2. The Adult Education Centre at Stevenson Britannia may need more space that we could provide.  
        3. PSUC could support the Guaranteed Income Initiatives such as the Light the Flame for a Guaranteed Livable Income on April 8, 2021. (See Reverend DuVal’s Report)
     2. **Let’s Talk Books** – Val Goodridge   
        The first meeting was held on March 12 via Zoom with 7 people in attendance. Each person gave a short synopsis of 2 or 3 books that they have enjoyed reading over the COVID lockdown. A list was compiled and was shared in the group. The next meeting will be April 9 at 1:30. An invitation to attend will be in the Weekly Update on April 2nd and everyone is invited.  
        As requested, the book list compiled from the discussions will go out to all members of the Oversight Council.
     3. **Report on membership lists, historic roll and ways of building a supportive faith community and Proposal for Faith Community Connections**  
        The Oversight Council recognises the need to create a system that will provide connection and a sense of belonging within our amalgamated congregation. The pandemic has only heightened this need. Joycelyn Fournier-Gawryluk reviewed a proposal that could provide these connections.  
        1. Create 15 groups of about 10 individuals/ families using the updated membership list.  
        2. Enlist 15 people from the congregation to serve as a “caring contact” (CC).  
        3. The CC would call the members in their group regularly, at least 4 times a year as well as when there is a specific need or when someone has not been in church for a while.  
        4. The CC would be the connection between the church and the folks in their group.  
          
        This proposal does not conflict with the contacts currently being made by the people on the Pastoral Care Team.   
        The Oversight Council approved that the proposal be brought to the Annual Meeting. If adopted, the plan would be implemented and reviewed after one year.

1. **Finance Projections and Plans**  
   7.1. **Budget For 2021**  
   Marilyn McCorrister reviewed the revised budget and highlighted changes.   
   1. Further changes will be made due to the terms of the appointment of Reverend Paul DuVal to a .75 GAP Ministry position at PSUC, specifically the increase in phone/internet from $420.00 ($35.00 per month) per year to $600.00 ($50.00).  
   2. M&P is in the process of hiring a caretaker effective May 3, 2021. The care taking salary has been adjusted to reflect the new hire.  
   3. The cost for building insurance has not been received but has been accounted for in the budget.  
   4. Fund raising has been increased from $4,000.00 to $6,000.00 as Congregational Life is planning to make pot pies four times this year. $1,600.00 was raised on the first sale last week.  
   5. Bridge Grant - rules are that we must be fully closed to be eligible for the grant. The Finance Team is seeking guidance from the Oversight Council on the last $5,000.00 that PSUC has received. The $5,000.00 is not in the budget and the Finance Team is asking if it should be returned to the province. A discussion ensued as to the meaning of “fully closed” when the congregation is not using the building for the usual purposes but renters who are allowed to meet under the Public Health Orders, are in the building.   
     
   **MOTION**   
   Moved by Jim Poole Seconded by John McLeod  
   That Prairie Spirit United Church accept the $5,000.00 Bridge Grant and include it in the 2021 budget. **CARRIED**  
     
   **MOTION**   
   Moved by Marilyn McCorrister                    Seconded by John McLeod  
   That the Oversight Council recommends a 2021 PSUC budget with an income of $226,734 and expenses of $274,243 with a shortfall of $17,500, assuming that any moving expenses for a permanent minister do not come out of operating funds. **CARRIED**  
     
   7.2. **Memory Stones and other fundraising initiatives**  
   To date, only 8 stones have been ordered. The new deadline will be May 15, 2021.   
   The Oversight Council discussed ways to raise awareness of this fundraiser.   
   The following have been done or were suggested:  
   1. Val Goodridge has spoken to our Office Administrator and the Memory Stone Fundraiser will be included on the electronic sign outside the church.  
   2. Val Goodridge will write an announcement that will go in the Weekly Update and the April PS Newsletter.   
   3. Joycelyn Fournier-Gawryluk will write a brief Easter letter to the congregation from the Oversight Council. It will include the fiscal needs at the church and highlight the Memory Stone fundraiser in support of the sidewalk repair. The order form for a Memory Stone will be included.  
   4. It was suggested that the companies that do business with the church be approached for a donation. For a specific amount they would receive an engraved memory stone.

8. **Oversight Council Standing Team and Other Bodies Reports** (1-2 highlights)  
 8.1 **Congregational Life** - Heather MacMillan  
 1. $1600.00 was raised from Pot Pie Sale last week. Three or four more sales will be held this year.  
 2. The Membership lists are nearly ready. Once done they will be reviewed and become the Membership List for PSUC this year.  
 3. Cookies will be delivered to shut-ins for Easter. The cookies delivered for Valentine’s Day were appreciated by the recipients.  
   
 8.2 **Finance -** Marilyn McCorrister

8.2.1 **Monthly Report**  
 1. ADP is expecting to put 318 additional churches on Team Pay in mid April. As our documents went in early, we may be one of those churches.  
 2. In the monthly review of the church cash flow it was decided that $50,000 could be moved from savings to a one year, laddered GIC.  
  
 **MOTION**   
 Moved by Marilyn McCorrister Seconded by Linda Uhrich  
 That an additional $50,000 be moved from the savings account to a one year, laddered GIC at the Cambrian Credit Union. **CARRIED**  
  
 3. CRA My Business Account - Marilyn McCorrister and John McLeod currently have access. The United Church advises that at least three people have access to the CRA My Business Account. Marg Fisher would be a good choice as she is a member of the Finance Team currently in charge of ADP.   
  
 8.2.2 **Financial statement**   
 Marilyn McCorrister reviewed the financial statement to the end of February 28, 2021 and took questions.  
 Year to date is down due to COVID closures. At this point last year Prairie Spirit was open and we were having regular worship services.  
  
 **MOTION**   
 Moved by Marilyn McCorrister Seconded by Judy Restall  
 That the Financial Statement to the end of February 28, 2021 be received.  
 **CARRIED**  
   
 8.3 **Ministry and Personnel**  
 8.3.1 **Custodian position**  
 The M&P Team will be interviewing in April for a custodian to start May 3rd. There were 48 applicants for the position and 3 or 4 candidates will be interviewed.

8.3.2 **Staff Reviews**

Renate Rossol’s yearly performance review is complete.  
  
 8.4 **Pastoral Care**  
 Reverend DuVal reports that individuals who are struggling are being supported by friends and the Pastoral Care Team through phone calls and cards.  
 Prayer shawls have been delivered to several congregants.  
  
 8.5. **Property**  
 8.5.1 **Report**   
 1. Polished Cleaning Services is no longer doing the cleaning at PSUC. They will be forwarding their final invoice for payment by credit card at the end of this month. Property has hired Maxime Myskiw on a contract basis at $20 per hour. Max’s hours are currently 3 hours on Mondays and 3 hours on Thursdays or some other day of his choice. His hours will increase once our building partners start returning.  
   
 2. A special cleaning contract was awarded to Anago Cleaning Systems Manitoba, at a cost of $425 + GST to clean, disinfect and sanitize the basement kitchen as Congregational Life was scheduled to make meat pies in that space on March 18th.

3. An energy efficiency grant was applied for from Efficiency Manitoba (MB Hydro) for increased attic insulation in the office (old) portion of the building. We were awarded a grant of $834.00.   
 The office attic insulation was increased from R20 to R40 at a cost of $2,600 + GST - $834.00.

4. Carpet and hard flooring samples have been received from Michael Watt, representing Mohawk Industries, a flooring wholesaler/manufacturer. Michael has indicated PSUC could receive discounted flooring pricing through a retailer of our choice, to replace the flooring throughout the church. Property is considering replacing the flooring in the office portion of our building this year. As well, if grant money can be procured, we would very much like to replace much of the hard flooring in the basement which is in very bad condition. Jim Poole has received an estimate of $37,000.00 from Curtis Carpets to do this work.

8.5.2 **Grants (including Tech Soup) and 5-year Capital Review**   
 An initial ad hoc Grant Research Team Zoom meeting was held Tuesday, March 16 with attendees Dennis Bitton, Ken Cade, Val Goodridge, Marilyn McCorrister, John McLeod, Linda Uhrich and Joycelyn Fournier-Gawryluk. The minutes of that meeting are attached/included.

8.6. **Social Justice and Outreach -** Linda Uhrich  
 1. The Social Justice Team met with Reverend Deborah Vitt to discuss the team’s current activities as well as ideas for the future. We would like to work with Worship on the Affirming Church initiative.  
 2. The Team discussed our relationship with Communities Offering Others Life (Cool) and ways we might raise awareness in our congregation. We thought that we could publicize the spring and fall events held with the seeding and the harvest. PSUC, through the Social Justice Team, donated $800.00 toward the costs of spring seeding this year.  
 3. The Pancake Breakfast is the fundraiser we hold in the fall to raise money for COOL. Linda Uhrich will be in touch with Tony Siwicki at The Silver Heights Restaurant to see if they would be interested in hosting this fall if COVID restrictions allow.  
 4. Linda Uhrich will be in touch with Public Health regarding a new Food Security Network being formed in St James regarding how PSUC could support them by providing space for their work.  
   
 8.7. **Trustees** – no report  
   
 8.8.  **United Church Women** – no report  
  
 8.9. **Worship and Faith Development -** Judy Restall  
 8.9.1 **Report**  
 1. **Timpani drums**   
 Worship requests that the Timpani drums remain the property of the church. Alice Russell would be allowed to use the drums on loan. Worship would like to consult on all decisions regarding the musical instruments owned by the church. As Property is now responsible for all the musical instruments in the church there will need to be a change to the governance document at some point in the future.  
  
 2. **Weddings and Funeral Fees**  
 Judy Restall presented the changes proposed to the fees for weddings and funerals.  
   
 **MOTION**  
 Moved by Judy Restall Seconded by Linda Uhrich

Worship recommends that costs for funerals and weddings be as follows:

Sound only be $66.00

Power Point, including a projectionist and sound be $100.00

**CARRIED**  
  
 **MOTION**  
 Moved by Judy Restall Seconded by Heather MacMillan  
 Worship proposes that live steaming fee be $350.00. This cost would Include a digital copy of the service. **CARRIED**  
  
 These changes to the fee structure for weddings and funerals will need to be updated in all places where the fees are listed. Worship is responsible for making these changes in coordination with the Office Administrator and the Funeral Director.

8.9.2 **Memorial Garden Proposal**  
 The Worship Team discussed the condition of the Memorial Garden. It is in need of care. The Memorial Garden is the responsibility of the Stewardship and Sustainability Team, however, this team does not have enough members and none who are willing to take on responsibility for the Memorial Garden. The Worship Team is proposing an ad hoc Committee be formed.

**MOTION**  
 Moved by Judy Restall Seconded by Linda Uhrich

That the Oversight Council strike an ad hoc committee to review the Memorial Garden do some planning and design. **CARRIED**  
  
 Judy Restall will organize the first meeting.   
 Reverend Paul DuVal suggested that the Department of Architecture or Red River Collage might have students who would take on the Memorial Garden as a design project.  
 Linda Uhrich suggested adding plants to the Memorial Garden that are traditional in indigenous medicines.

**MOTION**   
Moved By Linda Uhrich Seconded by John McLeod  
That all the Team reports be accepted. **CARRIED**

8.10 **Other teams not yet operating:**   
 8.10.1 Stewardship and Sustainability   
  
 8.10.2 Christian Education   
   
 8.10.3 Communications – ad hoc committee needed  
  
9.  **Business Arising from Reports** – coordination of our work

9.1. **Policy Development – Formatting and Procedures** – Val Goodridge  
 Val Goodridge reviewed the rational and the guidelines for having consistent formats across policies.  
 Policy that has been written will be reviewed to see how closely it matches the guidelines. The intent of this proposal is to make writing policy easier, not harder.   
   
 Policies need to be in a format that can be included in a Policy Book. Brochures and handouts do not serve that purpose and will need to be written in policy format.

9.2. **COVID Up date**:  
 Changes to the Public Health Orders effective March 26, 2021 at 12:01 a.m. that will most directly effect PSUC are:  
 1. the increase is numbers attending weddings and funerals to twenty five people in addition to the officiant and photographer or videographer,  
 2. increase in numbers for any outdoor gatherings to twenty five people.   
 3. No changes were made to numbers and restrictions around regular worship (limit still 25% of capacity or 100 people which ever is less when adhering to social distancing, masking and all other related protocols).  
  
 These changes are in effect until April 15, 2021. PSUC has decided to remain closed until more of our congregation is vaccinated.  
  
 Other than for regular worship, access to churches is limited to use for schools, health care, child care and social services i.e. food banks. Access for taping of virtual services is permitted. Some faith based communities are still seeking clarification around matters such as numbers for meetings held in the church. When doing so church leaders should get such clarifications in writing from the government or public health official to have on hand for any By Law officer who may visit your premises.

9.3. **Planning for our April 18th Annual Meeting** (written report will be ready on April 5th)  
 1.The Annual Meeting will be held via Zoom on April 18, 2021 beginning at 11:30 AM. It will be kept as streamlined as possible.

2. Participants will be required to register by April 14. A quorum at PSUC is 20 people.  
 3. The Annual Report Book will be ready for distribution by April 4.

4. The Annual Report will be distributed electronically and hard copies will be available at the church for anyone who can’t receive it digitally.

5. The motions that will be coming forward will be published as well. There is no option for a secret ballot in a Zoom meeting. A show of hands up to the camera will be used, only the NO votes will be recorded.  
 6. Notice of Meeting will be made in the first 2 weeks of April employing the Sunday service announcements and the Weekly Updates. The April PS Newsletter will be used if possible  
 7. John McLeod will contact Daphne Finlayson to request that she act as our host.

8. A tip sheet will be created for distribution to participants after April 14.   
 9. A tutorial will be held on the Friday or Saturday before the meeting for participants who are not comfortable with using Zoom.  
  
10. **Prairie to Pine Regional News**   
 **Representation at the Prairie To Pine Regional Council Meeting**  
 Prairie Spirit is allowed a minimum of 3 delegates to attend the Prairie To Pine Regional Council Meeting to be held online May 28-30, 2021. The Oversight Council will elect representatives at the April 24 meeting. More information will be coming in the next few weeks.  
  
11. **Adjournment**    
As all business was concluded, the meeting adjourned at 12:58 PM.  
  
12. **Next Meeting Dates:**   
 Saturday, April 24th

Saturday, May 29th

**Notes:**

**From the Prairie to Pine website:**

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| 2021 Regional Council Meeting  New The 2021 Prairie to Pine Regional Council Meeting will be on May 28-30, 2021. It will be an electronic meeting held in blocks of time spread out over three days. Stay tuned for more information.New Manual (2021) Now Available  New [The 2021 edition of the Manual of the United Church of Canada](https://mnwo.us20.list-manage.com/track/click?u=049b24868af3bed6464e05592&id=4f2e47a7d1&e=9a887e30ad) is now available online. It comes into effect March 01, 2021.The changes from the previous 2019 edition can be spotted with the year “2021” in the margin.  As with the 2019 edition, there will be no printed version available for purchase. People are encouraged to use the version on-line or print it themselves if they prefer a hard copy. |
| **Light the Flame for a Guaranteed Livable Income on April 8, 2021** Picture 1  Picture 1 In **[this video](https://mnwo.us20.list-manage.com/track/click?u=049b24868af3bed6464e05592&id=9b4d996250&e=9a887e30ad)**, Moderator Richard Bott invites us to join the call for a Guaranteed Livable Income and contact our Prime Minister and Minister of Finance.  April 8 is a chance to make visible this call and Light the Flame for a Guaranteed Livable Income. Plan to light a candle and post publicly on social media (#UCCanlivableincome) in solidarity with small outdoor vigils being held on Parliament Hill, at Minister Chrystia Freeland’s constituency office, and at other MP constituency offices.  Due to COVID-19, the vigils are restricted to locally designated individuals, and plans will be adjusted if needed.  If you’d like to organize one, contact **[justice@united-church.ca](mailto:justice@united-church.ca)**.  Take a look at **[the GLI page](https://mnwo.us20.list-manage.com/track/click?u=049b24868af3bed6464e05592&id=f271b2c773&e=9a887e30ad)** for more information and worship resources. And sign up **[here](https://mnwo.us20.list-manage.com/track/click?u=049b24868af3bed6464e05592&id=b19d213f74&e=9a887e30ad)** to receive updates.  The Cross Canada GLI network of United Church leaders is eager to connect with you. **[Click here for the flyer](https://mnwo.us20.list-manage.com/track/click?u=049b24868af3bed6464e05592&id=e551b1631d&e=9a887e30ad)**. |

Oversight Council Secretary Oversight Council Chairperson

Val Goodridge Joycelyn Fournier-Gawryluk