

*Humbercrest United Church*  
Minutes of Church Council Meeting  
April 27th 2021  
Via Video Conference  
(commenced 7:00 pm.)

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Attendance: Fern Steggles, Dianna Seth, Marg Garrie, Aileen McGregor, Linda Steggles, Charlie Evans, Howard Gaskin, Brian Packham, Rev. Mary Jo Patterson, Dorothy Lothian,

### **Gathering, Land Acknowledgement,**

1. Welcome by Linda

Prayer : Rev. Mary Jo Patterson

2. *Administrative Ministry of the Church*

Approval of Minutes of the March 23<sup>rd</sup> 2021 Council meeting.

**Motion: Mary Jo/Dorothy** **CARRIED**  
That council approve the minutes of the March 23<sup>rd</sup> 2021 meeting.

Approval of the Agenda

**Motion: Dianna/Brian** **CARRIED**  
That council approved the agenda for the April 27<sup>th</sup> 2021 meeting.

### **Chair Report –**

Many thanks to Staff and volunteers for their flexibility and for abiding by restrictions as we continue to work through the current Stay-At-Home order. Safety of the HUC community and of all tradespeople who enter into our building is paramount.

Thanks to the Transition Team for commencing the Chat sessions and the Heritage chat after church on the 25th. Please direct questions or comments to Dorothy and Mary Jo, re the transition process, should they come your way.

Happily for us, Nancy would like to continue her work with HUC in September. Her current contract ends in June. She'd be interested in another one from Sept. to June 2022 but with a greater time allotment (10 hours) as she

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is spending on average 12 to 15 hours a week. That speaks to her conscientious professionalism and the value she places on communication with the Worship Team, Mary Jo and Mel, and worship hosts. She conducted a graveside funeral for Sven's mother-in-law recently. I expressed condolences to Sven and his family.

An email vote was called April 1 to request that RTM determine the causes of the ongoing water problems at the east end roof. The following motion carried:

“That RTM be authorized to conduct a Boom exploration of the active water problems at the east end of the building (Area 1) at the cost of \$3,350 plus HST”. Seconded by Dianna.

Marg then wrote to tell me of Colonial Restoration who did work on our steeple and most recently refinished the elevator door. I thanked her for the info and said I'd look into this company in the future.

Madeleine McDowell brought the publication “Friends of Bloor West Village” to my attention, suggesting we add our services to their “Events” page if it's at no or low cost for religious institutions. We'll look into this for June. Due date is May 1 for submissions.

## **Follow-up / New Business**

### **1. Transition team report**

We have met twice since the last Council meeting.

We have organized and had our first sessions of our Chat and Care Circles. There are 4 groups meeting: the second Friday morning of the month at 10, the first Thursday evening at 7:30, the third Thursday afternoon at 1:00 and the second Tuesday morning at 10. There are 29 participants and Mary Jo is facilitating each group, a member of the transition Team is acting as co-host. We have got off to a good start, the participants enjoyed themselves and two of the groups have given themselves quirky names. We have established behavioral norms for ourselves, such as confidentiality. Mary Jo has several ideas for material to be discussed at these chats.

Seven people have put their names forward for the Ad Hoc groups, but we will not be pushing forward at this time.

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We spent considerable time at our last meeting organizing the Church Heritage Chat. We really appreciate the work Fred has done in preparing a session on the Archives. The team has called the members of their Chat groups to ensure that people are ready to share their stories.

Natalie has done a wonderful job of liaising with The Sharing Place and delivering our donations from the Lenten Calendar project. The Sharing Place organizers were pleased with the donations and we expect to hear from them shortly.

Lydia has been summarizing for us the characteristics of thriving churches from a recent book with the same name. We have covered the first chapter in our last two meetings. The attributes of thriving churches are: visionary, radically hospitable, joyful, communal, accountable, humble, open-hearted, risk-taking, discerning, contemplative, mission-focused, generous, offering public witness and innovative. We have been examining these attributes and will be exploring which ones we can work on at Humbercrest.

Our next meeting is May 4th.

**Motion Brian/Howard**

**CARRIED**

2.To approve an increase to the Short -Term Supply position description from 6 to 10 hours a week, beginning September 2021 and ending June 2022, and to contract Rev. Dr. Nancy Hardy for this period. For ten hours a week average, the annual salary would be \$18,088.50 (25% of recommended salary on the grid, plus \$500 additional salary, Con.Ed., \$368.50, Communication. Allowance \$800, both required.

**3. Motion Dianna/Fern**

**CARRIED**

To approve the motion to discontinue purchasing custom offering envelopes

**4. Motion Dorothy/Dianna**

**CARRIED  
1 abstention**

to approve the request of a loan from Trustees of \$46,250 + HST to pay RTM to repair the east end roof as described below, subject to three favourable references."

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## Roof Repair - East end

RTM completed a review of the roof area of concern on Friday the 16th. Please see photos of areas that they feel will need to be addressed. There are several areas that need to be repaired.

Photo #1 – Flashing at the base of the cupola will need to be removed and replaced. New slate installed and painted to match existing.

Photo #2 - Repoint all of the cap stone joints and caulk to match existing colour. Cap with Lead coated copper to prevent future leaking. I have only included the capping of the one parapet on the east side.\*

Photo #3 – Replace missing slates.

Photo #4 – Replace slates that appear to have been patched by existing contractor.

Photo #5 – Inspect all flashings on the back of the parapet and re-caulk flashing joints.

We will need to set up 4 small scaffold towers at the bottom of each valley area to gain access to the roof and to complete the repairs.

\$46,250.50 + HST

\*North and South parapets would cost an additional \$8,950 + HST each. Recommended.

## **5. Summer Virtual Concert Programme**

Discussion took place regarding the request for a summer virtual concert programme. It was decided to refer the request back to Worship for further clarification and consideration at the next meeting.

## **Stewardship of our Resources**

Charlie presented the financial reports for March 2021. These reports were previously circulated.

**Motion Charlie/Marg**

**CARRIED**

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That the financial reports for March 31 2021 and the cheque register be approved as circulated

### **Our Shared Ministries**

#### **Community**

Sharon received a few notes of appreciation for the Easter cards she sent. Paper Orders of Service are being delivered to a few interested people.

Sharon is working on supplying Greeters for services to relieve the minister and zoom host of that responsibility.

#### **Devotions**

No report

#### **Facilities**

Much headway has been made to the common balcony area of Heritage Hall thanks to Keith, and David G. A subfloor had been built level with the previous floor at the front railing level.

Posts have been put in for a railing (a safety must) at the stairs at either end and along the platform level (the floor level for entry into the 3 top rooms, 17, 18 and 19).

The toilet has been replaced in the Men's Washroom on the landing above the East Hall by Knox Gaskin (apprentice plumber) under Marg's direction, with a couple of details to be worked out.

#### **Roof Repairs**

On April 16, RTM investigated what's going on that's causing water to get in on the east side of the building, using a boom and a drone with camera. I've sent you their project plans separately, but have attached here an image of a parapet cap which would cover the cap stone at the east end in case of mortar leaks present and future.

I acknowledge that we are at an uncertain point at HUC regarding our future, however, information is always welcome and indeed necessary. Council needs

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to decide on next steps either by approving the motion that RTM repair the east roof or by defeating it.

Question:

What is Council's ethical responsibility at this point in the Transition process? To repair the above or to delay, if so, until when? We have made decisions so far, based on the assumption that HUC has a future at this location.

1. Council approved a loan of \$10,000 to Resources to upgrade electricity, repair and decorate the area above the balcony this winter.
2. Council approved that RTM investigate our active water leak for \$3,350. + HST. This cost was \$1000 less than the quotation by Historic Restoration given last Fall.
3. The cost of repairing and caulking the flashings of parapets #2 and #3 could be reduced if we do not clad the cap stones. I would recommend cladding the eastern parapet, at the least, parapet #1 as determined.
4. What's the risk?

The NE corner of Rm. 20 will deteriorate. When I worked the Children's Coat Store in that room the area of lifted paint off the walls grew over those months. (Keith and David have fixed the walls for now.). That corner is directly below the E end of the North parapet. This could be happening on the western side of that same parapet as well, except that there is a false ceiling. There are tiles with old? evidence of water leaks.

Rooms 15 and 16 showed evidence of leaks before the redecoration that may have been old. That area may hold for a bit longer.

Water comes in the eastern parapet area facing Thornhill, every rainfall and snow melt. The rain runs inside and down the valleys from the top cupola to this area. The cupola flashings likely let water in and the flashings against the parapet need re-caulking. There may also be mortar deterioration, hence the need for cladding the cap stone. (See photo.)

Inside, the big wooden joists show wet from rain and melt from the above, and white phosphorescence where water has got in previously. Wood rot can or may have developed. Water also runs down the walls of the two rooms at the ends of the gable, rooms 17 and 19. The plaster has pulled away from the walls

6/2/21

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and black mould is/was growing in room 19. I sprayed the visible area with conrobium to kill it but no doubt there is more under that plaster layer.

This water could possibly continue to run further down into the ceiling of the Friendship Room. It already smells musty in there.

Sanctuary Roof - bear in mind

Right now, we get seasonal leaking when the snow melts, running down the valley in the roof, in the early Spring in the chapel area and stairs on the opposite side.

We also have shingles that have blown off from about the middle to back (northern) section of the roof. So a single layer of shingle rather than a double is protecting the sanctuary roof in these spots. The tarp protects some of this.

So far, leaks have not been detected.

## **Resources**

Archives: Thanks to Fred Atkinson for his informative historical presentation last Sunday after church. It was appreciated by all attendees.

Leveling the balcony floor and removal of pews.:

Due to the efforts of David Gilmour and Keith McColl we were able to proceed without any cost by reusing the boards from under the pews as the sub floor. To level the surface 3/4 inch plywood already on hand from other projects was used as well as some left over dry wall.

The railing in front of the three small balcony rooms has been started but until we can go into a store and see the needed hardware we are unable to continue. The railings are designed so the hand rail can be moved to facilitate moving furniture in and out of the rooms. The final flooring choice will be made after the lock down ends.

Update of spending from the Trustees loan of \$10,000. January – March

\$1,059.19 on paint/varnish and miscellaneous hardware.

Lawyer fees to review lease as per Shining Waters Region's specifications -

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\$614.16

Locksmith: New lock on room 20 second door. Extra room keys for renters including replacing some missing from the office box and new dead bolt lock on the Quilter's cupboard as we will need to use some space for extra storage.

\$318.66

Total: \$1992.01

East Hall Washroom toilets:

Men's - one comfort height toilet has been installed

Ladies -two comfort height smaller 24" toilets are on order.

New janitor sink taps will be installed

These new improvements will certainly will enhance and refresh the space. Thanks to Howard and Knox for donating the toilets and time.

Room 16 Eric Frisch has moved in his equipment.. He hasn't signed the lease yet as he wanted to clarify the insurance. I have contacted Royal York Rd .U. C. They refereed me to their Risk Management person, a member who is also a broker. She advises Islington, St James U.C. and St John's. She has contacted HUB on our behalf but they have not returned her calls after two weeks. She doesn't understand the hold up but will keep nagging.

Possible new renter; Erik Grice has mentioned our rental space to a friend, a cinematographer/film maker. We have been in touch with him but nothing is finalized.

## **Ministry & Personnel**

Rev. Dr. Nancy Hardy has indicated interest in extending her contract with us at Humbercrest United Church. While her current contract ends June 30, 2021, she will take July and August off, then her new contract will begin September 1, 2021 and run until June 30, 2022. Having assessed the number of hours she is currently working per week, it will be arranged that her new contract will be increased from 6 hours to 10 hours per week. We are delighted that she will continue with us on this transition journey at Humbercrest.

6/2/21



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- During the current ‘Stay-At-Home’ order, all staff will be working from home and only enter the church building for work that cannot be done from home. David Drake will generally be in his office at church on Wednesday mornings, otherwise he will be accessible by phone or email during his work week, Tuesday through Friday.

### **Pandemic Response team**

During this current ‘Stay At Home’ order only essential work is taking place on site at the church, staff and volunteers are working from home to the degree possible

- Mel and David may enter the building for work that cannot be done from home
- Mel and the soloists follow established safety procedures related to in-person recording
- Mel’s organ students – observing all safety procedures, only the one student who is an exam candidate (scheduled for May) is having limited lessons and practice time at church at this point, this is considered ‘training’ under the provincial order
- Volunteers may only do essential work related to safety if this can be done while remaining distanced and masked
- Charlie, our treasurer, will only enter the building to complete any of his church related financial work that cannot be done from home
- Essential maintenance may also take place, this may include heating, plumbing, electrical.

Each time there is a change to the COVID lockdown regulations, we carefully review the provincial orders, city by-laws, public health recommendations and advice from Shining Waters Regional Council. We then discuss them at length prior to notifying staff and volunteers of any updates in our safety guidelines.

During what has been a complicated and challenging year, we would like to thank staff and volunteers once again for their continued hard work, flexibility, commitment and dedication to Humbercrest. Stay safe and stay well

**Trustees No report**

**A time of reflection and discernment**

Since my last report, my work with you has included three Transition Team meetings where we have discussed the archive presentation and story telling, the chat and care circles formation, the Transition Team Lent initiative as well

as ongoing conversations regarding the ad-hoc groups. Personally, I have been meeting weekly, bi-monthly and monthly with our administrator David, the chair of council Linda, our regional rep Lydia, the chair of the transition team Dorothy, our emergency pastoral care provider and worship leader Nancy and our music director, Mel. As well as facilitating staff meetings. I have prepared four worship services as well as guiding the Prayer Laboratory and the Theological Reflection gathering. I have also met with my Intentional Interim Ministry colleagues once.

I have attended a two-day webinar on Mental Health First Aid sponsored by Shining Waters. It was a very enlightening conference and one that I would recommend some members taking for potential future ministry issues.

I am grateful for the success of our Chat and Care Circles and how many people are participating and learning about each other, preparing ourselves for more heavier conversations in the future.

I am hoping for more volunteers who will be willing to work on the Future Directions Ad Hoc Groups to help us discern what direction God is taking us in. We do have seven so I may have to call people to volunteer. I am pleased with the overall work we are all doing together!

The other day while setting up our outside living space, I turned over a tarp and lying there was a bee. I know that bees and butterflies will over-winter in leaves, and in hollow stem so we have been diligent in not raking too soon. I didn't know if this bee was sleeping or dead so one way to find out was to expose it to the warmth of the sun. I called Gary over and we watched the bee. In a few seconds we could see it breathing, then it moved its wings, and antenna, and finally its legs. When I looked back a few minutes later it was

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gone, it had flown away! Sometimes in church work things may look sleeping and even dead, however when the Son shines on them, they can come alive. That is my prayer for our on going work together. Thank you to all of you who are devoted to God's ministry through this council.

May peace be within you all,

Mary Jo

### **Closing Remarks/Adjournment**

The next meeting of Council will be held on May 25 2021. The next Meeting will be held on June 22<sup>nd</sup> 2021.

**Meeting adjourned at 8.54 pm**

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L. Steggle – *Council Chair*

D Seth – *Secretary*