

Attendance: Gloria Le Gal, Katherine Brittain, Keith Allen, Kathy Torhjelm (Acting Secretary), Darlene Darby (Vice-Chair), Lee Mason, Grace Skomorowski, Susan Ward, Vickeri Cochrane, Rob Russell, Blaine Wilkins, Linda Wilson.

Regrets: Eileen Carolan, Kathryn Baverstock, Linda Braid, Marilyn Huffman

Trustees: Kathy Torhjelm is representing the trustees

Welcome and call to order by Gloria Le Gal at 10:00 am

Devotional: Katherine Brittain led us in prayer

Approval of Agenda as amended. M/S Darlene Darby/Rob Russell. Carried.

Adoption of Minutes.

Motion: That minutes of the September 23, 2025 Council meeting be approved as distributed.

M/S. Keith Allen/Susan Ward. Carried.

Correspondence received –

1. Marina Lecian, Office Manager & Pastoral Relations Coordinator, PMRC, re: 2025 Self-Assessment – Darlene Darby, Susan Ward and Lee Mason will work with Gloria Le Gal on this.
2. Jamie Wilder, Member Engagement, UCC, re: election of Rev. Brittain as a member of the General Council Executive

Correspondence sent –

None

Minister's Report – Katherine Brittain -See attached. – issue of notifications on calendar. If it is an outside group it only will say private event. This is an issue of confidentiality. Gloria will chat with Cindy.

Financial Report – Lee Mason - attached

- We have been approached by an individual to see if she can prepay for her Celebration of Life. Lee did check with PMR to determine what would be involved in facilitating this request. Lee will let her know that we have been advised to have her put her request in her will.
- Charlotte has offered to help with the financial work. Lee will meet with her to discuss details. Stewardship letters will be distributed beginning on Sunday.
- Lee delivering the message at the Lay led service on November 9th.

PMR report – Susan Ward - see attached

Motion: To accept above reports - **M/S Darlene Darby/Grace Skomorowski. Carried.**

Old Business

1. Parking at Ecole Oceane – Keith has not received any concerns about parking from the school.
2. Growth and Visibility Working Group – group is looking to reorganize. All proceeds are going into the Building fund. They are still working on more signage and visibility. They will meet again in January.

New Business

1. Permanent rentals for BUC. - issue of finding space for Brechin events – Thursday and Sunday evenings will be set aside for Brechin use.
2. St. Philips Anglican Cedar – they are doing a self evaluation – three members are coming to our worship on Sunday and 4 of them are meeting with some of our council on October 30th.
3. Dates for Multi Faith workshops – April 14th , 21st , 28th and May 5th from 7 to 9.
4. Cookie Walk- - December 6th – Linda is requesting volunteers and lots of baking.
5. Names of renters – see above in Katherine's report.
6. Notices throughout church – Gloria will put up a couple plastic sleeves on main door to reduce number of notices taped to the doors.
7. Friends of Brechin Wall –A new person is needed to coordinate – referred to Stewardship

Leadership Team Reports

Spiritual Formation: Darlene Darby - team has dissolved. Will discuss in new year.

Ministry and Personnel: - Kathy Torhjem - see attached – Motion - M/S Keith Allen/Grace Skomorowski that we pay Tim an additional \$25 per week starting November 1st. Carried. Tim's remuneration will be revisited with Budget considerations.

Brechin 4 Action: Vickeri Cochrane -See attached.

Pastoral Care - Gloria Le Gal – see attached – Pamphlet – needs to be updated. M/S Darlene Darby/Keith Allen to delete \$50 donation line and revisit after Keith and others revise the pamphlet. Carried.

Property: Keith Allen - see attached

Worship: Grace Skomoroski - see attached.

Stewardship and Finance: see attached

Fellowship: Linda Wilson - see attached

Motion to accept the Leadership Team reports **M/S.** Rob Russell/Keith Allen. **Carried**

Intentional Communication

- Gloria
- Advise Cindy to use "Private Event" on calendar notices other than BUC *unless the renter requests otherwise*.
- Ask Cindy to book Thursday evenings and Sunday evenings for BUC *unless we currently have renters in those time slots*. First BUC request for a room(s) will get the space. Includes the whole building where possible.
- Clean up miscellaneous signs around the building and purchase holders.
- Advise Cindy to remove the \$50 donation/fee from catering for Memorials. Pastoral Care will continue to provide a Reception Service as they do now. Keith and Lee will give Cindy the correct wording for Rental Forms, brochure and website.
- Advise Marilyn Huffman that the \$50 donation will be cancelled.

- Gloria, Susan, Darlene, Lee
- Complete the PMRC 2025 Survey.
- Lee
- Advise the person requesting pre-payment of Memorial Services that we are unable to provide that service.
- Lee and Keith
- Determine the correct wording for Rental Forms, brochure and website and relay that information to Cindy.
- Lee/Stewardship
- Discuss Friends of Brechin Wall
- Darlene
- Advise Growth and Visibility that the Group is on hold until January. The tree chipping can continue.

Regular Council Meeting: 10:00 am Wednesday, November 26, 2025

Devotional: Linda Braid

Adjournment of Business Meeting at 11:50 a.m. on a motion by Keith Allen

Gloria Le Gal, Chair

Kathy Torhjelm, Acting Secretary

Minister's Report – Rev. Katherine Brittain

I was delighted to spend the day with 43 of Brechin's women on October 15th, as the program facilitator for the Women's Retreat. The planning team worked really hard to put on a fantastic day at Bethlehem Retreat Centre.

Worship team has tried a few new/old initiatives. We have re-oriented the chairs to face the choir, a design that was in the original thoughts of the Sanctuary. We are trying this for one month and collecting feedback. There is a great deal of positive feedback – particularly from the choir and from people watching online. We have some issues with people feeling too far away and not being able to see, as well as mixed reaction about the minister standing up with the choir. It also presents a challenge for readers who are not in the choir getting up onto the riser to read. I have had a quick chat with one of the tech team about playing around with the "camera" screen so that it is a place for people sitting further back being able to see the speaker. We will continue to collect feedback, and I look forward to seeing how the chairs will be arranged when I'm back in November.

We also re-introduced grape juice as an option for communion and it has been well received. The flow of how people came forward to receive the elements worked really well with the new chair arrangement in October.

Stewardship Campaign

This has begun, slightly modified from the original plan. Our first speaker was amazing, and things are well underway.

Queer Vespers

We had 20 people out for our very first Queer Vespers on October 19th. This was a mixture of Brechin folk, Reaching Out folks and people from the wider community. I got feedback from one couple who saw us on Facebook that a targeted Facebook ad would be a great way to reach the wider community, which we can pay for with the Growth Animator's grant. I plan to hold one in December, a time that can sometimes be challenging for members of the Queer community. Many thanks to Mary Boyd who volunteered to come and run the tech and Peggy who put on coffee, tea and goodies for folks. I felt very supported by Brechin.

Trans Day of Remembrance service on November 23

Justine Etzkorn, a member of Brechin and a student at VIU has asked to lead worship on November 23rd as part of a project for her Women and Gender Studies course. Trans Day of Remembrance is November 20th and is a day to "honour the memory of trans, non-binary and Two Spirit people whose lives were lost to acts of anti-trans violence". This community has become a huge target of the current alt-right rhetoric in the US and Canada. Parents in Alberta have to sign a letter saying their daughters were assigned female at birth in order for them to be able to play high school sports – and this letter can be challenged by the province. They are not required to sign anything like this for their sons.

The Worship Team had a very thoughtful conversation about agreeing to this request, and decided this was an important way for Brechin to live into our Affirming commitments. Justine shared her initial thoughts of how this worship service will be shaped, and it's very consistent with Brechin's worship style – familiar hymns and prayers. I had planned to be present to open and close the service and hope that I will be back in time to do so! Peggy Jensen has offered to step into that role if I'm not back to work.

Blue Christmas at Trinity United

Foster Freed is the retired supply minister at Trinity and they are inviting the other United Churches to their Blue Christmas Service at Trinity, December 18th at 6pm. He also invited us to share the events and services we have planned for Advent and Christmas.

Interfaith Conversations

The second initiative that we are using the Growth Animator's grant for is a series of conversations with representatives of other faith groups in Nanaimo. Gloria and I have chosen a series of dates in April and will start planning for this when I am back.

Medical Leave

As many folks know, I will be taking Restorative Care leave beginning October 23rd. I will be having surgery that day and am unsure how long recovery will take. I've submitted the claim to the United Church benefits group, and am waiting for contact from them for the next steps.

Space availability reminder

While we are working to maximize the income and be a space that is welcoming to the public, I wonder if we can make sure there are rooms available for Brechin programming. We also need to revisit the current practice of listing the names and other details of outside renter groups on the calendar that is publicly accessible on our website, as there are some groups that need their confidentiality protected.

Stewardship & Finance Team – Lee Mason

Finance:

Financial statements have been delayed but will be generated and forwarded to the Stewardship Team and Council prior to Council meeting.

There is an issue with Lee's access to online services for our credit card but is being worked on.

This period's payroll run was not completed by ADP but the matter has been cleared for this payroll. Contact is being made with ADP to ascertain what happened in the hopes that it can be prevented in future. (Note: ADP is the organization that handles United Church payroll.)

We have been approached by an individual to see if she can prepay for her Celebration of Life. Lee will check with PMR to determine what would be involved in facilitating this request.

Stewardship Campaign:

Because Katherine will be away for approximately 3-4 weeks, our Stewardship Campaign will be adjusted slightly. Pulpit supply will be arranged for 3 Sundays and a lay service will be conducted on November 16. The Hymn Request project has been postponed and will be considered for 2026.

Stewardship letters were discussed and edited. There are 2 letters to be produced: One for registered givers and another for our people who are not yet listed as regular givers. Letters are

focused on opportunities to be involved as well as an invitation to support and/or review existing support for the life and work of Brechin and our surrounding community.

These letters will be available for pick up at services, emailed or sent by post if that is a viable option considering the postal strike. We are in the process of updating our email list. A date will be set to stuff envelopes for mailing.

As part of the story of why it is vital to keep Brechin viable, healthy and able to do the ministry, we are inviting 4 people from our congregation to talk about why Brechin is important them.

We have confirmed:

Helen Flathers – Oct 19

Mark Jarvis – Oct 26

Bob Simpson – Nov 2

Christine Robertson - Nov 9

A member of the Stewardship Team will *briefly* introduce each speaker. Our guest ministers will be advised of this portion of these services.

Administration:

We are in the process of collecting volunteer hours from our hardworking folks. Not only will this exercise be helpful in understanding our internal workings but will also be useful in submitting grant applications. Lenders could more fully understand how much of the life and work of Brechin is done by our own people.

Brechin United Church
Income Statement 09/01/2025 to 09/30/2025

REVENUE

Revenue

Local Contributions	10,577.06
Open donations	598.00
Special Events & Fundraising	7,484.00
Miscellaneous Revenues	243.00
Unity Church Lease Revenue	2,500.00
DILOR-RENT	3,050.00
Total Operating Revenue	24,452.06

TOTAL REVENUE **24,452.06**

EXPENSE

Overhead Expenses

Equipment Service & Agreements	87.60
Insurance	260.26
Janitorial Supplies	358.58
Contract Janitorial Services	1,148.00
UCC & Region Assessments	815.27
Repair & Maintenance General	219.00
Telephone & Internet Expense	230.99
Kitchen Supplies	255.81
Total Overhead Expense	3,375.51

Payroll Expenses

Wages & Salaries	10,503.50
Contracted Music Services	1,700.00
Employee Benefits	2,528.64
Pulpit Supply	254.00
Total Payroll Expense	14,986.14

General & Administrative Expenses

Promotion & Marketing Expenses	2,337.42
Office Supplies	40.38
Miscellaneous Expense	28.47
Bookkeeping and Payroll Expenses	133.18
Total General & Administrative	2,539.45

Brechin United Church Comparative Income Statement

	Actual 01/01/2025 to 09/30/2025	Actual 01/01/2024 to 09/30/2024	Percent
REVENUE			
Revenue			
Local Contributions	95,949.98	97,146.14	-1.23
Open donations	2,652.15	3,478.95	-23.77
NET Weddings and Funerals	50.00	32.74	52.72
Special Events & Fundraising	9,784.36	5,428.69	80.23
Miscellaneous Revenues	1,518.00	1,783.48	-14.89
Friends of Brechin Wall Fund	0.00	1,712.44	-100.00
Unity Church Lease Revenue	20,000.00	12,500.00	60.00
DILOR-RENT	16,429.00	6,380.00	157.51
PMR Support Revenue	35,000.00	17,500.00	100.00
Investment Income	438.27	8,264.57	-94.70
Total Operating Revenue	181,821.76	154,227.01	17.89
TOTAL REVENUE	181,821.76	154,227.01	17.89
EXPENSE			
Overhead Expenses			
Electricity	3,049.98	2,431.85	25.42
Equipment Service & Agreements	1,427.43	3,388.81	-57.88
Insurance	2,342.34	1,977.54	18.45
Janitorial Supplies	1,915.10	1,006.96	90.19
Contract Janitorial Services	12,369.00	10,045.00	23.14
UCC & Region Assessments	6,522.16	4,610.16	41.47
Repair & Maintenance General	854.29	573.93	48.85
Telephone & Internet Expense	1,816.34	1,275.82	42.37
Shared Building Expense	3,984.26	3,749.17	6.27
Kitchen Supplies	1,258.15	1,325.84	-5.11
Total Overhead Expense	35,539.05	30,385.08	16.96
Payroll Expenses			
Wages & Salaries	87,628.27	63,907.92	37.12
Contracted Music Services	13,750.00	12,775.00	7.63
Minister Travel Expense	435.67	1,819.40	-76.05
Minister Moving Expense	4,922.90	0.00	0.00
Minister's Continuing Ed & Book Exp	0.00	375.00	-100.00
Employee Benefits	22,044.47	15,934.89	38.34

**Brechin United Church
Balance Sheet As at 09/30/2025**

ASSET

Current Assets

Petty Cash	187.11	
CCCU Chequing Bank account	13,723.49	
Total Cash		13,910.60
Investments		227,500.00
GST Receivable	413.69	
Total Receivable		413.69
Total Current Assets		241,824.29

Capital Assets

Office Furniture & Equipment	288,636.00	
Accum. Amort. -Furn. & Equip.	-288,636.00	
Church Building	2,098,149.38	
Accum Amortization Building	-2,098,149.38	
Property		347,000.00
Total Capital Assets		347,000.00

TOTAL ASSET		588,824.29
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LIABILITY

Trust Accounts

Building fund	21,291.63
Clear Building fund	-4,739.33
The Spiritual Growth Fund	800.00
Clear Spiritual Growth Fund	-702.55
Mission & Service	12,252.00
Clear Mission & Service	-12,252.00
Loaves & Fishes	3,415.00
Clear Loaves & Fishes	-3,415.00
Memorial Funds	5,143.20
Clear Memorial Funds	-1,357.47
The Legacy Fund	63,205.82
B4A Youth Reconciliation Fund	8,013.00
Brechin4Action Fund	337.26
Clear Brechin4Action Fund	-200.00
Workshops & Events Grants	9,413.45

PMRC REPORT – Susan Ward

I did not submit a report to Kathy, by Friday, in anticipation of the Town Hall meeting held on Zoom this afternoon (Tues, Oct 21st from 2-3 p.m.).

We will no longer be meeting monthly for Town Hall meetings. They will be held quarterly in January, April and October going forward.

MESSAGE: Simon Lesieur led the service portion of the meeting, reflecting on the message from Psalm 139. After reading the message he had us take 30 seconds to reflect on what we need from God right now. He went on to talk about a recent 3 day retreat he took part in recently that centered around this passage and what God might want for each us.

Simon then spoke about the new regional executive that was voted in at the AGM in June. He noted that there are a few new members. We heard from 2 new members about why they joined the executive and how they see going forward. The executive has been working on practicing the Carver Model of governance.

EXECUTIVE REPORT: The executive will be meeting for the next 3 days in the office:

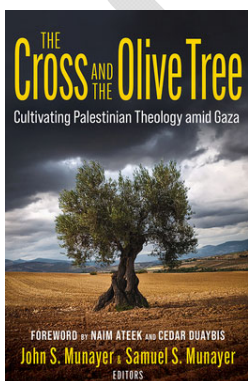
Wednesday: they will work on the ownership – What is the spirit, what to pay attention to.

Thursday: What they are hearing as the vision for them by membership

Friday: Review items coming out of the AGM. Doing some deeper work around the Toward 2035 Project – working hard to prove the projects shown at the AGM wrong by doing strategic planning for engaging in our future. Treena noted that she is excited by that work.

FIRST/THIRF MINISTRY: Busy with upcoming retreats that are coming up. They are looking for donations for bursaries to help young people with the cost of attending from communities or individuals.

JUSTICE MINISTRY: Kendra Mitchell-Foster



Proposal 2501 – re: Apartheid Free Community. We are now included in a webinar held monthly.

There will be a book launch on Nov. 15th at 10:00 PT for The Cross and the Olive Tree by John S. Munayer & Samuel S. Munayer.

This book is available from the United Church bookstore and Amazon.ca now if you are interested in reading it before Nov. 15th.

Kendra said that we are reaching the end of our climate audit that was requested by the Youth Ministry at the 2024 AGM.

Kendra is asking people to take part in the letter writing campaign around a Guaranteed Livable Income in Canada. The concept of a "livable income" in Canada refers to a guaranteed income sufficient for a

dignified standard of living, which is currently the subject of a proposed national framework via [Bill S-206](#).

Affirming Ministry – a series “What the Hell” held on Affirming Leader’s Day Nov 15 from 9:00 – 3:00.

Information on all these events are available on the PRMC website.

LEADERSHIFT – Michele Slater – there are several workshops and events coming up. For more info go to [LeaderSHIFTUCCAN.org](#)

M& P Report – Linda Braid

Tim Weger, Brechin’s Music and Choir director signed a contract with the church on November 5, 2022. Over the past three years, Tim has worked exceptionally hard with the ministers and congregation members. His music background and enthusiasm have resulted in an outstanding choir that meets regularly Thursday evening (except July and August) to practice for the weekend service. The team is very pleased with the attendance every Sunday thanks to Tim and Rev Katherine.

Tim has taken extra time with preparation these past three years to practice new music and to plan services either by meeting with Rev Katherine or on his own.

He is an asset to Brechin.

On behalf of M+ P, Kathy will discuss Tim’s accomplishments and dedication to Brechin at the October 22nd Council meeting.

Brechin4Action – Vickeri Cochrane

1. Truth and Reconciliation

- a. Building Bridges Workshop, Kathi Camilleri – Saturday, October 18/25

A very successful workshop was hosted on Oct. 18; 15 registrants attended; \$125 in cash donations was received (cash given to Lee on Sun. Oct 19/25)

- b. Paddling Together for Community Workshop, Kathi Camilleri – Saturday, November 8/25

The team is actively working on this follow-up workshop; currently 10 registrants

Advertising is underway, volunteers being recruited, other details being looked after as appropriate

2. Youth Reconciliation Mixed-Media Collab Event

Future Date TBD: Spring event (possibly March) 2026 is under consideration; talks are being planned with SD68, Indigenous Learning Dept.

Purpose: Modern Mixed Media Indigenous Art and Dance collaboration for Indigenous and non-Indigenous youth aged 12-18. (Our initial event had to be cancelled & postponed because of insufficient interest for holding the event on a Saturday and at Brechin)

Discussion: This Fall event will have the same vision and goal of involving youth in a multi-media workshop,

focused on reconciliation through creative expression. It will likely be held at John Barsby SS and during a school day. This was previously put forward to the Vision committee and accepted. We are working with SD68 Indigenous Learning Dept. The Facilitators will still be Bailey Waukey (Youth Reconciliation specialist & founder of *Frayed Feathers*) and Celeste Aleck, (Snuneymuxw FN artist, author and Traditional Knowledge Holder)

3. Social Justice

- a. Palestine and Israel – Information Session

Event sponsored by Hope Lutheran Church – Men’s Group. Sun. Oct. 19/25
Guest Speaker: Sara Kishawi, Palestinian and VIU graduate, Nanaimo resident
This will be in our announcements and B4A bulletin board

4. Climate Change/Climate Action

- a. Solar Panel Update: Project is still on hold

PASTORAL CARE TEAM REPORT – Marilyn Huffman

The Memorial Tea for Berit Armstrong’s Celebration of Life happened very quickly to accommodate the family’s wishes and our team stepped up big time to make that happen along with Rev Katherine doing the service. The family were very grateful to everyone for making that happen.

The Pastoral Care Workshop is now set for January 24th 2026 with the Pastoral Care Team and anyone else from the congregation invited to attend. The workshop will likely be from 10:00am-4:00pm and folks will be asked to bring a bag lunch; coffee, tea and water will be provided. It is hoped that many from the congregation will attend since pastoral care is not only done by the team but takes many shapes and forms in everyone’s daily lives.

The gift bag survey is on hold until we have more discussions later this year.

Home Coffee parties are now in preliminary planning stages and we will have more details soon.

We have decided to approach Rev John Helps again to see if he would be interested in assisting some months with our Wexford gatherings.

Our team had another discussion regarding the request for a \$50.00 donation for Memorial Teas and because there is a service provided, it can’t really be a receipted item. Because there seems to be much confusion around this our team is recommending that “The \$50.00 fee for Memorial Teas be eliminated from the information.”

We also had a query as to whether a person could prepay their Memorial Service which is outside of our jurisdiction and has been referred to the Property and Finance Team.

I will be away from October 19 until November 2 and Mary Boyd has kindly consented to cover for me during that time. I will still be reading all emails during that time.

Property Update – Keith Allen

1. Allied Plumbing and Heating has been contacted for HVAC systems maintenance. Service will start in November.
2. Awaiting word on photocopier upgrade options.
3. User groups seem to be able to find adequate parking without having to use the school lot during the week.
4. Lee and Blaine will follow up with Roger’s re internet service contract.
5. Ben Canto choir is using the Cedar Room on Monday evenings.
6. An AA group is using the Arbutus Room on Tuesday evenings.

7. Toastmasters and Community Band are in the building Wednesday evenings. The folding wall appears to adequately deaden the sound so that the Cedar and Arbutus Rooms can both be used at the same time.
8. Brechin Choir is scheduled on Thursday evenings.
9. Additional rentals will be likely limited to one time events when space is available.
10. The annual fire equipment service took place last week. Tibor facilitated this as it coordinated with the Residences service. A replacement EXIT sign is required just outside the Cedar Room main door.
11. The dishwasher has been serviced and we are awaiting a replacement part before the detergent use is recalibrated.
12. New signs have been posted to remind users to properly separate garbage and organics.
13. Alpine Computing has been contacted to troubleshoot some issues with the office computer and new printer.

Worship -Grace Skomorowski

Worship Team met October 1 in the Brechin Library.

- We further discussed the stewardship campaign and the 30 day generosity calendar.
- We discussed new member classes that would be open to all.
- Some members of the team decorated for Thanksgiving on October 4th.
- We very much appreciated the congregation's involvement in "Orange Shirt Day".
- We have had much positive feedback from our new way of having communion. There were a few minor issues which will be addressed. Rev. Katherine will ask the congregation to remain seated until the stations are in place. She will make sure that the congregation knows we have a gluten free station and that we are using juice, not wine.
- Because our congregation is continually growing we are going to try placing the chairs in two columns with a middle isle to accommodate more chairs. We are trying this for October.
- Trans Day of Remembrance was discussed.
- We will remind readers that after the Minister does the welcome, they should go straight to the "Call to Worship" with no further preamble.
- October 19 – Queer Vesper Service and Flu and COVID Clinic
- Worship Team next meeting will be October 29th at 9:30 in the Arbutus Room.

PS: Since our meeting we have learned that Rev. Katherine will be on medical leave for several weeks.

Tentative Plans:

Rev. Sally Bullas will lead worship on October 26th and November 2nd.

The Stewardship Committee will lead worship on November 9th.

Gloria Le Gal will lead worship on November 16th.

Justine Etzkom will lead worship on November 23rd.

Fellowship/Womens' Retreat – Linda Wilson

Fellowship has been quiet with all the events going on in the church. Planning on assisting with a possible Chili potluck on November 9th.

Women's Retreat "Blessed to be a Blessing" was well received with 41 women attending and we enjoyed a beautiful day at Bethlehem Center. The chapel was a good decision as it gave more movement for people. We were blessed that the centre gave us a huge break from room rental. We came out financially better. Planning for next year will start soon. The overnight guests enjoyed getting to know each other better.

DRAFT