

St. Andrews United Church – Chalk River

Ad Hoc Committee for Church Operations during and post Covid-19 Pandemic

June 10, 2020

Terms of Reference for the Reopening Committee

Overview

(Some information is taken from UCC website <https://www.united-church.ca/community-faith/being-community/safety-considerations-reopening-during-pandemic>)

1. The safety of staff, volunteers, church members, and all those we serve needs to guide our decisions about reopening any activities at St. Andrews United Church in Chalk River during and post Covid-19 pandemic.
2. It is likely that the COVID-19 pandemic will continue to affect the ways we behave and the activities we take part in for at least the next year and perhaps longer.
3. Common guiding principles will be decided cooperatively by senior General Council and regional council staff. Regional councils and in turn the Church Council for St. Andrews United Church will implement these principles, bearing in mind regional and provincial health regulation variations in the circumstances at hand.
4. Decisions about larger denomination-wide events will be made by the General Council Executive or senior leadership.
5. Activities and operations around St. Andrews United Church may look different for a while or for a long while. Some things may even look different permanently, as there have been learnings from this pandemic time that we may want to continue such as keeping our online services, maintain social distancing, and providing hand sanitiser and masks/gloves for those who come into the building.

Scope and Terms of Reference (TOR)

1. This ad hoc committee will be known as the 'Reopening Committee'.
2. The Reopening Committee has been established to review the ongoing Covid-19 pandemic circumstances and make recommendations to Church council for their review and implementation regarding the reopening of activities in the various phases of pandemic.
3. The committee will work within the scope of the three phases of reopening as outlined by the UCC General Council which are:

- Phase 1: Reopening the Building during the Pandemic

Small groups may meet in person in small numbers as established by the local health unit and/or the Province of Ontario, with social distancing and masks. Worship will continue to be online only, with some exceptions for outdoor worship.

- Phase 2: Reopening In-Person Worship during the Pandemic

Worship and other activities resume in the church building, with social distancing and other measures.

- Phase 3: Full Return during the Pandemic

For worship and other gatherings, church council will still need to consider the health and safety regulations of the Renfrew County and District Public Health Unit and the Province of Ontario.

4. The Reopening Committee will keep up to date on all government and public health directives and guidelines and address them with and through the Church Council.
5. The Committee needs to keep in mind our context, including the types of activities we host, and the age and health demographics (health vulnerabilities) of participants at activities at St. Andrews United Church.
6. The Committee will not look for ways to get around or bend the public health directives and guidelines. We need to work within both the rule and the spirit in which they are given and make sound and health and safety oriented recommendations to Church Council for the safe reopening of St. Andrews Church in each of the above Phases.
7. The Committee will consider a staged renewal of activities within the 3 main Phases of reopening and with the adaptations necessary to protect safety. “Hybrid” plans: ones that allow for face-to-face gathering where it is necessary, but using distance gatherings (conference calling, online, etc.) where possible will be considered.
8. The Committee shall make a report and associated recommendations to Church Council at each church council meeting.
9. This ad hoc committee was authorised by the Church Council on Thursday May 28, 2020 and will carry on its work until the committee is dissolved by the Church Council.

Committee Members

The following were appointed by Church Council and agreed to participate on the ad hoc Reopening Committee:

John Fleurie	– Ministry & Personnel Committee (M&P)
Heather Wiegand	– Property Committee
Wendy Hawley	– Sunday School Committee
Doug Tennant	– Board of Trustees (Doug has agreed to function as Chair)
Marjorie Kellow	– Worship Committee
Nancy Dunham	– Outreach Committee

A quorum is 4 of the committee members for the duration of any meeting held in person or by video/teleconference.

Timeline for the Reopening Committee

1. This Reopening Committee was authorised by St. Andrews United Church Council to be established as of May 28, 2020 and will continue until dissolved by Church Council.

Decision making by the Committee

1. All decisions made by the Reopening Committee shall be achieved by consensus only.