

# Minutes of WAICC

February 8, 2017

1. Call to order
2. **Present:** Bruce Dienes, Carolyn Harrison, Roger Prentice, Lorraine Street, Allison Trites, Gene Trites, Nancy Harbers, Sandra Fyfe, Ray Bishop.  
**Regrets:** Andy Pitter, Maggie Kenney and Diana Shelley.
3. **Devotions.** Lorraine Street.
4. **Adoption of minutes** of Jan 18<sup>th</sup>.  
Minutes of the meeting of Jan 18<sup>th</sup> were accepted correct as circulated. (Roger, Sandra)  
Motion carried.
5. **Correspondence.**
  - a) EKM Health Foundation. Celebrating 20<sup>th</sup> anniversary of its grants program. They are looking for stories of how the grants have supported local organizations. We refer this request to the Wolfville Food Bank and our member organizations.
6. **Treasurer's report.** Ray presented a report (appended) including a balance sheet and income statement up to Dec 31<sup>st</sup>, 2016. Moved acceptance of the report (Lorraine, Roger). Carried.
7. Clarification of who has the authority to approve requests for special assistance. These must be approved by two WAICC signing officers. Recommendations may come from the Food Bank management, clergy, or local doctors.
8. Business Arising from the Minutes
  - a) Lorraine circulated a memo re the ongoing incorporation process. We will discuss this in more detail at our next meeting.
9. Committee Reports
  - a) Clergy Committee. The Week of Prayer for Christian Unity at St. Francis was well attended. The event at the Box of Delights Book Shop will go ahead. The timing will be set to coincide with another WAICC event, such as a speaker.  
The committee will consider the possibility of moving their regular meeting time to Tuesday mornings.
  - b) Food Bank. We received a report from Diana Shelley (appended). We ask member organizations to spread the word that the Food Bank needs volunteers. In particular, they need people who would help in leadership positions, food buying, coordination, etc. We ask Diana to send us descriptions of the required volunteer positions that we can forward to member organizations.
  - c) Refugee Committee. No report. One family is now transitioning off the federal support program, but WAICC will continue to provide support as resources permit. The second family will be supported on a federal three year program due to medical needs.
  - d) Winter programme

- i. An Interfaith service in response to the tragedy in Quebec will be held on Sunday the 12<sup>th</sup> of February, 8:30pm – 9:30pm at the Manning Memorial Chapel. Poster is appended.
- ii. Lorraine and Sandra presented a proposal that on March 22<sup>nd</sup>, there be a gathering to share a meal and thoughts. “Compassion and Courage; Welcome and Witness: From Prayer to Prayerful Action”. This would be a time to examine the possible response to the tensions that pervade our world today. It would be held at the Wolfville market from 5pm to 9pm. Motion to approve this event with a maximum budget of \$250 (Lorraine, Sandra). Carried. Details will be circulated.

10. Announcements

- a) Lenten Program information is appended. Susan Barthos will be the speaker.

11. Adjourned at 9:08pm. (Motion: Nancy) Carried.

12. Roger gave the closing prayer.

Report to: WAICC Executive Committee  
From: Lorraine Street (St. John's Anglican Church, Wolfville)  
Re: Follow-up Report re Possible Incorporation of WAICC  
Date: 12 September 2016

Following up on the memo on this topics submitted to the WAICC Executive in March 2016 and the discussion at that and subsequent meetings, and per the decision subsequently made by the WAICC Executive, I met in late June with Richard Bridge, a solicitor who specializes in working with charities.

Mr. Bridge has read the relevant materials, including the various iterations of WAICC constitutions provided him, as well as the legal opinion rendered by the solicitor for the Roman Catholic Archdiocese and submitted to WAICC by Father Craig Cameron. Mr. Bridge's advice was similar and based on the same foundation, i.e., he recommended that WAICC incorporate, and do it as soon as possible, given the significant exposure to liability arising from WAICC's enterprises, i.e., its programs, services, and activities provided either directly (i.e., emergency assistance) or indirectly (i.e., the Food Bank, and the Refugee Support Network – Wolfville and Area).

Under the circumstances, i.e., that these activities are all ongoing, Mr. Bridge suggested that the following might be the best option for WAICC:

- (1) That WAICC should seek to incorporate under the *Nova Scotia Societies Act* as soon as possible. Once incorporated,
- (2) WAICC should advise the Canada Revenue Agency (CRA) of this incorporation once it is accomplished. Depending on the wording of the Constitution and Bylaws that are adopted, which must reflect WAICC's current projects, WAICC may need to apply to the CRA to vary or amend its (WAICC's) charitable objects. (Note that if WAICC incorporates, Step 2 is not an option; it is a legal requirement.)

Motion: I move that

- (1) the WAICC Executive call a Special General Meeting of its member churches and organizations as soon as possible, and that
- (2) at that meeting, the WAICC Executive seek approval of the member churches and organizations for the following action: That the Executive should undertake to incorporate WAICC under the *Nova Scotia Societies Act*, and to complete any other actions that might be consequently required in order to maintain WAICC's status as a registered charity under the federal *Income Tax Act*.

At the meeting on September 14<sup>th</sup>, I will present a table outlining the major steps involved in this undertaking, if approved.

Respectfully submitted,  
Lorraine Street