

**Human Resources Commission**  
**Western Ontario Waterways Regional Council**  
**OF THE UNITED CHURCH OF CANADA**  
*Connecting, Supporting, Transforming*

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**Place:** Silver Lake Camp, Kinloss

**Time:** 2:00 p.m.

**Roster:** JoAnne Angle, Marion Boyd, Micol Cottrell, Carmen Davies, Gwen Good, Cecil Omand, Mary Schoenhardt, Tom Slumskie, Carol Stephenson

**Staff Support:** Pretima Kukadia-Kinting email: PKukadia@united-church.ca  
Rev. Diane Blanchard, Minister, Pastoral Relations  
email: dblanchard@united-church.ca

**Present:** JoAnne Angle, Marion Boyd, Micol Cottrell, Gwen Good, Cecil Omand, Carol Stephenson

**Regrets:** Mary Schoenhardt,

**Absent:** Carmen Davies, Tom Slumskie

**Welcome and Constitute Meeting:** Diane Blanchard welcomed the members to the commission and asked about the 'why' they were drawn to this work

**Acknowledging the Land:** this was done earlier in the morning by Laurie O'Leary

**Opening Worship:** will be doing worship in meetings going forward

**Opening Motions:**

**New Business**

1. Approving calls and appointments.
2. That the Human Resource Commission chooses a Chair and a representative on the Executive Committee. Can be one person.
3. That the next or ongoing meeting dates be set.
4. Pretima to send/collect Confidentiality Agreements from members.

There was discussion about how the Covenant Commission and the Human Resource Commission work together and which tasks belonged to which commission.

Some points that were discussed and clarified for members of the commission:

Churchhub.ca

- Communities of Faith upload profiles to Churchhub.ca which are available to 'see' by other communities only when 'in search'

- All ministry personnel have a profile on Churchhub.ca which, among other things, tracks mandatory trainings, education, calls and/or appointments
- If a ministry personnel goes 'into search' then communities of faith also 'in search' can then see each other

### Covenant Commission

- The Covenant Commission has oversight of Pastoral Supervisors
- Once the Covenant Commission approves a Community of Faith's profile, the Human Resource Commission appoints a Liaison
- The Covenant Commission meets the 2<sup>nd</sup> week of the month to pass on approvals to us as we meet the 3<sup>rd</sup> week of the month

### Human Resource Liaisons

- Diane pointed out that there is an urgent need for liaisons to be trained as there are no trained liaison in the Human Resource pool. They will assist communities in search with:
  - looking over the position description,
  - training the search committees in their tasks,
  - determining if the site wants to be a Supervised Ministry Education (SME) site,
  - attending the congregational meeting presenting search results,
  - attending covenanting service.
- Liaisons are especially needed for communities ending pastoral relationships
- We currently need two Liaisons for the north-eastern area of the region, both near Barrie

### Policy Work: 'Big picture' policy work is the work of this commission:

- The Manual is this commission's basic policy guideline – sections 3 and 4. This can be open to interpretation, e.g. LLWLs can do occasional worship. What does occasional mean? We can set this policy.
- Approving calls
- Appointments
- Retirements
- Requirements for changes re appointment terms, etc.
- Oversight of Licenced Lay Worship Leaders (LLWL)
- Approval for sacraments for students, LLWLs
- Pulpit supply
- This commission needs a policy re retired ministry appointments which have varied quite a bit in previous Presbytery/Conference appointments
- A policy is also needed for sacramental privileges for retired ministry appointments, LLWLs, etc.

Motions of Call/Appointments

- The decision by Executive Committee applies: That supply appointments be 6 months in length, renewable twice.
- Our motions do not go to the Executive Committee for approval; our minutes go to the Executive. Our motions are approved by this commission and signed by Pretima Kukadia-Kinting.
- The paperwork is posted in the minutes with financial numbers redacted (according to privacy guidelines)
- Motions will read: ... terms as outlined in record of call/appointment
- Record of Call goes to United Church office and a signed copy back to the community of faith
- We keep the paperwork on file

United Fresh Start

- This is a 22 module educational program for ministry personnel and lay leaders serving congregations that are in transition. It offers the best insights and strategies developed over the last 25 years with a focus on transition, leadership, organizational development, conflict management and other key topics.
- This program is especially useful during the 1<sup>st</sup> two years of a new pastoral relationship

**MOTION**      **That the Human Resource Commission of Western Ontario Waterways Regional Council concurs with the request of Zion United Church in New Hamburg to reappoint Rev. Margaret Smith from July 1 to July 31, 2019 for 12 hours/week with the terms as outlined on the record of appointment form dated June 2, 2019.**

**The commission concurs with the reappointment.**

**MOTION**      **That the Human Resource Commission of Western Ontario Waterways Regional Council concurs with the request of Port Elgin United Church to appoint Rev. Gerald W. Hofstetter, OM Retired, from July 1 to December 31, 2019 for 30 hours/week with the terms as outlined in the record of appointment form dated May 8, 2019.**

**The commission concurs with the appointment with the terms as outlined in the record of appointment dated May 8, 2019 .**

**MOTION** That the Human Resource Commission of Western Ontario Waterways Regional Council concurs with the request of Londesborough United Church to approve the appointment of Susan McIlveen, candidate supply, from August 1, 2019 to June 30, 2020 full time with the terms as outlined in the record of appointment dated May 13, 2019. This is an approved SME site..

The commission concurs with the appointment.

**MOTION** That the Human Resource Commission of Western Ontario Waterways Regional Council concurs with the request of St. Paul's United Church in Walkerton to approve the call for Rev. Catherine Paul from July 1, 2019 at 14 hours/week with the terms as outlined in the record of call dated June 2, 2019.

The commission concurs with the call. This call requires a covenanting service.

There was discussion of possible meeting of the three regions' Human Resource Commissions having a joint meeting to streamline some policy decisions. Also mentioned was a possible 2-day meeting in the fall with the Covenant Commission to go over policy decisions in-person.

**MOTION** That the Human Resource Commission of Western Ontario Waterways Regional Council concurs appointing Rev. Micol Cottrell as chair of the Human Resource Commission. Rev. Cottrell also will stand as representative on the Executive Commission with an alternative to be named.

The commission concurs.

Having completed the work before it, Diane in her role as facilitator/chair adjourned the meeting.

**Next Meeting:** Wednesday, July 17, 2019 at 10:00 a.m. by Zoom. Pretima will be available from 9:30 a.m. for those who are new to Zoom.

Worship will be by: Micol Cottrell