

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

November 15, 2019, Zoom meeting at 10 a.m.

Roster: JoAnne Angle, Marion Boyd, Micol Cottrell, Carmen Davies, Gwen Good, Cecil Omand, Emily Perry, 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, Carmen Davies, Cecil Omand, Tom Slumskie, Carol Stephenson,

Regrets: Gwen Good, Emily Perry

Absent:

Welcome and Constitute Meeting: By Micol

Acknowledging the Land:

Opening Worship: Micol said a short worship, "Love is patient, love is kind ..."

Opening Motions:

Corresponding Members:

Approval of Agenda: **AGREED/CONSENSUS**

Approval of Previous Minutes: October 15, 2019 and September 17, 2019

AGREED/CONSENSUS

Business Arising

1. **MOTION by JoAnne Angle / Carol Stephenson that** we accept the request of John Gregory Smith, OM, for a change of pastoral relations from Hepworth Sauble Beach pastoral charge in order to retire effective 19.09.30.

MOTION

CARRIED

2. Formal acceptance of the following motions approved by the email poll of 19.10.24

Request for Change of Pastoral Relations:

Brian Hymers DLM requests permission for a change of pastoral relations from Dungannon Union Pastoral Charge which also includes Knox of Belgrave United Church, in order to accept an appointment to Egmondville United Church, effective 19.10.26.

Appointment of Liaisons:

Bloomington United Church – Susan Leuty
Palmerston, Fordwich, Moorefield – Joan Tuchlinsky
Zion UC, New Hamburg will need a liaison after the CC mtg on 190912

Renewal of appointments:

That we allow Arthur United Church a 6-month renewal of the appointment for Frances Diane Eurig OM retired from 19.07.01 to 19.12.30 (Note to commission: the request was for a year-long appointment but it is a continuation of an appointment while they are in search so our policy is 6 month appointments, renewable twice.) according to the terms signed on 19.05.27.

Approval of new appointments:

Approve the appointment of Brian Hymers DLM to Egmondville United Church, Egmondville, full-time from 2019.10.27 to 20.06.30 (form did not include a reappointment date so we will set it), according to the terms of the record of appointment signed 19.07.15.

Receive for information: Intentional Interim Ministry Reports from St Paul's, Walkerton

MOTION by JoAnne Angle / Marion Boyd. MOTION

CARRIED

(originally the Consent Docket for WOW HR Commission - September 7, 2019)

ChurchHub is going online for appointments and calls – Many fields will be filled automatically and then auto-transferred to GC records.

Renewal of appointments: will need to submit all the names of re-appointees to the Office of Vocation.

Regional Pulpit Supply List: maybe we can put a form on websites for applications? We could use a check box on ChurchHub.

LLWL committees! need to license and re-license people, interview new people.

Diane has completed a Community of Faith overview: Geography, etc. for info. Also, a settlement report for yearbook, made sure paperwork was done for all calls/appts. D365 database will be sending a list 4 months ahead of time for those that need re-appointments, several members of the commission mentioned names missing from the overview – please send to Diane.

Consensus Decision Making Document also available in Dropbox.

CONSENT DOCKET:

Glen Morris position being removed from Consent Docket, re hours change.

Request for Change of Pastoral Relations:

Approval of Open Positions:

That the position at Glen Morris United Church for a 1 year supply appointment to cover maternity leave of Meghan Gilholm at 13 hours/week be approved for January 1, 2020 to December 31, 2021.

That the position at Alma United church for a ½ time SME be approved.

St Luke's, Cambridge for supply appointment

Appointment of Liaisons:

Grand Valley –Janet Cleave with Wendy May
Palmerston, Fordwich, Moorefield – Micol Cottrell
Dungannon Union Pastoral Charge - Gord Dunbar
Knox Belgrave Pastoral Charge – Gord Dunbar
Alma – Diane did SME discernment; Noreen Ueberer to continue
Thames Road-Elimville – Mary Stewart
Trinity, Annan - Keith Blackshaw
Bloomingdale- Bonnie Holliday
Brussels and Blythe in need

Renewal of appointments:

That WOW HRC concur with the request of Glen Morris United Church, Glen Morris to appoint Meghan Gilholm, candidate, for the period of 20.07.01 to 21.06.30 according to the terms of the record of appointment signed 19.10.03.

That WOW HRC concur with the request of Port Elgin United Church, Port Elgin to appoint Gerald W. Hofstetter, OM retired supply, part-time, 30 hours, for the period of 20.01.01 to 20.02.09 according to the terms of the record of appointment signed 19.11.13.

That WOW HRC concur with the request of Flesherton Pastoral Charge (Highland United Church) to appoint David Shearman, OM retired supply, part-time, 12 hours, for the period of 20.01.01 to 20.06.30 according to the terms of the record of appointment signed 19.09.10.
(Note: This is the second 6-month appointment)

Approval of calls:

That WOW HRC concur with the request of Trinity United Church, Kitchener to call Sydney Elias, OM, 30 hours/week effective 20.01.12 according to the terms of the Record of Call signed 19.09.29.

That WOW HRC concur with the request of Port Elgin United Church, Port Elgin to call Heather McCarrel, OM, fulltime, effective 20.02.10 according to the terms of the Record of Call signed 19.11.03.

That WOW HRC concur with the request of Trinity United Church, Elmira to call Sue Campbell, OM, fulltime, effective 20.01.01, according to the terms of the record of call signed 19.10.27. (this is a change in the terms of the original appointment, converting to a call for Rev. Campbell)

Receive for information:

That the Sabbatical leave request from Jessica Cottrell from mid-May 2020 to mid-September 2020 (including vacation) be received for information and the Covenant Commission be informed of the need for pastoral charge supervision.

License for sacraments:

That WOW HRC, having reviewed the credentials of Carolin MacMillan, Candidate, concur with the request of Ebenezer United Church to grant Carolin a license to administer the sacraments on that pastoral charge for the duration of her appointment at Ebenezer United Church.

MOTION by Carol Stephenson / JoAnne Angle that the Consent Docket be approved with the removal of the Glen Morris position.

MOTION

CARRIED

MOTION by Carol Stephenson / JoAnne Angle that the position at Glen Morris United Church for a 1-year supply appointment to cover maternity leave of Meghan Gilholm at 13 hours/week be approved for January 1, 2020 to December 31, 2021. And that the hours can be revised by request of the Glen Morris governing body.

MOTION

CARRIED

Request from Bloomingdale United Church to end their pastoral relationship with Anne Gajersky-Cauley, OM, effective November 19, 2019 to be followed by 90 day's salary and benefits.

The Manual 2019 I.3.1.6 h. *Regional council's decision:*

The regional council is responsible for:

- i) ensuring that all requirements in these bylaws have been met for requesting a change in pastoral relations;*
- ii) reviewing any relevant disability, oversight, or discipline concerns;*
- iii) making a decision on the request and on the proposed date for the change to take effect; and*
- iv) giving notice to the Office of Vocation of the change in pastoral relations if the regional council has approved the request.*

Background Information:

The HRC appointed Susan Leuty as the regional liaison.

The congregation has followed due process by receiving a request from 10% of full members for a congregational meeting, by completing their congregational profiles which were received by the Covenant Commission, by giving notice to the minister and congregation about the congregational meeting. Susan Leuty attended the congregational meeting held on November 3, 2019. Earlier, Diane and Susan attended an Official Board meeting on September 18 to explain the process.

MOTION by Cecil Omand / JoAnne Angle that we accept the request from Bloomingdale United Church to end their pastoral relationship with Anne Gajersky-Cauley, OM, effective November 19, 2019 to be followed by 90 day's salary and benefits.

MOTION

CARRIED

We will keep Bloomingdale United Church and Susan Leuty in our prayers

Liaison appointment not included in Consent Document: We need someone at Brussels and Blyth: Volunteers? Please think of who might be available. The HRC approves a liaison and they sign confidentiality agreement. Please tap on shoulders. Not as onerous as people think on search teams.

Liaisons trained in September: thank you for taking the time.

Wendy May	Orangeville	1littlewestie@gmail.com
Keith Blackshaw	Owen Sound	blackshawfamily@gmail.com
*Carmen Davies	Bayfield	carmendav@yahoo.com
Noreen Ueberer	Guelph	nueberer@gmail.com
*Mary Schoenhardt	Ballinafad	wmschoenhardt@gmail.com
*Gwen Good	Egmondville	goodhaney1@gmail.com
*JoAnne Angle	Guelph	jbangle@bell.net
*Cecil Omand	Kitchener	cso@golden.net
Janet Cleave	Alliston	cleave.j@outlook.ca
*Micol Cottrell	Harriston	revmicol_grace@wightman.ca

*Human Resources Commission members

MOTION by Carmen Davies / Marion Boyd that we accept the liaisons trained on September 17, 2019.

MOTION

CARRIED

Appointments/Calls added before meeting:

MOTION by Carol Stephenson / Carmen Davies that Western Ontario Waterways Human Resources Commission concur with the request of St. Paul's, Milverton to appoint Sonja van de Hoef-Frazer, candidate supply, fulltime, from 20.01.01 to 20.12.30 according to the terms of the record of appointment signed 19.11.17..

MOTION

CARRIED

Policies for discussion and approval

- a. **Appointment Policy** – Policies could be published on website, help all make decisions based on policies. Once region approves can be posted. Should be revised and reviewed yearly. DLMS can they do solo ministry? Yes. But, CDMs need to work with another minister in congregation.

MOTION by JoAnne Angle / Marion Boyd that we accept the Appointment Policy with Sue Duliban correcting grammar and spelling in formatting document.

MOTION

CARRIED

- b. **VAM Policy and Form** – DLM Personnel that retire (w/out call or appt) become layperson again (since One order of min was not approved). May request privilege to do sacraments in their region. Must be in formal relationship with a congregation. Not universally agreed, interpretation of Manual??? Former London and Toronto are used to this, Hamilton did away with VAM policy, so it's new to them.

MOTION by Marion Boyd / Tom Slumskie that we accept the VAM Policy and Form.

MOTION

CARRIED

- c. **License to Administer Sacrament Policy** –Education around who are DLMS and Retireds and who can and cannot administer sacraments. Pulpit supply list will have those who have a relationship with congregation

MOTION by Carol Stephenson / Tom Slumskie that we accept the License to Administer Sacrament Policy and Form.

MOTION

CARRIED

- d. **LLWL Committee Policy** –Can we send out the Policy (added in Dropbox now) and then approve by Email Poll?

MOTION by Name / Name that we accept the LLWL Committee Policy.

MOTION

Choose an item.

- e. **Covenanting Agreement Policy to become titled ‘Collegiality Agreement between Incumbent and Non-incumbent Ministers’** – Disagreements, overstepping bounds, leads to conversation, e.g. when retiring and in community suggest 1 year absence, Would be helpful to have a conversation to review every year, just a conversation to clarify. Onus is off the incumbent.

New Title to keep clear from others with the name ‘Covenant’ is: Collegiality Agreement between Incumbent and Non-incumbent Ministers.

MOTION by Carmen Davies / JoAnne Angle that we accept the Collegiality Agreement between Incumbent and Non-incumbent Ministers Policy.

MOTION

CARRIED

2. Reviewing areas of work:

- a. Appointing Someone to track VAM documentation:
Carmen Davies – can someone send me the spreadsheet? Will need to create one: start, end, name etc., contact info, 5 year renewal ...
- b. LLWL – start thinking of names to suggest/approach about serving on LLWL group, will be discussing at Dec. Meeting.
 - (two (2) Ministry Personnel [OM, DM, DLM];
 - two (2) lay people [not a LLWL]; and
 - three (3) Licensed Lay Worship Leaders.
 - one of whom is a member of the Human Resources Commission.

Marion Boyd LLWL has volunteered – can use help to think of names and approach people. A mixture of names of those on committees.

- c. United Fresh Start – will be looking at in the New Year Education program designed to help with first 2 years of a new minister by engaging minister and congregation in leadership and dynamics, 23 to 24 modules, e.g. transition, conflict, size of congregation, etc., helpful in

intentionally starting conversation. Had in Hamilton and some of Toronto previously.

CDM – let's discuss next meeting Congregational Designated Ministers

Next Meeting: 12/17/2019 at 10 a.m. by Zoom

Worship by: JoAnne Angle

It was agreed to adjourn the meeting.