

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

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- Place:** Zoom Meeting 10:00 am
- Roster:** Micol Cottrell (OM, Chair), JoAnne Angle (L), Marion Boyd (L), Gwen Good (L), Orville James (L), Cathy Larmond (OM), Cecil Omand (L), Emily Perry (L), Russell Rogers, Tom Slumskie (L), Carol Stephenson (L), Jane Sullivan
- Staff Support:** Pretima Kukadia-Kinting, Admin Assistant PKukadia@united-church.ca  
Rev. Diane Blanchard, Minister, Pastoral Relations DBlanchard@united-church.ca
- Present:** Micol Cottrell, JoAnne Angle, Marion Boyd, Gwen Good, Cathy Larmond, Cecil Omand, Carol Stephenson, Diane Blanchard, Pretima Kukadia-Kinting
- Regrets:** Russell Rogers
- Absent:** Tom Slumskie, Jane Sullivan

**Welcome and Constitute Meeting:** The meeting was constituted and opened by Micol Cottrell.

**Acknowledging the Land:** Territorial lands are acknowledged on behalf of the Human Resource Committee by Micol Cottrell: We are gathered this morning to worship on traditional lands. We recognize and deeply appreciate the historic connection to this ground we worship on. We also recognize the contributions of the Metis, Inuit, and other Indigenous peoples have made to our country. As settlers, this recognition must be clearly connected to our commitment to make the promise and the challenge of the Truth and Reconciliation real in the community in which we live and worship. We are grateful to the Creator for this time and this place.

**Opening Worship:** A prayer was shared by Micol Cottrell.

**Opening Motions:**

Approval of Agenda:

**MOTION** that the agenda be accepted as amended.

**MOTION**

**AGREED**

Approval of Previous Minutes:

**MOTION** that the Human Resources Commission of Western Ontario Waterways Regional Council approve the minutes of May 19, 2020 as circulated.

**MOTION**

**AGREED**

**Business Arising:**

**New Business:**

1. Update from Pastoral Relations Minister, Diane Blanchard:  
Pastoral Relations that come to the HRC before a meeting will be minuted at the next meeting.  
Former DLMs only eligible for marriage licenses when in a pastoral relationship. We cannot shape the policy around this. Marriage licenses are administered by Sue Duliban according to UCC polity.
2. Update from representative to Executive: Micol Cottrell:  
Executive working on financial resources. Staff are traveling less, therefore \$2,500 donated to COVID-19 Response. Cameron Trimble invited June 22 & 25.
3. Update from the LLWL Resource Team, Marion Boyd:  
Meeting 2<sup>nd</sup> Monday every month, 2-4 pm. David Shearman offers his Zoom for interviews, etc. Application form – what kinds of questions should be on there? A yearly report form being worked on, how detailed, how much travel prepared for, open to 2 or more services. Will finalize both forms at meeting in July. Then, will work on interview questions.
4. For information: Orville James and Emily Perry are stepping down from the work of this commission. We are thankful for their work.
5. Consent Docket

**Request for Change of Pastoral Relations:**

That the Human Resources Commission of Western Ontario Waterways Regional Council accept the request of Eva Mezo for a change in pastoral relationship from First United Church effective September 7, 2020.

**Approval of Position Descriptions:**

That having reviewed the position description, the Human Resources Commission of Western Ontario Waterways Regional Council approve a position for ministry personnel for 40 hours/week at Knox United Church (AYR).

**Appointment of Liaisons:**

Grace, Tavistock – Gwen Good (invite to search team training)  
Paisley (16 hours, category ) –  
Arkell (20 hours) – JoAnne Angle  
Brussels & Blyth – Gwen Good (invite to search team training)

**Renewal of appointments:**

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Cedar Hill Pastoral Charge to appoint Randolph Covey OM-R, full time, from 2020-07-01 to 2021-06-30 according to the terms agreed to on 2020-06-09.

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Flesherton Pastoral Charge to appoint David Shearman, OM-R, part time, 12 hours/week, from 2020-07-01 to 2020-12-31 according to the terms agreed to on 2020-05-30.

**Approval of new appointments:**

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Wyevale Pastoral Charge to appoint Bonny Kelly, OM-R, part time, 20 hours/week, from 2020-07-01 to 2021-06-30 according to the terms agreed to on 2020-05-28.

**Approval of calls:**

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request to call Elizabeth Kerr, DM, full time, beginning 2020-07-02 according to the terms agreed to on 2020-05-29.

Note: The original call form, approved last month, did not yet include a start date as it was to yet be determined.

**Request for Categorization of Position**

**Request for License to Administer the Sacraments**

That the Human Resources Commission grant a Licence to Administer the Sacraments to Jenn Brown.

**Receive for information:**

**MOTION** that the Human Resources Commission of Western Ontario Waterways Regional Council accept the consent docket as amended.

**MOTION**

**AGREED**

- MOTION** that the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Kilsyth-Keady-North Derby Pastoral Charge to appoint Kara McCluskie, DLM, part-time, 30 hours/week from 20.07.01 to 21.06.30 according to the terms agreed to on 20.06.10.

**MOTION**

**AGREED**

**MOTION** that the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of New Hamburg Pastoral Charge to appoint Marg Smith, OM-R, part-time, 25 hours/week, supply, from 20.09.01 to 21.02.28 according to the terms agreed to on 20.06.15. (this is the third supply appointment)

**MOTION**

**AGREED**

**7. Discussion: Sacrament Licences granted by presbyteries**

Note: In creating the sacraments policy it was no determination was made around people licensed under former presbyters as to whether they need to reapply or whether their licence would continue. In the work of the executive the practice has been, where possible, to respect and follow the decisions made by former presbyteries.

Proposal: That the practice of the Human Resources Commission will be to extend the licence to administer the sacraments granted by presbyteries as long as they fall within current guidelines and United Church policy.

**MOTION** that the practice of the Human Resources Commission will be to extend the licence to administer the sacraments granted by presbyteries as long as they fall within current guidelines and United Church policy.

**MOTION**

**AGREED**

**8. Request for licence to administer the Sacraments from Judy Zarubick. If above proposal passes, that this licence be renewed for five years as per regional policy.**

**MOTION** that the Human Resource Commission of Western Ontario Waterways Regional Council approve the licence to administer the sacraments for Judy Zarubick for five years as per regional policy.

**MOTION**

**AGREED**

**9. Intentional Interim Ministry at First United, Waterloo**

That the Transition Team at First United be composed of the following members:

Shirley Irish, Debora Smith, Cathie Stewart Savage, Greg Case and Mary Joan Brooker with Carol Stephenson as one representative from WOW Regional Council as liaison.

**MOTION** that the Transition Team at First United be composed of the following members: Shirley Irish, Debora Smith, Cathie Stewart Savage, Greg Case and Mary Joan Brooker with Carol Stephenson as a representative from Western Ontario Waterways Regional Council as liaison.

**MOTION**

**AGREED**

10. The Human Resource Commission of Western Ontario Waterways Regional Council is concerned about the risks to immuno-compromised ministers and church staff and are in support of staff with these concerns. We would like to encourage ministry personnel and M&P committees to have conversations with each other and/or the Pastoral Relations Minister, Diane Blanchard, with these health and safety concerns.

**Micol Cottrell** led us in a closing prayer.

**Next Meeting:** August 18, 2020 at 10:00 a.m. by Zoom

**Worship by:** Marion Boyd

**MOTION** that the Human Resources Commission of Western Ontario Waterways having concluded its business, be adjourned.

**MOTION**

**AGREED**