

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

Place: Zoom Meeting 10:00 a.m.

Roster: Douglas Hayward (L) (Chair), Marion Boyd (L), Gwen Good (L), Cathy Larmond (OM), Tom Slumskie (L), Mel Spencer (L), Jane Sullivan (OM)

Staff Support: Rev. Micol Cottrell, Pastoral Relations Minister mcottrell@united-church.ca, Rev. Diane Blanchard, Transitional Support dblanchard@united-church.ca, Pretima Kukadia, Admin, Communication & Records pkukadia@united-church.ca

Present: Douglas Hayward, Gwen Good, Jane Sullivan, Micol Cottrell, Diane Blanchard, Pretima Kukadia

Regrets: Marion Boyd, Cathy Larmond, Mel Spencer

Absent: Tom Slumskie

Welcome and Constitute Meeting: Douglas Hayward, welcomed everyone to the meeting then then constituted the meeting.

Acknowledging the Land: Douglas Hayward shared an acknowledgement of the land on behalf of the Human Resource Commission.

Opening Worship: Douglas Hayward shared a moment of prayer.

Opening Motions:

Approval of Agenda:

MOTION by consensus that the agenda be accepted as circulated.

MOTION

AGREED by CONSENSUS

Approval of Previous Minutes:

MOTION by consensus that the Human Resources Commission of Western Ontario Waterways Regional Council approve the minutes of June 28, 2022 as circulated, with one update:

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Cedar Hills United Church, Cambridge to call Lesley Fox, OM, FT, in the process of admission, beginning 2023-01-02 according to the terms agreed to in ChurchHub.

MOTION

AGREED by CONSENSUS

Business Arising

1. **Motions Approved by Email Poll** of 22.07.21 be recorded in the minutes:

MOTION by Gwen Good / Mel Spencer that the Human Resources Commission of Western Ontario Waterways Regional Council appoint Doug Hayward as Chair of the Commission.

2. **MOTION** by Gwen Good / Mel Spencer that the Human Resources Commission of Western Ontario Waterways Regional Council approve the consent docket of July 19, 2022, as follows:

Request for Change of Pastoral Relations

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request of Gwen Nichols-MacDonald, OM, for a change of pastoral relations from Georgian Shores Pastoral Charge, effective 22.12.31 for the purpose of retirement.

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request of Michiko Bown-Kai, OM, for a change of pastoral relations from St. Luke's Pastoral Charge, Cambridge, effective 22.09.27 for the purpose of accepting a call to Glen Morris Pastoral Charge.

Approval of Open Positions

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the supply position, part-time, 20 hours/week for First United Church, Waterloo and ask that it be posted on Churchhub.

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the sabbatical leave supply position, part-time, 20 hours/week for Kincardine United Church and ask that it be posted on Churchhub.

Appointment of Liaisons

Arkell – Gary Clarke

Renewal of Appointments

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Harcourt United Church, Guelph for the supply re-appointment of John Lawson, OM-R, full-time, 40 hours/week from 22.09.01 to 22.11.06 according to the terms of the Record of Appointment agreed to in Churchhub on 22.07.15.

Approval of Calls

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Glen Morris Pastoral Charge for the call of Michiko Bown-Kai, OM, full-time, from 22.09.28 according to the terms of the Record of Call agreed to in Churchhub on 22.07.18.

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Harcourt United Church, Guelph for the call of Kathleen Ballagh-

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Steeper, OM, full-time, from 22.11.01 according to the terms of the Record of Call agreed to in Churchhub on 22.07.11.

Request for Sacraments License

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request from Executive Minister, Cheryl-Ann Stadelbauer-Sampa, for a license to administer the sacrament of communion to Kathy Douglas, DM, Minister, Faith Formation.

MOTION

AGREED by CONSENSUS

New Business

2. LLWL Resource Team

No report

3. Executive Update

Wednesday, September 21 is the Western Ontario Waterways Regional Council Orientation Day at Mount Forest United Church from 10:00 to 3:00 at Mount Forest United Church. Executive will meet in the afternoon. The HR Commission will hold our September meeting in the afternoon.

4. Pastoral Relations Minister Update

Medical Leaves to current date:

Rev. John Benham - Absent: 7/4/2022, STD Start: 7/18/2022, LTD Effective: 1/2/2023

Margaret Ruggles – Absent: 4/4/2022, STD Start: 4/18/2022, LTD Effective: 10/3/2022

Tim Reaburn – Absent: 4/3/2022, STD Start: 4/17/2022, LTD Effective: 10/2/2022

Micol getting up-to-date in the position with the assistance of Diane. Learning: Advise those in search of a position to leave their name as 'seeking' on Churchhub until the appointment or call is approved by HR Commission.

Travel and mileage was discussed as to what are the best options going forward.

United Fresh Start Training. Two units, New System and Decision-Making modules were held for Pine River Pastoral Charge and new minister, Wonder Chimvinga. A lot was learned.

Letter from the Moderator re. Sacrament Licences for retired Designated Lay Ministers. Decisions were tabled for now around the DLM program and categorization.

Exit Interviews. This will be offered to Laurie O'Leary and Exeter United Church. Jane Sullivan is open to being the contact for ministers and Pastoral Charges' M&P Committees that are open to exit interviews in conjunction with the Covenant Commission.

Doug Hayward noted that Mel Spencer has resigned from the Commission due to health concerns.

5. Update: Rev. Whitton Daley at Cedar Hills United Church, Cambridge:

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Cedar Hills Pastoral Charge, Cambridge to call Whitton Daley, OM,

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full-time, in the process of admission, from 22.06.12 according to the terms of the Record of Call agreed to in Churchhub on 22.05.24.

MOTION

AGREED by CONSENSUS

6. Consent Docket

Request for Change of Pastoral Relations

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request for a change of pastoral relations from Kate Ballagh-Steeper, OM, from Lakeshore United Church, effective October 31, 2022, to accept a call to Harcourt United Church, Guelph.

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request for a change of pastoral relationship from Sheryl Spencer, OM, from Mount Forest-Woodland Pastoral Charge, effective October 26, 2022, in order to accept a new call at Tobermory United Church.

Approval of Open Positions

That the Human Resources Commission of Western Ontario Waterways Regional Council, having reviewed

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Appointment of Liaisons

Exeter United Church – *will need a liaison soon*

Tobermory United Church –

Central West Side United Church, Owen Sound – Keith Blackshaw?

Georgian Shores United Church, Owen Sound – Christine Smaller could join a Search Team Training and read the Liaison booklet.

Renewal of Appointments

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Durham Pastoral Charge to renew the appointment of David Shearman, OM-R, part-time, 16 hours, for short-term supply, from 2022-10-01 to 2023-03-31 according to the terms agreed to in Churchhub on 2022-07-18.

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Port Elgin Pastoral Charge, to renew the appointment John Smith, OM-R, part-time, 27 hours, from 2022-09-01 to 2023-03-01 according to the terms agreed to in Churchhub on 2022-07-21.

Approval of New Appointments

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of First Pastoral Charge, Waterloo, to appoint Frederick Monteith, OM-R, PT, 20hours, from 2022-09-06 to 2022-12-30 according to the terms agreed to in Churchhub on 2022-07-23.

Approval of Calls

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Tobermory Pastoral Charge to call Sheryl Spencer, OM, FT, according to the terms presented by email, pending completion of record of call on ChurchHub.

**Note: Due to a ChurchHub glitch the Record of Call could not be completed on Monday August 15. All parties were in agreement to the terms as per the Recommendation of the Search Team Template emailed.*

That the Human Resources Commission of Western Ontario Waterways Regional Council accede to the request of Collingwood: Trinity Pastoral Charge to call Lesley Fox, OM, FT, beginning 2023-01-02 according to the terms agreed to in ChurchHub on 2022-08-03.

Request for a Licence to Administer the Sacraments

That the Human Resources Commission of Western Ontario Waterways Regional Council grant to Paul Vollick, retired from DLM, a Licence to Administer the Sacraments.

Voluntary Associate Ministry (VAM) Designation

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request of Marg Smith, OM-R, with the agreement of the governing body and incumbent minister, Keith Reynolds, to be appointed as the Volunteer Associate Minister for five years at Avondale United Church, Stratford or until there is a new incumbent minister.

Approval of Consent Docket

MOTION by consensus that the Human Resources Commission of Western Ontario Waterways Regional Council approve the consent docket as circulated.

MOTION

AGREED by CONSENSUS

- 7. **New Members** for Human Resources Commission. Several members have been discussed for the commission.
- 8. **Moving Expenses** for St. Luke's United Church, Cambridge was discussed by the commission.

MOTION by Jane Sullivan / Gwen Good that the Human Resources Commission of Western Ontario Waterways Regional Council agree that Micol Cottrell and Diane Blanchard will draft a letter to St. Luke's United Church, Cambridge, informing them of the decision to waive their request for moving expenses as this applies to an appointment.

MOTION

AGREED by CONSENSUS

Next Meeting: September 21, 2022 at Mount Forest United Church.

Worship/Closing Prayers: tbd

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Adjournment:

Having concluded its business, it was agreed that the Human Resources Commission of Western Ontario Waterways Regional Council be adjourned.

Meeting adjourned.