

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), Harry Disher (OM), Cathy Larmond (OM), David Shearman (OM), Carol Stephenson (L), Jane Sullivan (OM)

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

Present: Douglas Hayward, Harry Disher, Cathy Larmond, David Shearman, Carol Stephenson, Jane Sullivan, Micol Cottrell

Regrets: Pretima Kukadia

Absent:

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: David Shearman shared a prayer. From Katja Brittain of TUCC, what do you say if someone says to you that the church is dead? People seek meaningful activities. This is the call of the church.

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 May 16, 2023 as circulated.

MOTION

AGREED by CONSENSUS

Unfinished Business

1. Welcome to New Commission Members

Welcome back to Carol Stephenson and welcome to new member Harry Disher. Harry has worked with United Fresh Start and is looking forward to working on this commission. Carol took a year off from the commission and has noticed the need for our work.

Business Arising

1. **Email Poll of May 31, 2023** to be recorded in the minutes.

MOTION by David Shearman / Jane Sullivan that the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Tottenham-Rich Hill Pastoral Charge, to call (provisional) Dyanne Marlok, DM, part-time, 25 hours/week effective 2023-05-29, according to the terms agreed upon in ChurchHub on 203-05-18.

Note: a note to correct the phone allowance was sent to the pastoral charge.

MOTION

AGREED by CONSENSUS

2. **Thornbury United Church**

A strong liaison and pastoral charge supervisor are needed for Thornbury as they seek a new minister. United Fresh Start modules are also recommended. There are many procedures to assist congregations, right up to contacting the Office of Vocation.

Exit interviews are currently optional, may need looking at.

New Business

1. **LLWL Resource Team:** David Shearman

LLWL from Shining Waters would like to conduct a service in our region. Do we want to licence LLWLs across regional councils. What is the procedure to make changes in policies around LLWLs?

The LLWL Resource Team handles complaints. Received a complaint, but did not want to file a complaint. What is the process for complaints? How do we feed our knowledge back upwards.

2. **Executive Update:** Cathy Larmond

Executive met in-person on Thursday, June 15 around the Tri-Regional Evaluation report. Talked about the change curve, and those on commissions are well along and seasoned in their work. Conscious competencies, we also get caught up in process. Minutes need to be more available. Need better ways to connect to cross-communication between commissions. The report is confidential until it is released, probably in September.

The Fall Gathering is September 29 to October 1.

3. **Pastoral Relations Minister Update:** Micol Cottrell

Just completed 3rd Spring Regional Council Meeting. One experience out of these is that people have come over to thank me for the work that I do. Sometimes this is following a difficult moment in the life of their church, or the stress of transition. As a commission we may not hear it that often, but please know that the work you do has an impact and is appreciated.

One piece of feedback I received from an admissions minister in WOW was how much the two United Fresh Start sessions that Diane and I led with them and their church helped set

the groundwork for intercultural conversation and relationship building. They reflected that while at the intensive week-long retreat/learning time, in conversation with other admission ministers this was something that they found lacking.

Wondering if there is a desire to draw from our budget the cost of two United Fresh Start sessions for churches who appoint a new admissions minister. I also wonder about this for newly ordained/commissioned/recognized ministers. These are two ministries where there may be a greater need for care around history-sharing, culture sharing, uniting of vision for the church, etc.

Out of Western Ontario Waterways meeting , a motion was approved to extend the definition of Volunteer Associate Minister to retired Designated Lay Ministers. This expansion of policy recognizes the gifts and skills and the unique interaction that retired DLMs have in communities of faith and the need for conversations around gift sharing and boundary holding. It is not able to alter the Manual definition that DLMs outside of an appointment are considered lay persons and not under the oversight of the Office of Vocation. Our commission needs to work on updating the policy.

Last Thursday the executive and staff are attending a meeting at the Regional Council office to hear feedback from the tri-regional council review. As I reflect on it so far, I'm aware of the need and desire of our HR commissions to spend some time focusing in on what our vision and mandate are beyond the core pieces of work that we have now become experts in. In my 5-year plan as Minister, Pastoral Relations, this was part of my 2nd year work. I invite you to spend some time this summer looking at our mandate in the regional council handbook, reflecting on what we have to do and what we want to do to support and enrich the pastoral relationships in our regional council. I'll be working with the chairs of the committees about leading these conversations. I'll also be working on figuring out our budget – as this is something we have not been utilizing and could allow for special online events, workshops, or offsetting costs for certain congregations to have United Fresh Start.

Tonight from 7-9 PM I have my first Liaison Training event. Invitations went to all of the liaisons. This will be the first part of shifting to having liaisons (when possible) begin their work as soon as a change of pastoral relationship is announced, and helping support communities of faith through the profile and position description phase. This training will be repeated in the fall (date TBD) and this will lead into regular liaison check-in, sharing, and skill building online gatherings starting up this fall.

I am on holidays from June 24th until July 24th. Our Executive Minister, Cheryl-Ann, will be covering for me. I'll be making a plan with her on how to complete some of the pieces of our work (ex. how position descriptions which are emailed directly to me are processed). You will need to decide if you want to have an online meeting in July or an email motion. If meeting in person, Cheryl-Ann will attend.

ARW has approved a motion to request from the executive that they be renamed the Pastoral Relations Commission to clarify the work they do, and to use more religious organization.

Medical Leave: Gavin Williams, Parkview United Church, Stratford, Restorative Care beginning, May 21, 2023.

3. Consent Docket

Request for Change of Pastoral Relations

That, having reviewed the position description, the Human Resources Commission of Western Ontario Waterways Regional Council approve the position for a Minister, part-time, 20 hours/week, for Three Willows United Church, Guelph, pending the addition requirement for wider church involvement.

Appointment of Liaisons

Thornbury United Church – Keith Blackshaw
Shallow Lake & Wiarton Pastoral Charge – Mary Ellen Parsons
Drayton Pastoral Charge – Micol Cottrell
Huron Shores, Grand Bend – Micol Cottrell
Brucefield United Church – Cathy Larmond
Georgian Shores United Church – Doug Hayward
Exeter Pastoral Charge – Harry Disher
St. Mary's United Church – Gary Clark
Elmvale – St. John's Pastoral Charge – Jane Sullivan

Note: Need liaisons for Mount Forest-Woodlawn Pastoral Charge and Listowel-Calvary-Zion United Church.

Renewal of Appointments

That the Human Resources Commission of Western Ontario Waterways Regional Council concurs with the request of Orangeville: Westminster Pastoral Charge to re-appoint for Short-term supply, Bruce Gregersen, OM-R, part-time, 25 hours/week from 2023-06-18 to 2023-12-13, according to the terms agreed to in ChurchHub on 2023-06-13, pending correction of phone/communication amount to a minimum of \$600 annually.

Note 1: Bruce Gregerson has been serving there continually while they have been without a minister. Due to situations beyond their control, twice they have found a successful candidate, only to have those individuals withdraw for personal reasons.

Note 2: The phone/communication amount was updated by Micol Cottrell.

That the Human Resources Commission of Western Ontario Waterways Regional Council concurs with the request of Exeter Pastoral Charge to re-appoint for Short-term supply Paul Vollick, DLM-R, part-time, 10 hours/week from 2023-07-23 until 2024-01-23, according to the terms agreed to in ChurchHub on 2023-05-24, pending correction of phone, communication amount to a minimum of \$600 annually.

That the Human Resources Commission of Western Ontario Waterways Regional Council concurs with the request of Westminster Pastoral Charge, Waterloo, to re-appoint Rebecca Whiting, Candidate, part-time, 15 hours/week, from 2023-07-25 to 2024-07-24, according to the terms agreed upon in ChurchHub on 2023-06-13.

Voluntary Associate Ministry (VAM) Applications

That the Human Resources Commission of Western Ontario Waterways Regional Council endorses the application of Judy Zarubick, lay member retired from DLM, to be a Voluntary Associate Ministry at Kincardine United Church.

Note: The policy has been updated as approved by the regional council to extend to lay people retired from DLM (this is the Manual terminology).

----- End of Consent Docket -----

Approval of Consent Docket

MOTION that the Human Resources Commission of Western Ontario Waterways Regional Council agree that the consent docket be accepted as circulated.

MOTION

AGREED by CONSENSUS

4. Sacrament Elder Request

Some regions and clusters are losing ministers and congregations. Very few ministers left available for conducting sacraments. One solution may be retired pulpit supply ministers that would enjoy doing the sacraments. A sacrament elder may only conduct sacraments when there isn't a minister in the congregation. There is anxiety around this.

This is a new situation that needs to be addressed as this may become more common.

Next Meeting: July 18, 2023 at 10:00 am by Zoom

Worship/Closing Prayers: Douglas Hayward

Closing Prayer: offered by David Shearman

Adjournment

MOTION that the Human Resources Commission of Western Ontario Waterways Regional Council having concluded its business be adjourned at 11:59 a.m.

MOTION

AGREED by CONSENSUS