**Executive**

**Western Ontario Waterways Regional Council**

**of The United Church of Canada**

**MINUTES**

**July 17, 2024, 9:30 AM via zoom**

**Roster:** Rebekah Duncan (President Elect), Dawn Blanchard (Recording Secretary), Brent Caslick (Treasurer), Ann Harbridge, Cathy Larmond, Terry Smith

**Staff Support:** Mark Laird, Executive Minister

**Regrets:** Andrew Hyde, Beth Kerr, Andrea Allan, President Jennifer Irving

**Welcome/Constitute Meeting/Acknowledging the Land:** President Elect Rebekah Duncan

I constitute this meeting in the name of Jesus Christ, the one true head of the Church and by the authority vested in me by Western Ontario Waterways Regional Council for whatever business may properly come before it. The bounds of this meeting will be the Zoom call.

**Opening Worship** – President Elect Rebekah Duncan

Introductions of each member of the Executive were done as this was Rebekah’s first meeting.

**Opening Agreements**

Consent Docket

Any of the following matters that require discussion can be lifted from the consent docket and voted upon separately:

A.  Enabling Actions

1. That the proposed Agenda be approved as presented.
2. That motions be written and given to the Recording Secretary.

 **Business Arising**

1. WDHVWOW2401 CONFIDENTIAL – Executive Minister Mark Laird
* End of May 2024 Executive received the complaint.
* Error in year of incidents noted in complaint document, should be 2023 not 2024.
* Questions were raised and answers provided by Executive Minister Mark
* Comments provided by Executive members and discussion ensued on whether the issue presented falls under the Workplace Discrimination, Harassment, and Violence Response Policy.
* Appears that full details not provided by complainant, however, respondent appears to have provided much more detail.
* Location had been approved to become incorporated at our last meeting, as such by-laws, policies & procedures will be needed for these types of situations. Location has been advised of this already.
* Connected church should have the above in force at this time as per past direction provide to all communities of faith.

Motion – Cathy Larmond / Terry Smith

The Executive of Western Ontario Waterways find that this complaint does not fall under the Workplace Discrimination, Harassment, and Violence Response Policy. Carried.

**Response must be made to all parties involved:**

Response to Complainant – Executive Minister Mark to respond with empathy and pastoral care advising the Complainant of the decision of the Executive of Western Ontario Waterways in finding that this complaint does not fall under the Workplace Discrimination, Harassment, and Violence Response Policy. However, we understand that there may be a need for a continued focus on training for all volunteers, staff & participants in outreach ministries.

Respondent - Executive Minister Mark to respond that the Executive of Western Ontario Waterways has found that the complaint was not substantiated under the Workplace Discrimination, Harassment, and Violence Response Policy. We commend you on your response and handling of the situation.

Response to Board of

 Motion – Brent Caslick / Ann Harbridge. Carried.

The Executive of Western Ontario Waterways strongly recommends that the Board of  review, update or create policies and procedures around conflict resolution, client & staff volunteer safety, client engagement, duty of care, and Workplace Discrimination, Harassment, and Violence Response Policy, while utilizing the United Church of Canada strategies for mental health.

Motion - Cathy Larmond / Ann Harbridge Carried

That the members of the Executive of Western Ontario Waterways delete or destroy all copies of WDHVWOW2401 CONFIDENTIAL with one official copy to be kept on file at the Western Ontario Waterways Regional office.

Meeting was closed by Executive Minister Mark Laird thanking all for their time and knowledge.