**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), Caitlyn Stewart (L)

**Staff Support:** Rev. Micol Cottrell, Pastoral Relations Minister [mcottrell@united-church.ca](mailto:mcottrell@united-church.ca)**,**

Pretima Kukadia, Admin, Communication & Records [pkukadia@united-church.ca](mailto:pkukadia@united-church.ca)   
Krista Ford Administration Finance kford@united-church.ca

**Present**: Douglas Hayward, Harry Disher, Cathy Larmond, David Shearman, Micol Cottrell, Krista Ford

**Regrets:** Carol Stephenson, Jane Sullivan, Pretima Kukadia (on leave)

# Welcome and Constitute Meeting Douglas Hayward:, welcomed everyone to the meeting 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 about gathering to do this work together.

# Opening Motions:

Corresponding Member: Caitlyn Stewart **Agreed by Consensus.**

## Approval of Agenda

**MOTION** by consensus that the agenda be accepted as circulated.

**MOTION AGREED by CONSENSUS**

## Approval of Previous Minutes

The minutes of the previous meeting have not been completed at this time.  
  
**Business Arising**

Minuting of email motions: sent April 9th, approved April 11th

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Arkell Pastoral Charge to provisionally appoint John Adeyemi, candidate, PT, 20 hrs/week, from 2024-07-01 to 2024-12-31 according to the terms agreed to in ChurchHub on 2024-03-20.

Note: John Adeyemi is a candidate from Horseshoe Falls Regional Council. He will be ordained at the Celebration of Ministry Service on May 25, 2024.

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Kincardine Pastoral Charge to provisionally appoint Judith Zarubick, DLM, PT, 5 hrs/week, from 2024-05-25 to 2025-02-28 according to the terms agreed to in ChurchHub on 2024-03-15.

Note: Judy Zarubick will be ordained at the Celebration of Ministry Service on May 25, 2024.

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Exeter Pastoral Charge to provisionally appoint Paul Vollick, DLM, PT, 20 hrs/week, from 2024-05-25 to 2026-07-01 according to the terms agreed to in ChurchHub on 2024-03-25 pending the correction to the start date.

Note: Paul Vollick has been serving in short-term supply at Exeter and is continuing with an appointment to help them continue to explore who they are and their connection to their community and neighbouring United Churches. Paul will be commissioned at the Celebration of Ministry Service on May 25, 2024.

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of University of Guelph Ecumenical Chaplaincy to provisionally call Andrew Hyde, DLM, FT, from 2024-05-25 according to the terms agreed to in ChurchHub on 2024-04-02.

Note: Andrew continues in this ministry. He will be ordained at the celebration of ministry service on May 25th, 2024.

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Port Elgin Pastoral Charge to provisionally call Daniel Leaver, candidate, FT, 40 hrs/week, from 2024-07-01 according to the terms agreed to in ChurchHub on 2024-04-08.

Note: Dan Leaver is a candidate from Antler River Watershed. Dan will be ordained at the Celebration of Ministry service on May 25th, 2024.

Awaiting Record of Call/Appointment

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Wiarton Pastoral Charge (in a shared ministry with Shallow Lake PC) to provisionally appoint Douglas Brown, DLM, PT, 12 hrs/week from 2024-05-25 to 2024-12-31 according to the terms agreed upon at the congregationl meetings on 2024-04-07 pending the completion of the record of appointment on ChurchHub.

Note: The congregational meeting has approved the appointment. The leadership at the church were happy to have Doug enter into a longer appointment with them as they continue to work towards their next pastoral relationship. Doug will be ordained at the celebration of ministry service on May 25th, 2024. The minutes of the congregational meetings are in the SharePoint file.

Renewal of Appointment

1. That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Thornbury: Grace Pastoral Charge to renew the short-term supply appoint with John Smith, OM-R, PT, 27 hrs/week, from 2024-04-01 to 2024-07-31 according to the terms agreed to in ChurchHub on 2024-03-27.

For information:

Marianne Leach Hoffer will be Ordained at the Celebration of Ministry Service on May 25, 2024. Maryanne serves as chaplain at Grand River Institute, a regionally recognized ministry. Because Maryanne serves in a regionally recognized ministry no record of call is needed to proceed with ordination.

Note: The Record of Provisional Call form has been completed and approved on ChurchHub for Doug Brown and Shallow Lake PC and St. John’s Wiarton PC.

# New Business 1. LLWL Resource Team Report – David Shearman

LLWL Cluster has formed and is going well.

**2. Executive Update – Cathy Larmond, Representative**

Looking at tri-regional review. Talking about 100th Anniversary Celebration. Paying for half the cost of the first 100 to register for Audacious Hope event.

**3. Liaison Resource Update – Doug Hayward**

18 people on the active Liaisons report. Some aren’t as active as others, suggested to do a buddy system and work along side one another.

Caitlyn Stewart joined the meeting at 10:38

**4. Pastoral Relations Minister Update – Micol Cottrell**

Medical Leaves noted here:

Kara McCluskie, Kilsyth, Keady-North Derby

Micol updated on the Celebration of Ministry service happening May 25th, noting is a very large group of people being Ordained, Commissioned and recognized, and therefore each candidate can only bring 10 people with them to the service.

**5. Liaisons:**

**Items in Consent Docket individually considered  
  
Request for a Change of Pastoral Relationship**

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request of Bill Bruce, OM, for a change of pastoral relationship from Annan-Woodfield Pastoral Charge effective December 31, 2025.

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request of Craig Bartlett, OM, for a change of pastoral relationship from Tara-Centenary Pastoral Charge (in collaborative ministry with Chesley and Dobbington United Church) effective June 30, 2024 and any moving expenses be waived.

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the request of Barb Smith Young, DLM-Staff Associate, for a change of pastoral relationship from Central Wellington: Hope Springs Pastoral Charge effective July 1, 2024

**Appointment of Liaisons:**

Port Elgin – Micol Cottrell, unless someone else wants to do this – covenanting service.

Grace Tavistock – Maggie Dieter

Fergus: Melville Doug Hayward

**Approval of Open Positions**

That the Human Resources Commission of Western Ontario Waterways Regional Council approve the position description for a medical leave supply appointment, FT, for Fergus: Melville Pastoral Charge.

**Approval of new appointments:**

That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Shelburne/Primrose Pastoral Charge to appoint Janet Jones, OM, PT 10 hrs/week, from 3/24/2024 to 10/28/2024 according to the terms agreed upon in ChurchHub on 2024-03-18. The Human Resources Commission requires a position description be submitted and approved by the commission.

Note: Already approved by Micol, with an email sent back that a position description needs to be submitted. This came about quickly as they were working with the Congregational Support Commission to look at a shared ministry agreement. This is in the process and this gives them ministry while they are formalizing the arrangement. Primrose has recently closed and amalgamated with Shelborne. Janet Jones is the minister at a High Country Pastoral Charge (a neighbouring charge) and serves there 30 hours/week. A liaison is being looked for to help them with the process.

That the Human Resources Commission of Western Ontario Waterways Regional Council concur with the request of Three Willows Pastoral Charge, Guelph, to appoint Jayden Jones, Candidate, for Supervised Ministry Education PT, 20 hrs/week, from 2024-05-06 to 2026-04-30 according to the terms agreed upon in ChurchHub on 2024-04-16.

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

**Approval of Consent Docket**

**MOTION** by That the Human Resources Commission of Western Ontario Waterway Regional Council approve the consent docket as circulated, having reviewed the position descriptions as outlined.

**MOTION AGREED by CONSENSUS**

6. Suggestion to consider a Gift for those being Commissioned, Ordained, Recognized. ARW is purchasing the people from their regional council a subscription to Touchstone Magazine ($20 for two years).   
  
**MOTION** Moved by Harry Disher, Second by Cathy Larmond That the Human Resources Commission of Western Ontario Waterway Regional Council agree to purchase a subscription to Touchstone Magazine as a gift for those being Commissioned, Ordained and Recognized at this years Spring meeting.

**MOTION CARRIED**

7. Knox Ayr – renewing an appointment with their Ordained Supply Minister, Thomas Kay. Agreed to proceed with a congregational meeting.

Harry Disher left the meeting at 12:05 – No longer have quorum to vote.

1. Congregation meeting and voting – next meeting.
2. Executive report tri regional review

**Next Meeting:** May 21, 2024 at 10:00 am via ZOOM

**Worship/Closing Prayers for next meeting**: Doug Hayward

**Adjournment:**

Having concluded its business, it is agreed that the Human Resources Commission of Western Ontario Waterways Regional Council be adjourned at 12:13

**Meeting adjourned**!