

Human Resources Commission
Antler River Watershed Regional Council
OF THE UNITED CHURCH OF CANADA
Holding and Encouraging Communities of Faith
Minutes of Meeting of October 12, 2021

Place: Zoom Meeting 9:00 a.m.

Roster: Olav Kitchen (OM, Chair), Paul Browning (OM), Jim Drummond (L), Carol Ferguson (OM), Louise Hall (L), Doreen Hewitson (DLM), Norm MacPherson (L), Mary Anne Silverthorn (L), Tracy Wygiera (L)

Staff Support: Rev. Micol Cottrell, Acting Minister, Pastoral Relations mcottrell@united-church.ca, Linda Gray, Contract Admin Assistant

Present: Olav Kitchen, Jim Drummond, Carol Ferguson, Louise Hall, Doreen Hewitson, Norm MacPherson, Mary Anne Silverthorn, Micol Cottrell, Linda Gray

Regrets: Paul Browning, Tracy Wygiera

Absent:

Welcome and Constitute Meeting: Chair, Olav Kitchen, welcomed everyone to this meeting of the Human Resources Commission of Antler River Watershed Region.

Acknowledging the Land: Territorial lands were acknowledged on behalf of the Human Resources Commission by Norm MacPherson

Opening Worship: Norm MacPherson provided worship. Norm shared some points from an article he had recently read entitled: *White Privilege, Unpacking the Invisible Knapsack* by Peggy McIntosh. Norm noted that there are some points that we can incorporate into our thinking.

Opening Motions:

Approval of Agenda:

MOTION that the agenda be accepted as amended to include a conversation about part-time position descriptions and Olav has a one-page report for the region to be reviewed with Carol Ferguson.

MOTION

AGREED BY CONSENSUS

Corresponding Member:

MOTION that Linda Gray be made a corresponding member of the Antler River Human Resources Commission until her contract ends.

MOTION

AGREED BY CONSENSUS

Approval of Previous Minutes:

MOTION that the Human Resources Commission of Antler River Watershed Regional Council approve the minutes of September 14, 2021 as presented.

MOTION

AGREED BY CONSENSUS

Unfinished Business:

Presentation to Regional Meeting: Led by Carol Ferguson

Carol shared her screen to show the Commission the Slideshow presentation for annual meeting that had been created by members of the Commission.

MOTION that this would be the Commissions presentation.

MOTION

AGREED BY CONSENSUS

Olav thanked everyone for their work on this.

Report to Regional Meeting: Led by Olav Kitchen

Olav shared his screen and the members reviewed the report. All agreed that it could be sent on to Executive.

New Business:

1. **Consent Docket** Presented by Micol Cottrell

Micol explained why Ilderton is seeking approval for different position descriptions as they are hoping for a student. Mary Anne Silverthorn thought there was already a liaison for Otterville. She will check on this and advise.

Request for Change of Pastoral Relations:

That the Human Resources Commission of Antler River Watershed Regional Council approve the request of Blair Corcoran, OM-R, for a change of pastoral relations from Corunna United Church effective 2022-06-30 for purpose of retirement.

That the Human Resources Commission of Antler River Watershed Regional Council approve the request of Wanda Burse, OM, for a change of pastoral relations from Rural United Pastoral Charge, effective 2022-08-31.

Approval of Open Positions:

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Minister, FT for Ivan Pastoral Charge.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Candidate (SME Site), PT 20 hours, for Ivan Pastoral Charge.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Candidate (SME Site), PT 20 hours, for Ilderton Pastoral Charge.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for Supply Minister, FT, for Ilderton Pastoral Charge.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for Supply Minister, FT, for Ivan Pastoral Charge.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Minister, PT, 20 hrs, for Port Lambton United Church.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Supply Minister, FT, for Colborne Street Pastoral Charge.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Youth and Young Adult Shared Ministry, FT, for Metropolitan Pastoral Charge, London (shared between Siloam, Metropolitan, and First St. Andrew's United Churches).

Appointment of Liaisons:

- Ilderton & Ivan
- Otterville -
- London Shared Youth Ministry -

Approval of new appointments:

That the Human Resources Commission of Antler River Watershed Regional Council accede to the request of Richards Memorial Pastoral Charge, London, to appoint Jennifer Prince, Candidate, PT, 20 hours, from 2021-10-12 to 2022-10-12 according to the terms agreed to in ChurchHub on 2021-10-01.

Request for license to administer the sacraments

That the Human Resources Commission of Antler River Watershed Regional Council grant a license to administer the sacraments to Jennifer Prince, Candidate, for the length of the appointment at Richards Memorial Pastoral Charge, for the length of the appointment.

That the Human Resources Commission of Antler River Watershed Regional Council grant a license to administer the sacraments to Roxanne Bale, Candidate, for the length of the appointment at London Road West, Sarnia, for the length of the appointment.

Approval of Consent Docket:

MOTION that the Antler River Watershed Human Resources Commission approve the consent docket.

MOTION**AGREED BY CONSENSUS****2. Pastoral Relations Minister's Time:** Micol Cottrell

Micol has been receiving questions/concerns about COVID-19 to do with reopening. The advice is to be in touch with the church's public health unit. Meetings is not blanketed under worship. Micol has had to offer pastoral care and hearing their concerns. If you have a Community of Faith struggling with ChurchHub, please encourage them to reach out to the pastoral relations minister as they have the experience with this. If they can't solve, they will be in touch with the General Council office.

Leading groups in the pastoral relations change. Please encourage people to reach out. Is a contract employee staff or not? Micol will need to look into this.

Micol noted that this is the last meeting with them as Diane will be back.

3. Reports:**United Fresh Start - Information/updates:** Micol Cottrell

- Upcoming training on transition with ministers. Diane will be offering more regularly. Minister Personnel and groups, going well.

Licensed Lay Worship Leader Resource Team: Mary Anne Silverthorn

Relicensing

1. There were several new LLWL's licensed in 2020. Members of the Resource team had a "conversation" with these people recently. Due to COVID these LLWL's have had little or no opportunity to do any pulpit supply work during 2020-2021. There was another group who were licensed in late 2019 - early 2020. They were to be interviewed for re-licensing in 2021. Therefore, in this category of scheduled to be interviewed for relicensing in 2021 there is a total of 8. As a result, the Resource Team --
*--- **recommends** that all those who were to be interviewed in 2021 be moved ahead and their interviews re-scheduled for 2022.*

For the same reasons as above-- the Resource Team:

2. *-- is asking of the Commission **to approve** the re-scheduling of all LLWL interviews for the year 2022 be moved ahead to 2023. There are 15.*
3. *-- is asking of the Commission **to approve** all LLWL Interviews scheduled for 2023 to be re-scheduled for 2024. There are 14.*
4. *-- is asking of the Commission **to approve** the rescheduling of all LLWL interviews for the year 2024 to be re-scheduled to 2025. There are 3.*

The process and moving each person are ahead one year will allow for the LLWL Resource Team to maintain the rotation and groupings established when we as a Team first interviewed and licensed all of the LLWL's in ARW.

The total number of licensed LLWL's in ARW is 40. If the Team has people apply to be licensed following completion of qualifying courses, we as a Team will interview them and if everything is complete including all documentation necessary, we will approve them for licensing (usually one year – the first time) and place them in the rotation schedule.

Respectfully submitted by: Mary Anne Silverthorn – Resource Team Chair

MOTION that the Antler River Watershed Human Resources Commission receive the Licensed Lay Worship Leader's Resource Team report for this meeting.

MOTION

AGREED BY CONSENSUS

The Resource Team will let the lay worship leaders know by letter. Mary Anne thanked Micol as he has been a GREAT asset to this team.

Executive Committee: Louise Hall

- Meeting was cancelled. Will bring the motion we have for them to the next meeting.

4. Part-time guidelines

Carol Ferguson had some questions from a congregation with regards to how a part-time ministry position is different than a full time-position. Conversation followed and it was AGREED that good part-time job descriptions could be shared and Olav Kitchen will check with Paul Browning for guidelines that he may have.

Thank you

Olav Kitchen formally thanked Micol Cottrell for all his assistance during the time Diane Blanchard has been on sabbatical. Olav thanked Micol for his good humour and good support. Micol thanked everyone. He has found his time very enjoyable.

MOTION that the Antler River Watershed Human Resources Commission officially thank Micol Cottrell for his good work.

MOTION

AGREED BY CONSENSUS

Olav also thanked Linda Gray as well for being there month by month while Pretima is off.

Next Meeting: Tuesday, November 9, 2021 at 9:00 a.m. by Zoom.

Territorial Acknowledgement, Devotions and Closing Prayer, next meeting, by: Olav Kitchen

October 12, 2021

HRC 21-45

Adjournment:

MOTION that the Human Resources Commission of Antler River Watershed Regional Council having concluded its business, be adjourned.

MOTION

AGREED BY CONSENSUS

Closing Prayer: offered by Norm MacPherson

Meeting completed at 10:00 a.m.