

**Human Resources Commission**  
**Antler River Watershed Regional Council**  
**OF THE UNITED CHURCH OF CANADA**  
*Holding and Encouraging Communities of Faith*

**Place:** Zoom Meeting 9:00 a.m.

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

**Present:** Kerry Stover, Paul Browning, Jim Drummond, Carol Ferguson, Louise Hall, Norm MacPherson, Mary Anne Silverthorn, Kerry Stover, Tracy Wygiera, Micol Cottrell, Pretima Kukadia

**Regrets:** Olav Kitchen

**Absent:**

**Welcome and Constitute Meeting:** Kerry Stover, welcomed all and constituted this meeting of the Human Resources Commission of Antler River Watershed Regional Council.

**Acknowledging the Land:** Territorial lands were acknowledged on behalf of the Human Resources Commission by Kerry Stover:

“As we begin this meeting, we acknowledge that we are on the traditional territory of many Indigenous nations. We acknowledge the harms and mistakes of the past and will continue to move forward as followers of Christ to be people of Love, of Truth, and of Reconciliation. And now in the name of Jesus Christ, the head of the church we begin this meeting of the Antler River Watershed Regional Council Human Resources Commission.”

**Opening Worship:** Louise Hall shared a prayer from Matthew 28:10. It’s time to go ... do we go to Galilee or St. Thomas or Montreal? We go into the world to see the Risen Christ.

**Opening Motions**

Approval of Agenda

**MOTION** that the agenda be accepted as amended.

**MOTION**

**AGREED by CONSENSUS**

Approval of Previous Minutes

**MOTION** by Norm MacPherson / Mary Anne Silverthorn that the Human Resources Commission of Antler River Watershed Regional Council accept the minutes of March 14, 2023 as amended with the removal of the position description of Lynden United Church,

Rockton and Sheffield United Church, which are not in Antler River Watershed Regional Council.

**MOTION**

**CARRIED**

### **Unfinished Business**

#### **1. Spring Meeting of Antler River Watershed Regional Council**

Presentation of the Human Resources Commission at Regional Council Meeting, May 12 and 13. Welcoming newly paid accountable clergy to Antler River Watershed Regional Council. Micol Cottrell will forward the list of new-to-the-regional council.

#### **2. Commission Members – Kerry Stover**

Recruitment of new members for commission. As current members' two terms come to an end will need new members to fill the complement for Human Resources Commission.

#### **3. Employee/Contractor – Kerry Stover and Micol Cottrell**

Antler River Watershed Regional Council emergency Executive meeting on February 27, 2023 would like us to profile, educate and train communities of faith around pay stubs: who is categorized as an employee and who is a contractor (aggregate positions of lay employees: music directors, custodians, administrators and secretary), and pension obligations. A contractor pays HST as a rule of thumb. We could get the assistance of a videographer to record this and post it.

Mary Anne Silverthorn and Louise Hall will work on this presentation with Kerry and Micol.

### **New Business**

#### **1. Covenanting Services, Medical Absences, Life Changes for Information**

Corunna United Church covenanting on Sunday, May 07, 2023, 2:00 with Bob Mercer.

Leamington United Church covenanting with John (Jack) Lovering.

St. Paul's United Church, Aylmer covenanting on Sunday, June 18, 2023 with Brian Wilkie.

**Retirement** Rev. Dr. Sheila Macgregor on Saturday, July 01, 2023.

#### **2. Consent Docket**

##### **Request for Change of Pastoral Relations**

That the Human Resources Commission of Antler River Watershed Regional Council approve the request of Sheila MacGregor, OM, for a change of pastoral relations from Siloam United Church, London, effective 2023-07-01, for the purpose of retirement.

##### **Approval of Open Positions**

That, having reviewed the position description, the Human Resources Commission of Antler River Watershed Regional Council approve the position for a Supply Minister, part-time, 20 hours/week, from 2023-09-01 to 2024-06-30 for Peace United Church, Plattsville.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Minister, part-time, 20 hours/week, for Chalmers United Church, Kintore.

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Supply Minister, part-time, 20 hours/week, for Trinity United Church, Ingersoll.

**Renewal of Appointments**

That the Human Resources Commission of Antler River Watershed Regional Council accede to the request of Beachville Pastoral Charge, to renew the appointment with Janine Lunn, Candidate, part-time, 20 hours/week, from 2023-09-01 to 2024-08-31 according to the terms agreed to in Churchhub on 2023-03-15.

That the Human Resources Commission of Antler River Watershed Regional Council accede to the request of Suburban Pastoral Charge, Talbotville to renew the appointment with Laurie O’Leary, OM, full-time, from 2023-09-07 to 2024-03-07 according to the terms agreed to in Churchhub on 2023-04-04.

That the Human Resources Commission of Antler River Watershed Regional Council accede to the request of Westminster Pastoral Charge, Windsor, to renew the appointment with Delbert Stewart, Candidate, part-time, 20 hours/week, from 2023-07-01 to 2024-06-30 according to the terms agreed to in Churchhub on 2023-04-02.

That the Human Resources Commission of Antler River Watershed Regional Council accede to the request of Hebron Pastoral Charge, to appoint Kathleen Welch, Candidate, part-time, 20 hours/week, from 2023-04-16 to 2026-04-19 according to the terms agreed to in Churchhub on 2023-03-29.

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

**Approval of Consent Docket**

**MOTION** by Norm MacPherson / Jim Drummond that the Human Resources Commission of Antler River Watershed approve the consent docket as circulated.

**MOTION**

**CARRIED**

**3. Reports**

**Pastoral Relations Minister:** Micol Cottrell

Attended the Deepening Understanding course at Five Oaks on March 20 to 24, along with Pretima and other staff.

Revising of documents to update: What is Supply Ministry?, Pulpit Supply , LLWL, Position Descriptions.

Churches without liaisons: By default, I support the congregations that do not have a liaison assigned. If we do not have a liaison, I would appreciate if a commission member volunteers as a temporary liaison, until another can be assigned.

**United Fresh Start:** Micol Cottrell

Will be sending out invitations to new pastoral relationships to sign up for UFS modules.

**Licensed Lay Worship Leader Resource Team:** Mary Anne Silverthorn

Ruthanne McLagan from Calvary United Church, London, was approved by the LLWL Resource Team at our last meeting, April 5, 2023.

**MOTION** by Louise Hall / Jim Drummond that the Human Resources Commission of Antler River Watershed Regional Council recommend that Ruthanne McLagan be licensed as a Lay Worship Leader for a three-year term.

**MOTION****CARRIED**

**MOTION** by Mary Anne Silverthorn / Tracy Wygiera that the Human Resources Commission of Antler River Watershed Regional Council relicense for three-year terms to 2026, the following Licensed Lay Worship Leaders: Cheryl Buchner, Richard Dalton, Lynne Dunlop, Gerald Hamoen, Linda Humphrey, Shane McDowell, Scott McLeod, Ruth Pilbeam, Rick Sands, Tom Saul, Jim Sterling and Jack Wharram.

**MOTION****CARRIED**

Please note that a number of LLWLs are not asking for relicensing due to retirement or other reasons. We are closer to 40 LLWLs in the regional council, from over 50.

**Executive Committee:** Louise Hall

In the conciliatory model there is not enough lay representation to make this work, we are giving up our voice. Louise will start a letter about lay representation that can be sent out in a newsletter.

**Liaison Coordinator:** Jim Drummond

Comber United Church – Del Stewart or Darrow Woods?

Forest United Church – David Van Patter? Louise Hall?

Merlin-Fletcher United Church – Colin Swan or Wanda Winfield?

Tilbury Quinn United Church – Wanda Winfield or Barbara Robbins?

Assigned

Ailsa Craig United Church – Kerry Stover, temporary

Kilworth United Church – Louise Hall

Thamesville United Church – Carol Ferguson

Siloam United Church, London – Kerry Stover

**MOTION** by Jim Drummond / Tracy Wygiera that the Human Resources Commission of Antler River Watershed Regional Council approve as liaisons: Kerry Stover to Ailsa Craig, Louise Hall to Kilworth, Carol Ferguson to Thamesville and Kerry Stover to Siloam in London.

**MOTION****CARRIED****4. New Vision United Church, St. Thomas**

New Vision United Church are working on getting their profile onto Churchhub. The profile needs to be filled out more fully.

**MOTION** by Paul Browning / Mary Anne Silverthorn that the Human Resources Commission of Antler River Watershed Regional Council accede to the request of New Vision Community Church, St. Thomas, for the six-month appointment of Matthew Penny, OM-R, as Supply Minister, part-time, 20 hours/week, pending the Record of Appointment being revised to fit the format to be posted to Churchhub.ca.

**MOTION**

**CARRIED**

**5. Brooksdale United Church, Kintore**

St. Andrew's United Church, Brooksdale have been in shared ministry with Chalmers United Church, Kintore for almost 80 years. St. Andrew's United Church wants to hire their current supply minister and Chalmers United Church wants to search further. St. Andrew's United Church is setting up their administration and payroll with the assistance of the Congregational Support Commission

**MOTION** that the Human Resources Commission of Antler River Watershed Regional Council agree to the request of St. Andrew's United Church, Brooksdale, to the six-month Supply Minister appointment of Janet Uren, OM, part-time, 20 hours/week, pending the set up of administration and payroll.

**MOTION**

**AGREED by CONSENSUS**

**Next Meeting:** Tuesday, May 09, 2023 at 9:00 a.m. by Zoom.

**Worship/Closing Prayers:** Norm MacPherson

(Rotating List: Paul Browning, Jim Drummond, Carol Ferguson, Louise Hall, Norm MacPherson, Mary Anne Silverthorn, Kerry Stover, Tracy Wygiera, Olav Kitchen)

**Closing Prayer:** offered by Louise Hall.

**Adjournment:**

**MOTION** that the Human Resources Commission of Antler River Watershed Regional Council having concluded its business, be adjourned at 10:55 a.m.

**MOTION**

**AGREED**