

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

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

**Roster:** Kerry Stover (OM, Chair), Paul Browning (OM), Jim Drummond (L), Carol Ferguson (OM), Louise Hall (L), 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, , Tracy Wygiera, Micol Cottrell, Pretima Kukadia

**Regrets:** Mary Anne Silverthorn

**Absent:**

**Welcome and Constitute Meeting:** Kerry Stover, welcomed everyone to 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** Paul Browning: shared a prayer. Spoke on the many, European-immigrated, Christian institutions that are on decline, churches, bowling alleys, etc. Many try to keep the old, familiar ways going. The United Church is a special place that is open and caring, full of people that are kind and full of the Spirit.

**Opening Motions**

Approval of Agenda

**MOTION** by Jim Drummond / Norm MacPherson that the agenda be accepted as circulated.

**MOTION**

**AGREED by CONSENSUS**

Approval of Previous Minutes

**MOTION** by Paul Browning / Tracy Wygiera that the Human Resources Commission of Antler River Watershed Regional Council accept the minutes of September 12, 2023 as circulated of October 10, 2023 as circulated.

**MOTION****AGREED by CONSENSUS****Email Motions to be noted in the minutes****1. Email Motion of October 16, 2023****Approval of Open Position**

**MOTION** by Norm MacPherson / Paul Browning that, having reviewed the position description, the Human Resources Commission of Antler River Watershed Regional Council That, having reviewed the position description, the Human Resources Commission of Antler River Watershed approve the position description for Minister, full-time, at Camlachie Pastoral Charge.

**MOTION****AGREED by CONSENSUS****Unfinished Business****1. Pulpit Supply Policy**

To be discussed.

**2. Renaming Human Resources Commission to Pastoral Relations Commission**

Louise will update us from Executive.

**3. Our focus and priorities**

What is the work of our commission?

**4. Suburban Pastoral Charge, Talbotville**

Discussion.

**New Business****1. Covenanting Services for Information**

Dundas Street United Church, Woodstock delayed until Spring 2024 with Susan Cameron.

Sweaburg, Foldens and West Oxford United Church on TBD with Janine Lunn.

College Street United Church, Woodstock on Sunday, November 19, 2023 with Nancy Vandenberghe.

Rev. Colin Swan, OM-R, passed away unexpectedly on October 31, 2023, age 75, while in active ministry at Merlin-Fletcher Pastoral Charge. We hold his family and his church in prayer.

**2. Consent Docket****Approval of Open Positions**

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a Minister of Worship, Pastoral Care and Outreach, full-time, 30 to 40 hours/week for Siloam United Church in London.

*Note: The reference to 30-40 hours will be worked on by the M&P Committee depending on the availability of the incumbent minister.*

That the Human Resources Commission of Antler River Watershed Regional Council approve the position description for a minister, full-time, 40 hours/week for Suburban United Church, Talbotville, *pending the removal of the requirement for a driver's license and vehicle to reliable transportation.*

#### **Appointment of Liaisons**

Kettle Point United Church United Church – Anna Batten  
Westminster United Church United Church, Windsor – Del Stewart.

#### **Approval of New Appointments**

That the Human Resources Commission of Antler River Watershed Regional Council concur with the request of Union Pastoral Charge to appoint Tom Beecroft, OM-R, part-time, 13.2 hours/week, from 2024-01-01 to 2028-12-31, according to the terms agreed upon in ChurchHub on 2023-11-01

#### **Approval of Calls**

That the Human Resources Commission of Antler River Watershed Regional Council concur with the request of Dorchester Pastoral Charge for the call of C. Mark Perry, OM, part-time, to 26 hours/week, effective 2024-01-01 according to the terms agreed to in ChurchHub on 2023-10-18.

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

#### **Approval of Consent Docket**

**MOTION** by Paul Browning / Jim Drummond that the Human Resources Commission of Antler River Watershed approve the consent docket as amended.

**MOTION**

**AGREED by CONSENSUS**

### **3. Reports**

**Pastoral Relations Minister:** Micol Cottrell

Position Description Template and Worksheet updated to include information on the importance of the summary, maximum category, and links to part-time ministry documents, and information about not including requirement for “car and license.”

I’m working on a document outlining the role of the liaisons including what they do, when they must be involved, and when a governing body and search team may wish to be in touch with them (ex. reading over the position description before it is submitted).

Information about the recent policy changes around Designated Lay Ministers have been approved by the General Council. A copy of the letter is saved in our documents for this meeting.

Please remember that in January we will be switching to only using SharePoint for our meetings.

**United Fresh Start Report:** Micol Cottrell

All the information has been sent to the Peer Groups. They will send invitations to communities of faith.

Some UFS units will be scheduled online in the new year. Entering a New System, especially.

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

No LLWL Report.

Continuing to work on the Day Away workshop scheduled for April 2024.

**Executive Committee Report:** Louise Hall

Melodee Lovering, DLM, will become a member of our Human Resources Commission. Interested in liaison training as well as working and learning commission work.

UCW holding a meeting on November 27. Volunteer recruitment – other regional councils have not come up with names to volunteer. Executive will recommend names to include many types of clergy to GC. Kindred Works. Tim Blair on UPRC. Executive gave funds to Kevin Steeper for a Clergy Gathering on February 14. December 2 is a tri-regional meeting at which a motion has been presented to change our name to Pastoral Relations Commission. December 12 in Stratford is Cheryl-Ann's Celebration.

**Liaison Coordinator Report:** Jim Drummond

Most people were not interested in liaison work. Quite frustrating to hear in no uncertain terms that they have no interest.

Kettle Point United Church – Anna Batten

Westminster United Church, Windsor – Del Stewart

Merlin-Fletcher United Church – Olav Kitchen

**MOTION** by Louise Hall / Jim Drummond that the Human Resources Commission of Antler River Watershed Regional Council approve as liaisons Anna Batten to Kettle Point United Church, Del Stewart to Westminster United Church, Windsor and Olav Kitchen to Merlin-Fletcher United Church.

**MOTION**

**CARRIED**

Kilworth United Church – Anne Beattie-Stokes

**MOTION** by Carol Ferguson / Jim Drummond that the Human Resources Commission of Antler River Watershed Regional Council approve as liaison, Anne Beattie-Stokes to Kilworth United Church.

**MOTION**

**CARRIED**

**Celebrations**

The community refrigerator at Carl Ferguson's St. Paul's United Church, Petrolia. Please send photos of covenantings, search teams, etc. to Kerry Stover for use at the May meeting.

**Next Meeting:** Tuesday, December 12, 2023 at 9:00 a.m. by Zoom.

**Worship/Closing Prayers:** Jim Drummond

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

**Closing Prayer:** offered by Paul Browning.

**Adjournment:**

**MOTION** that the Human Resources Commission of Antler River Watershed Regional Council having concluded its business, be adjourned at 10:36 a.m.

**MOTION**

**AGREED**