

**Human Resources Commission**  
**Horseshoe Falls Regional Council**  
**OF THE UNITED CHURCH OF CANADA**

*Supports, Connects, Empowers Communities of Faith*

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**Place:** Zoom meeting 1:00 p.m.

**Roster:** Pat Tooley (L, Chair), Doug Caldwell (L), Cathy Dilts (OM), Barbara Duffin (L), Joanne Hedge (OM), Sandra Litt (L), Morar Murray-Hayes (OM), Allison Playfair (OM), Ted Smith (DLM), Susan Stephen (L), Michael Veall (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:** Pat Tooley, Doug Caldwell, Cathy Dilts, Sandra Litt, Morar Murray-Hayes, Micol Cottrell, Pretima Kukadia

**Regrets:** Barb Duffin, Joanne Hedge, Allison Playfair, Susan Stephen, Michael Veall

**Absent:** Ted Smith,

**Welcome and Constitute Meeting:** The meeting was constituted and opened by Pat Tooley.

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

We are gathered this afternoon to worship on the traditional land of the Mississauga's of the New Credit, covered by the Upper Canada Treaties (St. Paul's Oakville covered under Treaty 9). We recognize and deeply appreciate their historic connection to this ground we worship on. We also recognize the contributions of the Metis, Inuit, and other Indigenous peoples have made to our country. As settlers, this recognition must be clearly connected to our commitment to make the promise and the challenge of the Truth and Reconciliation real in the community in which we live and worship. We are grateful to the Creator for this time and this place.

**Opening Worship** Morar Murray-Hayes: shared a prayer.

**Opening Motions**

Approval of Agenda:

**MOTION** by Doug Caldwell / Cathy Dilts that the agenda be accepted as amended.

**MOTION**

**CARRIED**

Approval of Previous Minutes:

**MOTION** by Cathy Dilts / Doug Caldwell that the Human Resources Commission of Horseshoe Falls Regional Council approve the minutes of March 29, 2023 as amended.

**MOTION**

**CARRIED**

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**New Business****1. Pastoral Relations Minister Report – Micol Cottrell**

A policy in other regional councils that the requirement of 'car and driver' be changed to 'travel required.'

Pulpit Supply policies: what is our policy if a community of faith are outside of LLWL and other best practices. Need to inform communities of faith and clarify the policy. If a church is outside of these policies, the Governing Board can be liable.

Asking for assistance of a commission member to attend the tri-HRC meeting to set common policies.

Also asking for assistance of a commission member to coordinate Liaisons, a task that is piling up in my Inbox.

Many lay people are becoming involved and this is to be celebrated. Many are taking M&P and Search Team Trainings and becoming active in the regional council work.

Liaisons are asking questions of HRC Chair Pat and then also to Micol, which can be cumbersome.

**2. Executive Report – Pat Tooley**

The financial statements for HFRC for the combined fiscal years 2020 and 2021 are now complete. The 2019 audit had been completed in early 2022.

Cheryl-Ann's sabbatical will take place from September 1 to November 30, 2023. Rev. Mark Laird, Minister at Drayton United Church will be Acting Executive Director.

Two of the contract staff, Krista Ford and Michele Petick have been moved to permanent status as the regional councils have need of their specialized skills. This represents no additional expense beyond the approved budgets.

All three Executives will receive the report prepared by the Regional Council Evaluation in mid-June and the orientation for executive/commissions will be held in the fall.

**3. LLWL Resource Team Report – Cathy Dilts**

Meeting tomorrow and interviewing a candidate for LLWL certification. There is also a new inquiry of interest in becoming an LLWL.

**4. Consent Docket****Request for Change of Pastoral Relations****Approval of Open Positions**

That, having reviewed the position description, the Human Resources Commission of Horseshoe Falls Regional Council approve the position Pastoral Care, part-time, 13.3 hours/week, from 2023-02-2023 for Lynden Pastoral Charge, Rockton/Sheffield Pastoral Charge.

*Note: This arrangement has already been made with the minister of Southampton. It is seen as a short-term solution.*

### **Approval of Appointments**

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Jordan Station Pastoral Charge, to appoint, for short-term supply, Judith Gilliland, OM-R, part-time, 20 hours/week, from 2023-04-01 to 2023-09-30 according to the terms agreed to in ChurchHub on 2023-04-14.

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Fairview Pastoral Charge, Brantford, to renew the short-term supply appointment of Catherine Kay, OM, part-time, 20 hours/week, from 2023-03-27 to 2023-09-27 according to the terms agreed to in ChurchHub on 2023-03-30, pending the telephone charge to be prorated correctly.

### **Approval of Calls**

That the Human Resources Commission of Horseshoe Falls Regional Council accede to the request of Acton: Trinity Pastoral Charge to call Jeffrey Werner, OM, part-time, 20 hours/week, from 2023-04-03 according to the terms agreed to in ChurchHub on 2023-04-06.

### **Receive for information**

That having reviewed the position description for Developer of Children and Youth Ministry, the Human Resources Commission categorize it as a Congregational Designated Ministry Position.

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

### **Approval of Consent Docket**

**MOTION** by Morar Murray-Hayes / Cathy Dilts that the Human Resources Commission of Horseshoe Falls Regional Council approve the consent docket as amended.

**MOTION**

**CARRIED**

### **5. Motions Outside of Consent Docket**

**MOTION** by Doug Caldwell / Cathy Dilts that the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Erin Mills Pastoral Charge, to appoint, for short-term supply, Morar Murray-Hayes, OM-R, part-time, 20 hours/week, from 2023-04-11 to 2023-06-30 according to the terms agreed to in ChurchHub on 2023-03-31.

**MOTION**

**CARRIED**

Morar Murray-Hayes abstained.

**MOTION** by Cathy Dilts / Morar Murray-Hayes that the Human Resources Commission of Horseshoe Falls Regional Council approve the request of Lennox Scarlett, OM, for a change

of pastoral relations from Oakland Scotland Community Church, effective August 31, 2023, for the purpose of accepting another call.

**MOTION**

**CARRIED**

**MOTION** by Morar Murray-Hayes / Doug Caldwell that the Human Resources Commission of Horseshoe Falls Regional Council approve the position description for a Minister, part-time, 15 hours/week, for Bethel Pastoral Charge, Port Colborne.

*Note: This will go back to the community of faith to encourage them to work with a Liaison and with an LLWL.*

**MOTION**

**DEFEATED**

## 6. Survey Working Group

- Met on April 13: Barb, Sue, Doug, Morar – Absent: Allison.
- Prepared a summary of key areas of opportunity arising from surveys.
- Plan to meet at a minimum of monthly.
- Lots of opportunity to offer value added tools and learning.
- Our approach will be to offer best practices, tools, learning and new insights – we will not be taking the position of “something’s wrong.”
- Our group has lots to cover and it will take time – looking at big picture of stronger United Church overall.
- We will need some details re current programs, etc.
- Out hope is that down the road we will be able to share our work with other regional councils.
- We would like a short summary to be shared at the Spring regional council meeting.

## 7. Liaison Appointment

**MOTION** by Morar Murray-Hayes / Cathy Dilts that the Human Resources Commission of Horseshoe Falls Regional Council appoint Debbie McMillan as the liaison to Case United Church, Mount Hope.

**MOTION**

**CARRIED**

**Next Meeting:** Wednesday, May 24, 2023 at 1:00 pm by Zoom

**Worship/Closing Prayers:** Cathy Dilts for May meeting, if not, then June 28, 2023.

### Adjournment:

**MOTION** that the Human Resources Commission of Horseshoe Falls Regional Council having concluded its business, be adjourned at 2:45 pm.

**MOTION**

**CARRIED**