

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

Supports, Connects, Empowers Communities of Faith

Place: Zoom meeting 1:00 p.m.

Roster: Pat Tooley (L, Chair), Doug Caldwell (L), Cathy Dilts (L), 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, Pretima Kukadia, Admin, Communication & Records pkukadia@united-church.ca

Present: Pat Tooley, Doug Caldwell, Cathy Dilts, Barb Duffin, Joanne Hedge, Sandra Litt, Morar Murray-Hayes, Ted Smith, Susan Stephen, Michael Veall, Micol Cottrell, Pretima Kukadia

Absent: Allison Playfair

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 Cathy Dilts: shared a prayer around the symbolism of the bowl, with a reading from *'One Hundred Wisdom Stories from Around The World'* by Margaret Silf.

Opening Motions

Approval of Agenda:

MOTION by Ted Smith / Barbara Duffin 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 April 26, 2023 as amended.

MOTION

CARRIED

Unfinished Business

1. Executive Interviews

Barb Duffin will coordinate scheduling exit interviews.

2. Liaisons Coordination & Training

Sue Stephens is interested in talking about becoming the Liaisons Coordinator.

Sandra Litt and Joanne Hedge would like to take Liaison Training.

Business Arising

1. Working Group Report

The report is attached as Addendum I. Discussed the report conclusions. The commission is in agreement with supporting the work of the Working Group.

The next step might be to invite Pat and Adrienne Robertson of Congregational Support Commission to the Working Group meeting.

2. For Information

Lynne Allin, Congregational Support Minister, and Micol Cottrell met with Bethel United Church to talk about future plans including shared ministry, becoming a Supervised Ministry Education Site, and short-term supply ministry. They were asked to connect with their liaison, Pat Tooley, if they wished to proceed with short-term supply ministry so that their position description could be fine-tuned.

New Business

1. Pastoral Relations Minister Report – Micol Cottrell

We are in the midst of Spring Regional Council Meetings. ARWRC happened two weeks ago and this weekend is WOWRC's.

We are out of the pandemic but not back to normal as expected. There are major issues happening with a couple of communities of faith. People seem to require more support post-pandemic. The M&P training had 20+ attendants. You can view it online. There is talk of how to take vacations, time off. How to have no anonymous complaints.

I am on vacation from June 26 to July 24. Will let Pat and commission know who will be looking after my portfolio.

Liaison Training is in June and this will assist many of the difficulties we are experiencing. People are stressed, tired, overwhelmed dealing with people again, etc.

Should we be funding some of the Admissions from other denominations and out-of-Canada ministers placed in communities of faith with United Fresh Start. Many of out-of-Canada ministers are overlooked for interviews. There can be many road blocks for immigration, requiring lawyers, nation office staff, and others – all out of our control.

2. Executive Report – Pat Tooley

The appointment of two members of our Commission, Cathy Dilts and Allison Playfair, were confirmed.

People's Memorial and Garnet United Church's will be disbanding and turning their properties over to the regional council to manage. People's Memorial will receive an additional \$15,000 to the loan of \$10,000 approved in December 2022. The loan of \$25,000 will be interest free and will be repayable from the sale of their property no later than December 31, 2023.

The Executive approved providing a donation of \$1,000 to the United Church ministry of a Trustees' choice as an expression of gratitude. These honoraria will be part of the closing costs taken from the total proceeds prior to distribution according to the property policy.

The Student Bursary was to be funded by monies received from covenanting services and was previously noted in the Governance Handbook. However, monies are not being collected. Cheryl-Ann will bring forward a proposal for a draft policy for the Executive to consider at their May meeting.

The term of the regional council treasurer will be extended beyond six years by one year to 2026 in order to have consistency in financial management.

3. LLWL Resource Team Report – Cathy Dilts

Proposal (included as Addendum II) – LLWLs presiding at funerals: There was a small task group looking at LLWLs allowed to preside at funerals. It was their understanding they could not do this. The correct understanding is that they can with permission sought from minister of community of faith. There is a real sense that some LLWLs are being called on to lead funerals due to relationships with their own congregations. Can there be some intentional training around this within their own communities of faith. Niagara Falls: St. Andrew's (stalled)

MOTION by Joanne Hedge / Susan Stephen that the Human Resources Commission of Horseshoe Falls Regional Council approve the licensing of Jeanne Wilson of Trillium United Church, St. Catharines, for a period of 1 year.

MOTION

CARRIED

4. Consent Docket**Request for Change of Pastoral Relations**

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Grant Williams, OM, for a change of pastoral relations, to end the call, from St. Andrew's United Church, Georgetown, effective 2023-07-31.

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Paul Ivany, OM, for a change of pastoral relationship, to end the call, from Norval United Church, effective 2023-07-31.

Approval of New Appointments

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of St. Paul’s United Church, Oakville, to re-appoint Carolyn Smith, DLM, part-time, 20 hours/week, from 2023-06-30 to 2023-12-31 according to the terms agreed to in ChurchHub on 2023-05-18.

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Delhi Pastoral Charge, to re-appoint Helen Prior, OM, as Intentional Interim Minister, part-time, 30 hours/week, from 2023-07-01 to 2023-12-31 according to the terms agreed to in ChurchHub on 2023-04-28.

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Canfield Pastoral Charge to re-appoint Diane Viney, DLM, full-time, 40 hours/week, from 2023-07-01 to 2025-06-30 according to the terms agreed to in ChurchHub on 2023-05-10.

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Trinity Pastoral Charge to appoint (provisional appointment) Yujene Oh, OM pending, part-time, 20 hours/week, from 2023-07-01 according to the terms agreed to in ChurchHub on 2023-05-21.

Note: Yujene Oh will be Ordained at the upcoming Celebration of Ministry Service. The dates of the appointment are short because the church where she did her SME, is closing.

Approval of Calls:

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Wesley Pastoral Charge, Welland, to call Lennox Scarlett, OM, full-time, from 2023-09-01 according to the terms agreed to in ChurchHub on 2023-05-10.

That the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Streetsville Pastoral Charge, to call (provisionally) Joseph Hopkins, OM, full-time, from 2023-06-10 according to the terms agreed to in ChurchHub on 2023-05-13.

Note: Joe Hopkins will be admitted into the United Church at the upcoming Celebration of Ministry Service.

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

Approval of Consent Docket

MOTION by Morar Murray-Hayes / Barbara Duffin that the Human Resources Commission of Horseshoe Falls Regional Council approve the consent docket as circulated.

MOTION

CARRIED

5. Motions Outside of the Consent Docket

MOTION by Susan Stephen / Morar Murray-Hayes that the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Robert Lawson, OM, for a

change of pastoral relations, to end the call, from Fonthill United Church, effective 2023-08-18.

MOTION**CARRIED**

MOTION by Doug Caldwell / Joanne Hedge that the Human Resources Commission of Horseshoe Falls Regional Council concur with the request of Trinity Pastoral Charge, Niagara On The Lake, to provisionally call Yujene Oh, OM, part-time, from 2023-07-01, according to the terms agreed to in ChurchHub on 2023-05-21, providing that there are no changes in the terms of the provisional call from the minister or the community of faith.

MOTION**CARRIED****6. Liaison Appointments/Liaisons Needed**

MOTION by Joanne Hedge / Morar Murray-Hayes that the Human Resources Commission of Horseshoe Falls Regional Council approve the following as liaisons: Pat Tooley at Central United Church, Port Colborne, Micol Cottrell at Waterdown United Church, and Doug Caldwell at Ker United Church.

MOTION**CARRIED**

For Covenanting

Bethesda-Ryerson (Shared Minister) Covenanting Service with Rev. Jeff Chalmers, September 10, 2023 at 10 am, during Worship

High Priority for Liaisons

Note: When DLMs were created some Staff Associates did not upgrade their standing, with the agreement they can remain where they were, as long as their role or terms didn't change.

Bowman, Ancaster – Minister on LTD, look for supply (had tried lay-led)

St. Catharines: Silver Spire

Mississauga: Erindale (have supply, need profiles)

Georgetown: Norval

Medium Priority for Liaisons

Hornby Pastoral Charge (Hillcrest) – moving back into search

Oakland Scotland

Niagara Falls: Stamford Lane (stalled)

Niagara Falls: Southminster

Welland: Wesley (Fruitland) – should have supply position ready – not submitted).

7. United Fresh Start Facilitators

MOTION by Morar Murray-Hayes / Susan Stephen that the Human Resources Commission of Horseshoe Falls Regional Council approve the increase in remuneration for UFS facilitators to \$250, up to a total amount of \$2,000 budget for UFS facilitators

MOTION**CARRIED**

Next Meeting: Wednesday, June 28, 2023 at 1:00 pm by Zoom

Worship/Closing Prayers:

Adjournment:

MOTION that the Human Resources Commission of Horseshoe Falls Regional Council having concluded its business, be adjourned at 3:20 pm.

MOTION

CARRIED

ADDENDUM I

Notes from Working Group of HRC – Horseshoe Falls Regional Council

Summary of Recommendations Resulting from Working Group of HRC - Meeting May 18, 23 -

Key Concerns expressed in survey

- Churches are facing declining membership, declining offerings, and declining volunteers – this is the worst it has ever been
- Leading the church through these stressors is at its most difficult – church leaders/M & P and ministry staff are all feeling the stress – many are leaving their roles
- Blame and stress is often landing on the lead minister – we believe there is a need for us to support church leaders to take a position/value generosity vs. scarcity

Recommended Solutions from Working Group

- We believe we need to support with more practical advice and tools and training regarding how to operate from a position of generosity rather than scarcity – this idea is intended to support so much of the challenges mentioned in the survey such as: “no money for supply”/” less ministry staff hours but expected to deliver the same programs”/ “I can’t even ask about sabbatical as my church has no money”
- We recommend that we create training for church leaders that focuses on navigating with generosity not scarcity during tough times – we need to ensure that church leaders/M & P have the understanding and skills to support with compassion and not blame
- Not M & P training – but something more meaningful and practical
 - Importance of time off – vacation, days during week, study leave, sabbatical leave, et.
 - Treating staff with generosity and compassion – not control and acting like the church owns staff – people not property
 - Role of church leadership and overview of governance
 - Boundaries for time off training for M and P is important
 - Not an option for ministers to opt out of time off
 - Provide practical hands-on training not just theory - our church leaders/M & P need to talk to each other and discuss real case studies – use of break out groups
 - May need more than one session needed to cover it all
 - Include highlights of edge, fresh start, family systems theory – to explain culture of generosity vs. scarcity
 - Adding lots of “did you know” information
 - Conduct an annual review of job expectations of Minister
- We also need to be proactive - for those not coming to training or in real need of more training – find ways to drop lots of advice and value added “did you know” and then build on showing how much value added the training has to offer so they will attend – sell them on the value

Additional Questions

It would be helpful to know how many churches in our region and which churches are using current resources – including how many have attended edge, fresh start, m and P training and how many churches have M and P committee and how many members.

ADDENDUM II**LLWL presiding at funeral services for members and adherents of as faith community**

Friendships in ministry is key. Members of congregations form friendship with leaders of their faith community as part of the process of growing and trusting and relationship building. This is normal. Invariably, these leaders of the faith community include Licensed Lay Worship Leaders (LLWL) who offer support to the called or appointed minister of that community. However, by virtue of the extent of the relationship between LLWLs and the congregation, very often during the moments of crises (death) an LLWL is called upon to offer leadership in preparation and officiating at funeral services.

While it is not currently the practice for LLWLs to preside at funeral services without the presence or invitation of a called or appointed minister, and while it is also not currently part of the LLWL's training to offer pastoral care support to individuals, families and congregations during the grieving process, and while that current function lies with the trained called or appointed minister, it is the position of the LLWL Resource Team that a component of the training and equipping of LLWL include Pastoral Care to adequately equip them with the competency required to prepare and lead such services on their own, in circumstances where the community of faith is without a called or appointed minister, and has the services of a LLWL. The LLWL would, however, be required to respond to the protocol of informing the Charge Supervisor in such circumstances.

LLWLs are gifted with the capacity to lead in such circumstances, and as such, should be accorded greater responsibility and the right to function in a way that would surround and support those with whom they lead worship and minister.

For those who have already completed their programme of study and have been approved to minister as LLWL, adequate training through workshops, seminars, etc., in pastoral care will be required to enhance their equipping to offer grief and other services necessary to accompany families in their moments of crises.