

Minutes of the EXECUTIVE OF HAMILTON CONFERENCE

February 15, 2018



"Changing Seasons"

Authority

The Executive of Hamilton Conference met at the call of the President on Thursday, February 15, 2018 at Hamilton Conference Office. A quorum was present.

Attendance

Laity:

Rosemary Addison, Margaret Blewett, Rod Coates, E. Ann Fleming, John Hurst, Nancy Risto, Sybil Wilson.

Ministry Personnel:

Cathy Dilts, Gord Dunbar (Past-President), Peter Hartmans, Ross Hibberd, Orville James, Heather Leffler (President), Debra McGill, Tim Reaburn, Bill Thomas, Judy Zarubick.

Regrets: Gail Clarkson, Deborah Laforet, Sarah Leffler, Leslie MacDonald, Christina Paradela, Bill Wheeler.

Corresponding Members:

Diane Blanchard, Lillian Gohn, Diane Matheson-Jimenez, Kim Uyede-Kai.

Recording Secretary:

Barbara Hampson

Constitution

President Heather Leffler welcomed everyone. The President constituted the Court in the name of Jesus Christ, Head of the Church, to deal with the business that might rightfully come before it. She acknowledged the **traditional territory** of the *Haudenosaunee* and the *Anishnabe* on which we gather today and the treaties that this land's settler ancestors made with First Nations.

Worship

President Heather Leffler led the Executive in an opening service of worship, which was followed by a community-building exercise.

Agenda

Motion: Ann Fleming/Bill Thomas

That the agenda be approved as circulated and amended:

CARRIED

Executive Minutes

Motion: Bill Thomas/Gord Dunbar

*That the Hamilton Conference Executive approve the minutes of the **October 26, 2017** meeting of the Executive of Hamilton Conference as distributed:*

CARRIED

Motion: Gord Dunbar/Debra McGill

*That the minutes of the teleconference meetings of the Sub-Executive of Hamilton Conference on **October 31, 2017** and **January 23, 2018** be received for information:*

CARRIED

Review of Proposed Boundaries

Diane Matheson-Jimenez gave a presentation summarizing the Interim Report of the Boundaries Commission. A question and answer period regarding boundaries, transition, and staffing followed.

Members of the Executive broke into groups corresponding to proposed Regional Councils 9 and 10 for discussion and then shared highlights from discussions in plenary.

Nominations for Denominational Council

Peter Hartmans and Tim Reaburn spoke about the new Denominational Council and the nomination process. Discussion followed. The deadline for nominations will be the close of new business at the Conference Meeting, May 25–27, 2018.

Reports for Information

Oral Reports

The Executive received an oral report from Cathy Dilts, Chair of Erie Presbytery and Orville James, Chair of Halton Presbytery.

Lunch

The Executive broke for lunch from 12:00 to 12:50 p.m.

Cathy Dilts and Orville James left the meeting.

Reports for Information Continued

Oral Reports

The Executive heard oral reports from Debra McGill, Chair of Waterloo Presbytery; Rod Coates, Chair of Bruce Presbytery; Ross Hibberd, Secretary of Hamilton Presbytery; Bill Thomas, Chair of Niagara Presbytery; Nancy Risto, Chair of Conference UCW Executive; Rosemary Addison, Chair of Hamilton Conference Staff Committee (Appendix A – E 47); Peter Hartmans and Heather Leffler on behalf of the Agenda and Business Committee; and Tim Reaburn, Hamilton Conference Rep to General Council.

Motion: Ann Fleming/Debra McGill

That Hamilton Conference Executive send words of appreciation to General Council office, General Council Executive, and all volunteers who are working towards the transition of our United Church:

CARRIED

Division of Ministry Personnel & Education

Judy Zarubick gave an update on the work of the Division of M P & E (Appendix A—E 44–46).

Motion: Bill Thomas/Sybil Wilson

That Hamilton Conference Executive receive the reports for information:

CARRIED

Reports for Action

Elmwood Cemetery

Peter Hartmans provided background information.

Motion: Peter Hartmans/Judy Zarubick

That Hamilton Conference Executive approve the transfer of the Elmwood Cemetery, its remaining funds, its perpetual care funds held by the Public Guardian and \$50,000 to the Municipality of West Grey:

CARRIED

Nominations

Motion: Ann Fleming/Debra McGill

That Hamilton Conference Executive approve the recommendation of the Nominations Committee that Micol Cottrell be appointed Coordinator of the Conference Pastoral Care Team:

CARRIED

Proposal for a Mandatory World Religions and Belief Traditions Course for the Ontario Public School System

Heather Leffler and Diane Matheson-Jimenez provide background information regarding a request from the Guelph Multifaith Working Group on World Religions and Belief Traditions. Discussion followed. President Heather will let the Guelph Multifaith group know that there are

members of Hamilton Conference Executive who have alternative suggestions and are willing to serve as resources.

Worship

Heather Leffler led the Executive in a closing worship.

The meeting was adjourned at 2:45.

Next Meetings:

Thursday, April 26, 2018

Conference Meeting: May 25–27, 2018 at UNIFOR Centre in Port Elgin

Heather Leffler, President

Peter Hartmans, Executive Secretary

Division of MP&E Report to Conference Executive February 15, 2018

The Division of Ministry Personnel & Education met on January 30, 2018 at 2 p.m. by Conference Call.

CIES gave a summary of students for 2017-2018

As of February 1, 2018 Gavin Williams (AST student) at Carlisle-Kilbride PC, supervised by the Rev. Bob Thaler. Third Year.

Jan McCormick (AST student) at Hillcrest UC, Georgetown, supervised by the Rev. Paul Crittenden Third Year.

Gail Fricker (AST student) at Knox UC, Ayr, supervised by the Rev. Elyse Feltrin (London Conference). Second Year.

Alison Miculan (AST student) at Copetown UC, Copetown supervised by the Rev. Bill MacKinnon. Second Year.

Marsha Roberts (AST student) at Ripley-Bervie PC, supervised by the Rev. Heather Davies. Fourth Year.

Caitlin MacKenzie (AST student) at Jerseyville UC, Jerseyville, supervised by the Rev. Heather Weaver-Orosz. First Year.

Janice Pow (DLM student) at Kelvin Teeterville Vanessa UC, Kelvin, ON, supervised by the Rev. Cathy Dilts. First Year

New Handbooks are now available on line.

Learning Covenant: A resource Supervised Ministry Education, January 2018

http://www.united-church.ca/sites/default/files/handbook_sme-learning-covenant.pdf

Supervised Ministry Education, January 2018

http://www.united-church.ca/sites/default/files/handbook_supervised-ministry-education.pdf

Updated Evaluation Forms:

SME 225 Annual Evaluation Form

http://www.united-church.ca/sites/default/files/form_sme225.pdf

SME 225b Mid-term Evaluation Form

<http://www.united-church.ca/sites/default/files/sme225b.pdf>

The Interim Ministry Committee interviewed on November 9, 2017 and recommended Barbara Fullerton for initial designation. The Spring Interim Retreat will take place on Wednesday April 11, 2 pm to April 12 at 2 pm at Five Oaks– In the Midst of Change....take a deep breath.

Appendix A – Reports for Information

The E&S Committee's New Ministries Day was held on December 1, 2017 at Five Oaks with 2 candidates recommended for Ordination. All Candidates in our Conference will be invited to a Candidacy Pathway information day in London on March 9, 2018 presently Niagara has 3 Candidates, Hamilton has 1, Halton has 2, Erie has 4 and Bruce has 3 plus 1 on LTD. Next meeting of E&S will be on April 18 to clarify and address concerns re: incoming Candidacy Pathway and to meet with U of T Representatives.

The Settlement Committee is winding down. They will meet by Conference call following the Transfer meeting in April.

The Pensions and Benefits Committee met on November 1, 2017 by Conference call with discussion centered around Police Records Check for retirees. If you are "active in ministry" i.e. have a license to marry or are otherwise involved in ministry roles you need to submit the annual form.

SMPR policy – now refresher courses expected of active retired ministers every five years. Much of the discussion centered on the coming changes to regions and how that would affect the work of caring for/advocating for pensioners and members of the group insurance program. The committee will meet in April to see how new regions will affect Hamilton Conference. The Retirees Association agreed to invite the Pension Convenors from the Presbyteries to attend their next meeting, on April 17, 2018.

The Interview Board held interviews on November 19, 2017 and January 25, 2018 and the next interview dates are March 10 and May 12. If a CIB interview is needed or wanted, the CIB paper work needs to be sent at least 4 weeks before the interview date.

United Fresh Start, a program to support healthy new pastoral relationships, is growing in our Conference. Kim Uyede-Kai and Diane Blanchard took the facilitators' training in 2016 and decided to begin the program by offering a monthly day apart for ministry personnel from September 2017 – April 2018 at the Conference office which has been well attended. In November 2017, 9 people from Hamilton Conference took the training to become facilitators.

The Called to Leadership Event for Ministry Personnel—"Leadership Through Transformation & Change" March 16, 2018 at Hamilton Conference Office from 9-2:30. Guest Speakers: Betty Pries and Rev. Richard C. Choe \$20 to cover lunch Cost –register by March 7th

Sacramental Privileges:

Our Division ratified the following email polls for sacraments:

1. Email sent on Nov.13 and approved by all Nov. 18, 2017....
that having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request for Barbara Curzon, Diaconal Minister-retired, to conduct the sacraments within the bounds of Waterloo Presbytery while she remains a member in good standing. Effective until June 30, 2018.
2. Email sent on Nov.13 and approved by all Nov. 18, 2017...

That having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request of Bethel/Cooks Mills Pastoral Charge, of Niagara Presbytery, that Karen Orlandi (SS) be granted a license to administer the sacraments in that Pastoral Charge for the duration of the pastoral relationship.

3. Email sent on Nov.13 and approved by all Nov. 18, 2017...

That having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference policy, the Hamilton Conference Division of Ministry, Personnel and Education approve the request of Glen Morris Pastoral Charge, of Waterloo Presbytery, that Meghan Gilholm (SS) be granted a license to administer the sacraments in that Pastoral Charge for the duration of the pastoral relationship.

4. (From October 2017 Minutes)The fully completed application form was received on November 17, 2017

That having received the application for sacramental privileges and having found it consistent with The Manual 2016 I-2.4 (page 178) and the Hamilton Conference Policy, the Hamilton Conference Division of Ministry Personnel and Education approve the request of Copetown Pastoral Charge, Hamilton Presbytery, that Alison Miculan, Student Supply, be granted a license to administer the sacraments at Copetown Pastoral Charge for the duration of the pastoral relationship.

Marriage Privileges:

1. Email sent December 18 and approved by all

that having received the application for license to solemnize marriages and found it consistent with the Hamilton Conference Policy section ‘G’, the Hamilton Conference Division of Ministry, Personnel and Education recommends to Conference Executive Secretary approval of the request of Knox United Church, Ayr, Waterloo Presbytery, that Gail Fricker, student supply, be considered eligible to solemnize marriages in Ontario for the duration of the pastoral relationship.

Submitted by Judy Zarubick

Appendix A – Reports for Information

Staff Committee Report for Hamilton Conference Executive February 15, 2018

On January 10, 2018, the Boundaries Commission released its draft report. The final report of the Boundaries Commission will be released on March 15, 2018. The finalization of the new three-court system will be decided at the July, 2018 meeting of General Council.

Our Staff now has an idea of what the new system will look like.

They are aware that they will know by spring or summer, 2018, who will stay within a new Region, and who will not. They are also aware that some people will be out of the system due to lay-offs. Some may apply for jobs in the new Regions, some may take early retirement, some may apply for jobs outside the UCC.

Peter is in the position that he needs to look out for the Conference as a whole, and, he needs to look after individuals.

He wishes to sit down with each Staff member and go over the information about the new Regions and possible options for our present Staff members. He wishes to be honest, yet, kind, in his talks with everyone on staff.

During this winter, spring, and, fall, Peter, plus a Staff Committee member, will need to do check-ins with the Staff on a regular basis.

Peter will find out about his employment by late March, or early April, because the Executive Secretaries need to work on the possible lay-off process, staff relocation, etc.

The number one priority for the Staff Committee is caring for the Staff. We wish to become a Transition Team for the present Staff during the changeover, and, be especially supportive should lay-offs begin.

In light of all this, the Staff Committee has decided to meet more often, as new information is released. We will also need to increase the amount of checking in we do with Staff members. Individual contacts will be done more regularly. We also must act as advocates for our Staff members.

Our role as a Committee will be in partnership with Peter.

Our most important role as the Hamilton Conference Staff Committee is to be supportive in as many ways as possible.

We ask for your prayerful support as we travel this new journey with our Staff.

Submitted by Rosemary Addison