

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (May 11, 2021)**

Meeting Date	Motion #	Motion
May 11/21	2020-2021/ #10 (A-V)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission – April 13, 2021</p> <p>That the minutes of the meeting of the Prairie to Pine Pastoral Relations Commission on April 13, 2021 be approved as circulated.</p> <p>B. Request for approval of Provisional Call for Christopher Davis at Deloraine-Melita-Tilston Pastoral Charge</p> <p>Having received from Deloraine-Melita-Tilston: minutes from a special meeting on April 20, 2021 of the Official Board of Deloraine-Melita-Tilston Pastoral Charge ; 2020 Year-end financial statements and 2021 first quarter financial statements from each of the three Communities of Faith and the Pastoral Charge; confirmed the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Provisional Call document; the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves a Provisional Call for CHRISTOPHER ST. GEORGE DAVIS to a full-time ministry position (40 hours per week) at Deloraine-Melita-Tilston Pastoral Charge, effective July 1, 2021, with the start date conditional upon his Celebration of Ministry Service of Admission into the Order of Ministry of the United Church of Canada (Ordained) being held prior to July 1, 2021,* with any relevant immigration matters being completed and with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category E with manse for 40 hours per week – <u>\$ 45, 185.00</u> Additional salary 5% above minimum salary schedule for category - <u>\$ 2, 259.25</u> TOTAL SALARY - <u>\$ 47, 444.25</u> <i>(move to Category F as of January 1, 2022)</i> 2. Manse including heat over \$ 800.00 per year 3. Telephone – Cell plan - <u>\$ 745. 80 per year</u> 4. Continuing Education - <u>\$ 1, 474.00 per year</u> 5. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 6. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of

		<p>sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit</p> <ol style="list-style-type: none"> 7. A minimum of one month of vacation (including five Sundays) within each pastoral year 8. Moving expenses, based on reasonable estimates – <i>Not applicable</i> 9. Adequate administrative assistance defined as – <u>300 hours per year</u> 10. Travel expense reimbursement, based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document 11. Employer costs for Pension and Benefits, as noted in the <i>Premiums and Taxable Benefit Calculator</i> 12. Other: Home phone / Cable/ Internet package (\$ 2,220.00 per year); the week of December 25 to January 1, the minister is to be unencumbered by regular duties, but available, unless it is taken as vacation time; when a month contains 5 Sundays, one shall be deemed a non-preaching Sunday. <p>With Deloraine-Melita-Tilston Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # JFRR)</p> <p><i>* Celebration of Ministry Service of Admission is currently scheduled for June 13, 2021, depending on Public Health orders</i></p> <p>C. Request for Renewal of Appointment (SME) for Tanis Podobni at Oak Lake Pastoral Charge</p> <p>Having received from the Oak Lake Pastoral Charge: minutes from a meeting (via ZOOM) on April 22, 2021, of the governing body of Oak Lake Pastoral Charge; 2020 Year-end financial statements and 2021 first quarter financial statements from Oak Lake and Griswold Communities of Faith and the Oak Lake Pastoral Charge; confirmed the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record) and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the Renewal of an Appointment for TANIS PODOBNI (Candidate) to a half-time ministry position (20 hours per week) - Supervised Ministry Education at Oak Lake Pastoral Charge, effective July 1, 2021 to June 30, 2022, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Student Step 1 COL 3 for 20 hours per week – <u>\$ 26, 473. 50 per year</u> 2. Telephone/internet - <u>\$ 740.00 per year</u> 3. Continuing Education - <u>\$ 737. 00 per year</u>
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4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit - *Not Applicable for Student/Candidate*
6. A minimum of one month of vacation (including five Sundays) within each pastoral year
7. Moving expenses, based on reasonable estimates – *Not applicable*
8. Adequate administrative assistance defined as – Volunteers available, as requested
9. Travel expense reimbursement, based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pension and Benefits, as noted in the Premiums and Taxable Benefit Calculator
11. Other: Ten-day Learning Circles accessed in the spring and fall each year (not to be included in Continuing Education time); worship services not provided in July and August.

With Oak Lake Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOUR)

D. Request for Renewal of Appointment for Paul Duval at Steinbach United Church

Having received from Steinbach United Church Pastoral Charge: minutes from a meeting (via ZOOM) on April 7, 2021 of the Board of Steinbach United Church Pastoral Charge; the 2020 Year-end financial statement and 2021 first quarter financial statement; a position description; the Memorandum of Understanding between Steinbach United Church and Prairie Spirit United Church (Winnipeg); confirmed the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and /or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

- i. approves the **Renewal** of an **Appointment** for **PAUL DUVAL** (Ordained Minister –Retired) to a part-time ministry position (10 hours per week) at **Steinbach United Church Pastoral Charge**, effective July 1, 2021 to June 30, 2022, with the following terms:
 1. Salary Category F COL 2 for 10 hours per week –
\$ 15, 045. 75
 Additional Salary - \$ 250. 00
 TOTAL SALARY - \$ 15, 295. 75

		<ol style="list-style-type: none"> 2. Telephone - <u>\$540.00 per year</u> 3. Continuing Education - <u>\$ 368.50 per year</u> 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year 7. Moving expenses based on reasonable estimates – <i>Not Applicable</i> 8. Adequate administrative assistance defined as – <u>20 hours per week</u> 9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document 10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i> 11. Other: Steinbach United Church agrees to reimburse Paul Duval for mileage above eight round trips per month from Winnipeg to Steinbach at the 2020 United Church rate of \$0.42 per kilometer. <p>With Steinbach United Church Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # W0ZW);</p> <p>ii. and notes that Steinbach United Church Pastoral Charge confirms their need for paid accountable ordered ministry (Ordained, Diaconal, Designated Lay Minister) to be a total of 10 hours per week, with the understanding that any significant adjustments would require new profile work.</p> <p>E. Request for Renewal of Appointment for Peter Bartlett at St. Andrew’s United Church, Sioux Lookout</p> <p>Having received from St. Andrew’s United Church, Sioux Lookout Pastoral Charge: minutes from a meeting on April 21, 2021 (via ZOOM) of the Board of St. Andrew’s United Church, Sioux Lookout Pastoral Charge; the 2020 Year-end financial statement and 2021 first quarter financial statement; confirmed the Minister’s completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the Renewal of an Appointment for PETER BARTLETT (Ordained Minister in Eastern Ontario Outaouais Regional Council) to a part-time ministry position (10 hours per week) at St. Andrew’s United Church, Sioux Lookout Pastoral</p>
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Charge, effective July 1, 2021 to December 31, 2021, with the following terms:

1. Salary Category F COL 2 for 10 hours per week - \$ 15,045.75 per year
2. Telephone – \$540.00 per year (as required by Region, unless other specific plan is noted)
3. Continuing Education - \$ 368.50 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as – Volunteer
9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: Memorandum of Understanding between St. Andrew’s United Church, Sioux Lookout Pastoral Charge and Perth Road United Church still in place

With St. Andrew’s United Church, Sioux Lookout Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # TC1T).

F. Request for Renewal of Appointment for Barb Jardine at Forrest (Brookdale) Pastoral Charge

Having received from Forrest Pastoral Charge: minutes (via ZOOM) on March 3, 2021 from Forrest Pastoral Charge Annual Meeting and a meeting on May 3, 2021 from the Forrest United Church Council; minutes on March 19, 2021 from Brookdale Pastoral Charge Annual Meeting; 2020 Year-end financial statements and 2021 first quarter financial statements from Forrest Pastoral Charge and Brookdale Pastoral Charge; confirmation of the Service Agreement between Forrest Pastoral Charge and Brookdale Pastoral Charge; confirmed the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal of an Appointment** for **BARBARA JARDINE** (Ordained Minister-Retired) to a part-time ministry position (20 hours per week) at **Forrest Pastoral Charge**, effective July 1, 2021 to June 30, 2024, with the following terms:

		<ol style="list-style-type: none"> 1. Salary Category F COL 2 for 20 hours per week - <u>\$ 30,091.50 per year</u> 2. Telephone/Internet - <u>\$ 864.00 per year</u> 3. Continuing Education - <u>\$ 737.00 per year</u> 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year 7. Moving expenses based on reasonable estimates – <i>Not Applicable</i> 8. Adequate administrative assistance defined as – <u>2–3 hours per week</u> 9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document 10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i> 11. Other: Service Agreement between Forrest Pastoral Charge and Brookdale Pastoral Charge for 7 hours each week With Forrest Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # JOHY) <p>G. Request for Renewal of Appointment for Marianne Olfrey at Reston-Pipestone Pastoral Charge</p> <p>Having received from Reston-Pipestone Pastoral Charge: the results of an email poll of the governing body of the Pastoral Charge recorded on April 27, 2021; the 2020 Year-end financial statements and 2021 first quarter financial statements from each of the two Communities of Faith and from the Reston-Pipestone Pastoral Charge; confirmation of the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the Renewal of an Appointment for MARIANNE OLFREY (Designated Lay Minister-Retired) to a part-time ministry position (20 hours per week) at Reston-Pipestone Pastoral Charge, effective July 1, 2021 to June 30, 2022, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category F (Designated Lay Minister) with manse – <u>\$ 22,697.00</u> Additional salary above minimum salary schedule for category- <u>\$ 1,134.85</u> TOTAL SALARY - <u>\$ 23,831.85</u> 2. Manse with heating costs over \$ 800.00 per year
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3. Telephone - \$ 420.00 per year
4. Continuing Education - \$ 737.00 per year
5. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
6. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
7. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
8. Moving expenses based on reasonable estimates – *Not Applicable*
9. Adequate administrative assistance defined as – Volunteer as needed
10. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
11. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Reston-Pipestone Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # 4038)

H. Request for Renewal of Appointment for William (Bill) Millar at Niverville Pastoral Charge

Having received from Niverville Pastoral Charge: minutes of a meeting on February 24, 2021 of the Niverville United Church Council; the 2020 Year-end financial statement, 2021 first quarter financial statement, and the 2021 budget from Niverville Pastoral Charge; confirmation of the Minister's completion of his ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of an **Appointment** for **WILLIAM (BILL) MILLAR** (Ordained Minister-Retired) to a part-time ministry position (10 hours per week) at **Niverville Pastoral Charge**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F COL 3 for 10 hours per week - \$ 15,903.25 per year
2. Telephone - \$ 540. 00
3. Continuing Education - \$ 368.50 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit.

6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as – 4 hours per week
9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*

With Niverville Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOZM).

I. Request for Renewal of Appointment for Virginia (Ginny) Coleman at Clandeboye-Winnipeg Beach Pastoral Charge

Having received from Clandeboye-Winnipeg Beach Pastoral Charge: the 2020 Year-end financial statement and 2021 first quarter financial statement from the Clandeboye-Winnipeg Beach Pastoral Charge; confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of an **Appointment** for **K. VIRGINIA COLEMAN** (Diaconal Minister-Retired) to a part-time ministry position (20 hours per week) at **Clandeboye-Winnipeg Beach Pastoral Charge**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F COL 2 for 20 hours per week - \$ 30,091.50
Additional salary above minimum salary schedule for category- \$ 4,275.30
TOTAL SALARY - \$ 34,366.80
2. Telephone/Internet - \$ 2,064.00 per year
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as – up to 5 hours per week
9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document

10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
With Clandeboye-Winnipeg Beach Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOX1);

Approval of this Renewal of Appointment is conditional upon receipt of a copy of the minutes of the governing body containing a motion regarding this renewal.

[Minutes from the meeting on January 27, 2021 of the Board of Clandeboye-Winnipeg Beach Pastoral Charge were received by the Pastoral Relations Commission on May 13, 2021.]

J. Request for Renewal of Appointment for Stephen (Steve) Wilson at Northminster Memorial Pastoral Charge, Flin Flon

Having received from Northminster Memorial Pastoral Charge (Flin Flon): the 2020 Year-end financial statement and 2021 first quarter financial statement from Northminster Memorial Pastoral Charge; confirmation the Minister's completion of his 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal** of the **Appointment** for **STEPHEN WILSON** (Ordained Minister-Retired) to a part-time ministry position (20 hours per week) at **Northminster Memorial Pastoral Charge (Flin Flon)**, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category F COL 1 for 20 hours per week - \$ 28,763.00
Additional salary above minimum salary schedule for category- \$ 3,000.00
TOTAL SALARY - \$ 31,763.00
2. Telephone - \$ 420.00 per year
3. Continuing Education - \$ 737.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as – *nothing listed*
9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document

10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: \$4800.00 for travel (taxable allowance)
With Northminster Memorial Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # JFTD)

Approval of this Renewal of Appointment is conditional upon receipt of a copy of the minutes of the governing body containing a motion regarding this renewal.

[Minutes from the meeting on April 5, 2021, of the Leadership Board of Northminster Memorial Pastoral Charge were received by the Pastoral Relations Commission on May 17, 2021.

On May 18, 2021, confirmation was received by the Pastoral Relations Commission that adequate administrative assistance would be defined as “Volunteer” in Term 8]

K. Request for Renewal of Appointment for Jamie Bradshaw at Strathclair Pastoral Charge

Having received from Strathclair Pastoral Charge: the minutes on February 3, 2021 (via ZOOM) from the Annual General Meeting of the Strathclair Pastoral Charge; the 2020 Year-end financial statement and 2021 first quarter financial statement of Strathclair Pastoral Charge; confirmation of the Minister’s completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the Renewal of an Appointment for JAMIE BRADSHAW (Diaconal Minister) to a part-time ministry position (7 hours per week) at Strathclair Pastoral Charge, effective July 1, 2021 to June 30, 2022, with the following terms:

1. Salary Category D COL 1 for 7 hours per week – \$ 9,464.17 per year
2. Telephone - \$233.40 per year (shared expense with Shoal Lake Pastoral Charge)
3. Continuing Education - \$ 257.95
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as –

9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: Internet \$ 159.84m (shared expense with Shoal Lake Pastoral Charge)

With Strathclair Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # J316)

[On May 13, 2021, the Pastoral Relations Commission received the definition of administrative assistance as “Volunteer where able and otherwise included in the Minister’s duties in Term 8.]

L. Request for posting of Supply position at Valley Pastoral Charge

Having received from Valley Pastoral Charge: minutes of a meeting on May 5, 2021 of the Valley Pastoral Charge Board (via Zoom); a description for a Supply position with terms; 2020 Year-end financial statements, 2021 Year-to date financial statements and Financial Viability Reviews from Valley Pastoral Charge) and each of its Communities of Faith (Dominion City, Emerson, and Greenridge), the Pastoral Relations Commission

- i. approves the posting of a full-time ministry position (40 hours per week) at **Valley Pastoral Charge**, effective September 1, 2021 to August 31, 2023, with the following terms:
 1. Salary – up to Category F COL 1 per year
 2. Telephone / Internet - \$ 1,700.00 in minutes and position description
 3. Continuing Education - \$ 1,474.00 per year
 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
 7. Moving expenses based on reasonable estimates – up to \$ 7,000.00
 8. Adequate administrative assistance defined as – 8 hours per week
 9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
 10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
 11. Other: Minister must have driver’s license and vehicle
- With Valley Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless

		<p>granted a formal exemption by the General Council Office (ADP # W0UQ);</p> <p>ii. requires documentation related to the categorization of positions currently known as LEAP (Lay Education and Action Program) to accompany any request for Appointment related to the position in the posting above.</p> <p>M. Request for posting Supply position at Hamiota Pastoral Charge Having received from Hamiota Pastoral Charge: minutes of a meeting (via Conference Call) on May 8, 2021 of the Hamiota Pastoral Charge Board; a description of a Supply ministry position; a copy of a letter from Kenton-Shiloh Pastoral Charge withdrawing from the Service Agreement with Hamiota Pastoral Charge; 202 Year-end financial statement and 2021 first quarter financial statement from Hamiota Pastoral Charge, the Pastoral Relations Commission of the Prairie to Pine Regional Council approves:</p> <p>i. the withdrawal of the posting of a full-time long-term ministry position from Church Hub in preparation for further discernment and updating;</p> <p>ii. the posting of a full-time ministry position (40 hours per week) at Hamiota Charge, effective September 1, 2021 to August 31, 2023, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary – up to Category F with manse All utilities, including water, hydro, natural gas 2. Telephone /Internet - \$ 150.00 per month & cell phone plan \$ 900.00 per year (\$ 75.00 per month) 3. Continuing Education - \$ 1,474.00 per year 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year 7. Moving expenses based on reasonable estimates – up to \$ 10,000.00 8. Adequate administrative assistance defined as – up to 2 hours per week 9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document 10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i> 11. Other: Minister must have driver’s license and vehicle With Hamiota Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted
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a formal exemption by the General Council Office (ADP # in process of clarification and reactivation)

This approval is conditional upon the reactivation of the ADP number.

N. Request from Rivers Pastoral Charge for designation as a Supervised Ministry Education Learning Site and required posting

Having received from Rivers Pastoral Charge: minutes of a meeting on May 3, 2021 of the Council of Rivers Pastoral Charge; a Living Faith Story; a Financial Viability Review (2018); 2019 and 2020 Year-en financial statements and 2021 Year-to-date financial statements; a revised position description; confirmation of a conversation on April 19, 2021 with Karen Medland, Office of Vocation Minister, regarding Supervised Ministry Education Learning Sites; a copy of a Covenant related to becoming a Supervised Ministry Education Learning Site, including the names of those appointed to a Lay Supervision Team and proposed terms (for both Ministry Personnel and Candidates), the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves:

- i. the withdrawal from Church Hub of the posting for a long-term half-time ministry position related to the withdrawal of a Memorandum of Understanding for sharing with Souris Pastoral Charge
- ii. the designation of Rivers Pastoral Charge as a Supervised Ministry Education Learning Site, with the following people appointed to the Lay Supervision Team: Alistair McFadden, Dave Falkevitch, Heather Lamb, Barb Sveistrup, Karen Cullen, Lesley McFadden and Glenna Beauchamp
- iii. the posting of a half-time ministry position (20 hours per week) at Rivers Pastoral Charge, for Ministry Personnel or Candidate requiring Supervised Ministry Education, effective July 1, 2021, with the following terms:
 1. Salary up to Category F COL 2 (Ministry Personnel) or Student Step 1 (Candidate)
Additional salary (3%) above minimum salary schedule for category
 2. Telephone - \$ 540.00 per year
 3. Continuing Education - \$ 737.00 per year
 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit - *Not Applicable for Candidate*
 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year

		<ol style="list-style-type: none"> 7. Moving expenses based on reasonable estimates – \$ 5,000.00 8. Adequate administrative assistance defined as – paid casual for worship preparation 9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document 10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i> 11. Other: Minister must have driver’s license and vehicle With Rivers Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # J11D) <p>O. Request for revisions to posting of Supply position at Augustine, Winnipeg (increase in ministry time)</p> <p>Having received from Augustine United Church (Winnipeg): minutes of a meeting on April 27, 2021 of the Council of Augustine United Church; the 2020 Year-end financial statements for all accounts and 2021 Year-to-date financial statement as of March 31, 2021; budget as of April 26, 2021; and a revised position description, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves:</p> <ol style="list-style-type: none"> i. the increase in ministry time for the Supply position at Augustine United Church from 10 hours per week to 20 hours per week; ii. the posting of a half-time Supply ministry position (20 hours per week) at Augustine United Church (Winnipeg), effective July 1, 2021 to June 30, 2022, with the following terms: <ol style="list-style-type: none"> 1. Salary up to Category F COL 3 for 20 hours per week 2. Telephone - \$ 420.00 per year 3. Continuing Education - \$ 737.00 per year 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year 7. Moving expenses based on reasonable estimates – <i>(intention to renew the appointment for the incumbent)</i> 8. Adequate administrative assistance defined as – 3 hours per week 9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document
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		<p>10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i></p> <p>11. Other: reimbursement for receipted parking expenses With Augustine United Church (Winnipeg) agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # W0XQ)</p> <p>P. Request for Renewal of Appointment for Beth McLean at Little Britain Pastoral Charge</p> <p>Having received from Little Britain United Church Pastoral Charge: minutes of a meeting on April 1, 2021, of the Council of Little Britain United Church Pastoral Charge; the 2020 Year-end financial statement, 2021 budget, and 2021 first quarter financial statement from Little Britain Pastoral Charge; confirmation of the Minister's completion of her 2021 ADCCCR (Annual Declaration in Respect to Criminal Charges and/or Criminal Record); and the completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the Renewal of an Appointment for ELIZABETH (BETH) MCLEAN (Diaconal Minister-Retired) to a part-time ministry position (15 hours per week) at Little Britain United Church Pastoral Charge, effective July 1, 2021 to June 30, 2024, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category F COL 3 for 15 hours per week - <u>\$ 23,854.88</u> Additional salary (3%) above minimum salary schedule for category - <u>\$ 715.65</u> TOTAL SALARY - <u>\$ 24,570.53</u> 2. Telephone - <u>\$ 660.00 per year</u> 3. Continuing Education - <u>\$ 552.75 per year</u> 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year 7. Moving expenses based on reasonable estimates – <i>Not Applicable</i> 8. Adequate administrative assistance defined as – <u>Volunteer 3-4 hours per week</u> 9. Travel expense reimbursement based on the current <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document 10. Employer costs for Pensions and Benefits as noted in the <i>Premiums and Taxable Benefit Calculator</i> <p>With Little Britain Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP),</p>
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unless granted a formal exemption by the General Council Office (ADP # WOXC)

Q. Revision to starting date for Chewe Mulenga at Rock Lake Pastoral Charge

Having received notification from Rock Lake Pastoral Charge that the Reverend Chewe Mulenga and his family will be travelling to Canada on May 18, 2021, followed by periods of self-isolation, in accordance with Public Health orders, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada revises the starting date of the **Appointment** of the **CHEWE MULENGA** (Ordained Minister in the United Church of Canada Admissions process) at **Rock Lake Pastoral Charge** from December 15, 2020 (approved in Motion 2019-2020 #38 B on April 14, 2020) to June 1, 2021; and affirms the following terms for the full-time ministry position (adjusted for 2021 Minimum Salary and Reimbursements for Ministry Personnel):

1. Salary Category D (9) COL 2 for 40 hours per week- \$ 56,737.00 per year
2. Telephone - \$ 540.00 per year
3. Continuing Education - \$ 1,474.00 per year
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the order of ministry and recognized designated lay ministers, a minimum of sabbatical leave after five consecutive years of service to the pastoral charge / local ministry unit
6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year
7. Moving expenses based on reasonable estimates-
8. Adequate administrative assistance defined as – Paid assistance 14 hours per week
9. Travel expense reimbursement based on the current *Minimum Salaries and Reimbursements for Ministry Personnel* document
10. Employer costs for Pensions and Benefits as noted in the *Premiums and Taxable Benefit Calculator*
11. Other: additional \$ 26.00 to the Continuing Education allowance to make a total of \$ 1,500.00 per year

With the Rock Lake Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP), unless granted an exemption by the General Council Office (ADP # J3CU

R. Request to withdraw part-time position posting at St. Mary's Road United Church, Winnipeg

Having received an email from St. Mary's Road United Church, Winnipeg, containing a motion made at the Annual Meeting of St. Mary's Road United Church on February 28, 2021, requesting the

withdrawal of the part-time ministry position currently posted on Church Hub, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the **withdrawal of the posting** of a part-time ministry position (30 hours per week) at **St. Mary's Road United Church, Winnipeg**, and acknowledges the disbanding of the Search Committee.

S. Request for Change in Pastoral Relations from Myrna and Bob Stark at Roland Pastoral Charge

Having received a letter from Myrna (Designated Lay Minister-Retired) and Robert (Bob) Stark (Ordained Minister-Retired) requesting the early ending, for health reasons, of their Appointments at Roland Pastoral Charge; and having received a motion from a meeting on April 25, 2021 of the Board of Roland Pastoral Charge, accepting this request and waiving the 90 days' notice, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the request for a **Change in Pastoral Relations for Myrna and Robert (Bob) Stark** from Roland Pastoral Charge, effective May 31, 2021, noting the waiving of the 90 days' notice period by mutual agreement.

T. Notification of intentions to not renew Appointments

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada receives the notice from the following Ministry Personnel of their intentions not to renew Appointments beyond June 30, 2021 in their respective communities of faith /pastoral charges:

Janis Campbell at McKenzie United Church, Portage la Prairie (letter dated April 24, 2021)

Maureen McCartney at Oakbank Pastoral Charge (confirmed by email on April 1, 2021)

Margret Kristjansson, Rivers Pastoral Charge (confirmed by email on February 23, 2021)

U. Appointment of Pastoral Charge Supervisors

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada appoints the following Pastoral Charge Supervisors:

_____ to **St. Paul's (Beausejour)**, effective July 1, 2021 (at the retirement of Susan Tilleman)

_____ to **Roland Pastoral Charge**, effective immediately

_____ to **Westminster United Church, The Pas**
_____ to **Ochre River Pastoral Charge**

		<p>V. Appointment of Liaisons</p> <p>The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada appoints the following Liaisons:</p> <p>_____ to Pinawa Christian Fellowship (Ecumenical Ministry)- Judy Hare attended the initial meeting</p> <p>_____ to Valley Pastoral Charge – Judy Hare to do training and attend the initial meeting</p> <p>_____ to Rivers Pastoral Charge (to replace Heather Sandilands)</p> <p style="text-align: right;"><u>Carried</u></p>
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