

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (July 13, 2021)**

Meeting Date	Motion #	Motion
July 13/21	2021-2022/ #3 (A-H)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission – June 8, 2021</p> <p>That the minutes of the meeting of the Prairie to Pine Pastoral Relations Commission on June 8, 2021 be approved as circulated.</p> <p>B. Request for Eric Matheson at Dryden First United Church</p> <p>Having received from Dryden First United Church Pastoral Charge: minutes from the Dryden United Church Pastoral Charge Annual congregational meeting (via ZOOM) on June 13, 2021; 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 Appointment of ERIC MATHESON (Ordained Minister-Retired) to a part-time ministry position (2 hours per week) at Dryden First United Church, effective July 15, 2021 to June 30, 2022, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category F – COL 1 for 2 hours per week - <u>\$ 2,876.30 per year</u> 2. Telephone – <u>\$ 540.00 per year</u> 3. Continuing Education - <u>\$ 73.70 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 three months of sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit 6. A minimum of one month of vacation (including five 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 Pension and Benefits, as noted in the <i>Premiums and Taxable Benefit Calculator</i>

With Dryden First 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 # TC1L)

C. Request for Appointment for Laura Rousseau at Grey Street United Church (Winnipeg)

Having received from Grey Street United Church (Winnipeg): minutes from the Grey Street United Church Annual meeting on June 22, 2021 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 **Appointment** for **LAURA ROUSSEAU** (Candidate for Ordained Ministry) to a Supervised Ministry Education half-time ministry position (20 hours per week) at **Grey Street United Church (Winnipeg)**, effective August 1, 2021 to June 30, 2022, with the following terms:
 1. Salary Student Step 1 COL 3 for 20 hours per week – \$ 26,473.50 per year
 2. Telephone (minus personal long distance) - \$ 500.00 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 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 – Paid Administrator 20 hours per week
 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: Worship leadership at least 2 Sundays per month minimum, except in months having 5 Sundays when there would be 3 services; Good Friday and Christmas Eve services expected

		<p>With Grey Street 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 # W0XG)</p> <p>ii. emphasizes the importance of a Lay Supervision Team of a reasonable size with consistent membership</p> <p>D. Request for early ending of Supply Appointment between Paul Duval and Prairie Spirit United Church (Winnipeg)</p> <p>Having received from Prairie Spirit United Church Pastoral Charge: minutes from a meeting of the Prairie Spirit Oversight Council on June 23, 2021, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the request for the ending of the Supply Appointment (approved by the Pastoral Relations Commission on April 13, 2021 – Motion 2020-2021 # 8 B ii) by mutual agreement between Reverend Paul Duval and Prairie Spirit United Church (Winnipeg), effective August 31, 2021.</p> <p>Paul Duval’s last working day is to be August 12 to allow for 13 days of owed vacation time to be taken.</p> <p>E. Request for Roland Pastoral Charge for designation as a Supervised Ministry Education Learning Site and required posting</p> <p>Having received from Roland United Church Pastoral Charge: minutes from a meeting of the Roland United Church Council on June 24, 2021 (via a virtual platform); a Living Faith Story (previously posted); the 2020 Year-end financial statement and Year-to-date 2021 financial statement to June 22, 2021; a position description; confirmation of a conversation on June 7, 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, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:</p> <p>i. approves the withdrawal from Church Hub of the current posting for a long-term half-time ministry position at Roland United Church (Motion 2019 #6 F – February 12, 2019);</p> <p>ii. approves the designation of Roland United Church Pastoral Charge as a Supervised Ministry Education Learning Site, with the following people appointed to the Lay Supervision Team: Beth Bartley, Heather Bartley, Bob Horsman, Leslie Whitehead, Derek Baschuk, Diane Mowbray and Lawrence Dyck.</p> <p>iii. approves the posting of a half-time ministry position (20 hours per week) at Roland Pastoral Charge, for Ministry Personnel or</p>
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		<p>Candidate in team with CDM (Congregational Designated Minister) requiring a Supervised Ministry Education Learning Site, effective July 15, 2021, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary up to Category F COL 2 (Ministry Personnel) or Student Step 1 (Candidate) 2. Telephone – <u>\$564.00 per year (\$ 47.00 per month)</u> negotiable 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 <i>Not Applicable for Candidate</i> 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year 7. Moving expenses based on reasonable estimates – <u>\$ 5,000.00</u> 8. Adequate administrative assistance defined as <u>3-5 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 Roland Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOUT)</p> <p>F. Request from Roblin Pastoral Charge for designation as a Supervised Ministry Education Learning Site and required posting</p> <p>Having received from Roblin Pastoral Charge: minutes of the Annual meeting of the Roblin Pastoral Charge on April 18, 2021; minutes of a meeting on June 10, 2021 of the Roblin Pastoral Charge Council; a Ministry Profile (previously posted); 2020 Year-end financial statements and Year-to-date 2021 financial statement from Roblin Pastoral Charge; a revised position description; confirmation of a conversation on April 21, 2021 with Karen Medland, Office of Vocation 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, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:</p> <ol style="list-style-type: none"> i. approves the reduction in ministry time from full-time to three-quarter time and the withdrawal from Church Hub of the current posting for a long-term full-time ministry position at Roblin Pastoral Charge (Motion 2020-2021 # 5 D on February 9, 2021)
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- ii. approves the designation of Roblin- Pastoral Charge as a Supervised Ministry Education Learning Site, with the following people appointed to the Lay Supervision Team: Annie Mitchell, Donna Norman, Laurissa Koroway, Brenda Neuhofer, and Memori Kramer

- iii. the posting of a part-time ministry position (three-quarter time - 30 hours per week) at Roblin Pastoral Charge for a Candidate requiring a Supervised Ministry Education Learning Site, effective September 1, 2021, with the following terms:
 - 1. Salary up to Student Sept 2 (Candidate) with manse Manse heating costs over \$ 800.00
 - 2. Telephone/Internet \$ 1,200.00
 - 3. Continuing Education \$ 1,105.50
 - 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
 - 7. Moving expenses based on reasonable estimates \$ 15,000.00
 - 8. Adequate administrative assistance defined as 18 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 Roblin Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP # WOUW)

G. 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;

Kristin Woodburke to St. Paul’s United Church, Beausejour,
(until October, 2021)

Heather Lea to McKenzie United Church (Portage)

Milo Spooner Craig to Newdale/Cardale Pastoral Charge

Kristin Woodburke to Anola Pastoral Charge

Heather Sandilands to Wawanesa-Brandon Hills

Virginia Coleman to Grey Street United Church (Winnipeg)

		<p>Liz Carter-Morgan to Cromer Pastoral Charge Barb Jardine to Rivers Pastoral Charge Susan McIlveen to Prairie Spirit United Church (Winnipeg), effective August 15, 2021 to September 30, 2021, as per allowances made by General Council</p> <p>H. Appointment of Pastoral Relations Commission Liaisons The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada appoints the following Pastoral Relations Commission Liaisons;</p> <p>Mona Denton to Pinawa Christian Fellowship (Ecumenical Ministry) Patrick Woodbeck to Valley Pastoral Charge Kathy Platt to Rivers Pastoral Charge Mary Best and Virginia Coleman to Wawanesa-Brandon Hills Mary Best to McKenzie (Portage) Patrick Woodbeck to Spirit Path (Winnipeg)</p> <p style="text-align: right;"><u>Carried</u></p> <p>2021-2022/ #4 Financial support for COVID 19 isolation costs upon immigration for Chewe Mulenga Having been made aware of the unbudgeted and unusual costs related to the COVID quarantine for Reverend Chewe Mulenga and family upon their immigration to Canada in May of 2021 (for an Appointment on the Rock Lake Pastoral Charge), noting that the payment of the full budget for ‘moving costs’ by Rock Lake Pastoral Charge on matters related to the delay in immigration (\$10,000.00), and having been made aware of the need for Reverend Mulenga to purchase a car to carry out his duties on the Rock Lake Pastoral Charge, that the Pastoral Relations Commission, from unspent monies in its budget for 2021, approve the payment of the costs of the hotel/meals related to the COVID quarantine of \$3,332.00. <i>(This would be reimbursement to Rock Lake Pastoral Charge, which now holds this debt.)</i></p> <p style="text-align: right;"><u>Carried</u></p> <p>2021-2022/ #5 Budget Request for 2022 That the Pastoral Relations Commission, based on its request on budget figures from 2020-2021, actual in 2019, and allowing for increases in cost of living related to meals and accommodations: Annual Trainings (two face-to-face meetings, one in spring and one in fall with 7 Commission members, 2 Staff, and additional Liaisons, usually 3 overnights and 2 days) \$2,400.00 - \$ 3,000.00 (for one-day event in 2019) \$ 1,100.00</p>
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	<p>Liaison Support Costs (travel to meetings with Communities of Faith, training, decision-making) and Covenanting Services) \$ 4,000.00 Actual in 2019, with no travel Indigenous Communities of Faith \$ 2,050.00</p> <p>Congregational Support (travel costs related to pastoral relations complications, concerns, breakdowns or early intervention into conflict) \$ 2,000.00 (Budget 2021)</p> <p>United Fresh Start Facilitators' travel (in-person training with Communities of Faith or governing bodies; 6 facilitators up to six modules per pastoral charge / community of faith) \$ 1,000.00 (Budget 2021)</p> <p>Commission Meeting Costs: Conference Calls \$ 250.00 (Budget 2021)</p> <p>NEW (Other) (assist Ministry Personnel or Communities of Faith with unbudgeted, unanticipated, sometimes time-sensitive and confidential expenses, previously funded through Discretionary Fund) \$ 1,000.00 Actual in 2021 – conflict consultation and COVID quarantine costs \$ 4,582.00</p> <p>TOTAL REQUEST for 2022: \$ 10,650.00 - \$ 11, 250.00</p> <p style="text-align: right;"><u>Carried</u></p> <p><i>(NOTES: The Pastoral Relations Commission holds most monthly meetings via Conference Call and Profile /Search training with Communities of Faith may continue to be held via ZOOM in some locations in the future. There are no costs in this budget to travel to remote Indigenous Communities of Faith to assist with Pastoral Relations Processes or Covenanting Services as costs are unknown- in fall 2020 these processes were done via telephone and fax but that way does not build relationships)</i></p>
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