

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (March 14, 2023)**

Meeting Date	Motion #	Motion
March 14 /23	2022-2023/ #20 (A-F)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission February 14, 2023</p> <p>That the minutes of the regular monthly meeting of the Prairie to Pine Pastoral Relations Commission on February 14, 2023 be approved as circulated.</p> <p>B. Request for approval of Renewal of Appointment for Samuel Ross at Johnston Garrioch Memorial United Church, Cross Lake</p> <p>Having received from Johnston Garrioch Memorial United Church (Cross Lake): a motion from the governing body, dated March 6, 2023; a completed Record of Appointment (paper form); and financial assurances from the Indigenous Office of Vocation Minister related to 2023 Mission Support grants for the location, the Pastoral Relations Commission approves the Renewal of Appointment for SAMUEL ROSS (Designated Lay Minister – Recognized) to a full-time ministry position (40 hours per week) at Johnston Garrioch Memorial United Church (Cross Lake), backdated to January 1, 2023 to December 31, 2023, conditional upon receipt of his ADCCCR (Annual declaration in Respect to Criminal Charges and/or Criminal Record) by the Office of Vocation, in accordance with timelines determined by Indigenous Ministries, and with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category for Designated Lay Minister – B3 with manse for 40 hours per week - <u>\$40,562.00 per year</u> 2. Telephone - <u>\$ 420.00 per year</u> 3. Continuing Education Allowance - <u>\$ 1,543.00 per year</u> 4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. Minimum of one month of vacation (including five Sundays) within each pastoral year 6. For members of the Order of Ministry and recognized lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge 7. Moving expenses, based on reasonable estimates – <i>Not Applicable</i> 8. Adequate administrative assistance, defined as - <u>Volunteer</u> 9. Travel expense reimbursement, based on rate in the <i>2023 Minimum Salaries and Reimbursements for Ministry Personnel</i> document- <u>to a maximum of \$4,500.00 per year</u>

10. Employer costs for Pension and Benefits, as assessed in the *Premiums and Taxable Benefit Calculator*

11. Other: Remote manse allowance of \$2,781.00 per year

With remuneration facilitated by Indigenous Ministries and provided through the Pastoral Charge Payroll Service (ADP)

C. Request for approval of reduction in ministry time at Dauphin First United Church

Having received from Dauphin First United Church : Updated Living Faith Story, explaining the changes resulting in this request; Year-end Financial statements for 2022 and Draft Budget for 2023; Financial Viability Review for the pastoral charge for years 2016 to 2022; revised position description reflecting .6 time (24 hours per week) and containing a special request; and minutes of a meeting on February 14, 2023 of the Community of Faith, 2023, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:

i. Approves the reduction of ministry time at Dauphin First United Church from a full-time ministry position (40 hours per week) to a .6 time ministry position (24 hours per week), effective July 1, 2023, with the following terms:

1. Salary up to and including Category F-COL 2 for Designated Lay Minister at 60% - \$36,873.00 per year
2. Telephone / Communications - \$ 420.00 per year (\$35.00 per month)
3. Continuing Education Allowance - \$ 925.80 per year
4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays - 60% - 72 working hours per pastoral year
5. Minimum of one month of vacation (including five Sundays) within each pastoral year -60% - 110.4 working hours per pastoral year
6. For members of the Order of Ministry and recognized lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge
7. Moving expenses, based on reasonable estimates – *Not Applicable*
8. Adequate administrative assistance defined as - Office Administrator 51 hours per month
9. Travel expense reimbursement, based on rate in the 2023 *Minimum Salaries and Reimbursements for Ministry Personnel* document

10. Employer costs for Pension and Benefits, as assessed in the *Premiums and Taxable Benefit Calculator*

With Dauphin First United Church committing to remuneration of the Ministry Personnel provided through the Pastoral Charge Payroll Service (ADP) unless an exemption is granted by General Council (ADP # W0TK)

ii. approves the request to have the position description include Worship every Sunday led by the part-time Ministry Personnel, as an exception to the part-time ministry policy of the Prairie to Pine Regional Council, noting that it comes as a request related to an ongoing pastoral relationship, was made by mutual agreement of the Ministry Personnel and the Community of Faith, and will be considered null and void if/when the pastoral relationship with the current incumbent ends.

D. Request for change in pastoral relations

Having received an email from the Reverend Karen Kuzek, expressing an intention to retire, effective July 1, 2023, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves her request for a change in pastoral relations from Grandview Pastoral Charge (and the collaborative arrangement with Gilbert Plains United Church), effective June 30, 2023, for the purpose of retirement.

E. 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, with Judy Hare having authority to continue to recruit:

_____ **Cartwright**, effective immediately

Harold Kenyon - Circle Marsh Pastoral Charge-Annual Meetings only

_____ **Windsor Park United Church**, effective May 1, 2023

_____ **Harrow United Church**, effective May 1, 2023

_____ **Oakville United Church**, effective June 1, 2023

Note: Some Sabbaticals are coming up: Craig Miller at Knox (Brandon) – June, July, and August 2023; Lesley Harrison (Knox, Winnipeg); Heather Sandilands (Cornerstone) October 2023- January 2024

F. Appointment of Pastoral Relations Liaisons / Readers of Documents

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada appoints the following individuals related to the various pastoral charges:

Paul DuVal to Lake of the Woods Chapel (Sioux Narrows) – meeting on March 19, 2023 at 4:00 pm to deal with a motion regarding increase in ministry time

Carried