

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (August 8, 2023)**

Meeting Date	Motion #	Motion
August 8/23	2023-2024/ #3 (A-F)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission- June 13 and June 27, 2023 That the minutes of the regular monthly meeting of the Prairie to Pine Pastoral Relations Commission on June 13, 2023 and a special meeting on June 27, 2023 be approved as circulated.</p> <p>B. Request for approval of Appointment for K. Virginia Coleman for Supply Ministry Position at Grey Street United Church, Winnipeg Having received from Grey Street United Church (Winnipeg) : minutes of the meeting on July 12, 2023 of the Community of Faith: a completed Record of Appointment for K. Virginia Coleman; and having received confirmation of the completion of her 2023 Annual Declaration Regarding Criminal Charges and Criminal Record (ADCCCR) and updated all mandatory trainings, the Pastoral Relations Commission approves the Appointment of K. VIRGINIA COLEMAN (Diaconal Minister - Retired) to a half-time ministry position (20 hours per week) at Grey Street United Church (Winnipeg), effective September 1, 2023 to June 30, 2024, conditional upon the Profile Team of Grey Street United Church continuing to work on developing a position for long-term ministry needs of Grey Street United Church, including participation in conversations related to the development of collaborative ministry arrangement, and with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category F-COL 4 for 20 hours per week - <u>\$35, 458.50 per year</u> 2. Telephone <u>\$500.00 per year</u> 3. Continuing Education <u>\$771.50 per year</u> 4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays - pro-rated for part-year 5. Minimum of one month of vacation (including five Sundays) within each pastoral year - pro-rated for part-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/ministry unit 7. Moving expenses, based on reasonable estimates – <i>Not Applicable</i> 8. Adequate administrative assistance defined as <u>secretary available 20 hours per week</u> 9. Travel expense reimbursement, based on the rate in the <i>2023 Minimum Salaries and Reimbursements for Ministry Personnel</i> document

10. Employer costs for Pension and Benefits, as assessed in the *Premiums and Taxable Benefit Calculator*
11. Other: Reduced/flexible preaching schedule for part-time ministry: minimum 2 Sundays per month (months with 4 Sundays); maximum 3 Sundays per month (months with 5 Sundays). Additional worship expectations: Christmas Eve and Good Friday. The minister will collaborate with the Worship Planning Team to determine preaching dates each month. In-office flexibility for the purpose of connecting in-person with church members, including the Leadership Team (staying after worship on preaching Sundays and one week day of choosing on non-preaching weeks). Otherwise, day-to-day communication will be done by email, phone (text or call) or video calls. Pastoral Care: to work collaboratively with the Grey Street Pastoral Care team to ensure regular contact is made with congregation members. Priority is given to shut-ins and those who have not attended church.

With the Grey Street United Church Pastoral Charge (Winnipeg) agreeing to provide remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP #W0XG)

C. Request for approval of Renewal of Appointment for Irene Onuch at Prairie Vision Pastoral Charge

Having received from Prairie Vision Pastoral Charge: minutes of a meeting of the Community of Faith on March 27, 2023; Year-end Financial Statement for 2022 from Baldur and Cypress River and the Pastoral Charge; Pastoral Charge Budget for 2023 and Year-to-Date information until May, 2023; a completed Record of Appointment for Irene Onuch; and having received confirmation of the completion of her 2023 Annual Declaration Regarding Criminal Charges and Criminal Record (ADCCCR) and updated all mandatory trainings the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approves the **Renewal of Appointment** for **IRENE ONUCH** (Ordained Minister – Retired) at **Prairie Vision Pastoral Charge** to a part-time ministry position (2 hours per week), effective September 1, 2023 to June 30, 2024, with the following terms:

1. Salary Category F COL 3 for 2 hours per week - \$ 3,331.55 per year
 Additional Salary - \$525.00 per year
 TOTAL SALARY - \$3,856.55 per year
2. Telephone - \$ 350.00 per year
3. Continuing Education Allowance - \$ 77.15 per year
4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays – pro-rated for part year
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 – *Not Applicable*
8. Adequate administrative assistance, defined as Casual Paid Administrative position 10-12 hours as required per month
9. Travel expense reimbursement, based on the 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*
11. Other: Meal Allowance of \$12.00 per worship service (\$120.00 per year)

With the Prairie Vision Pastoral Charge agreeing to provide remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by the General Council Office (ADP #W0XA)

D. Request for approval and posting of part-time Supply Ministry position at McClure United Church, Winnipeg

Having received from McClure United Church (Winnipeg): a Living Faith story; a 2022 Year-end Financial Statement; a 2023 Year-to-date Financial Statement to May 2023; a Financial Viability Review; a position description for a part-time position (20 hours per week); minutes of the meeting of the Official Board on June 20, 2023, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the posting on Church Hub of a **part-time Supply Ministry position** (20 hours per week), effective September 1, 2023 with the following terms:

- i.
 1. Salary up to Category F-COL 4 for 20 hours per week - \$35,458.50 per year
 2. Telephone - \$420.00 per year (\$35.00 per month)
 3. Continuing Education - \$771.50.00 per year (pro-rated for part year)
 4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays (pro-rated for part year)
 5. Minimum of one month of vacation (including five Sundays) within each pastoral year (pro-rated for part 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/ministry unit
 7. Moving expenses, based on reasonable estimates – \$ 5,000 (negotiable)
 8. Adequate administrative assistance defined as- 12 hours per week

9. Travel expense reimbursement, based on the 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 McClure United Church (Winnipeg) committing to remuneration of the Ministry Personnel provided through the Pastoral Charge Payroll Service (ADP) unless an exemption is granted by the General Council Office (ADP #W0U1)

ii. noting that in accordance with the part-time ministry policy of Prairie to Pine Regional Council, the part-time position description cannot include more than an average of three Sundays per month of worship leadership by ministry personnel

iii. and conditional upon McClure United Church (Winnipeg) continuing to have a group appointed to be actively engaged in collaborative ministry discussions toward the development of a ministry profile for long-term ministry needs

E. Notice of Retirement

Having received notice from **Lori Stewart, Diaconal Minister**, currently employed at the Centre for Christian Studies, Winnipeg), the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada receives her notice of retirement, effective June 30, 2024.

F. 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 the authority to continue to recruit:

_____ **Wawanesa – Brandon Hills Pastoral Charge**

Jan Van Aertselaer to West Hawk Lake, effective immediately

_____ **Chinese United Church**, effective immediately

_____ **Cornerstone Pastoral Charge** (October 1, 2023 – January 2024 sabbatical coverage)

_____ **Kenton-Shiloh**, effective immediately to help with closing procedures

Kathy Highmoor to Hillsvie Pastoral charge, effective immediately

Note: Some Sabbatical are coming up: Lesley Harrison (Knox, Winnipeg) May – August 31, 2024; Heather Sandilands (Cornerstone) October 2023-January 2024; Kristin Woodburke (Oakbank) October – January – likely Supply Appointment

Carried