

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (March 12, 2024)**

Meeting Date	Motion #	Motion
March 12/24	2023-2024/ #11 (A-G)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission- February 13, 2024 That the minutes of the regular monthly meeting of the Prairie to Pine Regional Pastoral Relations Commission on February 13, 2024, be approved as circulated.</p> <p>B. Call of Scott MacAuley to Prairie Spirit United Church, Winnipeg Having received from Prairie Spirit United Church, Winnipeg: motions from a Community of Faith meeting on March 10, 2024; updated financial information including year-end Financial statement for 2023 and year-to date Financial statement to February 2024; a completed Record of Call for Reverend Scott MacAuley, Ordained Minister, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the Call of the Reverend SCOTT MACAULEY to the full-time ministry position (40 hours per week at Prairie Spirit United Church, Winnipeg, effective July 1, 2024, with the following terms:</p> <ol style="list-style-type: none"> 1. Minimum Comprehensive Salary at Category F – COL (Cost of Living) Group 4 for full-time (40 hours per week) - <u>\$75,385.00 per year</u> Additional Salary above minimum of 3% - <u>\$2,261.55</u> (in 2024) TOTAL SALARY - <u>\$77,646.55</u> 2. Basic Telephone - <u>\$ 900.00 per year</u> (revised by motion from \$420.00 per year) 3. Continuing Education <u>\$1,640.00 per year</u> (revised by motion, adding sum noted under Other) 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. Travel Expense Reimbursement – based on Minimum Salaries and Reimbursements for Ministry Personnel document 8. Moving expenses – not applicable 9. Adequate secretarial assistance defined as <u>Office Administrator scheduled for 32.5 hours per week</u>, with the portion dedicated to the Minister to be negotiated by the Ministry and Personnel Team, through dialogue with the Minister and Office Administrator

		<p>10. Travel expense reimbursement, based on the rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document</p> <p>10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator</p> <p>11. Other:</p> <p>a. The copyright interest, either economic or moral, in any work created by the candidate during their term of appointment/call to Prairie Spirit United Church (PSUC) shall remain with the Author or Authors of the work. PSUC shall have a license to use or reproduce such work without payment of a fee or other restriction during the term of the appointment/call and afterward for its day-to-day purposes as a church of the United Church of Canada but shall not have a license to use a work for commercial purposes or republish the work.</p> <p>b. No statement of a relationship to PSUC for the purpose of publicizing a work or bolstering its authority shall be made by or on behalf of the candidate without the prior written approval of PSUC. The Church may withhold its consent to any statement of a relationship to the Author or the Author’s work for any reason.</p> <p>c. Addition to the Continuing Education Allowance bringing the total to \$2,500.00 per year, which would mean \$860.00 in 2024, pro-rated for part year. (The minimum amount for 2024 is \$1,640.00) With remuneration of the Ministry Personnel through the Payroll Charge Service (ADP) #JFT</p> <p>C. Request for approval of posting of full-time ministry position at St. Paul’s United Church, Boissevain, in collaboration with Minto United Church</p> <p>Having received from St. Paul’s United Church, Boissevain: a Community of Faith Profile including the Living Faith Story, including statements about Minto United Church; joint position description; Collaborative Ministry Agreement between St. Paul’s United Church, Boissevain and Minto United Church for a full-time ministry position,; Financial Viability Review and related financial documents (End of Year Financial Statement for 2023 and budget for 2024) from St. Paul’s United Church, Boissevain); motions from a meeting of the St. Paul’s United Church Community of Faith on March 3, 2024; motions from a meeting on March 6, 2024 of the Minto United Church Community of Faith, approving the Collaborative Agreement; updated financial information from Minto United Church, that the Pastoral Relations Commission of Prairie to Pine Regional Council approve the posting on Church Hub of a full-time ministry position (40 hours per week) at St. Paul’s United Church, Boissevain to serve the ministry needs of Minto United Church, as</p>
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outlined in the Collaborative Ministry Agreement, effective July 1, 2024 with the following terms:

1. Full-time collaborative ministry position with Minimum Salary up to Category F with manse (Minto contribution according to Collaborative Ministry Agreement)
Manse Heating costs over \$800.00 per year reimbursed by pastoral charge
2. Basic cell phone service - \$700.00 per year, as well as basic phone service to the manse -\$700.00 per year
3. Continuing Education - \$1640.00 per year
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 with moving pool - \$6,500.00
8. Adequate administrative assistance defined as - 12 hours per week
9. Travel expense reimbursement, based on the rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document. A log must be kept.
10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator
11. Other: Top-up for holidays to total five weeks per year, including 5 Sundays

With St. Paul's United Church Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) #WOU9, and with the Minto United Church Pastoral Charge contributing as per the Collaborative Ministry Agreement.

D. Request for approval of .35 SUPPLY position at Grand Plains Pastoral Charge and Appointment of Stephen Wilson

Having received from Grand Plains Pastoral Charge: a position description for a .35 ministry position (14 hours per week); motions from a meeting of the Pastoral Charge on March 10, 2024; a completed Record of Appointment for Reverend Stephen Wilson, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve:

- i. A .35 (14 hours per week) Supply ministry position based on the position description as submitted and the following terms:
 1. Minimum Comprehensive Salary – up to and including Category – Cost of Living Group 2
Additional Salary above minimum - \$ 4200.00
 2. Telephone / Communications - \$1400.00 per year
 3. Continuing Education- as per Minimum Salaries and Reimbursements for Ministry Personnel document-

		<p style="text-align: center;"><u>\$ 574.00 per year</u></p> <ol style="list-style-type: none"> 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/ministry unit 7. Travel Expense Reimbursement – based on Minimum Salaries and Reimbursements for Ministry Personnel document 8. Moving Expenses – not applicable 9. Adequate Administrative Assistance – part-time secretary in Grandview, volunteer, as needed, in Gilbert Plains 10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator 11. Other: Waiving of the ninety days’ notice in favour of the jurisdictional minimum of one month's notice <p>With remuneration of the Ministry Personnel through the Payroll Charge Service (ADP) #WOUF</p> <p>ii. The Appointment of Reverend STEPHEN WILSON (Ordained Minister-Retired) to the .35 (14 hour per week) Supply ministry position at Grand Plains Pastoral Charge effective March 15, 2024 to June 30, 2024 (renewable) with the following terms:</p> <ol style="list-style-type: none"> 1. Minimum Comprehensive Salary- Category F for COL (Cost of Living) Group 2 at .35 time <u>\$ 23,454.15</u> Additional Salary above minimum <u>\$ 4200.00</u> TOTAL SALARY <u>\$ 27,653.15</u> 2. Telephone / Communications <u>\$1400.00 per year</u> 3. Continuing Education- as per Minimum Salaries and Reimbursements for Ministry Personnel document. <u>\$ 574.00 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/ministry unit 7. Travel Expense Reimbursement – based on Minimum Salaries and Reimbursements for Ministry Personnel document 8. Moving Expenses – not applicable 9. Adequate Administrative Assistance – <u>part-time secretary in Grandview, volunteer, as needed, in Gilbert Plains</u>
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ii. The Appointment of the Reverend WILLIAM (BILL) MILLAR to the .25 (10 hours per week) Supply ministry position at Augustine United Church, Winnipeg, effective March 15, 2024, to June 30, 2024 (renewable if progress is made on future plans) with the following terms:

1. Minimum Salary Category F – Cost of Living Group 4 at .25 time \$ 18,846.25
2. Basic Telephone \$420.00 per year (this is the minimum \$ 35.00 per month)
3. Continuing Education \$410.00 per year - prorated per part year
4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays pro-rated per part-year
5. Minimum of one month of vacation (including five Sundays) within each pastoral year prorated per 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
7. Moving expenses, based on reasonable estimates - Not Applicable
8. Adequate administrative assistance defined as 3 hours per week
9. Travel expense reimbursement, based on the rate in the 2024 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: receipted parking paid; waiving of ninety days' notice in favor of jurisdictional minimum of one month.

With Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # W0XQ

F. Requests for changes in Pastoral Relations

That the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the following:

- i. a request for a change in Pastoral Relations from Rosser-Grosse Isle Pastoral Charge and Sparling United Church (Winnipeg) received from the Reverend Scott MacAuley, effective June 30, 2024
- ii. a request, due to financial challenges, for ending the Pastoral Relationship with the Reverend Tael Yang, received from Teulon-Balmoral Pastoral Charge, effective June 30, 2024, approved by motion of the Pastoral Charge at a meeting on March 10, 2024

		<p>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, with Judy Hare having the authority to continue to recruit: Emma Seamone to Brookdale United Church, effective immediately Kathy Highmoor will continue as Pastoral Charge Supervisor of the Hillsview Pastoral Charge (Bowsman)</p> <p>NOTE: Aileen Urquhart indicated she wishes to resign as Pastoral Charge Supervisor at Knox UC (Fort Frances)</p> <p style="text-align: right;"><u>Carried</u></p>
	<p>2023-2024/ #12</p>	<p>Policy on Lay-Led Communities of Faith with Congregational Designated Ministers</p> <p>That the policy on “Lay-Led Communities of Faith with Congregational Designated Ministers” as developed and revised by the Pastoral Relations Commission and the Committee on Lay Ministry/Lay Leadership Support be recommended to the Executive of Prairie to Pine Regional Council at its meeting on April 02, 2024.</p> <p style="text-align: right;"><u>Carried</u></p>
	<p>2023-2024/ #13</p>	<p>Policy on Minimum Standards for Admission, Ordination, and Commissioning</p> <p>That the Pastoral Relations Commission recommends to the Executive of Prairie to Pine Regional Council a policy for Admission, Ordination, and Commissioning, including minimum standards for provisional calls or appointments. The wording of such policy is attached to these minutes.</p> <p style="text-align: right;"><u>Carried</u></p>