

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (April 9, 2024)**

Meeting Date	Motion #	Motion
April 9/24	2023-2024/ #14 (A-G)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission- March 12, 2024 That the minutes of the regular monthly meeting of the Prairie to Pine Regional Pastoral Relations Commission on March 12, 2024, be approved as circulated.</p> <p>B. Request for approval of posting of half-time ministry position as Supervised Ministry Education Learning Site at Rivers United Church Having received from Rivers United Church: a Community of Faith Profile, including the Living Faith Story, Commitment to Supervised Ministry Education Learning Site including three people appointed as Community Connectors, a position description and terms for half-time (20 hours per week) ministry position; Financial Viability Review and related financial documents (End of Year Financial Statement for 2023 and Year-to-Date Financial Statement for 2024); motion from a meeting of the Rivers United Church Community of Faith on April 07, 2024, that the Pastoral Relations Commission of Prairie to Pine Regional Council approve:</p> <ul style="list-style-type: none"> i. The designation of Rivers United Church as a Supervised Ministry Education Learning Site, as of September 01, 2024, with the following people appointed as Community Connectors: Alastair McFadden, Lesley McFadden, and Karen Davies; ii. the posting on Church Hub of a halftime ministry position (20 hours per week) at Rivers United Church, for a Candidate seeking a Supervised Ministry Education Learning Site, effective September 01, 2024, with the following terms: <ul style="list-style-type: none"> 1. Salary Category Student Step 1 COL (Cost of Living) Group 3 at half-time - <u>\$29,476.00</u> Additional Salary of 3% per year - <u>\$884.28</u> (in 2024) Total Salary - <u>\$30,360.28</u> 2. Telephone – personal cell phone - <u>\$540.00</u> per year (\$45.00 per month) 3. Continuing Education Allowance - <u>\$820.00</u> per year 4. Minimum of three weeks (21 days) of study leave within each pastoral year 5. Minimum of one month of vacation (including five Sundays) within each pastoral year

		<ol style="list-style-type: none"> 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 – <u>up to \$5,000.00</u> 8. Adequate administrative assistance, defined as – paid casual assistance for worship preparation 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 <p>With the 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 # J11D)</p> <p>C. Request for change in terms of Call for Kristin Wood Burke (Woodburke) at Oakbank United Church</p> <p>Having received from Oakbank United Church updated financial information (2023 Year-End financial Statement; 2024 Year-to-date Financial Statement) and motion from meeting of Community of Faith on February 25, 2024; and completed Record of Call (Revised), that the Pastoral Relations Commission of Prairie to Pine Regional Council approve the change in terms of Call for KRISTIN WOOD BURKE (Diaconal Minister) at Oakbank United Church, effective July 01, 2024, with the following terms:</p> <ol style="list-style-type: none"> 1. Minimum Salary at Category E11 COL 4 for full-time position which is <u>\$73,469.00 per year</u> in 2024 (which reflects the subtraction of the \$3264 above relevant category approved in the initial Terms of Call in 2018). Additional terms of Call: 2. Basic Telephone <u>\$600 per year</u> (\$50 per month) 3. Continuing Education as per salary and reimbursement schedule which is <u>\$1,640.00</u> per year in 2024 4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. Minimum of six weeks of vacation (including six Sundays) within each pastoral year (which reflects an increase from one month including five Sundays) 6. Minimum of two additional Sundays off within each pastoral year (which is a newly added Term of the Call) 7. 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 8. Moving expenses: NOT APPLICABLE 9. Adequate secretarial assistance defined as a minimum of <u>12 hours</u> per week
--	--	---

10. Travel expense reimbursement, based on rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document

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

With Oakbank Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # J01A

D. Renewal of Appointment for Susan Tilleman at St. Paul's United Church, Beausejour

Having received from St. Paul's United Church Beausejour updated financial information (2023 Year-end Financial Statement; 2024 Year -to -Date Financial Statement) and motion from meetings of the Community of Faith on February 04, 2024 and the Board on February 11, 2024; and completed Record of Appointment, that the Pastoral Relations Commission of Prairie to Pine Regional Council approve the Renewal of Appointment in a halftime (20 hours per week) ministry position for SUSAN TILLEMAN (Diaconal Minister- Retired) at St. Paul's United Church, Beausejour, effective July 01, 2024, to June 30, 2026, with the following terms:

1. Minimum Salary at Category F COL 3 for halftime position:
\$ 35,414.50
Additional Salary of 5% \$ 1770.73 (in 2024)
Total Salary: \$ 37,185.23
2. Basic Telephone \$ 528.00 per year (\$ 44.00 per month)
3. Continuing Education as per salary and reimbursement schedule which is \$ 820.00 per year in 2024
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: NOT APPLICABLE
8. Adequate secretarial assistance defined as 10 hours per week
9. Travel expense reimbursement, based on 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

Other: In months with five Sundays, the fifth Sunday off, and the first Sunday after Christmas and Easter off

With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # J03J

E. Request for Retirement

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

A request from Deborah Vitt (Diaconal Minister) to begin collecting pension, effective October 1, 2024

F. Appointment of Pastoral Relations Liaisons/Commission members to attend meetings

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada appoints the following Pastoral Relations Liaisons/Commission members to attend the following meetings:

Mary Best at **Dauphin First United Church** (Provisional Call) on **April 14, 2024**

Judy Hare at **John Black Memorial United Church** (Collaborative Ministry Profile motions and end of Call due to reduction of ministry time) on April 16, 2024 and May 12, 2024

Patrick Woodbeck at **Immanuel United Church** (motions re; Collaborative Ministry Profile and extension of Supply Appointment as part of Annual Meeting?) on May 12, 2024

Harold Kenyon to a Board meeting at **Rainy River** on May 17, 2024, at 6:00 PM (coverage for Mona Denton)

Kathy Platt to a meeting at **Forrest and Trinity (Brandon) Pastoral Charges** (Collaborative Ministry Profile motions) on May 5, 2024

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:

_____ Knox UC (Fort Frances) effective immediately

Susan Reed at **Knox United Church, Winnipeg** (for sabbatical: May 01, 2024 to July 31, 2024)

_____ Trinity United Church Brandon (for sabbatical: June 01, 2024 to August 31, 2024)

_____ Rivers United Church (effective July 01, 2024)

_____ Valley Pastoral Charge (effective July 01, 2024)

_____ Miami Pastoral Charge (effective July 01, 2024, if not fully disbanded)

Carried