

**Prairie to Pine Regional Council  
Pastoral Relations Commission  
Motions (June 11, 2024)**

Meeting Date	Motion #	Motion
June 11/24	2023-2024/ #16 (A-O)	<p><b>Take the following actions:</b></p> <p><b>A. Minutes of the Prairie to Pine Pastoral Relations Commission- May 14, 2024</b> That the minutes of the regular monthly meeting of the Prairie to Pine Regional Pastoral Relations Commission on May 14, 2024, be approved as circulated.</p> <p><b>B. Renewal of Appointment for Karen Toole at Bird’s Hill United Church</b> Having received from Birds Hill United Church Pastoral Charge: updated financial information (2023 Year-End Financial Statement; 2024 Year-to-date Financial Statements); a motion from a meeting of the Pastoral Charge on January 28, 2024; and a completed Record of Appointment, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the RENEWAL of APPOINTMENT to a part-time (8 hours per week) ministry position for KAREN TOOLE (Ordained Minister-Retired) on Birds Hill Pastoral Charge, effective September 01, 2024, to June 30, 2025, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Minimum Salary at Category F COL 4 for 8 hours per week- <u>\$ 15,077.00 per year</u></li> <li>2. Basic Telephone -<u>\$ 720.00 per year</u> (\$60.00 per month)</li> <li>3. Continuing Education as per salary and reimbursement schedule which is <u>\$ 328.00 per year</u></li> <li>4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays pro-rated for part-year</li> <li>5. Minimum of one month of vacation (including five Sundays) within each pastoral year pro-rated for part-year</li> <li>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</li> <li>7. Moving expenses: NOT APPLICABLE</li> <li>8. Adequate secretarial assistance defined as <u>Volunteer</u></li> <li>9. Travel expense reimbursement, based on the rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document</li> <li>10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator</li> </ol> <p>With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # J01D</p>

**C. Renewal of Appointment for Tanis Podobni at Oak Lake Pastoral Charge part of Collaborative ministry with Virden: St. Paul's United Church**

Having received from Oak Lake Pastoral Charge: updated financial information (2023 Year-End Financial Statement; 2024 Year -to -Date Financial Statements (April/May) from both Oak Lake and Griswold Communities of Faith and the Pastoral Charge); minutes from a meeting of the Joint Pastoral Charge Council on May 23, 2024; and a completed Record of Appointment, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the RENEWAL of APPOINTMENT to a part-time (20 hours per week) ministry position as part of FTE(full-time) collaborative ministry arrangement with Virden Pastoral Charge for TANIS PODOBNI (Designated Lay Minister-Recognized) on the Oak Lake Pastoral Charge, effective July 1, 2024, to June 30, 2027, with the following terms:

1. Minimum Salary at Category A1 COL 4 for Designated Lay Minister- Recognized for 20 hours per week - \$ 32,210.00 per year
2. Telephone/internet - \$ 720.00 per year (half costs as per collaborative ministry agreement)
3. Continuing Education as per salary and reimbursement schedule which is \$ 820.00 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: NOT APPLICABLE
8. Adequate secretarial assistance defined as most duties incorporated into minister's position description
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

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

**D. Renewal of Appointment for Tanis Podobni at Virden (St. Paul's United Church), part of the Collaborative ministry with Oak Lake Pastoral Charge**

Having received from Virden Pastoral Charge updated financial information (2023 Year-End Financial Statement; Year-to-Date Financial Statements as of May 31, 2024); minutes from a meeting of the Board on May 22, 2024; and a completed Record of Appointment, that the Pastoral Relations Commission of Prairie to

Pine Regional Council of the United Church of Canada approve the RENEWAL of APPOINTMENT to a part-time (20 hours per week) ministry position as part of FTE (full-time) collaborative ministry arrangement with the Oak Lake Pastoral Charge for TANIS PODOBNI (Designated Lay Minister-Recognized) on Oak Lake Pastoral Charge, effective July 1, 2024, to June 30, 2027, with the following terms:

1. Minimum Salary at Category A1 COL 4 for Designated Lay Minister -Recognized for 20 hours per week- \$ 32,210.00 per year
2. Telephone/internet - \$ 720.00 per year (half costs as per collaborative ministry agreement)
3. Continuing Education as per salary and reimbursement schedule which is \$ 820.00 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: NOT APPLICABLE
8. Adequate secretarial assistance defined as 20 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: \$ 1200.00 per year taxable commuter allowance (\$ 100.00 per month)

With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # W0Z6

**E. Renewal of Appointment for Mona Denton at Stony Mountain-Lilyfield**

Having received from Stony Mountain-Lilyfield Pastoral Charge: updated financial information (2023 Year-End Financial Statement; 2024 Year-to-Date (end of May) Financial Statements for both Communities of Faith); minutes from a meeting of the Joint Pastoral Charge Board on May 30, 2024; and a completed Record of Appointment, that the Pastoral Relations Commission of Prairie to Pine Regional Council approve the RENEWAL of APPOINTMENT to a part-time (20 hours per week) ministry position for MONA DENTON (Ordained Minister) on Stony Mountain -Lilyfield Pastoral Charge, effective July 1, 2024 to June 30, 2025, with the following terms:

1. Minimum Salary at Category F COL 4 for 20 hours per week- \$ 37,692.50 per year
2. Telephone -\$ 420.00 per year
3. Continuing Education as per salary and reimbursement schedule which is \$ 820.00 per year

		<ol style="list-style-type: none"> <li>4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays</li> <li>5. Minimum of one month of vacation (including five Sundays) within each pastoral year</li> <li>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</li> <li>7. Moving expenses: NOT APPLICABLE</li> <li>8. Adequate secretarial assistance defined as <u>Volunteer</u></li> <li>9. Travel expense reimbursement, based on the rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document</li> <li>10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator</li> </ol> <p>With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # J11Q</p> <p><b>F. Request for Renewal of Appointment for Stephen (Steve) Wilson at Grand Plains Pastoral Charge</b></p> <p>Having received from Grand Plains Pastoral Charge: 2023 Year- End Financial Statements and Year-To -Date Financial Statements to May 2024 for both Communities of Faith and the Pastoral Charge; minutes from a meeting of the Pastoral Charge Board on May 22, 2024; and a completed Record of Appointment, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the RENEWAL OF APPOINTMENT to a .35 part-time position 14 hours per week) for STEPHEN (STEVE) WILSON (Ordained Minister-Retired) with Grand Plains Pastoral Charge, effective July 01 to December 31, 2024, and with the following terms:</p> <ol style="list-style-type: none"> <li>1. Minimum Salary at Category F COL 2 for 14 hours per week – <u>\$ 23,453.15</u> Additional salary- <u>\$ 4200.00 per year</u> TOTAL SALARY - <u>\$ 27,653.15 per year</u></li> <li>2. Telephone/internet - <u>\$ 1440.00 per year</u></li> <li>3. Continuing Education as per salary and reimbursement schedule which is <u>\$ 1640.00 per year</u></li> <li>4. Minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays pro-rated for part-year</li> <li>5. Minimum of one month of vacation (including five Sundays) within each pastoral year pro- rated for part-year</li> <li>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</li> <li>7. Moving expenses: NOT APPLICABLE</li> <li>8. Adequate secretarial assistance defined as <u>6 hours per week in Grandview and Volunteer as needed at St. Paul’s United Church, Gilbert Plains</u></li> </ol>
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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: waive 90 days' notice in favour of jurisdictional minimum of one month

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

**G. Call to Trinity United Church, Winnipeg for Damber Khadka**

Having received from Trinity United Church (Winnipeg): minutes from a meeting of the Community of Faith on June 02, 2024; Year-To-Date Financial Statements to April 30, 2024; and a completed Record of Call, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the CALL to a full-time ministry position (40 hours per week) for DAMBER KHADKA, (Ordained Minister) with Trinity United Church, Winnipeg, effective July 01, 2024, with the following terms:

1. Minimum Salary at Category A1 COL4 - \$ 65,794.00 per year
2. Telephone- \$ 420.00 per year
3. Continuing Education as per salary and reimbursement schedule which is \$ 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 – up to \$12,000.00
8. Adequate secretarial assistance defined as 25 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: Christmas Day off even if it is a Sunday

With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # WOX2

**H. Request for Renewal of Appointment for Elizabeth (Beth) McLean at Little Britain United Church**

Having received from Little Britain United Church Pastoral Charge: 2023 Year-End Financial Statements and Year-To-Date Financial Statements to March 31, 2024; minutes from a meeting of the Little Britain United Church Council on March 06, 2024; and a completed Record of Appointment, that the Pastoral Relations Commission of

Prairie to Pine Regional Council of the United Church of Canada approve the RENEWAL OF APPOINTMENT to a part-time position (15 hours per week) for ELIZABETH (BETH) McLEAN (Diaconal Minister- Retired) with Little Britain United Church Pastoral Charge, effective September 01, 2024, to June 30, 2025, and with the following terms:

1. Minimum Salary at Category F COL 2 for 15 hours per week – \$ 28,269.38
2. Telephone - \$ 500.00 per year
3. Continuing Education as per salary and reimbursement schedule which is \$ 615.00 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 -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
7. Moving expenses NOT APPLICABLE
8. Adequate secretarial assistance defined as Volunteer Administrative Assistance 3-4 hours per week
9. Travel expense reimbursement, based on rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document - 55 cents per km up to \$ 500.00 per year
10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator

With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # W0XC

**I. Request for approval of Collaborative Ministry at Gordon King Memorial United Church and Grey Street United Church (both in Winnipeg) and sharing of Call of Patrick Woodbeck**

Having received from Gordon King Memorial United Church, Winnipeg and Grey Street United Church, Winnipeg: Living Faith Stories; Financial Viability Reviews; Year-End Financial Statements for 2023 and Year-to-Date Financial Statements for 2024; minutes of Coordinating Team meetings of Gordon King Memorial United Church on May 17, 2024, and the Leadership Team of Grey Street United Church on May 15, 2024 and both Communities of Faith on May 26, 2024; a Joint Position Description; and a Collaborative Ministry Agreement, that the Pastoral Relations Commission of Prairie to Pine Regional Council receive the documents and approve:

- i. Effective July 012024, the Collaborative Ministry arrangement outlined within the documents noted above, including details regarding:
  1. The maintenance of current governance structures in each Community of Faith, with the Ministry and Personnel Committees functioning independently, but meeting jointly after 6 months, then at least annually, and at other times, as

		<p>appropriate and necessary. The joint Ministry and Personnel team will supervise the terms and conditions of employment. Shared conversations regarding matters of joint concern are encouraged.</p> <ol style="list-style-type: none"> <li>2. The creation of a Joint Coordinating Team, consisting of two members from each Community of Faith that will meet as needed to monitor, review, and make recommendations regarding the shared services for ministry personnel</li> <li>3. The provision of worship by the ministry personnel for 2 Sunday worship services on 3 Sundays each month. On the fourth Sunday, Grey Street United Church will plan for their own worship leadership. The starting times for worship will be as follows: Gordon King Memorial United Church 10:00 am; Grey Street United Church 11:30 am. The individual worship teams will work closely with the ministry personnel to schedule and plan details of worship. Any non-Sunday worship services will be planned by the worship teams and the ministry personnel to determine the type of service(s)</li> <li>4. The communication of shared activities/programs/projects with each other on a regular basis by the Gordon King Memorial United Church Coordinating Team and Grey Street United Church Leadership Team.</li> </ol> <p>And, noting that changes to the Collaborative Ministry agreement after initial approval, requiring approval by the two Communities of Faith and the Pastoral Relations Commission of Prairie to Pine Regional Council requiring that a CURRENT copy of the Collaborative Ministry Agreement with any changes noted will be kept on file by both Communities of Faith and the Pastoral Relations Commission of Prairie to Pine Regional Council at all times.</p> <p>ii. And that the Collaborative Ministry Arrangement be filled by the Ministry Personnel at Gordon King Memorial United, Winnipeg REVEREND PATRICK WOODBECK (Ordained Minister) continuing in a full-time ministry position (40 hours per week) at Gordon King Memorial United Church, amended to serve the Collaborative Ministry of Gordon King Memorial United Church (26.8 hours per week) and Grey Street United Church (13.2 hours per week), as outlined in the Joint Position Description, effective July 01, 2024, noting the overall financial remuneration is consistent with the Call to Reverend Patrick Woodbeck, effective May 01, 2023, appropriate cost of living increases and current terms noted as:</p> <ol style="list-style-type: none"> <li>1. Salary Category D COL 4 - <u>\$71,549.00 per year</u> Additional Salary above minimum 10% - <u>\$7,154.90</u> (in 2024) TOTAL SALARY- <u>\$78,703.90</u> per year (\$25,972.29 reimbursed by Grey Street United Church; Gordon King Memorial United Church paying \$52,731.61 per year)</li> <li>2. Telephone / Communications - <u>\$780.00 per year</u> (based on 50% contribution by EACH Community of Faith - \$390. 00</li> </ol>
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		<p>paid by Gordon King Memorial and Grey Street United Church reimbursing Gordon King Memorial United Church \$390.00)</p> <ol style="list-style-type: none"> <li>3. Continuing Education Allowance - <u>\$1,640.00 per year</u> (with Gordon King Memorial United Church paying \$1,098.80 and Grey Street United Church reimbursing Gordon King Memorial United Church \$541.20)</li> <li>4. Minimum of three weeks of study leave within each pastoral year, including Sundays</li> <li>5. Minimum of one month of vacation (including five Sundays) within each pastoral year</li> <li>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</li> <li>7. Moving expenses -Not Applicable in this Call</li> <li>8. Adequate administrative assistance defined as <u>Office Administrator at Gordon King Memorial United Church 10 hours per week</u></li> <li>9. Travel Expense reimbursement, based on the rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document</li> <li>10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator</li> <li>11. Other: Additional days of holidays for a total of five weeks of holidays per year</li> </ol> <p>With Gordon King Memorial United Church, Winnipeg, committing to remuneration of this Ministry Personnel through the Pastoral Charge Payroll Service – ADP # W0XP, with the understanding that Grey Street United Church, Winnipeg, will be reimbursing Gordon King Memorial United Church 33% of all employer costs including ADP administration fees in accordance with an agreed upon schedule and mechanism.</p> <p><b>J. Request for increase in ministry time at Augustine United Church (Winnipeg) and Appointment of William (Bill) Millar</b></p> <p>Having received from Augustine United Church, Winnipeg: a position description for a halftime ministry position (20 hour per week); Year End Financial Statement for 2023 and Year-to-Date Financial statement to February 29, 2024; a revised budget for July-December 2024, reflecting the increase in ministry time from .25 to .5; minutes of meeting of Council on May 26, 2024 and Community of Faith on June 9, 2024; and a completed Record of Appointment that the Pastoral Relations Commission of Prairie to Pine Regional Council approves:</p> <ol style="list-style-type: none"> <li>i. An increase in ministry time from .25 (10 hours per week) to .50 (20 hours per week), effective July 01, 2024, based on the revised budget reflecting this increase</li> <li>ii. The position description for the .5 (20 hours per week) ministry position</li> </ol>
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iii. The appointment of REVEREND WILLIAM (BILL) MILLAR (Ordained Minister -Retired) to the .5 (20 hrs per week) Supply ministry position at Augustine United Church, Winnipeg, effective July 01, 2024, to June 30, 2025, with the following terms:

1. Minimum Comprehensive Salary- Category F COL 4 (Cost of Living) Group at .5 time – \$ 37,692.50
2. Telephone / Communications - \$ 420.00 per year (\$ 35.00 per month)
3. Continuing Education- as per Minimum Salaries and Reimbursements for Ministry Personnel document. – \$ 820.00 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/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 defined as 6 hours per week
10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator
11. Other: In acknowledgement and thanks for extra preparation involved at Easter and Christmas, the Sunday after Easter and Christmas Eve are paid Sundays off for the minister; Receipted Parking Expenses; Waiving of the ninety days' notice in favour of the jurisdictional minimum of one-month notice

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

AND with the Understanding that Augustine United Church will actively participate in the development of Community of Faith Profile for future ministry including the initiation of collaborative ministry conversations with neighbours

**K. Request for approval of Collaborative Ministry at Dryden First United Church and Sioux Lookout at St. Andrew's United Church and Appointment of Jamie Miller**

Having received from Dryden First United Church and St. Andrew's United Church, Sioux Lookout: Financial Viability Reviews; 2023 End-of-Year Financials statements; 2024 Year-to-Date Financial Statement; revised budgets for 2024; Living Faith Stories for each Community of Faith; Joint position description for a part-time position of 30 hours per week; a Collaborative Ministry agreement;

		<p>minutes from the Board of Dryden First United Church on May 14, 2024 and the Community of Faith on June 02, 2024, and from the Board at St. Andrew’s Sioux Lookout on May 15, 2024 and the Community of Faith on June 02, 2024; and a completed Record of Appointment for JAMIE MILLER (Candidate for Diaconal Ministry), that the Pastoral Relations Commission of Prairie to Pine Regional Council approves:</p> <ol style="list-style-type: none"> <li>i. An increase in ministry time to support at Dryden First United to 10 hours per week and an increase in ministry time at Sioux Lookout: St. Andrew’s United Church to 20 hours per week</li> <li>ii. The Joint Position description prepared jointly and outlining the sharing of a part-time ministry position (30 hours per week) between Dryden First United Church (10 hrs per week) and St. Andrew’s United Church, Sioux Lookout (10 hrs per week)</li> <li>iii. a detailed Collaborative Ministry Agreement between Dryden First United Church and St. Andrew’s United Church, Sioux Lookout, including the following: <ul style="list-style-type: none"> <li>• Worship arrangements: Ministry Personnel leads one worship service per month face-to-face in each church, including Sacraments, and will prepare and lead one worship service per month via video or shared service while the student minister is in the collaborative church;</li> <li>• The establishment of a Joint Coordinating Team consisting of a minimum of 2 members from each Pastoral Charge that will meet as needed to monitor, and make recommendations regarding the shared services of ministry personnel;</li> <li>• The establishment of a Joint Ministry and Personnel Committee consisting of at least 1 member from each Pastoral Charge that will approve vacation, study leave or other leaves and complete performance appraisal for student minister;</li> <li>• A mechanism through which any conflicts will be dealt involving both Ministry and Personnel Committees and others.;</li> <li>• Arrangements for the review of the Collaborative arrangement quarterly, noting that changes to the agreement must be approved by BOTH Communities of Faith and the Pastoral Relations Commission of Prairie to Pine Regional Council with notice of 90 days before implementation after final approval and a current copy of the collaborative arrangement kept on file by all parties;</li> </ul> </li> <li>iv. the appointment of JAMIE MILLER (Candidate for Diaconal Ministry) to a part-time ministry position (30 hours per week) at Dryden First United Church to serve the Collaborative Ministry of St. Andrew’s United Church, Sioux Lookout (20 hours per week) and Dryden First United Church (10 hours per week), effective July 01, 2024, to June 30, 2025. with the following terms: <ol style="list-style-type: none"> <li>1. Salary Student Step 1 COL 2 *at 30 hours per week</li> </ol> </li> </ol>
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		<p><u>\$ 41,349.75 per year</u> (\$ 27,566.50 per year reimbursed by Sioux Lookout and \$ 13,783.25 paid by Dryden)</p> <ol style="list-style-type: none"> <li>2. Telephone / Communications - <u>\$ 540.00 per year</u> (\$ 360.00 reimbursed by Sioux Lookout and \$180.00 paid by Dryden per year)</li> <li>3. Continuing Education Allowance <u>\$1230.00 per year</u> (\$820.00 reimbursed by Sioux Lookout and \$410.00 paid by Dryden per year)</li> <li>4. Minimum of three weeks of study leave within each pastoral year, including Sundays.</li> <li>5. Minimum of one month of vacation (including five Sundays) within each pastoral year</li> <li>6. For members of the Order of Ministry and recognized lay minister, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge. NOT APPLICABLE</li> <li>7. Moving expenses - NOT APPLICABLE</li> <li>8. Adequate administrative assistance – defined as <u>20 per week - office administrator</u></li> <li>9. Travel Expense reimbursement, based on the rate of the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document</li> <li>10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator</li> <li>11. Other: an additional three-week period of study leaves for the purpose of studies at the Centre for Christian studies. Sunday services that would be missed due to study leave will be provided at each location (i.e. one face-to-face service and one video service in each location) and will be prepared and delivered prior to or following the education leave</li> </ol> <p>With Dryden: First United committing to renumeration of this Ministry Personnel through the Pastoral Charge Payroll Service – ADP # TC1L</p> <p>With the understanding that in accordance with the Collaborative Ministry Agreement 2/3 of all employer costs will be reimbursed to Dryden: First United Church by St. Andrew’s United Church, Sioux Lookout in accordance with an agreed upon schedule and mechanism.</p> <p>And with a start date of July 01, 2024, conditional upon the approval of St. Andrew’s United Church, Sioux Lookout</p> <p><b>L. Request for approval and posting of collaborative ministry at McClure Church, Winnipeg and Rosser-Grosse Isle United Church</b></p> <p>Having received from the Rosser-Gross Isle United Church: the Collaborative Ministry Profile created jointly by McClure United Church (Winnipeg) and Rosser-Grosse Isle United Church; the Living Faith document( including the Community Profiles (print for McClure and video for Rosser-Grosse Isle); the detailed Joint Position Description and joint terms); a Collaborative Ministry Agreement; the Financial Viability Reviews and Financial Statements (2023 Year-</p>
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		<p>End and 2024 Year-to-Date); minutes of the meeting of the Board at McClure United Church on June 4, 2024, and the Community of Faith on June 10, 2024; and minutes from the meetings of the Board and Community of Faith at Rosser Grosse Isle Pastoral Charge that met on June 09, 2024, June 10. 2024, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church receives the documents, and approves:</p> <ul style="list-style-type: none"> <li>i. Position description for full-time ministry position shared equally between McClure United Church and Rosser Gross Isle United Church</li> <li>ii. Collaborative ministry agreement for” Uniting Urban and Rural Collaborative Ministry” outlining details regarding: <ul style="list-style-type: none"> <li>a. The maintenance of current governance structures in each Community of Faith;</li> <li>b. The approval of a worship arrangement that includes the minister providing services at Rosser United at 9:30 each Sunday and at McClure United at 11:30 each Sunday and in months with 5 Sundays the minister will have that Sunday off. Ministry will provide leadership resources for additional services of worship as required, some of which may be joint worship services;</li> <li>c. The expectation that there will be office hours at each location each week as need and wants are determined;</li> <li>d. The establishment of a Joint Coordinating Team consisting of 2 members from each partner appointed by the governing body to monitor, review, and make recommendations to the governing bodies, regarding the shared services of ministry personnel. The Ministry and Personnel Committee of each Community of Faith will continue to function independently, but will meet jointly at least annually, and at other times, as appropriate and necessary. Shared conversations regarding matters of joint concern are encouraged;</li> <li>e. A joint meeting of the two separate Ministry and Personnel Committees annually</li> </ul> <p>And noting that changes to the Collaborative Ministry agreement after initial approval, requiring approval by the two Communities of Faith and the Pastoral Relations Commission of Prairie to Pine Regional Council requiring that a CURRENT copy of the Collaborative Ministry Agreement with any changes noted will be kept on file by both Communities of Faith and the Pastoral Relations Commission of Prairie to Pine Regional Council at all times;</p> </li> <li>iii. And affirming the posting of a full-time ministry position at McClure United Church, Winnipeg, to be shared equally between McClure United Church and Rosser -Gross Isle United Church (50% each), in accordance with the position description in the “United Urban Rural Collaborative Ministry” documents, effective September 01, 2024 with the following terms:</li> </ul>
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		<ol style="list-style-type: none"> <li>1. Full-time collaborative ministry position divided equally between McClure United Church, Winnipeg and Rosser-Grosse Isle United Church, with the Minimum salary up to and including Category F and COL 4 - <u>\$ 75,385.00 per year</u> Salary Above minimum - <u>\$ 2400.00 per year</u> TOTAL SALARY - <u>\$77,785.00</u> (50 % paid by each charge -\$ 38,892.50 per year)</li> <li>2. Basic telephone <u>\$ 500.00 per year</u> (50% = \$ 250.00 per year)</li> <li>3. Continuing Education Allowance of at least <u>\$ 1640.00 per year</u> (50%=\$ 820.00 per year)</li> <li>4. A minimum of three weeks study leave within each pastoral year, including Sundays</li> <li>5. A minimum of one-month vacation, within each pastoral year, including five Sundays</li> <li>6. A minimum of three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge</li> <li>7. Moving expenses based on reasonable estimates, <u>up to \$ 10,000.00</u> (50% = \$5,000.00) understanding that the receiving pastoral charges are responsible to pay full moving expense</li> <li>8. Adequate administrative assistance defined as a Paid Office Administrator at McClure of <u>12 hours per week plus Volunteer time at Rosser</u> to perform administrative tasks for that congregation, as described in the minister's position description</li> <li>9. Travel Expense reimbursement, based on the rate of the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document</li> <li>10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator</li> </ol> <p>With the McClure United Church, Winnipeg committing to remuneration of the ministry personnel through the pastoral charge payroll service (ADP) WOU1 and Rosser-Grosse Isle United Church committing to reimburse McClure United Church for 50% of all employer costs at agreed upon intervals and timelines.</p> <p><b>M. Request from Valley Pastoral Charge for approval and posting of a part-time position</b></p> <p>Having received from Valley Pastoral Charge: a Community of Faith/Pastoral Charge Profile including the Living Faith document; the detailed Position Description and position description for a part-time position of twenty-seven (27) hours per week; the Financial Viability Reviews and Financial Statements (2023 Year-End, and 2024 Year-To-Date for the Pastoral Charge and Communities of Faith; revised proposed budget for 2024; comments on attempts at creating collaborative ministry position with neighbours; minutes of the meetings of the governing body of Valley Pastoral Charge and the Community of Faith which met on Friday, June 7, 2024, the</p>
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	<p>2023-2024/ #17</p>	<p><b>Request for categorization of lay position and consideration as Lay-Led Community of faith with Congregational Designated Minister at Roblin (Knox) – Tummel Pastoral Charge</b>  Having received from Roblin Knox/Tummel the form entitled “Community of Faith Request for Categorization of Lay Ministry position, a position description for a twenty hour per week position focused on</p>

		<p>worship leadership, list of skills, proposed terms for the position including financial and the position Categorization Worksheet; 2023 End of Year Financial statement and Budget for 2024; minutes of the meetings of the Council of Roblin Knox Community of Faith on April 24, 2024, and May 27, 2024, and the Community of Faith on May 05, 2024</p> <p>And the following additional information related to an application to have Prairie to Pine Regional Council designate Roblin: Knox /Tummel Pastoral Charge as a “Lay-led Community of Faith with a Congregational Designated Minister as per the policy adopted by Prairie to Pine Regional Council on:</p> <ul style="list-style-type: none"> <li>• List of those appointed to the Council and Trustees of Roblin Knox/Tummel Pastoral Charge demonstrating its governance structure is functioning as per the requirements of the policy</li> <li>• Comments about communication exchange with the current Pastoral Charge Supervisor and a willingness to continue that pattern as required by the policy</li> <li>• Appointment of a representative to Prairie to Pine Regional Council (Anna Stewart) as required by the policy</li> <li>• A statement that Reverend Ron McConnell (Ordered Minister to be named Pastoral Charge Supervisor) would be willing to incorporate the sacraments into services that he would provide, as Roblin Knox/Tummel is unable currently to identify any lay people willing or able to take the Sacraments Elder Training</li> <li>• Commitment to support the participation of the Congregational Designated Minister in any gatherings/ conversations arranged and mandated by the Committee of Lay Ministry/Lay Leadership Support of Prairie to Pine Regional Council as per the policy</li> <li>• Comments about involvement in the Boundary Cluster Group (Manitoba/Saskatchewan United Churches)</li> </ul> <p>That the Pastoral Relations Commission of Prairie to Pine Regional Council having reviewed the information and in accordance with the handbook and policies) for Congregational Designated Ministers in The Manual (2024) and the policy of Prairie to Pine Regional Council related to “Lay-Led Communities of Faith with Congregational Designated Ministers:</p> <ol style="list-style-type: none"> <li>A. Categorizes the position submitted by Roblin Knox/Tummel Pastoral Charge as a Congregational Designated Minister: Worship Leader based on the assessment of documents submitted;</li> <li>B. In the absence of an Order of Ministry Person or Designated Lay Pastoral Minister Recognized on the Roblin Knox/Tummel Pastoral Charge and as permitted by The Manual 2024 section I.1.11.4D) and the Policy of Prairie to Pine Regional Council on Lay-Lay Communities of Faith with Congregational Designated Ministers appoints Reverend Ronald McConnell as Pastoral Charge Supervisor on the Roblin Knox /Tummel Pastoral Charge effective July 01, 2024;</li> <li>C. And based on the submission of materials the Pastoral Relations Commission recommends to the Executive of Prairie to Pine Regional</li> </ol>
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