

**Prairie to Pine Regional Council  
Pastoral Relations Commission  
Motions (August 13, 2024)**

Meeting Date	Motion #	Motion
August 13/24	2024-2025/ #3 (A-G)	<p><b>Take the following actions:</b></p> <p><b>A. Minutes of the Prairie to Pine Pastoral Relations Commission- July 09, 2024</b> That the minutes of the regular monthly meeting of the Prairie to Pine Regional Pastoral Relations Commission on July 09, 2024 be approved as circulated.</p> <p><b>B. Request for part-time supply ministry appointment of Charles (Chuck) Ross at Oakville United Church</b> Having received from Oakville Pastoral Charge a supply position description for a halftime position updated financial information (2023 Year-End Financial Statement; Year-to-Date Financial Statements); minutes from a meeting of the governing body on May 26, 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 <b>APPOINTMENT to a part-time (20 hours per week) supply ministry position for CHARLES (CHUCK) ROSS</b> (Ordained Minister-Retired) at Oakville Pastoral Charge, effective <b>September 01, 2024, 2024 to June 30, 2025</b>, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Minimum Salary at Category F-COL 3 (Cost of Living Group) for 20 hours per week- <u>\$ 35,414.50 per year</u></li> <li>2. Telephone/internet - <u>\$ 600.00 per year</u> (as per Record of Appointment)</li> <li>3. Continuing Education as per salary and reimbursement schedule which is <u>\$ 820.00 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>4 hours per week</u></li> <li>9. Travel expense reimbursement, based on 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) # J01V</p>

And with the condition that Oakville United Church initiates collaborative ministry conversations with neighbours as per the Prairie to Pine Regional Council Policy during this appointment period.

**C. Request for reduction in ministry time and change in terms for Patricia Chabluk at Lake of the Woods Chapel, Sioux Narrows and the Collaborative Ministry Agreement between Lake of the Woods Chapel and Keewatin: St. Andrew's United Church**

Having received from Lake of the Woods Chapel United Church Pastoral Charge: a revised Position Description reflecting 10 hours per week; Financial Statements (2023 Year-End, and 2024 Year-To-Date; minutes of the meeting of the Lake of the Woods Chapel United Church on July 28, 2024; a signed revised Collaborative Ministry Agreement between Lake of the Woods Chapel, Sioux Narrows and Keewatin: St. Andrew's United Church; Record of Appointment for Patricia Chabluk and from Keewatin: St. Andrew's minutes of the meeting of the governing body of the Community of Faith United Church on July 30, 2024, and updated financials, the Pastoral Relations Commission of Prairie to Pine Regional Council approves:

- i. **The reduction of ministry time at Lake of the Woods Chapel from 20 hours/ per week to 10 hours per week**
- ii. **The revised Collaborative Ministry Agreement between Lake of the Woods Chapel and Keewatin: St. Andrew's United Church to reflect this change** and the overall reduction of the collaborative ministry from 40 hours per week FTE to 30 hours per week total
- iii. **The change in terms of appointment at Lake of the Woods Chapel for Patricia Chabluk (Diaconal Minister) to 10 hours per week from September 01, 2024, to June 30, 2025, with the following terms:**
  1. A. Salary Category B COL 4 with manse, for 10 hours per week \$ 11,138.00 per year
  - B. Manse with the minister paying the first \$800.00 per year related to heat, and the pastoral charge paying above that level, in accordance with the Memorandum of Understanding Agreement with St. Andrew's United Church, Keewatin (50% each) THIS WILL REMAIN THE SAME AS IN PREVIOUS AGREEMENT
  2. Telephone / Communications - \$ 270.00 per year (same as previous agreement 50/50 share)
  3. Continuing Education Allowance - \$ 410.00 per year based on 10 hours per week
  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

		<ol style="list-style-type: none"> <li>7. Moving expenses, based on reasonable estimates – Not Applicable</li> <li>8. Adequate administrative assistance defined as Volunteer</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. With Lake of the Woods Chapel committing to remuneration of the Ministry Personnel provided through the Pastoral Charge Payroll Service (ADP) unless an exemption is granted by the General Council (ADP # 32X3)</li> </ol> <p><b>D. Request for appointment of Craig Bartlett at Fisher River United Church</b></p> <p>Having received a position description for a full-time ministry position for Fisher River United Church and a completed Record of Appointment for Craig Bartlett through Church Hub; from Rey Anderson the Community Capacity Development Coordinator for Keewatin Circle an outline of monies available to Fisher River United Church through Mission Support Grant and comments about the manse; from Tim Hackborn, Vocational Minister for Indigenous Ministries assurances of the monies for moving expenses up to \$ 5000.00 and that all credentials of minister are up to date, that the Pastoral Relations Commission of Prairie to Pine Regional Council of the United Church of Canada approve the <b>APPOINTMENT of CRAIG BARTLETT</b> (Ordained Minister) to a fulltime ministry position at Fisher River United Church Pastoral Charge, effective <b>August 15, 2024, 2024 to December 31, 2025</b>, with the following terms:</p> <ol style="list-style-type: none"> <li>1. Minimum Salary at Category C COL 6 with manse- FTE <u>\$ 46,472.00 per year</u> Manse with heat over <u>\$ 800.00 per year paid by pastoral charge</u></li> <li>2. Telephone/internet - <u>\$ 540.00 per year</u> (\$ 45.00 per month)</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: based on reasonable estimates <u>up to \$ 5000.00</u> paid through GCO</li> <li>8. Adequate secretarial assistance not specified</li> <li>9. Travel expense reimbursement, based on the rate in the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document <u>up to \$ 4500.00 per year</u></li> </ol>
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- 10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator
- 11. Other: Northern Living Allowance/Remote Manse allowance of \$ 2956.00 per year

With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # 6GF

**E. Revised start date for Reverend Sourav Nag at Altona and Roland Collaborative Ministry**

Having received a copy of the work visa for Reverend Sourav Nag containing dates of August 07, 2024, to August 06, 2026, and having assurances that the acquisition of his Social Insurance Number is in process,  
That the Pastoral Relations Commission of Prairie to Pine Regional Council approves the **revision of the start date of the APPOINTMENT OF REVEREND SOURAV NAG to Roland Pastoral Charge** for service on a 50/50 basis in the Collaborative Ministry between Roland Pastoral Charge and Altona Pastoral Charge from the initial date of July 01, 2024, stated in motion 2023-2024 # 10 B on February 13, 2024 to **August 15, 2024**.

Note: Although the work permit indicates an end date of August 06, 2026, for now, we will not alter the initial proposed end date as adjustments may be made to that at various intervals in his journey through immigration matters.

**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 authority to continue to recruit:

**Tammy Bleue** - Rosser-Grosse Isle Pastoral Charge, effective immediately

**G. 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:

**Harold Kenyon** - meeting with Prairie Vision Pastoral Charge governing body to approve appointment (no specific dates yet)

**Mary Best**- conversations with Warren-Meadow Lea and Balmoral on August 22 at 7:00 p.m. about some ministry-sharing trials (Judy Hare will attend)

**Carried**