

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (July 09, 2024)**

Meeting Date	Motion #	Motion
July 09/24	2024-2025/ #1 (A-F)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission- June 11 and June 17, 2024 That the minutes of the regular monthly meeting of the Prairie to Pine Regional Pastoral Relations Commission on June 11, 2024, and the special meeting on June 17, 2024, be approved as circulated.</p> <p>B. Request for approval of Profile and posting of full-time ministry position at Minnedosa United Church Having received from Minnedosa United Church Pastoral Charge: a Community of Faith/Pastoral Charge Profile including the Living Faith document; the detailed Position Description and terms for the fulltime ministry position; the Financial Viability Reviews and Financial Statements (2023 Year-End, and 2024 Year-To-Date until May 31, 2024; minutes of the meeting of the Council of Minnedosa United Church on June 12, 2024, and the Community of Faith/Pastoral Charge on June 16, 2024, the Pastoral Relations Commission of Prairie to Pine Regional Council approves the posting of a full-time ministry position at Minnedosa United Church the start date for which would be July 15, 2024, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary up to Category F – COL 3 (Cost of Living Group): <u>\$ 70,829 per year</u> Additional Salary: 5 % - <u>\$ 3,541.45 per year</u> TOTAL SALARY - <u>\$ 74,370.45 per year</u> 2. Telephone/Internet: <u>\$ 600.00 per year</u> (\$ 50.00 per month). 3. Continuing Education and Learning allowance: <u>\$ 1,640.00 per year.</u> 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays. 5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months (3 months) of sabbatical leave after five consecutive years of service to the pastoral charge/local ministry unit. 6. A minimum of one month of vacation (including five Sundays) within each pastoral year. 7. Moving Expenses based on reasonable estimates <u>up to \$ 15,000.00.</u> 8. Adequate administrative assistance <u>24 hours per week.</u> 9. Travel expense reimbursement based on the current Minimum Salaries and Reimbursements for Ministry Personnel document. (Travel: \$0.55/km)

		<p>10. Employers' cost for Pension and Benefits as noted in the Premiums and Taxable Benefit Calculator.</p> <p>11. With the Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service - ADP # W0YV</p> <p>C. Request for approval of Collaborative Ministry agreement between Crescent Fort Rouge United Church and Harrow United Church (both in Winnipeg) and sharing of Call of Marc Whitehead</p> <p>Having received from Crescent Fort Rouge United Church, Winnipeg and Harrow United Church, Winnipeg: Financial Viability Reviews; Year-End Financial Statements for 2023 and Year-to-Date Financial Statements for 2024; revised budgets; minutes of the Leadership team meeting of Harrow United Church on June 13, 2024 and the Community of Faith on June 16, 2024 and the Council of Crescent Fort Rouge United Church on June 19, 2024 and the Community of Faith on June 23, 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 approves:</p> <p>i. Effective September 01, 2024, the Collaborative Ministry arrangement outlined within the documents noted above, including details regarding:</p> <ol style="list-style-type: none"> 1. The maintenance of current governance structures in each Community of Faith, with the Ministry and Personnel Committees functioning independently, but will consult with each other as appropriate and necessary. Shared conversations regarding matters of joint concern are encouraged. 2. The creation of a Joint Coordinating Team, consisting of two members from each Community of Faith appointed by the governing bodies, which will meet as needed to monitor, review, and make recommendations regarding the shared services for ministry personnel, vacation, con-ed, or other leaves. All decisions will be approved by the governing bodies. The Joint Coordinating Team will oversee the scheduling of Sunday worship services and faith formation events and will set up a shared calendar online to schedule various church events. The ministry personnel shall be a member of the Joint Coordinating Team and other church staff may be included as appropriate. 3. The provision of worship by the ministry personnel each Sunday with worship services at Crescent Fort Rouge United Church at 10:00 a.m. and Harrow United Church at 11:00 a.m. The minister will offer leadership resources for additional services of worship as required, such as Christmas Eve, Good Friday, etc., as well as joint worship services between CFRUC, Harrow UC, and other churches,
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		<p>to be determined by the Joint Coordinating Team and ministry personnel.</p> <p>4. Noting that there is no expectation of office hours at Harrow UC, but they may be arranged by the Joint Coordinating Team and ministry personnel. (There is office space available at Harrow UC if needed.)</p> <p>And, noting that changes to the Collaborative Ministry agreement after initial approval, require 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 Crescent Fort Rouge United Church (CFRUC), Winnipeg REVEREND MARC WHITEHEAD (Ordained Minister) continuing in a full-time ministry position (40 hours per week) at Crescent Fort Rouge United Church, amended to serve the Collaborative Ministry of Crescent Fort Rouge United Church (30 hours per week) and Harrow United Church (10 hours per week), as outlined in the Joint Position Description, effective September 01, 2024, noting the overall financial remuneration is consistent with the Call to Reverend Marc Whitehead, effective July 01, 2019, appropriate cost of living increases and current terms noted as:</p> <ol style="list-style-type: none"> 1. Salary Category F COL 4 - <u>\$ 75,385.00 per year</u> Total above category 7.26 % - <u>\$ 5,472.95 per year</u> TOTAL SALARY - <u>\$ 80,857.95 per year</u> (CFRUC paying 75% (<u>\$ 60,643.46</u>); 25% by Harrow UC (<u>\$ 20,214.49</u>) per year. 2. Telephone / Communications - <u>\$ 840.00 per year</u> (based on a 50% contribution by EACH church of <u>\$ 420.00 per year</u>) 3. Continuing Education Allowance: <u>\$ 1,640.00 per year</u> (<u>\$ 1,230.00</u> by CFRUC with Harrow UC paying <u>\$ 410.00 per year</u>). 4. Minimum of three (3) weeks 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 a recognized lay minister, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge. 7. Moving expenses - Not applicable in this Call. 8. Adequate administrative assistance defined as <u>7 hours per week</u> - office administrator.
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9. Travel Expense reimbursement, based on the rate of the 2024 Minimum Salaries and Reimbursements for Ministry Personnel document. Mileage to be logged and paid by each charge separately.
10. Employer costs for Pension and Benefits, as assessed in the Premiums and Taxable Benefit Calculator.
11. With Crescent Fort Rouge United Church, Winnipeg, committing to remuneration of this Ministry Personnel through the Pastoral Charge Payroll Service – ADP # WOXF, and with the reimbursement of Harrow United Church Winnipeg, of 25 % of all employer costs, including ADP administration fees in accordance with an agreed upon schedule and mechanism (monthly). And with a start date for the arrangement of September 01, 2024, acknowledging the approval of the Community of Faith of Harrow United Church on June 16, 2024.

D. Request for approval of part-time supply ministry position at Boissevain: St. Paul’s United Church and Minto Collaborative Ministry and appointment of Karen Kempe.

Having received from St. Paul’s United Church, Boissevain, a position description for a part-time ministry position(20 hrs per week) to serve both Boissevain and Minto collaborative ministry; year to date financial statement for 2024; minutes from the meeting of the Community of Faith on June 17, 2024, and the special congregational meeting of Minto United Church on June 26, 2024; a completed Record of Appointment for Karen Kempe and having clarified matters related to the non-SME appointment with the Vocational Minister, Laura Fohse, that the Pastoral Relations Commission of Prairie Regional Council approves the **APPOINTMENT of KAREN KEMPE (Candidate)** to a non-SME supply appointment of 20 hours per week effective September 1, 2024, to June 30, 2025, conditional upon the establishment of her Circle of Accompaniment and the appointment of a Mentor by the Candidacy Board prior to the start date of the appointment and with the following terms:

1. Minimum Salary at Student Step 1 COL 2 for 20 hours per week- \$ 27,566.50 per year
2. Telephone/internet – \$ 420 per year
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 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- NOT APPLICABLE
7. Moving expenses: NOT APPLICABLE

		<p>8. Adequate secretarial assistance defined as <u>12 hours per week</u></p> <p>9. 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>With the Pastoral Charge committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service (ADP) # W0U9</p> <p>E. Request for change in Pastoral Relations The Pastoral Relations Commission having received from Christopher Davis, a request for a change in pastoral relations from the Deloraine-Melita-Tilston Pastoral Charge to enable him to accept a Call to a new pastoral charge approves the request effective September 30, 2024.</p> <p>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: James DeBeer to Valley Pastoral Charge effective immediately Cyndi Price to Minnedosa as of July 01, 2024 _____ Rosser-Grosse Isle Pastoral Charge Mel Kauppila to Roland United (effective immediately until new Minister arrives in Canada) Mary Best to Teulon-Balmoral Pastoral Charge effective immediately</p> <p style="text-align: right;"><u>Carried</u></p>
	<p>2024-2025/ #2</p>	<p>Affirming the appointment of Rev. Jonathan Hoskin to Souris United Anglican Ecumenical Shared Ministry Having received a letter from the Right Reverend Rachael Parker, Bishop of Brandon confirming final approval of Souris United Anglican Ecumenical Shared Ministry (St. Luke’s Anglican Church and St. Paul’s United Church) and the assignment of the Venerable Jonathan Hoskin to it as rector, the Pastoral Relations Commission of Prairie to Pine Regional Council affirms the Appointment of The Venerable Jonathan Hoskin to Souris United Anglican Ecumenical Shared Ministry effective immediately.</p> <p style="text-align: right;"><u>Carried</u></p>