

**Prairie to Pine Executive Minutes  
December 2, 2025 via Zoom**

<b>EXECUTIVE PRESENT</b>	Dawn Rolke (Co-Chair), Doug Neufeld (Co-Chair), Lynne Sanderson (Past-Chair), Jennifer Pakula, Tricia Gerhard, Craig Miller, Damber Khadka, Teresa Melnychuk, Elizabeth Kenyon,  A quorum was present.
<b>REGRETS</b>	M Chorney,
<b>CORRESPONDING MEMBERS PRESENT</b>	Patrick Woodbeck, Susan Tilleman, Joey Dearborn, Kristin Woodburke
<b>STAFF PRESENT</b>	Francesca Martina (Finance Administrator), Chantal Winslow (Executive Assistant & Recording Secretary), Judy Hare (Pastoral Relations Minister);
<b>CALL TO ORDER</b>	Dawn called the meeting to order at 6:00 pm. Linda led us in reflection & prayer.
<b>APPROVAL OF AGENDA</b>	We reviewed the agenda.
<b>APPROVAL OF MINUTES 025-2025/2026</b>	<b>It was agreed by consensus: That Prairie to Pine Executive approves the minutes of November 3, 2025, as distributed.</b>
<b>BUSINESS ARISING</b>	
<b>CORRESPONDENCE</b>	Francesca handed in her resignation on Monday, November 25. She has resigned effective December 31, 2025. Shannon is working on a coverage plan.
<b>REVIEW OF REPORTS &amp; ACCEPTANCE 026-2025/2026</b>	<b>It was agreed by consensus: That Prairie to Pine Regional Council Executive accepts the following reports:</b> <ul style="list-style-type: none"><li><b>a) CCFS Report</b></li><li><b>b) Lay Ministry Lay Support Report</b></li><li><b>c) Nominations Report</b></li><li><b>d) YAAY Report</b></li><li><b>e) Committee on Ministry Personnel Support</b></li><li><b>f) Pastoral Relations Commission Report</b></li><li><b>g) Equity and Diversity Report</b></li></ul>
<b>Committee on Community of Faith Support Motion</b>	<b>It was agreed by consensus: Whereas Benito-Kenville Pastoral Charge, Manitoba including the two Communities of Faith of Benito United Church and Kenville United Church,</b>

**027-2025/2026** have ceased to be active Communities of Faith,  
have sold their buildings and dispersed their respective assets and the assets of the  
Pastoral Charge,  
have made arrangements to deposit their records, including their financial records,  
with Archives,  
have transferred memberships as per Regional Council expectations,  
have their bank account at zero as of November 5, 2025,  
and have made arrangements for final Canada Revenue Agency T3010 and United  
Church of Canada Statistics to be completed  
now request to be disbanded as a United Church Community of Faith;

Therefore, Prairie to Pine Regional Council approves the disbandment of Benito-  
Kenville Pastoral Charge and its two Communities of Faith, Benito United Church  
and Kenville United Church effective December 31, 2025

**Nominations**  
**028-2025/2026** It was agreed by consensus:  
That Prairie to Pine Executive approves the appointment of Jamie Miller to the Equity  
and Diversity Committee.

#### **FINANCE**

**Budget 2026**  
**029-2025/2026** It was agreed by consensus:  
The Prairie to Pine Executive approves the 2026 budget with an increased amount of  
\$5000 in Internal Committee Events - Mission and Ministry.

**Mileage**  
**030-2025/2026** It was agreed by consensus:  
The Prairie to Pine Executive approves an increased mileage rate of \$0.50 for 2026,  
effective January 1, 2026.

**Committee Budget**  
**Proposal** Jennifer and Francesca presented a proposal regarding committee budgets (attached).  
  
Some discussion was had. We decided to have further discussion at our in-person  
meeting in January.

**Finance Motions**  
**031-2025/2026** That Prairie to Pine Regional Council add Robert Smith to the Conexus Credit Union  
account as an authorized individual to sign cheques and approve e-transfers,  
instructions and on-line payments. Signers on the account will therefore be  
Shannon McCarthy, Robert Smith, Jennifer Pakula, Darrell Reine, Heather Dootoff  
and Tricia Gerhard, any two to sign, effective January 1, 2026.

**032-2025/2026** That Prairie to Pine Regional Council remove Francesca Martina from the Scotia  
Wealth account and that Robert Smith be added as authorized on the same,  
effective January 1, 2026.

**033-2025/2026** That Prairie to Pine Regional Council add Robert Smith as authorized “Rep a Client” with CRA, effective January 1, 2026.

**034-2025/2026** That Prairie to Pine Regional Council remove Francesca Martina from the Jubilee/Assiniboine Credit Union Accounts and that Robert Smith be added as authorized on the same, effective January 1, 2026.

#### **NEW BUSINESS**

**Incorporated  
Ministries – Omnibus  
035-2025/2026**

It was agreed by consensus:

That Prairie to Pine Executive approves the following:

- a. United Church Halfway Homes Inc.

...pursuant to the Incorporated Ministries Policy of The United Church of Canada approve the formal request to purchase 444 & 448 Sherbrook Avenue, Winnipeg, Manitoba, as requested on October 18, 2025, approved by the board on September 18, 2025 and confirmed by the board members by resolution October 24, 2025 of the incorporated ministry known as United Church Halfway Homes Inc.

*This is based on the formal request of October 18, 2025, Board Meeting Minutes of September 18, 2025, Board Resolution of October 24, 2025 and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada. This acquisition is part of this incorporated ministry’s ongoing program expansion to increase housing availability due to demand.*

...based on the guidance received from General Council Staff, pursuant to the Incorporated Ministries Policy of The United Church of Canada, approve the formal request to enter into the process of moving from a Category 1 Supervised Incorporated Ministry to a Category 4 Legacy Incorporated Ministry through the severance agreement process, as requested October 15, 2025 and approved by the board September 18, 2025 of the incorporated ministry known as United Church Halfway Homes Inc.

*This is based on the formal request of October 15, 2025, Board Meeting Minutes of September 18, 2025 and receipt of other required documentation per the Incorporated Ministries Policy of The United Church of Canada.*

#### **ONGOING BUSINESS**

**AGM Planning**

The moderator has confirmed that she is going to be joining us. A lot of work is going into planning behind the scenes. We will meet again on December 10.

**OTHER**


Welcome to Teresa, as this is her first meeting with us.  
Thank you to Francesca for all of her hard work, and we wish her the best in her future endeavours.

Thank you to Doug for his time serving on our Executive, and we wish him well.

**NEXT MEETING**

Next meeting will be January 19-20 in person.

**ADJOURNMENT**

  
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Dawn Rolke, Co-Chair

  
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Shannon McCarthy, Executive Minister

