

REGIONAL COUNCIL EXECUTIVE: REMUNERATION POLICY

This policy provides guidance to the Executive with respect to remuneration for individuals providing services to communities of faith on behalf of / at the request of the region.

Date Approved: April 10, 2019	Review date by the executive: regularly
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EXPENSE REIMBURSEMENT

The executive and commissions will determine which expenses are permitted. Individuals or groups must have permission from the executive or a commission, the Executive Minister, a Pastoral Relations Minister, the Staff Lead: Regional and Congregational Support or the Minister for Community Engagement and Partnership before expending money for an activity for which they expect to be reimbursed.

Expenses will be reimbursed following established General Council rates or by decision of the region. Forms for budgeted region-related expenses will be authorized by persons designated by the Region staff. All expense forms must be completed in full and submitted to the for approval.

Expense claims will be paid when the accumulated amount reaches \$100 or in December if the accumulated expense is less than \$100.

EXECUTIVE, COMMISSION AND COMMITTEE MEMBERS

The Regional Council will reimburse travel expenses for meetings of the Executive, Pastoral Relations and Communities of Faith Commissions.

The Regional Council will reimburse travel expenses for one face to face meeting per year for committees appointed by / established by the executive or a commission.

The executive, commissions and committees are encouraged to be aware of the environment and sustainability by using videoconferencing / electronic means to meet.

LIAISONS

Individuals who are appointed by the executive, the Pastoral Relations or Communities of Faith Commission will be reimbursed for travel related to their work with a community(ies) of faith as determined by the Pastoral Relations and Communities of Faith Commissions.

PASTORAL RELATIONS COMMISSION ACTIVITIES

The Pastoral Relations Commission or the Pastoral Relations Minister(s) will authorize the following expenses

Pastoral Charge Supervisors

The travel expenses of the pastoral charge supervisor will be reimbursed for meetings of the governing body, Board of Stewards and annual meetings of the community of faith.

Fresh Start Facilitators

Remuneration shall be given to the United Fresh Start facilitator based on the daily rate for Visiting Ministry Personnel from "Minimum Salaries & Reimbursements for Ministry Personnel", paid out to facilitators for the first module they lead in a community of faith. All other/subsequent modules will be paid out by the community of faith (i.e. for 2019, daily rate is \$212.00).

Shining Waters Regional Council shall pay for travel for United Fresh Start facilitators.

Shining Waters Regional Council shall pay for the training of United Fresh Start facilitators.

Team Ministry Training and Orientation

The expenses of the trainer(s) will be reimbursed, including daily rate and travel costs for 3.5 to 4 consulting days.

There could be four (4) start-up team ministries per year.

COMMUNITIES OF FAITH COMMISSION ACTIVITIES

The Communities of Faith Commission or the Staff Lead: Regional and Congregational Support will authorize the expenses for networks and clusters.