

**THE UNITED CHURCH OF CANADA
SHINING WATERS REGIONAL COUNCIL**

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, April 28, 2020**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, April 28, 2020 by video conference. The meeting began at 9:30 a.m.

Members Present

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); Bright Yun (ordered); William Haughton (ordered); Liz Mackenzie (ordered); Donna Bowman-Woodall (ordered); Barbara Hendren (lay); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay), James Ravenscroft (ordered)

Regrets:

Welcome, constituting the meeting and prayer

Chair, Andy Comar welcomed everyone, led in prayer, and called the meeting to order.

Agenda

MOTION by Paul Stott/ Donna Bowman-Woodall that the agenda consist of items that had been circulated to the commission in advance of this meeting be approved.

MOTION

CARRIED

Minutes

MOTION by Beth Moore/James Ravenscroft that the minutes of the March 31, 2020 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

MOTION by Liz Mackenzie/Barbara Hendren that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Mount Albert Pastoral Charge (Mount Albert)** and approves the call to **Warren Ball**, ordained minister, beginning June 1, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 per annum, salary in addition to the minimum at 2.26% which equals \$1,600, for a total salary of \$72,396, basic telephone \$720 per annum, Continuing Education and Learning Amount \$1442 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this appointment does require an act of covenant.

b) **Request for Change of Pastoral Relationship**

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Brenda Duckworth**, ordained minister at **Wasauksing-Shawanaga Pastoral Charge (Parry Sound)** effective August 10, 2020 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Christine Smaller**, ordained minister at **College Street Pastoral Charge (Toronto)** effective April 14, 2020 and give thanks for her ministry.

MOTION

CARRIED

Reconsider a Motion (The Manual, page 191)

There has been a request that Shining Waters Regional Council reconsider the motion approved by the Pastoral Relations Commission on February 25, 2020 in accordance with *The Manual* I.3.1.4(b) to accept the request for a change in pastoral relationship of Linda Butler, ordained minister at Sharon-Hope Pastoral Charge effective May 11, 2020 and give thanks for her ministry.

Linda Butler has requested that she stay in her current appointment until June 30, 2020 – the original end date - due to COVID-19, in order to provide ongoing ministry during this difficult time.

MOTION by Liz Mackenzie/Will Haughton that the Pastoral Relations Commission, in accordance with *The Manual* I.3.1.4(b), accepts the request for a change in pastoral relationship of Linda Butler, ordained minister at Sharon-Hope Pastoral Charge effective May 11, 2020 and give thanks for her ministry.

MOTION

DEFEATED

Donna Bowman-Woodall excused herself from the meeting for the next item as she has a conflict of interest.

MOTION by Beth Moore/Barbara Hendren
that the Pastoral Relations Commission take the following action:

... in accordance with *The Manual* I.3.1.4(b) accepts the request for a change in pastoral relations of **Donna Bowman-Woodall**, ordained minister at **Lake of Bays Pastoral Charge (Dwight)** effective August 31, 2020 and give thanks for her ministry.

MOTION

CARRIED

Donna Bowman-Woodall rejoined the meeting.

Report from staff

a) Liaisons

No liaisons have been appointed by staff since the last meeting.

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Kevin Logie appointed as Pastoral Charge Supervisor to Shawanaga Pastoral Charge, Shwanaga First Nation, while minister is on short-term disability leave.

Rev. Joel Aguirre appointed as Pastoral Charge Supervisor to Filipino Christian Fellowship (mission of the Regional Council, Toronto) effective May 24, 2020.

Brian Stevens appointed as Pastoral Charge Supervisor to Hope Pastoral Charge (Toronto), effective May 24, 2020.

Steven Loweth appointed as Pastoral Charge Supervisor to Fairbanks Pastoral Charge (Toronto) effective May 24, 2020.

Lisa Naumann appointed as Pastoral Charge Supervisor to Mayfield Pastoral Charge (Brampton) effective May 24, 2020.

* Note: Joel Aguirre, Brian Stevens, Steven Loweth, and Lisa Naumann would all have been celebrated at the now postponed Shining Waters Regional Council Celebration of Ministry Service on May 23. As these services have been postponed across Canada, the Office of Vocation has directed that those who would have been celebrated have their

salaries adjusted as if they had been celebrated on May 23. However, they will technically remain candidates/Admission ministers until the liturgical act can take place.

This brought up the question of Pastoral Charge Supervisors and whether they are still needed. This was discussed with other Regional Councils, Office of Vocation, and UCC legal counsel. The answer is that while a Pastoral Charge Supervisor is not necessary since these candidates have all been accepted by the Office of Vocation as ready for ministry, we cannot forgo Pastoral Charge Supervisors as long as these candidates are not formally made ministers of the UCC. However, we do have the option of appointing the candidates themselves as Pastoral Charge Supervisors. This is what we have done as a Regional Council.

GS 49 Temporary Amendment of Bylaws Re: Pastoral Relations

Todd McDonald gave the background for this agenda item. During the pandemic, some communities of faith may have difficulty in holding congregational meetings, lacking the electronic means and ability to do so. Therefore, the General Council Executive has approved a temporary amendment to our bylaws whereby in urgent situations, and with conditions, a governing body can make decisions that would normally require a congregational meeting.

Dale Hildebrand explained that the implementation of pastoral relations policy is the responsibility of the Regional Councils. PRC Chairperson Andy Comar and staff identified some areas of concern around implementation whereby clarification and interpretation is needed.

MOTION by James Ravenscroft/Donna Bowman-Woodall

that the Pastoral Relations Commission approve the following implementation points for the **GS 49 TEMPORARY AMENDMENT OF BYLAWS RE: PASTORAL RELATIONS:**

1. Regarding the prelude to the bylaw: “The Executive of the General Council approve a temporary amendment to pastoral relations policies in *The Manual* to enable the governing body or equivalent of a community of faith to make urgent decisions on behalf of the community of faith with respect to initiating a call or appointment, revising the terms of a call or appointment, or ending of a call or appointment in circumstances where it is not practicable to follow those policies outlined in *The Manual*...”

“Initiating a call or appointment” will be interpreted to include the approval by the governing body:

- a) of a Community of Faith ChurchHub profile, including the position description(s)
- b) of the appointment of a search committee

2. Regarding point “ii”: “the governing body will consult with the community of faith in advance of making a pastoral relations decision to the extent reasonable and practicable in the circumstances to the satisfaction of the regional council;”

The consultation will include the following:

- a) The governing body of a Community of Faith will appoint three people to solicit and review input from the Community of Faith.
- b) The consultation will consist of an invitation to the Community of Faith to provide input by email on the pastoral relations decision being made by the governing body. For those members/adherents of the Community of Faith who are unable to provide input by email due to accessibility issues, the governing body will provide access to conference call consultations in groups of up to eight persons. (Communities of faith can use the Shining Waters Regional Council conference call system by contacting Rachael Howes – rhowes@united-church.ca)
- c) Where a change to the pastoral relationship has been requested, Ministry Personnel will be provided with the "meaningful consultation" results from the congregation and will also have the right to attend the governing body meeting and address it per Manual regulations.

3. Regarding point “iv”: “when the governing body of a community of faith requests a change of pastoral relations, the regional council will ask the ministry personnel affected if they support the request. If the ministry personnel do not support the request, the requirement that the minister is given 90 days’ notice or salary and benefits in lieu of notice as provided in section I.3.1.6 will continue to apply, save for the following circumstances, where notice may be abridged or waived by the regional council upon recommendation of the governing body of the community of faith:

if the change to the terms and conditions of the call or appointment is the temporary layoff of the ministry personnel relating to the COVID-19 pandemic, and the governing body of the community of faith has:

- a) declared its intention on behalf of the community of faith to recall the affected minister upon cessation of the COVID-19 pandemic; and**
- b) demonstrated to the satisfaction of regional council that it has exhausted all funding sources;”**

- a) Where the ending of the pastoral relationship is the temporary layoff of the ministry personnel relating to the COVID-19 pandemic, the period of the temporary layoff (Declared Emergency Leave) will be a maximum of 90 days, after which the decision must be reaffirmed by the governing body and the Regional Council Pastoral Relations Commission.
- b) The Pastoral Relations Commission will ask the Communities of Faith Commission to determine whether a Community of Faith has exhausted all funding resources.
- c) Where the Regional Council is asked by a Community of Faith to waive the 90 days notice, the date of the change to the pastoral relationship will be the date that the Pastoral Relations

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Commission meets to make a decision on the request to end the pastoral relationship for temporary layoff (Declared Emergency Leave).

MOTION

CARRIED

It was clarified that this policy is not retroactive, and will be communicated appropriately by staff to our Communities of Faith and Ministry Personnel.

Next meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, May 12, 2020 at 9:30 a.m.

End of meeting

Robin Pilkey closed the meeting with a prayer.

Andy Comar, Chair

Dale Hildebrand, note taker

