

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, December 15, 2020**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, December 15, 2020 by video conference. The meeting began at 9:30 a.m.

Members Present

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

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, acknowledged his indigenous territory, and welcomed all to acknowledge the stewardship of the land in their own areas, led a short worship, and called the meeting to order.

Agenda

MOTION by Donna Bowman-Woodall / Robin Pilkey
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 Paul Stott / Lawrence Nyarko
that the minutes of the November 24, 2020 meeting of the commission be
approved.

MOTION

CARRIED

Omnibus Motion

MOTION by James Ravenscroft / Liz Mackenzie
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Glebe Road Pastoral Charge (Toronto)** and approves the call to **Christine Smaller**, ordained minister, beginning August 1, 2020, part time based on 30 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$69112 (pro-rated \$51834) per annum, salary in addition to the minimum at 15.75% which equals \$10,885.14 (pro-rated \$8166) for a total salary of \$79,997.14 (pro-rated \$60,000), basic telephone \$500 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.50)per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

... concurs with the request of **Westway Pastoral Charge (Toronto)** and approves the call to **Ricardo Silva**, ordained minister, beginning January 1, 2021, full time based on 40 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70,632 per annum, salary in addition to the minimum at 8.00% which equals \$5650.56 for a total salary of \$76,282.56, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1474, per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this call does require an act of covenant.

b) **Appointments**

... concurs with the request of **East End Pastoral Charge (Toronto)** and reappoints **Debra Schneider**, retired ordained minister, beginning January 1, 2021 to March 14, 2021, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 per annum, salary in addition to the minimum at 33.17% which equals \$23,999.82 for a total salary of \$96,353.82 basic telephone \$900 per annum, Continuing Education and Learning Amount \$1474 per annum and all other terms according to *The Manual* I.2., and that in accordance with *The Manual* I.1.9 this re-appointment does not require an act of covenant.

... concurs with the request of **East End Pastoral Charge (Toronto)** and appoints **Daniel Benson**, ordained minister, beginning March 7, 2021 to June 30, 2021, full time based on 40 hours per week with the following terms for Category D and Cost of Living Group Assignment 5: Salary \$68,908 per annum, salary in addition to the minimum at 32.06% which equals \$22,092 for a total salary of \$91,000 basic telephone \$900 per annum, Continuing Education and Learning Amount \$1474 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 not require an act of covenant.

... concurs with the request of **Humber Valley Pastoral Charge (Toronto)** and approves the appointment of **Trevor Brisbin**, ordained minister, beginning January 4, 2021 to January 4, 2022, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 per annum, salary in addition to the minimum at 35.45% which equals \$25,646 for a total salary of \$98,000 , basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1474 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.

c) **Voluntary Associate Ministry Positions**

... concurs with the request of **Manor Road Pastoral Charge (Toronto)** and **Alydia Smith**, to enter into a Voluntary Associate Minister relationship, beginning December 15, 2020.

d) **Request for Change in Relationship**

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Daniel Benson, ordained minister at St. Paul's Pastoral Charge (Scarborough) effective March 7, 2021 and give thanks for his ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Margaret MacDonald, ordained minister at Huttonville Pastoral Charge (Brampton) effective March 21, 2021 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 (Wayne) Tony Rennett, ordained minister at Westmount Pastoral Charge (Orillia) effective July 31, 2021 and give thanks for his ministry.

MOTION

CARRIED

Report from staff

a) Flourish planning

Staff reported that they are planning a conference for ministry personnel on March 23 and 24. The conference will look at what we have learned from being in a time of pandemic and how we envision the church post-COVID. Betty Pries from Credence & Co. will facilitate and Bruce Harding from B.C. will lead worship.

We are also continuing Tuesday morning check-ins with ministry personnel for emergent issues like risk management training, planning alternative Christmas, and so forth. These will be monthly for the foreseeable future.

a) Liaisons

The following liaisons have been appointed by staff:

Kathryn Moase appointed to Bloor St. Pastoral Charge (Toronto) for a search for a new minister.

Islay Scott appointed to Knox Pastoral Charge (Sutton) for a search for a new minister.

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Lois Brown appointed as Pastoral Charge Supervisor to Ebenezer Pastoral Charge, starting November 23, 2020 as the pastoral charge is without a minister.

George Moore appointed as Pastoral Charge Supervisor to Midhurst Pastoral Charge, starting January 1, 2021 as the pastoral charge is without a minister while it does a search.

Equity Goal for 2020-21:

The Pastoral Relations Commission set the following goal for the year 2020-21: Collect data on the pastoral relations process from entry point to the end of the first year answering this question: How does unconscious racist/sexist/ableist bias hinder or create barriers for ministers in the congregational setting? Who is chosen? Are there differences in the terms of the pastoral relationship between ministers who are White and all other racialized ministers and why? Also look at that question for the LGTBQI community. What is the experience of racialized, BIPOC, differently abled and LGTBQI ministers after one year on their pastoral relationship – How does unconscious racist/sexist/ableist bias affect their health, joy and excellence in ministry?

a. Request for Proposal:

Todd McDonald presented a revised Request for Proposals draft for Commission discussion and feedback (**See Appendix 1**).

Commission members are satisfied with the revised proposal.

Todd outlined some of the next steps in recruiting potential researchers and invited Commission members to add suggestions for places to recruit. Suggestions included:

- Post to the SWRC website
- Post to the UCC national website
- Send to other theological colleges across Canada

b. Advisory Group:

The Advisory Group will be a consultative group for the researcher. The Advisory Group will also provide an accountable body on behalf of the Commission, ensuring the expressed purpose contained within the Request for Proposal is fulfilled. Finally, the Advisory Group will review and bring recommendations to the Pastoral Relations Commission based on the findings of the Equity Goal Research Project. Todd McDonald will provide staff support to the Advisory Group.

MOTION by Beth Moore / Donna Bowman-Woodall
that the Pastoral Relations Commission appoint James Ravenscroft, Liz Mackenzie, Robin Pilkey, and Lawrence Nyarko to serve as the Advisory Group to the Equity Goal Research Project.

MOTION

CARRIED

c. Equity Training:

The Commission agreed at a previous meeting that they would like to engage in some equity training. Staff are working on a proposal for this to bring to the January meeting of the Commission. There are two questions to discuss now:

- i) How much time would Commission members like to commit to this training?
- ii) What specific type of training would Commission members find most useful?

A question was asked as to whether the Commission should start this training before or after the equity research findings. It was suggested that we need some training beforehand, some base level training so that we can start from the same place as a Commission in being able to interpret the findings.

It was also suggested that the training be progressive through a series of meetings, perhaps every other meeting or so, and not all at once.

The training should help us understand systemic equity and racism issues, and also include issues of ability, sexual orientation, transgender discrimination and so forth.

Change in Commission Meeting Start Time

Given that we plan to have meetings that last longer when we include equity training, up to an hour and a half, it was suggested that we move to 9 a.m. and go to 10 or 10:30 for future meetings.

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MOTION by Barbara Hendren / Beth Moore
that the Pastoral Relations Commission confirm the change of start time of future meetings to 9 a.m.

MOTION

CARRIED

Next meeting

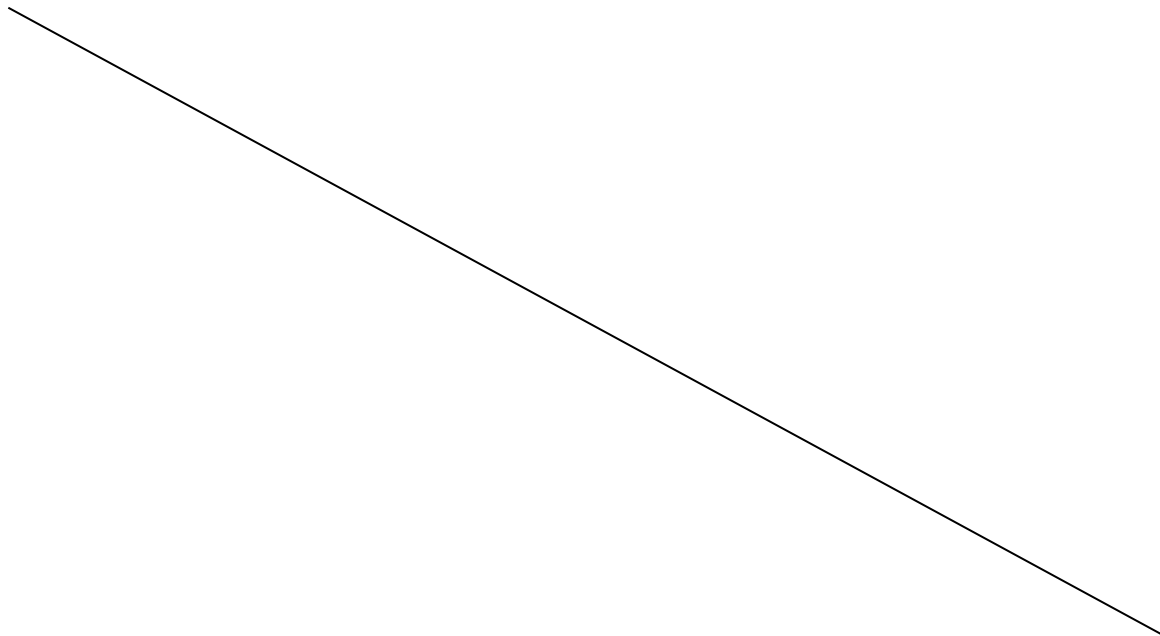
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, January 26, 2021 at 9:00 a.m.

End of meeting

Liz Mackenzie closed the meeting with a prayer and Commission members wished one another blessings and best wishes for Christmas.

Andrew Comar, Chair

Dale Hildebrand, note taker



Appendix 1

Request for Proposal: Equity Goal Research Project

Due Date: Proposals are due January 15, 2021

Pastoral Relations Commission, Shining Waters Regional Council

Project Overview:

The Vision Statement of Shining Waters Regional Council (SWRC) is:

Striving to be faithful followers of Jesus in our time and place, Shining Waters Regional Council will continue to remove physical and other barriers to participation in the life and work of the Region and society, committing itself to be open to the Spirit. Resisting all forms of oppression, we welcome and celebrate people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized, in the life and work of the Region. (Approved May 2019).

Based on that Vision Statement, the Equity Committee, a recommending body to the Executive of SWRC asked each Commission and Committee SWRC in the fall of 2020 to create an equity goal.

The Pastoral Relations Commission (PRC) considered this question on September 29, 2020: How are our practices reproducing inequity? Do our policies aim to specifically increase equity? The PRC members reviewed its policies and concluded that they needed more data in order to understand the impact of pastoral relations policies and whether or not those policies furthered resistance to all forms of oppression, and welcome and celebrate people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized.

The PRC decided to instigate a research project called the Equity Goal Research Project.

The mandate of the Pastoral Relations Commission can be found:

https://shiningwatersregionalcouncil.ca/wp-content/uploads/2019/03/sw_policies_RC_Executive_Pastoral_Relations_Commission.pdf

Project Goals:

The goal of the Equity Goal Research Project is to answer these interrelated questions: Collect data on the pastoral relations process from entry point to the end of the first year answering this question: How does unconscious racist/sexist/ableist bias hinder or create barriers for ministers in the congregational setting? Who is chosen? Are there differences in the terms of the pastoral relationship between ministers who are White and all other racialized ministers and why? Also look at that question for the LGBTQi community. What is the experience of racialized, BIPOC, differently abled and LGBTQi ministers after one year on their pastoral relationship – How does unconscious racist/sexist/ableist bias affect their health, joy and excellence in ministry? (Approved October 27, 2020)

Scope of Work:

The selected researcher will be responsible for the development of the following:

- Knowledge of qualitative research methodology that can address the research goal
- Demonstrate an understanding of paid accountable ministry within the United Church of Canada
- Willingness to engage ministry personnel within SWRC through online format such as Zoom
- Willingness to work with an advisory group (made up of 2-3 members of the PRC)
- Written report based on the qualitative research and findings

Current Roadblocks and Barriers to Success:

- During COVID-19 face to face restrictions, the researcher will be limited to online face to face connections for individual and focus group interviews.

Evaluation of a qualitative study:

The following will be evaluative questions used to determine the quality of the research proposal and report:

- Are the study's questions or topics clearly stated?
- Is the selection of participants or materials clearly justified?
- Are the methods for gathering and analysing observations clearly described?

Validity will be evaluated by convergence or triangulation, seeking information from multiple data sources, multiple methods, and multiple earlier theories or interpretations, to arrive at an evaluation of an interpretation's trustworthiness to the question.

Timeline:

- Submission deadline for proposals – January 15, 2021
- A decision by the Pastoral Relations Commission on choice of researcher – February 1, 2021
- PRC needs the project completed by June 1, 2021 and report presented at their June 15, 2021 meeting.

Submission Requirements:

A description of qualitative methodology that will be employed in the study.

- Qualifications and past research projects by researcher
- A one-page outline and timeline of proposed research project that will address the PRC questions.

Project due date: June 1, 2021

Budget Amount: \$6000

Contact: Todd McDonald
tmcdonald@united-church.ca
416-231-7680, ext. 6235

