

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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Tuesday, January 29, 2019**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, January 29, 2019 by conference call. The meeting began at 10 a.m.

**Members Present**

Donna Bowman-Woodall (ordered); Andrew Comar (chair); William Haughton (ordered); Anne Hines (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay); Bright Yun (ordered); Todd McDonald (staff); Dale Hildebrand (staff)

**1. Welcome, constituting the meeting and prayer**

Chair, Andy Comar welcomed everyone and called the meeting to order. He opened with a reflection and prayer.

Andy asked everyone to introduce themselves.

**2. Agenda**

MOTION by Beth Moore/Donna Bowman-Woodall that the agenda circulated to the commission in advance of this meeting be approved.

MOTION

CARRIED

**3. Omnibus Motion**

MOTION by Paul Stott / Anne Hines that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Kingston Road Pastoral Charge** and approves the call to **Martha Martin**, diaconal minister, beginning March 1, 2019, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$69,476 per annum, basic telephone-cellphone of \$360 provided by pastoral charge, Continuing Education and Learning Amount \$1415 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 **Manor Road Pastoral Charge** and approves the call to **John Joseph Mastandrea**, ordained minister, beginning May 1, 2019, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$69,476 per annum, salary in addition to the minimum at 25.942% which equals \$18,024 for a total salary of \$87,500; basic telephone-cellphone of \$600 provided by pastoral charge, Continuing Education and Learning Amount \$1500 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 **College Street Pastoral Charge** and appoints **Don Bell**, retired ordained supply minister, beginning November 1, 2018 to June 30, 2019, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$68,382 (prorated \$34,191) per annum, basic telephone-cellphone of \$480 provided by pastoral charge, Continuing Education and Learning Amount \$1393 (prorated \$697) 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.

... concurs with the request of **East End Pastoral Charge** and appoints **Jane Brushey-Martin**, retired ordained supply minister, beginning November 1, 2018 to June 5, 2019, part time based on 10 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$61,868 (prorated \$15,467) per annum, Continuing Education and Learning Amount \$1415 (prorated \$354) 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 **Manor Road Pastoral Charge** and appoints **Roberta Howey**, ordained supply minister, beginning February 1, 2019 to April 30, 2019, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$61,204 per annum, basic telephone-cellphone of \$600 provided by pastoral charge, Continuing Education and Learning Amount \$1415 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 **Timothy Eaton Memorial Pastoral Charge** and appoints **Christopher Miller**, retired ordained supply minister, beginning January 1, 2019 to December 31, 2019, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$69,476 (prorated \$34,738) per annum, salary in addition to the minimum at 20.905% which equals \$14,524 (prorated \$7262) for a total salary of \$84,000 (prorated \$42,000); basic telephone-cellphone of \$480 provided by pastoral charge,

Continuing Education and Learning Amount \$1450 (prorated \$725) 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.

... concurs with the request of **Eglinton St. George's Pastoral Charge** and appoints **Don Parsons**, retired ordained supply minister, beginning January 1, 2019 to June 30, 2019, part time based on 15 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$69,476 (prorated \$26,053) per annum, salary in addition to the minimum at 20% which equals \$13,895 (prorated \$5210) for a total salary of \$83,371 (prorated \$31263); basic telephone-cellphone of \$1200 provided by pastoral charge, Continuing Education and Learning Amount \$1500 (prorated \$563) 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 **Bathurst Street Pastoral Charge** and appoints **Christine Smaller**, ordained minister, beginning January 15, 2019 to June 30, 2019, part time based on 20 hours per week with the following terms for Category D and Cost of Living Group Assignment 5: Salary \$66,168 (prorated \$33,084) per annum, basic telephone-cellphone of \$600 provided by pastoral charge, Continuing Education and Learning Amount \$1415 (prorated \$708) 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.

c) **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 **Karen Bowles**, ordained minister at **Rosedale Pastoral Charge** effective March 28, 2019 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 **James Keenan**, retired ordained minister at **Bradford Pastoral Charge** effective June 30, 2019 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 Jean Hunnisett, retired ordained minister at **Timothy Eaton Pastoral Charge** effective December 31, 2018 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 **John Joseph Mastandrea**, ordained minister at **Metropolitan Pastoral Charge** effective April 30, 2019 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 **Douglas Norris**, ordained minister at **Rosedale Pastoral Charge** effective March 31, 2019 and give thanks for his ministry.

... in accordance with *The Manual* I.3.1.3(b) accepts the request for a change in pastoral relations of **Fran Ota**, ordained minister at **Trillium Pastoral Charge** effective April 30, 2019 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.3(b) accepts the request for a change in pastoral relations of **Leslie Sedore**, ordained minister at **Sharon Hope Pastoral Charge** effective June 30, 2019 and give thanks for her ministry.

... in accordance with *The Manual* I.3.1.3(b) accepts the request for a change in pastoral relations of **Irene Ty**, ordained minister at **Thornhill Pastoral Charge** effective April 8, 2019 and give thanks for her ministry.

d) **License to Administer Sacraments**

...concurs with the request of **Kingston Road Pastoral Charge** and grants sacramental privileges in accordance with The Manual 1.2.4(a) and 1.2.4.2, to **Martha Martin**, diaconal minister, during her time of call at **Kingston Road Pastoral Charge**.

**MOTION** by Paul Stott/Anne Hines that the omnibus be approved as presented.

**MOTION**

**CARRIED**

**4. Staff Liaison Appointments**

Dale Hildebrand and Todd McDonald reviewed the liaison appointments that have been made since January 1, 2019. Staff requested that as had been the practice previously, staff be authorized to appoint liaisons to communities of faith in the search process.

**MOTION by Donna Bowman-Woodall/Beth Moore**  
**that Shining Waters Pastoral Relations Ministers/or staff designates be authorized to appoint liaisons to Communities of Faith, with the condition that only liaisons who are members of a Shining Waters Regional Council Community of Faith and who have received training be appointed.**

**MOTION**

**CARRIED**

It was noted that the UCC Handbook on Pastoral Relations processes specifies that Regional Councils have responsibility to approve Community of Faith profiles on ChurchHub. We need to make clear how this is done in our region.

**MOTION by Anne Hines/Paul Stott  
that Shining Waters liaisons be authorized to approve Community of Faith  
profiles for Church Hub.**

**MOTION**

**CARRIED**

Do liaisons have criteria for approving profiles? Yes, it is part of their training.

Paul noted that he has used the Liaison Handbook as a liaison. Is there a way to give feedback to the General Council Office of Vocation around the materials? Yes, send it to Todd or Dale and they will ensure that it is fed back to GCO staff who are in charge of the materials.

### **5. Pastoral Charge Supervisors**

Todd reviewed the document from the package that was sent out and asked for any feedback or comments.

In the last section on “Financial Considerations,” we should broaden it beyond “ministry personnel”. Change to “Pastoral Charge Supervisors” because some PCS’s are lay people.

The decision needed today is how PCSs will be appointed.

**MOTION by Beth Moore/Donna Bowman-Woodall  
that Pastoral Charge Supervisors be appointed by Pastoral Relations  
Ministers or designate staff, with the condition that they be members of the  
Regional Council, that they be provided with the PCS document, and that all  
appointments will be recorded in the omnibus motion of the Pastoral  
Relations Commission.**

**MOTION**

**CARRIED**

It was noted that these are living documents and that they need to be changed based on our experience and feedback from those who are carrying out the work.

### **6. Licensed Lay Worship Leaders**

The Licensed Lay Worship Leaders (LLWL) committee has not yet been formed. This is a policy that will help us get this committee going and allow our LLWLs to start functioning. This will be a recommending body to this commission. The commission will receive the recommendations and approve the licensing of LLWLs.

Feedback:

- Change 5, 6 and possibly 7 and #1 in “Ongoing Support and Guidance” to “Pastoral Relations Commission” rather than “Regional Council”
- Item 2: Ongoing support and guidance: Who is monitoring the number of times that LLWLs are present in one community of faith? How do we know they are adhering to this? The LLWL committee will oversee this. They will hear about the LLWLs work in the interview.
- This policy needs to be clearer so that the role of LLWL committee is better defined and its accountability relationship with the Pastoral Relations Commission.
- Clear intent of this policy is to prevent LLWLs from playing the role of Ministry Personnel. But it says they cannot perform pastoral care. However, lay people can provide pastoral care, so why not LLWLs? Can a LLWL serve in their own congregation? (Yes)
- Maybe rather than saying they can’t provide pastoral care it should say that they not provide pastoral care in a congregation that is not their own?
- In a situation where a LLWL is leading worship frequently, would there be a Pastoral Charge Supervisor (PCS) there? In such situations, could we have wording that they need to be kept in touch with the PCS? So that the PCS sees the big picture? Put that in the preamble of the document.
- “Full members” and “members” question. Policy should refer to “full member”. Should a person who wants to be a LLWL to have a profession of faith? Commission members agreed that policy should refer to “full members”.

The policy will be revised and brought back to the next meeting of the commission.

It was noted that there are some questions around “members” and “full members” that are not addressed in the Manual, old or new. This should be brought to the attention of the Manual Committee.

Note: Robin Pilkey left the call at this point to go to another commitment.

## **7. Appointments Policy**

## **APPENDIX A**

Todd provided some background. Back in the days of the old Settlement and Pastoral Relations Committee, there were many requests for appointments, and it was helpful to give some feedback to pastoral charges on lengths of appointments. It expedited the process.

Dale reviewed the appointment policy that we would like to use as the framework for the PRCs work moving forward in Shining Waters Region.

**MOTION by Anne Hines/Donna Bowman-Woodall to approve this policy as a framework for approving appointments. (See Appendix A for policy)**

**MOTION**

**CARRIED**

## **8. Future meetings of this commission**

For face to face meetings, could we start at 10 a.m.? It was pointed out that the commission budget will cover hotels for people coming from far away so they can arrive the night before the meeting.

The June 18 face to face meeting will take place at New Hope United Church, 9100 Jane Street, Bldg. "E", Concord Ontario, near the Vaughan Mills Shopping Centre.

For conference calls, 9:30 a.m. start is still okay.

Donna Bowman-Woodall noted her regrets for the next meeting.

It was pointed out that this is an interim commission until the May 24-26 Regional Council Annual Meeting, when the Council members will elect all commissions.

## **9. Approval of chair**

Andy had agreed to chair the first meeting of this commission but we need to elect a chair for the duration of the interim mandate until May. Andy was nominated. There were no other nominations.

**MOTION by Donna Bowman-Woodall/Paul Stott  
that Andy Comar be elected as interim chairperson**

**MOTION**

**CARRIED**

## **Next Meeting**

The Pastoral Relations Commission of Shining Waters Regional Council will next meet on Tuesday, February 26, 2019 at 9:30 a.m. by conference call. Please note that this meeting will be one hour long in order to consider more items than just the omnibus motion.

## **End of meeting**

The meeting of this Pastoral Relations Commission ended at 11:30 a.m. and Dale Hildebrand offered a closing prayer.

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Andy Comar, chair

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Dale Hildebrand – note taker

## APPENDIX A

Policy name: Short term Appointments and Appointments	Review date: dd/mm/year	Policy type: Pastoral Relations
Date approved: January 29, 2019		

**Purpose:** To guide decision making by the Pastoral Relations Commission when considering a request for an appointment.

In the new guide for pastoral relations, *Pastoral Relations: Community of Faith*, a clear distinction is made between short-term appointment and appointments (Page 19). Short term appointments are requested when the community of faith requires ministry support while they work on their profile and search. Appointments, on the other hand, are longer-term pastoral relationship as a result of a search. This policy will help the Pastoral Relations Commission differentiate between the two types of appointments and respond appropriately.

- I. The Pastoral Relations Commission will consider a request for the following appointments:
  - i. Designated Lay Minister: up to 3 year appointment.
  - ii. Interim Minister: up to 3 year appointment
  - iii. Admittand: up to 3 year appointment (needed for immigration)
  - iv. Retired Supply: up to 3 years if filling a vacancy
  - v. Designated Lay Ministers-Applciant: DLM-A are students who are required to be in an appointment (at least half time) in order to complete their educational program. The educational program is for at least 3 years. A multi-year appointment could be requested for a DLM-A, who has been in an appointment for at least a year (up to 2 years).
  - vi. Summer Distance Learning Student Supply: The Atlantic School of Theology currently offers a distance learning MDiv that requires a student to be in a student/intern supply appointment for 5 years. A multi-year appointment (up to two years) can be requested for an Intern Supply minister who is part of the Summer Distance Learning and has been in an appointment for at least a year.
  - vii. The Candidacy Pathway program requires a candidate to fulfill a supervised ministry education (SME) for two years. An appointment may be requested for up to 2 years.
- II. All other appointments will considered short-term appointments and be approved for up to 12 months.



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  - iii. Admittand: up to 3 year appointment (needed for immigration)
  - iv. Retired Supply: up to 3 years if filling a vacancy
  - v. Designated Lay Ministers-Applicant: DLM-A are students who are required to be in an appointment (at least half time) in order to complete their educational program. The educational program is for at least 3 years. A multi-year appointment could be requested for a DLM-A, who has been in an appointment for at least a year (up to 2 years).
  - vi. Summer Distance Learning Student Supply: The Atlantic School of Theology currently offers a distance learning MDiv that requires a student to be in a student/intern supply appointment for 5 years. A multi-year appointment (up to two years) can be requested for an Intern Supply minister who is part of the Summer Distance Learning and has been in an appointment for at least a year.
  - vii. The Candidacy Pathway program requires a candidate to fulfill a supervised ministry education (SME) for two years. An appointment may be requested for up to 2 years.
  
- II. All other appointments will considered short-term appointments and be approved for up to 12 months.

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**Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Bright Yun (ordered); William Haughton (ordered); Anne Hines (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay)

**Regrets:** Todd McDonald (staff); Donna Bowman-Woodall (ordered)

**Welcome, constituting the meeting and prayer**

Chair, Andy Comar welcomed everyone and called the meeting to order. Andy opened with a gospel reading of the story of the transfiguration and with prayer.

**Agenda**

MOTION by Paul Stott/Anne Hines 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/Anne Hines that the minutes of the January 29, 2019 meeting of the commission be approved.

MOTION

CARRIED

**Omnibus Motion**

The question was asked about whether the omnibus version that was sent out yesterday was any different from the previous one circulated. It is different. It was requested to please mark the second version as "revised."

MOTION by Robin Pilkey/Anne Hines that the Pastoral Relations Commission take the following actions:

a) **Appointments**

... concurs with the request of **Northlea Pastoral Charge** and reappoints **Ellen Redcliffe**, retired ordained supply minister, beginning January 1, 2019 to April 19, 2019, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$61,868 (prorated \$34,738) per annum, basic telephone of \$1200 (prorated \$600) per annum, Continuing Education and Learning Amount \$1415 (prorated \$708) 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.

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 **Nina Fulford**, ordained minister at **Emsdale Pastoral Charge** effective June 30, 2019 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 **Diane Bennett Jones**, ordained minister at **Wexford Heights Pastoral Charge** effective June 30, 2019 and give thanks for her ministry.

c) **Voluntary Associate Ministry Position**

... concurs with the request of **St. Paul's Pastoral Charge (Midland)** and **Beverley Irwin**, to enter into a voluntary associate minister relationship, beginning January 2, 2019.

MOTION

CARRIED

**Report from Staff**

a) **Liaisons**

The following liaisons have been appointed by staff:

Donna Bowman Woodall

Appointed to Bracebridge Pastoral Charge to assist their search for a half time ministry position.

Also appointed to Emsdale Pastoral Charge as they search for a new minister.

Elizabeth Cunningham

Appointed to Lansing Pastoral Charge to assist their search for a full time minister.

Also appointed to Sharon Hope Pastoral Charge to assist in their search for a full time ministry position.

Mhairi Godley

Appointed to Metropolitan Pastoral Charge to assist their search for a full time minister.

William Haughton

Appointed to Trillium Pastoral Charge as they search for a new minister.

Dale Hildebrand

Appointed to Windermere Pastoral Charge to assist their search for an appointed minister to fill in for a sabbatical leave

Lynella Reid-James

Appointed to Kingsway-Lambton Pastoral Charge to assist their search for a full time minister.

b) **Pastoral Charge Supervisors**

The following pastoral charge supervisors have been appointed by staff:

Rick McKinley

Appointed to Mount Albert Pastoral Charge while they search for new full time ministry personnel.

Emma Pipes

Appointed to Palgrave Pastoral Charge while they search for new part time (20 hours) ministry personnel.

**Licensed Lay Worship Leader Policy**

This is a policy that had previously been reviewed by the Commission and is now coming back with changes based on the feedback from the last meeting.

Additional questions:

Under “Preparation and Licensing” point 2: Who approves the courses that the LLWLs are required to take? Paul Stott spoke about previous experiences with the Education & Students Committee. It has been different bodies that have designed the courses but essentially it was presbytery in the past that approved a course of study. The LLWL

committee will ensure that courses of study meet acceptable standards as outlined in the LLWL Handbook. Since the committee will oversee this, change “Pastoral Relations Committee” to “Licensed Lay Worship Leader Committee.”

Under the same heading, point 7: It says that the Pastoral Relations Commission recognizes the LLWL at a service, but in the other policy on the LLWL committee, it says that the committee ensures the service happens. So who does it? The committee ensures that it happens, but the Commission, which is invested with authority by the Regional Council, is the body that is represented at a service. In practice, this would mean that the Commission would appoint someone to represent them at the recognition service.

Under “Ongoing Support and Guidance”, point 2: It says that the LLWL is to seek the approval of the “region” before exceeding the maximum Sundays allowed. This is too vague. Change “region” to “a Pastoral Relations Minister, who will report any exceptions to the Pastoral Relations Commission.”

MOTION by Robin Pilkey/Paul Stott that the Licensed Lay Worship Leader Policy be approved as revised.

MOTION

CARRIED

### **Licensed Lay Worship Leader Committee Policy**

This is the policy framework that provides the mandate, accountability and responsibilities of a committee that would handle much of the LLWL work for the Pastoral Relations Commission.

Feedback:

Suggested to add under Responsibility section under item 6: “at the initial time of licensing” to make it clear that they don’t need to be recognized again when they are re-licensed.

A question was raised about how re-licensing happens. Paul Stott explained how that was done previously in presbytery. It was based on reports from congregations and the content of the re-licensing interview. There are no criteria in the national LLWL Handbook other than to say that the license may be renewed.

MOTION by Beth Moore/Anne Hines that the Licensed Lay Worship Leader Committee policy be approved as revised.

MOTION

CARRIED

## **Congregational Designated Minister Policy**

Feedback on the draft:

It was suggested that the policy more properly be called the “Congregational Designated Ministry policy” since the Commission is not approving individual CDMs but rather the policy framework that governs their approval.

Under the “Why is this policy important” section, it was suggested that instead of “this is a determination of whether the position is lay or ministry personnel” it be changed to “whether the position is more appropriate to be classified as suitable for a layperson or for a ministry personnel.”

Under “Procedure”, change “reviewed by the Regional Council” to “reviewed by the Pastoral Relations Ministers” to reflect specifically who the review is actually done by.

Under “Procedure”, change last sentence to read, “The categorization will be communicated to the community of faith, and reported to the Pastoral Relations Commission as part of the staff report in the omnibus motion, for information only.”

MOTION by Will Haughton/Bright Yun that the Congregational Designated Ministry policy be approved as revised.

MOTION

CARRIED

## **Signatories for Pastoral Relations Commission Paperwork**

In order to ensure that Pastoral Relations paperwork is not delayed unduly, it is suggested that the Commission pass a motion that extends signing authority to the Pastoral Relations Ministers in cases where the chairperson is not available or when paperwork needs to be expedited.

MOTION by Paul Stott/Beth Moore that the Pastoral Relations Ministers of Shining Waters Regional Council be given signing authority for Pastoral Relations Commission paperwork.

MOTION

CARRIED

## **Next Meeting**

The Pastoral Relations Commission will next meet on Tuesday, March 26, 2019 at 9:30 a.m. by conference call.

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Meeting schedule to the fall:

March 12, 2019	forms due to Pastoral Reln admin assistant
<b>March 26, 2019</b>	<b>Omnibus motion conference call meeting 9:30 a.m.</b>
April 16, 2019	forms due to Pastoral Reln admin assistant
<b>April 30, 2019</b>	<b>Omnibus motion conference call meeting 9:30 a.m.</b>
May 14, 2019	forms due to Pastoral Reln admin assistant
<b>May 28, 2019</b>	<b>Omnibus motion conference call meeting 9:30 a.m.</b>
June 4, 2019	forms due to Pastoral Reln admin assistant
<b>June 18, 2019</b>	<b>Pastorals Relations Commission meeting 9:30 a.m. to 3:00 p.m. at New Hope United Church, 9100 Jane St, Concord, ON. Omnibus motion and policy decisions. Lunch provided</b>
August 13, 2019	forms due to Pastoral Reln admin assistant
<b>August 27, 2019</b>	<b>Omnibus motion conference call meeting 9:30 a.m.</b>
September 10, 2019	forms due to Pastoral Reln admin assistant
<b>September 24, 2019</b>	<b>Omnibus motion conference call meeting 9:30 a.m.</b>

### **End of meeting**

The meeting of Pastoral Relations Commission ended at 10:20 a.m., and Bright Yun offered a closing prayer.

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Andy Comar, chair

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Dale Hildebrand – note taker

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**Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); Bright Yun (ordered); William Haughton (ordered); Donna Bowman-Woodall (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay)

**Regrets:**

Anne Hines (ordered)

**Welcome, constituting the meeting and prayer**

Chair, Andy Comar welcomed everyone and called the meeting to order. He read a passage from Jeremiah and then led a prayer.

**Agenda**

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

MOTION

CARRIED

**Minutes**

MOTION by Robin Pilkey/Beth Moore that the minutes of the February 26, 2019 meeting of the commission be approved.

MOTION

CARRIED

**Omnibus Motion**

MOTION by Paul Stott/Donna Bowman-Woodall that the Pastoral Relations Commission take the following actions:



a) **Calls**

... concurs with the request of **Rosedale Pastoral Charge** and approves the call to **Kristin Philipson**, ordained minister, beginning March 1, 2019, full time based on 40 hours per week with the following terms for Category E, 11 years and Cost of Living Group Assignment 5: Salary \$67,823 per annum, salary in addition to the minimum at 62.186% which equals \$42,177 for a total salary of \$110,000, basic telephone-cellphone of \$840 provided by pastoral charge, Continuing Education and Learning Amount \$1415 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 not require an act of covenant.

... concurs with the request of **Cheltenham Pastoral Charge** and approves the call to **Heather Stevenson**, Candidate, provisional on ordination prior to start date, beginning July 1, 2019, part time based on 20 hours per week with the following terms for Category A, year 1 and Cost of Living Group Assignment 5: Salary \$61,204 (prorated \$30,602) per annum, salary in addition to the minimum at 5% which equals \$1,531, for a total salary of \$64,265 (prorated \$32,133) basic telephone of \$540 provided by pastoral charge, Continuing Education and Learning Amount \$1415 (prorated \$708) 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) **Appointments**

... concurs with the request of **East End United Regional Ministry** and appoints **Michiko Bown-Kai**, Candidate, beginning January 15, 2019 to January 14, 2020, full time based on 40 hours per week with the following terms for Category Candidate Step 1, 1-2 years and Cost of Living Group Assignment 5: Salary \$59,234 per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1415 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 **Good Tree Korean Mission** and appoints **YunJung (Julia) Kim**, ordained supply (non-United) minister, beginning January 1, 2019 to December 31, 2019, part time based on 10 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$61,204 (prorated \$15,301) per annum, basic telephone of \$600 provided by pastoral charge, Continuing Education and Learning Amount \$1415 (prorated \$354) 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.

... concurs with the request of **Dewi Sant Welsh Pastoral Charge** and appoints **Elizabeth Mackenzie**, ordained minister, beginning March 1, 2019 to March 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 \$69,476 per annum, salary in addition to the minimum at 15% which equals \$10,421, for a total salary of \$79,897, basic telephone \$1020 per annum, Continuing Education and Learning Amount \$1,500 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.

... concurs with the request of **St. Mark's Pastoral Charge** and approves the appointment of **Daniel Reed**, Candidate for Ordered Ministry, beginning March 18, 2019 to June 30, 2019, full time based on 40 hours per week with the following terms for Category Candidate Step 2, 3 plus years and Cost of Living Group Assignment 5: Salary \$59,580 per annum, salary in addition to the minimum at 10% which equals \$5,958 for a total salary of \$65,538, basic telephone-cellphone of \$900 provided by pastoral charge, Continuing Education and Learning Amount \$1415 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 not require an act of covenant.

... concurs with the request of **Windermere Pastoral Charge** and appoints **Jean Ward**, ordained minister, beginning May 1, 2019 to July 31, 2019, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$69,476 per annum (prorated \$34,738), basic telephone \$460 per annum, Continuing Education and Learning Amount \$1415 per annum (prorated \$707.50) 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) **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 **William Boyd**, ordained minister at **Parry Sound Rural Pastoral Charge** effective April 8, 2019 and give thanks for his ministry.

d) **License to Administer Sacraments**

...concurs with the request of **St. Mark's Pastoral Charge** and grants sacramental privileges in accordance with The Manual 1.2.4(a) and 1.2.4.2, to **Daniel Reid**, Candidate, during his appointment at **St. Mark's Pastoral Charge**.

**d) Voluntary Associate Ministry Position**

... concurs with the request of **Lawrence Park Community Church** and **Eric Bacon** to enter into a voluntary associate minister relationship, beginning April 1, 2019.

MOTION

CARRIED

**Report from Staff**

Todd explained that we are recruiting new liaisons to be trained in June at an extended training event.

a) **Liaisons**

The following liaisons have been appointed by staff:

Dale Hildebrand

Appointed to Hope Pastoral Charge to help with their student appointment.

Appointed to Leaside Pastoral Charge, Thornton while they search for an appointment to fill in for maternity leave.

Todd McDonald

Appointed to Cheltenham Pastoral Charge for their congregational meeting to call their part time minister.

Appointed to Countryside Pastoral Charge, Thornton while they work to renew their appointment.

Donna Bowman Woodall

Appointed to Parry Sound Rural Pastoral Charge for a search.

**b) Congregational Designated Ministers**

i) **Collier Street Pastoral Charge**

Children and Youth Ministries Director position description is classified as a Congregational Designated Minister (CDM) position (Level 2). (Todd McDonald)

ii) **Runnymede Pastoral Charge**

Youth and Children Education Coordinator position description is classified as a Congregational Designated Minister position (Level 2). (Dale Hildebrand)

Engagement and Growth Manager is classified as a Congregational Designated Minister position (Level 1). (Dale Hildebrand)

### **Nominations for the Pastoral Relations Commission**

The Nominations Committee for Shining Waters Regional Council will be bringing nominations for our commissions to the Annual Meeting on May 24 – 26, 2019. They have asked present members of the commission to consider letting their names stand for election.

Terms of office for both commissions will be one, two or three years to allow for continuity and turnover. Todd or Dale will contact all present commission members in the coming weeks to hear if you are willing to be nominated and if so, for what length of term.

### **Next Meeting**

The Pastoral Relations Commission will next meet on Tuesday, April 30, 2019 at 9:30 a.m. by conference call.

### **End of meeting**

The meeting of Pastoral Relations Commission ended at 9:43 a.m., and Beth Moore offered a closing prayer.

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Andy Comar, chair

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Dale Hildebrand – note taker

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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Tuesday, April 30, 2019**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, April 30, 2019 by conference call. 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); Anne Hines (ordered); Donna Bowman-Woodall (ordered); Beth Moore (lay); Robin Pilkey (lay); Paul Stott (lay)

**Regrets:**

**Welcome, constituting the meeting and prayer**

Chair, Andy Comar welcomed everyone and called the meeting to order. He read a reading from Joyce Rupp as the opening reflection and opened in prayer.

**Agenda**

MOTION by Beth Moore/Paul Stott that the agenda consisting of items that had been circulated to the commission in advance of this meeting be approved.

MOTION

CARRIED

**Minutes**

MOTION by Anne Hines/Bright Yun that the minutes of the March 26, 2019 meeting of the commission be approved.

MOTION

CARRIED

**Omnibus Motion**

MOTION by Ann Hines/Will Haughton that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Lawrence Park Community Church Pastoral Charge (Toronto)** and approves the call to **Stephen Milton**, Candidate, provisional on ordination prior to start date, beginning June 1, 2019 full time based on 40 hours per week with the following terms for Category A, 1 year and Cost of Living Group Assignment 5: Salary \$61,204 per annum, salary in addition to the minimum at 10.286% which equals \$6,296, for a total salary of \$67,500, basic telephone \$1020 per annum, Continuing Education and Learning Amount \$2000 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 **Kimbourne Park Pastoral Charge (Toronto)** and approves the call to **Daniel Reed**, Candidate, provisional on ordination prior to start date, beginning July 1, 2019, part time based on 20 hours per week with the following terms for Category A, 2 years and Cost of Living Group Assignment 5: Salary \$61,204 per annum (prorated \$30,602), salary in addition to the minimum at 4.568% which equals \$2,796 (prorated \$1,398), for a total salary of \$64,000 (prorated \$32,000), basic telephone \$804 per annum, Continuing Education and Learning Amount \$1,175 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 **Metropolitan Pastoral Charge (Toronto)** and appoints **Karen Bowles**, ordained minister, beginning April 1, 2019 to March 31, 2021, full time based on 40 hours per week with the following terms for Category E, 11 years and Cost of Living Group Assignment 5: Salary \$67,823 per annum, salary in addition to the minimum at 17.954% which equals \$12,177, for a total salary of \$80,000, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,415 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.

... concurs with the request of **Palgrave Pastoral Charge (Palgrave)** and appoints **Barbara Cowan**, Candidate supply, beginning May 1, 2019 to June 30, 2019, part time based on 20 hours per week with the following terms for Candidate, Step 1 (1-2 years) and Cost of Living Group Assignment 5: Salary \$59,234 (prorated \$29,617) per annum, Continuing Education and Learning Amount \$1415 (prorated \$708) 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 **Birchcliff Bluffs Pastoral Charge (Toronto)** and reappoints **Greg Daly**, ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 30 hours per week with the following terms for Category A, 1 year and Cost of Living Group Assignment 5: Salary \$61,204 per annum (prorated \$45,903), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,415 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 **Mount Albert Pastoral Charge (Mount Albert)** and appoints **Timothy Dayfoot**, ordained minister, beginning April 1, 2019 to June 30, 2019, part time based on 20 hours per week with the following terms for Category F, 14 plus years and Cost of Living Group Assignment 5: Salary \$69,476 per annum (prorated \$34,738), basic telephone \$504 per annum, Continuing Education and Learning Amount \$1415 per annum (prorated \$708) 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 **Rosedale Pastoral Charge (Toronto)** and reappoints **Roberta Howey**, ordained minister, beginning May 6, 2019 to December 31, 2019, full time based on 40 hours per week with the following terms for Category A, 1 year and Cost of Living Group Assignment 5: Salary \$61,204 per annum, salary in addition to the minimum at 14.371% which equals \$8,796, for a total salary of \$70,000, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,415 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.

... concurs with the request of **Trinity Pastoral Charge (Malton)** and re-appoints **John Mathew**, retired ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category F, 14 plus years and Cost of Living Group Assignment 5: Salary \$69,476 per annum (prorated \$34,738), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1450 per annum (prorated \$708) 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 **Metropolitan Pastoral Charge (Toronto)** and appoints **Jason Meyers**, Candidate, appointment is conditional on ordination prior to start date, beginning June 1, 2019 to May 31, 2020, full time based on 40 hours per week with the following terms for Category A, 1 year and Cost of Living Group Assignment 5: Salary \$61,204 per annum, salary in addition to the minimum at 20% which equals \$12,241, for a total salary of \$73,445, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1,415 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.

... concurs with the request of **Jane Finch Community Ministry, Outreach Ministry (Toronto)** and re-appoints **Barry Reider**, designated lay minister, beginning January 1, 2019 to December 31, 2019, full time based on 40 hours per week with the following terms for Category F, 14 plus years and Cost of Living Group Assignment 5: Salary \$68,404 per annum, salary in addition to the minimum at 18.936% which equals \$12,881, for a total salary of \$80,905, basic telephone \$960 per annum, Continuing Education and Learning Amount \$1500 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 **Downsview Pastoral Charge (Toronto)** and re-appoints **Dong-Chun Seo**, retired ordained minister, beginning February 1, 2019 to June 30, 2019, part time based on 20 hours per week with the following terms for Category F, 14 plus years and Cost of Living Group Assignment 5: Salary \$69,476 per annum (prorated \$34,738), basic telephone \$500 per annum, Continuing Education and Learning Amount \$1450 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 **Emmanuel Pastoral Charge (Brampton)** and re-appoints **Rose Ann Vita**, ordained intentional interim minister, beginning July 1, 2019 to June 30, 2020, full time based on 40 hours per week with the following terms for Category F, 14 plus years and Cost of Living Group Assignment 5: Salary \$69,476 per annum, salary in addition to the minimum at 12.3% which equals \$8,540, for a total salary of \$78,016, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1500 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.

c) **Voluntary Associate Ministry Position**

... concurs with the request of **Fairlawn Avenue Pastoral Charge (Toronto)** and **Ambury Stewart**, to enter into a voluntary associate minister relationship, beginning April 4, 2019.

... concurs with the request of **Metropolitan Pastoral Charge (Toronto)** and **Bruce Misener**, to enter into a voluntary associate minister relationship, beginning April 1, 2019.

... concurs with the request of **Knox Pastoral Charge (Sutton)** and **Leslie Sedore**, to enter into a voluntary associate minister relationship, beginning July 1, 2019.



d) **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 **Bright Yun**, ordained minister at **Coldwater Eady Pastoral Charge** effective June 30, 2019 and give thanks for his ministry.

e) **License to Administer Sacraments**

... concurs with the request of **Palgrave Pastoral Charge** and grants sacramental privileges in accordance with *The Manual* 1.2.4(a) and 1.2.4.2, to **Barbara Cowan**, during her appointment at **Palgrave Pastoral Charge** .

**Report from staff**

**a) Liaisons**

The following liaisons have been appointed by staff:

Paul Stott – Appointed to Glebe Rd United Church to assist in their search for an appointed minister and eventually a called minister.

William Haughton - Appointed to King City United, New Hope United, York Pines United shared ministry community of faith to assist in their search for a ministry team. (04/23/2019)

**b) Pastoral Charge Supervisors**

The following Pastoral Charge Supervisors have been appointed by staff:

Kevin Logie appointed as pastoral charge supervisor for Parry Sound Rural Pastoral Charge (03/3/2019)

Carol-Ann Chapman appointed as pastoral charge supervisor for Trillium Pastoral Charge (17/4/2019)

Other updates:

Dale noted that while all of our own Shining Waters ordinands/admittands have found calls and appointments, there is a pastoral charge currently finalizing a call to an ordinand from another region. The congregational meeting to approve the call will not take place until May 19. In order for our commission to approve this provisional call, we will need to meet the week of May 19. **Agreed that we will meet on Tuesday, May 21 at 9:30 a.m.**

April 30, 2019 - 6

Todd and Dale also noted that we will be training 26 liaisons in June which will give us a good cadre of liaisons to do the work in the future.

Members were reminded of the face to face commission meeting on June 18 from 9:30 – 3:00 pm at New Hope United, which will also include some time with the Communities of Faith Commission.

It was noted that there are still pastoral charges advertising in the Broadview and asking for resumes—why is this still happening? Todd noted that ChurchHub is not yet fully functional and so we are still living in between our old way of forming pastoral relationships, and the new ChurchHub.

Todd also noted that he and Dale will be hosting a meeting before the Annual Meeting on Friday, May 24, to talk about joy, health and excellence in ministry.

Anne Hines closed the meeting with a prayer.

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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Wednesday, May 22, 2019**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, May 22, 2019 by conference call. The meeting began at 9:30 a.m.

**Members Present**

Andrew Comar (chair); Dale Hildebrand (staff); Todd McDonald (staff); William Haughton (ordered); Anne Hines (ordered); Donna Bowman-Woodall (ordered); Beth Moore (lay); Robin Pilkey (lay)

**Regrets:** Paul Stott (lay), Bright Yun (ordered)

**Welcome, constituting the meeting and prayer**

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

**Agenda**

**MOTION** by Anne Hines / Beth Moore  
that the agenda consist of one item that had been circulated to the commission in advance of this meeting be approved.

**MOTION**

**CARRIED**

**Omnibus Motion**

**MOTION** by Donna Bowman-Woodall / Anne Hines  
that the Pastoral Relations Commission take the following action:

... concurs with the request of **Kingsway Lambton United Church (Toronto)** and approves the provisional call to **Kerry Stover**, candidate for ordained ministry, conditional on ordination prior to start date, beginning July 15, 2019, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$61,204 per annum, salary in addition to the minimum at 27.443% which equals \$16,796, for a total salary of \$78,000, basic telephone \$750 per annum, Continuing Education and Learning Amount \$2000 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.

**MOTION**

**CARRIED**

**Next Meeting**

The Pastoral Relations Commission will next meet on Tuesday, May 28, 2019 at 9:30 a.m. by conference call.

**End of meeting**

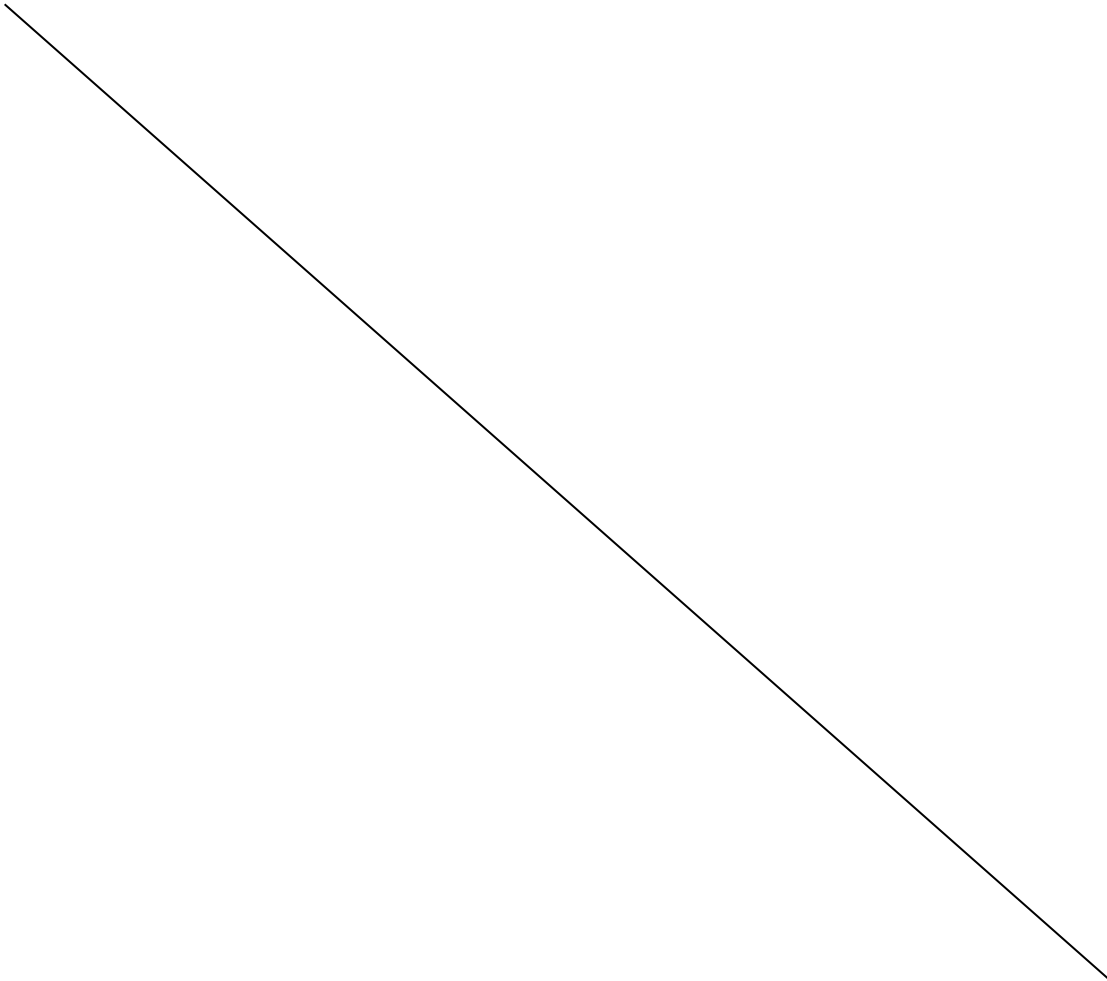
The meeting of Pastoral Relations Commission ended at 9:40 a.m.

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Andy Comar, chair

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Dale Hildebrand – note taker



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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Tuesday, May 28, 2019**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, May 28, 2019 by conference call. 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); Anne Hines (ordered); Donna Bowman-Woodall (ordered); Paul Stott (lay)

**Regrets:** Beth Moore (lay)

**Welcome, constituting the meeting and prayer**

Andy welcomed members to the meeting and opened with prayer.

**Agenda**

MOTION by Anne Hines/Paul Stott 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 Anne Hines/Bright Yun that the minutes of the April 30, 2019 meeting of the commission be approved.

MOTION

CARRIED

**Omnibus Motion**

MOTION by Donna Bowman-Woodall /Paul Stott that the Pastoral Relations Commission take the following actions:

a) **Appointments**

... concurs with the request of **Humbervale Pastoral Charge (Toronto)** and re-appoints **Cynthia Randall**, retired ordained minister, beginning July 1, 2019 to June 30, 2020, part time based on 20 hours per week with the following terms for Category F, 14+ years and Cost of Living Group Assignment 5: Salary \$69,476 (pro-rated \$34,738) per annum, salary in addition to the minimum at 6.07% which equals \$4,218 (prorated \$2,109), for a total salary of \$73,694 (prorated \$36,847), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 (prorated \$708) 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.

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 **Donald Gibson**, ordained minister at **Runnymede United Pastoral Charge** effective December 31, 2019 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 **Lloyd Paul**, ordained minister at **Mayfield United Pastoral Charge** effective June 30, 2019 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 **Janet Zenwirt Smith**, ordained minister at **Westway United Pastoral Charge** effective August 19, 2019 and give thanks for her ministry.

MOTION

CARRIED

**Report from staff**

a) **Liaisons**

The following liaisons have been appointed by staff:

Islay Scott – appointed to Coldwater Eady Pastoral Charge to assist in their search for a short-term appointment and to search for their permanent minister. (Appointed 04/03/2019)

b) **Pastoral Charge Supervisors**

The following pastoral charge supervisors have been appointed by staff:

Ted Grady – appointed to Virginia United Church. Virginia United Church is served by Debbie Celsie, a candidate for ministry. (to start 07/01/2019)

c) **Ministry and Personnel Committee workshops**

Dale Hildebrand and Todd McDonald each led M&P workshops in April and May. Dale led a workshop entitled “Please Talk to Me Nicely: Surviving and thriving on your M&P Committee”. Todd led a workshop entitled, “Non-Violent Communication: *Keeping empathy and compassion at the center of our conversations*”. Eighty-two M&P Committee members attended the two workshops.

Staff also reported on the liaison training taking place June 12 – 14, 2019. We will be training 40 people, 30 from Shining Waters region and 10 from Canadian Shield Region.

Members were reminded of the face to face meeting on June 18 meeting at New Hope United, part of which will consist of a joint meeting with the Communities of Faith Commission who will be meeting concurrently with our Commission.

At this point, Bright Yun left the meeting due to a conflict of interest as his Call is on today’s agenda.

MOTION by Paul Stott/Anne Hines that the Pastoral Relations Commission take the following actions:

c) **Calls**

... concurs with the request of **Knox, Agincourt Pastoral Charge (Toronto)** and approves the call to **Bright Yun**, ordained minister, beginning July 1, 2019, full time based on 40 hours per week with the following terms for Category E, 11 years and Cost of Living Group Assignment 5: Salary \$67,823 per annum, salary in addition to the minimum at 6.158% which equals \$4177, for a total salary of \$72,000, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1416 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.

MOTION

CARRIED

There being no further business, the meeting was adjourned. Donna Bowman-Woodall closed the meeting with a prayer.