

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, August 25, 2020**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, August 25, 2020 by video conference. The meeting began at 9:34 a.m.

Members Present

Paul Stott (acting-chair); Todd McDonald (staff); Donna Bowman-Woodall (ordered); Barbara Hendren (lay); Beth Moore (lay); James Ravenscroft (ordered)

Regrets: Dale Hildebrand (staff – on sabbatical); Andrew Comar (chair); Liz Mackenzie (ordered)

Absent: Bright Yun (ordered); William Haughton (ordered); Robin Pilkey (lay).

Welcome, constituting the meeting and prayer

Acting chair, Paul Stott, welcomed everyone and called the meeting to order. He acknowledged the land and led in an opening prayer.

Agenda

MOTION by Barbara Hendren / Beth Moore
that the agenda consist of items that had been circulated to the commission in advance of this meeting with one change (St. Matthews (Toronto) to St. Matthews (Richmond Hill) be approved.

MOTION

CARRIED

Minutes

MOTION by Donna Bowman-Woodall / Beth Moore
that the minutes of the June 2, 2020 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

MOTION by James Ravenscroft / Barbara Hendren
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Bracebridge Pastoral Charge (Bracebridge)** and approves the call to **Kathleen Taylor**, ordained minister, beginning October 1, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$62,244 per annum, salary in addition to the minimum at 12.94% which equals \$8,056, for a total salary of \$70,300, basic telephone \$815 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 call does require an act of covenant.

... concurs with the request of **Bradford Pastoral Charge (Bradford)** to change the terms of the existing call to **Eiko Hosaka**, ordained minister, beginning July 1, 2020, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$400 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Emmanuel Pastoral Charge (Brampton)** and approves the call to **John-Thomas MacNeil**, ordained minister, beginning August 17, 2020, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 per annum, salary in addition to the minimum at 2.7% which equals \$1,683.91, for a total salary of \$64,050.91, basic telephone \$1200 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 call does require an act of covenant.

... concurs with the request of **Hope Pastoral Charge (Toronto)** and approves the call to **Brian Stevens**, candidate provisional on ordination, beginning August 1, 2020, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 (pro-rated \$31,183.50) per annum, salary in addition to the minimum at 5.41% which equals \$3372 (pro-rated \$1,686), for a total salary of \$65,739 (pro-rated \$32,869.50) basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **St. James' Pastoral Charge (Toronto)** and approves the call to **Brigid Maya Douglas**, ordained minister, beginning

September 1, 2020, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 per annum, salary in addition to the minimum at 20% which equals \$12,810.40, for a total salary of \$76,862.40, basic telephone \$1000 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 **St. Matthew's Pastoral Charge (Richmond Hill)** and approves the call to **David Kim-Cragg**, ordained minister, beginning September 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 \$70,769 per annum, salary in addition to the minimum at 12.21% which equals \$8,644, for a total salary of \$79,440, basic telephone \$1080 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 call does require an act of covenant.

b) **Appointments**

... concurs with the request of **College Street Pastoral Charge (Toronto)** and appoints **John Perigoe**, retired ordained minister, beginning July 1, 2020 to August 31, 2020 part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **College Street Pastoral Charge (Toronto)** and appoints **Richard Choe**, ordained minister, beginning September 1, 2020 to June 30, 2022, 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 20% which equals \$14,159.20 for a total salary of \$84,955.20, basic telephone \$1560 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.

... concurs with the request of **Cummer Avenue Pastoral Charge (Toronto)** and appoints **R. Warren McDougall**, retired ordained minister, beginning October 1, 2020 to December 31, 2020, part time based on 16 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$28,318.40) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$576.80) 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)** to re-appoint **Rose Ann Vita**, ordained minister, beginning July 1, 2020 to September 27, 2020, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: 70,796 per annum, salary in addition to the minimum at 12.29% which equals \$8702.92 for a total salary of \$79498.92, basic telephone \$1200 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 re-appointment does not require an act of covenant.

... concurs with the request of **Heart Lake Pastoral Charge (Brampton)** and appoints **Dale Burkart**, retired ordained minister, beginning September 1, 2020 to February 28, 2021, part time based on 12 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$21,238.80) per annum, salary in addition to the minimum at 15% which equals \$10,619.40 (pro-rated \$3185.82) for a total salary of \$81415.40 (prorated \$24,424.62), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$432.60) 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 **Heart of Muskoka Pastoral Charge (Baysville)** and re-appoints **Susan Wood**, Designated Lay Minister, beginning July 1, 2020 to June 30, 2023, part time based on 24 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$60,764 (pro-rated \$36458.40) per annum salary, basic telephone \$455 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$865.20) 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 **Humbervale Pastoral Charge (Toronto)** and re-appoints **Cindy Randall**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Humber Valley Pastoral Charge (Toronto)** and appoints **Helena Medeiros**, ordained minister, beginning August 15, 2020 to June 30, 2021, part time based on 30 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated

\$51,834) per annum salary, basic telephone \$840 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.5) 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 **Metropolitan Pastoral Charge (Toronto)** and re-appoints **Jason Meyers**, ordained minister, beginning June 5, 2020 to June 1, 2021, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 per annum, salary in addition to the minimum at 27.64% which equals \$17,241, for a total salary of \$79,608, basic telephone \$600 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 re-appointment does not require an act of covenant.

... concurs with the request of **Palgrave Pastoral Charge (Palgrave)** and appoints **Dyanne Marlok**, candidate provisional on ordination, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$62,367 (pro-rated \$31,183.50) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Rosedale Pastoral Charge (Toronto)** and approves the re-appointment of **Roberta Howey**, ordained minister, beginning August 1, 2020 to January 31, 2021, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 per annum, salary in addition to the minimum at 12.02% which equals \$7698, for a total salary of \$71,750, basic telephone \$600 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 re-appointment does not require an act of covenant.

... concurs with the request of **Tamil United Church Mission (Toronto)** and re-appoints **Kumar Thangarajah**, ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$53,097) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.5) 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 **Toronto Chinese Pastoral Charge (Toronto)** and re-appoints **Christopher Cheung**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, 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, basic telephone \$600 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 re-appointment does not require an act of covenant.

... concurs with the request of **Trinity Pastoral Charge (Malton)** and appoints **Philip Rodgers**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Wesley Mimico Pastoral Charge (Toronto)** and re-appoints **Joan Smith**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$69,112 (pro-rated \$34,556) per annum salary, salary in addition to the minimum at 7.94% which equals \$5488 (pro-rated \$2744), for a total salary of \$74,600 (pro-rated \$37,300) basic telephone \$840 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$1081.5) 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) **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 **Jean Ward**, retired ordained minister at **Glebe Road Pastoral Charge (Toronto)** effective June 30, 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 **Kerry Stover**, ordained minister at **Kingsway-Lambton Pastoral Charge (Toronto)** effective October 2, 2020 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 **Brigid Maya Douglas**, ordained minister at **Queensville Holland Landing Pastoral Charge (Queensville)** effective August 31, 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 **Kathleen Taylor**, ordained minister at **Severn Bridge**

Pastoral Charge (Severn) effective September 30, 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 **Richard Choe**, ordained minister at **St. Paul's Pastoral Charge (Brampton)** effective August 31, 2020 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 **Allan Lynk**, ordained minister at **Trinity Pastoral Charge (Gravenhurst)** effective October 31, 2020 and give thanks for his ministry.

d) **Recommendations from the Licensed Lay Worship Leaders Committee meeting held June 29, 2020**

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Lydia Pedersen** to be licensed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three year period.

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Fred Graham** to be reconfirmed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three year period.

MOTION

CARRIED

Birchcliff Bluffs:

MOTION by James Ravenscroft / Donna Bowman-Woodall

that the Pastoral Relations Commission concurs with the request of **Birchcliff Bluff Pastoral Charge (Toronto)** and appoints **Carmen Llanos**, ordained minister, beginning June 3, 2020 to May 31, 2021, part time based on 20 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$65,739 (pro-rated \$32,869.50) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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

Note: Beth Moore abstained from voting due to conflict of interest.

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Catherine Hions appointed to Queensville Holland Landing Pastoral Charge for a search for a new minister.

Gail Hamblin appointed to St. Paul's Pastoral Charge, Brampton, for a search for a new minister.

Paul Stott appointed to Humbercrest Pastoral Charge, Toronto, for a search for an Intentional Interim Minister.

Rick McKinley appointed to Knox Pastoral Charge, Sutton, for a search for an appointed minister and then a called minister.

Donna Bowman-Woodall appointed to Severn Bridge Pastoral Charge, Severn, for a search for a new minister.

Marg Walker appointed to Humber Valley Pastoral Charge, Toronto, for search for a new minister. Greg Daly had served as liaison but asked to be excused from the appointment. Marg is picking up this work.

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Rev. Terry Thom appointed as Pastoral Charge Supervisor to Bradford Pastoral Charge, while minister is on medical leave.

Rev. Linda Butler appointed as Pastoral Charge Supervisor to Queensville Holland Landing Pastoral Charge, starting September 1, 2020 when pastoral charge will be without a minister.

Rev. Leigh Olson appointed as Pastoral Charge Supervisor to St. Matthews Pastoral Charge, Richmond Hill, starting June 23, 2020 as pastoral charge is without a minister.

Rev. Richard Choe appointed as Pastoral Charge Supervisor to Good Tree Korean Mission, Toronto, starting July 15, 2020 as pastoral charge has an admission minister appointed.

Rick McKinley appointed as Pastoral Charge Supervisor to Knox Pastoral Charge, Sutton, starting September 1, 2020 as pastoral charge will be without a minister.

Rev. Calin Lau appointed as Pastoral Charge Supervisor to Virginia Pastoral Charge (near Sutton ON), starting August 6, 2020 as pastoral charge is without a minister.

Rev. Jeff Bacon appointed as Pastoral Charge Supervisor to St. Paul's Pastoral Charge (Brampton), starting September 1, 2020 as pastoral charge is without a minister.

c. Bits of News

An invitation was received by Andy Comar and Todd McDonald to attend a "Building the Equity Action Plan: A Conversation with Regional Leadership" conversation on September 9. Andy and Todd will attend.

Dale Hildebrand is currently on sabbatical and will return on November 14, 2020. Todd McDonald will be support staff for the Commission while Dale is away.

David Hewitt (Pastoral Relations Minister for Regional Council 15) and Todd McDonald are collaborating to host a M&P Committee webinar on annual reviews for lay employees and ministers, to be held on Saturday, November 14, 2020.

Next meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, September 29, 2020 at 9:30 a.m.

End of meeting

Paul Stott closed the meeting with a prayer at 9:49 a.m.

Paul Stott, Acting Chair

Todd McDonald, note taker



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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, September 29, 2020**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, September 29, 2020 by video conference. The meeting began at 9:30 a.m.

Members Present

Andrew Comar (chair); Todd McDonald (staff); Barbara Hendren (lay); William Haughton (ordered); Liz Mackenzie (ordered); Beth Moore (lay); Robin Pilkey (lay); James Ravenscroft (ordered);

Regrets: Dale Hildebrand (staff – on sabbatical); Paul Stott (lay)

Absent: Donna Bowman-Woodall (ordered); Bright Yun (ordered)

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone and called the meeting to order.

Agenda

MOTION by Barbara Hendren / Beth Moore
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 James Ravenscroft / Beth Moore
that the minutes of the August 25, 2020 meeting of the commission be approved.

MOTION

CARRIED

Andy expressed gratitude for Paul Stott who chaired the August meeting.

Omnibus Motion

MOTION by Robin Pilkey / Barbara Hendren
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Caledon East Pastoral Charge (Caledon)** and approves the call to **Emma Pipes**, ordained minister, beginning September 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 (pro-rated \$32,026) per annum salary, basic telephone \$576 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Caledon Village Pastoral Charge (Caledon)** and approves the call to **Emma Pipes**, ordained minister, beginning September 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,052 (pro-rated \$32,026) per annum salary, basic telephone \$576 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 re-appoints **Debra Schneider**, retired ordained minister, beginning September 9, 2020 to December 31, 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 33.9% which equals \$24,000 for a total salary of \$94,796, basic telephone \$900 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 re-appointment does not require an act of covenant.

... concurs with the request of **Ghana Calvary Methodist Pastoral Charge (Toronto)** and re-appoints **Erik Nyarko**, student candidate, beginning September 1, 2020 to August 31, 2021, full time based on 40 hours per week with the following terms for Candidate Step-2 and Cost of Living Group Assignment 5: Salary with manse included \$35,812 per annum, basic telephone \$600 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 re-appointment does not require an act of covenant.

... concurs with the request of **Humbercrest Pastoral Charge (Toronto)** and appoints **Donald Gibson**, retired ordained minister, beginning September 28, 2020 to December 28, 2020, part time based on 8 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$14159.20), salary in addition to the minimum at 0.65% which equals \$460.17 (pro-rated \$92.40) for a total salary of \$71,256.17 (pro-rated \$14,251.60), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$288.40) 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 **Knox Agincourt Pastoral Charge (Toronto)** and appoints **Linda Petrides**, retired ordained minister, beginning July 1, 2020 to June 30, 2021, part time based on 16 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$28318.40), salary in addition to the minimum at 11.66% which equals \$8254.81 (pro-rated \$3302) for a total salary of \$79,050.81 (pro-rated \$31,620.40), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1455 (pro-rated \$582) 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 **Meadowvale Korean Pastoral Charge (Toronto)** and appoints **Lark Kim**, retired ordained minister, beginning September 1, 2020 to June 30, 2021, part time based on 7 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$12389.30) per annum salary, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$252.35) 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 **East End Pastoral Charge (Toronto)** and **Robert (Robin) Wardlaw**, to enter into a Voluntary Associate Minister relationship, beginning September 29, 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 **David Howes**, ordained minister at **Midhurst Pastoral Charge (Midhurst)** effective January 1, 2021 and give thanks for his ministry.

MOTION

CARRIED

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Barbara Hendren appointed to Trinity Pastoral Charge (Gravenhurst) for a search for a new minister.

Mhairi Godley appointed to Parkwood Pastoral Charge (North York) for a search for a new minister.

Lynella Reid James appointed to Kingsway Lambton Pastoral Charge (Toronto) for a search for a short term appointment and new minister.

Kathryn Moase appointed to Metropolitan Pastoral Charge (Toronto) for a search for a ministry team.

Islay Scott appointed to Midhurst Pastoral Charge for a search new minister

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Paul Stott appointed as Pastoral Charge Supervisor to Humbercrest Pastoral Charge, starting August 31, 2020 as the pastoral charge is without a minister while searches for a Interim Minister.

Tony Rennett appointed as Pastoral Charge Supervisor to Trinity Pastoral Charge (Gravenhurst), starting November 1, 2020 as the pastoral charge is without a minister while searching for new minister.

Julie Brushey appointed as Pastoral Charge Supervisor to Severn Bridge Pastoral Charge, starting October 1, 2020 as the pastoral charge is without a minister while searching for new minister.

c) Minister Check in

Todd McDonald reported on the Minister's check in that was held on Tuesday September 22, 2020. Fifty-three ministry personnel and staff attended. Worship, small group discussion and the introduction of a risk assessment tool filled the 1.5 hour Zoom call.

Equity Plan Discussion

Todd and Andy attended a meeting with the Equity Committee (EQ) along with other representatives from the region on Wednesday, September 9, 2020. The EQ would like the Pastoral Relations Commission to identify one commitment to contribute to this year's Equity Plan of Shining Waters Regional Council. The question posed to stimulate the conversation and determining any goal/commitment was: How are our practices as a Commission reproducing inequity? Do our policies aim to specifically increase equity?

Todd McDonald shared an image to help understand what equity means by also defining equality. He showed a cartoon three children of different heights trying to watch a ballgame from behind a fence. Equality would be providing steps at the same height, but not all could see over the fence. Equity is providing steps at different heights so that all three could see above the fence. Liberation is taking down the barrier (the fence) so that all persons can participate fully. Equity and liberation are removing barriers so that everyone has equal access in appropriate ways.

The Commission said the following when asked How are our practices as a Commission reproducing inequity? Do our policies aim to specifically increase equity?

- The question about policy is not so relevant. The practices of the Commission is the issue
- Anecdotally, know of ministers (radicalized, BIPOC, LGBTQi, , differently abled) who have had a hard time finding work
- We do not have hard data to answer the question. We are talking about bias hiring process. We do not have enough information to access if people are being disadvantaged
- Intercultural Ministries be a source for data?
- Racialized ministers come to UCC through the admission process. Those persons do not know Canadian context around negotiation, Church Hub socio economic context. Provide training for admittands from outside Canada.
- We need more transparency in process
- Commission is quite removed from the living out of pastoral relations policy. Office of Vocation does eligibility. Pastoral Relations Liaison train the search but are not present at interviews and discussions. Liaisons do provide Bias awareness training to the Search Teams. Then all is left to the Search Team – does that increase possibility of barriers going up to marginalized ministers?
- Has bias training made a difference? We need more information.
- There is also the ongoing experience of racialized, BIPOC, differently abled and LGTBQi ministers after they have been called or appointed.

MOTION by James Ravenscroft / Liz Mackenzie
that 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 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?

MOTION

CARRIED

Andy Comar will communicate this goal to the Equity Committee. Todd McDonald will bring more information on how this goal can be implemented to the October meeting for discussion.

Next meeting

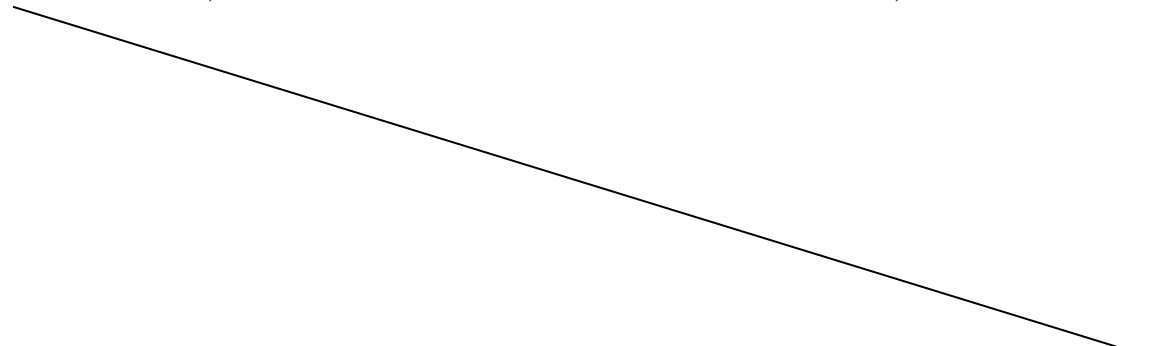
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, October 27, 2020 at 9:30 a.m.

End of meeting

James Ravenscroft closed the meeting with a prayer. Meeting ended at 10:46 a.m.

Andrew Comar, Chair

Todd McDonald, note taker



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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, October 27, 2020**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, October 27, 2020 by video conference. The meeting began at 9:30 a.m.

Members Present

Andrew Comar (chair); 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);

Regrets: Dale Hildebrand (staff – on sabbatical);

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, called the meeting to order, and opened with a reading and prayer.

Andy acknowledged the territory by reciting the indigenous nations that are currently within the boundaries Shining Waters Regional Council and giving thanks.

Members introduced themselves to our new member the Rev. Lawrence Nyarko.

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 Liz Mackenzie / Beth Moore
that the minutes of the September 29, 2020 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

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

a) **Calls**

... concurs with the request of **Countryside Pastoral Charge (Thornton)** and approves the call to **Sung-Ran Kim**, ordained minister, beginning September 23, 2020, part time based on 20 hours per week with the following terms for Category B and Cost of Living Group Assignment 4: Salary \$59,504 (pro-rated \$29,752) per annum, basic telephone \$500 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Bolton Pastoral Charge (Bolton)** approves the change in terms of their existing appointment and re-appoints **Eleanor Scarlett**, ordained intentional interim minister, beginning September 25, 2020 to June 30, 2021, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$53,097) per annum, basic telephone \$500 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 re-appointment does not require an act of covenant.

... concurs with the request of **Lemonville Pastoral Charge (Lemonville)** and appoints **Nancy Umphrey**, Candidate supply, beginning October 1, 2020 to June 30, 2021, part time based on 20 hours per week with the following terms for Category Step 1 and Cost of Living Group Assignment 5: Salary \$60,359 (pro-rated \$30,179.50) salary in addition to the minimum at 4.4% which equals \$2,656 (pro-rated \$1328) for a total salary of \$63,015 (pro-rated \$31,507.5) per annum, basic telephone \$600 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 not require an act of covenant.

c) **Recommendations from the Licensed Lay Worship Leaders Committee meeting held October 19, 2020**

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Donna Gileno** to be reconfirmed as a Licensed Lay

Worship Leader within the bounds of Shining Waters Regional Council for a three year period.

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Scott Martin** to be reconfirmed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council for a three year period.

MOTION

CARRIED

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Elizabeth Cunningham appointed to Bond Head/Newton Robinson Pastoral Charge (near Bradford) for a search for a new minister.

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Tony Asselstine appointed as Pastoral Charge Supervisor to Lefroy Pastoral Charge, starting September 29, 2020 as the pastoral charge is without a minister.

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 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?

- Todd reported: The goal was sent to the Equity Committee to be included in their presentation to the Shining Regional Council annual meeting on October 17, 2020. The regional council adopted the Equity plan.
- How do we find a researcher to help us answer the questions in the Pastoral Relations Commission goal?

- Create a Request for a Proposal.
 - Reach out to UCC theological colleges across Canada for potential researchers
 - The Commission appoint a small group from its membership to review proposals and chose a researcher.
 - The chosen researcher meet with the Commission before beginning their work so the person can hear about the context for the research.
 - Finally, that there be an advisory group from the Commission's members to be available to the researcher.
- Timeline: It is hoped that the research would be complete and presented in June 2021.

It was agreed that Todd McDonald would draft a Request for a Proposal and present it to the November 24, 2020 meeting for changes and approval.

Liz Mackenzie left the meeting.

MOTION by Paul Stott / Barbara Hendren
that the Pastoral Relations Commission take the following action:
concur with the request of **Dewi Sant Welsh (EM) Pastoral Charge (Toronto)**
and approves the change in terms of their existing appointment and re-appoints **M. Elizabeth Mackenzie**, ordained intentional interim minister, beginning March 1, 2020 to June 30, 2021, 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 15% which equals \$10,619.40 for a total salary of \$81,415.40, basic telephone \$1020 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 re-appointment does require an act of covenant.

MOTION

CARRIED

Next meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, November 24, 2020 at 9:30 a.m.

End of meeting

Paul Stott closed the meeting with a prayer at 10:04 a.m.

Andrew Comar, Chair

Todd McDonald, note taker

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, November 24, 2020**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, November 24, 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); Liz Mackenzie (ordered); Beth Moore (lay); Lawrence Nyarko (ordered); Robin Pilkey (lay); James Ravenscroft (ordered); Paul Stott (lay);

Regrets: William Haughton (ordered)

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, acknowledged the indigenous territory we find ourselves on, led the opening prayer, and called the meeting to order.

Agenda

MOTION by Liz Mackenzie / Barbara Hendren
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 Paul Stott / Beth Moore
that the minutes of the October 27, 2020 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

MOTION by James Ravenscroft / Lawrence Nyarko
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Huntsville: Trinity Pastoral Charge (Huntsville)** and approves the call to **Mary (Diane) Knowles**, ordained minister, beginning February 1, 2021, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$63613 per annum, salary in addition to the minimum at 5.01% which equals \$3187 for a total salary of \$66,800, basic telephone \$720 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.

... concurs with the request of **Martin Grove Pastoral Charge (Toronto)** and approves the call to **Richard Tamas**, ordained minister, beginning January 1, 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 6.91% which equals \$5000 for a total salary of \$77,354, basic telephone \$660 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 **Downsview Pastoral Charge (Toronto)** and approves the appointment of **Yun Jung Julia Kim**, ordained supply (non-United Church of Canada), beginning January 1, 2021 to December 31, 2021, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$63,739 (pro-rated \$31869.50) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$737) 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 **Good Tree Korean Church Mission (Toronto)** and approves the re-appointment of **Woong Youm**, ordained supply (non-United Church of Canada), beginning October 1, 2020 to September 30, 2021, part time based on 20 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$65,739 (pro-rated \$32,869.50) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Humbercrest Pastoral Charge (Toronto)** and approves the appointment of **Mary Patterson**, ordained minister, beginning November 2, 2020 to October 2, 2022, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$35,398) per annum, salary in addition to the minimum at 10% which equals \$7,079 (pro-rated \$3539.80) for a total salary of \$77,354 (pro-rated \$38,937.80), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Huntsville: Trinity Pastoral Charge (Huntsville)** and approves the appointment of **S. Peter Wyatt**, retired ordained minister, beginning November 1, 2020 to January 31, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$62244 (pro-rated \$31,122) per annum, basic telephone \$150 per annum, Continuing Education and Learning Amount \$1442 (pro-rated \$721) 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 **Jane-Finch Community Ministry (Toronto)** and approves the re-appointment of **Barry Rieder**, designated lay minister, beginning January 1, 2021 to December 31, 2021, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,842 per annum, salary in addition to the minimum at 22.44% which equals \$15,894 for a total salary of \$86,736, 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 **Timothy Eaton Memorial Pastoral Charge (Toronto)** and approves the re-appointment of **Christopher Miller**, retired ordained minister, beginning January 1, 2021 to December 31, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$36,177) per annum, salary in addition to the minimum at 17.26% which equals \$12,486 (pro-rated \$6243) for a total salary of \$84,840 (pro-rated \$42,420), basic telephone \$480 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$737) 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 require an act of covenant.

... concurs with the request of **Trillium Pastoral Charge (Caledon)** and approves the appointment of **William (Richard) Gardner**, candidate supply, beginning January 1, 2021 to August 31, 2021, part time based on 20 hours per week with the following terms for Candidate Step 1 and Cost of Living Group Assignment 5: Salary \$61,687 (pro-rated \$30,843.50) per annum, basic telephone \$350 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 **Victoria Square Pastoral Charge (Markham)** and approves the change in relationship from a call to an appointment of **Basil Coward**, ordained minister, beginning November 24, 2020 to February 21, 2021, part time based on 10 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$70,796 (pro-rated \$17,699) per annum, basic telephone \$600 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$360.50) 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 Positions**

... concurs with the request of **Burton Avenue Pastoral Charge (Barrie)** and **Patricia Gale-MacDonald**, to enter into a Voluntary Associate Minister relationship, beginning November 30, 2020.

... concurs with the request of **Burton Avenue Pastoral Charge (Barrie)** and **Colin MacDonald**, to enter into a Voluntary Associate Minister relationship, beginning November 30, 2020.

... concurs with the request of **Uganda Martyrs (EM) Pastoral Charge (Toronto)** and **Donald Gibson**, to enter into a Voluntary Associate Minister relationship, beginning November 24, 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 Diane Bennett-Jones, ordained minister at Lansing Pastoral Charge effective February 28, 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 Mary (Diane) Knowles, ordained minister at Bond Head Newton Robinson Pastoral Charge effective December 31, 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 Katherine Selby Knoke, ordained minister at Markham: St. Andrew's Pastoral Charge effective December 24, 2020 and give thanks for her ministry.

MOTION

CARRIED

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Elizabeth Cunningham appointed to Bond Head/Newton Robinson Pastoral Charge for a search for a new minister.

Paul Stott appointed to Lansing Pastoral Charge for a search for a new minister.

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Martha Martin appointed as Pastoral Charge Supervisor to West Hill Pastoral Charge, starting October 30, 2020 as the pastoral charge supervisor while incumbent minister is on leave.

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 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?

Todd McDonald presented a Request for Proposals draft for Commission discussion and feedback (Appendix 1):

Todd reported that he drafted a proposal with feedback from several members of the Commission. Todd provided an overview of the Request for Proposal. Project goals are connected to the questions of our goal.

Discussion:

Timeline: Include a timeline for making a decision on the review of submissions.

Concern was expressed about the timeline. Will this allow marginalized people to participate if it is only online? Could we push the timeline back to September to allow for in person research? Experience tells us that online interaction puts racialized and other groups of persons at a disadvantage.

There are issues of trust involved as well. Some stories are not shared, and won't come up in the research unless there is an environment of trust, which may not be possible in online interviews.

It was noted that our present omnibus provides some evidence of possible discrimination: racialized ministers were given less telephone allowance than other ministers. Also, reduction in hours is occurring with a minister who is racialized. There are some inherent problems in our pastoral relations system. We have passed motions that disadvantaged racialized ministers. Also, racialized ministers received lower salaries.

Do we have a need as a commission to do some deeper learning on these topics, so that when we receive the report, we will be able to view it with a deeper understanding and interpret results appropriately? There was agreement that this should happen.

Staff will come back with a plan for this at a future meeting. It was noted that we have some good resources available that the PRC could use.

Concerns were raised around the budget amount. It seems low given the scope of the work and all the concerns that have been raised.

It was suggested that we increase time at our December meeting to one hour to resolve these issues and that we incorporate these new concerns into a revised proposal which will be presented then.

Next meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on **Tuesday, December 15, 2020 at 9:30 a.m.** It will be one hour in length to incorporate the expanded agenda related to the equity goal of the commission.

End of meeting

Lawrence Nyarko closed the meeting with a prayer.

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 resisted 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
- 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: \$4500

Contact: Todd McDonald

tmcdonald@united-church.ca

416-231-7680, ext. 6235

**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.

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

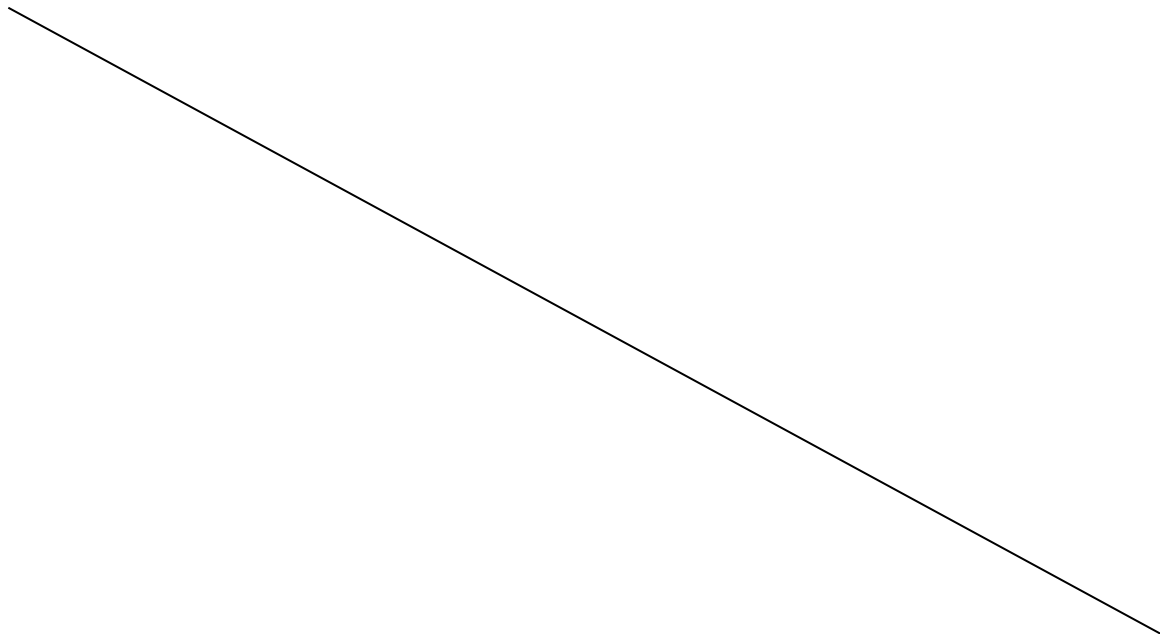
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, January 26, 2021 at 9:00 a.m.

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:

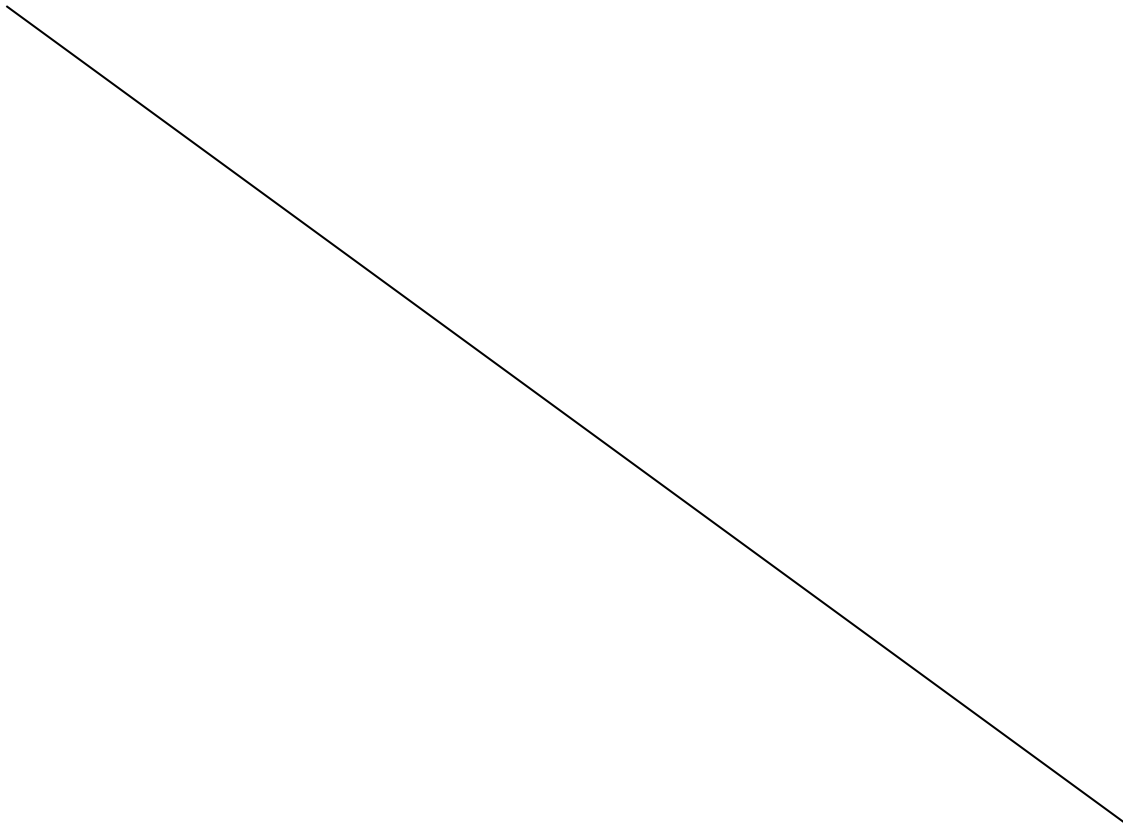
A description of qualitative methodology that will be employed in the study.

- 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



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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, January 26, 2021**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, January 26, 2021 by video conference. The meeting began at 9:00 a.m.

Members Present

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

Regrets: None

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, acknowledged the indigenous territory we find ourselves on, led the opening prayer, and called the meeting to order.

Agenda

MOTION by Barbara Hendren/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 Lawrence Nyarko/Donna Bowman-Woodall
that the minutes of the December 15, 2020 meeting of the commission be approved.

MOTION

CARRIED

Telephone Allowance

MOTION by Robin Pilkey/James Ravenscroft

That the telephone allowance for ministry personnel appointed or called in Shining Waters Region be set at a minimum of \$800 for 2021, regardless of full or part time appointments, that this amount be the total when a minister is in more than one appointment or call, and that this amount be reviewed annually by the Commission.

MOTION

CARRIED

Concern was expressed about other communication costs such as internet. Currently, pastoral relations policy speaks only to the cost of a telephone. Other costs can be taken up nationally.

Is the passing of this policy retroactive? It is not, but staff were asked to send out a letter to all pastoral charges encouraging them to raise the amount if it is lower than \$800 per year.

Omnibus Motion

MOTION by Lawrence Nyarko/ James Ravenscroft

that the Pastoral Relations Commission take the following actions:

a) **Appointments**

... concurs with the request of **Eglinton St. George's Pastoral Charge (Toronto)** and re-appoints **Donald Parsons**, retired ordained minister, beginning August 8, 2020 to June 30, 2021, part time based on 15 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$27,132.75) per annum, salary in addition to the minimum at 20% which equals \$14,470.80 (pro-rated \$5426.55) for a total salary of \$86,824.80 (pro-rated \$32,559.30), basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$552.75) 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 **Humbercrest Pastoral Charge (Toronto)** and appoints **Nancy Hardy**, retired ordained supply minister, beginning January 3, 2021 to June 27, 2021, part time based on 6 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$10,853.10) per annum, salary in addition to the minimum at 18.43% which equals \$13,334.84 (pro-rated \$2000) for a total salary of \$85,688.84 (pro-rated \$12,853.10), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$221.10) 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 **Queensville Holland Landing Pastoral Charge (East Gwillimbury)** and appoints **Deborah Celsie**, candidate short term supply, beginning January 18, 2021 to July 17, 2021, part time based on 20 hours per week with the following terms for Candidate Step 2 and Cost of Living Group Assignment 5: Salary \$62,048 (pro-rated \$31,024) per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$737) 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. Paul's Pastoral Charge (Brampton)** and appoints **Helena Medeiros**, retired ordained supply minister, beginning January 11, 2021 to June 30, 2021, part time based on 30 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70,632 (pro-rated \$52,974) per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$1105.50) 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 **West Hill Pastoral Charge (Toronto)** and appoints **Sarah Miller**, ordained short term supply minister, beginning January 13, 2021 to April 30, 2021, part time based on 15 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$27,132.75) per annum, salary in addition to the minimum at 20% which equals \$14,470.80 (pro-rated \$5426.44) for a total salary of \$86,824.80 (pro-rated \$32,559.19), basic telephone \$600 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$552.75) 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 in Relationship**

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of Helena Medeiros, ordained minister at Humber Valley Pastoral Charge effective January 10, 2021 and give thanks for her ministry.

MOTION

CARRIED

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Lynella Reid James appointed to St. Andrew's Pastoral Charge (Markham) for a search for a new minister.

Dale Hildebrand appointed to West Hill Pastoral Charge (Toronto) for a search for an appointed minister.

Mhairi Godley appointed to Filipino Christian Fellowship Mission (Toronto) to help them transition minister's appointment to a call.

Greg Daly appointed to St. Paul's Scarborough Pastoral Charge (Toronto) for a search for a new minister.

Paul Stott appointed to Emmanuel Pastoral Charge (Brampton) for their covenanting service.

Paul Stott appointed to Downsview Pastoral Charge (Toronto) for their covenanting service.

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Rick McKinley appointed to Bond Head Newton Robinson Pastoral Charge, January 4, 2021.

Leigh Olsen appointed to St. Andrew's Pastoral Charge (Markham), January 5, 2021.

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 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?

Recommendation from Equity Advisory Group

Liz Mackenzie from the Advisory Group conveyed the recommendation of the group for our researcher. Members of the Advisory Group shared their perceptions of the strengths of this particular choice.

MOTION BY Liz Mackenzie/Beth Moore

That the Commission engage Marcie Gibson to be the consultant for our Equity Goal Research Project.

MOTION

CARRIED

Equity Training with guest Rev. Cindy Bourgeois

Cindy shared some of her experience in finding work as a transgender person and talked about the need for changes in structure and policy to provide special assistance for people who have historically been marginalized.

In the discussion after her presentation, the following points/suggestions were made:

- Equity resources are needed in order to make this happen.
- Equity training for congregations is needed.
- Liaisons can play a role here. Can ministers from groups that face discrimination and bias have access to the liaisons? They should be encouraged to provide more persuasion and influence.
- Education is important, but what is critical is advocacy and structural change.
- Our Methodist heritage can be helpful here in terms of providing direction to communities of faith from the wider denomination.

Representatives to Shining Waters Planning and Priorities meeting on February 10

Andy received an invitation as Commission Chair to attend but as it is his last year, and also not able to attend on February 10, 2021, he invited two representatives from this Commission to attend. This is to shape an overall vision for the regional council.

Donna and Beth volunteered to represent the commission. What should they bring from the commission? The equity goal is a major part of our work now.

Next meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on February 23, 2021 beginning at 9:00 a.m.

End of meeting

There being no further business, Dale Hildebrand, closed the meeting with a prayer.

Andrew Comar, Chair

Dale Hildebrand, note taker

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, February 23, 2021**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, February 23, 2021 by video conference. The meeting began at 9:00 a.m.

Members Present

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

Regrets: None

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, acknowledged the indigenous territory we find ourselves on, led the opening prayer, and called the meeting to order.

Agenda

MOTION by Beth Moore / James Ravenscroft
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 Lawrence Nyarko / Liz Mackenzie
that the minutes of the January 26, 2021 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

MOTION by James Ravenscroft / Barbara Hendren
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Heart Lake Pastoral Charge (Brampton)** and approves the call to **Margaret MacDonald**, ordained minister, beginning March 1, 2021, part time based on 16 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$28,941.60) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$589.60) 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 **York Pines Pastoral Charge (Kettleby)** and approves the call to **Kun Young (Andrew) Lee**, ordained minister, beginning January 14, 2021, part time based on 16 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70,632 (pro-rated \$28,252.80) per annum, basic telephone \$800 pro-rated to \$320 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$589.60) 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 **Rosedale Pastoral Charge (Toronto)** and re-appoints **Roberta Howey**, ordained minister, beginning February 1, 2021 to January 31, 2022, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$65,461 per annum, salary in addition to the minimum at 11.8% which equals \$7724 for a total salary of \$73185, basic telephone \$800 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 **Severn Bridge Pastoral Charge (Severn Bridge)** and appoints **James McKean**, retired ordained minister, beginning February 1, 2021 to December 31, 2021, part time based on 20 hours per week with the following terms for Category E and Cost of Living Group Assignment 4: Salary \$65984 (pro-rated \$32992) per annum, salary in addition to the minimum at 9.12% which equals \$6016 (pro-rated \$3008) for a total salary of \$72000 (pro-rated \$36000), basic telephone \$800 per annum, Continuing Education and Learning

Amount \$1474 (pro-rated \$737) 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) **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 Henry Poutiainen, ordained minister at Thornhill Pastoral Charge effective September 30, 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 Christine Smaller, ordained minister at Glebe Road Pastoral Charge effective April 30, 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 John Suk, ordained minister at Lawrence Park Community Pastoral Charge effective July 1, 2021 and give thanks for his ministry.

Discussion:

A question was raised about the telephone amount for Andrew Lee as it does not meet the new policy of \$800 minimum. Staff explained that this is a collaborative ministry agreement and therefore telephone costs are shared. The total will add up to \$800 per year.

Concerns were raised about Roberta Howey's appointment given that Rosedale has reappointed her a number of times since May 2019. Why have they not moved to a call? It was made clear that the commission will not approve another appointment for Roberta after this one. The pastoral charge needs to decide on a call. Concern was also raised about salary equity in team ministry situations (% of salary above minimum). It was decided to wait until the Equity Research Project is completed before the commission gives any directives or creates policy in this area. The hope is that the project will include these kinds of situations in the research.

MOTION

CARRIED

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Barbara Hendren appointed to Thornhill Pastoral Charge (Thornhill) in search for a call.

William Haughton appointed to Westmount Pastoral Charge (Orillia), in search for a call

b) Pastoral Charge Supervisors

The following Pastoral Charge Supervisors have been appointed by staff:

Randy Naylor appointed to Uganda Martyrs Pastoral Charge (Toronto), February 8, 2021.

Janet Zenwirt appointed to St. Paul's pastoral charge (Toronto), February 23, 2021.

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?

Update from Equity Advisory Committee and/or Staff Support

APPENDIX A

The Advisory Committee has met twice with Marcie Gibson, the researcher. Marcie has been introduced to some ministers at the Tuesday morning check in meeting and will be introduced more broadly.

Marcie is developing tools for the work and it is going according to schedule. We may be able to share this with the UCC more widely. An overview of the Equity Goal Research Project is attached as an appendix to these minutes.

There has been an issue raised about the researcher not being a racialized person. The Advisory Group discussed this and agreed that of the people who applied, Marcie was the best choice. Todd explained that of the four proposals received, none were from racialized people.

Equity Training

APPENDIX B

The commission welcomed Adele Halliday, Anti-racism and Equity Officer, General Council Office, in the meeting. Adele provided a presentation that covered the purpose and goals of her position since it is quite new. She also outlined the initiatives that are either under way or planned for the next few years. She mentioned that the equity research being

conducted in Shining Waters will likely be replicated nationally in the denomination and that the United Church of Christ (USA) is also interested in this area.

The PowerPoint presentation she used is provided as an appendix to these minutes.

Discussion questions:

When will some of the materials be ready for pastoral charges to use?
In a couple of months.

Is the Black Clergy Network being tapped into in the anti-racism and equity work?
Yes, some members are represented on the Anti-racism Committee and in other areas.

A question was raised about how some the resources could be made available to our pastoral relations liaisons. Todd explained that we will be recruiting five new liaisons to replace outgoing liaisons. A training for all liaisons will take place in February 2022 that will incorporate the results of the equity research.

Andy thanked Adele for her presentation and expressed the hope that this work will be fruitful in moving our denomination towards being an anti-racist church.

Staff asked the commission for other ideas in terms of equity training for upcoming meetings. Suggestions included:

- A representative from the Indigenous Church to talk about our work around right relations and equity issues faced by the Indigenous Church.
- Hear from our own Regional Council Equity Commission to hear about other work being done in other parts of the regional council's work.

Health Joy and Excellence

- Flourish Event: March 23 and 24 "Becoming a Post Covid Church" with Betty Pries and Bruce Harding
- Flourish Event: Mental Health First Aid Training for Ministry Personnel. Two training sessions will be offered in April, 2021.

It was suggested that we advertise the fact that the Mental Health First Aid Training will result in a certificate as that may be a drawing card for clergy.

Ministry and Personnel Committee Training

Todd and Dale are working on a M&P 101 online course in May 2021. This course is designed to train new M&P Committee members who have been elected at annual meetings.

February 23, 2021 - 6

Licensed Lay Worship Leader Committee: no report

Next meeting

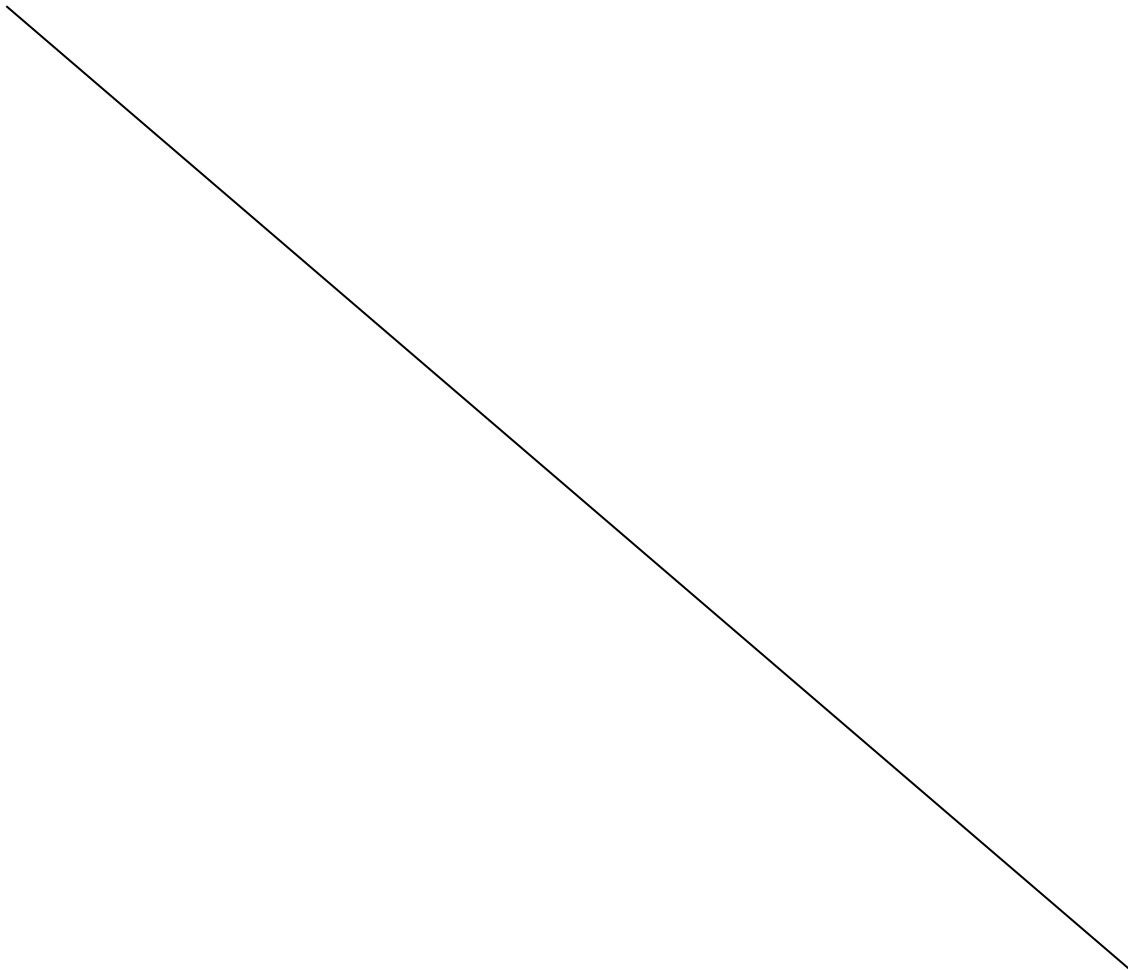
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on March 30, 2021 beginning at 9:00 a.m.

End of meeting

There being no further business, Lawrence Nyarko, closed the meeting with a prayer.

Andrew Comar, Chair

Dale Hildebrand, note taker



APPENDIX A – Equity Goal Research Project Overview

Pastoral Relations Commission – Shining Waters Regional Council

2021 Equity Goal Research Project Overview

"to further resistance to all forms of oppression, welcome and celebrate people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized."

Purpose

The Pastoral Relations Commission wants to know how its actions and policies create inequity, and how its actions and policies can increase equity. So, the goals of this project are:

- to look at the impact of current SWRC pastoral relations policies and procedures, and
- to determine whether or not these policies work towards ending inequity.

Method

Policies are best evaluated by listening and talking with those who use them and are primarily affected by them. This study will listen to the stories of different people's experiences in the pastoral relations process, at different stages. This will be done through interviews, small sharing groups, and surveys (see below). In addition, we will look at the Pastoral Relations Commission data about terms of call, search processes, and concerns or complaints they have heard in the past 18 months.

Areas of the Study

Ministry personnel - Interviews and focus groups (if participants feel comfortable & there are enough);

- those who are searching for a new pastoral relationship,
- those who have recently or provisionally been called/appointed,
- those who are in the first 10-14 months of a new pastoral relationship

Applicants – an online survey of ministers who have applied for positions in SWRC but not been chosen.

Regional Council accompaniers - Interviews and/or focus groups with those from SWRC who have accompanied communities of faith during a search process in the past 18 months.

SWRC Communities of Faith – an online survey of search committees in the past 18 months.

SWRC-PRC data – looking for patterns in the information that the region has about terms of call, search processes, and concerns/complaints.

Timeline of Research

February 1-15 – Orienting the Researcher

February 15-28 – Designing the Research Tools and Inviting Participants

March – Facilitating Interviews, Focus Groups, and Surveys

April – Continuing Research and looking at Regional data

May 1-15 - Analyzing Data

May 15-31 – Synthesizing Data & Report Writing

June 1-15 – Presentations

Key Questions for Research

- How do ministers experience the support, effectiveness and perceived equity of the pastoral relations process; from the regional council, from communities of faith? And if not, how so?
- What has been ministers' experience of being appointed/called or turned down in the search process (how often, reasons given, etc.)?
- How do ministers experience the process of deciding the terms of an appointment/call? And has this experience been different in the last 18 months than before?
- For ministers in Communities of Faith, how does (un)conscious racist/sexist/heterosexist/ ableist bias make it harder for ministers' "health, joy and excellence in ministry"?
- What are the particular experiences of racialized, BIPOC, differently-abled, and LGBTQ+ ministers after one year in their pastoral relationship? And how does (un)conscious racist/sexist/ableist bias affect this?
- What do Regional Council accompaniers notice in the search process, related to equity issues / groups? What PRC policies are accompaniers using to prevent or address equity problems?
- What do Communities of Faith search committees notice about their own bias, their own equity work, the Region's policies and purpose?

Pastoral Relations Commission – Shining Waters Regional Council
2021 Equity Goal Research Project Overview

*"to further resistance to all forms of oppression, welcome and celebrate people of all abilities,
any sexual orientation and gender identity, racialized persons, and all others who are marginalized."*

The Team

Advisory Group (from the Pastoral Relations Commission):

- Robin Pilkey
- Rev. Lawrence Nyarko
- Rev. Elizabeth Mackenzie
- Rev. James Ravenscroft

Regional Staff Support:

- Todd McDonald
- Donna Rutz

Our Hope

That this research will help shape changes in policy and practice, towards greater equity in pastoral relations.

Your voice matters.

Your stories matter.

Your opinions matter.

You can be part of making this change in SWRC & the UCC.

About the Researcher

My name is Marcie Gibson (she/her). I am a diaconal minister, living in Hamilton, with a passion for justice and equity in the church and beyond. I am currently in part-time congregational supply ministry and on Program Staff with the Centre for Christian Studies. I also teach the UCC Polity and Administration at UTC, with ordination students and those in the Admissions process. I have UCC pastoral relations experience; with the Great Lakes Waterways Presbytery & the All Native Circle Conference's Councils on Learning, chairing the Ministry Personnel and Staff Committee of Waterloo Presbytery, as a Commissioner to GC43, and currently serving on the Office of Vocation Response Committee.

I entered ministry after being a social worker and community organizer in Montréal. My work included participatory action research and community needs assessments; supporting grassroots, student, and non-profit groups to develop campaigns, projects, advocacy, environmental and social justice-oriented change. I grew up in the Anglican church (in Toronto) and transferred into the United Church in my early 20's while in Montréal. I am white, Canadian-born, recognizing the privilege that affords me in this social context and in the church. I have experience in neuro-divergent communities and am a queer parent in an interfaith family.



SHINING WATERS
REGIONAL COUNCIL
The United Church of Canada



APPENDIX B – PowerPoint Presentation Slides



AGENDA FOR CONVERSATION

- Overview of position and goals
- Anti-racism and equity plans in progress
- Questions and conversation

CONTEXT FOR THE UNITED CHURCH'S COMMITMENT

- Long history of anti-racism and racial justice work, going back decades
- The anti-racism proposal from October 2020 proposal seeks to be proactive, and name forward-moving work
- The proposal:
 - makes a clear statement committing The United Church of Canada to becoming an anti-racist denomination,
 - empowers the General Secretary, General Council to implement the necessary frameworks and strategic directions, including processes for involvement of the whole church, to continue to live into this commitment, and
 - requests the General Secretary, General Council to offer annual updates on the progress of the church's anti-racism commitments to the recalled General Council, and offer updated proposals as needed.

BECOMING AN ANTI-RACIST DENOMINATION

What this might mean:

- Continuous effort
- All parts of the church are involved
- Equipping leaders
- Engages with anti-racist practices
- Builds on history
- Reflects on theology
- Has a concrete strategy

OVERVIEW OF POSITION AND GOALS

- Policies and strategic directions around anti-racism and equity
 - example: an anti-racism action plan for the church as a whole
- Frameworks, evaluations, and reports on our anti-racism work
 - example: name a benchmark, and measure its progress. For example, we might decide to name that we want a certain % of BIPOC on a national committees; or, to increase BIPOC ministry personnel by % by a certain date

OVERVIEW OF POSITION AND GOALS

- Education and training initiatives: awareness and understanding of systemic racism and other inequities
 - example: webinars, workshops, articles, sermons; what does this mean for people in communities of faith.
- Research and communications:
 - example: both what other related areas are doing; and, communicating the work that we are doing (not one-way)
- Coordination:
 - example: the creation of the Anti-Racism Common Table; inter-staff work at the General Council Office

ANTI-RACISM COMMON TABLE

- New national committee working on strategic directions for the church's anti-racism work (GS 92)
- The Anti-Racism Common Table is currently drafting a national anti-racism action plan for the church as a whole
- Upcoming consultations with all of the regional councils and many affinity groups (before the plan is finalized)
- Proposed action plan will be sent to GCE for approval in September
- Work is jointly accountable to GCE and the National Indigenous Council



GOVERNANCE

- Equity Monitors:
 - a feedback survey with Equity Monitors has just been completed
 - as follow up from GC43, a "position description" will be created that will be shared across the church
- Creation of guidelines for more equitable committees also underway
- Ongoing work with various committees on anti-racism and equity

EDUCATIONAL RESOURCES

- An anti-racism video series (5-6 videos, each 3-4 minutes long) is in progress: this will be a multi-lingual video designed for communities of faith and broad use across the church; a series of questions will accompany it
- A general study guide is also in development, which would also be for communities of faith
- An anti-racism children's church school resource is also proposed, in response to feedback
- Online racial justice training ongoing: mandatory for ministry personnel; open to all

WORSHIP RESOURCES

- UN International Decade for People of African Descent – daily prayers cycle
- Newly-created anti-racism worship page on the website: <https://united-church.ca/worship-theme/anti-racism>

GENERAL COUNCIL PROCESSES

- Proposed staff training on equity, for people in the General Council system from 2021-2023
- Current management training with middle managers (i.e., Team Leads) over the next several weeks, with the equity as the foundation for the education sessions
- Human Resources processes: job descriptions, "EDI" competencies, employment equity
- Identity-based data collection
- Proposed pastoral relations project on equity (hope to build off Shining Waters RC work)

NETWORKING

- Consideration of creating a national anti-racism network
- Possible creation of a separate BIPOC network
- Newly-created anti-racism Facebook group

PARTNERSHIPS

- Listed in the database for the Canadian Race Relations Foundation
- Signed on to anti-racism framework with Cooperation Canada

COMMUNICATIONS PLANS

- Monthly email updates, responding to mandate to communicate widely about the anti-racism and equity work
- As needed, news integrated in to E-ssentials
- Can email anti-racism@united-church.ca

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, March 30, 2021**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, March 30, 2021 by video conference. The meeting began at 9:00 a.m.

Members Present

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

Regrets: none

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone in Holy Week, acknowledged the indigenous territory we find ourselves on, led the opening prayer, and called the meeting to order.

Agenda

MOTION by Barbara Hendren / 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 Beth Moore/Liz Mackenzie
that the minutes of the February 23, 2021 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

It was noted that the omnibus contained several errors. These were pointed out and corrected for the omnibus below.

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

a) **Calls**

... concurs with the request of **Countryside Pastoral Charge (Thorton)** and approves the change in terms to the call of **Sung-Ran Kim**, ordained minister, beginning March 23, 2021, part time based on 25 hours per week with the following terms for Category C and Cost of Living Group Assignment 4: Salary \$62,537 (pro-rated \$39,085.63) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$921.25) 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 **Gravenhurst: Trinity Pastoral Charge (Gravenhurst)** and approves the call to **Carol-Ann Chapman**, ordained minister, beginning July 1, 2021, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 3: : Salary \$56,271 salary in addition to the minimum at \$8,529 for a total salary of \$65,250, basic telephone \$800 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.

... concurs with the request of **King City Pastoral Charge (King City)** and approves the call to **Kun Young (Andrew) Lee**, ordained minister, beginning January 13, 2021, part time based on 16 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70, 632 (pro-rated \$28,252.80) per annum, basic telephone \$800 (pro-rated to \$320) per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$589.60) 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 **New Hope Pastoral Charge (Kettleby)** and approves the appointment of **Kun Young (Andrew) Lee**, ordained minister, beginning January 13, 2021 to June 30, 2021, part time based on 8 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70,632 (pro-rated \$14,126.40) per annum, basic telephone \$800 pro-rated to \$160 per annum, Continuing Education and Learning Amount \$1474 (pro-rated

\$294.80) 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 **Markham: St. Andrew's Pastoral Charge (Markham)** and appoints **Shannon Mang**, ordained interim minister, beginning March 15, 2021 to August 17, 2021, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$54,265.50) per annum, salary in addition to the minimum at 10% which equals \$7,232.50 (pro-rated \$5426.55) for a total salary of \$79,579.50 (pro-rated \$59,692.05), basic telephone \$800 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 **Victoria Square Pastoral Charge (Toronto)** and appoints **Basil Coward**, ordained minister, beginning February 22, 2021 to May 22, 2021, part time based on 10 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$18,088.50) per annum), basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$368.50) 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.

c) **License to Administer Sacraments**

... concurs with the request of **Queensville Holland Landing Pastoral Charge (Caledon)** and grants sacramental privileges in accordance with The Manual I.2.4(a) and I.2.4.2, to **Deborah Celsie**, candidate for ordained ministry, during her time of appointment at Queensville Holland Landing Pastoral Charge.

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 **Anne Dionisio**, ordained minister at **Jubilee Pastoral Charge (Toronto)** effective June 30, 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 **Carol-Ann Chapman**, ordained minister at **Nobleton Schomberg Pastoral Charge (King City)** effective June 30, 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 **Douglas McLeod**, ordained minister at **Parkdale Pastoral Charge** (Toronto) effective December 31, 2021 and give thanks for his ministry.

Discussion of omnibus:

Questions were raised about the collaborative agreement arrangement for Rev. Andrew Lee and how two of the three pastoral charges can be calling him, and one appointing him. Staff explained that one of the pastoral charges, New Hope United Church, is not yet ready to enter into a call. The other two pastoral charges are ready to call. The plan is for New Hope to evaluate their situation in six months and possibly then move to a call for that portion.

Concerns were also raised about Basil Coward's appointment of only ten hours per week. Staff explained this is COVID related.

MOTION

CARRIED

Report from staff

Staff reported on the joy, health and excellence work for ministry personnel including the recent "clergy day away" held on March 23 and 24 in the mornings. There are also some mental health workshops coming up in April that are almost fully subscribed.

a) Liaisons

The following liaisons have been appointed by staff:

Amy Lee appointed to Willowdale – Emmanuel pastoral charge to arrange a covenanting service for Rev. YoonOk Shin Kang.

Staff noted that we have recruited some new liaisons to take the place of some who have ended their commitment to that work. We want to maintain a cadre of about 20 liaisons. Some new training will take place this coming June for the new liaisons, and also after the equity project in February 2022 for all liaisons (focusing on equity issues).

b) Pastoral Charge Supervisors

Meriel Simpson appointed to St. Paul's Pastoral Charge (Scarborough) while St. Paul's searches for an appointed/called minister.

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 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?

Update from Equity Advisory Committee and/or Staff Support

APPENDIX A

The committee has met several times with the researcher. She has identified different groups for interviewing and focus groups and the data has started to come in. The researcher is moving the project along well.

She has had a good response from the pastoral relations liaisons, who are an important link in the project.

The more she works, the more she sees the scope of the work expanding, which may be a challenge for timelines. By our April meeting, she should know if the timelines can be maintained.

Request from La Table des ministères en français Re: Licensing of French speaking LLWLs

APPENDIX B

On February 6, 2019, Shining Waters Regional Council entered into a covenant with La Table des ministères en français to work together to strengthen French ministries operating within the regional council boundaries.

In a letter dated January 21, 2021 (see Appendix B), La Table des ministères en français made the following request: We request that your Regional Council recognize the Education and Resources Committee of the French Ministries Table as the commission authorized to accredit and supervise French lay worship leaders in your region.

MOTION by Lawrence Nyarko / Robin Pilkey
that Shining Waters Regional Council recognize the Education and Resources Committee of the French Ministries Table be recognized as the commission authorized to accredit and supervise French licensed lay worship leaders (LLWL) in Shining Waters Regional Council; and

March 30, 2021 - 6

that a bilingual LLWL from La Table may provide services in Shining Waters Region upon being approved by La Table as a LLWL and upon Shining Waters Regional Council being provided with that approval.

Discussion:

A report was requested from La Table for any LLWLs trained in Shining Waters Regional Council.

A question was raised about other linguistic groups in the regional council. Lawrence spoke about the experience of the Ghanaian church. They have lay preachers who have been trained in the Ghanaian Methodist Church. They only stay in their own congregation.

It was noted that we have quite a few Korean speaking churches and it would be interesting to see what need they have for Korean speaking LLWLs.

MOTION

CARRIED

Next meeting

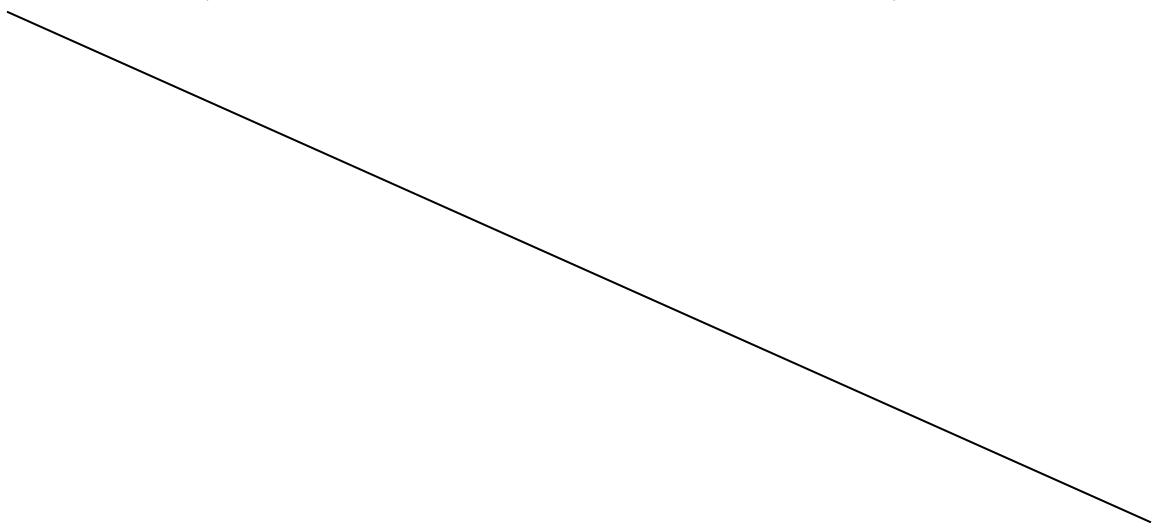
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday April 27, 2021 beginning at 9:00 a.m.

End of meeting

There being no further business, Todd McDonald, closed the meeting with a prayer.

Andrew Comar, Chair

Dale Hildebrand, note taker



APPENDIX A – Equity Goal Research Project Overview

Pastoral Relations Commission – Shining Waters Regional Council

2021 Equity Goal Research Project Overview

"to further resistance to all forms of oppression, welcome and celebrate people of all abilities, any sexual orientation and gender identity, racialized persons, and all others who are marginalized."

Purpose

The Pastoral Relations Commission wants to know how its actions and policies create inequity, and how its actions and policies can increase equity. So, the goals of this project are:

- to look at the impact of current SWRC pastoral relations policies and procedures, and
- to determine whether or not these policies work towards ending inequity.

Method

Policies are best evaluated by listening and talking with those who use them and are primarily affected by them. This study will listen to the stories of different people's experiences in the pastoral relations process, at different stages. This will be done through interviews, small sharing groups, and surveys (see below). In addition, we will look at the Pastoral Relations Commission data about terms of call, search processes, and concerns or complaints they have heard in the past 18 months.

Areas of the Study

Ministry personnel - Interviews and focus groups (if participants feel comfortable & there are enough);

- those who are searching for a new pastoral relationship,
- those who have recently or provisionally been called/appointed,
- those who are in the first 10-14 months of a new pastoral relationship

Applicants – an online survey of ministers who have applied for positions in SWRC but not been chosen.

Regional Council accompaniers - Interviews and/or focus groups with those from SWRC who have accompanied communities of faith during a search process in the past 18 months.

SWRC Communities of Faith – an online survey of search committees in the past 18 months.

SWRC-PRC data – looking for patterns in the information that the region has about terms of call, search processes, and concerns/complaints.

Timeline of Research

February 1-15 – Orienting the Researcher

February 15-28 – Designing the Research Tools and Inviting Participants

March – Facilitating Interviews, Focus Groups, and Surveys

April – Continuing Research and looking at Regional data

May 1-15 - Analyzing Data

May 15-31 – Synthesizing Data & Report Writing

June 1-15 – Presentations

Key Questions for Research

- How do ministers experience the support, effectiveness and perceived equity of the pastoral relations process; from the regional council, from communities of faith? And if not, how so?
- What has been ministers' experience of being appointed/called or turned down in the search process (how often, reasons given, etc.)?
- How do ministers experience the process of deciding the terms of an appointment/call? And has this experience been different in the last 18 months than before?
- For ministers in Communities of Faith, how does (un)conscious racist/sexist/heterosexist/ ableist bias make it harder for ministers' "health, joy and excellence in ministry"?
- What are the particular experiences of racialized, BIPOC, differently-abled, and LGBTQ+ ministers after one year in their pastoral relationship? And how does (un)conscious racist/sexist/ableist bias affect this?
- What do Regional Council accompaniers notice in the search process, related to equity issues / groups? What PRC policies are accompaniers using to prevent or address equity problems?
- What do Communities of Faith search committees notice about their own bias, their own equity work, the Region's policies and purpose?

Pastoral Relations Commission – Shining Waters Regional Council
2021 Equity Goal Research Project Overview

*"to further resistance to all forms of oppression, welcome and celebrate people of all abilities,
any sexual orientation and gender identity, racialized persons, and all others who are marginalized."*

The Team

Advisory Group (from the Pastoral Relations Commission):

- Robin Pilkey
- Rev. Lawrence Nyarko
- Rev. Elizabeth Mackenzie
- Rev. James Ravenscroft

Regional Staff Support:

- Todd McDonald
- Donna Rutz

Our Hope

That this research will help shape changes in policy and practice, towards greater equity in pastoral relations.

Your voice matters.

Your stories matter.

Your opinions matter.

You can be part of making this change in SWRC & the UCC.

About the Researcher

My name is Marcie Gibson (she/her). I am a diaconal minister, living in Hamilton, with a passion for justice and equity in the church and beyond. I am currently in part-time congregational supply ministry and on Program Staff with the Centre for Christian Studies. I also teach the UCC Polity and Administration at UTC, with ordination students and those in the Admissions process. I have UCC pastoral relations experience; with the Great Lakes Waterways Presbytery & the All Native Circle Conference's Councils on Learning, chairing the Ministry Personnel and Staff Committee of Waterloo Presbytery, as a Commissioner to GC43, and currently serving on the Office of Vocation Response Committee.

I entered ministry after being a social worker and community organizer in Montréal. My work included participatory action research and community needs assessments; supporting grassroots, student, and non-profit groups to develop campaigns, projects, advocacy, environmental and social justice-oriented change. I grew up in the Anglican church (in Toronto) and transferred into the United Church in my early 20's while in Montréal. I am white, Canadian-born, recognizing the privilege that affords me in this social context and in the church. I have experience in neuro-divergent communities and am a queer parent in an interfaith family.



SHINING WATERS
REGIONAL COUNCIL
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APPENDIX B – Letter from La Table des ministères en français



La Table des ministères en français
L'Église Unie du Canada
3250, rue Bloor Ouest, bureau 200
Toronto (Ontario) M8X 2Y4

January 29, 2021

Peter Hartmans
Shining Waters Regional Council

Dear Colleagues of Regional Councils in covenant with the French Ministries Table,

RE: RECOGNITION OF FRANCOPHONE CERTIFIED LAY WORSHIP LEADERS

In the time that has passed since we entered into covenant with you, we have become aware of the need to add an important component to French leadership: support for lay worship leaders.

The lay leadership program was held for a second time, in accordance with requirements of The United Church of Canada, from 2018 to 2020 under the leadership of the Director of French Leadership Development at United Theological College.

Normally, responsibility for evaluating and recognizing candidates for this program lies with the Regional Council. However, in the context of Ministries in French:

- Individuals wishing to become lay worship leaders come from different regions of Canada and hope to have the opportunity to work anywhere in the Ministries in French network;
- They are trained to understand well the cultural contexts of Ministries in French and to work primarily within those contexts;
- They need to be interviewed in French by people with a good understanding of their specific cultural contexts;
- They require support in the exercise of their ministry, specifically in the form of tools and resources in French as well as continuing education relevant to their context.

For all these reasons, we are proposing that the French Ministries Table, through its Education and Resources Committee, evaluate and supervise lay leaders who have successfully completed the program. The Table would accredit lay worship leaders working primarily in French, while keeping the Committee of each leader's Regional Council of origin informed and working collaboratively with that Committee.

Lay worship leaders working in a bilingual context could maintain relations with the committees of both their Regional Council and the Table. They would choose to be officially affiliated with one of those bodies for accreditation and supervision purposes.

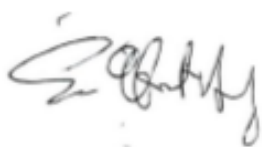
There is a precedent for this arrangement: in 2014, presbyteries of two conferences (Montreal & Ottawa and Maritime) agreed to transfer their education and accreditation mandate for lay worship leaders to their respective conferences. For the reasons explained above, the French Ministries Table of M&O Conference supervised the accreditation of the first cohort of French lay worship leaders.

The Ministries in French network is small but has a presence right across the country. Since the start of the pandemic, leadership exchanges and collaboration among the various regions have increased significantly. The French Ministries Table would be in the best position to train, evaluate and supervise French lay worship leaders.

We request that your Regional Council recognize the Education and Resources Committee of the French Ministries Table as the commission authorized to accredit and supervise French lay worship leaders in your region.

Thank you for your assistance and for considering this request. If you have any questions, please feel free to send me an email at ehbert@egliseunie.ca or call me at 819-593-7479 (cellphone).

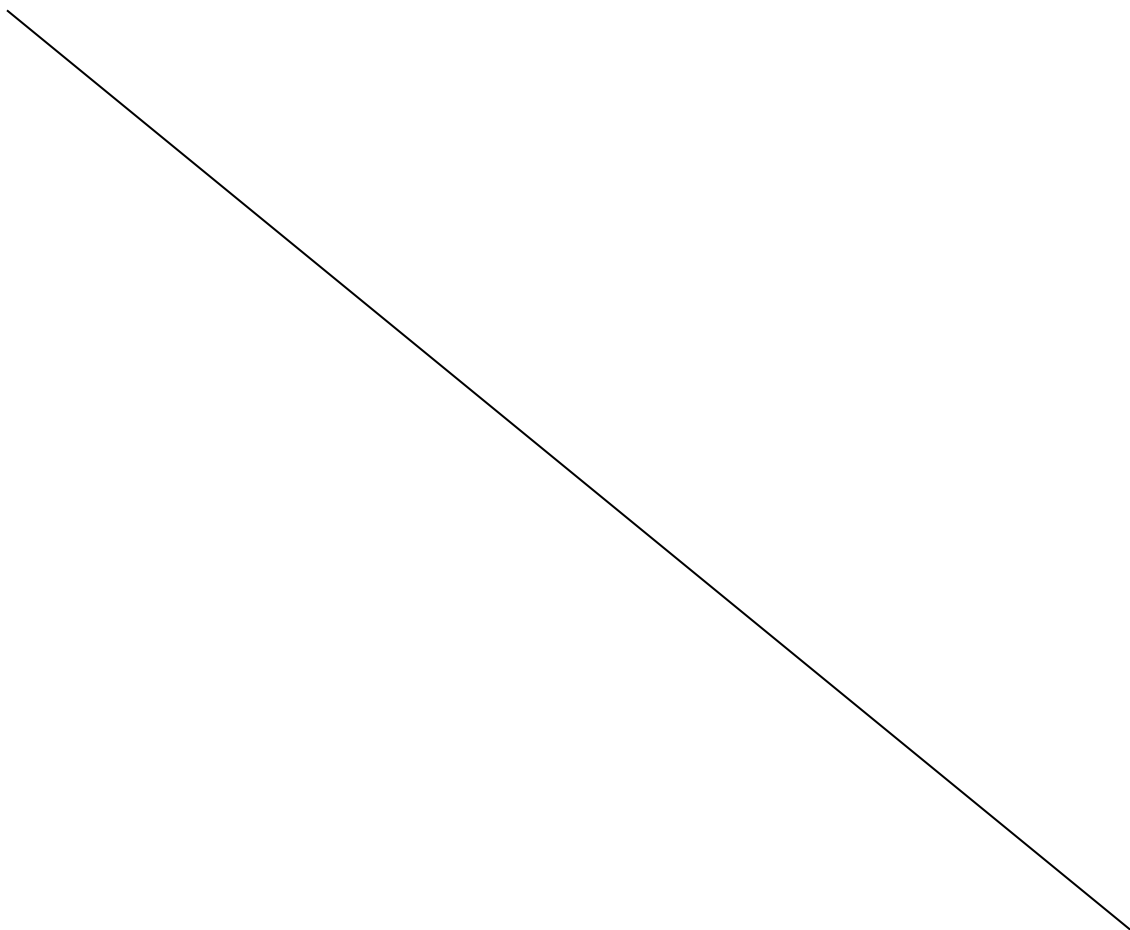
Yours in Christ,



Éric Hébert-Daly, Responsable
Ministries in French,
The United Church of Canada



Nicole Beaudry, Chairperson
French Ministries Table





La Table des ministères en français
L'Église Unie du Canada
3250, rue Bloor Ouest, bureau 200
Toronto (Ontario) M8X 2Y4

Le 29 janvier 2021

Peter Hartmans
Conseil régional Shining Waters

Chers et chères collègues des conseils régionaux qui ont des alliances avec la Table des ministères en français,

OBJET : RECONNAISSANCE DES CÉLÉBRANTS LAÏQUES FRANCOPHONES

Depuis le temps de la création d'alliances entre nous, nous avons constaté qu'il faudrait ajouter un élément important du leadership en français : l'accompagnement des célébrants et célébrantes laïques.

Le programme pour célébrants et célébrantes laïques a été offert selon les exigences de l'Église Unie du Canada pour une deuxième fois, de 2018 à 2020, en français, par la directrice de la formation en français au Séminaire Uni.

Normalement, la responsabilité d'évaluer et de reconnaître les candidats et les candidates d'un tel programme revient au conseil régional. Dans le contexte des ministères en français,

- les personnes voulant devenir célébrants ou célébrantes laïques proviennent de différentes régions du Canada et veulent œuvrer dans tout le réseau des ministères en français;
- elles sont formées pour bien connaître les contextes culturels des ministères en français et pour œuvrer principalement dans ces milieux;
- elles ont besoin de passer des entrevues en français menées par des personnes qui connaissent bien leurs contextes culturels particuliers;
- elles ont besoin de bénéficier d'un appui pour exercer leur ministère, notamment d'outils et de ressources en français, ainsi que de la formation continue relative à leur contexte.

Pour toutes ces raisons, nous suggérons que la Table des ministères en français, par la voie de son Comité de formation et de ressources, évalue et supervise les participants et les participantes qui ont réussi le programme. La Table accrédirait les célébrants et les célébrantes laïques qui œuvrent majoritairement en français, tout en informant le comité du conseil régional d'origine de la personne concernée et en collaborant avec cette instance.

Les célébrants et célébrantes laïques qui œuvrent dans des contextes bilingues peuvent entretenir des liens avec le comité du conseil régional et avec le comité de la Table. Ils choisiraient l'instance avec laquelle ils voudraient être officiellement affiliés pour ce qui est de leur accréditation et de leur supervision.

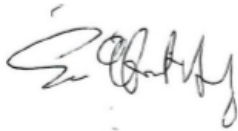
Cette formule comporte un précédent, puisqu'en 2014, les consistoires de deux synodes (Montréal & Ottawa, ainsi que les Maritimes) ont accepté de transférer leur mandat de formation et d'accréditation des célébrantes et des célébrants laïques à leur synode. La Table des ministères en français du Synode M&O a supervisé l'accréditation des premiers célébrants et premières célébrantes laïques francophones pour les mêmes raisons qu'énoncées ci-haut.

Le réseau des ministères en français est petit, mais il couvre tout le Canada. Or, depuis le début de la pandémie, les échanges de leadership et les collaborations entre les différentes régions sont beaucoup plus nombreux. La Table des ministères en français serait la mieux placée pour former, évaluer et superviser ces leaders francophones.

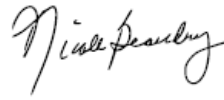
Nous demandons que votre conseil régional reconnaisse le Comité de formation et des ressources de la Table des ministères en français en tant que commission pour l'accréditation et le suivi des célébrants laïques francophones de votre région.

Merci de votre aide et de votre réflexion à ce sujet. Si vous avez des questions, n'hésitez pas à me joindre à l'adresse ehbert@egliseunie.ca ou sur mon portable au 819-593-7479.

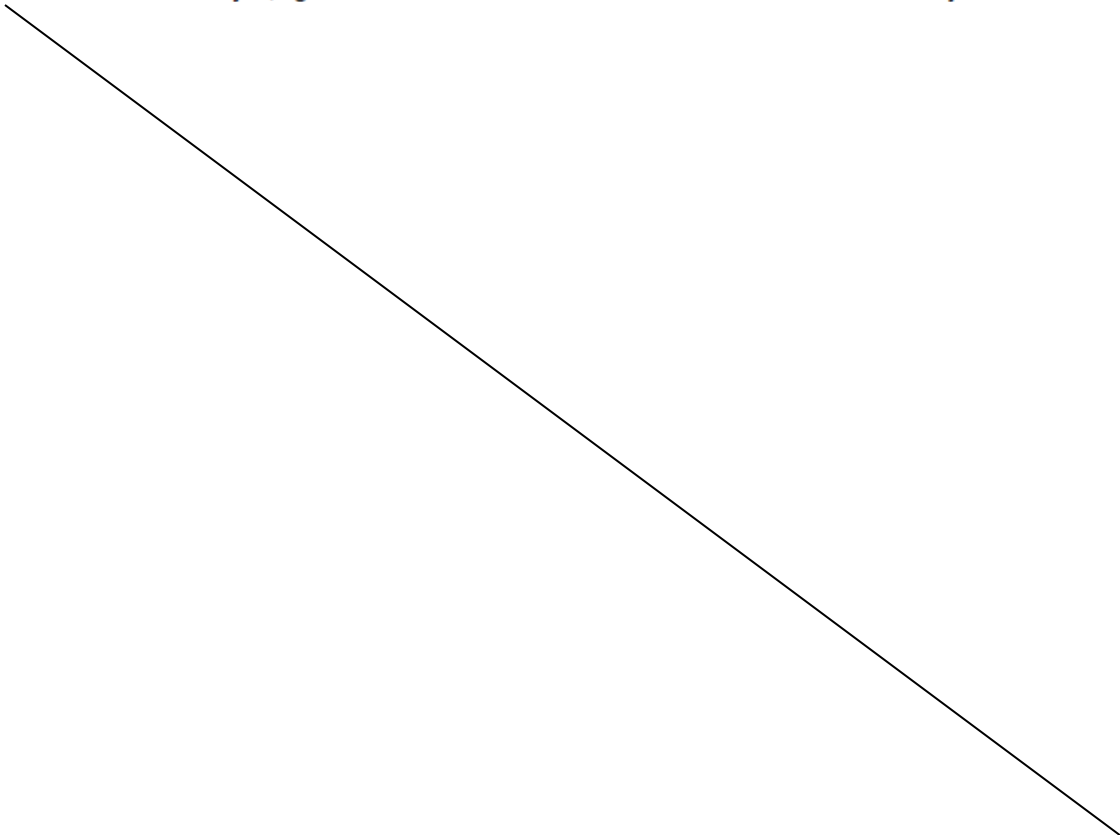
Solidairement dans le Christ,



Éric Hébert-Daly, responsable
Ministères en français, Église Unie du Canada



Nicole Beaudry, présidente
La Table des ministères en français



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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, April 27, 2021**

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Members Present

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

Regrets: none

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, lit the Christ candle, acknowledged the indigenous territory we find ourselves on, led the opening prayer, and called the meeting to order.

Agenda

MOTION by Paul Stott / Lawrence Nyarko
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 Beth Moore / Robin Pilkey
that the minutes of the March 30, 2021 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

MOTION by James Ravenscroft / Barbara Hendren
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Glebe Road Pastoral Charge (Toronto)** and approves the provisional call to **Cynthia O'Connell**, candidate for ordained ministry, conditional on ordination prior to start date, beginning August 9, 2021, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5 : Salary \$63,739 salary in addition to the minimum at 10% which equals \$6374 for a total salary of \$70,113, basic telephone \$800 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 **St. Paul's Pastoral Charge (Brampton)** and approves the re-appointment of **Helena Medeiros**, ordained minister, beginning July 1, 2021 to December 31, 2021, part time based on 30 hours per week with the following terms for Category E and Cost of Living Group Assignment 5 : Salary \$70,632 (pro-rated \$52,974) per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$1105.50) 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 require an act of covenant.

c) **Voluntary Associate Minister Position**

... concurs with the request of **Nobleton Schomberg Pastoral Charge (Nobleton)** and **Evelyn McLachlan**, to enter a Voluntary Associate Minister relationship, beginning May 1, 2021.

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 **Elizabeth Cunningham**, ordained minister at **Stouffville Pastoral Charge (Stouffville)** effective June 30, 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 **Michael Kooiman**, ordained minister at **Central Pastoral Charge (Weston)** effective August 31, 2021 and give thanks for his ministry.

MOTION

CARRIED

The commission was given a heads up that there are about 25 appointments to be renewed for July 1, 2021 so the omnibuses for the next few meetings may be heavy.

It was noted that for these appointments, the Commission would like to know how long people have been in appointments and why they are being reappointed.

Report from staff

There will be a shared M&P 101 training with Canadian Shield region on May 19.

We have been recruiting new pastoral relations liaisons and have five new people:

Evelyn McLaughlin
Sadekie Little-Forbes
Dan Benson
Cindy Randall
Julie Brushey

We could use at least one more from central Toronto so if you know of someone who would be appropriate please let Todd or Dale know.

We approved a request from La Tabla to license and support French LLWLs.

As part of our Flourish program, we offered mental health first aid training in conjunction with the Canadian Mental Health Association. About 30 ministers will be trained.

Our June 15 meeting is one we traditionally share with the Communities of Faith Commission (CFC) and plan to do so again this year. The CFC has been interested in our equity work and would like to know about the report that is being done by Marcie Gibson. Concern was expressed about the PRC not having time to process the report before we share it with another Commission. At a minimum, the Advisory Committee would need to review it. The committee is meeting this Thursday to discuss this and will make a recommendation to our May meeting in terms of next steps.

The current plan is to have the morning of June 15 together with the CFC, break for lunch, and then come back for an hour or so to review the omnibus and any other PRC business.

a) Liaisons

The following liaisons have been appointed by staff:

Jim Clubine appointed to Uganda Martyrs Pastoral Charge (Toronto) for search for call.

Barb Hendren appointed to Nobleton Schomberg Pastoral Charge for search for call.

b) Pastoral Charge Supervisors

The following pastoral charge supervisors have been appointed by staff:

Steven Loweth appointed to Lansing Pastoral Charge (Toronto), currently without ministry personnel as they search for a called/appointed minister.

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 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?

Equity Training

Commission member Lawrence Nyarko spoke about his experience as a racialized minister in the UCC and Shining Waters Regional Council.

Commission members were given an opportunity to ask questions and make comments. They expressed their distress regarding the painful experiences that they heard from Lawrence, but also deep appreciation to Lawrence for sharing his experiences.

It was noted that hearing first hand experience can have a significant impact in terms of learning about equity issues, and it was suggested that such experience would be very useful in video form for the training of pastoral relations liaisons and search committees. Todd reminded the committee that a special equity training will take place for the liaisons in early 2022.

Next meeting

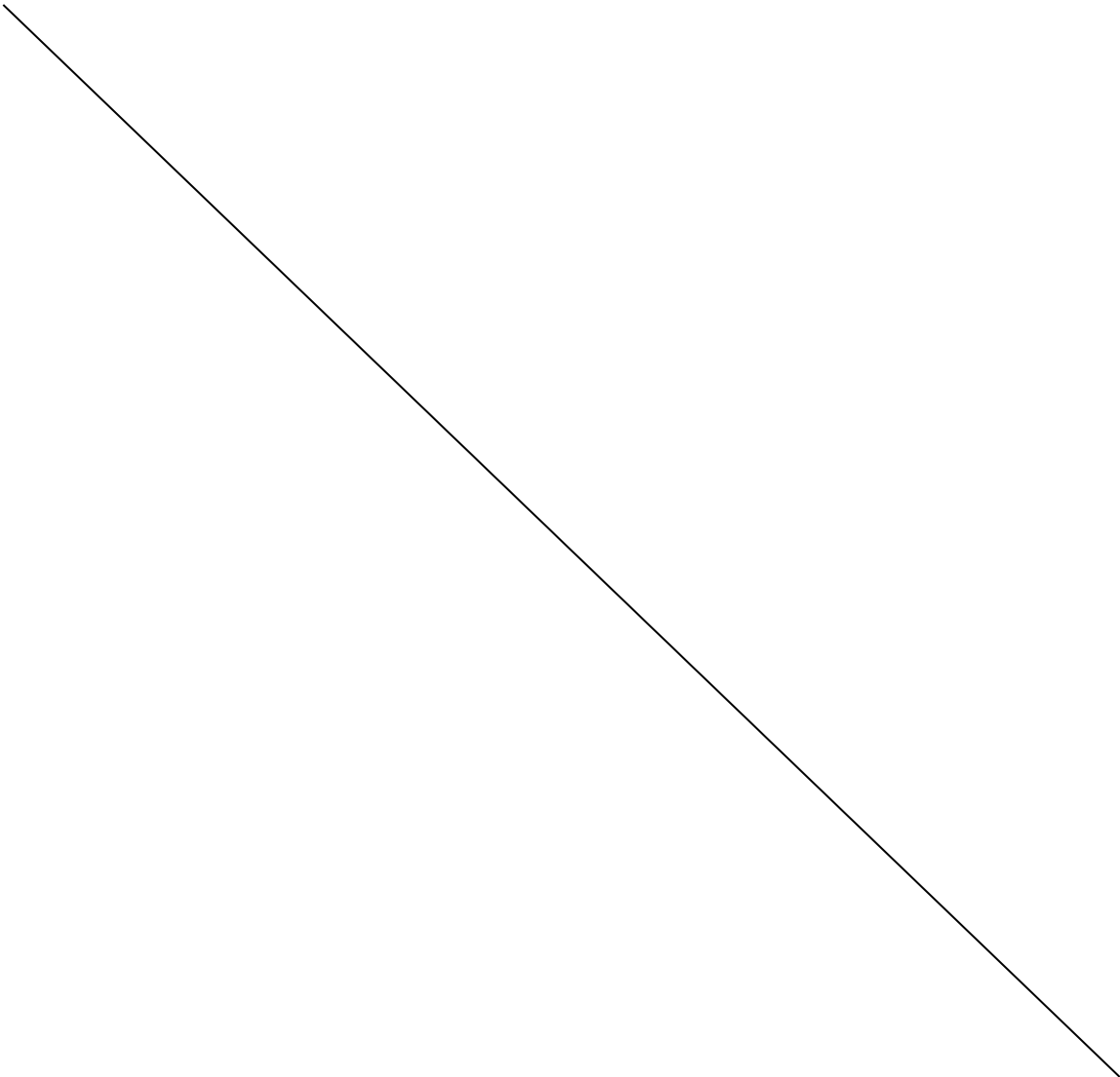
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, May 11, 2021 beginning at 9:00 a.m.

End of meeting

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

Andrew Comar, Chair

Dale Hildebrand, note taker



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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, May 11, 2021**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, May 11, 2021 by video conference. The meeting began at 9:00 a.m.

Members Present

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

Regrets: Donna Bowman-Woodall (ordered)

Welcome, constituting the meeting and prayer

Andrew Comar, chair, welcomed everyone, lit the Christ candle, and acknowledged the indigenous territory we find ourselves on. Before he led the opening prayer, condolences were extended to James Ravenscroft on the loss of his father. The meeting was called to order.

Agenda

An item was added after the omnibus regarding the change in pastoral relationship for James Ravenscroft.

MOTION by Robin Pilkey / Liz Mackenzie
that the agenda consisting of items that had been circulated to the commission in advance of this meeting, plus the addition above, be approved.

MOTION

CARRIED

Minutes

MOTION by Paul Stott / Beth Moore
that the minutes of the April 27, 2021 meeting of the commission be approved.

MOTION

CARRIED

Ordinand/Commissionand/Admittands Requirements Motion

MOTION by James Ravenscroft / Lawrence Nyarko
that the Pastoral Relations Commission approve the following ordinands/
commissionands/admittands as having met the appointment/call/employment
requirements for ordination/commissioning/admission at the May 30, 2021 Shining
Waters Celebration of Ministry service:

Bri-anne Swan - to be commissioned into her current employment position as
Minister for Social & Ecological Justice and Communications, Shining Waters
Regional Council

Alana Martin - to be commissioned into her current employment position as
Minister to GO Project, Shining Waters Regional Council

Julia YunJung Kim- to be admitted into her current appointment (January 1 –
December 31, 2021) as minister at Downsview Pastoral Charge

Carmen Llanos – to be admitted into her current appointment (June 3, 2020 –
May 31, 2021) as minister at Birchcliff Bluffs Pastoral Charge

Kevin Moore – to be ordained into his current employment position as Mission
Developer, Shining Waters Regional Council

It was noted that Cynthia O’Connell has asked to defer her ordination to next year.
The commission did pass a motion at the last meeting that approved her provisional
call, conditional upon ordination, to Glebe Road United Church for August 8, 2021.
As the condition will not be fulfilled prior to August 8, 2021, the provisional call
will not go ahead. Instead, the community of faith will be asked to fill out an
appointment form.

MOTION

CARRIED

Omnibus Motion

MOTION by Beth Moore / Lawrence Nyarko
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Parkwoods Pastoral Charge (Toronto)** and
approves the call to **Won Hur**, ordained minister, beginning September 1,
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, basic telephone \$800 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

Concern was raised about the lack of salary over minimum for a call within the city of Toronto. Is there anything the commission can do? Questions were raised about the role of staff and the liaisons in terms of helping in the negotiation process. Staff indicated that currently they work within the policy that is given. If we want to pass new policies regarding these issues, then the commission can do that as long as regional policies do not contravene national pastoral relations policy. The commission will return to this concern after the equity project report is submitted.

b) **Appointments**

... concurs with the request of **Humbervale Pastoral Charge (Toronto)** and approves the re-appointment of **Cynthia Randall**, retired ordained minister, beginning July 1, 2021 to June 30, 2022, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5 : Salary \$72,354 (pro-rated \$36,177) per annum, salary in addition to the minimum at 8.9 % which equals \$6438 (pro-rated \$3219) for a total salary of \$78,792 (pro-rated \$39,396), basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$737) 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

Questions were raised about a minister who is retired returning/continuing with their pastoral charge. Should the community of faith be required to do a full profile when their minister retires? This is a question for discussion with the Communities of Faith Commission. Also, concern was expressed about whether this situation is an obstacle for newer ministers acquiring calls. The commission will return to this issue after the equity project report is submitted.

MOTION

**CARRIED
(1 opposed)**

c) **Change in pastoral relationship**

James Ravenscroft recused himself from the meeting for this agenda item.

MOTION by Robin Pilkey / Lawrence Nyarko

... that in accordance with The Manual I.3.1.4(b) the commission accepts the request for a change in pastoral relations of James Ravenscroft, ordained

minister at Richmond Hill United Church effective July 31, 2021 and give thanks for his ministry.

MOTION

CARRIED

Beth Moore excused herself from the meeting for the next agenda item.

MOTION by Paul Stott / Liz Mackenzie

... that the commission concurs with the request of **Birchcliff Bluffs Pastoral Charge (Toronto)** and approves the re-appointment of **Carmen Llanos**, ordained minister, beginning June 1, 2021 to February 28, 2022, part time based on 16 hours per week with the following terms for Category C and Cost of Living Group Assignment 5 : Salary \$67,185 (pro-rated \$26,874) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$589.60) 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 require an act of covenant.

MOTION

CARRIED

Report from staff

The commission's mandate includes the joy, health, and excellence of ministry personnel. As the pandemic carries on with the third wave, it becomes more challenging for ministers to keep up their resilience. Some are wearing thin. Staff continue to support ministry personnel on an individual and collective level, the latter through gatherings like our monthly check-ins.

It was also noted that the special pastoral relations bylaw which allows governing bodies to make some decisions that are normally made through congregational meetings has been extended to December 31, 2021 by the General Council Executive.

Staff are conducting a "M&P 101" training on May 19 with 88 registered.

a) Liaisons

The following liaisons have been appointed by staff:

Greg Daly appointed to Jubilee Pastoral Charge (Toronto) for search for a called minister.

Henry Poutiainen appointed Richmond Hill Pastoral Charge (Richmond Hill) for purpose of a search for new minister.

Paul Stott appointed to North Bramalea Pastoral Charge (Brampton) for purpose of search for a new minister (this will be a second ministry position to be in team with Jamie Holtom)

b) Pastoral Charge Supervisors

None appointed for this period.

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 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?

Advisory committee report (Robin Pilkey):

Marcie Gibson, the consultant, continues to interview people and run focus groups. Good data is coming in.

The report will be ready for June 15. The recommendation is that the PRC meet first on June 15 to discuss the report, and then meet with the Community of Faith Commission in the afternoon.

Next meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, June 15, 2021 beginning at 9:00 a.m. The commission will meet in the morning, take a break for lunch, and reconvene with the Communities of Faith Commission from 1 - 3 p.m.

End of meeting

There being no further business, Will Haughton closed the meeting with a prayer.

Andrew Comar, Chair

Dale Hildebrand, note taker

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, June 15, 2021**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, June 15, 2021 by video conference. The meeting began at 9:00 a.m.

Members Present

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

Regrets: none

Welcome, constituting the meeting and prayer

Andy Comar welcomed everyone, with a special welcome to Marcie Gibson, our researcher. Andy lit the Christ candle and acknowledged the indigenous territory we find ourselves on. He acknowledged the equity issues in the news over the past several weeks, led the opening prayer, and called the meeting to order.

Agenda

MOTION by Beth Moore / Donna Bowman-Woodall
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 Paul Stott / Liz Mackenzie
that the minutes of the May 11, 2021 meeting of the commission be approved.

MOTION

CARRIED

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 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?

Equity Research Report

Todd McDonald introduced Marcie Gibson who has completed the equity project research. He expressed his appreciation for the excellent work that Marcie has done and noted that this work will have long term impacts on our pastoral relations work.

Marcie outlined the agenda for the morning and asked commission members to introduce themselves, to name their “Shining Water” and to express their hope/goal for the day.

Marcie then led the commission through the research, including the methodology, the priorities, the participants, and the demographics of the research.

Opening questions:

- Are there regional demographics of ministry personnel in the report?

There is a final version that has some demographic information, but not regional.

Methodology:

It was approached as a participatory action research project. Participants’ voices were prioritized and their recommendations are noted in the report. Their experience and perspectives are given priority and this hopefully builds the ground for action going forward.

Interviews, focus groups and surveys were principal instruments used (all on line). Interviews were done with:

- i) ministers who were searching for a job in Shining Waters
- ii) ministers recently called or appointed to a position
- iii) ministers who had been in their current position for approximately one year

What was people's experience with the search process, the interview process, and the community of faith in the first year? What has the picture been like since Shining Waters region was created in 2019 – 2020?

Challenges in the research:

There were some questions about the identity of Marcie as researcher, and it led to some important conversations at the beginning of the research.

It was difficult to form focus groups, beyond the pastoral relations liaisons. Originally, it was hoped that there would be identity-based focus groups but time and other reasons did not allow for it. This meant more individual interviews, and perhaps lower number of overall participants in the research. But the quality of participants' contributions was high.

Survey responses were a little lower than was hoped for, particularly from search teams . It did not allow for statistical analysis from this particular group.

Participant demographics:

See p. 6 of final report for detailed analysis of the 49 participants.

Questions on Methodology?

- Were you satisfied as the researcher with the data, both in terms of quantity and quality?

It was not a quantitative study; that was not the intention of the study. The goal was to capture experience and the methodology served that goal well. The diversity of voices enriched the research. How the region responds to this research and study will determine future participation in this kind of equity research. Participants will be watching.

Findings from the report

There were three kinds of bias that people spoke about:

- i) direct bias – an individual comment or experience
- ii) systemic bias – not what people did, but the way that someone did something that led to intended or unintended consequences, not for a particular person, but for a group of people
- iii) structural bias – systemic biases related to policies, procedures, and regulations

The report was then grouped by different stages/subject matter.

Questions or concerns arising from the report

- Report talks about homophobia but not transphobia – why?

It was not something that people spoke about, but it should be named exclusively.

- Was there a big surprise for Marcie as the researcher?

Not really. This isn't the first time Marcie has heard stories about experiences like this in the church. But it was surprising how articulate people were about their equity issues.

A comment was made about how the national church has created national pastoral relations policy without doing this kind of research. It raises questions about what the national church is paying attention to.

- A comment was made about the sense of *alienation* that ministry personnel had with the church as a whole. This was notable in reading the report.
- There is bias in the system from the get go in the position descriptions. We have liaisons helping to put those position descriptions together and yet this problem is very evident. Education, training and awareness in our communities of faith seems to be very lacking at a local level. It is mandatory for ministry personnel, but where is that piece for our communities of faith? This is a national church issue.

Marcie presented statistical data on salary, searches, etc. It is limited and so the question is how to go forward to do more of this type of analysis.

Question: Does The United Church of Canada (UCC) have wide demographic information on ministers?

Yes, but not sure if it is being analyzed.

A comment was made about the usefulness of having *previous* minister's salary and compensation to compare this with the new minister coming in.

- Those who identify as queer have made progress, but it does beg the question of whether queer ministers are self-selecting into affirming ministries.

That could be true for other demographics as well.

Recommendations:

- Some recommendations may be based on early experiences of ChurchHub, which has improved in the past year. We need to discern what is still valid and of concern.
- Congregational awareness and search committee awareness: this is important, but there is also the reality that search teams are difficult to recruit for. Knowing the reality of congregations, how are we going to educate congregations around racial justice?

- The issues raised around liaisons would require a different structure of liaisons. Liaisons don't come into the process very early and we may need to intervene at an earlier stage with search committees.
- Is it possible to return to a more robust relationship with liaisons? It seems that this could be a regional decision. For example, to have the liaison participate in actual interviews.

It might be someone other than the liaisons who might do this accompanying.

- The recommendations are the strength of the report. There are many, and it may seem overwhelming. We need to liaise with the national church as there is overlap in many areas. One concern is we have fewer volunteers being asked to do more and more (one of the catalysts of the national restructuring of the church's courts).
- The UCC often makes policies but the challenge is to implement. We are not doing it. For example, we claim to be an "intercultural church" but nothing is happening at a congregational level. We have to match resources with intention. We make good policies at a national and regional level, but the action is at the congregational level.
- It is in the selection of *whom to interview* that bias can often creep in, in addition to the interviews themselves. Could we be more involved at that stage?
- There is low-hanging fruit in the recommendations. Others we can't do on our own as a commission—e.g., ChurchHub issues.
- A way forward: could staff help the commission by mapping the recommendations: who can do what, what goes where, what is priority?
- Releasing the report? There is material for the Communities of Faith Commission (CFC) and other bodies. The commissions and the Executive should have it. It is dangerous to release a report with recommendations without some indication about what is going to be done. That can devalue the report. We should not share it widely until we have some sense of where we are going with the recommendations. Let's make sure that the report Marcie released this morning is the one that is shared, not the earlier one. Also participants would like to see the report. Is that permissible?
- Could we release to the CFC and the Executive for information as a draft report, noting that we will be adding our response? And to our General Council Office (GCO) guests this afternoon? Other commissions? There is concern around confidentiality and our own internal understanding around that, versus what others may perceive. It was noted that in the consent form, participants knew this would be a public document.

Once we release it to our commissions, it is out there. So we need to be clear that we have only seen it briefly, will study it further, and welcome feedback from other groups. The commission will be meeting in the fall of 2021 to take next steps. Instead of "draft," add a cover letter with the comments above. This was agreed to by the commission.

- Is the Advisory Committee's mandate complete? The commission still needs to decide. The September meeting could include some assigning of tasks for the fall meeting. (the Commission originally thought this work could begin in August but many Commission members, including chair Andy Comar will be on vacation in August)

- Commission members expressed appreciation to Marcie for her excellent work. Andy noted that we are on “step one of a thousand steps” and so we need to see this as a long-term project, but one that we make steady progress on. He thanked Marcie and the Advisory Committee (Robin, Liz, Lawrence, and James) for their work and noted that this important work will guide our work starting after today.

Omnibus Motion

MOTION by Paul Stott / Beth Moore
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Bloor Street Pastoral Charge (Toronto)** and approves the call to **Russell Daye**, ordained minister, beginning September 7, 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 65.85 % which equals \$47,646, for a total salary of \$120,000, basic telephone \$2400 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.

... concurs with the request of **New Hope Pastoral Charge (Concorde)** and approves the call to **Kun Young (Andrew) Lee**, ordained minister, beginning July 1, 2021, part time based on 8 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70,632 (pro-rated \$14126.40) per annum, basic telephone \$800 per annum (pro-rated \$160), Continuing Education and Learning Amount \$1474 (pro-rated \$294.80) 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 **Seguin Pioneer Pastoral Charge (Seguin)** and approves the call to **Kevin Logie**, ordained minister, beginning July 1, 2021, part time based on 10 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$63,613 (pro-rated \$15,903.25) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$368.50) 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 not require an act of covenant.

... concurs with the request of **Metropolitan Pastoral Charge (Toronto)** and approves the call to **Jason Meyers**, ordained minister, beginning September 1, 2021, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$65,461 per annum, salary in addition to the minimum at 35% which equals \$22,911.35, for a total salary of

\$88,372.35, basic telephone \$800 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 not require an act of covenant.

... concurs with the request of **Malton: Trinity Pastoral Charge (Toronto)** and approves the call to **Maryanne Thomson**, ordained minister, beginning July 4, 2021, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$36,177) per annum, basic telephone \$900 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$737) 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 **Midhurst Pastoral Charge (Midhurst)** and approves the call to **Judith Visser**, ordained minister, beginning September 1, 2021, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 4: Salary \$67,705 per annum, basic telephone \$800 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 **Metropolitan Pastoral Charge (Toronto)** and appoints **Mark Aitchison**, retired ordained minister, beginning June 1, 2021 to September 30, 2021, part time based on 25 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$45,221.25) per annum, salary in addition to the minimum at 50% which equals \$36,177 (pro-rated \$22,610.63), for a total salary of \$108,531.01 (pro-rated \$67,831.88), basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$921.25) 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 change in terms request of **Metropolitan Pastoral Charge (Toronto)** and re-appoints **Karen Bowles**, ordained minister, beginning April 1, 2021 to May 31, 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 25.14% which equals \$17,757.08, for a total salary of \$88,389.08 , basic telephone \$800 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 **Toronto Chinese Pastoral Charge (Toronto)** and re-appoints **Christopher Cheung**, retired ordained minister, beginning June 1, 2021 to June 30, 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, basic telephone \$800 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 **Victoria Square Pastoral Charge (Toronto)** and re-appoints **Basil Coward**, ordained minister, beginning May 23, 2021 to August 21, 2021, part time based on 25 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$18,088.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$368.50) 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 **Humbercrest Pastoral Charge (Toronto)** and re-appoints **Nancy Hardy**, retired ordained minister, beginning September 5, 2021 to June 26, 2022, part time based on 10 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$18,088.50) per annum salary in addition to the minimum at 2.76% which equals \$2000 (pro-rated \$500), for a total salary of \$74,354 (pro-rated \$18,588.50), basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$368.50) 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 change in terms of existing appointment of **Saint Luke's Pastoral Charge (Toronto)** and re-appoints **James Keenan**, retired intentional interim ordained minister, beginning September 1, 2021 to August 31, 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 10% which equals \$7,235.40, for a total salary of \$79,589.40, basic telephone \$800 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 **Bracebridge Pastoral Charge (Bracebridge)** and re-appoints **Nancy Knox**, retired ordained minister, beginning July 1, 2021 to June 30, 2022, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$63,613 per annum, salary in addition to the minimum at 22.35% which equals \$14,220, for a total salary of \$77,833 , basic telephone \$800 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 **Fairbank Pastoral Charge (Toronto)** and re-appoints **Steven Loweth**, designated lay minister, beginning September 1, 2021 to August 31, 2023, part time based on 30 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$64,172 (pro-rated \$48,129) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$1105.50) 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 **West Hill Pastoral Charge (Toronto)** and re-appoints **Sarah Miller**, ordained minister, beginning May 1, 2021 to December 31, 2021, part time based on 15 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$27132.75) per annum salary in addition to the minimum at 20% which equals \$14,470.80 (pro-rated \$5426.55), for a total salary of \$86,824.80 (pro-rated \$32,559.30), basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$552.75) 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 **Coldwater Eady Pastoral Charge (Coldwater)** and re-appoints **Kathleen Mowat**, retired ordained minister, beginning July 1, 2021 to December 31, 2021, part time based on 27 hours per week with the following terms for Category F and Cost of Living Group Assignment 3: Salary \$63613 (pro-rated \$42938.78) per annum salary in addition to the minimum at 1.85% which equals \$1176.84 (pro-rated \$795.70), for a total salary of \$64,789.84 (pro-rated \$43734.48), basic telephone \$804 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$1013.16) 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 of change in terms of existing appointment of **Metropolitan Pastoral Charge (Toronto)** and re-appoints **Jason Meyers**, ordained minister, beginning June 1, 2021 to August 31, 2021, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$65,461 per annum, salary in addition to the minimum at 35% which equals \$22,911.35, for a total salary of \$88,372.35, basic telephone \$800 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 in change of terms of **Glebe Road Pastoral Charge (Toronto)** and appoints **Cynthia O'Connell**, candidate, beginning August 9, 2021 to August 8, 2022, full time based on 40 hours per week with the following terms for Candidate Category Step 2, 3 plus years and Cost of Living Group Assignment 5: Salary \$62,048 per annum, salary in addition to the minimum at 13% which equals \$8065, for a total salary of \$70,113, basic telephone \$800 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.

... concurs with the request of **Eglinton St. George's Pastoral Charge (Toronto)** and re-appoints **Donald Parsons**, retired ordained minister, beginning July 1, 2021 to June 30, 2022, part time based on 15 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$72,354 (pro-rated \$27132.75) per annum salary in addition to the minimum at 20% which equals \$14,470.80 (pro-rated \$5426.55), for a total salary of \$86,824.80 (pro-rated \$32,559.30), basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$552.75) 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 **Bond Head Newton Robinson Pastoral Charge (Bond Head)** and appoints **Patti Rodgers**, designated lay minister, beginning July 1, 2021 to June 30, 2022, full time based on 40 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$65,843 per annum, salary in addition to the minimum at 2.56% which equals \$1685.58, for a total salary of \$67528.58, 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 require an act of covenant.

... concurs with the request of **Wesley Mimico Pastoral Charge (Toronto)** and re-appoints **Joan Smith**, retired ordained minister, beginning July 1, 2021 to June 30, 2022, part time based on 20 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$70,632 (pro-rated \$35,316) per annum salary in addition to the minimum at 7.88% which equals \$5565.80 (pro-rated \$2784), for a total salary of \$76,197.80 (pro-rated \$38,100), basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$740) 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 **Lemonville Pastoral Charge (Stouffville)** and re-appoints **Nancy Umphrey**, candidate, beginning July 1, 2021 to June 30, 2023, part time based on 30 hours per week with the following terms for Candidate Category Step 2, 3 years and Cost of Living Group Assignment 5: Salary \$62048 (pro-rated

\$46536) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1474 (pro-rated \$1105.50) 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 **Burton Avenue Pastoral Charge (Barrie)** and re-appoints **Andrea Wheaton**, designated lay minister, beginning July 1, 2021 to June 30, 2024, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$66,194 per annum, salary in addition to the minimum at 8.47% which equals \$5606.63, for a total salary of \$71800.63, basic telephone \$1200 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 re-appointment does not require an act of covenant.

Comments:

There is a huge diversity in salaries which also has ramifications in terms of the disparity between salaries. For example, it also affects people's pensions.

Commission members expressed anger and frustration with this disparity. The national compensation system is not working. The Cost of Living categories are not adequate, as is evident from salaries that are being paid in areas where the cost of housing is very high.

It was noted that the issue of maximum salary cap has been raised at General Council some time ago. This commission could raise it again.

If we were able to put together salary comparisons data and made it available to ministers, this might help address the situation in terms of providing data for negotiations.

Paul Stott noted that he has studied the history of salary policies over the life of the denomination and this is not a new issue.

Why is Toronto not in Cost of Living group 6?

Also there used to be some presbytery policies mandating parity within a pastoral charge where there was team ministry.

Andy noted that we don't have the power to change salaries at this point, but we have our equity report and other past policies to address these issues in the future. We have to work within the policies we have in place for now, and look at what policies we can create at a regional level, and also advocate at a national level.

c) **License to Administer Sacraments**

... concurs with the request of **Glebe Road Pastoral Charge (Toronto)** and grants sacramental privileges in accordance with The Manual I.2.4(a) and I.2.4.2, to **Cynthia O'Connell**, candidate for ordained ministry, during her time of appointment at Glebe Road Pastoral Charge.

... concurs with the request of **Bond Head Newton Robinson Pastoral Charge (Bond Head)** and grants sacramental privileges in accordance with The Manual I.2.4(a) and I.2.4.2, to **Patti Rodgers**, designated lay minister, during her time of appointment at Bond Head Pastoral Charge.

d) **Voluntary Associate Ministry Position**

... concurs with the request of **Metropolitan Pastoral Charge (Toronto)** and **Alana Martin**, to enter into a Voluntary Associate Minister relationship, beginning June 15, 2021.

e) **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 **Karen Dale**, commissioned diaconal minister at **Beach Pastoral Charge (Toronto)** effective December 31, 2021 and gives thanks for her ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Alexa Gilmour**, ordained minister at **Windermere Pastoral Charge (Toronto)** effective September 30, 2021 and gives thanks for her ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Won Hur**, ordained minister at **Ebenezer Pastoral Charge (Markham)** effective August 31, 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 **Heather Stevenson**, ordained minister at **Cheltenham Pastoral Charge (Caledon)** effective August 31, 2021 and give thanks for her ministry.

MOTION

CARRIED

MOTION by Donna Bowman-Woodall / Liz Mackenzie
that the Pastoral Relations Commission bring a proposal regarding salary equity to
the next General Council meeting that would include addressing percentages over
minimum and salary parity within a pastoral charge.

MOTION

CARRIED

Report from staff

a) Liaisons

The following liaisons have been appointed by staff:

Donna Bowman-Woodall appointed to Central Pastoral Charge (Toronto) for search for a called or appointed minister.

Gail Hamblin appointed to Alderwood Pastoral Charge (Toronto) for search for a called or appointed minister.

Amy Lee appointed to Parkdale Pastoral Charge (Toronto) for search for a called or appointed minister.

Henry Poutiainen appointed to Richmond Hill Pastoral Charge for search for a short term appointed and then a called or appointed minister.

Catherine Hions appointed to Ebenezer Pastoral Charge (Toronto) for search for a short term appointed and then called or appointed minister.

Dan Benson appointed to Beach Pastoral Charge (Toronto) for search for a called or appointed minister.

Jim Clubine appointed to Stouffville United Church for search for called or appointed minister

b) Pastoral Charge Supervisors

The following pastoral charge supervisors have been appointed by staff:

Lisa Naumann appointed to Nobleton-Schomberg Pastoral Charge as of July 1, 2021

Amy Lee appointed to Meadowvale Korean Pastoral Charge as of July 1, 2021

Ted Reeve appointed to Westmount Pastoral Charge (Orillia) as of July 1, 2021

Cynthia O'Connell appointed to Glebe Rd Pastoral Charge (Toronto) as of August 8, 2021.

Afternoon Session

The commission broke for lunch and reconvened at 1 p.m. for the public portion of its meeting. Members of the Communities of Faith Commission (CFC), the Executive Committee, General Council Office staff, and others joined the meeting.

Harry Ramsaran led the group in a land acknowledgement and Jody Maltby led in an opening prayer.

Robin Pilkey introduced the researcher, Marcie Gibson.

Marcie provided a summary of the Equity Research Project.

At 2 p.m., the Pastoral Relations Commission reconvened with members of the Community of Faith Commission to discuss joint business.

Mapping project and Community Living Faith Stories

CFC is working with EDGE to create a live web-based map as a kind of environmental scan to capture our own living faith story for the CFC to create our vision for the future. Susie Henderson, shared some of the steps and timeline for this project.

Demographic data will be gathered and work with the Inter-Cultural Commission to see how we would shape our living faith story.

Susie also shared a web based-layered map that provides information about our region, such as population, pastoral charges, communities of faith, and so forth (see link below).

<https://edgeucc.maps.arcgis.com/apps/instant/interactivelegend/index.html?appid=83d422301ac34870b3332b8d08211d4>

At each CFC meeting, the commission looks at parts of the data to see what it tells us about our region and the shape of the region as a whole.

Who will have access to this map and data, and how much?

It is still a work in progress, but the hope is that people will add data to it. The intention is to have CFC use this to work on their missions, values, etc.

It was noted that it could link into the equity research project in terms of providing more information to ministers applying for jobs in Shining Waters.

The map will be publicly available by the fall.

Process for Community of Faith when a minister retires and continues employment after official retirement

Questions were raised regarding situations when a minister retires and then goes back into the same pastoral charge: should the pastoral charge then be required to update or do their living faith story?

CFC has started to talk about living faith stories outside of the context of a change in pastoral relationships. We know that all communities are supposed to do a living faith story, but we also know that most don't do it until their minister changes.

No decision was made regarding the situation when a minister retires and then returns to the same pastoral charge.

Pandemic Update

Grants offered GCO emergency pandemic loans: 20 – 25 communities of faith from Shining Waters applied.

One pastoral charge has closed, one minister has lost their job, although both situations were already not stable prior to the pandemic.

Ministry personnel are definitely tired. Also lay leadership has been diminishing and that may add a burden to ministers. Governance is getting thin in some communities of faith. Staff are planning to talk about addressing the governance and lay leadership challenges that have emerged from the pandemic.

How will we come back to church after the pandemic has ended? We will come back to a different church.

We need to “experiment and learn”, in the words of one of our church elders. It's an opportunity to do things in a different way. On line services have been able to reach further than in person services.

Like many aspects of the pandemic, it has highlighted the inequities between pastoral charges. Some have tech support, money, and other resources to pivot and use the opportunities presented by the pandemic.

Staff will continue to monitor the regional council's communities of faith and ministry personnel and provide pandemic support as we are able.

Next Meetings

APPENDIX A

The meeting schedule of the commission for 2021/22 was distributed to the commission. As is the usual pattern, the commission meets on the last Tuesday of the month, with a couple of exceptions for December (Christmas holidays) and May (ordination appointments). (see appendix a for schedule of meetings)

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, August 31, 2020 at 9:00 a.m. This meeting will mainly deal with the omnibus. In September, the commission will focus on prioritizing recommendations from the equity report. The October meeting will be dealing with an action plan.

End of meeting

There being no further business, Dale Hildebrand closed the meeting with a prayer.

Andrew Comar, Chair

Dale Hildebrand, note taker

APPENDIX A

Shining Waters Pastoral Relations Commission

Meeting schedule 2021/2022

All meetings are Tuesdays at 9:00 a.m. on Zoom unless otherwise noted

August 31, 2021

September 28, 2021

October 26, 2021

November 30, 2021

December 14, 2021

January 25, 2022

February 22, 2022

March 29, 2022

April 26, 2022

May 10, 2022 (*moved up from normal last
Tuesday of month to accommodate
ordination candidates)

June 14, 2022 (in person all day meeting)