

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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Tuesday, March 29, 2022**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, March 29, 2022 by video conference. The meeting began at 9:00 a.m.

**Members Present**

Donna Bowman-Woodall (chair); Dale Hildebrand (staff); Todd McDonald (staff); Andrew Comar (ordered); Barbara Hendren (lay); Sung-Ran Kim (ordered); Liz Mackenzie (ordered); Beth Moore (lay); Lawrence Nyarko (ordered); Robin Pilkey (lay), Paul Stott (lay)

**Guest:** Jill Strapp, Toronto United Church Council

**Regrets:** William Haughton

**Welcome, constituting the meeting and prayer**

Donna Bowman-Woodall welcomed everyone, acknowledged the indigenous territory we find ourselves on, led a reflection from Joyce Rupp, led the opening prayer, and called the meeting to order.

**Agenda**

**MOTION** by Andy Comar/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 Lawrence Nyarko/Paul Stott  
that the minutes of the February 22, 2022 meeting of the commission be approved.

**MOTION**

**CARRIED**

## **Omnibus Motion**

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

a) **Calls**

... concurs with the request of **Northlea Pastoral Charge (Toronto)** and approves the provisional call to **Lee-Ann Ahlstrom**, candidate for ordained ministry, conditional on ordination prior to start date, beginning June 1, 2022, part time based on 32 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$73,295 (pro-rated \$58,636) per annum, salary in addition to the minimum at 3.08 % which equals \$2,257.49 (pro-rated \$1805) for a total salary of \$75,552.49 (pro-rated \$60,441) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$1194.40) 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 **Lansing Pastoral Charge (Toronto)** and approves the call to **Bradley Inglis**, ordained minister, beginning May 1, 2022, full time based on 40 hours per week with the following terms for Category E and Cost of Living Group Assignment 5: Salary \$71,550 per annum, salary in addition to the minimum at 9.05% which equals \$6476 for a total salary of \$78,026 per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 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 **Lawrence Park Community Pastoral Charge (Toronto)** and approves the appointment of **Eric Bacon**, retired ordained minister, beginning February 1, 2022 to January 31, 2023, part time based on 5 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$73,295 (pro-rated \$9,161.88) per annum, salary in addition to the minimum at 34.93% which equals \$25,601.94 (pro-rated \$3,200) for a total salary of \$98,896.94 (pro-rated \$12,361.88) per annum, basic telephone \$1020 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$186.63) 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 approves the re-appointment of **Timothy Dayfoot**, retired ordained minister, beginning March 16, 2022 to September 15, 2022, part time based on 15 hours per week with the following terms for Category F and Cost of

Living Group Assignment 5: Salary \$73,295 (pro-rated \$27,485.63) per annum, salary in addition to the minimum at 10% which equals \$7329.80 (pro-rated \$2748.56) for a total salary of \$80,627.80 (pro-rated \$30,234.19) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$559.88) 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 **Markham: St. Andrew's Pastoral Charge (Markham)** and approves the re-appointment of **Shannon Mang**, intentional interim minister, beginning March 18, 2022 to September 17, 2022, part time based on 25 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$73,295 (pro-rated \$45,809.38) per annum, salary in addition to the minimum at 10% which equals \$7329.80 (pro-rated \$4580.94) for a total salary of \$80,627.80 (pro-rated \$50,390.32) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$933.13) 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 **St. Paul's Scarborough Pastoral Charge (Toronto)** and approves the appointment of **John Perigoe**, retired ordained minister, beginning March 1, 2022 to September 5, 2022, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$73,298 (pro-rated \$36,647.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$746.50) 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 **Good Tree Korean Church Mission (Toronto)** and approves the re-appointment of **Woong Youm**, ordained minister, beginning January 1, 2022 to December 31, 2022, part time based on 20 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$68,058 (pro-rated \$34,029) per annum, salary in addition to the minimum at 5% which equals \$3,402.90 (pro-rated \$1701.45) for a total salary of \$71,460.90 (pro-rated \$35,730.45) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$746.50) 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 **Birchcliff Bluffs Pastoral Charge (Toronto)** and approves the appointment of **Ellen Redcliffe**, retired ordained minister, beginning February 1, 2022 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 \$73,298 (pro-rated \$36,647.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$746.50) 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 Minister Relationship**

... concurs with the request of **Gravenhurst: Trinity Pastoral Charge (Gravenhurst)** and **Gordon Flint**, to enter a Voluntary Associate Minister relationship, beginning March 29, 2022.

**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 **Jeffrey Bacon**, ordained minister at St. Bartholomew's Pastoral Charge (Brampton) effective July 31, 2022 and gives thanks for his ministry.

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Constance denBok**, ordained minister at Alderwood Pastoral Charge (Toronto) effective June 30, 2022 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 **Hae-Bin Jung**, ordained minister at Alpha Korean Pastoral Charge (Toronto) effective June 26, 2022 and gives thanks for his ministry

... 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 St. Paul's Pastoral Charge (Brampton) effective March 31, 2022 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 **Johannes van Nie**, retired ordained minister at Royal York Rd. Pastoral Charge (Toronto) effective June 30, 2022 and gives thanks for his ministry.

**MOTION**

**CARRIED**

Lawrence Nyarko declared a conflict of interest for the next item and excused himself from the meeting.

**MOTION** by Robin Pilkey/Beth Moore

that the Pastoral Relations Commission take the following actions:

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Lawrence Nyarko**, ordained minister at Grace Pastoral Charge (Brampton) effective June 30, 2022 and gives thanks for his ministry.

... concurs with the request of **Alderwood Pastoral Charge (Toronto)** and approves the call to **Lawrence Nyarko**, ordained minister, beginning July 1, 2022, full time based on 40 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$68,058 per annum, salary in addition to the minimum at 17.55 % which equals \$11,942 for a total salary of \$80,000 per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 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.

**MOTION**

**CARRIED**

### **Report from staff**

Staff reported in on work they are doing.

#### **a) Liaisons**

Evelyn McLachlan appointed to Trinity Pastoral Charge (Newmarket) for search for a second minister position to focus on innovative ministry and programming for those under 40; including young adults, children youth and families.

Paul Stott appointed to Runnymede Pastoral Charge (Toronto) for search for appointed candidate for ministry and Supervised Ministry Education exploration.

Paul Stott appointed to Humbercrest Pastoral Charge (Toronto) for search for called minister following Intentional Interim Ministry.

Donna Bowman-Woodall appointed to Evergreen Pastoral Charge (Windemere-Utterson) for search for a minister.

#### **b) Pastoral Charge Supervisors**

Rev. Patricia Gale-MacDonald appointed to Burton Ave Pastoral Charge (Barrie) May 2 – September 4, 2022 to cover sabbatical leave.

### **Team Ministry Orientation and Development Research Project**

Jill Strapp from Toronto United Church Council was welcomed into the meeting. Jill is here for answering questions related to this agenda item.

Todd presented his sabbatical research project on the Team Ministry Orientation and Development. This program of orienting ministry teams has been ongoing for five years since 2017. TUCC has been contracted to deliver these orientations.

A question was asked about cross-cultural and social location considerations when carrying out this program.

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What about teams that are already in place? The mandatory training was funded on a going-forward basis in 2017. But existing teams could contract with TUCC to do the training with their own funds.

What about the staff training component—could that be extended to Communities of Faith's staffs where there is only one minister? Yes, the hope is that the online course could be offered widely.

Based on the recommendations from the research project, the following is being proposed as a further development and iteration of the team ministry orientation program:

**MOTION** by Andy Comar/Liz Mackenzie

That Shining Waters Regional Council require a new team ministry (as a result of a search other than a short-term appointment less than 12 months or Supervised Ministry Education) participate in the Ministry Team Development and Orientation Program (Full day, 6-month check in and Peer Learning Day) and the community of faith contribute \$400 to the cost (Total cost per team is \$2900, \$2500 provided by the regional council).

Clarification: This is for long-term pastoral relationships. We have a limited budget and so want to prioritize the long-term relationships. It is not for Intentional Interim Ministry pastoral relationships, Supervised Ministry Education placements, or short-term appointments less than 12 months.

**MOTION**

**CARRIED**

**Equity Research Project** – Liz MacKenzie, Chairperson of the Equity Task Group reporting

Liz referred to the latest report which was distributed to the commission. The Task Group met about the first provocative proposal and has identified four actions focused on enhancing the ability of the pastoral relations liaison to do more intensive work with search teams around equity.

The complete workplan on the proposals will come to the commission at our June meeting.

### **Support for ministry personnel during pandemic**

Last year the Commission urged pastoral charges to provide ministry personnel with an extra week off in light of the burden imposed by the pandemic.

Andy noted that 2022 was a duplicate year of 2021, so do we want offer this encouragement again to our pastoral charges?

Todd noted in our interactions with M&P committees, we've heard of some nice examples of how pastoral charges are intentional about offering appreciation to their staff and supporting them during difficult times. Staff could address this item by offering examples to M&P Committees and further encouraging this kind of recognition.

We have heard that pastoral charges have been experiencing financial stresses during this pandemic. In some cases it has also put some additional strain on pastoral relationships when the extra week was not granted. Commission members questions the financial factor given that lay people from the congregation are capable of covering a service.

**MOTION** by Barbara Hendren/Paul Stott

That our pastoral charges be encouraged to grant ministry personnel an extra week off as agreed between the governing body and the ministerial staff.

Question: How will this be communicated? From the Commission.

**MOTION**

**CARRIED**

### **Next Meeting**

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, April 26, 2022, at 9:00 a.m.

### **End of meeting**

There being no further business, Barbara Hendren closed the meeting with a prayer.

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Donna Bowman-Woodall, Chair

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Dale Hildebrand, note taker