

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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Tuesday, May 10, 2022**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, May 10, 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); William Haughton (ordered); Sung-Ran Kim (ordered); Liz Mackenzie (ordered); Beth Moore (lay); Lawrence Nyarko (ordered); Robin Pilkey (lay), Paul Stott (lay)

**Welcome, constituting the meeting and prayer**

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

**Agenda**

**MOTION** by Paul Stott/Beth Moore  
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/Andy Comar  
that the minutes of the April 26, 2022 meeting of the commission be approved.

**MOTION**

**CARRIED**

**Omnibus Motion**

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

a) **Calls**

... concurs with the request of **Royal York Road Pastoral Charge (Toronto)** and approves the call to **David Exley**, ordained minister, beginning September 20, 2022, full time based on 40 hours per week with the following terms for Category D and Cost of Living Group Assignment 5: Salary \$69,804 per annum, salary in addition to the minimum at 20% which equals \$13,960.80 a total salary of \$83,764.80 per annum, basic telephone \$1200 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.

... 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 June 1, 2022, full time based on 40 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$64,568 per annum, salary in addition to the minimum at 11.96% which equals \$7720 a total salary of \$72,288 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 not require an act of covenant.

b) **Appointments**

... concurs with the request of **Windermere Pastoral Charge (Toronto)** and approves the re-appointment of **Joseph Hopkins**, ordained minister, beginning July 2, 2022 to September 30, 2022, full time based on 40 hours per week with the following terms for Category B and Cost of Living Group Assignment 5: Salary \$66,312 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 re-appointment does not require an act of covenant.

... concurs with the request of **Stroud: St. James Pastoral Charge (Stroud)** and approves the re-appointment of **Patricia James**, designated lay minister, beginning July 1, 2022 to June 30, 2025, part time based on 30 hours per week with the following terms for Category C and Cost of Living Group Assignment 4: Salary \$61,991 (pro-rated \$46,493.25) per annum, salary in addition to the minimum at 7.36% which equals \$4562.54 (pro-rated \$3424.22) for a total salary of \$66,553.54 (pro-rated \$49,917.47) per annum, basic telephone \$840 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$1119.75) 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 **Westway Pastoral Charge (Toronto)** and approves the provisional appointment to **Elizabeth Kiff**, candidate for ordained ministry, conditional on ordination prior to start date, beginning June 1, 2022 to May 31, 2023, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$64,568 (pro-rated \$32,284) 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 require an act of covenant.

... concurs with the request of **Bond Head Pastoral Charge (Bond Head)** and approves the re-appointment of **Patti Rodgers**, designated lay minister, beginning July 1, 2022 to June 30, 2025, full time based on 40 hours per week with the following terms for Category D and Cost of Living Group Assignment 5: Salary \$68,385 per annum, basic telephone \$1200 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 re-appointment does not require an act of covenant.

c) **Voluntary Associate Minister Relationship**

... concurs with the request of **St. Andrew's Pastoral Charge (Toronto)** and **Johannes (Hans) van Nie**, to enter a Voluntary Associate Minister relationship, beginning May 10, 2022.

**MOTION**

**CARRIED**

Beth Moore declared a conflict of interest and left the meeting for the next item.

**MOTION** by Lawrence Nyarko/Robin Pilkey  
that the Pastoral Relations Commission take the following action:

... concurs with the request of **Birchcliff Bluffs Pastoral Charge (Toronto)** and approves the call to **Carmen Llanos**, ordained minister, beginning July 1, 2022, part time based on 16 hours per week with the following terms for Category C and Cost of Living Group Assignment 5: Salary \$68,058 (pro-rated \$27,223.20) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1493 (pro-rated \$597.20) 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.

Donna Bowman-Woodall declared a conflict of interest and left the meeting for the next item. Andy Comar assumed the chair.

**MOTION** by Will Haughton /Beth Moore  
that the Pastoral Relations Commission take the following action:

... concurs with the request of **Emsdale Pastoral Charge (Emsdale)** and approves the re-appointment of **David Woodall**, retired ordained minister, beginning July 1, 2022 to June 30, 2025, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 2: Salary \$60,965 (pro-rated \$30,482.50) 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 re-appointment does not require an act of covenant.

Donna Bowman-Woodall returned to the meeting and assumed the chair once again.

### **Ordinand/Admittands Requirements Motion**

**MOTION** by Liz Mackenzie/Robin Pilkey  
that the Pastoral Relations Commission approve the following ordinands/  
admittands as having met the appointment/call/employment requirements for  
ordination/admission at the May 29, 2022 Shining Waters Celebration of Ministry  
service:

**Lee-Ann Ahlstrom** - to be ordained into her call beginning June 1, 2022 as  
minister at Northlea Pastoral Charge

**Maria Christina Conlon** - to be ordained into her call beginning June 1, 2022  
as minister at Davenport-Perth Community Ministry

**Elizabeth Kiff** - to be ordained into her appointment (June 1, 2022 – May 31,  
2023) as minister at Westway Pastoral Charge

**Eric Nyarko** – to be ordained into his call beginning June 1, 2022 as minister at  
Ghana Calvary Methodist Pastoral Charge

**Cynthia O'Connell** – to be ordained into her call beginning June 1, 2022 as  
minister at Glebe Rd Pastoral Charge

**Michelle Voss Roberts** – to be admitted into her current employment position as  
Professor of Theology, Emmanuel College

**Trevor Brisbin** - to be admitted into his current appointment (January 1 –  
December 31, 2022) as minister at Humber Valley Pastoral Charge

**MOTION**

**CARRIED**

## **Report from staff**

Staff reported in on work they are doing:

### **a) Liaisons**

Sadekie Lyttle-Forbes appointed to Alpha Korean Pastoral Charge (Toronto) for search for a called minister.

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

Robin Wardlaw appointed to Hope United Pastoral Charge (Toronto).

Richard Choe appointed to North York Korean Pastoral Charge (Toronto).

Todd also reported on a Clergy Peer Learning Proposal that has been the result of discussions with the *Flourish* Advisory Group. This proposal will be coming to you in June. It will need to be approved by the Executive because it involves some additional staffing support.

St. Paul's United Church Brampton – there is a review underway of this Community of Faith. The review was preceded by the ending of the pastoral relationship by the two ministers who were serving in ministry there. There may be some recommendations for our Commission out of the review.

It was noted that there are three Brampton churches without ministers and two of them may not be strong enough to have a full-time minister. What can we do to help these churches? Todd noted that our colleague Diane Matheson is working in the area of collaboration and amalgamations, but the review is going to have to be completed before there can be collaborative ministry conversations.

Dale noted that as a follow up to the Commission's action at the last meeting to suspend the search at North York Korean United Church, the Community of Faith Commission has appointed Richard Choe to work with this pastoral charge in terms of their covenant with the UCC.

Together with Canadian Shield region, we held a M&P introductory workshop for new committee members. Training and supporting these committees are an important part of the Pastoral Relations Ministers' work.

## **Equity Task Group Report – Liz Mackenzie**

## **APPENDIX A**

There is a report that was sent out to the Commission members (dated May 5, 2022). The Task Group has attached actions to each of the provocative proposals. The Commission is asked to look at this report in preparation for our June meeting.

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**Next Meeting**

The next meeting of the Pastoral Relations Commission will be held in person on Tuesday, June 14, 2022, at 9:30 a.m., location to be confirmed.

**End of meeting**

There being no further business, Paul Stott closed the meeting with a prayer.

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Donna Bowman-Woodall, Chair

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Dale Hildebrand, note taker

## APPENDIX A

### **Pastoral Relations Commission – Shining Waters Regional Council Provocative Propositions and Actions**

Last updated: May 5, 2022

#### **The Equity Task Group brings three Provocative Proposals and actions based on the Final Report Equity Goal Research Project:**

Pastoral Relations Commission acts on its high level of commitment to equity in the pastoral relations preparation and search process by providing a high level of **equity training** for pastoral relations liaisons and search teams. The training focuses on making the search and selection process more open (break down bias walls) for equity seeking ministry personnel.

#### Actions:

1. Search Teams appoint an equity monitor for the team's work. The regional council to provide enhanced equity training for the monitor.
2. At the Profile writing stage, the Position Description include a statement of equity commitment and why it is important to the community of faith.
3. The Pastoral Relations Commission will provide an update(s) to the Communities of Faith Commission on our equity work and invite them to consider asking congregations to include an equity lens in their Living Faith Stories.
4. Create an enhanced equity training module for search team that can be used by PR liaison and the training module be reviewed annually at a Pastoral Relations liaison check in.

Pastoral Relations Commission provides **support, connection and accompaniment** with equity seeking ministry personnel, between equity seeking ministry personnel and for equity seeking ministry personnel.

1. Interview/Negotiation: Pastoral Relations Commission provide a negotiation resource and post it to the website, and accompany the resource with an annual workshop for Ministry Personnel on how to negotiate.
2. A Supported Beginning: Provide an annual gathering of new arriving ministry personnel to SWRC for the purpose of orientation and relationship building.

Pastoral Relations Commission is **responsible** for growing equity within pastoral relations policy and practice in Shining Waters Regional Council. This responsibility encompasses a growing relationship with pastoral relations liaison and empowers the Commission to be an influencer for equity.

1. Ensure at least one member of the PR Commission is a PR liaison (Policy change).
2. Annually, at a quarterly PR liaison gathering, liaisons will come prepared to report on any equity issues they are identifying (provide 5 equity concerns identified in Report as a guide). A report and any recommendations is provided to PR Commission.
3. PR Commission appoint an equity monitor from its membership to raise equity issues for the Commission.