

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, May 9, 2023**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, May 9, 2023 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); Deirdre Lawrence (Lay); Beth Moore (lay); Lawrence Nyarko (ordered); Robin Pilkey (lay), Paul Stott (lay).

Regrets: Liz Mackenzie (ordered)

Note: Quorum will be 50% plus one of the members with at least one ordered minister and one lay member

Welcome, constituting the meeting and prayer

Donna Bowman-Woodall welcomed everyone, acknowledged the indigenous territory we find ourselves on, led the opening prayer. Donna declared there was quorum and called the meeting to order.

Agenda

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

MOTION

Minutes

MOTION by Deirdre Lawrence / Barbara Hendren
that the minutes of the April 25, 2023 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

MOTION by Paul Stott / William Haughton
that the Pastoral Relations Commission take the following actions:

a) **Calls**

... concurs with the request of **Metropolitan Pastoral Charge (Toronto)** and approves the provisional call of **James Harbell**, candidate for ordained ministry, conditional on ordination prior to start date, beginning June 1, 2023, part time based on 28 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$66,763 (pro-rated \$46,734.10) annum, salary in addition to the minimum at 35% which equals \$23,367.05 (pro-rated \$16,356.94), for a total salary of \$90,130.05 (pro-rated \$63,091.04) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1543 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 approves the re-appointment to **W.E. Mark Aitchison**, retired ordained minister, beginning July 1, 2023 to September 30, 2025, part time based on 12 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 (pro-rated \$22,736.10) per annum, salary in addition to the minimum at 35% which equals \$26,525.45 (pro-rated \$7,957.64), for a total salary of \$102,312.45 (pro-rated \$30,693.74) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1543 (pro-rated \$462.90) 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 to **Donald Gibson**, retired ordained minister, beginning April 16, 2023 to June 30, 2023, part time based on 20 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 (pro-rated \$37,893.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1543 (pro-rated \$771.50) 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 **Westway Pastoral Charge (Toronto)** and approves the re-appointment to **Elizabeth Kiff**, ordained minister, beginning June 1, 2023 to May 31, 2024, part time based on 20 hours per week with the following terms for Category A and Cost of Living Group Assignment 5: Salary \$66,763 (pro-rated \$33,381.50) per annum, basic telephone \$800 per annum, Continuing Education

and Learning Amount \$1543 (pro-rated \$771.50) 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) **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 **Carole Baggett-McKinley**, ordained minister at Asbury and West Pastoral Charge (Toronto) effective August 4, 2023 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 **Martha Martin**, ordained minister at Kingston Road Pastoral Charge (Toronto) effective October 1, 2023 and gives thanks for her ministry.

MOTION

CARRIED

Ordinands/Commissionand/Admittands Requirements Motion

MOTION by Robin Pilkey / Lawrence Nyarko
that the Pastoral Relations Commission approve the following ordinands/commissionand/admittands as having met the appointment/call/employment requirements for ordination/commission/admission at the May 28, 2023 Shining Waters Celebration of Ministry service:

Jeffrey Dale - to be ordained into his current employment position as Minister, Justice and Faith Formation, Canadian Shield and Shining Waters Regional Councils.

James Harbell - to be ordained into his call beginning June 1, 2023 as minister at Metropolitan Pastoral Charge.

Jennifer Henry – to be ordained into her current employment position as Executive Minister for Organizational Development and Strategy, General Council of The United Church of Canada.

Dyanne Marlok – to be commissioned into her appointment (January 1, 2022 – June 30, 2025) as minister at Tottenham-Rich Hill Pastoral Charge, Western Ontario Waterways Regional Council.

Thomas Tae Sung Shin– to be admitted into his call beginning (June 1, 2023) as minister at Grace Pastoral Charge, Brampton.

Nancy Umphrey - to be ordained into a call (July 1, 2023) as minister at Lemonville Pastoral Charge.

Woong Youm - to be admitted into his current appointment (January 1 – December 31, 2023) as minister at North York Korean Pastoral Charge.

MOTION

CARRIED

Robin Pilkey raised concerns that the Commission was being asked to consider a motion that the Commission didn't have direct responsibility for and therefore performative.

Paul Stott recused himself for the LLWL motion.

Recommendations from the Licensed Lay Worship Leaders Committee Appendix A

Dale Hildebrand gave a brief update of the Licensed Lay Worship Leaders (LLWL) Committee meeting held on April 24, 2023. (See Appendix A – LLWL Committee Report) He answered any questions and then the following motion was made:

MOTION by Deirdre Lawrence / Andrew Comar
that the Pastoral Relations Commission take the following actions:

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Marilyn Elphick** 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.

...concurs with the recommendation of the Licensed Lay Worship Leader Committee, and approves **Brian Packham** 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 **Paul Stott** 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 that **Donna Gileno** not be reconfirmed as a Licensed Lay Worship Leader within the bounds of Shining Waters Regional Council.

MOTION

CARRIED

Paul Stott rejoined the meeting. Dale continued to give a brief overview of the LLWL Committee Report submitted by Lisa Pfau, Chair of the committee. (See appendix A). The LLWLs are equally dispersed through the region and all are busy, especially in the summer.

Report from staff

Todd McDonald reported on work the pastoral relations ministers are doing.

a) Liaisons

None appointed at this time.

b) Pastoral Charge Supervisors

None appointed at this time.

c) Flourish – Minister's Day Together

Todd updated the committee on the Minister's Day Together Flourish event being held at Jubilee United Church in Toronto on Wednesday, June 14, 2023. Rev. Maya Landell and Jason Locke, music director, both from Islington United Church and the Moderator, The Right Reverend Dr Carmen Lansdowne, will be facilitating and spending the day with our ministry personnel. The theme is focusing on Deep Bold and Daring Leadership.

d) June PRC Meeting Items

Todd reminded the committee that the next meeting in June will not be in person. There will be a report from staff about Dale's Dime/Todd's Tab ministry personnel gatherings held this spring.

A position description will be shared for a Growth Animator that will be appointed/deployed from the national church to Shining Waters Regional Council around the strategic plan, and how this person will relate to the work of the PRC.

The 2023-2024 Pastoral Relations Commission meeting schedule will be provided. Todd noted that the June meeting will be a longer gathering and to schedule time accordingly.

Deirdre Lawrence requested that the recording of the June meeting be made available to those unable to attend. Donna Rutz to follow up with sending the recording link. Please note that Zoom recordings on regional accounts are set to automatically delete after 15 days.

Equity Research Project - No Report

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Regional Meeting Planning Team Report - Sung Ran Kim

Sung-Ran Kim shared a snippet of her video project for the Regional Meeting, focusing on the Equity work of the commission, featuring interviews of Robin Pilkey and William Haughton.

Next Meeting

The next meeting of the Pastoral Relations Commission will be held online Tuesday, June 13, 2023, at 9:00 a.m. It should be an hour to an hour and a half.

Please note: Our June meeting was to be an in-person meeting but we did not have sufficient agenda items. The October 2023 meeting will be in person.

End of meeting

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

Donna Bowman-Woodall, Chair

Donna Rutz, note taker

APPENDIX A

Licensed Lay Worship Leader (LLWL) Committee Report to PRC

- 1) LLWL Engagement
 - Approximately 20 licensed LLWLs on supply list
 - The majority of LLWLs are comfortable with in-person and online.
 - Whenever we do re-licensing interviews, LLWLs appear to be quite active in their communities, often being called back to the same churches again. Summer is the busiest time of year.
 - Significant number of interviews each year. We just finished 7. We are caught up on licensing and re-licensing interviews. There are a few new LLWLs each year, but the majority now are re-licensing.
- 2) LLWL Committee Work
 - We have a clear procedure for licensing and re-licensing, including interview document requirements and questions.
 - Gathered information about the type of support that LLWLs would like ranging from a Facebook page or mentorship program. The key is that something that would help to develop organic authentic community, where LLWL could go for a support, encouragement, and continuous learning. Perhaps that is a component that could be intentionally included in the LLWL online course.
- 3) LLWL – deciding not to relicense an LLWL
 - After a complaint and interview, we determined that the LLWL potentially had some cognitive issues that is/could impact her ability to provide consistent support to a congregation. After providing the LLWL using a pastoral approach, the LLWL accepted the committee's decision and caveat that she could still serve congregations that she had pre-existing relationships with as a layperson, but could not use LLWL designation.

Respectfully submitted,

Lisa Pfau, Chair, LLWL Committee