

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, August 29, 2023**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, August 29, 2023 by video conference. The meeting began at 9:00 a.m.

Members Present

Donna Bowman-Woodall (chair); Todd McDonald (staff); Barbara Hendren (lay); Sung Ran Kim (ordered); Deirdre Lawrence (lay); Liz Mackenzie (ordered); Beth Moore (lay); Lawrence Nyarko (ordered); Eun-Joo Park (Staff); Robin Pilkey (lay); Paul Stott (lay)

Regrets: Andrew Comar (ordered); William Haughton (ordered);

Welcome, constituting the meeting and prayer

Donna Bowman-Woodall, chair, declared there was a quorum and called the meeting to order. Donna welcomed Rev. Eun-Joo Park, who started August 1 as the new Minister for Communities of Faith Support and Pastoral Relations regional staff person. Eun-Joo and the commission members took turns and introduced themselves.

Donna continued by acknowledging the indigenous territory that they found themselves on and led the opening prayer.

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 Barbara Hendren / Lawrence Nyarko
that the minutes of the June 13, 2023 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

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

a) **Request for Change in Pastoral Relationship**

... in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Lorraine Daly-Price**, ordained minister at **Heritage Pastoral Charge (Markham)** effective October 1, 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 **Russell Daye**, ordained minister at **Bloor Street Pastoral Charge (Toronto)** effective December 31, 2023 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 **Meriel Simpson**, ordained minister at **Scarborough Bluffs Pastoral Charge (Toronto)** effective January 30, 2024 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 **Linda Wheler**, ordained minister at **Newmarket: Trinity Pastoral Charge (Newmarket)** effective May 1, 2024 and gives thanks for her ministry.

b) **Calls**

... concurs with the request of **Davenport Perth Pastoral Charge (Toronto)** and approves the change in terms of the existing call to **Amy Yea Kyong Lee**, ordained minister, beginning September 1, 2023, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 (pro-rated \$66,313.63) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1543 (pro-rated \$1350.13) 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 **The Donway Covenant Pastoral Charge (Toronto)** and approves the call to **Lorraine Daly-Price**, ordained minister, beginning October 8, 2023, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 per annum, salary in addition to the minimum at 4.24% which equals \$3,213, for a total salary of \$79,000 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.

... concurs with the request of **West Hill Pastoral Charge (Toronto)** and approves the change in terms of the existing call to **Gretta Vosper**, ordained minister, beginning December 1, 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, salary in addition to the minimum at 20% which equals \$15,157.40 (pro-rated \$7,578.70), for a total salary of \$90,944.40 (pro-rated \$45,472.20) per annum, basic telephone \$1920 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 call does not require an act of covenant.

c) **Appointments**

... concurs with the request of **Eglinton St. George's Pastoral Charge (Toronto)** and approves the re-appointment of **Donald Parsons**, retired ordained minister, beginning September 1, 2023 to August 31, 2024, part time based on 15 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 (pro-rated \$28,420.13) per annum, salary in addition to the minimum at 20% which equals \$15,157.40 (prorated \$5684.03), for a total salary of \$90,944.40 (prorated \$34,104.16) per annum, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1543 (pro-rated \$578.63) 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 **Fairlawn Avenue Pastoral Charge (Toronto)** and approves the re-appointment of **Jean Ward**, retired ordained minister, beginning July 1, 2023 to December 31, 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 **Kingsway-Lambton Pastoral Charge (Toronto)** and approves the appointment of **Jaylynn Byassee**, ordained minister, beginning September 11, 2023 to August 31, 2024, full time based on 40 hours per week with the following terms for Category D and Cost of Living Group Assignment 5: Salary \$72,177 per annum, salary in addition to the minimum at 38.55% which equals \$27,823, for a total salary of \$100,000 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 appointment does require an act of covenant.

... concurs with the request of **Knox, Agincourt Pastoral Charge (Toronto)** and approves the re-appointment of **Maryanne (Robin) Thomson**, ordained minister,

beginning July 1, 2023 to June 30, 2024, part time based on 10 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 (pro-rated \$18,946.75) per annum, basic telephone \$216 per annum, Continuing Education and Learning Amount \$1543 (pro-rated \$385.75) 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 **Queensville Holland Landing Pastoral Charge (Queensville)** and approves the re-appointment of **Deborah Celsie**, candidate, beginning July 18, 2023 to June 18, 2024, part time based on 20 hours per week with the following terms for Candidate Step 2 and Cost of Living Group Assignment 6: Salary \$70,788 (pro-rated \$35,394) per annum, basic telephone \$900 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.

d) **License to Administer Sacraments**

... concurs with the request of **East End Pastoral Charge (Toronto)** and grants sacramental privileges in accordance with The Manual I.2.4(a) and I.2.4.2, to **Brianne Swan**, diaconal minister, during her time of call at East End Pastoral Charge.

e) **Voluntary Associate Minister Relationship**

... concurs with the request of **Lawrence Park Community Pastoral Charge (Toronto)** and **Carmen Llanos**, to enter a Voluntary Associate Minister relationship, beginning August 29, 2023.

... concurs with the request of **Eglinton St. George's Pastoral Charge (Toronto)** and **Lauren Hodgeson**, to enter a Voluntary Associate Minister relationship, beginning August 29, 2023.

MOTION

CARRIED

Other Motions

Sung Ran Kim recognized a potential conflict of interest and recused herself from the following motion.

There was some discussion with concerns raised that Sung Ran's resignation could impact her receiving employment insurance. It was noted that the closing church should indicate on record of employment that it is due to lack of work and that if there is an issue then there would be a conversation with Service Canada. Todd to follow up with church so record of employment is filled out accurately.

In this type of circumstance could the commission terminate the relationship? Todd said that the commission acts on a disciplinary process with the minister around ending a pastoral relationship but that he was unsure about a situation like this. Todd to research and will follow up at a later date.

MOTION by Lawrence Nyarko / Liz Mackenzie
that the Pastoral Relations Commission, in accordance with The Manual I.3.1.4(b) accepts the request for a change in pastoral relations of **Sung Ran Kim**, ordained minister at **Countryside Pastoral Charge (Thornton)** effective November 30, 2023 and gives thanks for her ministry.

MOTION

CARRIED

Sung Ran returned to the meeting. Beth Moore recognized a potential conflict of interest and recused herself from the following motion.

MOTION by Lawrence Nyarko / Liz Mackenzie
that the Pastoral Relations Commission concurs with the request of **Birchcliff Bluffs Pastoral Charge (Toronto)** and approves the re-appointment of **Ellen Redcliffe**, retired ordained minister, beginning July 1, 2023 to December 31, 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.

MOTION

CARRIED

Beth returned to the meeting. Liz Mackenzie recognized a potential conflict of interest and recused herself from the following motion.

MOTION by Paul Stott / Beth Moore
that the Pastoral Relations Commission concurs with the request of **St. Bartholomew's Pastoral Charge (Brampton)** and approves the appointment of **M. Elizabeth Mackenzie**, ordained minister, beginning July 1, 2023 to December 31, 2023, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$75,787 per annum, salary in addition to the minimum at 20% which equals \$15,157.40, for a total salary of \$90,944.40 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 appointment does not require an act of covenant.

MOTION

CARRIED

Liz returned to the meeting. Lawrence Nyarko left the meeting. A quorum was still present.

Report from Staff

Todd McDonald reported in on the work that the pastoral relations ministers are doing:

a) Liaisons

The following liaisons have been appointed by staff:

Amy Lee appointed to College Street Pastoral Charge (Toronto) for search for a called minister following the end of an Intentional Interim Ministry.

Dan Benson appointed to Scarborough Bluffs Pastoral Charge (Toronto) for search for a called minister (incumbent minister is retiring).

Gail Hamblin appointed to St. James Pastoral Charge (Toronto) for search for short term supply and then Intentional Interim Minister (incumbent minister is moving to another pastoral charge).

Jim Clubine appointed to Timothy Eaton Memorial Pastoral Charge (Toronto) for search for a third called pastoral care minister.

Greg Daly appointed to West Hill Pastoral Charge (Toronto) for change to the terms of the pastoral relationship of the called minister (incumbent called minister has initiated a request to reduce the hours of work).

Barbara Hendren appointed to Aurora Pastoral Charge for Community of Faith Profile in preparation for search (Lorraine Newton and Andy Comar have communicated to governing body that they plan to retire).

b) Pastoral Charge Supervisors

The following pastoral charge supervisors were appointed:

Eric Nyarko appointed to Asbury and West Pastoral Charge who are currently without a minister.

c) Flourish Report

APPENDIX A

Todd reviewed his Flourish report (See Appendix A) and asked if there were any questions.

Without formal structures in place like presbytery meetings how do we support ministry personnel entering new places and making connections? Todd noted that the recent Todd's Tab and Dale's Dime gatherings are one way that they are trying to help.

Who supports communities of faith in times of transition when there are no ministry personnel in the church and their lay leadership are trying to keep things going? Todd replied that if there is no minister then the regional council is required by The Manual to appoint a pastoral charge supervisor (The Manual 2023, I.2.5.2) , who attends community of faith meetings and supports lay leadership.

Is the team orientation and development program included in Flourish? Todd said that it is a separate program of the Pastoral Relations Commission. There was a request for an update on how that program is going at a future commission meeting.

Is there an update on the Regional Growth Animator regional position? Todd said that nothing has been announced yet. At the October 24 joint meeting with the Communities of Faith Commission, there will be more information about that person and the role.

Flourish Advisory Group: Appointment of Members

Does the Commission want more involvement in the advisory group? Commission members do not need to be involved with the group as long as they are getting updates. If more information is wanted, the commission could invite someone to report.

The advisory group members are appointed for 1 year, but that for some consistency one member usually carries over. With a lot of staff changes happening, it might be good to have more consistency in the advisory group and possibly have two continue, or leave all three in place. While there is value in being consistent, it is also important to have fresh ideas and representation that is reflective of our region, so a little turnover is good, with 1-2 staying for consistency.

Future Directions Discussion: October 3 Minister's Zoom Gathering

In 2019 ministry personnel were asked what support they felt was needed for their health, joy and excellence. The advisory group was working from what was raised in that discussion. At the October 3, 2023 Minister's Zoom gathering it will be time to do that again. There will be a process of prayerful discernment of future directions. A visioning time together then take that information to the Flourish Advisory Group to work from going forward.

Several commission members mentioned it would be nice to have the same level of support like Flourish for lay leadership too. Eun-Joo Park to raise this with the Community of Faith Commission for more discussion.

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Equity Task Group Report

The Equity Task Group will report at the September meeting. Liz Mackenzie has been asked to present an update at the in person joint commission meeting in October.

Next Meeting

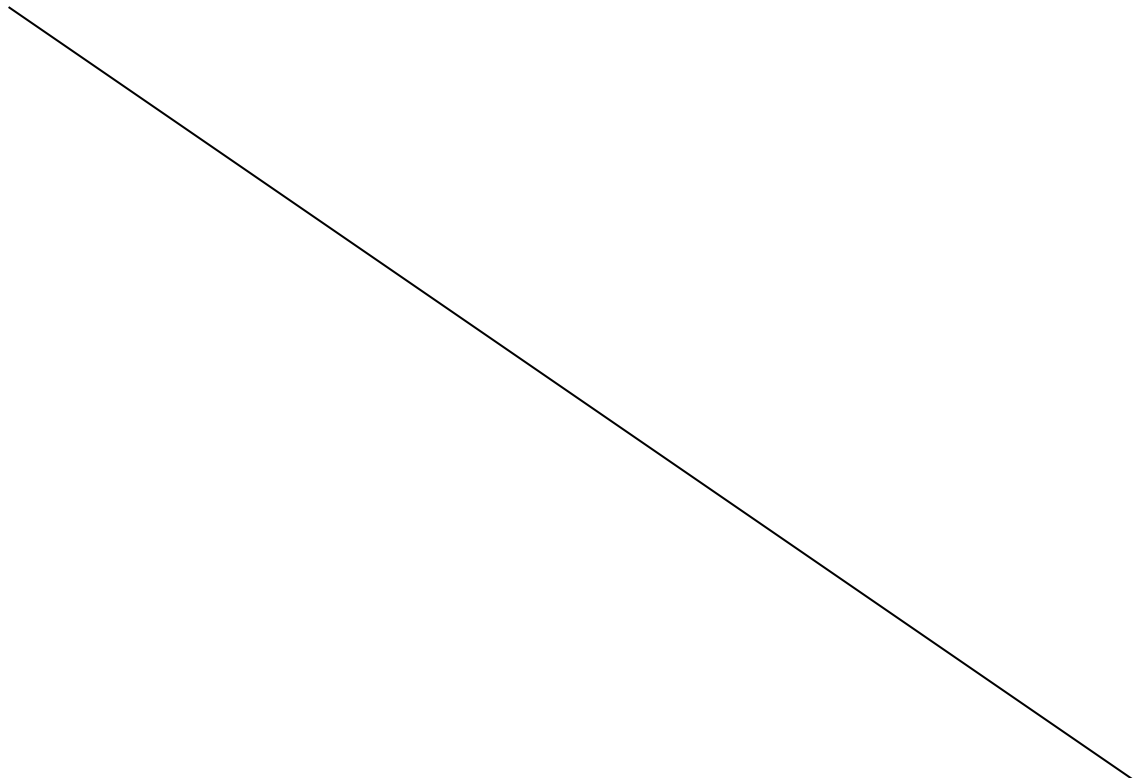
The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, September 26, 2023, at 9:00 a.m. Please note that the October meeting will be in person and held at Burton Avenue United Church in Barrie, more details to come as they become available.

End of meeting

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

Donna Bowman-Woodall
Chair

Donna Rutz
Note taker



APPENDIX A – Flourish Staff Report

Flourish: Fostering Joy, Health and Excellence for Ministry Personnel *A Ministry of Shining Waters Regional Council*

August 2023

Flourish Directions Report: A look back in order to move forward together....

The purpose of this report is to give a snap shot of what has happened to help build health, joy and excellence for ministry personnel in Shining Waters Regional Council from 2020 to present. I hope that this snap shot will inform decision makers (most notably the Pastoral Relations Commission) to guide future directions for Flourish work.

Where did Flourish come from?

When the United Church entered a re-structured governance in January 2019, the regional councils were given the responsibility for “encouraging and supporting ministry personnel toward health, joy, and excellence in ministry practice (The Manual C.2.11). When Shining Waters Regional Council created position descriptions for its pastoral relations ministers, it allotted a full 30% of pastoral relations minister’s time to support ministry personnel, and rooted the responsibility and oversight of the health joy and excellence work for ministry personnel in the Pastoral Relations Commission’s mandate. Flourish ministry, a banner that collects all the work to promote health joy and excellence was born in 2020.

On May 24, 2019, Dale Hildebrand and Todd McDonald invited all ministry personnel to meet before the annual meeting of Shining Waters. From that very short meeting, we heard the following from the gathered ministers for how the regional council could support their health joy and excellence:

Regional Council create some clear space beyond the job of ministry and a space to have significant conversations and share experiences of ministry (gathering wisdom) with each other as ministry personnel.

This initial mandate from our ministry personnel has informed what Flourish has offered since.

The next step for the Pastoral Relations Commission was to create an Advisory Group. At their June 2019 meeting, the Commission passed the following motion: *that a Joy, Health, and Excellence advisory group to staff be formed that reflects the diversity of our ministers in Shining Waters region, and that this group provide advice for the formation of a program in the area of Joy Health and Excellence....* The Flourish Advisory Group has guided the work and offerings of the Flourish ministry.

What has happened since? PART ONE

Annual Gathering of Ministry Personnel

First offering under the banner of Flourish was a Clergy Day Away on March 5, 2020, entitled **Nurturing Soul and Igniting Theological Imaginations**. It was a full day gathering of ministry personnel, both active and retired, with Bill Kervin and Michael Bourgeois. The day offered a safer space to ministers to worship, with a focus on spiritual nurture with colleagues.

Then COVID pandemic hit...hard.

The Flourish mandate (to provide support to the health joy and excellence for ministry personnel) quickly focused on helping ministers navigate during a pandemic.

The second annual gathering was by Zoom over two days, March 23-24, 2021. Batty Pries (theme speaker/facilitator) and Bruce Harding (worship/spiritual nurture) focused “**On Becoming a Post-COVID Church**”. Ministers were given an opportunity to tune in with where they were at and begin to imagine the church as it emerges from the pandemic shut down. Most of our ministers were feeling the fatigue of the “COVID Cave” (isolation) of trying to cope with new ways to worship and gather. This annual gathering gave participants an opportunity to gather and share their experiences in a safer virtual space.

On June 8, 2022, the Clergy Day Away moved towards creating a theological imagination of life as the world and church continued to emerge from the pandemic. The day was entitled, **Finding Our Place in the Story**, led by Alydia Smith and Christine Jerrett. The purpose of the in-person day was to explore what many ministry personnel described as living in a confused, confusing and dangerous world, a damaged and disrupted time and discover that ministers have a part to play in the story of God’s action in the world.

And finally, the latest Flourish offering was a Minister’s Day Together on June 14, 2023 entitled “**A Deep, Daring, Bold Call Together**”, led by Moderator Carman Lansdowne, Maya Landell and Jason Locke. Inspired by the call and vision of the United Church to deep spirituality, daring justice and bold discipleship, participants explored with the leaders and each other renewal and connection, using concrete resources/creative experience and songs of faith, and remembered what is possible. It was a day of deep encouragement.

What has happened since? PART TWO

Minister’s Zoom Gatherings

Minister’s Zoom Gatherings began as a response to the COVID-19 pandemic. Minister’s health joy and excellence during a full-scale lock down of the places to gather and worship were the focus of the early gatherings.

On March 24, 2020 the first Zoom gathering was held. At first, we met weekly and then biweekly. From March 2020 to April 2023, twenty-seven Minister's Zoom Gatherings were held. The importance of these gatherings was reflected in the number of participants who attended. Consistently an average of 40-60 ministers attended over the years. Every Zoom gathering had a topic or focus that emerged from conversations the pastoral relations ministers had with ministers. The purpose of the times was to provide important information and respond to expressed needs of ministry personnel who were knee deep in the pandemic.

The initial Minister's Zoom Gatherings provided pandemic information and practical guidance. These Zoom gatherings became one of the ways the regional council got information to ministers in a timely way. As time went on and the world began to emerge from the pandemic crisis, the Zoom gatherings began to respond to a wider range of topics connected to the health joy and excellence of ministers.

Here is a list of some of the topics – as you work your way down, notice the shifts from pandemic to larger concerns of ministers:

- How can we do Communal Worship during a lockdown?
- How will you sustain yourself?
- How do we do congregational meetings during a pandemic?
- How will ministers respond to a death?
- Chapter Two of the pandemic: learning how to do a Bible Study online
- Ministry in a digital age with Andria Irwin
- Should Church buildings re-open?
- New Risk Assessment tool for Re-Opening
- Christmas Done Differently: Advent and Christmas worship
- Faithful, Equipped and Effective: A presentation by Office of Vocation ministers
- What do you want to know more about? Leadership by Shining Waters Staff
- Trauma Informed Ministry with Diane Strickland
- Pandemic Wilderness and how Ministers have been impacted
- "Thanks for Sharing" Being an Ally, with Marlene Britton
- Connecting Role with Soul, with Mardi Tindall
- Discovering the Diamonds from the Pandemic experience to carry into the Future, with Tim Hackborn
- Time with Interim Ministers: learning more about transitional ministry and skills
- Clergy Peer Learning Groups
- MAID (Medical Assistance in Dying), with Dan Hayward
- Theological Banquet: exploring the theological diversity and beauty within the United Church, with Janet Gear

What has happened since? PART THREE

Learning Events

Shining Waters supported two extended learning events for ministry personnel under the Flourish mandate to support excellence.

2021: Mental First Aid course, a two-part training to respond and care for those with mental illness

2022: Trauma Informed Ministry, an online four-part workshop with Diane Strickland

What has happened since? PART FOUR

Dale's Dime and Todd's Tab

In the fall of 2019, and spring of 2023, Dale Hildebrand and Todd McDonald gathered ministers in geographical small groups at various cafes across the regional council. The purpose of these small group meetings was to check in with ministers close to their home. Dale and I wanted to hear how ministers were doing and see if there were needs to which the regional council could respond.

These gathering became affectionately known as Todd's Tab and Dale's Dime.

Once the pastoral relations ministers completed these checkins, they provided reports to the Pastoral Relations Commission. For the latest reports from Dale's Dime and Todd's Tab, see the minutes from Commissions meeting on June 13, 2023.

(<https://shiningwatersregionalcouncil.ca/pastoral-relations/pastoral-relations-commission/>)

August 2023

Submitted by the Rev. Dr. Todd McDonald, PRM

