

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, December 12, 2023**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, December 12, 2023 by Zoom video conference. The meeting began at 9:00 a.m.

Present:

Donna Bowman Woodall (ordered); 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); Liz Mackenzie (ordered)

Welcome, constituting the meeting and prayer

Donna Bowman Woodall, chair, declared there was a quorum and called the meeting to order. Donna welcomed everyone, read “Christmas Comes“ from Ann Weems’ book Kneeling in Bethlehem and led with an opening prayer.

Agenda

MOTION by Deirdre Lawrence / Barbara Hendren SW PRC 2023-12-12-01
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 / William Haughton SW PRC 2023-12-12-02
that the minutes of the November 28, 2023 meeting of the commission be approved.

MOTION

CARRIED

Omnibus Motion

Donna asked if there was any questions or concerns about the omnibus motion.

The request for an intentional interim minister (IIM) at St. James Pastoral Charge was discussed, with Todd mentioning that the reason why one was needed would fall under the purview of the Communities of Faith Commission. No concerns were raised about the minister or appointment terms. It was suggested that the community of faith was working on governance items and discerning potential amalgamation steps, likely prompting the need for an IIM.

A discussion about Bloor Street Pastoral Charge focused on ministry turnover and its impact on Daniel Benson's Voluntary Associate Minister (VAM) relationship. Todd emphasized that the incoming Intentional Interim Minister would have input on Dan's VAM status, potentially resulting in a brief association. Todd also noted that the policy for team ministry training applies to those in calls and appointments, not incumbent ministers and VAMs in the same location.

It was noted that this raised a boundary issue in terms of the Voluntary Associate Minister (VAM) policy. It highlights the need for orientation or training for VAMs to navigate potential conflicts with incoming ministers, emphasizing the importance of setting clear boundaries. Todd noted one of the existing online Boundaries refresher training sessions for retiring ministers is helpful for this as well.

MOTION by Beth Moore / Paul Stott SW PRC 2023-12-12-03
that the Pastoral Relations Commission take the following actions:

a) **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 **Ruth Noble**, ordained minister at **Rosedale Pastoral Charge (Toronto)** effective December 26, 2023 and gives thanks for her ministry.

b) **Appointments**

... concurs with the request of **Evergreen Pastoral Charge (Utterson)** and approves the supervised ministry education appointment of **Marlene Buwalda-Liao**, candidate, beginning January 1, 2024 to December 31, 2025, part time based on 30 hours per week with the following terms for Candidate Step 1 and Cost of Living Group Assignment 3: Salary \$ 58,952 (pro-rated \$ 44,214) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 (pro-rated \$ 1230) 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. James Pastoral Charge (Toronto)** and approves the intentional interim ministry appointment of **Richard Choe**, ordained minister, beginning January 1, 2024 to December 31, 2025, full time based on 40 hours per week with the following terms for Category F and Cost of Living Group

Assignment 5: Salary \$80,562 per annum, salary in addition to the minimum at 40% which equals \$32,224.80, for a total salary of \$112,786.80 per annum, basic telephone \$1600 per annum, Continuing Education and Learning Amount \$5000 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) **License to Administer Sacraments**

... concurs with the request of **Evergreen Pastoral Charge (Utterson)** and grants sacramental privileges in accordance with The Manual I.2.4(a) and I.2.4.2, to **Marlene Buwalda-Liao**, candidate for ordained ministry, during her time of appointment at Evergreen Pastoral Charge.

d) **Voluntary Associate Minister Relationship**

... concurs with the request of **Bloor Street Pastoral Charge (Toronto)** and **Daniel Benson**, to enter a Voluntary Associate Minister relationship, beginning December 12, 2023.

MOTION

CARRIED

Other Motions

Beth Moore recognized a potential conflict of interest and recused herself from the following motion.

MOTION by Lawrence Nyarko / Andrew Comar SW PRC 2023-12-12-04
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 January 1, 2024 to December 31, 2024, part time based on 30 hours per week with the following terms for Category F and Cost of Living Group Assignment 5: Salary \$80,562 (pro-rated \$60,421.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 (pro-rated \$1230) 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.
Liz Mackenzie abstained.

MOTION

CARRIED

Beth Moore returned to the room and was asked for more details on the situation at her church. She noted that Birchcliff Bluffs has faced a prolonged search process due to challenges in finding candidates. At the same time the church is engaged in discussions about redevelopment by partnering with Kindred Works, incorporating Rainbow Community Places to take over Toby's Place and Dorothy's Place ministries, and consider

amalgamation options with neighbouring churches. With so many balls in the air, the people just need some stability and time to decide on what direction they want to take. Ellen has been given additional hours of work to provide leadership for those discussions, and amid numerous changes, the church can't initiate another search at this time.

Report from Staff

Staff reported in on work they are doing:

a) Liaisons

The following liaisons were appointed by staff:

Gail Hamblin appointed to Home Pastoral Charge, Caledon to search for a short-term appointment.

Todd McDonald to Mount Albert Pastoral Charge for a change in the terms of the pastoral relationship with the Rev. Warren Ball.

Todd McDonald to Emsdale Pastoral Charge for a change in the terms of the pastoral relationship with the Rev. David Woodall.

b) Pastoral Charge Supervisors

No pastoral charge supervisors were appointed.

c) Flourish Updates

The next meeting of the Flourish Advisory Group is Thursday, December 14, 2023. A report will come to the January 30, 2024 PRC meeting

d) Staffing Updates

Rev. Robert Smith, currently the full-time pastoral relations minister for Canadian Shield Regional Council (CSRC), will start on January 1, 2024. He will cover churches that are south of Highway 407 and west of Yonge Street, with a 25%-time commitment in Shining Waters and 75% in CSRC. In collaboration with Dale Hildebrand, a Dale's Dime meeting is planned in February to introduce him to ministers in the area. The congregational support minister for this same catchment is covered by Diane Matheson-Jimenez.

Rev. Eun-Joo Park currently serves as both pastoral relations and congregational support minister for communities of faith south of Highway 407 and east of Yonge St., with 33% for each role and an additional 33% for governance and intentional interim ministry support. Eun-Joo also assists with the Flourish Task Group and associated programming with Todd.

There were questions asked about the Pastoral Relations Minister's work being divided and who does what. The Commission asked for a diagram or chart to explain the new staff configuration and a rationale for the change. Todd to follow up at the next meeting.

Equity Project Goal and Plan Rubric updates

No report.

Next Meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, January 30, 2024, at 9:00 a.m.

End of Meeting

There being no further business, Liz Mackenzie closed the meeting with a prayer.

Donna Bowman-Woodall
Chair

Donna Rutz
Note taker