

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

**Minutes of a meeting of the
Pastoral Relations Commission
Tuesday, May 21, 2024**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, May 21, 2024 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); Liz Mackenzie (ordered); Beth Moore (lay); Lawrence Nyarko (ordered); Robin Pilkey (lay);

Regrets: Paul Stott; Sung-Ran Kim; Deirdre Lawrence

Welcome, constituting the meeting and prayer

Donna Bowman-Woodall, chair, declared there was a quorum and called the meeting to order. Donna welcomed everyone, acknowledged the indigenous territory that they found themselves on and led the opening prayer.

Agenda

MOTION by Andy Comar / Beth Moore SW PRC 2024-05-21-01
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 / Will Haughton SW PRC 2024-05-21-02
that the minutes of the April 30, 2024 meeting of the commission be approved.

MOTION

CARRIED

Ordinand/Commissionand/Admittands Requirements Motion

MOTION by Robin Pilkey / Lawrence Nyarko SW PRC 2024-05-21-03
that the Pastoral Relations Commission approve the following ordinands /
admittands as having met the appointment/call/employment requirements for
ordination/commission/admission at the June 8, 2024 Shining Waters Celebration
of Ministry service:

Laura Gallagher-Doucette - to be ordained into her current appointment
(September 1, 2022 – August 31, 2024) as minister at Runnymede Pastoral
Charge.

Krista Marie Moore - to be ordained into her call beginning June 9, 2024 as
minister at Churchill-Gilford Pastoral Charge.

William Richard Gardner – to be ordained into his call beginning July 1, 2024
as minister at Nobleton-Schomberg Pastoral Charge.

Christopher Fraser – to be ordained into his call beginning June 9, 2024 as
minister at Parkdale Pastoral Charge.

Andrea Wheaton– to be ordained into her call beginning July 1, 2024 as minister
at Burton Avenue Pastoral Charge.

Robert Murdock - to be commissioned into his call beginning June 9, 2024 as
minister at Stroud: St. James Pastoral Charge.

Néstor Medina - to be admitted into his current employment position as
Associate Professor of Religious Ethics and Culture, at Emmanuel College.

Jason Byassee - to be admitted into his current appointment (January 1, 2024 –
December 31, 2026) as minister at Timothy Eaton Memorial Pastoral Charge.

MOTION

CARRIED

Omnibus Motion

MOTION by Liz Mackenzie / Beth Moore SW PRC 2024-05-21-04
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 **Janet Smith Zenwirt**, ordained minister at **St. Mark's**

Pastoral Charge (Toronto) effective July 10, 2024 and gives thanks for her ministry.

b) **Calls**

... concurs with the request of **St. Andrew's Pastoral Charge (Toronto)** and approves the call to **Morgan Bell**, ordained minister, beginning June 1, 2024, part time based on 30 hours per week with the following terms for category A and Cost of Living Group Assignment 5: Salary \$70,969 (pro-rated \$53,226.75) per annum, salary in addition to the minimum 54.06% per annum of \$38,365.84 (pro-rated \$28773.25) for a total salary of \$109,334.84 (pro-rated \$82,000) per annum, basic telephone \$1200 per annum, Continuing Education and Learning Amount \$1750 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 **Thornhill Pastoral Charge (Thornhill)** and approves the provisional call to **Mini Choi**, ordained minister, beginning June 1, 2024, full time based on 40 hours per week with the following terms for category A and Cost of Living Group Assignment 5: Salary \$70,969 per annum, salary in addition to the minimum 2.77% per annum of \$1966.00, for a total salary of \$72,935 per annum basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 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 **Newmarket: Trinity Pastoral Charge (Newmarket)** and approves the call to **Sydney Elias**, ordained minister, beginning July 1, 2024, full time based on 40 hours per week with the following terms for category F and Cost of Living Group Assignment 6: Salary \$86,722 per annum, salary in addition to the minimum 10 % per annum for a total salary of \$95,394.20, basic telephone \$1000 per annum, Continuing Education and Learning Amount \$1640 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 **Parkdale Pastoral Charge (Toronto)** and approves the provisional call to **Christopher Fraser**, ordained minister, beginning June 9, 2024, part time based on 28 hours per week with the following terms for category A and Cost of Living Group Assignment 5: Salary \$70,969 (pro-rated \$49,678.30) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 (pro-rated \$1148) 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 **Churchill - Gilford Pastoral Charge (Thornhill)** and approves the provisional call to **Krista Moore**, ordained minister, beginning June 9, 2024, full time based on 40 hours per week with the following terms for

category A and Cost of Living Group Assignment 5, with use of manse: Salary \$42,635 per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 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 **St. Paul's Scarborough Pastoral Charge (Toronto)**, and appoints **James Keenan**, intentional interim minister, from September 1, 2024 to September 1, 2026, 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 of \$12,268, for a total salary of \$92,830, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 per annum, and all other terms according to *The Manual I.2*, and that in accordance with *The Manual I.1.3.9* this appointment does require an act of covenant.

... concurs with the request of **Kingston Road Pastoral Charge (Toronto)**, and re-appoints **Debra Schneider**, retired ordained minister, from May 1, 2024 to June 30, 2024, part-time based on 20 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$80,562 (pro-rated \$40,281) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1640 (pro-rated \$820) per annum, and all other terms according to *The Manual I.2*, and that in accordance with *The Manual I.1.3.9* this re-appointment does not require an act of covenant.

... concurs with the request of **Coldwater-Eady Pastoral Charge (Coldwater)**, and re-appoints **Bruce Sweet**, retired ordained minister, from July 1, 2024 to June 30, 2027, part-time based on 27 hours per week, with the following terms for category F and Cost of Living Group Assignment 4: Salary \$75,385 (pro-rated \$50,884.88) per annum, basic telephone \$850 per annum, Continuing Education and Learning Amount \$1640 (pro-rated \$1107) per annum, and all other terms according to *The Manual I.2*, and that in accordance with *The Manual I.1.3.9* this re-appointment does require an act of covenant.

MOTION

CARRIED

Report from Staff

Staff reported in on work they are doing:

a) Liaisons

There were no liaisons appointed by staff.

b) Pastoral Charge Supervisors

The following pastoral charge supervisors were appointed by staff:

Warren McDougall is appointed at Thornhill Pastoral Charge.

John Joseph Mastandrea is appointed at Saint Luke's Pastoral Charge, Toronto.

Norm Seli is appointed at Ebenezer Pastoral Charge,

James Keenan is appointed to Westmount Pastoral Charge, Orillia

c) Flourish Updates: no report

Equity Project Goal and Plan Rubric update

Will provided a brief update of the negotiation handbook for ministry personnel, which is in progress by the Equity Task Group. They've built upon a 2015 document, "A Guide to Compensation," reworking it to focus it from a minister's perspective. The draft is currently under review by the Equity Task Group members and will be shared with the commission at an upcoming meeting.

New Ministers Luncheon at the Regional Meeting

Robin and Eun-Joo Park will be leading this time together with new ministers to the region on June 7, 2024 at North Bramalea United Church in conjunction with the regional meeting.

Nominations - A Time of Discernment

Todd reported that the terms of the following members of the Pastoral Relations Commission will end on June 18, 2024, according to the SWRC Nomination policy: Donna Bowman-Woodall, Andrew Comar, Liz Mackenzie and Paul Stott.

Donna Bowman-Woodall discussed the responsibilities of the chair position and encouraged other commission members to consider taking on the role of chairperson for the Pastoral Relations Commission, which include:

- Offers/arranges opening prayer and closing prayer

May 21, 2024 - 6

- The chairperson oversees the creation of the agenda with staff support
- Writes an annual report and represents the Commission at the Regional Meeting of Shining Waters
- Chairs the monthly Zoom meetings and in person meeting(s)
- Supports and advises staff as needed, usually by email

Todd will provide terms for remaining commission members at the next meeting. New members will be invited to the June 18 PRC meeting and orientation in August. An Equity Advocate and a member for the Equity Task Group need appointing. Donna suggested for the future to keep track of end-of-terms and recommend to nominations suitable replacements.

The commission members expressed their gratitude for the tremendous contributions each of these members have made to the work of the Pastoral Relations Commission.

Next Meeting

The next meeting of the Pastoral Relations Commission will be held by Zoom video conference on Tuesday, June 18, 2024, at 9:00 a.m.

End of Meeting

There being no further business, Beth Moore closed the meeting with a prayer.

Donna Bowman Woodall
Chair

Donna Rutz
Note taker