

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

**Minutes of a meeting of the  
Pastoral Relations Commission  
Tuesday, August 26, 2025**

The Pastoral Relations Commission of Shining Waters Regional Council met on Tuesday, August 26, 2025 by Zoom video conference. The meeting began at 9:00 a.m.

**Present:** Lawrence Nyarko (ordered); Eun-Joo Park (Staff); Lorraine Diaz (ordered); Richard Gardner (ordered), Barbara Hendren (lay); Sung-Ran Kim (ordered); Deirdre Lawrence (lay); Beth Moore (lay) and Robin Pilkey (lay); Andrea Allen (staff); Kim Uyede-Kai (staff)

Regrets: William Haughton (ordered)

**Welcome, constituting the meeting and prayer**

Lawrence Nyarko, chair, declared there was a quorum and called the meeting to order. Lawrence welcomed everyone, acknowledged the Indigenous territory that they found themselves on and led with an opening prayer. There was a brief time of check in of what everyone did over the summer and then the meeting proceeded.

**Agenda**

**MOTION** by Barbara Hendren / Richard Gardner                      SW PRC 2025-08-26-01  
that the agenda consisting of items that had been circulated to the commission in  
advance of this meeting be approved.

**MOTION**

**CARRIED**

**Minutes**

Beth Moore noted that on the top of page two, “nation Equity group” is a typo and should be “national”. She also noted that on the bottom of page 2, motion with Emily Gordon, is missing the proration or percentage amount. Donna to update minutes as noted.

**MOTION** by Deidre Lawrence / Beth Moore                      SW PRC 2025-08-26-02  
that the minutes of the June 24, 2025, meeting of the commission be approved, as  
amended.

**MOTION**

**CARRIED**

## Discussion of Omnibus Motion

### Salary Above Minimums

The commission suggested that salary above minimum should be set as a percentage rather than a flat rate. The supporting staff clarified that liaisons are responsible for passing this to search teams, and that work is ongoing with liaisons and Pastoral Relations Ministers (PRMs) to get calls and appointments with percentages instead of flat rates. It was noted that there is no national policy requiring this, so the best approach is to recommend using percentages to pastoral charges. The negotiation handbook should be made aware to the ministry personnel, and the PRMs are promoting it to the ministry personnel.

## Omnibus Motion

**MOTION** by Lori Diaz / Richard Gardner SW PRC 2025-08-26-03  
that the Pastoral Relations Commission take the following actions:

### a) Calls

... concurs with the request of **Northlea Pastoral Charge (Toronto)**, and approves the call to **Bronwyn Corlett**, ordained minister, starting September 1, 2025, full time at 40 hours per week, with the following terms for Category F and Cost of Living Group Assignment 5; Salary \$82,978 per annum, salary in addition to the minimum 27% per annum for a total salary of \$105,382.06, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 per annum and all other terms according to *The Manual* I.2. and that in accordance with *The Manual* I.1.2.6 this call does require an act of covenant.

... concurs with the request of **Kingston Road Pastoral Charge (Toronto)**, and approves the call to **Lauren Hodgson**, ordained minister, starting September 1, 2025, full time at 40 hours per week, with the following terms for Category E and Cost of Living Group Assignment 5; Salary \$81,003 per annum, salary in addition to the minimum of 26.32% per annum for a total salary of \$102,322.99, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 per annum and all other terms according to *The Manual* I.2. and that in accordance with *The Manual* I.1.2.6 this call does require an act of covenant.

... concurs with the request of **Trinity – St. Paul’s Pastoral Charge (Toronto)**, and approves the call to **Hewitt Holmes**, ordained minister, starting September 1, 2025, part-time at 30 hours per week, with the following terms for Category F and Cost of Living Group Assignment 5; Salary \$82,978 (pro-rated \$62,233.50) per annum, salary in addition to the minimum of 71.61% or \$59,420.55 (pro-rated \$44,566.50) for a total salary of \$142,398.55 (pro-rated \$106,800) per annum, telephone \$1200 (basic amount plus \$400) per annum, Continuing Education and Learning Amount \$2000 (pro-rated \$1266.75 plus additional \$733.25) per annum

and all other terms according to *The Manual* I.2. and that in accordance with *The Manual* I.1.2.6 this call does require an act of covenant.

... concurs with the request of **Alpha Korean Pastoral Charge (Toronto)**, and approves the call to **Thomas Shin**, ordained minister, starting September 1, 2025, part-time at 20 hours per week, with the following terms for Category E and Cost of Living Group Assignment 5; Salary \$81,003 (pro-rated \$40,501.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (pro-rated \$844.50) per annum and all other terms according to *The Manual* I.2. and that in accordance with *The Manual* I.1.2.6 this call does require an act of covenant.

#### **b) Appointments**

... concurs with the request of **Richmond Hill Pastoral Charge (Richmond Hill)**, and appoints **Lee-Ann Ahlstrom**, retired ordained minister, from September 1, 2025 to December 31, 2025 part-time based on 20 hours per week, with the following terms for category F and Cost of Living Group Assignment 6: Salary \$82,978 (prorated \$53,594.40) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$1013.40) 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 not require an act of covenant.

... concurs with the request of **Kingsway-Lambton Pastoral Charge (Toronto)**, and re-appoints **Donald Gibson**, retired ordained minister, from September 1, 2025 to March 31, 2026, part-time based on 24 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$82,978 (prorated \$49,786.80) per annum, salary in addition to the minimum of \$10,213.20 for a total pro-rated salary of \$60,000, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$1013.40) 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.

... concurs with the request of **Saint Luke's Pastoral Charge (Toronto)**, and appoints **James Harbell**, ordained minister, from September 1, 2025 to August 31, 2026, part-time based on 20 hours per week, with the following terms for category B and Cost of Living Group Assignment 5: Salary \$75,073 (prorated \$37,536.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$844.50) 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 **Collier Street Pastoral Charge (Toronto)**, and appoints **Doreen Hewitson**, retired ordained minister, from November 1, 2025 to October 31, 2028 full-time based on 40 hours per week, with the following terms for category F and Cost of Living Group Assignment 4: Salary \$77,646 per annum,

basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 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 **Lake of Bays Pastoral Charge (Huntsville)**, and appoints **Margaret Jordan**, retired ordained minister, from October 1, 2025 to October 1, 2027 part-time based on 35 hours per week, with the following terms for category D and Cost of Living Group Assignment 4: Salary \$73,695 (prorated \$64,483.13) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$1477.88) 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 **Kingsway-Lambton Pastoral Charge (Toronto)**, and re-appoints **Alana Martin**, diaconal minister, from September 1, 2025 to December 31, 2025, part-time based on 9 hours per week, with the following terms for category C and Cost of Living Group Assignment 5: Salary \$77,050 (prorated \$17,336.25) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$380.03) 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 **Islington Pastoral Charge (Toronto)**, and appoints **Sheila Murray**, retired ordained minister, from September 1, 2025 to February 28, 2026 part-time based on 20 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$82,978 (prorated \$41,489) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$844.50) 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 not require an act of covenant.

... concurs with the request of **Fairbank Pastoral Charge (Toronto)**, and re-appoints **Randall Naylor**, retired ordained minister, from September 2, 2025 to June 30, 2026, part-time based on 24 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$82,978 (prorated \$49,786.80) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$1013.40) 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 **Beach Pastoral Charge (Toronto)**, and appoints **Ellen Redcliffe**, retired ordained minister, from June 1, 2025 to August 31, 2025, part-time based on 20 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$82,978 (prorated \$41,489) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount

\$1689 (prorated \$844.50) 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 not require an act of covenant.

... concurs with the request of **Beach Pastoral Charge (Toronto)**, and re-appoints **Ellen Redcliffe**, retired ordained minister, from September 1, 2025 to June 30, 2026, part-time based on 20 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$82,978 (prorated \$41,489) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$844.50) 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.

... concurs with the request of **Tamil United Church Mission (Toronto)**, and re-appoints **Kumar Thangarajah**, ordained minister, from July 5, 2025 to June 30, 2027, part-time based on 30 hours per week, with the following terms for category F and Cost of Living Group Assignment 5: Salary \$82,978 (prorated \$62,233.50) per annum, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 (prorated \$1266.75) 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.

**c) License to Administer Sacraments**

... concurs with the request of **Kingsway-Lambton Pastoral Charge (Toronto)** and grants sacramental privileges in accordance with of *The Manual* I.2.4.1(a) and I.2.4.2, to **Alana Martin (Diaconal Minister)**, during her time of appointment at **Kingsway-Lambton Pastoral Charge (Toronto)**.

**d) Voluntary Associate Minister (VAM) Relationship**

... in accordance with the Shining Waters VAM policy, accepts the request from **Patricia Gale-McDonald** to no longer be a Voluntary Associate Minister at **Burton Avenue Pastoral Charge (Barrie)** effective June 15, 2025, and gives thanks for her ministry.

... in accordance with the Shining Waters VAM policy, accepts the request from **Colin McDonald** to no longer be a Voluntary Associate Minister at **Burton Avenue Pastoral Charge (Barrie)** effective June 15, 2025, and gives thanks for his ministry.

**MOTION**

**CARRIED**

## Other Motions

Lori Diaz declared a conflict of interest as former staff of Timothy Eaton Memorial Pastoral Charge and recused herself for the discussion of the following motions:

That the Pastoral Relations Commission concurs with the request of **Timothy Eaton Memorial Pastoral Charge (Toronto)**, and appoints **Dayle Barrett**, candidate, from July 3, 2025 to July 31, 2027, full time based on 40 hours per week, with the following terms for Candidate Step 1 and Cost of Living Group Assignment 5: Salary \$70,745 per annum, salary in addition to the minimum of \$41,785 for a total salary of \$112,530, basic telephone \$800 per annum, Continuing Education and Learning Amount \$1689 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 requires an act of covenant.

And

That the Pastoral Relations Commission concurs with the request of **Timothy Eaton Memorial Pastoral Charge (Toronto)** and grants sacramental privileges in accordance with of *The Manual* I.2.4.1(a) and I.2.4.2, to **Dayle Barrett (candidate)**, during his time of appointment at **Timothy Eaton Memorial Pastoral Charge (Toronto)**.

The Commission members discussed concerns about inequities in compensation and suggested that these concerns be raised at the September joint meeting with the Communities of Faith Commission members. It was also emphasized that the Candidacy Board has a role in monitoring Supervised Ministry Education (SME) placements to ensure fair and appropriate compensation and should be consulted.

The Commission agreed to defer approval of the Timothy Eaton student appointment pending further information from both the pastoral charge and the Candidacy Board.

**MOTION** by Robin Pilkey / Deirdre Lawrence SW PRC 2025-08-26-04  
That the Pastoral Relations Commission postpone consideration of the appointment of Dayle Barrett, candidate, to Timothy Eaton Memorial Pastoral Charge until the September Commission meeting, pending additional information from both the pastoral charge and the Candidacy Board regarding this student's Supervised Ministry Education (SME) placement.

**MOTION**

**CARRIED**

Lori Diaz returned to the meeting.

## **Report from Staff**

Staff reported in on work they are doing:

### **a) Liaisons**

The following liaison was appointed by staff:

Sandra Jenkinson is appointed to Emsdale Pastoral Charge (Sprucedale)

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

The following pastoral charge supervisors were appointed by staff:

Susan Eagle is appointed to Aurora Pastoral Charge (Aurora) as of September 1, 2025.

Kim Uyede-Kai is appointed to Alpha Korean United Church (Toronto) from July 1 - August 31, 2025.

Heather Stevenson is appointed to Emmanuel Pastoral Charge (Brampton) from September 1 – November 30, 2025.

Connie den Bok is appointed to Grace Pastoral Charge (Brampton) as of September 9, 2025.

### **c) Congregational Designated Ministries (CDM)**

Kim Uyede-Kai worked with Toronto Chinese United Church in developing a CDM position description for their ethnolinguistic needs and approved a part-time congregational accountable appointment position from October 1, 2025, to December 31, 2026. A Pastoral Charge Supervisor will be in place when the incumbent minister begins maternity leave in November 2025.

### **d) Licensed Lay Worship Leader (LLWL) request for more Sundays**

Scott Martin, LLWL, was given permission by Mastard Sakala, Pastoral Relations Minister, to lead worship at Knox/Caledon Village, for five (5) consecutive Sundays in September and one (1) in October 2025.

It was agreed to keep the policy in mind for future special permissions by the staff.

Lori Diaz left the meeting at 10:13 a.m. There was still a quorum present.



## **APPENDIX A – Letter from Julia Ye, Candidate for Ordination**

August 15, 2025

Chair of Pastoral Relations Commission  
Shining Waters Regional Council – The United Church of Canada  
Toronto Office  
963 Pharmacy Avenue  
Toronto, ON M1R 2G5

Dear Reverend Lawrence Nyarko,

My name is Huanyun Ye, but most people call me Julia. I'm an ordination candidate of the United Church of Canada. From last September I have been appointed as a minister to the Collaborative Ministry Pilot Project for Central, Sackville, and Visions United, joining minister Rev. Lloyd Bruce to work together as a ministry team. This is a full-time appointment for the 18-month life of the pilot, which is scheduled to conclude at the end of February 2026.

As of August of 2025, I will complete my two-year Supervised Ministry Education (SME). I will still have a full-time appointment for six months following the completion of my SME. However, as requirement for ordination extends six months past the date of ordination in October, my current appointment will be two months short of the requirement.

While I will ask the Collaborative Commission about the possibility of an extension to the Pilot Project and an extension to my appointment, the process of engaging three communities of faith in Congregational Meetings to reach a decision would take focus away from their discussion about the future after the Pilot project. Among the three churches, one church is currently taking summer pause through the month of August, will not have a formal meeting until mid September.

The three congregations will soon start the process of considering the options after the Pilot Project, discerning a way forward. They may seek to continue the existing (or a reimagined version of) collaborative or choose to end the pilot project as scheduled in February. If a new Collaborative is agreed upon by at least two congregations, there is a possibility that I could be reappointed within that new entity, though there will be some adjustment necessary.

As a minister, I prioritize pastoral care and spiritual support for the members of the three faith communities during this time of transition. I find it difficult to request an extension of my appointment, as I am mindful not to appear self-serving in any way. Since the first day I entered ministry, I have continually reminded myself that I am called to serve.

I value the requirement for ordination but am also considering the impact to the current project. I wonder if the situation I'm in can be justified as extraordinary circumstances appropriate for exemption of the 2 months short.

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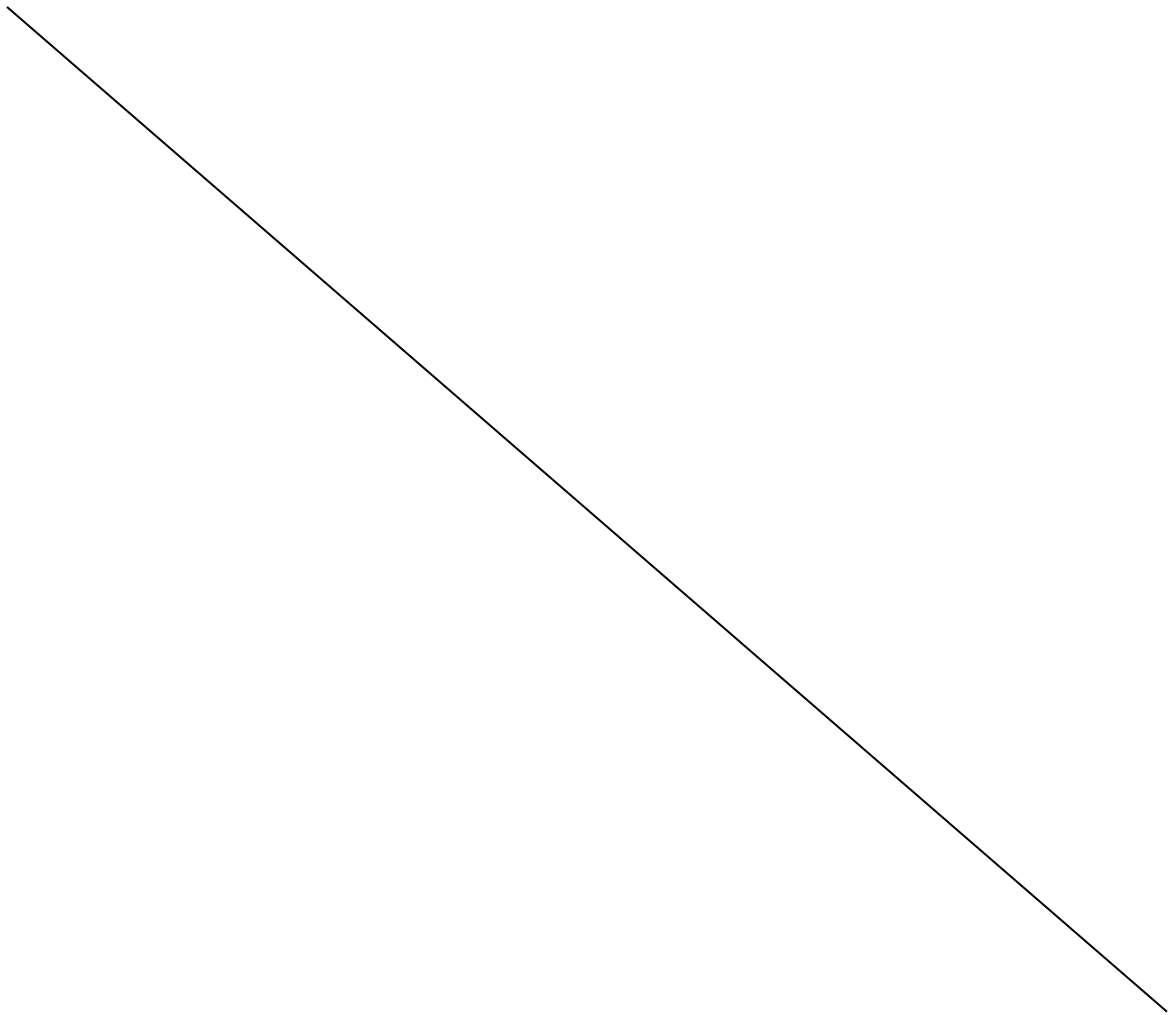
After the completion of my SME, I'll be continuing to serve the three communities of faith until the end date of the pilot project. In the meantime, I remain open as I continue to discern where God is leading me in future ministry.

Given my situation, I humbly submit my request for an exemption due to extraordinary circumstances so that I may be ordained into my current Collaborative Ministry appointment in October 2025.

Thank you for your time and attention in this matter.

Yours sincerely,

Huanyun Ye  
Minister  
Central, Sackville & Visions United  
Collaborative Ministry Pilot Project  
She/Her



**APPENDIX B – Letter of Support - Luc Poirier, Secretary, Central, Sackville,  
Visions Collaborative Ministry Pilot Project Commission**

August 15, 2025

Chair of Pastoral Relations Commission  
Shining Waters Regional Council – The United Church of Canada  
Toronto Office  
963 Pharmacy Avenue  
Toronto, ON M1R 2G5

Dear Reverend Lawrence Nyarko,

I am writing as the representative of the Central, Sackville, Visions Collaborative Ministry Pilot Project Commission in support of Huanyun (Julia) Ye. Our Pilot (and Julia's Appointment) will end in February 2026 but due to her scheduled Ordination date, she will be two months short of her post Ordination service requirement.

Our Commission has started discussions about the possibility of extending our Pilot to the end of April in order to help Julia with this requirement, however our three congregations are already in the process of discerning our future path (or paths) as the Pilot comes to a close and adding another option will lead to more discussion and potential delays. Such an extension (if approved through congregational meetings) would require approvals and discussion time with our Regional Council, adding time and work to this process on many different levels.

Should the Communities of Faith decide to move forward with Collaborative Ministry, another Appointment or Call would be created, and Julia would be highly favoured for such a position. However, at this time it is too early to presume what that position might look like.

Julia's service during this appointment has been one of rapid growth, adaptation and courage. Relocating from Ontario to New Brunswick, she joined a newly formed Collaborative Ministry Pilot Project consisting of three separate Communities of Faith, each with their own identity, needs and abilities. She joined into a team with Rev. Lloyd Bruce, sharing roles and responsibilities throughout the geographical areas of 3 Pastoral

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Charges. She helped work through technological challenges associated with streaming live services and supported additional Faith Formation events at each of the three locations including meditation walks, Pride Parades and Off-Site services. Her pastoral care work has been noteworthy, finding and executing solutions when vehicle issues made it difficult to travel to the more isolated members of the Collaborative.

Overall, Julia has shown great strength, and while we recognize the need to continue in an Appointment or Call past the Ordination date, we feel that in Julia's case, the four months we can definitely provide through our current Pilot timeline should be sufficient to meet this requirement.

Thank you for your attention in this matter. Please feel free to reach out if you have any questions.

Luc Poirier  
Secretary  
Central, Sackville & Visions United Collaborative Ministry Commission  
He/Him

