

**Region 5 – The United Church of Canada  
PASTORAL RELATIONS COMMISSION  
MINUTES  
January 8, 2019 (Conference Call)**

**PRESENT**

Chair & Liaison: Mary Best  
Members: Diane Gillis  
Linda Paul  
Liaisons: Harold Kenyon  
Aileen Urquhart  
Corresponding Secretary & Member: Elsie Douglas  
Pastoral Relations Minister: Judy Hare  
Administrative Support Staff: Cherry Abad

**OPENING**

Judy Hare opened the meeting at 10: 00 a.m. and led a time of prayer.

**MECHANICS UNDER THE NEW SYSTEM**

- Cherry Abad will be responsible for the agenda and the minutes.
- Elsie Douglas will be the Corresponding Secretary.
- Mary Best will be the Chair of the Commission. She will also be one of the liaisons together with Harold Kenyon and Aileen Urquhart.
- Elsie Douglas, Diane Gillis and Linda Paul are Members of the Commission.

**AGENDA**

Linda Paul suggested to number the items on the agenda.

**MOTION 2019 #1**

***MOTION: Linda Paul /Aileen Urquhart, that the agenda be approved as circulated and amended.*** **CARRIED**

**CORRESPONDENCE**

Sent:

- Forms to the General Council Office for upload in Personnel files
- Motions to presbyteries
- Recruitment emails for liaisons and pastoral charge supervisors

Received at Regional Office:

- Form PR 450 (Covenant for Call, Settlement or Appointment) completing the Transfer for Liz Carter Morgan at St. Paul's, Virден , with a start date of March 1, 2019
- Ministry Profile Documents (Revised position description & terms) updated Financial Statements for Roland?
- Ministry Profile and Financial Review Documents for Neepawa (*The Pastoral Relations Commission can't deal with this until the realignment of Neepawa and Area Pastoral Charge has been finalized –minus Brookdale*)
- Form MNWO PR 403 A (Presbytery Request to Initiate Ministry Profile Process) from McKenzie (Portage)

Received at Regional Office and sent as attachments to Pastoral Relations Commission members:

- Ministry Profile Documents, Financial Viability and Form PR 450 (Covenant for Call, Settlement, or Appointment) for Chuck Ross (Revised Terms) at Treherne Rathwell
- CONFIDENTIAL :Email from Harold Kenyon re: Treherne- Rathwell
- Form PR 450 (Covenant for Call, Settlement, or Appointment) for Barb Jardine at Rivers, and Memorandum of Understanding between Forrest and Rivers.
- Form PR 450 (Covenant for Call, Settlement, or Appointment) and position description for Harvey Hurren at Souris (extension of previous appointment)
- Form PR 450 (Covenant for Call, Settlement, or Appointment), and Reference Check list for Paul Duval at Prairie Spirit
- Form PR 450 (Covenant for Call, Settlement, or Appointment) and Reference Check list for Paul Duval at Steinbach for “gap” position
- E-mail (December 28,2018) from Heather Lea with information regarding pastoral oversight in several Communities of Faith in the former Agassiz Presbytery (*Representatives to attend meetings will be named by the Pastoral Relations Commission*)
- Winnipeg Presbytery Executive minutes (October 23, 2018) regarding J.8 Review at Kildonan United Church (Winnipeg) and requiring follow-up by the Pastoral Relations Commission
- Proposed Pastoral Relations Governance document (November 8, 2018)
- List of Pastoral Charge Supervisors for affirmation
- List of liaisons for information
- Outstanding Pastoral Relations Matters for next step direction:
  - \* Brookdale re: realignment (Neepawa Pastoral Charge Profile ?)
  - \* J.8 Review Follow up for Kildonan United Church (Winnipeg)
  - \* Treherne –Rathwell Pastoral Relationship matter

**UPDATES (for information)**

For the next 6 months it would be our hope that **liaisons** acting on behalf of the Pastoral Relations Commission **would send in an email by noon on the Friday before the Pastoral Relations Commission meeting date (second Tuesday of each month) with updates related locations they are working in, related forms and any questions they have.** Liaisons will be sent a copy of the proposed agenda for each meeting; if they wish they CAN join the call as corresponding member of the Commission.

- No deadlines for applications in new system
- For now all applications and Ministry Profile documents still come to [vacancies@confmno.mb.ca](mailto:vacancies@confmno.mb.ca) at Regional Office until CHURCH HUB is up and running
- Site will be checked for new documents and applications weekly with any applications to be sent to liaison as soon as Judy can get Credential Clearance approval from the relevant Office of Vocation Minister (hopefully with 7-10 days of receipt of the application).

*Those marked with an (\*) are exploring reduction in ministry time and possible Revision in Terms of Call /Appointment.*

#### **Former Agassiz Area**

- Miami (Search / .75 vacancy / reposted as one-point pastoral charge / application for consideration) – **Cathie Waldie**
- Carberry – (Search / reposted with application deadline of December 10, 2018) – **Harold Kenyon**
- Rock Lake (Search for full-time/re posted in to new year) – **Cathie Waldie**
- Neepawa - no action until the realignment of the Neepawa and Area Pastoral Charge is complete
- Roland (Ministry Profile) – **Harold Kenyon**

#### **Former Assiniboine Area**

- Birtle-Miniota – (Search / December 10 deadline for applications) –
- Elkhorn (Ministry Profile)- **Mona Denton**
- Hamiota (Search / December 10, 2018 deadline) – **Mona Denton**
- Hartney-Lauder – (Search/ Interview? / “gap” appointment in place) – **Cathie Waldie**
- Oak Lake (Search / December 10, 2018 deadline)– **David Howell**
- Oak River (Ministry Profile) – **Ila Swain**
- Reston-Pipestone (Search/ appointment in process) – **Judy Hare**
- \*Rivers – Search/halftime/ gap appointment as of February 1, 2019) – **David Howell**
- \*Souris (Search/October 10, 2018 deadline / “gap” appointment extended) – **David Howell**
- Wawanesa-Brandon Hills (Ministry Profile?/ “gap” appointment?) – **David Howell**

#### **Former Cambrian Area**

- Dryden (Search / ¾ vacancy / posting into new year) – **Aileen Urquhart**
- \*Fort Frances (Knox) (Search / December 10, 2018 deadline) -
- Sioux Lookout –

#### **Former Northland Area**

- Flin Flon (Search / December 10, 2018 deadline- gap appointment)-
- Hillsview (Search / July 10, 2018 deadline) -**Linda Buchanan**
- \*Swan River (conversation with Hillsview before posting) – **Linda Buchanan**
- Thompson (not renewing appointment / Ministry Profile?)

#### **Former Selkirk Area**

- \*Cloverdale (Search /December 10, 2018 deadline) –
- \*Niverville – (Search / Application under consideration) – **Aileen Urquhart**
- \*Steinbach (Search/ SME Learning Site approved/ “gap” for 10 hours

per week) – **Mona Denton**

- \*Stonewall – (Search/ December 10, 2018 deadline / “gap” appointment / revisiting start of vacancy?) – **Ila Swain**

### **Winnipeg**

- Gordon King Memorial (Searching or not?/gap until June 30, 2019) – **Mary Best**
- Crescent Fort Rouge (Search) – **Mary Best**
- Westminster (Ministry Profile?) – **Mary Best**
- Atlantic-Garden City (Ministry Profile) – **Diane Gillis & Elizabeth Brown**
- St. Andrew’s –River Heights? (Ministry Profile / gap appointment) – **Mary Best**

### **CURRENT LIAISON ASSIGNMENTS**

- Aileen Urquhart:
  - Marathon (Search) - Moved to Region #6
  - Dryden (Ministry Profile)
  - Niverville (Search)
- Mary Best:
  - Gordon King Memorial (Ministry Profile)
  - Westminster (Winnipeg) (Ministry Profile)
  - Crescent Fort Rouge (Winnipeg) (Search)
  - St. Andrew’s River Heights (Winnipeg) (Ministry Profile)
- Cathie Waldie:
  - Hartney-Lauder (Search)
  - Miami (Search)
  - Rock Lake (Search)
- Harold Kenyon:
  - Carberry (Search)
  - Roland (Ministry Profile)
- Mona Denton:
  - Hamiota (Search)
  - Elkhorn (Ministry Profile)
  - Steinbach (Search)
- Linda Buchanan ???:
  - Hillsview (Search)
  - Swan River (conversations with Hillsview)
- David Howell:
  - Oak Lake–Griswold (Ministry Profile)
  - Rivers (Search)
  - Souris (Search)
  - Wawanesa – Brandon Hills (Ministry Profile)

- Ila Swain :  
Stonewall (Search)  
Oak River (Ministry Profile)
- Diane Gillis:  
Atlantic Garden City (Ministry Profile)

#### **LOCATIONS REQUIRING REASSIGNMENT OF LIAISONS**

- Neepawa - on hold pending confirmation of status of Neepawa and Area Pastoral Charge
- Sioux Lookout
- Flin Flon
- Swan River?
- Hillsvew?
- Thompson?
- St. Mary's Road (Winnipeg) – .5 Position - Status change of incumbent
- Graysville – Status Change of incumbent?
- Gladstone- Status Change of incumbent
- Broadway Disciples (Winnipeg) – appointment form needs to be updated re: change in start date due to immigration delays – Elizabeth Brown?
- McKenzie (Portage)
- Pine River

#### **MATTERS FOR ACTION – MOTIONS**

##### **MOTION 2019 #2** **(A-G)**

***MOTION: Diane Gillis /Aileen Urquhart, that the Pastoral Relations Commission of Region 5 takes the following actions:***

***A. Minutes of the Settlement Commission of the Conference of Manitoba and northwestern Ontario– December 4, 2018***

***That the minutes of the meeting of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario on December 04, 2018 be approved with the withdrawal of Motion 2018/2019 #13M regarding the Revision of the Terms of Call for Chuck Ross at Treherne-Rathwell Pastoral Charge.***

***B. Appointment of Barbara Jardine at Rivers United Church***

***Having received from Rivers United Church Pastoral Charge completed Form PR 450 (Covenant for Call, Settlement, or Appointment), a position description, a Memorandum of Understanding between Rivers United Church and Forrest United Church, minutes of the meeting of the Rivers United Church Council (December 23, 2018), and financial updates, the Pastoral Relations Commission of Region 5 of the United Church of Canada approves the APPOINTMENT of BARBARA JARDINE (Ordained Minister) to a part-time ministry position (15 hours per week) at Rivers United Church Pastoral Charge, effective from February 1, 2019 to May 31, 2019, with the following terms:***

- 1. Salary Category F-COL 2 for 15 hours per week plus 3% \$1,884.89***

- (\$1,829.99 + \$54.90) per month**
2. **Basic Telephone for home (excluding personal long distance) \$40.00 per month**
  3. **Continuing Education and Learning \$44.81 per month (\$179.24 per period)**
  4. **Three weeks of study leave within each pastoral year, including Sundays (pro-rated for percentage time)**
  5. **No less than three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge that is party to this covenant**
  6. **A minimum of one month of vacation (including 5 Sundays) within each pastoral year (July 1-June 30) (pro-rated for percentage time)**
  7. **Moving expenses reimbursement (based on reasonable estimates) Not Applicable**
  8. **Adequate secretarial assistance defined as *Casual***
  9. **Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel schedule)**
  10. **Pension and other benefits as assessed**
- With Rivers United Church Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) J11D**

- C. Appointment of Paul Duval to Prairie Spirit United Church (Winnipeg)**  
**Having received from Prairie Spirit United Church Pastoral Charge completed Form PR 450 (Covenant for Call, Settlement, or Appointment), Appendix to Form PR 450 with references noted, minutes of pastoral charge Leadership Team meeting January 3, 2019, draft financial update( end 2018), a position description, the Pastoral Relations Commission of Region 5 of the United Church of Canada approves the APPOINTMENT of PAUL DUVAL ( Retired Ordained Minister from Northern Spirit Region) to a .5 ministry position (20 hours per week) at Prairie Spirit United Church Pastoral Charge (Winnipeg), effective from January 15,2019 to June 30, 2019, with the following terms:**
1. **Salary Category F - COL 3 at .5 time plus 5% \$32,069.00 (\$30,542.00 + \$1,527.00) per year**
  2. **Basic Telephone for home (excluding personal long distance) \$ 420.00 per year**
  3. **Continuing Education and Learning \$708.00 per year**
  4. **Three weeks of study leave within each pastoral year, including Sundays**
  5. **No less than three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge that is party to this covenant**
  6. **A minimum of one month of vacation (including 5 Sundays) within each pastoral year (July 1-June 30)**
  7. **Moving expenses reimbursement (based on reasonable**

*estimates)*

8. *Adequate secretarial assistance defined as 30 hours per week*
9. *Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel schedule)*
10. *Pension and other benefits as assessed Not Applicable*  
*With Prairie Spirit United Church Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) JFT9*

**D. Appointment of Paul Duval to Steinbach United Church**

*Having received from Steinbach United Church Pastoral Charge completed Form PR 450 (Covenant for Call, Settlement, or Appointment), a list of references checked, a position description for the short-term ("gap") ministry position, minutes of meeting of Steinbach United Church Board (January 3, 2019), and Financial Updates, the Pastoral Relations Commission of Region 5 of the United Church of Canada approves the APPOINTMENT of PAUL DUVAL (Retired Ordained Minister from Northern Spirit Region) to a part-time ministry position (10 hours per week) at Steinbach United Church Pastoral Charge, effective from January 15, 2019 to June 30, 2019 with the following terms:*

1. *Salary Category F- COL 2 at 10 hours per week \$1,203.93 per month (\$6,621.66 for 5.5 month period)*
2. *Basic Telephone for home (excluding personal long distance) \$35.00 per month (\$192.50 per period)*
3. *Continuing Education and Learning \$29.48 per month (\$162.14 per period)*
4. *Three weeks of study leave within each pastoral year, including Sundays (pro-rated)*
5. *No less than three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge that is party to this covenant*
6. *A minimum of one month of vacation (including 5 Sundays) within each pastoral year (July 1-June 30) (pro-rated )*
7. *Moving expenses reimbursement (based on reasonable estimates)*
8. *Adequate secretarial assistance defined as 10 hours per week*
9. *Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel schedule)*
10. *Pension and other benefits as assessed Not Applicable*
11. *Other: Reimbursement for mileage above 8 round trips per month from Winnipeg to Steinbach at rate of .40 cents per kilometer (taxable benefit)*

*With the Steinbach United Church Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) WOZW*

**E. Renewal of Appointment of HARVEY HURREN to Souris United Church Pastoral Charge**

*Having received from Souris United Church Pastoral Charge completed Form PR 450 (Covenant for Call, Settlement, or Appointment), minutes of board meeting on November 29, 2018, a Memorandum of Understanding between Souris United Church and Wawanesa –Brandon Hills Pastoral Charge, the Pastoral Relations Commission of Region 5 of the United Church of Canada approves the RENEWAL of the APPOINTMENT for HARVEY HURREN (Retired Ordained minister) to a halftime ministry position (20 hours per week) at Souris Pastoral Charge, effective January 15, 2019 to June 30, 2019, with the following terms:*

- 1. Salary at Category F-COL 2 plus 5 % at halftime \$30,339.23 (\$28,894.50 + \$1,444.73) per year*
- 2. Basic Telephone (excluding personal long distance) Cellphone paid in other appointment at Wawanesa-Brandon Hills Pastoral Charge (see Memorandum of Understanding)*
- 3. Continuing Education and Learning \$ 707.50 per year*
- 4. Three weeks of study leave within each pastoral year, including Sundays*
- 5. No less than three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge that is party to this covenant*
- 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year (July 1-June 30)*
- 7. Moving expenses reimbursement (based on reasonable estimates) Not Applicable*
- 8. Adequate secretarial assistance defined as 15-20 hours per week*
- 9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel schedule)*
- 10. Pension and other benefits as assessed Not Applicable*

*With Souris United Church Pastoral Charge committing to remuneration of the ministry personal through the Pastoral Charge Payroll System (ADP) WOZA*

**F. Ministry Profile for reduction in ministry time on Treherne-Rathwell Pastoral Charge and Revised Terms of Call for Chuck Ross**

*Having received from Treherne Rathwell United Church Pastoral Charge the completed Ministry Profile Report (dated November 5, 2018), the Financial Viability Review, minutes of the congregational meeting (dated December 20, 2018, and Form PR 450 (Covenant for Call, Settlement or Appointment) for the incumbent, the Pastoral Relations Commission of Region 5 of the United Church of Canada:*

- i. approves a reduction in ordered ministry time on the Treherne Rathwell Pastoral Charge Pastoral Charge from 40 hours per*



*week to 20 hours per week, effective January 15, 2019, with additional staff proposed for 20 hours per week*

*ii. refers the position description for the additional halftime position for categorization (Agassiz presbytery or the new Pastoral relations Commission after January 1, 2019)??*

*iii. Approves revisions to the terms of Call for Charles (Chuck) Ross, effective January 15, 2019, as follows:*

- 1. Salary Category F-COL 1 \$27,619.50 per year*
  - 2. Basic home telephone/internet costs (excluding personal long distance) \$420.00 per year*
  - 3. Continuing Education and Learning \$707.50 per year*
  - 4. Three weeks of study leave within each pastoral year, including Sundays (pro-rated for percentage time)*
  - 5. No less than three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge that is party to this covenant*
  - 6. A minimum of one month of vacation (including 5 Sundays) within each pastoral year (July 1-June 30) (pro-rated for percentage time)*
  - 7. Adequate secretarial assistance defined as Volunteer*
  - 8. Travel expenses reimbursement (based on Minimum Salaries for Ministry Personnel schedule)*
  - 9. Pension and other benefits as assessed*
- With Treherne - Rathwell United Church Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) WOX6*

*G. Revisions to Settlement Commission of the Conference of Manitoba and Northwestern Ontario Motion 2018/2019 # 2R (June 12, 2018) regarding the Appointment of Christopher St. George Davis at Deloraine-Melita-Tilston Pastoral Charge*

*That the following changes in the Settlement Commission of the Conference of Manitoba and Northwestern Ontario Motion 2018/2019 # 2R of June 12, 2018 be approved, noting the reason for the changes as a delay in immigration that affected the start date, and thus clarifying the terms of the APPOINTMENT of Christopher St. George Davis (Ordained Supply Minister – Ordained Admissions Applicant) to a full-time ministry position (40 hours per week) on the Deloraine-Melita-Tilston Pastoral Charge, effective from January 1, 2019 to June 30, 2020, with the following terms:*

- 1.A. Salary Category D plus manse plus 5% \$43,819.65 (\$41,733.00 + \$2,086.65) per year*
- 1.B. Manse and heating costs over \$800.00 per year*
- 2. Basic Telephone for home - cellphone, cable and internet (excluding personal long distance) \$1,450.00 per year*

3. ***Continuing Education and Learning \$1415.00 per year***
4. ***Three weeks of study leave within each pastoral year, including Sundays.***
5. ***No less than three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge that is party to this covenant***
6. ***A minimum of one month vacation (including 5 Sundays) within each pastoral year (July 1-June 30)***
7. ***Moving expenses reimbursement (based on reasonable estimates) \$6,000.00 from point of entry (Winnipeg)***
8. ***Adequate secretarial assistance defined as 300 hours per year***
9. ***Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel Schedule)***
10. ***Pension and other benefits as assessed***
11. ***During the week of December 25 to January 1, the Minister expected to be available but unencumbered by regular duties. This week may be taken as a week of vacation if the Minister is not going to be available ( i.e. on call as required)***

***With Deloraine-Melita-Tilston Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) WOTM***

**CARRIED**

**MOTION 2019 #3**

***MOTION: Linda Paul /Elsie Douglas, that the Pastoral Relations Commission of Region 5 of the United Church of Canada affirms the appointment made previously by various presbyteries of the Conference of Manitoba and Northwestern Ontario of the following Pastoral Charge Supervisors:***

***Lutheran - United Church in Thompson ?***

***The Pas ?***

***Ochre River***

***Ethelbert***

***Pine River***

***Swan River***

***Gilbert Plains***

***Karen Kuzek***

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***Alexander***

***Doug Neufeld***

***Birtle- Miniota***

***David Howell***

***Cromer***

***Diane Janzen***

***Deloraine-Melita-Tilston***

***Heather Sandilands***

***Elgin***

***Audrey Keeler***

***Elkhorn***

***Doug Neufeld***

***Hamiota***

***Jamie Bradshaw***

***Kenton-Shiloh***

***Jamie Bradshaw***

***Minnedosa***

***Barb Jardine***

***Minto***

***Rolanda Taylor***

***Newdale-Cardale***

***Elgin Hall***

***Ninette***

***Maria Szabo Berces***

<i>Oak Lake-Griswold</i>	<i>Faye Wilcox</i>
<i>Oak River</i>	<i>Linda Clark</i>
<i>Souris</i>	<i>Fiona Hastie</i>
<i>Rivers</i>	<i>Barb Jardine *</i>
<i>Reston- Pipestone</i>	<i>Craig Miller</i>
<i>Virden</i>	<i>Doug Craig (until March 1, 2019)</i>
<i>Wallace</i>	<i>Doug Craig</i>

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<i>Belmont Pastoral Charge</i>	<i>Harold Kenyon</i>
<i>Carberry</i>	<i>Marg Scott</i>
<i>Cartwright</i>	<i>Sandra Rex</i>
<i>Circle Marsh</i>	<i>Bonnie McRae</i>
<i>Gladstone</i>	<i>Wilma Shirriff</i>
	<i>(student appointment)</i>
<i>Graysville</i>	<i>Barb Orchard</i>
	<i>(student appointment)</i>
<i>Holland</i>	<i>Beth Clark</i>
<i>Kelwood</i>	<i>Wendy Denbow</i>
<i>McCreary</i>	<i>Gloria Mott</i>
<i>Meridian</i>	<i>Leith Saunders</i>
<i>Miami</i>	<i>Brenda Gibson</i>
<i>Altamont</i>	<i>Brenda Gibson (until closure)</i>
<i>Swan Lake</i>	<i>Brenda Gibson (until closure)</i>
<i>Morris</i>	<i>Ken Thomas</i>
	<i>(Evangelical Lutheran Church in</i>
	<i>Canada appointment)</i>
<i>Neepawa</i>	<i>John Lea</i>

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<i>Atikokan</i>	<i>? ( student apt)</i>
<i>Dryden</i>	<i>Eric Matheson</i>
<i>Knox ,Ft. Frances</i>	<i>Frances Flook</i>
<i>St. Andrew's Keewatin</i>	<i>Lynda Pyzer (student apt)</i>
<i>Nestor Falls</i>	<i>Judy McEwan</i>
<i>Rainy River</i>	<i>Frances Flook</i>
<i>Red Lake</i>	<i>Judy McEwan</i>
<i>Sioux Lookout</i>	<i>Alice Bloomfield</i>
<i>Lake of Woods Chapel</i>	<i>Jan Richardson (student apt)</i>
<i>- Sioux Narrow</i>	
<i>Vermillion Bay</i>	<i>Nova Cook</i>

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<i>Anola</i>	<i>Bruce Friesen</i>
<i>Cloverdale</i>	<i>Pat Bird</i>
<i>Dugald</i>	<i>Jim Warburton</i>
<i>Niverville</i>	<i>Scott MacAuley</i>
<i>Northwest Interlake</i>	<i>Teresa Melnychuk</i>
<i>Pine Falls</i>	<i>Pat Bird (closure ?)</i>
<i>Southwest Interlake</i>	<i>Beth McLean</i>
<i>Whitemouth</i>	<i>Rob Smith</i>

**West Hawk Lake**

**Jan Van Aertselaer**

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**Broadway Disciples UC**

**Elizabeth Brown**  
**(Mutuality of Ministry –United**  
**Church of Christ Philippines**  
**appointment)**

**Winnipeg Chinese United**  
**Churchill Park United**

**Kwang Beom Cho**

**CARRIED**

- *ALL Ministry Personnel under an appointment in a pastoral charge or in a charge with a Service Agreement with another charge have responsibilities for the governance of the charge(s) unless otherwise noted at this time. i..e. students*

**NEXT STEPS:** How to recruit Pastoral Charge Supervisors for vacant places  
It was decided at the meeting that it was necessary to develop a policy first before recruitment can take place

- Role of regional Nominating Committee in this?
- Do liaisons have to be members of the Region?

**UNFINISHED PASTORAL RELATIONS MATTERS FROM PREVIOUS PRESBYTERIES OF THE CONFERENCE OF MNWO**

- Pastoral Charge meeting at Brookdale re: Realignment of Pastoral Charge ( see email from Heather Lea)

**MOTION 2019 # 4**

***MOTION: Diane Gillis /Linda Paul, that as follow- up to action of Agassiz Presbytery of the Conference of Manitoba and Northwestern Ontario, the Pastoral Relations Commission of Region 5 of the United Church of Canada request that, on behalf of Region 5, Heather Lea be appointed to attend the meeting of the Brookdale congregation of the Neepawa and Area Pastoral Charge on January 20, 2019, called to consider the realignment of that congregation and report back to the Pastoral Relations Commission in writing before the next meeting of the Pastoral Relations Commission.***

**CARRIED**

*Confidential matters removed from this version of the minutes.*

- J.8 Review (*The Manual 2016, Presbytery Action – Pastoral Charges*) follow - up from Kildonan United Church Winnipeg:  
(*See sections of Winnipeg Presbytery Executive minutes dated October 23, November and December, 2018*)

**Motion 2019**  
**# 5 (A and B)**

***MOTION: Harold Kenyon /Diane Gillis , having reviewed the outstanding matters related to action taken by Winnipeg Presbytery, Conference of Manitoba and Northwestern Ontario regarding the section J.8 Review (The Manual 2016, Presbytery Action-Pastoral Charges) conducted in Kildonan United Church in July, 2018, the Pastoral Relations Commission of Region 5 of the United Church of Canada:***

- A. *Contacts the Board/Council of Kildonan United Church, clarifying aspects and timelines of follow- up matters that we are aware are underway, requesting that the Board/Council submit a complete overall timeline as they know it for the completion of ALL the requirements by April 15, 2019 (as noted in Winnipeg Presbytery Executive Motion # 222/2018 on October 23, 2018) and emphasizing the importance of this matter.***
- B. *Appoints Judy Hare and Mary Best to meet with the Board/Council to discuss the future of Kildonan United Church.***

**CARRIED**

**NEW BUSINESS**

- Recruitment and training of liaisons-
- Invitations to be **liaisons** were sent out based on the list generated at the meeting on December 4, 2018 of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, as well as names submitted/identified. To date the following were received to be affirmed by the Regional Council Executive (*probably next meeting of the Pastoral Relations Commission*):
  - Mary Best, Harold Kenyon, Aileen Urquhart (*both liaisons and on Pastoral Relations Commission*)
  - Mona Denton, Cathie Waldie, David Howell, Ila Swain, Maria Szabo Berces, Elizabeth Brown, Patrick Woodbeck

Those indicating they wish to take a break for the present: Heather Robbins, Bob Gilbert, Jenny Sprong, Min Goo Kang, Barb Miller (until July, 2019); Karen Tjaden; Beth Kerr; Julie Baker (United Fresh Start); Cheryl Kinney Matheson (until June, 2019)

Those agreeing to serve other Committees or in other capacities:

- Committee on Ministry Personnel Support: Beth Rutherford, Bev Ward, Jan Van Aertselaer?
- Committee on Community of Faith Support: Heather Lea; Shirley McLaren, Lynne Sanderson, Mark Whitehead, Deborah Vitt
- Committee on Lay Ministry Support: Don Schau, Michelle Owens, Doug Neufeld, Jamie Bradshaw, Hope Mattus

Others are serving as United Fresh Start Facilitators and/or Pastoral Charge Supervisors or on Denominational Council or task groups.

Next Steps: Emails to liaisons and Communities of Faith re: current state and timelines **Re: CHURCH HUB ??**

Liaison Training

- Short-term training for new liaisons for the system used by the former Settlement Commission will be needed immediately  
*Mary Best and Judy Hare will provide this training*
  
- When ChurchHub is operational all liaisons will require training

**ADJOURNMENT**

The meeting of the Pastoral Relations Commission was adjourned at 11:57 a.m.

**NEXT MEETING**

**The next meeting of the Pastoral Relations Commission is scheduled for, February 12, 2019 at 10:00 a.m. by Conference Call.**

**Mary Best has offered to be responsible for opening worship/reflection.**