

**Prairie to Pine Regional Council
Pastoral Relations Commission
Motions (January 12, 2021)**

Meeting Date	Motion #	Motion
Jan. 12/21	2020-2021/ #4 (A-G)	<p>Take the following actions:</p> <p>A. Minutes of the Prairie to Pine Pastoral Relations Commission – December 8, 2020</p> <p>That the minutes of the meeting of the Prairie to Pine Pastoral Relations Commission on December 8, 2020 be approved as circulated.</p> <p>B. Appointment for Peter Bartlett at St. Andrew’s, Sioux Lookout</p> <p>Having received from St. Andrew’s United Church, Sioux Lookout: minutes of the governing body dated January 5, 2021; a copy of the Memorandum of Understanding with Perth Road United Church; and a completed Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves the Appointment for PETER BARTLETT (Ordained Minister) to a part-time ministry position (10 hours per week) at St. Andrew’s United Church, Sioux Lookout, effective February 1, 2021 to June 30, 2021, conditional upon receipt of confirmation by the Board of Perth Road United Church of the Memorandum of Understanding with St. Andrew’s United Church, Sioux Lookout, and with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category F – COL 2 for 10 hours per week- <u>\$ 15, 045.75 per year</u> 2. Telephone <u>\$ 540.00 per year</u> 3. Continuing Education <u>\$ 368.50 per year</u> 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays 5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit 6. A minimum of one month of vacation (including five Sundays) within each pastoral year 7. Moving expenses, based on reasonable estimates – <i>Not applicable</i> 8. Adequate administrative assistance defined as – <u>Volunteer as needed</u> 9. Travel expense reimbursement, based on <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document

		<p>10. Employer costs for Pension and Benefits, as noted in the Premiums and Taxable Benefit Calculator (necessary because of multiple appointments totaling more than 14 hours per week)</p> <p>11. Additional term: a Memorandum of Understanding with Perth Road United Church approved by St. Andrew’s United Church, Sioux Lookout on January 5, 2021</p> <p>With St. Andrew’s United Church, Sioux Lookout agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by General Council (ADP # TC1T)</p> <p>C. Revised Terms of Appointment for Harvey Hurren at Wawanesa-Brandon Hills</p> <p>Having received from Wawanesa-Brandon Hills Pastoral Charge Board: minutes of the meeting of the governing body dated December 21, 2020, including a motion approving the waiving of the 90 days’ notice for reduction in terms of the appointment; a revised position description; and a Record of Appointment document, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada:</p> <ul style="list-style-type: none"> i. approves the reduction in ministry time in Wawanesa-Brandon Hills Pastoral Charge from 20 hours per week to 10 hours per week, and waives the 90 days’ notice for the change in terms, in accordance with the request of the Minister and the Pastoral Charge ii. approves the new appointment for HARVEY HURREN (Ordained Minister – Retired) to a part-time ministry position (10 hours per week) at Wawanesa-Brandon Hills Pastoral Charge, effective January 15, 2021 to June 30, 2021, with the following terms: <ul style="list-style-type: none"> 1. Salary Category F – COL 1 for 10 hours per week- <u>\$ 14,381.500 per year</u> 2. Telephone – <u>\$ 540.00 per year</u> 3. Continuing Education <u>\$ 368.50 per year</u> 4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays - <i>Pro-rated for partial year</i> 5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit 6. A minimum of one month of vacation (including five Sundays) within each pastoral year – <i>pro-rated for partial year</i>
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7. Moving expenses, based on reasonable estimates – *Not applicable*
8. Adequate administrative assistance defined as – Someone to print bulletins
9. Travel expense reimbursement, based on *Minimum Salaries and Reimbursements for Ministry Personnel* document plus receipted parking expenses
10. Employer costs for Pension and Benefits, as noted in the Premiums and Taxable Benefit Calculator

With Wawanesa-Brandon Hills Pastoral Charge agreeing to provide remuneration through the Pastoral Charge Payroll Service (ADP) unless granted a formal exemption by General Council (ADP #WOZX)

D. Renewal of Appointment for Agnes Spence at Thompson Outreach Ministry

Having received the following documents related to Thompson Outreach Ministry: financial assurances from the Community Capacity Development Coordinator (CCDC) related to 2021 Mission Support grants for the location; a position description; a DRAFT Record of Appointment document (paper form); and verbal assurances to Pastoral Relations Commission Liaison, Aileen Urquhart, from members of the governing body and the Ministry Personnel of acceptance of these terms but an inability to sign forms due to COVID 19 restrictions in place in Manitoba, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves, in principle, the **Renewal of the Appointment for AGNES SPENCE** (Ordained Minister) to a part-time ministry position (3.86 hours per week/ 9.64% time) at **Thompson Outreach Ministry**, effective January 1, 2021 to December 31, 2021, with the following terms:

1. Salary Category C – COL 2 for 9.64% time- \$ 5, 303. 35 per year
2. Telephone \$ 420.00 per year paid by Thompson Outreach Ministry (with Angus Bonner Memorial United Church, South Indian Lake contributing 1/3 of the cost)
3. Continuing Education \$ 142.10 per year paid by Thompson Outreach Ministry
4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit
6. A minimum of one month of vacation (including five Sundays) within each pastoral year -pro-rated

		<p>7. Moving expenses, based on reasonable estimates – <i>Not applicable</i></p> <p>8. Adequate administrative assistance defined as – <u>Volunteer</u></p> <p>9. Travel expense reimbursement, based on <i>Minimum Salaries and Reimbursements for Ministry Personnel</i> document- See <i>Term #11</i></p> <p>10. Employer costs for Pension and Benefits, as noted in the Premiums and Taxable Benefit Calculator</p> <p>11. Additional Term: Special Remote Travel and Accommodation Allowance of <u>\$2,500.00 per year</u></p> <p>With remuneration facilitated by Indigenous Ministries and provided through the Pastoral Charge Payroll Service (ADP)</p> <p>And with the understanding that paper forms will be signed and forwarded to the Regional Council Office as soon as possible.</p> <p><i>The Pastoral Relations Commission is awaiting assurances from the Office of Vocation Minister of current Annual Declaration in Respect to Criminal Charges and/or Criminal Record (ADCCCR).</i></p> <p>E. Renewal of Appointment for Agnes Spence at Angus Bonner Memorial United Church, South Indian Lake</p> <p>Having received the following documents related to Angus Bonner Memorial United Church, South Indian Lake: financial assurances from the Community Capacity Development Coordinator (CCDC) related to 2021 Mission Support grants for the location; a position description;; a DRAFT Record of Appointment document (paper form); and verbal assurances to Pastoral Relations Commission Liaison, Aileen Urquhart, from members of the governing body and the Ministry Personnel of acceptance of these terms but an inability to sign forms due to COVID 19 restrictions in place in Manitoba, the Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada approves, in principle, the Renewal of the Appointment for AGNES SPENCE (Ordained Minister) to a part-time ministry position (1.93 hours per week/ 4.82% time) at Angus Bonner Memorial United Church, South Indian Lake, effective January 1, 2021 to December 31, 2021, with the following terms:</p> <ol style="list-style-type: none"> 1. Salary Category C – COL 2 for 4.82% time- <u>\$ 2, 651.67 per year</u> 2. Telephone <u>\$ 140.00 per year</u> paid by Angus Bonner Memorial United Church, South Indian Lake to Thompson Outreach Ministry, reflecting 1/3 of the total cost for telephone of \$ 420.00 per year paid by Thompson Outreach Ministry) 3. Continuing Education <u>\$ 71.05 per year</u> paid by Angus Bonner Memorial United Church, South Indian Lake
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4. A minimum of three weeks (21 days) of study leave within each pastoral year, including Sundays
5. For members of the Order of Ministry and recognized designated lay ministers, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge/ministry unit
6. A minimum of one month of vacation (including five Sundays) within each pastoral year -pro-rated
7. Moving expenses, based on reasonable estimates – *Not applicable*
8. Adequate administrative assistance defined as – Volunteer
9. Travel expense reimbursement, based on *Minimum Salaries and Reimbursements for Ministry Personnel* document - *See Term #11*
10. Employer costs for Pension and Benefits, as noted in the Premiums and Taxable Benefit Calculator
11. Additional Term: Special Remote Travel and Accommodation Allowance of \$ 3, 500.00 per year

With remuneration facilitated by Indigenous Ministries and provided through the Pastoral Charge Payroll Service (ADP) And with the understanding that paper forms will be signed and forwarded to the Regional Council Office as soon as possible.

The Pastoral Relations Commission is awaiting assurances from the Office of Vocation Minister of current Annual Declaration in Respect to Criminal Charges and/or Criminal Record (ADCCCR.)

F. Appointment of Liaisons

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada appoints the following Liaison:

Lorraine Kakegamic to Raymond Flett United Church (Winnipeg)
(additional ¼ time position)

G. Pastoral Charge Supervisors

The Pastoral Relations Commission of the Prairie to Pine Regional Council of the United Church of Canada notes the following, in relationship to Pastoral Charge Supervisors:

- Continuation of the appointment of Meg Illman-White as Pastoral Charge Supervisor at Knox United Church, Fort Frances, until June 30, 2021
- The change in Pastoral Charge Supervisor at Rainy River-Stratton with the return of Frances Flook, effective immediately

Carried