

THE UNITED CHURCH OF CANADA * SOUTH WEST PRESBYTERY

**PASTORAL RELATIONS COMMISSION MEETING
WITH THE PASTORAL OVERSIGHT COMMITTEE**

December 13, 2011 - 12:00 p.m.

at the South West Presbytery office ~ 65 Mayall Ave., Toronto

Present: Bob Bingham, Gordon Conquergood, Ken MacDonald, Ian Manson, Robin Pilkey, Cindy Randall, Deanna Wilson, (Gail Hamblin, Lorraine Hill Avendano, Sue Cowan and Sheila Campbell arrived later during the meeting)

Regrets: Robert Raymont, Sarah Yoon

Visitors: Connie denBok, Elaine Eve, Lilla Gilbert, Bonnie Neeley, Margaret Roberts, Kate Young

CALL TO ORDER

The meeting was called to order at 12:00 p.m. by Chairperson Deanna Wilson.

OPENING DEVOTION AND FAREWELLS

Ken MacDonald led the Commission in devotion.

Deanna Wilson made presentations to both Ian Manson and Lilla Gilbert. Ian Manson is beginning his call at St. John's United Church in Toronto Southeast Presbytery in January thanks to him was expressed for all his work and dedication to Pastoral Relations and to South West Presbytery over the years. Also, Lilla Gilbert, who is taking a 'sabbatical', was thanked for her time and for her many contributions to South West Presbytery.

Our thoughts and prayers are with the Hamilton family on the passing of John Hamilton on Sunday, December 11, 2011. We shared stories of John and his work in Presbytery and Conference.

LUNCH & CHECK IN

Lunch was enjoyed and members of the Commission shared about themselves during check-in.

CONSTITUTION

In the name of Jesus Christ, the only head of the church and by the authority vested in her, Deanna Wilson called this duly constituted meeting of the Pastoral Relations Commission of South West Presbytery to order to deal with such business as should properly come before it.

Welcome to members of the Pastoral Oversight Committee in attendance was extended.

The chair noted that there was quorum present.

APPROVAL OF AGENDA

MOTION by Cindy Randall / Ian Manson

that the agenda of today's meeting of December 13, 2011 of the South West Presbytery Pastoral Relations Commission be adopted as printed.

CARRIED

APPROVAL OF MINUTES

MOTION by Ian Manson / Robin Pilkey
that the South West Presbytery Pastoral Relations Commission accept the minutes of the November 15, 2011 meeting as printed.

CARRIED

CORRESPONDENCE

A letter has been sent to Halton Presbytery regarding the fact that South West Presbytery would not be transferring Rev. Kate Young at this time.

A letter has been sent to Windermere United Church dated November 24, 2011 regarding their request for clarity around the Joint Needs Assessment process.

Email notice that an appointment for Rev. Harry Oussoren will be coming from Wesley Mimico United Church for period January 1, 2012 – June 30, 2012 had been received.

BUSINESS ARISING

Housing Allowance Update

Elaine Eve presented the report that had been prepared by Sue Cowan.

Discussion around the document was shared:

- Suggestion that two other listings to average three would be helpful. There may not be many rentals in a particular area.
- What are we trying to enforce?
- One market area = one price.
- Cost to buy and over the year what is the cost of living in the house.
- Next steps – 1) figures we need 2) revised numbers 3) what do we do with it
- Mortgage calculator to figure annual cost in four 'regions' of South West Presbytery
 - 1) North of St. Clair east of Jane
 - 2) South of St. Clair west of Jane
 - 3) Willowdale
 - 4) Brampton/Georgetown
- Revised numbers for number of ministry personnel and full or part time

Report from the Toronto Conference Settlement and Pastoral Relations Committee

Proposal for transferring Pastoral Relations Commission as of 2015 would require a remit to go to the General Council. This report is for information only at this time. The report indicates that the work of pastoral relations would go to Conference staff. The United Church of Canada website has more information. By next fall we may look at this again.

Process and Outcomes

The conversation regarding the report with Bob Raymont will continue.

Training events for Presbytery representatives for Joint Needs Assessment and Joint Search Committees

Ken MacDonald reported the hope that we would have 2.5 hour workshops for training in Joint Need Assessment and Joint Search processes. The workshops would have two purposes: to train members of Presbytery and lay members of congregations (if anyone is interested) in these two processes; and to focus on getting key elements of needs assessment communicated in the report and implemented in the search process.

Ken MacDonald is planning these workshops in late winter or early spring.

CONGREGATIONAL UPDATES

APPENDIX A

The congregational updates report is attached as an appendix to the Record of Proceedings.

Two members, Margaret Roberts and Bonnie Neely of the Pastoral Oversight Committee left the meeting at this time.

Management of contentious issues involving ministry personnel and their congregations

A discussion was held on this issue where Pastoral Relations occasionally finds itself involved in contentious issues involving ministry personnel and their congregations. How can we support both the congregation and the minister and provide objective opinions to each? South West Presbytery has decided to have two volunteer Chaplains for the Presbytery. Job descriptions are being worked on and the Coordinating Council will be accepting applications shortly. It was suggested that when we have two representatives working with a pastoral charge that one representative could be available for support for the ministry personnel and one representative could be available for support of the congregation. What is the best pastoral care we can offer and how do we do it? Support and accountability is important.

Accessibility Standards

Elaine Eve had prepared a report regarding the status of the South West Presbytery pastoral charges in regards to submitting their Accessibility Standards policies, practices and procedures. Currently we have:

- 1 pastoral charge that has submitted their entire document
- 2 pastoral charges that have submitted the policy only portion
- 37 pastoral charges that have attended the required training but not submitted anything yet
- 15 pastoral charges that have not attended the required training but have been given the resource material

This report was handed over to the Pastoral Oversight Committee for any follow-up that will be required.

OMNIBUS MOTION

MOTION by Ian Manson / Gail Hamblin

RECORD OF APPOINTMENT – KATE YOUNG

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Mount Dennis United Church and appoint Rev. Kate Young, Ordained

Minister, as supply minister from January 1, 2012 to March 31, 2012, part time at 14 hours per week, with the following terms for Category F (terms are pro-rated): salary \$14,080.50 per annum, housing allowance \$9933.60 per annum, basic telephone \$270 per annum, Continuing Education and Learning Amount \$446.25 per annum, and all other terms according to *The Manual*.

RECORD OF TRANSFER – SUNG SHIM

that the Pastoral Relations Commission of South West Presbytery transfer Sung Shim from Middlesex Presbytery in London Conference to South West Presbytery in Toronto Conference effective December 13, 2011.

REQUEST FOR A CHANGE IN PASTORAL RELATIONS – MICHELLE ROBINSON

that the Pastoral Relations Commission of South West Presbytery accede to the request of Rev. Michelle Robinson for a change in pastoral relations effective February 28, 2012 and,

that upon the request of Richview United Church a Joint Needs Assessment Committee be established.

OMNIBUS MOTION CARRIED

An exit interview with Rev. Michelle Robinson is to be set up with Lorraine Hill Avendano and Robin Pilkey as the Pastoral Relations Commission representatives.

ESTABLISH JOINT NEEDS ASSESSMENT REPRESENTATIVES FOR RICHVIEW UNITED CHURCH

MOTION by Gail Hamblin / Robin Pilkey

that the pastoral Relations Commission of South West Presbytery concurs with the request of Richview United Church and establish a Joint Needs Assessment and appoint Sheila Campbell and another to be appointed.

CARRIED

RECORD OF APPOINTMENT – HARRY OUSSOREN

MOTION by Bob Bingham / Sheila Campbell

that the Pastoral Relations Commission of South West Presbytery concurs with the request of Wesley Mimico United Church and appoint Rev. Harry Oussoren, Ordained Minister, as supply minister from January 1, 2012 to June 30, 2012, part time at 24 hours per week, with the following terms for Category F (terms are pro-rated): salary \$24,144 per annum, housing allowance \$10,800 per annum, basic telephone \$300 per annum, Continuing Education and Learning Amount \$960 per annum, and all other terms according to *The Manual*.

CARRIED

JOINT NEEDS ASSESSMENT REPORT – IMMANUEL TORONTO KOREAN UNITED CHURCH

MOTION by Robin Pilkey / Bob Bingham

that the Pastoral Relations Commission of South West Presbytery receive and approve the Joint Needs Assessment report from Immanuel Toronto Korean United Church and,

that a Vacancy be declared for a full-time Ordained Minister of the United Church of Canada or an Ordained Supply Minister at Immanuel Toronto Korean United Church, effective immediately and,

that the Pastoral Relations Commission of South West Presbytery establish a Joint Search Committee at Immanuel Toronto Korean United Church and,

that two representatives of the Presbytery be appointed to the Joint Needs Assessment Committee by Deanna Wilson.

CARRIED

JOINT NEEDS ASSESSMENT REPORT – PARKDALE UNITED CHURCH

After reviewing the report the following changes need to be incorporated.

- sabbatical needs to be after 5 years according to The Manual
- Police check – needs to be Level 2 (if not done within the last three years – Level 1 only if a Level 2 has been completed within the last three years)
- Ordained, Ordered or ministry personnel needs to be consistent throughout
- Page 10 Governance – Council time remove time
- New minister to be the President of the Foundation – not clear on relationship between pastoral charge and foundation
- Request an Organizational chart of who answers to whom
- Foundation is a category 4 Corporation under the oversight of Toronto Conference
- Mission as a congregation?

We need a letter from the Board of Home-Huttonville Pastoral Charge regarding the change in call for Rev. Margaret Roberts.

NEXT MEETING

The next meeting will be January 17, 2012 at 12:00 noon at the South West Presbytery office. Regrets were offered from Sheila Campbell. Bob Bingham is responsible for the opening worship.

Thanks were extended to Deanna Wilson for her leadership. Deanna Wilson thanked everyone for their hard work and dedication.

CLOSING BLESSING

Deanna Wilson led the group in a closing prayer.

TERMINATION

MOTION by Robin Pilkey

that this meeting of the South West Presbytery Pastoral Relations Commission be terminated at 5:00 p.m.

Deanna Wilson
Chairperson

Gail Hamblin
Secretary

*** NOTE – UPCOMING MEETINGS**

February 21, 2012 with Pastoral Oversight - Bob Raymont leads the opening worship

March 20, 2012 – need a volunteer to lead opening worship

April 17, 2012 with Pastoral Oversight – Deanna Wilson leads the opening worship

May 15, 2012 – Robin Pilkey leads the opening worship

June 19, 2012 with Pastoral Oversight – Gail Hamblin leads the opening worship

August 21, 2012

September 18, 2012 with Pastoral Oversight

October 16, 2012

November 20, 2012 with Pastoral Oversight

December 11, 2012