

A meeting of the Pastoral Relations Commission was held via Zoom Conference call on Tuesday, February 11, 2020 at 1:00 p.m.

PRESENT:

Ina Bromley, Ed Gratton, Wayne Harris, Sharon MacDonald, Erin McIntyre, Karen McLean, Janet Nield, Whit Strong (8)

REGRETS: Charlotte Hoy, Linda Suddaby (2)

CALL TO ORDER, OPENING PRAYER:

Chair Wayne called the meeting to order at 1:04 p.m. He thanked everyone for calling in and offered an opening prayer to begin the meeting.

QUICK CHECK-IN:

Members checked in with updates since the last meeting.

ACCEPTANCE OF MINUTES OF JAN. 14, 2020

Motion 19/20-55 (E. McIntyre/S. MacDonald) “that the minutes of the EOORC PR Commission for January 14, 2020 be approved as distributed.” **CARRIED**

CORRESPONDENCE:

A letter requesting permission to retire from the Rev. Shelley Roberts – motion to approve is below.

RESTORATIVE CARE PLAN:

For information

- Bill Checkley (Pakenham PC) is still on restorative care.
- The Rev. Molly Bell (Orleans PC) began a graduated return to work as of December 2, 2019.
- The Rev. Jessica Hetherington (Richmond PC) started back full-time on Jan. 13, 2020.
- The Rev. Stephanie Bates – Cumberland P.C. is on LTD effective Jan. 18, 2020
- Susan DeHaan DLM – Chalk River is on restorative care.

Chair Wayne reported he has prepared a new set of Pastoral relations reports to include ministers on Restorative care and Long-term disability, Covenanting services, Calls and Appointments. This will be updated after every meeting and will be posted on the website (with the exception of Restorative care and LTD for privacy).

PULPIT SUPPLY:

For Information

- Manotick PC – the Rev. Karen Boivin
- Navan-Vars PC – Susan Butler-Jones
- Cumberland PC – the Rev. Boyd Drake

Whit noted both Navan-Vars and Cumberland may decide to do more but, for now, they are content to just have pulpit supply.

SABBATICALS:

1) Teresa Burnett-Cole (Glebe-St. James PC)

Motion 19/20-56 (I. Bromley/E. McIntyre) “that the EOORC PR Commission takes note of the upcoming sabbatical of the Rev. Teresa Burnett-Cole (Glebe-St. James Pastoral Charge) for a period of 4 months from April 13 to September 1, 2020.” **CARRIED**

CHANGE IN PASTORAL RELATIONS:**1) Shelley Roberts**

Motion 19/20-57 (S. MacDonald/E. McIntyre) “that the EOORC PR Commission approves the request of the Rev. Shelley Roberts (Lanark-Balderson Pastoral Charge) to retire as of June 1, 2020.”

CARRIED**LIAISONS and PASTORAL CHARGE SUPERVISORS:****Pastoral Charge Supervisors and Liaisons required:**

- Rideau Park PC – Assessing future needs – Liaison required
- Dominion-Chalmers PC – Profile and Search – Liaison required
- Lanark-Balderson PC – PC Supervisor and Liaison required
- Wesley, Pembroke PC – PC Supervisor and Liaison required

Liaisons:**Lanark-Balderson PC**

Motion 19/20-58 (E. McIntyre/J. Nield) “that the EOORC PR Commission names Sharon MacDonald as Liaison to the Lanark-Balderson Pastoral Charge.”

CARRIED**Supervisors****Lanark-Balderson P.C.**

Motion 19/20-59 (I. Bromley/J. Nield) “that the EOORC PR Commission, in the absence of called/appointed ministry personnel, names Sharon MacDonald EOORC member, as Pastoral Charge Supervisor to the Lanark-Balderson Pastoral Charge effective June 1, 2020.”

CARRIED**APPROVAL OF PROFILES:**

Motion 19/20-60 (E. Gratton/J. Nield) “that the EOORC PR Commission approves the request of Parkdale Pastoral Charge to Categorize the Minister of Youth and Families worker as a Congregational Designated Ministry subject to the removal of the third point under worship i.e. Lead worship services (plan music, reading, sermon) on occasions where the Coordinating Minister and/or Pastoral Care Minister are on leave. (approx. 4 per year), and revise the 20% of time for worship.”

CARRIED**CALLS/APPOINTMENTS:****Kitchissippi PC – appointment**

Motion 19/20-61 (I. Bromley/S. MacDonald) “that the EOORC PR Commission approves the appointment of the Rev. Diane Cardin (R) to the Kitchissippi Pastoral Charge, 20 hours/week as Retired supply with a total annual remuneration of thirty-three thousand eight hundred and forty-five dollars (\$33,845.00), May 12, 2020 to June 20, 2020.”

CARRIED**DECLARATION OF VACANCIES:** None**COVENANTING SERVICES:****Covenanting Services:**

- Ingrid Bennett - Cobden-Queen's Line P.C.
- Steve Moore – Southminster P.C.
- James Murray – Renfrew: Trinity St. Andrew's – April 26, 2020

FOLLOW-UPS FROM LIAISONS AND PC SUPERVISORS:

- Wayne is heading to his second meeting with Central Lanark. They are in search mode now and reported they found the training session on biases very helpful.
- Next Thursday he will travel to Grace U.C. in Gananoque to begin their search.

OTHER BUSINESS:

Supervised Ministry Education Sites (SMEs)

Whit reminded the Commission that SME 208 forms no longer exist. Pastoral Charges must copy p.5 with all questions, complete and return to Pastoral Relations who will then pass on our opinion/recommendation to the Office of Vocation.

The difficulty is that some Pastoral Charges think they would be a good SME site but forget there are serious commitments of support required for this process. With the right kind of support any church – large or small – can be a SME site but everyone may need various levels of support. We need to develop a course for small PCs who think they might want to be a learning site.

Phone Allowance

It was suggested we establish a minimum amount for phone allowance for ministry personnel to maintain some consistency across the Region.

Motion 19/20-62 (E. McIntyre/E. Gratton) “that EOORC PR Commission recommends to the Executive a minimum allowance of One thousand dollars per year (\$1000/yr) for a communications package for all calls and appointments and recommends this amount not be pro-rated.” **CARRIED**

Retired DLMS and DMs – sacramental privileges;

At this point, only retired ordained ministers retain the rights to perform the sacraments after retirement. Diaconal ministers must request this privilege be extended to them after retirement and there is currently no designation of Retired Designated Lay Minister. As we find ourselves needing more and more assistance to officiate at sacraments, it was deemed necessary to revisit this.

Motion 19/20-63 (E. Gratton/S. MacDonald) “that the EOORC PR Commission recommends that the Executive grant sacramental privileges to retired Diaconal and Designated Lay Ministers to be renewed on an annual basis.” **CARRIED**

Letter to Pastoral Charges and Pastoral Charge Supervisors:

This is a reminder to all Pastoral Charges that Pastoral Charge Supervisors must be compensated for their time and involves an hourly rate as well as mileage. Whit will circulate this when it has been completed and reviewed.

LAST WORDS:

A Pastoral Relations workshop for Liaisons has been scheduled for April 18 in Carleton Place in the morning. An M&P workshop will be held on the same date and in the same place in the afternoon. Notices will be posted on the website, Anita will be asked to include it in her weekly newsletter, and Whit will announce it at Glen Cairn on Feb. 22.

NEXT MEETING: Next meeting March 10, 2020 1:00 – 2:30 p.m. via Zoom.

CLOSING: Whit offered a closing prayer. The business of the Commission being completed, Chair Wayne thanked everyone for attending and declared the meeting closed at 2:25 p.m.