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A meeting of the Pastoral Relations (PR) Commission was held via Zoom Conference call on Tuesday, September 16, 2025.

**PRESENT:**

Jim Allen, Elaine Beattie, Teresa Burnett-Cole, Wayne Harris (Chair), Patsy Henry, Karen McLean (Scribe), Blair Paterson, Michelle Robichaud, Don Stiles, Whit Strong (10)

**REGRETS/ABSENT:** Micheline Montreuil, (5)

**GUESTS :** Rev. Victoria Andrews (Incoming Regional Minister for Pastoral Relations) (left 1:13 p.m.)(1)

**CALL TO ORDER, OPENING PRAYER:**

Chair, Wayne Harris, called the meeting to order at 1:00 p.m. Following a quick check-in with members, Jim led us into the meeting with a prayer.

**WELCOME:** Wayne extended a special welcome to the Rev. Victoria Andrews who will replace Whit as the Regional Minister for Pastoral Relations upon his retirement at the end of 2025. They will be overlapping their time throughout the fall to help Victoria familiarize herself with the extensive duties of Pastoral Relations.

**CORRESPONDING MEMBER(S):** None

**INTERIM MOTIONS:** None

**ADDITIONS/CORRECTIONS TO THE AGENDA:**

- Other business – Add Susan Toller
- Wall St. U.C., Brockville
- Spencerville U.C. – SME site
- Calls – Woodroffe U.C.

**ACCEPTANCE OF MINUTES:**

**MOTION 2025-67** (M. Montreuil/J. Allen) “that the minutes of August 19, 2025 be accepted as circulated.” **CARRIED**

**Note:** It was noted that an incorrect end date had been submitted for the end of the Rev. James Baldwin’s appointment at Rideau Park (see Motion 2025-54).

**MOTION 2025-68** (B. Paterson/E. Beattie) “that the end date of the appointment of James Baldwin (OM-R) at Rideau Park Pastoral Charge be amended to March 8, 2025 in the minutes of July 15, 2025 and all subsequent minutes.” **CARRIED**

**CORRESPONDENCE:**

- Publication of Salary in Calls/Appointments (see Discussion of other business)
- Submission by Rideau Park Pastoral Charge (see Discussion of other business)

**REMEMBRANCES:** None

**MEDICAL LEAVE:**

- LTD: Rev. Carolyn Insley (North Gower-Carsonby P.C.) – effective November 7, 2024.

**ACKNOWLEDGED SABBATICALS:**

- Lorrie Lowes (DM), Bells Corners P.C., July 1 – Sept. 30, 2025

**SABBATICALS/COVERAGE:** None

**SUPERVISED MINISTRY EDUCATION (SME) site:**

**Spencerville P.C.**

**MOTION 2025-69** (P. Henry/T. Burnett-Cole) “That the EOORC PR Commission recommends to the Office of Vocation that the Spencerville Pastoral Charge be recognized as a Supervised Ministry Education (SME) site.” **CARRIED**

**CHANGE IN PASTORAL RELATIONS:** None

**PASTORAL CHARGE CONSTITUTIONS:** None

**SHARED MINISTRY AGREEMENTS:** None

**PROFILES:**

**Charge Pastorale Grâce P.C. (Chelsea, QC)**

**MOTION 2025-70** (M. Robichaud/J. Allen) “that the EOORC PR Commission approves the Charge Pastorale Grace Pastoral Charge profile for posting on ChurchHub.” **CARRIED**

**CALLS/(RE)-APPOINTMENTS:**

**Britannia P.C.**

**MOTION 2025-71** (T. Burnett-Cole/D. Stiles) “that the EOORC PR Commission approves the provisional call of Frank Emanuel (Candidate) to the Britannia Pastoral Charge, 40 hours per week as Congregational Minister effective October 14, 2025.” **CARRIED**

**Parkdale P.C.**

**MOTION 2025-72** (D. Stiles/E. Beattie) “that the EOORC PR Commission approves the call of the Rev. Dr. Bob Fillier to the Parkdale Pastoral Charge, 40 hours per week as Congregational Minister effective Dec. 1, 2025.” **CARRIED**

**Woodroffe P.C.**

**MOTION 2025-73** (M. Robichaud/T. Burnett-Cole) “that the EOORC PR Commission approves the call of the Rev. Patricia Power to the Woodroffe Pastoral Charge, 40 hours per week as Congregational Minister effective Jan. 1, 2026.” **CARRIED**

**Athens P.C.**

**MOTION 2025-74** (P. Henry/B. Paterson) “that the EOORC PR Commission approves the

appointment of the Rev. David Steele to the Athens Pastoral Charge, 26 hours per week as Congregational Minister effective September 1, 2025 to August 31, 2026.” **CARRIED**

**Rothwell P.C.**

**MOTION 2025-75** (T. Burnett-Cole/P. Henry) “that the EOORC PR Commission approves the appointment of Joëlle Morgan (Candidate-SME) to the Rothwell Pastoral Charge, 40 hours per week as Congregational Minister effective October 1, 2025 to September 30, 2026.”

**CARRIED**

**Carleton Place: Zion-Memorial P.C.**

**MOTION 2025-76** (M. Robichaud/J. Allen) “that the EOORC PR Commission approves the appointment of Ken Gitiye Kiambarua (OM-Admissions) to the Carleton Place: Zion-Memorial Pastoral Charge, 40 hours per week as Congregational Minister effective January 02, 2026 to January 03, 2028.”

**CARRIED**

**Rideau Park P.C.**

**MOTION 2025-77** (B. Paterson/J. Allen) “that the EOORC PR Commission approves the re-appointment of Jim Baldwin (OM-R) to the Rideau Park Pastoral Charge, 40 hours per week as Congregational Minister effective September 8, 2025 to March 8, 2026.”

**CARRIED**

**CHANGE OF TERMS:** None

**SACRAMENTS/ELDERS:****Knox P.C. (Nepean)**

**MOTION 2025-78** (M. Robichaud/E. Beattie) “that the EOORC PR Commission grants permission to Susan Hutton (DLM) to perform the Sacraments, effective Nov. 9, 2025, for the duration of her appointment to the Knox Pastoral Charge.”

**CARRIED**

**Rothwell P.C.**

**MOTION 2025-79** (D. Stiles/M. Robichaud) “that the EOORC PR Commission grants permission to Joëlle Morgan (Candidate-SME) to perform the Sacraments, effective Oct. 1, 2025, for the duration of her appointment to the Rothwell Pastoral Charge.”

**CARRIED**

**CONGREGATIONAL DESIGNATED MINISTER (CDM):** None

**PASTORAL CHARGE SUPERVISORS:**

PCSs needed for Glasgow-Castleford.

**LIAISONS**

Liaisons are needed for Grace-St. Andrews (Arnprior)

**Pastoral Charges not searching: (27)**

Addison	Augusta	Aylmer-Eardley
Bathurst	Cardinal	Centenary
Central Lanark	Clyde Forks-Tatlock	Delta-Toledo
Easton's Corners	Elgin-Portland	Glasgow-Castleford
Golden Lake	Greenwood	Harrowsmith-Verona
Lower Gatineau Valley	Lyn: Christ	Mallorytown
Metcalfe	Pittston	Rideau
South Mountain-Hallville	St. John's (Brockville)	Templeton
Vernon	Westmeath	

**FOLLOW-UPS FROM LIAISONS AND PCSs:** No reports

**OTHER BUSINESS:**

**1. Rideau Park P.C.**

There appears to be some confusion over what the congregation wants and how they should move forward in order for it to happen. It was agreed that Whit should send an email providing a suggested time-line and also contact the current appointee to try to determine how he might fit into the process.

**2. Wall St. P.C.**

Their minister the Rev. Dr. Kim Heath has just been elected Moderator. There is now concern over what that really means for Wall St. and how they move on in ministry at this time. Whit will arrange to have a conversation to clarify options they may wish to consider.

**3. Susan Toller – Chelsea P.C.**

Susan has applied to Grâce, Chelsea which is her home church. How does this impact her as well as other applicants? Others have made it work. The pastoral charge should be encouraged to consider all applicants equally.

**4. Publication of Salary in Calls/Appointments**

There has been some feedback regarding the decision to no longer publish salaries and other financial information in the PRC minutes.

**Please note:**

If community of faith or pastoral relations meeting minutes that pertain to a call/appointment are posted online without password protection they should only include the following details to limit disclosure of personal information as per the Policy, privacy law and The Manual:

- a. name of minister being called/appointed
- b. their minister type (e.g. diaconal minister or candidate)
- c. the start date of the pastoral relationship (and end date for an appointment)
- d. fulltime or hours/week if part-time

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**5. New commission members**

Whit noted we have an abundance of ordered ministry personnel on the Commission. We need lay members to balance the team.

**6. Covenanting Service for Susan Hutton**

Sue's Covenanting service will be held at Knox United Church (Nepean), on Sunday, November 09, 2025 at 1:00 pm.

**7. Dates for October and November meetings**

We usually meet on the third Tuesday of the month. Please note the upcoming changes – October 28 and Nov. 25. Both meetings will be held via Zoom and will begin at 1:00 p.m.

**LAST WORD:**

Next meeting – **Tuesday, October 28, 2025** 1:00-3:00 p.m. via Zoom.

<https://united-church.zoom.us/j/83941506797>

**Meeting ID: 839 4150 6797**  
**1 855 703 8985 Canada Toll-free**

**CLOSING:** Don led us in a closing prayer. The business listed on the agenda being completed, Wayne declared the meeting closed at 2:28 p.m.