

**AGASSIZ PRESBYTERY  
TRINITY UNITED CHURCH  
Portage la Prairie  
April 28, 2017**

<b>PRESENT:</b>	<b>Clergy Lay</b>	<b>Lay Representatives</b>
Altona		
Belmont		
Carberry	Peggy Reid	
Cartwright		Richard Hainer
Circle Marsh	Wendy Denbow	Ann Craik
Crossroads	Harold Kenyon	Betty Park
	Karen Tjaden	Lloyd Baker
Gladstone	Lynne Sanderson	Pat Weber
Glenboro		Grace Olsen
Graysville	Don Schau	Allison Abbott-Wiebe
Holland		Carol Kilfoyle
		Joyce Elder8
Kelwood		
MacGregor	Sarah Bruer	Nancy Nelson
Manitou/Lariviere		Judy Bradley
McCreary		Elaine Benson (morning)
		Norma Windle (morning)
Meridan		Diane Trudeau
Miami		Barb Orchard
Morris		Larry McCrady
Neepawa	Kristin Woodburke	Susan Phillips (morning)
Oakville	Shirley McLaren (morning)	
Pembina Parish		Sharon Deceuninck
Portage - McKenzie		Wilma Shirriff (morning)
		Bonnie McRae (afternoon)*
Portage - Trinity	Julie Baker	Lesia Case
	Beth Kerr	Charlotte Jones
Prairie Vision		Marion Reykdal (morning)
		Lillian Cameron (morning)
Rock Lake	Emily Lovell	Linda Sharpe
		Neita Avery
		Cheryl McKitrick
Roland	Ken Thomas (morning)	Beth Bartley
		Ila Swain
Rossendale	Wilma Shirriff (morning)	
Treherne/Rathwell	Chuck Ross (morning)	
Valley		Cheryl Weichen
U.C.W.		Claire Ommerli
YAAAY		Erica Wiebe

Members at Large: Lois Creith, Brenda Brand, Laurel Buschau, Mary Kalberg, Carol Zacharias

Retired/Retained: Heather Lea, Leith Saunders (morning), Wayne Sanderson, Margaret Scott

Guests: Joan Jarvis, Kathryn Hofley, Ray Ommerli,

**Regrets:** Alan Armstrong, Katherine Anderson, Linda Steinert, Gloria Mott, Dianne Sloane, Suzanna Bates, Bob & Myrna Stark, Brenda Gibson, John Lea, Rowena Powell,

The meeting convened at 9:00 and a quorum was noted.

**WORSHIP:**

Worship was led by Joan Jarvis

**OPENING:**

Chair, Lynne Sanderson, opened the meeting saying: "In the name of Jesus Christ, the only head of the church and by the power vested in me by Agassiz Presbytery I declare at pm this meeting of Agassiz Presbytery open for worship, study, companionship and such business as shall properly come before it.

Lynne welcomed everyone and two new members were introduced - Allison Abbott-Wiebe from Graysville, Nancy Nelson who is representing MacGregor for this meeting and Cheryl McKetrick from Rock Lake.

**MOTION 973:** K.Tjaden/B.Kerr that all visitors at this meeting be made corresponding members.

**CARRIED**

**MINUTES:**

**MOTION # 974:** C.Ommerli/L/Baker that the minutes of the meeting held February 11, pages 649 to pages 657 be approved and that the minutes of the presbytery executive meeting held January 24, pages 644 to 648, and the minutes of the presbytery executive conference call held March 7, pages 658 to 659, be received for information. **CARRIED**

**CORRESPONDENCE:**

- List of correspondence received from January 23 to March 31, 2017 was circulated to all executive members prior to the executive meeting.
- Received by mail a letter of thanks from Cheryl Curtis, Manager, M & S Givings at G.C.O. enclosing a certificate indicating that Agassiz Presbytery donated \$301,510. to M & S. Fund in 2016
- Email from Suzanna Bates with regrets for not being able to attend this meeting as she is moving to a pastoral charge in Victoria, B.C. Suzanna also expressed thanks and appreciation for her time in Agassiz Presbytery.

## **ANNOUNCEMENTS**

The following announcements were made:

- Lynne Sanderson said that Len Eckstrand, a former member of Agassiz Presbytery and a member of Gladstone U.C., had passed away and that his funeral would be held Monday, May 1 (an email was later sent out saying that Len's funeral service had to be postponed and we would be informed of the date.)
- Peggy Reid announced that a musical evening would be held in Glenboro on May 6 at 7:30
- We were reminded that we need 9 table hosts for the conference meeting. We have 4 and 5 more are needed. Please sign up on the sheet provided
- Heather Lea said that annual reports were on display

## **GC42 REMIT - ONE ORDER OF MINISTRY**

There was some time in table groups followed by some further brief discussion and then the vote was taken by ballot. **REMIT # 6 WAS DEFEATED.** The secretary will send the form to the General Council Office.

**MOTION # 975:** I.Swain/B.Park that the ballots be destroyed. **CARRIED**

## **YAA Y REPORT**

Erica Wiebe presented the following report:

The Young Adults and Youth (YAA Y) Committee has been busy since the last meeting of Agassiz Presbytery. ZEEBU was held in Neepawa in February with approximately 30 youth in attendance. The theme was 'Faith in Film' and during the weekend the youth explored biblical themes in popular movies like, 'Frozen', and the 'The Lion King'.

The Conference of MNWO is welcoming two Explorers this summer. The young adults will be placed in two pastoral charges in the Conference and will "explore" their faith with assistance from the resident ministry personnel.

The YAA Y Committee welcomed Twila MacNair as the new YAA Y Program Coordinator. She has been very helpful in keeping the committee on track with the projects that it is currently involved in. She also offers a plethora of knowledge from her own time as a participant at youth events.

The YAA Y Committee realizes that the number of youth that attend the two annual Conference retreats (ALF and ZEEBU) is dwindling. One of the ways that the YAA Y Committee is hoping to once again grow those numbers is by enabling the youth of the Presbyteries to experience youth retreats at a younger age, on a smaller scale, and closer to home. For that reason, the YAA Y Representatives from each Presbytery will be facilitating shortened youth retreat experiences that coincide with their Presbytery meetings. In this Presbytery, the youth event will coincide with the fall meeting at Rock Lake United Church Camp. The youth programming will consist of times of music, worship, and theme related discussion about Creation, how we live in it, and how we protect it. The youth will also

be able to sit in the court and see how the church outside of their congregation works and how it is all truly interconnected. It is the hope of the YAAY Committee that these smaller youth event experiences will encourage youth to attend the larger Conference events.

Coming up, the YAAY Committee will be continuing work on Conference youth programming for TACs and YATCOMANOs, ALF 2017, and Presbytery youth events.

This report was received for information

## **STEWARDSHIP AND NARRATIVE BUDGETS**

Kathryn Hofley spoke about the 2017 Stewardship Toolkit "We Sing Thanksgiving". This resource has been mailed to all pastoral charges. It can be downloaded from <http://www.stewardshiptoolkit.ca/> and contains a great many ideas that can be used or adapted by almost any congregation.

She also spoke about narrative budgets, not to replace but to enhance line budgets.

## **CONFERENCE STAFF REPORT**

In her staff report, Joan Jarvis offered information on various topics as well as events that are happening in the Conference. Some of the items she spoke about were:

- Reminder to register for Conference Annual Meeting and workshops
- Fall event – “From Occupation to Justice in Palestine Israel – Mobilizing our Churches and Communities for Action.” September 8-10 at St. Benedict’s Retreat Centre, Winnipeg – Registration forms will be available soon.
- Feast for Friends – October 21, Sandy Saulteaux Spiritual Centre – Registration forms will be available soon.
- Reminder it is time to complete forms in order to renew sacraments elders for 2017-2018
- Extreme Hunger Appeal – The United Church of Canada has launched this appeal as the humanitarian crisis in Kenya, Nigeria, Somalia, South Sudan and Yemen reaches grave levels. Starvation and extreme hunger are rapidly reaching a scale the world has not seen before. To donate <http://united-church.ca> - Put “Extreme Hunger Appeal” in search and information will come up.

This report was received for information.

## **CONFERENCE EXECUTIVE REPORT:**

Peggy Reid took the chair so that Lynne Sanderson could presented her report:

- Information is on the Conference website regarding "Courage to Lead for Young Clergy and Community Innovators"
- Cambrian Presbytery is organizing a Licensed Lay Worship Leaders Course. Introductory session is October 11. There are various modules for this on-line at <https://www.united-in-learning.com/index.php/llwl-online-training-program>

This report was received for information.

## **EQUITY AND DIVERSITY:**

Kristin Woodburke told us of the action plan for this new committee and this report was received for information.

## **UPDATE ON REFUGEES**

Joan Jarvis gave us an update of the refugees seeking sanctuary in Manitoba. She emphasized that the many crossings we hear about are irregular not illegal crossings.

Peggy Reid, Beth Kerr and Lloyd Baker told us of their experiences of welcoming refugees to their communities.

UCW - No Report

## **PASTORAL OVERSIGHT**

Heather Lea presented the following Pastoral Oversight Report:

Oversight Committee not only reads pastoral charge annual reports but then must make a report to Presbytery. Committee members were impressed with the general high quality of this year's reports and encouraged Presbyters to browse the display of over 20 reports, with highlights and outstanding features noted for each.

We often hear about churches in a deficit position, but a significant number in our Presbytery report ending the year with a surplus. Let's celebrate that good news. Some congregations also report significant long-term investments, many held in GIC's. Congregations are encouraged to consider other low-risk, higher-return options such as the Fiera Fund in the United Church Foundation.

But there are bigger, better reasons to celebrate – the congregations in our presbytery are active, busy, caring, creative, generous; sometimes the faithful are also tired, stretched thin, disappointed. But they keep on caring faithfully in their communities.

What significance is there to the order of reports in the booklet? There are two common patterns – financial reports appear early, or they bring up the rear. Does that indicate congregational priorities or is it just the way it's always been done. What do you put first, and why?

A growing number of reports included short narrative summaries about financial matters. We expect local members found those helpful, as did Oversight members.

Lots of reports have pictures, some with people. Consider adding the names of people, even if it is only inserted into the copy you keep for the permanent record.

Financial Spreadsheets: When there is capital expense it is good to note it as such in your report, since capital costs can be excluded from the figure used to calculate Presbytery assessments (line 40). Money transferred from savings accounts to the operating account shouldn't be treated as if it were income. Find some other way to report those back and forth transactions.

In a significant number of reports there was no mention of financial records being reviewed by a person qualified to do so. If your financial records are reviewed, please report name of reviewer and date of review. If the financial books aren't being reviewed, please start!

Mission Statements and Presbytery reports appear often, and several congregations are involved in refugee sponsorship projects.

We appreciate it when multi-point pastoral charges put all their reports together in one booklet. Sharing the reports that way indicates mutual accountability and openness among the congregations.

In addition to the above annual review, Heather reported that regular triennial oversight visits are underway and asked that visits be completed and reports submitted before the first of September.

Several congregations are reviewing their governance practices. There is a helpful handbook available from [www.united-church.ca](http://www.united-church.ca). Scroll to bottom of the screen, click on "Handbooks and Guidelines;" scroll down to "Congregational Life and Committees," then look for Models of Board Governance. Along the way, you might come across other useful handbooks!

Most pastoral charges in Agassiz have voted on remits #1, 2, 3 & 4 but the April 21<sup>st</sup> report from General Council indicates not all results have been received at the General Council Office. Oversight Committee is doing some follow up with Alison Jordan, [ajordan@united-church.ca](mailto:ajordan@united-church.ca) who is the person to whom pastoral charges may also make inquires if they have any reason to be concerned.

This report was received for information.

**EDUCATION AND STUDENTS:** No Report

### **TREASURER'S REPORT**

Lloyd Baker presented the following financial reports:

- Profit & Loss - 1 January through 28 April 2017
- Balance Sheet - as of 28 April 2017
- Presbytery Allocations - 2017
- 2017 Budget
- Balance Sheet for the Jubilee Fund - as of 28 April 2017

These financial reports were received for information.

### **NOMINATIONS**

**MOTION # 976:** P.Reid/J.Baker that Agassiz Presbytery approve the appointment of Ila Swain as one of our representatives to the Settlement Commission. **CARRIED**

Ila Swain has resigned her position on the Life Committee.

This report was received for information.

## **PASTORAL RELATIONS**

Julie Baker gave a report which was received for information.

## **ROCK LAKE UNITED CHURCH CAMP REPORT**

Judy Bradley and Neita Avery presented the following report:

We have one staff position to fill, that of the Waterfront Director. No applications for counsellors have been received to date. **Please encourage your teens to apply as early as possible if they are planning to do so.**

Fundraising:

- The quilt auction proceeds were approximately \$14,000 with a few bills left to pay. Home Town Green Team support has been cut in half with funds for one wage instead of the usual two. The Morden Thrift Store grant (\$6,000) is half of what we have received in the past two years. We have received \$300 from the Glenboro Foundation. The United Church of Canada's Gifts with Vision has forwarded \$2,594 and there may be more to come.
- The Kitchen Project has raised \$1290. A Kitchen Aid mixer and shredder/slicer attachment, a microwave, and a can opener have been purchased from this fund.
- The kitchen south side roof shingling has been completed this spring with shingles purchased from a 2016 grant.

We are so grateful to all who put so much time and talent into making all the beautiful quilts and crafts and all others who donated in any way and to those who supported so generously at the auction. Thank you all for your support.

This report was received for information.

## **PROPERTY: No Report**

**MUSIC UNITED** - No Report

## **LIFE**

Brenda Brand thanked Trinity United Church for hosting this Presbytery meeting.

We closed the meeting with singing Sent Out in Jesus Name

**MOTION # 977:** W.Sanderson/R.Hainer that the meeting be adjourned at 3:45. **CARRIED**

**Attached is the Report from the Settlement Commission of a meeting that was held April 11, 2017.**

**Next meeting of Agassiz Presbytery Executive will be held on Tuesday, June 20, 2017 in Trinity United Church, Portage la Prairie commencing at 1:00 p.m.**

**Next meeting of Agassiz Presbytery will be held on May 26, 2017 at 1:15 p.m. during the Conference meeting.**

Chair: Lynne Sanderson\_\_\_\_\_

Secretary: Claire Ommerli\_\_\_\_\_

**Agassiz Presbytery Report from the Settlement Commission of the Conference of Manitoba and Northwestern Ontario  
for April 11, 2017**

**TO:** Claire Ommerli, Secretary of Agassiz Presbytery

**CC:** Julie Baker, Pastoral Relations Convener of Agassiz Presbytery; Cathie Waldie and Laurel Buschau, Settlement Commission Representatives for Agassiz Presbytery; Heather Robbins, Chair of the Settlement Commission; Judy Hare, Conference Personnel Minister; Cherry Abad, Conference Administrative Assistant

**FROM:** Elsie Douglas, Secretary of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario

Please attach this report to your circulated minutes as an appendix.

**The new pastoral relations process -Ministry Profile and Search (MPS) - became effective in January. By including all the matters requiring action in omnibus motions, whenever possible, the Settlement Commission is attempting to make our meetings more efficient.**

At the meeting of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario on April 11, 2017, the following omnibus motion was approved:

**Motion # 2016/2017 # 97 (A-S)**

**Moved: Cathie Waldie**

**Seconded: Rob Smith**

That the Settlement Commission of the Conference of Manitoba & Northwestern Ontario approves the following actions:

**A. Minutes of the Settlement Commission - March 14, 2017**

That the minutes of the meeting of the Settlement Commission of the Conference of MNWO on March 14, 2017 be approved as circulated.

**B. Minutes of the Special Meeting of Settlement Commission – March 28, 2017**

That the minutes of the special meeting of the Settlement Commission on Tuesday, March 28, 2017 be approved as circulated.

**C. Minutes of the Ministry Profile Review Group - March 28, 2017**

That the minutes of the conference call meeting of Ministry Profile Review Group on March 28, 2017 be received for information.

**D. Call for Cole Grambo - Selkirk United Church**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) and the Conference of Manitoba and Northwestern Ontario Appendix to Form PR 450 (including a current Police Records Check), that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Selkirk Presbytery, approves the **CALL** of **COLE GRAMBO** (Ordained Minister) to **Selkirk United Church** at full-time, effective July 01, 2017, with the following terms:

1. Salary at Category F – COL 3 +5% for Order of Ministry at full-time \$62,256.00 (\$59,291.00 + \$2,965.00) per year
2. Basic telephone for home (*excluding personal long distance*) \$600.00 per year (\$50.00 per month)
3. Continuing Education and Learning \$1,374.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (*based on reasonable estimates*)
8. Adequate secretarial assistance defined as 35 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel) as well as receipted parking costs while on pastoral charge work
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through The Pastoral Charge Payroll Service (ADP) J01C

#### **E. Transfer of Cole Grambo from Winnipeg Presbytery to Selkirk Presbytery**

On behalf of Winnipeg and Selkirk Presbyteries, the Settlement Commission of the Conference of Manitoba and Northwestern Ontario approves the **TRANSFER of COLE GRAMBO (Ordained Minister) from Winnipeg Presbytery, Conference of Manitoba and Northwestern Ontario to Selkirk Presbytery, Conference of Manitoba and Northwestern Ontario, effective July 01, 2017.**

#### **F. Disbanding of Search Committee in Selkirk**

On behalf of Selkirk Presbytery, the Settlement Commission of the Conference of Manitoba and Northwestern Ontario **disbands the Search Committee at Selkirk United Church**, with thanks, effective after the Covenanting Service to celebrate the pastoral relationship with Cole Grambo.

#### **G. Transfer of Suzanna Bates from Agassiz Presbytery to Victoria Presbytery, British Columbia Conference**

Having received Form PR 451 TR (Record of Transfer) from British Columbia Conference, the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Agassiz Presbytery of the Conference of Manitoba and Northwestern Ontario, approves the **TRANSFER of SUZANNA BATES (Ordained Minister) from Agassiz Presbytery, Conference of Manitoba and Northwestern Ontario to Victoria Presbytery, British Columbia Conference, effective June 1, 2017.**

*(Suzanna has accepted a Call to St. Paul's United Church, Sidney, B.C.)*

#### **H. Renewal of Appointment of Maureen McCartney - Oakbank United Church**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment), that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Selkirk Presbytery, approves the **RENEWAL of the APPOINTMENT of MAUREEN MCCARTNEY (Designated Lay Minister- Retired) to Oakbank United Church** at halftime (20 hours per week), effective July 01, 2017 to June 30, 2018 with the following terms:

1. Salary at Category C – COL 3 for Designated lay Minister at .5 time \$ 26,611.00 per year
2. Basic telephone for home (*excluding personal long distance*) \$480.00 per year (\$ 40.00 per month)
3. Continuing Education and Learning \$ 687.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (*based on reasonable estimates*)
8. Adequate secretarial assistance defined as 3 days per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel) as well as receipted parking costs while on pastoral charge work
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through The Pastoral Charge Payroll Service (ADP) J01A

#### **I. Renewal of Appointment of Maureen McCartney - Oakbank United Church**

Having received completed form PR 450 (Covenant for Call, Settlement, or Appointment), that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Selkirk Presbytery, approves the **RENEWAL of the APPOINTMENT of MAUREEN MCCARTNEY (Designated Lay Minister- Retired) to Oakbank United Church** halftime (20 hours per week), effective July 01, 2017 to December 31, 2017 to allow time for completion of Ministry Profile process with the following terms:

1. Salary at Category C – COL 3 for Designated Lay Minister at .5 time \$26,611.00 per year
- [2. Basic telephone for home (*excluding personal long distance*) \$480.00 per year (\$ 40.00 per month) *These figures need to appear in only one of the appointments for Maureen McCartney.*]
3. Continuing Education and Learning \$ 687.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.

5. No less than three consecutive months of sabbatical 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 (*based on reasonable estimates*)
8. Adequate secretarial assistance defined as 3 days per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel) as well as receipted parking costs while on pastoral charge work
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through The Pastoral Charge Payroll Service (ADP) J01A

#### **J. Appointment of Karen Toole to Birds Hill Pastoral Charge**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Selkirk Presbytery, approves the **RENEWAL** of the **APPOINTMENT** of **KAREN E. TOOLE** (Retired Ordained Minister) to **Birds Hill United Church** at 8 hours per week, effective September 01, 2017 to June 30, 2018, with the following terms:

1. Salary at Category F– COL 3 for Retired Ordained Minister at 8 hours per week \$988.18 per month
2. Basic telephone for home (*excluding personal long distance*) \$ 60 per month
3. Continuing Education and Learning \$ 27.48 per month
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (*based on reasonable estimates*) N/A
8. Adequate secretarial assistance defined as Volunteer
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed. Not Applicable

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) J01D

#### **K. Renewal of Appointment for Jonelle McLellan at Northminster (Flin Flon )**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Northland Presbytery, approves the **APPOINTMENT** of **JONELLE McLELLAN** (Retired Ordained Minister) to **Northminster United Church (Flin Flon)**, at halftime (20 hours per week), effective JULY 01, 2017 to June 30, 2018, with the following terms:

1. Salary at Category C – COL 1 for Retired Ordained Minister at halftime \$ 24,400.50 per year (\$ 2,033.375 per month)
2. Basic telephone for home (excluding personal long distance) \$420.00 per year (\$35.00 per month)
3. Continuing Education and Learning \$ 1,374.00 per year (\$114.50 per month)
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (based on reasonable estimates)
8. Adequate secretarial assistance defined as 15 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed. Not Applicable

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) W0X5

11. Additional Term - In accordance with attached Schedule of agreed upon work times reflecting fulltime (40 hours per week) when working in specified months (August, September, November, December, March, April) and off completely in the remaining months.

#### **L. Transfer of Hewitt Holmes from Cambrian Presbytery to Living Waters Presbytery, Toronto Conference**

Having received Form PR 451 TR (Record of Transfer) from Toronto Conference, the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Cambrian Presbytery, Conference of Manitoba and

Northwestern Ontario, approves the **TRANSFER of HEWITT HOLMES** (Ordained Minister) **from Cambrian Presbytery, Conference of Manitoba and Northwestern Ontario to Living Waters Presbytery, Toronto Conference** , effective May 01, 2017.

*(Hewitt has accepted a Call at Collier Street United Church in Barrie, Ontario.)*

**M. Renewal of Appointment for Robert Campbell at McClure United Church (Winnipeg)**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Winnipeg Presbytery, approves the **RENEWAL of the APPOINTMENT of ROBERT CAMPBELL** (Retired Ordained Minister) to **McClure United Church (Winnipeg)**, at halftime (20 hours per week), effective JULY 01, 2017 to June 30, 2018, with the following terms:

1. Salary at Category F – COL 3 Order of Ministry at .5 time \$ 29,645.50 per year
2. Basic telephone for home (excluding personal long distance) \$480.00 per year (\$35.00 per month)
3. Continuing Education and Learning \$ 687.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (based on reasonable estimates) Not applicable
8. Adequate secretarial assistance defined as 12 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed. Not Applicable

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) W0X8

**N. Renewal of Appointment of Patrick Woodbeck to Windsor Park United Church**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment), updated financial information and current position description, that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Winnipeg Presbytery, approves the **RENEWAL of the APPOINTMENT of PATRICK WOODBECK** (Candidate – Supervised Ministry Education placement), to **Windsor Park United Church**, conditional upon Winnipeg Presbytery's confirmation of continuance of Candidacy Status, at fulltime (40 hours per week), effective July 01, 2017 to June 30, 2018, with the following terms:

1. Salary at Category F– COL 3 for Student Step 2 COL 3+ 6.17 % \$52,750.00 (\$49,685.00 + \$ 3,065.00) per year
2. Basic telephone for home (excluding personal long distance) \$ 480.00 per year
3. Continuing Education and Learning \$1,570.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (based on reasonable estimates) Not applicable
8. Adequate secretarial assistance defined as Office Administrator 30 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) W0U8

**O. Renewal of Appointment for Elgin Hall at Cadurcis Community United Church**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Assiniboine Presbytery, approves the **RENEWAL of the APPOINTMENT of ELGIN HALL** (Designated Lay Minister- Retired) to **Cadurcis Community United Church**, at 15 hours per week, effective JULY 01, 2017 to June 30, 2018, with the following terms:

1. Salary at Category F – COL 2 for Designated Lay Minister at 15 hours per week \$20,506.88 per year
2. Basic telephone for home (excluding personal long distance) \$420.00 per year (\$35.00 per month)
3. Continuing Education and Learning \$515.25 per year (\$42.94 per month)
4. Three weeks of study leave within each pastoral year, including Sundays.

5. No less than three consecutive months of sabbatical 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 (based on reasonable estimates) Not applicable
8. Adequate secretarial assistance defined as Volunteer
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed. Not Applicable

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) J1WF

**P. Renewal of Appointment for Emily Lovell at Rock Lake Pastoral Charge**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment), that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Agassiz Presbytery, approves the **RENEWAL of the APPOINTMENT of EMILY LOVELL** (Designated Lay Minister) to **Rock Lake Pastoral Charge**, at fulltime (40 hours per week), effective July 01, 2017 to June 30, 2018, with the following terms:

1. Salary at Category F – COL 2 for Designated Lay Minister \$ 54,685.00 per year
2. Basic telephone for home (*excluding personal long distance*) \$ 480.00
3. Continuing Education and Learning \$ 1,500.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (*based on reasonable estimates*) Not Applicable
8. Adequate secretarial assistance defined as 10-12 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) W0YY

**Q. Change in Terms of Call for David Howell at Russell Silverton Pastoral Charge**

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment), the Ministry Profile Committee Report (Joint Needs Assessment completed in 2016 plus revised position description reflecting the reduction in ministry time from fulltime to 46/52 time to accommodate Summer Military Chaplaincy work by the Minister, and budgets reflecting the requested financial shift), that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Assiniboine Presbytery, approves:

- i. the **REDUCTION IN MINISTRY TIME on the Russell Silverton Pastoral Charge** from fulltime to 46/52, effective July 15, 2017
- ii. the **CHANGE IN TERMS of CALL for DAVID HOWELL** ( Ordained Minister) on the **Russell-Silverton Pastoral Charge**, effective July 15, 2017 from full-time to 46/52 time with the following terms:

1. Salary at Category E with manse at 46/52 time \$ 37,254.69 per year
2. Basic telephone for home (*excluding personal long distance*) \$ 936.00 per year
3. Continuing Education and Learning \$ 1,374.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays.
5. No less than three consecutive months of sabbatical 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 (*based on reasonable estimates*) Not applicable
8. Adequate secretarial assistance defined as Office Administrator 19.5 hours per week
9. Travel expenses reimbursement (based on current Minimum Salaries for Ministry Personnel)
10. Pension and other benefits as assessed.

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) W0UJ

**R. Transfer of Allan Gairns from Assiniboine Presbytery to Twin Valley Presbytery, Saskatchewan Conference**

In anticipation of receipt of Form PR 451 TR (Record of Transfer) from Saskatchewan Conference, the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Assiniboine Presbytery, approves the

**TRANSFER of ALLAN GAIRNS (Diaconal Minister) from Assiniboine Presbytery, Conference of Manitoba and Northwestern Ontario to Twin Valley Presbytery, Saskatchewan Conference, effective immediately.**  
*(Allan accepted a Call to Prairie Points Pastoral Charge, effective January 1, 2017.)*

**S. Appointment of Settlement Commission liaisons to Ministry Profile processes**

Having received forms **MNWO 403 A: Presbytery Request to Initiate Ministry Profile Process**, that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario appoint the following persons as **Settlement Commission representatives to resource the Ministry Profile Committees** in the following locations:

Thunder Bay - Current River United Church **Robert Smith**

Birtle- Miniota Pastoral Charge **David Howell**

Beausejour Pastoral Charge **Roberta (Bobbie) Tucker**

Valley Pastoral Charge **Laurel Buschau (training only)**

**CARRIED**

Settlement Commission liaisons previously appointed to Pastoral Relations processes in Agassiz Presbytery:

Meridian – Laurel Buschau

Cartwright – Harold Kenyon

Miami – Cathie Waldie

Pembina Parish – Harold Kenyon

**The next meeting of the Settlement Commission (Ministry Profile resourcing and Search matters – motions related to calls, appointments, and transfers) will be on May 2, 2017. (Deadline for paperwork noon Friday, April 28.)**

**The next meeting of the Settlement Commission (Ministry Profile Review Group / declaration of vacancies) will be on Tuesday, April 25, 2017. (Deadline for paperwork noon Friday, April 21.)**

Correction to April 28 minutes to be included in next Executive minutes and next Presbytery minutes:  
Under the remit, it is not correct that there were no questions. We do not need to detail them. I would just say there was some time in table groups fooled by some further brief discussion and then the vote was taken by ballot.