

AGASSIZ PRESBYTERY EXECUTIVE MEETING MINUTES
January 16, 2018
Trinity United Church, Portage la Prairie, Manitoba

Attendance

Chair	Sarah Bruer
Chair Elect	
Past Chair	
Conference Minister	Joan Jarvis
Education & Students	
Equity & Diversity	
Life Committee	Sandra Rex
Music United	Carol Zacharias
Nominations	
Pastoral Relations	Julie Baker
Pastoral Oversight	Heather Lea
Property	
Stewardship & Mission	
Treasurer	Lloyd Baker
Secretary & UCW North	Claire Ommerli
Member at Large	

Regrets: Lynne Sanderson, Margaret Scott, Kristin Woodburke, Chuck Ross, Marian Reykdahl

Call to Order: 1:05 pm - meeting was constituted and quorum was noted.

Community Building and Opening Thoughts

We were asked to name our favourite Olympic sport and why. We then heard two readings showing a spirit of Olympic cooperation, the first during Special Olympics, the second about the first Olympic athlete to receive the Pierre de Coubertin Medal. The final reading was Romans 12: 3-8.

Acknowledgements:

Chair, Sarah Bruer, opened the meeting with prayer and acknowledging that we are followers of Jesus, the only head of the Church.

Also acknowledging that we are meeting on treaty one land; Agassiz Presbytery churches reside on treaty one and two land, which is also home to the Dakota Tipi and Dakota Plains First Nations which are not party to the numbered treaties but are recognized as having use of this land, also the land of the Metis People and that we are an Affirming ministry.

Approval of Agenda:

MOTION # 1027: H.Lea/J.Baker that the agenda be approved with the addition of a report from the Chair of Education & Students.

CARRIED

Receiving and Approval of Minutes:

MOTION # 1028: C.Ommerli/L.Baker that the minutes of the Agassiz Presbytery Executive meeting held on September 11, 2017, be approved. **CARRIED**

MOTION # 1029: H.Lea/C.Zacharis that the minutes of the Presbytery meeting held November 18, 2017 be received for information. **CARRIED**

Correspondence:

List of correspondence received from September 9, 2017 to January 12, 2018 was circulated to all executive members prior to the meeting. There was discussion about correspondence related to the sale of the Miami manse. This was referred to Heather Lea and Sarah Bruer for follow-up.

Our Life and Work Together

Altona United Church

There is request from Altona United Church asking for help and a better understanding of roles of committees and particularly that of the Trustees. After some discussion this was referred to Pastoral Oversight for appropriate follow-up.

Rock Lake Pastoral Charge

Having received a request from the Trustees of Rock Lake Pastoral Charge for consent to list the Rock Lake Pastoral Charge Manse for sale

MOTION # 1030: J.Baker/H.Lea that Agassiz Presbytery executive approve the request to list for sale certain Real Property, known as Rock Lake Pastoral Charge Manse, the legal description of which is lot fifteen (15) and the most North Westerly one half in width of Lot Fourteen (14), in block, twenty-three (23) as shown on a Plan of Survey at a part of the Village of Crystal City, in the Municipality of Louise, in the Province of Manitoba, registered in the Morden Land Titles Office as No. 59, and the municipal address of which is 35 Rupert Avenue East, Crystal City, Manitoba. **CARRIED**

Rock Lake Camp Task Group

It was reported that this Task Group has not met as yet with the Rock Lake Board but the Annual Meeting is to held January 17. The Task Group will present a report at the next Presbytery meeting to be held February 10.

Commissioners to General Council

MOTION # 1031: L.Baker/H.Lea that the executive recommends to the February Presbytery meeting that Ila Swain be nominated as a Lay Commissioner to General Council with Pat Weber as the first alternate delegate and Susan Phillips as a second alternate delegate. **CARRIED**

Emails will be sent to Ila Swain, Pat Weber, Susan Phillips, and their nominators, John Lea and Kristin Woodburke.

Pastoral Relations

MOTION # 1032: J.Baker/H.Lea that we approve, with gratitude and regret, the request of Emily Lovell for a change in pastoral relations effective June 30, 2018. **CARRIED**

MOTION # 1033: J.Baker/L.Baker that we approve the request of Emily Lovell for retirement effective July 1, 2018. **CARRIED**

Music Matters:

It was announced that information regarding Music Matters, to be held April 27 & 28, in London, Ontario, will be on the website shortly.

Request for input regarding "A Comic Lament"

Sarah Bruer will prepare information on the play for presentation to Presbyters.

PLANNING FOR THE FUTURE

Presbytery Meeting

The next Presbytery meeting will be held February 10 in Treherne United Church. There was a discussion as to what equipment was required and the times required for each committee.

Interim Report re Regions

A draft proposal of boundaries for the new regional model has been released and more information can be found on the website: <http://www.united-church/ca/new/interim-report-regional-council-boundaries>. This will be discussed at the next Conference executive meeting. Lloyd Baker and Lynne Sanderson will attend on our behalf with Julie Baker as an alternate.

Transition Planning

The secretary will work with Heather Lea and members of the Oversight Committee to prepare files for sending to Archives.

OTHER REPORTS

Education & Students:

The following report was received from Education & Students:

- Chuck Ross and Marg Scott will be working with a new inquirer and their Discernment Committee during 2018
- Two of our Lay Licensed Worship Leaders have completed the mandatory requirement for racial justice training - Elaine Benson and Norma Windle. Bev Leadbeater, who is taking the LLWL course, has also completed this training.

Financial Report:

The following financial reports were presented:

- Profit & Loss - January through December 2017
- Balance Sheet - Agassiz Presbytery - as of 31 December 2017
- Balance Sheet - Jubilee Fund - as of 31 December 2017
- Allocations for 2017
- Budget for 2018

Sarah Bruer closed the meeting with prayer.

The meeting was adjourned at 4:30 pm on a motion from Carol Zacharias

Attached are the minutes of the Settlement Commission dated October 24, November 14, November 30 and December 5, 2017

The next meeting of Agassiz Presbytery will be held on February 10, 2018 in Treherne United Church

The next meeting of Agassiz Presbytery executive will be held on March 6, 2018.

Chair: Sarah Bruer _____

Secretary: Claire Ommerli _____

Agassiz Presbytery Report from the Settlement Commission of the Conference of Manitoba and Northwestern Ontario for October 24 and November 14, 2017

TO: Claire Ommerli, Secretary of Agassiz Presbytery

CC: Julie Baker, Pastoral Relations Convener of Agassiz Presbytery; Cathie Waldie and Ila Swain, 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.

At the meeting of the MINISTRY PROFILE REVIEW GROUP of the Settlement Commission on OCTOBER 24, 2017, the following omnibus motion was approved:

MOTION 2017/2018 MPR #4 (A and B)

Moved: Diane Gillis Seconded: Linda Buchanan

That the Ministry Profile Review Group of the Conference of Manitoba and Northwestern Ontario approve that:

A. the minutes of the conference call meeting of the Ministry Profile Review Group on September 26, 2017 be accepted as corrected and amended.

B. Having received from the **Current River Pastoral Charge** the Ministry Profile Report, the Conference of Manitoba and Northwestern Ontario Form PR 403 RMP (Record of Ministry Profile Report), the Financial Viability Review and comments on the Financial Viability Review from Cambrian Presbytery, a copy of the minutes of the meeting of the Current River Pastoral Charge dated September 17, 2017, and the Conference of Manitoba and Northwestern Ontario replacement Form PR 425 V (Record of Pastoral Charge Vacancy), that the Ministry Profile Review Group of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario postpone declaring a vacancy on the Current River Pastoral Charge pending clarification of the salary category that can be sustained, membership of the Ministry and Personnel Committee, finances available for moving expenses, and the restoration of their ADP (Pastoral Charge Payroll Service) number.

CARRIED

At the meeting of the SETTLEMENT COMMISSION on NOVEMBER 14, 2017, the following omnibus motion was approved:

MOTION 2017/2018 # 6 (A-D)

Moved: Joy Bott Seconded: Cathie Waldie

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

A. Minutes of the Settlement Commission –October 10, 2017

That the minutes of the meeting of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario on October 10, 2017 be approved as corrected: *The deadline for charges to convert to the new compensation model for ministry personnel is July 1, 2018.*

B. Minutes of the Ministry Profile Review Group – October 24, 2017

That the minutes of the meeting of the Ministry Profile Review Group of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario on October 24, 2017 be received as circulated.

C. Change in Terms / Appointment for Glenna Beauchamp

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment), updated financial information, including year-end Financial Statements for 2016, and year-end financial comments for 2017, a position description, relevant medical clearance, that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Assiniboine Presbytery, approves the **APPOINTMENT / CHANGE IN TERMS OF CALL** for **GLENNA BEAUCHAMP** (Ordained Minister) to **Rivers Pastoral Charge**, at halftime (20 hours per week) from November 15, 2017 to June 30, 2018, with the following terms:

1. Salary Category F with manse plus 3% \$1,876.32 (\$1,821.67 + \$54.65) per month
2. Telephone \$68.81 per month
3. Continuing Education and Learning \$57.25 per month
4. Three weeks of study leave within each pastoral year, including Sundays (pro-rated)

5. No less than three consecutive months of sabbatical leave 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) (pro-rated)
7. Moving expenses (*based on reasonable estimates*) *Not Applicable*
8. Adequate secretarial assistance defined as Volunteer plus paid multi-media person
9. Travel expenses reimbursement based on current Minimum Salaries for Ministry Personnel
10. Pension and other benefits as assessed *Not Applicable*

The pastoral charge agrees to provide remuneration of the ministry personnel through the Pastoral Charge Payroll Services (ADP) J11D

Glenna Beauchamp completed a Restorative Care period on November 14, 2017, and is not eligible for Long Term Disability, nor does she wish to convert to retirement income at this time. She has requested retirement as of April 30, 2018, and has received medical clearance to work halftime (20 hours per week) until then.

D. Transfer of Peggy Reid to Maritime Conference

Having received the request on Form PR 450 (Covenant for Call, Settlement, or Appointment) from Chignecto Presbytery, that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Agassiz Presbytery approves the **TRANSFER** of **MARGARET (PEGGY) REID** (Ordained Minister) from Agassiz Presbytery, Conference of Manitoba and Northwestern Ontario to Chignecto Presbytery, Maritime Conference, effective January 1, 2018.

Peggy has accepted a Call to Hillsborough Pastoral Charge.

CARRIED

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

Meridian – Rob Smith

Miami – Cathie Waldie

Pembina Parish – Harold Kenyon

Valley – Harold Kenyon and Ila Swain

Gladstone – Ila Swain

Carberry – 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 **Tuesday, December 5, 2017**. (Deadline for paperwork noon Friday, December 1.) *Please note: this is a week earlier than our usual Settlement Commission meetings.*

The next meeting of the Settlement Commission **Ministry Profile Review Group** (declaration of vacancies) will be on **Thursday, November 30, 2017**. (Deadline for paperwork noon Friday, November 24.)

Agassiz Presbytery Report from the Settlement Commission of the Conference of Manitoba and Northwestern Ontario for November 30 and December 5, 2017

TO: Claire Ommerli, Secretary of Agassiz Presbytery

CC: Julie Baker, Pastoral Relations Convener of Agassiz Presbytery; Cathie Waldie and Ila Swain, 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.

At the meeting of the MINISTRY PROFILE REVIEW GROUP of the Settlement Commission on NOVEMBER 30, 2017, the following omnibus motion was approved:

MOTION 2017/2018 MPR #5 (A- D)

Moved: Linda Buchanan Seconded: Diane Gillis

That the Ministry Profile Review Group of the Conference of Manitoba and Northwestern Ontario approves that:

A. the minutes of the conference call meeting of the Ministry Profile Review Group on October 24, 2017 be adopted as circulated.

B. Having received from the **Cloverdale Pastoral Charge** the completed Conference of Manitoba and Northwestern Ontario Form PR403 RMP (Record of Ministry Profile Report), the Ministry Profile Report, the Financial Viability Review, minutes of the congregational meeting of October 29, 2017, and MNWO Form PR 425 V (Record of Pastoral Charge Vacancy), that the Ministry Profile Review Group of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario declares a **VACANCY** for a ministry personnel position (Diaconal Minister, Ordained Minister or Designated Lay Minister) for part-time (8 hours per week), effective February 1, 2018, with the following terms:

1. Salary at Category up to category F - COL 3 \$1,002.02 per month
2. Basic telephone home (*excluding personal long distance*) \$50.00 per month
3. Continuing Education and Learning \$23.22 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*) Budget \$1,000.00, which *could be negotiated higher*
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 *applicable if this appointment combined with another to total 14 hours per week or more*

With the Pastoral Charge committing to remuneration of the ministry personnel through the Pastoral Charge Payroll Service (ADP) J3S1

C. Having received from **Oakbank United Church Pastoral Charge** the completed Conference of Manitoba and Northwestern Ontario Form PR 403 RMP (Record of Ministry Profile Report), Ministry Profile Report, the Financial Viability Review, the Form PR 450 (Covenant for Call, Settlement, or Appointment), the Form MNWO 425V (Record of Pastoral Charge Vacancy), that the Ministry Profile Review Group of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario:

i. declares a **VACANCY** for a part-time (20 hours per week) ministry position in the **Oakbank United Church Pastoral Charge**, effective from February 15, 2018 to December 31, 2018 with the following terms:

1. Salary Category F – COL 3 for .5 time (20 hours per week) \$30, 060.50 per year
2. Basic telephone for home (*excluding personal long distance*) \$480.00 per year (\$40.00 per month)
3. Continuing Education and Learning \$696.50 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*) up to \$ 10,000.00
8. Adequate secretarial assistance defined as 15-20 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) J01A

Posting of the vacancy on the National Vacancy List will be postponed until clarification is received concerning terms for salary, continuing education and learning, moving expenses, and the ministry position description.

ii. declares a **VACANCY** for a 20 hours per week ministry position on the **Oakbank United Church Pastoral Charge** effective from July 01, 2018 to December 31, 2018 with the following terms:

1. Salary Category D-COL3 for .5 time (20 hours per week) for Designated Lay Minister \$27,770.50 per year
2. Basic telephone for home (*excluding personal long distance*) \$480.00 per year
3. Continuing Education and Learning \$ 696.50 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 15-20 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) J01A

Posting of the vacancy on the National Vacancy List will be postponed until clarification is received concerning terms for salary and continuing education and learning, and the ministry position description.

iii. receives the request to have the vacancy filled by an appointment to the incumbent and refers this matter to the Conference of Manitoba and Northwestern Ontario Settlement Commission for action at a future meeting of the Settlement Commission.

iv. declares a **VACANCY** for a fulltime time ministry personnel position on the **Oakbank Pastoral Charge**, effective February 15, 2018, with the following terms:

1. Salary at Category up to category F - COL 3 \$60,121.00 per year
2. Basic telephone home (*excluding personal long distance*) \$480.00 per year
3. Continuing Education and Learning \$1,393.00 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). Six weeks of holiday per year
7. Moving expenses (*based on reasonable estimates*) Budgeted up to \$10,000.00
8. Adequate secretarial assistance defined as Secretary 15-20 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) J01A

Posting on the National Vacancy List will be postponed until clarification is received concerning terms.

D. Having received from the **Carberry Pastoral Charge**, the Ministry Profile Report, and the Financial Viability Review, that the Ministry Profile Review Group of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario declares a **VACANCY** for a full-time ministry position, effective February 15, 2018, with the following terms:

1. Minimum Salary at Category up to category F - \$44,332.00
- A. Manse
2. Basic telephone home (*excluding personal long distance*) \$1,265.00 per year
3. Continuing Education and Learning \$1393.00 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.
5. A minimum of one month vacation (including 5 Sundays) within each pastoral year (July 1 – June 30).
7. Moving expenses (*based on reasonable estimates*) – budgeted up to \$ 7,000.00
8. Adequate secretarial assistance defined as Volunteer Secretarial Assistance 3 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) J10N

Posting on the National Vacancy List will be postponed until the following documents are received: MNWO Form PR 403 RMP (Record of Ministry Profile Report), Form PR 436 MI (Manse Information Sheet), and MNWO Form 425 V (Record of Pastoral Charge Vacancy).

CARRIED

At the meeting of the SETTLEMENT COMMISSION on DECEMBER 5, 2017, the following omnibus motion was approved: MOTION 2017/2018 # 7 (A-F)

Moved: Joy Bott

Seconded: Rob Smith

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

B. Minutes of the Settlement Commission –November 14,2017

That the minutes of the meeting of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario on November 14, 2017 be approved as amended – The meeting started at 10:06 a.m.

B. Minutes of the Ministry Profile Review Group – November 30, 2017

That the minutes of the meeting of the Ministry Profile Review Group of the Settlement Commission of the Conference of Manitoba and Northwestern Ontario on November 30, 2017 be received as circulated.

C. Renewal of Appointment for Joshua Ward

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) from St. Matthew's-Maryland Community Ministry (Winnipeg), the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Winnipeg Presbytery, approves the **RENEWAL** of the **APPOINTMENT** for **JOSHUA WARD** (Diaconal Minister) to a fulltime position at

St. Matthew's Maryland Community Ministry from January 1, 2018 to June 30, 2018, with the following terms:

1. Salary Category A- COL 3 \$ 51,979.00 per year
2. Telephone \$ 420.00 per year
3. Continuing Education and Learning \$ 1,393.00 per year
4. Three weeks of study leave within each pastoral year, including Sundays (pro-rated)
5. No less than three consecutive months of sabbatical leave 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) (pro-rated)
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

The pastoral charge agrees to provide remuneration of the ministry personnel through the Pastoral Charge Payroll Services (ADP) J27E

This extension of appointment is to enable the Community Ministries in Winnipeg Presbytery to complete their incorporation process.

D. Renewal of Appointment for Maureen McCartney

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment), updated financial information, including the Financial Review and the completed Ministry Profile from Oakbank United Church Pastoral Charge, that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Selkirk Presbytery, approves the **RENEWAL** of the **APPOINTMENT** for **MAUREEN MCCARTNEY** (Designated Lay Minister -Retired) to a half-time "gap"/supply position* at **Oakbank United Church Pastoral Charge** from January 1, 2018 to June 30, 2018, with the following terms:

1. Salary Category D- COL 3 DLM at .5 time (20 hours per week) \$ 27,770.50 per year
2. Telephone – noted on the other half-time appointment
3. Continuing Education and Learning \$ 696.50 per year
4. Three weeks of study leave within each pastoral year, including Sundays (pro-rated)
5. No less than three consecutive months of sabbatical leave 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) (pro-rated)

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*

The pastoral charge agrees to provide remuneration of the ministry personnel through the Pastoral Charge Payroll Services (ADP) J01A

* *This gap appointment is in addition to her current halftime appointment.*

E. Renewal of Appointment for Brent Denham

Having received completed Form PR 450 (Covenant for Call, Settlement, or Appointment) and updated financial information from Lutheran –United Church of Thompson, that the Settlement Commission of the Conference of Manitoba and Northwestern Ontario, on behalf of Northland Presbytery, approves the **RENEWAL** of the **APPOINTMENT** for **BRENT DENHAM** (Ordained Minister- Retired) to a fulltime position at **Lutheran-United Church of Thompson** from January 1, 2018 to June 30, 2018, with the following terms:

1. Salary Category E - COL 2 \$ 55,252.00 per year (\$ 4,604.33 per month)
2. Telephone \$ 480.00 per year (\$ 40.00 per month)
3. Continuing Education and Learning \$ 1,393.00 per year (\$ 116.08 per month)
4. Three weeks of study leave within each pastoral year, including Sundays (pro-rated)
5. No less than three consecutive months of sabbatical leave 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) (pro-rated)
7. Moving expenses (*based on reasonable estimates*) *Not Applicable*
8. Adequate secretarial assistance defined as Volunteer help approximately 10 hours per week
9. Travel expenses reimbursement based on current Minimum Salaries for Ministry Personnel
10. Pension and other benefits as assessed

The pastoral charge agrees to provide remuneration of the ministry personnel through the Pastoral Charge Payroll Services (ADP) W0UN

F. Appointment of Settlement Commission liaisons to Ministry Profile processes

Having received forms **MINWO 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:

Rock Lake United Church Pastoral Charge – Cathie Waldie

Forrest United Church Pastoral Charge - Don Sellsted

Souris Pastoral Charge – David Howell

Swan River Pastoral Charge (St. Andrew's United Church) – David Howell

Gladstone Pastoral Charge – Harold Kenyon replacing Ila Swain

CARRIED

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

Meridian – Rob Smith

Miami – Cathie Waldie

Pembina Parish – Harold Kenyon

Valley – Harold Kenyon and Ila Swain

Gladstone – Ila Swain

Carberry – 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 **Tuesday, January 9, 2018**. (Deadline for paperwork noon Friday, January 5.)

The next meeting of the Settlement Commission **Ministry Profile Review Group** (declaration of vacancies) will be on **Tuesday, January 23, 2018**. (Deadline for paperwork noon Friday, January 19.)