

**Toronto Southeast Presbytery
Joint Meeting – By Conference Call
Pastoral Relations and Ministry Support Team and Congregational Health Team
Minutes of the Meeting held on May 2, 2018 at 6:00 p.m.**

Chair: Diane Bennett-Jones **Note taker:** Beth Moore

Present - PRMST: Diane Bennett-Jones, Beverley Bennett, Anne Hepburn, Beth Moore, Edith-Ann Shantz

Regrets: Larry Beech, Warren McDougall

Present – CHT: Anne Hepburn, Joan McCalmont, Susanne VanderLugt, Margaret Walker

Staff: Anne Shirley Sutherland

1. Call to Order and Opening Reflection

Diane Bennett-Jones called the meeting to order at 6:00 p.m. and opened the meeting with prayer. The agenda was reviewed and accepted.

2. Approval of Minutes of Joint PRMST and CHT Meeting – April 4, 2018

MOTION: Beth Moore/Susanne VanderLugt that the minutes of the April 4, 2018 joint meeting of the Pastoral Relations and Ministry Support Team and the Congregational Health Team be approved.

CARRIED.

Marg Walker advised that there was no update as yet with respect to the event to be planned for the fall of 2018, as referred to in the minutes.

Fairlawn United Church: Anne Shirley Sutherland asked that an amendment to the motion made at the April 4, 2018 meeting concerning the interim ministry position at Fairlawn United Church be considered because, after consultation between the congregation, Dale Hildebrand and Rev. Douglas duCharme, it was the wish of the congregation that the interim ministry appointment be for 18 months rather than two years, as specified in the motion.

MOTION: Anne Hepburn/Beverley Bennett: that the Pastoral Relations and Ministry Support Team approve the change from a minimum of two years, as stated in the original approval motion, to 18 months, for the interim ministry position at Fairlawn United Church, with the proviso that the interim ministry may be extended for a longer period if it is determined during the 18-month appointment that such an extension is required or would be desirable.

CARRIED.

3. Exit Interviews

a) **Bathurst Street United Church – Ralph Wushke** – The report of Warren McDougall and Susanne VanderLugt on their exit interview with Ralph Wushke was reviewed and accepted.

b) **Dewi Sant United Church – Don Bell** – The report of Marg Walker and Diane Bennett-Jones on their exit interview with Don Bell was reviewed and accepted.

- c) **Glen Rhodes United Church – Robin Wardlaw** – The report of Susanne VanderLugt and Warren McDougall on their exit interview with Robin Wardlaw was reviewed and accepted. Robin's comments regarding the rejection of the East End Ministry's application for the funding of a Community Minister were discussed. Anne Shirley Sutherland advised that the application for funding was being resubmitted and will be given further consideration.
- d) **St. Mark's United Church** – Paul Hutchison – The report of Margaret Walker and Larry Beech on their exit interview with Paul Hutchison was reviewed and accepted. It was noted that the congregation had originally requested the appointment of an intentional interim minister but now that Christopher White has been appointed that request has been withdrawn. Concerns were expressed about the apparent change and whether the congregation is now expecting Christopher White to do the work of an intentional interim minister although he is not qualified to do so. Anne Shirley noted that Conference has approved Christopher White's appointment so there is no further action to be taken by the PRMST.
4. **College Street United Church – Rev. Chris Levan**
 The Teams were advised that Chris Levan has accepted a call to Salt Spring Island United Church in British Columbia as of September 1, 2018 and that he would be leaving College Street United Church as of July 31, 2018. Beverley Bennett reported that the Church Board had requested that Warren McDougall be appointed as the supply minister and was considering whether to request an interim or supply appointment for the longer term.
- MOTION** (PRMST) – Beth Moore/Edith-Ann Shantz that the request of Rev. Chris Levan for a change in pastoral relations as of July 31, 2018 be approved.
CARRIED.

Anne Hepburn agreed to participate in the exit interview with Chris Levan, on behalf of one of the Teams. It was suggested that Warren McDougall could be asked if he would be willing to participate in the interview on behalf of the PRMST. If he is not available Marg Walker agreed to participate on behalf of the CHT with Anne Hepburn representing the PRMST.

10. a) Fairlawn Transition Team

Anne Shirley Sutherland asked that this item be dealt with while representatives of both teams were participating in the conference call. She advised that she had contacted at least 20 people to try to find two representatives of Presbytery to serve on the Fairlawn Transition Team and that all of them had said no. She noted that Fairlawn has been trying to comply with the applicable requirements but the inability to find Presbyters willing to work with them has been keeping them from doing so. She advised that Abigail Johnson is willing to work with the Transition Team as a paid consultant and that there were funds available in the budget for the Animation Project that Ian Manson had been going to lead which could be used for this purpose.

MOTION: Marg Walker/Beth Moore that Anne Shirley Sutherland be authorized to work out a compensation arrangement with Abigail Johnson for her to work with the Transition Team as a Presbytery Advisor and that this position replace

the two Presbytery volunteers who would normally be appointed to the Transition Team.

CARRIED.

5. Review of Grid

The changes noted on the grid were reviewed.

The Congregational Health Team representatives left the Conference call and the call continued as a meeting of the PRMST.

6. Manor Road United Church – Vacancy (425 PD, 425 DFC, 425 MAP and 425 V and Supply Paperwork 425 PD – same as for vacancy – and 410 ST)

MOTION: Beth Moore/Anne Hepburn: that the position description for a full-time Team Ministry position be approved and a vacancy be declared for the position and that the Toronto Conference Settlement and Pastoral Relations Committee be requested to appoint a liaison to assist the congregation with its search

CARRIED.

MOTION: Beth Moore/Anne Hepburn: that the position description for the Supply Minister position be approved.

CARRIED.

7. Metropolitan United Church – Intentional Interim Position Description (425 PD)

MOTION: Beverley Bennett/Beth Moore: that the position description for the position of intentional interim minister be approved.

CARRIED.

The 410 ST form will follow: Metropolitan is gathering names for the transition team.

8. Toronto Chinese United Church – Updated Position Descriptions (425 PDs)

The Team was advised by Anne Shirley Sutherland that the congregation wished to revise the position descriptions it had previously submitted to make the positions of both of its Ministers (English speaking and Chinese speaking) full-time rather than three quarter time. She noted that she had confirmed with the Conference liaison that the Conference Settlement and Pastoral Relations Committee was satisfied that the congregation has the financial strength to support two full-time ministry positions.

MOTION: Anne Hepburn/Beverley Bennett that the revised position descriptions be approved.

CARRIED.

9. Chris Levan – Change of Pastoral Relations – see #4

10. Appointment of Presbytery Representatives

a) **Fairlawn Transition Team** – motion passed earlier in joint meeting.

b) **Northlea United Church** –

MOTION: Beth Moore/Beverley Bennett that the appointment of Ambury Stuart to represent Presbytery at a congregational meeting on Sunday, April 22, 2018 be ratified.

CARRIED.

c) **West Hill United Church** – The Team was advised that Rev. Gretta Vosper is on medical leave and that the congregation requires a Presbytery representative to attend its Board meetings until she is able to return to work.

MOTION: Beth Moore/Beverley Bennett that Robin Wardlaw be appointed to represent Presbytery at West Hill United Church board meetings commencing April 10, 2018 and continuing until further notice.

CARRIED.

d) **Cosburn United Church** –

MOTION: Beth Moore/Beverley Bennett that Peter McNaughton be appointed to represent Presbytery at meetings of the Cosburn United Church board until June 30, 2018.

CARRIED.

e) **Eastminster United Church** –

MOTION: Beth Moore/Beverley Bennett that Al Morson be appointed to represent Presbytery at a meeting of the congregation of Eastminster United Church on Sunday, May 6, 2018.

CARRIED.

f) **Glen Rhodes United Church**

MOTION: Beth Moore/Beverley Bennett that the appointment of Glen Greenwood to represent Presbytery at a meeting of the congregation of Glen Rhodes United Church on Sunday, April 29, 2018 be ratified.

CARRIED.

11. **Correspondence** – None.

12. **Ongoing/Upcoming** – No additional items to be discussed.

13. **Other Business** – None.

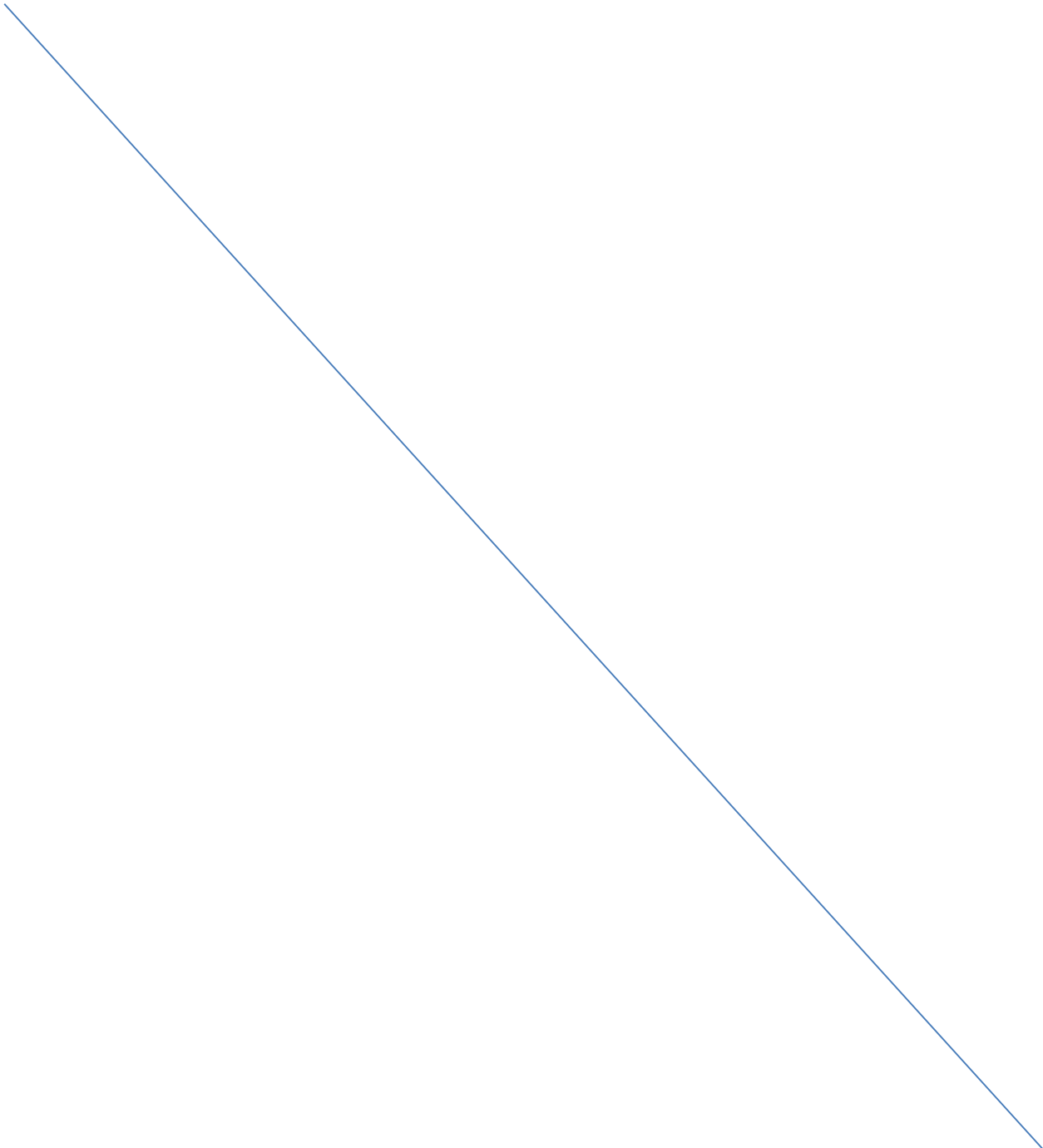
14. **Next Meetings** – The Team was advised that the congregation of Knox United Church is meeting on May 6, 2018 and would be submitting a request for the declaration of a vacancy following that meeting and that they would like the PRMST to deal with the request prior to its June 6, 2018 meeting. It was agreed that a conference call would be convened when the necessary paperwork has been completed and submitted.

Next regular meeting: June 6, 2018 – joint meeting at Presbytery office with pot luck supper.

There being no further business, at 7:25 p.m. the Chair declared the meeting adjourned.

Diane Bennett-Jones, Chair

Beth Moore, Secretary



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