Pastoral Relations Commission Report
Fall Meeting of Western Ontario Waterways Region
October 29-30, 2026

The Pastoral Relations Commission was pleased to welcome three new members to the Commission this past spring. We appreciate their willingness to step forward to share in the work of the Commission.

One of the ongoing questions we are asked is about Pulpit Supply. A Tri-Region policy for Pulpit Supply has been created, which outlines who congregations can use for pulpit supply and the process for engaging pulpit supply. The policy is available as Toolkit #9 on the region's web page. Updated Licensed Lay Worship Leader and Ministry Personnel Pulpit Supply Lists are available by contacting our Pastoral Relations Minister, Micol Cottrell.

Does your community of Faith have an up to date Position Description for your ministry and staff position? The Commission reviews a lot of these in our work. Most Positions Descriptions are long and involved documents. They do not have to be. We have seen some Position Descriptions that run to nine or ten pages. With all respect to congregations, Saint Paul himself could not meet the requirements of a Position Description that long. I invite you to view a Position Description as a descriptive document, not a prescriptive one. See it as a primary tool for invitation to someone to be with you in ministry. Share what excites you about your Community of Faith. Tell the reader what you are doing in ministry together. Share the vision of your mission to your community. Be honest in your struggles. Review your Position Descriptions regularly. Just as people change, the ministry of a Community of Faith changes.

Looking forward, there are a number of changes to be aware of. ChurchHub now gives access to the Chair of the Ministry and Personnel Committee to complete call and appointment forms. Members of the Order of Ministry are reminded to check in regularly on ChurchHub to ensure their forms are complete and they do not have any outstanding credentials such as Boundaries courses to attend to. The dictum. "The job isn't over until the paperwork is done" applies to pastoral relationships.

The 2027 Minimum Salaries and Reimbursements for Ministry Personnel is available on the national web site. Minimum salaries received a 2.7% increase to the 2026 minimum salaries. Continuing Education and Learning Resources increase to $1,780 annually and travel remains at a minimum of $0.60 per kilometre. The list of Cost of Living or CoL amounts included in salaries are not yet released, but with the exception of one Community of Faith in this region, there are no changes. The one Community of Faith affected has been informed of the change.

Thank you for the opportunity to participate in this important and exciting part of our work together. I want to thank all the members of the Commission for their engagement, as well as Micol Cottrell, our Pastoral Relations minister and Michele

Petick who provides our administrative support.

David Shearman,
Chair Pastoral Relations Commission,
Western Ontario Waterways Region