

NUASM Community of Faith Congregational Meeting

A congregational meeting of the NUASM community of faith was held in the sanctuary on Wednesday September 17 2025 at 7:00 pm. The purpose was to approve the documents produced by the Profile Committee as well as approve other next steps that need to be taken as part of the overall search for a new clergy person.

Present: Rev. Judy Hare, Pastoral Relations Minister, Prairie to Pine Regional Council, who is serving as our Pastoral Relations Liaison at this stage in the process; Rev. Leith Saunders our Pastoral Charge Supervisor; 35 members of the NUASM community of faith.

1. Call to Order and Introduction of Rev. Judy Hare

- by NUASM Chair Leona Kucher at 7:00 pm.

2. Opening Prayer - Rev. Judy Hare

3. Opening Remarks - Lynda Lowry

- chair of the Profile Committee Lynda Lowry acknowledged the hard work and dedication of her committee who worked together to produce our profile documents. She introduced the other members of the committee who were: Nancy Hunter, Jane Goudie, Jackie Snider, Don Walmsley and Murray Hart.

4. Report from the Community of Faith Profile Committee

Lynda Lowry reported as follows on the work of the profile committee and the documents which they produced:

The Profile Committee met ten times during the summer to write the following documents which are required by our judicatories as part of the process of searching for a new minister/priest to provide spiritual leadership at NUASM:

a) Financial Viability Reviews

- three financial viability documents ... for St. James', NUC and NUASM, were completed with figures gratefully supplied by the treasurers. The financial reviews chart and look for patterns over the last six years in many aspects related to the financial health of the congregation: revenue and expenses, payroll amount, utilities and repair costs, the number of contributors, and investments or special funds which are available. These reviews showed that our community of faith is in a very good financial position, able to support a minister/priest for at least a five-year period.

b) Living Faith Story

- This document lays out the mission statement and origins of NUASM, and then describes specifically what activities our community of faith has been involved with in these areas of our ministry: Administration; Community Outreach and Social Justice; Denomination and Communities; Christian Education and Faith Formation and Growth; Leadership; Pastoral Care; Self Care; and Worship.

- This section also describes what facilities and amenities our church and CEC has to offer. This document also includes a Community Information section which describes the Neepawa area in terms of industry, businesses, media, and the availability of health care, education, day care, recreation and other attractions.

c) Position Description

- this is the place where we describe the knowledge, skills and abilities which we hope our new clergy will possess. This section includes a detailed list of the expected duties and responsibilities of our minister/priest in these areas: Administration; Community Outreach and Social Justice; Continuing Education; Denomination and Communities; Faith Formation and Christian Education; Leadership; Pastoral Care; Self Care; and Worship.

- there is also a Terms of Employment section which describes the salary and benefits for either a United Church minister or an Anglican priest filling our position.

d) In Summary:

The Financial, Living Faith Story and Position Description documents are really the means through which we advertise our ministry to those searching for a change in position. In our documents we have continually tried to emphasize these ideas and themes:

- We are a dedicated, energetic and exciting mix of two denominations who have proven we have been able to form a single community of faith in which we are committed to walk together along a common path of service, mission and praise.
- We have one minister/priest, one building and one shared Sunday service.
- Sunday morning worship honours the traditions and practices of both of our founding denominations by including elements that each find familiar and meaningful.
- Through our worship, pastoral care, Christian education, community outreach, and social justice activities we minister to the needs of our community of faith members, plus attend to many needs in the wider community.
- NUASM is looking for a faith leader who can embrace the blending of the traditions of the two denominations that is the Christian reality of our shared ministry.
- We are looking for a leader who is a consensus builder a person who is able to relate to the broad demographic in our community of faith.
- There is much assistance available to support the leadership responsibilities of our minister. Many dedicated and engaged church members are available to help eg. Worship and other committees, choir director, and the chairs of our three boards.
- We want our minister to provide spiritual leadership, prepare and lead weekly Sunday worship services, be able to prioritize and manage multiple tasks, be a visible and positive presence while participating in church and community activities, take an active role in pastoral care, and provide direction and support to church committees as needed.
- Our church is a modern facility with excellent sanctuary and office space, and technological and office manager support.
- The Neepawa area is a vigorous and growing community, a safe place to live and raise a family, and which offers much in terms of businesses, education, health care and recreation.

5. Letter from Bishop Rachael Parker

Nancy Hunter, Rector's Warden of St. James' Anglican Church Vestry, read a letter from Bishop Rachael Parker which expressed support and approval of the work done by the profile committee and the documents which they produced. The letter read in part:

“It is an honour and a privilege to write this letter today to offer my support, and that of the Anglican Diocese of Brandon, for the ongoing work of the Neepawa United-Anglican Shared Ministry (NUASM) Committee and Volunteers who have created the Parish Profile and the Financial Viability Report.

I feel extremely comfortable that the work prepared for the next stages of seeking a new Minister for NUASM truly represent and meet the needs of the Anglican expectations for the Search Process.”

6. Motions for Consideration of the Community of Faith

a) Motion 1

- Lynda Lowry read Motion 1 as follows:

Having reviewed the detailed Community of Faith Profile including Living Faith Story, a detailed Position Description for a fulltime ministry position, parameters for terms for that position and update on financial status and upon recommendation of the governing body of the Neepawa United Church which met on September 16, 2025 and the governing body of Neepawa United-Anglican Shared Ministry which met on September 16, 2025 to review the documents in detail;

and having received a letter of approval of the movement to search for a position based on the profile from Bishop Rachael Parker, Anglican Diocese of Brandon dated September 10, 2025;

that the Community of Faith of the Neepawa United-Anglican Shared Ministry composed of the community of faith of Neepawa United Church and St. James' Anglican Parish approve the Community of Faith Profile for a fulltime ministry position to serve Neepawa United-Anglican Shared Ministry based on its contents

and request final approval of the posting on ChurchHub for a fulltime ministry position effective January 01, 2026

with the following terms if the applicant is a United Church of Canada Minister :

1. Salary - up to base salary for Category F COL 3 (\$ 72,954.00 FTE per year in 2025)
2. Telephone / Communications - \$960 per year (\$ 80 per month)

3. Continuing Education Allowance - minimum as indicated by 2026 Salary Schedule (\$ 1686 per year in 2025)
4. Minimum of three weeks of study leave within each pastoral year, including Sundays
5. Minimum of one month of vacation (including five Sundays) within each pastoral year
6. For members of the Order of Ministry and recognized lay minister, a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge.
7. Moving expenses: up to \$15,000
8. Adequate administrative assistance – paid part-time office manager 22 hrs/week
9. Travel Expense reimbursement, based on the rate of the 2026 Minimum Salaries and Reimbursements for Ministry Personnel document
10. Employer costs for Pension and Benefits, as assessed in the *Premiums and Taxable Benefit Calculator*
11. With the Community of Faith committing to remuneration of the Ministry Personnel through the Pastoral Charge Payroll Service – ADP # JFTH

And if the applicant is a Priest within the Anglican Church of Canada, with terms based on the current Anglican Council of the North Stipend Scale:

The call / appointment will begin on January 1, 2026.

1. Base stipend of \$41,727.23 (plus \$323.01 per year since ordination to a maximum Length of Service of \$8,075.25 (2025))
2. Housing Allowance - \$1500 monthly (currently)
3. Utilities - \$300 monthly (currently)
4. Continuing Education Plan - \$900 yearly (2025)
5. Vacation - minimum of one month including five Sundays
6. Sabbatical Leave - a minimum of three months of sabbatical leave after five consecutive years of service to the pastoral charge
7. Moving expenses: up to \$15,000

8. Adequate administrative assistance – paid part-time office manager 22 hrs/week
9. Travel Expense - rate of \$.66 first 5000 Km, and \$.55 thereafter, \$4,200 minimum for full-time clergy
10. Employer costs for Pension and Benefits, as assessed by the Diocese of Brandon
 - the motion was **Moved by** Don Walmsley and **Seconded by** Judy Elgert.

Discussion:

a) Moving Expenses:

- it was mentioned that the receiving congregation is required to pay the moving expenses of their new clergy. The amount included in our terms of employment (up to \$15,000) is expected to cover moving expenses for a person moving from anywhere in Canada except possibly the far North. If necessary, the maximum amount could be changed at a congregational meeting.

b) Housing Allowance

- it was mentioned that the terms of employment only mentioned a housing allowance for an Anglican candidate. That is because a housing allowance is included as part of the salary of a United Church minister.

- NUASM Chair Leona Kucher called for the vote, and the motion was **Carried** unanimously.

b) Motion 2

- Lynda Lowry read Motion 2 as follows:

That the Community of Faith of NUASM appoint the following people to a Search Team:

1. Jane Goudie
2. Nancy Hunter
3. Jackie Snider
4. Don Walmsley
5. Lynda Lowry
6. Brian Bailey

and giving authority to the governing body of NUASM to add to this Committee prior to the Regional Council training session for Search teams tentatively scheduled for September 20, 2025.

- the motion was **Moved by** Ann Nielsen and **Seconded by** Colleen Taylor.

- NUASM Chair Leona Kucher called for the vote, and the motion was **Carried** unanimously.

c) Motion 3

- Lynda Lowry read Motion 3 as follows:

The Community of Faith of the NUASM appoints Lynda Lowry and Murray Hart to forward **final versions** of required documents (Community of Faith Profile including Living Faith Story ; position description; proposed terms; Financial Viability Review; 2024 End of Year Financial

statements for all accounts; 2025 Financial Statements Year to Date; minutes of the meeting of the governing bodies and the minutes of this meeting of the community of faith and a copy of the letter of approval from Bishop Rachael Parker) to the Pastoral Relations Minister no later than noon on October 09, 2025 for final approval of the motions by the Pastoral Relations Commission of Prairie to Pine Regional Council at its monthly meeting on October 14, 2025 and to Bishop Rachael Parker for further consideration and/or action;

and appoint Dawn Gardy to post the position on the United Church “ChurchHub” after final approval by the Pastoral Relations Commission of Prairie to Pine Regional Council.

- the motion was **Moved by** Elsie Slimmon and **Seconded by** Pat Fedoruk
- NUASM Chair Leona Kucher called for the vote, and the motion was **Carried** unanimously.

7. Closing Comments - Lynda Lowry

- Lynda expressed sincere thanks to Rev. Judy Hare who has been our guide and mentor through the profile process. Rev. Hare has been a very knowledgeable, helpful and supportive voice for the Profile Committee.
- Lynda noted that we have pulpit supply organized until the end of December thanks to the great work of the GAP committee. Thank you to Kelly Sneesby and Betty Ebner!
- even without a minister, the groups and committees of our church continue to function effectively, and we appreciate the support and guidance provided by Rev. Leith Saunders, our Pastoral Charge Supervisor.

8. Closing Prayer - Lynda Lowry

9. Adjournment - by NUASM Chair Leona Kucher at 7:30 pm.