

MINUTES for the LLWL Forum Meeting

21 January 2026

Meeting Online at <https://meet.goto.com/BradleyFord1>

Present: Brad Ford, Paul Kneebone, Susan Garrod-Schuster, Susan Pleasance, Nancy Payne, Lisa Norman.

Absent: Tanna Edwards

WELCOME AND INTRODUCTIONS

WORSHIP Brad: He read from a book entitled "*Let God.*" Authored by Winn Collier, from a portion addressed to a confused listener. Then Brad led us in prayer.

ACCEPTANCE OF PREVIOUS MEETING MINUTES – 22 October 2025. Moved by Susan Pleasance, seconded by Lisa Norman.

BUSINESS ARISING

1. LLWL Learning Event, Saturday 1 November, Cambridge St UC, Lindsay. Good responses and comments from this event, including John Young's excellent presentation.
2. Monitoring on-going PD training by LLWL's. A PD log is a required element in the annual documents that must be forwarded to Paul K by March 31st of each year. Also, all approved LLWLs must attend at least 1 of the two annual Forum-scheduled in-person PD Learning events. Obviously, other PD entries must be more than just a book or two...
3. **Spring Learning Event April 18th at St Paul's in Bowmanville.** Everything is set to go. Barbara Warden will be the speaker. There will be a catered lunch. Reminder to everyone will be sent out with final minutes from this evening's Forum meeting.

NEW BUSINESS:

1. Paul: update on status of LLWL's and students. Now 21 approved LLWLs and 19 can do pulpit supply outside their home CoF. With Linda Wager's pending interview and approval, we still have 6 remaining students at various stages of the 2-year LLWL online program. 5 or more new students will join the program by the Fall/2026 Module 1 intake. Susan G-S mentioned that perhaps some LLWLs would be interested in becoming a Pastoral Charge Supervisor. We need to do more to promote the LLWL program and LLWL role --- to ministers, pastoral charges... Including the Spring ECORC meeting (a brief speaking slot). **Paul** will draft a brief LLWL piece for the weekly ECORC News, then circulate to get everyone's input.

Nancy raised the possible scenario of a LLWL no longer being supported by his/her home church, but with no justified reason for it --- vs. with cause. What does an LLWL do in such a scenario? That LLWL would go directly to the Pastoral Relations Minister (i.e., Susan Garrod-Shuster).

2. Questions about serving a multi-point Charge. APPENDIX 'A' There was a general discussion of this topic. The 2026 Sunday pulpit supply rate (\$261 plus mileage) is the minimum. It was agreed Susan G-S will raise this scenario at the next Pastoral Relations online chat group. Also, we will add it to the agenda for the next ECORC LLWL Network gathering/meeting (being held online within the next week or two). Then feedback from both will come back to Forum for further discussion. Hopefully, all quite quickly...
3. Supporting Rural Connect. APPENDIX 'B' Again, a good general discussion. Brad offered to follow up with Bill Smith to get more information, including clearer parameters about what they're looking for from us, rate of pay, etc. Question was raised about whether this was the best utilization of our time and talents, especially if we don't do the sermon, etc. [About – United Church Rural Ministry Network](#)
4. Interview with Linda Wager re. acceptance as LLWL. APPENDIX 'C.' Brad and Lisa will conduct this interview with Linda over the next week or two. Then Brad will let Paul know if she's approved. Subsequently, Paul will draft a brief motion and forward to Susan G-S, in advance of the next Covenant Support Team meeting (Feb. 17th).
5. This additional agenda item was added by Brad. Scenario of a lay person (or lapsed LLWL) being hired by a community of faith to perform whatever elements of ministry they wish to compensate (i.e., preaching, pastoral care, etc.). General discussion, then Susan G-S asked that any specific instances be sent to her for follow up...

NEXT MEETING: Wednesday, March 25th at 7pm.

DISMISSAL: May the Peace of Christ be with you.

Now and forevermore. Amen.

APPENDIX 'A'

From: Rev. Bradley Ford <revbrad@ymail.com>
Sent: Friday, December 05, 2025 9:19 AM
To: Paul Kneebone <paul.kneebone@rogers.com>
Subject: Re: Guide for LLWLs in ECORC

Paul, sorry to take so long to get back to you.
I wanted to take a few minutes and reflect before I responded.

Let me say first that this is something we should take to the Forum to see if we could build a consensus. I think we should be encouraging the LLWL's to raise the issue of multi-point worship Sundays and come up with a fair way of handling this among themselves. We could also take a look at invoicing to provide some consistency throughout the Region.

So to Jeff's questions:

#1: yes, the CoF could be paying a little extra for more than one point: I don't know if \$20 - \$30 is enough, but it's a start. I would expect travel between points to be covered also.

#2: I think the Manual is unfair about this. Yes, the LLWL has done the work so there should be some compensation. Jeff's suggestion is a generous option; I might consider closer to \$100, especially when it's possible the LLWL may use their work of the week for another CoF at a later date.

#3: Jeff's right: the phrase "Work involved" is undefined. However, the LLWL has done all the work of the Order of Service so my automatic response is that Jeff's suggestion of 50% should be the least the CoF offers in this situation.

#4: LLWL invoice? No idea. One more thing for the LLWL to do. It could be simple enough. Just the set rate. But the travel expense may be more difficult, especially in a multi-point situation.

Hope this is helpful Paul.
Peace & Blessings,
Brad

From: Paul Kneebone <paul.kneebone@rogers.com>
Sent: Tuesday, December 2, 2025 12:16 PM
To: Rev. Bradley Ford <revbrad@ymail.com>
Subject: Fw: Guide for LLWLs in ECORC

Good morning Brad,

I wanted to run this by you first before I responded to John Purdon's questions.

1. 3 services on a given Sunday certainly are unusual these days. What do you think? I think any additional payment is up to the communities of faith. The posted \$254 (for 2025) / \$261 (for 2026) and \$0.55/km (for 2025) / \$0.60/km (for 2026) rates are the minimum. My understanding is that is up to individual CofF is they choose to pay more than these amounts.

2. What are your thoughts?
3. What do you think?
4. Only a few CoF provide LLWLs with paid invoice copies for our records. To date in most cases, we are paid by printed cheque or eTransfer. Personally, I keep a copy of both for my records. Of course, any pulpit supply total for any given CofF in a calendar over \$500 (including mileage) does require an annual T4A issued and sent to respective LLWL for CRA/Income Tax Return purposes by end of Q1 the following calendar year.

Maybe we should also run these 3 questions by other LLWL Forum members, so we make sure we are not overlooking any existing "norms" that are happening out there — and not clearly presently stated in the current ECORC LLWL Manual?

Cheers for now,
Paul

From: John Purdon <purdonj@bell.net>
Sent: Tuesday, November 25, 2025 1:29 PM
To: Paul Kneebone <paul.kneebone@rogers.com>
Subject: Guide for LLWLs in ECORC

Hello Paul,

I am a Pastoral Charge Treasurer currently working on a policy for pulpit supply compensation. I have reviewed the **Guide** and have some questions concerning the **Payment** section. I am hoping that you can provide some comments about my concerns.

1. *The Guide states "...this rate is per day, not per service, so an LLWL may be asked to lead more than one worship service".* As we are a 3-point charge, we often ask our supply to lead 3 services per day and some of our congregants think we should be paying more than the specified daily rate. Would it be inappropriate to pay an extra \$20 to \$30 per additional service
2. *The Guide states "If a faith community cancels its service because of inclement weather, the LLWL does not receive payment regardless of whether material has already been prepared".* Any last-minute cancellation because of weather would certainly happen after the liturgy and bulletin have been prepared. It seems unfair that this work would not be compensated. Would it be appropriate to pay a percentage of the daily rate (50%?) when the cancellation notice is less than a specified time, for example, 48 hours?
3. *The Guide states "If the LLWL is unable to lead worship but provides a full liturgy that is read by a member of the congregation, the LLWL should be paid in full for the work involved".* "Work involved" is not defined, but since travel and delivery of message in person are not applicable, would paying 50% of the daily rate be appropriate and considered paid in full?
4. The Financial Handbook for Congregations 2025-2028 on page 56 states that *"a self-employed individual provides an invoice for work performed."* Should invoices be required for pulpit supply by LLWLs?

Thank you for any comments you are able to provide.

John

APPENDIX 'B'

Dear Friends in The Faith:

Over the past number of years, we have seen a decline in the number of those attending worship on any given Sunday morning. Moreover, fewer have entered into training to lead worship in our Communities of Faith. A quick look at the United Church Hub shows congregation that have been vacant for some time and are seeking half or quarter time leadership. As this situation continues, several of our congregations are closing, no longer having the financial or human resources to carry on.

If this describes you, or if the people in your Community of Faith would like to try something new, we would like you to consider two programs available to you that would help you move forward. They are the **LLWL (Licenced Lay Worship Leader) program** and the **Rural Connect Program**, both available in our Region.

The **LLWL program** offers the services of trained lay people in the conducting of worship and in preaching. (XXX) individuals have completed this two-year training program and are available to lead worship your church. More information and a list of LLWL's can be obtained by contacting Roger West at (Email). The minimum honoraria according to the 2026 salary schedule is \$261.00 plus a travel rate of 60 cents a kilometer.

The second program may not be as well-known but can equally help to provide ongoing worship in your church. **Rural Connect** uses technology to connect Communities of Faith together through a shared worship experience. A 'black box' is available to you which allows you direct live access to a host congregation. While the sermon may come from the host congregation, other parts of the service, the hymns and prayers, scripture reading and even communion can be done locally. This has worked amazing well in some areas and while we have the technology and necessary equipment available to Communities of Faith at no charge, few congregations in our region call on its services. Some of the reasons given for this is limited lay leadership in the congregation and unfamiliarity with this technology.

In order to try and address this reality in a number of our churches, we are proposing to bring together these two avenues of ministry. A trained LLWL would bring Rural Connect to your congregation. The LLWL could physically lead the worship in your church and train you in using Rural Connect for the sermon or other parts of worship as you see fit.

This would allow you to have regular worship with a training leader and a live sermon each week. On some Sundays, you may wish to have the LLWL preach or have them train you on using Rural Connect and lead the service on their own.

There is no cost in using Rural Connect but a minimum honorarium of ~~\$\$\$~~ plus travel would be expected to be offered to the LLWL.

While some watch YouTube or listen to some other technology on Sunday mornings, this gives you the opportunity of worshipping in your church with your congregation. It is our hope that by combining these two programs, LLWL and Rural Connect, we will be able to enrich your experience worship and invite others to join you in sharing the Good News. Ministry has always been community based and is relational. This is a means and a way where we can continue that ministry which is both God's and ours in our home church.

At present Rural Connect runs out of St Mark's United Church in Cannifton (Belleville), where, while in search, the Rev. Dr. John Young and the Rev. Dr. William Smith are the worship leaders.

If you are interested in these programs, please contact XXXX at XXXXX. We look forward to hearing from you.

Yours in Faith

Rev Dr. William Smith

Roger West B.A. LLWL

APPENDIX 'C'

RECEIVED FROM PAUL KNEEBONE 17 JANUARY 2026:

Linda Wager has completed her online United in Learning program and also submitted to me all the other required documents to be presented to the ECORC LLWL Forum for approval as a LLWL.

Besides confirmation of her 4-course completion, she has also submitted to me:

- Letter of Support from her home community of faith.
- Confirmation of completed Racial Justice online course.
- Confirmation of completed Boundaries online course.
- Current Police Vulnerable Sector Check
- 2025 Annual Declaration Form.

We need to briefly discuss when we interview Linda and who will do it (Brad plus one or two LLWLs). As we've discussed before, this is not an interrogation, but rather a friendly conversation about her LLWL experience to date and her expectations.