

List of changes to *The Manual, 2026*

1. Polity, section II. The Church

- 4.1 The members of pastoral charges and congregations shall continue to be members of the United Church. (2019)
- 4.2 The United Church of Canada is organized as follows: (1) a three-council structure, consisting of communities of faith, regional councils and a Denominational Council, and (2) an autonomous National Indigenous Church. (2025)
- 4.3 In its own time and through its own processes, the autonomous National Indigenous Organization will determine its structure and processes. (2025)
- 4.4 Once the new autonomous National Indigenous Organization is established, it will have its own mechanism to make any future changes to its structure and processes, and, therefore will not be subject to the remit process under section 7.4.1 of the Basis of Union. (2025)
- 4.5 The final wording describing the structure and processes of the autonomous National Indigenous Organization will be recorded here. (2025)

2. Polity, section V. Denominational Council

- 7.4.1 changing the Basis of Union—~~with the exception of section 4.4 (under section II “The Church”),~~ the Basis of Union may only be changed through the remit process, which requires the approval of a majority of the Regional Councils and also, if the Denominational Council considers it advisable because the change is substantive or denomination-shaping, pastoral charges; (2025)

3. A.6.2, Distribution of Minutes

The council is responsible for promptly distributing ~~the draft~~ minutes of meetings of the council, its executive, its sub-executive, and commissions to all members. ~~Once the minutes of a meeting have been approved, or approved in draft form by its executive, or a summary of decisions made at the meeting has been prepared, they are posted on the council’s website or as otherwise determined by the council as soon as possible. of the council by posting them on the council’s website or as otherwise determined by the council.~~ (2025)

~~A.6.3, Communities of Faith~~

~~Governing bodies of communities of faith must promptly distribute minutes or a summary of decisions made in some way that makes them available to members of the community of faith.~~ (2021)

4. A.6.34, Decisions

Minutes must clearly indicate any decisions that have been made.

~~5. A.6.5, Approved Minutes~~

~~The council must distribute the minutes again after approval.~~

6. C.2.14, Regionally Recognized Ministries

A regionally recognized ministry is a ministry that offers expression of ministry through education, service, pastoral care, word or sacrament in communities and contexts not designated as communities of faith.

The Regional Council is responsible for

- a) assessing and recognizing other ministries; and
- b) determining how to support the Ministry Personnel serving in such **recognized** ministries.

FYI: An assessment tool has been offered by General Council to ~~help in their work in evaluating whether or not a ministry could be recognized by the Regional Council. The tool is available from the General Council Office.~~ regional councils to help in their work in evaluating whether or not a ministry could be recognized by the regional council. (2025)

7. D.4.1.2, Term

The Moderator serves for a term of approximately three years. This term period begins when the Moderator is installed at an in-person regular meeting of the General Council, and ends when the next Moderator is installed at the next in-person regular meeting of the General Council.

8. D.4.1.3, Responsibilities

~~As the senior elected officer of the United Church, the Moderator has the following responsibilities:~~ The Moderator is the senior elected officer and spiritual leader of the United Church. Their responsibilities include:

Giving Spiritual leadership:

- a. Inspire and encourage the church in its faith and mission;
- b. ~~The Moderator gives leadership to the United Church, especially in spiritual things,~~ Quickening in the hearts of the people with a sense of God as revealed in Christ; and
- c. ~~And heartening and strengthening the whole United Church.~~ Be an instrument of unity and strength for the whole denomination.

Presiding:

- ✦ Chair meetings, including those of the General Council, its Executive, and Sub-Executive. ~~The Moderator presides at the~~

~~meetings of the General Council, its executive, and its sub-executive.~~

Pastoral presence:

- e. Engage communities of faith across the church by listening, guiding, and encouraging.

~~Visiting: The Moderator visits throughout the United Church, giving sympathetic guidance and counsel, and reporting to the General Council and its executive.~~

Public voice:

- f. ~~Serving as spokesperson: The Moderator serves as the primary spokesperson.~~ Serve as the primary spokesperson and representative of the church;
- g. Communicate the Call and Vision set by the General Council in ways that connect with the whole denomination; and
- h. ~~and representative for the United Church~~ Call the church to prophetic action in response to current issues.

Collaborative ministry with the General Secretary:

- i. Advance the Call and Vision set by the General Council of deep spirituality, bold discipleship, and daring justice;
- j. Discern and articulate what is happening in the church;
- k. Advance right relations with the Indigenous Church;
- l. Maintain strong connections with national, global, and ecumenical partners;
- m. Ensure a consistent and thoughtful voice on prophetic or controversial matters; and
- n. Clarify and communicate the United Church's role as a distinctive Christian expression. (2025)

9. D.4.2.3, Responsibilities

The General Secretary is the senior staff and administrative officer of the ~~General Council, its executive, and its sub-executive.~~ United Church and is responsible for ensuring that the church's Call and Vision are advanced. The responsibilities include:

~~The General Secretary is responsible for~~

Vision and Strategy

- a. Hold the longest horizon of vision for the church;
- b. Lead the implementation of the strategic plan to accomplish the Call and Vision; and
- c. Ensure General Council staff and executive ministers/officers are aligned with the strategic direction.

Leadership and Management

- d. Lead the executive staff team of the General Council and regional councils;
- e. Support and oversee collaborative work across the church;
- f. Make operational and procedural decisions to ensure effective and efficient functioning of the General Council Office;
- g. Be responsible for the organization of the General Council Office;
- h. Appoint executive ministers/officers and establish human resources policies for General Council and regional council staff;
- i. Oversee preparation of and have accountability for the annual budget; and
- j. Hold the corporate seal and maintain official records.

Governance and Oversight

- k. Support, facilitate, and oversee collaborative work among and between regional councils and General Council Executive;
- l. Prepare for meetings of the General Council, its Executive, and Sub-Executive;
- m. Prepare agendas, reports, and accurate minutes, preserving the historic memory of the church;
- n. Facilitate the work of General Council committees and commissions;
- o. Implement decisions of the General Council and its Executive;
- p. Make formal rulings and interpret *The Manual*;
- q. Oversee the drafting and publication of *The Manual*;
- r. Facilitate the election process for the Moderator and ensure the Moderator is briefed and supported; and
- s. Assist the General Council Executive in carrying out its responsibilities.

Spokesperson and Public Voice

- t. Ensure the prophetic voice of the denomination is in alignment with the Call and Vision and is credible and faithful; and
- u. Represent the church with national, global, and ecumenical partners in line with the Call and Vision.

Collaborative Ministry with the Moderator

- v. Advance the Call and Vision set by the General Council of deep spirituality, bold discipleship, and daring justice;
- w. Discern and articulate what is happening in the church;
- x. Advance right relations with the Indigenous Church;
- y. Maintain strong connections with national, global, and ecumenical partners;
- z. Ensure a consistent and thoughtful voice on prophetic or controversial matters; and

- aa. Clarify and communicate the United Church's role as a distinctive Christian expression. (2025)

- ~~a) assisting the Executive of the General Council in discharging its responsibilities;~~
- ~~b) preparing for the meetings of the General Council, its executive, and its sub-executive;~~
- ~~c) preparing and circulating a report of the meetings of the General Council, its executive, and its sub-executive;~~
- ~~d) arranging for implementation of the decisions by the General Council, its executive, and its sub-executive;~~
- ~~e) facilitating the work of the committees and commissions of the General Council;~~
- ~~f) ruling on questions about the polity, procedures, and practice of the United Church;~~
- ~~g) preparing draft changes to *The Manual* for the General Council or its executive to consider;~~
- ~~h) overseeing publication of *The Manual*;~~
- ~~i) preparing the annual budget of the General Council for the Executive of the General Council to consider;~~
- ~~j) having possession of the corporate seal of the United Church and the documents and records of the General Council;~~
- ~~k) serving as an automatic member of any committee established to direct planning or research;~~
- ~~l) serving as a general liaison officer for the councils of the United Church; and~~
- ~~m) performing other duties as assigned by the General Council~~

10. **D.4.3, Executive Ministers/Officers**

The General Secretary sets the number, from time to time, and is responsible for appointing General Council executive ministers/officers.

The General Council executive ministers/officers are responsible for:

- a) Specific portfolios as assigned by the General Secretary;
- b) Acting for the General Secretary when required by the General Secretary on a short-term basis; and
- c) Performing other duties as assigned by the General Secretary. (2025)

~~D.4.3—Officers~~

~~The General Council or its executive is responsible for appointing General Council officers. It is also responsible for setting the number of General Council officers from time to time.~~

~~The General Council officers are responsible for~~

- ~~a) acting for the General Secretary when required by the General Secretary on a short-term basis; and~~
- ~~b) performing other duties as assigned by the General Council or the General Secretary.~~

11. **D.4.6.2, Mandatory Committee Responsibilities**

~~d. Nominations Committee~~ The Nominations Committee is responsible for:

1. **Recommending people for election**

The Committee prepares a slate of individuals for election to the General Council Executive, Board of Vocation, and other bodies designated as “elected”. These elections are restricted, not competitive, in that the General Council votes yes/no on the slate. If the slate is not approved, the Nominations Committee presents a new one. Nominations from the floor are not permitted.

2. **Recommending people for appointment**

The Nominations Committee recommends individuals for appointment to church bodies such as committees, boards, and task groups. The authorizing body has the authority to accept or reject these recommendations.

People for both election and appointment must be equipped to serve and reflect the church’s commitments to diversity, inclusion, intercultural ministry, and reconciliation with Indigenous peoples, as directed by the General Council in 2018.

(2025)

~~The Nominations Committee is responsible for recommending people for appointment to the Executive of the General Council, Office of Vocation, committees, boards, or task groups, or United Church representatives to other bodies, as requested by the General Council, its executive, or the General Secretary of the General Council.~~

12. **D.5.3.2, General Council**

The Executive of the General Council ~~is responsible for the following~~ has the following responsibilities:

- a) Ensuring there is a General Council Office to carry out the ongoing work of the General Council;
- b) Setting denominational policies alongside the General Council; (2025)

[The following points in this section, formerly a) through i), are now c) through k)]

13. **D.5.3.3, Committees**

The Executive of the General Council is responsible for

- a) appointing an Accountability Committee for both the Moderator and the General Secretary, composed of at least two members of the Executive, two members named by the Indigenous church and two members at large named by the Executive through the nominations process; and
- ~~b) appointing a General Secretary's Supervision Committee; and~~
- b) receiving and reviewing reports at least annually from the committees established by the General Council or its Executive. (2025)

14. **D.5.3.4, General Council Office**

~~The Executive of the General Council is responsible for~~

- ~~a) ensuring there is a General Council Office to carry out the ongoing work of the General Council;~~
- ~~b) deciding on the organization of the General Council Office;~~
- ~~c) setting human resource policies for General Council and regional council staff;~~
- ~~d) appointing General Council officers, executive ministers or officers, and regional council executive ministers or speaker; and~~

~~There are processes for recruiting and appointing regional council executive ministers or speaker, General Council officers, and executive ministers or officers. See the Human Resources Policy Manual available from the General Council Office.~~

- ~~e) deciding on the office accommodation of the General Council Office.~~

[sections following are renumbered]

15. **F.2.2.4, Considering the Remit**

Regional councils—and for category 3 remits, communities of faith that are pastoral charges—must consider the remit at a regular meeting or a special meeting called for that purpose. Only the governing body of the community of faith considers and votes on the remit.

FYI: Governing bodies of communities of faith may invite members to share perspectives as part of the discernment process. (2025)

16. **I.1.2.4, Admission Minister, Diaconal Supply and Ordained Supply**

- a) **Definition:**

1. An “admission minister” is a diaconal minister (or equivalent) of another denomination or an ordained minister of another denomination who is in the process of admission to the order of ministry of the United Church. (2021)
2. A “diaconal supply” is a diaconal minister (or equivalent) of another denomination **whose credentials have been approved by the United Church and** who is not in the process of admission to the order of ministry of the United Church. (2025)
3. An “ordained supply” is an ordained minister of another denomination **whose credentials have been approved the United Church** and who is not in the process of admission to the order of ministry of the United Church. (2025)

[Points b) through c) as is]

- d) A diaconal or ordained minister from another denomination, **whose credentials have been approved by the United Church**, may serve in an appointment to a United Church community of faith for a period of time **not to exceed two years without prior approval of the Regional Council, without being required to enter the admission process. normally up to two years, without a requirement that they be in the process of admission to the order of ministry in the United Church.** (2025)

17. I.1.2.5, Staff Appointments

- a) **Who may appoint:** A member of the order of ministry may be appointed to a staff position by a regional council, the General Council, or a ministry that is not accountable to the United Church.
- b) **Consultation:** If the appointing body is a regional council or the General Council, it must consult with the Office of Vocation before making the appointment. A member of the order of ministry must consult with the Office of Vocation before accepting an appointment to a staff position by a ministry that is not accountable to the United Church.

N.B. There are additional policies and procedures that pertain to ministry personnel in the staff system. Please see Human Resources Policy Portal and the Pastoral Relations: Ministry Personnel Handbook. (2025)

18. I.2.1, Remuneration and Reimbursements for Ministry Personnel

I.2.1.1 Policy

The community of faith is responsible for

- a) paying adequate remuneration to all ministry personnel called or appointed to it **that is fair, just and equitable**; and
- b) reviewing the remuneration annually. (2025)

19. I.2.1.4, Part-Time Positions

A ministry personnel in a part time position must be paid a corresponding percentage of the full-time salary and benefits:

- a) if a comprehensive salary is provided, the salary is pro-rated based on their hours of service compared to a full-time position; and
- b) if a manse and base salary is provided, the base salary is pro-rated, and the ministry personnel receives full-time occupancy of the manse.

The percentage is based on a 40 hour work week.

There are policies for utility costs, furnishings, and other matters related to the manse. See the Financial Handbook, available from the [General Council Office](#).

N.B. Regional Councils shall exercise oversight with a view to providing full-time equivalent employment opportunities for ministry personnel wherever possible. This oversight is intended to reduce the need for ministry personnel to assemble multiple part-time positions to achieve full-time employment. Part-time ministry may, however, be appropriate in certain circumstances for both the community of faith and the ministry personnel. (2025)

20. **1.3.4, Death of Ministry Personnel**

1.3.4.1 Financial Support ~~Who Is Entitled to Financial Support~~

In the event of the death of a ministry personnel, who is an active and contributing member of the Pension Plan of the United Church of Canada, their designated beneficiaries are entitled to receive benefits.

N.B. For more information about these benefits, please go to uccbenefits.ca.

N.B. If the beneficiary, spouse and/or dependent children require immediate financial assistance, bridge funding may be provided on compassionate grounds. Contact the Regional Council Pastoral Relations Minister for information. ~~The financial support under this section (1.3.4) is for the spouse or, if there is no spouse, the dependent children of a ministry personnel who~~

~~a) had been called to or appointed to a community of faith at the time of their death;~~

~~b) was a member of the group insurance plan; and~~

~~c) was not receiving a United Church pension.~~ (2025)

21. **1.3.4.2, Use of Manse—Six-Month Period**

~~If the spouse or dependent children of a ministry personnel were living in the manse at the time of death, they are entitled to continue to live in the manse or be provided with~~

~~alternative accommodation for another six months. are entitled to receive the equivalent amount of the ministry personnel's salary and the equivalent amount and/or use of the ministry personnel's benefits for six months. This includes the use of the manse or alternative accommodation. It does not include a travel allowance or other allowances for professional duties. (2023)~~

~~They are entitled to the same amount of salary and benefits as the ministry personnel was receiving at the date of death.~~

The six-month period starts following the end of the month in which the death took place. The month in which the death took place is not counted.

~~There is one exception, set out in section I.3.4.3 below. (2021)~~

~~I.3.4.3 Calculation of Six-Month Period~~

~~This section applies where the ministry personnel was receiving disability benefits under section I.2.2 above.~~

~~The combined benefit under section I.3.4.2 and I.2.2 is for a maximum of six months. The month in which the death took place is not counted even if disability benefits were paid for that month.~~

~~I.3.4.4 Responsibility to Pay~~

~~The community of faith is responsible for providing the support outlined in I.3.4.3. (2023)~~

~~It may ask for financial assistance if it is unable to fulfill this responsibility. The request is made through the regional council to the appropriate General Council working unit.~~

~~I.3.4.5 Regional Council's Responsibility~~

~~When a ministry personnel dies, the regional council must~~

- ~~a) ensure that appropriate arrangements for pastoral care are made for the ministry personnel's family and the community of faith; and~~
- ~~b) ensure that arrangements are made for payment of the financial benefits under section I.3.4.2 above.~~

[Following section is renumbered.]