



THE DIOCESAN SYNOD OF FREDERICTON

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MINUTES OF THE MEETING OF DIOCESAN COUNCIL

3 December 2021

Videoconference

Pre-meeting circulation

- Agenda
- Draft Minutes (Sep 25th, 2021)
- Chancellor's Report
- Finance Committee and Treasurer's Reports
 - October 31, 2021 Shared Ministry and Employment Assessment
 - October 31, 2021 Draft Financials Diocesan Synod and Camp Medley
 - 2022 Shared Ministry Budget
 - 2022 Budget
- Committee and Team Reports: HR, Nominating, and Spiritual Development
- Representative Reports: Camp Medley Director, Parish Development, and ACW

Members Attending

Kathy Asch, David Barrett, Eric Beek, David Bell, Ken Brien, Perry Cooper, David Edwards, Brent Ham, Heather Harris-Jones, Chris Hayes, Susan Jack, Mary Anne Langmaid, Cathy Laskey, Bob LeBlanc, Coralie Losier, Rob Marsh, Keith Osborne, David Peer, Matthew Pitman, Paul Ranson, Joni Richardson, Kevin Stockall, Robert Taylor, Cheryl Young.

Member Regrets

Linda Fury, Geoffrey Hall, Lionel Hayter, and Siobhan Laskey

Members Absent

John Matheson, Michael O'Hara, and Ted Quann

Guests

Shawn Branch (Zoom co-host), Cheryl Jacobs (Zoom co-host), and Gisele McKnight (NB Anglican)

Guest Regrets

Rosemarie Kingston (ACW Observer)

Worship

1. David Edwards welcomed everyone to the virtual conference room at 5:35 pm

and acknowledged the unceded and unsundered Wolastoquey/Mi'kmaq/Peskotomuhkati peoples' territory on which we meet and thanked them for allowing us to gather.

2. David Edwards then led the council in Evening Prayer, with the help of Coralie Losier, Ken Brien, and Keith Osborne.

Call to Order

3. David Edwards called the meeting to order at 6:00 pm and noted the regrets of Linda Fury, Geoffrey Hall, Lionel Hayter, and Siobhan Laskey. No further regrets were received.

4. David Edwards asked Shawn Branch to review online meeting norms for Zoom.

5. David Edwards introduced the agenda for the meeting and asked for any changes or additions. He added one item to correspondence from William Ross.

MOTION 1: Bob Leblanc / Ken Brien

That Diocesan Council accept the agenda as amended.

MOTION 1: Carried

Minutes of the Last Meeting

6. Diocesan Council reviewed the minutes of the last Diocesan Council meeting.

MOTION 2: Cathy Laskey / Paul Ranson

That Diocesan Council accept the minutes of the last meeting on September 25th, 2021.

MOTION 2: Carried

7. Diocesan Council reviewed the minutes of the last Diocesan Council Executive meeting.

MOTION 3: Bob Leblanc / Ken Brien

That Diocesan Council receive the minutes of the September 25th, 2021 meeting of the Diocesan Council Executive.

MOTION 3: Carried

Business Arising

8. There was no business arising.

Correspondence

9. **Letter of Thanks.** The Corporation of the Anglican Parish of Fredericton wrote to the Diocesan Council to thank the Council for their financial support for Christ Church (Parish) Church's Under One Roof campaign and for their recommendation for the parish's successful Anglican Foundation grant submission.

10. **Resignation.** The Secretary received the resignation of William Ross from the Council effective immediately. William has joined a different denomination.

New Business

11. **Cemetery Management.** This agenda item will be covered under the Chancellor's report.

Reports to Council

12. The archbishop asked for a motion to receive all reports sent in the pre-meeting package.

MOTION 4: Mary Anne Langmaid / Brent Ham

That Diocesan Council receive all reports.

MOTION 4: Carried

13. **Chancellor's Report.** The Chancellor pointed members to his report noting that it had two parts: HR policy changes and cemetery policy. He added to his report on cemetery policy speaking of the interesting and varied cemetery questions from parishes that informed the policy discussion. The policy is out for a limited review and will be updated prior to going to council members for consideration and review prior to Diocesan Council considering the policy for approval.

14. The Chancellor then informed council that the information in the pre-meeting package on the Canon Six motion requires a comma after chartered professional accountant in paragraph 2(1)(d) on page 16.

MOTION 5: David Bell / David Peer

That Diocesan Council recommend to the Diocesan Synod that Canon Six-Parish Governance be amended as presented.

MOTION 5: Carried

The corrected text as presented is in the Legislative Appendix to the minutes.

15. **Finance Committee Report.** Susan Jack brought two points to the attention of the Council. There is a small increase in the parish contribution for clergy benefits to help with a large increase in costs for the coming year and our synod investments should be getting a more consistent payout moving forward.

16. Ken Brien requested clarification on the two returns noted in the report one was 3.25% and the other 3.5%. Susan explained that the return on Parish guaranteed deposits in the DCIF is 3.25 % for the first six months of 2022 while the Synod will be withdrawing a payout of 3.5% of the DCIF to help fund operations for next year.

MOTION 6: Susan Jack / Heather Harris-Jones

That the Diocesan Council approve the recommendation of the Finance Committee to set the rate of interest to be paid on parish investments and Synod funds in the DCIF as 3.25% for the six-month period from January to June 2022.

MOTION 6: Carried

17. Susan Jack then explained that the recommended cost of living increase for clergy compensation next year is 2.25%.

MOTION 7: Susan Jack / Heather Harris-Jones

Moved that the Diocesan Council approve the recommendation of the HR and Finance Committees, for a 2.25% increase, effective January 1, 2022, to the Diocesan clergy compensation as governed by Schedule A, Regulation 7-2: Scale of Minimum Stipends.

MOTION 7: Carried

18. **Treasurer's Report.** Heather Harris-Jones introduced her written report and added more information on the Project updates. The meeting invitations have been sent to participants in the Group RRSP. Anyone who cannot attend can call RBC directly for information.

19. Heather also reviewed the Shared Ministry Budget Support and the Employment and Pension Assessments and noted the \$46,197 shortfall in Shared Ministry contributions: \$31,500 will not be coming, \$11,000 should not be expected, and \$3700 is coming. Employment assessment is at 100%.

20. Heather then reviewed income and expense on the financial statements with a particular attention to the notes. Overall, the forecast is to finish the year on target with operating revenue matching expenses or with a small surplus. Her intention is to request the Finance Committee internally restrict the funds we received in early January from the sale of Bishop's Court and the old synod office for a future office project. The \$53,000 increase in parish development grants were funded from savings elsewhere in the budget. Heather expects no extraordinary expenses to the end of the year.

21. She presented the plan for Shared Ministry support from parishes in 2022 and explained the formula used to calculate the parish contribution. The calculation uses the three-year average of operational income (not including government CERB payments) applying 9% on the first \$50,000, 14% on the next \$50,000, and 18% on revenue over \$100,000. On average, Shared Ministry Support has dropped 1.5% per year since 2010. The total amount in the shared ministry plan is higher than the budget because the budget includes an allowance for shared ministry relief.

22. Heather presented the Synod budget for 2022. It is a deficit budget of -\$75,665. The budget maintains commitments to missions and parishes and cost-of-living increases for salaries by finding reductions in other areas of synod operations, including a 5% blanket reduction in synod discretionary spending, and increasing the income rate drawn from our investments from 4% to 4.5% increasing revenue is increased by \$130,076. The deficit is driven by one-off spending for Lambeth and diocesan mission initiatives and higher costs for health benefits. Over 2022 the Synod office will monitor the budget and seek savings to bring expenses in line with revenue when and if they become available.

23. The Archbishop received the motion to accept the budget and then vacated the chair and passed control of the meeting to Susan Jack, Lay Vice Chair, so that he could speak in favour of the motion. He explained to the Diocesan Council members that 2022 is the year the Synod will feel the impacts of COVID-19. Our finances will need close monitoring through the year, but he is determined not to reduce support to missional activities and parish support. He noted that the national statistician, Neil

Elliot, has reported our diocese is the most stable in Canada with respect to “nickels and noses.” He also expected that some events and activities anticipated in the budget may not happen providing further relief on the expense side, Lambeth being the prime example. Two council members expressed their appreciation for the work of the Archbishop and Synod staff putting together this budget.

24. The Lay Vice Chair put the motion to a vote:

MOTION 8: Heather Harris-Jones / David Peer

Moved that the Diocesan Council approve the Budget for 2022 as presented.

MOTION 8: Carried

25. The Lay Vice Chair vacated the chair and the Archbishop continued with the agenda asking the Secretary of Synod to speak about the dates for our future meetings.

Other Items

26. Meeting Schedule for 2022. The Secretary asked the Diocesan Council Members to consider their experience with an evening meeting and consider his proposal to plan for two virtual meetings a year to be held on Thursday evenings. After some discussion, the members agreed that a 6:00 pm start on the last Thursday of the month with the meeting ending by 8:30 pm would be an acceptable option. The secretary noted that this would allow Synod staff to plan for two in-person and two virtual meetings a year. The virtual meetings would be in February and September and the in-person meetings would be in May and at the Diocesan Council retreat on the first weekend in December.

27. Rolling Meeting Schedule. Our next meeting is a virtual meeting Thursday February 24th at 6:pm.

2022
Thursday February 24 th , 2022
Saturday May 28 th , 2022
Thursday September 29 th , 2022
Friday December 2 nd to Saturday December 3 rd

Adjournment

28. David Edwards closed the meeting in prayer at 1915 and asked for a motion to adjourn.

MOTION 9: David Peer

That this meeting of Diocesan Council be adjourned.

Respectfully submitted,

The Most Rev David Edwards
Archbishop and Chair

The Rev David Peer
Secretary of Synod

Legislative Appendix

That Diocesan Council recommend to the Diocesan Synod that Canon Six-Parish Governance be amended as presented.

- 2(1) There shall be, not later than the last day of February in each year, an annual meeting of voting members in each parish which shall
- (a) determine, before nominations are made, the number, being not fewer than six nor more than twelve, of members of the Vestry to be elected, [etc.]
 - (d) receive a full and detailed statement and account of the receipts and expenditures of the Parish Corporation for the past financial year, duly **prepared audited** by a chartered professional accountant, or prepared by the Parish Treasurer and reviewed by two competent persons, and any other information required by the Treasurer of the Synod or by regulation in such form as may be prescribed by regulation, [etc]
- 4(1) Subject to the authority of the Bishop and the Synod, a Parish Corporation shall
- (a) organize and manage activities and programs in furtherance of Christian life in the parish, [etc.]
 - (k.1) submit to the annual meeting of voting members in the parish a full and detailed statement and account of the receipts and expenditures for the past financial year, duly **prepared reviewed** by a chartered professional accountant, or prepared by the Parish Treasurer and reviewed by two competent persons, [etc.]