



THE DIOCESAN SYNOD OF FREDERICTON

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Adopted 29 September 2022

MINUTES OF THE MEETING OF DIOCESAN COUNCIL

28 May 2022

Camp Medley

Pre-meeting circulation

- Agenda
- Draft Minutes (February 24, 2022)
- AFC Presentation
- Companion Diocese Presentation (Ho Mobile Medical Clinic)
- Chancellor's Report
- Finance Committee and Treasurer's Reports
 - April 30, 2022 Shared Ministry and Employment Assessment
 - April 30, 2022, 2022, Shared Ministry and Employment Assessment
 - December 31, 2021 Financial Statements
- Committee and Team Reports: HR, Spiritual Development
- Representative Reports: Parish Development Officer
- Draft regulation 5-4

Members Attending

Kathy Asch, David Barrett, Ken Brien, Perry Cooper, David Edwards, Geoffrey Hall, Brent Ham, Heather Harris-Jones, Susan Jack, Mary Anne Langmaid, Cathy Laskey, Bob LeBlanc, Coralie Losier, Michael O'Hara, Keith Osborne, David Peer, Matthew Pitman, Ted Quann, Joni Richardson, Kevin Stockall, Robert Taylor, Cheryl Young.

Member Regrets

David Bell, Linda Fury, Chris Hayes, Siobhan Laskey, Rob Marsh, John Matheson, Paul Ranson.

Guests Attending

Shawn Branch (PDO), Gisele McKnight (NB Anglican).

Guest Regrets

Rosemarie Kingston (ACW).

Worship

1. David Edwards welcomed everyone to Camp Medley at 10:00 am and acknowledged the unceded and unsundered Wolastoquey, Mi'kmaq, and Peskotomuhkati peoples' territory on which the Diocese sits and thanked them for allowing us to gather.

2. David Edwards then led the council in Morning Prayer, with the help of Mary Anne Langmaid, Kathy Asch, and Coralie Losier. David asked what is the spirit of God saying. Times are changing and deliberate discernment is required. This is one of those times where the way forward is not clear though some things are:

2.1 God is leading us to a new place, not back to Egypt.

2.2 God is God and will sustain his Church.

2.3 God will use his influence to direct us.

2.4 God's call is to take time to discern the direction of the spirit.

3. The bishop will be working with others to discern the way forward.

Call to Order

4. Following a short 10-minute break after worship, David Edwards called the meeting to order at 10:45 pm. He noted the regrets of David Bell, Linda Fury, Siobhan Laskey, Rob Marsh, and John Matheson. No further regrets were received.

5. David Edwards introduced the agenda for the meeting and noted three changes to the published agenda:

5.1 Item 5.c under New Business is the appointment of the Diocesan Registrar with an associated motion (Motion I).

5.2 Item 6.c should say 2021 Financial Statements.

5.3 Item 6.d The Chancellor corrected the Human Resources Committee motion (Motion H) after the meeting package was sent

MOTION 1: Ken Brien / Bob LeBlanc

That Diocesan Council accept the agenda as modified.

MOTION 1: Carried

Minutes of the Last Meeting

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

MOTION 2: David Barrett / Keith Osborne

That Diocesan Council accept the minutes of the last meeting on February 24th, 2022.

MOTION 2: Carried

Business Arising

7. **Anglican Foundation Say Yes to Kids.** Cathy Laskey updated the council members on the Say Yes to Kids Campaign. The Bishop appointed Cathy Laskey, Clyde Spinney (Diocesan AFC Champion), Shawn Branch, and Ann Fairweather to direct the campaign in New Brunswick. Cathy pointed members to the presentation provided in the meeting package and noted that the Parish of Salisbury and Havelock was the only parish to apply from the Diocese of Fredericton. The parish's original goal was \$2500, but was soon raised to \$4000. They are within \$500 of the

higher goal. Members were encouraged to support the parish's campaign which in turn would mean support for the diocesan project of mental health initiative for kids and camping ministry. Cheryl Young provided specific details about what has happened with the campaign within the parish noting the appreciation of financial support from outside of the parish.

8. Cheryl Young read a report from the Incumbent Chris Hayes on their application to kick start a youth program with events in the parish for kids with supplies and food. The goal is building relationships with kids. Cheryl read Chris's story about meeting Steve "the Bike Guy" and how Steve became an ardent supporter of the parish-sponsored bike rodeo.

Correspondence

9. **Resignation Letter.** Eric Beek resigned from Diocesan Council for work conflict reasons; he is starting a new job.

New Business

10. **Appointment of the Assistant Secretary of Synod.** Our constitution and canons allow Diocesan Council to appoint an Assistant Secretary of Synod. The position is intended to provide backup for the Secretary of Synod when the Secretary is unavailable and a document that requires the seal of the Synod must be signed. Having someone near the Synod office is an asset.

MOTION 3: David Peer / Susan Jack

Moved that the Diocesan Council appoint The Ven Kevin Stockall, Archdeacon of Fredericton as Assistant Secretary of Synod.

MOTION 3: Carried

11. **Faith Formation.** Shawn Branch led the meeting on a contemplation of the return from exile in Jeremiah 29:4-12 using Lectio Divina. Members broke into groups to consider how we might journey together as we seek the peace and well-being of our communities and how might God be calling us to "build houses and plant gardens."

12. **Appointment of the Diocesan Registrar.** David Edwards passed the chair to Susan Jack for this item to speak of the role of the Registrar and to propose a motion to appoint The Rev Canon Jon Lownds as Diocesan Registrar for a five-year term (Canon Four Section 14(1)). David explained the registrar's responsibilities primarily involves signing and sealing cleric licenses and certificates as well as recording these along with cleric appointments, ordinations, and church/cemetery consecrations / deconsecrations in the diocesan bishop's register. Each diocesan bishop has their own book or books.

MOTION 4: David Edwards / David Peer

Moved that Diocesan Council appoint the Rev Canon Jon Lownds Diocesan Registrar.

MOTION 4: Carried

13. The Diocesan Council formally recognized the exemplary service of The Rev Canon Tom Smith, former Diocesan Registrar of the Synod who served four Diocesan bishops over 33 years. He resigned at Easter. The Diocesan Council asked the Secretary to send a letter thanking him for his service, expressing concern for his health and prayers that God would provide him peace and comfort.

14. **Committee, Team, and Representative Reports.** David Edwards asked for a motion to receive all reports

MOTION 5: Brent Ham / Robert Taylor

Moved that Diocesan Council receive all committee reports as circulated.

MOTION 5: Carried

15. **Chancellor's Report.** The Secretary introduced the Chancellor's report. The Chancellor continues to look for feedback on the cemeteries' discussion paper. He is encouraged by the quality of responses to date.

16. The proposed canonical amendment included with the Chancellor's report in the meeting package is a small change to Canon Four affecting the eligibility for appointment to the Finance Committee. When Canon Four sub-section 18(3) was enacted, the pool of lay persons "qualified to be elected" as Synod delegates, and hence to be appointed to the Finance Committee, was simply the voting members of a parish. Changes to the Synod Constitution made a few years ago created term limits for lay Synod members. Term limits meant that there would now be a small class of voting members of a parish who were temporarily ineligible for election as a Synod delegate. This limitation on eligibility for election to Synod has been intended to promote turnover in Synod participation, but its incidental effect of narrowing the pool of laity eligible for appointment to the Finance Committee is pointless. Finance Committee membership has its own term restrictions. The proposed amendment would end this unintended restriction on lay eligibility to the Finance Committee and return the Synod to the former position that any Diocese of Fredericton lay person aged 16 or above is eligible for appointment to the Finance Committee.

MOTION 6: David Peer / Ken Brien

Moved that Diocesan Council recommend to Diocesan Synod that Canon Four- Diocesan Governance be amended as follows:

18 (3) The Lay members of the Finance Committee shall be persons who are voting members of a parish, mission, or the Cathedral of Christ Church.

MOTION 6: Carried

17. **Finance Committee Report.** Susan Jack spoke about the mid-year minimum stipend scale adjustment and recommended the same increase for all clergy not on the scale as well as lay employee. Because the stipend increase was not budgeted by parishes, the Synod will cover this increase for 2022. The total amount of support

for 2022 will be \$20,965. The responsibility for this cost-of-living increase will transfer to parishes in 2023.

MOTION 7: Kathy Asch / David Peer

Moved that Diocesan Council approve the recommendation of the Finance Committee for a 2.0% increase for clergy and Lay employees, effective July 1, 2022.

MOTION 7: Carried

18. The kilometric rates for travel are increasing due to the high cost of fuel. The Treasurer indicated that one-off grants could be provided from the diocesan travel pool to offset the increase.

MOTION 8: Kathy Asch / David Peer

Moved that Diocesan Council approve the recommendation of the Finance Committee for an increase from \$0.25/km to \$0.30/km for Lay and Clergy who receive a car allowance and an increase from \$0.44/km to \$0.50/km for those who don't receive a car allowance, effective July 1st, 2022. These amounts must be reviewed in three months' time.

MOTION 8: Carried

19. **Award Presentation – Robert Taylor.** David Edwards called Robert Taylor forward to receive the Diocese of Fredericton Award of Merit for his many volunteer years with Choir School. Robert noted that Choir School would be a one-day intensive camp at Trinity Church in Saint John this year.

20. **Lunch and Tour of Camp Medley.** David Edwards recessed the meeting for lunch from 1200 until 1300. At 1230 John Galbraith hosted Council members to a walking tour of the Camp to see the infrastructure and grounds and to gain an appreciation of the recent improvements to the camp.

21. **Companion Diocese Report – Mobile Medical Clinic.** Robbie Griffin provided a presentation to mark the completion of the Ho mobile medical clinic project for the Synod. It is a God-directed project, the mobile clinic is in Accra clearing customs and awaiting delivery to the teaching hospital in Ho. A few administrative tasks remain, but the \$278,000 project is complete from the Synod perspective. Nothing now remains except final delivery and set up, which will be assisted by Rotary partners in Ghana. The clinic is designed for a 10-year life. The project raised \$93,000 locally and received funds from Rotary of \$185,000. Robbie closed by saying that our diocese has a long working relationship with Ho, 14-15 years, and a large part of the success or failure of a project like this is the companion diocese.

22. **Award Presentation – Robbie Griffin.** David Edwards presented Robbie the Diocese of Fredericton Award of Merit for his efforts with the clinic project.

23. **Treasurer's Report.**

24. Heather Harris-Jones noted that the shared ministry and employment information for April is in the meeting package. She spoke briefly about the new Investment Policy Statement (IPS) necessitated by the redemption of investment in Qwest and transfer of funds from Mandeville to RBC, bringing all investment assets under one group of advisors. Heather noted that the decision to align with the CRA definition of investment return as realized return has been very helpful for the Synod during the volatile period in the markets this year. The year to date realized return is currently 2.4% year-to-date.

25. Heather presented the Review Engagement Report with the 2021 Financial Statements. Bringloe Feeney concluded that nothing came to their attention during their review, the financial statements present fairly, in all material respects, the financial position of the Synod as of December 31st, 2021. Bringloe Feeney also noted that the results of Synod operations and cash flows are in accordance with Canadian accounting standards for not-for-profit organizations. Only a few line items saw a more material change from 2020 to 2021 due to the higher rate of return. The results should be more consistent, year over year, going forward due to the change to recognize only realized income for the calculation of the rate of return.

26. Cathy Laskey raised a question about the George Bartlett Fund wondering why there were no transfers showing. The Safe Harbour building at 50 Broad St., Saint John, was purchased in 2016 using diocesan assets (0% loan to ourselves) to be funded by the George Bartlett bequest. In looking back further to when set up, it looks like 8,025 was transferred in 2016 to pay the amount back but she was unsure to what asset. Heather Harris-Jones clarified that the amounts are being tracked separately and do not show. She will review 2016 and report back to the Diocesan Council.

MOTION 9: Susan Jack / Heather Harris-Jones

Moved that Diocesan Council receive the 2021 financial statements and Review Engagement Report as presented.

MOTION 9: Carried

27. **May Grant Awards.** The Grant summary information below was sent out by email to council members on Thursday May 26th. All the grant money for this financial year has now been awarded.

Diocesan Synod Grants Proposed - 2nd Half of 2022

Budget remaining: \$32,000 prior to this round of grants

<i>Parish</i>	<i>Original Request</i>	<i>2022 Grant</i>	<i>2022 Budget</i>	<i>Purpose</i>
Cambridge & Waterborough	\$20,000	\$15,000		St. James restoration project
St. Mark (Stone Church)	20,000	15,000		Afternoon community drop-in
Denmark	2,000	2,000		Replace and install crosses on two churches
Coldbrook	10,000	0		Emergency repairs and mortgage assistance
Total	<u>\$52,000</u>	<u>\$32,000</u>		
Remaining Budget		<u>\$32,000</u>		
Budget Remaining		<u>\$ -</u>		

28. **HR Committee Report.** Council members at the last meeting requested the HR committee look at the wording of three clauses in Regulation 5-4 and report back at the next council meeting with a proposal to revise wording if recommended. The three clauses of concern were 3(2), 5(5), and 5(6). The HR committee recommended that Diocesan Council approve three minor changes to the wording. Reference to the parish advisory committee in 3(2) should change to treasurer(s) and wardens and the phrase "travel allowance" was removed from 5(5) and 5(6) to reflect current practice.

MOTION 10: Kathy Asch / David Peer

Moved that the Diocesan Council approve Regulation 5-4 Payroll Administration, as presented.

MOTION 10: Carried

The approved Regulations are appended to the minutes in a legislative appendix.

Other Items

29. **Synod Planning Update.** The Secretary reported that there will be an in-person Synod on Saturday, November 5th and that the Synod Planning Committee will gather for its first meeting on Wednesday, June 8th.

30. **Rolling Meeting Schedule.** Our next meeting is a virtual meeting Thursday September 29th.

2022

Thursday September 29th, 2022 (Virtual)
 Friday December 2nd to Saturday December 3rd
 Thursday March 2nd, 2023
 Saturday May 27th, 2022 (In-Person)

Adjournment

31. David Edwards closed the meeting in prayer and with the Grace at 1421 and then asked for a motion to adjourn.

MOTION 9: Ted Quann

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

[Regulation 5.4 Payroll Administration](#)