



# THE DIOCESAN SYNOD OF FREDERICTON

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## **MINUTES OF THE MEETING OF DIOCESAN COUNCIL**

3 December 2022

Camp Medley

### **Pre-meeting circulation**

- Agenda
- Draft Minutes (Sep 29, 2022)
- Notice of motion to postpone any draft regulation on cemeteries
- Cemetery Management Regulation & Related Documents
- The Diocesan Council Executive Committee responsibilities
- The Human Resources Committee terms of reference
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- Chancellor's Report and notice of Motion for the Parish of Waterford
- Notice of Motion to amend Regulation 4-1 Regional Governance
- Finance Committee Report
- Treasurer's Reports
  - October 31, 2022 Shared Ministry and Employment Assessment
  - October 31, 2022 Synod Financial Statements
  - 2023 Shared Ministry budget
  - 2023 Diocesan Synod budget
- Committee and Team Reports: HR, Diocesan Privacy Officer
- Other Items: Diocesan Committee Structure, The Synod Resolution on the Task Force on Racial Justice

### **Arrival Package**

- Order of the Day
- Meeting Schedule
- Synod motions for Diocesan Council Action
- Amended Agenda
- Core Powers of the Diocesan Synod
- Diocesan Council Committee Structure (current & proposed)
- Diocesan and/or Synod Officers
- Synod Employees' areas of focus
- Task Force on Racial Justice TOR
- Human Resources TOR (approved Sep 2022)
- Blank Expense Claim

### **Members Attending**

Martha Barker, David Bell, Michael Briggs, Jasmine Chandra, Robert Cheatley, Perry Cooper, David Edwards, Trevor Fotheringham, Geoffrey Hall, Brent Ham, Heather Harris-Jones, Susan

Jack, Cathy Laskey, Gerald Laskey, Bob LeBlanc, Laura McNulty, Robert Montgomery, David Peer, Julian Pillay, Nancy Stephens, Robert Taylor, Marilyn Wilson.

### **Member Regrets**

Leo Martin, Rob Marsh, John Matheson, Paul Ranson, Kevin Stockall.

### **Members Absent**

Jill Stewart.

### **Guests Attending**

Shawn Branch (PDO), Bonnie Hunt (Diocesan Council nominee), Cheryl Jacobs (Technical Support), Gisele McKnight (NB Anglican).

### **Opening**

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 wished to thank them for allowing us to gather.

2. David Edwards then noted regrets from five council members and welcomed the new members of council:

Martha Barker, Michael Briggs, Jasmine Chandra, Robert Cheatley, Trevor Fotheringham, Gerald Laskey, Laura McNulty, Robert Montgomery, Julian Pillay, Nancy Stephens, Marilyn Wilson

3. David Edwards then led the council in Morning Prayer, with the help of Marilyn Wilson, Michael Briggs, and Rob Montgomery.

4. After Morning Prayer, the bishop addressed Diocesan Council members on their role in this pivotal period for the Diocese. He described the process involved in discerning God's call as taking time to understand as much of the nature of God as possible because the Church is called to reflect the character of God into creation. It is an individual, corporate, and diocesan responsibility. He suggested taking 10 minutes a day to pray the Jesus prayer, "Lord Jesus, Son of God, have mercy on me, a sinner," to help get to the place where it is possible to listen and then recording what comes up. The process will take several months. The bishop acknowledged the challenges that many parishes face: difficulty finding enough volunteers for a viable vestry; empty incumbencies, and the lack of funds to support a full-time priest. He urged members to consider all possibilities; church structures fall and have been reshaped throughout Christian history. The recent past is not the only way to be a church. We need to ask why Jesus has brought us, or let us come, to this place and what are we to learn while we are here? The Diocesan Council needs to be ready to set in place the structures that will help us move forward.

5. The chancellor briefed members on the meaning of the term Anglican Diocese of Fredericton and the roles and responsibilities of the Diocesan Synod, and the Diocesan Council. He also explained how the council, the synod, and the bishop work together.

6. The Secretary of Synod provided a primer on governance and how the Diocesan Council and its committees work together.

### **Call to Order**

7. David Edwards called the business meeting to order at 1:15 pm and introduced the amended agenda for the meeting that was provided in the arrival package. The amended agenda added a motion for appointments to the Finance Committee.

*MOTION 1: Bob LeBlanc / Cathy Laskey*

***That Diocesan Council accept the agenda as amended.***

*MOTION 1: Carried*

8. Shawn Branch reviewed the meeting protocols.

### **Minutes of the Last Meeting**

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

*MOTION 2: Brent Ham / Bob LeBlanc*

***That Diocesan Council approve the minutes of the last meeting September 29<sup>th</sup>, 2022.***

*MOTION 2: Carried*

### **Correspondence**

10. There was no correspondence.

### **Business Arising**

11. **Correspondence from Diocesan Council:** The Secretary sent letters of congratulation on behalf of Council to Chris Van Buskirk (Order of Moncton) and John Matheson (Queen's Platinum Jubilee Medal) and to Jill Stewart, the new Diocesan president of the ACW.

12. **Cemetery Management:** The discussion on cemetery management began with the notice of motion to defer adopting the new regulation and continuing with more extensive Diocesan consultations. The notice of motion is on page 10 of the pre meeting package. In the discussion council members learned that Cemetery management affects most parishes, only about a dozen mostly urban parishes do not have cemeteries.

*MOTION 2: Gerry Laskey / Perry Cooper*

***That a larger Diocesan discussion on the draft regulations on cemeteries be held and that adoption of these proposed regulations be postponed until the next session of Diocesan Synod.***

*MOTION 2: Defeated (by voice vote).*

13. The next motion was to bring a motion on the cemetery regulation up from the table. The discussion was not resolved at the last meeting.

*MOTION 3: David Bell / David Peer*

***That Diocesan Council take the motion "That the Diocesan Council enact Regulation 6-3 on Cemetery Management as circulated" from the table.***

*MOTION 3: Carried.*

14. David Bell provided some background to council members explaining why he worked on a regulation for cemeteries and what it was intended to do. He referred to pages 11 to 23 of the pre-meeting package. The work originated with a far-sighted motion at the 137<sup>th</sup> Session of Synod calling for Diocesan Council to develop a policy and procedures for the perpetual care of cemeteries located within dissolved parishes. The first step is establishing a framework for cemetery management, which this proposed regulation will accomplish. The Regulation is for the future and cannot change cemetery contracts retrospectively. Part of a parish's cemetery will operate under the old rules and the new lots will operate under the new regulation.

*MOTION 4: David Bell / David Peer*

***That the Diocesan Council enact Regulation 6-3 on Cemetery Management as circulated effective January 1<sup>st</sup>, 2023.***

*MOTION 4: Carried.*

15. David Edwards provided a short update on the Diocese of Ho Mobile Medical Clinic. The project is nearing completion. He will be travelling to Ho in January with Robbie Griffin and Dr Harvey Bass to see the clinic and visit the Diocese. Dr Bass is providing medical equipment for the treatment of eye conditions, including cataracts, and will be training local medical staff in the use of the equipment.

### **New Business**

16. **Finance Committee.** After every regular Synod session, the Diocesan Council must appoint six of the members of the Finance Committee (of whom no fewer than four shall be lay persons). The rest of the members are stipulated by their role.

*MOTION 5: David Peer / Robert Taylor*

***Moved that Diocesan Council appoint Susan Jack, Jim Knight, Scott Fairweather, Gilbert Carter, Laura McNulty, and the Rev David Barrett to the Finance Committee***

*MOTION 5: Carried.*

17. **Diocesan Council Executive Committee.** After every regular Synod session where it has been more than 18 months after the last regular meeting of the Synod, the elected members of the Diocesan Council change. It is appropriate at that time that the Executive change as well and the Diocesan Council appoint at least six lay (L) and six clergy (C) members to the Executive Committee.

*MOTION 6: David Peer / Robert Taylor*

***Moved that Diocesan Council appoint David Bell (L), Michael Briggs (L), Perry Cooper (C), Geoffrey Hall (C), Brent Ham (C), Heather Harris-Jones (L), Susan Jack (L), Cathy Laskey (C), Bob LeBlanc (C), Laura McNulty (L), David Peer (C), and Robert Taylor (L) to the Executive Committee***

*MOTION 6: Carried.*

18. **Appointments to Diocesan Council.** After every regular Synod session, the Diocesan Council must make four appointments to Diocesan Council from the lay or substitute lay members

of the Synod, one of whom must be between the ages of sixteen and twenty-five years to Diocesan Council.

*MOTION 7: David Peer / Robert Taylor*

***Moved that Diocesan Council appoint Bonnie Hunt, Tony Munn, and Connor DeMerchant to the Diocesan Council.***

*MOTION 7: Carried.*

*MOTION 8: David Peer / Robert Taylor*

***Moved that Diocesan Council appoint Margaret Holder to the Diocesan Council as the youth member (between the ages of sixteen and twenty-five years).***

*MOTION 8: Carried.*

19. **Election of Lay Vice Chair.** After every regular Synod session, the Diocesan Council must elect from among its lay members a Vice Chair of Diocesan Council.

*MOTION 9: David Peer / Robert Taylor*

***Moved that Diocesan Council appoint Susan Jack as Lay Vice Chair of the Diocesan Council.***

*MOTION 9: Carried.*

20. **Appointment of Members to the Human Resources Committee.** David Peer brought to the attention of the members of council the challenges facing the HR committee. The committee regularly cannot achieve quorum, has three vacancies, and has no Chair. David reiterated that the work of this committee would have to come to the council for decisions if the committee cannot function. He asked council members to consider if they might be called to work on this committee or know people who might be willing, particularly anyone with Human Resource experience or knowledge.

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

*MOTION 10: Laura McNulty / Gerry Laskey*

***Moved that Diocesan Council receive all reports as circulated.***

*MOTION 10: Carried*

22. **Chancellor's Report.** The chancellor introduced a motion requested by the Parish of Waterford for Diocesan Council to exercise its authority and appoint a Board of Administration in the parish. The parish is in such numerical decline that its leaders believe it cannot realistically find enough people to for a parish corporation as stipulated in Canon Six – Parish Governance. It has lately failed to do so. The Corporation is not at the point of dissolution. Instead, the Corporation has requested, and has approved the terms, of the motion offered here.

*MOTION 11: Laura McNulty / Gerry Laskey*

***Moved that:***

***1. Under the authority of s. 7 (1.2) of the Anglican Church Act, 2003 and at the request of the Corporation of the Anglican Parish of Waterford, and notwithstanding s. 2 of Canon Six – Parish Governance, the Diocesan Council transfers all powers of the Corporation of the Anglican Parish of Waterford to a board of administration acting in the name and exercising the authority of the Corporation of the Anglican Parish of Waterford and consisting of:***

***(a) any person licenced as incumbent of the parish,***

***(b) one voting member of the parish, to be known as the Church Warden, who may exercise in full the canonical powers of Church Wardens, and***

***(c) three other voting members of the parish, to be known as Vestry members, who may exercise in full the canonical powers of Vestry members,***

***the Church Warden and Vestry members being chosen at parish annual meetings.***

***2. Quorum for meetings of the board of administration shall be three members, at least one of whom is the incumbent or the Church Warden.***

***3. In other respects, the Corporation of the Anglican Parish of Waterford and its board of administration shall remain subject to the Canons, Regulations and Policies of the Diocesan Synod of Fredericton, including provisions for regular meetings, appointment and duties of treasurer and vestry clerk, signing authorities, minute and other record-keeping, financial transparency and prevention of conflicts of interest.***

***4. This transfer of powers takes effect at the conclusion of the parish annual meeting next following the passing of this Motion.***

*MOTION 11: Carried*

23. The chancellor next spoke about the proposed change to regional governance that would eliminate the Deanery of Lancaster and reassign the parishes in it to new Deaneries in the archdeaconry of St Andrews and the archdeaconry of Saint John. This amendment a) takes account of the disappearance from the Anglican map of Westside Anglican Mission and the parish of East Saint John, b) transfers the parishes of Nerepis and St. John and Lancaster to the deanery of Saint John and the parish of Musquash to the deanery of St Andrews, and c) abolishes the deanery of Lancaster.

24. David Edwards asked the Lay Vice Chair to assume the chair so he could speak. He explained the logic for bringing the parishes of Lancaster and the Nerepis and Saint John into the Deanery of Saint John and Musquash into the Deanery of St Andrews. He consulted the parishes and obtained their opinion before asking the chancellor to draft the motion. Jasmine Chandra mentioned that this was a good move bringing together parishes in the metropolitan Saint John area and will strengthen the deanery. Geoffrey Hall provided some history on the creation of the deanery, which was intended to have a blend of rural and urban parishes.

*MOTION 12: David Bell / David Peer*

***Moved that Regulation 4-1 (Regional Governance) be amended as follows (with***

**consequent re-numbering):**

**PART 2: Archdeaconries**

1 Pursuant to Canon Four, subsection 6(4), the Diocesan Council fixes the names and extent of the Archdeaconries as the following corporations and missions, together with such chaplaincies and other ministries as the Bishop shall annex:

- a) The Archdeaconry of Chatham, which comprises the parishes of Bathurst, Chatham, Derby and Blackville, New Bandon, Newcastle-Nelson-Hardwicke, and Restigouche;
- b) The Archdeaconry of Fredericton, which comprises the parishes of Bright, Cambridge and Waterborough, Douglas and Nashwaaksis, Fredericton, Fredericton Junction, Gagetown, Ludlow and Blissfield, Marysville, Minto and Chipman, New Maryland, Oromocto and Maugerville, Prince William, Dumfries, Queensbury and Southampton, St. Margaret's, St. Mary, York, St. Peter, and Stanley, and the Cathedral of Christ Church;
- c) The Archdeaconry of Kingston and the Kennebecasis, which comprises the parishes of Central Kings, Gondola Point, Hammond River, Hampton, Kingston, Quispamsis, Renforth, Rothesay, St. Mark, Sussex, Upham, Upper Kennebecasis, and Waterford;
- d) The Archdeaconry of Moncton, which comprises the parishes of Dorchester, Hillsborough Riverside, Kent, Moncton, Riverview, Sackville, Salisbury and Havelock, Shediac, St. Andrew Sunny Brae, St. James, St. Philip, and Westmorland;
- e) The Archdeaconry of St. Andrews, which comprises the parishes of Campobello, Grand Manan, ~~Lancaster~~, McAdam, Musquash, ~~The Nerepis and St. John~~, Pennfield, St. Andrews, St. David and St. Patrick, St. George, **and** Saint Stephen, ~~and the Westside Anglican Mission~~;
- f) The Archdeaconry of Saint John, which comprises the parishes of Coldbrook - St. Mary, ~~East Saint John~~, Fundy and the Lakes, **Lancaster**, Millidgeville, Portland, Saint John, **The Nerepis and St. John**, and St. Mark; and
- g) The Archdeaconry of Woodstock, which comprises the parishes of Andover; Canterbury, Benton and Kirkland, Denmark, Madawaska, Richmond; Wicklow, Wilmot, Peel and Aberdeen, and Woodstock.

**PART 6: Deaneries**

1 The Diocesan Council fixes the names and extent of the Deaneries as the following corporations and missions, together with such chaplaincies and other ministries as the Bishop shall annex:

- a) The Deanery of Chaleur-Miramichi, which comprises the parishes of Bathurst, Chatham, Derby and Blackville, New Bandon, Newcastle-Nelson-Hardwicke, and Restigouche;
- b) The Deanery of Fredericton, which comprises the parishes of Fredericton, Fredericton Junction, Gagetown, New Maryland, Oromocto and Maugerville. Prince William, Dumfries, Queensbury and Southampton, St. Margaret's, St. Peter, Stanley, and the Cathedral of Christ Church;

c) The Deanery of Kingston-Kennebecasis, which comprises the parishes of Central Kings, Gondola Point, Hammond River, Hampton, Kingston, Quispamsis, Renforth, Rothesay, St. Mark, Sussex, Upham, Upper Kennebecasis and Waterford;

~~d) The Deanery of Lancaster, which comprises the parishes of Lancaster, Musquash, and The Nerepis and St. John, and the Westside Anglican Mission;~~

d) The Deanery of ~~Moncton~~ **Shediac**<sup>1</sup>, which comprises the parishes of Dorchester, Hillsborough Riverside, Kent, Moncton, Riverview, Sackville, Salisbury and Havelock, Shediac, St. Andrew Sunny Brae, St. James, St. Philip, and Westmorland;

e) The Deanery of St. Andrews, which comprises the parishes of Campobello, Grand Manan, McAdam, **Musquash**, Pennfield, St Andrews, St. David and St. Patrick, St. George, and Saint Stephen;

f) The Deanery of Saint John, which comprises the parishes of Coldbrook - St. Mary, ~~East Saint John~~, Fundy and the Lakes, **Lancaster**, Millidgeville, Portland, Saint John, **The Nerepis and St. John**, and St. Mark;

g) The Deanery of Woodstock, which comprises the parishes of Andover, Canterbury, Benton and Kirkland, Denmark, Madawaska, Richmond; Wicklow, Wilmot, Peel and Aberdeen, and Woodstock; and

h) The Deanery of York, which comprises the parishes of Bright, Cambridge and Waterborough, Douglas and Nashwaaksis, Ludlow and Blissfield, Marysville, Minto and Chipman, St. Mary, York, and Stanley.

*MOTION 12: Carried*

25. **Finance Committee Report.** Susan Jack noted that the Finance Committee had three motions for council members to consider. The first being the rate of interest paid on parish investments and Synod funds in the DCIF. The restructuring of our investment portfolio has been successful in providing a steady stream of income in a difficult market.

*MOTION 13: Susan Jack / Heather Harris-Jones*

***Moved that 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 2023.***

*MOTION 13: Carried*

26. The second motion was an increase to the scale of minimum stipends. The cost of living over the past year has increased significantly. It is unprecedented in recent times. This places financial challenges for clerics. The increases that the Finance Committee is recommending are based on published data on the cost-of-living increases. Some parishes may see a larger effective increase to the employment costs in their budget since parishes must assume responsibility for the

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<sup>1</sup> During discussion Michael Briggs pointed out a typographical error in Regulation 4-1. Part 6 paragraph 1.d. The Regulation 4-1 incorrectly refers to the Deanery of Shediac as the Deanery of Moncton. This error has been corrected.



mid-year increase to minimum stipend awarded for the last six months of 2022 and paid for by synod.

*MOTION 14: Susan Jack / Heather Harris-Jones*

***Moved that Diocesan Council approve the recommendation of the HR and Finance Committees, for a 4.0% increase, effective January 1, 2023, to Diocesan clergy compensation as governed by Schedule A, Regulation 7-2: Scale of Minimum Stipends.***

*MOTION 14: Carried*

27. In a friendly amendment proposed by Cathy Laskey the motion was changed from “parishes” to “the Synod or a Parish Corporation” so that the motion aligns with the language in Regulation 7-3 and includes clerics employed by Synod such as hospital chaplains and clerics in the Diocesan Training Curacy Program. On a question about housing allowance, Heather Harris-Jones said that about half of our parishes do not have a rectory. Cathy Laskey raised the question of a living wage, particularly for lay employees. The Chair asked that the question of a living wage be brought back to council later.

*MOTION 15: Susan Jack / Heather Harris-Jones*

***Moved that Diocesan Council support a strong recommendation for the Synod or a Parish Corporation to increase Housing Allowances by 4%.***

*MOTION 15: Carried*

28. **Treasurer’s Report.** Heather Harris-Jones provided highlights of financial information in the pre-meeting package. She reviewed the 2023 Synod budget in detail. The budget this year is more transparent as it incorporates Externally Restricted funds. This will bring all the financial information found in our end of year statements into the Council’s quarterly budget reports. David Bell noted the high percentage of our budget revenue from investments and that it makes the Synod vulnerable to forces that affect market returns.

*MOTION 16: Heather Harris-Jones / David Peer*

***Moved that the Diocesan Council approve the Budget for 2023 as presented.***

*MOTION 16: Carried*

## **Other Items**

29. **Diocesan Council Committees.** A motion to restructure Diocesan Council Committees to the Executive Committee and 4 standing committees was presented but during discussion it became apparent that not enough time was left to allow a full discussion on this motion, so the Chair asked for a motion to table.

*MOTION 17: David Peer / Robert Taylor*

***Moved that Diocesan Council committees be:***

- 1. committees established by the Constitution and Canon Four (Executive, Finance, Constitution & Canons),***
- 2. committees declared by the Council in November 2019 to be additional standing committees (Human Resources, Nominating),***

3. *such other committees and working groups as may be created in the future to report to the Council, and*
4. *that the Companion Diocese and Spiritual Development committees report to the Council via the bishop.*

*MOTION 18: Laura McNulty / Gerry Laskey*

***Moved that the Diocesan Council table Motion 17.***

*MOTION 18: Carried*

30. **Task Force on Racial Justice.** At the 138<sup>th</sup> Session of Synod, a motion was passed that the Diocesan Council establish a Task Force on Racial Justice and provide guidance on a mandate and membership. The Rev Thomas Nisbett agreed to chair the committee. He requested a member of Diocesan Council help lead the task force and be a link with Diocesan Council for its work. Discussion followed leading to the following three motions:

*MOTION 19: Perry Cooper / Trevor Fotheringham*

***Moved that Diocesan Council appoint the Rev Thomas Nisbett chair of the Synod Task Force on Racial Justice, with the authority to recommend at least one task force member from each archdeaconry for the bishop to appoint and that the task force, once constituted, would return to Council with Terms of Reference, based on the draft terms of reference attached to the minutes, and a work plan to provide a draft report to Diocesan Council by June 2024 and a final report to the 139th Session of Synod.***

*MOTION 19: Carried*

*MOTION 20: Trevor Fotheringham / Susan Jack*

***Moved that Diocesan Council appoint the Rev Julian Pillay as vice-chair of the Synod Task Force on Racial Justice.***

*MOTION 20: Carried*

*MOTION 21: Gerry Laskey / Bob LeBlanc*

***Moved that the Diocesan Council appoint the Rev Terrence Chandra as a member of the Synod Task Force on Racial Justice.***

*MOTION 21: Carried*

31. **Rolling Meeting Schedule.** Our next meeting is virtual planned for Wednesday March 8<sup>th</sup>.

<b>2023</b>
Wednesday March 8 <sup>th</sup> , 2023 (Virtual)
Saturday May 27 <sup>th</sup> , 2023 (In-Person)
Thursday September 28 <sup>th</sup> , 2023 (Virtual)
Friday December 1 <sup>st</sup> to Saturday December 2 <sup>nd</sup> (in-person retreat)

**Adjournment**

32. David Edwards closed the meeting in prayer and with the Grace at 4:10 pm and then asked for a motion to adjourn.

*MOTION 9: Bob Cheatley*

***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

## **Task Force on Racial Justice**

### ***Draft Terms of Reference***

To advise, guide and make recommendations to the Council, and through the Council to the next Session of Synod, concerning adoption of the Charter of Racial Justice of the Anglican Church of Canada in whole or in part, or of some locally-generated policy document on racial justice.

At its initial meeting the Task Force will consider a schedule and milestones for its work, to include:

- examining the implications for the Diocese of Fredericton of adopting the Charter for Racial Justice in the Anglican Church of Canada or similar policy;
- educating congregations about issues of racial justice, racism, xenophobia, prejudice, and discrimination in the Christian context; and
- proposing how the Charter for Racial Justice or similar policy may be implemented across the Diocese.

### ***On-going Responsibilities and Reporting***

Responsible to the bishop and reporting to the Diocesan Council. Draft Report due to Diocesan Council at the May-June 2024 meeting. Reporting to the 139th Session of Synod planned for November 2024.

### ***Membership***

Chair – the Rev Thomas Nisbet

Vice-Chair – the Rev Julian Pillay

The Rev Terence Chandra

At least one member from each Archdeaconry recruited by the chair.