

PURPOSE, CONTACTS AND DEFINITIONS

PART 1: PURPOSE

The purpose of this document is to provide detailed information concerning a Cleric's employment entitlements and benefits. The document complements the calling of a Cleric as a servant of God under the spiritual oversight of the Diocesan Bishop.

In addition to this 'Purpose, Contacts and Definitions' Regulation, the Canon Seven Regulations comprise of Regulations that establish the remuneration and benefits to which a Cleric is entitled.

Regulation 7-2 sets out the three components of a Cleric's remuneration, including the:

- a) Stipend,
- b) Car Replacement and Travel Allowances, and
- c) Housing Allowance or deemed income from a church-owned residence or Rectory.

Regulations 7-3 to 7-9 set out the benefits to which a Cleric is entitled, including:

- a) Housing Standards;
- b) Moving (Relocation) Expenses;
- c) Vacation and Leaves of Absence
- d) Pension
- e) Group RRSP, Savings and Loans
- f) Sick Leave and Disability;
- g) Continuing Education; and
- h) Medical, Employee Assistance Program (EAP), Wellness and Life Insurance

With respect to Regulations 7-5 to 7-9, one notes that the Diocese, through the Diocesan Synod, jointly administers and supplements, where appropriate, the following General Synod benefit plans:

- a) The General Synod Pension Plan;
- b) The General Synod Short and Long Term Disability Plan;
- c) The General Synod Continuing Education Plan; and
- d) The General Synod Term Life Insurance Plan.

The General Synod also negotiates for the Canadian Church the following benefits administered by private insurance companies, namely, the Group Registered Retirement Savings Plan and the Group Medical and Dental Plan.

PART 2: CONTACTS

The Diocesan Synod Office and the Diocesan Treasurer

1(1) The Diocesan Synod may be contact at:

The Diocesan Synod
115 Church Street, Fredericton NB E3B 4C8
Phone: (506) 459-1801
Web Site: anglican.nb.ca
Email Contacts: anglican.nb.ca/synod/

1(2) The Diocesan Synod jointly administers with other service providers:

- a) Vacation and Leave of Absence (Regulation 7-4)
- b) Pension Plan (Regulation 7-5)
- c) Group Retirement Savings Plan (Regulation 7-6)
- d) The General Synod Short and Long Term Disability Plan (Regulation 7-7)
- e) The General Synod Continuing Education Plan (Regulation 7-8); and
- f) The Employee Assistance Program (Regulation 7-9)
- g) The General Synod Term Life Insurance Plan (Regulation 7-9).

The Employment Standards Branch of NB Government

2 The Employment Standards Branch of the Department of Post-Secondary Education, Training and Labour may be contacted at the following address:

Employment Standards Branch
Department of Post-Secondary Education, Training and Labour
Chestnet Complex
470 York Street, P.O. Box 6000, Fredericton NB E3B 3P7
Phone: (506) 453-2725
Toll Free 1 (888) 452-2887
Web Site: www.gnb.ca/0308/index-e.asp

The General Synod Pension Office

3(1) The General Synod Pension Office may be contacted at the following address:

Pension Office Corporation
625 Church Street, Suite 401, Toronto ON M4Y 2G1
Phone: (416) 960-2484
Toll Free: 1 (800) 265-1070
Web Site: www.anglicanpension.ca

3(2) The General Synod Pension Office jointly administers:

- a) Pension Plan (Regulation 7-5)
- b) Group Retirement Savings Plan (Regulation 7-6)

- c) The General Synod Short and Long Term Disability Plan (Regulation 7-7)
- d) The General Synod Continuing Education Plan (Regulation 7-8); and
- e) The General Synod Term Life Insurance Plan (Regulation 7-9).

The London Life Assurance Company

- 4 The London Life Assurance Company may be contacted at the following address:

Ms. Kitty Lee
Customer Service Specialist
Group Retirement Services
Great-West/London Life/Canada Life
Web Site: www.grsaccess.com
Phone: (416) 552-5025/ 1 (800) 465-0517
Fax: (416) 362-0350
Email Address: kitty.lee at gwl.ca

The Manufacturers Life Insurance Company ("Manulife Finance")

- 5 Contact the Synod Office (see s. 1) to obtain the current contact for "Manulife Finance."

Web Site: www.manulife.com/

Shepell FGI LP Inc.

- 6 The EAP service provider, Shepell FGI LP Inc., may be contacted at:

Confidential help-line:
(For toll-free, 24 hour a day, seven days a week)
Phone: 1 (800) 268-5211
On-line counseling: www.fgiworldmembers.com
On-line resources: www.shepellfgi.com, then click on the FGIworld logo, or
www.fgiworld.com.

Shepell FGI Administrative Office Contact:
Ms. Terra Lake
Direct Line: 1 (902) 429-0431
Toll free: 1 (877) 700-7674, extension 7

PART 3: DEFINITIONS

In these Regulations:

"Act" means the Anglican Church Act, 2003;

"allowance" means a definite portion, sum or amount of money, allotted or granted to meet a Cleric's expenses or requirements;

"Archdeacon" means an Archdeacon appointed by the Bishop under Canon Four;

"Archdeaconry" means a Deanery or group of Deaneries under the supervision of an Archdeacon;

"Archdeaconry Greater Chapter" means a group of persons within an Archdeaconry comprising all licensed Clerics, Church Wardens and the lay members of the Synod and their substitutes from each parish within the Archdeaconry;

"Assistant Curate" means an Assistant Curate appointed by the Bishop to serve in a parish;

"Assistant Bishop" means a bishop who is appointed by the Bishop under Canon Three;

"benefit" means that to which a person is entitled, in the way of pecuniary assistance, medical or other attendance, pension, and the like;

"Bishop" means the person holding the office of Bishop of the Diocese;

"Bishop's Commissary" means the priest appointed to that position under Canon Four;

"Borrower" means a Cleric as the context directs or required in a given Regulation;

"Canon", as it relates to the laws of the Church in New Brunswick, means a formal enactment of the Synod;

"Cathedral" means the Cathedral of Christ Church in the City of Fredericton;

"Cathedral Chapter" means the Bishop and Chapter of the Cathedral of Christ Church in the City and Diocese of Fredericton;

"Church" means The Anglican Church of Canada;

"Church Warden" means a principal elected lay officer of a Parish Corporation;

"Cleric" means a bishop (including a retired bishop), priest or deacon (including a Transitional and Vocational Deacon) licensed in the Diocese;

"Constitution" means the Constitution of the Synod;

"CRA" means Canada Revenue Agency (also known as "Revenue Canada");

"Dean" means the Dean of the Diocese;

"Diocese" means The Diocese of Fredericton as constituted by Letters Patent issued by Her late Majesty, Queen Victoria, dated April 25, 1845;

"Diocesan Council" means the Diocesan Council constituted pursuant to the Act and by the Constitution;

"Employee" means a Cleric as the context directs or required in a given Regulation;

"Employer" means the Bishop, or the Parish Corporation, or the Diocesan Synod, or the Bishop and Chapter of Christ Church Cathedral, Fredericton as the context directs or requires in a given Regulation;

"fiscal year" means the fiscal year of a corporation continued or established under the Act;

"Incumbent" means a member of the clergy who is appointed under Canon Seven to the charge of a parish.

"Interim Cleric" means a cleric, other than a Retired Cleric, who is appointed by the Bishop to serve as the Incumbent of a parish on a temporary basis;

"Parish" means a geographical area or a community of Church members committed to the pastoral care of a Rector or other minister;

"Parish Corporation" means a corporation comprising the Rector, Church Wardens and Vestry of a parish continued or created under the Act and, unless the context otherwise requires, includes the Bishop and Chapter of Christ Church Cathedral, Fredericton;

"Participant" means a Cleric as the context directs or requires in a given Regulation;

"Provincial Synod" means the Synod of the Ecclesiastical Province of Canada;

"Rector" means the priest appointed to that position in a parish in the Diocese;

"Regional Dean" means a priest who has been appointed to assist the Bishop in a Deanery;

"Retired cleric" or "Retiree" means a person who is in receipt of a retirement pension under Regulation 7-5 (General Synod Pension Plan);

"stipend" means a fixed regular allowance or salary, especially paid to a Cleric;

"Synod" means The Diocesan Synod of Fredericton as constituted and continued by the Act and by the Constitution;

"(transitional) Deacon" means a person ordained to the holy order of Deacon, awaits ordination to the order of priests, and is appointed to a ministry in the Diocese of Fredericton;

"Vestry" means the lay persons who, together with the Rector and Church Wardens, comprise the Parish Corporation;

"(vocational) Deacon" a person permanently ordained to the Holy Order of Deacon and appointed by the Bishop to a ministry in the Diocese of Fredericton (see [Directive 7.2 Discernment Leading to Ordination to the \(vocational\) Diaconate](#) and [Directive 8.3 The Deacon in the Parish](#)).

Adopted
17 September 2008
Revised
11 February 2009