



THE DIOCESAN SYNOD OF FREDERICTON

115 CHURCH STREET, FREDERICTON NB E3B 4C8

(506) 459 1801 [o] (506) 460 0520 [f]

Approved 15 September 2004

MINUTES OF THE DIOCESAN COUNCIL MEETING

MAY 19, 2004

ST MARGARET'S CHURCH FREDERICTON

The Rt. Rev. Claude Miller presiding.

Bishop Miller opened the meeting and reviewed the agenda.

All members were present with exception of regrets from Archdeacon Geoffrey Hall, Canon Ed Coleman, Archdeacon Stuart Allan, and Mr. Trevor Holder.

Bishop Miller then introduced Mr. Jim Morell, who served as facilitator for the Council as they followed up on their visioning and planning day held at Villa Madonna on March 26 and 27th.

The draft minutes of the January 22nd meeting of Diocesan Council were adopted as circulated with a slight correction as noted, on motion from Mr. Arnott, seconded by Archdeacon Sharpe and carried.

Bishop Miller reflected on a reading from Acts 6: 1-7, pointing out the reference in the scripture to the ordination of people to help serve in the ministry. The Bishop commented that it occurred at a time when the Church was in a growth mode, and it is about delegation. He noted the similarities between this and the efforts of Council in respect to the establishment of its seven areas of ministry for which the Council is responsible. There was much comment and discussion around the passage.

REMARKS FROM THE BISHOP:

The Bishop outlined for Council his description of the four support groups that he has in his Episcopacy, namely the Council, the Bishop's Counsel, the Chancellor and the office support staff.

He remarked about four specific areas with respect to his ministry focus, namely the vision of the Episcopacy, the need to become effective and proactive, the need to encourage others to lead, and the needs among the clergy and the people in the parishes in order to develop relationships.

The Bishop then turned Council to this vision and the work of support groups to ask Council to consider what this new Diocesan Council will look like.

BUILDING THE TEAMS:

Mr. Morell then took over and gave an introduction into the initiatives been taken at the Diocesan Council level to assist the Bishop, with the Council being one of the lead players in the support for the episcopacy. He commented that the Bishop needs a way to "pass things on" and that in many cases it is the Council who would assume those matters for resolution and action. Mr. Morell reviewed how the morning session will progress.

The first question posed for the Council was “why does the Diocesan Council exist?” It was an effort for the Council to reflect on its reasons for existence and its mandate and the manner in which that mandate can be met.

Mr. Morell then turned the Council towards the seven committees that have been established, and brainstormed in the same way as to what their ongoing responsibilities might be in terms of how these groups would work on an individual basis.

Following a brief respite, the Council then considered the implications of all of these delegated responsibilities and the work necessary to carry them out. They offered input as to what the work might look like in terms of meetings (attendance, timing, frequency, meeting style, agenda, etc), reporting and budget processes, and mandates.

With respect to the work of the seven ministry committees, it was pointed out that it will be necessary for them to have a clear sense of how their meetings would function as well, on receiving assignments, developing and presenting reports, timing, budgets, etc. The membership allocations were examined, as was the mandate outline and priority/action items reporting format and all members agreed with the proposed set-up. There was one correction in terms of Committee membership with the move of Canon Ed Coleman from Mission and Outreach to Spiritual Formation. It was noted that the Stewardship and Financial Development team is very small, and will need to be expanded at some point. It was also noted there may be a necessity to add individuals to these groups who may not necessarily be members of Council, and that is a matter that will need to be taken under advisement.

With respect to the specific working of the seven groups, it was decided that the Archdeacons would be serve as convener of the first meeting, and that it should be held very soon. Each group is to elect a Chair and a recording secretary.

Mr. Morell commented that each group is to set goals, and clearly establish their priorities, and respect the need for a clear and distinct reporting process, that will deal with solutions and recommendations versus speaking of past accomplishments. In other words it is critical for the Committees themselves to be proactive, in order that Council may be the same.

The Council then broke for lunch.

After lunch when the meeting reconvened Bishop Miller reported to the Diocesan Council on some specific matters. One of the areas he touched on was the work of the task force on sexuality. Dean Joyce commented on the series of discussions held at various locations across the diocese in an effort to hear comment on the issue of same sex blessings. Much praise was given in terms of the nature of these meetings, their spirituality, their inclusiveness and the manner in which they were conducted.

The Bishop commented on a task force on the General Synod Marriage Canon, which is the subject of amendment at the upcoming Synod. Two specifics being looked at by the task force were the “table of kindred and affinity” and the location of Church marriage ceremonies. That task force, which was headed up by the Rev. Chris VanBuskirk submitted a report to the Bishop, which in essence confirms our current stand on both of these issues.

Another area of concern is the future of the Matrimonial Commission, which under the new General Synod Marriage Canon would no longer exist in the canonical sense. The Bishop commented he will maintain the Matrimonial Commission in our Diocese as he sees a continuing role for it.

ELECTION OF VICE-CHAIR OF COUNCIL:

The Bishop called for nominations for individuals who might be considered for election as lay vice-chair of Diocesan Council. Nominations presented were Dr. Mohan Iype, Mr. David Watts, and Mrs. Shara Golden.

Nominations were closed on a motion from Mr. Thompson, seconded by Mr. Arnott, and carried.

Dean Keith Joyce and the Rev. Kevin Borthwick were appointed scrutineers, and when their work was completed, they reported the results to the Bishop, who announced that Dr. Mohan Iype was elected as lay vice-chair of Diocesan Council. This was greeted with applause.

FINANCIAL RESULTS 2003:

The Treasurer presented to Diocesan Council an outline of the audited financial statements for the fiscal year 2003. The statements are posted on the web site and individuals can download and read them at their leisure.

In his presentation, the Treasurer highlighted the results for the fiscal year as detailed in the statements. He pointed out that revenue amounted to \$1.82 million in comparison to expenditures of \$1.78 million. This resulted in a surplus of \$38,500 for the year 2003. The Treasurer was quick to point out, however, that this result reflects accruals of unpaid assessments, as well as allowances for any assessments that may be written off in future years. He went on to note that if these two accruals were backed out of the system, the actual operating or budget surplus for the year was approximately \$10,000.

The Treasurer then went on to explain those income and expense items that significantly varied from budget, pointing out the reality that our operating surplus was primarily due to some significant under expenditures in specific budget items. The most significant of these were:

- the appointment of a youth director - delayed by four months
- the unexpected resignation of the UNB Chaplain, replaced on more part-time basis
- an under expenditure in the mission outreach grant budget.

It was also noted that there were certain areas where expenditures were over budget, the most significant one being that of relocation expenses, which exceeded budget by almost 90%.

Following some discussion the financial report was received.

REPORT OF THE FINANCE COMMITTEE:

The Finance Committee report was made available to members prior to the meeting, and was presented by the Chair, Mr. Murry Arnott. The report contained some specific recommendations, one of them with respect to the per kilometre rates used for travel reimbursement for committee members, clergy serving in parishes, and other circumstances.

The recommendation coming from the Finance Committee through its Human Resources group is as follows:

That the following per-kilometre rates be applied for travel reimbursement:

For laity and retired clergy on Diocesan Committees, Diocesan Lay Staff, Retired Clergy taking Sunday Services, Clergy or laity in parish ministry but not in receipt of travel allowance and car replacement	35 cents
For Parish clergy serving on Diocesan Committees and in receipt , travel allowance and car replacement	15 cents
For clergy in receipt of car replacement only (no travel allowance)	25 cents

Moved by Mr. Watts, seconded by Mr. Arnott: That the Finance Committee recommendations for revised per-kilometre rates for travel reimbursement be approved. Carried.

During the discussion of the motion, there were questions raised with respect to the various rates that apply, and comments made with regard to the impact that recent increases in gasoline prices are having on the ability of clergy to meet their automobile rated expenditures. This is a matter that the Council felt strongly should be referred to a human resources committee for due consideration, and that is noted.

It was moved by Archdeacon Hodge, seconded by Mrs. Reid: That the report of the Finance Committee be received.

(It was pointed out the other motions contained in the report will be appear later in the agenda.

CORRESPONDENCE

RE: CURACY PROGRAM:

A memo on the issue of curacies for newly ordained clergy was provided to the Diocesan Council prior to their meeting. This emanates from the meeting of Spring 2003 when the issue of funding curacies was raised.

It was moved by Archdeacon Hodge, seconded by Archdeacon Berry: That the memo provided to Diocesan Council on the topic of curacies for newly appointed clergy be referred to the Council's Episcopal Group. Carried.

RE: PARISH DEVELOPMENT:

A memo on this topic from the Bishop's Counsel was provided to members prior to the meeting.

It was moved by Archdeacon Berry, seconded by Mr. Thompson: That the memo with respect to parish development be referred to the Parish Development Group of Diocesan council. Carried.

It was pointed out that it would be important to have at least a preliminary report on this topic for review at the September meeting of Council.

RE COMMUNICATIONS PERSONNEL:

Council received a memo containing proposals to enhance effective communications in the diocese. One proposal called for the hiring of a diocesan stenographer. This would be a contract position with

the primary responsibility for attending and recording minutes of meetings, and to facilitate reporting and follow up of action items.

The second proposal called for the hiring of a Communications Officer, which would be a full-time staff appointment. The proposal speaks of this appointment in the context of the work currently being done by the editor of the New Brunswick Anglican, and the need to perhaps consider an overall communications approach, with one specific person having that responsibility.

The Council engaged in a discussion of these two proposals, paying attention to the merit and of course the related cost. It was felt by that the issue of a stenographer to assist with the correspondence and minutes of meetings, is that one that should be pursued immediately as the need is clear and the cost would not be an onerous one.

Moved by Archdeacon McConnell, seconded by Archdeacon Hodge: That the appropriate diocesan officials be authorized to engage a stenographer as outlined in proposal A of the memo to Council. Carried.

With regard to the appointment of a full time communications officer, it was generally agreed this item should be referred to one of our groups.

Moved by Archdeacon Berry, seconded by Mr. Thompson: That the proposal for the hiring of a diocesan Communications Officer be referred to the Administrative Group of the Diocesan Council, with the expectation of a report from that group at the September meeting. Carried.

RESIDENTIAL SCHOOLS SETTLEMENT:

Council gave consideration to the need for the Diocese to deal with the fact that we require \$87,000 of funding to meet the final component of the financial plan for covering our share of the Settlement cost. In its report the Finance Committee made the following recommendation:

“that Council appoint a task force to put together a strategy to ensure every effort is made to raise this required funding”.

Moved by Mr. Arnott, seconded by Mr. Watts that this item be referred to the Stewardship and Financial Development group of the Council.

During the discussion on the motion the question it was suggested that the Mission Committee should also be involved in the undertaking. Following discussion the motion was carried.

CAMP CAPITAL PROJECT:

In a memo from the Bishop, Council was provided with a detailed outline of the situation around the this project. Of particular interest was that part of the project related to the re-construction of the Camp Medley facilities. The memo was supplemented by a time-line report with respect to the development around the capital campaign for the camp development.

In its report to the Council, the Finance Committee indicated they had reviewed this item as well, and the memo to Council members included an excerpt from the draft minutes of their meeting. Specifically however, the Finance Committee did make a recommendation for Council’ consideration.

- “that this Finance Committee report to Diocesan Council endorsement of the plans for upgrading of facilities at our youth camp, and the finance plan to see it carried out, but remind Council that it will need to be vigilant in the monitoring and oversight of this project, ensuring our approval processes are understood and adhered to, and insurance there is a proper oversight of the financial aspects of the work, and of the capital campaign itself”

Council took this entire matter under serious deliberation, and expressed its overall enthusiasm for the nature and scope of the work being done at Camp Medley, and for the need to ensure there is a financial infusion for Camp Brookwood in order they may improve their facilities as well.

Council also, however, understood the concerns expressed by the Finance Committee.

The first of these concerns with respect to the need for contracts to be signed by appropriate parties. Moved by Mr. Arnott, seconded by the Rev. John Cathcart: That the Diocese ratify the contract negotiated by the Board of Camp Medley on behalf of the Diocese with Kenn Mainville Associates for the conducting of a capital funding campaign, and related administrative processes, outlined in that agreement. Carried.

Another area of specific concern to Council was the need to ensure adequate oversight for the construction and financial aspects of the undertaking, as expressed by the Finance Committee.

Moved by Mr. Arnott, seconded by Mr. Ketch: That with respect to the construction of new cabins for Camp Medley, this Diocesan Council express its agreement with the Finance Committee and give our endorsement of the plans in respect of the much needed upgrading of facilities at our youth camps, and the financial plan to see it carried out, and direct the Finance Committee to work with diocesan officials and representation from the Camp Medley Board to ensure proper oversight and monitoring of this project, by ensuring that :

1. Our proper processes are followed.
2. The financial aspects of the project are carefully managed.
3. Contracts are signed by appropriate diocesan authorities, and
4. Diocesan funding allocations on hand for the project are appropriately disbursed.

Carried.

This matter brought the Council into a broader discussion around the protocol with respect to the signing of contracts for construction projects, capital campaigns, and loans etc. One of the concerns raised is whether or not the Diocese would in fact be party to contracts to which it may not have been signatory. This was seen as an important matter, and one requires action and direction.

Moved by Mrs. Golden, seconded by Mrs. Carr: That a policy be drafted in respect of contract negotiation and signature, giving direction in the areas of signing authorities, required consultation, necessary approvals etc.

This motion was carried and referred to the Administrative Group of Council in order that action may be taken in that regard.

OTHER ITEMS OF BUSINESS:

LETTER FROM SAINT JOHN DEANERY CLERICUS: The Bishop read this letter to the members of Council. This letter contained concerns from the group along with suggested actions that Council might want to consider should the upcoming session of General Synod approve the proposed motion with respect to the blessing of same sex unions.

The Bishop indicated that the Diocesan Synod of November 2003 has already stated the position of the Diocese with respect to marriage, and that the work being done by the Human Sexuality Task Force was attempting to deal with the issue in a real and positive way. The Bishop indicated that while submission from the Deanery Clericus is one that is welcome, and is important, that for the most part the Diocese has dealt with the concerns they have expressed, in as much there has not been any decision made at the General Synod level as yet.

The letter and its concerns will be passed on to the Resolutions Committee for our upcoming Diocesan Synod, which has not yet been called.

LETTER RE YOUTH CONSULTATION: Emanating from the recent Youth Consultation held at St. Marks Church in St. George, was a letter to the Bishop which was distributed to all parishes in the Diocese with the intention it would be read at a Sunday service. It was generally agreed this letter and any recommendations arising from it, need to be considered by Council through its Youth Group.

WORK ON C.O.G.S.: The Bishop then expressed thanks to David Watts for his term of service as a member of the National Church Council of General Synod.

THE NB ANGLICAN: The Bishop announced that the New Brunswick Anglican was the recipient of many awards at the recent Anglican Editor's Conference. The Editor, Mrs. Watts, who was present at this meeting of Council and gave some details of the awards and was humble in her description of the recognition our paper has received presentation. Council was appreciative and supportive of the work being done by our Editor and the recognition that has been received.

The meeting adjourned at 3:45 pm.

Respectfully submitted,

L. F. Scott