

**SYNOD COUNCIL
MINUTES
TUESDAY, 28 October 2014
CHRIST CHURCH, CATARAQUI
6:00 P.M.**

Opening Devotions: Wayne Varley prayed for and remembered those in the military who offer their service to the country. Closed with Synod prayer from the BAS.

Present: Christine Downey, Ken Healy, Audrey Doliszny, Charles Morris, Mary Irwin-Gibson, Michael Oulton, Brad Smith, Haynes Hubbard, John Secker, Peter Bunn, Michael Rice, Roy Conacher, Wayne Varley, Haroldine Neil-Burchert, Marilyn Clarkin, Garth Allen, Valerie Kelly, Heather Grimshaw, Sharon Dunlop, Al Danforth, Doug Green

Regrets: Alex Pierson, Kathy Morgan, Eleanor Rogers

**Action Required by
Synod Council**

Agenda Review and Adoption

Bishop

MOTION:
BE IT RESOLVED to adopt the Agenda as presented.

BSmith/MClarkin

Carried

**Chair’s Remarks and Orientation for
Synod Council Members**

The Bishop welcomed new and returning members and extended gratitude for offering their time and commitment to the governance of the Synod Council and invited members to provide a brief introduction.

The Bishop noted:

- the Ordination of Jonathon Kouri, Assistant Curate, North Hastings, Nov 30th at St. John’s Bancroft, 5pm.
- Welcome to Garth Allen as the newly appointed Vice-Chancellor.
- A formal service will be forthcoming where the Vice-Chancellor will be installed, as well The Rev. Dr. Douglas Fox will be installed as a Canon.
- The Bishop explained the overall organization, structure and purpose of Synod Council and its relationship more broadly.
 - Canon A6 was highlighted noting *Section 1B* – appointment of members; three appointments currently open: ACW and two youth members.
 - Fulfilment of *Duties & Functions; Election of Members, Liability coverage, etc.*
 - Respectful Communications was also noted and highlighted. Members were invited to “google” ‘respectful communications guidelines’

Approval of Minutes 23 September 2014

Bishop

MOTION:

PBunn/MClarkin

BE IT RESOLVED to accept the Minutes as presented.

Carried

Business Arising

- **Camp Hyanto Terms of Reference** – terms of reference were being worked on by the former Vice-Chancellor and have been delayed because of his resignation.
- **Third Party Liability** - John Secker and Wayne Varley met with insurers in September; they expect a policy for presentation at the November meeting. Any and all 3rd parties using Diocesan properties are required to issue temporary insurance or proof of insurance. Streamlining the process is part of this. A template lease agreement has been issued by the Diocese.
- **Synod Council Schedule of Meetings** – At the May 2014 meeting of Synod Council a motion was made to change monthly meetings from the fourth Tuesday of each month to a Saturday every second month. The motion was tabled to the June meeting however without a quorum it was delayed to the September meeting. The members of Synod Council recommended at the September meeting to give the final decision to the new Synod Council members. Members were informed that three Synod Council meetings were held in Brockville, Belleville & Camp Hyanto in an attempt to “de-centralize” the meetings from Kingston in 2014. Members of Synod Council were invited to consider what is most convenient for them and address this at the November meeting.

**Requiring Motion of Lift from the Table
Deferred to the November meeting.**

2014 Diocesan Synod Follow-up

- **Ministry Task Force Report (MTF) including Harry Cleghorn’s e-mail**
The Bishop extended an invitation to members to form a committee to implement the MTF with Wayne Varley acting as Staff Support.

MOTION:

HHubbard/CDowney

THAT THE Regional Deans and a representative from each deanery on this Synod Council form a committee to look at implementing the strategy of the Ministry Task Force.

Carried

Discussion continued and the following volunteered to participate on the Committee: Leeds-Grenville: Christine Downey; Frontenac: Audrey Doliszny; Quinte: Doug Green; Hastings: Marilyn Clarkin. Haynes Hubbard has offered to liaise with members of the Committee in the establishment of a meeting and will notify the Bishop who is interested in attending if possible.

It was deemed Harry Cleghorn’s e-mail does not alter the issue; Wayne Varley will respond to Harry’s e-mail.

- **Memo Thoughts for Synod Council Meeting**

Submitted by Alex Pierson – proposal to have diocesan gatherings to discuss Mission and Ministry and common goals. Synod delegates noted their lack of time for input and consultation on issues presented at Synod. The Bishop proposed an annual Spring Consultation (regional consultations) to engage in discussions of issues and consultation that would involve the Incumbent, Wardens, Treasurers of a Parish and Synod Council members. Clarification was sought on the word “consultation” – the Bishop commented “consult” is meant in the context of inviting individuals to have a conversation for clarification, and information and is not meant as a “directive” but rather to hear from members their thoughts and questions while honouring how the overall system operates. The Bishop will contact the Stewardship & Congregational Committee to widen the discussions and would extend invitations to incumbents and Synod Council members to be part of the consultations.

- **Calculation of Common Ministry & Mission**

Wayne addressed motions from Synod 2014 pertaining to calculation of CMM:

MOTION:

BE IT RESOLVED THAT Synod approve the Report of the Ministry Task Force dated September 2014 and that its recommendation be implemented.

MOTION:

BE IT RESOLVED THAT Synod approve the implementation of the Report of the Ministry Task Force in accordance with the following plan:

A Committee of Synod Council be established as soon as possible to monitor and assist with the implementation of the recommendations in the Report;

Each Parish in the Diocese enter into a written Covenant to implement the recommendations in the Report and shall report to the Committee in writing on the steps taken within the Parish to implement the recommendations, such report to be made twice yearly by June 30 and November 30 each year commencing June 30, 2015.

The Regional Deans together with the Synod Council members from each Deanery shall monitor and assist each Parish within their respective Deaneries to implement the recommendations of the Report and shall assist in the filing of the Parish reports to the MTF Committee.

THE DIOCESAN BUDGET AND CALCULATION OF COMMON MINISTRY AND MISSION.

The following resolution was defeated:

MOTION:

BE IT RESOLVED THAT the rate of assessment for Common Ministry & Mission (CMM) for the 2016 Diocesan Budget be reduced from 25% to 22% subject to the conditions that the reduction shall not be achieved by downloading responsibilities for clergy benefits or by reducing grants to parishes.

The following resolutions were approved:

MOTION:

BE IT RESOLVED THAT the 2015 Diocesan Budget as presented be approved.

MOTION:

BE IT RESOLVED THAT Synod direct Synod Council to review the definition of Common Ministry and Mission (CMM) with a view to having at least some expenses and program costs associated with Evangelism, Education and Outreach non-assessable for purposes of calculating CMM and THAT Synod Council present a report containing its recommendations to Synod 2016.

MOTION:

BE IT RESOLVED THAT regional consultations on the annual diocesan budget be held much earlier in the budgeting process in order to permit genuine input from the parishes.

and offered the following for consideration: Synod Council consider the recommendations and begin a conversation with Synod Staff to establish a focus for the coming two year period in order to bring a recommendation to Synod Council pertaining to direction for the 2016 Diocesan Budget. It was also noted that this definition could be incorporated into Diocesan Canons.

MOTION:

PBunn/HHubbard

BE IT RESOLVED to establish a Task Group of four to look at the motions coming from Synod.

Carried

Four individuals: Michael Rice, Peter Bunn, Sharon Dunlop, Haroldine Neil-Burchert comprise this task group and will begin discussion on moving forward.

- **Election of Vice-Chair of Synod Council**

The Bishop opened nominations. The following names were offered: Brad Smith and Haynes Hubbard

MOTION:

CDowney/DGreen

BE IT RESOLVED THAT nominations cease.

Carried

The results of the election acknowledge the nomination of Brad Smith as Vice-Chair.

- **Appointment of Synod Council Advisory Task Force**

Diocesan Canons require the Task Force; its purpose is to mainly deal with property transfers. Four non-ex-officio members of Synod Council are appointed: Eleanor Rogers, Marilyn Clarkin are currently on the Task Force and will continue; Charles Morris & Christine Downey volunteered to join.

MOTION:

KHealy/BSmith

BE IT RESOLVED THAT Charles Morris and Christine Downey be appointed to the Synod Council Advisory Task Force.

Carried

Finance Committee

John Secker

- **Unaudited Statement of Revenue, Expenses & Surplus for the period ending 30 September 2014**

John Secker noted there is a Finance Committee; outlined the report and the current financial situation noting a clerical error on page 7 (Diocesan Centre operational expenses).

Finance Committee Members are: Alex Pierson (Chair), Eleanor Rogers, Peter Case (no longer on SC), Bill Clarke (Archdeacon), Michael Read (Region Dean), three members of Synod Council need to be on the Finance Committee: Marilyn Clarkin volunteered to join the Committee. An additional two members are required; the Bishop invited members to consider serving. The Committee generally meets a week prior to each Synod Council meeting.

MOTION:
BE IT RESOLVED to cease nominations.

HHubbard/HNeil-Burchert

Carried

• **Remuneration Rates for 2015**

The following motions are presented by the Finance Committee against the background of the Consumer Price Index as published by Statistics Canada. For many years we have used the year over year increases of the CPI from January to January. The reported overall year to year increase for January 2014 compared with January 2013 was 1.6%. This forms the base which has been used to present the stipend/salary grids for the year 2015. The increase to CPI index for housing in relation to the same dates was 2.3%, and transportation was 1.7%.

MOTION:
THAT the Clergy Stipend Grid and the Grids for Diocesan Centre Staff for 2015 be set at 1.6% over the 2014 levels.

ADoliszny/KHealy

Carried

Comment: The 2015 recommended grids are attached. Regular reviews are undertaken to compare our grid with those of comparable industries and other dioceses. It has been established as diocesan policy that all clergy stipends for the following year increase by not less than the percentage by which the clergy grid has been increased and that no clergy stipend should fall below the minimum established for their equivalent years since ordination. Parishes are encouraged to ensure their incumbent does not fall below their vertical grid position held in previous years. It is also policy that diocesan staff be moved horizontally on their respective salary grid in the same manner as clergy.

MOTION:
THAT travel allowances for 2015 be set at \$0.61 per km for the first 18,000 kms and \$0.24 per km thereafter.

ADoliszny/KHealy

Carried

Comment: The January 2014 compared with January 2013 consumer price index relating to automobile expenses has increased by 1.7%. It is difficult to estimate the future effects of the many economic forces at play annually. An appropriate reimbursement rate also depends on the type of vehicle being driven and an organization's expectations regarding size of vehicle and distance travelled. It is recommended that reimbursement rates for 2015 be increased by 1.7%. We regularly review data published by the Canadian Automobile Association in order to maintain a reimbursement strategy that reflects, as closely as possible, a reasonable estimate for out of pocket expenses. The recommended rate is within the estimated ranges determined in the most recent CAA publication.

MOTION:

ADoliszny/KHealy

THAT housing allowances for 2015 be increased by 2.3%. For clergy employed in the Kingston area, the guideline for 2015 will be \$23,232.

Carried

Comment: The January 2014 CPI rate increase of 2.3% is being used for this recommendation. The Kingston guideline is based on an analysis provided by a local realtor and is reviewed from time to time for its appropriateness.

MOTION:

ADoliszny/KHealy

THAT the Sunday Supply rates for 2015 be set at:

\$ 71.50 for the first service without a sermon

\$ 143.00 for the first service with a sermon

\$ 35.75 for each additional service on the same day

and travel allowance applicable for Sunday Supply service be \$0.41 per km.

Carried

Governance Committee

• **Membership**

The Governance Committee was comprised of Ken Healey, Eleanor Rogers, Mary Lou Workman & Vice-Chancellor (the latter two are no longer on Synod Council). The Committee works on canonical revisions and requires four members in total. Garth Allen has volunteered to join; someone from outside Synod Council will be invited to join or await a member of Synod Council to volunteer. Staff support is Wayne Varley.

Revision of Diocesan Canons

The Chancellor noted the pending legislation for Not-for-profit Corporations Act may involve major amendments to Canon law such as accountability, boards of directors (Synod Council), governance issues. Any gaps within the Canons may be enforced by the Act. There is a 3-year period of transition to bring Dioceses into compliance. As such, Diocesan canons need to be reviewed to determine where gaps exist. A new canons committee will need to be struck to address this with a draft of revised canons being brought back to Synod Council. The Bishop will put together a committee.

Consent Agenda

• **Sale of the former St. James, Jellyby**

Meeting Evaluation – to be filled out and submitted to the Diocese.

Adjournment and Grace 8:40pm

MClarkin/SDunlop

Date of Next Meeting:

Tuesday, 25 November 2014

Christ Church, Cataraqui

6 p.m.

Devotions for November: Brad Smith

Tentative 2015 Synod Council Schedule of Meetings:

Date

Devotions

January 27
February 24
March 24
April 28
May 26
June 23
September 22
October 27
November 24

Bishop

Secretary

Date