



**THE ANGLICAN SYNOD OF THE DIOCESE OF BRITISH COLUMBIA  
DIOCESAN COUNCIL**

Minutes of the meeting of November 16, 2023 – In-person meeting at Church of The Advent, Colwood

**EX OFFICIO**

Bishop	The Right Reverend Anna Greenwood-Lee
Chancellor	Isabel Weeks
Dean	Vacant
Registrar	Michael Wolff
Lay Secretary	Susan Rand
Clerical Secretary	The Rev. Paul Schumacher
Treasurer	Joel Hefty

**ELECTED REGIONAL REPRESENTATIVES**

The Rev. Trish Vollman-Stock	Laura Dey
The Rev. Juli Mallett	Helen Love <b>R</b>
The Rev. Marion Edmondson	Canon Ian Alexander By virtual link
The Rev. Heather Robinson	Elizabeth Murphy <b>R</b>

**APPOINTED**

Timothy Ray **R**  
The Venerable Craig Hiebert

**STAFF**

Brendon Neilson - Executive Director  
The Venerable Eric Partridge - Executive Officer **R**  
Gillian Astbury-Heinke, Finance Officer By ZOOM link

**GUESTS (with voice, no vote)**

**Welcome**

Bishop Anna Greenwood-Lee opened the meeting at 10:00 AM and welcomed the members of Diocesan Council. The Bishop thanked the members of council for joining in this in-person meeting at Church of The Advent, Colwood.

Bishop Anna offered an opening prayer.

The Bishop then presented a team building exercise for council, the theme of which was “things I have had to accept as change in my life”. The Bishop asked each member of council to think about a time when change in my life required a change in my perspective. Bishop Anna pointed to the fact that our “Church” needs to “rethink a lot of things.” For example, sharing assets instead of believing that all we have is germane to our own parish and not to be shared with others. A period of discussion followed with many ideas being presented by diocesan council

RENEWED **H E A R T S** RENEWED **S P I R I T S** RENEWED **P E O P L E**

members. Bishop Anna concluded the team building exercise by telling council that we, the Church, need to experience a “mind shift” in many areas of our ministry including stewardship beyond our parish membership, monetizing streaming of our liturgies, and incentivizing what we do so as to permit the “old ways” to inform, but not direct the direction our faith carries us.

The Bishop ended this discussion by indicating that the option of doing nothing is not available to us. (Appendix 1)

**#1 Agenda for this diocesan council meeting:**

Bishop Anna indicated that the agenda would be reordered to accommodate several time constraints and presenter availability. (Appendix 1.1)

**#2 Regrets for Absence** - The clerical secretary noted the regrets for absence from this meeting. There were three voting members absent. The clerical secretary declared that there was a quorum present, with 12 voting members in attendance from a total of fifteen having a vote on council.

**#3 Consent agenda approval (Appendix 2.1, 2.2, 2.3)**

1. The minutes of the Diocesan Council meeting held on September 21, 2023, be approved as circulated (appendices attached to the September minutes).
2. Finance Committee Nov 1st Meeting Minutes
3. Investment Committee Nov 8th Meeting Minutes

MOVED BY: Juli Mallett

SECONDED BY: Marion Edmondson

*That the consent agenda be approved.*

THE MOTION WAS CARRIED

**#4 Finance Update (via ZOOM)**

- 3<sup>rd</sup> Quarter Financials (Appendix 3.1)  
A discussion among members of council followed.
- Cost of Living Allowance (COLA) 2024 (Appendix 3.2)

MOVED BY: Isabel Weeks

SECONDED BY: Joel Hefty

*That the Finance Committee recommends that Diocesan Council recommends to all parishes that they provide a 2024 cost of living increase of 3.0% to lay staff.*

THE MOTION WAS CARRIED

MOVED BY: Isabel Weeks

SECONDED BY: Joel Hefty

*That the Finance Committee recommends to Diocesan Council a 2024 cost of living increase of 3.0% to clergy.*

THE MOTION WAS CARRIED

MOVED BY: Isabel Weeks

SECONDED BY: Joel Hefty

*That the Finance Committee recommends to Diocesan Council a 2024 cost of living increase of 3.0% to diocesan staff.*

THE MOTION WAS CARRIED

- Parish Annual Operations Grants (Appendix 3.3)

MOVED BY: Craig Hiebert

SECONDED BY: Juli Mallett

*The Finance Committee recommends to Diocesan Council that the following grants be approved:*

- *Parish of St. Peter and St. Paul - \$6,000*
- *Christ Church Cathedral, Victoria - \$90,000*
- *St. Columba, Port Hardy and St. John, Port Alice - \$16,000*
- *St. John Gualbert, Port McNeill - \$11,730*
- *The Abbey Church - \$10,000*

THE MOTION WAS CARRIED

Noted for the minutes, Ian Alexander, Michael Wolff, and Isabel Weeks abstained from voting on this motion.

MOVED BY: Juli Mallett

SECONDED BY: Susan Rand

*The Finance Committee recommends to Diocesan Council that the following grants be declined and that the Bishop initiates conversations with each parish about how to support them going forward.*

- *Trinity Anglican + Lutheran Church - \$10,000*
- *St. Margaret of Scotland, Gabriola Island - \$15,000*
- *St. Mary Magdalene, Mayne Island - \$20,000*
- *St. Anne & St. Edmund - \$45,000*

THE MOTION WAS CARRIED

MOVED BY: Isabel Weeks

SECONDED BY: Heather Robinson

*The Finance Committee recommends to Diocesan Council that a \$50,000 contingency be added to the parish grants line of the 2024 budget to be used for supporting any parish in the diocese, as directed by the Bishop.*

THE MOTION WAS CARRIED

- Investment Committee – new members

Joel Hefty reported that the payout on the CTF for 2023 will be close, if not the same as last year.

- 2024 Budget

Gillian Astbury-Heinke and Joel Hefty noted that the 2024 Budget is being prepared. Council was informed that a Finance meeting will need to be held before the end of 2023 to discuss the budget. Diocesan council will see the budget at the January 2024 diocesan council meeting.

**#5 Debriefs and Updates:** Bishop Anna reported on three items -

- Order of the Diocese
- Wardens' and Treasurers' Day
- Search for a new Dean

**Break 11:25**

**Re-convene 11:40**

**#6 Canons Committee Update**

- Canons Committee Overview (Appendix 4.1)

Unfortunately, the motion approved at the June meeting of diocesan council made reference to paragraph numbers from an outdated version of the canons. We wish to correct this error, but we also recommend reinstating the Asset Management Committee as a standing committee. The following motion is therefore suggested:

MOVED BY: Trish Vollman -Stock

SECONDED BY: Laura Dey

*That Regulation 3.07 be deleted in its entirety and that the following be inserted in its place:*

*Regulation 3.07 Committees Diocesan Council at its first regular meeting shall elect the following standing committees:*

*1. The canons committee*

*a. The membership of which shall be determined in consultation with the chancellor, and may consist of:*

*i. The chancellor*

*ii. The vice chancellor*

*iii. The finance officer*

*iv. The executive officer*

*v. Up to two additional members who need not be members of diocesan council*

*b. The committee shall have the power to nominate additional members whose election must be confirmed at the next meeting of the diocesan council.*

2. *The finance committee as set out in Canon 4.*

3. *The operations committee as set out in regulation 3.04.* 4. *The asset management committee as set out in Regulation 3.08*

4. *The asset management committee as set out in Regulation 3.08.*

THE MOTION WAS CARRIED

- Canons 1, 2, 3 (Appendix 4.2) (FYI)
- Sunday Supply (Appendix 4.4)

MOVED BY: Juli Mallett

SECONDED BY: Craig Hiebert

*That Appendix H of the canons be deleted and that policy for compensation for Sunday Supply be moved to the policy manual.*

THE MOTION WAS CARRIED

Moved By: Craig Hiebert

Seconded By: Heather Robinson

*That recommended compensation for clergy offering Sunday Supply be set as follows:*

*For preaching and officiating at one Sunday service: \$350.00 per Sunday*

*For preaching and officiating at 2 Sunday services: \$400.00 per Sunday*

*For preaching and officiating at 3 Sunday services: \$450.00 per Sunday*

*In addition, the parish will pay travel expenses at the usual diocesan travel scale.*

*This supply compensation scale is appropriate when a parish engages a clergy person for supply for licensed clergy. Beyond six weeks in any given calendar year, it would be appropriate for the wardens of the parish to discuss with the bishop alternate ministry solutions. These changes take affect January 1<sup>st</sup>, 2024.*

THE MOTION WAS APPROVED

## **Lunch 12:20PM**

**Council reconvened at 1:05PM** - Bishop Anna offered thanks for the lunch provided for council.

- Executive Officer/Executive Secretary (Appendix 4.3)

MOVED BY: Isabel Weeks

SECONDED BY: Joel Hefty

1. *That everywhere in the canons and regulations that the term “executive secretary” is found (except as it is found in Regulation 3.06 a and b), that term be deleted and in its place be inserted the term “executive officer”.*

2. *That Regulation 3.06 be amended by deleting it in its entirety and inserting in its place the following:*

*Regulation 3.06 The diocesan executive officer serves in the Diocese by supporting and implementing the ministry and mission of both the bishop and the Synod, and any commissions and committees established by them. Without infringing on the rights and duties of the bishop, licensed clergy, parish leadership, and officers of the Synod, the diocesan executive officer:*

*005-03 2 a. Is responsible for overseeing the implementation of requests from the bishop, and acts as executive secretary to the bishop; and*

*b. Is responsible for overseeing the implementation of the decisions of Synod and diocesan council, and acts as executive secretary of Synod, with responsibility for ensuring that a record of proceedings is made at Synod and diocesan council.*

*Amend Article X- so that the clerical and lay secretaries shall give notice to delegates of synod of an upcoming synod.*

*Amend Canon 1.4.1 a- let the clerical and lay secretaries send the certificate of vacancy to the metropolitan. Synod elects the clerical and lay secretaries and their responsibilities (other than giving notice of a vacancy in the See and giving notice of an upcoming synod) are determined by DC. Two elected officers should be enough to give this notice to the metropolitan.*

*Amend Canon 2.3 e- so that the one receiving the records and books is the executive officer if there is no successor registrar in place. As DC can assign duties to the executive officer, and that person is an officer of synod, this seems sufficient to take care and control of diocesan documents if a new registrar is not able to do so.*

*As Article X requires two synods to amend, the provisions of that article remain in place for another year past next synod (Nov, 2024- whenever the following synod is held). This would not conflict with the amendments of canons proposed above.*

THE MOTION WAS CARRIED

## **#7 Clergy Compensation**

- Clergy Compensation Memo (Appendix 5.1)

MOVED BY: Joel Hefty

SECONDED BY: Laura Dey

*It is recommended that the clergy salary for pension purposes be equal to the new combined amount (i.e. the salary), plus 10%.*

THE MOTION WAS CARRIED

- Clergy Compensation Spreadsheet (Appendix 5.2)

## **#8 Property**

- Fanny Bay (Appendix 6.1)

MOVED BY: Heather Robinson

SECONDED BY: Ian Alexander

*That Diocesan Council approves the Sale of 418 Ships Point Rd (Fanny Bay).*

*Marion Edmondson did not vote on this motion.*

*Note – the intention is that the majority of the funds generated be dedicated to the property redevelopment fund.*

THE MOTION WAS CARRIED

- Building For The Future (BFTF) (Appendix 6.2, 6.2.1)

BFTF Phase 3 Funding Proposal Memo

MOVED BY: Joel Hefty

SECONDED BY: Isabel Weeks

*That Diocesan Council approves the recommendation of AMT to approve \$281,500 from the property redevelopment fund be used as the diocesan contribution to Phase 3 of BFTF, and that the amount be repaid when a future development is generating revenue.*

THE MOTION WAS CARRIED

- St Peter and St Paul, Esquimalt
  - 1) Memorial Hall Proposal (Appendix 6.3.1)  
MOVED BY: Paul Schumacher  
SECONDED BY: Craig Hiebert

*That Diocesan Council approve St. Peter and Paul Esquimalt to enter into an MOU with MFRC to explore a partnership and revitalization of the Memorial Hall.*

THE MOTION WAS CARRIED

- 2) Memorial Hall Summary Request (Appendix 6.3.2)
  - 3) Letter of Support Military Families Resource Centre (MRFC) (Appendix 6.3.3)
- St Matthias, Victoria (6.4?)
  - St Peter, Lakehill (6.5?)
  - Others: (6.6?)
    - 1) St Dunstan, Gordon Head
    - 2) St John the Baptist, Duncan
    - 3) St John the Divine, Victoria
    - 4) Metchosin Preschool

MOVED BY: Heather Robinson

SECONDED BY: Laura Dey

*That Diocesan Council withdraws the promise to lease from Metchosin Preschool Society.*

THE MOTION WAS CARRIED

**#9 Next Diocesan Council meeting - January 18<sup>th</sup>, 2024 - DC Meeting** – Virtual meeting on the ZOOM platform

**Other Business** - None

### **Closing Reflection**

The Bishop thanked everyone in attendance for their commitment to the life of the Diocese.

The Bishop closed with prayer.

Bishop Anna moved the conclusion of the meeting at 2:12 PM.

**Next Scheduled Diocesan Council meeting  
Thursday, January 18, 2024, at 10:00 am, ZOOM meeting.**