



# THE DIOCESAN SYNOD OF FREDERICTON

168 CHURCH STREET, FREDERICTON NB E3B 4C9

(506) 459 1801 [o] [synod@anglican.nb.ca](mailto:synod@anglican.nb.ca)

Approved 27 September 2025

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

31 May 2025

Camp Medley

### **Pre-meeting circulation**

- Agenda
- Draft Minutes (6 March 2025)
- Officer and Committee Reports
  - Chancellor's Report
    - Notes on suggested changes to the Misconduct Policy
    - Proposed revised Policy B-3 Misconduct
    - Safe Church Training report
  - Finance Committee Report
    - Proposed revised Regulation 5.2 Parish Forms
    - Proposed revised Regulation 5.3 Investor Transfers to DCIF
    - Proposed new Regulation 5.5 Shared Ministry
    - Threshold Ministries application to the Anglican Foundation of Canada
  - Treasurer's Report
    - April 30, 2025, Income Statement and Expenditure Statement
    - April 30, 2025, Shared Ministry Budget and employment assessment
    - April 30, 2025 Performance Report
  - Human Resources Committee Report
  - Nominating Committee Report

### **Members Attending**

David Bell, Harold Boomer, Michael Briggs, Terence Chandra, Perry Cooper, David Edwards, Trevor Fotheringham, Geoffrey Hall, Margaret Holder, Bonnie Hunt, Susan Jack, Cheryl Jacobs, Gerald Laskey, Leo Martin, John Matheson, Chase McLean, Laura McNulty, Robert Montgomery, Tony Munn, Neil Osiowy, Julian Pillay, Philip Shepherdson, Nancy Stephens, Caleb Twinamatsiko.

### **Member Regrets**

Joanna DiProse, Brent Ham and David Peer sent regrets. Peggy Boucher, Connor DeMerchant and Rob Marsh were also absent.

### **Guests Attending**

Shawn Branch (Director of Mission and Ministry), Gisele McKnight (Communications Officer).

### **Welcome and Worship**

1. David Edwards welcomed everyone and began the day at 10:00 am by acknowledging that the diocese conducts its activities on the traditional and unceded territory of the Wabanaki people, which includes the Mi'kmaq, Wolastoqiyik, and Peskotomuhkati nations. This territory is covered by the "Treaties of Peace and Friendship," entered into with the British Crown in the 1700s, to establish an ongoing relationship of peace, friendship, and mutual respect.

He then presided over a Eucharist service with assistance from Rob Montgomery who led the music, Harold Boomer for the gospel lesson, Laura McNulty for the intercessions and Perry Cooper for the administration of the chalice.

### **Call to Order**

2. Archbishop David, as Chair, called the business meeting to order at 10:50 am.
3. Regrets were noted from Joanna DiProse, Brent Ham and David Peer.
4. The chair asked for a motion to appoint Cheryl Jacobs, currently serving as Acting Executive Officer by bishop's appointment, as Acting Secretary of Synod and Acting Assistant Treasurer of Synod while David Peer is out on medical leave. Cheryl left the meeting room while the motion was discussed.

MOTION 1: S Jack / D Bell

***That Diocesan Council approve the appointment of Cheryl Jacobs to Acting Secretary of Synod and Acting Assistant Treasurer of Synod in place of David Peer.***

Carried.

### **Approval of the Agenda**

5. The chair noted that Shawn Branch and John Galbraith would present reports as 7. d and e. Michael Briggs noted he would present a motion on behalf of the Human Resources Committee.

MOTION 2: G Laskey / T Fotheringham

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

Carried.

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

6. The chair asked if there were any changes required to the minutes of the last Diocesan Council meeting (6 March 2025). None being noted, he asked for a motion to approve.

MOTION 3: L McNulty / P Shepherdson

***That Diocesan Council approve the minutes of the last meeting held on March 6, 2025.***

Carried.

### **Correspondence**

7. There was no correspondence the acting secretary was aware of.

### **Business Arising**

8. Parish Officers Day update: Philip Shepherdson provided an update on the Parish Officers Day held April 5 at St. John the Evangelist hall in Fredericton. He noted that there were 80-90 in attendance, including wardens, treasurers and incumbents, many of whom were new to their role. The content of the day was well received, and it was good for Philip to meet parish treasurers in person. Updated Parish Officers Handbooks were distributed. Speaker presentations will be made available to all parishes soon.

### **New Business**

9. No new business.

### **Companion Diocese Committee Presentation**

10. Robbie Griffin, chair of the Companion Diocese Committee, joined the meeting virtually to both update the Council on the work of the mobile medical clinic in the Diocese of Ho and to introduce a new project to build an Anglican high school there.

Robbie showed several pictures of the mobile clinic and the several medical personnel and Anglican chaplain with it as set up for a visit to a village while Robbie was in Ho. In particular, he shared that the mobile clinic made 34 outreach visits in the Volta and Oti Regions in 2024 resulting in 7,081 patients being seen, and that the mobile clinic continues to be self-supporting. It was requested that this presentation be shared with parishes.

11. Robbie then shared on his work with the Diocese of Ho towards creating an Anglican high school. He has completed a needs assessment. High schools in Ghana are church run but there is no Anglican high school in the region covered by the Diocese of Ho. There is also a desperate need for technical vocation training, which is typically done during the high school years. The diocese has a 10-acre site for this purpose. He has made use of his Rotary connections for some of the work, including a land title search and having concept plans drawn up. The school would be a campus style with 14 buildings, including administration, classroom blocks, vocational training labs, library, dormitories, multi-purpose hall/cafeteria and health facility as well as a multi-purpose sports/gathering court. The estimated cost for the construction is \$2.5 million, with an \$0.5 million required for furniture, lab equipment, etc.

Robbie offered the following as three avenues for raising funds:

- Donations - individuals, rotary clubs, churches (he noted that Rotary International, the largest funder of the mobile clinic, does not provide funds for building construction, but will accept applications for furniture and equipment)
- Legacy gifts – i.e., offering to name a building after the donor for a large enough donation – for example, that the Diocese of Fredericton donate to build the administration building (\$60-70,000)
- Foundation grants – noting that the Church of England offers grants for slavery

reparations

He ended with two asks: that Diocesan Council approve the plans for this project and contribute to the project over a couple of years.

### **Lunch and Viewing**

Following a group photo by Gisele McKnight, the meeting adjourned for lunch provided by John Galbraith. Members were encouraged to visit the “old dining hall” to view the significant photo and information presentation set up for the Camp Medley 80<sup>th</sup> anniversary celebration held the previous weekend. Members were also able to try on and purchase 80<sup>th</sup> anniversary sweaters. The meeting resumed at 1:00 pm.

### **Reports**

12. The chair asked for a motion to receive all reports as circulated.

MOTION 4: L McNulty / P Shepherdson

***That Diocesan Council receive all reports as presented.***

Carried.

13. **Chancellor’s Report.** David Bell addressed the Council regarding the proposed changes to Policy B-3 Misconduct that he and David Peer had worked on. He noted that the existing policy, in place now for eleven years, is quite good, but that all dioceses have been asked by the General Synod of 2023 to review their policies. The task, then, was not to draft a new policy B-3 but to suggest improvements to the current one. David had previously twice circulated the proposed changes to members for review. In particular, he highlighted changes in the area of procedural fairness and the role of the bishop, with a point about non-disclosure agreements. The chancellor also referenced the Safe Church Training Report prepared by Diocesan Safe Church Officer Ben Bourque.

Members offered thanks to the chancellor and David Peer for the work done. One suggestion was that the Safe Church package include one-page checklists for parishes and more accessible forms. There were questions regarding plausible reasons for a delayed complaint, the process for historical complaints, and whether it should be in writing that the synod does not endorse non-disclosure agreements.

MOTION 5: D Bell / M Briggs

***That Diocesan Council approve the revised Policy B-3 Misconduct as presented.***

Carried.

14. The Chancellor also introduced a motion with respect to when the revised policy would come into force, explaining that the Council will need to pick a date once the full review/revision of the Safe Church regulation and associated policies is completed.

MOTION 6: D Bell / M Briggs

***That the revised Policy B-3 Misconduct come into force on a day to be designated by the Diocesan Council.***

Carried.

15. **Finance Committee Report.** Susan Jack offered the Finance Committee report as found in the meeting package. As her term as chair is ending, she was pleased to announce that Jim Knight had been elected chair by the committee members, noting he would provide good continuity to the committee. She also highlighted the loan provided to Outflow Ministries of Saint John to allow them to purchase a coffee roaster.
16. Cheryl Jacobs spoke to the proposed revisions to Regulation 5-2, primarily to address that DIMS is no longer used for the annual parish statistical and financial returns, to change the returns date to April 15, to remove some forms no longer used, and to note that wardens are responsible in parishes without an incumbent.

MOTION 7: C Jacobs / G Laskey

***That Diocesan Council approve revisions to Regulation 5-2 Parish Forms (Church Registers and Annual Returns).***

Carried.

17. Philip Shepherdson introduced the proposed changes to Regulation 5-3, which are essentially tidying up how interest is calculated. He noted the synod had overpaid some parishes (though will not request refunding), but not paid out enough to 22 parishes and has agreed to pay this out, totalling \$8,641.

MOTION 8: P Shepherdson / C McLean

***That Diocesan Council approve revisions to Regulation 5-3 Investor Transfers to DCIF.***

Carried.

18. Philip then introduced the new Regulation 5-5 which details how the Shared Ministry Budget assessment is calculated, rather than leaving it to assumption.

MOTION 9: P Shepherdson / S Jack

***That Diocesan Council approve Regulation 5-5 Shared Ministry.***

Carried.

19. **Treasurer's Reports.** Philip addressed his report along with the April statements included in the package. He highlighted that the draft 2024 financial statements are showing a surplus of about \$577,000; \$500,000 of which will be set aside for the Camp Medley Pool project. He emphasized that the investment portfolio deliberately takes a conservative view so is less affected by the recent volatile market. He has moved about \$2 million in surplus synod cash as well as \$1.5 million in donations to parishes to the DCIF which will strengthen its returns.

Perry Cooper, who has been serving on the national Pension Committee urged all clergy to read their annual pension statement which will be arriving soon to note changes that have been made. Any questions should be addressed to the national Pension Office.

20. Philip introduced a special request from Threshold Ministries for this diocese to include their infrastructure application to the Anglican Foundation of Canada within our annual

quota as they do not have a means to apply directly. Philip noted that the diocese is not likely to use our full quota this year and that there is no intention for the synod to guarantee or make up any difference in Threshold's requested amount. The question was asked as to Threshold Ministries' continued connection to the Anglican Church; the response was that there is still a connection currently.

MOTION 10: P Shepherdson / S Jack

***That Diocesan Council approve the Threshold Ministries application to the Anglican Foundation of Canada.***

Carried.

21. **Nominating Committee Report.** Trevor Fotheringham, Chair of the Nominating Committee, presented the motion in the committee report.

MOTION 11: T Fotheringham/ G Laskey

***That Diocesan Council appoint the Ven. John Matheson, cleric, and Michael Briggs, Jeffrey Mills and Susan Jack, lay members, to the Finance Committee, each for a three-year term.***

Carried

22. **Human Resources Committee Report.** Michael Briggs, Chair of the Human Resources Committee, introduced a motion regarding Regulation 7-8 Continuing Education to remove a condition of sabbatical leave that the cleric have at least five years incumbency in his or her current ministry. The main reason for the change would be to not restrict clerics in newly amalgamated parishes from being able to count years in the former parish. There were a number of questions raised, particularly around the case of a cleric applying for a sabbatical leave quite early in a new incumbency, and consideration of whether the diocese could cover the stipend in such a case.

MOTION 12: M Briggs / N Stephens

***That Regulation 7-8 Continuing Education Part 3 Section 2 (1) (b) be deleted.***

Defeated.

The consensus was that the Human Resources Committee revisit this given the feedback received. It was also suggested that the committee address the situation of a cleric new to a parish but for whom a sabbatical is deemed helpful.

23. **Director of Mission and Ministry Report.** Shawn Branch shared on his current work in the area of discernment and vocations. In particular, he provided details on the progress of a new partnership with Huron University with respect to a diocesan subscription to their Licentiate in Theology distance education program. He highlighted that the archbishop and he have had input to the course curriculum for students from this diocese and noted that Rob Pitman had just graduated from this program. Shawn answered questions with respect to other options in theological education institutions.
24. **Director of Camp Medley Report.** John Galbraith shared about Camp Medley and its

new pool and maintenance building project. He noted that over 200 people had attended the 80<sup>th</sup> anniversary celebration at the Camp the previous weekend and pointed to the recent eNews article for more details. He also reported that 34 user groups outside of the diocesan summer camps will be using the facility this year, including 800 school children who will visit as part of end of the school year activities in June, the return of outside user camps and a number of weddings.

25. Pledges for the pool/building project are between \$1.2 and \$1.3 million, which includes grants from the diocese and the New Brunswick Regional Development Corporation, which are key pieces to now approaching other donors and grant-giving organizations. John is presenting the project to the Arcadia Council mid June. Susan Jack offered thanks to John for the work on this project.
26. The chair suggested that the meeting consider the **Companion Diocese Committee** requests of Robbie Griffin from earlier in the day.

MOTION 13: G Laskey / R Montgomery

***That Diocesan Council endorse the Companion Diocese Ho Anglican High School project.***

Carried.

#### **Presentation of an Award of Merit**

27. Archbishop David noted that Susan Jack was finishing her term as Chair of the Finance Committee and presented her with a bishop's award of merit with thanks for her time as chair as well as lay vice chair of Diocesan Council.

#### **Rolling Meeting Schedule**

28. The next scheduled meeting will be in person on Saturday, September 27, 2025.

2025-2026
Saturday September 27, 2025 (in person)
Saturday November 29, 2025 (in person)
Thursday March 5, 2026 (virtual – date to be confirmed)

#### **Adjournment**

29. David Edwards asked for a motion to adjourn at 3:20 pm.

MOTION 15: S Jack

***That Diocesan Council adjourn this meeting.***

30. After adjourning Archbishop David led the members of Diocesan Council in prayer and the Grace.

Respectfully submitted,

The Most Rev David Edwards  
Archbishop and Chair

Cheryl Jacobs  
Acting Secretary of Synod