

Canons – Memo

Isabel Weeks, Chancellor

October 1, 2026

Memo to the 2026 Synod

From: Isabel Weeks, Chancellor, on behalf of the Canons Committee

Proposed Changes to Constitution, Existing Canons and Regulations

The 2024 Synod approved a comprehensive re-write of the canons and regulations of the diocese, along with related changes to the constitution. The idea was to “try on” the new canons and regulations to see whether they would better reflect the way we actually do the business of church, while leaving as much flexibility as is appropriate.

The current canons and regulations have been in force since January 1, 2025. Since then our work continues to evolve. Diocesan Council have made changes to some of the regulations to keep pace with our work together. The canons committee felt it was time to look at the canons and regulations and propose some changes which reflect current realities and priorities. The following are the highlights of the changes which have been approved at the meeting of Diocesan Council held on September 24th, 2026, with the recommendation that they be approved at this Synod.

Constitution- (approved at Synod 2024, now back for approval or “second reading”)

1. “Council” deleted, as the term throughout has been changed to diocesan council (proposed in the constitution, and throughout the canons and regulations)
2. “Dean” has been changed to include the point that the Bishop is the most senior cleric.
3. “Minister” is deleted as it is not synonymous with incumbent, and when the term is used, it specifies that it means an ordained person of another denomination.
4. “Order- Rules of” has been deleted, as it is unnecessary.
5. “Session” the “note” has been deleted as it is unnecessary.
6. “Session”- changed “annual” to “regular”

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7. Article II: deleted in entirety, replaced with:

"The Diocesan Synod may deliberate on all matters affecting the interests of the church in the Diocese; but, except as delegated by General Synod, shall have no competence to

(a) change doctrine or worship as set forth in the official formularies of the Anglican Church of Canada, or

(b) decide other matters assigned to the General Synod of the Anglican Church of Canada or the Synod of the Ecclesiastical Province of British Columbia and Yukon."

8. "Year" has been deleted as the diocesan council may wish in the future to change the year end for tax or other purposes, so it is left to the regulation rather than the constitution.

9. Article II has been amended to reflect the separate competences of General Synod and the Ecclesiastical Province of BC and the Yukon.

10. In Article III, President of Anglican Church Women has been deleted.

11. Articles V, IX, XI- deleted he/she, his/her, replaced with "they", "their" and paralleled the verb tenses.

12. Article X- added possibility of electronic notice.

13. Articles X, XIV, XV- changed "council" to "diocesan council".

Canons

Canon 1 - The Bishop

One minor change to clarify that jurisdiction of the bishop of our Anglican diocese is limited to Anglican parishes and congregations. Removing "or within" makes it clear that the geographic diocese includes other denominations and worship communities.

Canon 2 - Archdeacons

No changes.

Canon 3 - Clergy

1. Canon 3.1 is amended to clarify that only the bishop has the power to appoint clergy.

2. Canon 3.2 moves the word "summarily" for clarity.

3. Canon 3.4: The title of the canon has the addition of "...of incumbents" for clarity.

Canon 4 - Synod

1. Canon 4.2 A and C: The word "preferably" has been added to the required credentials for the chancellor and vice-chancellor. This provides potential flexibility in appointing either of these officers.

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2. Canon 4.3 B: Deleted as unnecessary. The Registrar is identified as an officer of synod (Canon 4.6 A 11) and their responsibilities include more than those described in Regulation R1.8.
3. Canon 4.4 D: The deleted text is unnecessary. Any new or amended official collections policy would go through the approval process described in Canon 10.2.

Canon 5 - Diocesan Council

There are two substantive changes.

1. Canon 5 A 1 h and i: According to Article XIV, the clerical and lay secretaries are elected by Synod, and their duties are determined by Diocesan Council. In recent times, these two officers have been required to attend several committee meetings, with voice but no vote, essentially taking notes as scribes. Most of these committee meetings are held in the middle of the day, which can make attendance difficult. The proposal is to make these two elected officers voting members of Diocesan Council, to allow for meaningful participation in the life and work of our diocese. If either wish to be appointed to serve on other committees, that would be an available option. The notetaking duties in the committees can be assigned either to staff or a committee member.
2. Canon 5 A 2: This Canon has been re-written to expand the pool of lay representatives eligible for election to Diocesan Council. Candidates for election now include a person who is eligible to be a member of the synod and who is nominated by their parish council.

Canon 6 - Regions

No changes

Canon 7 - Parish

1. Canon 7.4: New language which provides for the parishes to confirm the accuracy of property values stated in the insurance documents. The synod office will advise the parishes of the property values and their share of the insurance premium.
2. Canon 7.8 C: Suggested language which states more clearly how to deal with adding members of parish council.

Canon 8 - Finance and Trusts

1. Canon 8.5: Trust Funds. The changes to this Canon are mostly rearrangements and clarifications. Some details regarding individual trust funds have been moved to Regulation.

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2. Canon 8.6: Consolidated Trust Fund (CTF): Most of the changes to this Canon reflect work underway under the direction of the Finance Officer and the Treasurer. A transition to a new accounting software is underway which will improve tracking and reporting functions. During this transition, we are requesting that these changes be approved, but that they come into force on January 1, 2027 to align with the completion of the transition process.
3. Canon 8.6 E: This canon clarifies the eligibility requirements for entities (unitholders) who are permitted to invest in the CTF.

Canon 9 - Court of the Diocese

No changes.

Canon 10 - Regulations and Policy

1. Canon 10.2: The list of people who are entitled to propose a new or amended policy includes the Executive Officer.
2. 10.2 C: New or amended policies must be approved by the bishop, and ratified at the next meeting of diocesan council.

Canon 11 - Order of Diocese of British Columbia

No changes.

12 - Cemeteries

1. Canon 12.1: This Canon has undergone some refinement following the appointment of a diocesan cemeteries manager. A diocesan cemeteries policy has been produced which provides guidance on the legal and episcopal requirements.
2. Canon 12.1 B: This clarifies the requirement of a cemetery committee for any cemetery under the management of a parish.
3. Canon 12.1 C: This clarifies the requirement of a set of bylaws for the management of the cemeteries in the care of a parish.

Regulations (highlights only)

Archdeacons

- Regulation R2.1.1 Duties of Archdeacons: The deletion of four duties from the list of duties of archdeacons as outdated and unnecessary detail. The addition addresses the reintroduction of the office of regional dean, described in Regulation R2.2 below.
- Regulation R2.2: Regional Dean: This regulation reintroduces the role of regional dean, with new parameters.

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Clergy

- Regulation R3.5.1 E Clergy Benefits: Payment of BC Medical Services Plan premiums has been deleted as there are no such premiums anymore.
- Regulation R3.5.1 F 4: Annual Vacation: Clarification of calculation of annual vacation for clergy serving in a position for less than a calendar year.
- Regulation R3.1.5.1 H: Synod Pension Plan: Clarification that the pension plan is governed by the provisions of the General Synod Canons and its regulations.
- Regulation R3.5.1 J: Educational Leave: Clarification related to unpaid sabbatical leave.

Diocesan Council

- Regulation R5.1.8 A 3: Finance Committee: Remove the clerical secretary and lay secretary (See discussion above re Canon 5 A 1 h and I).
- Regulation R5.1.12: Lay and Clerical Secretary: Remove as the proposal is that both officers be members of diocesan council.

The Parish

- Regulation R7.6.2: Annual Parish Budget: For parishes with no incumbent, clarify that there is no specific timeframe for the bishop to appoint someone to consult on the parish budget.
- Regulation R7.6.3: Parish Stewardship: Remove detail of the stewardship plan.
- Regulation 7.7.1 C 12: Churchwardens: Since standard form contracts are in use and the synod office finance department controls the hiring process for both employees and service providers, new language is introduced to reflect current practice.
- Regulation 7.7.1 C 13 and 14: Approval of the chancellor has been deleted as standard forms approved by the chancellor are in use.
- Regulation 7.8.1 Parish Lay Employees and Service Providers: The proposed language reflects that standard forms approved by the chancellor are issued by the synod office.

Finance and Trusts

- Regulation R8.4.2 C: Parish Monthly Remittances: Edits to clarify that churchwardens are required to notify the synod office if their parish is not able to pay any of their financial obligations, not just apportionment.
- Regulation R8.4.3: Parish Grants: Edits clarifying criteria for parish grants.
- Regulation R8.4.4: Parish Capital Expenditures: Increase in the amount of capital expenditure allowed if parish is in arrears.
- Regulation 8.5.1 A: Educational Trusts Committee: Removed descriptions of the funds under the governance of this committee.

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- Regulation 8.5.1 B: Educational Trusts Committee: Remove The lay secretary and clerical secretary from membership as the proposal is that both officers be members of diocesan council.
- Regulation 8.5.2: Supplemental Pensions Committee: Remove the lay secretary and clerical secretary from membership as the proposal is that both officers be members of diocesan council.
- Regulation R8.5.4: John Albert Hall Committee: Remove The lay secretary and clerical secretary from membership as the proposal is that both officers be members of diocesan council.
- Regulation R8.5.5: Synod Administered Funds: This new regulation provides that the Finance Officer is responsible for oversight of trusts and funds not overseen by named committees.
- Regulation R8.6.2: Deposits into the CTF: This new regulation refers to the CTF Operating Policy, and will govern the process for deposits into the CTF, and is requested to come into force on January 1, 2027.
- Regulation R8.6.3: Withdrawals from the CTF: This new regulation refers to the CTF Operating Policy, and will govern the process for withdrawals from the CTF, and is requested to come into force on January 1, 2027.
- Regulation R8.6.4: Annual Report of CTF Activity: Clarifies the report to unitholders of the CTF.

Cemeteries

- Regulation R12.1.1: Regulation of Cemeteries: This regulation has been edited to more accurately describe the requirements of British Columbia law.

Ratified Motions of Diocesan Council July 2024 to present

July E-Vote 2024

- That paragraph Canon 5A.4 be deleted from the draft Canons and Regulations that will be presented to Synod 2024.
- That the proposal from St. Andrew's in Sidney to have the funds that they presently manage outside of the CTF be moved to and managed by Stephen Whipp Financial / Leede Financial, overseen by a committee from St. Andrew's, and that appropriate dual control protocols be instituted.

September E-Vote 2024

- That Finance Committee recommends to Diocesan Council that a loan of up to \$350,000 to St. George's Housing Society be approved with the following terms: interest rate of six percent per annum, payable monthly; principal and any remaining accrued-and-unpaid interest be repayable 90 days after the advance of funds; that one 90-day extension may be considered by the Finance Committee; promissory note to be signed by two designated signing officers of St. George's Housing Society; that the mortgage on the Orchard property in favour of the Diocese remain in place during the term of loan and until all funds have been repaid; and that there will be a satisfactory review of the lease agreement and the risk mitigation practices of the program.
- That the diocese accepts the offer to purchase dated Sept 12, 2024 from Provincial Rental Housing Corporation for a portion of the property at 1611 Quadra St, Victoria.

September 2024

- That the financial statements be approved as presented.
- That Diocesan Council ask Kang for a 60-day extension as we are negotiating with another

party.

- That Diocesan Council express interest in the VIIF offer and authorize staff and the asset management committee to open discussions with them to expand on their offer, and report back at the end of October.
- That Diocesan Council appoint Marjorie Aitken as Diocese of Islands and Inlets representative to the Anglican Foundation of Canada for the term required.
- That Diocesan Council approve the recommendation of the Finance Committee of a cost of living allowance increase of 2.8% for 2025 for synod staff and clergy, and that this amount be recommended to parishes as an appropriate increase for their staff.
- That Diocesan Council approve the cell phone tower on the St Peter's Quamichan site.

November E-Vote 2024

- That Bishop Anna's nomination of Denise Doerksen as a member of diocesan council be approved.
- That Kelly Duncan, Marion Edmonson, and Steve Koenig be appointed as members of finance committee.
- That Ed Norman, Helen Love and Jonathan Thomas be appointed as members of Operations Committee.
- That Gregory Ptolemy be appointed as Finance Director.
- That Bishop Anna's nomination of Gregory Ptolemy as finance officer and Eric Partridge as executive officer be approved.

November 2024

- That the "Report for Anglicans" be received by Diocesan Council.
- That Joel Hefty be added to the Operations Committee.
- That Diocesan Council approve the addition of Helen Love, Rob Hosie, Evan Hazel, Barbara Myers, Brendon Neilson and Mark Oldnall to the Asset Management Committee.
- That Diocesan Council approve the addition of clerical members Mona Smart and Allen Doerksen and lay members Walter Stewart and Darcy Garneau to the Educational Trusts Board.
- That Diocesan Council receive the 3rd quarter report for 2024 and the draft budget for 2025.
- That Diocesan Council approve the following grants:
 - St Columba, Tofino - \$2,634.74
 - St Columba, Port Hardy and St John, Port Alice - \$16,000
 - St Peter and St Paul, Esquimalt - \$10,000
 - St Peter, Quamichan - \$5,400

- Christ Church Cathedral, Victoria - \$90,000
 - AbbeyChurch, Victoria - \$10,000
- That Diocesan Council authorize \$50,000 in unallocated grants in the budget for 2025.
- That Diocesan Council approve the harmonization of the maternity/parental leave plan and the short term disability plan by reducing the latter from 90% to 80% starting January 1, 2025.
- That Diocesan Council create a fund of \$20,000 in the 2025 diocesan budget to assist with the parental and sick leave top-up.
- That Diocesan Council approve the correction of Regulations R5.1.8 A and R5.1.8 A (3) (c) - delete the word “elect” and “elected” and replace with the words “appoint” and “appointed” respectively.
- That Diocesan Council approve the correction of Regulation R7.5.1 G (3) - amend the subparagraph by adding the words “ten percent” so that the subparagraph reads: “3. Not fewer than ten percent of the electors, present in person or by proxy.”
- That Diocesan Council approve the addition to Regulation R3.5.1 F by adding as subparagraph 4 the following:
 - “4. The calculation of number of years’ service will be made as of January 1 of each year, regardless of the date of ordination.”
- That Diocesan Council allow the following parishes to drop the earthquake insurance premium for 2025:
 - Christ Church Cathedral
 - Holy Trinity, North Saanich
 - St John the Divine, Victoria – church and office only
 - St Matthias – church and hall only
 - St Andrew, Sidney
 - St Margaret, Galliano
 - St Mary the Incarnation, Metchosin
 - St Mary the Virgin, Metchosin
 - St John the Baptist, Duncan
 - St Philip, Cedar
 - St Christopher & St Aidan, Lake Cowichan
 - St Peter, Quamichan
 - Christ Church, Alert Bay
- That Diocesan Council authorize listing St. Dunstan’s for sale with a commercial real estate firm, and to negotiate a contract of purchase and sale on two conditions:
 1. That the sale price be at least \$7,100,000, and
 2. That the seller’s obligations under the contract be conditional upon approval of Diocesan Council.
- That Diocesan Council authorize Brendon Neilson to sign the updated version of the Memorandum of Understanding with Duncan Housing Society.
- That Diocesan Council approve the project "Driveway to the former St. Mark's Church".

- That Diocesan Council approve the "All Saints kitchen project" revised budget at \$133,763.
- That Diocesan Council approve the user agreement between St. Peter and St. Paul and Capital City Baptist Church subject to final approval of the Chancellor.
- That Diocesan Council approve the project "Heat Pump Installation" at St. Peter & St. Paul Esquimalt.
- That Diocesan Council endorse the direction of Bethlehem Investors Group to release a Request For Proposals to sell the property at 2371 & 2393 Arbot Road.

January 2025

- That the FNR fund be used to offset budgeted expenses associated with ministry in the north in 2025.
- That the remaining amount in the FNR fund be put into the consolidated trust fund for use in future years as determined by DC and consistent with the FNR fund's expressed intent.
- That Diocesan Council approve a grant of \$2400 for Spanish ministry at Church of the Advent in Colwood.
- That Diocesan Council authorize a grant of \$8000 to the parish of St Anne and St Edmund in Parksville.
- That Diocesan Council approve the replacement of subparagraph 1a of Regulation R5.1.8 A with:
 - "1. The Canons Committee
 - a. The membership of which shall be determined by diocesan council in consultation with the Chancellor, up to two of which members need not be members of diocesan council."
- That Diocesan Council approve the addition of this section to Regulation R7.6.2:
 - "H. In the period between December 31 of any year and the approval of a new budget for the following year, wardens are empowered to continue to apply the budget from the previous year, with the necessary changes to accommodate raises in salaries of clergy and parish employees and service providers, as if that previous budget was a new budget for the new year."
- That Diocesan Council approve the amendment of the title of Regulation R7.8.1 so that it reads:
 - "Parish Lay Employees and Service Providers"
- That Diocesan Council approve the amendment of Regulation R7.8.1 E by adding the words "or service provider" so that it reads:
 - "All contracts entered into between the parish and an employee or service provider shall first be approved by the Chancellor.
- That Diocesan Council approve the deletion of Regulation R10.1.1 as it is now entirely covered by Canon 10.2.
- That Diocesan Council approve the amendment of Regulation R7.6.2 by inserting the words

“in consultation with the incumbent” into paragraph A, and adding a new paragraph B and renumbering paragraphs C through F such that the regulation reads:

- A. The churchwardens and parish treasurer in consultation with the incumbent shall prepare a draft annual parish budget and will present that draft to parish council for consideration before presenting it to the annual meeting of parishioners for approval.
 - B. For parishes that have no incumbent or are in transition between incumbents the bishop will appoint someone to consult on the proposed budget prior to presenting it to parish council for approval.
 - C. If parish council suggests amendments to the draft budget, the churchwardens and the treasurer will consider the proposed amendments and will make the final decision regarding the terms of the draft budget that is to be presented to the annual meeting of parishioners.
 - D. The vestry, at the annual meeting of parishioners may accept the draft budget or return it to the churchwardens and treasurer for further consideration. If the draft budget is not approved by the annual meeting of the parishioners, the process set out in paragraphs A, B, and C above, shall be repeated, and a special meeting of parishioners shall be called to consider a new draft budget.
 - E. If a second draft budget is not approved at the special meeting of parishioners, the churchwardens may either repeat the process set out in paragraphs A, B, and C above, until a draft budget is approved by a special meeting of parishioners or may refer the draft budget to the Executive Archdeacon, whose decision shall be final.
 - F. During the year between annual meetings of parishioners, any amendment to the approved budget that increases the total expenditures by more than 10% may only be made by a special meeting of parishioners.
 - G. During the year between annual meetings of parishioners, any amendment to the approved budget that increases the total expenditures by 10% or less may only be made with the approval of parish council.
- That Diocesan Council approve the amended version of the HR Policy Manual as presented.
 - That Diocesan Council approve necessary research of affected employees’ payroll records to provide a recommended average of hours worked.
 - That Diocesan Council authorize preparation of amendments to existing employees’ employment agreements to incorporate averaging agreement provisions, and insertion of averaging provisions into the standard form employment agreements for newly hired employees, such provisions to be reviewed and approved by Diocesan Council before being implemented.
 - That Diocesan Council approve the amended version of the Respectful Conduct Policy as presented.
 - That Diocesan Council approve using \$46,220 from the refugee contingency fund to cover the 2025 Refugee Sponsorship Coordinator salary.
 - That Diocesan Council recommend allocating the funds from the sale of 418 Ship’s Point Road according to the above table, with the exception of the two internal investments on the bottom row which will be deferred to a later date.

February Budget Meeting 2025

- That the earnings from the Diocesan Mission Fund and the Synod Vision Fund be used as income in the operating budget (from which parish grants are made).
- That the Biddle-King Fund, the Fred Rudd Fund, and the Nicholas Addems Fund be overseen by the Educational Trust Committee, and that earnings from each fund be used for grants by the Committee consistent with the donors' wishes.
- That Diocesan Council approve the allocation of the remaining funds from the sale of the Fanny Bay property to the 2025 budget.
- That the 2025 diocesan budget be passed as presented.
- That Diocesan Council approve the request from St John the Divine in Victoria to remove earthquake insurance on the church and the office.
- That Diocesan Council authorize the Diocesan Chancellor and the Insurance Administrator to begin conversation with long-term tenants at St John the Divine, Victoria, and St Mary's Oak Bay regarding the possible removal of earthquake insurance coverage in the future.
- That Diocesan Council approve the request from St. Mark's Qualicum Beach to withdraw up to \$6000 from its rectory trust fund to cover the purchase and installation of a new heat pump.

March 2025

- That Diocesan council approve the exclusion from apportionment of parish finances allocated to specifically designated capital improvement funds
- That Diocesan Council approve the bishop, chancellor, treasurer, executive director and executive archdeacon as signatories on the TD Canada Trust chequing account.
- That Diocesan Council approve the request for St John the Divine, Courtney to withdraw \$11,500 from their rectory trust fund.
- That Diocesan Council approve the Christ Church Cathedral choir application to the Anglican Foundation for a summer tour of Vancouver Island.
- That Diocesan Council approve the Air Space Parcel Subdivision Plan described as item No. 1 in the Appendix, and that Diocesan Council authorize Brendon Neilson, Executive Director, to execute and deliver the same, in the form as presented, with such changes, if any, as may be approved by him as the person executing the same on behalf of the Diocese, and whose signature thereon will be conclusive evidence of such approval, and to execute and deliver such further documents, instruments, and certificates as may be reasonably required in connection therewith.
- That Diocesan Council approve the Air Space Parcel Easement Agreement described as item No. 2 in the Appendix, and that Diocesan Council authorize Brendon Neilson,

Executive Director, to execute and deliver the same, in the form as presented, with such changes, if any, as may be approved by him as the person executing the same on behalf of the Diocese, and whose signature thereon will be conclusive evidence of such approval, and to execute and deliver such further documents, instruments, and certificates as may be reasonably required in connection therewith.

- That Diocesan Council approve the Ground Lease of Remainder Parcel by the Diocese in Favour of DHS described as item No. 3 in the Appendix, and that Diocesan Council authorize Brendon Neilson, Executive Director, to execute and deliver the same, in the form as presented, with such changes, if any, as maybe approved by him as the person executing the same on behalf of the Diocese, and whose signature thereon will be conclusive evidence of such approval, and to execute and deliver such further documents, instruments, and certificates as may be reasonably required in connection therewith.
- That Diocesan Council approve the Offer to Sublease–Church Hall Space described as item No. 4 in the Appendix, and that Diocesan Council authorize Brendon Neilson, Executive Director, to execute and deliver the same, in the form as presented, with such changes, if any, as may be approved by him as the person executing the same on behalf of the Diocese, and whose signature thereon will be conclusive evidence of such approval, and to execute and deliver such further documents, instruments, and certificates as may be reasonably required in connection therewith.
- That Diocesan Council adopt the recommendations of the Executive Director as set out with respect to the Items described as items No. 5 through No. 10 in the Appendix, and that Diocesan Council authorize Brendon Neilson, Executive Director, to proceed with negotiation and (where indicated) signing and delivery of same, generally in accordance with the recommendations or discussion set out in the Appendix for these items.
- That Diocesan Council extend their sincere appreciation to the parish of St John the Baptist, Duncan, recognizing their sacrificial gift of property and church hall in order to build relationships and extend a helping hand within the wider community.
- That Diocesan Council recommend that parishes implement “averaging agreements” for all newly hired lay employees. It is further recommended that the finance department work with the parishes to encourage the few remaining lay employees still submitting timesheets, to agree to sign onto the updated lay employment agreement which includes the averaging agreement provisions.
- That Diocesan Council approve amendments to these regulations:
 - Add Regulation R5.1.12: The Clerical Secretary and the Lay Secretary are permitted to attend all meetings of Diocesan Council, with voice but no vote.
 - That Diocesan Council approve the addition of the words “announce the appointment of” to Regulation R7.5.1 (7) (e) so it reads: “Announce the appointment pursuant to Regulation R 7.7.1 of an examiner to review the financial statements.”
 - That Diocesan Council approve the addition of subparagraph 23 to Regulation R7.7.1 C: “23. In consultation with the treasurer, appoint annually an examiner to review the financial statements.”
- That Diocesan Council approve the revision of Regulation R8.6.2 so that it reads:

“WITHDRAWALS FROM THE CTF

- A. Subject to subsection B below, applications for withdrawals of income or capital from the CTF shall be made to the Finance Committee or for amounts less than \$100,000 to the Operations Committee, and shall include the following information: name of fund or trust, amount requested, purpose, and names of applicants.
- B. Applications are not required for quarterly payments of income flowing to unitholders.
- C. Withdrawal requests shall be made at least:
 - 1. 15 days before funds are required, or
 - 2. 30 days before funds are required if the request is for \$100,000 or more.”
- That Diocesan Council approve the amendment of Regulation R8.5.2 by adding paragraphs 4, 5 and 6:
 - “4. Fred Rudd Memorial Trust for a bursary or bursaries for any Anglican student studying for the sacred ministry with a preference to be given to students from the Saanich Deanery.
 - 5. Biddle-King Estate Fund for a scholarship to encourage and assist candidates for the Anglican priesthood who have real need for such help.
 - 6. Nicholas Addems Fund for education in business administration and allied subjects to assist students in administering their roles once they take Holy Orders.”
- That Diocesan Council approve the replacement of Regulation R7.3.1 with:
 - “A. Parishes wishing to undertake construction or repairs costing greater than \$20,000. whether to an existing structure or creating a new structure, must obtain the approval of the incumbent, the wardens, and parish council, and then must obtain approval of diocesan council.
 - B. Parishes wishing to undertake construction or repairs costing greater than \$100,000. whether to an existing structure or creating a new structure, must consult with the Executive Officer, obtain the approval of the incumbent, the wardens, and parish council, and then must obtain the approval of an annual or special meeting of parishioners, and then must obtain approval of diocesan council.”
- That Diocesan Council approve the following updated policy statements:
 - Human Resources Manual
 - Respectful Conduct Policy
 - Privacy Policy
 - Social Media Policy
 - Wardens’ Handbook
 - Treasurer’s Handbook
- That Diocesan Council approve up to \$27,500 from the Property Redevelopment Fund to cover the 2025 asset management contract with Wiser Projects under the management of the Executive Director.
- That Diocesan Council approve the easement at St Mark’s Cemetery on Salt Spring Island.

April 2025

- That Diocesan Council accept the conditional offer from Wexford Developments and authorize the Bishop and Clerical Secretary to finalize the sale when the conditions are removed unless there are material changes to the offer in that time.
- That Diocesan Council accept the offer from Kevin Churko and authorize the Bishop and Clerical Secretary to finalize the sale.

June 2025

- That Diocesan Council authorize a grant of \$5000 from the unallocated funds for the parish of St Margaret of Scotland, Galiano Island.
- That Diocesan Council approve the revised consolidated trust fund investment policy statement as recommended by the investment committee and forwarded by the finance committee.
- That the signers on the Synod's investment account, with the specific concurrence of the Chancellor, be empowered by Diocesan Council to execute an updated investment management agreement with Jarislowsky Fraser Limited and its affiliates.
- That the signers on the Synod's investment account be authorized by Diocesan Council to make low-risk, short-term investments with proceeds from real estate transactions (related to St Dunstan's and/or Bethlehem Investors Group).
- That Diocesan Council approve the bishop's nomination of Jenny Replogle as interim executive archdeacon, effective September 1, 2025.
- That Diocesan Council approve the bishop's nomination of Brendon Neilson as interim executive officer effective September 1, 2025.
- As a result of the interim appointments referenced above, several amendments to the Regulations are proposed:
 - That Regulation R3.5.2 A (1) be amended by deleting the words "executive archdeacon" and replacing them with the words "executive officer" so that the subparagraph reads:

"1. The parish and the incumbent will enter into a lease of the rectory upon terms and form approved by the Executive Officer and the Chancellor;"
 - That Regulation R5.1.6 A be amended by deleting the words "executive archdeacon" and replacing them with the word "Bishop" so that the subparagraph reads:

"1. To be responsible to the Bishop, the finance committee, and diocesan council for the administration of the financial and other business affairs of the synod, including:"
 - That Regulation R5.1.7 A (1) be amended by deleting the entire subparagraph (a) and combining subparagraph (b) so that paragraph (1) reads:

"1. Is responsible for the implementation of requests from the Bishop, and if

- appointed, acts as commissary to the Bishop.”
- That Regulation 12.1.2 A be amended by deleting the words “executive archdeacon” wherever they appear and replacing them with the words “executive officer” so that the Regulation reads:
 - A. Where parishes recommended for disestablishment include cemeteries:
 1. After consultation with the cemetery committee, the Executive Officer will ensure that a local administrator of the cemetery is appointed.
 2. Existing bank accounts of cemetery funds will be transferred to the diocese, retaining the local administrator as principal signatory.
 3. Ongoing plot sales of right-to-inter, opening/closing for interments, and record keeping, will be overseen by the Executive Officer, or their appointee, in collaboration with the local administrator.
 4. Maintenance of the cemetery will be managed on a contract basis, administered by the Executive Officer or their delegate.
 5. The Executive Officer will explore possible local private sector or municipal government agencies to assume the operation of the cemetery.
 6. The Executive Officer, upon consultation with diocesan council, may revise cemetery bylaws and may appoint a local cemetery administrator and determine the administrator’s responsibilities.
 7. If there is no Executive Officer at the time of disestablishment, the Bishop may appoint a person to fulfill the roles under this regulation of an Executive Officer.
 - Regulation R7.8.4: In reference to Canon 7.8.C, parish council may appoint additional members: up to half of the difference between the number of elected members (other than ex-officio) and a total of 12, and the incumbent may appoint up to a similar number, as well.
 - That Diocesan Council approve the membership of the Canons Committee: Isabel Weeks, Jenny Replogle, Eric Partridge, Bob Gill, Craig Hiebert.
 - That Diocesan Council approve the request of Christ Church Cathedral School Education Society to renew the permit on the current Learning Pavilions, and authorize the Bishop to make said application.

June 2025 Special Meeting

- That Diocesan Council authorize a withdrawal of \$764,000 from the Vision fund to Operating Fund, effective year end 2024.
- That Diocesan Council endorse this bishop and executive director to negotiate a counter offer with Wexford developments for no less than \$7.5M and for an extension term no longer than a year, with non-refundable deposits being received to allow this extension. The details and timelines to be settled through negotiation and advice from our legal counsel.

September 2025

- That Diocesan Council appoint Samantha Wilson as Diocesan Finance Officer.
- That Diocesan Council define the duties of the Finance Officer according to the recently revised job description. (Appendix 3.1)
- That Diocesan Council approve the forgiveness of an interfund balance of \$15,365 between the Capital Assets Fund and the Operating Fund.
- That Diocesan Council accept the end of year financial statements for 2024.
- That Diocesan Council approve a 2 percent cost of living increase for clergy and synod office staff, and recommend to parishes the same increase for parish staff.
- That the following funds and schedule A of the financial statements listed as “internally designated” be closed and that each remaining balance become part of the operating fund.
 - Diocesan Post special (\$5553)
 - Focus seminar series (\$888; unchanged in four years)
 - Synod costs (\$10,346)
- That the following funds in schedule A of the financial statements listed as “Restricted” be closed and that each remaining balance become part of the operating fund.
 - BC language initiative (zero, ended)
 - Bishop’s gospel choir (\$4161; unused in four years)
 - Emmaus community (zero, funds transferred to Emmaus community)
 - Indigenous language program (\$1421, ended)
 - Pilgrimage program (\$17,529; unused in four years)
 - Synod offset (\$20,500; unused in four years)
- That the Clergy Holidays and Retreats fund (\$4718 at 31 December 2024) in schedule A of the financial statements listed as "Restricted" be closed and that the remaining balance be transferred to offset the expenses of clergy conference.
- That the following Regulation be added subject to non-material changes:
 - R 8.5.6 Christ Church Cathedral Buildings Fund (“CCCB Fund”)
 - A. There shall be two funds known collectively as the CCCB Fund, comprised of the Wilson Endowment and the Building Fund.
 - B. The CCCB Fund shall be overseen by a committee chaired by the Dean of Christ Church Cathedral and comprised of the Dean and current wardens of the Cathedral (“the CCCB Committee”).
 - C. The CCCB Committee shall meet at the call of the chair.
 - D. Quarterly income from the CCCB Fund shall be paid to a separate bank account held by Christ Church Cathedral.
 - E. The CCCB Committee shall have discretion on the use of the Wilson Endowment and the Building Fund, subject to the following restrictions.
 - 1. Capital withdrawals from the Wilson Endowment are not permitted.

2. Capital withdrawals from the Building Fund may be made by written request for approval from the CCCB Committee to diocesan council.
 3. The income from the Wilson Endowment is restricted to expenditures related to maintenance of the cathedral, and the memorial hall.
 4. Use of the income from the Building Fund is restricted to expenditures related to the buildings and grounds of the cathedral and the memorial hall, and not for programming or any other operating expenses.
 5. Use of the income from either the Wilson Endowment or the Building Fund is subject to the requirements of Regulation R7.3.1 B but is exempt from the requirements of Regulation 7.3.1 A.
- F. The CCCB Committee shall make annual reports as required by Canon 8.5 D to the Cathedral congregation and to diocesan council.
- That Diocesan Council grant permission to the Bishop to sign the contract for the sale of St Dunstan's. (Appendix 6.1)
 - That Diocesan Council approve the request of St Michael's, Chemainus, to proceed with the renovations per Appendix 6.5.
 - That Diocesan Council approve the request of St Michael's, Chemainus, to withdraw \$30,000 from the CTF for the new roof on their rectory.
 - That Diocesan Council approve the agreement with Rogers Communications to put a cell tower in Somenos Cemetery.

November 2025

- That Diocesan Council approve the merger of the parish of St. Dunstan's with the parish of Two Saints Ministry on the following terms:
 1. St. Dunstan's retains its CRA registration until the property where the parish church is located has been sold.
 2. Upon completion of the sale of the property where the parish church is located, Two Saints Ministry will apply to have St. Dunstan's removed from the Charity Directorate at CRA.
 3. St. Dunstan's finances will be wound up by December 31, 2025 and the parish bank account closed following processing of all final transactions.
 4. Effective January 1, 2026, all income and expenses related to the property where St. Dunstan's parish church is located will be processed through the diocesan finance office.
 5. Effective January 1, 2026, all donation income related to St. Dunstan's will be directed to Two Saints Ministry.
 6. St. Dunstan's will sign an acknowledgement and assignment providing for all current and future donations and testamentary gives made to St. Dunstan's, to the parish of Two Saints Ministry.

7. The merged parishes of St. Dunstan's and Two Saints Ministry may request Diocesan Council's approval of a name change.
- That Diocesan Council approve the following parish grants:
 - St John Gualbert - \$10,000
 - St Columba, Port Hardy - \$16,000
 - St John's, Duncan - \$24,000
 - St Anne & St Edmund's, Parksville - \$6,000
 - Christ Church Cathedral - \$90,000
 - St Columba, Tofino - \$5,700
 - St Christopher & St Aiden, Lake Cowichan – \$3,274
 - That Diocesan Council receive the operating performance versus budget report through 9 months ending September 30.
 - That the first draft budget for 2026 be received.
 - That the consolidated trust fund (CTF) dividend payout rate be increased from \$0.66 (2025) to \$0.68 (2026) per unit per year, payable quarterly.
 - That two new accounts be authorized with investment advisor Jarislowsky Fraser Ltd. (Scotiawealth custody agent):
 - a. one for the purpose of receiving donations of securities, and
 - b. one for the purpose of holding private equity and private credit investments which report net asset values on a later time schedule, and
 - That the St. Dunstan's annex loan rate of 3% (subject to periodic adjustment by DC) remain unchanged during the current adjustment period.
 - That a new advance of \$19,588.87 as requested by the wardens of St. Peter Quamichan be added to the outstanding balance of \$25,833.29 and the term be extended for an additional 60 months at the same 5% fixed interest rate with no prepayment penalty, be approved pending completion of church sites & parsonages paperwork requirements.
 - That the regulatory changes be approved as presented by the Chancellor:
 - a. That Regulation R8.6.1 B 2 A be modified to allow from three-to-six members of the Investment Committee be appointed by Finance Committee.
 - b. That the names of E.C.L.M. "trust" and St. Mark's Victoria "trust" be changed to E.C.L.M. account and St. Mark's Victoria account, respectively, to identify account names and origins more accurately.
 - c. That Regulation R8.5.2.A be amended to include in the Diocesan Education Fund, and that the Diocesan Education Fund be comprised of the St. Mark's Victoria account, the E.C.L.M. account, and the Church of the Holy Spirit Rectory account.
 - d. That the Diocesan Education Fund description be clarified as proposed.
 - That the updated accounting controls description and signers identified for operating and investment accounts be approved.
 - That a \$50,000 withdrawal from the Christ Church Cathedral rectory account (Howe St.) be approved as requested by the cathedral wardens.
 - That Diocesan Council appoint Canon Jenny Replogle as Executive Archdeacon effective

January 1, 2026.

- That Diocesan Council appoint Brendon Neilson as Executive Officer effective January 1, 2026.
- That Diocesan Council permit the following parishes to drop earthquake insurance for 2026:
 - The Diocesan Office
 - Christ Church Cathedral
 - St John the Divine, Victoria
 - St Luke, Cedar Hill
 - St Mary's, Oak Bay
 - St Matthias, Victoria
 - St Andrew, Sidney
 - St Dunstan, Gordon Head
 - Holy Trinity, North Saanich
 - St Mary, Mayne Island
 - St Margaret, Galiano
 - St Peter & St Paul, Esquimalt
 - St Mary, Metchosin
 - St John, Cobble Hill
 - St John, Duncan
 - St Philip, Cedar
 - St Christopher & St Aiden, Lake Cowichan
 - St Peter, Quamichan
 - St Paul, Nanaimo
 - St Peter, Campbell River
 - St Saviour, Cortes
 - St Mark, Qualicum
 - Christ Church, Alert Bay
 - Christ Church, Gabriola
- That the following be allocated from the proceeds of the sale of St. Mark:
To the Parish: \$37,222.50 for the expenses related to the new driveway.
To the Diocese: \$14,457.95 for expenses related to St. Mark Cemetery.
And that the remainder be held by the diocese until a plan for the allocation be made in conversation with the Parish of Salt Spring.
- That the bishop is authorised, in consultation with the chancellor and the treasurer, to apply for and enter into a \$150,000 loan from Vancity Community Foundation.
- That the bishop is authorised, in consultation with the chancellor and the treasurer, to enter into a short term consultancy agreement with Wiser Projects.
- That Diocesan Council approve the application of St Michael and All Angels, Royal Oak, to the Anglican Foundation.
- That Diocesan Council approve the St Michael and All Angels Heritage Church refurbishment project.

- That Diocesan Council approve the application of St John's Courtney to the Anglican Foundation for their kitchen renovation.
- That Diocesan Council approve the renovation of the kitchen of St John's Courtney.
- That Diocesan Council approve the kitchen renovation for St Philip, Cedar.

January 2026

- That Diocesan Council assents to the appointment of Carolyn Dieleman to Council.
- That Diocesan Council approve the following parish grants:
 - Church of the Advent, Colwood - \$3,500
 - St Margaret of Scotland, Galiano - \$5,000
 - St Michael and All Angels, Chemainus – \$6,000
- That Diocesan Council approve the 2026 budget as presented.
- That Diocesan Council approve the following loans, where the source will be determined by the senior staff
 - a loan of \$13,000, at a rate of 5% fixed interest with a 3 year amortization, for St Philip's Cedar kitchen renovation project.
 - a loan of \$110,400, at a rate of 5% fixed interest with a 10 year amortization and a renewable 5 year term, for St Michael and All Angels, Chemainus rectory renovation project.
- That Diocesan Council decline to enter into the new proposed agreement with Wexford development.
- That Diocesan Council approve St Michael's rectory project as presented.
- That Diocesan Council approve a 2-year extension of the current lease with SOLID Outreach.

March 2026

- That Diocesan Council clarify that the accounts in the CTF should belong to, or be held for the benefit of:
 - the diocese, or
 - one of the parishes in the diocese, or
 - another charitable organization that is controlled by the diocese or one of its parishes; and that the Canons Committee be requested to propose wording in Canon 8.6 to formalize this eligibility.
- That the Camp Columbia Capital Campaign fund, the Camp Columbia Endowment fund, and the Camp Columbia Bursary fund be closed and incorporated into the Synod Vision Fund.
- That the Clergy Widows and Orphans fund be renamed Surviving Clergy Spouse Fund.
- That the Incapacitated Clergy Fund be renamed Clergy Wellness Fund.

- That Diocesan Council endorse the creation of a needs-based supplemental pension. Operationalizing this will be the responsibility of the supplemental pension committee
- That Regulation 5.1.9A be amended by removing the line “non-interest bearing”.
- That the loan for the rectory development at Saint Michael and All Angels, Chemainus, that was previously approved, be financed out of the property redevelopment fund.
- That \$150,000 be transferred from the Property Redevelopment Fund to the Building For the Future Fund, and that council notes for historical purposes that this is a further contribution of diocesan funds to the Building For the Future Fund.
- That the funds received from the incomplete contract for the sale of St Dunstan’s (\$129,948.75) be allocated as follows:
 - \$67,630.57 to repay St Dunstan’s church Sites & Parsonages loan from the diocese
 - \$8,000 to reimburse the diocese for costs of decommissioning event at St Dunstan’s
 - \$12,994.88 to the First Nations Reconciliation Fund
 - \$41,323.30 to the Property Redevelopment Fund
- That Diocesan Council accept the financial reports for 2025.
- That Diocesan Council ask the Canons Committee to consider the current regulations around archdeacons and the possible revision of those regulations.
- That regulation R5.1.8 be amended by replacing “A quorum of the operations committee shall consist of the Bishop, either the Chancellor or the Vice Chancellor, and two other voting members” with “A quorum of the operations committee shall be a simple majority of members.”
- That regulation 3.5.2 be amended by removing C and D
- That regulation 6.2.1 E be removed
- That regulation 7.3.4 be amended to indicate the Executive Officer, not the Finance Officer, be the point person around building repairs.
- That regulation 7.5.1 be amended so that section G reads “the quorum for transacting business at an annual or special meeting shall be”
- That regulation 7.8.1 be amended by removing section D and changing section E to read “all employment contracts are issued by the Synod office.”
- That Diocesan Council ask Finance Committee to make recommendations to amend regulations 8.4.3, 8.4.4, 8.4.5 and 8.5.4.
- That Diocesan Council accept the newly updated Human Resources top-up policy.
- That Diocesan Council approve the St Peter’s Comox rectory project.
- That Diocesan Council approve the St John the Divine Victoria bathroom project.
- That Diocesan Council affirm the new name of St Peter for the amalgamated parish of Two Saints and St Dunstan’s.

May 2026

- That Diocesan Council approve the new diocesan ministry mandate to be presented to

Synod.

- That Diocesan Council approve proceeding with the proposed transaction of the sale of the St Dunstan's property at 1806 San Juan Avenue, at no less than \$5.5 million, the details of which are to be determined by the bishop, the executive director, the chancellor, and the treasurer by September 15, 2026.
- That Diocesan Council support in principle the proposal of the St Mary Metchosin Heritage Society and encourages further conversation and steps to be made before deciding on seed funding.
- That Diocesan Council approve the St Peter, Comox rectory project as presented.
- That Diocesan Council approve an additional \$19,636 be added to the loan for the rectory renovation at St. Michael and all Angels, Chemanius.
- That Diocesan Council write to the municipality of North Cowichan expressing their displeasure with the substantial fees regarding the rectory renovation.
- That Diocesan Council accepts the CCCES notice to vacate and waives compliance with the six month notice period required by the lease.
- That Diocesan Council empower the Operations Committee to negotiate with CCCES regarding remaining financial details related to the St Dunstan's property, including but not limited to leasehold improvements at St Dunstan's, outstanding loans, and other leases.
- That Diocesan Council appoint Brendon Neilson as Executive Secretary of the Synod to enable him to sign any legal documents requiring a signature of a secretary of the diocese.
- That Diocesan Council approve the funds from the proceeds of the sale of a portion of the St John the Divine, Victoria property be allocated according to the table below.

Site: St. John the Divine, Victoria (parking lot).	
Balance after fees:	\$608,146.57
Reciprocity transfer:	\$10,000 Esquimalt (X ^w sepsam) First Nation \$10,000 Songhees First Nation
Ministry Context (as requested by the parish):	
A. Boiler Project Allocation	\$115,000 (as listed in project brief budget)
B. Repayment of Vancity Loan	\$ <u>67,000</u> (assuming promised interest relief)
C. Parish Capital Project Fund	\$219,000
Diocesan Investment:	First Nation Reconciliation Fund - \$187,146.57

- That Diocesan Council approve the funds from the proceeds of the sale of St. Mark be allocated according to the above table below.

Site: St. Mark Salt Spring	
Balance after expenses (including previously allocated expenses by the parish and diocese):	\$574,236.69
Reciprocity transfer:	\$20,000 Penelakut Tribe \$20,000 Stqeeye' Learning Society \$20,000 Tsawout First Nation
Ministry Context:	
A. Parish of Salt Spring – Capital Reserve Fund	\$474,236.69
B. Parish ministries of reconciliation	\$15,000
Diocesan Investment:	First Nation Reconciliation Fund - \$25,000

- That Diocesan Council approve the St John the Divine Victoria boiler project as presented.
- That Diocesan Council approve the new diocesan ministry statement:
The people of the Diocese of Islands and Inlets recognize that God is always and everywhere doing new things in our midst. We commit to living out our baptismal covenant in the beauty and brokenness of our communities. As parishes and people of faith we work together as the body of Christ to build communities of love and justice. Together, we discern how to adapt our ministries in changing times. As a part of this work, we affirm our dedication to the path of truth-telling, repair, and reconciliation with the First Peoples who carry the stories and songs of these lands and waters.
- That Diocesan Council authorize the Supplemental Pensions Committee to begin repurposing the Dewdney-Schofield fund by offering current and future beneficiaries the opportunity to opt out, and to redirect payments to other supplemental pension expenditures consistent with the known intention of the original donation and subject to the approval of the Finance Committee.
- That Diocesan Council accept the financial reports for the first quarter of 2026.

June 2026 (online with FC)

- That Diocesan Council approve, provisionally, the financial statements for 2025 as working financial statements and the basis for preparing forms T-3010.

September 2026

- That Diocesan Council approve the rectory fund withdrawal request from Christ Church Cathedral for \$15,750 to reimburse expenses associated with Building for the Future phase

3.

- That Diocesan Council empower the diocesan treasurer to begin the process to search for an appropriate external accounting firm to propose to Finance Committee and Diocesan Council for the synod's 2026 year-end financial review engagement.
- That Diocesan Council approve, consistent with the July-July Consumer Price Index data used in previous years, the 3.5% cost-of-living increase as recommended by the Finance Committee, that it be implemented for diocesan employees including salaried clergy, effective January 2027, and that the same increase be recommended to parishes for all salaried employees.
- That Diocesan Council approve an increase in the reimbursement rates when using a personal vehicle for required travel for diocesan business from \$0.35 to \$0.40 per kilometer for an individual, and from \$0.55 to \$0.60 per kilometer for a carpool, and that the recommendation be effective January 2027.
- That Diocesan Council approve the application from St Peter, Quamichan, for a grant of \$10,000.
- That Diocesan Council approve the application from Abbey Church for a grant of \$5,000.
- That Diocesan Council approve a grant from the unallocated funds of up to \$25,000 for north island ministry up to the end of December 2026.
- That Diocesan Council approve an application to the Anglican Foundation by St John the Baptist, Duncan
- That Diocesan Council authorize the diocesan treasurer, in the context of Regulation 1.1.1 (bishop's salary), to research salary levels and compensation methodologies used to determine such levels of leaders of other similar organizations and report back to Finance Committee with recommendations.
- That Diocesan Council ask the chancellor to work on an amendment to the canons to include an alternate nomination process for regional diocesan council delegates.
- That Diocesan Council approve the chancellor to make changes to canons and regulations which are non-substantive as we prepare them for the synod convening circular, and to make changes to Canon 8 taking out language around sub-committees.
- That Diocesan Council approve the regulations identified in Appendix 6.4, related to Canon 8, be approved and that they come into effect on January 1, 2027.
- That Diocesan Council approve the regulations identified in Appendix 6.3, other than those related to Canon 8, be approved and that they come into effect at once.
- That Diocesan Council lay before this Synod of 2026 the amendments to the constitution approved at Synod 2024, and that they be confirmed and come into effect at once.
- That the canons and regulations in force at the start of this Synod 2026 be amended as identified in Appendices 6.2 and 6.3.
- That the regulations related to Canon 8 in Appendix 6.4 come into effect on January 1, 2027.
- That all canons and regulations in Appendices 6.2 and 6.3, other than those regulations related to Canon 8, come into effect at once.

- That Diocesan Council ask St John the Divine's to return half of the \$72,133 to the First Nations Reconciliation Fund.
- That Diocesan Council approve the increase of funds to St John the Divine's boiler project by \$72,133 from the proceeds of the sale of part of the parking lot.
- That Diocesan Council approve the description of the First Nations Reconciliation Fund as endorsed by the Finance Committee and as presented in Appendix 8.
- That Diocesan Council affirm the sale of the Bethlehem Investors' Group to the Westwood Stewardship Group.
- That Diocesan Council approve the extension of the loan repayment date for St. Michael and all Angels, Chemanius, to February 1, 2027.