

160th Regular Session of Synod

November 25-27, 2021

CONVENING CIRCULAR

SECTION B

DIOCESAN COUNCIL'S REPORT TO SYNOD

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Prepared by:
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Scope of Report

This is the report of the Diocesan Council to the members of the 160th Regular Session of the Synod of the Diocese of Toronto for the period July 1, 2019, through June 30, 2021. During this period, Diocesan Council held a total of 32 meetings, including 4 in-person meetings, 1 conference call, 10 email polls, and 17 video conference calls (using Zoom). On June 17, 2021 Diocesan Council approved this report.

This report includes:

- (I) A list of members of the Diocesan Council,
- (II) Diocesan Council's response to the novel coronavirus (COVID-19),
- (III) A summary of policy and major items discussed or approved by Diocesan Council, and
- (IV) A summary of diocesan grants, loans and other funding.

(I) List of Members of Diocesan Council

The Rt. Rev. Andrew Asbil [Chair], The Rt. Rev. Peter DeC. Fenty (until November 2020), Chris Ambidge, ODT (since November 2019), The Rt. Rev. Jenny Andison (until February 2021), Canon Brian Armstrong, ODT, Mario Bartolozzi, Canon Paul Baston, The Rev. Canon Dr. Eric Beresford (since November 2019), Bill Bickle, ODT (from November 2019 to June 2020), Blake Goldring, ODT (since November 2019), Catherine Bryant (from November 2019 to October 2020), The Rev. David Bryant (until November 2019), Canon Clare E. Burns, The Rev. Gregory Carpenter (until November 2019), The Rev. Joan Cavanaugh-Clark (until November 2019), The Rev. Andrea Christensen, Enid Corbett, ODT, Peter Davidson, ODT, The Rev. Dr. Stephen Drakeford (until November 2019), Anita Gittens, ODT (until November 2019), Leslie Hajdu, ODT, The Rev. Karen Hatch, The Rev. Theadore Hunt (since November 2019), The Rev. Keith Joyce (until November 2019), Finn Keesmaat-Walsh, Darleen Knowlton (until November 2019), The Rev. Ian LaFleur (until November 2019), Suzanne Lawson, ODT, The Rev. Leonard Leader, The Rev. Lucia Lloyd (since November 2019), The Rev. Andrew MacDonald (since November 2019), The Rev. Erin Martin (until November 2019), Heather McGregor, ODT, The Rev. Matthew McMillan (since November 2019), The Rev. Douglas Michael (until November 2019), Peter Newell, The Rev. Lisa Newland, The Rev. Canon Dr. Barry T. Parker, The Rev. Jesse Parker, Richard Paul (until November 2019), The Rev. Jason Prisley (until November 2019), Ryan Ramsden (until November 2019), The Rt. Rev. Kevin Robertson, Sister Elizabeth Rolfe-Thomas, SSJD, The Rt. Rev. Riscylla Shaw, Major The Rev. Canon Brad Smith (since November 2019), Beverley Sneyd (until November 2019), John Spragge (since November 2019), Sandy Richmond, ODT, The Rev. Michael Stuchbery, The Rev. Dr. Monique Taylor (since November 2019), David Toycen, ODT, The Very Rev. Stephen Vail, Laura Walton, ODT (since November 2019), The Rev. Kevin Wong (since November 2019), Marilyn Yeung (until November 2019).

(II) Response to COVID-19

In early 2020, reports started to emerge about a novel coronavirus (2019-nCoV). As a result, the World Health Organization declared the outbreak a Public Health Emergency of international concern on January 30, 2020, and a pandemic on March 11, 2020.

At its March 26, 2020 meeting, the Diocesan Council approved a Jubilee for parishes. For April and May 2020, parishes were not required to pay their allotment to the Diocese or pay the costs of clergy remuneration (stipend, housing and associated benefits). Forgiving parish allotment and clergy remuneration expenses for April and May cost approximately \$3.6 million. To raise the necessary funds, Council approved the Diocese taking some serious steps.

First, the Diocese sought to extend the line of credit with the bank. Secondly, the Diocese sought loans of \$2 million each from the York Rectors Fund and the Ministry Allocation Fund and a loan of \$46,000 from the Etobicoke Glebe Fund. These are all funds of the Diocese. As security for these loans, vacant land owned by the Diocese in Ajax and Peterborough was to be sold. These two parcels of land currently do not have churches on them.

As a further measure, Diocesan Council agreed to delegate some of its authority to the Executive Board and Trusts Committee so that the Diocese could act nimbly in the quickly changing circumstances.

From March to August 2020, when the Executive Board and Trusts Committee were acting on behalf of the Diocesan Council, the joint group made the following significant decisions:

- The legal work was done to secure the mortgages in respect of the loans that the York Rectory Commissioners authorized.
- The Jubilee was extended for June 2020 to be funded by the Canadian Emergency Wage Subsidy (CEWS) that the Diocese received for March, April and May 2020.

- Any Canadian Emergency Wage Subsidy (CEWS) credits received by the Diocese of Toronto for the payroll months of June, July, and August 2020 to be credited to individual parishes and any CEWS credits received by the Diocese for diocesan staff be used to reduce parish allotment. This assumed that the Diocese would qualify for the CEWS rebate for March through September 2020. However, later analysis determined that the Diocese was not eligible for May & June as revenue declines did not meet the required threshold, resulting in an unfavourable variance to the projected cash receipts from the program of approximately \$1.4 million. The government later extended the CEWS program until June 2021. For clarity, all CEWS credits received by the Diocese relating to parish priests have been and will continue to be passed on to their respective parishes for the entire duration of the program following the Jubilee period. Credits pertaining to Diocesan staff (generally about 20% of each month's claim) have been and will continue to be retained by the Diocese to provide a partial offset for the income lost in May and June 2020.
- Guidelines were provided on how to conduct a virtual and hybrid Vestry/Special Vestry meeting.
- An expansion of the Reach Grant program was approved as was the delegation of authority to a panel to approve grants in two funding envelopes on an expedited basis.
- The Re-Opening Guidelines developed and subsequently were received by Diocesan Council in June 2020.

On August 27, 2020, even though the government had not lifted the State of Emergency in the secular Province of Ontario, the Executive Board and the Trusts Committee chose to send authority back to Diocesan Council given that the Province was in stage three of the Action Plan as set out by the Government of Ontario.

Sale of Properties to fund the Jubilee and request for discharge of Mortgages

- In October 2020, Diocesan Council granted permission to sell the vacant land described as 101 Bayly St. E., Ajax L1S 1P2 and 1211 Brealey Dr., Peterborough K9J 6X4, with the sale proceeds being used to retire the current deficit after paying any outstanding balance to the York Rectory Fund, Etobicoke Glebe and the Ministry Allocation Fund mortgage balances. Also, since there is currently no continuing need for Diocesan Council to ask the York Rectory Commissioners or the Commissioners of the Etobicoke Glebe to borrow funds for purposes of funding Diocesan operating expenses during the COVID-19 emergency (as was contemplated by the Council in March 2020) the Commissioners were asked to discharge the mortgages placed on 101 Bayly St. E. Ajax and 1211 Brealey Dr., Peterborough to secure such borrowing following the payment of any outstanding balances owed.

Constitution and Canon Issues Raised by COVID-19

In December 2020, Diocesan Council passed three motions concerning The Constitution and Canons and issued raised by COVID-19.

- For purposes of Canon 14, “regularly scheduled services of worship” would include any service conducted by conference call or virtual meeting platforms [such as Zoom or Microsoft Teams] whether live-streamed or pre-recorded for the period since March 13, 2020 and continuing until Diocesan Council declared otherwise.
- Diocesan Council declared that Lay Members of the Diocesan Synod had not had the opportunity to receive Communion within the meaning of The Constitution since March 13, 2020 and continued to be without that opportunity under the ongoing COVID-19 pandemic, but would still be considered legitimate Lay Members of Synod if so selected or appointed.

For the Regular Session of Synod in 2021, the number of Lay Members to be elected by each Vestry or Designated Ministry would be calculated, under The Constitution section 3(7), using the same numbers for average weekly attendance as were used for the calculation for the Regular Session of Synod in 2019.

(III) Policy Items and Other Major Items

Policy Matters (in alphabetical order)

- **Diocesan Harassment Policy (When a Cleric is Involved)**

In September 2019, Diocesan Council received the Diocesan Harassment Policy (When a Cleric is Involved) for information.

- **Diocesan Human Rights Policy**

In September 2019, Diocesan Council received the Diocesan Human Rights Policy for information.

- **Statement of Investment Policy and Procedures**

As part of the annual review process, the Investment Committee recommended revisions to the Statement of Investment Policy and Procedures with a focus on Socially Responsible Investing. In January 2020 Diocesan Council approved the amendments for immediate implementation.

- **Policy for the Sale and Replacement of Rectories**

Following a moratorium on the sale of rectories, Diocesan Council approved a new Policy for the Sale and Replacement of Rectories. The policy contemplates two circumstances in which Council will exercise its discretion to permit a rectory sale. They are:

- When the parish vestry has resolved to acquire another residential property for use as a rectory and has obtained the

consent of Diocesan Council thereto pursuant to the provisions of subsection 2 of Canon 6; or

- When Diocesan Council determines that the rectory is “surplus real property” in accordance with subsection 3 of Canon 6. In determining whether a rectory is “surplus real property” Diocesan Council shall consider the following:
 - the strategic significance of the provision of a residence for clergy to the mission and ministry of the Church in the parish;
 - the financial circumstances of the parish;
 - the physical condition of the rectory;
 - the views of the Area Bishop.

Council approved the Policy in March 2021 and the Policy is effective immediately.

Major Items Discussed (in alphabetical order)

- **Anti-Bias and Anti-Racism Training**

In February 2020, Diocesan Council approved a grant of \$240,000 from the residual *Our Faith, Our Hope: Leadership Development* monies to fund the consultancy contract and related work on this important topic. The first phase of Co: Culture Collective’s work involved community listening sessions in February and March, in which the experiences and concerns of historically-marginalized communities were heard. These community listening sessions formed the basis for developing the curriculum for Phase 2, the anti-bias and anti-racism workshops. The Diocese is now embarking on this phase of its work together.

- **Clergy Moving Expenses**

Diocesan Council approved that the maximum contribution for clergy moves in 2020 and 2021 as set out in Canon 11, section 6 would remain at \$1,500.

- **Clergy Remuneration Working Group**

In October 2019, the Working Group presented highlights of the report to the Diocesan Council and led a sparsely attended workshop at Synod. Next, the Working Group presented the finalized report to the College of Bishops in early 2020, and then the global pandemic hit. Finally, in October 2020, Council received the Report and the draft Terms of Reference for an Implementation Team that will take the recommendations and discern where we go from here.

- **Cost of Living Adjustment**

Diocesan Council approved a cost of living adjustment (COLA) for the clergy minimum stipend scale, diocesan staff scale, and unit amounts be 1.9% for 2020 and 0% for 2021.

- **Expedited Reach Grant Program**

In May 2020, Diocesan Council approved an expansion of the Reach Grant program. In addition, it approved delegation of authority to a panel that will, on an expedited basis, approve grants in two funding envelopes.

- **FaithWorks**

Diocesan Council approved the FaithWorks Goal for 2020 and 2021 of \$1,500,000. At its February 2021 meeting, Council approved that in this 25th anniversary year for the FaithWorks Campaign, all parishes in the Diocese of Toronto would be encouraged to participate enthusiastically. Additionally, Council approved that parishes in the

Diocese of Toronto set a parish fundraising goal that exceeds their 2020 result by at least 1% of their overall offertory amount.

- **Learning Management System**

In February 2021, Diocesan Council agreed to provide financial support to implement a Learning Management System (LMS). The LMS will allow us to offer consistent online training to employees and volunteers across the Diocese. The first course to be made available is sexual misconduct policy training for parish employees and volunteers. Council approved that the Diocese be given an allocation of up to \$27,000 from Our Faith-Our Hope monies to fund the implementation of the project.

- **Pregnancy and Parental Leave Funding Source**

The Pregnancy and Parental Leave policy provides for a top-up benefit to 100% of salary for a maximum of 27 weeks for eligible members. In October 2019, Diocesan Council approved that the monthly contribution paid by the salary paying source for the pregnancy and parental leave supplement program be changed from 0.24% to 0.15% of salary effective January 1, 2020.

- **Process and Planning Group**

In December 2019, Diocesan Council expressed a desire to establish a small group to work with the Secretary of Synod and the Diocesan Bishop to plan the in-person meetings of the Diocesan Council and Executive Board so that time is set aside each meeting to address issues of strategic importance to the church, and that group process is designed to build engagement in these issues. Accordingly, in early 2020, Terms of Reference were developed, and the Bishop formed a small group. After a brief hiatus during the early days of the pandemic, the group has been meeting regularly to shape and plan the agendas for the virtual meetings of the Diocesan Council.

- **Quarterly Fiduciary Reports**

Council members received regular quarterly fiduciary reports consisting of a Litigation Report, Compliance Certificate and Financial Results.

- **Short Term Disability Funding Source**

In October 2019, Diocesan Council approved that the monthly contribution paid by the salary paying source for the short-term disability coverage to parishes be changed from \$8 per month to \$18 per month effective January 1, 2020.

- **Suspending Dormant Grants**

In June 2020, Diocesan Council suspended several dormant grants in the Ministry Allocation Fund (MAF) and the Our Faith-Our Hope: Re-Imagine Church (OFOH). The remaining balances were returned to the respective fund.

Retirements and Elections of Bishops

- In April 2020, the Rt. Rev. Peter Fenty announced his decision to retire on November 30, 2020. Bishop Fenty served as the Area Bishop of York-Simcoe since 2013.
- In October 2020, the Rt. Rev. Jenny Andison announced that she would be stepping down as the Area Bishop of York-Credit Valley to become the 11th Rector of St. Paul, Bloor Street, as of March 1, 2021. Bishop Andison served as the Area Bishop of York-Credit Valley since 2017.

Parish Administration, Amalgamations, and other Arrangements

- **Canon 24 – Diocesan Administration of Parishes**

- **St. Bartholomew, Toronto**

This parish was placed under diocesan administration in 2021 under Canon 24. Council approved the re-appointment of Kevin Forrest as Administrator for a further 6-month term at its March 2021 meeting.

- **St. John, West Toronto**

In October 2020, Diocesan Council approved that St. John, West Toronto, be immediately placed under Canon 24. At the same meeting, Philip Conliffe was appointed Administrator to carry on the function of receiver and manager for the parish of St. John, West Toronto.

- **Trinity, Barrie**

The parish was placed under diocesan administration in 2018, according to Canon 24. Joy Packham, ODT was appointed Administrator effective September 2019 to carry on the function of receiver and manager for the parish of Trinity Church, Barrie replacing Don Smith.

- **St. George, Newcastle**

In September 2019, Diocesan Council approved that St. George, Newcastle be placed under Canon 24 effective immediately. At the same meeting, Varun Balendra was appointed Administrator to carry on the function of receiver and manager for the parish of St. George, Newcastle. Stephen Wright was appointed Administrator as of February 11, 2021.

- **Canon 25 – Diocesan Missions**

- **St. Monica**

St. Monica was facing critical changes that included an ageing congregation, and their building needed significant repairs. The parish sold their building and became a storefront ministry. In May 2004, the parish transitioned to a Board of Management governance structure under Canon 25. In September 2019, the Board of Management submitted its annual report to Diocesan Council, satisfying Canon 25(11).

- **All Saints Church-Community Centre**

All Saints Church at Sherbourne and Dundas Streets held its first worship service on Sunday, June 16, 1872. Through the years, the ministry has experienced many changes and transformations. In 1971, All Saints was disestablished as a traditional parish and transformed into a Community Church. For several years, All Saints Church did not have a formal structure and was simply known as a “diocesan ministry”. In June 2011, the ministry requested that its status be regularized. As a result, it was designated a Diocesan Mission pursuant to Canon 25. In October 2019, the Board of Management submitted its annual report to Diocesan Council, satisfying Canon 25(11).

- **New Hope Board – Mandarin Ministry**

In March 2020, Diocesan Council approved a request of the ministry and with the support of the Bishop of Toronto that effective April 1, 2020, the New Hope Anglican Mission’s designation as a Diocesan Mission pursuant to Canon 25 be revoked and that the Board of Management, known as the “New Hope Board” be dissolved, and that any residual funds be

returned to the “New and Innovative Ministries” envelope in the Ministry Allocation Fund.

- **Epiphany and St. Mark, Parkdale**

The Diocese of Toronto has long since recognized that Epiphany & St. Mark, Parkdale, located at Cowan and Queen Streets, is a strategic ministry asset in an area of economic and social challenge. About a decade ago, the parish faced possible closure. The parish is small and vibrant, attracts a wide range of ages, and has a powerful heart and deep understanding of its neighbourhood. Most importantly, it is now financially self-sufficient. Epiphany and St. Mark, Parkdale requested designation as a Diocesan Mission to allow the parish, which has a limited number of parishioners with executive experience, to equip itself with select leadership (via the Board of Management) to help navigate the highly complex and exhausting journey of renovating and redeveloping their property. In January 2021, Diocesan Council designated the parish a Diocesan Mission pursuant to Canon 25 effective March 1, 2021.

- **St. George by the Grange**

St. George has been a witness in the Grange community for 173 years, serving the needs of the neighbourhood, offering a location for worship, and providing a space for artists and musicians. Since September 2017, St. George by the Grange has been a Diocesan Mission under Canon 25. St. Paul, Bloor Street was requested by the Rt. Rev. Jenny Andison, Area Bishop of York-Credit Valley, to oversee the mission of St. George by the Grange with the intent of a future reboot of a vibrant Anglican faith community anchoring the south edge of Grange Park. The parish is currently working toward a renewal of the Church.

While the parish is not disestablished, it is on a “sabbath rest” from public worship for a season.

- **St. George, Newcastle**

After many years of declining attendance and challenges in congregational health, St. George, Newcastle decided to attempt a 'reboot' and called a full-time priest in September 2018, hoping to revitalize the parish's ministry. Concurrent to this was the decision to put the congregation under Diocesan Administration beginning September 2019 to provide outside support in organizing and assessing the financial capacity of the parish to sustain the ministry. However, it has become clear that even with good faith and much hard work, the hoped-for result has not emerged, and there is no longer enough energy and capacity to go forward as currently constituted. Therefore, the Vestry voted to request that Diocesan Council designate St. George, Newcastle to be a Diocesan Mission under Canon 25 effective April 1, 2021. This is in conjunction with ceasing all public ministry for a time of “sabbath rest.” As a result, St. George’s will cease ministry, outreach, and community activities so that there might be the possibility of a future Anglican faith community there at a time yet to be foreseen. By placing St. George’s under a Board of Management, this option will allow the legal entity to remain in place for a period of up to five years.

- **St. Stephen, Maple**

The ministry referred to as St. Stephen, Maple was established as a “department” under the direct supervision of the York-Simcoe Area Bishop in 2016. This arrangement allowed for the start-up of the ministry where there was initially no congregation. Funding has been provided through a series of Ministry Allocation Fund grants to support capital and

ministry needs. In December 2019, the ministry expressed its desire to take the next step in its life and requested that it be placed under Canon 25. This will allow for greater independence and the flexibility to have lay leadership participate in the governance of the Mission. In February 2021, Diocesan Council designated the ministry a Diocesan Mission under Canon 25, effective March 1, 2021.

- **Chapel of Ease**

- **The Chapel of St. Mark, Warsaw**

In December 2019, Diocesan Council approved a motion to revoke the designation of The Chapel of St. Mark, Warsaw effective February 1, 2020, and that title to the Church and Cemetery be transferred from the Incumbent and Churchwardens of St. John the Baptist, Lakefield to The Incorporated Synod of the Diocese.

- **St. Margaret, Wilberforce**

The congregation of St. Margaret, Wilberforce voted to disestablish on December 31, 2020, voluntarily, and effective January 1, 2021, it was designated as a Chapel of Ease under the sponsorship of St. George, Haliburton.

- **Parish Names**

- **St. Joseph's Anglican Church**

In October 2019, the Bishop of Toronto announced that as of October 17, 2019, the Ghanaian Anglican Church of Toronto (GACOT) would be known as St. Joseph's Anglican Church.

- **Deanery Realignment in York-Credit Valley**

- **St. Joseph's Anglican Church**

St. Joseph, Toronto (formerly Ghanaian Anglican Church of Toronto aka GACOT) is now worshipping at the parish of St Matthias, Etobicoke and therefore has been transferred from the Deanery of Parkdale–West Toronto to the Deanery of Etobicoke–Humber in the episcopal area of York-Credit Valley.

(IV) Diocesan Grants, Loans and Other Funding

This section contains a summary of grants, loans and other funding approved or provided by the Diocese during the reporting period of July 1, 2019 to June 30, 2021.

Ministry Allocation Fund Grants (MAF)	# of grants/loans	Amount
Congregational Growth	20	695,175
New and/or Innovative Forms of Ministry	5	234,000
Real Estate	3	523,510
New Hope Mission Grants	40	242,058
Reach Grants	81	435,154
Other	2	60,153
Total		\$ 2,190,050

Our Faith-Our Hope: Re-Imagine Church (OFOH)	# of grants/loans	Amount
Adaptive Re-Use of Parish Facilities	2	174,000
Communicating in a Wireless World	6	63,370
Enabling Parishes to Become Multi-Staffed	12	336,017
Leadership Development	12	381,372
Pioneering Ministry	1	89,140
Total		\$1,043,899

The Anglican Diocese of Toronto Foundation (ADTF)

	# of grants/loans	Amount
FaithWorks Endowment Fund	1	187,875
BO Bishops Company	1	60,180
BO Soward Bequest	1	232,878
BO See House	2	667,222
BO Former Community Dev. Fund	3	6,455
BO Episcopal Endowment	1	294,701
Howland Estate	7	27,805
Burgess Theological Fund	1	979
Bullard Theological Fund	5	11,959
Mason Theological Fund	1	272
St. Mark & Calv. Theological Fund	2	4,279
Payne Theological Fund	1	628
Shea Fund	1	4,161
Archbishop Johnson Leadership Development	1	3,861
Canon Robert L. Falby Memorial Fund	1	65,700
W. Alex & Shirley Jackson Memorial Fund	1	1,020
Most Rev. F. J. Hiltz Scholarship Fund	20	62,022
Samuel Chamberlain Fund	1	21,500
Total		\$ 1,653,497

Other Grants

	# of grants/loans	Amount
Baker Foundation	6	78,194
Carleton Fund Grants	7	61,642
Area Council Grants	65	213,114
Curacy Grants	22	875,032
FaithWorks Grants	71	1,777,754
Bishop's Company Fund	4	5,916
Discretionary Medical and Dental Grants	11	18,454
York Rectors Fund Grants	51	612,854
Etobicoke Glebe	12	28,800
Total		\$ 3,671,760

Other Funds

	# of grants/loans	Amount
Short Term Disability Reimbursement	22	40,859
Pregnancy and Parental Leave Fund	6	62,812
Clergy Moving Cost Reimbursement	9	12,181
Clergy Retirement Housing & Retiree benefit fund	5	10,200
Widows and Orphans Benefactors	134	105,645
Total		\$ 231,698

