

Part 1

General Information, Draft Agenda, Forms

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FIRST-TIME DELEGATES?

*Be sure to attend Orientation on Friday, May 14th at 11:00 am, Room 307.
Bring Parts 1, 2 and 3 of this Circular.*

ON-LINE REGISTRATION – deadline MAY 5th, 2023!

If you haven't already registered, please click [HERE](#). Those who do not have access to the Internet, please ask for help from within your parish. If no help is available, please contact the Synod Office, office@nspeidiocese.ca or (902) 406-8984.

CHECK-IN – Friday, May 26th (10 am to noon)

When you arrive for Synod, please proceed to Check-In on the second floor of the Dalhousie Student Union Building (Dal SUB) in the Council Chambers room (previously held the displays). You will receive a Delegate badge which is **essential** for both voting and meals. Arrangements can be made for late pick-up of badges if, for some significant reason, you are unable to arrive during the scheduled registration time.

REGARDING ALTERNATE DELEGATES - If you are replacing a Registered Delegate who is unable to attend, you will have to register at the Synod Session. However, please note that the names of Alternate Delegates must be noted on the Parish Certificate of Election. Registration and Check-In for Alternate Delegates is also between 10am – noon on the Friday. Please contact Jana at bishopsoffice@nspeidiocese.ca with any questions regarding delegates.

PARKING - *Parking information has changed since last Synod.*

Short-Term Parking - You must download the HotSpot App on your smartphone. Learn how on this webpage: [HotSpot Parking Transit Taxis Homepage \(htsp.ca\)](#) If you do not have a smart phone and cannot access the HotSpot App you can still use coins at a limited number of meters on the university campus and throughout the city.

All the details can be found here: <https://www.dal.ca/dept/facilities/parking-at-dal.html>

METRO TRANSIT BUSES

Metro Transit route, schedule and fare information is online at <https://www.halifax.ca/transportation/halifax-transit/routes-schedules>

MEALS

Three catered meals will be provided: Friday supper (stir-fry & salad), Saturday lunch (make your own sandwich station, drinks, and fruit), and Sunday brunch (hot buffet). On Saturday evening, there will be sufficient time available to find a restaurant in the area for dinner. You may wish to make reservations in advance.

All those who wish to partake in one or more of the catered meals are asked to pay a flat rate of \$30 toward food costs. It is not possible to order catered meals while you are at Synod – all catered meals must be pre-ordered by May 5th, 2023. You can contact us at synod@nspeidiocese.ca to make arrangements.

COFFEE AND SNACKS

Food outlets including Tim Horton's are located on-campus; however, their days and hours of operation are very limited (e.g., Tim Horton's is only open until 2:30pm on Friday, and closed on Saturday and Sunday).



COSTS of SYNOD

The Diocesan Budget, through allotment payments, covers all costs related to the meeting facilities and program for Synod as well as most of the cost of the catered meals. As indicated previously, Delegates who request catered meals are asked to contribute \$30 towards food costs. Parishes are responsible for covering the cost of their Delegates' travel (in accordance with Diocesan Guideline 2.1.2.), meals incurred in transit, and reasonable accommodations. Delegates negotiate with their Parish Council the terms of payment of other costs related to Synod attendance. If you or your parish is unable to fully fund the \$30 registration fee and/or the cost of accommodation for delegates, please contact info.finance@nspeidiocese.ca to request financial assistance.

PHYSICAL SPACE

The temperature in the McInnes Room, where Synod sessions occur, will vary. There is no control of the temperature without affecting the quality of the air – the room is equipped with an air exchange unit only and not air conditioning. Please be prepared for warm or cool conditions (i.e. wear layers). Tables directly beneath the ceiling air circulators are definitely cooler. Depending on outside sun conditions, window curtains may be closed so images on the screens are more visible. Some may find the light levels on the low side for reading printed text.

WIFI and INTERNET

Access to WiFi will be available.

CAMPUS MAP <http://campusmap.dal.ca>

ORIENTATION for ALL NEW DELEGATES

The Rev. Debra Burleson will give an Orientation Session designed for first-time Delegates on **Friday, May 26th beginning at 11:00am, Room 307.** All first-time Delegates should attend. Bring Parts 1, 2 and 3 of this Circular.

YOUTH DELEGATE GATHERING

After check-in and orientation, all Youth Delegates will gather on **Friday May 26th at 12:00 in Room 302.** Lunch will be provided.

PRESENTATIONS

An important part of Synod is learning about the Diocese and the wider Church from groups or individuals who make presentations. The tentative agenda lists a number of presentations; the order may change as Synod evolves.

RESOLUTIONS (Motions)

The business of Synod is the Resolutions. Resolutions are submitted in writing, in advance. Canonical and Constitutional resolutions may be considered only if submitted in the appropriate form by the deadline. After the deadline, any non-Canonical/Constitutional resolutions may be considered only through a motion of consent by the membership of Synod. Part 3 of this Circular contains the Resolutions for this Synod with instructions for speaking to a Resolution.

ELECTIONS

The Members of this Synod will elect the Diocese's clergy and lay delegates to Provincial Synod. Nominations can be made by any member of this Session of Synod, or by any parish, congregation or regional council of the Diocese. Persons nominated must be members of this Session of Synod and must agree to be nominated and to serve. Nominations are made using this [form](#) also found on page 11 of this circular. Synod's volunteer organizers greatly appreciate receiving nominations in advance of Synod. Nomination forms can also be submitted at Synod up to 1:00 pm on Saturday just before nominations close. Listen at Synod for further instructions.

DISPLAYS

A variety of displays will be set up in the lobby area on the Second Floor of the Dal SUB. They will be conveniently located between the McInnes Room, where our meetings will take place, and the Council Chambers Room, where our buffet meals will be served. Please take some time during meal time and other breaks to check out the Display tables.

CATHEDRAL SERVICE

A Cathedral Service will take place on Friday evening at 7:15 pm. All delegates and observers of Synod are invited to attend. Reception to follow in the Great Hall.

SOCIAL MEDIA

Updates will be available via the Diocese's [Facebook](#) and [Twitter](#).

GOOD MANNERS

Let us be attentive to the prayer and business of Synod and show respect to those around us.

- a) **Cellphones and Texting:** Synod is about bringing people together in God's presence. Please make sure that cellphones are turned off or made silent while you are in the Cathedral or McInnes Room. Instead of texting or emailing while someone is speaking, wait until breaks. If you must use your device, leave the room quietly. Please give your attention to the work at hand and enjoy the people around you.
- b) **Scent Aware:** Please do not wear or use any scented products while in the Cathedral or on the university campus.

OBSERVERS / NON-DELEGATES

Members of parishes and other persons who are not Delegates to Synod, Synod Session Staff, or Official Guests are welcome to attend and observe Synod proceedings. There will be specific seating off the voting floor for observers. Meals are not provided.

COVID PROTOCOLS FOR SYNOD

The Dalhousie Campus is a masked environment at this time. This said, the building in which we are gathering, is not. We are asking all delegates to Synod to come prepared to mask (please bring masks to wear with you). We will be monitoring public health advisories up to and including the weekend of Synod. Our plan at this time is to ask delegates to mask when "in transit," specifically, whenever you are away from your table group. We invite you to have a conversation with your table groups about what is comfortable for the in-session table time. We ask that you mask between the meeting room(s) and meals (in line-ups) and while singing. Those involved in celebrating and distributing the Holy Eucharist will also be masked for their roles.

Thanks to Ecclesiastical Insurance, each delegate will receive a small bottle of hand sanitizer. There will also be larger sanitizer dispensers available throughout the venue and a small supply of masks available at the Help Desk.

THE 2022 SYNOD ARRANGEMENTS TEAM

Co-Chairs:	Victor Henrikson and Rev. Dr. Kyle Wagner (Rick Ratcliffe and Rev. Dorothy Miller, Co-Chair Understudies)
Executive Secretary:	Dawn Purcell
Event Planner:	Angela Chorney
Registration & Delegate Matters:	Jana Gauthier
Check-in:	Edith Marshall
Tech & Presentations:	Tanya Moxley and Rev. Carl Fraser
Live-streaming and Social Media:	Tanya Moxley and Rev. Carl Fraser
Elections:	Rev. Sue Channen
Worship:	
Youth:	Leah Marshall
New Delegate Orientation:	Rev. Debra Burleson
2019 Representative:	Don Brushett

HELP DESK

Someone from Synod Arrangements will be available in the McInnes Room throughout Synod sessions. You can leave notes for others there as well.

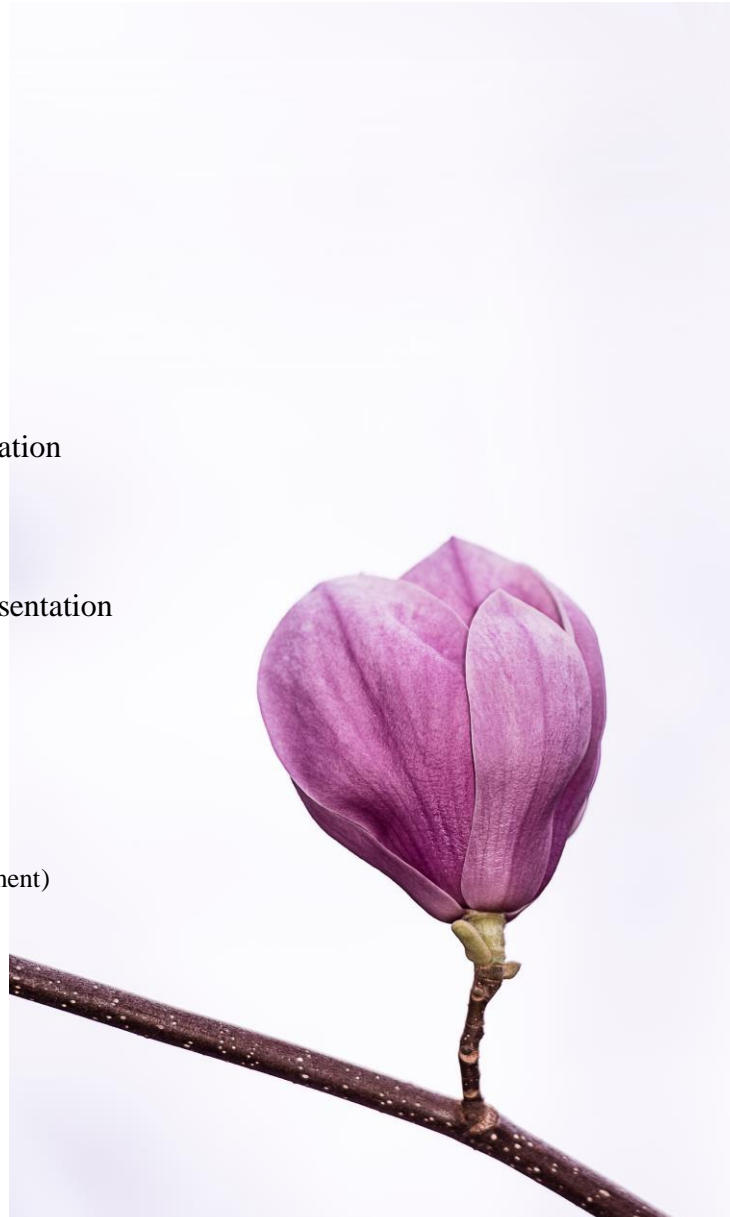
Draft AGENDA – updated May 22nd

Friday, May 26th

(order may change as Synod evolves)

Moments of Joy will occur at various times throughout the session.

10:00 am	Delegate Check-in Opens	2nd Floor, Dalhousie SUB
11:00 am	New Delegate Orientation	Room 307
12:00 am	Youth Gathering	Room 302
1:00 pm	Call to Order/Prayer for Synod Report of Credentials / Quorum Ratification of Executive Secretary Appointment Ratification of Assistant Executive Secretary to Synod Appointment Appointment of Sessional Committees Introduce Observers Comfort Notices Housekeeping Explanation of process for questions Motions of Consent Instructions for Meal Breaks Review of Covid Protocols Sing break	McInnes Room
1:40 pm	Resolutions, 1 to 4	
1:55 pm	Bishop's Charge Indigenous Drumming & Story Break Diocesan Times Presentation Anglican Church Women Diocesan Board Presentation Call for Nominations Explanation of Nominations Explanation of Voting on Resolutions Financial Management & Development VSST Presentation Ecology Action Centre Presentation	
5:30 pm	Nominations Close Grace/Supper (provided)	
7:15 pm	Synod Service, Cathedral Church of All Saints	
8:30 pm	Reception (sponsored by JFL Global Investment Management)	



Draft AGENDA – updated May 22nd
Saturday May 27th

(order may change as Synod evolves)

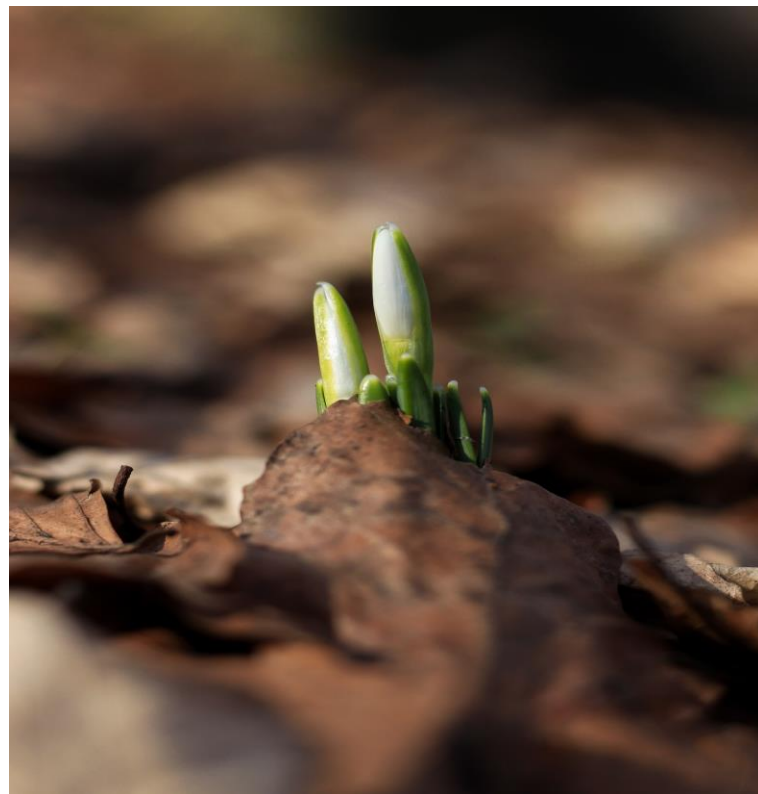
9:00 am	Opening Worship	McInnes Room
9:45 am	Resolutions, 5 & 6	
	Break (sponsored by Ecclesiastical Insurance)	
	Youth & Family VSST Presentation	
	PWRDF Presentation	
	Sing Break	
	Bible Study: We Shall All Be Changed	
12:15 pm	Election Instructions, Distribution of Ballots Voting, followed by Collection of Ballots	
12:30 pm	Lunch (provided)	Council Chambers Room
1:30 pm	Prayers	
	Maggie’s Place Presentation	
	Presentation of Clergy Anniversary Certificates (25 & 50 years)	
	Memorials	
	Resolutions, 7 to 9	
	Break (sponsored by Ecclesiastical Insurance)	
	Presentation & Table Discussion: “Views from the Pews – How Will Online Worship Change Church?”	
	Sing Break	
	Community Roots Presentation	
	Resolutions, 10 & 11	
5:00 pm	Supper (individual responsibility)	Off-site
7:00 pm	Prayers	McInnes Room
	The Connectors Presentation	
	Resolutions, 12 & 13	
	Sing Break	
	Reflections from Ecumenical Partners	
	Anglican Foundation Video	
	Creating Missional Communities VSST Presentation	
8:40	Election Results	
9:00 pm	Compline	

Draft Agenda – updated May 22nd

Sunday May 28th

(order may change as Synod evolves)

9:40 am	Eucharist	McInnis Room
11:15 am	Brunch	
12:15 pm	Prayers	
	Resolutions, 14 & 15	
	JFL Global Investment Management Video	
	Diocesan Environment Network Presentation	
	Task Group Presentation	
	Unresolved Business	
	Appointment of Committee to Approve the Minutes	
	Bishop's Assent	
	Invite Delegates to Complete Survey	
	Words of Thanks	
3:00 pm	Motion to Adjourn	



Information about Positions to be Elected at Synod

LAY, CLERGY AND YOUTH DELEGATES TO PROVINCIAL SYNOD and YOUTH REPRESENTATIVE ON DIOCESAN COUNCIL

- (1) All nominees must be members of the 151st Session of Synod (this session) and must agree to be nominated for the position indicated.
- (2) Nominations can be made by any member of the 151st Session of Synod, or by any parish, congregation or regional council of the Diocese. You may nominate yourself.
- (3) Nomination forms are welcome in advance, delivered up to May 5th, 2023. Please send or deliver completed forms to: Executive Secretary of Synod, Diocese of Nova Scotia and Prince Edward Island, 1340 Cathedral Lane, B3H2Z1. FAX: 902-425-0717. An attachment to an email recognizable as that of the Synod Member, Parish or Regional Council making the nomination is also acceptable. Emails are to be sent to execsecsynod@nspeidiocese.ca clearly marked, NOMINATIONS.
- (4) Forms will also be available at Synod and can be submitted as instructed on the first day of Synod, not later than 5:30 PM, May 26, 2023.
- (5) Please use a separate form if nominating the same person for a second role.

Time Frame for Provincial Synod & Diocesan Council

Clergy Delegate to Provincial Synod	June 2024 (2 delegates to be elected)
Lay Delegate to Provincial Synod	June 2024 (2 delegates to be elected)
Youth Delegate to Provincial Synod	June 2024 (1 delegate to be elected)
Youth Representative on Diocesan Council	2023-2025 (2 delegate to be elected) Diocesan Council meets 5 times per year (excluding July & August)

(Nominations form on next page)

CANDIDATE INFORMATION FORM

for elections at the 151st Synod of the Diocese of Nova Scotia and Prince Edward Island

Nominee: Telephone:

Parish and Region:

 Email:
Date of birth: *(youth delegate only)*

Lay, Clergy, or Youth Nominee: Self-nomination: Y N

Provincial Synod or Diocesan Council Nominee (youth only):

If you are not self-nominating, please complete the following and confirm that you have the nominee's consent.

Nominator's Contact Information (Name, Telephone, Email)

<input type="text"/>
<input type="text"/>

Questions for Nominees:

Why is this position of interest to you?

--

Please identify the gifts that you would bring to these councils of the Church.

--

What are some of the past or present parish, diocesan, or wider church roles you have held? What representative or leadership roles have you held in other contexts that would be helpful in this position?

--

*Please complete and email this form to:
The Nominations Committee c/o execsecsynod@nspeidiocese.ca by May 5th, 2023*

YES, I WOULD LIKE TO HELP AT THE DIOCESAN LEVEL!

The work of God's people happens in congregations and parishes but also in a wider way. You may be called to bring your gifts or energy to one of the teams and task groups which work on behalf of all parishes, to help us into a faithful future. If you are interested, or just want more info, fill out this form and leave it at the Help Desk at the back of the McInnes Room.

Below are the **Vision Strategy and Support Teams (VSSTs)** and examples of their working groups.

Please indicate your interests.

- YOUTH AND FAMILY MINISTRY** Faith Formation in the Home; Children's Ministries; Campus Ministries; Young Adults; and Diocesan Youth Conference. *Responsible for initiatives that make possible the healthy integration of children, youth, and families into the life and work of each Parish, Region, and the wider Diocese. This VSST interprets the Diocesan Vision of being a "Christ-centred, mission-minded, ministering community of faith" considering the children, youth, and families who are currently within the Anglican community and with those of the wider community.*
- FINANCIAL MANAGEMENT AND DEVELOPMENT** Budget Task Group; Mortgage, Loans, and Property Task Group; Planned Giving; Investment Task Group. *Assist Diocesan Council and staff by providing visioning, oversight, and recommendations on the financial management and development of the Diocese. The VSST's initial efforts are to stabilize Diocesan finances and to promote the growth of these finances through investments, allotment revenue, special appeals, and bequests. The VSST will be guided by current policies and practices and will review and recommend changes to promote efficiency and effectiveness by developing strategies to address short term and long term needs of the Diocese. Members should collectively be knowledgeable in matters of finance, budget, and investment practices.*
- CREATING MISSIONAL COMMUNITIES** This VSST combines the work of the former Healthy Parishes and Healthy Leadership VSSTs. *Vision: Disciples making disciples to bring God's Kingdom to life on earth by living out the Five Marks of Mission so that God's reign can be realized; to enact; to embrace; to experience. Primarily focused on local and parish communities, CMC VSST works to enact those cultural changes needed to assist in creating missional communities. CMC VSST focuses on leadership development and discipleship guided by the Five Marks of Mission. Creativity, faithfulness, imagination, and determination serve our members well.*
- MISSION OUTREACH AND SOCIAL TRANSFORMATION** The Primate's World Relief and Development Fund (PWRDF), Environment (DEN), Refugees, First Nations Relationships, Fairness in Basic Needs. *Responsible for assuring that the Parishes and corporate Diocesan activities are seriously addressing the social needs in God's world and contributing to the national and worldwide work of the Church. Members should be willing to become familiar with the work of the National Church, and be willing to learn of social, political, health, economic, environment, and value issues in Canadian society, all the while working cooperatively.*
- HUMAN RESOURCES** HR policies and procedures, health plans, job descriptions, hiring processes, pensions. *The goal is healthy relationships and good working conditions for Diocesan employees (clergy and lay), in the Synod offices and throughout the Diocese. This VSST's strategy is to develop and maintain human resources policies and procedures which help build healthy working relationships in the Diocese; to monitor and measure outcomes to ensure good working environments and positive relationships; to plan for and encourage recruitment, training, and continuing development of clergy; to commend policy and stipend changes to Diocesan Council; and to respond to specific difficulties in the area of Human Resources as they emerge.*

(Please submit this form after completing the information on the overleaf.)

What calls you to this work? What education or experience do you have in these chosen areas?

Signature _____

Name: _____ **Parish:** _____

Region: _____ **Telephone:** _____

Email _____ **I am:** Clergy Lay Youth

Delegate Evaluation for the 151st Session of Synod (Synod 2023)

To help streamline our collection of this important information, **please complete the Delegate Evaluation Survey online** by clicking here: [[Delegate Evaluation for the 151st Session of Synod \(Synod 2023\) Survey \(surveymonkey.com\)](#)]

If you do not have access to a mobile device or wish to complete the form manually, please insert your responses below and turn in your form to the help desk at Synod. Your responses will be entered into the online system by one of our volunteers.

Please complete the survey only once (either online or on paper).

Please check the appropriate boxes, one in each column:

- | | |
|---|--|
| <input type="checkbox"/> Lay Delegate | <input type="checkbox"/> My first time at Synod |
| <input type="checkbox"/> Youth Delegate | <input type="checkbox"/> I have been to Synod once before |
| <input type="checkbox"/> Clergy Delegate | <input type="checkbox"/> I have been to Synod twice or more |
| <input type="checkbox"/> Co-opted / Ex-officio Delegate | <input type="checkbox"/> I attended the New Delegate Orientation session |
| <input type="checkbox"/> Official Observer | |

Please offer comments or suggestions you believe might help improve Synod

(Note: temperature control in the McInnes Room is limited by technology, not by human effort)

Registering on-line, and checking-in at Synod:

The Convening Circular:

Orientation:

Bishop's Charge:

Synod Business – Motions and Discussion:

Strategic Planning Table Discussions:

““Views from the Pews – How Will Online Worship Change Church?”” - Presentation & Table Discussion:

Other Presentations:

Worship:

Catered Meals:

Display Tables:

Other comments. What did you like most? What did you find least helpful?

Thank you for your feedback!



Are you interested in participating on the Synod Arrangements Committee for the next Synod?

If so, please provide your contact information below or here <https://www.surveymonkey.com/r/SHYY37Z> .

Name: _____

Parish: _____

Phone Number: _____

Email Address: _____