

**DIOCESE OF KOOTENAY  
ADMINISTRATION AND FINANCE COMMITTEE  
Wednesday, May 31st, 2017  
Teleconference, 7 pm**

**Attendees:** Chancellor Geord Holland; Lay Secretary Helen Hall; Diocesan Treasurer, Gerald Fitz-Gerald; the Rev. Sandra Stickney; Archbishop John Privett; the Very Rev. Nissa Basbaum; Mr. Paul Glen; Clerical Secretary Rick Paulin; Canon Dr. Randall Fairey.

**Staff:** Executive Archdeacon, Trevor Freeman

**Regrets:** Mr. Richard Frost

**Opening Prayer:** 7:02 pm

**Minutes of Previous Meeting: April 26, 2017**

**Motion: A17-23** That the minutes be adopted as circulated.

Moved/Seconded N. Basbaum/G. Fitzgerald CARRIED

**Business Arising:**

**1. All Saints, Vernon**

Progress continues regarding the financing of the repair project as well as cost recovery. The parish is currently assessing and developing its fundraising capacity in order to ensure that it is in a position to cover the costs of the loan. It remains possible that insurance may cover some of the cost though it's too early to know how much that might be. This committee may wish to consider further financial support for All Saint's. Currently, diocesan support is being expressed by the agreement to pay half the legal costs of negotiations with the insurance company. Please see the motion below from the meeting of August 31, 2016:

MOTION: A16-29 Moved/Seconded R. Fairey/N. Basbaum

That in the matter of the further retention of legal services from McCarthy Tetrault LLP on behalf of All Saints Anglican Church, Vernon, after September 1, 2016 that the share of legal costs to be at 50:50 between the Synod of the Diocese of Kootenay and the Parish of All Saints, in accordance with Policy 5.2.9. CARRIED

A conversation has been held with lawyers and insurance companies as to how the parish will be able to pay back the costs of this project. There will be some money coming from the insurance companies. Trevor Freeman has advised parishioners that the diocese is committed to contribute half of the legal costs in accordance with Policy 5.2.9.

A question was raised: if the diocese owns the property, how do we fit into the mortgage documentation? Chancellor Holland advised this committee that the diocese is the title owner and therefore must be a signatory in the mortgage documents; however, the parish is the beneficial owner of the property. It is noted that the diocese will, as senior mortgage holder (guarantor), be "on the hook" should the parish default.

## **2. The Lumby Rectory**

In November 2012 the diocese entered into an agreement with an individual to purchase the church and rectory in Lumby. The sale of the church was straightforward but the purchaser lacked the capacity to purchase both properties outright. As a result, there has been a 5-year agreement that has had the purchaser paying a monthly rent. The agreement terminates as of August 31<sup>st</sup>, 2017 and at that time the remainder of the purchase price is due to be paid. If the payment is not made the property becomes ours to manage and dispose of as we see fit.

This item is a really just a forewarning that this will be on our agenda before long. Trevor advised that if the renter defaults, the property resorts to the parish, and we keep all the rent monies paid.

Some clarification: This agreement is sometimes called a rent-to-purchase agreement. In this particular circumstance the renter is "obliged" to pay the balance at the end of the term. We will know in July, but it is felt to be highly unlikely that the renter would be not wanting to pay.

## **Financials:**

### **1. Statements to April 30, 2017**

The Diocesan Fair Share shortfall continues to increase above and beyond the budgeted amount, which is somewhat distressing. It was also noted that the total travel expense is just over \$1000 higher than what we expected at this point; but everything else is pretty much where we anticipated. The Archbishop's travel for Provincial Business is paid for by the Province.

This committee commended Trevor and Bonnie on the quarterly report. John was at Sorrento when the report was received there, and people who had previously been unsure of paying their fair share were open, once they saw where the money was being used, and were open to trying harder to meet their proportion.

It was noted that Line 28 Lumby: Is related to the rental (rent to own) income .

**MOTION: A17-24** That the financial statements be received.

Moved/Seconded

G. Fitzgerald/ P. Glen

CARRIED

a. The Cowan Foundation Grant

An annual report has been received. The \$10,000 annual grant to the diocese has been renewed. They are tightening up their terms and asking for information in order to make their decisions. A note of thanks was offered to Trevor for the time he has spent working on this.

**New Business**

1. St. Peter's, Revelstoke

There have been questions for some time about the future of the property and congregation in Revelstoke. A property valuation was done independently by congregational leadership but it is still too early to make any decision about selling the property or any portion thereof. Further leadership and discernment will be required.

On the previous Sunday, Archbishop John attended a service at St. Peter's. The congregation is tired and key leaders have backed off. Dan Meakes has been shepherding them, but he is planning by December 2017 to do less than half time - doing only pastoral care. He believes the parish is on a downward path. There seems to be enough resources to provide half-time for two years. A new interim priest will be interviewed for this position in September. A decision will be made over the next two years as to the future of the congregation, and in the meantime will be studying statistics in order to make a recommendation.

2. Greening Parishes Proposal

The national Creation Matters Working Group is launching pilot projects around the country. These pilot projects are to encourage improvements to building energy efficiency. The overarching goal is to shrink the ecological footprint of our church. At this time, all that is required from us is permission for the working group to approach parishes as potential pilot project locations. Please see the attached proposal.

This is a good project, and it seems to be a matter of receiving the proposal with thanks, and then letting Julia Roberts move ahead with it. In Julia's report (pg. 14) she notes that Fortis seemed to be willing to help with the building energy audits.

**MOTION: A17-25** That we give permission for the working group to approach parishes as potential locations. Moved/Seconded P. Glen/S. Stickney CARRIED

### 3. Invoice for the Cathedral

The renovation project at St. Michael and All Angels Cathedral has some "left overs". There are grants to fund some of the work, but these grants pay out only when the work is completed. The cathedral has asked that the diocese pay the outstanding invoice until the grant money comes in. The cost is under \$4000. The work has been completed, and the grant money is on its way.

**MOTION: A17-26** That we provide the bridge funding for this project.  
Moved/Seconded G. Fitzgerald/R. Fairey CARRIED

### 4. Church sign at St. David's by the Lake, Celista

There is a Roman Catholic congregation that uses this space in the summer. This congregation supports the parish financially, and wishes to use the space for mass. The new sign is an addition to the existing sign, not a change to the sign. It attaches to it and is unattached when no longer needed. There is no motion as this matter does not require permission from this committee.

### Adjournment

**MOTION: A17-27** That this meeting adjourn. Moved: G. Fitzgerald

The meeting was adjourned at 7:52 pm.

### Next Meeting:

September 13<sup>th</sup>, 2017 at 7 pm. This will be an in-person meeting, location TBA.