

# DIOCESE OF ALGOMA

## MEMORANDUM

**TO:** Diocesan Clergy and Lay Delegates to Synod

**FROM:** The Diocesan Treasurer

**DATE:** February 14, 2023

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We are communicating with you in regards to several matters relating to the forthcoming Diocesan Synod which will take place in Sault Ste. Marie, from Thursday morning, May 11, 2023, to 1:00 pm on Saturday, May 13, 2023.

As we have not yet been advised of all of the names of elected Lay Delegates, we are requesting our Incumbents share this memorandum with the elected delegates, and their names be forwarded to us as soon as they are determined.

### **CONVENING CIRCULAR**

In accordance with Section C, Article 4, of the Constitution, the Convening Circular will be posted to the diocesan website at [www.dioceseofalgoma.com](http://www.dioceseofalgoma.com) one month before the meeting of Synod, and this date has been scheduled for the week of April 10, 2023. We also wish to draw your attention to the provision of Article 11 of the Constitution, which provides for proper notice in the Convening Circular of any amendments or alterations to the Constitution and Canons. Any such Motions should, therefore, be submitted immediately in order to ensure their inclusion in the Convening Circular.

### **COVID-19 PROTOCOLS**

It is recommended strongly that delegates wear a well-fitted, well-constructed mask when Synod is in session, during the opening liturgy, and in other indoor and close-contact settings over the days of our gathering. Respirators and medical masks provide the best protection. One's mask should completely cover nose, mouth, and chin.

Please note that, at this time, Algoma's COVID-19 Vaccination Policy remains in effect. Individuals serving in leadership ministry roles have been entrusted with responsibilities that include protection of the vulnerable, and the conscientious regard of others both within and outside the community of Christian faith. Included among the people serving in the Diocese who are required to be immunized with COVID-19 vaccines approved by Health Canada, unless legally exempt, are:

- all clergy holding the Archbishop's license or permission;
- all licensed lay workers;
- all diocesan staff;
- deanery officials;
- Synod Delegates and Alternate Delegates;

Therefore, apart from legal exemption, all officials of, and delegates to Synod must be vaccinated. If those elected to serve in the latter capacity have chosen not to be vaccinated in accordance with the policy duly elected vaccinated alternate delegate should be prepared to go in their place.

The policy may be viewed here: <https://www.dioceseofalgoma.com/wp-content/uploads/2022/04/COVID-Vax-Policy-2022-04-Update.pdf>

If a change in conditions warrants updates to the above prior to the convening of Synod, delegates will be notified.

Any questions or concerns around the Covid-19 protocols may be directed to The Ven. Dr. Jay Koyle, Diocesan Archdeacon, at 705-256-5061 Ext 22 or [jay.koyle@dioceseofalgoma.com](mailto:jay.koyle@dioceseofalgoma.com).

### **TRAVEL COSTS, ACCOMMODATIONS, MEALS ETC.**

Would you please note that the Parish is responsible for these costs. Executive approved a synod site fee for each delegate to cover one lunch and coffee breaks in the amount of \$60. Parishes will submit the fee for each lay and clergy delegate with the certificate of election of lay delegates.

Insofar as Retired Clergy and Youth Delegates are concerned, we will be writing to them by separate communication under today's date.

### **ACCOMMODATIONS**

Arrangements have been successfully concluded with the Water Tower Inn and all Synod Sessions will take place at that establishment.

In the past, considerable and unnecessary work has been caused by asking the Synod Office to arrange for accommodation, and we would suggest that you make your own reservations directly. We would suggest that you confirm your room rates at the time of registration. You should also indicate at the time of booking that you are attending the Diocese of Algoma Synod.

**The Water Tower Inn ([www.watertowerinn.com](http://www.watertowerinn.com))**

**Phone: 1-888-461-7077 (toll free)/705-949-8111 (local)**

**Group Code: Diocese of Algoma**

**\$119.00 single or double plus applicable taxes**

**This rate will only be honoured via telephone reservations with the hotel directly!**

Alternate accommodations are available at [www.saulttourism.com/plan-your-trip](http://www.saulttourism.com/plan-your-trip)

### **SPECIAL ARRANGEMENTS**

The recently appointed Arrangements Committee, chaired by The Rev. Susan Montague - Koyle (705-253-6456), will be more than happy to make special arrangements for any delegates with special needs: e.g. - dietary restrictions, handicap facilities, etc. Please let her know full details as soon as possible.

Chairs of Committees should e-mail Susan at [susan.montague2@gmail.com](mailto:susan.montague2@gmail.com) of any special requirements for meetings at and/or during Synod, as well as any Audio/Visual equipment, or display tables.

**REGISTRATION**

The Credentials Committee will commence registration on Wednesday, May 10, 2023 from 3:30 to 5:30 p.m. at the Synod Office. Registration will also be available at the Water Tower Inn on Thursday morning. Our staff will be available at that time to assist in handing out additional material to the Delegates.

**ORIENTATION SESSION**

Orientation is being planned. An Orientation session at St. Luke's Cathedral will take place on Wednesday at 4:30 p.m. We urge all of you, in particular those attending Synod for the first time, to try and attend this very informative session.

**OPENING EUCHARIST**

An opening Eucharist will be held at St. Luke's Cathedral on Wednesday, May 10, 2023 at 7:00 p.m. Everyone is welcome.



Jane Mesich, CPA, CA  
Diocesan Treasurer