

## Shared Ministry Agreement

Between

The Anglican Parish of St Catherine, Edson ("St Catherine's")

And

Grace Lutheran Church, Edson ("Grace")

And

The Synod of the Diocese of Edmonton ("The Diocese")

And

The Synod of Alberta and the Territories of the Evangelical Lutheran Church in Canada ("The Synod")

1. St Catherine's is a parish of the Anglican Diocese of Edmonton, incorporated pursuant to an Act of the Legislature of Alberta, SA 1914, Chapter 48 ("The Act") and subject to the Constitution and Canons of the Diocese of Edmonton.

2. Grace is a congregation of the Evangelical Lutheran Church in Canada, incorporated pursuant to the Religious Societies Land Act, and subject to the Constitution and Bylaws of the Synod.

4. St Catherine's and Grace have been cooperating in a shared ministry with a single incumbent/pastor and a joint governing council since 2013 and desire to form a single shared ministry similar to a joint venture, to be known as "Holy Trinity". Holy Trinity will honour, respect and celebrate both the Anglican and Lutheran traditions and heritage in its life, worship, ministry and mission, and participate in the wider life and mission of the Church through both the Synod and the Diocese.

5. This agreement sets out the structures of governance, accountability and support which will allow both the Synod and the Diocese to recognize Holy Trinity and allow it to participate in the governance and mission of each of the Synod and the Diocese.

6. Holy Trinity shall be recognized as a Unit of Co-operating Parishes pursuant to Canon 5.97b of the Diocese of Edmonton. This agreement shall constitute the Agreement of Co-operating Parishes required by Canon 5.103-5.104 of the Diocese of Edmonton.

### 7. Membership

Members of St Catherine's and members of Grace as defined by their respective polities shall be considered members of Holy Trinity without distinction, and shall be eligible to fulfil any function in either congregation or Holy Trinity, provided that where the polity of either Church requires a meeting of only Anglican or only Lutheran members, such as the convening of a special meeting of the voting members of either congregation, only the members of the relevant congregation shall be entitled to participate in such a meeting.

## 8. Governance:

### 8.1 Meetings of Members

8.1.1 There shall be an annual meeting of the Members of Holy Trinity held prior to the end of February for the purpose of:

- a) correcting and approving the minutes of the previous annual meeting and any special meetings in the previous year;
- b) electing officers for the ensuing year;
- c) receiving reports on the finances and mission of the shared ministry;
- d) adopting a budget; and
- e) conducting such other business as shall be desirable or required by the Diocese or the Synod.

8.1.2 The annual meeting of the members of Holy Trinity shall constitute the annual meetings of St Catherine's and Grace.

8.1.3 Meetings of Members shall be chaired by the pastor of Holy Trinity. If the pastor is unable or unwilling to chair the meeting, the Bishops of the Synod and Diocese or their delegate shall chair the meeting.

8.1.4 Written notice of the annual meeting and of any special meeting of the Members shall be posted on the church door(s) or notice board(s) for at least ten days including two Sundays before the meeting is held, and shall be announced at every service on the two Sundays preceding the meeting. Reports and other materials for a meeting of the Members shall be made available to the Members of Holy Trinity two weeks prior to the meeting.

8.1.5 All Members of Holy Trinity who are confirmed, or are of the age of 16 years or more, shall be entitled to vote at any meeting of Members.

### 8.2 Officers

8.2.1 The following officers shall be elected or appointed at the annual meeting of members:

- a) one co-chair who shall be appointed by the Pastor and who shall be the Rector's Warden of St Catherine's for all legal and canonical purposes;
- b) one co-chair who shall be elected by the members and who shall be the Council President of Grace for all legal and constitutional purposes;
- c) one vice-chair who shall be elected by the members and who shall be the People's Warden of St Catherine's for all legal and canonical purposes;
- d) such delegates to the Diocesan Synod as may be permitted by the Constitution of the Diocese;
- e) such delegates to the Synod Convention as may be permitted by the Synod Constitution;
- f) one alternate delegate to each of the Diocesan Synod and Synod Convention.

8.2.2 If the office of the appointed co-chair becomes vacant, the Pastor shall appoint an eligible Member to the vacant office and advise the Council.

8.2.3 If the office of elected co-chair or vice chair becomes vacant, a special meeting of Members shall be called to elect an eligible member to the vacant office.

8.2.4 If the office of Synod or Convention delegate becomes vacant, the Council shall appoint the alternate delegate to fill the vacancy. If there is no alternate delegate, a special meeting of members shall be called to elect a delegate to fill the vacancy.

8.2.5 The term of office for all officers shall be determined by the Members, but shall be not less than one year, nor more than two years, and officers shall be eligible to be elected for no more than three consecutive terms.

### 8.3 Shared Ministry Council

There shall be a Council of the shared ministry consisting of:

- a) the pastor of Holy Trinity;
- b) the two co-chairs;
- c) the vice chair;
- d) Synod and Convention delegates and alternate delegates;
- e) if the Members desire, up to four additional members.

8.3.1 The Council shall constitute the Vestry of St Catherine's for all canonical purposes and the Congregational Council of Grace for all constitutional purposes.

8.3.2 The Council shall meet at least once in every quarter.

8.3.3 The Council may be chaired by the Pastor or by the co-chairs.

8.3.4 A special meeting of the Council may be called by the Pastor, or by either of the co-chairs at any time, upon giving reasonable notice to the Council members.

8.3.5 A special meeting of the Council shall be called by the Pastor or by either of the co-chairs upon written request of any three members of the Council.

8.3.6 A quorum of the Council shall consist of one third of the officers, including the Pastor and one of the co-chairs or the vice chair.

8.3.7 The Council shall appoint one of its members or some other suitable Member of Holy Trinity to be the Treasurer, and may appoint the Treasurer as a voting member of the Council.

### 9. Property

9.1 Title to the real property of St Catherine's is held by the Diocese in trust for the parish, and the property is subject to the canons and policies of the Diocese. In particular the property may not be altered, sold or encumbered without the permission of the Executive Council of the Diocese.

9.2 Title to the real property of Grace is held by the congregation, subject to the constitution of the congregation and any applicable by-laws or policies of the Synod.

### 10. Finances

10.1 Holy Trinity will be registered as a single charity with the Canada Revenue Agency.

10.2 Financial assets of St Catherine's and Grace, including cash and investments but not including real property or restricted trust funds, shall be combined and held as the assets of Holy Trinity in trust for the congregations in the proportion of 50% St Catherine's and 50% Grace.

10.3 Holy Trinity shall report Financial Statistics to the Diocese of Edmonton as a single entity for the purposes of calculation of the Apportionment and Benevolence.

10.4 Holy Trinity shall contribute Apportionment to the Diocese of Edmonton according to the amount calculated pursuant to section 10.3, in the proportions specified in section 10.2. The Benevolence contributions to the Synod of Alberta and the Territories will be of equal value.

### 11. Appointment, regulation and working conditions of clergy

11.1 Either an Anglican priest or a Lutheran pastor may be called or appointed as Pastor or as assistant clergy of Holy Trinity, provided that:

- a) the congregation requests a pastor be called or appointed;
- b) both the Bishops and council, concur in the call/appointment, provided that council may delegate its authority to concur to a parish call committee;
- c) the canonical and constitutional requirements of the Diocese and Synod are fulfilled.

11.2 The Pastor shall be Incumbent of St Catherine's for all legal and canonical purposes and also Pastor of Grace for all legal and constitutional purposes.

11.3 The Pastor and any assistant clergy of Holy Trinity shall be licensed by the Bishop of the Diocese of Edmonton and added to the roster of clergy of the Synod of Alberta and the Territories.

11.4 The salary, benefits, working conditions, disciplinary processes and payroll services of the Diocese shall apply where the cleric is an Anglican priest and those of the Synod shall apply where the cleric is a Lutheran pastor.

11.5 When there is a vacancy in the office of Pastor the Bishops may appoint an interim Pastor in consultation with the Council.

## 12. Membership in Synod/Convention

12.1 Holy Trinity shall participate in the structures of the Diocese of Edmonton through St Catherine's, and shall participate in the structures of the Synod of Alberta and the Territories through Grace.

12.2 St Catherine's may elect delegates to the Synod of the Diocese of Edmonton pursuant to the Constitution and Canons of the Diocese of Edmonton.

12.3 Grace may elect delegates to the Convention of Synod of Alberta and the Territories pursuant to the Constitution and Bylaws of the Synod of Alberta and the Territories, and may nominate delegates to the National Convention of the Evangelical Lutheran Church in Canada pursuant to the Constitution and Bylaws.

12.4 Holy Trinity shall fulfil all requirements of the Diocese and the Synod regarding financial, statistical and other reporting as a single entity.

12.5 Holy Trinity, its members and its clergy shall participate fully in the life, mission, ministry and programmes of both the Diocese and the Synod.

## 13. Miscellaneous provisions

13.1 Where the Pastor is a Lutheran pastor, he or she shall respect the requirement that Anglican members may only be confirmed by the Bishop. Where the Pastor is an Anglican priest, notwithstanding Lutheran practice he or she shall not be authorized to preside at any confirmation, but all confirmations shall be conducted by the Bishop.

13.2 Holy Trinity agrees to be subject to the policies and procedures for the safeguarding of vulnerable persons and complaints of abuse in force in the Diocese.

## 14. Dissolution

14.1 Holy Trinity may be dissolved as a shared ministry by:

- a) a two-thirds vote of a special meeting of Members called for that purpose; or
- b) a two thirds vote of a special meeting of either St Catherine's or Grace called for that purpose; or
- c) the Bishops acting in accordance with their respective polities.

14.2 Holy Trinity shall be automatically dissolved as a shared ministry if:

- a) St Catherine's is disestablished as a parish pursuant to the Canons of the Diocese of Edmonton; or
- b) Grace is dissolved, or chooses to withdraw from the Synod, or if the Synod revokes recognition of Grace pursuant to the Constitution and Bylaws of the Synod.

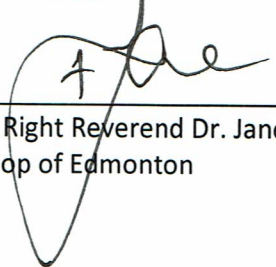
14.3 Upon dissolution of Holy Trinity, the financial assets of Holy Trinity shall be distributed to St Catherine's and Grace according to the proportions in section 10.2.

## 15. Amendment

This agreement may be amended by mutual agreement at the request of any of the parties to the agreement.

Signed this 1st day of November, 2018.

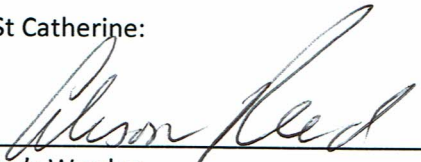
For the Diocese:



---

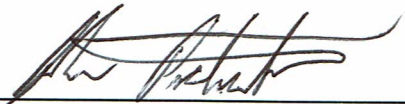
The Right Reverend Dr. Jane Alexander  
Bishop of Edmonton

For St Catherine:



---

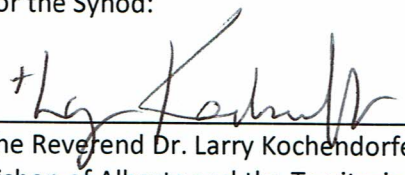
Rector's Warden



---

People's Warden

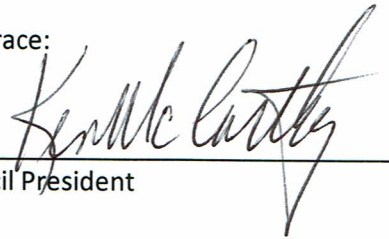
For the Synod:



---

The Reverend Dr. Larry Kochendorfer  
Bishop of Alberta and the Territories

For Grace:



---

Council President