

The Ecclesiastical Province of Canada

June 1, 2010

Dear Members of Provincial Council:

We greet you in the name of our Lord Jesus Christ!

This letter comes with best wishes from your Executive as we prepare for the Provincial Council, which will meet in Cavendish, PEI in the Diocese of Nova Scotia and Prince Edward Island from **Thursday, September 23rd to Sunday, September 26th, 2010.**

Synod will take place at the Silverwood Motel (<http://www.silverwoodmotel.com>). Reservations will be made for you according to the information you provide and submit on the attached Travel & Accommodations Form. **Please note: You are not required to make your own hotel reservations.** As soon as you have made your travel arrangements please submit to John Clarke of the Local Arrangements Committee **no later than August 15th**. His email and postal addresses are listed at the top of the Travel & Accommodations Form.

To make your air travel plans, you have two options. If you are comfortable finding bargain airfares on your own, you can make your own reservations. In this case, you will need to submit a copy of your itinerary for reimbursement. Or, if you prefer, we have a travel agent who can make reservations for you, and will bill the Province directly. Please consult **Cynthia Short of CAA Travel Maritimes at 1-800-561-8807 or by email at cshort@caa.maritimes.ca** concerning air travel.

If you are driving to Cavendish, please keep an accurate record of your mileage for reimbursement. Mileage will be paid at the provincial rate to a maximum of the weekend air fare economy from your home. Travel expense forms will be available at the meeting. Carpooling with others from your diocese is encouraged.

Spouses/partners are invited to attend and if so, you are asked to note this on your form. Travel and meals for spouses are **not** the financial responsibility of Provincial Council, payment for meals taken by spouses can be made at the end of Council.

Registration for Synod is on Thursday, September 23rd between 3 pm and 5 pm. On Sunday, we will be worshiping and having lunch in local parishes. Those flying should book departures on the 5:05 pm flight to Halifax or the 6:25 flight to Montreal.

In order to reduce the use of paper, and to save printing expenses, all documents for Council (the agenda, reports, notices of motion, and forms) will be posted on the Provincial web site: <http://www.province-canada.anglican.org/council2010/index.shtml>. It is your responsibility to download all reports and read them before Council. **Paper copies will not be available at Council, unless you have notified the Secretaries in advance that you will require them.** Notices of motion should be submitted to the secretaries, in advance if possible.

VERY IMPORTANT: If you will not be attending Provincial Council please contact us and your diocesan office as soon as possible so that the alternate may be included in all mailings for the Council.

With every blessing;

Jm

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