

The Constitution and Canons of The Diocese of Saskatchewan

As Amended at Synod October 2025



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The Constitution of The Diocese of Saskatchewan

Part I

1.00 INCORPORATION AND HISTORICAL

1.01 Incorporation

BILL

No. 03 of 1933

An Act to incorporate The Synod of the
Diocese of Saskatchewan

(Assented to March 27th, 1933)

WHEREAS the Synod of the Diocese of Saskatchewan was incorporated by an Act of Parliament of Canada entitled "An Act to incorporate the Synod of the Diocese of Saskatchewan and for other purposes connected therewith " being chapter 126 of the Statutes of Canada, 1882; and

WHEREAS the present Diocese of Saskatchewan consists of all that portion of the Province of Saskatchewan, lying to the North of the line between Townships 34 and 35, and between the Manitoba boundary on the East and the Alberta boundary on the West; and

WHEREAS it has been found expedient to divide the said Diocese of Saskatchewan into two, the dividing line being as follows:

From the Manitoba border between Townships 43 and 44 due West along the township line to the South Saskatchewan River, thence North along the East bank of the river to a point opposite the line between Townships 45 and 46, thence West along the township line to the North and South line between ranges 7 and 8, West of the Third Meridian, thence North two townships and West along the township line between Townships 47 and 48 to the North Saskatchewan River, thence along the East bank of the river to the Alberta border; and

WHEREAS that portion of the existing Diocese of Saskatchewan which lies to the South of the said dividing line is to be known as the Diocese of Saskatoon and that portion of the existing Diocese which lies North of the said dividing line is to be known as the Diocese of Saskatchewan; and

WHEREAS it has been agreed between the two proposed dioceses that all existing legislation shall be made applicable to the Diocese of Saskatoon and, therefore, a petition has been presented to the Parliament of Canada, praying that the said Act first above mentioned shall be so amended as to make it applicable to the new Diocese of Saskatoon, to be so named therein, and

WHEREAS a petition has been presented praying that the bishop, clergy and laity of the Church of England in the new Diocese of Saskatchewan be incorporated under the name of "The Synod of the Diocese of Saskatchewan", with the rights, powers and privileges incidental to such incorporation; and

WHEREAS it is expedient to grant the prayer of such petition:

THEREFORE His Majesty, by and with the advice and consent of the Legislative Assembly of Saskatchewan, enacts as follows:

The bishop, clergy and laity of the Church of England in the Diocese of Saskatchewan are hereby constituted a body politic and corporate under the name of The Synod of the Diocese of Saskatchewan.

SCHEDULE I. HISTORICAL MEMORANDUM

Sanction for the setting up of the Diocese of Saskatchewan was officially given by the Synod of the Diocese of Rupert's Land at a meeting held in Winnipeg on January 8th, 1873.

The Venerable John McLean, Archdeacon of Manitoba, was consecrated the first Bishop of Saskatchewan in the Parish Church of St. Mary, Lambeth, by the Archbishop of Canterbury, assisted by the Bishops of London, St. Asaph's, Winchester and others. The Notarial Act, signed by F.H. Dyke, Registrar, and the Commission, signed by the Archbishop of Canterbury, are printed in full in the earlier deposited copies of the Constitution and Canons of the Diocese.

Ordinance No. 8 of 1881, passed at Ottawa on June 10th of that year, had the effect of incorporating the Bishops of Saskatchewan as a corporate body in fact and name under the style and title of "The Bishop of Saskatchewan". The Synod of the Diocese of Saskatchewan was incorporated under 45 Victoria Chapter 26, and an amending act assented to on April 19th, 1884. On September 7th, 1894 Ordinance_38 incorporated all congregations organized according to the constitution of the Diocese.

The original boundaries of the Diocese were defined by Bishop McLean at the first Synod held in Prince Albert on August 31st 1882 as "the territory of Montana, U.S. on the South, the Diocese of Athabasca on the North, the Rocky Mountains on the West, and the Diocese of Rupert's Land on the East".

The Diocese of Qu'Appelle (Assiniboia) was constituted a separate diocese by Act of the Provincial Synod on August 10th 1883, and the Act of Incorporation was assented to on May 1st 1885, the first Synod of Qu'Appelle being held on June 3rd in the same year.

In 1887 the Provincial Synod, meeting in Winnipeg on August 12th, gave consent for the civil territory of Alberta to be formed into a separate diocese to be known as the Diocese of Calgary. The Right Reverend Cyprian Pinkham, the second Bishop of Saskatchewan concurred, and for a time continued to act as Bishop of both Dioceses while living in Calgary. The Act of

Incorporation of the Diocese of Calgary is dated January 5th 1892, but it was not until June 1903 that the Metropolitan of Rupert's Land was advised that the Calgary Episcopal Endowment was complete. Accordingly Bishop Pinkham relinquished the See of Saskatchewan, and the Provincial Synod on October 1st 1903 elected the Right Reverend Jervois Arthur Newnham, then Bishop of Moosonee, to be the third Bishop of Saskatchewan.

At the Diocesan Synod in June 1926 a resolution was passed asking that the Provincial Synod recognize the necessity for division of the Diocese into Northern and Central Saskatchewan, and grant permission for such division into two dioceses. The request was granted and endorsed by the Provincial Synod meeting in Regina in the same year, and in 1929 at the next meeting in Calgary the Metropolitan expressed keen regret that the division had not yet taken place.

A further resolution from the Diocesan Synod in June 1931 placed the matter in the hands of a joint committee, and division was finally completed on November 10th 1932. A special Synod of the undivided diocese had elected the Reverend W.T. Hallam as fifth Bishop of Saskatchewan in 1931 to succeed the Right Reverend G. E. Lloyd upon his retirement. Bishop Hallam was consecrated on October 28th 1931 and with the division of the Diocese became Bishop of Saskatoon. The Venerable Walter Burd was elected Bishop of Saskatchewan on December 8th 1932 and was consecrated sixth Bishop of Saskatchewan on March 12th 1933.

The new Act of Incorporation of the Diocese of Saskatchewan - Bill 03 of 1933 - was assented to on March 27, 1933.

Bishops of the Diocese of Saskatchewan

1.	John McLean	1874 - 1886
2.	William Cyprian Pinkham	1887 - 1903
3.	Jervois Arthur Newnham	1903 - 1921
4.	George Exton Lloyd	1922 - 1931
5.	Thomas Hallam	1931 - 1932
6.	Walter Burd	1933 - 1939
7.	Henry David Martin	1939 - 1959
8.	William Henry Howes Crump	1960 - 1970
9.	Hedley Vicars Roycraft Short	1970 - 1985
10.	Thomas Oliver Morgan	1985 - 1993
11.	Anthony John Burton	1993 – 2008
12.	Michael William Hawkins	2009 – 2023
13.	Richard Michael Reed	2024 – Present

Suffragan Bishops of the Diocese of Saskatchewan

1.	Charles John Arthurson	1989 – 2008
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Diocesan Indigenous Bishop

1.	Adam Samson Halkett, Bishop of Missinipi	2012 – 2025
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Special events during 1974 marked the 100th anniversary of the Diocese.

In April 1988 Diocesan Synod authorized the Diocese to petition the Metropolitan for permission to elect a Cree speaking Indian¹ as Suffragan bishop. Provincial Synod granted authorization in June 1988. Charles John Arthurson was elected Suffragan bishop at a special synod October 22, 1988, and was consecrated January 25, 1989.

¹ Indigenous Person

Part II

2.00 ORGANIZATION AND MEMBERSHIP

2.01 The Synod of the Diocese of Saskatchewan shall consist of the Bishop of the Diocese, who shall be President of the Synod; the clergy of the Diocese licensed by the Bishop except those licensed as Assistant Chaplains of the Henry Budd Memorial Chapel, and not under ecclesiastical censure; the Lay delegates hereinafter provided for, the Suffragan Bishop of Saskatchewan, any Coadjutor or Assistant Bishops of the Diocese, the Dean of Saskatchewan, the Executive Secretary, the Treasurer, the Registrar, the Chancellor, the President and Treasurer of the Diocesan Board of Anglican Church Women; all catechists and/or lay readers holding a current license and having charge of a Parish; all full time stipendiary workers holding the Bishop's license.

A Priest or Deacon who is licensed as an Assistant Chaplain of the Chapel of the Cathedral Church of St. Alban the Martyr, is a member of Synod but is not permitted to vote when a vote by Orders is required, and is not eligible for election to the General Synod, the Provincial Synod, the Executive Committee of Synod, unless such a Priest or Deacon is an ex officio member of Synod or the Executive Committee of Synod.

All members of Synod are entitled to take part in debates and to vote. But if a vote by Orders is requested, then those in Holy Orders, except as provided above, shall vote in the clerical order and the rest in the order of laity.

2.02 Wherever the word Communicant occurs in the Constitution, Canons or Resolutions of this Synod, it shall be taken to mean one who has been baptized, confirmed and has communicated regularly in a congregation of the Anglican Church not less than three times within the last twelve months provided he or she has had opportunity to do so. The Declaration of the person affected as to whether he or she has, or has not, had opportunity shall be taken as prima facie answer upon this point.

2.03 Lay delegates shall be fully sixteen years of age. They shall be communicants and eligible to vote in a meeting of a congregation under Canon IV Sec. C 4.04 and shall have been duly elected delegates. The proper forms are to be found in Appendix A.

2.04 a) Each congregation for which the latest required Statistical Returns have been received by the Synod Office shall have the right to one delegate to Synod.

b) Organized congregations with not less than 100 confirmed members shall have the right to two delegates to Synod.

c) Self-supporting congregations shall have the right to two delegates to Synod for the first 100 confirmed members, and one additional delegate for each 50 confirmed members thereafter to a maximum of three additional delegates.

2.05 The Rector or Chairperson shall forward to the Synod of the Diocese within 15 days of their election (as provided under Sec.2.03 and 2.04) a Certificate as shown in Appendix A.

2.06 Each regional dean, after consulting the parishes of the deanery, shall nominate one youth delegate, sixteen to twenty-one years of age, and the Diocesan Indigenous Bishop of the Diocese, after consultation, shall nominate three youth delegates sixteen to twenty-one years of age, all of whom shall be members of parishes within their respective areas. The Bishop concurring, these nominees shall be certified as members of Synod with all the privileges and duties pertaining thereto.

Part III

3.00 DIOCESAN OFFICES

3.01 Executive Secretary

There may be an Executive Secretary who would be appointed by the Bishop with the concurrence of the Executive Committee.

3.02 Under the direction of the Bishop the Executive Secretary would:

- a) have charge of the Synod Office and all business to be transacted therein and exercise a general oversight of the work of the Synod and its Committees.
- b) act as permanent Secretary to the Executive Committee.
- c) have oversight of all necessary and proper records of the Synod of the Diocese of Saskatchewan including all necessary and proper records of property and property transactions.
- d) perform all such other duties as are now or shall be, from time to time, assigned to the Executive Secretary by the Bishop or under the Provisions of the Constitution, Canons, Bylaws, Orders or Regulations of the said Synod by the Executive Committee.

3.03 Treasurer

On the nomination of the Bishop, the Executive Committee shall appoint the Treasurer of the Diocese who shall continue as Treasurer thereafter at the pleasure of the Bishop. The Treasurer shall be an ex-officio member of the Executive Committee and the Finance Committees of the Diocese. The Treasurer shall be directly responsible to the Bishop of the Diocese.

3.04 The duties of the Treasurer

- a) The Treasurer shall in consultation with the Auditor and the members of the Finance Committee establish the accounting and business procedures required for the keeping of such books of account and financial and other records necessary for the proper conduct of the Synod's business. These records shall include the investment and securities portfolios together with the maintenance of an inventory of the real and personal property and other holdings owned or administered by the Diocese.
- b) The Treasurer shall with the assistance of the Diocesan Accountant, recommend to the Executive Committee, the employee positions, the office equipment and other facilities necessary to manifest the state of the financial affairs of the Diocese.

- c) The Treasurer shall, with the advice of the Auditor, periodically monitor and evaluate the accounting and business procedures and record keeping facilities in use by the Diocesan Accountant and the Diocesan Registrar in their respective offices. Such evaluation shall be presented after reference to the Finance Committee, to the Bishop and the Executive Committee, as they may deem expedient.
- d) The Treasurer shall, by best efforts available provide regular up to date statements of all records including the financial trust and property holdings of the Diocese to the Bishop and the Executive Committee.
- e) The Treasurer will at all times be mindful of the necessity of the confidentiality and security of all of the assets and other records kept by the Diocese.
- f) The Treasurer's report and the report of the Finance Committee shall be made quarterly or as may be otherwise required by the Bishop and shall present such reports to every regular meeting of the Executive Committee of the Diocese.
- g) The Treasurer and the Diocesan Accountant shall be required to be bonded by a Guarantee Company licensed to conduct business in the Province of Saskatchewan selected by the Finance Committee in such respective amounts as may be deemed necessary by the Committee. Premiums for such bonding to be paid by the Diocese.

3.05 The Registrar

- a) There shall be a Registrar of the Synod.
- b) The Registrar shall be appointed by the Bishop on nomination of the Executive Committee, and shall hold office during the Bishop's pleasure.

3.06 The Registrar shall be the custodian of:

- a) All official papers, files and documents, including a certified copy of the Constitution and Canons of the Synod of the Diocese and certified copies of any changes thereof or additions thereto, which may be passed from time to time by the Synod, and including also copies of the Constitution and Canons of the Provincial and General Synod and of any changes thereof or additions thereto duly passed and accepted by the Synod of this Diocese. The Registrar shall also keep as permanent records two copies of the Journals of Proceedings of each meeting of the Diocesan Synod.
- b) All legal papers relating to the properties held or occupied by either the Synod of the Diocese or duly organized Parishes or other Congregations.

3.07 It shall be the duty of the Registrar:

- a) To preserve all such papers, files and documents, journals, certificates of title, and legal papers as aforesaid; to arrange, label, file, index and otherwise put in order and keep

record of the same; to provide for the safe-keeping thereof in some safe and accessible place of deposit; and to hold the same under such regulations and restrictions as the Synod or the Executive Committee may provide.

b) To keep in a suitable book, to be provided by the Synod, a Roll of all the Parishes which have been organized and recognized with all necessary particulars relating thereto.

c) To keep a record of all Ordinations, Confirmations, Institutions, Collations, Inductions and Appointments; and of the Consecration of Churches and Cemeteries, information being provided by the Bishop or the Bishop's Commissary.

d) To keep a list of all properties held or occupied by the Church, whether Diocesan or Parochial, with all particulars relating thereto, together with the date and origin of the information, including a record of all fire insurance policies held in connection with the properties and showing expiry dates.

e) To keep a record of the names and dates of the appointments of all Dignitaries of the Diocese and of all office holders of the Synod.

f) To keep a list of the Clergy of the Diocese, showing—

(i) The dates of their respective orders

(ii) Their Academic standing and College

(iii) The Parish or Parishes to which they have been or shall be appointed from time to time, together with any offices or dignity they may hold, with dates thereof.

(iv) Any other matters relating to their standing in the Diocese.

3.08 Should the Registrar become incapacitated or be removed from or vacate this office, or cease to be resident in the diocese, all books, records, documents and other papers which were in the Registrar's possession or control of the constitution shall be delivered to the Bishop or such person as the Bishop may appoint to receive the same.

3.09 Diocesan Auditor

It shall be the duty of the Auditor or Auditors appointed by the Executive Committee to examine all books covering cash on hand, General and Trust accounts. Also to verify all bonds and other securities held, including Title Deeds, and to submit annually an Audit Report, with recommendations, if any, to the Executive Committee.

3.10 The Chancellor

a) The Chancellor shall be a communicant of the Church, resident in the Diocese, and will have had at least five years standing as a Barrister at law.

- b) The Chancellor shall be appointed by the Bishop with the concurrence of the Executive Committee, and shall hold office during the pleasure of the Bishop.
- c) It shall be the Chancellor's duty to advise the Bishop (or in the Bishop's absence the Commissary) and the Synod, in all legal questions.

3.11 Appointments

- a) The right of presentation to all Diocesan Offices, such as those of Dean, Archdeacons, Canons, Prebenderies, Chancellor, Precentors, Minor Canons, Regional Deans, Commissaries, General Missionaries, Missioners and Chaplains, is vested to the Bishop.
- b) The Bishop has the right to appoint and remove any such office holders (not appointed by the Synod) as is usual for Bishops.
- c) The Bishop may appoint other Diocesan Officials in addition to those mentioned above in 3.11 (a) to assist in the operations of the Diocese, with the concurrence of the Executive Committee. They shall hold office during the pleasure of the Bishop.

3.12 Archdeacons

There shall be two Archdeaconries in the gift and presentation of the Bishop, namely the Archdeaconry of Saskatchewan and the Archdeaconry of Prince Albert. The Bishop shall define the jurisdiction and the authority of each of the Archdeacons. The amount of stipend to be paid to the Archdeacons shall be decided by the Executive Committee.

3.13 A new Archdeaconry may be created by a two-thirds vote of Synod (voting by orders).

3.14 Archdeaconries shall be collated by the Bishop, after the usual oaths and declarations required by Section 6.05 of the Constitution.

3.15 Their duty shall be faithfully in all ways to aid the Bishop in the superintendence of the Diocese, and the promotion of the Glory of God and the interests of the Church.

3.16 Their special duties shall be:

- a) In case the Bishop cannot induct any cleric appointed to a Rectory, the Archdeacon substitute receiving the Bishop's mandate to do so shall induct the said cleric.
- b) When requested by the Bishop to assist in the pastoral oversight and care of the clergy, the preliminary process of appointment of clergy and in any other enquiries to aid the Regional Deans by advice; to visit any congregation or Regional Deanery, if judged necessary or helpful in the interest of the church.

3.17 Regional Deans

- a) The appointment of Regional Deans rests with the Bishop. The Bishop may request the Clericus of the Regional Deanery to nominate a cleric for appointment as Regional Dean.

b) The Regional Dean normally shall hold office for three years from the date of commissioning by the Bishop.

3.18 It shall be the duty of Regional Deans:

a) to arrange for meetings of the Clericus of the Regional Deanery not less than four times each year, and also the great Chapter of the Regional Deanery at least once a year, as often as deemed necessary and to preside at the same. In the absence of the Regional Dean the clergy present shall elect one of their number to preside at that meeting.

b) to assist the Bishop and Archdeacons in administrative and pastoral responsibilities within the area of the Regional Deanery as directed.

c) To sit ex officio on the Executive Committee of the Diocese (as per Canon 2.01 (1)).

d) To nominate youth delegates to Synod in accord with Constitution 2.06.

e) To be a communications link between the deanery parishes and clergy and the Bishop's staff and Diocesan committees, in particular the Executive Committee.

f) To inform the Bishop and the Archdeacons, of any matters in the Deanery affecting the interests of the Church. To encourage the holding of meetings for the increase of intelligent interest in the work of the Church in the Diocese and abroad.

g) To ensure pastoral and sacramental ministry during clergy holidays, authorized absences, and interims.

h) To ensure the annual inspection of the churches, the rectories of the deanery providing a written report to the Churchwardens and Bishop's office regarding the state of the buildings and the repairs required or recommended. In the case of the Regional Dean, the inspection will be arranged by the appropriate Archdeacon. Rectories are to be inspected at the outset and conclusion of every incumbency.

i) To ensure annually that

-Vestry books and church registers are kept up to date.

-The deanery parishes and building are insured at the Diocesan minimum standard.

-The Incumbent and Churchwardens keep a current parish list and maintain proper financial records and reports

-The parish annual statistical and financial forms are submitted to the Diocesan Office by the proper deadlines

-Parish registers which have been filled are deposited in a timely manner with the Diocesan Archives.

3.19 Diocesan Indigenous Bishop

Where the Diocese of Saskatchewan has elected a Cree speaking First Nations person as Indigenous Bishop as authorized by the Synod of the Ecclesiastical Province of Rupert's Land, the Indigenous Bishop so elected shall have oversight of indigenous work in the Diocese. The duties of the said office shall be those outlined in the license to be issued to the Indigenous Bishop by the Diocesan Bishop and may include those provisions from time to time established under provision of Sec.6.35 of the Constitution and Canons of the Ecclesiastical Province of Rupert's Land of the Anglican Church of Canada, so long as the same do not conflict with the said duties outlined in the license of the aforesaid Indigenous Bishop issued by the Diocesan Bishop.

3.20 Diocesan Administrator

In the event of a vacancy occurring in the See or the incapacity of the Bishop, the Executive Committee of the Diocese shall name a capable priest, Suffragan Bishop or any Coadjutor or Assistant Bishop of the Diocese, who shall from time of the vacancy occurring, or in the event of the incapacity of the Bishop, assume those administrative responsibilities which pertain to the office of a Bishop.

Part IV

4.00 COMMITTEES

4.01 The Bishop, the Dean, and the Archdeacons are ex officio members of all committees; the Suffragan Bishop shall be ex officio member of the Executive Committee and shall be a member of those other committees as may from time to time be specified by the Diocesan Bishop.

4.02 The Standing Committees of Synod shall be as follows:

- i. The Executive Committee (Canon II Sec. C 2.01)
- ii. The Constitution and Canons Committee (Canon II Sec. C 2.03)
- iii. The Diocesan Indigenous Council (Canon II Sec. C 2.06)

Other committees of note:

- i. Finance (Canon II Sec. C 2.02)
- ii. Resolutions (Constitution Part V Sec. 5.08 ss. 4)
- iii. Nominating (Constitution Part V Sec. 5.09 ss. 2)

4.03 The various committees of the Synod shall be constituted and their business conducted as their respective Canons shall direct. They shall report their proceedings at each regular meeting of the Synod and at each meeting of the Executive Committee, and shall continue in office until their successors are elected or appointed.

4.04 All vacancies occurring in the elected or appointed membership of the Executive or other committees between meetings of the Synod shall, except as otherwise provided, be filled by the Bishop.

4.05 Proceedings of Committees

With the exception of the Executive Committee, Committees shall meet at the call of the first name on the list of elected members, as soon as possible after election, to select the Chairperson and Secretary of the Committee, who shall thereupon assume the usual duties appropriate to their office.

4.06 The Bishop, when present at Committee meetings, shall have the right to preside.

4.07 On retiring from office, the Chairperson and Secretary of each Committee shall pass over to the conveners of the succeeding committee all the books, papers, etc. in their possession, belonging to such Committee.

Part V

5.00 SYNOD SESSIONS

5.01 The Synod shall meet triennially unless otherwise ordered by the Bishop and/or the Executive Committee of the Synod.

5.02 A quorum of the Synod shall consist of at least one fourth of the clergy of the Diocese, and one fourth of the lay delegates of the Diocese registered under Constitution Part II Sec. 2.03.

5.03 No resolutions of the Synod shall pass into law without the concurrence of the Bishop and a majority of the clergy and laity present; the votes of the clergy and laity to be taken collectively, unless a vote by orders is demanded by any three members of the Synod before the question is put from the chair, when a majority of each order will be necessary to affirm the resolution. Voting on all resolutions affecting Faith and Order shall be by Orders.

5.04 The Synod may meet in conference for not more than one full day of any complete meeting of Synod.

5.05 In the absence of the Bishop of the Diocese, or of any Commissary the Bishop may appoint, the chair at any meeting of the Synod shall be taken by the chancellor of the Diocese.

5.06 In the event of a vacancy occurring in the See or the incapacity of the Bishop from any cause for more than six months, the Chancellor, after consultation with the Metropolitan, shall call the Synod together, giving at least three weeks notice thereof, to take such action as the case may require.

5.07 No alterations in the Constitution or Canons shall take place unless the proposition has been approved at the meeting of the Synod by two thirds of each Order present, voting separately, and afterwards by a like majority of each Order at the following meeting of the Synod. Provided, however, that any proposed alteration in the Constitution may become immediately operative if it has been considered and approved by the Executive Committee, and is afterwards confirmed at a Synod by a unanimous favorable vote of each Order present, voting separately; and that any proposed alteration in the Canons may become immediately operative if considered and approved by the Executive Committee, and afterwards confirmed at a Synod by a simple majority of each Order present, voting separately; a copy of the proposed change in either Constitution or Canons shall be sent to each member of the Executive Committee at least one week before the meeting at which it is to be considered, and to each member of Synod at least one week before the meeting of Synod. Notwithstanding any other provision of this Constitution, the Constitution and Canons Committee may make such corrections and alterations to the Constitution and Canons as it considers necessary, provided that such corrections and changes relate only to matters of form and not to matters of substance, and provided further that any such

correction or alteration shall be reported to the following meeting of Synod and may be set aside by a majority of those present and voting.

5.08 Proceedings of Synod

(1) The proceedings of Synod shall include within the first day a celebration of the Holy Eucharist after which the Bishop may read the Bishop's Charge.

(2) At the first session after prayers have been said the Credentials Committee shall make its report; the Scrutineers' names shall be announced; the election of one Clerical and one Lay Recording Honorary Secretary by the Clergy and the Laity respectively shall take place; the names of those on the Committee on the Bishop's Charge will be announced.

(3) At each succeeding session after prayers, the Credentials Committee shall declare a quorum; and if there is a quorum the business of Synod shall proceed.

(4) The Bishop shall appoint a Resolutions Committee consisting of one Priest and two Lay members of Synod, which shall be named in the Convening Circular. Memorials and Resolutions from any congregation shall be referred to the Resolutions Committee which shall be responsible for its presentation to Synod in proper form. At the beginning of each session the Resolutions Committee shall make its report and present resolutions which are to be considered by Synod.

(5) Notices of Motion which are presented after Synod has been convened will be referred to the Resolutions Committee for presentation at the final session of Synod.

(6) Any business not completed at Synod shall be referred to the Executive Committee.

(7) The Convening Circular of Synod shall be mailed with a memo explaining the meaning of terms, such as memorial, notice of motion, voting by Orders, Faith and Order, etc. In all ecclesiastical Synods it is customary to vote on questions affecting Faith and Order by Orders.

5.09 The Election of Delegates to the General and Provincial Synods and of members of the Executive Committee, the Long Range Planning Committee, and the Constitution and Canons Committee.

(1) The election shall take place at noon on the second full business day of the session of Synod.

(2) A Nominating Committee consisting of one cleric and one layperson from each Regional Deanery, named by the Bishop on the first day of Synod, shall present before the election a slate of nominations for all these Committees. Further nominations can be made from the floor.

- (3) Printed lists shall be prepared of (a) the Clerical nominees and (b) the lay nominees to the respective committees. The lists shall be arranged alphabetically. They shall be distinguished by being printed on paper of different color, and shall specify in each case the number of delegates to be elected.
- (4) In each case the names of ex-officio members of Committees shall be omitted from the lists of nominations.
- (5) Two clergy and two lay people shall be named by the Bishop to act as scrutineers of the vote of each ballot required to be taken under this Canon.
- (6) A Credentials Committee, consisting of the Registrar, one Priest and one lay person appointed by the Bishop shall be responsible for declaring a quorum and the validity of the credentials of all members of Synod.
- (7) In all elections under this Canon the Synod shall ballot by Orders.
- (8) On the balloting being declared closed by the Chairperson, the scrutineers shall retire for the purpose of counting ballots. They shall report the result to the Chairperson on a form provided for the purpose, giving the names of those elected in the order of majority of votes, and the names of an equal number receiving the next highest number of votes, who shall be substituted in the order given. This report shall be announced to the Synod by the Chairperson.
- (9) For the purpose of a quorum, the scrutineers while engaged in their duties shall be counted as present.
- (10) A ballot paper shall be deemed to be spoilt if more persons are voted for than are to be elected, or if the ballot paper is signed. The scrutineers shall report the number of such spoiled ballots to the Chairperson.
- (11) In electing delegates to General Synod, the delegate in each Order who receives the highest number of votes shall be the Diocese's nominee to the National Executive Council.
- (12) Any elected delegate to either the General or Provincial Synod ceasing to reside in the Diocese shall cease to be a delegate from this Synod.
- (13) It shall be the duty of the Synod of the Diocese to notify the elected delegates at least a month previous to any session of Synod for which such delegate has been elected, of the date of such session, and such delegate shall notify the Diocese of his or her ability, or otherwise, to attend the session of the Synod of which he or she has been elected a member, two full weeks previous to the opening thereof. In the event of such notification not being received, then the Synod of the Diocese shall inform the substitute next in order

that he or she is entitled to attend the said Synod, and shall also notify the elected delegate that such action has been taken.

(14) A certificate of election containing the names of the delegates of each Order, and the substitutes of each Order, signed by the Chairperson shall be forwarded by the Synod of the Diocese to the Secretaries of the General and Provincial Synods, immediately upon every such election.

Part VI

6.00 EPISCOPAL AFFAIRS

6.01 The Bishop of Saskatchewan shall be the President and chief Executive Officer of the Synod of the Diocese of Saskatchewan.

6.02 Election of a Bishop

Subject to the provisions of the Constitution and Canons of the Provincial Synod, the procedure for the election of a Bishop shall be as outlined in the Canons of the Diocese, or if no such Canons exist, or if so requested by the Diocesan Synod, the procedure shall be as provided in 'Alternate Modes of Elections' in the Constitution and Canons of Provincial Synod.

6.03 Special Episcopal Authority

Whenever it is deemed advisable the Bishop may, on application of any person or persons affected by the Canons, have power to abridge or suspend the operation of any Canon and by this order substitute such alternative authority or procedure as the Bishop deems advisable in the circumstances.

Such Bishop's Order shall be considered as full and sufficient authority for the conduct of any procedure relating to the said matter.

6.04 Licensing of Cleric

No cleric of the diocese shall do duty within the diocese for more than four weeks in the same Parish or congregation without a written license from the Bishop. In order to serve as a cleric in a Parish, College, School, or other institution, under the jurisdiction of the Bishop, or to exercise a special ministry, the cleric must hold the license of the Bishop.

Canonically non-resident clergy must have the Bishop's express permission to minister within the diocese.

6.05 Subscriptions etc. of the Clergy (as provided by the Canons of Provincial Synod).

6.06 Discipline of the Clergy (as set forth by the Canons of Provincial Synod and General Synod).

6.07 Stipendiary and Honorary Lay Readers

(1) A Stipendiary Lay Reader is defined as one who is a Lay Reader licensed by the Bishop, receiving an Honorarium, and having responsibility in a congregation where there is no cleric to conduct services, or where the cleric in charge owing to the extent of the Lay Reader's Parish, is unable to minister adequately. The Lay Reader may conduct

the public service of Morning and Evening Prayer, omitting the Absolution and the Benediction, read such sermons as the Lay Reader may be authorized to use, or preach and expound if the Lay Reader be specially licensed by the Bishop, visit in the district and generally conduct the parochial work and perform all such ministerial functions as it is competent for a Lay Reader of the Anglican Church of Canada to perform. When necessity requires and no Priest can be obtained the Lay Reader may administer the Rite of Holy Baptism, omitting the blessing of the water. When officiating at services the Lay Reader shall always wear a cassock and surplice. The Lay Reader shall provide, if the Bishop should require, reports of the Lay Reader's work and services.

(2) Honorary Lay Readers: Lay Readers shall be licensed by the Bishop upon the recommendation of the Archdeacon or a cleric of the Diocese; such license may be issued for a particular Parish or district or for the whole Diocese.

(3) Diocesan Lay Readers shall be under the direction and control of the Archdeacon.

(4) Parochial Lay Readers shall be under the direction and control of the cleric in charge, and shall officiate only at the cleric's request.

(5) Licenses shall be renewed annually by the Bishop upon the recommendation of the Archdeacon, or the Rector of the Parish, as the case may be.

(6) The office and work of an Honorary Lay Reader shall be to take such parts in Divine Service as are herein before authorized for Stipendiary Lay Readers. When conducting a service in the absence of the Rector, the Lay Reader should wear a cassock and surplice.

6.08 The Diocesan Court of Appeal

(1) There shall be a Diocesan Court of Appeal.

(2) Any lay person who is a member of the Diocese of Saskatchewan, or any cleric who has held or does hold the Bishop's license, and who believes that an injustice has been done, may appeal to the Bishop for a reconsideration of the case.

(3) When the appellant is unable to obtain satisfaction from the Bishop, the appellant may present the appellant's case to the Diocesan Court of Appeal. The appellant may choose to be represented by counsel.

(4) When a case is to be presented to the Diocesan Court of Appeal, the appellant shall notify the Registrar of the Diocese of an intent to press for a judgement, and the Registrar shall immediately inform the President of the Court, who shall within three months summon the Court to deal with the case.

(5) The decision of the Court shall be determined by a simple majority vote of the quorum in attendance.

(6) If the Bishop refuses to accept the decision of the Diocesan Court of Appeal, or if the appellant feels that justice has not yet been done then the appellant may proceed with an appeal to the Provincial Court of Appeal.

(7) The membership of the Diocesan Court of Appeal shall be as follows:

(a) The President shall be the Chancellor or in the Chancellor's absence the Dean of Saskatchewan.

(b) The Clerk of the Court shall be the Registrar of the Diocese, who shall not be a voting member of the Court.

(c) Besides the Chancellor, the ex officio members of the Court shall be the Dean of Saskatchewan and the Archdeacons of Saskatchewan and Prince Albert.

(d) There shall be elected by the Diocesan Synod two Priests and three lay delegates of the Diocesan Synod to be members of the Court of Appeal.

(8) A quorum shall consist of the President of the Court, or the President's deputy, two Priests and two lay members.

(9) In the event of a vacancy in the Court from those elected by Synod, the Executive Committee of the Diocese shall appoint alternates.

(10) The President of the Court shall be a voting member, but shall not have the casting vote.

(11) In the event of a tie vote it shall be taken as a negative vote.

(12) In the event of a member of the Board having an interest in any matter before the Board which would create a conflict of interest, such member or members shall remove themselves from the Board during such hearing.

(13) The Bishop may be represented by counsel and may address the Court should the Bishop desire, but cannot be required by the Court to appear during the hearing of the case.

Part VII

7.00 PARISHES AND MISSIONS

7.01 Organization of a New Parish

- (1) The Parishes named in the authorized list of the Registrar and recognized by the Bishop, are to be regarded as duly organized according to the Constitution of the Diocese of Saskatchewan.
- (2) Should the Bishop choose to organize a new parish, the Bishop shall call a meeting.
- (3) At such a meeting all persons who have been baptized and who have signed an undertaking to attend the services of the Church and to contribute regularly to the church shall be qualified to participate, vote, and to hold office subject to the Canons relating thereto. (See Appendix B)
- (4) The proceedings at such meetings shall be conducted and the officers elected in the same manner as is laid down in Canon IV in respect to the proceedings at the Annual Meetings of congregations insofar as such directions can be held to apply.
- (5) A name for the congregation shall be determined by the Bishop in consultation with the elected Churchwardens and Vestry.
- (6) Immediately after the meeting, the person who presided at the meeting shall send to the Bishop for recognition a certified copy of the proceedings, showing the names of those present and of the officials elected. On receipt of the same the Bishop shall, if satisfied, cause the congregation to be registered under the name which shall be determined upon the roll of congregations of the Diocese. The official copy of the proceedings of the organizing meeting shall, if approved by the Bishop, be countersigned by the Bishop, and shall be placed in the custody of the Registrar of the Diocese.
- (7) For the purpose of providing the Church's ministrations to as many as possible, any congregation may be grouped with other congregations to form a single Parish or Charge under the direction and care of one Minister. The Parish or Charge shall be called by such name as the Bishop may select.
- (8) Such groupings shall be at the discretion of the Bishop, who may be petitioned by any Parish, congregation, cleric or Deanery concerned for such purpose.

7.02 Parish Boundaries

- (1) When a Parish has been duly organized and its territory defined and registration ordered, no change shall be made in the same without the consent of the congregation affected. Where, however, such consent is withheld and it is considered by the Bishop

advisable that a change should be made, the whole matter shall be laid before the Executive Committee whose decision shall be final.

(2) The Bishop may be petitioned by any Parish, congregation, cleric or Deanery concerned for such purpose.

7.03 Ministering in Parishes

After a Minister has been duly appointed to a Parish, no other cleric or catechist, though holding the License of the Bishop, shall hold Public Prayer, or Service, or administer the Sacraments within such Parish, or on behalf of its parishioners, whether according to the prescribed order of the Church, or not, without the consent of the cleric in charge.

(a) Provided that a cleric may visit ministerially, with Private Administration of the Sacraments, if necessary, any person or family who is a member of the parish of which that cleric is incumbent.

(b) Provided also that this will not prevent the Bishop licensing priests to special chaplaincies or to extra parochial ministries.

7.04 Appointments of Ministers (as provided for by Canons)

See Canon III Sec. C. 3.06

7.05 Resignations (as provided for by Canons)

See Canon III Sec. C. 3.08

7.06 Church Finances

(1) The method of church finance known as the "envelope system" is adopted in this Diocese, and its use urged as far as possible in all Parishes, Congregations and Missions.

(2) A careful record of all subscriptions shall be kept and receipts for Income Tax purposes issued.

(3) The Treasurer of each Parish shall remit to the Diocesan Treasurer immediately after the last Sunday in every month the proportionate amount of the money due to the Diocese for all purposes.

(4) No Special Offerings shall be taken up at any service for any object not herein provided for without the sanction of the Minister and Churchwardens; provided that any person or persons may, at any service, place in the collection any special contributions if enclosed in marked envelopes.

(5) The provisions of Section 7.06 shall not affect the Harvest Thanksgiving offerings, or collections taken up on other days than Sunday. Open collections taken up at Synod, Confirmation or Ordination services shall be devoted as the Bishop may direct.

(6) In case of any Parish, Congregation or Mission failing to meet its financial obligations, the Diocesan Treasurer shall report the matter to the Executive Committee, which, after investigation, shall take such steps as may be considered advisable.

7.07 Assisted Parishes and Missions

(1) Parishes which are not yet self supporting are expected to move steadily towards this position, and to do all in their power to establish financial self support.

(2) It is not the policy of the Diocese to make financial grants for the maintenance of church buildings, parish halls, and rectories.

(3) In all multiple point Parishes the Parish Treasurer shall be responsible for remitting monthly to the Diocesan Treasurer all monies for the stipend, pension and travel expenses of the Minister. The Minister shall receive a stipend and travel expenses on an agreed date each month, whether from the Diocesan Treasurer or the Parish Treasurer.

(4) No Parish Minister shall receive less than the minimum amount due according to the Schedule of Stipends and Allowances agreed upon by the Executive Committee.

(5) All Parishes may remit the full amounts for stipend, pension and travel to the Diocesan Treasurer if the Parish authorities agree thereto.

Part VIII

8.00 GENERAL

8.01 The Cathedral Church of St. Alban the Martyr (Bishop McLean Memorial Church) situated in Prince Albert is the Cathedral Church of this Diocese. The Cathedral organization consists of two parts, Diocesan and Parochial.

(1) Diocesan: A Chair or Throne shall be provided for the Bishop, and stalls for the Dean and/or Canon Rector, the Archdeacons and the Honorary Canons and such other officers as may be provided for by Canon.

Those provided with stalls in the Cathedral shall form a Council upon which the Bishop may call for advice in the spiritual affairs of the Diocese.

The Bishop shall have the use of the Cathedral at the Bishop's pleasure for Episcopal and Diocesan Services, and shall celebrate the Holy Eucharist on Easter and Christmas Days, and preach on those days, and at other times when due notice is given to the Rector. The other Cathedral dignitaries may preach and officiate at such times as shall be arranged by the Rector or at the request of the Bishop.

(2) Parochial: (As provided for by Canon)

See Canon IV - Sec. C. 4.01

8.02 Diocesan Finances

(1) At the autumn meeting of the Diocesan Executive Committee, the Treasurer of the Diocese shall submit a budget covering the administrative needs of the Diocese, of Provincial Synod, of General Synod and other obligations of a financial nature resting upon the Diocese. The budget shall indicate the sources of revenue from which monies will be obtained to discharge these financial obligations. At this same meeting, the Treasurer shall also present to the Executive Committee, the returns from each Parish during the previous three quarters of the year.

(2) As soon as the budget has been established the Treasurer will inform the Parishes of the needs of the Diocese and of their particular financial obligations for the ensuing year. The Executive Committee will be responsible for informing all Parishes adequately of the needs of the Diocese.

8.03 Regional Deaneries

(1) Whenever it is deemed by the Bishop advisable to organize a new district for Regional Deanery purposes, the Bishop shall call together at some convenient centre the

clergy, catechists, students, lay readers and churchwardens of the District proposed to be formed into a Regional Deanery.

(2) The groupings of the Parishes and Mission for the purpose of a Regional Deanery shall be on the motion of the Bishop alone, and if endorsed by a majority of those present (Section 1) the Bishop may thereupon execute a Deed defining the name and boundaries of such Regional Deanery.

(3) But such new Regional Deanery shall not include any part of an existing Regional Deanery without the consent of the Regional Deanery affected. Provided that where such consent is withheld the Bishop may lay the whole facts of the case before the Executive Committee, and if their finding is favorable to the project, the Bishop may proceed with the division, but not otherwise.

(4) The Bishop may at any time, if the Bishop thinks it desirable, change the boundaries of any Regional Deanery on the petition of the Regional Deanery interested.

8.04 The Regional Deanery—Clericus

The clergy, catechists and students within the Regional Deanery bounds holding the license of the Bishop shall form the Regional Deanery Clericus.

It shall be the duty of the clericus—

(1) To elect one of their number Secretary, who shall also be Secretary of the Great Chapter meetings, and whose duties shall be those usually performed by such an official.

(2) To make all necessary arrangements for its meetings, for meetings of the clericus, and for the holding of Great Chapter meetings of the Deanery from time to time.

(3) To consider questions submitted to it by the Bishop, the Archdeacon and the Executive Committee.

(4) To consult generally for the spiritual benefit of the Regional Deanery and for the interests of the church.

(5) To support and encourage each other by fellowship, study, and worship together, and by gathering from time to time with their families for social purposes.

8.05 The Great Chapter of the Regional Deanery

(1) In any Regional Deanery the following persons shall be members of the Great Chapter: all clergy, catechists and students in the Deanery holding the license of the Bishop; the churchwardens and lay delegates to the Synod of any congregation within the

Deanery; all lay readers holding the license of the Bishop and residing or officiating in any congregation in the Deanery; all treasurers of any parish or congregation within the Deanery. Any other clergy or laity may be specially invited to such meeting by a vote of the Regional Deanery Clericus.

(2) The Regional Great Chapter shall meet when necessity requires or at the summons of the Regional Dean at the request of the Bishop or the Archdeacon.

The Canons of The Diocese of Saskatchewan

Canon I

C 1.00 SESSIONAL PROCEDURE AND RULES OF ORDER

C. 1.01 Every Synod shall begin as provided by Part V Section 5.08 ss. 1 of the Constitution. The Bishop or someone appointed by the Bishop shall be the Celebrant.

C. 1.02 The Bishop shall be Chairperson of the Synod except as provided in Part V Section 5.05 and 5.06 of the Constitution.

C. 1.03 The Chairperson shall preserve order and decorum, and shall decide all questions of order, subject to an appeal to the Synod to be decided without debate.

Canon II

C 2.00 COMMITTEES

C. 2.01 Executive Committee

(1) An Executive Committee shall be constituted at each regular meeting of the Synod, which Committee shall consist of the following members, namely: The Bishop, as Chairperson; the Dean of Saskatchewan; the Archdeacons; the Regional Deans; the Chancellor; the Executive Secretary; the Treasurer; and three clergy and five lay delegates to be elected by Synod. The Bishop may appoint two additional members, either Lay or Clerical, from any part of the Diocese.

(2) The Executive Committee shall carry out decisions of the Synod; shall prepare business for the Synod; report its proceedings thereto; and in the interval between meetings of Synod shall exercise the executive powers of the same; and shall receive reports, where appropriate, from the various committees of Synod.

(3) The Executive Committee shall meet quarterly. In the absence of the Bishop, the Senior Dignitary present shall take the chair. The Executive Secretary shall be responsible for minutes of the meeting. In the absence of an Executive Secretary the chair will assume this responsibility. Seven members shall constitute a quorum.

(4) The Executive Committee at its first meeting shall appoint a Finance Committee, who shall hold office during the pleasure of the Executive Committee.

C. 2.02 The Finance Committee

The Finance Committee shall consist of the ex officio members, the treasurer as its chair, and six other members from both the clergy and laity of the Diocese, with a quorum for any meeting being no less than four persons. The Finance Committee shall meet a minimum of quarterly, in advance and in preparation for the Executive Committee meeting. Members of the Finance Committee shall be selected by the Executive Committee and shall be charged with the preparation of the annual Diocesan budget, as well as a regular review of the Diocesan financial statements and investment portfolio. The Finance Committee shall monitor the finances of the Diocese, report to the Executive Committee on the state of these finances, and prepare recommendations and reports as required and directed by the Executive Committee.

C. 2.03 Constitution and Canons Committee

(1) The Constitution and Canons Committee shall consist of the ex officio members, the Chancellor and the Secretary Treasurer of Synod, together with two clergy and three lay persons to be elected at each regular meeting of Synod.

(2) The duties of the Committee shall be to consult all proposed revisions or amendments to the Constitution and Canons, and report on the same to the Synod. The Committee shall also report to the Executive Committee if occasion requires.

C. 2.04 St. Mary's Cemetery

(1) The responsibility for the care and maintenance of St. Mary's Church and Cemetery shall rest with the Executive Committee of the Diocese of Saskatchewan.

C. 2.05 Indigenous Ministry

General Assembly

(1) There shall be a General Assembly of Indigenous Anglican Clergy, Lay Readers and other representatives with the Diocesan Indigenous Bishop to oversee the ministry to and by the Indigenous people in the Diocese of Saskatchewan.

(2) The General Assembly shall meet at least every three years at the call of the Diocesan Bishop and the Indigenous Bishop and may be chaired by the Diocesan Bishop or the Diocesan Indigenous Bishop or their delegate and shall be composed of:

- All licensed Indigenous Clergy and Lay Readers
- Four representatives elected from each congregation in the diocese with indigenous members (one elder, one youth 16-25 years, and two others)
- Up to ten additional representatives to be appointed at the discretion of the Diocesan Bishop and the Indigenous Bishop.

Indigenous Council

(3) The General Assembly shall elect 12 members to form the Indigenous Council to provide executive management of the ministry with and by Indigenous members of the Diocese between the Meetings of the General Assembly. The Diocesan Indigenous Bishop shall normally chair the meetings of the Indigenous Council.

Council of Elders

(4) The Bishops of the Diocese shall also appoint five to eight elders to serve on a Council of Elders to provide advice to the Bishops.

Canon III

C.3.00 EPISCOPAL AFFAIRS

C. 3.01 Election of a Bishop

Subject to the provisions of the Constitution and Canons of the Provincial Synod, in the event of a vacancy in the See, it shall be the duty of the senior dignitary in the Diocese at the time of such vacancy within ten days of the senior dignitary's knowledge thereof, to cause notice of the vacancy to be sent to every cleric and lay delegate in the Diocese, and to summon a meeting of the Synod to be held in the Cathedral of St. Alban the Martyr, Prince Albert within six weeks, for the election of a bishop.

C. 3.02 At this meeting the Metropolitan or some Bishop appointed by the Metropolitan shall preside. The election shall be by ballot, the first ballot being a nomination. The names of those nominated shall be listed in clear view of the members of Synod; and balloting shall then proceed until a majority of each Order has been obtained by a candidate. Two thirds of each Order present must have voted before an election can be declared. No new nominations can be made unless a deadlock is declared.

On the day and at the place appointed the Holy Eucharist shall be first celebrated by the Chairperson of the Synod or someone designated by the chairperson.

C. 3.03 Method of Procedure

- (1) As soon as the names of the clergy and lay representatives entitled to vote shall be ascertained by the Scrutineers the list shall be signed by the Chairperson of the Synod, but duly qualified members may subsequently be added to the list of voters.
- (2) All members of the Synod present shall sign their names in a book provided for that purpose.
- (3) The Chairperson shall appoint Scrutineers to take the ballot as follows: for the Clergy vote, two clergy and one lay representative; for the Lay vote, two lay representatives and one cleric.
- (4) The list of those entitled to vote shall be handed to the Secretaries and Scrutineers, who shall see that only those whose names are on the list are allowed to vote.
- (5) The Synod shall then adjourn to meet in the Cathedral for the purpose of election at such time as the Synod may appoint.

C. 3.04 Proceedings in the Cathedral

- (1) The Synod, having been called to order at the hour appointed, the Chairperson will request that a few minutes be devoted to a private prayer. The voting shall then commence and be conducted according to the following regulations.
- (2) The Scrutineers shall be entitled to vote, but their vote must be placed in their respective ballot boxes before anyone else is called on to vote.
- (3) The roll of clerical members shall then be called by the Clerical Secretary from the certified list provided for under Section C. 3.03, subsection (4) of this Canon, and each voter as their names are called shall deposit the ballot received in the box for the votes of the clergy.
- (4) The roll of lay members shall then be called by the lay secretary, and balloting by lay voters shall proceed in like manner, the ballots of lay voters being deposited in the box for the vote of the laity.
- (5) The Chairperson having ascertained that all the members have had the opportunity of voting, shall declare the ballot closed and shall then announce the number of clerical and lay votes required for an election.
- (6) The Scrutineers shall then retire and count the ballots.
- (7) The Scrutineers shall hand to the Chairperson the result of the ballot and the Chairperson shall announce it to the Synod, declaring whether there has been an election or not, and if there be no election a further vote shall be taken in the same manner.
- (8) After the voting has commenced no discussion on points of order shall be orally raised, but an appeal may be reduced to writing and presented to the Chairperson, whose decision, after consultation with the Chancellor, will be final.
- (9) When the election has been made the Chairperson shall announce the result, and the consent of the Bishop-elect having been obtained, the Synod shall finally adjourn.
- (10) The Chancellor shall declare a deadlock when one candidate shall receive a majority of votes from the laity, and another candidate a majority of votes from the clergy, and this situation remains unchanged for ten successive ballots.
- (11) When a deadlock has been declared, a new nominating ballot shall be called for and the proceedings start over again, according to the regulations set forth in this Canon.
- (12) All the proceedings shall be with closed doors.

C.3.05 Appointment of Ministers

On the vacancy of any Parish within the Diocese the method of appointment of the new Minister shall be as follows:

(1) Each Parish at its annual Congregational meeting shall appoint a committee of three persons, to be called the "Parish Selection Committee". In a multi-point parish where there is a Parish Council, the Parish Council shall name one representative from each congregation represented to sit on the Selection Committee. If there is no Parish Council then each congregation shall appoint one representative to the Selection Committee of the Parish. The members of this Selection Committee shall be communicants of the full age of 18 years, members of the congregations selecting them. The Parish Selection Committee in existence at the time a vacancy occurs shall remain in office until an appointment is made.

(2) Before the discussion of a specific appointment, the Vestry shall meet with the Bishop, or someone appointed by the Bishop, to determine the obligations of the Parish with respect to stipend, housing, travel, pensions and all other financial matters relating to the incumbent. The needs of the Parish shall be carefully discussed with a view to discovering the kind of person required as Rector. The accountability of the Parish to its Priest shall be clearly delineated; and likewise the accountability of the Priest to the Parish shall be set forth clearly.

(3) The Bishop will then receive from the Selection Committee, and submit to them, names of clergy considered suitable for appointment to the Parish. When a name has been agreed upon, the Bishop shall offer the Parish to the candidate; and shall in making the offer, set forth clearly the whole question of accountability, both of the Parish to the candidate and of the candidate to the Parish. Under no circumstances may the Parish, the Selection Committee, or the Vestry or any members thereof, approach any Priest with a view to the candidate's being offered the Parish. The Bishop alone approaches the Priest and offers the candidate the Parish.

(4) The Bishop may appoint a Priest-in-charge to assisted parishes, but in parishes where no subsidy is received from the Diocese, the Bishop may appoint a locum tenens, provided that a Rector be appointed within a period not exceeding two years from the time the vacancy occurs.

C. 3.06 Annual Vacation of Clergy

(1) Every Cleric licensed by the Bishop shall be entitled to a vacation of not less than one month in every year with pay.

(2) The Churchwardens shall be responsible for making provision for the conduct of Divine Worship during the absence of the cleric, and such fees and honoraria as are customary shall be paid by the Parish.

C. 3.07 Resignations

(1) When a cleric wishes to resign a charge, that cleric shall give three months notice thereof in writing to the Bishop and that cleric shall not leave the charge before the end of such period unless permission to do so has been given to the cleric in writing by the Bishop or the Bishop's Commissary; nor shall such permission be given unless other suitable arrangements can be made for carrying on the work, or unless, in the judgement of the Bishop or Commissary, there is special necessity.

(2) When a cleric holding the Bishop's License to a cure of souls, reaches the age of 70 years, said cleric shall resign from that cure of souls, that resignation taking effect that day.

(3) When a cleric holding the Bishop's License to a cure of souls referred to under paragraph (2) hereof, neglects or refuses to tender a resignation as required there under, the cleric shall upon attaining the age of 70 years and 9 months shall be deemed to have resigned the charge and the Bishop or Commissary shall institute the procedure set out under these Canons. (Section C. 3.06) for the appointment of Ministers and shall proceed with the appointment of a Rector in accordance with the said Canon and the cleric neglecting or refusing to resign as required hereunder shall no longer thereafter be entitled to the rectorship of the parish or charge unless by special authority of the Bishop.

Canon IV

C. 4.00 PARISHES AND MISSIONS

4.01 Establishment of Parishes

The bishop may establish a parish or charge and appoint an incumbent in accordance with Part VII of the Diocesan Constitution. At the request of a parish, congregation, cleric, or deanery, the reorganization or amalgamation of an existent parish may occur in accordance with Part VII of the Constitution.

A Parish is a congregation(s), organized in a manner according to the Diocesan Constitution and contained in the authorized list of the Registrar.

A Mission is a congregation or grouping of congregations which is recognized by the Bishop and contained in the authorized list of the Registrar but is not yet self-supporting.

The Incumbent is the cleric holding the license of the bishop to administer the doctrine and sacraments of the Church for a congregation, or congregations, of souls.

A Rector is the Incumbent in a parish, and who has been licensed as such by the bishop.

The Priest-in-charge is an Incumbent who has been appointed by the Bishop to be responsible for the supervision of the parish during a vacancy, or of a Mission.

C. 4.02 Voting Membership

A voting member is a baptized person who is at least 16 years of age; receives Holy Communion in a congregation of that parish at least three times a year; has been in attendance for at least three months and regularly contributes financially to the parish; recognizes that the Diocese of Saskatchewan and its Parishes and Congregation are governed by the doctrine, discipline, and worship of the Anglican Church of Canada as expressed in the Solemn Declaration of 1893 and the Constitution and the Canons of the Diocese of Saskatchewan; is able to make the Declaration as found in Appendix F. Notwithstanding the other provisions of this section, clergy licensed to the parish may also vote.

Appendix F:

List of Voting Members for Annual Meeting

I declare that I was baptized with water in the name of the Father and of the Son, and of the Holy Spirit, that I received Holy Communion in a congregation of this parish at least three times in the last year, that I have been in attendance in this parish for at least three

months and that I have financially contributed to this parish. I recognize that the Diocese of Saskatchewan and its Parishes and Congregations are governed by the doctrine, discipline and worship of the Anglican Church of Canada as expressed in the Solemn Declaration of 1893 and the Constitution and Canons of the Diocese of Saskatchewan,

Name Signature

C. 4.03 Church Meetings

All Church meetings shall be opened and closed with prayer.

(1) At least two Sundays notice of General Meetings shall be given to every congregation concerned, both orally at time of service and in writing on the Notice Board or Church door.

(2) A General Meeting is a gathering of all the congregations under the charge of the incumbent at one principle or central place, and may be called at any time by the Bishop or incumbent, or in multi-congregational parishes on the written request of any two Vestries affected.

(3) In multi-congregational parishes, there shall be a Parish Council, consisting of the Churchwardens, the Lay delegates to Synod, and the Treasurer of the congregations within the Parish. The Council shall be responsible for all matters of general concern to the whole Parish; including the maintenance, housing and travel expenses of the incumbent. The Council shall meet at least once a year; and at other times at the call of the incumbent or of the officials of any two of the congregations concerned.

(4) Each congregation shall hold a meeting of its parishioners as early as possible before March 1 as laid down in Canon IV Sec. C. 4.04 under title Annual Meeting.

(a) A General Meeting of the congregation may however be called at any other time by the Bishop or incumbent, or on request of a majority of its Vestry (or Corporation in the case of the Cathedral), provided that at least two Sundays notice is given to the congregation orally at time of service and in writing upon the Notice Board or Church door. (Canon IV. Sec. C. 4.03 ss.1.)

(b) Notice of every meeting of parishioners signed by the Convener must be affixed to the Church Notice Board or Church door, at least two Sundays before the meeting is to be held. The Notice must state the time, place and purpose for which the meeting is called and should be framed following the form to be found in Appendix C.

(5) A meeting of the Vestries or Corporation (see Canon IV Sec. C4.07) should take place upon a fixed date, at least every quarter, in the interest of the congregation; but meetings may be called at any time by the incumbent upon three days' notice being given

to its members. The presence of one third of the members including the incumbent or one Churchwarden shall be necessary to constitute a meeting of the Vestry, but in no case shall a quorum be less than three persons.

(6) Convener: The Chairperson may be the Incumbent or layperson.

(7) At any meeting of the parishioners duly convened, the votes of those only who are entitled to sign the Declaration of Parishioners shall be recorded, and their decision shall bind those who are absent.

(8) The Chairperson shall have the usual powers appertaining to the Chairperson of any public meeting. The Chairperson shall have the same right of voting as if not in the Chair, but shall have no casting vote, and an equality of votes shall be considered as defeating the proposition.

(9) Minutes of proceedings and resolutions of every General Parishioners' or Vestry/Corporation meeting shall be correctly entered in a book, and unless the Minutes are read and approved at the close of the preceding meeting, the first business of every meeting after the opening prayers shall be the reading, passing and signing by the Chairperson of such Minutes of the preceding meeting.

C. 4.04 Annual Meeting

The Annual Meeting of each congregation shall be held as early as possible before March 1 for the purpose of hearing the annual statement of the incumbent, the reports of the Churchwardens, to elect or appoint Churchwardens and Vestry/Corporation members for the ensuing year, and for the election of Lay delegates to Synod; and for the transaction of any other business affecting the welfare of the congregation. A suggested order of proceedings is found in Appendix D.

C. 4.05 Declarations

There shall be a register containing signatures of Wardens and Vestry/Corporation after they have made their Declaration orally at the Annual Meeting or in the Church. See Appendix E.

C. 4.06 Churchwardens

(1) Two Churchwardens shall be chosen annually at the Annual Meeting of each congregation from amongst the communicants of the full age of 18 years, one to be appointed by the incumbent in charge, and one to be elected by the Parishioners. They shall be ex-officio members of the Vestry, and of the Parish Council, and shall continue to hold office until their successors are appointed.

(2) A Parishioner may not be a Churchwarden for more than three consecutive years without the explicit permission of the Bishop.

- (3) Churchwardens shall, before acting as such, make and sign the Declaration of Office appointed in Canon IV Sec. C.4.05.
- (4) The Churchwardens shall be responsible for the care of all Parish property, and for the conduct of Parish business and all financial matters, in an efficient manner.
- (5) If the office of Churchwarden appointed by the incumbent shall at any time become vacant by death, resignation, absence for three months without leave from the incumbent, or otherwise, the incumbent shall forthwith appoint some other fit person to the vacant office, and as soon as may be after appointment, the Minister will inform the Vestry of the name of the person chosen by him to fill the vacant office, and shall cause a written notice of the said appointment to be forthwith attached to the Notice Board of the Church, and shall announce the appointment at regular service of the congregation, and the incumbent shall immediately notify the Synod of the Diocese of any such appointment.
- (6) If the office of the Churchwarden chosen by the Parishioners shall become vacant by death, resignation, or otherwise, or absence from the discharge of duties for three months without written leave from the incumbent, a meeting of the congregation shall be called as soon as may be convenient to elect some other fit person to the vacant office; and such appointment shall be communicated immediately to the Synod of the Diocese.

In case either the incumbent or the congregation neglect or decline to appoint or elect a churchwarden within three months after the date of the Annual meeting, or after a vacancy occurs, it shall be the duty of the party who has appointed or elected a warden, whether the incumbent or the congregation, to notify the Bishop of the neglect or unwillingness of the other party. Thereupon the Bishop may give authority to the incumbent or the congregation, as the case may be, to appoint or elect the other churchwarden. The incumbent shall immediately notify the Secretary of Synod of any such appointment or election. Where the Parish is without an incumbent, whomever the Bishop has appointed as Priest in Charge shall assume the foregoing duties.

- (7) Immediately after the close of the Annual meeting and the signing of the Declaration of Office, the Churchwardens elected shall accept transfer of all Parish properties from their predecessors in office; and where appropriate shall deliver to their predecessors a receipt for the same.
- (8) It shall be the duty of the Churchwardens, and they are hereby empowered,
 - (a) to see that Divine Service is decently and regularly conducted in their congregation, if possible, at least once every Sunday, and if there be no Priest-in-charge, deacon, catechist, student or Lay Reader, to be responsible for the conduct of the service by some fit person approved by the Bishop; to have jointly with the incumbent, custody of all monies belonging to the Parish; to procure all things requisite for Divine Service, and for the supply and safe custody of all Parochial records; to have, with the incumbent, the

joint disposal of all offerings, and in the case of any disagreement between the Churchwardens and the incumbent respecting the disposal of the offering, there shall be an appeal to the Bishop as Ordinary, whose decision shall be final.

- (b) To see that all books needed for registers and records of the congregation are provided, and that the entries are regularly and duly made as required by Canon.
- (c) To secure the financing of the Parish and to collect the offerings and all contributions for general or special purposes, and have them entered in the book kept for the purpose; to pay all salaries and accounts; to keep parochial accounts; to pay all sums received for specified purposes, especially the Apportionment and other financial obligations to the Synod of the Diocese, and to submit in due time to the auditor for the purpose of making the audit, the parochial accounts for the year, with the vouchers, and lay the same before the Annual Meeting.
- (d) To respond promptly to any request from the Bishop or other appropriate person; and to report to the Bishop or Bishop's delegate any cause preventing the full exercise of the incumbent's duties in the Parish.
- (e) To keep the fabric of the church and its appurtenances in repair and insured.
- (f) To maintain good order and quiet in and about the church or place of worship during Divine Service.
- (g) To take care as far as possible that all persons attending church are accommodated and provided with books.
- (h) To give attention to the Rectory and grounds at all times.
- (i) To keep an Inventory of all land and property etc. belonging to the Parish.
- (j) To observe strictly the regulations set forth in Canon IV Sec. C. 4.12 and Sec. C. 4.13 and to see that no alteration or change of moment in the buildings or land of the Parish take place, until the endorsement of the Executive Committee has been received in writing.
- (k) By example and influence to encourage regular attendance and hearty response on the part of the congregation at Divine Worship, and generally to assist the incumbent by zeal and moral support in all matters affecting the welfare and advancement of the congregation.

C. 4.07 The Vestry

- (1) Except at the Cathedral, there shall be a vestry comprised of the following:

The Churchwardens

The Lay Delegates of Synod

The Treasurer – need not to be one of their own number.

together with not more than ten and not fewer than four persons as qualified under Canon IV Sec. C. 4.02, together at the Annual meeting of the congregation and that if possible one of those elected be a representative of the Anglican Church Women's organization of the congregation.

(2) Every person so elected shall, before acting on a Vestry/Corporation make and sign the Declaration of Office appointed in Canon IV Sec. C. 4.05 (See Appendix E).

(3) Members of the Vestry/Corporation shall hold office until their successors are elected.

(4) If a vacancy occurs on the Vestry/Corporation by reason of death or resignation, a meeting of the Vestry/Corporation shall be called to elect some other fit person to fill the vacant office, and such person as elected shall hold office until the next ensuing election of Vestry/Corporation.

(5) It shall be the duty of members of the Vestry/Corporation, and they are hereby empowered,

in every meeting to deal with all matters connected with the congregation, and to declare by resolution what shall be done in the premises, but when any large outlay of money is proposed all parishioners are to be called together to decide upon the proposal.

C. 4.08 Secretary and Treasurer of the Vestry

At the first meeting of the Vestry after the Annual meeting they shall appoint one of their own number to record the Minutes of their meetings and to act as Secretary of the Vestry and of Annual meetings; and shall elect a Treasurer who need not be an elected member of the Vestry.

C. 4.09 Organists and Choirmasters

All Organists and Choirmasters shall be appointed to their offices by the incumbent in concurrence with the Churchwardens and Vestry/Corporation, and shall be selected only from amongst such persons as are likely to perform these offices in reverence. Such officers shall be responsible to and under the direction of the incumbent in the performance of their duties. The ordering of service, including the musical portion thereof, and the use of the organ shall be under the control of the incumbent only.

C. 4.10 Auditors

The congregation shall appoint one or more auditors whose duty it shall be to audit and certify, if correct, all the books and accounts to be presented at the Annual meeting of the congregation.

C. 4.11 Parish Records

(1) Registers:

The following general Parish Registers shall be kept by the incumbent of every Parish, and upon the incumbent's resignation shall be disposed of as the Bishop or his designate may direct:

- (a) A General Register, containing the names of persons belonging to each congregation in the Parish distinguishing those who have been baptized, those who have been confirmed, and those who are communicants.
- (b) An annual list of all Churchwardens, Vestry/Corporation, and other officials in the different congregations of the Parish.
- (c) A Register of Baptisms, Confirmations, Marriages and Burials.
- (d) A Register of various Societies and Organizations belonging to the Parish, together with the names of their officers.
- (e) The Registrar of the Diocese shall upon the request of any persons give a certificate under the Registrar's hand and the Seal of the Diocese of any record in any of the registers mentioned in Section 3 which is in the Registrar's custody for which certificates the applicant shall pay a fee.
- (f) When complete all books of records and registers mentioned above should be returned to the Synod Office for safe keeping and historical records.

(2) Churchwarden's Books:

The following books shall be provided by the Churchwardens in every congregation throughout the Diocese, and shall be handed to their successors in office:

- (a) A Minute Book, in which shall be entered the proceedings and resolutions of all Vestry/Corporation and Congregational meetings.
- (b) Record of all accounts, paper and or digital, shall be kept, in which shall be entered the accounts, showing the receipts and expenditures as well as the Assets and Liabilities of the congregation in accordance with a system outlined by the Treasurer of the Diocese.
- (c) A Service Register to be kept in the Church in which shall be entered and initialed at the time, all services which take place in that congregation, with the name of the

person officiating, signed by the Officiant if possible, the number of persons present, and where appropriate the number of communicants and the amount of the offerings under their various headings.

(d) A list of all Envelope subscribers and regular contributors towards the Parochial and Synod Apportionment funds, with the amount promised or pledged. Receipts for Income Tax purposes shall be supplied to all who request them.

(e) Statistics and other information required by the Synod shall be supplied on the forms provided for the purpose, immediately after the Annual meeting of the congregation. Evidence of adequate insurance shall be provided annually.

(f) When completed all books of record and registers mentioned above should be returned to the Synod Office for safe keeping and historical records.

C. 4.12 Church Buildings, Repairs, etc.

No new Church buildings, enlargements, repairs, or renovations of any moment, or change in the fabric or furnishings of the church, parish hall, or residence, shall take place in any organized Parish until the plans, proposals, and other information in connection therewith have been submitted by the Vestry/Corporation concerned for the consideration and approval of the Bishop and Executive Committee, failing which no action shall be taken.

C. 4.13 Sites and Property (Land)

No real property shall be purchased or contracted for or sold and no debt of any kind for this purpose shall be incurred in any organized Parish until all information, plans and proposals have been submitted by the Vestry/Corporation to the Bishop and Executive Committee for their approval, failing which no action shall be taken.

C. 4.14 Housing

1. It shall be the duty of every Parish and Mission to make provision for a suitable residence or a housing allowance for the Incumbent. Where there is a multi-Parish or Mission unit, it shall be the duty of each congregation to bear its agreed share of the expenses in providing the rectory and related buildings, and the expense of repairs, improvements and other upkeep.

2. The Parish or Mission shall be responsible to provide payment for, along with the rectory, all utilities, such as heating, power, water and sewage, telephone costs (standard monthly rate and all calls related to parochial business) and one internet connection (rectory or office).

3. In a rectory provided by the parish, the parish shall be responsible for

- a. seeing that a suitable stove and refrigerator and a washer and dryer are provided and that they are maintained at parish expense and;
- b. the payment of the taxes, insurance (not on contents) and other maintenance on any rectory.

4. Housing allowance: By special agreement with the Diocese a person may receive a housing allowance as may be negotiated between the Bishop, the Parish or Mission and the Incumbent. In such cases utilities are paid for by the Incumbent.

5. As required by the Residential Tenancies Act in effect of the Province of Saskatchewan the Parish or Mission shall

- a. keep in a good, safe and healthy state and in a tenantable state of repair any part of the rectory.
- b. keep in good, safe and tenantable state of repair all services for the residential premises including continuous heating, hot and cold water, and power.

6. In keeping with the aforementioned section of the Residential Tenancies Act, the Incumbent

- a. shall be responsible for the ordinary cleanliness of the interior of the premises and for repair of damage caused by willful or negligent act of the Incumbent or any person whom the Incumbent permits on the premises
- b. is responsible for the ordinary cleanliness of the exterior of the residential premises, including the grounds, sidewalk and driveway unless otherwise agreed between the Parish or Mission and the Incumbent.

C 4.15 St. Alban's Cathedral

Parochial Organization:

The parochial organization shall be under the control of the Rector, the Churchwardens, and the Corporation.

The Rector:

The Rector shall be Senior Canon of the Cathedral. At the Bishop's pleasure, the Rector may be appointed the Dean of Saskatchewan. The appointment of the Rector shall be as follows: within three weeks of the acceptance of the Bishop of the resignation of the Rector, or a vacancy through any other cause, the Selection Committee (hereinafter provided for) shall meet with two members of the Executive Committee of the Diocese appointed by the Bishop. The meeting, chaired by the Bishop, shall discuss (a) the needs of the Diocese; (b) the needs of the Cathedral Parish; (c) the accountability of the Parish and Diocese to the Priest.

In the light of this discussion, names of possible candidates for the position may be submitted by the Bishop, and by any member of the Selection Committee for consideration by the Committee. When one or more names have been selected, the Bishop, with the permission of the Bishop whose license the clergy hold, shall obtain from them permission to nominate them. The name and qualifications of the Priest who comes first in order of preference shall be presented to the Cathedral Corporation. If the Corporation raises no objection to the nomination, then the Bishop may formally offer the position of Rector of the Cathedral, and the Senior Canonry to the designated cleric.

The Rector shall preside at the annual meeting of the congregation, and at the annual meeting for the election of delegates. In all non-diocesan services the rector shall have precedence in the Cathedral next to the Bishop. If the Bishop should appoint the Rector to be Dean of Saskatchewan, this rector shall have the status of senior Priest, and take precedence among all other Diocesan clergy at Diocesan services in whatever place they may be held.

Wardens:

There shall be two Wardens, one of whom shall be chosen annually by the Rector to be known as the Rector's Warden; and the other known as the Peoples' Warden shall be elected at the annual meeting of the congregation.

The Wardens shall be the Bishop's Wardens on any visit of the Bishop to the Cathedral. They shall be ex officio members of the Corporation.

The Corporation:

At each annual meeting of the congregation, eight members shall be elected who shall be communicants of the Church and not less than 18 years of age.

The Corporation shall be responsible for all things pertaining to the welfare and maintenance of the Cathedral. One quarter of the membership of the Corporation shall constitute a quorum.

Selection Committee:

The Selection Committee shall consist of three members of the congregation to be elected annually by ballot by the Corporation at its first meeting after the annual meeting.

Recorder and Treasurer:

A Recorder and Treasurer shall be elected annually by the Corporation at its first meeting after the annual meeting.

By-laws:

By-laws in connection with the administration of Parish affairs may be passed at any annual meeting of the congregation subject to this Canon.

In all other matters the Cathedral shall be subject to the Constitution and Canons of the Diocese.

Canon V

C 5.00 YOUTH AND VULNERABLE PERSONS

The Diocese shall have a Policy for the Protection of Youth and Vulnerable Persons which shall be approved by the Executive Committee.

Canon VI

C. 6.00 ORDER AND ELIGIBILITY FOR LICENSING OF MINISTERS AND DIOCESAN SEXUAL HARASSMENT AND ABUSE POLICY

Part I: Order and Eligibility for Licensing of Ministers Under Authority and Jurisdiction of the Bishop of the Diocese

No person shall be eligible to hold the license of the Bishop to minister in the Diocese of Saskatchewan; who, while licensed or seeking to be licensed;

- 1) willingly engages in sexual relations outside of marriage;
- 2) willingly engages in homosexual, lesbian or bi-sexual practices;
- 3) willingly engages in any sexual activity with a minor;
- 4) willingly engages in a sexual relationship with, or makes a sexual advance to, any person during a period in which such person is providing counseling, instruction or pastoral care to any person or persons, or to any staff person (other than a spouse) who is under their supervision;
- 5) fails to disclose to the Bishop a prior conviction of child sexual abuse, sexual assault, or harassment of any nature or kind under any Criminal Code or Statute in Canada or any other jurisdiction having authority to deal with such offenses, or fails to disclose any human rights award, Ecclesiastical or religious order or decision pronounced against that person, professional society discipline finding or like process, which after investigation, determined such person to have been guilty of sexual assault, harassment or misconduct.
- 6) willingly and without lawful excuse or authority ignores or refuses to pay a spousal or child support judgment or order of a competent civil Court;
- 7) willingly or voluntarily uses or abuses intoxicants, non-prescription drugs or other substances of choice, which, in the opinion of the Bishop, impedes or undermines that person's moral leadership.

In the sole discretion of the Bishop, a license denied or invalidated by reason of any of the foregoing provisions of this Canon, may be granted or restored if, in the opinion of the Bishop, the behaviour, condition or factors which caused the refusal or cancellation of the license, has been discontinued, cured, or satisfactorily rectified.

Part II: Diocesan Sexual Harassment and Abuse Policy

It is the policy of the Diocese of Saskatchewan that sexual abuse or harassment of any kind by any member of the Clergy, staff person or volunteer will not be tolerated.

The Diocese of Saskatchewan hereby adopts as its guiding principle in matters of sexual conduct, the policy that sexual conduct must not be treated as an entirely private matter between consenting adults, since others' attitudes and relationships are affected.

It, therefore, must be understood and acknowledged by all Clergy, employees, staff or volunteers, that they as a condition of their license, employment or acceptance of their voluntary services, must accept and adhere strictly to the principles established by this Canon in relation to their duties, rights and the functions which they in their respective capacities perform in this Diocese.

Without exception, all priests, employees, staff and volunteers in their pastoral duties, administrative employment and all other activities, must acknowledge and agree that, in their relationships with each other and the parishioners and others whom they serve that they adopt and will comply with the policy, principles and procedures (set out in Appendix I) of this Canon: namely that: their conduct must, in all circumstances, be considered relationships of trust, whether with children or adults, and that the greatest care must be exercised to avoid taking advantage of or wrongfully using or abusing that trust on any occasion, but particularly in circumstances held out to be for the purpose of the alleviation of stress, sorrow and frustration, or in their normal parish duties and associations.

In carrying out their duties and activities, clergy, employees, staff and volunteers, must only undertake their duties observing the strictest respect for each other's rights to privacy and confidentiality. Where counselling is deemed appropriate or advisable, it be conducted with care and sympathy having regard to the training and qualifications which the counsellor possesses and their position and authority permits them to act. No such person shall undertake the function of Counsellor or advisor to others unless they have been authorized by proper Diocesan or Parish authority.

Clergy and other Christian workers of the Diocese must recognize the dynamics of these relationships and the potential for harm and abuse or the accusations thereof as many such matters are periods of emotional upheaval. Vulnerabilities are exposed in counselling and advisory processes, and the very strengths of these relationships, namely, the expression of care and love, can easily take on inappropriate forms. The provision of care, consolation and attempts at emotional healing must be recognized as being capable of misinterpretation by those persons authorized to provide such comfort.

It is, however, fully to be understood and appreciated that allegations of sexual abuse or harassment that are unfounded, have devastating results to the reputation of those accused, which can never be removed, and that such defamatory possibilities and the damage that is caused thereby exist, as such complaints may be made for ulterior motives.

It is further the policy of the Diocese of Saskatchewan that none of its actions and/or inquiries, authorized by this Canon, be understood to conflict or interfere with the Civil or Criminal Law of Canada, or of the Province of Saskatchewan, and that the rights and protections of the accused persons and other persons affected under the Common Law and the Constitution of Canada, Constitution Act 1982 (sometimes referred to as the Canadian Charter of Rights and Freedoms) be fully respected and the requirements of this Canon shall in no way be interpreted as depriving or restricting any of the rights and privileges with which such person is endowed. It being understood that Part I of this Canon constitutes the statement of the standard of moral conduct expected and required by the Diocese of Saskatchewan of its clergy, staff, employees, volunteers and other Church members notwithstanding that such standard may conflict with civil authority relating thereto.

In dealing with complaints of sexual abuse, the following principles shall be followed:

- 1) As a priority, it is essential that all allegations of sexual abuse or harassment be taken as serious complaints requiring immediate action and investigation, but under the most strict terms of confidentiality. Recognizing that complaints of sexual misconduct of any kind bear such serious implications, all such complaints must be made by the complainant in writing, signed by the complainant or complainant's guardian or committee.
- 2) That protection of children is a matter of fundamental concern.
- 3) That an accused person will be presumed innocent and accorded full Constitutional and legal rights until proven otherwise.
- 4) If there has been harm to others, the protection of the complainant and their family from further harm or exposure to situations of further harm or intimidation therefrom, shall be of major concern. Strict confidentiality and prevention of further exposure to the continuation of the offending circumstances must be observed so that further contact will not occur, pending the determination of the complaint as herein provided.
- 5) That all complaints and or knowledge of potential situations of sexual abuse or misconduct be immediately referred to the Diocesan authorities as set out in Appendix I to this Canon. Where such matters are required by law to be reported to Civil authorities, the Chancellor or other qualified legal advisor in the absence, or inability of the Chancellor to act, shall provide advice and designate the necessary actions to be taken for the purpose of complying with the law appropriate thereto. Should no legal requirement to so report exist, the complaint shall be dealt with as provided in Appendix I hereto.
- 6) Notwithstanding the above five principles, nothing shall be done under the provisions of this Canon which might impede or interfere with a Criminal investigation relating to a complaint in the nature of sexual abuse, assault or harassment, and no action or proceeding shall be taken to interfere with the Civil or Criminal rights of any accused or other party to such complaint.

The specific procedures setting out the action required to be taken under and by Diocesan authority relating to any complaint or situation dealt with under Part II of this Canon is set out in Appendix I to this Canon, which Appendix is attached to and forms part of Canon V of the Diocese of Saskatchewan. Such procedure shall be followed, without exception, in each such complaint of or potential or suspected occurrence of likely sexual abuse, assault or harassment occurring in the Diocese of Saskatchewan.

Part III: Guidelines for Dealing with Allegations of Sexual Abuse, Assault or Harassment

Preamble and Definitions

As set out in Part II of this Canon, the Diocese of Saskatchewan is committed to preserving and protecting the welfare and dignity of all the people it seeks to serve. This Appendix sets out the guidelines of the Diocese for responding to and dealing with allegations of sexual abuse, assault or harassment by members of the clergy, Church staff, and lay volunteers. These guidelines are based on the principles already enunciated in this Canon.

These guidelines are also informed by provincial legislation which states that, in the case of children, abuse exists where, as a result of action or the lack of proper oversight, a child has:

1. suffered or is likely to suffer physical harm;
2. Suffered or is likely to suffer serious impairment or mental or emotional functioning;
3. been or likely to be exposed to harmful interaction for sexual purpose.

The law also requires that where 'there are reasonable and probable grounds to believe that a child is in need of protection' there is a duty to report the same to an officer or peace officer. The stipulation in these guidelines that reports made to the Bishop or the Bishop's Commissary be referred to the Chancellor or the Chancellor's designated agent is intended to assist the reporter in determining what are 'reasonable and probable grounds'. But it must be emphasized that these are urgent matters, and the Bishop and the Chancellor have established a protocol to ensure that they or their designated agents can be contacted at any time.

Sexual harassment does not have a neatly refined legal definition, but may include sexually oriented humor or language, inappropriate questions or comments about sexual behavior, improper comments about clothing or physical appearance, or repeated requests for social engagements in a situation where there is an employment or collegial relationship between the persons involved. Unwelcome or undesired physical contact may constitute assault. While there is generally no obligation to report incidents of sexual harassment or assault, there do exist civil avenues of prosecution in these matters. Sexual harassment is a violation of Human Rights legislation, and reports may be made to the Human Rights Commission. Sexual assault is a criminal offense, and reports may, and in some cases must be made to a designated authority.

Theological Basis

'Speaking the truth in love, we must grow up in every way into him who is the head, into Christ.' (Eph 4.15) Our common path as Christians is towards wholeness and maturity in Christ, and it is in this context that the church's policy regarding sexual abuse and harassment ought to be considered.

Christ is for us both the goal and means of our growth. As our goal, he provides us with a vision of redeemed humanity. He is the perfect embodiment of the divine image (Col 1.15; II Cor 4.4), and demonstrated a life of perfect obedience to the will of God (II Cor 5.21). By teaching and example, he respected the dignity of others, and particularly those who were weak and vulnerable (Mt 18.6; Jn 8.1-11). He sets the standard of attitude and behavior which ought to be characteristic of those who bear his name. He also supplies us with the means necessary of living after the pattern of his life, for he works in us by his Spirit to make us more like himself (Rom 8.29). He also gives us the fellowship of his Church, which itself is in the process of being made holy (Eph 5.27).

Nevertheless, Christians continue to struggle with disordered and misdirected desires. Sexual abuse and harassment constitutes an abuse of power which demeans the dignity of the victim and the offender, and threatens the fellowship of the Church. When a member of the church falls into sin, the gospel of salvation demands that both the justice and mercy of God must be proclaimed to all those who have been affected. Special consideration must be given to those who exercise pastoral leadership, since they have a particular commission to expound and exemplify the teachings of the church (I Tim 3-5; Tit 1.5-9; Jas 3.1; II Pet 2.2).

When instances of sexual abuse or harassment are reported, the church must take the necessary steps to ensure that such reports are handled promptly, fairly and confidentially. We recognize that reports may be unfounded, or that they may even be willful and malicious. False reports of sexual misconduct can be as damaging to individuals and the fellowship of the Church as true reports. In either case, the church must endeavor to elicit the admission of guilt, the administration of discipline, the offer of forgiveness, and, eventually, restoration. In this and in all things, we seek to be governed by the Scriptural vision of wholeness and maturity in Christ. 'For the grace of God has appeared, bringing salvation to all, instructing us to renounce ungodliness and worldly desires and to live lives that are self-controlled, righteous and godly in the present age, while we wait for the blessed hope and the appearing of the glory of our great God and Saviour, Christ Jesus.' (Tit 2.11-13)

Procedures

A. The Lodging of a Complaint or Charge

1. Any member of the Diocese who has any information which would lead a person to believe that an individual is being or has been abused, assaulted or harassed, or is in danger of being abused, assaulted or harassed by a member of the clergy, a Church staff person or lay volunteer,

shall immediately provide a written report containing the alleged facts and their source to the Bishop or, in the event of the Bishop's unavailability, the Bishop's Commissary. The Bishop or the Commissary shall consult with the Chancellor, or, in the Chancellor's absence, the Chancellor's designated agent, and advise the informant whether a formal report must be made to an officer or peace officer and, in the case of a child, to the parent or guardian. If the alleged offender is the Bishop, this information shall be reported to the Metropolitan.

2. In the event the Bishop or his Commissary receives a complaint of sexual harassment or assault where the reporter, on the advice of the Chancellor or his agent, is not required to involve civil authorities, the procedure shall be that detailed in section III.C. below. If civil authorities become involved, the procedure shall be the same as that prescribed in section III.B.

B. Complaint of Sexual Harassment or Assault involving the Civil Authorities

1. Within forty-eight hours of receiving this report, the Bishop shall convene a meeting of an Abuse Advisory Team (Advisory Team). The Advisory Team shall be made up of at least two, and at the most three persons, and should include a mixture of male and female, lay and ordained persons. One member shall be a priest currently active in parish ministry, and for the Selection of the other member(s) of the Advisory Team, special consideration should be given to those with professional experience in the intervention and treatment of abused persons, and those with legal expertise. Team members may be required to testify in civil proceedings.

2. Only the Bishop, or the Bishop's designate (who is not a member of the Advisory Team), is authorized to speak to the media.

The Advisory Team has the following functions:

- a) a resource to the Bishop in all dealings with allegations of abuse, proceedings.
- b) facilitate the provision of pastoral resources to the complainant and family, to the accused, and to the parish community, as required or requested by the Bishop or the individuals involved.

3. If in the opinion of the Chancellor the civil process or the rights of the accused will not be interfered with, the Bishop shall, in the case of a member of the clergy or a person employed by the diocese, suspend such accused person from all duties. The Bishop must advise the accused that he or she need not make any statement or answer and that he or she should contact a solicitor, or that he or she may obtain legal advice without charge through the Legal Aid branch of the Provincial Justice Department. In the case of an accused person who is employed by a parish or is a lay volunteer within a parish, the Bishop shall require the rector or incumbent to suspend the accused from all duties. The rector or incumbent shall advise the accused that he or she need not make any statement or answer and that he or she should contact a solicitor, or that he or she may obtain legal advice without charge through the Legal Aid branch of the Provincial Justice Department. The above actions will be performed with the clear understanding that:

- a) the accused is presumed innocent until proven guilty; and
- b) in cases where the person is a member of the clergy or is employed by the diocese, the suspension is with pay; and
- c) in cases where the person is an employee of a parish, the rector or incumbent shall suspend the employee and shall recommend to the parish that the suspension be with pay.

Any suspension shall remain in effect until the allegations have been investigated and concluded. The parish wardens shall be notified immediately of any action by the Bishop. During the suspension period, an accused person who is a member of the clergy, or is employed by the diocese, is prohibited from attending all public functions of the parish involved, including worship. In cases where a person engaged by a parish has been suspended by the parish, the suspension shall prohibit the person from attending all public functions of the parish involved, including worship. In cases where the accused is a lay volunteer, that person will be requested to refrain from attending all public functions of the parish involved, including worship. This is intended to protect both the accused and the complainant. All information pertaining to the allegations, and the action of the Bishop or the parish, shall be held in strictest confidence.

4. Having informed the accused of constitutional rights and the right to silence, and of the right to legal aid, according to directions given by the Chancellor, the Bishop shall invite the complainant and/or the complainant's family, and, on a separate occasion, the accused, to meet with the Advisory Team. The purpose of this meeting is to provide an opportunity for those involved in making and receiving the allegations to share the substance of their complaint and any answer or defense and the various accompanying emotions and reactions, and to do so in a pastoral context. The Advisory Team shall offer information and encouragement regarding relevant support systems and counselling. In cases where new allegations are made in the context of this meeting, the complainant shall be directed to the Bishop and to the civil authorities. The complainant and accused must be made aware that this is a pastoral process and not an investigative one.

The Complainant and the accused may choose to meet directly with the Bishop, rather than with the Advisory Team. In such cases, the Bishop should use the Advisory Team as a consultative resource.

5. Provision may be made for counselling for the complainant and the accused, and their families, during the suspension period. Participation in this counselling would not be interpreted as evidence of an offense or as an admission of guilt.

6. Upon completion of the investigation by the civil authorities, the following steps shall be taken:

a) In cases where no charges (criminal or otherwise) are laid:

i) If the Bishop is satisfied that all allegations have been properly handled and investigated, the Bishop shall, in the case of an employee of a parish or a lay volunteer within a parish, recommend the parish reinstate the accused. In the case of the suspension of a member of the clergy, the Bishop shall, unless otherwise requested by the accused, attend the main worship of the parish in question on the Sunday following the completion of the investigation, and publicly reinstate the accused.

Where the accused has been suspended by the rector or incumbent, the accused will be offered public reinstatement by the rector or incumbent.

ii) Mediation counselling shall be offered to the accused and the complainant. In many cases, it will be appropriate to involve the respective families in mediation.

iii) Provision may be made for counselling for all parties, including the accused, the complainant, the families, and the parish community.

There may be cases where, while no criminal charges are laid, the Bishop, in the case of a member of the clergy or a diocesan employee, or the vestry or corporation, in the case of an employee of the parish or a lay volunteer within the parish, may have real doubt as to whether Church discipline or pastoral standards have been transgressed. In these cases, where the accused is a member of the clergy, action may be taken in accordance with the General Synod and Diocesan Canons on Discipline. This action should be taken only in consultation with the Chancellor and when there has been a clear infraction of church discipline or pastoral standards sufficient to answer civil claim. In other cases, the Bishop may remove the person from employment or position within the Diocese and the vestry or corporation may remove the person from employment or position within the parish. In any event, the Bishop, vestry or corporation should consult with the Chancellor and the Advisory Team before taking any action to reinstate the accused.

b) in cases where criminal charges are laid:

i) the suspension, as set out in section III.B.3., shall remain in effect until all charges are disposed of.

ii) where the accused is a member of the clergy, the Bishop shall attend the main worship service of the parish in question on the following Sunday and publicly inform the parish membership of the situation. In cases where the accused is an employee of the parish or is a lay volunteer within the parish, the rector or incumbent shall similarly inform the parish membership by a statement approved by the Chancellor.

iii) If the accused is convicted of a criminal charge arising from the allegations and has exhausted his or her remedies of appeal, that person will be immediately and indefinitely suspended from all duties and responsibilities by the Bishop, vestry or corporation, as the case may be. In cases where the accused is a member of the clergy, the Bishop shall attend the main worship service of the parish on the Sunday following a conviction, and publicly inform the parish membership of the situation. In cases where the person is an employee of the parish or is a lay volunteer of the parish, the rector or incumbent shall similarly inform the parish membership of the situation. Where the convicted person is a member of the clergy, the Bishop and the Advisory Team shall arrange a parish counselling/debriefing workshop or retreat, to take place within four weeks of a conviction.

iv) If the person is acquitted of the criminal charge, or if for some reason the criminal charge is stayed, the steps set out in section III.B.6.a shall be followed.

7. The question of the reintegration of a convicted offender into full parish life and ministry lies beyond the scope of these guidelines. However, this much needs to be said: while the Church is committed to reconciliation and the restoration of communal and personal wholeness, it is also fundamentally committed to the nurture and protection of its most vulnerable members.

C. Complaint of Sexual Harassment or Assault not involving the Civil Authorities

1. Upon receipt of the complaint, the Bishop or the Bishop's chosen designate(s), after receiving the Chancellor's advice to proceed, will meet with the alleged victim within one week. The purpose of this meeting is to:

- a) establish the basis of the allegations; and
- b) ensure that the complaint is made in writing (including name of complainant, home and work telephone numbers, location of workplace, nature of complaint, alleged harasser's name, and details of complaint);
- c) get written consent to approach the accused with the complaint.

2. Where the complainant resolves not to file a complaint with civil authorities, and where the Bishop or the Bishop's chosen designate(s), in consultation with the Chancellor or the Chancellor's agent, believes that the conduct in question may constitute sexual harassment or assault, the Bishop (or they) shall arrange to meet with the accused without delay. The purpose of this meeting is:

- a) to present the accused with the written allegations and to determine what further actions may be necessary; and
- b) to inform the accused of the right to be represented by legal counsel or other person of choice at any stage of the process.

i) If admission of guilt is freely and voluntarily made, the Bishop shall, in consultation with the Chancellor, the complainant, and, where relevant, the Abuse Team, invoke such disciplinary action as the Bishop deems appropriate.

ii) If no admission or acknowledgment of complicity is made and where further investigation is warranted, the investigation shall be undertaken by a person, or persons, appointed by the Bishop.

3. If a case proceeds to further investigation, the Bishop shall, in the case of a member of the clergy or a person employed by the diocese, suspend such accused person from all duties. In the case of an accused person who is employed by a parish or is a lay volunteer within a parish, the Bishop shall require that the rector or incumbent suspend the accused from all duties; with the clear understanding that:

a) the accused is presumed innocent until proven guilty; and

b) in cases where the person is a member of the clergy or is employed by the diocese, the suspension is with pay; and

c) in cases where the person is an employee of a parish, the rector or incumbent may recommend to the parish that the person be suspended with or without pay.

Any suspension shall remain in effect until the allegations have been properly investigated and concluded. The parish wardens shall be notified immediately of any action by the Bishop. During the suspension period, an accused person who is a member of the clergy, or is employed by the diocese, is prohibited from attending all public functions of the parish involved, including worship. In cases where a person engaged by a parish has been suspended by the parish, the suspension should prohibit the person from attending all public functions of the parish involved, including worship. In cases where the accused is a lay volunteer, that person will be requested to refrain from attending all public functions of the parish involved, including worship. This is intended to protect both the accused and the complainant.

4. The Bishop shall invite the complainant, and, on a separate occasion, the accused, to meet with the Advisory Team. The purpose of this meeting is to provide an opportunity for those involved in making and receiving the allegations to share the substance of their complaint or defense and the various accompanying emotions and reactions, and to do so in a pastoral context. The Advisory Team shall inform the accused of charter rights and the right to silence, and of the right to legal aid, according to directions given by the Chancellor, and provide information and encouragement regarding relevant support systems and counselling. In cases where new allegations are made in the context of this meeting, the complainant should be directed to the Bishop and those investigating the case. The complainant and accused must be made aware that this is a pastoral process and not an investigative one, and that all proceedings will be kept absolutely confidential, unless the complaint becomes a civil matter and thereby subject to witnesses being called under subpoena.

5. Provision may be made for counselling for the complainant and the accused, and their families, during the suspension period. Participation in this counselling would not be interpreted as evidence of an offense or as an admission of guilt.

6. Those in charge of the investigation shall, upon completion of their investigation, report to the Bishop the full details of the investigation in writing, and shall render to the Bishop a decision as to whether or not the complaint is well-founded.

a) In the event the decision substantiates the allegations, action may be taken in accordance with the General Synod and Diocesan Canons on Discipline where the accused is a member of the clergy. In other cases, the Bishop may remove the person from employment or position within the Diocese and the vestry or corporation may remove the person from employment or position within the parish. In any event, the Bishop, vestry or corporation shall consult with the Advisory Team before taking any action to reinstate the accused.

(i) In cases where the accused is a member of the clergy, the Bishop shall, by the Sunday following the Bishop's disciplinary action, inform the parish membership of the situation without disclosing the nature of the complaint. In cases where the person is an employee of the parish or is a lay volunteer of the parish, the rector or incumbent shall similarly inform the parish membership of the situation, without disclosing the nature of the complaint. Where the offender is a member of the clergy, the Bishop and the Advisory Team shall arrange a parish counselling debriefing workshop or retreat, to take place within four weeks of the Bishop's disciplinary action.

ii) The accused shall be informed of the right to appeal the decision and discipline under the General Synod and Diocesan Canons on Discipline.

b) In the event the decision does not substantiate the allegations, and if the Bishop is satisfied that all allegations have been properly handled and investigated the Bishop shall, in the case of an employee of a parish or a lay volunteer within a parish, recommend the parish reinstate the accused. In the case of the suspension of a member of the clergy, the Bishop shall, unless otherwise requested by the accused, attend the main worship of the parish in question on the Sunday following the completion of the investigation, and publicly reinstate the accused. Where the accused has been suspended by the rector or incumbent, the accused will be offered public reinstatement by the rector or incumbent.

7. Mediation counselling shall be offered to the accused and the complainant. In some cases, it will be appropriate to involve the respective families in mediation.

8. Provision may be made for counselling for all parties, including the accused, the complainant, the families, and the parish community.

Adult Survivors of Childhood Abuse

A. In cases where the allegations are made by adult survivors of past abuse at the hands of clergy, Church staff or volunteers, it needs to be recognized that, while the complainant may not be at risk, there is a possibility that others may currently be at risk.

B. The steps outlined above can be adapted to suit such a situation. In these cases, the complainant shall be advised to make a report to the Bishop or the Bishop's Commissary, who, in consultation with the Chancellor or the Chancellor's agent, will advise with regard to making a report to civil authorities. The suspension process outlined in section III.C.3. may be implemented at the Bishop's discretion. If criminal charges are laid, the suspension process outlined in section III.B.3 shall be followed. The counselling provisions shall remain as outlined in section B.4, 5 and 6

C. There may be cases where adult survivors are unwilling to pursue the process beyond making an allegation known within Church structures. For some, the prospect of going through charging an alleged offender with a criminal offense is simply too daunting. In such cases, the Bishop may take action in accordance with the General Synod and Diocesan Canons on Discipline. It must be understood that cases of past abuse, brought forward by adult survivors pose the thorniest problems. Any action taken by the Bishop in such cases must be done in full consultation with the Chancellor and the Advisory Team.

Canon VII

C 7.00 ON MARRIAGE IN THE CHURCH

Preface

1. The Anglican Church of Canada affirms, according to our Lord's teaching as found in Holy Scripture and expressed in the form of Solemnization of Matrimony in the Book of Common Prayer, that marriage is a lifelong union in faithful love, and that marriage vows are a commitment to this union, for better or for worse, to the exclusion of all others on either side. This union is established by God's grace when two duly qualified persons enter into a covenant of marriage in which they declare their intention of fulfilling its purposes and exchange vows to be faithful to one another until they are separated by death. The purposes of marriage are mutual fellowship, support, and comfort, and the procreation (if it may be) and nurture of children, and the creation of a relationship in which sexuality may serve personal fulfillment in a community of faithful love. This covenant is made in the sight of God and in the presence of witnesses and of an authorized minister.

2. The Church affirms in like manner the goodness of the union of man and woman in marriage, this being of God's creation.² Marriage also is exalted as a sign³ of the redeeming purpose of God to unite all things in Christ,⁴ the purpose made known in the reunion of divided humanity in the Church.⁵

3. The Church throughout its history has recognized that not all marriages in human society conform, or are intended to conform, to the standard here described. For this reason, in the exercise of pastoral care as evidenced in the earliest documents of the New Testament, the Church has from the beginning made regulations for the support of family life, especially among its own members.

4. Aspects of the regulation of marriage in the apostolic Church are recorded in the New Testament. A new standard of reciprocal love between husband and wife was introduced leading towards an understanding of their equality.⁶ In preparation for marriage Christians were directed to seek partners from among their fellow believers.⁷ In Christ's name separated spouses were encouraged to seek reconciliation.⁸ In his name also divorce was forbidden though not without exception.⁹ In certain circumstances a believer already married to an unbeliever might be

² Gen 1: 27-31

³ Eph. 5: 31f.

⁴ Eph. 1: 9f.

⁵ Eph. 2: 11-16

⁶ I Cor. 7: 3f., 11: 11f., Eph. 5: 21-33, cf. Gal. 3: 28

⁷ I Cor. 7: 39, II Cor. 6: 14, cf. I Thess. 4: 2-8 (RSV)

⁸ I Cor. 7: 10f.

⁹ Matt. 5:31f., Mark 10: 2-9, cf. Mal. 2:13:16

declared free from such a marriage bond;¹⁰ in others, and here in the name of Christ, remarriage during the lifetime of a former spouse was described, with one exception, as an adulterous union.¹¹

5. From these principles and precedents the church, living in many cultures and in contact with many different systems of law, has sought in its rites and canons to uphold and maintain the Christian standard of marriage in the societies in which believers dwell. This standard and these rites and canons pertain to the selection of marriage partners, preparation for marriage, the formation of a true marriage bond, the solemnization of marriage, the duties of family life, the reconciliation of alienated spouses, and to the dissolution of marriage and its consequences.

6. All members of this Church, in fulfilling the obligations of the People of God, share according to their circumstances in the obligation to uphold Christian standards of marriage in human society especially by care for their own families and by neighbourly care for the families of others. Special obligations rest upon certain members of the Church as set forth below.

7. The particular duties of the clergy, described in part elsewhere in this Canon, include the provision of education for marriage and family life, the solemnization of marriage, the pastoral care of families, the encouragement of reconciliation of estranged spouses, and the pastoral care of those whose family ties have been broken or interrupted by death, sickness, poverty, enforced absence, human weakness, or by wilful act.

8. The duties of the laity, according to their several circumstances, are to share with the clergy the responsibility for upholding family life, in particular:

- a) by their presence with friends and neighbours at weddings to bear witness to their support of those who marry;
- b) to safeguard the legality of marriages by readiness to allege promptly any cause or just impediment which might make a proposed marriage unlawful;
- c) to promote and encourage the use of the professional skills that serve family life;
- d) as spouses, to be faithful to their own marriage vows;
- e) as parents, guardians, god-parents, teachers, or other fully qualified persons, to guide children and young persons in preparation for family life;
- f) as neighbours, mutually to promote the welfare of families, and to seek the reconciliation of any whose family life is impaired or broken;
- g) as communicants, to uphold the Church's discipline, and to seek the restoration to communion of any who have become alienated or are excommunicate; and

¹⁰ I Cor 7: 12-16

¹¹ Matt. 19: 9, Mark 10: 11f., Luke 16: 18, cf. Ro. 7:3

h) as citizens, to work for the maintenance of just laws for the welfare of family life.

Canon VII: Regulations Appendix I

Part I

PREREQUISITES FOR MARRIAGE

1. Notice

It shall be the duty of those who intend to marry to give notice to the minister at least 60 days before the day proposed for the wedding, except that the minister may waive this requirement for sufficient cause in which case the minister shall notify the Bishop of the diocese in writing, stating the reason for the decision.

2. Preparation

It shall be the duty of the incumbent, when application is made for matrimony to be solemnized, to inquire whether there is any impediment either to the marriage or to the solemnization thereof. It shall also be the duty of the incumbent or designate, to review with the parties to the marriage, the issues outlined in Schedule A annexed hereto and to recommend strongly to the parties that they avail themselves of a marriage preparation course or program so that all who seek marriage in the Church may come to it with a Christian understanding of its purpose and a practical understanding of the realities of marriage, and may be encouraged to give effect with God's help to the vows which they are preparing to make. The parties to the intended marriage, after due consideration, shall be encouraged to sign the Declaration of Intent to Marry as established and approved by the Bishop of the diocese.

3. Impediments of Kindred and Affinity

In making the inquiries directed in clause 2 above, the minister shall, with respect to the impediments of kindred and affinity, be governed by the following table in which marriages between certain persons are forbidden:

A Man may not marry his:

1. Mother
2. Step-mother
3. Mother-in-law
4. Daughter
5. Step-daughter
6. Daughter-in-law
7. Sister
8. Grandmother
9. Grandfather's wife
10. Wife's grandmother
11. Grand-daughter

A Woman may not marry her:

1. Father
2. Step-father
3. Father-in-law
4. Son
5. Step-son
6. Son-in-law
7. Brother
8. Grandfather
9. Grandmother's husband
10. Husband's grandfather
11. Grandson

- 12. Wife's grand-daughter
- 13. Grandson's wife
- 14. Aunt
- 15. Niece

- 12. Husband's grandson
- 13. Grand-daughter's husband
- 14. Uncle
- 15. Nephew

4. Age

No minister shall solemnize the marriage of persons either of whom is under sixteen years of age except in exceptional cases as approved by the Bishop of the Diocese.

5. Requirements of Civil Law

The minister shall ensure that all the requirements of the civil law of the province have been met, in particular that all prerequisite notices, medical certificates, and consents of parents, guardians, or others, have been respectively given, completed, and obtained.

6. Licenses and Banns

The minister shall not solemnize a marriage unless the parties have obtained a license from the proper authority.

7. Publication of Banns

Although banns are not required and do not conform with the civil law, some persons may still wish that they be read. In such case, banns are to be published in the following manner:

- a) They shall be called in the church three several Sundays during divine worship after the accustomed manner.
- b) Where either or both of the parties are accustomed to worship in a church or churches other than their own parish church, the banns may be called in the church or churches in which they worship, provided the custom of the diocese allows such procedure.
- c) The minister shall say: I publish the Banns of marriage between N. of... and N. of.... . If any of you know cause or just impediment why these two persons should not be joined together in Holy Matrimony, you are to declare it. This is the first (or second or third) time of asking.
- d) After the final calling their publication shall be recorded as required, and if the marriage is to be solemnized elsewhere the appropriate certificate shall be forwarded to the officiating minister.

8. Certain Marriage Forbidden

Except as provided in Part III or Part IV of this Canon, no minister shall solemnize the marriage of two persons one of whom has been a party to a ceremony of marriage with a third person now living.

9. Baptism

The Form of Solemnization of Matrimony in the Book of Common Prayer is provided for the marriage of Christians. No minister shall solemnize matrimony between two persons neither of whom has been baptized. If two persons, one of whom has not been baptized, desire to be so married, the minister shall refer the matter to the Bishop of the diocese whose order and direction shall be followed.

10. License and Permission of Minister to Solemnize Marriage

- a) Every minister who solemnizes a marriage must hold a valid license or permit to officiate at marriage in that place.
- b) The minister must also have the license or authority of the Bishop of the diocese in which the marriage is to be solemnized.
- c) The officiating minister must have obtained the consent of the incumbent of the parish in which the marriage is to be solemnized if the officiating minister is not licensed to that parish.
- d) The discretion of a minister to decline to solemnize any particular marriage shall not be abrogated by this Canon.

Part II

THE SOLEMNIZATION OF MATRIMONY

11. Place of Marriage

Marriage shall be solemnized in the body of the church except for sufficient cause, in the face of the congregation and of the friends and neighbors of those who come to be married. Every marriage shall be solemnized in the presence of at least two witnesses in addition to the officiating minister.

12. Incumbent in Charge of Service

The incumbent shall be responsible for the conduct of the marriage service. Hymns or anthems sung at the service shall be those only which may be found in Holy Scripture, in the books of Common Prayer or Common Praise, or in texts approved by ecclesiastical authority.

13. Marriage to a Non-Christian

The form of Solemnization of Matrimony is intended to be used in marriages between Christians. For purposes of this Canon, a person is a Christian who has been baptized and who is prepared to reaffirm Baptismal vows.

Where one of the parties to a marriage does not consider himself/herself to be a Christian, the minister may, nevertheless, use the Form of Solemnization as deemed to be appropriate. The

form may be used with such modifications as may be permitted by the Bishop. In the vow, the non Christian may omit the words ‘holy’ and ‘according to God’s ordinance’, but no other change may be made to the vow or to the declaration of intention.

14. Parish and Civil Registers

It is the duty of the officiating minister to record the information required by the civil authority as well as the information necessary for pastoral care in the manner following:

- a) At the time of marriage the minister shall enter the several particulars relating thereto in a register to be retained in the parish for this purpose. In this parish register the Minister shall record the particulars of baptism, confirmation, and church membership of the respective parties, and the address of their intended residence.
- b) The minister shall also record in such other register or form as may be required by the civil law the particulars prescribed by that law, and shall duly report the same to the appropriate authority.

Part III

DETERMINATION OF MARITAL STATUS UNDER THIS CANON

15. Definitions

- a) “Marriage “as defined by this Canon means that union described in the Preface of this Canon and further described in Section 16 of this part.
- b) “Commission” as used in this Canon means the Ecclesiastical Matrimonial Commission established under Part VI of this Canon, and the effect of a decision of a Commission shall be as stated in section 30 of Part VI.

16. Conditions of Valid Marriage under this Canon

The question of whether a purported marriage constituted a marriage as defined by this Canon shall be determined by the Commission in accordance with the following principles:

- a) The parties to a marriage are not qualified for the purpose of this Canon to marry each other if:
 - i) subject to section 4 of Part I of this Canon, either of them is under the age of 16 years,
 - ii) they are related to each other by blood or marriage within the prohibited degrees listed in the Table of Kindred and Affinity set out in section 3 of Part I of this Canon, or
 - iii) either of them has gone through a ceremony of marriage with a person who is living at the time of the application, unless;

a) the previous ceremony of marriage has been found, as provided in this part, by the Commission not to have been a marriage as defined by this Canon and therefore not to be an impediment to marriage under the Canon Law of this Church; or

b) the previous marriage has been found by the Commission to have been dissolved or terminated according to the civil law applicable thereto and permission to marry has been given by the Commission, as provided by Part IV of this Canon.

b) The contract of marriage requires the free and voluntary consent of the parties to marry each other upon the terms set out in the preface of this Canon, based upon adequate understanding by each of them of the nature of the union and of the mutual relations of husband and wife and of parents and children.

c) Consent to marry is not present where:

i) one of the parties is at the time of the contract of marriage incapable by reason of mental defect, mental illness, alcoholic intoxication, or the influence of a drug, of having the necessary understanding or giving the necessary consent;

ii) one of the parties has been induced to consent by duress, by coercion, or by fear;

iii) one of the parties gives consent after having been abducted and before being set free;

iv) one of the parties is at the time of the contract of marriage mistaken with respect to the nature of the contract or of the union, or with respect to the identity of the other party;

v) one of the parties at the time of the covenant of marriage was deceived by misrepresentation, concealment or other deception with respect to facts which have threatened life or adversely affected or endangered health or have been seriously detrimental to the establishment of the covenant, including among other things, misrepresentation, concealment or other deception relating to:

a) venereal disease, AIDS

b) addiction to drugs or alcohol

c) pregnancy, except as a result of intercourse with the marriage partner

d) homosexual practice

e) violence, sadistic conduct, or other abnormal practices;

vi) the marriage has been agreed to upon a condition which is illegal, impossible or contrary to the nature of the union, as defined in this Canon;

vii) the marriage is intended to be a sham or mere form;

viii) either party is incapable of consummating or unreasonably refuses to consummate the marriage by sexual intercourse, unless for reasons of health or age or other serious cause; or

ix) one of the parties is not a Christian and there is a condition taken that the Christian party shall be entitled to adhere to and practice Christianity or to bring up any children of the union as Christians, and the non-Christian party assents to the condition without intending that it shall be satisfied.

d) In the cases mentioned in sub-sections (ii), (iii), (iv), (v) and (ix) hereof, the party coerced, mistaken or deceived or otherwise imposed upon may by an act of will approbate the marriage and continue to cohabit with the other party when free to cease cohabitation after being freed from coercion, fear or abduction or after learning of the mistake, deception, concealment or other circumstance constituting the defect. What constitutes approbation is a question of fact in each case. The effect of approbation for the purpose of this canon is to validate the marriage.

e) Nothing contained in this Canon shall authorize the solemnization of a marriage known to the minister or either of the parties to be invalid by civil law.

17. Conditions Governing Application Regarding Canonical Status

a) An application for declaration of marital status under this Canon may be made where the applicant has gone through a ceremony of marriage with a person living at the time of the application and it is alleged that the ceremony did not constitute a marriage as defined by this Canon and where the marriage or purported marriage:

i) has been annulled or declared null and void or dissolved or otherwise terminated by a legislature or court, or

ii) is alleged to have been dissolved or otherwise terminated according to the civil law properly applicable thereto, by an extra-judicial or non judicial and non-legislative act or event.

b) An application under this section may be made by a person who has gone through a ceremony mentioned in sub-section (a) of this section and who is:

i) a member of this Church, or

ii) a person who desires to marry according to the rites of this Church.

c)

i) An application under this section not made in the course of or with a view to proceedings preliminary to a marriage shall be made to the incumbent of the parish or mission where the applicant resides or is accustomed to worship.

iii) An application under this section made in the course of or with a view to proceedings preliminary to a marriage shall be made to the incumbent of the parish or mission where it is desired that the intended marriage be celebrated.

iv) The incumbent receiving the application shall investigate it to the best of his or her ability and forward the application, together with his or her report thereon, through the appropriate channels to the Commission.

18. Form of Application

a) An application for declaration of marital status under section 17 shall be made in writing and signed by the applicant and shall contain the information required by the Commission as approved by the Bishop.

b) The application shall be accompanied by:

i) a certificate of performance or registration of the ceremony issued by a competent authority;

ii) the original or a copy of the legislative act or the judgment or decree and of any other document necessary for proof of any fact, and proof of its authenticity;

iii) statements in writing verifying all other relevant facts not within the knowledge of the applicant signed by persons having knowledge of the facts; or

iv) where there has been no legislative act and no judgment or decree as above mentioned, a reasoned opinion in writing, signed by a person professionally qualified to give an opinion in respect of the law in question, verifying that the purported marriage has been dissolved or otherwise terminated.

19. Decision of Commission

a) On an application for declaration of marital status under section 17 of this part, the Commission, when all relevant facts have been proved to its satisfaction, shall determine whether the ceremony gone through by the applicant resulted in a marriage under this Canon.

b) If the Commission determines that the ceremony did not result in a marriage under this Canon and if the Commission is satisfied that the marriage or purported marriage has been annulled or declared null and void or dissolved or otherwise terminated by a legislature or competent court, or has been dissolved or otherwise terminated by another

act or event according to the law properly applicable thereto, and that no civil impediment to the marriage of the applicant exists, the Commission shall make a declaration that the ceremony in question did not result in a marriage under this Canon and therefore does not constitute an impediment to marriage under the Canon Law of this Church. In all other cases, the Commission shall declare that impediment exists.

c) Where there has been a failure to obtain any consent of a parent, guardian or other person, other than a party to the marriage, whose consent is required by the applicable civil law and where the marriage has been annulled on this ground by a competent court, the Commission may make a declaration that the ceremony in question did not result in a marriage under this Canon and therefore does not constitute an impediment to marriage under the Canon Law of this Church.

20. Presumption of Death

a) An application for declaration of marital status under this Canon may be made to the Commission by a person who desires to be married according to the rites of this Church and who has been a party to a marriage with a person:

i) in respect of whom a judicial declaration of presumption of death has been made by a competent court,

ii) who is missing and presumed dead but whose death has not been officially confirmed and in respect of whom no judicial declaration of presumption of death mentioned in sub-section (i) has been made.

b) For the purpose of the application a court exercising civil jurisdiction in any part of Canada acting under legislation of Canada or of a province is deemed to be a competent court, whether the declaration is made under legislation related to marriage or under other legislation. The jurisdiction of any other court whose declaration is relied on must be proved to the satisfaction of the Commission.

c) The application shall be made in accordance with the provisions of section 17, sub-sections (c) (ii) and (iii) and such other information as required by the Commission as approved by the Bishop.

d) The application shall be accompanied by a certified copy of the judicial declaration, if any, relied on by the applicant, a statement or statements in writing signed by the person or persons having knowledge of the facts on which the allegation of death is based, and a statement in writing signed by the applicant setting out his or her belief in the death of the other party to the marriage and the reasons for that belief.

e) If the Commission is satisfied that the missing party to the marriage or ceremony of marriage is dead, as far as can be ascertained at the time of the application, the Commission may make a finding to that effect and make a declaration that the marriage

or ceremony of marriage between the applicant and the mission party does not at the time of the declaration constitute an impediment to the marriage of the applicant under the Canon Law of this Church. Otherwise, the Commission shall dismiss the application without prejudice to a later application.

f) A person who has obtained a declaration under this clause shall on production of the license declare to the intended celebrant that he or she has no reason to believe and does not believe that the other party to the former marriage or ceremony of marriage is alive.

Part IV

THE REMARRIAGE OF A DIVORCED PERSON

WHOSE FORMER PARTNER IS LIVING

21. Application for Permission to Remarry According to the Rites of the Church

a) An application for permission to marry each other according to the rites of this Church may be made by two persons, one or both of whom has or have gone through a ceremony or ceremonies of marriage with a person or persons now living not a party or parties to the application, if the prior marriage or marriages is or are not questioned under this Canon in the application but has or have been dissolved or terminated by a legislature or legislatures or a court or courts or by another act or acts or event or events according to the law or laws applicable thereto. Where a marriage or purported marriage has been annulled for a defect not mentioned in section 16 of Part III of this Canon, and no defect mentioned in that section is alleged in respect thereof, it shall be deemed for the purposes of this Canon to have been dissolved.

b) The application shall be made to the incumbent of the parish or mission where it is desired that the intended marriage be celebrated. The incumbent shall investigate the application as thoroughly as possible and forward it together with the report thereon, through the appropriate channels, to the Ecclesiastical Matrimonial Commission established under Part VI of this Canon, having jurisdiction in the diocese.

c) An exception to this process may be made:

i) where both parties to the intended marriage normally reside at a significant distance from the proposed place of marriage, or

ii) where the parties live at a significant distance from each other, or

iii) where other circumstances require special arrangements,

in which case the interviews and investigation shall be arranged for by the incumbent through responsible persons who are readily accessible to one or both of the partners to the intended marriage.

d) The application shall be made in writing and signed by both applicants and shall contain the information required by the Commission as approved by the Bishop of the diocese.

e) The incumbent or the persons responsible for interviews and investigation shall attend to the question of pastoral care of former partners who are not applicants (as required of the Ecclesiastical Matrimonial Commission as directed by the Bishop of the diocese), and ensure, where needed and possible, that pastoral care is provided from an appropriate source.

22. Permission to Remarry According to the Rites of the Church

Permission to remarry according to the rites of this Church, notwithstanding the marriage or marriages of either or both applicants to another person or persons now living, should be based on a reasonable belief that the applicants understand the nature of Christian marriage as stated in this Canon and intend to enter into such a marriage, and reasonable hope that they will continue in that relationship during their joint lives. Permission may be granted by the commission to the applicants if the Commission is satisfied that:

a) any prior marriage in question has been validly dissolved or terminated in accordance with the law properly applicable thereto;

b) the applicant concerned tried in good faith before dissolution to effect reconciliation with the other party;

c) adequate provision has been made for a former spouse of a divorced applicant, according to the means and needs of the applicant and the means and needs of the former spouse;

d) proper provision has been made for the care, maintenance, education and advancement of minor, disabled or otherwise dependent children of any prior marriage;

e) if the children of a prior marriage are to live with the applicants, there is a reasonable prospect that the family relationship will be satisfactory;

f) the applicants understand the Christian Doctrine of marriage as defined in this Canon, and intend to enter into such a marriage, and believe on reasonable grounds that they have the capacity to enter into and sustain the marriage during their joint lives.

23. Refusal of Permission

a) If permission is not granted, the Commission shall, subject to subsection 23(c) of this Part, dismiss the application, giving reasons in writing which shall be communicated to the applicants through the incumbent.

b) On being notified of dismissal of the application, the applicants may, within 30 days after receipt of notice, apply in writing to the Commission for reconsideration of the application. On such reconsideration the applicants may appear personally before the Commission and submit further information and reasons why the application should be granted or may submit such information and reasons in writing. On such reconsideration the Commission may grant the application or confirm its previous decision. If the Commission confirms its previous decision it shall give reasons in writing which shall be communicated to the applicants through the incumbent.

c) If an application is dismissed and the decision confirmed by the Commission and the Bishop, or if the applicants do not exercise their rights under subsection (b), the application may not be renewed before any Commission unless further information is provided.

24. Special Cases

a) If the Commission is satisfied that efforts towards reconciliation between the two parties to a former marriage would have been ineffective as a result of the fault of either party or for any reason, the requirement of sub-section 22 (b) may be dispensed with.

b) If either applicant has entered into two or more marriages that have been dissolved, the Commission shall not grant permission unless special circumstances justifying permission are proved.

c) Notwithstanding the form of the application, if the Commission is of the opinion that a prior purported marriage of an applicant did not constitute a marriage as defined by this Canon, and the conditions of Part III, section 19 are satisfied, the Commission may make a declaration under that clause in respect of the marriage in question.

d) If the incumbent of a parish declines for reasons of conscience to solemnize a marriage pursuant to permission given under this Part, the said incumbent shall refer the applicants to another priest designated by the Bishop for investigation and report and permit that priest to solemnize the marriage in his or her church.

Part V

ADMISSION TO HOLY COMMUNION IN SPECIAL CASES

25. In every case where a person who has been remarried, except as provided above in this Canon, whose former and present partners are both living, desires a ruling with respect to admission to Holy Communion, the case shall be referred by the incumbent to the Bishop of the diocese for judgement. In arriving at this judgement, the Bishop shall have due regard for the spiritual welfare of the petitioner as well as the provisions of this Canon. The Bishop shall give the judgement in writing to both the incumbent and the petitioner.

Part VI

ECCLESIASTICAL MATRIMONIAL COMMISSION

26. Diocesan Commission

- a) There shall be in the diocese an Ecclesiastical Matrimonial Commission, hereinafter called the Commission, to deal with applications under this Canon.
- b) The president of the Commission shall be the diocesan Bishop or a bishop or priest appointed by the diocesan Bishop. In such instant where no other president has been appointed, in the absence of the diocesan Bishop from the diocese or during a vacancy of the See the administrator of the diocese shall be the president.
- c) The diocesan Bishop shall appoint two or more communicant members of this Church to be members of the Commission, and may appoint other persons to be consultants without vote.
- d) At least one member of the Commission or a consultant should be engaged in or be qualified to engage in the practice or teaching of civil law in the province, and at least one member or a consultant should have special skill and knowledge in Canon Law and at least one in pastoral care.
- e) The Commission may delegate to one or more members or consultants the investigation of any application or class of applications and of any matter or matters related thereto and of ascertaining any relevant facts and reporting thereon to the Commission, and may accept and act on any report or may take or require further investigation.
- f) A quorum of the Commission shall be the majority of its members. The decision of the Commission shall be that of a majority of its members present and taking part in the determination of its decision.
- g) Before becoming effective, the decision of the Commission shall require confirmation by the diocesan Bishop or a bishop appointed for that purpose, or, if the See is vacant or the diocesan Bishop and other bishops of the diocese be absent from the diocese, by the diocesan Bishop's commissary or other administrator of the diocese.
- h) The diocesan Bishop shall appoint an officer of the Commission who shall be known as the registrar and shall act as clerk and secretary of the Commission, to receive applications, conduct correspondence, give notices, attend hearings and deliberations in person or by deputy and keep minutes of proceedings, and engross and promulgate decisions and communicate each decision to the appropriate incumbent and the applicant or applicants, and shall keep the records of the Commission in the diocesan offices.

27. Jurisdiction of Commission

Applications made under this Canon shall be either:

- a) applications for declaration of marital status, under Part III of this Canon; or
- b) applications for permission to marry according to the rites of this Church, under Part IV of this Canon.

28. Procedure

The procedure followed by the Commission shall be governed by the provisions as outlined by the Commission and approved by the Bishop.

29. Avoidance of Delay

Each application shall be dealt with as expeditiously as possible.

30. Limitation of Jurisdiction

Every finding and determination of the Commission shall be and shall be expressly stated to be made solely for the purposes of this Canon and not for the purpose of performing any function of a civil court or other civil authority, and shall otherwise be confined to the findings and declaration, or granting or refusal of permission, necessary for disposing of the application in respect of which it is made.

Part VII

FORMS

Forms for use in the administration of this Canon may be authorized from time to time by the Bishop of the diocese.

CANON VII - SCHEDULE A

MARRIAGE PREPARATION

See Part I, Section 2

It is suggested that the incumbent or designate in discussing marriage preparation with the parties to a marriage, in addition to recommending strongly to the parties that they avail themselves of a marriage preparation course or program, review with the parties the following specific issues:

1. The Christian doctrine of marriage, including the solemnity of the marriage covenant which the parties are making in the sight of God.
2. The attitudes and expectations of the parties as to how they will deal with financial planning including budgeting, sharing of incomes and expenses.
3. The attitudes and expectations of the parties as to how they will deal with any potential religious differences.
4. The attitudes and expectations of the parties as to how their families including parents and siblings will react to the marriage and how supportive they will be.
5. The attitudes and expectations of the parties towards lifestyle including interests and friends in which there may be common interests and differences.
6. The attitudes and expectations of the parties towards work sharing in the home relationship and management of the household.
7. The attitudes and expectations of the parties as to their understanding of the importance of communication between partners in a marriage.
8. The attitudes and expectations of the parties in regard to sexual relations.
9. If the marriage being entered into is not a first marriage for both parties, it is recommended that there be specific discussions with the parties regarding the effect of payment by one of the parties of spousal or child support regarding a previous marriage, and potential problems concerning access to or custody of children from a previous marriage, and further potential problems with integration of children of the parties from previous marriages into a family unit.
10. Their views regarding number of children, rearing and education of same and potential career conflicts.

APPENDIX "A"

RE: CONSTITUTION Part II, Section 2.05

NOTICE OF ELECTION OF DELEGATES TO DIOCESAN SYNOD

DIOCESE OF SASKATCHEWAN

Dated at _____ Sask.

This _____ day of

CONGREGATION OF

Total Number of Communicants

I hereby certify that at a meeting of this Congregation held on the _____ day of _____ the following delegate/delegates were elected to the Synod of the Anglican Diocese of Saskatchewan for the current year.

Mr./Mrs./Miss	Full Name	Address

APPENDIX "B"

Re: CONSTITUTION Part VII, Sec. 7.01

MEMBERSHIP

I _____ do hereby declare that I was baptized with water in the name of the Father, and of the Son, and of the Holy Spirit and I am willing to abide by the doctrine, discipline and worship of the Anglican Church of Canada as expressed in the Solemn Declaration of 1893 and to the Canons and Constitution of the Diocese of Saskatchewan and I undertake regularly to attend and financially contribute to the church of _____

(parish name)

Signed _____

APPENDIX "C"

RE: CANON IV Sec. C. 4.03

CHURCH MEETINGS

Notice is hereby given that a meeting of the Parishioners of

Parish or Congregation will be held on the _____ day of

at _____ o'clock in the _____ for the purpose of

at which time and place all parishioners who are qualified under Canon IV Sec. C. 4.02 are entitled to take part and to vote.

Dated this _____ day of

APPENDIX "D"

RE: CANON IV Sec. C. 4.04

ANNUAL MEETINGS

The Order of Proceedings may be as follows:

1. Prayer.
2. Minutes of the last Annual Meeting.
3. Minister's statement showing the condition of the whole parish (services, communions, baptisms, marriages, deaths, special services, choirs, Sunday Schools, societies and organizations) together with plans for the life of the parish for the next year.
4. Report of Minister's Churchwarden showing:
 - (a) Inventory of fabric, grounds, requisites for service (furniture, books, music, linen vessels)
 - (b) Description and condition of Minister's house and grounds, and comparison of rectory conditions with standards specified by Synod.
 - (c) Description and condition of cemeteries, lands, etc.
5. Report of People's Churchwarden:
 - (a) Statement of the financial condition of the parish, report on stewardship campaign, budget for the coming year, etc.
 - (b) Any resolutions of Vestry requiring action.
6. Report of Treasurer
Financial Statement, duly audited, showing receipts and expenditures, special offerings, Minister's stipend, Synod Apportionment, and Assets and Liabilities.
7. Reports of Church organizations, including audited financial statements, Sunday Schools, Anglican Church Women, Anglican Young People's Association, Brotherhood of St. Andrew, Boy Scouts, Girl Guides, etc. and discussion of the above in order as given.
8. Appointment of Minister's Churchwarden (Canon IV Sec. 4.06)
9. Election of People's Churchwarden (Canon IV Sec.4.06)
10. Election of Vestry. (Canon IV Sec.4.07)
11. Election of Auditors (Canon IV Sec.4.10)
12. Election of Parish Selection Committee (Canon IV Sec. 3.06)

13. The stipend to be paid to the Rector for the ensuing year shall be moved, seconded and voted at each Annual Meeting, unless decided by a majority vote that the matter of stipend shall be made to provide as large a portion as possible of the Minister's stipend, which portion shall not be less than is required for stipend according to the Assessment as notified by the Diocesan Treasurer and reported to the Annual Meeting.

14. Notices of Motion or other business.

15. Election of Lay Delegates to Synod.

Note 1. All elections should be made by ballot.

Note 2. As soon as possible after the Annual Meeting as proper transfer of all church funds, securities and properties shall be made by the retiring officers to their successors and a proper receipt thereof given.

APPENDIX "E"

RE: CANON IV Sec. C. 4.05

DECLARATIONS

1. CHURCHWARDENS

We the undersigned hereby declare that we will faithfully and truly execute the office of Churchwarden of the Congregation of _____ in the _____ of _____

to the best of our knowledge and ability according to the Canons of the Synod of the Diocese of Saskatchewan.

Dated this _____ day of _____

Rector's Warden

People's Warden

APPENDIX "E" (cont.)

DECLARATIONS

2. VESTRY

We, the undersigned, hereby declare that we will faithfully and truly perform the office of Vestry in the Congregation of _____ to the best of our knowledge and ability according to the Canons of the Synod of the Diocese of Saskatchewan.

(For composition of Vestry see Canon IV Sec.4.07)

APPENDIX "F"

RE: CANON IV SEC. C. 4.02

VOTING MEMBERSHIP

I _____ do hereby declare that I was baptized with water in the name of the Father and of the Son, and of the Holy Spirit, that I am willing to abide by the doctrine, discipline and worship of the Anglican Church of Canada as expressed in the Solemn Declaration of 1893 and the Canons and Constitution of the Diocese of Saskatchewan, that I received the Holy Communion in a congregation of this parish at least three times in the last year, that I have been in attendance in this parish for at least three months and that I have financially contributed to this parish.

Signed _____