

Territory of the People Anglican Church

Contents

Constitution	Page3
Principles	
Bylaws	
Part 1 – Definitions and Interpretation	4
1.1 Definitions	
1.2 Definition in the Societies Act of BC apply	
1.3 Legislative Governance	
Part 2 – Members.....	5
2.1 Who are members?	
2.2 Duties of members	
Part 3 – Meetings of Members	6
3.1 Assembly of members	
3.2 Election of Officers by Assembly	
Part 4 – Proceedings at the Assembly	7
4.1 Ordinary business at Assembly	
4.2 Chair of Assembly	
4.3 Quorum Required	
4.4 If Quorum ceases to be present	
4.5 Adjournments by Chair	
4.6 Notice of continuation of adjourned Assembly	
4.7 Order of Business at the Assembly	
4.8 Methods of Voting	
4.9 Announcement of Result	
4.10 Alterations in Constitution and Bylaws	
4.11 Notice of Special Business	
Part 5 – The Assembly Directors and Officers.....	9
Part 6 – Directors	10
6.1 Number of Directors on Board	
6.2 Election or Appointment of Directors	
6.3 Casual vacancy on Board	
6.4 Term of Appointment for Director filling casual vacancy	

Territory of the People Anglican Church

Part 7 - Coordinating Council and Administration Committee	10
7.2 Meetings	
7.3 Replacement of Members	
7.4 Administration Committee	
7.5 Membership	
7.6 Term of Office	
7.7 Replacement of Members	
Part 8 - Financial Matters	12
Part 9 - Other policies.....	13

Territory of the People Anglican Church

Constitution

The name of the Society is **Territory of the People Anglican Church**.

The Territory of the People Anglican Church is an Anglican Institution of the Anglican Church of Canada within the Ecclesiastical Province of British Columbia & Yukon, and is situated geographically in the province of British Columbia.

The purpose of the Territory of the People Anglican Church is:

- a) **To advance in conjunction with the Anglican Church of Canada, the Ecclesiastical Province of British Columbia & Yukon Christian life, work, mission and worship as expressed in the Anglican tradition.**
- b) **To support and enable the work and ministry of the Anglican congregations in the central interior of British Columbia, in the same area formerly known as the Diocese of Cariboo.**
- c) **To receive contributions from the parishes and other donors and to expend such funds for the above stated purposes.**
- d) **To reimburse such personnel as are necessary to carry out its activities.**
- e) **The Society is a charitable one, and acknowledges that all investments and property thereof, including the income therefrom is and will be held in trust pursuant to the Constitution and By-laws of the Society to further the objects of the Society.**

Principles

We hold and maintain the Doctrine and Sacraments of Christ, as the Lord has commanded in His Holy Word, and as the Anglican Church of Canada has received and explained the same in "The Book of Common Prayer, and Administration of the Sacraments, and other Rites and Ceremonies of the Church, according to the use of the Anglican Church of Canada, together with the Psalter, as it is appointed to be said or sung in Churches, and the Form and Manner of Making, Ordaining, and Consecrating of Bishops, Priests and Deacons," and in the Thirty-nine Articles of Religion.

The Society shall hold and maintain the same, and shall have no power to make any alteration in the Authorized Version of Scripture or in the above named Formularies of the Church: provided that nothing herein contained shall prevent the Territory from accepting any alteration of the above named Formularies and Version of the Bible as may, from time to time, be adopted by the General Synod of the Anglican Church of Canada; provided also that it shall be lawful for the Bishop, from time to time, to authorize and order to be used any special form of Prayer or Thanksgiving.

Territory of the People Anglican Church

Bylaws of the Territory of the People Anglican Church

Part 1 – Definitions and Interpretation

1.1 Definitions

In these bylaws:

“**Act**” means the *Societies Act of British Columbia* as amended from time to time;

“**Annual General Meeting**” means Assembly, and in a year which does not include an Assembly, one meeting of the Coordinating Council;

“**Assembly**” means an annual general meeting of the Society;

For the purpose of satisfying the requirements of the Societies Act of BC, one meeting of the Coordinating Council in the year which does not include an Assembly shall include the annual general meeting of this Society which meeting shall be held within six months of the end of the fiscal year. For purposes of this annual general meeting, a voting member shall be any person who qualifies under the Policy and Guidelines manual as a voting member. Furthermore, thirty days written notice of this annual general meeting shall be given to every member of the Coordinating Council and to each congregation of the Society.

“**Board**” means the directors of the Society;

“**Bylaws**” means these Bylaws as altered from time to time;

“**Chair**” means Bishop or Bishop’s designate;

“**Clerical Members**” means delegates to Assembly or Coordinating Council who are ordained and work in the Territory of the People Anglican Church under license of the Bishop;

“**Church Council**” means Wardens, and Voting Members appointed or elected under the rules of the Policy and Guidelines manual to conduct the affairs of a Congregation;

The use of the term “Church Committee” in the Territory shall mean a Church Council or Parish Council;

“**Congregation**” means one, or a group of worshipping communities established as a Congregation in accordance with the Policy and Guidelines manual;

“**Coordinating Council**” means the acting executive to help steer the mission of the Territory of the People parishes;

“**Indigenous Members**” means delegates from the whole Territory selected by the Indigenous Council from parish nominated delegates, commissioned Pastoral Elders and Bishop appointees who have voice and vote at Assembly;

“**Lay Members**” means delegates to Assembly or Coordinating council who are not Clerical Members;

Territory of the People Anglican Church

“**Parish**” means a geographical division of the Territory containing one or more Congregations and established as a Parish in accordance with the Policy and Procedures Manual;

“**Quorum**” means 50% plus 1 of the number of eligible members at all meetings;

“**Society**” means Territory of the People Anglican Church;

“**Youth Members**” means delegates between the ages of 16 years and 25 years at the date of election.

1.2 Definitions in Act apply

The definitions in the *Societies Act of BC* apply to these Bylaws.

1.3 Legislative Governance

The Society will follow the Canons of the Anglican Church of Canada, the Canons of the Ecclesiastical Province of B.C. and Yukon, and the Policy and Guidelines Manual of the Society as revised and updated from time to time.

The Society will adopt the outcomes from all General and Provincial Synods.

The Society will be governed by the Assembly made up by elected or appointed members from each parish, ecumenical shared ministry or other recognized worshipping body within the territory.

Between Bi-Annual Assemblies the Society will be governed by an Annual General Meeting which is one of the two meetings of Coordinating Council, which is made up by elected or appointed members of the Assembly.

An Administration Committee will be appointed and/or elected to serve as an Executive between meetings of the Coordinating Council.

Part 2 – Members

2.1 Who are members?

The membership of this Society shall consist of the elected persons of Assembly and all members of the congregations and recognized ministries who have been recognized by the Anglican Church as a regional manifestation of this Society.

The members of the Society are the applicants for incorporation and those persons who subsequently have become members, in accordance with these by-laws and, in either case, have not ceased to be members.

2.2 Duties of members

Every member must uphold the constitution of the Society and must comply with these bylaws.

Territory of the People Anglican Church

Part 3 – Meetings of Members

The Assembly of the Society shall be held at such time and place, in accordance with *the Societies Act of BC*.

3.1 Assembly of Members

The Assembly shall consist of:

- **the Bishop (or his/her designate);**
- **the Clergy licensed by the Bishop to a definite sphere of work within the Territory of the People Anglican Church;**
- **the legal advisor; (non-voting)**
- **the Financial Officer;**
- **the Lay Secretary;**
- **the Clerical Secretary;**
- **the Lay Delegates, Youth Delegates and First Nations delegates qualified and elected as hereinafter provided under Policy 1.8 - Election of Delegates at Parish Annual Vestry Meeting;**
- **the Lay Ministers of Word and Sacrament while holding the License of the Bishop, as well as retired Clergy, shall have the right to sit and speak in Assembly, but shall not, as such, have the right to vote therein.**

3.2 Election of Officers by the Assembly

The Assembly upon a vacancy of the position of Bishop, shall elect a Bishop according to Policy 1.11 - Nominating and Electoral Procedure for the Election of a Bishop for the Territory of the People Anglican Church in the Policy and Guidelines Manual of the Society and shall be according to Provincial Canon 4 "Election of Bishops".

The Assembly at its first Session shall elect:

- **a Clerical Secretary;**
- **a Lay Secretary;**
- **a Financial Officer;**
- **such members of the Coordinating Council as it shall have the right to elect; and**
- **Delegates to the Provincial and General Synods.**

Territory of the People Anglican Church

Part 4 – Proceedings at the Assembly

4.1 Ordinary business at the Assembly

At an Assembly, the following business is ordinary business:

- **adoption of rules of order;**
- **consideration of any financial statements of the Society presented to the meeting;**
- **consideration of the reports, if any, of the committees, task forces or auditor;**
- **election or appointment of membership to Coordinating Council, General and Provincial Synod;**
- **appointment of an auditor, if any;**
- **business arising out of a report of the committees and task forces not requiring the passing of a special resolution.**

A notice of an Assembly must state the nature of any business, other than ordinary business, to be transacted at the meeting in sufficient detail to permit a member receiving the notice to form a reasoned judgment concerning that business.

It shall be the prerogative of the Bishop to preside at all meetings of the Assembly, but he/she may delegate the chair to another. If the Bishop is not present, he/she shall appoint a designate who shall preside; if the Society be under administration, the Administrator shall preside with the same prerogative of the Bishop.

A quorum for the transaction of business of the Assembly shall consist of 50 % plus one of the licensed Clergy of the Territory together with 50 % plus one of the Lay Delegates entitled to take part in the proceedings; but any lesser number may adjourn from time to time until the required number shall assemble.

Voting by Orders - Provided that ordinarily the votes of the whole Assembly shall be taken collectively; but that at the desire of the Bishop, or at the request of any three other members of the Assembly, the votes of both Orders shall be taken separately and, in this case a majority of those voting in each Order shall be required.

4.2 Chair of Assembly

The following individual is entitled to preside as the chair of Assembly: the Bishop or the Bishop's designate.

Territory of the People Anglican Church

4.3 Quorum Required

Business, the adjournment or termination of the meeting, must not be transacted at a general meeting unless a quorum of voting members is present.

4.4 If Quorum ceases to be present

If, at any time during Assembly, there ceases to be a quorum of voting members present, business then in progress must be suspended until there is a quorum present or until the meeting is adjourned or terminated.

4.5 Adjournments by chair

The chair of Assembly may, or, if so directed by the voting members at the meeting, must, adjourn the meeting from time to time and from place to place, but no business may be transacted at the continuation of the adjourned meeting other than business left unfinished at the adjourned meeting.

4.6 Notice of continuation of adjourned Assembly

It is not necessary to give notice of a continuation of an adjourned Assembly or of the business to be transacted at a continuation of an adjourned Assembly except that, when an Assembly is adjourned for 30 days or more, notice of the continuation of the adjourned meeting must be given.

4.7 Order of business at the Assembly

The order of business at the Assembly is as follows:

- **appoint an individual to chair the meeting, if necessary;**
- **determine there is a quorum;**
- **approve the agenda;**
- **approve the minutes from the last Assembly;**
- **deal with unfinished business from the last Assembly;**
- **receive the financial officer's report on the financial statements of the Society for the previous financial year, and the auditor's report, if any, on those statements;**
- **receive any other reports of committees' activities and decisions since the previous annual general meeting;**
- **appoint an auditor;**
- **deal with new business, including any matters about which notice has been given to the members in the notice of meeting;**
- **terminate the meeting.**

Territory of the People Anglican Church

4.8 Methods of voting

At an Assembly, voting must be by a show of hands, an oral vote, secret ballot or another method that adequately discloses the intention of the voting members.

4.9 Announcement of result

The chair of an Assembly must announce the outcome of each vote and that outcome must be recorded in the minutes of the meeting.

Voting by proxy is not permitted.

A matter to be decided at an Assembly must be decided by ordinary resolution unless the matter is required by the Act or these Bylaws to be decided by special resolution or by another resolution having a higher voting threshold than the threshold for an ordinary resolution.

4.10 Alterations in Constitution and Bylaws

Any proposed alteration of or addition to the Constitution and Bylaws of the Society shall be submitted to the Administration Committee at least two months before the meeting of Assembly at which it is to be considered, and it shall be printed in the circular convening the said meeting of Assembly.

No alteration of the Constitution, and Bylaws passed by Assembly, or any addition thereto, shall receive the Bishop's assent and come into operation until it shall have been passed by simple majority of the delegates respectively present.

4.11 Notice of Special business

A special meeting of Assembly shall be called by the Secretaries on the request of a majority of Coordinating Council voting in Session or upon receiving a written request signed by one-fourth of the Clergy and one-fourth of the Lay Delegates of Territory.

Part 5 – The Assembly Directors and Officers

5.1 The Directors of the Territory of the People Anglican Church are:

- **The Bishop;**
- **The Financial Officer;**
- **The Clerical Secretary of the Assembly;**
- **The Lay Secretary of the Assembly;**
- **One Indigenous Member of the Assembly.**

Territory of the People Anglican Church

Part 6 – Directors

6.1 Number of directors on Board

The Society must have no fewer than 3 directors.

6.2 Election or appointment of directors

At each Assembly meeting, the voting members entitled to vote for the election or appointment of directors must elect or appoint the Board.

6.3 Directors may fill casual vacancy on Board

The Board may, at any time, appoint a member as a director to fill a vacancy that arises on the Board as a result of the resignation, death or incapacity of a director during the director's term of office.

6.4 Term of appointment of director filling casual vacancy

A director appointed by the Board to fill a vacancy ceases to be a director at the end of the unexpired portion of the term of office of the individual whose departure from office created the vacancy.

Part 7 – Coordinating Council and Administration Committee

7.1 Coordinating Council

The purpose of Coordinating Council is to act as an executive to help steer the mission of the Territory of the People parishes.

The Coordinating Council is to serve a two year term and to meet twice a year and to designate an Administration Committee.

The Coordinating Council is authorized to carry out its purpose and make decisions according to the provisions of the Policy and Guidelines Manual.

Membership of the Coordinating Council to consist of:

- **The Bishop of the Territory of the People Anglican Church;**
- **The Dean;**
- **The Financial Officer;**
- **The Archdeacons if no Archdeacons, the Regional Deans;**
- **Six delegates (3 clergy and 3 lay) elected by the Assembly;**
- **Two First Nations delegates elected by the Assembly;**
- **Two youth delegates elected by the Assembly;**
- **Two delegates (either clergy or lay) chosen by each of the Regions;**
- **Two delegates who may be appointed by the Bishop;**
- **And such non-voting staff as the Council may deem necessary (e.g. recorder of minutes).**

Territory of the People Anglican Church

7.2 Meetings

Coordinating Council meets two times a year in the Spring and the Fall; and may from time to time meet electronically.

For the purpose of satisfying the requirements of the Societies Act of BC, one meeting of the Coordinating Council in the year which does not include an Assembly shall include the annual general meeting of this Society which meeting shall be held within six months of the end of the fiscal year. For purposes of this annual general meeting, a voting member shall be any person who qualifies under the Policy and Guidelines manual as a voting member. Furthermore, thirty days written notice of this annual general meeting shall be given to every member of the Coordinating Council and to each congregation of the Society.

A quorum of any committee of the Society shall consist of 50% plus 1 of eligible members.

7.3 Replacement of Members

From time to time a delegate to Coordinating Council may leave office due to: death, resignation, attendance problem, or other legitimate reason at which time the Administration Committee will be requested to appoint a member for the remainder of the delegate's term.

7.4 Administration Committee

The Administration Committee will support the work of the Territory by developing budgets, monitoring administrative and financial matters, recommending policy and providing liaison with the Fraser Basin Property Society.

The Administration Committee will meet as needed and will report to Coordinating Council. The Administration Committee is authorized to carry out its purpose and make decisions according to the provisions of the Policy and Guidelines Manual.

7.5 Membership

The Administration Committee will consist of:

- **The Bishop of the Territory of the People Anglican Church;**
- **The Financial Officer;**
- **Four members of Coordinating Council;**
- **Two members appointed by the Bishop reflecting needed skills;**
- **The Administrative Assistant/Recording Secretary, as non-voting staff member.**

Territory of the People Anglican Church

7.6 Term of Office

Members of Administration Committee are selected from Coordinating Council at the first meeting of the Coordinating Council at the Bi-Annual Assembly.

Term of office for each member is two years.

Members may serve 3 consecutive terms.

Members having completed three consecutive terms may serve again after an absence of at least one year. Authority will rest with Coordinating Council to provide an extension to a term of office. The Administration Committee meets a minimum of four times a year with some meetings held electronically.

The Bishop is exempt from term of office restrictions.

A quorum of any Committee of the Society shall consist of 50% plus 1 of eligible members.

7.7 Replacement of Members

From time to time a member of Administration Committee may leave office due to death, resignation, attendance problem, or other legitimate reason. At which time it shall be at the Bishop's discretion in consultation with the Administration Committee to appoint a substitute member to complete the remainder of the term of office.

7.8 Parochial Organization

The Vestry (General) Meeting is the highest policy-setting body within a Parish, subject to the Policy and Guidelines Manual. Parishes must have an Annual Vestry (General) Meeting of each congregation, which must be held no later than the 28th of February each year.

Part 8 - Financial Matters

- 8.1** The Society will be governed by and will follow the financial policies and procedures set out in the Policy and Guidelines Manual of the Society, as revised from time to time.
- 8.2** The Society shall be carried on without purpose of gain for its members, and any profits or other accretions to the organization shall be used in promoting its objectives.
- 8.3** In the event of dissolution or winding up of the Society in accordance with the provision of the Societies Act of BC, all remaining assets after payment of liabilities, shall be distributed to the Ecclesiastical Province of British Columbia & Yukon and/or the Anglican Church of Canada.

Territory of the People Anglican Church

Part 9 - Other Policies

- 9.1** The Society will follow the Policy on Safe Church and Sexual Misconduct as set out in the Policy and Guidelines Manual.

Dated this _____ day of _____ 2017

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_____	_____
_____	_____