

To be kept in the Vestry

The Act of Incorporation

TOGETHER WITH THE

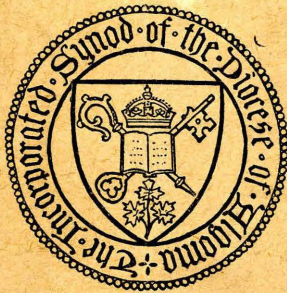
Constitution and Canons

OF THE

Diocese of Algoma.

ADOPTED BY THE SYNOD AT ITS FIRST SESSION
IN JUNE, 1906.

ADDED TO AND AMENDED BY THE SECOND SYNOD, JUNE,
1909, THE THIRD SYNOD, JUNE, 1911, THE FOURTH
SYNOD, JUNE, 1914, AND THE SIXTH SYNOD,
JUNE, 1920.



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From:
St. Luke's
Thunder
Bay —

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The Act of Incorporation.

2nd Session—11th Legislature—6 Edward VII—1906.

An Act to incorporate the Synod of the Diocese of Algoma in connection with the Church of England in the Dominion of Canada.

WHEREAS the Bishop, Clergy and Laity of the Church of England in Canada in the Diocese of Algoma have by petition represented that the Diocese of Algoma was set apart several years ago, and includes the following territory, viz.: The Districts of Muskoka, Parry Sound and Manitoulin, that portion of the District of Nipissing having the height of land as its northern boundary, and for its southern boundary the Mattawa River and Trout Lake, together with a line produced westerly to where the said lake is intersected by the northern boundary of the Township of Ferris, and thence westerly along that boundary to Lake Nipissing, all that portion of the District of Algoma lying south of the height of land and that portion of the District of Thunder Bay, lying south and east of the height of land; and that it is advisable that the Bishop, Clergy and Laity, members of the Church of England in Canada within the limits of the said Diocese, shall be formed into a Synod for the better Government of the Church within the said Diocese; and whereas the Bishop, Clergy and Laity above mentioned by their said petition prayed that the said Synod may be incorporated; and whereas it is expedient to grant the prayer of the said petition;

Therefore His Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:—

1. The Bishop, Clergy and Laity of the Church of England in Canada in the Diocese of Algoma are constituted a body corporate and politic under the name of "The Incorporated Synod of the Diocese of Algoma," hereinafter called the "Synod."

2. The Synod shall be composed of the Bishop of the Diocese for the time being, who shall be the head thereof; the Suffragan or Coadjutor Bishop thereof, if any; the Priests and Deacons of the same licensed by the Bishop, and lay representatives elected in each parish or mission within the Diocese, in the first instance at such a time and place and in such manner as the Bishop may direct, and thereafter in accordance with the canons, by-laws or regulations adopted by the Synod.

3. The first meeting of the said Synod shall be called by the Bishop of the Diocese at such time and place as he shall think fit.

4. At the said meeting or at any adjournment thereof the Synod may adopt a constitution and canons, by-laws or regulations for the general management and good government of the Church of England in Canada within the said Diocese and may from time to time, as the Synod sees fit, alter and amend the same, and the Synod may in such manner and by such proceedings as may be adopted, make regulations for enforcing discipline in the Church, for the appointment, deposition, deprivation, or removal of any person bearing office therein of whatever order or degree, for the acquiring and disposing of property and for the convenient and orderly management of the same, and the temporalities, affairs and interests generally of the Church in matters relating to and affecting the same, and the officers and members thereof; Provided that nothing in this Act contained shall authorize the doing of any act or the adoption of any

canon, by-law or regulation contrary to any general statute of the Province or to any canon, by-law or regulation of the Provincial Synod of Canada or of the General Synod of the Dominion of Canada.

5. The said Synod may receive by devise, bequest or gift and acquire by agreement, purchase or otherwise, land or other property or any interest therein, and shall hold the same in trust for eleemosynary, ecclesiastical or educational purposes, of the Church of England in Canada within the Diocese of Algoma, and shall have power to charge, sell, or otherwise deal with or dispose of the same upon such terms and in such manner as it may deem expedient for the purposes aforesaid.

6. All property of every kind whatsoever, now held by the Bishop of the Diocese of Algoma in trust for the Church of England in Canada within the Diocese, is hereby vested in the Synod, for all the estate, right, title and interest therein of the said Bishop of Algoma, without the execution or registration of any deed, transfer, assignment or other conveyance from the said Bishop to the Synod and the Synod shall hereafter hold such property subject to all trusts relating thereto, and the Bishop of the said Diocese of Algoma is hereby released and discharged from all liability in connection with the future administration of such trusts, or the property constituting the subject matter thereof.

7. For the purpose of proving the transmission of title of any trust property aforesaid, from the Bishop of Algoma to the Synod, it shall be sufficient in order to satisfy the requirements for registration under "The Land Titles Act" or "The Registry Act," or any other Act of the Province affecting the registered title to lands or goods and chattels, to recite in any instrument executed by the Synod and dealing with such property or any interest therein the title of this Act and the chapter and statute year in which it was passed.

8. The Synod shall invest at interest all funds held by it in trust, in securities, in which trustees may invest trust funds under the provisions of "The Trustee Investment Act," and amendments thereto, and in no other securities.

9. The Synod may exercise its powers by or through such Committees as it may from time to time appoint, and the Bishop of the Diocese of Algoma or some one appointed by him shall be Chairman and convener of every such Committee.

10. Every conveyance of real estate or any interest therein vested in the Synod or any discharge of mortgage held by it or any deed, document, or paper writing necessary in connection with the due exercise of the powers herein conferred on said Synod, shall be deemed to be duly executed by the Synod, by affixing thereto the seal thereof and the signature of the Bishop of the Diocese for the time being, or his Commissary duly appointed, and of the Secretary or Registrar of the Synod, or in such other manner as the Synod may by canon or by-law from time to time direct.

11. In addition to the powers by this act conferred, the Synod shall likewise possess and be entitled to exercise every power, right or capacity vested in the Bishop of Algoma under the provisions of the Act passed in the 48th year of the reign of Her late Majesty Queen Victoria and chaptered 88.

Assented to by the Lieutenant-Governor of the Province of Ontario on April 27th, 1906.

Synod of the Diocese of Algoma.

SOLEMN DECLARATION

In the Name of the Father, and of the Son, and of the Holy Ghost, Amen.

I.—We, the Bishop, Clergy, and Representatives of the Laity of the Church of England in Canada, within the Diocese of Algoma, in Synod assembled, intending, under God's blessing and guidance, to consider and determine upon such matters as shall appear necessary for the welfare of the Church in this Diocese, hereby make a solemn declaration of the principles upon which we purpose to proceed.

II.—We desire that the Church in this Diocese shall continue as it has been, an integral portion of the Church of England in Canada. As members of that Church we claim a part in the fellowship of the one Holy Catholic and Apostolic Church which is the One Body of Christ Who is its One Divine Head; we receive the Canon of Holy Scripture so set forth by that Church on the testimony of the primitive Catholic Church as containing all things necessary to salvation; we hold the one Faith revealed in Holy Writ and defined in the Creeds as maintained by the undivided primitive Church in the undisputed Œcumenical Councils; we maintain the form of Church government by Bishops, Priests and Deacons as Scriptural and Apostolical; and we are determined by the help of God to hold and maintain the Doctrine, Sacraments and Discipline of Christ as the Lord hath commanded in His Holy Word and as the Church of England hath received and set forth 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 Church of England, together with the Psalter or Psalms of David pointed as they are to be 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 and to transmit the same unimpaired to our posterity.

III.—It is our earnest desire and determination to confine our deliberations and actions to matters of discipline, to the temporalities of the Church, and to such regulations of Order as may tend to her efficiency and extension. We conceive that the following and such like objects may fitly come under our consideration and lead to action on our part.

- 1.—To form a Constitution for the Synod of this Diocese, and to regulate the time and place of its meetings and the order and manner of its proceedings.
- 2.—To provide for the proper exercise of ecclesiastical discipline in regard to both clergy and laity, by enacting or amending canons.
- 3.—To provide for the extension and well-being of the Church, the support of the clergy, the maintenance of public worship, and the diffusion of a sound religious education.
- 4.—To promote and regulate the building and conservation of churches, parsonages and schoolhouses.
- 5.—To provide for the division of the diocese into parishes or missions, with regulations for future sub-divisions.
- 6.—To provide, where needed, fit regulations for the appointment of Bishops, Priests and Deacons.
- 7.—To provide for the division of the Diocese into new dioceses.
- 8.—To procure such provincial legislation as the circumstances of the Church may from time to time require.

Article 15.—At the same meeting the Synod shall elect a Treasurer, who shall receive and disburse all moneys of the Synod, under its authority, and two Auditors, who, acting under the direction of and according to regulations and requirements to be determined by the Executive Committee, shall annually inspect the accounts, and report thereon to the next regular Synod. As soon as may be after his election, and before entering upon the duties of his office, the Treasurer shall furnish to the Bishop bonds, in some well established guarantee company, satisfactory to the Executive Committee for the due and faithful performance of the duties of his office. If a vacancy occurs in the office of Treasurer, or if he be absent or incapable, the Executive Committee may appoint a Treasurer, who shall hold office until the next regular meeting of Synod. If one or both of the Auditors fail to act, the Executive Committee may appoint another or others for that occasion.

Article 16.—There shall be an Executive Committee of the Synod, to consist of the Bishop, and thirteen duly appointed members, of whom six shall be clergymen and seven laymen. Ten of these members shall be representative of the several rural deaneries in the manner following:

Rural Deanery of Muskoka	1	clerical and 1	lay
“ “ Parry Sound	1	“	1 “
“ “ Nipissing	1	“	1 “
“ “ Thunder Bay	1	“	2 “
“ “ Algoma	2	“	2 “

And in addition to the above the Archdeacon, the Bishop's Commissary, the Chancellor of the Diocese, the Clerical Secretary, the Lay Secretary, the Honorary Registrar and the Diocesan Treasurer shall be ex-officio members of the Committee.—(Amended, 1909.)

Three of the clerical and three of the lay members of the Executive Committee shall first be appointed by the Bishop. The Synod shall elect by ballot the remaining members immediately thereafter.

Five members of the Executive Committee shall be a quorum for the transaction of business.

The Bishop shall preside, or in his absence the Bishop's Commissary, or in his absence, a member of the Committee elected by a majority of the votes of the members present.

Article 17.—No resolution of the Synod shall be deemed to have passed without the concurrence of the Bishop and a majority of the Clergy and laity present; the votes of the Clergy and the laity shall be taken collectively, unless a vote by Orders is demanded by two members of the Synod before the question is put from the Chair, when a majority of each Order shall be necessary to affirm the resolution. This article, so far as it applies to the concurrence of the Bishop, shall not apply to the election of a Bishop.

Article 18.—No proposition for an alteration of the Constitution or Canons shall be considered unless notice thereof shall have been given to each delegate in the circular calling the meeting of Synod; and no such alteration shall take effect until confirmed at the next meeting of the Synod, unless passed by a two-thirds majority.

Article 19.—The term “communicant” in this Constitution shall mean any parishioner who has communicated at the least three times in the year preceding the election, where he has had opportunity of so doing.

CANONS.

1.—Of Parochial Statistics and Ruri-Decanal Reports.

In every Parish or Mission there shall be provided out of the Parochial Funds (1) a book or books in which the Rector, Incumbent, or Missionary-in-Charge shall enter the names and all other particulars of baptisms, confirmations, marriages, and burials; and (2) a service register for each Church, in the form prescribed by the Bishop, to be kept in the vestry.

Every such Rector, Incumbent, or Missionary shall annually deliver at Easter to his Rural Dean or, where there is none, to the Bishop, full reports of the state and progress of the Church in his cure, according to the forms prescribed by the Synod.

A tabular view of the information contained in such reports shall be made by each Rural Dean annually and forwarded to the Bishop.

Canon 2.—Of Delegates to the General Synod.

The Synod shall at each ordinary meeting elect, from the members of the Synod, by the concurrent ballot of Clergy and Lay delegates, so many delegates to the General Synod as the Diocese may be entitled to. Each Order shall elect its own delegates.

The Synod shall also elect, in the same manner, an equal number of clerical and lay delegates, who shall, in the order of their election, take the place of the delegates of each Order, who, after election, shall be unable from death, sickness, absence from the Province, resignation, or any other cause, to attend the General Synod. A certificate containing the names of the delegates and of the substitute delegates of each Order, signed by the Bishop and bearing his seal, shall be forwarded by the Secretaries to the Secretaries of the General Synod forthwith after the election takes place. When any one of the substitute delegates in either Order is required to attend the General Synod he shall receive a certificate from the Bishop, under his hand and seal, or, in his absence, or during a vacancy in the see, a certificate from the Clerical Secretary, which certificate shall state the name of the delegate in whose place he attends, and shall entitle him to take his seat. It shall be the duty of any delegate to the General Synod who is unable to attend to inform the Secretaries of that fact at the earliest possible moment.

Canon 3.—Of Delegates to the Provincial Synod.

The Synod shall at each ordinary meeting elect, by the concurrent ballot of Clergy and Lay delegates, twelve clergymen and twelve laymen from among the members of the Synod, to act as delegates from this Diocese to the Provincial Synod. Each Order shall elect its own delegates.

The Synod shall also elect, in the same manner, twelve additional clerical and twelve additional lay delegates, who shall, in the order of their election, take the place of the delegates of each Order, who, after election, shall be unable from death, sickness, absence from the Province, resignation or any other cause, to attend the Provincial Synod. A certificate containing the names of the original twelve and of the additional twelve of each Order, signed by the Bishop and bearing his seal, shall be forwarded by the Secretaries to the Secretaries of the Provincial Synod forthwith after the election takes place. When any one of the additional twelve in either Order is required to attend the Provincial Synod, he shall receive a certificate from the Bishop, under his hand and seal, or, in his absence, or during a vacancy in the see, a certificate from the Clerical Secretary, which certificate shall state the name of the delegate in whose place he attends, and shall entitle him to take his seat. It shall be the duty of any delegate to the Provincial Synod who is unable to attend to inform the Secretaries of that fact at the earliest possible moment.

Canon 4.—Of the Executive Committee.

At each triennial meeting of the Synod the members of the Executive Committee shall be chosen in the manner provided in Article 16 of the Constitution, and shall continue to hold office until their successors are chosen. The clerical members of the Executive Committee shall be elected by the Clergy, and the lay members by the lay delegates. If any vacancy occurs from Synod to Synod it shall be filled by the Committee.

The Bishop shall preside. In the absence of the Bishop, his Commissary shall preside, and in the absence of both, the Committee shall elect a Chairman pro tem. The Clerical Secretary of the Synod shall be the Secretary of the Committee.

It shall be the duty of the Executive Committee, immediately after its appointment, to nominate a Treasurer, to be elected by the Synod.

The Synod, by its Executive Committee, may purchase, accept, and hold, sell, exchange, let, manage, or otherwise dispose of real and personal property for the religious, charitable, educational, and other objects thereof.

The Bishop, (or, in his absence, his Commissary), acting conjointly with the Secretary of the Synod, may execute any deeds or other documents under its corporate seal.

The said Committee may frame by-laws for its own guidance, and may appoint sub-committees to facilitate the business of the Diocese with full power to act, subject, however, to such action being confirmed at the first regular or special meeting of the Executive Committee and to revision by the Synod.

The Executive Committee shall issue a circular stating the time and place of holding the Synod, the business to be done thereat, and the order in which it shall be discussed, the circular to be forwarded to each member one month before the meeting of the Synod. The business mentioned in the circular shall have precedence of all other business.

The Executive Committee shall hold quarterly meetings on the 2nd Tuesday in January, the 2nd Tuesday after Easter, the 2nd Tuesday in July, and the 2nd Tuesday in October in each year. The annual meeting shall be the meeting in July, excepting in the years when the Synod meets, when it shall be held immediately before the meeting of the Synod.

A special meeting of the Executive Committee may be convened at any time, either (1) by the Bishop or his Commissary, or (2) by any four members of the Committee, provided due notice of such meeting, with its objects, be given at least fourteen days previously to all the other members of the Committee.

The Executive Committee shall submit a report of their proceedings for the previous three years at each triennial Synod, and shall also annually publish a statement of the funds of the Synod and the investments and securities of the same, which accounts and statements shall be examined by the Auditors, and shall be submitted to the Synod, with a report from the Auditors thereon.

Canon 5.—Of the Diocesan Expense Fund.

There shall be a Diocesan Expense Fund to provide for the necessary expenses of the Diocese. This Fund shall be maintained from the following sources: (1) An assessment to be levied from time to time by the Synod upon the parishes and missions of the Diocese and every organized station thereof, (2) a tax of five per cent. upon the income of all invested diocesan funds, except those specially exempted by the Synod.—(Amended, 1920.)

The amount to be paid annually by each cure shall be determined at each meeting of Synod, and shall be remitted to the Treasurer of the Synod immediately after the Easter meeting.

It shall be the duty of the Treasurer of the Synod to call the attention of the Churchwardens to this canon at least one week previous to the Easter meeting, so that the necessary steps may be taken for raising the required assessment and for forwarding it to him.

The Treasurer of the Synod shall give to the Secretaries the names of defaulting cures as soon as the same can be ascertained, and it shall be the duty of the Secretaries to notify the wardens and delegates of such cures in default, at the time when he forwards the notice of business before the Synod, of such default, specifying the amount due and that the delegates will not be allowed to take their seats until the arrears are paid.

The fund so raised may be disbursed under the direction of the Executive Committee in the payment of the following:

- 1.—The Salary of the Treasurer of the Synod.
- 2.—Remuneration of Professional Auditors.
- 3.—Premium of Guarantee Policy of the Treasurer of the Synod.
- 4.—Postage and Stationery.
- 5.—Printing.
- 6.—Diocesan Taxes.
- 7.—General and Provincial Synod assessments, and any expenditure on behalf of the Synod and Diocese which the Synod or Executive Committee considers fairly chargeable to the Fund.

Canon 6.—Of the Mission Fund.

The annual grant of the Society for the Propagation of the Gospel, and the annual grant of the Colonial and Continental Church Society, the receipts from the Algoma Association not otherwise designated, the grants of the Missionary Society of the Church of England in Canada, for missionary work or not otherwise designated, the income of the Bishop Sullivan Memorial Sustentation Fund, special diocesan collections, all contributions specially designated, for missionary work, and all moneys, not otherwise designated, shall be entrusted to the management of the Executive Committee as a Mission Fund on the following terms:

It shall be the duty of the Executive Committee to determine at Easter the amount to be required from each mission and mission station for the ensuing year towards the stipend of its missionary and to secure a certificate, signed by the Chairman of the Easter vestry meeting and by the Churchwardens to the effect that such mission or mission station has agreed by resolution of its vestry to pay the stipulated sum to its missionary in monthly instalments.

On the occurrence of a vacancy in any cure, or at the request of Churchwardens, or at the desire of the Bishop, and at the expiration of every three years, it shall be the duty of the Executive Committee to confer and arrange with the representatives of the congregation as to the amount to be contributed therein towards the maintenance of a resident clergyman.

It shall be an instruction to the Executive Committee that no aid shall be given to any mission which shall be considered by the Executive Committee unwilling to do its part towards the support of a clergyman.

No mission contributing less than \$200.00 per annum towards a clergyman's stipend shall be entitled to the ministrations of a resident priest or deacon.

Nevertheless the clause immediately preceding shall not be taken as applying to Indian missions.

The scale of stipends shall be such as may be determined by the Synod.—(Amended, 1920.)

In every instance in which a mission shall be found to have failed in contributing the amount pledged, it shall be the duty of the Executive Committee to make immediate enquiries of the representatives of the congregation as to the cause of the non-fulfilment of its pledge and to take such action as they may see fit.

Committee shall advise the Bishop to reduce them pro rata according to the income, until the Fund provides sufficient money to pay all pensions in full.

10.—“Length of service” in clause 8 shall be interpreted to mean length of service within the diocese during which a clergyman has been entitled to the benefits of this Fund by the payment of the required fees.

11.—The payment of any such annuity granted from the Fund shall be made quarterly, on the first days of January, April, July and October, and shall date from the beginning of the quarter in which the clergyman died.

12.—No payment provided for under clause 11 shall be made until the claimant shall have forwarded to the Treasurer a declaration, duly attested by the clergyman of the parish in which the parties reside, or by a magistrate in form following, as the case may be:

Declaration of a Widow.

I, do hereby declare that I am the widow of the late Rev..... and that I am still a widow.

Signed before me.

Declaration to be made by the Mother or Guardian of Children.

I, do hereby declare that I am the mother (or duly appointed guardian) of the children of the late Reverend..... whose names and ages are respectively written below.

Signed before me.

13.—If the widow of a clergyman remarry, she shall thereby forfeit all claim upon this Fund for herself, the children’s claim still being recognized.

14.—The Bishop will, from time to time revise the list of annuitants, and make such alterations in the amounts of the several annuities, and in the conditions attached thereto, as may be considered expedient in the interests of the diocese.

15.—If any clergyman who has ceased from active service, marry, and die leaving a widow or children by such marriage, such widow or children shall not derive any benefit from the Widows and Orphans’ Fund.

16.—That in the event of the death of a clergyman of the diocese, leaving a widow and orphans, the Bishop may order a special collection for the benefit of such widow and orphans to be taken up in all the churches.

17.—It shall be the duty of the Executive Committee to publish annually, in the month of January, a detailed report of (1) the state of the Widows and Orphans’ Fund, specifying the amount of income, (2) the number and names of the widows and orphans on the Fund, (3) the amounts which they severally receive, and (4) the names of the clergy in the diocese who are entitled to the benefits of the Fund.

18. Should any case arise not provided for in any of the sections above enumerated, the Bishop, with the advice of the Executive Committee, shall deal with such case in such a manner as may be deemed just and reasonable.

Canon 10.—Of the Algoma Divinity Students' Fund.

This Fund shall be known as the Algoma Divinity Students' Fund. It shall be managed by the Executive Committee of the Synod.

The said Fund shall consist of the existing Algoma Divinity Students' Fund, of the offerings at the induction of clergy, and of such other offerings, subscriptions, donations and legacies as may be given for the purposes of the Fund.

The Executive Committee may, in its discretion, when provided with the necessary funds, make a grant or loan not exceeding the annual sum of two hundred dollars to any student in divinity on the following conditions:

(a) That the applicant shall declare in writing that he is actually in need of assistance, and shall produce a certificate from a medical practitioner approved of by the Executive Committee declaring that he is in good health and free from organic disease.

(b) That he sign an agreement (according to the form appended below):

I.—That he will serve in the diocese as a lay-reader during the long vacation in each year.

II.—That he will serve as a clergyman until he has repaid the total amount of the loan advanced from the Fund.

III.—That he will repay the said loan within a specified period, and in such annual instalments as may be agreed upon beforehand between himself and the executive Committee.

IV.—That in the event of his failing to qualify or present himself for ordination within the time agreed upon (unless such failure be due to illness or other cause satisfactory to the Bishop), or, in the event of his removal from the Diocese before the expiration of the time agreed upon, he will refund, with interest, the full amount which he has received from the Fund, or such part thereof as may remain unpaid at the time of his removal.

The words "Student in Divinity" shall mean all persons who are preparing to take either Deacons' or Priests' Orders, and have been accepted by the Bishop of the Diocese as candidates for the same.

Canon 11.—Of the Status of Parishes, etc.

1.—Every ecclesiastical division supplied by a clergyman who receives the whole or a part of his stipend from sources outside his charge shall be called a mission.

2.—Every ecclesiastical division having a church and parsonage, and raising within its limits the whole of the stipend of the Incumbent by voluntary contributions, such stipend not being less than twelve hundred dollars (\$1,200) shall be termed a rectory.

3.—No incumbency or mission receiving aid from the Diocese shall be entitled to become self-supporting and assume the title and privileges of a rectory until it possesses a parsonage and until the minimum sum of twelve hundred dollars (\$1,200) per annum has been subscribed in the mission or parish and a resolution passed by a legally called vestry and signed by the wardens binding the vestry to pay that amount, has been transmitted to the Bishop or proper authority; and also that the sole patronage shall, for the first year after such a mission declares its ability and willingness to become self-supporting, be vested in the Bishop. (Amended 1920.)

Canon 12.—Of the Appointment of Clergy to Charges.

The Bishop, or, in the event of his absence from the Diocese, or inability to act, his Commissary, shall present and appoint clergymen to missions.

Committee shall advise the Bishop to reduce them pro rata according to the income, until the Fund provides sufficient money to pay all pensions in full.

10.—“Length of service” in clause 8 shall be interpreted to mean length of service within the diocese during which a clergyman has been entitled to the benefits of this Fund by the payment of the required fees.

11.—The payment of any such annuity granted from the Fund shall be made quarterly, on the first days of January, April, July and October, and shall date from the beginning of the quarter in which the clergyman died.

12.—No payment provided for under clause 11 shall be made until the claimant shall have forwarded to the Treasurer a declaration, duly attested by the clergyman of the parish in which the parties reside, or by a magistrate in form following, as the case may be:

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Signed before me.

13.—If the widow of a clergyman remarry, she shall thereby forfeit all claim upon this Fund for herself, the children’s claim still being recognized.

14.—The Bishop will, from time to time revise the list of annuitants, and make such alterations in the amounts of the several annuities, and in the conditions attached thereto, as may be considered expedient in the interests of the diocese.

15.—If any clergyman who has ceased from active service, marry, and die leaving a widow or childen by such marriage, such widow or children shall not derive any benefit from the Widows and Orphans’ Fund.

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(b) That he sign an agreement (according to the form appended below):

I.—That he will serve in the diocese as a lay-reader during the long vacation in each year.

II.—That he will serve as a clergyman until he has repaid the total amount of the loan advanced from the Fund.

III.—That he will repay the said loan within a specified period, and in such annual instalments as may be agreed upon beforehand between himself and the executive Committee.

IV.—That in the event of his failing to qualify or present himself for ordination within the time agreed upon (unless such failure be due to illness or other cause satisfactory to the Bishop), or, in the event of his removal from the Diocese before the expiration of the time agreed upon, he will refund, with interest, the full amount which he has received from the Fund, or such part thereof as may remain unpaid at the time of his removal.

The words "Student in Divinity" shall mean all persons who are preparing to take either Deacons' or Priests' Orders, and have been accepted by the Bishop of the Diocese as candidates for the same.

Canon 11.—Of the Status of Parishes, etc.

1.—Every ecclesiastical division supplied by a clergyman who receives the whole or a part of his stipend from sources outside his charge shall be called a mission.

2.—Every ecclesiastical division having a church and parsonage, and raising within its limits the whole of the stipend of the Incumbent by voluntary contributions, such stipend not being less than twelve hundred dollars (\$1,200) shall be termed a rectory.

3.—No incumbency or mission receiving aid from the Diocese shall be entitled to become self-supporting and assume the title and privileges of a rectory until it possesses a parsonage and until the minimum sum of twelve hundred dollars (\$1,200) per annum has been subscribed in the mission or parish and a resolution passed by a legally called vestry and signed by the wardens binding the vestry to pay that amount, has been transmitted to the Bishop or proper authority; and also that the sole patronage shall, for the first year after such a mission declares its ability and willingness to become self-supporting, be vested in the Bishop. (Amended 1920.)

Canon 12.—Of the Appointment of Clergy to Charges.

The Bishop, or, in the event of his absence from the Diocese, or inability to act, his Commissary, shall present and appoint clergymen to missions.

X When a vacancy occurs in a self-supporting parish the vacancy shall be filled in the following manner: The Bishop shall nominate one or more Clergymen for the vacant cure. It shall be the duty of the parish, acting by a board or committee of not more than seven nor less than three male communicants of major age, to be elected at a regular meeting of the vestry to concur in one or other of the Bishop's nominations. In case the parish should fail to concur in the first nomination the Bishop shall, at its request, furnish other names, but in the case of its failing to concur in one or other of six consecutive nominations within a period of six months from the date of the first nomination, the appointment shall be in the hands of the Bishop. Nevertheless the parish may, if it desires, request the Bishop to make an appointment according to his own discretion.

Canon 13.—Vestries, Churchwardens, etc.

All persons shall be entitled to a seat and vote in the vestries of the several congregations of the Church in the Diocese, who (1) are baptized, and (2) are of the full age of 21 years, and (3) are habitual attendants at divine service in connection with said congregations, and (4) have contributed during the year immediately preceding to the working expenses of the Church, and (5) three months before the date of any meeting at which they claim the right to sit and vote have signed a declaration in a book kept for that purpose by the Churchwardens, that they are members of the Church of England and of no other religious communion whatsoever. Provided that any person claiming the right to vote by virtue of any prior declaration may be required to make the declaration anew at any vestry meeting at which the right to vote is claimed. Provided also that in any and every case in which a congregation is acting for a first time under this Canon, it shall suffice that the declaration be signed at the meeting then held.

That women be accorded seats and votes in our vestries subject to the essential condition that at every vestry meeting there shall be a quorum necessary to the transaction of business of not less than three (3) of whom two (2) must be men.—(New, 1920.)

At the annual Easter meeting in every organized congregation there shall be two Churchwardens selected from the male communicants, one to be appointed by the Incumbent and one to be elected by a majority of the voters present. Should either the Clergyman or vestry decline or neglect to appoint a Warden, then the vacancy shall be filled by the other party, i.e., by the vestry or the Clergyman, as the case may be.

There may be two or more sidesmen, half to be appointed by the Incumbent, half to be elected by the vestry in the aforesaid manner, to assist such Churchwardens, together with such other officers, as may be required to manage the temporal affairs of such congregation.

All out-stations shall be entitled to hold vestries, elect officers, and become organized as congregations as soon as they shall have not less than five legally qualified voters, and shall have contributed at least \$25 annually towards the stipend of the Incumbent.

In every organized congregation there shall be a meeting of the parishioners on Easter Monday, or as soon as possible afterwards, for the purpose of receiving and passing the year's accounts, and of appointing and electing Churchwardens, two Auditors, and other officers for the ensuing year.

In every organized congregation, it shall be in the power of the Incumbent of any cure, or, in case of his refusal or inability to act, of the Churchwardens, to call a vestry meeting whenever he or they shall think proper to do so, and it shall be his or their duty so to do, upon application being made for that purpose in writing by four, at least, of the members of such vestry; and in case, upon written application being made as aforesaid, such Incumbent or Churchwardens shall refuse to call such

meeting, then one week after such demand made it shall be in the power of any four of such members of the vestry to call the same by notice to be affixed on the outer church door (or church doors, where more than one) at least one week previous to such intended meeting.

Any vestry meeting other than the regular Easter vestry meetings shall require notice to be given on two several Sundays preceding, upon which services are held, and in case the Incumbent or Churchwardens shall refuse, on due request having been made, to call such meeting, then the meeting may be called in the manner provided for in the clause immediately preceding.

Rules of Order to be Observed at Easter Vestry Meetings.

- 1—The Incumbent shall preside, but in his absence a Chairman shall be elected from among the duly qualified voters present.
- 2—Opening prayer.
- 3—Announcement by the rector or missionary (or chairman) of the Diocesan Rules governing the holding of vestry meetings, especially that part relating to the qualification of those entitled to participation therein.
- 4—Election of a vestry clerk, where it is desirable to elect such an officer.
- 5—Reading and confirmation of the minutes of the last Easter and subsequent special vestry meetings.
- 6—Unfinished business (if any).
- 7—Presentation and adoption of the Churchwardens' financial report.
- 8—Presentation and adoption of reports of parochial organizations.
- 9—Nomination by the Clergyman of his Warden for the ensuing year.
- 10—Election of People's Warden, Sidesmen and other officers.
- 11—General business.
- 12—Closing prayers.

On some Sunday not less than four months before Easter the rector or missionary shall give notice during public service in every parish and outstation that those who desire to sit and vote in the approaching vestry meeting are required to sign the vestry register three months before such meeting takes place in accordance with clause 1 of this canon.

Canon 14.—Duties of Churchwardens.

In addition to the duties of Churchwardens specified in the Church Temporalities Act, it shall be the special duty of the Churchwardens of every Church—

- 1.—Within fourteen days after appointment or election in each year to make an inventory in duplicate of all the movable property of the Church, and to insure the same, and all the buildings thereof, at their full assurable value, with some British or Canadian Fire Assurance Company, duly incorporated, making the policy or policies payable to the proper parties, and to send the receipt and policy, or to report the due possession thereof forthwith to the duly appointed diocesan officer, and, at each appointment or election of Churchwardens, to present a true and faithful balance sheet of the accounts of the Church, to be filed with the above-mentioned inventories in the vestry of the Church, and also to hand over to his or their successors any balance of moneys remaining on hand.
- 2.—To provide for the due care and preservation of the said movable property, together with the administration of the real estate, during their tenure of office; to superintend carefully and enforce the execution of all contracts for furnishing, repair and preservation of the Church, parsonage, burial ground, and glebe, and to take the necessary steps to exact penalties in case of their non-fulfilment.

3.—To secure the warmth, cleanliness, lighting, and ventilation of the Church, and the supply of a surplice, communion linen, books, and bread and wine for the celebration of the Holy Communion.

4.—To provide and use such books and documents as the Bishop may from time to time require to be kept. To keep a parish book of record in which shall be entered a sufficient abstract of all the titles and deeds by which all the lands of the parish or mission are held, showing the date, the names of donors, situation, quantity, conditions of trust, purchase, or gift, when and where registered.

5.—It shall be the duty of the Churchwardens and of the Treasurers of the Organizations holding parochial funds to have all funds, not immediately required, banked in the name of the Wardens or of such organization or deposited in the Special Purposes Fund for safe keeping or otherwise similarly secured.

6.—Local contributions towards the maintenance of the church and its services shall be collected by the Churchwardens, the envelope system being recommended. Clergymen's stipend shall be a first charge and shall be paid directly and promptly.

Canon 15.—Of the Erection of Churches, etc.

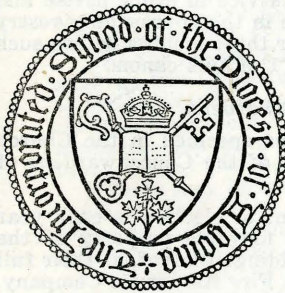
No church or parsonage or other ecclesiastical building may be erected until the site of the proposed building has been deeded to the Synod or the Bishop of the Diocese (for which purpose blank forms will be forwarded on application to the Bishop), and the plans, specifications, statements of local or other contributions have been submitted to and approved by him. This rule will also apply to all structural alterations or improvements in churches, parsonages, or other ecclesiastical buildings, and re-arrangement of church or chancel furniture.

Canon 16.—Of the Seal of the Synod.

The Seal, an impression of which appears in the margin, is and shall be the common Seal of the Incorporated Synod of the Diocese of Algoma.

The Bishop, (or, in the event of his absence from the Diocese, or his inability to act, the Bishop's Commissary), acting conjointly with the Secretary of the Synod, is hereby authorized to execute all deeds and documents which require to be sealed, and which, from time to time, require to be executed on behalf of the Synod, pursuant to any resolution of the Synod, or of the Executive or any other Committee of the Synod.

All the deeds and documents affecting the temporal interests of the Diocese heretofore attested by the Bishop, and sealed with his official seal, are hereby acknowledged as the deeds and documents of the Incorporated Synod of the Diocese of Algoma, and binding thereon.



Canon 17.—On the Election of a Bishop.

On a vacancy in the See, the Secretaries of the Synod shall, within one week from the occurrence of such vacancy, communicate the fact to the Metropolitan, or, in the event of his absence or inability to act, or of the vacancy of his (the Metropolitan) office, to the Senior Bishop of the Ecclesiastical Province, praying him to summon a meeting of the clergy

and lay representatives of the Diocesan Synod for the purpose of electing a Bishop, such meeting to be held not less than thirty days and not more than sixty days from the date at which the Metropolitan or Senior Bishop was notified of the vacancy, and to be presided over by the Bishop calling the meeting or by his duly appointed representative.

On the election of a Bishop the clergy and laity shall vote separately by ballot. Two-thirds of the votes of those present of each Order shall be necessary to determine the choice. Nevertheless, there shall be no election unless one-half of those entitled to a seat and vote in the Synod from each Order be present.

It shall be the duty of the Chairman of such special meeting of the Synod to declare to the Synod the name of the clergyman elected Bishop, and forthwith to transmit to the Metropolitan a duly attested certificate declaring the result of the election.

In the event of a sub-division of this Diocese, the Bishop shall summon the clergy and lay representatives to be included within the new Diocese to meet at such time and place as he appoints for the purpose of electing a Bishop, at which meeting the Bishop or his duly appointed representative shall preside.

Any clergyman elected a Bishop, and holding at the time of such election any preferment or benefice, shall resign such preferment or benefice prior to his consecration, and in case the Bishop of this Diocese is elected Bishop of another Diocese, and accepts, or in case of his resignation and the acceptance thereof by the Metropolitan, this See shall be ipso facto vacant.

Canon 18.—On Reciprocity in Beneficiary Funds.

That any clergyman in good standing in any Diocese in the Dominion of Canada, which has or controls any fund for superannuation or widows and orphans for the benefit of the clergy, and which shall by canon duly passed therein extend equal reciprocal terms to the clergy of this Diocese, shall, when duly licensed by the Bishop to any cure therein, be admitted to all the benefits of the said fund in this Diocese without any entrance fee, and the years of service in any such reciprocating Diocese shall count as if served in the Diocese of Algoma, but that he be subject to all the prevailing conditions and pay such fees as may be required from the clergy under the canons regulating these funds.

Provided, nevertheless, that no clergyman shall be entitled to participate in the above named funds who is at the time of his entrance into the Diocese in arrears in any required payments to the beneficiary funds of the Diocese from which he is removing.

Canon 19.—On Rural Deans.

(Adopted 1909, Confirmed 1914.)

1. The Clergy of each Rural Deanery shall meet together at some time during each regular session of Synod, but at an hour other than the Synod's business hours, to agree upon one of their number as their nominee for the office of Rural Dean. And the Clergyman agreed upon shall be nominated to the Bishop for appointment at the afternoon session of the second day of Synod.

2. No Clergyman shall be eligible for the office of Rural Dean unless he shall have served as Priest in this Diocese for five years, except in the case of a Priest of ten years standing in the Church of England in the Dominion of Canada—provided always that the Bishop may suspend this rule whenever circumstances in any Deanery may in his judgment render it necessary.

3. It shall be the duty of the Rural Dean to visit every Parish and Mission within his Rural Deanery, if possible, at least once in each year, to confer with the Clergy, Churchwardens, and other officers of the Church; examining into the conditions of the churches, parsonages, and other Church edifices, inquiring as to their insurance, inspecting the burial grounds and buildings thereto, noting all additions, alterations, decays, and dilapidations that have occurred in the same, and ascertaining what amount of debt may lie upon any of them, and what steps are being taken for its liquidation.

4. It shall be his duty to inquire, at such visits, into the value and condition of any endowments, in land or otherwise, that may be contained therein, and into the amount of stipend which is contributed annually to each clergyman, by voluntary offerings or otherwise, from his congregation; whether this is regularly paid, and if not, to what extent it is in arrears, and in the case of Missions whether any increase in the quota is possible.

5. It shall be duty of the Rural Dean also, at the same time, to inspect the Parish Registers and the inventory of parochial property (and in the event of the Wardens having failed to supply an inventory he shall obtain one at the time of his visitation, the same to be signed by the Incumbent and one of the Wardens); inquire as to supply of Service Books, and ascertain whether they are properly kept with a view to supplying the statistical information which may be required by the Bishop; ascertain whether the Churches are properly supplied with surplices, communion vessels, linen, font, etc.

6. It shall be the duty of the Rural Dean to receive the Annual Statistical Returns from the several Clergy in his Deanery, tabulate the same and transmit them with his tabulated form and General Report on the Deanery to the Bishop not later than the third week after Easter.

7. The expenses of the Rural Dean's Annual Visitation shall be borne by the Parishes and Missions of the Deanery. All offerings at Services and Missionary Meetings in connection with the said Visitation shall be sent to the Rural Dean to form a fund upon which the Rural Dean's official expenses shall be a first charge. Any excess that may remain in the fund at the end of the year shall be given to the Diocesan Mission Fund. An account of the said fund shall be given in his General Report of his Deanery. It shall further be the duty of the Rural Dean on vacating his office, to render such an account as may be required by the Bishop.

8. It shall also be the duty of the Rural Dean to enter in a suitable book to be provided for the purpose by the Rural Deanery, all particulars of his visitations of the several cures in his Rural Deanery, to keep copies of the inventories of each Parish and Mission Station, and to hand the book to his successor. When filled, the book shall be given to the Secretaries of the Synod.

Canon 20.—On Graveyards.

(Adopted 1909, Confirmed 1914.)

1. All graveyards belonging to the Church shall be managed by the Clergyman and Churchwardens of the parish or mission to which they belong, and no one shall have the right to make selections of a lot, to prepare a grave, or in any way to make use of it, or interfere with such graveyards without the approval and authority of the said Clergyman and Churchwardens. No one shall have the right to officiate at a funeral without the consent of the incumbent.

2. It shall be the duty of the vestry of every parish and mission to have every graveyard belonging to the Church within its jurisdiction

carefully and systematically surveyed or divided into lots and graves, to have prepared a plan indicating clearly the location and size of said lots and graves; to sell or assign the same; to determine the price which shall be charged for them; and generally to make such regulations for the management of the property as may seem necessary and wise.

3. It shall be the duty of the Clergyman and Churchwardens, as the representatives of the vestry, (1) To use every effort to keep the property in good order, and to protect it from invasion, injury and desecration, by adequate fencing and by constant and watchful care; (2) To collect all money due on account of lots sold and to disburse it for the maintenance of fences and for keeping the ground in proper condition.

Canon 21.—On Sunday Schools.

(Adopted 1911, Confirmed 1914.)

1. There shall be a Committee for the Sunday School work in the Diocese, under the control of the Synod, to be known as the Sunday School Committee of the Diocese of Algoma.

2. The objects and purposes of such Sunday School Committee are amongst others as follows:

- (a) To co-operate with the Sunday School Commission of the Church of England in Canada in promoting the Sunday School work of the Church.
- (b) To suggest such measures as it may deem advisable for securing the greater efficiency of the Sunday Schools of the Diocese.
- (c) To encourage in deaneries or joint-deaneries the formation of Sunday School Associations.
- (d) To submit a report of its proceedings to the Synod of the Diocese.

3. This Sunday School Committee shall consist of the Bishop, who shall be ex-officio, chairman, and three clergymen and three laymen elected by the Diocesan Synod at each regular session, who shall nominate to the Synod four of their number to be representatives for the Diocese on the Sunday School Commission.

4. This Committee shall elect its own Secretary and Treasurer. The Committee shall fix its own quorum and time and place and frequency of meeting.

5. The third Sunday in October has been appointed by the General Synod as a day of intercession for Sunday Schools on which an offering in aid of the work of the Sunday School Commission is to be made. The third Sunday in October shall therefore be observed by special sermons and addresses in each parish and mission of the Diocese, as far as possible, and an offering shall be taken up on that day in the Sunday School or at a children's service in aid of the work of the Sunday School Commission of the Church of England in Canada and to be sent to the Treasurer of the Committee.

Canon 22.—On Indian Homes.

(Adopted unanimously 1914.)

1. A Committee for the management of the Algoma Indian Homes shall be elected at each ordinary session of the Synod of Algoma to serve during the interval between one Synod and another, and to report in due course, as provided for in Section 4.

2. This Committee shall consist of the Bishop of the Diocese, the Principal of the Homes (if he be a member of the Synod), and eight

others, four of whom shall be chosen from the clergy and four from the laity. Two of each order shall be appointed by the Bishop and the remaining four shall be elected by the Synod. Five shall be a quorum.

3. Meetings of the Committee shall be held at least quarterly at Sault Ste. Marie, if possible at the time of the quarterly meetings of the Executive Committee. But meetings may be called for sufficient cause by the Chairman at any convenient time.

4. The Committee shall be responsible to the Synod for the management of the Homes; it shall deal in all necessary matters with the Department of Indian Affairs, under the formal agreement passed between the Indian Superintendent and the Bishop of Algoma; and it shall report its decisions and operations semi-annually to the Executive Committee of the Synod and also in full to each session of Synod.

5. The management of the Homes shall include: (1) The care of the grounds, the upkeep of the buildings, the carrying on of the curriculum under the formal agreement referred to in Clause 4, discipline, the engaging and paying of officers and workers, and generally all matters affecting the efficiency and progress of the work, and the physical, moral and spiritual well-being and happiness of the inmates. (2) Subject to the approval of the Bishop of the Diocese, the maintenance and ordering of religious worship, and the systematic and effective teaching of the Christian Faith in all its fulness, according to the doctrines, principles, and order of the Church of England in Canada.

Canon 23.—On Deaconesses.

(Adopted unanimously, 1914.)

1. Women of devout character and approved fitness, being unmarried or widows, may be set apart by the Bishop of this Diocese for the work of a Deaconess or Sister according to such form as shall be authorized by the Bishop.

2. The duties proper to a Deaconess or Sister are declared to be the care of our Lord's poor and sick, the education of the young, the religious instruction of the neglected, and the work of moral reformation.

3. No woman shall be set apart for the work of Deaconess or Sister until she be twenty-five years of age, unless the Bishop for special reasons shall deem it expedient to admit candidates at an earlier age, the age of admission in no case to be less than twenty-one years; it being further provided, that no woman shall be so set apart until she shall have laid before the Bishop testimonials certifying (a) that she is a communicant in good standing in the Church; (b) that she possesses such characteristics as in the judgment of the persons testifying fit her for at least one of the branches of duty above defined. Such testimonials shall be signed by one presbyter of this Church and by five lay communicants of the same, of whom two shall be men and three women. The Bishop shall also satisfy himself that the applicant has had an adequate preparation for her work, both technical and religious, which preparation shall have covered the period of at least one year. A Deaconess or Sister may be set apart for a term of years or for life.

4. No Deaconess or Sister shall work officially in this Diocese without the express authority in writing of the Bishop of this Diocese.

5. A Deaconess or Sister, not being set apart for life, may at any time resign her office to the ecclesiastical authority from which she received it; but no Deaconess or Sister having given up her commission shall be re-appointed, unless in the judgment of the Bishop such resignation was for weighty cause.

6. A Deaconess or Sister may be transferred from this Diocese to another by letters dimissory upon request of the Bishop of the diocese to which she is transferred.

7. The constitution and rules for the home-government of any community of Deaconesses shall have the sanction of the Bishop of this Diocese, and shall be in harmony with the usages of this Church, and the principles of the Book of Common Prayer.

8. No Manual of Devotion shall be used unless it be sanctioned by the Bishop.

9. No Deaconess shall be sent to a Parish or Mission without the consent of the incumbent of the Parish or Mission.

(Adopted unanimously, 1920.)

Canon 24.—On Additional Episcopal Oversight in the Diocese.

1. The Bishop of the Diocese may, at any time, in writing under his hand and Episcopal Seal, signify to the Synod of the Diocese that he desires to have the assistance of either a Bishop Coadjutor or Suffragan Bishop, and in such communication he shall state the duties he desires to assign to such Bishop when duly consecrated, and the said communication shall form part of the proceedings of the Diocesan Synod.

2. On the Synod of the Diocese, by resolution declaring that it is necessary and advisable that the Bishop's proposal should be accepted, the election of such Bishop Coadjutor or Suffragan Bishop shall be proceeded with by the Synod in accordance with the Constitution and Canons.

3. The Synod of the Diocese may, by resolution submitted by the Executive Committee, signify to the Bishop of the Diocese that in the opinion of the Synod it is necessary and advisable that a Bishop Coadjutor or Suffragan Bishop should be appointed, and on the Bishop, in writing under his hand and Episcopal Seal, communicating to the Synod his consent thereto, the election shall be preceded with by the Synod in accordance with the Constitution and Canons.

4. In communicating such consent the Bishop shall state the duties which he desires to be assigned to the Bishop Coadjutor or Suffragan Bishop, and such consent shall form part of the proceedings of the Diocesan Synod.

5. In the event of the Bishop being unable, or failing to give such consent or define such duties, the Metropolitan, on the request of the Bishop, or in the event of the Metropolitan being the Bishop of the Diocese, the Senior Bishop of the other Diocesan Bishops, or on the request of the Executive Committee of the Diocese may, after the lapse of one month from the communication or the resolution of the Synod to the Bishop, define the duties to be performed by the Bishop Coadjutor or Suffragan Bishop, and his definition when reported to the Committee shall form part of the proceedings of the Synod, and the election shall thereupon proceed without further consent from the Bishop of the Diocese.

6. The Bishop Coadjutor or Suffragan Bishop, when duly consecrated, shall perform such Episcopal duties as shall have been assigned to him as aforesaid, but such duties may from time to time be varied by mutual arrangement between the Bishops, which arrangement shall be communicated to the Synod in writing under the hand and Episcopal Seal of the Diocesan.

7. A local title may be assigned by the Bishop and the Synod to such Bishop Coadjutor or Suffragan Bishop, but the exercise of all his powers,

duties and privileges by the Bishop Coadjutor or Suffragan Bishop shall be in subordination to the Bishop of the Diocese.

8. If any difference shall arise between the Bishop of the Diocese and the Bishop Coadjutor or Suffragan Bishop regarding the privileges, duties and authority of the latter, it shall be decided by the Metropolitan at the request of either one, or if the Bishop of the Diocese be the Metropolitan, by the Senior Bishop of the other Diocesan Bishops in the Province.

9. Before proceeding with the election of the Bishop Coadjutor or Suffragan Bishop, or if he be already consecrated before proceeding with his installation, the House of Bishops shall be satisfied that proper provision has been made by the Diocese for the stipend and maintenance of such Bishop Coadjutor or Suffragan Bishop either by endowment or by other sufficient means.

10. A Bishop Coadjutor shall, without any further election, become and be the Bishop of the Diocese when a vacancy occurs in the See.

11. A Suffragan Bishop on a vacancy occurring in the See shall not become Bishop of the Diocese, unless thereto duly elected, but shall retain his status and office of Suffragan Bishop.

12. The Bishop of the Diocese may at any time, with the consent of the Synod of the Diocese, appoint any Bishop who has resigned his See or other jurisdiction, to perform such Episcopal duties as he may desire within the Diocese, and such Bishop shall be styled the Assistant Bishop,

RULES OF ORDER.

1.—The Chairman shall maintain order and decorum and shall decide all questions of order; and when called upon for his ruling he shall state the rule applicable to the case without argument or debate.

2.—When any member wishes to speak, he shall rise and address the chair.

3.—When two or more members rise at the same time, the Chairman shall name the party first to speak.

4.—A member called to order while speaking shall sit down unless permitted to explain.

5.—No motion or amendment shall be considered as before the Synod, unless seconded and reduced to writing.

6.—No member, save the mover of a resolution, who, as mover, is entitled to reply, shall speak more than once, unless by permission of the Synod.

7.—A member may rise to explain if permitted by the chair.

8.—No original motion, except motions of course, shall be received without notice, except by permission of the Synod.

9.—When a resolution has been moved and seconded, any member may require the previous question to be put, whether the motion be made shall be put or not, and that question shall be decided without debate.

10.—When a motion has been read to the Synod by the Chairman, it cannot be withdrawn without the consent of the Synod.

11.—When a question is under consideration no other motion shall be received, except to adjourn, to lay on the table, to consider it clause by clause, to postpone it to a certain time, to postpone it indefinitely, to

refer it to a committee, to amend it or divide upon it, and motion for any of these purposes shall have precedence in the order named.

12.—A motion to adjourn shall always be in order.

13.—Motions to adjourn or to lay on the table shall be decided without debate.

14.—A motion to suspend a rule of order shall take precedence of all other motions, and shall be decided without debate; and no rule of order shall be suspended, except upon the vote of two-thirds of the members present.

15.—A member, if not interrupting a speaker, may require any motion in discussion to be read for his information at any time during the debate.

16.—No more than one amendment to a proposed amendment of a question shall be in order.

17.—When amendments are made to any motion, the amendment and the original motion shall be put in order the reverse of that in which they were brought forward.

18.—When a question is finally put by the Chairman, either an original motion or an amendment, no further debate shall be allowed; the Chairman first declaring that the question is finally put.

19.—Whilst any question is being put from the chair, the members shall continue in their seats; and when a motion is put no member shall retire until said motion is disposed of.

20.—In voting, those who vote in the affirmative shall first rise, and then those who vote in the negative; and in case of an equality of votes the question shall be decided by the casting vote of the Chairman.

21.—When required by two members of the Synod, the vote of the Synod upon any question may be taken by orders voting separately; and in that case a majority of both orders shall be necessary to an affirmative vote.

22.—On a vote being taken, the names of those who vote for or against a question shall be recorded in the minutes if required by two members.

23.—A question once determined shall not again be drawn into discussion in the same session without the unanimous consent of the Synod.

24.—Whenever a committee is appointed, a chairman may be named, and in case of no such nomination, the first person on the list shall be convener, and the committee shall elect its own chairman.

25.—Reports of committees shall be in writing signed by the chairman, and shall be received in course, but a motion may be made for re-committal.

26.—Motions with reference to reports from committees shall take precedence of other motions on the paper.

27.—Notice of all business to be brought before the Synod, excepting such as may be proposed by the Bishop or the Executive Committee, must be given on the first day of meeting. Nevertheless, by the consent of the Synod notices may be given on any subsequent day in the proper order.

28.—When the Synod is about to rise every member shall keep his seat until the Bishop or other person presiding has left the chair.

29.—In any unprovided case resort shall be had to the Rules of Order of the House of Commons in Canada for guidance.

ORDER OF PROCEEDINGS AT MEETINGS OF SYNOD.

Section 1.—The Synod shall begin each day with Divine Service. The opening service on the first day shall include a celebration of Holy Communion. On this occasion the offerings shall be devoted to such objects as the Bishop may determine. On each subsequent day Morning Prayer shall be said before the Synod meets for business. Evening Prayer shall be said daily throughout the session.

Section 2.—After the first day the Synod shall meet for the transaction of business each morning at 10 o'clock.

Section 3.—The business sessions of the Synod shall be opened by the Bishop, or his deputy, taking the chair and calling the meeting to order.

Section 4.—After prayer the Clerical Secretary, having received from the Bishop a list or roll of the Clergy entitled to sit and vote in the Synod, shall read said list slowly and distinctly in the hearing of all and shall record in the Journal the names of those who answer. Notice shall then be given to the lay delegates to place their certificates on the table and such certificates shall be examined by a committee of two members appointed by the chair. The Treasurer of the Synod shall then report to this Committee the names of the cures which have failed to pay their contribution to the Diocesan Expense Fund, said list determining, in so far as the qualifications of payment to the Diocesan Expense Fund is concerned, the right of the delegates to take their seats in Synod. After due examination of the credentials submitted to them and of the Treasurer's list above referred to, the Committee shall report to the Synod the names of such delegates as are duly qualified and the names of those whose qualifications are defective, and the Synod shall take such action as may be necessary.

Section 5.—The election of officers (the Treasurer excepted—vide Canon 4, Sec. 3), shall then be proceeded with.

Section 6.—The Bishop shall then deliver his charge to the Synod.

Section 7.—After this the business of the Synod shall be called up and disposed of on this and each day of the session in the following order:—

- (1) Reading, correcting, and approving minutes of the previous meeting.
- (2) Giving notice of motions. This applies only to the first day, except with consent of the Synod.
- (3) Appointing committees.
- (4) Presenting, reading, and referring memorials, petitions, and correspondence.
- (5) Presenting reports of committees, and of the Treasurers and Auditors, but no report presented shall be considered at the same sitting, except by consent of the Synod.
- (6) Consideration of business mentioned in circular of Executive Committee.
- (7) Consideration of reports previously presented.
- (8) Consideration of other business.

Section 8.—The election of delegates to the General and Provincial Synods and of members of the Executive Committee shall take place as the first order on the afternoon of the second day.

Section 9.—Before the prorogation of each session of the Synod a schedule of all enactments which have been adopted and sanctioned at such session shall be signed and read by the Bishop and an entry thereof shall be made in the minutes.

RULES AND REGULATIONS ADOPTED BY THE EXECUTIVE COMMITTEE AND APPROVED BY THE SYNOD.

(Approved by Synod, 1909.)

Your Committee has made the following rules and regulations for its guidance in the transaction of the business of the Synod brought before it:

1. In addition to the annual and quarterly meetings provided for by Canon there shall be monthly meetings of the Executive Committee for dealing with the affairs of the Mission Fund and any other matter dealing with property or finance, and of such a character that it cannot safely be left over for the next quarterly meeting.

2. Monthly meetings of the Committee shall be held on the first Thursday of the month.

3. Rules of procedure at all meetings of the Executive Committee shall be,—

Prayer.

Reading and confirmation of minutes.

Business arising out of the minutes.

Reports of sub-committees.

Correspondence.

General Business.

4. Among the preliminary steps taken by your Committee for the better transaction of the Synod's business it was decided that on principle, as well as in consequence of inability, consent could never be given to use the Trust Funds of the Synod for loans in aid of diocesan or parochial objects.

5. Also on the advice of the Honorary Registrar and in accordance with the practices of other dioceses it was decided not to execute or consent to any mortgage unless the covenants clauses were struck out.

6. Your Committee adopted the rule in force in the Diocese before the Synod was created requiring annually a memorandum of agreement covering one year for the quota of the missionary's stipend to be entered into by the Executive Committee and each organized mission station.

7. Another rule laid down by the Committee requires that before a mortgage can be consented to or executed it must be supplied with a duly certified copy of a resolution, asking for a mortgage, adopted at a legally called vestry meeting of the parish or mission concerned.

Approved by Synod 1914,—

8. Your Committee has decided that all mortgages shall be made in triplicate and that one copy of each be retained by the Diocese.

9. Your Committee also amended its rules of procedure by requiring reports from its "officers" as well as from its sub-committees.

Adopted by Synod, 1920,—

10. That acting upon the opinion and advice given by the Chancellor of the Diocese it is hereby resolved, That the money accruing annually from the T. J. Kennedy Bequest shall be used as a separate fund in connection with the Superannuation Fund, to be distributed in whole or in part for the augmentation of grants in special cases, to be determined by the Bishop of the Diocese, acting in conjunction with the Executive Committee thereof, after due consideration of the merits of each case. It shall be in order at any time, for sufficient cause, or in the event of a special case arising, to make a fresh distribution of the moneys connected with this bequest.

INSURANCE.

Your Committee brings before the Synod the importance of the adequate insurance of all church buildings with their furnishings and recommends:

(a) That there shall be an officer of the Synod known as the Insurance Officer, who shall be appointed at each regular meeting of the Synod.

(b) That the duties of the Insurance Officer shall include the keeping of records of all insurance policies on church properties within the diocese and endeavoring to see that the premium payments are promptly made. He shall also be the custodian of such policies and renewal receipts as shall be sent to him and shall hand them over with his books of record to his successor.

(c) That it shall be the duty of every clergyman or missionary and the churchwardens of every parish or mission station to see that all church property is adequately insured.

(d) That all insurance policies should be taken out in the name of, and all losses be made payable to, "The Incorporated Synod of the Diocese of Algoma," by which the property is, as a rule, held in trust for the various parishes or missions.

(e) That should any mission be unable to find the necessary premium the clergyman or missionary shall at once inform the Rural Dean of the fact, who shall take such steps as he may consider advisable.

CONCERNING GRANTS FROM THE MISSION FUND.

Approved by Synod, 1911.

In addition to the rules and regulations adopted by this Committee and approved by the Synod, the following by-law regarding conditions upon which grants shall be made from the Mission Fund of the Diocese to the missions within our boundaries has been adopted by the Executive Committee and is, in accordance with Canon 4, hereby submitted for your approval:

"Grants are made from the Mission Fund, subject to the following conditions:

"(a)—That the buildings of the missions be adequately insured in the name of the Incorporated Synod of the Diocese of Algoma, and that the policies be deposited with the Diocesan Insurance Officer.

"(b)—That the requirements of the Synod respecting special annual collections, the annual assessment for the Diocesan Expense Fund and other payments be complied with by the various stations of the missions receiving aid.

"(c)—That each mission station agree by resolution passed at a duly called vestry or congregational meeting to pay the quota towards the missionary's stipend required of it by the Executive Committee and that a certificate bearing witness to the passage of such resolution be sent annually to the Clerical Secretary of the Synod, such certificate to be made on a form specially provided for the purpose.

DIOCESAN EXPENSE FUND. X

Adopted by Synod, 1911. *see also p. 11*

Your Committee recommends to the Synod a basis upon which to assess parishes and missions for the Diocesan Expense Fund, namely, a pro rata levy on the total expenditures from year to year on account of

- (1) Stipends of clergy or lay missionaries—grants from the Mission Fund not to be included.
- (2) Salaries of parish officers.
- (3) General Parochial expenses, and
- (4) Expenditures for other parochial objects: this, however, not to include payments made for buildings or repair to churches, parsonages, or parish halls.

The assessment shall be made annually by the Executive Committee on the payments shown by the Easter returns.

The amounts received from "the open offerings of the principal service on the occasion of the annual visitation of the Bishop" shall be counted as payments on account of the Expense Fund assessment from the several parishes and missions of the diocese, and shall forthwith be remitted to the Treasurer of the Synod.

That this basis of assessment come in effect for the current year ending Easter, 1912.

ALGOMA MISSION FUND.

(Adopted by Synod, 1920.)

Asked by the Synod to make a decision your Committee declares that the annual payment of the Apportionment for the Algoma Mission Fund is from year to year and is finally due on the last day of the year.

TRANSPORTATION.

(Adopted by Synod, 1920.)

That while the salaries of missionaries in the diocese remain at the present scale the transportation charges of all missionaries within the area of their sphere of work, who report said expenses, over and above the sum of Fifty Dollars, shall be met by a grant from Diocesan funds; nevertheless no grant is to exceed the sum of One Hundred and Twenty-five Dollars per annum.

That the preceding resolution is not to apply to cost of equipment; that it become operative from January 1st, 1920; that it be payable semi-annually on June 30th and December 31st on presentation of statements and vouchers.

SPECIAL OFFERTORIES AND COLLECTIONS.

Copy of the Card to be Affixed to Church Doors Throughout the Diocese.

"Freely ye have received: freely give."

DIOCESE OF ALGOMA.

The following Special Offertories and Collections are appointed to be taken up, annually, in each of the Congregations of the Diocese:

1. Sunday after EpiphanyForeign Missions
2. Ash Wednesday*S. P. C. K.
3. First Sunday in Lent—(special envelope collection
.....Algoma Mission Fund Apportionment
4. Good FridayThe Jews
5. Sunday after Ascension DayDomestic Missions
6. 4th Sunday after Trinity, (or St. Peter's Day)Bishop Sullivan
Sustentation Fund, (for supplying clergy to poorer Missions)
7. Week following Twelfth Sunday after Trinity, (a house-to-house
collection)
.. Apportionment for †M. S. C. C. and Algoma Mission Fund
8. Thanksgiving ServiceSuperannuation Fund
9. St. Andrew's Day‡S. P. G. and §C. & C. C. S.
10. Christmas DayThe Clergyman

All these Offerings, except the last (for the Clergyman), are to be forwarded **without delay** to the Treasurer of the Synod, REV. FRED. W. COLLOTON, Sault Ste. Marie, Ont.

Remember.

1. The rule of the Church is—That Baptisms, Marriages, and Funerals be solemnized in the Church. The Clergy and Laity are requested to obey this rule whenever possible.
2. The Clergy are not at liberty to officiate at Funerals on Sundays, if their attendance interferes with any of the Public Services of the Church.
3. Stangers are welcome, and are cordially invited to send their names and addresses to the Incumbent that he may visit them.

All Seats in this Church are Free.

The Church is largely supported by Voluntary Contributions.

GEORGE ALGOMA.

*The Society for Promoting Christian Knowledge.
†The Missionary Society of the Church in Canada.
‡The Society for the Propagation of the Gospel.
§The Colonial and Continental Church Society.

Form of Application for a Grant in Aid of Church Buildings to be Obtained from the Secretary of the Executive Committee.

DIOCESE OF ALGOMA.

Application to the Executive Committee of the Synod of the Diocese for a grant of money in aid of..... in the Parish or Mission of.....

N.B.—It is necessary that Canon 15 be complied with before an application can be entertained.

- Has the site been acquired?..... Its size?..... Is it conveyed to the Incorporated Synod of Algoma?..... Have the plans and specifications been approved by the Bishop?..... State the cost of the proposed undertaking?..... How much money has been raised on the spot and now in hand..... How much money has been raised from other sources and now on hand... How much more money is there a prospect of raising on the spot or elsewhere?..... How much has been promised but not yet paid?..... State the amount of accommodation to be provided?..... State the material to be employed in construction?..... State the number of Church people for whom accommodation is required State the general condition of the people?..... State the object for which a grant is asked—church, parsonage, or school hall?..... Are all other Church properties insured?..... Give any particulars, likely in your opinion, to assist the Committee to arrive at a decision.

CONDITIONS.—Grants are payable on the understanding that the buildings are insured during course of construction and continuously thereafter. The Committee does not pledge itself to pay grants until funds are in hand.

All Grants will lapse if not claimed within two years.

To be signed by the applicant, who must state his official connection with the case.

Signed.....