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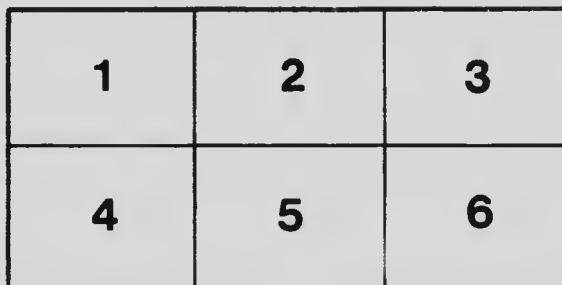
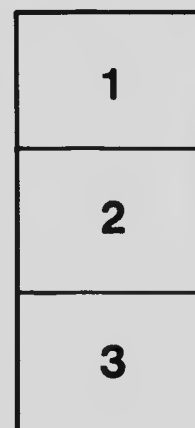
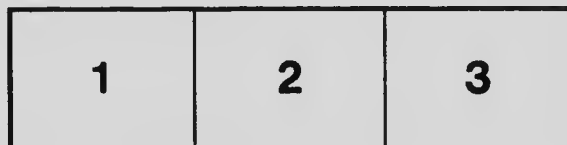
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**EPITOME**  
OF  
**FACTS, LAWS, REGULATIONS AND**  
**REQUIREMENTS**



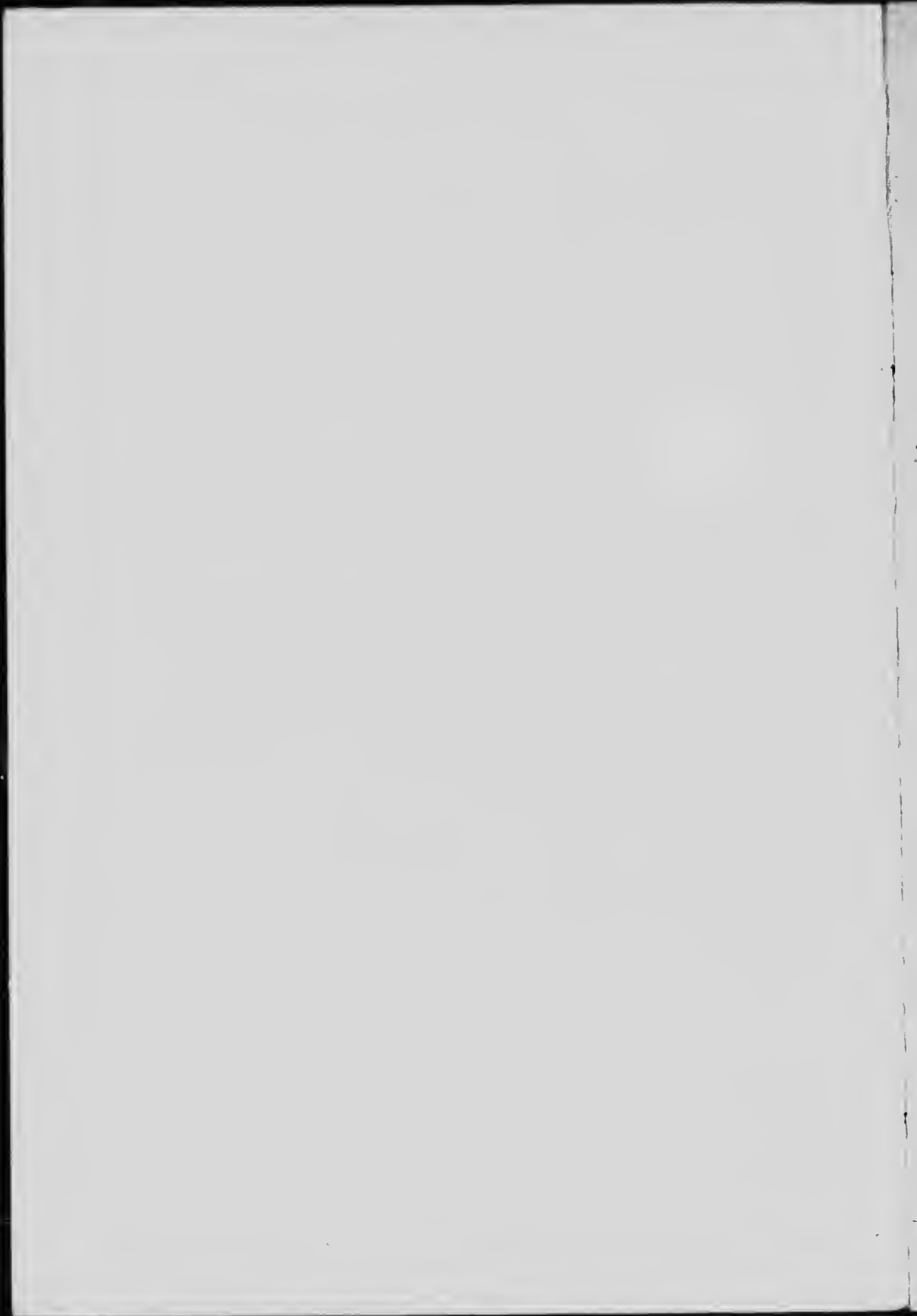
ARMS OF THE DIOCESE

**DIOCESE OF QUEBEC**

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**1918**

ANGLICAN CHURCH OF CANADA  
GENERAL SYNOD, ARCHIVES



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# The Diocese of Quebec

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## EPITOME

of

### Facts, Laws, Regulations and Requirements

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The Diocese of Quebec was founded in 1793, and included the whole of Canada, as then known, and Territories further to the North and West. The first Bishop, Dr. Jacob Mountain was consecrated in Lambeth Palace Chapel on 7th. July, 1793. In 1839 the See of Toronto was founded: In 1849 the See of Rupert's Land; and in 1850 the Diocese of Montreal; at which date the Diocese of Quebec assumed practically its present form and size, with a staff of 38 clergy, and a Church population of some 23000.

The temporal affairs of the Diocese are managed by means of two separate corporations, the one—the Synod—attending to the necessary legislation, and the other—the Church Society—controlling the finances.

#### THE SYNOD.

The Diocesan Synod was founded in 1857, and finally incorporated by Statute in 1885. For constitution governing election of Lay delegates, certificates required from Incumbents, etc. see "Statute Law, Constitution and Canons of Synod".

Among the more important canons are:—

Canon II. On statistics, and reports to be furnished by the clergy.

Canon VI. On synod fund, and assessments payable.

Canon IX. On boards of enquiry to be appointed when a mission fails in its financial obligations.

Canon XI. On the duties of Church wardens.

Canons

Canon XII. On the duties of Rural Deans.

Canon XVI. On the building of Churches and Parsonages, and the several requirements to be fulfilled.

Canon XVII. On the temporalities of the Church.

Canon XXII. On the sale, hypothecation, or disposal of Church property. The formal consent of the congregation, and the written approval and sanction of the Bishop required.

Parish  
and  
Mission

A cure that is self-supporting is designated a "parish", and the Priest thereof a Rector. A cure that is aided by Diocesan funds is designated a "mission" and the incumbent in charge a "missionary". All missions are, for financial purposes, under the Diocesan Board of Missions.

When a mission becomes self-supporting, i.e. when it is paying the maximum stipend required by the Diocesan Board, it rises to the dignity of a *parish*, and secures some voice in the selection of its rector; in making an appointment to a parish, the Bishop nominates, and a "board of concurrence" (see Canon XIII) nine in number, elected by the vestry, considers the nomination; and may, without rejecting the first submitted name ask for a second, and a third. Should no choice be made amongst these, the appointment rests with the Bishop.

### THE CHURCH SOCIETY.

The Church Society, established by Bishop George Jehoshaphat Mountain in 1842, was incorporated by Statute in 1844, and to its hands were entrusted the management of all diocesan funds: it is, in fact, the Financial Executive of the Diocese. That these funds have prospered and developed to their present satisfactory position must be largely attributed to their having been administered on strictly business lines, and in accordance with wisely framed By-laws. The Society has to do with the raising, the managing, the investing, and the dispensing of monies designed for Church work in the Diocese.

President

The Lord Bishop is President of the Society, and the corporation is composed of all members of the Church within the Diocese who contribute at least \$2. annually to



the Society's funds, and who, at their own request, have been elected members of the same at a general meeting of the body. Any member of the Church having contributed \$50. in one sum to the Society's funds may similarly be elected a "Life-member".

The Society meets annually in April.

At this meeting Vice-Presidents, ordinary members, and Life-members, and members of the Central Board are elected, reports are presented, and By-laws enacted for the government of the Society.

The **Central Board** of the Church Society is composed of the President, vice-presidents, and all officers of the Society and eight clergymen and eight laymen elected at the annual meeting. This Board is practically the Society itself in session between its annual or special meetings. There are within the year six stated meetings of the Board: but a meeting may be called as often as required.

The most important funds under the management of the Central Board are:—the General Fund, the Mission Fund of the Society, together with several Memorial Mission Funds, the Clergy Trust Fund (the total revenues from which are now devoted to the needs of Missions,) the Bishopric Endowment Fund and certain See-House Funds, the local Endowment Funds, the Widows' and Orphans' Fund, the Clergy Pension Fund, and certain local Cemetery Funds.

The **General Fund** meets the expenses of management. From it grants are made towards the building of Churches and parsonages; the establishing of local endowments; outfits; the augmentation of other funds specially in need, etc.

A grant of \$200. towards the purchase of a horse or motor is made to a missionary on entering for the first time upon work in the diocese, on condition that if he leave the diocese before the expiration of three years he shall refund to the Society an amount proportionate to the unexpired period.

A grant of \$200. is made from the General Fund towards the establishing of a local endowment in a mission, in aid of the clergyman's support; the conditions being that

the management of the fund be entrusted to the Church Society, and the revenue therefrom, to the extent of \$200, become available only when it reaches \$225. a year. Where a local endowment is available in a mission, the revenue forms part of the missionary's stipend under the scale of payments to missionaries.

**Mission Funds**

The revenues from the several mission funds are entirely devoted to mission work of the Quebec Diocese.

**Pension Funds**

To secure the prospective benefits of the "**Clergy Pension Fund**" a clergyman must make application within twelve months of his entering the Diocese: and as regards this fund, and also the W. & O. Fund, he must strictly comply with the terms of the By-laws XII. and XIII.

**Pension Clergy**

The maximum pension is \$600. and under ordinary circumstances no pension is granted until after forty years of service in the Diocese. At this stage it may be claimed. Under certain circumstances, a pension of \$400. per annum may be granted to a clergyman after twenty years of service in the Diocese, with an additional \$10. for each completed year after twenty.

**Widows' and Orphans' Fund**

The maximum pension to a widow is (at present) \$500. per annum. The amount may be changed as circumstances require. Pensions to orphans, not exceeding four in a family, are \$50. each, until the age of 16 years for a boy and 18 for a girl is attained. The W. & O. Fund, unlike the clergy pension fund is a purely beneficiary one, and intended to aid those only who are in need.

At present a clergyman is not called upon to pay any charges, annual or other, to secure the benefit of either pension fund, but, as regards the **Clergy Pension Fund** the payment of an annual contribution (now suspended) may be required, should the condition of the fund so require.

**Education Fund**

Out of the revenue of the **Education Fund** ten scholarships have been established, of the value of \$50. each, open to children of the clergy, and available, for boys at B. C. S. Lennoxville, and for girls at King's Hall Compton: a Scholarship is frequently augmented from other revenue from this fund. Grants are also occasionally made in aid of poor district schools on certain conditions. The required

application for any grant must be in the hands of the Secretary before the June meeting of the Board.

The Church Society undertakes the management of any <sup>Cemetery Funds</sup> sum of \$100. or more, given for the up-keep in proper order of any designated Church of England **Burial Ground** within the Diocese. The Society's responsibility ends with the transmission of the revenue, in June each year, to the clergyman of the named parish or mission, for the purpose indicated.

The Society's financial year ends on the last day of <sup>Financial Year</sup> February.

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## DIOCESAN BOARD OF MISSIONS.

(The "Quebec System")

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The "Mission" work of the Diocese is entrusted to the <sup>Diocesan Board</sup> Diocesan Board by the joint action of the Synod and the Church Society. The Bishop of the Diocese is President and exercises the right of *veto*. In addition to *eight* official members—representative of the two corporations—six clergymen and six laymen are elected, one half of each order by the Synod at its biennial meetings, and one half of each order by the Society at its annual meetings, but before election all must be members of the Society.

The business of the Diocesan Board is carried out on <sup>"Quebec System"</sup> the lines of what is commonly known as the "**Quebec System.**"

This Board pays the stipends of all missionaries. The money entrusted to the Board for this purpose comes from (1) an agreed upon contribution from each congregation within the mission served, (2) the revenue of the invested capital of certain "Mission Funds", (3) a special Sunday offering annually made in this behalf in each church within the Diocese, and (4) such portion of a house-to-house collection made each autumn in every congregation, or given

through the envelope system as may be designated to the mission fund. The Diocesan Board elect their own Secretary and Treasurer, and have also authority to make rules and regulations for the management of their own affairs, provided that none of these be contrary to, or inconsistent with the Act of incorporation, the By-Laws of the Church Society, or the Canons of the Diocesan Synod. The Board submit to each annual meeting of the Church Society and to each ordinary meeting of the Synod a statement of their accounts, and also a report of their proceedings, and of the condition and prospects of their missionary stations.

Special  
Feature

No missionary is directly dependent upon his people for his stipend. An "Agreement" is entered into between the Diocesan Board and each congregation comprised in a mission as to the utmost amount which each is able to contribute, and will undertake to contribute, towards the ministrations of the Church in its midst. Under the terms of this signed agreement, the stipulated contribution is to be sent in regular instalments to the Treasurer of the Board. Should the church wardens fail to comply with these terms, after a grace of 15 days, they are notified by the Secretary of their arrears, and reminded of their agreement; which notice as a rule, suffices to bring prompt payment. Should the arrears extend to six weeks, a notice is required to be read to the delinquent congregation, to the effect that unless all dues are paid within three weeks, services in the church will be suspended. Seldom, if ever, has it been found necessary to carry this rule into action. The amount to be contributed by a congregation may be changed from time to time as circumstances dictate. The aim required of a mission is to become self-supporting. An enquiry may be called for at any time by the Board or by the congregation. The Duplex Envelope System for raising money for home and for foreign church support and extension—without question the fairest and easiest method, and already in operation in some parishes,—the Board is establishing throughout the diocese, and expects to make general in the immediate future.

One surpassing advantage of the "**Quebec System**" is that the clergyman, freed from an irksome dependence upon his people for his annual stipend, is free also to assist the Board, by reminding his congregation and church wardens, as occasion may require, of their duties and responsibilities in the matter of "giving" generally, and in particular in the strict fulfilment of their obligation to the Board. The evidence of such teaching becomes quickly apparent, as unfortunately, does the lack of it.

The stipend to a missionary, at present, is—for a <sup>Stipends</sup> priest not less than \$1000.—for a deacon not less than \$800. The Board aims to increase these to \$1200. and \$1000. respectively. Under the "Quebec System" a missionary receives his stipend from headoffice, per cheque, month by month.

An appointment to a mission is made by the Lord <sup>Appointment</sup> Bishop. A missionary may be transferred from one mis- <sup>to a</sup> sion to another whenever in his Lordship's judgment such a change will be in the interest of the Church.

Inasmuch, however, as the Diocesan Board is responsible for a missionary's stipend, no nomination is made by the Bishop without first conferring with, and receiving the concurrence of the Board. A mission must have satisfied all indebtedness to the Board before any new appointment thereto is made; and if he has not already once done so, the clergyman to be appointed must have agreed in writing to comply loyally with all the rules and regulations of the Society.

On attaining to a condition of self support a parish <sup>Option</sup> may, under agreement with the Board sever or retain its connection with the Diocesan Board. If it continues in connection, it remains subject to all the rules and regulations of the Board, save only that the Board pays to the rector on account of stipend, only such amount as has been received from the parish for this purpose.

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This brief summary is by no means intended to take the place of the **Canons and Constitution of Synod** or the **By-Laws of the Church Society**, a careful study of which—

not too seldom repeated—is essential to enable a clergyman to do full justice to himself, to his parish, or to the Diocese at large.

### SPECIAL OFFERINGS,

The following is a list of the special offerings appointed by authority to be made in every Church within the Diocese year by year, and the date when each is to be made. Each offering is to be sent to its proper destination as soon as it is made.

DAY.	OBJECT.	DIOC. TREASURER. *
Sunday after Epiphany.....	Foreign Missions .....	M. S. C. C.
Sexagesima Sunday .....	Council for Social Service.	
Fourth Sunday in Lent.....	General Fund, Ch. Soc. ....	Church Society.
Good Friday .....	Mission to Jews .....	M. S. C. C.
Easter tide .....	Children's Lenten Offerings	M. S. C. C.
Easter Day .....	The Rector or Incumbent..	
Sunday after Ascension Day.	Canadian Missions .....	M. S. C. C.
Trinity Sunday .....	Bishop's College .....	Bursar—B. C. L.
Sunday next to Michaelmas.	Mission Fund, Ch. Soc. ....	Church Society.
Thanksgiving Day.	Pension Fund, Ch. Soc. ....	Church Society.
3d Sun. in October.....	Sunday School Commission	S. S. Institute.

### HOUSE-TO-HOUSE COLLECTIONS.

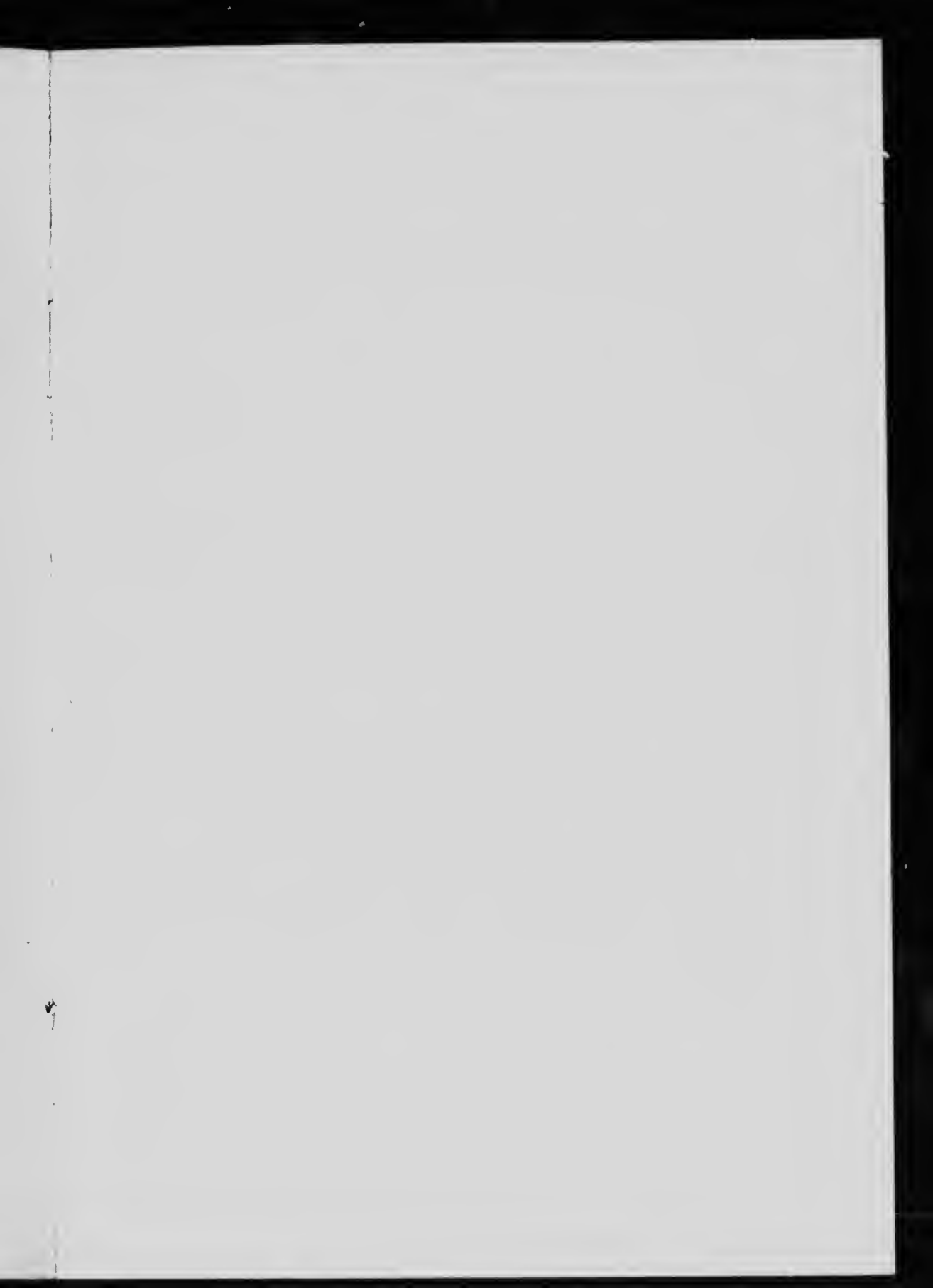
For **Church Society** from every congregation, each autumn.

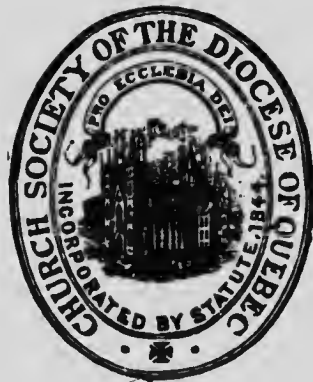
These collections, accompanied by alphabetical list of the donors, must be in the Treasurer's hands before Christmas Day.

For **M. S. C. C.** from every congregation each spring.

These collections, accompanied by an alphabetical list of the donors, must be in the Treasurer's hands by July 31st. each year.

\* Note—For names and addresses of Treasurers, see cover of annual reports.





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