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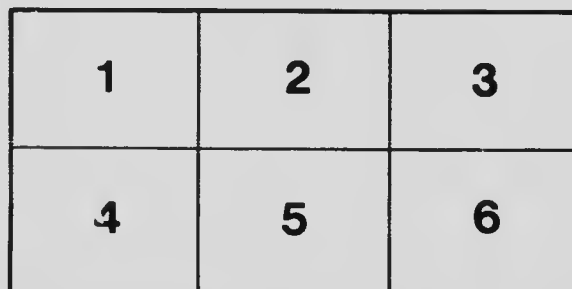
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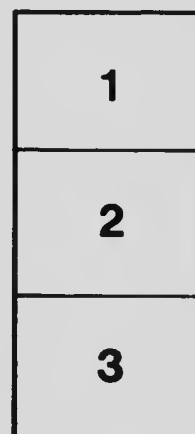
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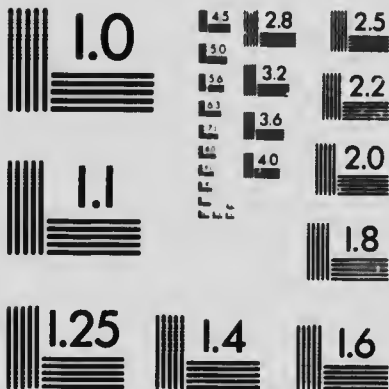
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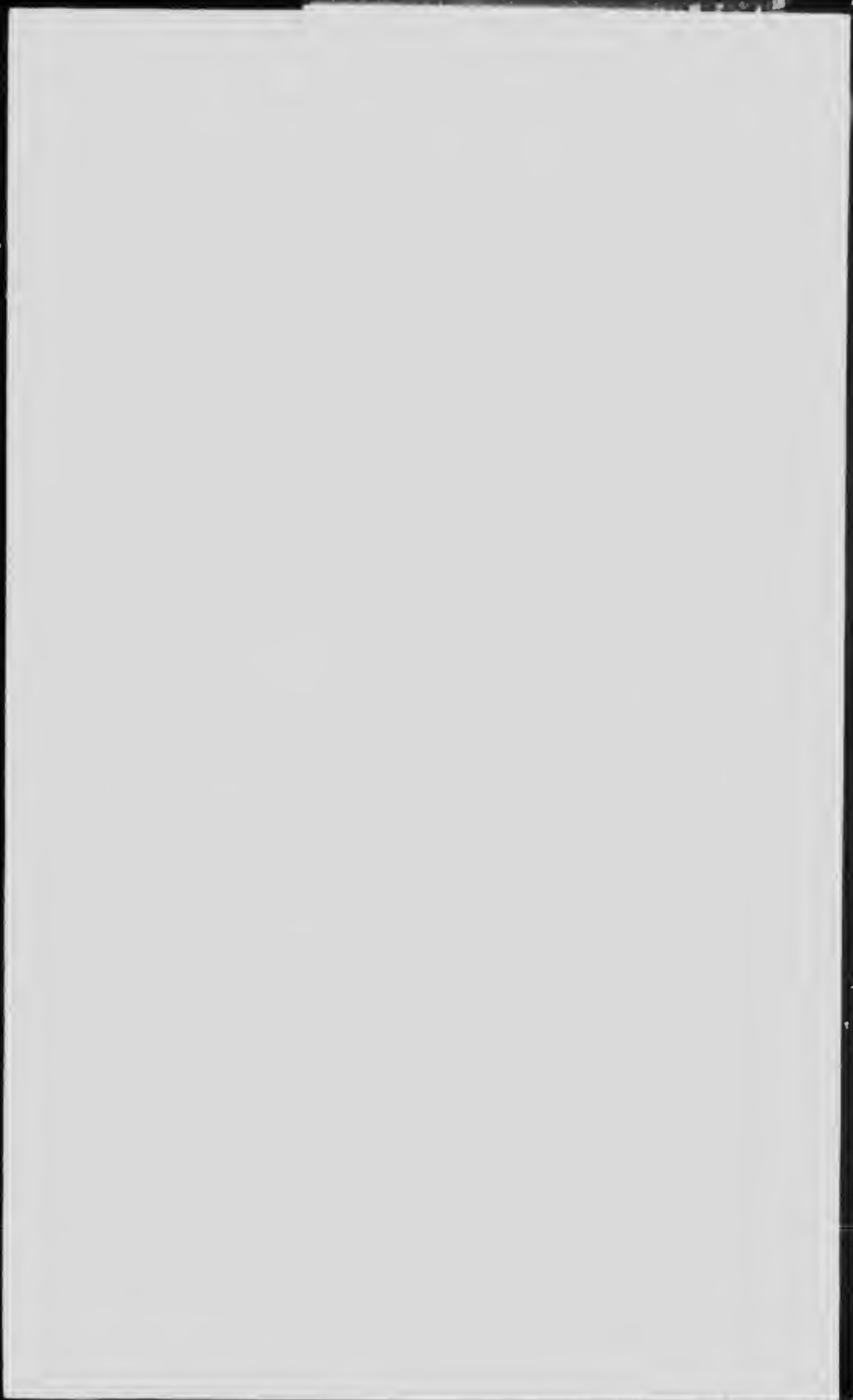
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Diocese of Ottawa

BOOK OF CANONS

(INTERIM ISSUE)



Diocese of Ottawa.

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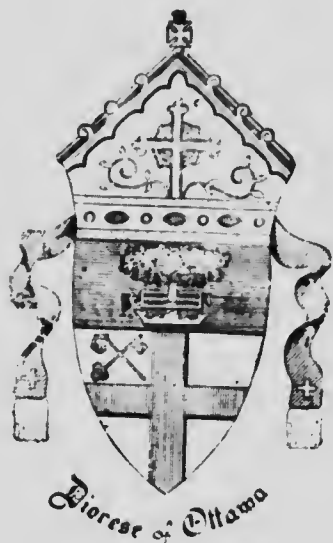
1915.



CANONS

OF THE

Synod of the Diocese of Ottawa



OTTAWA:

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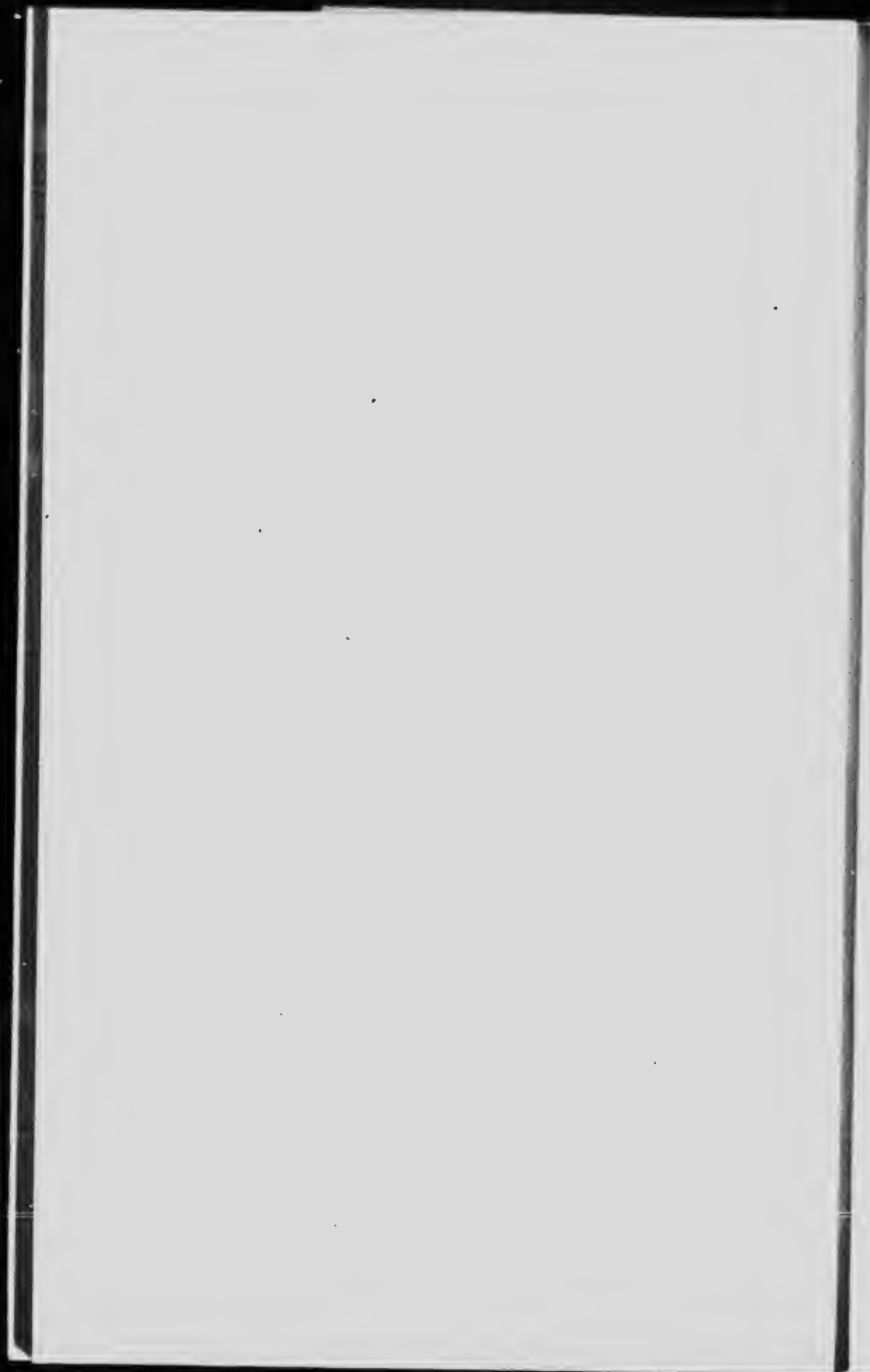


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Diocese of Ottawa.

CANONS.

PART I. CONSTITUTION.

CANON I—MEMBERSHIP.

(Amended 1913, p. 22. Confirmed 1913, p. 18)

1. The Synod shall consist of the Lord Of whom the Synod shall consist,
Bishop of the Diocese and any coadjutor or
assistant Bishop thereof, or the Bishop pre-
siding under the Canon respecting the presid-
ing Bishop; of the Priests and Deacons of
the Diocese licensed by the Bishop and those
superannuated Clergymen of the Diocese
who are in good standing; and of Lay rep-
resentatives elected as hereinafter provided.
2. The Clerical Secretary, under the direc- Entry of names on list.
tion of the Bishop, shall enter the names of
those Clergymen who are entitled to seats in
the Synod on the Synod list hereinafter
mentioned.
3. The Lay representatives shall be male Qualification and election of Lay representa-
tives.
communicants of the full age of twenty-one
years, who have communicated at least three

times within the previous year; they shall be elected as hereinafter provided at the Easter meeting held by each Clergyman having a separate cure, or at any meeting specially called by him for that purpose by giving due notice thereof during Divine Service on the two Sundays next preceeding the meeting. In case of a vacancy in the cure the Easter meeting shall be called by the Churchwardens affixing a notice of such meeting to the outside of the outer main entrance Church door at least one week previous to such intended meeting.

Who may vote
at elections.

4. All lay persons within the cure, of twenty-one years of age and upwards, who, at the time of the election, have registered and declared themselves in writing in a book provided for that purpose by the Parish, to be habitual worshippers with that congregation, and members of the Church of England in Canada, and of no other religious body, shall be entitled to vote at the election: Provided, that no such person shall vote at the election of Lay representatives in more than one congregation in the Diocese within the year.

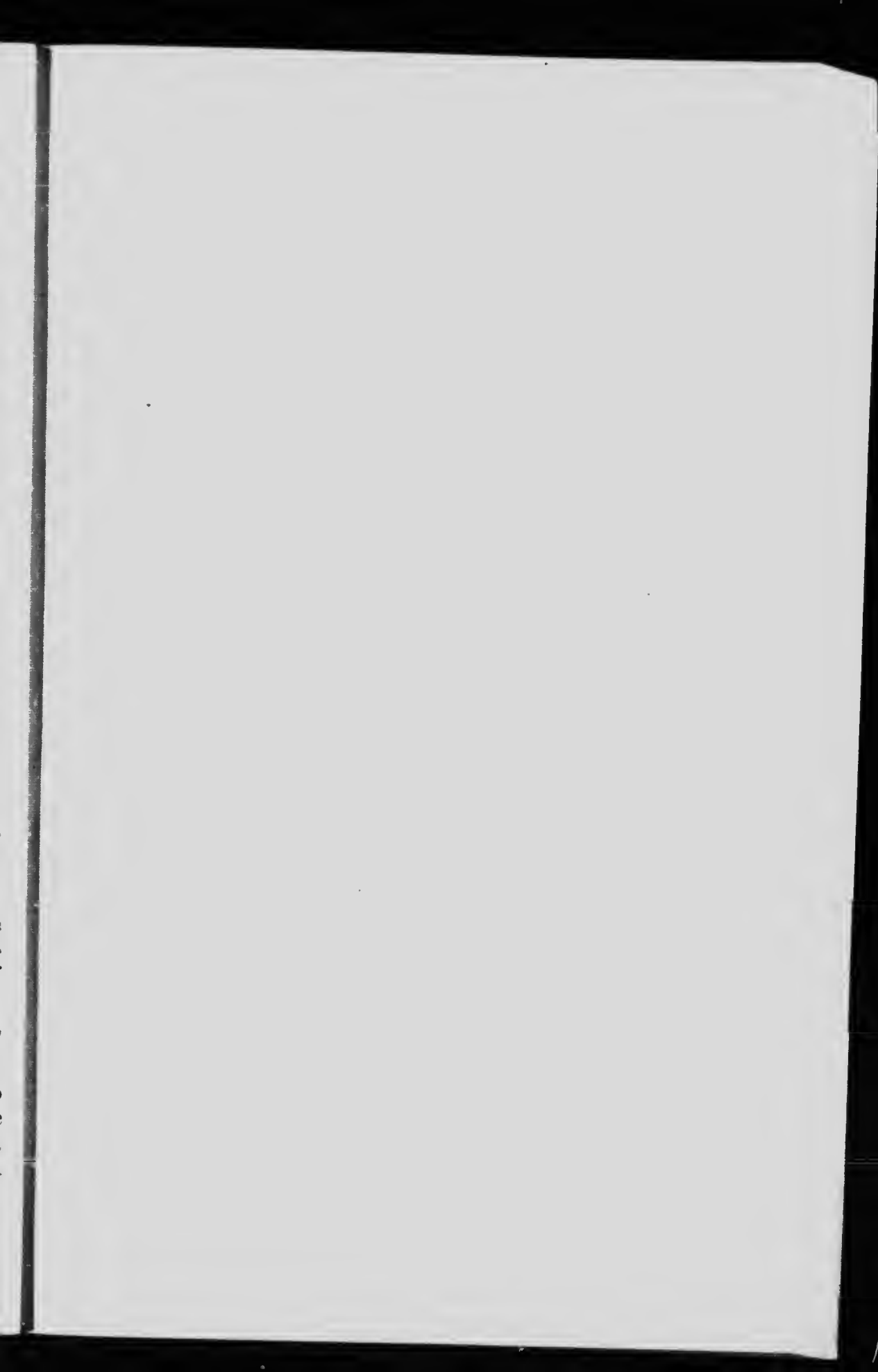
Proviso.

Who shall
preside.

5. The Incumbent, if present, or in his absence, the Curate, or, in case neither the Incumbent nor the Curate be present, or if there be a vacancy in the cure, a Chairman chosen by the majority of the electors present, shall preside at the election.

Number and
seniority of
representatives.

6. Each separate cure shall be entitled to three Lay representatives who shall continue in office until their successors are appointed. Except in the case of a first election, in each



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such cure, the Lay representatives shall serve for three years. One of the representatives shall retire annually, but he may be re-elected. The Lay representatives shall be those who, being otherwise qualified, shall receive the highest number of votes at the meeting for their election. In the case of a first election in a cure the person having the highest number of votes shall be entitled to sit for three years, the next highest for two years, and the next highest for one year.

When there are two congregations in the same cure, having Churches, that which has the largest number of votes shall be entitled to two Lay representatives and the other to one. If there are more congregations than one.

When there are three congregations having Churches each shall be entitled to one lay representative; and in case there are four or more congregations in a cure having Churches, the largest and the next largest congregation shall each be entitled to one Lay representative, and the remaining congregations shall have the right to unite and elect the third Lay representative.

7. No Lay representative of any Parish or Mission which has not paid its assessment and arrears (if any) shall sit or vote in the Synod until such assessment and arrears (if any), have been paid. When the cure is vacant from the inability or neglect of the Parish or Mission to support a Clergyman, the Lay representatives shall, after the expiration of one year from the vacancy caused by such inability or neglect, cease to have seats in the Synod. Assessment must be paid. No representation if parish is vacant.

8. The Chairman of the meeting shall, without delay after each election, send to the Return to the Clerical Secretary.

Trust Company, acting as the Financial Agent of the Synod, the amount assessed on the Parish or Mission, together with a certificate according to the following form:—

“DIOCESE OF OTTAWA.

Parish of

Congregation of

Form of
return.

I HEREBY CERTIFY that at the meeting for the election of Lay representatives for this Parish, held on the day of A.D. 19
 duly elected to represent the Congregation in the Synod of the Diocese for the next years. The following persons, being of full age and who have communicated at least three times during the past year are the representatives of this Parish:

NAME.

P. O. ADDRESS.

. for the next three years.
 “ two “
 “ one “

. Chairman.

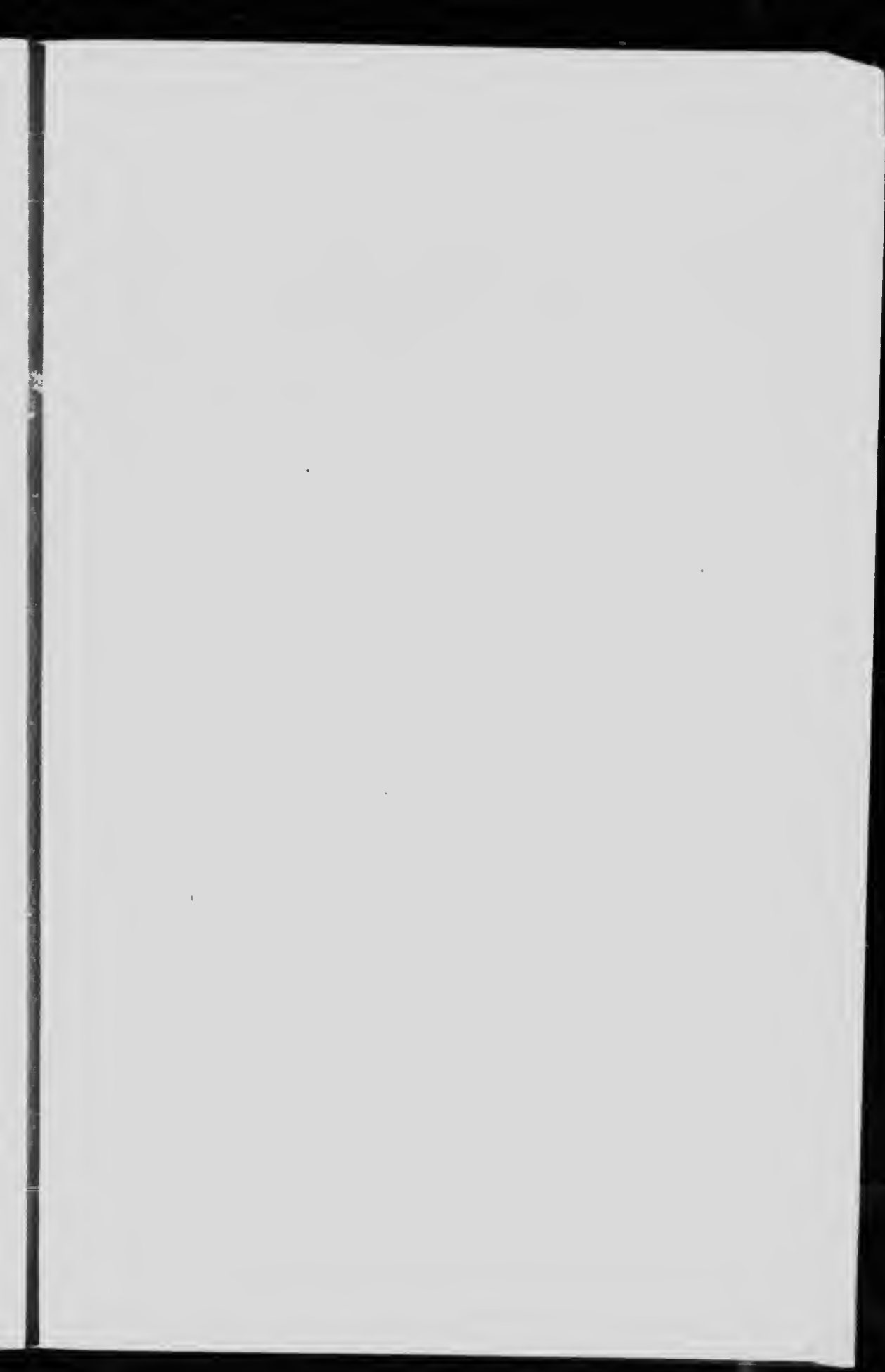
Date

I have forwarded to the Trust Company, the Financial Agent of the Synod, the Assessment of the Parish, \$

N.B.—This Certificate should be sent to the Clerical Secretary immediately after the election of Lay representatives.

Names to be
entered on
list.

9. On the receipt of such certificate the Clerical Secretary of the Synod shall enter the names of the Lay representatives on the



Synod list to be prepared by him, which he shall cause to be printed and sent to each of the Clergy and the Lay representatives ten days before the meeting of the Synod; and at the foot of the list the Secretary shall place a note stating that the Lay representatives of any Parish or Mission, the assessment on which has not been paid, may not sit or vote until such assessment and arrears (if any), have been paid.

Note appended to list.

10. The Chairman of the meeting shall furnish each Lay representative with the following certificate:—

Certificate for representative.

“DIOCESE OF OTTAWA.

Parish of Congregation of Form of certificate.

I HEREBY CERTIFY that is a duly elected Lay representative of this Parish in the Synod of the Diocese (and that he has proved to me by certificate from his Parish Clergyman that he has communicated three times within the past year).

.....

Chairman.

Date

N.B.—In case the Lay representative is a resident member of the Congregation for which he is elected the words in brackets are to be erased.

No Lay representative may sit or vote in Synod until the assessment due by his Parish is paid.”

11. No Lay representative shall be permitted to take a seat in the Synod or act as a Lay representative until he has produced the certificate referred to in the preceding section, or has afforded sufficient proof of his qualification and election.

To be produced at Synod.

Double return
selection of
parish.

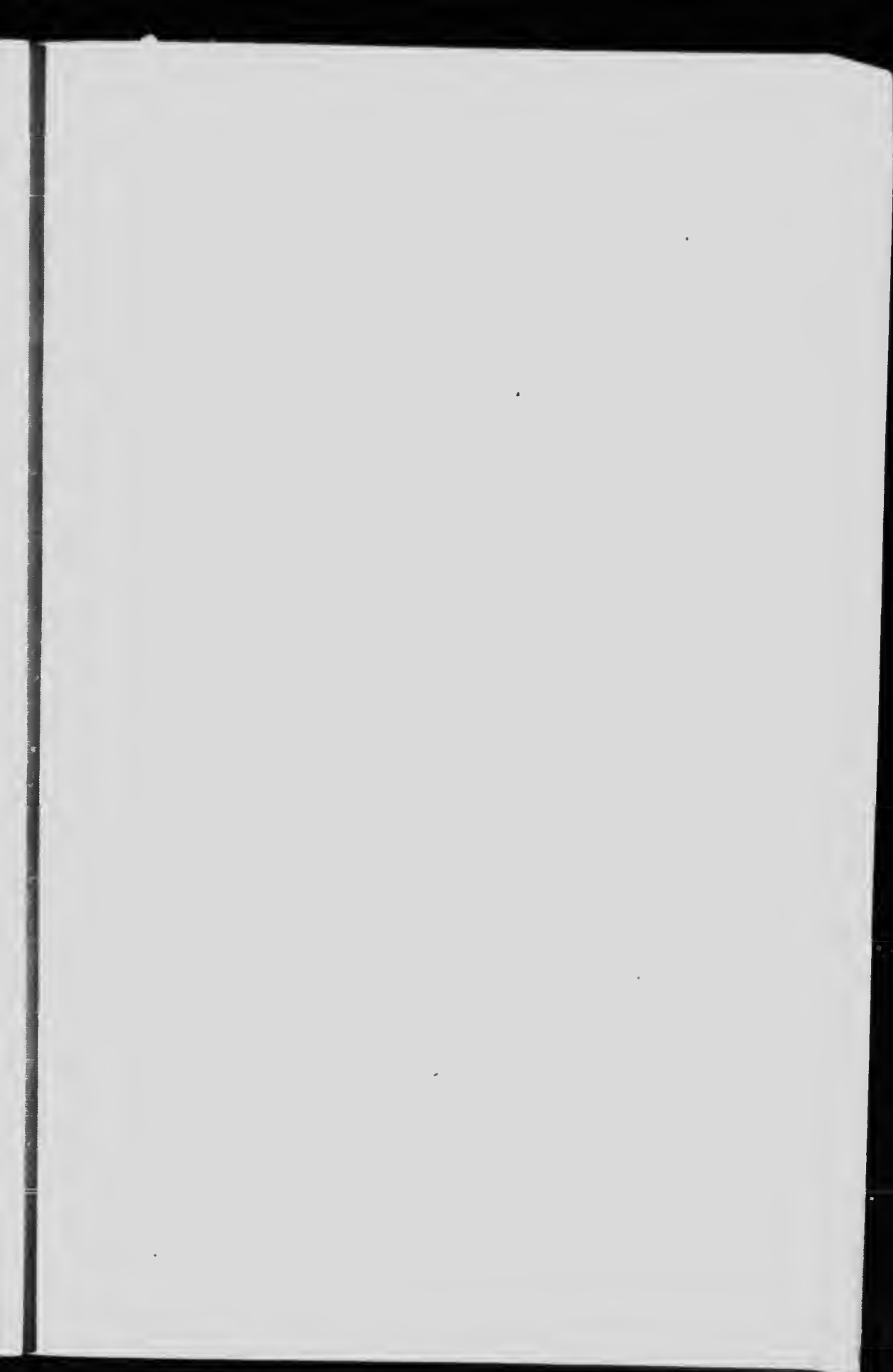
New election
in such case.

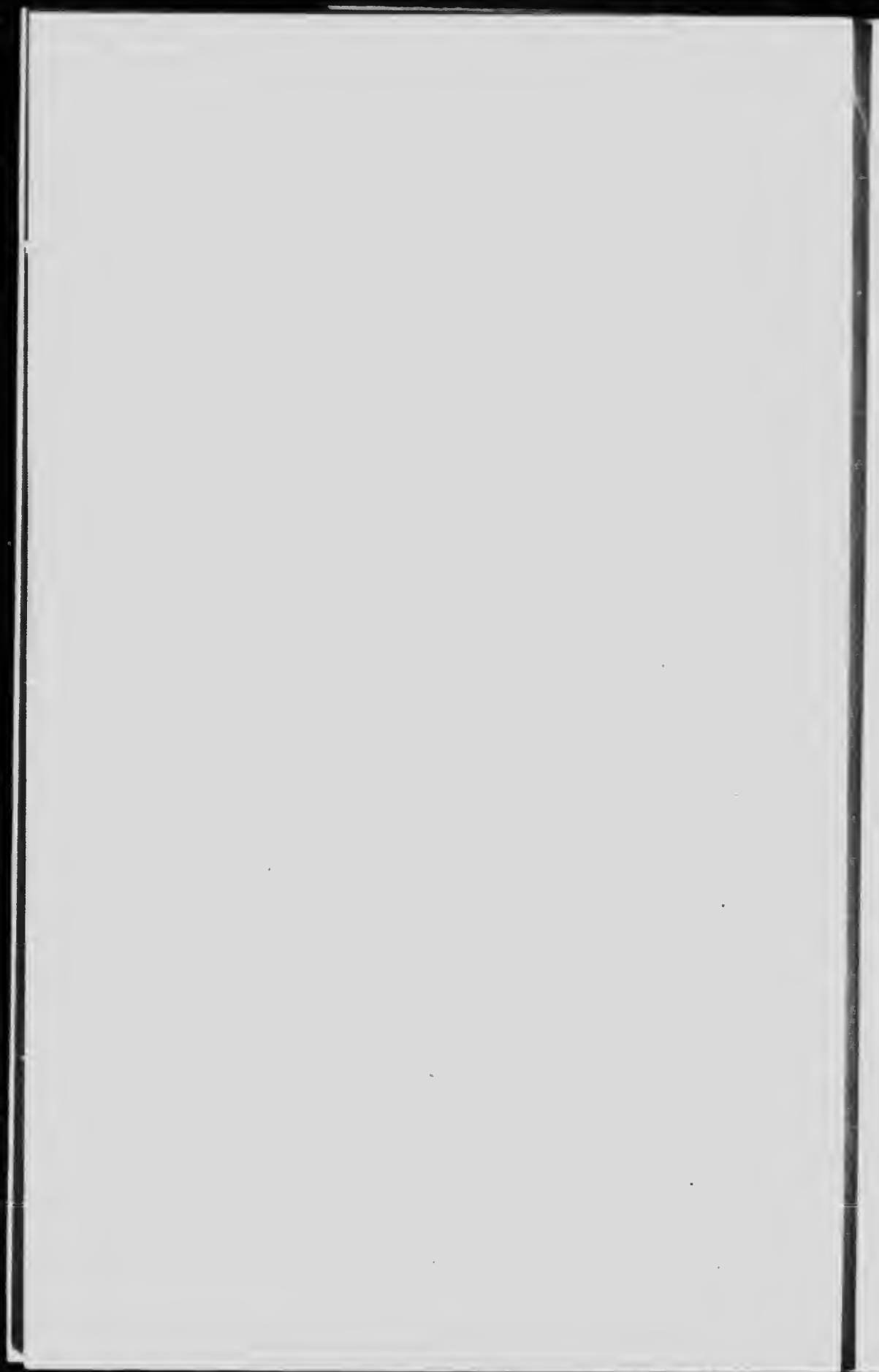
If selection of
parish is not
made.

Vacancies,
how filled.

12. If any Lay representative is elected for more than one Parish, he shall, within one week after receiving notice thereof from the Clerical Secretary, (whose duty it shall be to send such notice) select the Parish which he intends to represent, and shall signify the same to the Clerical Secretary, who shall at once notify the Incumbent or Incumbents, or, in case of a vacancy, the churchwardens of the other Parish or Parishes for which such Lay representative has been elected; and thereupon such Incumbent or Incumbents or wardens shall proceed to call a meeting for a new election in the manner specified in section three of this Canon. Such new election shall take place within fifteen days from the receipt of the notification from the Clerical Secretary. In case such Lay representative fails to make such selection and to signify the same as hereinbefore required, his several elections shall be void and of no effect, and the Clerical Secretary shall within ten days, after the expiration of the time allowed for making such selection, notify the Incumbents, or, in case of vacancy, the wardens of the several Parishes requiring them to proceed to a new election to fill the vacancies so occasioned.

13. In the event of a vacancy occurring in the Lay representation of any Parish or Mission, from any cause whatever, the Incumbent, or in case of a vacancy, the churchwardens of such Parish or Mission shall, in the manner and within the period specified in the next preceding section, proceed to hold a new election; and the voters at the last election shall be entitled to vote at such new





election without further registration. The person elected to fill any vacancy, shall serve for the unexpired term of the representative in whose stead he is elected.

14. If any Lay representative declines to serve, or at any time resigns his seat in the Synod, or removes from the Diocese, the said seat shall become vacant; and if any Lay representative secedes from the Church of England in Canada, or abstains from the Holy Communion for the space of one year, or wilfully absents himself for six calendar months from attendance at a place of worship of the Church of England in Canada, or is convicted of any indictable offence, he shall thereupon forfeit his seat; and the Incumbent, or, in case of vacancy, the churchwardens of the Parish or Mission of which he was the Lay representative shall, within fifteen days after being made acquainted with such vacancy or forfeiture, proceed to hold a new election. If the Incumbent neglects or refuses to hold such new election after receiving a written application for a meeting for such purpose, signed by three persons having the right to vote at the election of Lay representatives, and if a Sunday has passed without such meeting being called by him, any three such voters may call a meeting for such election by a notice affixed on the outside of the main entrance door of the Church at least one week previous to such intended meeting.

When seat shall be deemed vacant.

New election in such case.

Proceedings in case of neglect.

15. It is the duty of every Parish to provide for and pay the necessary expenses of its Clergy and Lay representatives incurred by attendance at Synod.

Payment of expenses

CANON II.—ORGANIZATION.

(Amended 1913, p. 21. Confirmed 1914, p. 18.)

Meetings of
Synod.

1. The Synod shall meet annually, or oftener at the discretion of the Bishop, who shall appoint the time and place of meeting, and shall adjourn or prorogue the Synod as appears to him expedient.

Quorum.

2. To constitute a quorum of the Synod for the transaction of business, one-fourth of the whole number of the Clergy on the Synod list must be present, and one-fourth of the Parishes on the said list must be represented. Each Parish may be represented by one Lay representative.

Concurrence
of orders.

3. No act or resolution of the Synod shall be valid without the concurrence of the Bishop and of a majority of the Clergy and of the Lay representatives present. This section, so far as it requires the concurrence of the Bishop, shall not apply to the election of a Bishop.

Appointment
of committees.

4. All Committees of Synod shall be named by the Bishop, unless their nomination be otherwise provided for.

Term of office
of officials.

5. Members of Standing Committees and the elective officers of Synod shall hold office until the appointment or election of their successors. The Bishop may fill up until the next meeting of Synod any vacancies among the officials of the Synod or in the Committees occurring from any cause whatsoever.

Officers.

6. The officers of the Synod shall consist of a Clerical Secretary, a Lay Secretary and a Treasurer, who shall be members of the Synod. The Clerical and Lay Secretaries shall be

elected annually by the Executive Committee at its first meeting, held after the Annual Meeting of Synod. The Treasurer shall be elected annually by the Synod at its Annual Meeting. Their election.

7. (*Repealed June 2nd, 1897, confirmed 61 Vic. cap. 73*).

8. The Synod shall by Standing Order regulate the formalities to be observed in the making of Canons. When a Canon has been finally passed by the Synod, it shall be engrossed in the Book of Canons, and signed by the Bishop and the Registrar, and the Common Seal of the Synod shall be affixed to it. Formalities with respect to Canons.

CANON III.—ORDER OF PROCEEDINGS.

(Amended 1903, p. 30; 1909, p. 30).

1. The first meeting of the Synod in each session shall be preceded by public Morning or Evening prayer and a celebration of the Holy Communion, together with a sermon; and the collection at the offertory shall be applied as the Bishop appoints. Divine service before meeting

2. After Divine Service on the first day of meeting for business, the Lay Secretary shall attend at the place of meeting to receive the certificates of the Lay representatives, which shall be examined by him and a Committee of two Lay representatives previously appointed by the Bishop for that purpose. Admission of Lay representatives.

3. The Synod shall be opened with prayer; the Clerical Secretary shall then, from the Prayers; calling the roll.

Synod list, call over the names of the Clergy entitled to sit, noting those who are in attendance; and the Lay Secretary shall from the said list call over the names of the several Parishes and Missions entitled to representation and of their Lay representatives, noting those in attendance.

Audit Report
and Election
of Officers.

4. The next order of proceedings shall be the introduction and consideration of the report of the Audit and Accounts Committee, after which the election of the Officers and of the Audit and Accounts Committee shall be proceeded with.

Order of
business.

5. After these proceedings, and on all other days after Divine Service and the opening prayer, the order of business shall be as follows:—

Minutes.

(a) Reading, correcting, and approving the minutes of the previous meeting.

Committees.

(b) Appointing Committees.

Communica-
tions.

(c) Presenting, reading, and referring memorials and correspondence.

Reports.

(d) Presenting, reading, discussing, and, if deemed advisable, adopting reports of Committees in such order as the Bishop determines.

(e) Repealed 1903.

Unfinished
business.

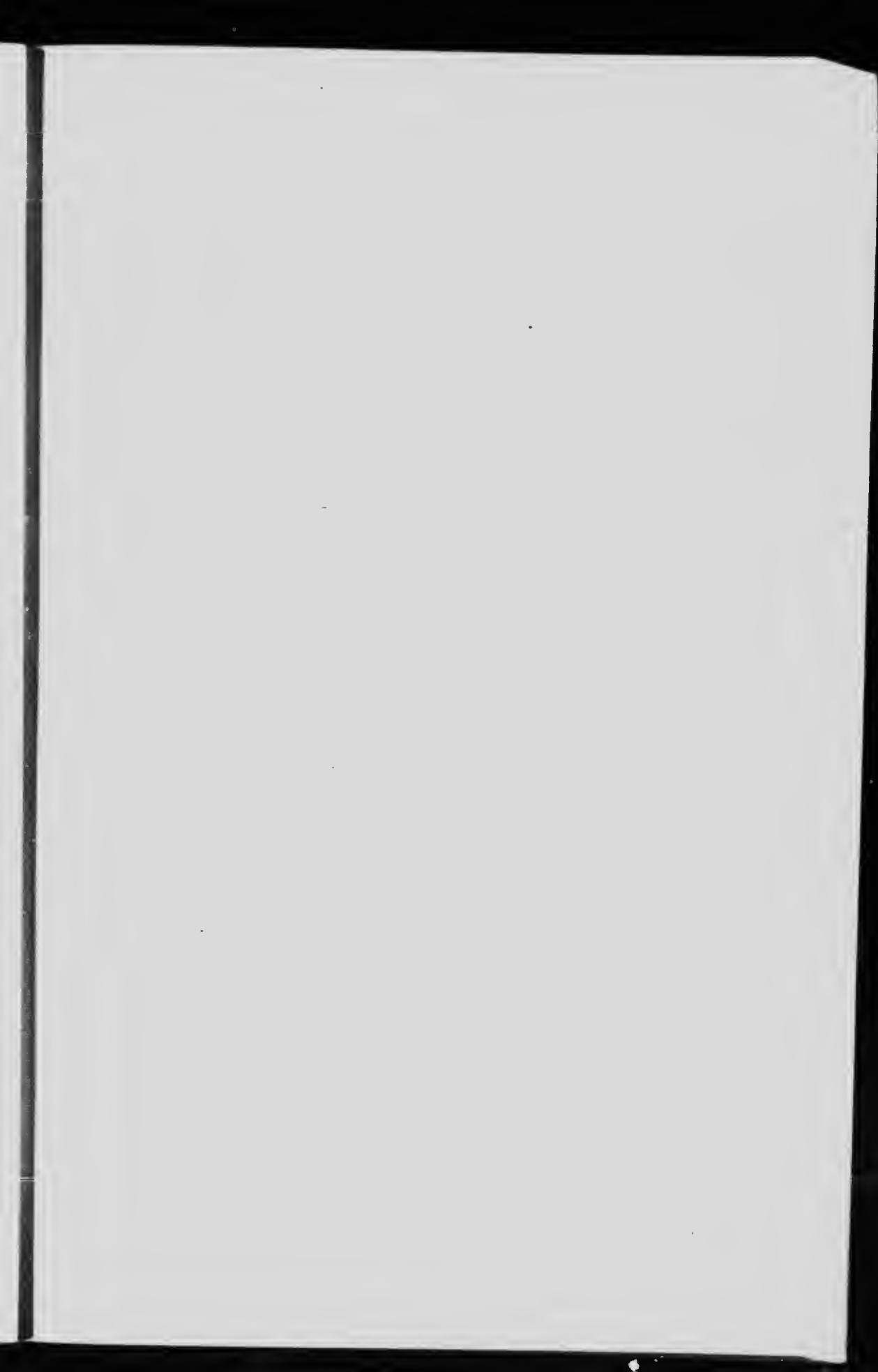
(f) Taking up unfinished business.

Motions.

(g) Consideration of motions.

Address by
Bishop.

6. An address from the Bishop shall be in order at any time.



7. The election of delegates to the Provincial Synod shall take place at noon on the second day of the Synod on which a morning sitting is held. Elections Provincial Synod.

8. The minutes of the proceedings of the last day of each Session shall be confirmed in such manner as the Synod may from time to time, by Standing Order, direct. Last day's minutes.

CANON IV.—RULES OF ORDER.

(Amended 1903, p. 30).

1. When the Bishop or other person presiding has taken the Chair, no member shall continue standing. Members to sit.

2. When any member is about to speak for the information of the Synod, he shall rise and address himself to the Chair. Addressing the Chair.

3. No motion or amendment shall be considered as before the Synod (excepting such as is proposed by the Bishop, or by a committee), unless seconded and reduced to writing. To prevent surprise, no motion, except a motion in course, shall be considered until the succeeding day of meeting, notice thereof having been first given. Notices of motion must be in writing and signed by the mover and seconder, and may be made at any time during the Session of Synod by delivering such notice, made out in duplicate, to one of the Secretaries of the Synod, who shall mark upon them the date and hour at which the same were received by him and shall post one copy upon a notice board to be provided for that purpose. Motions to be in writing. Notice.

4. No member shall speak more than twice on the same question, without permission from the Chair. Order of speaking.

Certain motions
to have pre-
cedence.

5. When a question is under consideration, no other motion shall be received, unless to adjourn, to move the previous question, to lay it on the table, to postpone it to a certain time, to postpone it indefinitely, to commit it, to amend it, or to divide on it; and motions for any of these purposes shall have precedence in the order here named.

Decision with-
out debate.

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

Withdrawal
of motion

7. When a motion has been read to the Synod, by the Secretary, it may not be withdrawn by the mover, without the consent of the Chair.

Motion to be
read.

8. Any member may require, at any period of the debate, that the motion under discussion be read for his information.

Member called
to order.

9. A member called to order while speaking shall sit down, unless permitted to explain.

Questions of
order.

10. All questions of order shall be decided by the Chair.

Order of con-
sideration.

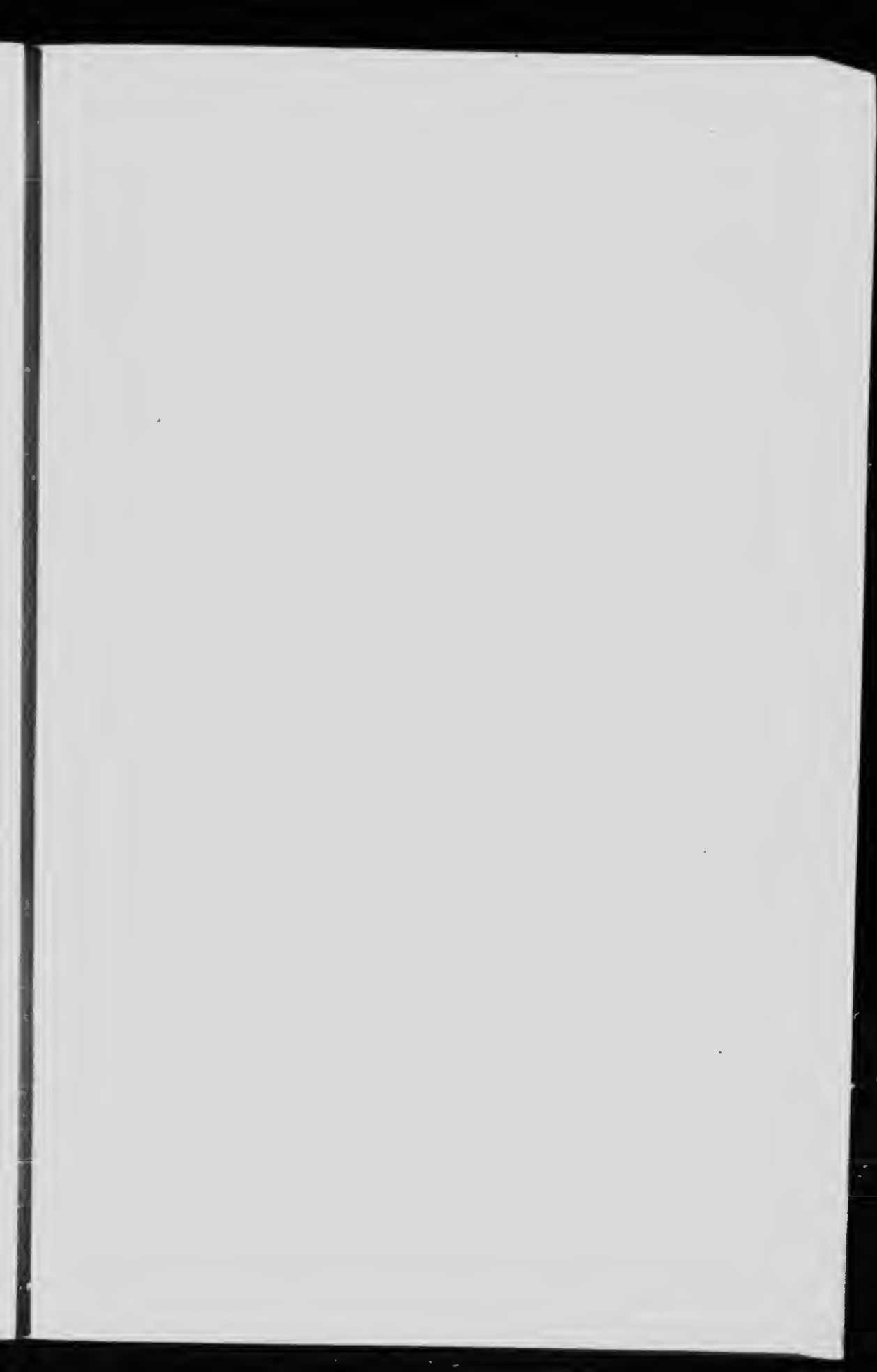
11. An amendment to an original motion shall, in discussion, take precedence of such motion; an amendment to an amendment shall be first considered, then the amendment to the motion, and lastly the motion itself.

Amendments.

12. No more than one amendment to a proposed amendment to a motion shall be in order; yet a substitute for the whole matter may be proposed and received, provided it deals directly with the subject in hand.

Order while
question is
put.

13. Whilst any question is being put from the Chair, the members shall continue in their seats, and shall not hold any private



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discourse; and when a motion is so put, no member shall retire until such motion is disposed of.

14. When a division takes place the votes of the Clergy and Laity shall be taken separately, if required by the Bishop or four members of each of the respective orders; and the Lay representatives shall in all such cases vote by Parishes, and when so voting, the vote of the majority present shall be considered as the vote of the Parish.

Divisions and voting.

15. In voting, those who vote in the affirmative shall first rise, and then those who vote in the negative.

Order of voting.

16. A question once determined shall not again be brought under discussion in the same Session without the special sanction of the Bishop or other person presiding.

No re-consideration.

17. No protest or dissent shall be entered on the minutes of the proceedings; but, when required by any one member, the number of affirmative and negative votes shall be recorded, and when required by three of either the Clergy or Lay representatives, the names of the Clergy and Parishes voting on either side of the question shall be also recorded.

Recording votes.

18. Every report of a Committee shall be in writing, shall be signed by the Chairman, and shall be received in course, unless a motion be made for its re-committal.

Reports of Committees.

19. The Chairman of the Committee, or some member deputed by him, shall explain to the Synod the bearing of any portion of the report, if requested by any member of the Synod.

Explanation of reports.

Suspension of
rules.

20. A motion to suspend the order of proceedings or the rules of order shall take precedence of all other motions, and shall be decided without debate; and no order of proceedings or rule of order shall be suspended except upon the unanimous consent of the members present.

Adjournment.

21. When the Synod is about to adjourn, every member shall keep his seat until the Bishop or other person presiding has left the Chair.

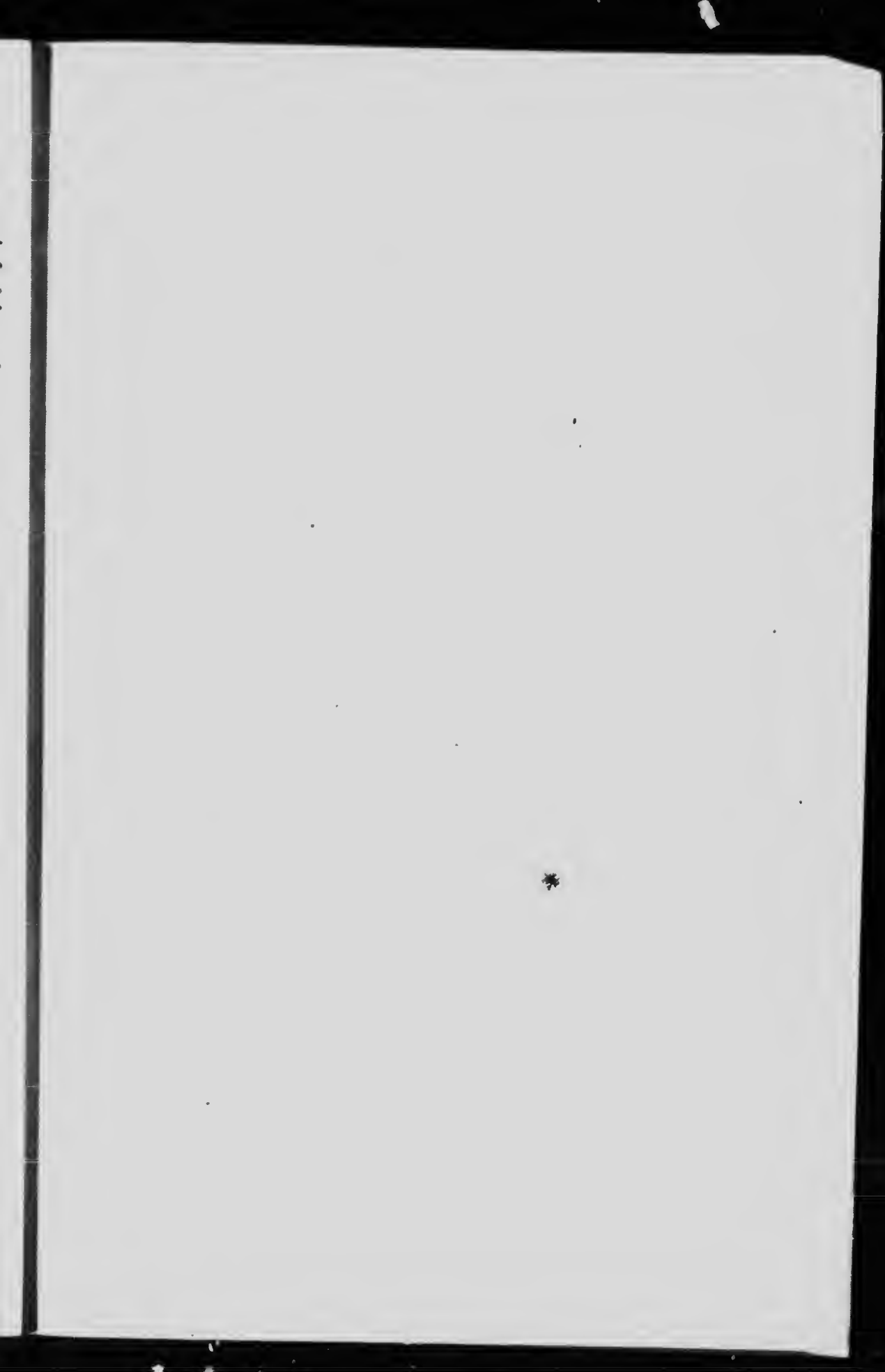
CANON V.—CONTESTED SEATS IN SYNOD.

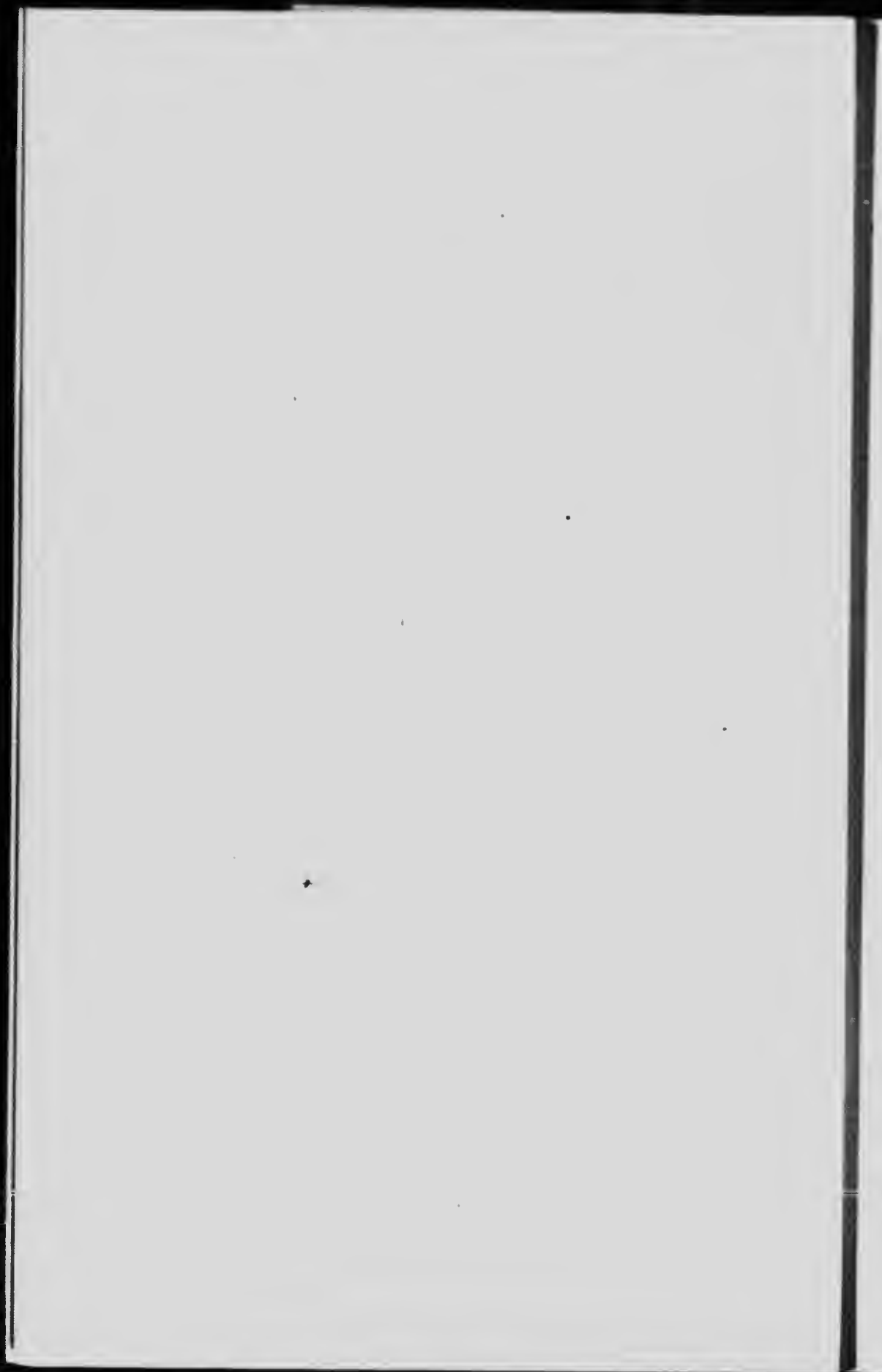
Claim to seat
may be con-
tested and how.

1. Any member of the Synod or any person entitled to vote at the election of any Lay representative whose right to a seat is disputed, may object to the claim of any person on the Synod list to take a seat in the Synod, provided that the objection, together with the grounds thereof, be transmitted by him in writing to the Clerical Secretary, and to the person so objected to, one week at least before the meeting of Synod; provided also, that objection may be taken and given during the Session of the Synod to any person whose name has not been entered on the Synod list by the Clerical Secretary, as provided by the ninth section of the Canon respecting Membership; and any objection made shall be heard and decided upon forthwith by the Court hereinafter constituted.

Decision of
contestation.

2. The Chancellor of the Diocese or, in his absence or inability to act, any barrister-at-law, being a member of the Synod, who is appointed by the Bishop, together with two





Clerical and two Lay members, also appointed by the Bishop on the first business day of the Synod previous to Divine Service, whose titles to seats are not disputed before the Synod, shall be a Court to consider such objection and to adjudicate thereon; and to this Court shall be referred for final adjudication all cases of doubtful certificates submitted by the Clerical Secretary or by the Committee appointed to examine the certificates of Lay representatives. The decision of the majority of the Court, which shall be accepted as the decision of the Court, shall be immediately reported to the Synod for its information, and shall be final.

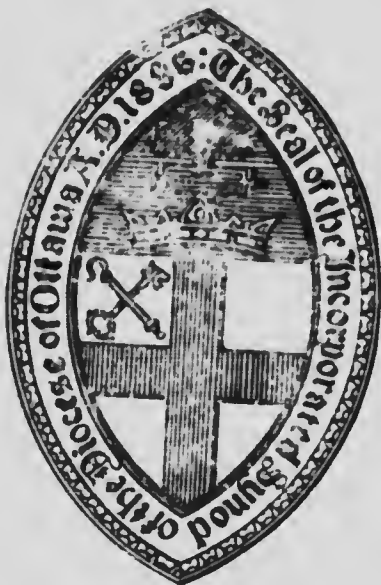
Doubtful certificates.

Decision to be reported.

Its effect.

CANON VI. -SEAL OF SYNOD.

(Passed July 7th, 1896).



1. 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 Ottawa; and the Chancellor of the Diocese shall, on behalf of the Synod, have care and custody of the said Seal.

Seal and custody.

Its use.

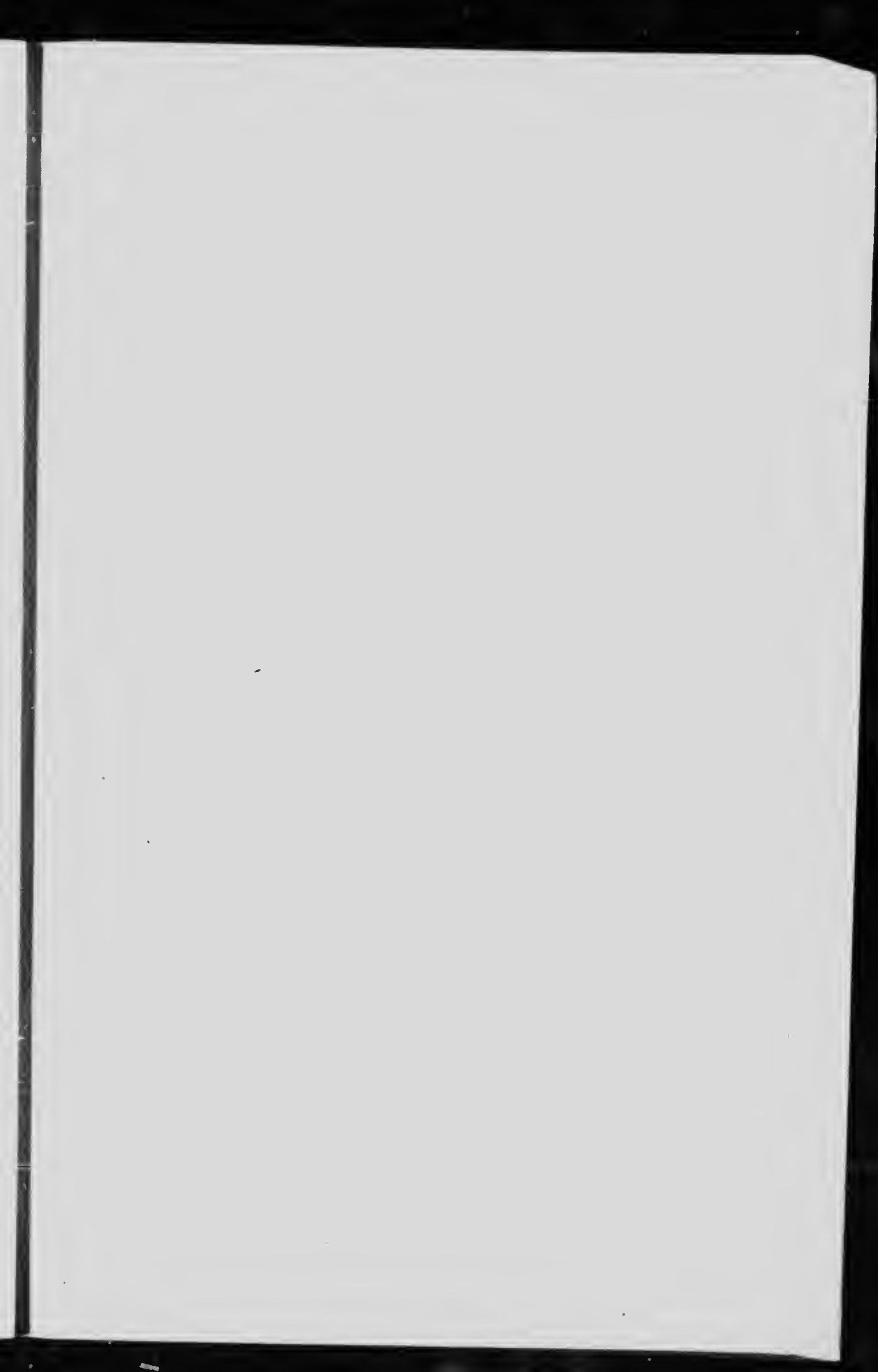
2. The Bishop, or in the event of his absence from the Diocese, or his inability to act, the Chancellor of the Diocese is hereby authorized to execute all deeds and documents which require to be sealed, and which, from time to time, require to be executed on behalf of the Synod, pursuant to any resolution of the Synod, or of the Executive or any other Committee of the Synod.

Execution of deeds.

3. The mode of execution of such deeds and documents of the Synod as require to be sealed, shall be by the Bishop or in his absence from the Diocese, or his inability to act, the Chancellor of the Diocese causing the said common Seal to be affixed thereto and by his signature attesting the same.

Deeds attested valid.

4. All deeds and documents heretofore attested by the Bishop, and sealed with the said seal, are hereby acknowledged as the deeds of the Incorporated Synod of the Diocese of Ottawa, and binding thereon.



PART II.

ADMINISTRATION.

CANON VII.—DUTIES OF OFFICERS.

(Amended 1913, p. 22. Confirmed 1913, p. 18).

1. The duties of the Clerical Secretary shall be:— Clerical Secretary.

(a) To preserve all papers, memorials, and other documents, to conduct correspondence, Documents and correspondence. to attest public acts of the Synod, and to deliver to his successor in office all records, books, and documents under his control;

(b) To enter and record in separate books, Entry of minutes. the minutes of the proceedings of the several Standing Committees;

(c) To cause the proceedings of each Session of Synod to be printed and distributed to its members within two months from the close of the Session. Printing proceedings.

(d) (e) (f) (g) and (h) repealed.

(i) To attend to all business of the Synod connected with the duties of his office, when the Synod is not in Session, under the direction of the Bishop or of the Chairman for the time being of the Executive Committee; Transaction of business.

(j) To issue, under the direction of the Bishop, a circular ten days at least before the meeting of Synod to the Clerical and Lay Issue of circular and its contents.

members thereof, stating the time and place of the meeting, such business as he is directed by the Executive Committee to specify, such notices of motions as have been previously sent to him, and the order in which such motions and the business of the Synod are to be considered;

General duties

(k) Generally to perform such functions as are assigned to him from time to time by Canon or by resolution of the Synod.

Minutes and notices.

2. The Clerical Secretary and the Lay Secretary shall keep regular minutes of all proceedings of the Synod when in Session, record them in a book provided for that purpose, and have the notices of motions given on one day printed ready for distribution on the following morning.

Duties of Treasurer.

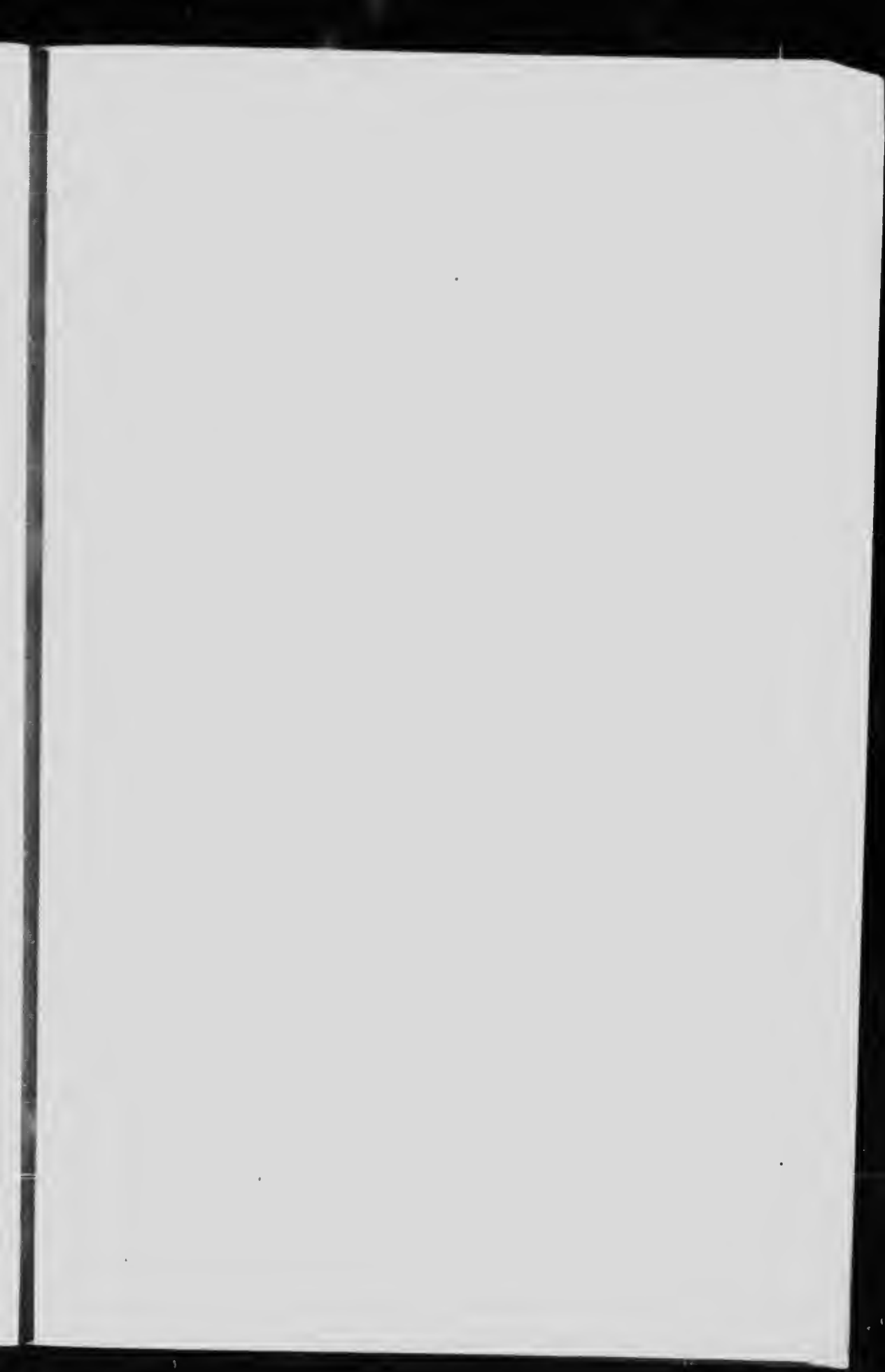
3. The Treasurer shall, from time to time, report to the Executive Committee and to the Synod, upon the state of the Synod Funds, and upon the statements of the Trust Company acting as the Financial Agent of the Synod, and shall perform such other duties as may be assigned to him by resolution of Synod or of the Executive Committee from time to time.

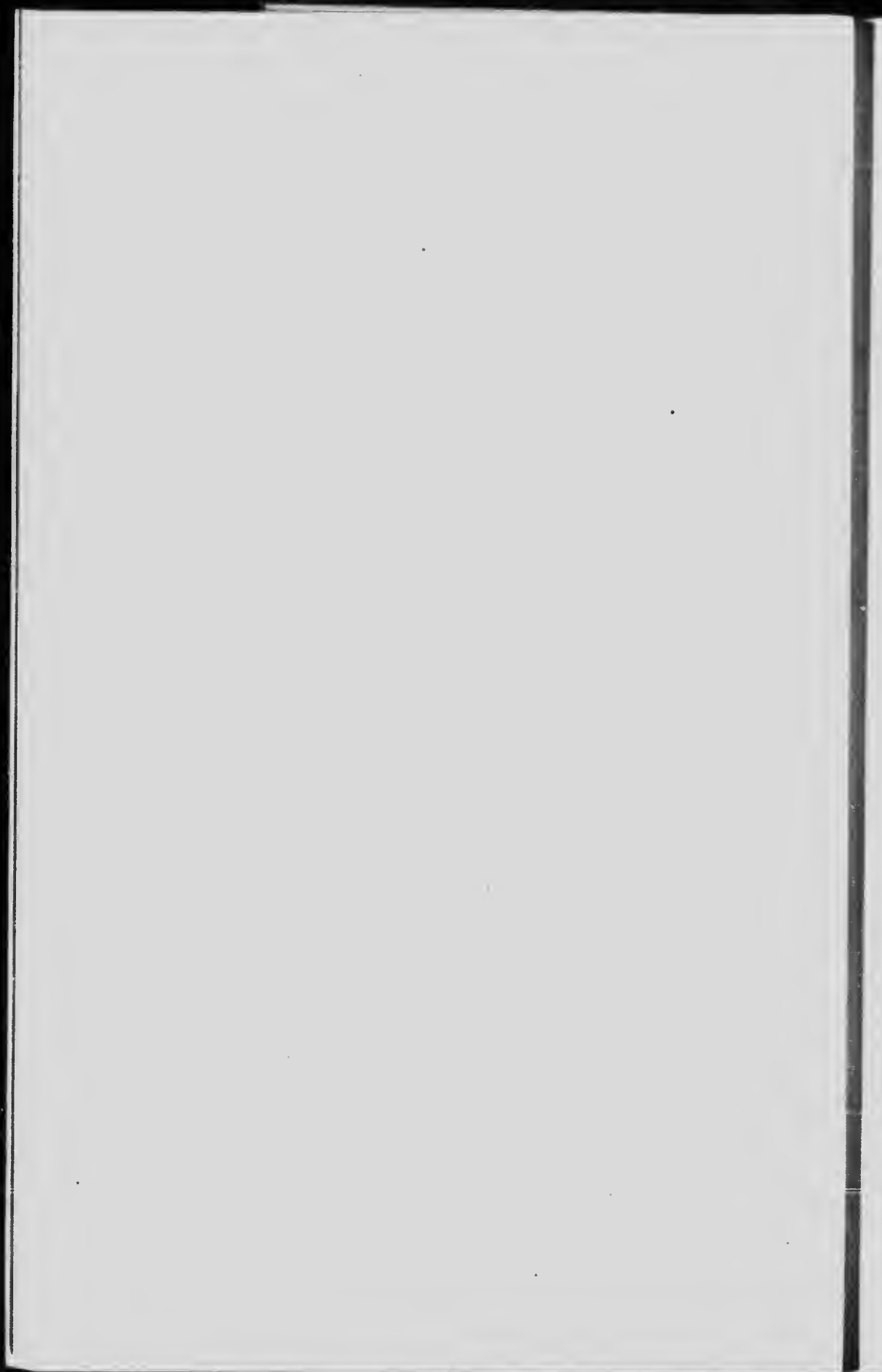
Appointment of Registrar.

4. (a) The Bishop of the Diocese shall nominate and appoint the Registrar, and if the office of Registrar becomes vacant from any cause whatever, his successor shall be forthwith nominated and appointed by the Bishop.

His office and books.

(b) The Registrar shall keep his office in such place as the Bishop selects, and shall keep suitable books, to be provided by the Synod from time to time as occasion requires,





for the proper recording of such of the official acts of the Synod as require registration, and for the entry or recording of the election or appointment of Church Dignitaries and the appointment of Clergy in the Diocese.

(c) The Registrar shall keep books to be provided for him by the Synod in which he shall enter the official acts of Synod requiring registration, and of the several Dignitaries and Clergy, and of the officers of Synod; also, a short description of the boundaries of the Diocese, and of the several Archdeaconries, Rural Deaneries and Parishes therein; also, a list of Clergy of the Diocese from time to time, showing such changes as are made therein and giving a statement of the respective dates of the admission of the said Clergy into their different Orders, and a list of the different Parishes, Missions, or Stations in which they have served.

Entry of certain matters.

(d) The Registrar shall enter in the books so provided the date of every such grant, conveyance, or will, as is hereinafter mentioned, and the names of the grantors or testators, and of the grantee or devisee; also, a short description of the property, and a memorandum of the trust or object of the grant or devise.

Grants, conveyances, and wills.

(e) The Registrar is and shall be the proper custodian of all grants, conveyances, probates or certified copies of wills or parts thereof, in any way relating to land or property granted, conveyed, or devised for the benefit or use of the Church of England in the Diocese. He is also, and shall continue to be, the proper custodian of all completed or

Custody of certain documents.

Archives. filled up Parish Registers. He is and, so far as may be, shall be the historiographer of the Diocese, and the proper custodian of the archives of the Diocese and of the several Parishes therein.

Record of ecclesiastical instruments.

(f) The Registrar shall keep a correct record of the Letters of Orders, the Licenses, Induction Mandates, and other legal instruments, issued by the Bishop to the Clergy of the Diocese from time to time; and on request the Registrar shall furnish certified copies of any such records; and for each such copy he shall be entitled to charge the following fees, viz.:—

Fee for copies.

Certified copy of record of Priest's or Deacon's Letters of Orders, or of Induction Mandate50 cents

Certified copy of any document in full, per folio20 cents

Extracts from registers

(g) The Registrar, from time to time, on application being made, therefor shall give a certificate of any entry of Birth, Death, or Marriage entered in any Parish Register in his custody, and for every certificate he shall be entitled to charge and receive a fee of fifty cents.

Fee.

CANON VIII.—COMMITTEES.

(Enacted in 1912, p. 27. Confirmed 1913, p. 20).

Constitution of Executive Committee.

1. There shall be only one Standing Committee, known as the Executive Committee, consisting of twenty Clergymen and twenty Lay members of the Synod. One half of

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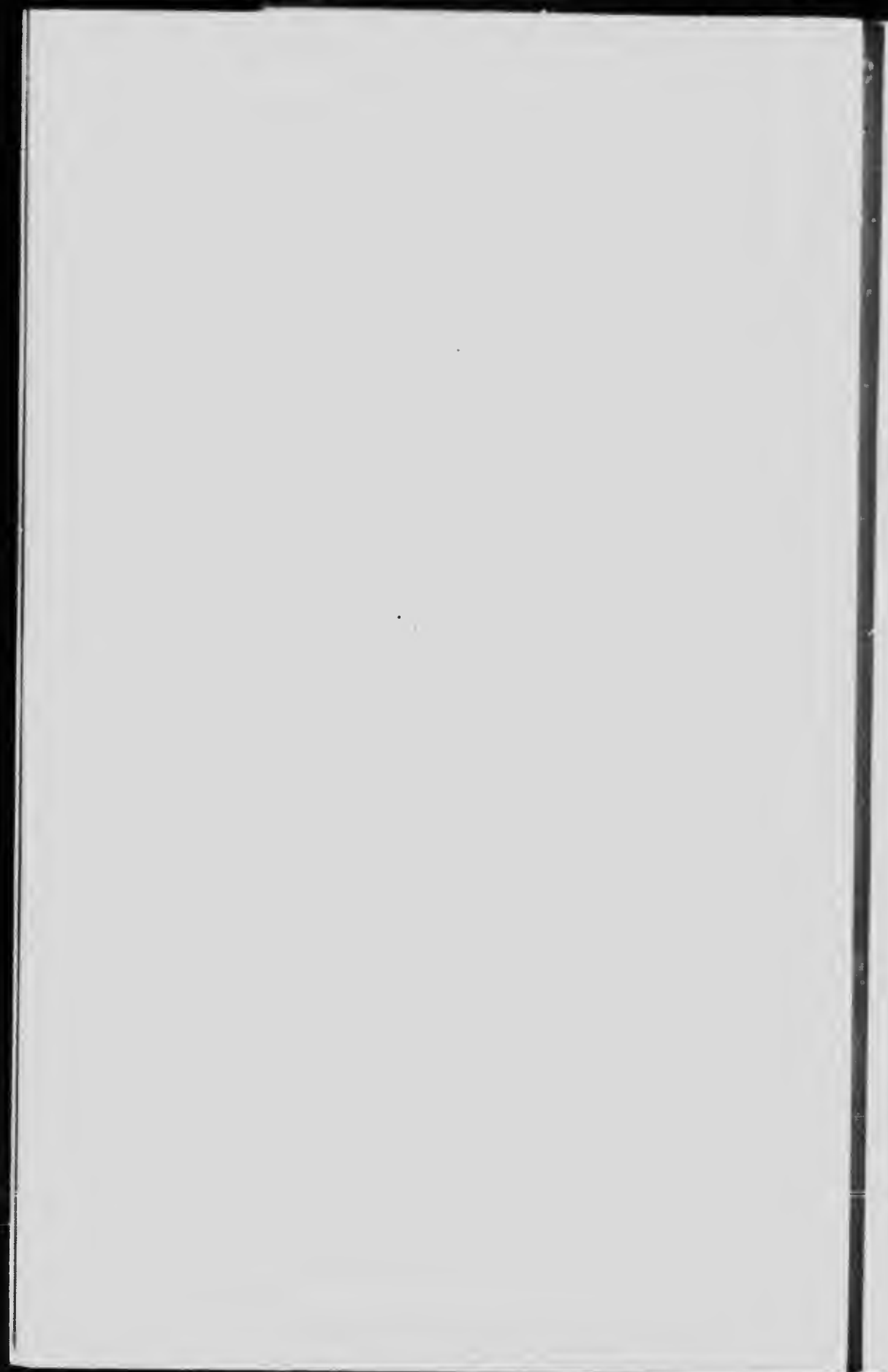
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each order shall be chosen by the Bishop, and one half elected by the Synod at its annual meeting. The Chancellor, the Archdeacon, the Registrar, the Treasurer, and the Clerical and Lay Secretaries shall be ex-officio members. The Bishop, or in his absence, his Co-adjutor, if there be one, shall preside; but if these are absent, the Committee shall elect a Chairman for the time being. Fifteen members shall be sufficient for the transaction of business.

2. During or immediately after the annual session of the Synod, the Executive Committee shall meet for the purpose of appointing an Auditor and such Sub-Committees as may be necessary, as well as for the transaction of any business that may be presented. Election of sub-committees

3. The Executive Committee shall have all the powers and authority heretofore vested in the Executive Committee, the Board of Diocesan Missions, the other Standing and other Committees of the Synod. Authority of Executive.

4. The said Committee shall meet quarterly in each year in the City of Ottawa, on days to be fixed by the Bishop, Co-adjutor, or Commissary of the Diocese. Notices of such meetings shall be transmitted by mail to each member of the Committee at least one week prior to the date thereof. Special meetings of the Committee may from time to time be called by the Bishop, Co-adjutor, or Commissary, and shall be so called, upon the request in writing of seven members of the Committee, for the transaction of special business. Notice of such meetings, stating the purpose of same, shall be transmitted by Meetings of Executive.

mail to each member of the Committee, at least one week before the date of meeting.

**Report of
Executive.**

5. The said Committee shall furnish to the Synod, at each stated annual meeting, a report of its operation, and a clear statement of the receipts and expenditure of the Committee during the preceding year, and of the state and condition of the funds and property belonging to or vested in, or under the control of the Synod.

**Resignation of
Members.**

6. If any member of the Executive Committee shall die, or resign his office in writing, or cease to be a member of the Synod, the Bishop shall appoint a successor, who shall hold office until the next annual meeting of the Synod.

7. That Clauses 1 and 2 of Canon IX, and such parts of the other Canons of Synod as are inconsistent with the foregoing amendments, be and the same are hereby repealed.

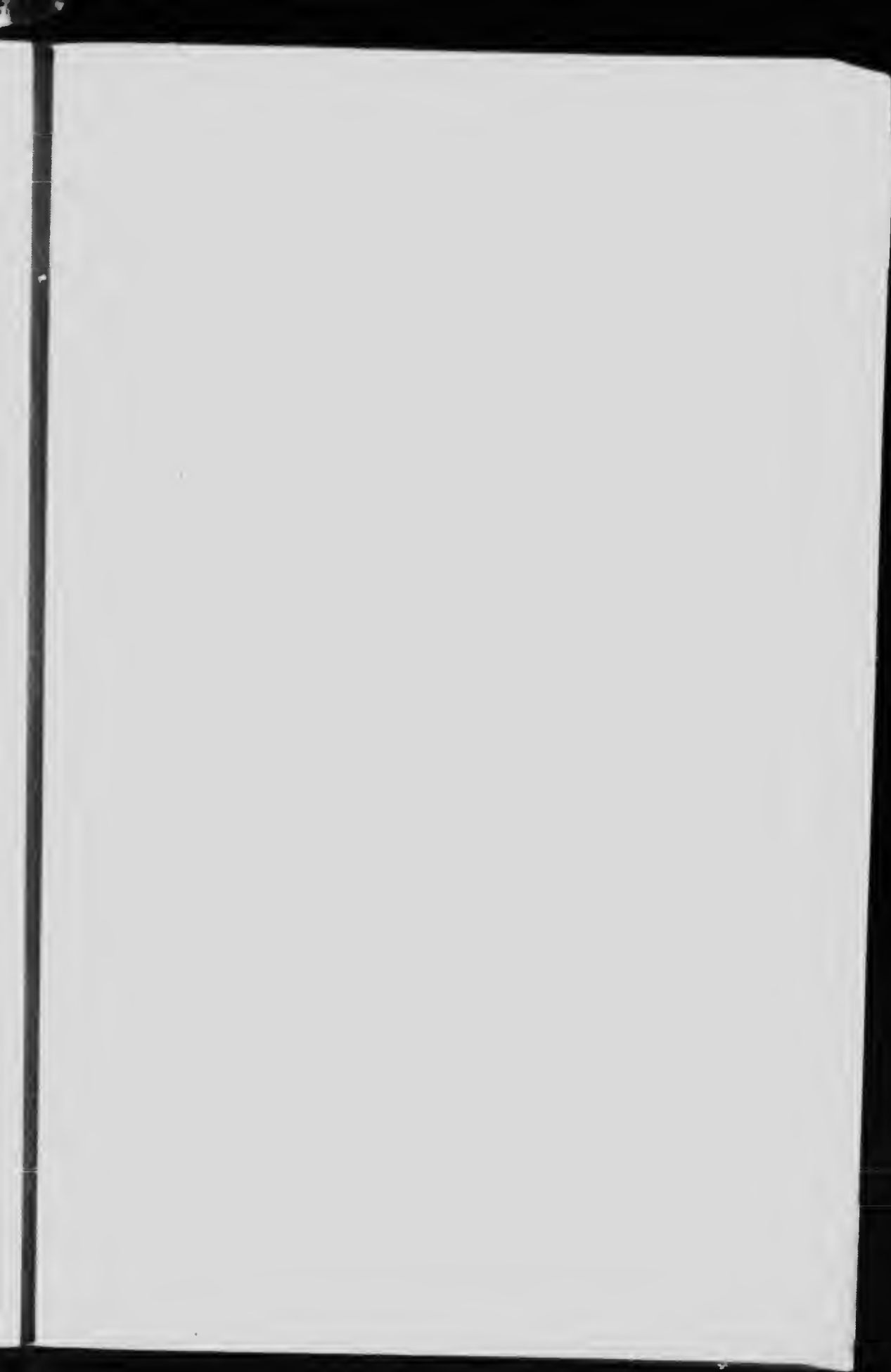
CANON IX.—EXECUTIVE COMMITTEE.

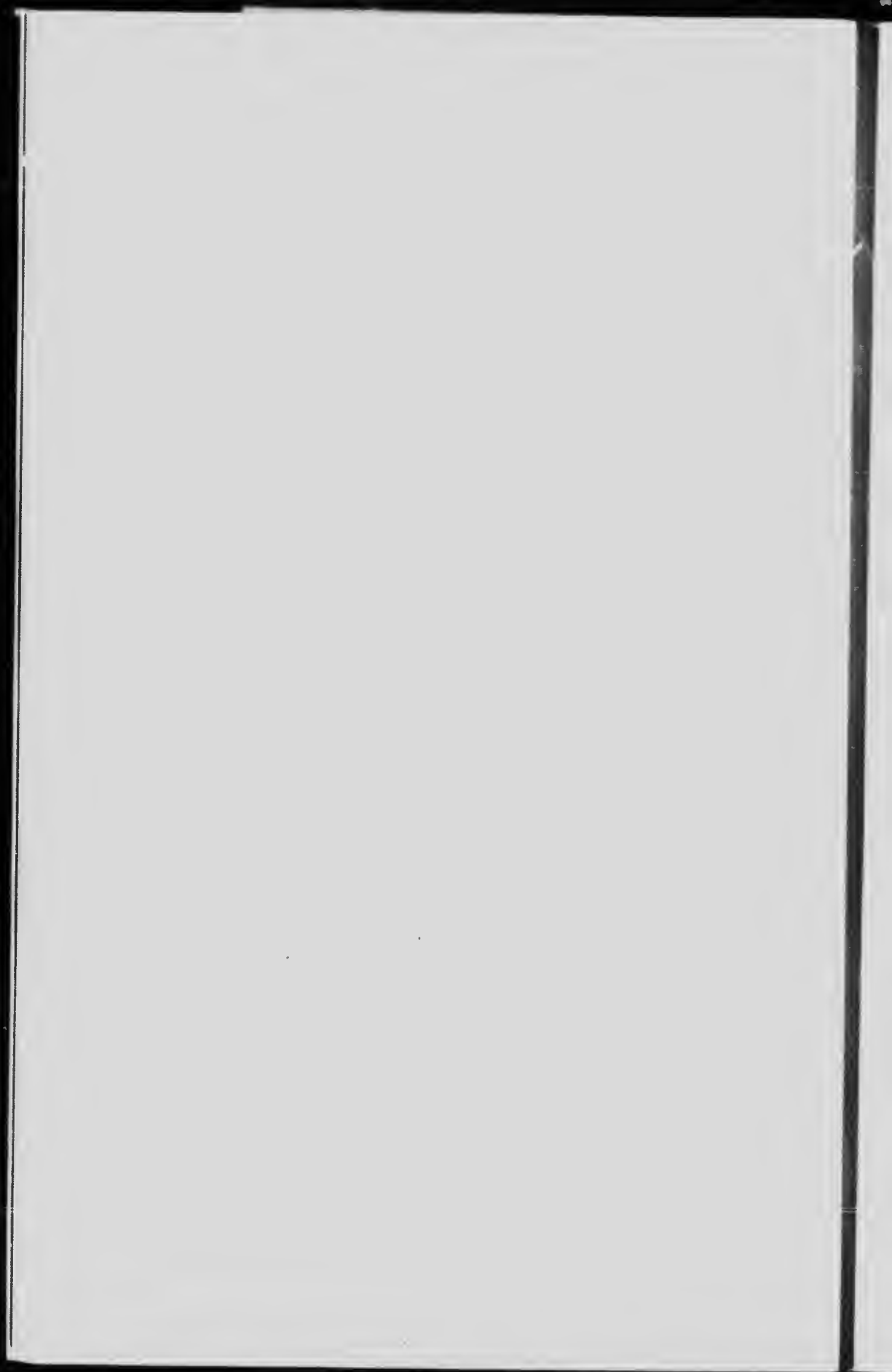
(... amended, by Synod of Ontario, June 4th, 1891, confirmed June 23rd, 1892; and by Synod of Ottawa, June 2nd, 1897, confirmed 61 Vic. (Ont.) c. 73. Amended 1902, p. 33, 1905, p. 31; 1912, p. 27. Confirmed 1913, p. 20).

(1 and 2 repealed 1913.)

**Action in case
of emergency.**

3. (a) In the event of any matter arising, when the Synod is not in Session, respecting the rights or property vested in or controlled by the Bishop or the Synod, which requires prompt action, the Executive Committee may institute or defend legal proceedings in relation thereto in the name of the Synod; it may make or concur in any settlement or





agreement made in relation thereto with other parties who are interested therein, and generally may do and perform all acts in respect thereto which the Synod might do or perform when in Session.

(b) The Synod shall have power to regulate ^{Action upon reports.} by standing order, the time and manner in which the different Committees of Synod shall make reports, and also the manner in which such reports shall be dealt with.

(c) Repealed 1905.

(d) The payment of all accounts and of such ^{Payment of accounts.} moneys as are properly payable by the Synod must be authorized or sanctioned by the Executive Committee.

(e) It shall prescribe what matter shall be ^{Contents of circular.} contained in the circular directed to be issued by the Clerical Secretary announcing the meeting of Synod, in addition to what is prescribed to be inserted in it.

(f) It may delegate any of its powers to a ^{Sub-committee.} sub-committee.

4. The Investment Committee shall be a ^{Investment Committee and its duties.} sub-committee of the Executive Committee, and shall consist of the Chancellor, the Registrar, the Lay Secretary and the Treasurer, and three members of the Executive Committee to be appointed annually by it, of whom four shall be a quorum. The duty of the Investment Committee shall be to invest, take up and re-invest such funds of the Synod as may be necessary in Government securities, municipal debentures, the stock of any permanent building society, or in first

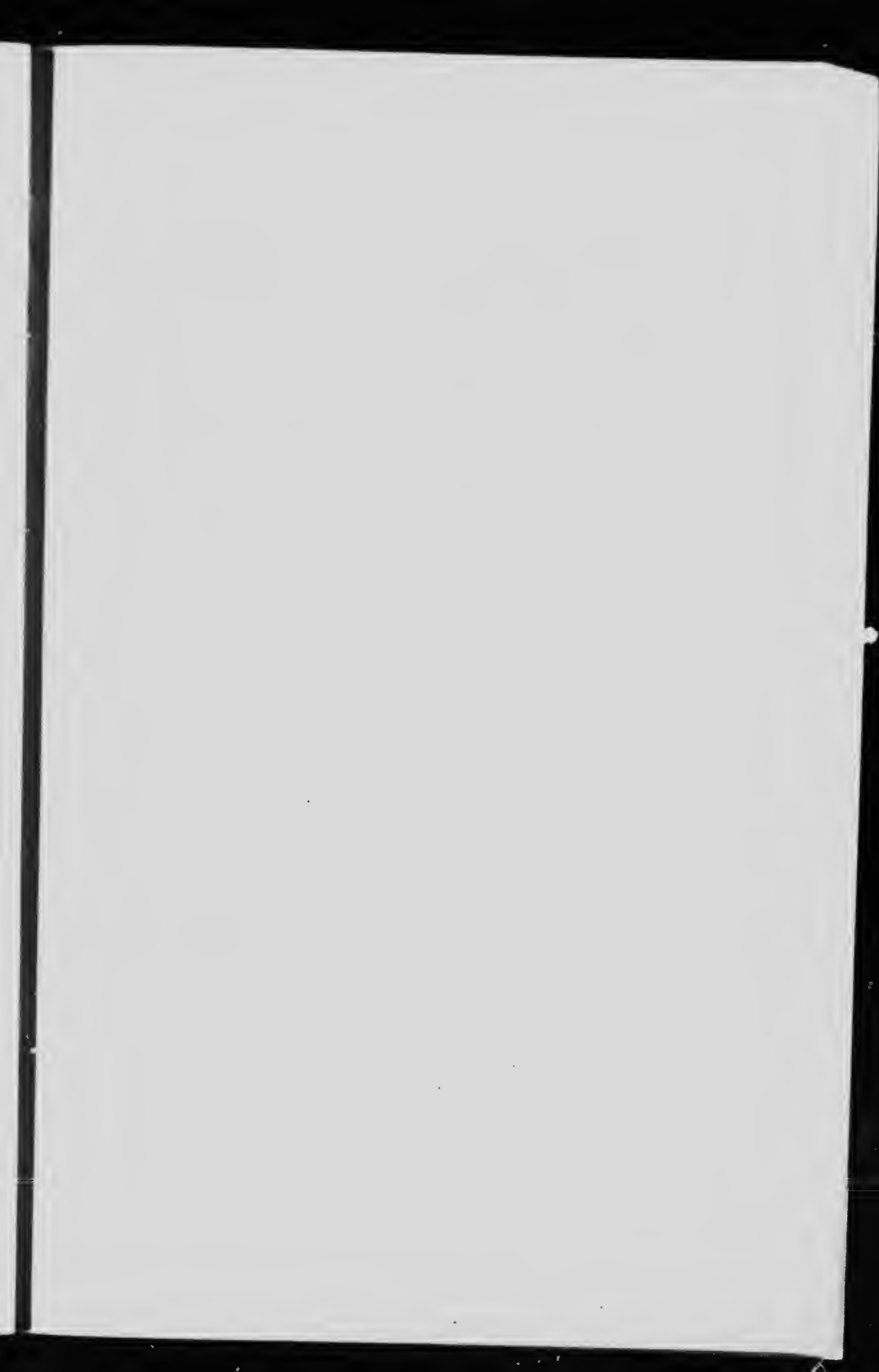
Powers in sale of Rectory lands.	mortgage on real estate; and with the Rectors interested, may act for and represent the Executive Committee in all matters connected with the fourth, fifth, and eighth sections of the Canon on Rectory lands. The said Committee shall present to the Executive Committee at each of its regular meetings, or when required, a statement showing the nature of each investment and the amount invested. The Committee shall elect a Chairman, and shall meet at the call of its Chairman or of the Chancellor or of the Treasurer. The Investment Committee may authorize the Bishop to execute, under the seal of the Synod, full or partial discharges of all mortgages which have been paid up in full or in part.
Statement.	
Chairman	
Discharge of mortgages.	

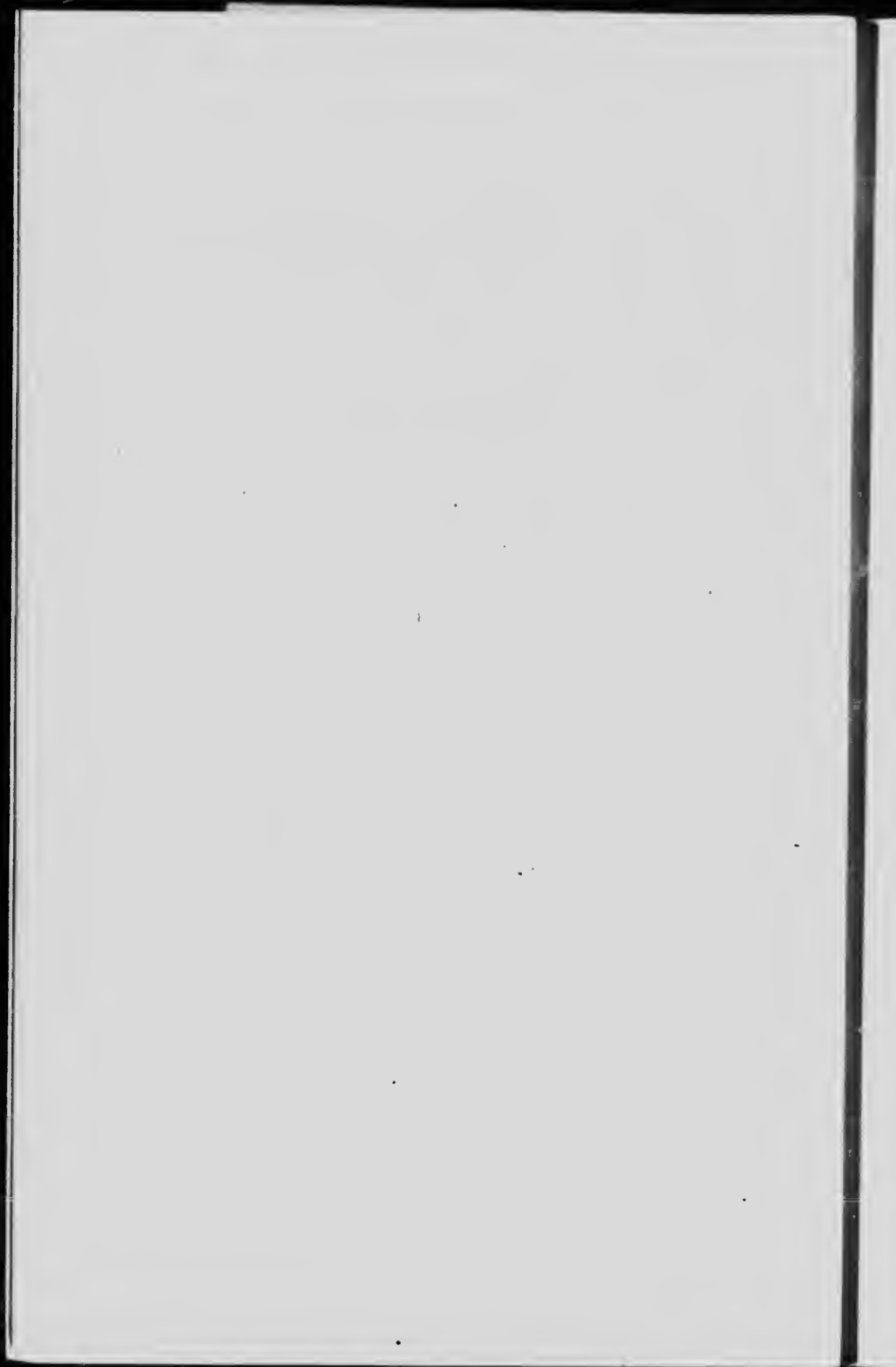
CANON X.—AUDIT AND ACCOUNTS COMMITTEE.

(Amended 1899, p.p. 29-30; 1913, p. 22. Confirmed 1913, p. 18).

Constitution
of Audit
Committee.

1. The accounts of the Synod shall be kept and audited under the direction and supervision of a committee, to be called the Audit and Accounts Committee, which shall be composed of two Laymen and one Clergyman, members of the Synod, and shall be elected by the Executive Committee at its first meeting immediately after the Annual Meeting of the Synod.





2. The Executive Committee shall make some chartered bank of Canada the custodian of the funds of the Synod, on such terms as are agreed upon between such bank and the Executive Committee. The bank account of the Synod shall be kept in the name of the Incorporated Synod of the Diocese of Ottawa, and no money shall be withdrawn from the bank, except by cheque signed by the Trust Company acting as the Financial Agent of the Synod, or in case at any time no such Trust Company is so acting, then by such officers of Synod, being not less than three in number, as the Executive Committee may direct.

Bank to be selected.

Bank account, how kept.

Cheques.

3. The Audit and Accounts Committee shall, as occasion requires, frame rules respecting the keeping of the books and accounts by the Trust Company, acting as the Financial Agent of the Synod, not inconsistent with the terms of any agreement with such Trust Company for the time being in force, which rules shall, before coming into force, be submitted to and approved of by the Executive Committee.

Rules to be framed as to accounts.

4. The Audit and Accounts Committee shall frame rules respecting the acknowledgment of moneys received, the precautions to be taken to insure an effective audit of the accounts, and the mode in which the audit shall be conducted, which rules shall, before coming into force, be submitted to and approved of by the Executive Committee. Provided, however, that while the funds of the Synod are managed by any Trust Company, as its Financial Agent, the Audit and Accounts Committee may accept and act

As to acknowledgments and audit.

upon the audit made by the Auditor of such Trust Company.

Payment and attendance of auditors.

5. The Audit and Accounts Committee shall, prior to the annual meeting of Synod, receive the annual statement of the Synod's Funds from the Trust Company acting as the Financial Agent of the Synod, and the report of the Auditor of such Trust Company thereon, and shall examine the same, and all securities belonging to the Synod (provided that in case any securities are deposited for safe-keeping at any office of such Trust Company outside the City of Ottawa, they may act upon and accept a certificate from the Auditor of such Trust Company as to such securities instead of actually examining them), and shall submit the same, together with their own report thereon, to the Synod at its annual meeting. The report of the Audit and Accounts Committee shall be printed and ready for distribution at the opening of the annual meeting of Synod.

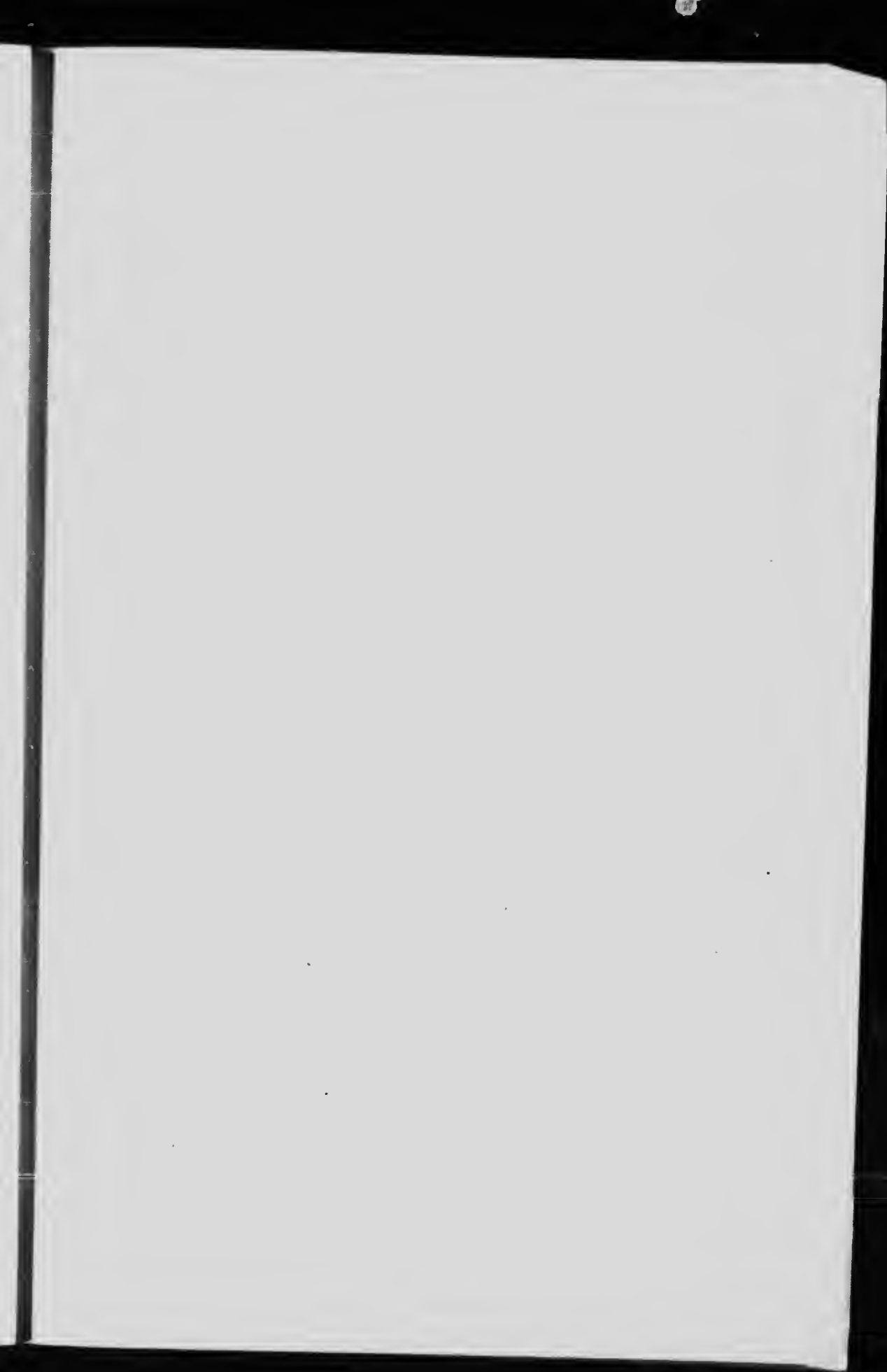
6, 7, 8 and 9 (repealed 1899 and 1913.)

Quorum.

10. Two members of the Audit and Accounts Committee shall be a quorum for all purposes.

Fiscal year.

11. Each fiscal year shall terminate on the thirtieth day of April, and the accounts, statements, and audit shall be made up to and cover that day, and all the Synod accounts shall be closed and balanced up to that date.



CANON XI.—ASSESSMENT FUND.

(Amended 1912, p. 27, confirmed 1913, p. 29.)

1. The Executive Committee shall super-^{Committee} intend the Fund hereinafter mentioned and the carrying into effect of the provisions of this Canon.

2. The Assessment Fund shall consist of ^{Assessment Fund.} assessments levied on all the Parishes and Missions in the Diocese, and of a percentage upon the gross revenues of all the Funds under the control of the Synod, except the Episcopal Fund; and such assessments and percentage shall be ascertained as hereinafter provided.

3. The Committee shall, if no such list ^{Classification of Parishes.} already exists, prepare a list of Parishes and Missions, and shall arrange them in seven classes, and in each case the assessment payable shall be that placed opposite the number of the class set forth hereunder, in which the Parish or Mission is included:—

Class 1.....	\$60	Class 5.....	\$15
“ 2.....	40	“ 6.....	10
“ 3.....	30	“ 7.....	5
“ 4.....	20		

Provided always that the Committee, with ^{Remission of assessment.} the consent of the Synod, may for sufficient cause shewn, remit the assessment of any Parish or Mission.

4. No Parish or Mission shall be trans-^{Change of class.}ferred from one class to another, except upon report of the Committee concurred in by the Synod.

5. Every such assessment shall be due and ^{When assess-ment is due.} payable on or before the thirtieth day of April in each year.

Estimates to
be prepared.

6. At the meeting of the Committee in the month of May in each year the Committee shall prepare an estimate for the coming year of the probable outlay chargeable on the Assessment Fund in accordance with the provisions of this Canon, and also an estimate of the revenue to be derived from the assessment of Parishes above mentioned, and shall strike a rate of assessment sufficient to meet the difference between such two estimates upon the gross revenue of the several funds under the control and management of the Synod.

Assessment
on revenue of
funds.

7. Such last mentioned assessment shall be based upon the gross revenue from each such fund for the next preceeding financial year; and in striking the rate the Committee shall take into account any surplus remaining, or any deficit existing, in the Assessment Fund at the termination of such financial year.

Charges on
assessment
fund.

8. Provision shall be made out of the Assessment Fund for the payment of the following: The salary of the Clerical Secretary; attendance at the Synod offices and fuel, remuneration of professional auditors; premium on guarantee policy of the Clerical Secretary; postage and stationery; printing; rent, light, and taxes; Provincial Synod assessment; and any expenditure for the service of the Synod which the Synod or the Executive Committee considers fairly chargeable to the Fund.

Committee to
report.

9. The Committee shall make a full report at each meeting of the Synod in relation to all matters under its control by virtue of this Canon.

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CANON XII.—DIOCESAN MISSION FUND.

(Amended 1906, p. 28, 1912, p. 27, confirmed 1913, p. 20)

1. The Diocesan Mission Fund shall consist of all collections for Diocesan Missionary purposes made in Churches, Chapels, and Mission Stations throughout the Diocese, of the interest of the Sustentation Fund, and of all subscriptions, donations, and legacies for such purpose, regard being had to the direction of the donor or testator.

Of what the
Mission Fund
shall consist.

2. Four collections for the Diocesan Mission Fund as hereinafter provided, may be made annually in every Church, Chapel, and Mission Station in which a regular Sunday service is held; on Trinity Sunday or one of the two following Sundays, and on the first Sunday in Advent or on one of the two following Sundays, a sermon on behalf of the Mission Fund may be preached and a collection taken up, which collection shall within one month thereafter be remitted to the Trust Company acting as the Financial agent of the Synod by the Clergyman; an annual missionary meeting shall be held in every Church Chapel and Mission Station as aforesaid during the autumn or winter, and at such meeting a collection shall be taken up for the said Fund, and shall be remitted to the Trust Company acting as the Financial agent of the Synod, by the Convener of the deputation holding such meeting within one month thereafter; and a parochial collection shall be made annually in every Parish and Mission under the supervision of the Clergyman, who shall remit the proceeds of such collection to the Trust Company, acting as the Financial Agent of the Synod on or before the twenty-fifth day of April.

Collections for
the Fund.

3. (Repealed by Canon VIII.)

Classification
Committee.

4. At its first meeting the Committee shall appoint a Sub-committee consisting of three Clergymen and three Lay representatives to be called the Classification Committee, which shall be convened by the Clerical Secretary, and shall meet previous to the May meeting of the Committee. It shall be the duty of such Sub-committee to classify the Missions for the ensuing year and report thereon at the May meeting.

Classes of
Missions.

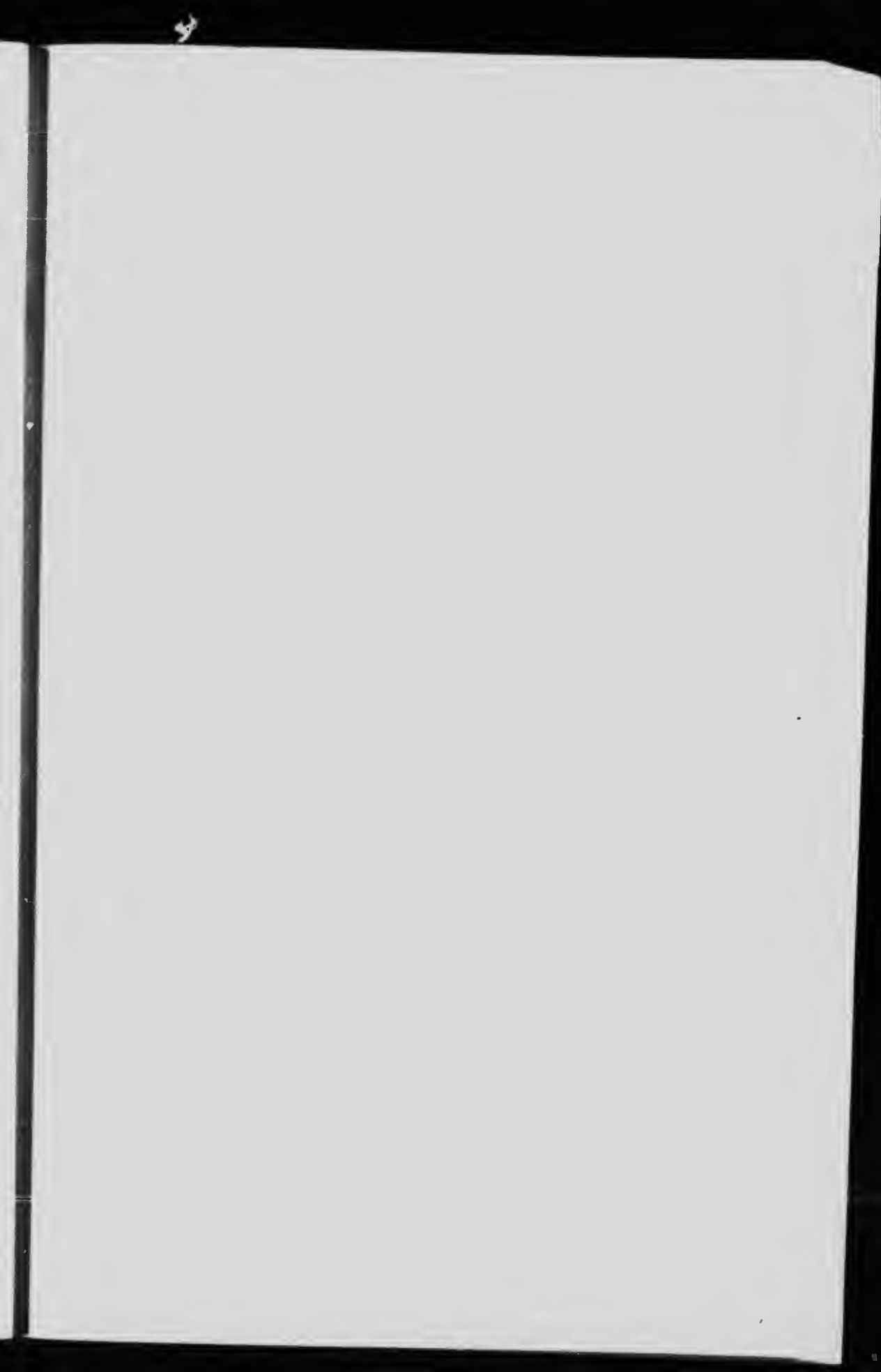
5. The Missions shall be divided into eight classes: Those in Class I shall each receive a grant not exceeding \$100; those in Class II, a grant not exceeding \$150; those in Class III, a grant not exceeding \$200; those in Class IV, a grant not exceeding \$250; those in Class V, a grant not exceeding \$300; those in Class VI, a grant not exceeding \$350; those in Class VII, a grant not exceeding \$400; and those in Class VIII, a grant not exceeding \$600.

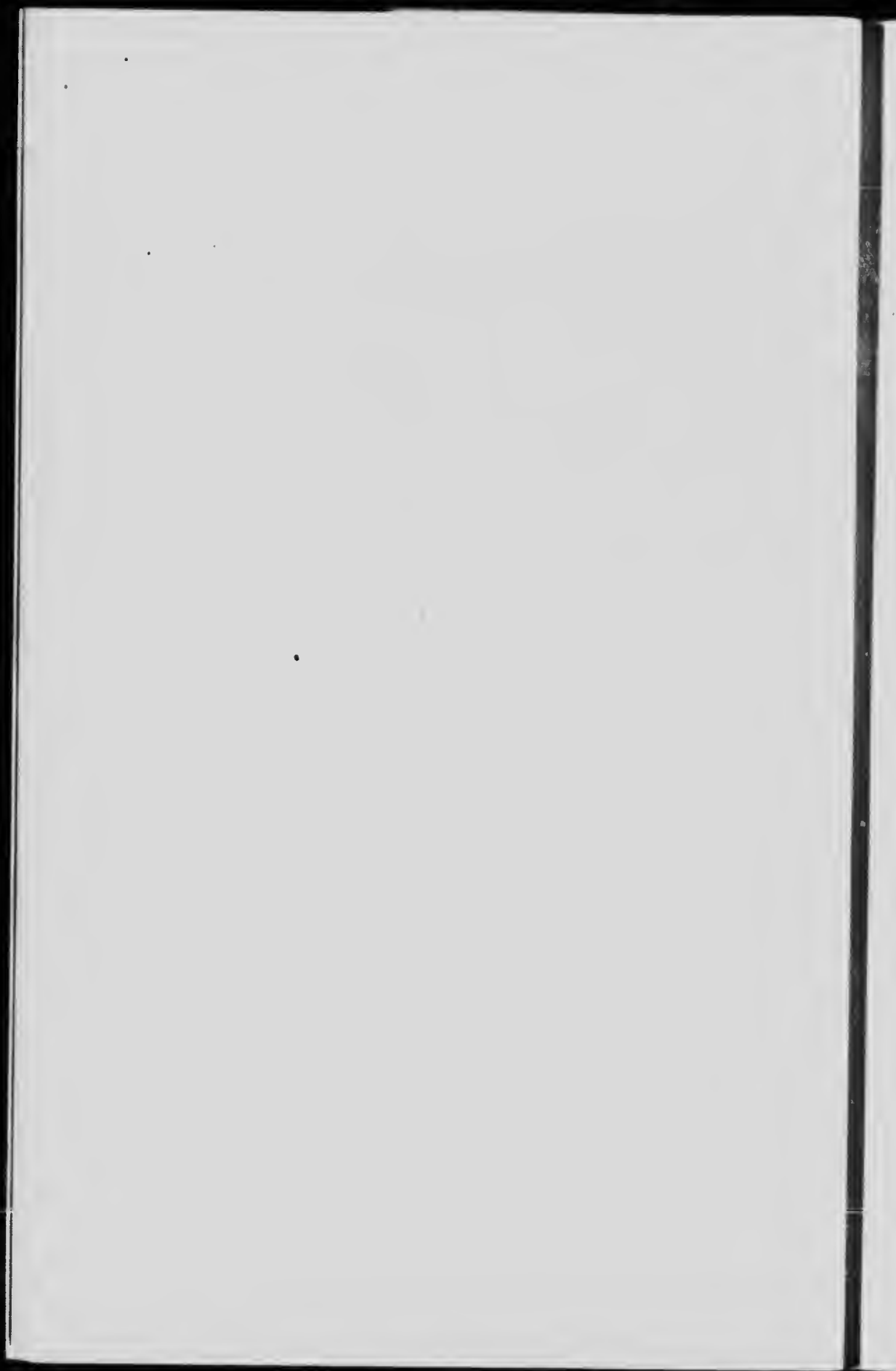
Special grants.

6. The Executive Committee may in its discretion, on the recommendation of the Bishop, make a special grant not exceeding \$100 to any Parish or Mission, provided that two-thirds of the members present concur in voting for the grant.

Incapacitated
Clergymen.

7. When a Clergyman is incapacitated by illness or age from performing duty, the Executive Committee may in its discretion make a suitable provision for him out of the funds at its disposal.





CANON XIII.—THE MISSIONARY SOCIETY FUND.

(Enacted 1903, p.p. 35-36.)

1. There shall be a Missionary Committee ^{Composition of Committee.} composed of the Bishop of the members of the Board of Management of the Missionary Society of the Church of England in Canada, elected by the Synod of the Diocese of Ottawa, and of such number of Clerical and Lay members of Synod as the Synod shall by resolution from time to time direct.

2. The duties of the Committee shall be:— ^{Duties of Committee.}

(a) To promote and encourage an interest in the Canadian and Foreign Missionary work of the Church.

(b) To assist and correspond with the Missionary Society.

(c) To facilitate the collection and transmission of funds for the Missionary Society.

(d) To arrange, subject to the approval of the Bishop, for the circulation of Missionary literature and the holding of missionary meetings within the Diocese.

(e) To submit from time to time to the Synod such by-laws as may be thought fitted to promote the missionary interests of the Church.

(f) To report at each session of the Synod upon the work and needs of the Missionary Society, and of the work done in the Diocese for the Missionary Society and for the Canadian and Foreign Missions. It shall also be the duty of the Committee to report any Incumbent or Congregation who fails to comply with the provisions of this Canon and of any by-law passed thereunder.

Duties of
Incumbents.

3. Every Incumbent shall read such appeals and shall afford the members of his Congregation or Congregations such opportunity of becoming subscribers to the funds of the said Missionary Society as may from time to time be prescribed.

CANON XIV.—EPISCOPAL FUND.

(Amended 1901, p. 37, confirmed 1902, p. 33).

1. Repealed.

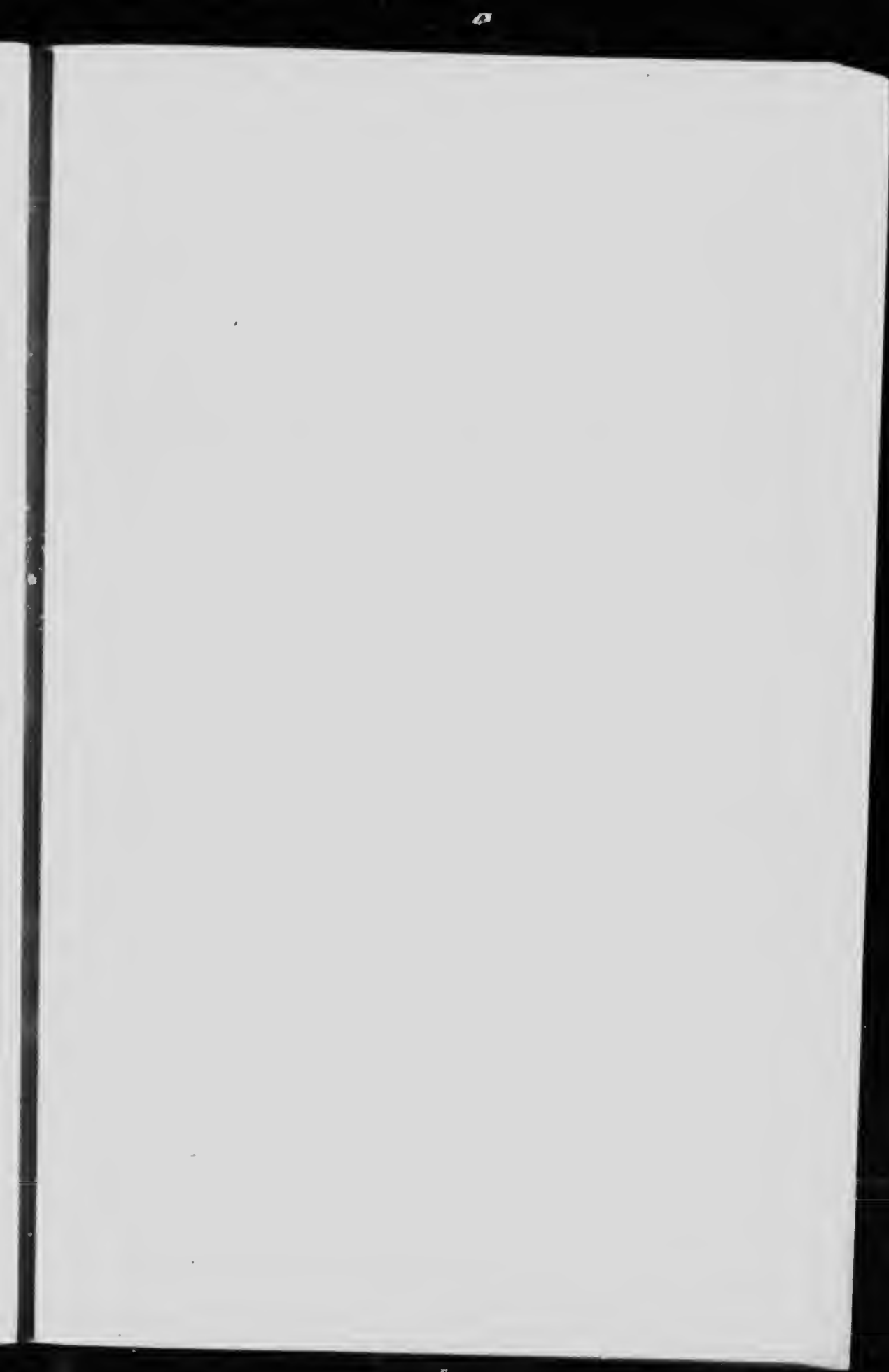
Application of
income.

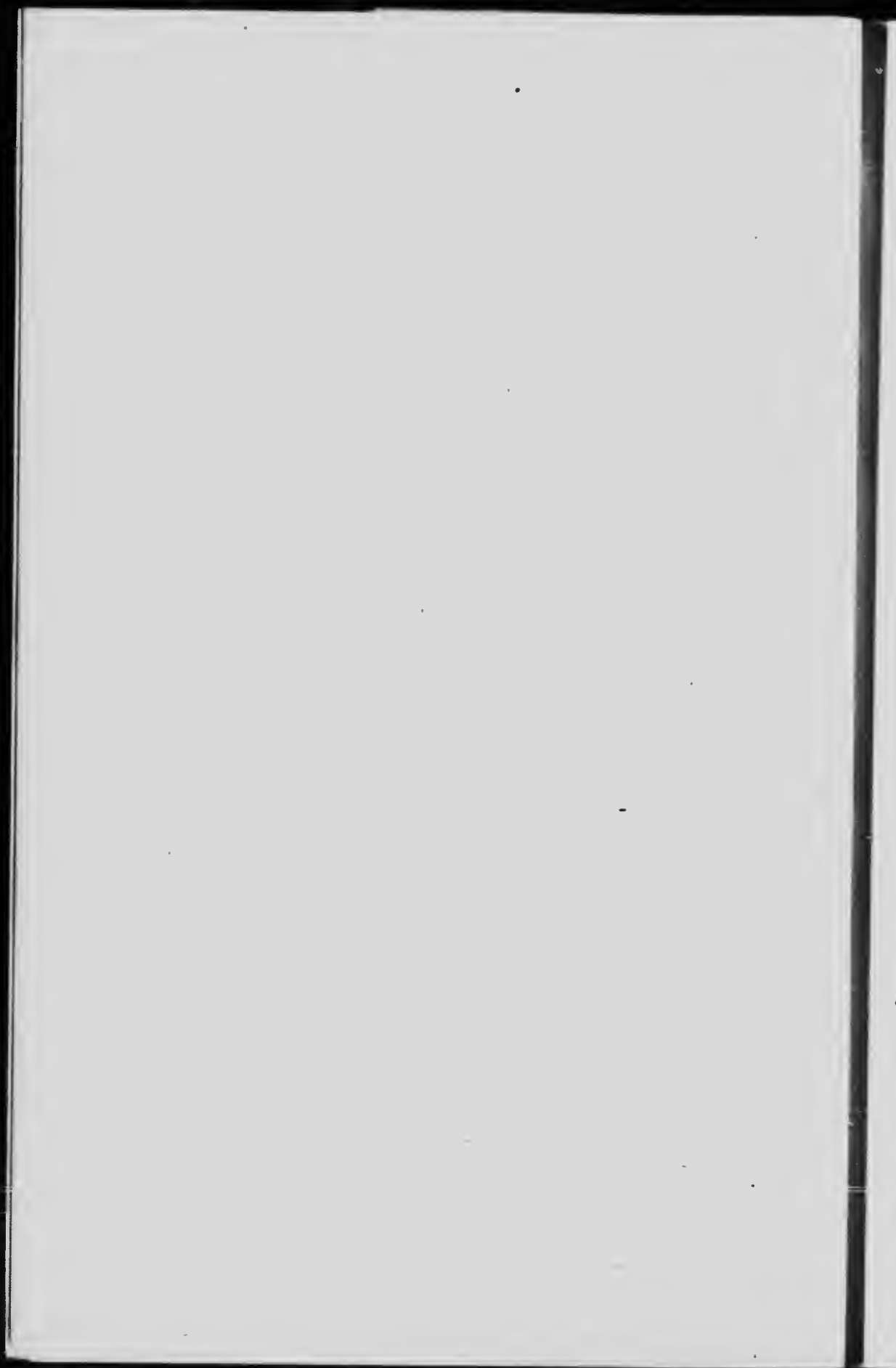
2. The income arising from the moneys and securities belonging to the Fund, after defraying incidental expenses, shall be paid to the Bishop in quarterly instalments.

CANON XIV. A.—THE CONSOLIDATED
FUNDS ACCOUNT.

Passed June 2nd, 1897, confirmed 61 Vic. (Ont.) c. 73.)

Whereas, under the agreement respecting the division of funds between the Incorporated Synod of the Diocese of Ontario and the Incorporated Synod of the Diocese of Ottawa, dated 12th August, 1896, the Commissioners therein named have divided the securities representing the capital of said funds between the said Synods in so far as the same are presently divisible; and whereas it was found that since the year 1891 the Incorporated Synod of the Diocese of Ontario had consolidated all the funds under its control (excepting the Episcopal Fund) and had since that date kept the account of the capital and investments representing said funds in one account





known as "the Consolidated Fund": And whereas, the securities apportioned to this Synod under said agreement are not, therefore, specifically attributable to the several funds so consolidated: Be it therefore enacted:—

1. The several funds (except the Episcopal Fund) mentioned in these Canons, and the securities representing the same, shall be administered, invested and dealt with in future as the same were administered, invested and dealt with by the Synod of the Diocese of Ontario at the date of the Division of the said Diocese in 1896, and the account kept thereof shall be known as "the Consolidated Funds Account," similar to the account of "the Consolidated Fund" heretofore kept by the Incorporated Synod of the Diocese of Ontario, as contained in the reports of the latter Synod since the year 1891.

Consolidated
funds account.

2. The word "Income" in this Canon, and in any Canon relating to the funds administered by this Synod (except the Episcopal Fund), shall mean the *pro rata* share allotted by the Investment Committee, as attributable to each of the said funds, of the interest earned and received in respect of the investments and securities representing the whole capital administered in "the Consolidated Funds Account," after deducting all expenses of management.

"Income"
defined.

CANON XV.—THE CLERGY TRUST FUND.

(Confirmed 1906, p. 25, amended, 1908—p. 28; 1913, p. 22, confirmed 1913, p. 18.)

First charge
on Income.

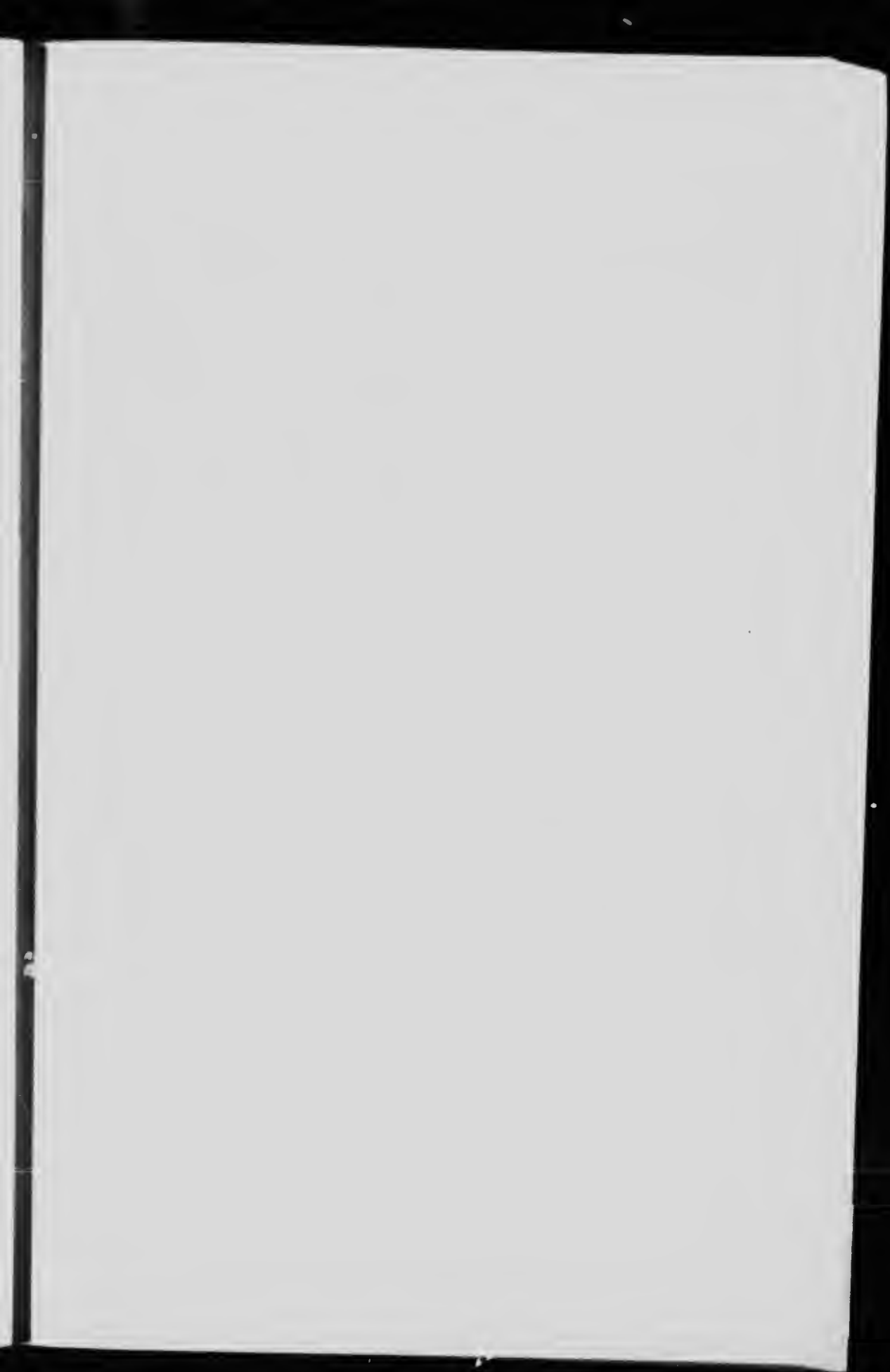
1. The first charge on the income of the Clergy Trust Fund shall be the quarterly payment of an annuity of Four Hundred Dollars to the Rev. J. B. Worrell, an original Commutant, and thereafter the quarterly payment of annuities of \$400.00 each to the Clergymen mentioned in the schedule hereto, pursuant to the agreement made between the Incorporated Synods of the Diocese of Ontario and Ottawa, dated the 12th day of August, A.D. 1896.

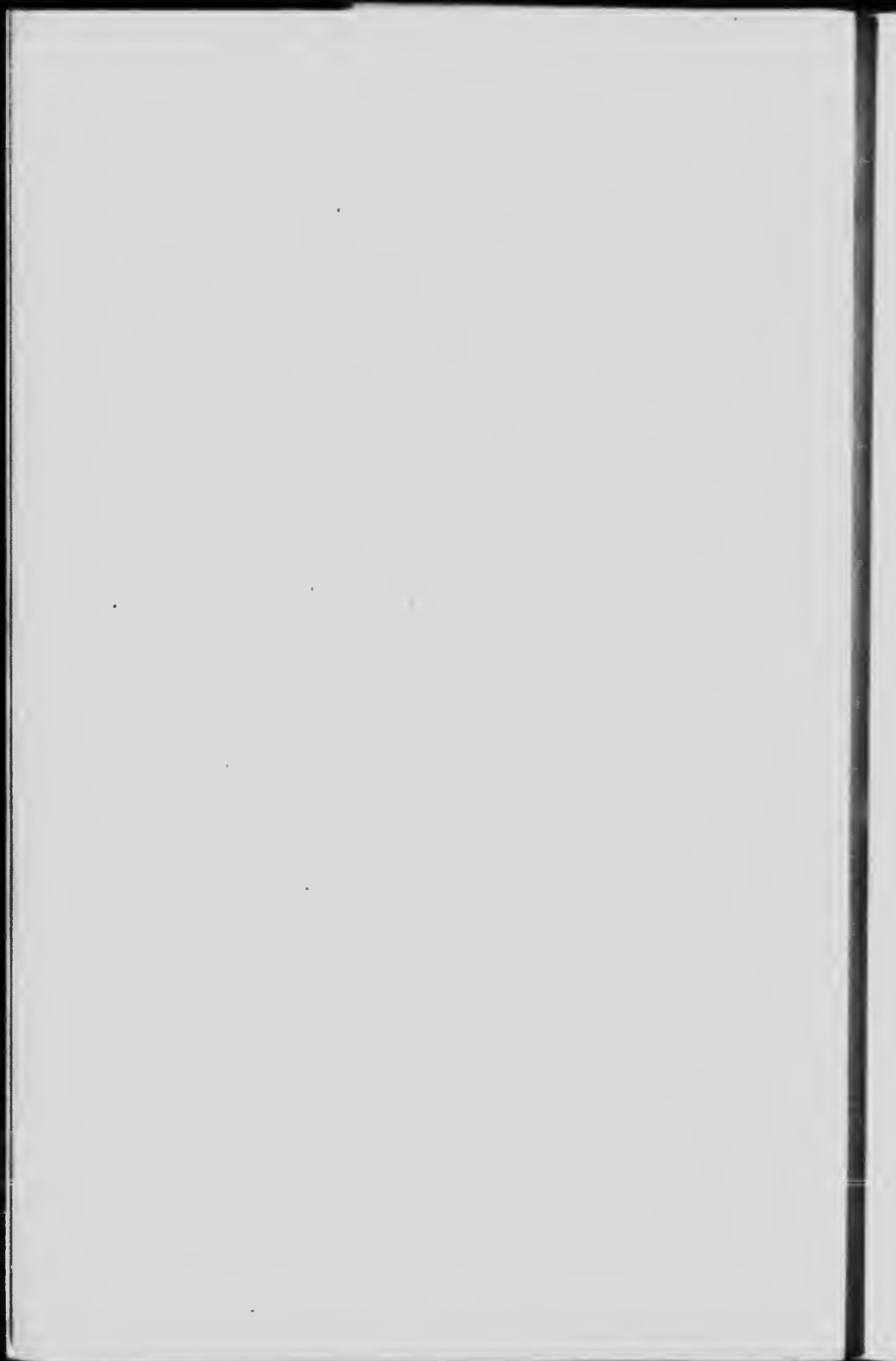
Payment by
quarterly
instalments.

2. Subject to the foregoing provisions, the income of the fund, after the payment of the expenses of management, shall be appropriated to the payment by quarterly instalments, to those other Clergymen who have heretofore been placed on the list of annuitants since the formation of the Diocese (subject always, however, to the provisions of sections 3, 4 and 5 hereof) and whenever the income of the fund shall permit (subject to the provisions of this Canon) to the payment to the next senior Clergyman of the Diocese in good standing of an annuity of \$400.00.

Surplus to be
reported by
Treasurer.

3. When the income of the fund shall be four hundred dollars more than the annual sum required to meet the charges and payments mentioned in sections 1 and 2 of this Canon, it shall be the duty of the Treasurer to report the existence of such a surplus to the Executive Committee at its next meeting, and the Committee may then or thereafter place the Clergyman next entitled under this Canon





upon the list of annuitants upon the fund, which shall be continued from time to time by the Treasurer, under the direction of the Committee, and shall, after the approval by the Bishop, be final.

4. Should the income of the fund be found by the Committee insufficient at any time to meet the charges thereon and the subsisting annuities, the payment or payments to the annuitant or annuitants last in order on the list shall be discontinued or diminished by such sum or sums, and for such a period as may in the opinion of the Committee be requisite.

Insufficiency of
Income.

5. Upon the death of any annuitant placed upon the fund since the formation of this Diocese, leaving him surviving a widow or children or other persons who were in the opinion of the Committee heretofore depending upon him for support, the payment of the instalment of the annuity of the quarter current at the time of his death, and also for the two quarters thereafter ensuing, shall be paid to such widow or children or other dependent persons as the Committee may in its discretion decide.

Payments to
Widows and
Orphans of
annuitants.

6. (a) The seniority of any Clergyman for the purposes of this Canon shall be determined by the length of his service in Holy Orders in the Diocese of Ottawa or (as respects any Clergyman who was serving in that part of the original Diocese of Ontario now comprising this Diocese) at the date of the erection of this Diocese of the time during which the said Clergyman shall have been employed in this Diocese and previously in the Diocese of Ontario. In the case of any Clergyman, who was in that part of the Diocese of Ontario now

How Seniority
of Clergyman to
be determined

comprising this Diocese, at the date of the erection of this Diocese, his services shall be reckoned as commencing on the date of his first appointment by the Bishop of Ontario; and in the case of any other Clergyman, his services shall be reckoned as commencing on the date of his first appointment from the Bishop of this Diocese.

Superannuation

(b) Any period, during which a Clergyman has ceased to serve, shall be excluded in reckoning his length of service under this Canon; but any period, during which a Clergyman has ceased to serve in consequence of his having been superannuated or retired with the consent of the Bishop, after twenty-five (25) years service, shall be included in reckoning such length of service.

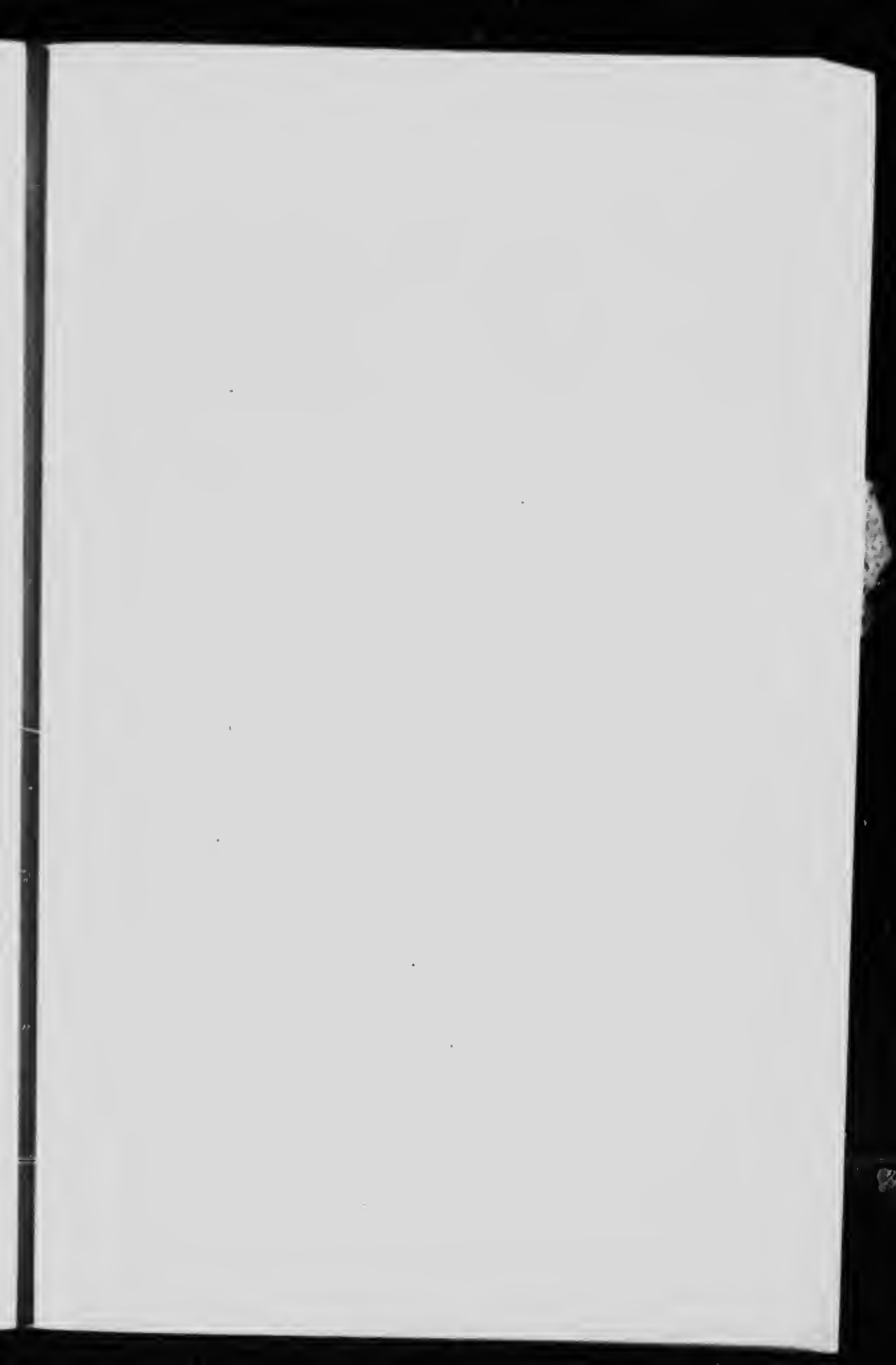
**Leave of
Absence.**

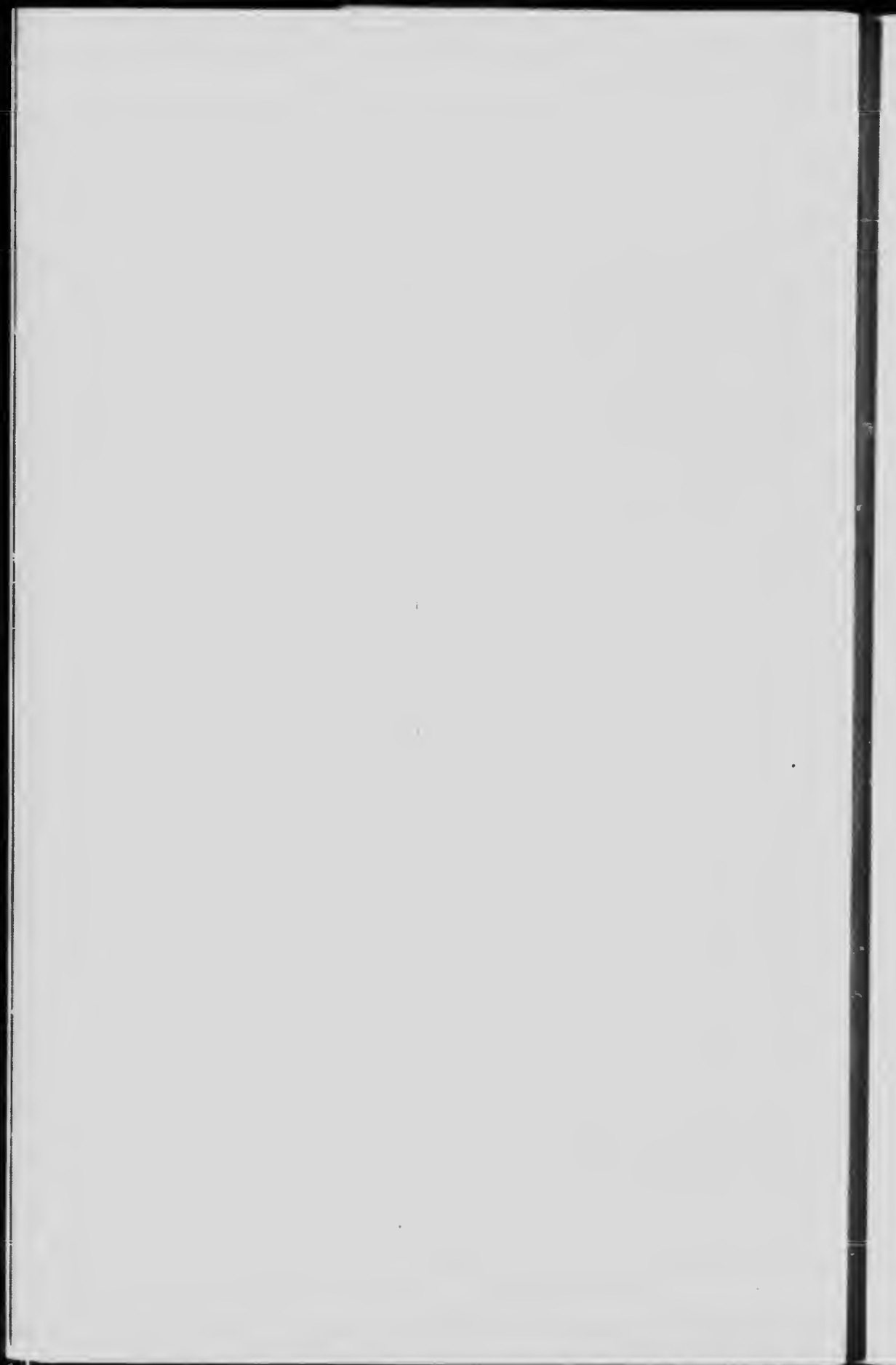
(c) If a Clergyman shall leave the Diocese of Ottawa without written leave of absence (which leave shall not exceed in length two years, unless it be for the purpose of engaging in work in the Foreign or Canadian Missions) and returns and resumes his work in the said Diocese, or if he shall for any reason have given up his spiritual charge or clerical calling and shall have engaged in a secular calling or business, and shall thereafter resume his spiritual work in the Diocese, in either of such two cases his name shall be put at the foot of the list.

(d) Any question of seniority which may arise under this Canon shall be decided by the Bishop, and his decision shall be final.

**Completion of
twenty-five
years' service.**

7. Subject to the other provisions of this Canon, each of the several annuitants mentioned in the schedule hereto, or who may hereafter be added shall continue to receive his annuity





so long only as he continues to do duty in the Diocese, or after having completed twenty-five (25) years service is on the Superannuation list thereof, or has retired with the consent of the Bishop, or has leave of absence from the Diocese, or holds office in the Synod; but he shall forfeit all claims to such annuity for any period during which he may be under ecclesiastical censure.

8. Schedule.

Rev. E. H. M. Baker.
 Rev. J. J. Bogert.
 Rev. C. P. Emery.
 Rev. William Fleming.
 Rev. A. W. Cook.
 Rev. Thomas Garrett.

CANON XVI. 'THE WIDOWS' AND ORPHANS' FUND.

Nature of
Fund.

(Passed June 23rd, 1898; amended 1901, pp. 28-29; 1902, pp. 33-34; 1905, p. 28, 1913, p. 19, confirmed 1914, p. 19.
 Canons VIII and XLIV.

I. NATURE OF FUND.

1. There shall be a fund for the benefit of the widows and orphans of the Clergy of this Diocese, to be known as "The Widows' and Orphans' Fund" (hereinafter called the Fund) which shall comprise the *pro rata* share of the interest and income derived from the Widows' and Orphans' Fund Capital, administered by the Synod in the Consolidated Funds Account (as defined by Canon XIV A) together with the annual subscriptions and assessments of the Clergy hereinafter mentioned, and such other

contributions as may be received from time to time for the purposes of said Fund, and the said Fund shall be administered on the conditions and in the manner hereinafter set forth.

2. Repealed.

II. SUBSCRIBERS.

Every Clergyman to subscribe.

3. Every Clergyman of the Diocese of Ottawa shall subscribe to this Fund as hereinafter provided.

4. All Clergymen who have not heretofore been subscribers to the Fund under the provisions of the Widows' and Orphans' Fund Canon in force immediately prior to the coming into force of this Canon, or who are in arrears under the said Canon, shall be required to pay their arrears by instalments extending over such period as the Executive Committee may decide.

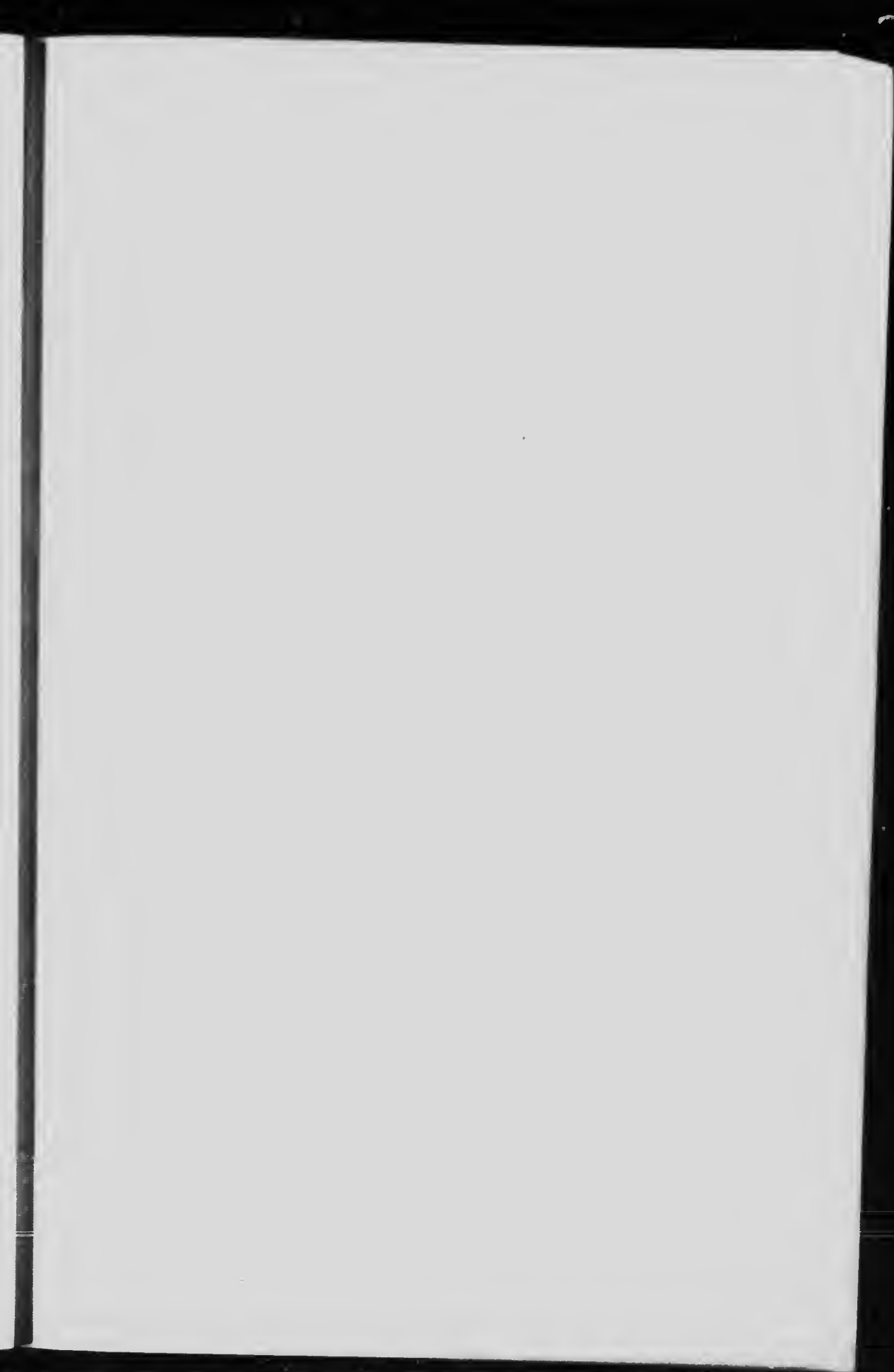
From what date arrears to be paid.

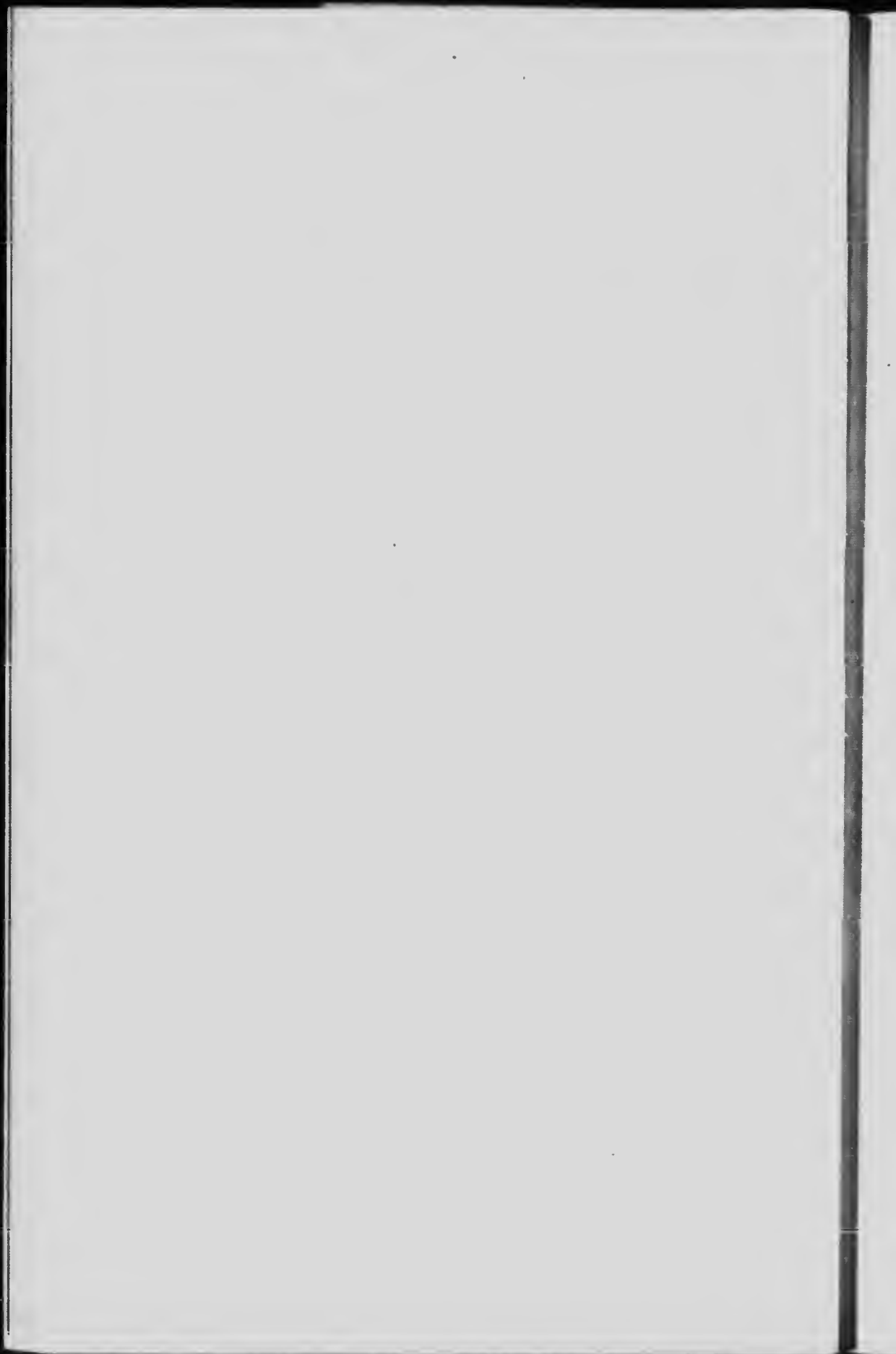
5. Such arrears shall be collected from Clergymen admitted to or ordained in the Diocese of Ontario, prior to the 1st day of May, A.D. 1896, from the date of such admission or ordination; and from Clergymen admitted to or ordained in the Diocese of Ottawa since the 1st day of May, A.D. 1896, or if hereafter admitted to or ordained in this Diocese, from the date of ordination; provided that in exceptional cases, the Committee shall have power to accept a smaller sum than the actual amount due, in full discharge of such arrears.

III.—SUBSCRIPTIONS.

Annual Subscription.

6. The subscription payable by each Clergyman shall be five dollars per year, payable on or before the first day of January in each year, and in order to make the date of pay-





ment uniform for all subscribers, the first subscription in each case shall be apportioned if necessary. If the said subscription is not paid by the 31st day of January in each year, the Treasurer shall notify the delinquent subscriber that he is in default. Provided, that in the case of any Clergyman of this Diocese, who has commuted under the provisions of any Canon in force prior to the coming into force of this Canon, no subscription shall be required under this Canon, but this exemption shall not apply to the assessment mentioned in the next paragraph hereof.

Commuted
Clergy.

7. The Treasurer shall present to the Executive Committee, at its regular meeting in November of each year, a statement and estimate of the fund for the current year. Should this statement and estimate show that the Fund will not be sufficient to meet the pensions and charges on the Fund, then the Executive Committee shall make an assessment upon all the Clergy for an amount to make up such estimated deficiency. Such assessment shall be a *pro rata* percentage not exceeding one per cent. upon the net income of each Clergyman derived from the following sources, viz: the annual stipend actually received from the Parish, less rent and taxes (if any), as shown by the last annual return to the Synod, the annuities received from the Clergy Trust Fund and from the Rectory Lands Fund and the annual grant received from the Mission Fund.

Annual statement and
estimate.

Clerical In-
comes to be
assessed for
deficiency.

8. Each Clergyman so assessed shall be thereupon notified by the Clerical Secretary of such assessment and of the amount due by him to the Synod therefor, and such amount shall

Notice of
Assessment to
Clergy.

be due and payable to the Synod on the 1st day of March following, and shall from the date of such notice be deemed to be a subscription due to the Synod under this Canon, and if not paid by the said 1st day of March, such Clergyman shall be deemed to be in default under this Canon.

Arrears to
bear interest.

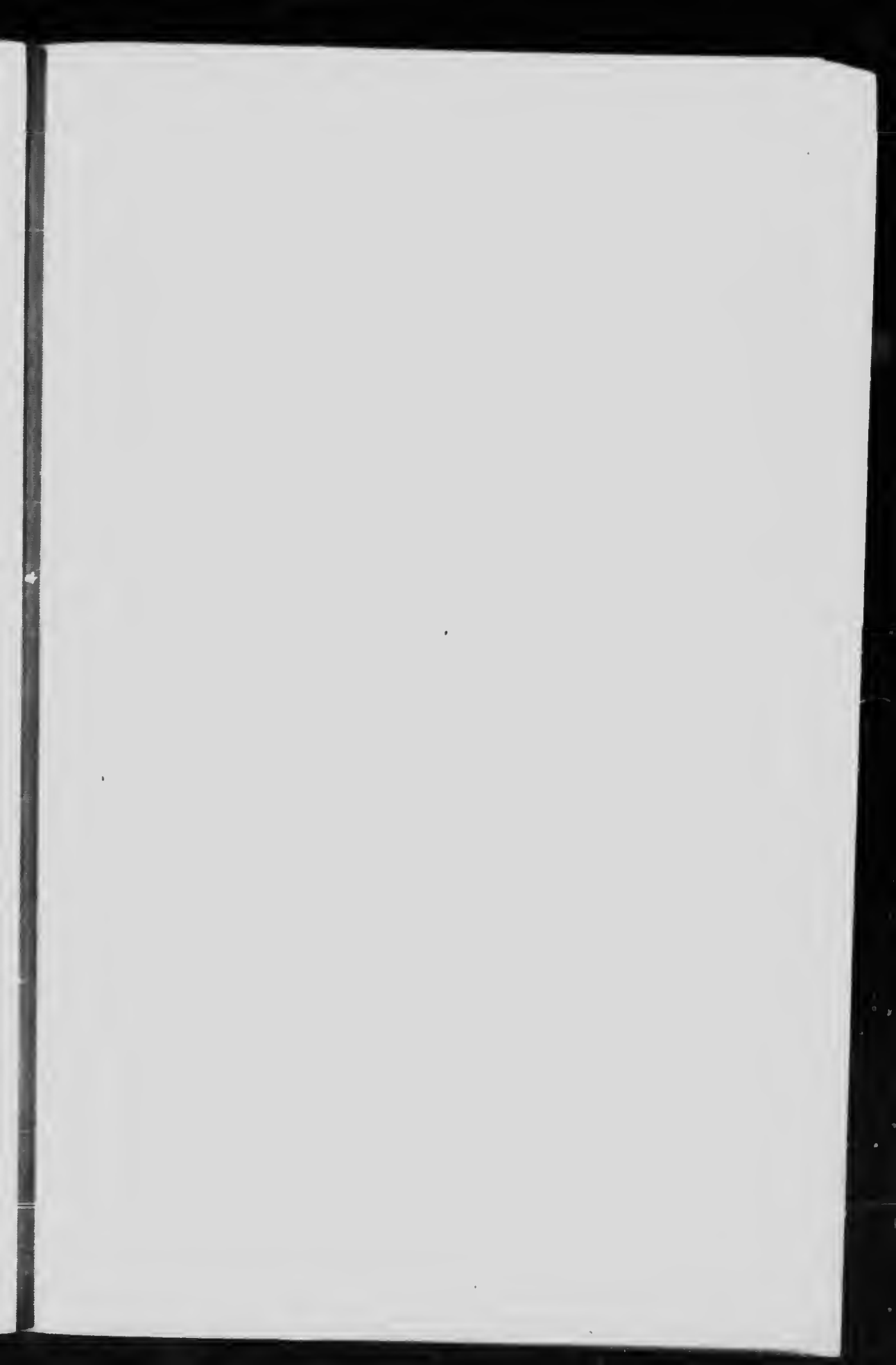
9. All arrears, both of subscriptions and assessments, shall hereafter bear interest at the rate of six per cent. per annum from the date when they respectively become due until payment.

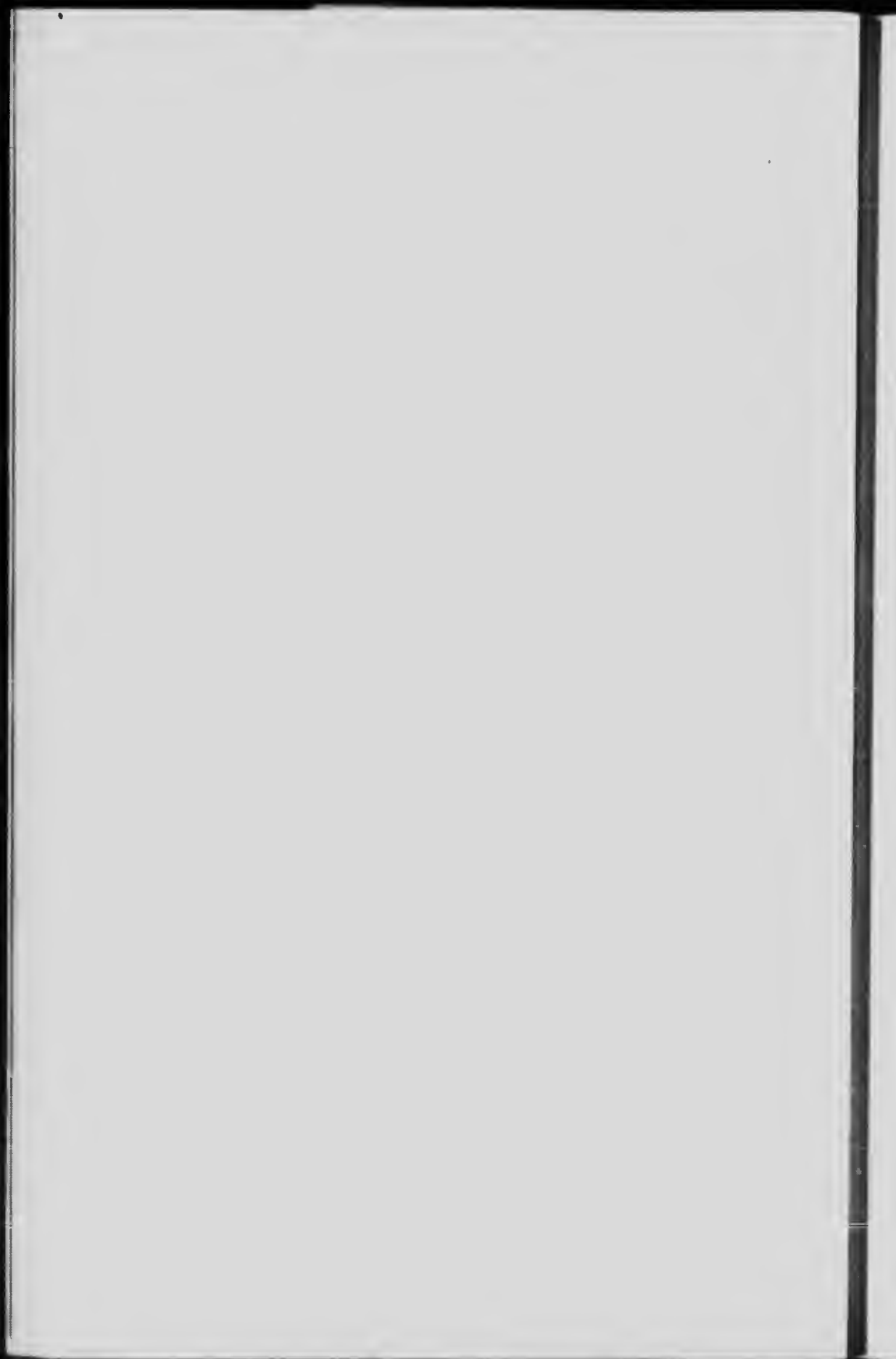
List of Clergy
in default.

10. At each meeting of the Executive Committee, the Treasurer shall submit a list showing the names of all those who are in default under Sections six and eight hereof, and such list shall be reported to and dealt with by the Synod

Deduction of
arrears from
Synod.

11. In case of any such default, the Trust Company, acting as the Financial Agent of the Synod, acting under the direction of the Committee in each case, shall deduct the amount of the arrears both of subscriptions and assessments, with interest at six per cent. per annum from the date of such default, from any grant of money which such Clergyman so in default would otherwise be entitled to receive from the Synod under any Canon, regulation or practice now or hereafter in force, whether from the Clergy Trust Fund or from the Rectory Lands Fund or from the Mission Fund or from any other Fund or moneys in the control of or passing through the hands of the Synod, and such deduction shall be made from the first payment to be made to such Clergyman after the receipt by the





Trust Company, acting as the Financial Agent of the Synod, of directions to act under this Section from the Executive Committee.

12. In any case of such default where there is no grant or sum of money out of which the arrears can be deducted and paid under the preceding section, the Synod shall have power by resolution to that effect, to exclude the Clergyman so in default from the meetings and proceedings of the Synod and from his right to vote in the Synod so long as he so remains in default. Exclusion from Synod.

13. Every Clergyman whose name is reported to the Synod under section Ten as being in default shall be ineligible to act on any Committee of the Synod during the Synodical year then commencing; unless before the close of such session of the Synod he shall have paid all such arrears and interest; but this section shall not apply to any Clergyman who shall be paying his arrears in instalments under the provisions of section four hereof. Clergy in default ineligible for Committees. Proviso.

IV. WIDOWS AND ORPHANS.

14. Upon the death of any Clergyman of this Diocese leaving a widow, or children under the age of 18 years, or both, such widow, or the guardian of such children, desiring an annuity from the Fund, shall present to the Executive Committee, through the Clerical Secretary, a memorial setting forth the date of the death of such Clergyman, the name of his widow, or of the guardian, as the case may be, and the names and ages of such children, and such memorial shall be taken into consideration by the Committee at its next meeting after the receipt thereof. Memorial by Widow or Guardian.

Annuities.

15. The Committee shall thereupon place such widow and children upon the list of annuitants entitled to the benefit of the said Fund (provided always that such widow and children are members of the Church of England) and shall, if the Fund suffices, make the following grants, namely:—

(1.) For the widow (if any) an annual sum not exceeding three hundred dollars during widowhood.

(2.) For each child, if there be also a widow, an annual sum not exceeding forty dollars, until such child attains the age of eighteen years or marries, whichever shall first happen. Provided that in no such case shall the grants for all the children of one Clergyman exceed the annual sum of \$160.

(3.) For each child, if there be no widow, an annual sum not exceeding eighty dollars, until such child attains the age of eighteen years or marries, whichever shall first happen. Provided that in no such case shall the grants for all the children of one Clergyman exceed the annual sum of \$200.

Provided also that any widow or orphan withdrawing from the Church of England, shall, from the date of such withdrawal, forfeit the annuities provided under this Canon.

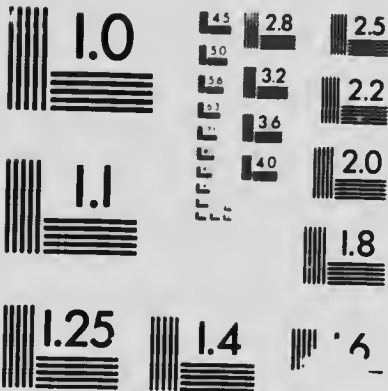
Annuities under
agreement with
Synod of
Ontario.

16. Pursuant to the agreement between the Incorporated Synod of the Diocese of Ontario and the Incorporated Synod of this Diocese, dated the 12th August, 1896, all the Widows and Orphans who were entitled to the annui-



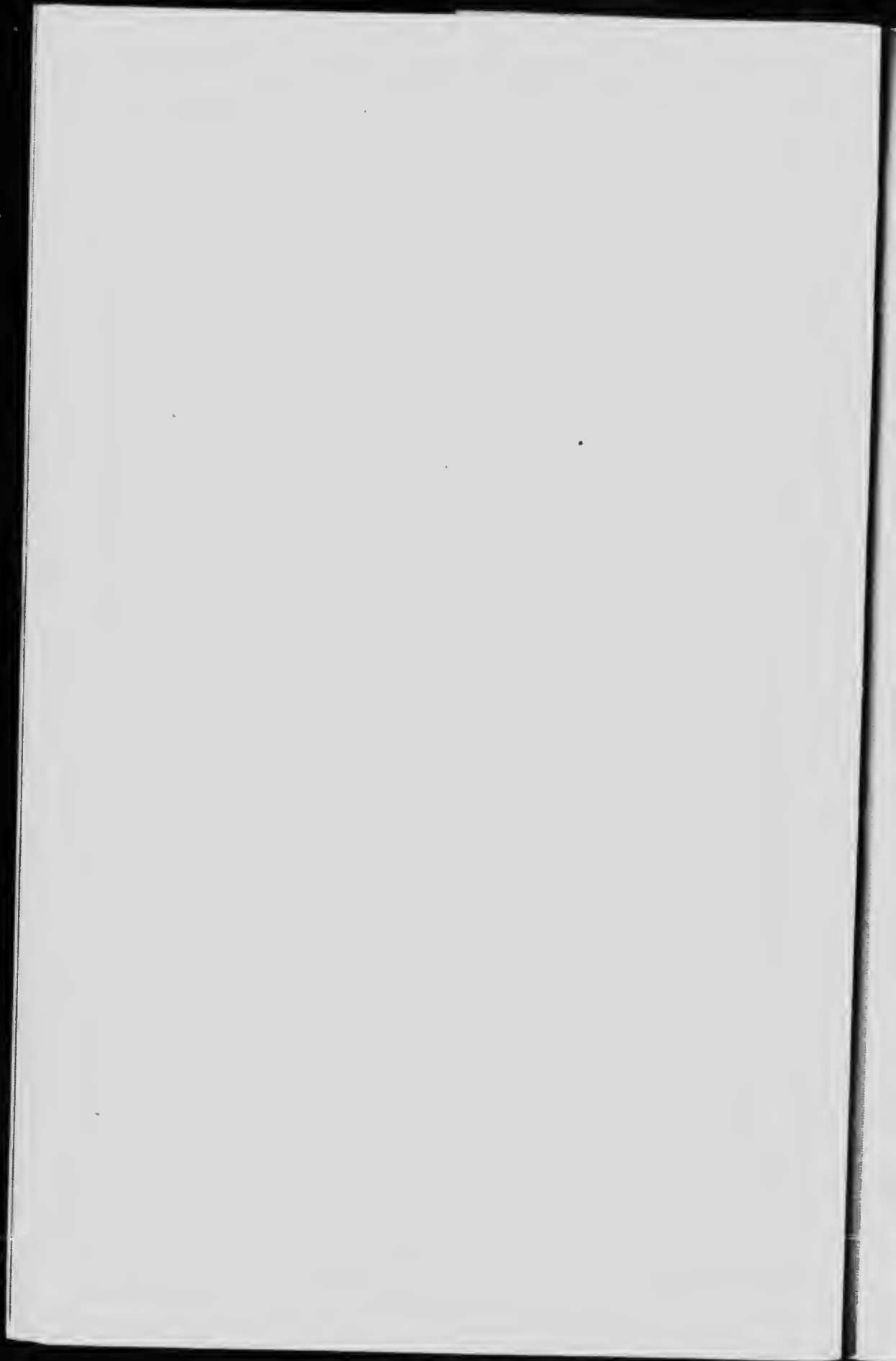
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ties from the Widows, and Orphans' Fund of the former Diocese of Ontario, on the 30th day of April, A.D. 1896, under Canon XVI of the said Diocese as then in force, are hereby declared to have been since the said date, and shall be hereafter, entitled to be paid from time to time (either directly or through the Incorporated Synod of the present Diocese of Ontario, as may be arranged between the officers of the respective Synods) from the Widows' and Orphans' Fund of this Diocese, one half the amount of such annuities as shall be payable to them, from time to time under the Canons of the Diocese of Ontario and of this Diocese, subject, however, to such amount ^{Reduction.} being hereafter reduced at any time and from time to time, in the manner hereinafter provided.

17. Save and except as provided by this ^{No claims except under this Canon.} Canon, no widow or orphan of any Clergyman who might otherwise have been entitled to a claim upon the Widows' and Orphans' Fund of the Diocese of Ontario, prior to the division thereof on the 1st day of May, A.D. 1896, shall be entitled to any claim upon the Widows' and Orphans' Fund of this Diocese.

18. The widows and children of all Clergy- ^{Annuitants since 1st May, 1896.} men of this Diocese, who became annuitants upon the Widows' and Orphans' Fund of this Diocese since the 1st day of May, A.D. 1896, shall also become annuitants under this Canon in the same manner and to the same extent as the annuitants mentioned in paragraph fifteen hereof.

19. All grants shall be from year to year ^{Grants Annual.} only, and shall be subject to reduction in the

manner provided in the following section hereof.

Reduction in annuities if necessary.

Proviso.

20. In the event of the assessment on the clerical income, provided for in section seven hereof, being insufficient to make up the deficit in the fund, as shown by the statement and estimate mentioned in said section seven, it shall be the duty of the Committee, at its regular November Committee Meeting, to make a proportionate reduction in the grants for the financial year then current. Such reduction shall be of a uniform percentage upon all the annuitants, both widows and children, including also the half share payable by this Diocese of the annuities mentioned in section sixteen hereof. Provided, however, that if the Fund will permit, the Committee may increase the grants, for the year following only, over and above the maximum mentioned in section fifteen, by the amount of such previous reduction.

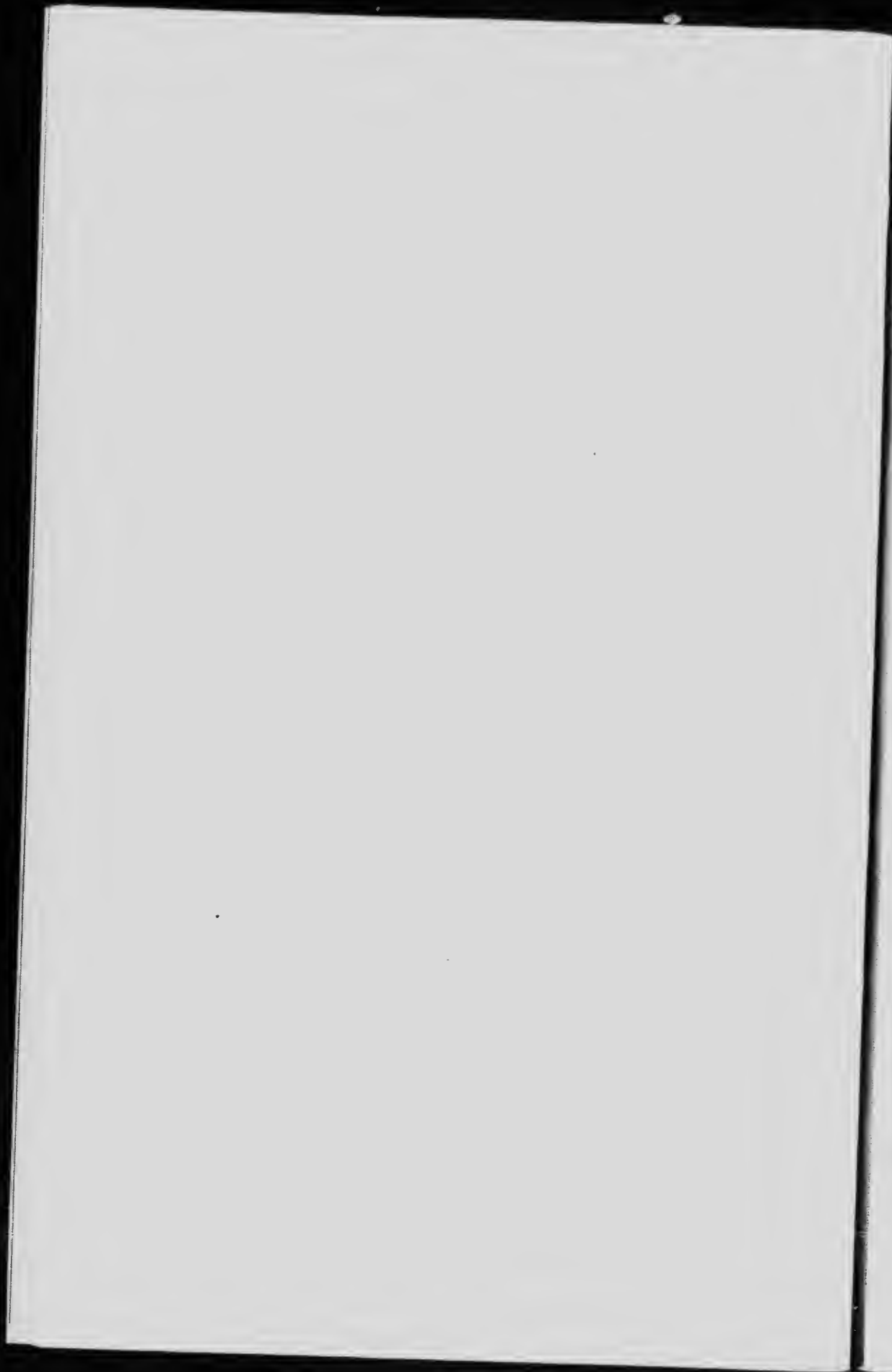
Arrears to be deducted from annuities.

21. If at the death of a Clergyman he is in arrears or in default within the meaning of sections six or eight, his widow and orphans shall, nevertheless, be entitled to the same grants as if such Clergyman were not in arrears or in default, but the amount of his arrears and interest thereon shall be retained by the Synod, by instalments, in such manner as the Committee shall recommend, out of the payments made to his widow or orphans.

Annuities payable quarterly

22. The several annuities shall be payable in quarterly payments on the first days of January, April, July and October, to the Widow or Guardian.

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23. Every annuitant on the Widows' and Orphans' Fund shall, before he or she may be paid his or her quarterly annuity, make or cause to be made, one of the following declarations, in the presence of a neighboring Clergyman, who shall duly attest the same.

DECLARATION TO BE MADE BY A WIDOW. By Widow

I, (Name)
 (Residence) do hereby
 solemnly declare that I am the widow of the
 late Rev.

That I am a *bona fide* member of and in full
 communion with the Church of England, and
 that I am entitled to an annuity from the
 Widows' and Orphans' Fund of the Incorporated Synod of the Diocese of Ottawa.

Signed and declared before
 me this ... day of,
 A.D. 191... at,
 (Signature).
 (Signed C.D.
 (Residence and addition).

DECLARATION TO BE MADE BY THE MOTHER By Mother or Guardian
 OR GUARDIAN OF ORPHANS.

I (Name)
 (Residence) do solemnly declare
 that I am the mother (or the guardian) of the
 children of the late Rev.

... of ...
 whose names and ages are respectively written
 below; that, to the best of my knowledge and
 belief they are *bona fide* members of the Church
 of England; and that they are entitled to an
 annuity from the Widows' and Orphans' Fund
 of the Incorporated Synod of the Diocese of
 Ottawa.

Signed and declared before
 me this day of
 A.D., 191 at (Signature).
 (Signed) C.D.
 (Residence and addition.)

Names. Ages.

Surplus to be
 made Capital.

24. If, after paying the maximum of all the
 annuities payable under this Canon in any
 year, there shall be found at the end of such
 year to be a surplus on hand, the Executive
 Committee may in its discretion (subject
 to the approval of the Synod) carry such
 surplus to the credit of the capital of the
 Widows' and Orphans' Fund, and the same
 shall thereafter be treated as capital and not
 as income.

V. COMMITTEE TO CONTROL.

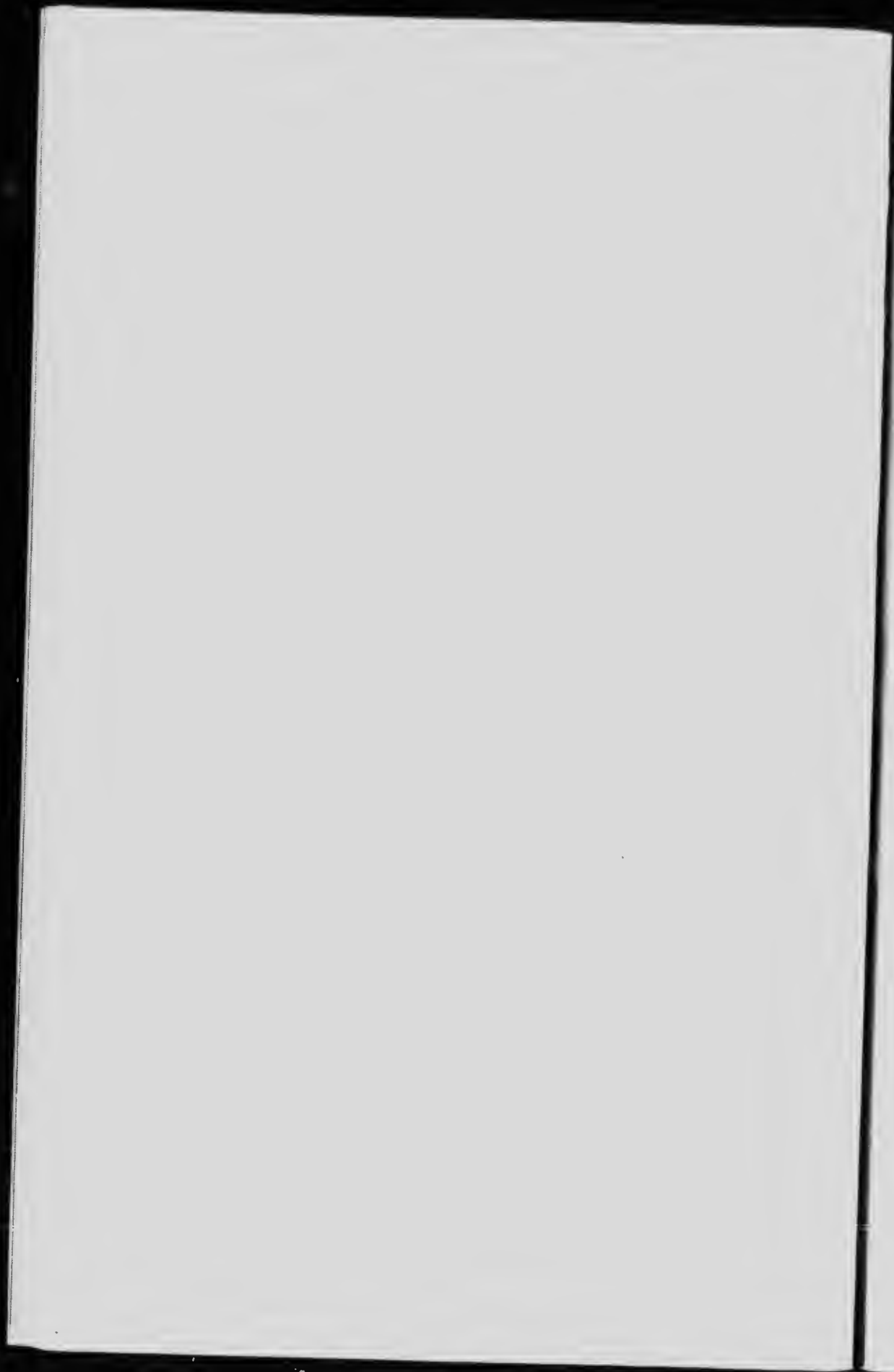
Committee.

25. (Repealed) (Vide Canon VIII)

Of retired super-
 annuated
 Clergyman.

26. The Committee shall be empowered,
 subject to the approval of the Synod, to
 declare that any Clergyman of the Diocese,
 who has heretofore married or may hereafter
 marry while he is or was superannuated or

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retired or otherwise not in active work in the Diocese, has forfeited all rights, and shall not be subject to any further liability under this Canon, and in the event of his death his widow and children shall not be deemed to come within the provisions of, or be entitled to any benefit under this Canon.

27. That on behalf of the funds required for the purposes of Canons XVI, XVII, XVIII, a sermon shall be preached and a parochial collection shall be made in every parish and mission between the first day of July and the first day of November, under the supervision of the incumbent, who shall forthwith remit the proceeds of such collections to the Trust Company acting as Financial Agent of the Synod, and the proceeds of such collections shall be divided in such proportions as may be ordered by the parish or congregation concerned.

XVI. A. TO LIMIT OPERATION OF W. & O. FUND IN CERTAIN CASES.

(1901, p. 34; 1902, p. 34)

1. Subject to the exceptions mentioned in section five hereof, the widow of any ^{Marriage fifty years age.} Clergyman of the Diocese of Ottawa who shall have been married to such Clergyman after he shall have attained the age of fifty years, and the children of any such marriage, shall not be entitled to any of the benefits of the existing Canon XVI in the Widows' and Orphans' Fund, or be deemed to come within the terms thereof.

No Clergyman,
bachelor or
Widower liable
to annual sub-
scription or
assessment
after attaining
the age of fifty
years

2. Upon any Clergyman of the Diocese of Ottawa attaining the age of fifty years, and being then a bachelor, or a widower, he shall not thereafter be liable or entitled to pay any further annual subscriptions or assessments under the provisions of the said Canon XVI, save in the case provided for in the next succeeding clause thereof.

3. A Clergyman being a widower, who shall attain the age of fifty years and shall then have infant children who might become entitled in the event of his death to the benefits of said Canon XVI, shall nevertheless be liable and entitled to continue the payment of his annual subscriptions and assessments under the said Canon XVI, until such time as all his said infants shall have ceased to come within the benefits of said Canon XVI, and thereupon the provisions of the preceding clause hereof shall apply to such Clergyman.

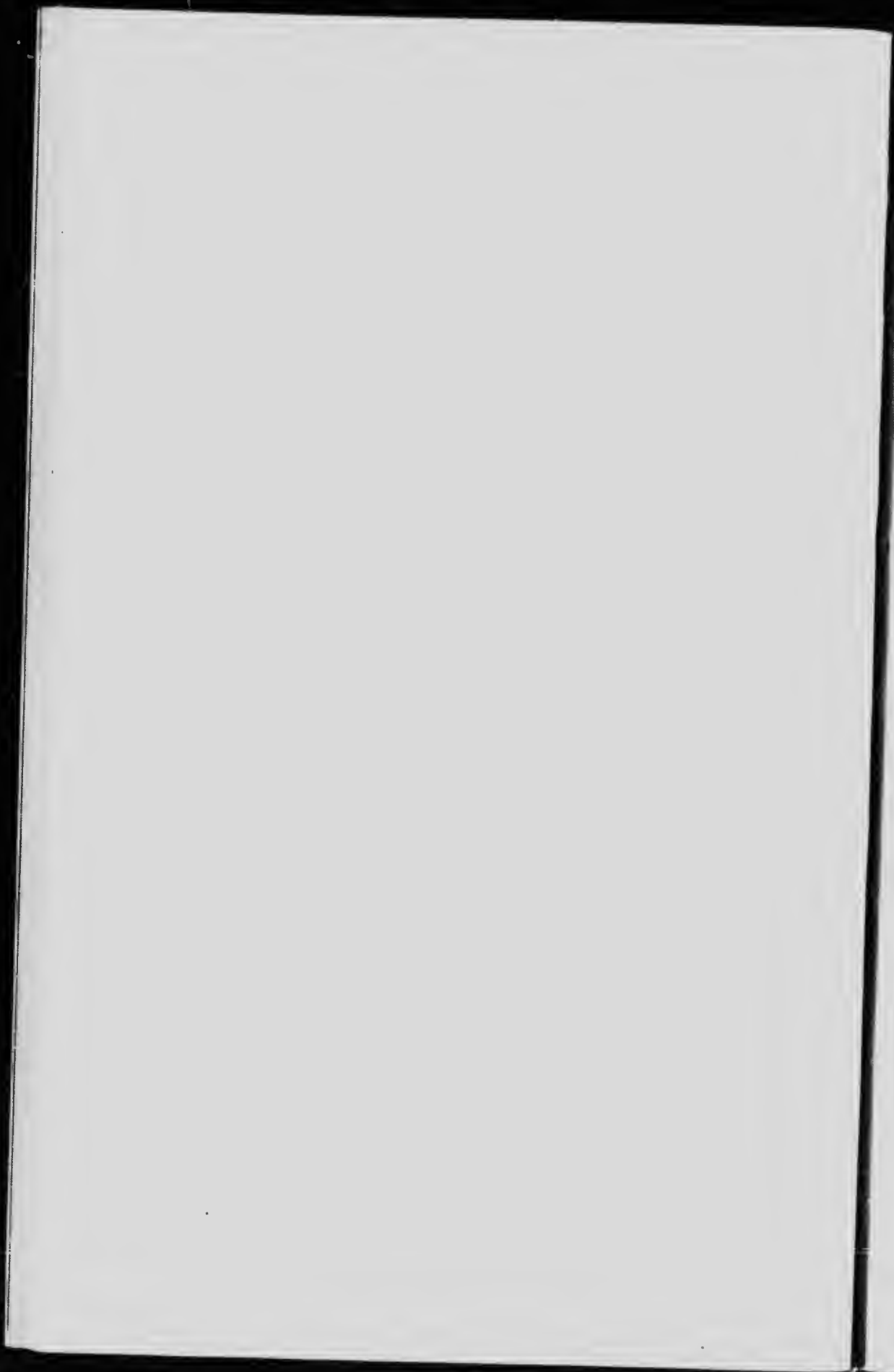
4. The provisions of this Canon shall be deemed to apply to any Clergyman hereafter admitted to, or ordained in, this Diocese after he shall have attained the age of fifty years

Does not apply
to any Clergy-
man now in
Diocese.

5. This Canon shall not be deemed to apply to any Clergyman at present in this Diocese who has heretofore married after the age of fifty years, so as to deprive the wife, so married, or the children of any such marriage, of the benefits of the said Canon XVI.

CANON XVI B. —

(Passed 1902, p. 33. Repealed by Canon VIII 1913, first sess. p. 20)



CANON XVII.—THE CLERGY SUPERANNUATION FUND.

(Amended 1901, p. 41, 1902, p. 33; 1905, p. 28).

1. The Clergy Superannuation Fund shall be constituted by moneys received from the following sources:—

Of what fund shall consist.

(a) Such sums as may be collected for the fund and allotted to the fund out of any collection.

(b) Benefactions and bequests.

2. (Repealed 1902, p. 33, and vide Canon VIII.)

Committee constituted.

3. Any Clergyman of the Diocese who becomes incapable, by reason of age or infirmity, to minister beneficially to the Church may, should he so desire, but not otherwise, be placed by the Committee on the list of superannuated Clergy and awarded a superannuation allowance.

Allowance to superannuated Clergymen.

4. The amount of such allowance shall be in the discretion of the Committee, but shall not exceed the sum of \$200 per annum for a Clergyman in receipt of an annuity from the Clergy Trust Fund, or \$400 per annum for a Clergyman not in receipt of such annuity.

Amount.

5. No Clergyman who receives an allowance from the Superannuation Fund shall, while receiving such allowance, be entitled to receive compensation as a Clergyman; except that any Clergyman receiving a superannuation allowance under this Canon may, with the consent of the Bishop, granted at the request of the Incumbent of the Parish in which the duty is to be performed, undertake occasional duty and accept remuneration.

No compensation for duty in such case.

Exception.

Allowance may
be varied.

6. The Committee may in its discretion discontinue any superannuation allowance, or vary the same from time to time within the limits prescribed by section four.

Meaning of
word Super-
annuated.

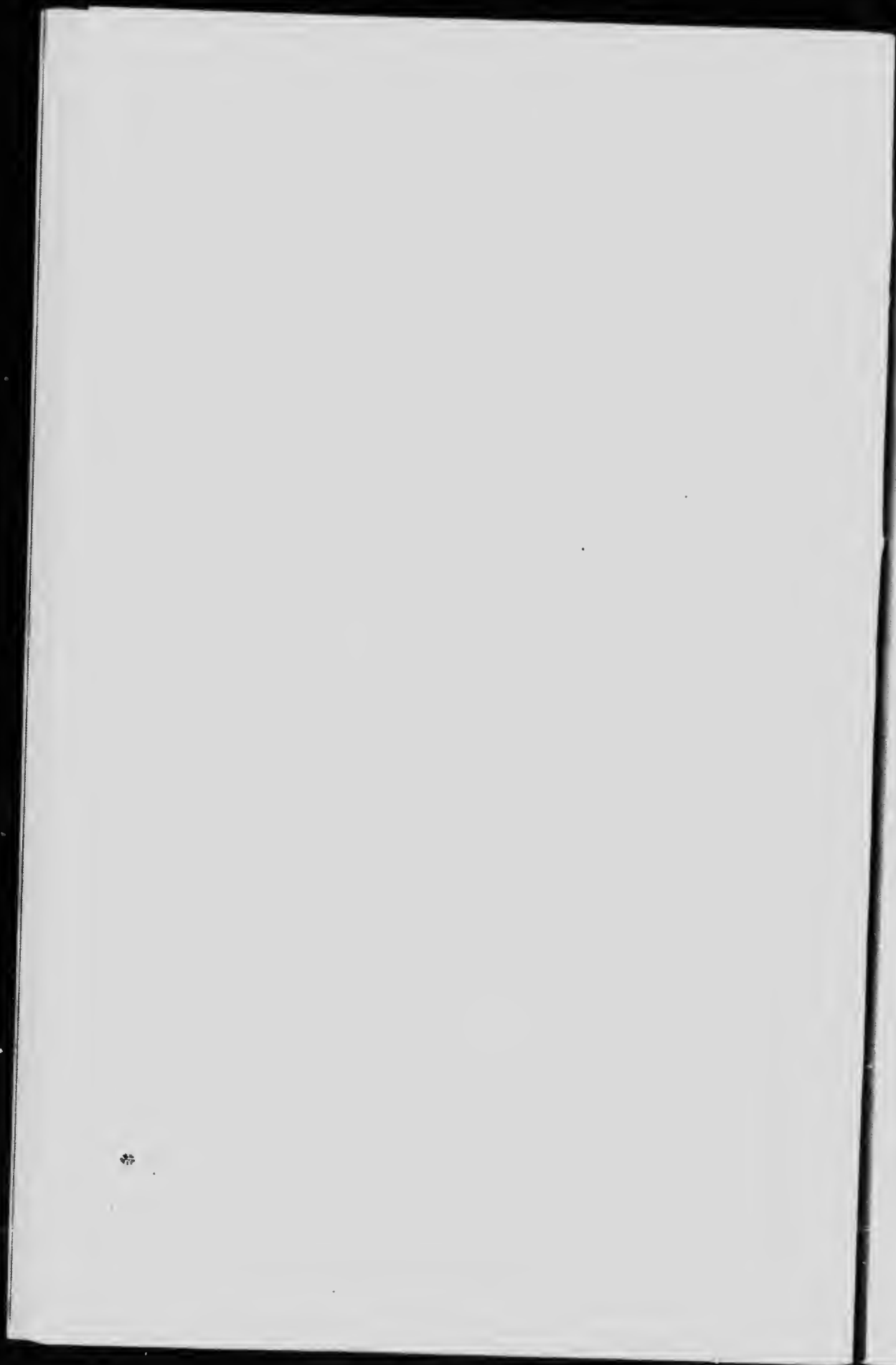
7. The words Superannuated Clergyman, or any equivalent expression, occurring in this or any other Canon of Synod, shall mean a Clergyman placed on the list of Superannuated Clergy by the Committee, and in receipt of an allowance from this fund under this Canon and during such time only as he shall continue in receipt of such an allowance.

8. That on behalf of the funds required for the purposes of Canons XVI, XVII, XVIII, a sermon shall be preached and a parochial collection shall be made in every parish and mission between the first day of July and the first day of November, under the supervision of the incumbent, who shall forthwith remit the proceeds of such collections to the Trust Company acting as Financial Agent of the Synod, and the proceeds of such collections shall be divided in such proportions as may be ordered by the parish or congregation concerned.

CONON XVIII.—THE DIVINITY STUDENTS' FUND.

(Amended 1902, p. 33; 1905, p. 28.)

(1. Repealed, 1902, p. 33, and vide Canon VIII.)



2. The said Fund shall consist of the exist-^{Of what fund shall consist.}ing Divinity Students' Fund and of all collections, subscriptions, donations, and legacies given for assisting students in Divinity.

3. The Committee shall, in its discretion,^{Conditions of grants.} when provided with the necessary funds, make a grant not exceeding the annual sum of one hundred and fifty dollars, to any student in Divinity on the following conditions:—

(a) That the applicant shall declare in ^{Necessity.} writing that he is actually in need of assistance, and shall produce a certificate from a physician in good standing in the Province of Ontario, that he is in good health, and free from organic disease.

(b) That he shall furnish a bond with proper ^{Security to be given,} security, approved by the Chancellor, that he will offer himself for duty as a Lay reader during the long vacation each year of his Divinity course, and that he will serve as a Clergyman for five years in the Diocese of Ottawa, and that in case of failure to offer himself for ordination or to procure the necessary testimonials within three years from the date of the bond, unless delayed from illness or other cause satisfactory to the Bishop, he will refund with interest the full amount which he has received from the Fund, and that in case of his removal from the Diocese before the expiration of five years of service therein, he will refund with interest an amount proportionate to the time of service left unfulfilled.

4. The Committee may use its discretion ^{Scholarships.} as far as to make part or all of the grants to

Divinity students by scholarships awarded according to the results of such examinations as they may determine.

Loans.

5. The Committee may use part of the income of the Fund for the purpose of making loans to Divinity students on such terms as the Committee may determine.

6. Repealed.

Interpretation.

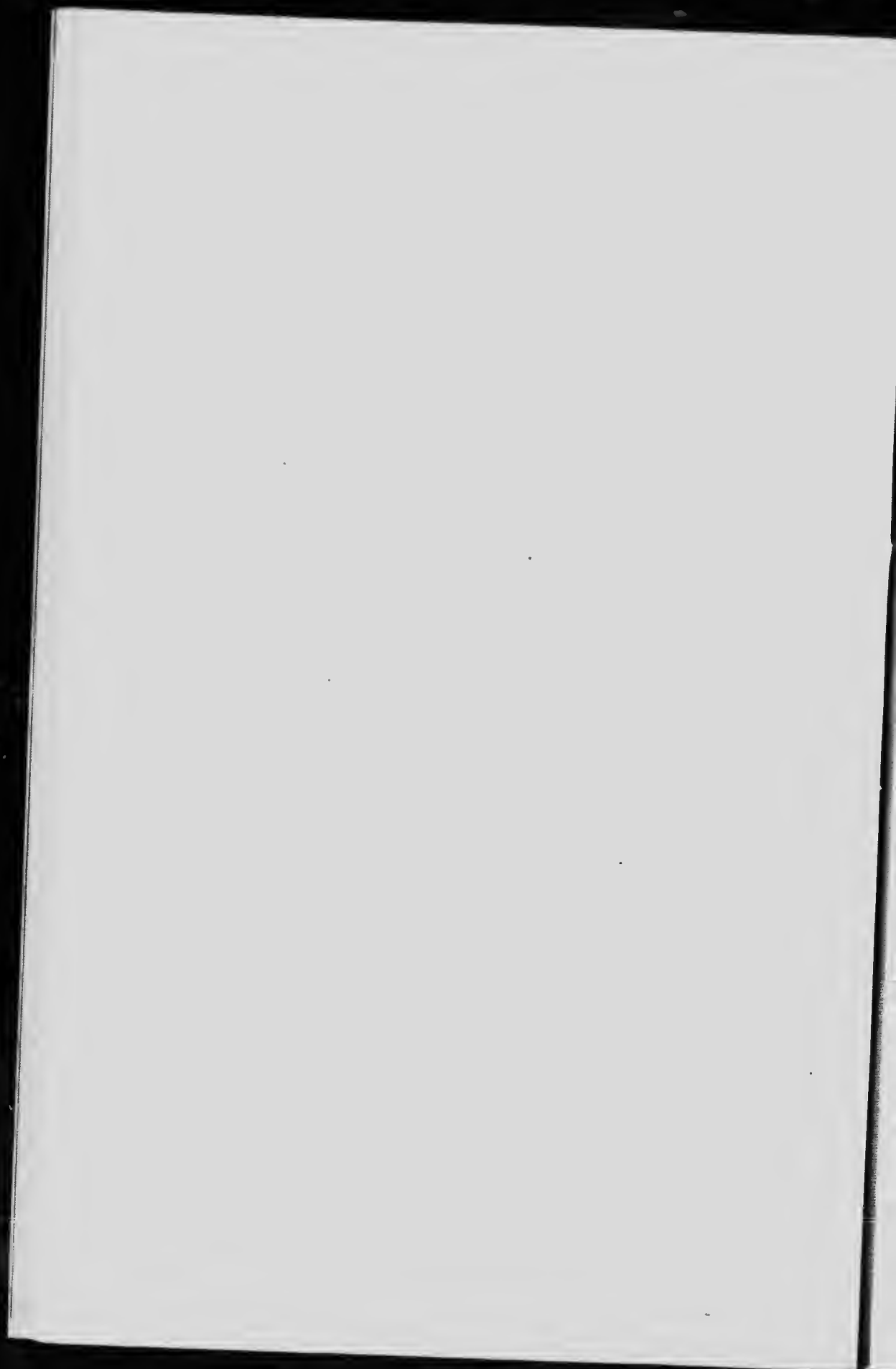
7. The words "students in divinity" shall mean all persons who are preparing to take either Deacon's or Priest's orders and have been accepted by the Bishop of the Diocese as candidates for the same.

8. That on behalf of the funds required for the purposes of Canons XVI, XVII, XVIII, a sermon shall be preached and a parochial collection shall be made in every parish and mission between the first day of July and the first day of November, under the supervision of the incumbent, who shall forthwith remit the proceeds of such collections to the Trust Company acting as Financial Agent of the Synod, and the proceeds of such collections shall be divided in such proportions as may be ordered by the parish or congregation concerned.

CANON XIX.—THE RECTORY LANDS FUND.

Memorial if
sale is desired.

1. Whenever any Rector or Parish desires the sale of all or any of the Rectory lands appertaining to the Rectory or Parish, he or they shall memorialize the Executive Committee for the sale of the said lands, setting



forth the reasons for such sale. And if the Executive Committee deems it advisable that the prayer of the memorial should be complied with, the Clerical Secretary shall forthwith notify the Rector or Parish to proceed to appoint a valuator or valutors, as hereinafter mentioned.

2. A valuator or valutors on behalf of the Synod, each to be known as the Synod valuator, shall be appointed by the Executive Committee, who shall receive their travelling expenses and \$5 for each day he or they are occupied in such valuation; and the Synod valuator, with a second and local valuator to be appointed and named in writing by the Rector, and with a third and local valuator to be appointed and named in like manner by the Vestry of the Mother or Parish Church at the Easter Vestry meeting, or at a special meeting called for that purpose, shall, on receiving the notice of their appointment, as soon as possible, examine and value the lands sought to be sold; and the said valutors shall report their joint or several valuations in writing to the Executive Committee.

Appointment
of valutors.

Report to be
made.

3. Should the Rector or Vestry refuse or neglect to appoint their respective valutors within one month from receiving notice from the Executive Committee of the intention to sell the land, which notice shall be sent by the Clerical Secretary by post to the Rector and Churchwardens, then the valuator appointed by the Executive Committee, together with the valuator appointed by the Rector or Vestry, as the case may be, shall select a third person as valuator. In the event of both the Rector and Vestry failing to appoint within

Provision in
case of failure
to appoint.

Valuation to
be made and
reported.

the time before limited, then the valuator appointed by the Executive Committee shall act alone and report.

Proceedings
on report.

4. The Clerical Secretary, on receiving such notification as aforesaid, shall forthwith communicate the same to the Synod valuator, who shall thereupon write to the local valuator or valutors appointing a time when he will, in conjunction with him or them, proceed to and value the lands proposed to be sold; and in case one only of the local valutors shall attend at the place and time appointed, the Synod valuator shall, with such local valuator, proceed to value the lands and report thereon; or in case both such local valutors fail to attend at the time and place appointed, then the Synod valuator may, if he thinks it advisable, proceed to value alone and report. All the reports of the said valuator or valutors shall be made, as soon as possible after the value is ascertained, to the Executive Committee, who may approve or disapprove thereof, refer the same back, or adopt the valuation of either one or more of the said valutors.

Offer for sale.

5. The lands so valued shall, in the first place, be offered to the tenant or tenants, if any, at the valuation approved of by the Executive Committee, but if there be no tenant, or if the tenant within fourteen days after being notified in writing by the Clerical Secretary of the valuation, refuses or neglects to purchase at such valuation, then the land may be sold by private contract to any intending purchaser at such price as the Executive Committee deems expedient, or after being advertised in the local papers

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once a week for four weeks next preceding the sale, and placards of the advertisement having been posted and circulated in the neighbourhood, the land shall be sold by public auction to the highest bidder at or above the valuation, there being a reserve bid to the amount of such valuation. And in case there shall be no bidder at or above the reserve bid Reserve price. when offered at such auction, the land shall be withdrawn, and it shall be left to the Executive Committee to dispose thereafter of the said land at such price as it deems most conducive to the interest of the parish.

6. The purchaser shall pay down not less Terms of payment. than one-seventh of the purchase money at the time of the sale, and the remainder shall be secured by a mortgage on the premises payable in six yearly instalments, or as may be agreed on, with interest at seven per cent. per annum.

7. All expenses attending the valuation and Payment of expenses. sale of the land shall be borne in the first place by the person or persons applying for the sale, who shall with the memorial deposit the sum of twenty dollars with the Clerical Secretary. The expenses shall be refunded from the proceeds of the sale, and the expenses of the sale, surveys and management shall be a first charge on the proceeds.

8. The Chancellor of the Diocese shall pre- Execution of deeds. pare the necessary deeds and mortgages. The expenses of conveyances, registration and Sheriff's certificates shall be paid to him by the purchaser; or, with the consent of the Rector interested, the expenses of the deed shall be defrayed from the proceeds of the

land sold at the tariff to be settled by the Executive Committee. All deeds and mortgages shall be executed on behalf of the Synod by the Bishop under the seal of the Synod.

Application of
proceeds.

9. The proceeds of the sale shall be remitted to the Treasurer, who shall give receipts for the same, and pay all necessary charges and disbursements. The Treasurer shall credit the amount so received to the capital of the Rectory interested, and the income of the investment, subject to the provisions of the statute, shall be paid at such time and in such manner as the Executive Committee appoints.

Investment.

10. The proceeds of such sales, after deducting the necessary expenses, shall be invested by the Investment Committee as provided for by the Act "To provide for the sale of the Rectory Lands in this Province."

Accounts to
be kept.

11. The Treasurer shall open and keep a debtor and creditor account with each Parish or Rectory of all moneys received from time to time on account of sales, investments and interest and necessary expenditures and payments.

Preservation of
documents.

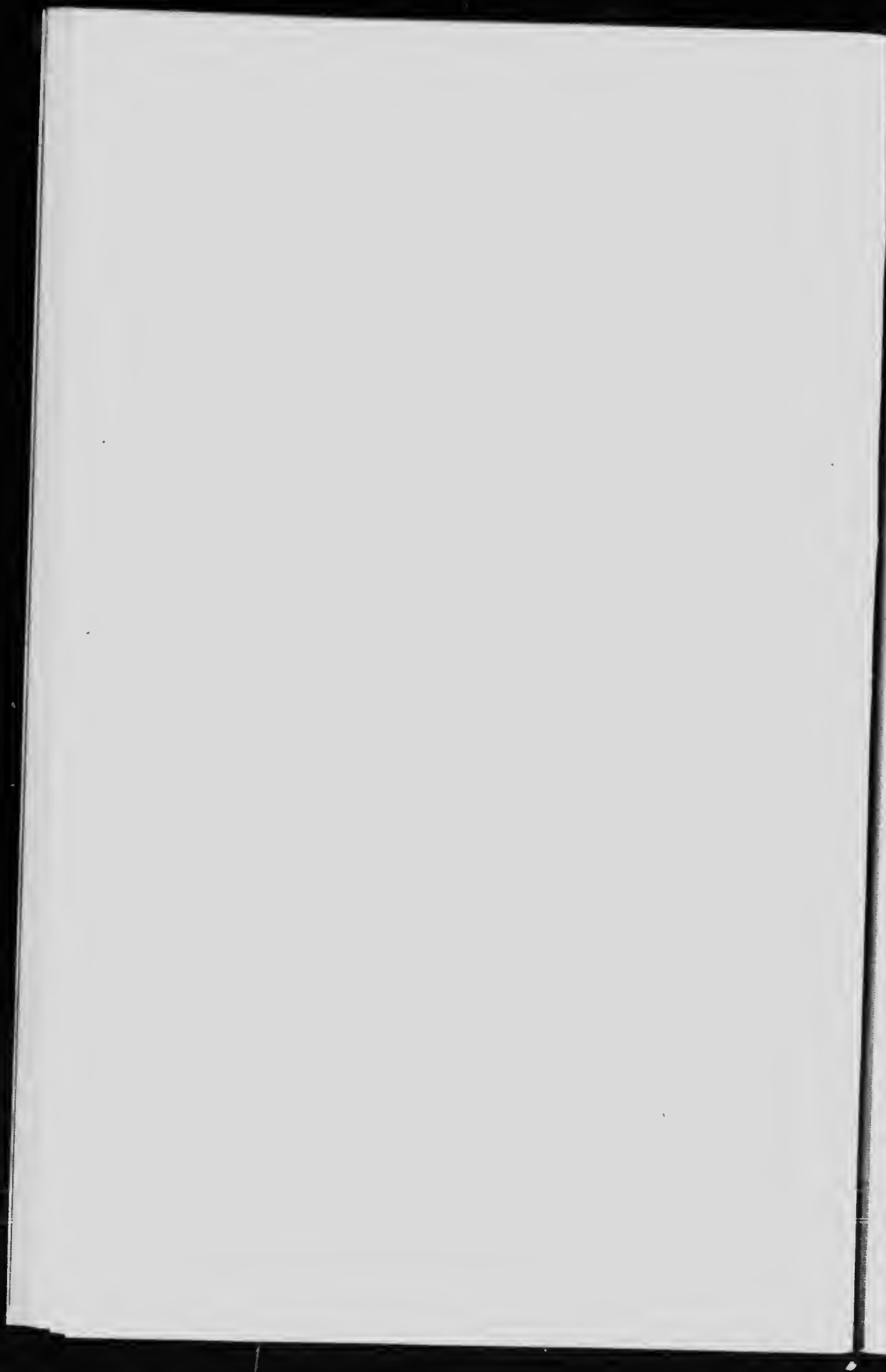
12. The Treasurer shall file for future reference all memorials, valuations and other papers connected with the sale of the Rectory Lands.

Annual report.

13. The Executive Committee shall report annually to the Synod all sales made, the terms of sale, and the mode in which the proceeds of such sales have been invested.

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14. The valuations and sales of the Rector-^{Valuations and}
ial Lands heretofore made by the Executive^{sales confirmed.}
Committee, and the conveyances thereof are
hereby confirmed.

CANON XX.—SURPLUS INCOME OF THE
KINGSTON RECTORY.

*(This Canon does not apply to the Diocese of
Ottawa. See Incorporating Act, 59 Vic., c. 117,
sec. 3).*

CANON XXI.—THE GENERAL PURPOSE
FUND.

1. There shall be a Fund to be known as ^{Fund to be}
the General Purpose Fund for the granting of ^{established.}
aid towards the erection and maintenance of
Churches, Parsonages, and Parochial Schools
in this Diocese, for the purchasing of burial
grounds, for defraying expenses connected with
the management of the Synod and its trusts,
and for aiding such general purposes and
objects of the Church in this Diocese as are
not under the special control of any Com-
mittee of the Synod.

2. Such Fund shall be formed from such ^{Of what to}
donations and grants as are from time to time ^{consist.}
hereafter made for such General Purposes.

3. Such Fund shall be administered and ^{Management.}
managed by the Executive Committee of
Synod, which shall have power to administer
sell, lease, and dispose of all lands pertaining
to such Fund; to administer and dispose of
any sum or sums of money, or any security
or securities for money hereafter given, paid,

assigned, or devised to the said Fund, and further, from the same resources to grant such aid and to make such payments to any of the objects above recited as the Committee in its discretion sees fit; and the Committee shall report at the annual meeting of Synod.

Rules may be made.

4. The said Executive Committee may make such rules and regulations as are requisite for the carrying out of the provisions of this Canon.

CANON XXII.—THE CHURCH BOOK DEPOSITORY.

(Repealed 1902, p. 33.)

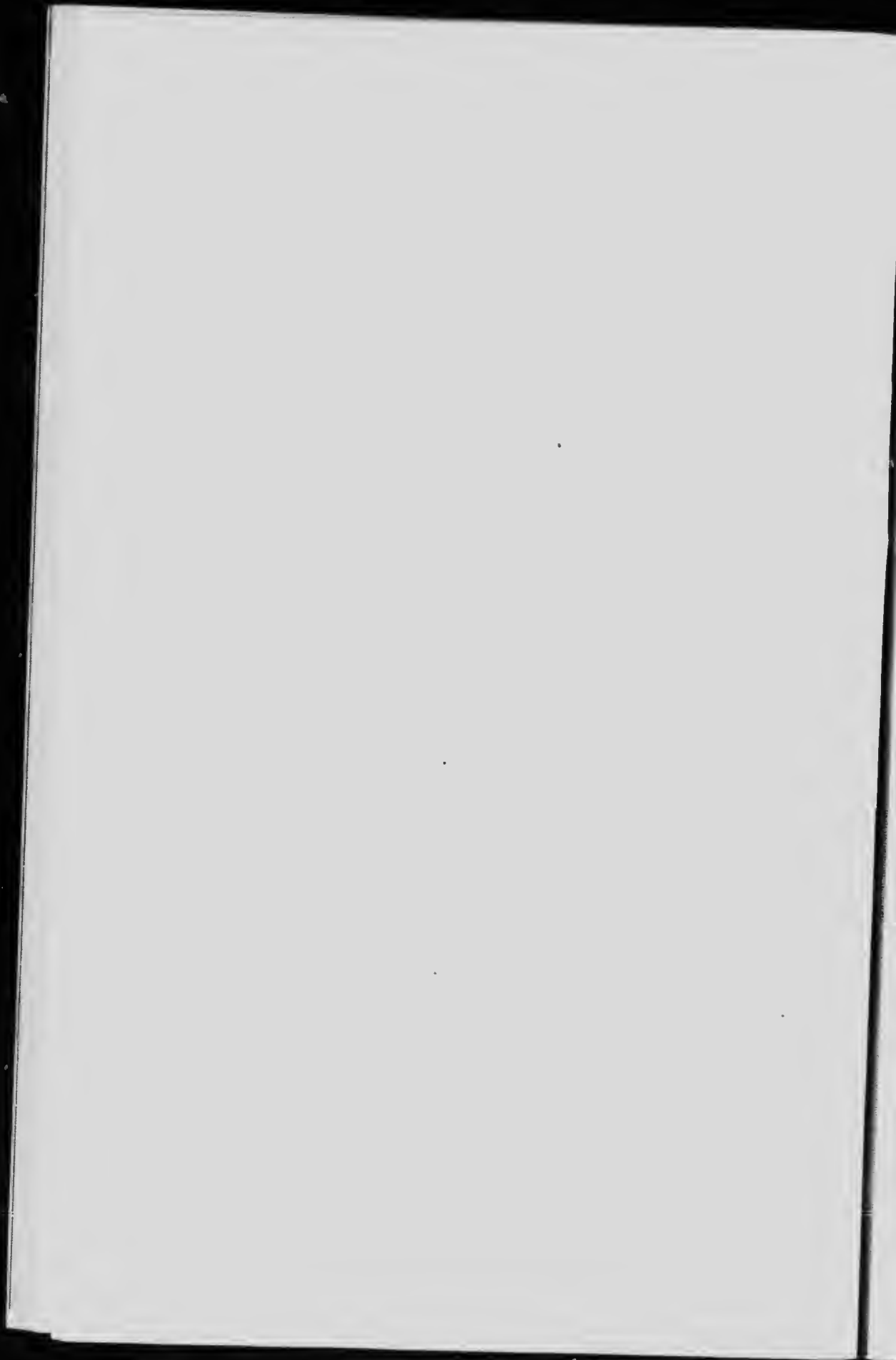
CANON XXIII.—STATE OF THE CHURCH.

(As amended June 3rd, 1897, confirmed 61 Vic. c. 73).

Statements to be prepared by the Clergy.

1. Every Clergyman having a separate cure of souls shall annually, so far as his cure is concerned, prepare a correct statement of the number of Church families, individuals, and communicants, of the number of baptisms, confirmations, marriages, burials and celebrations of the Holy Communion, of the number of Churches, Chapels and Mission Stations and of Public Services, of the number of Sunday and Parochial Schools, with the number of children attending the same respectively, of the amount contributed at the regular Sunday services and by special collections, of the amounts expended for the Incumbent's stipend, for the Church Par-

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sonage and other parochial objects, and of all sums contributed for Church objects outside of the cure; and he shall also report any other items of interest.

2. The Clerical Secretary shall send annually to every such Clergyman during the first week in April, a form prepared under the direction of the Executive Committee, which form shall be filled by each Clergyman for the year ending the twenty-fifth day of April, and he shall be responsible for placing it in the hands of his Rural Dean before the first day of May.

Form to be sent out and returned.

3. The Rural Dean shall, with the Clergy in Chapter, read over each report and make sure that each enquiry is filled up on one and the same principle, and that each return is accurate.

Duties of Rural Dean.

4. The Rural Dean shall prepare a report on the state of the Church within the Deanery, founded upon the returns of the Clergy, and the information obtained at the Chapter meeting in May, and elsewhere.

To prepare a report.

5. The Rural Dean shall be responsible for forwarding, on or before the twelfth day of May, the returns of the Clergy and his own report on the State of the Church in the Deanery, to the Clerical Secretary, for the use of the Executive Committee.

Return to be forwarded before 12th May.

6. (Repealed, see Canon VIII.)

7. The Executive Committee shall present annually to the Synod, a report on the state and progress of the Church in the Diocese, as shown by the returns of the Clergy in each Deanery and the report of each Rural Dean.

Annual Report.

PART III.

MISCELLANEOUS.

CANON XXIV.—THE ELECTION OF A
BISHOP AND THE SUBDIVISION
OF THE DIOCESE.

Proceedings
in case of a
vacancy in the
See.

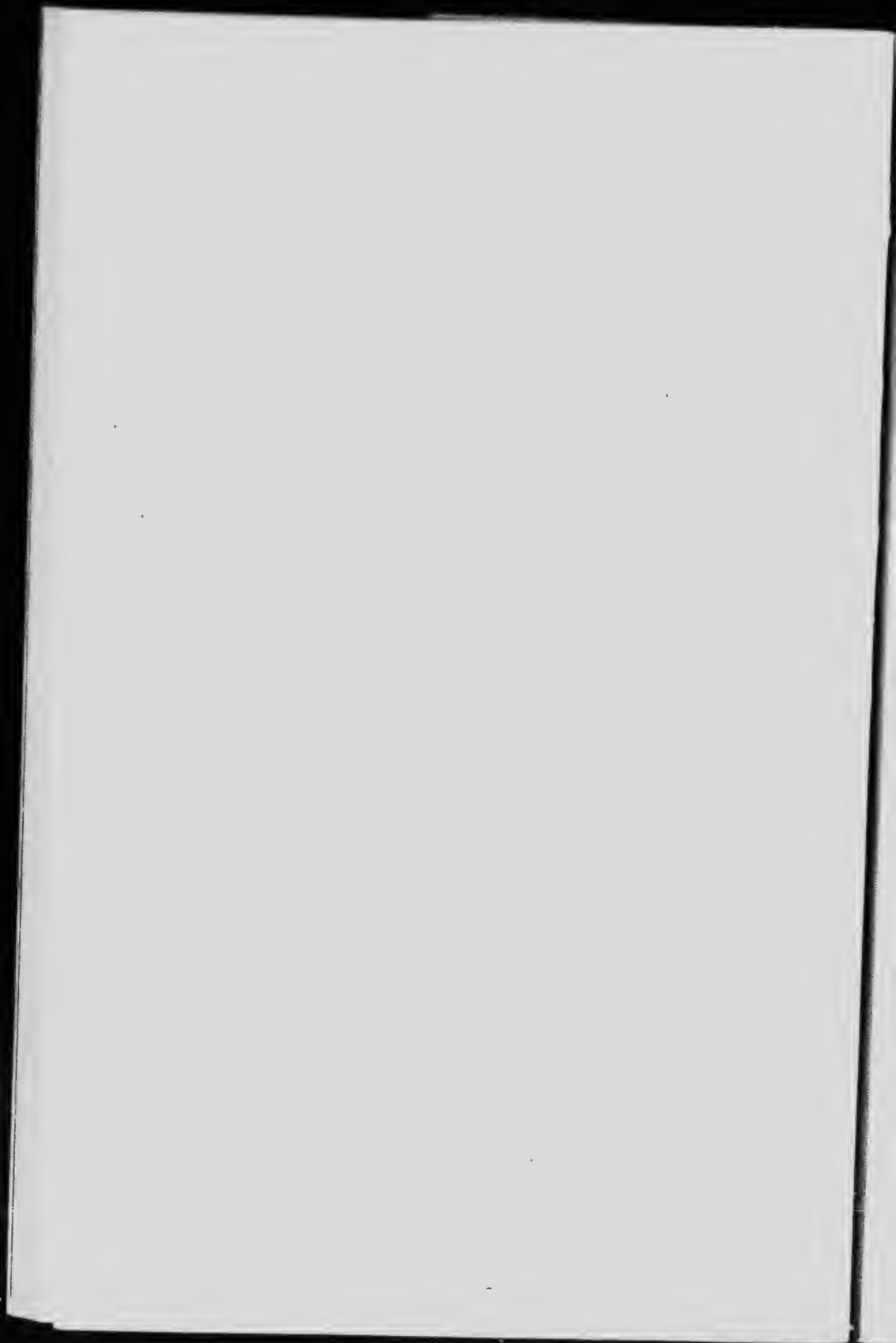
1. In the event of a vacancy in the See, the Secretaries of the Synod shall within one week from the occurrence of such vacancy, or its announcement to this Diocese, memorialize the Metropolitan, or in the event of his absence, or refusal or neglect for twenty days to act, or of that office being vacant, then the senior Bishop of this Ecclesiastical Province who is willing to act, praying him to summon a meeting of the Clergy and Lay representatives of the Synod, at the Cathedral City of this Diocese, to elect a successor, such meeting to be held within thirty days of the receipt of the memorial, and to be presided over by the Bishop calling the meeting, or in case of his death, illness, or inability from other cause to preside, then by some other Canadian Bishop; and the said Metropolitan or other Bishop shall give at least fifteen days' notice of the time and place of such meeting.

And of a sub-
division of
the Diocese.

2. In the event of a subdivision 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

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place as he appoints for the purpose of electing a Bishop, at which meeting the Bishop, or the Bishop appointed by him under the Canon respecting the presiding Bishop, shall preside.

3. In the election to a vacant See, or to a new See, the Clergy and Lay representatives entitled to vote at meetings of Synod, shall vote separately by ballot; the Clergy as individuals, and the Lay representatives by Parishes. A majority of votes in each order shall determine the choice, provided that two-thirds of the Clergy entitled to vote be present and two thirds of all the Parishes entitled to vote be represented; otherwise two-thirds of the votes of each order present shall be necessary to determine the choice.

4. 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.

5. (Does not apply to Diocese of Ottawa, see act 59, Victoria C. 1175.3.)

6. The provisions of the Canon respecting contested seats in Synod shall apply to every contestation of the claim to a seat in the meeting hereinbefore referred to.

CANON XXV.—THE PATRONAGE OF THE RECTORIES.

(Passed July 7th, 1896)

Appointment
to Rectories.

1. During the life or incumbency of the Right Reverend Charles Hamilton, Lord Bishop of the Diocese of Ottawa, the appointment to all Rectories within his Diocese shall be vested in him as such Bishop.

CANON XXVI.—ELECTION OF DELEGATES TO THE PROVINCIAL SYNOD.

Scrutineers at
elections.

1. In the election of Delegates to the Provincial Synod, two Clergymen and one Lay representative shall act as scrutineers of the votes of the Clergy, and two Lay representatives and one Clergyman as scrutineers of the votes of the Laity; the scrutineers for each order shall be previously appointed on motion by the members of each order respectively.

Mode of
voting.

2. Two ballot boxes shall be provided to receive the votes of the Clergy and Laity respectively. Upon each member of the Synod depositing his vote, a mark shall be placed opposite his name on the roll by one of the scrutineers of the order to which he belongs; and upon the requisition of any three members of the Synod, the number of votes deposited shall be compared with the number of those who have voted. The scrutineers shall hand over the votes to the Secretaries of the Synod, whose duty it shall be to preserve them until the election of Delegates shall be completed, and to destroy them at the end of the Session.

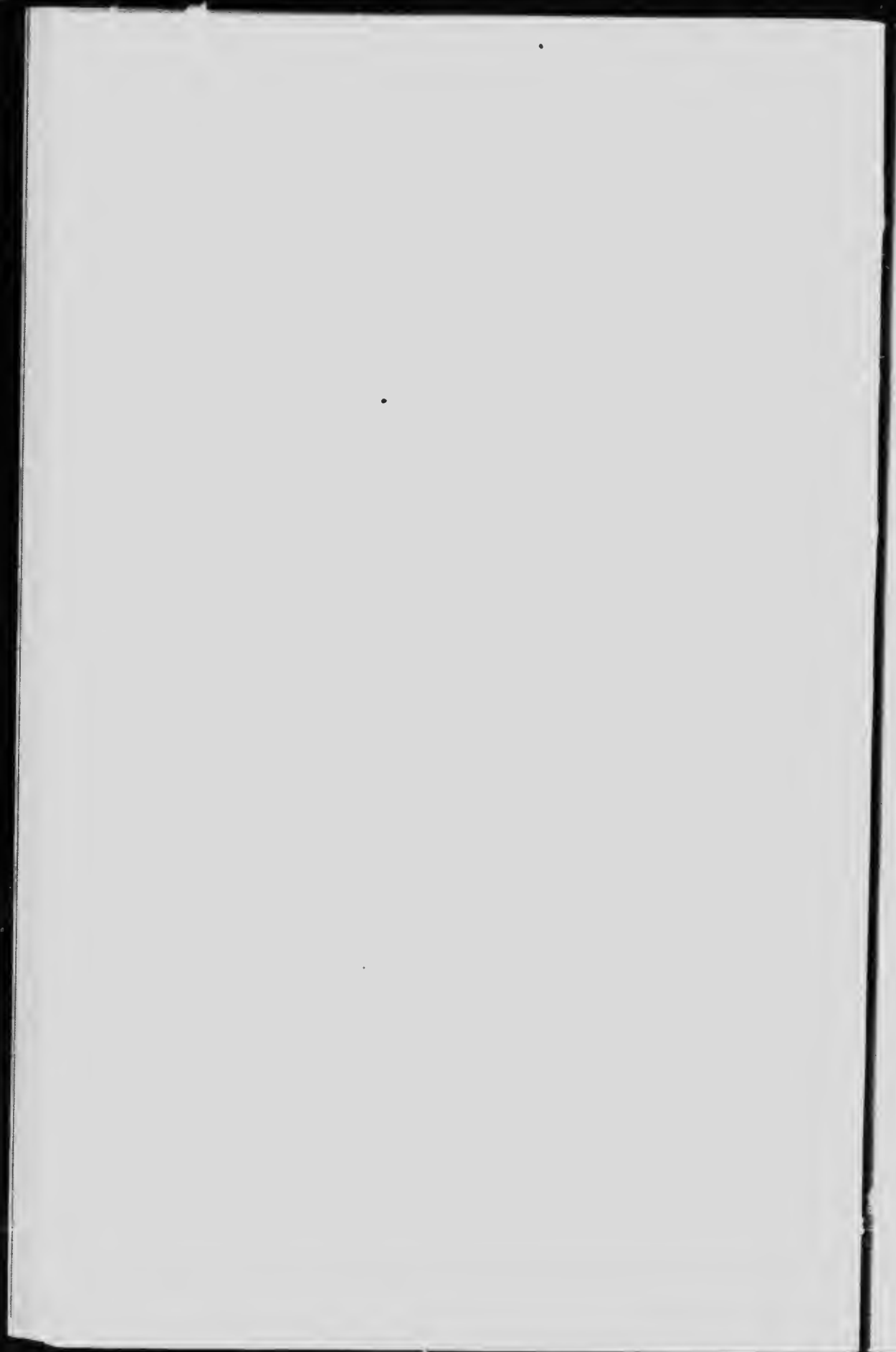
Disposal of
ballot papers.

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3. There shall be twenty-four Delegates^{Delegates.} elected at each annual meeting of the Synod, viz.: twelve Clergymen elected by the Clergy, and twelve Laymen by the Lay representatives, and the first twelve names in each order having the highest number of recorded votes shall be declared duly elected.

4. When the election of Delegates to the^{Substitutes.} Provincial Synod takes place, the six Clergymen and the six Laymen whose names stand next highest in number in the counting of the ballots after those of the Delegates elected, shall be substitutes, to attend such Provincial Synod, whenever, from sickness or other cause, the Delegates are unable to be present.

5. In the event of the scrutineers reporting^{Equality of votes} that two or more persons have an equality of votes either as Delegates or substitutes, the Bishop shall determine his or their priority.

6. Whenever any Delegate is unable to^{Attendance of substitutes.} attend as aforesaid, he shall be excused from such attendance upon notifying the Clerical Secretary of the Synod of the fact, at least a fortnight previous to the meeting of the Provincial Synod, and the Clerical Secretary shall then notify one of the substitutes in the order in which he stands on the list, that he is required to attend the said meeting instead of the Delegate excused.

7. The election of the Clerical and Lay^{Certificate of delegates.} Delegates shall be certified under the hand and seal of the Bishop, and the certificate shall be forwarded by the Clerical Secretary of the Synod to the Secretaries of the Lower House of the Provincial Synod within fourteen days^{And of substitutes.} after such election; and in case any of the

said Delegates mentioned in such certificate is unable to attend, a certificate signed by the Bishop or, in his absence by the Clerical Secretary, "that A. B. being a Clerical (*or* Lay) Delegate from the Diocese of Ottawa is unable to attend, and C. D. is authorized by vote of the Synod to fill his place as Delegate," shall be sent to the Secretaries of the Lower House of the Provincial Synod.

CANON XXVII.—THE DIACONATE.

Canon of
Provincial
Synod cited.

1. When any person has been accepted and ordained by the Bishop as a Deacon under Canon eighteen of the Provincial Synod, which enacts:—

"A Deacon need not surrender his worldly calling or business (said calling being approved by the Bishop) unless he be a candidate for the office of a Priest, and he shall not be admitted to the Priesthood till he shall have passed a satisfactory examination in Latin and Greek, and have further complied with such other requirements as the Bishop of each Diocese may impose;

"Every Deacon who shall from necessity be placed in charge of a Parish or Mission shall be under the direction of a neighbouring Priest until he be advanced to the Priesthood;"

Right of
deacon to sit
and vote.

He shall be entitled to sit and vote with the Clergy in the Synod of this Diocese as long as he holds the license of the Bishop.

No claim on
certain funds.

2. Such Deacons and their families shall have no claim whatsoever as beneficiaries on



any of the various funds subscribed, collected or held in trust for the benefit of the Clergy or their families.

3. When any such Deacons have, in accordance with the requirements of Canon eighteen of the Provincial Synod, been duly admitted to Priest's Orders by the Bishop of this Diocese, the claim of such Deacons or their families as beneficiaries of the funds and temporalities held in trust by the Synod for the benefit of the Clergy and their families shall date only from their ordination to the Priesthood. Claim if he is advanced to the priesthood.

CANON XXVIII.—THE PRESIDING BISHOP.

1. The Bishop of this Diocese may, if occasion requires, appoint, with full or limited powers, another Bishop to preside at any meeting of the Synod during its session. Appointment of Bishop to preside.

2. Such Bishop so appointed shall be by virtue of his appointment a member of the Synod during its Session, subject to the powers granted him by the Bishop; and all business transacted and Canons passed or confirmed at such Session shall have the same effect and validity as if the Bishop of this Diocese had presided. His powers.

3. The Bishop of this Diocese, during the Session of the Synod, may, when he desires to leave the chair temporarily, appoint one of the members of the Synod to preside during his absence. Temporary Chairman.

4. Wherever the words "the Bishop" occur in the "Order of Proceedings," or in "The Rules of Order," they shall be taken and read Interpretation.

as meaning and including any Coadjutor or Assistant Bishop of this Diocese, or the Bishop appointed under this Canon.

CANON XXIX.—DISCIPLINE.

Court of the
Diocese
constituted.

1. There shall be a Court of this Diocese, called "The Court of the Diocese of Ottawa," for the prosecution, hearing and trial of all ecclesiastical causes within this Diocese, and of all offences of the Laity, as well as the Clergy, against the laws ecclesiastical, against the provisions of the statutes constituting and affecting the Synod, and the Canons, rules and regulations of the Synod.

Cognizance
may be taken
of offences
specified.

2. Every Priest or Deacon holding the license of the Bishop of this Diocese or any office or charge under his jurisdiction who is charged with any of the offences hereinafter mentioned, or concerning whom there exists scandal or evil report as having been guilty of any such offences, shall be liable to trial and punishment as hereinafter provided; the offences referred to are as follows: Any crime or immorality; drunkenness, profane swearing or any other scandalous, licentious or disorderly conduct; any wrong doing or wilful neglect in the discharge of the duties of any office or position of trust to which he has been appointed by the Bishop or the Synod; discontinuing the exercise of his Ministerial office without lawful cause or leave of the Bishop; ceasing, without permission of the Bishop, to perform Service in or at the Church or Churches within the Parish, Mission, or Charge to which he has been appointed;

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exercising any lay profession or occupation unconnected with his sacred calling, without the sanction of the Bishop; the disuse, after notice from the Bishop, of Public Worship or of the Holy Eucharist according to the offices of the Church; the infringement, after notice from the Bishop, of the rubrics of the Book of Common Prayer; schism, or separating himself from the Communion of the Church; heresy, or teaching or maintaining heretical doctrines, or teaching or maintaining doctrines contrary to those of the Church, such teaching or maintaining being by way of writing or printing, preaching or public teaching, or circulating books containing such doctrines; holding Service in other Clergyman's Church or Parish, Mission or Charge, without such Clergyman's consent; permitting unauthorized persons to officiate in the Church; non-residence without leave of the Bishop; officiating at the services of religious bodies not in communion with the Church of England; any act which involves a breach of his Ordination Vows; any violation of the provisions of the Statutes constituting the Synod, or of the Constitution of the Synod, or of any of the Canons, Rules, Regulations or Resolutions of the Synod; incapacity or neglect in the discharge of his parochial duties whereby his usefulness in his Parish or Mission appears to be gone.

In the following sections of this Canon the person complaining is called "the complainant," and the person against whom a complaint is made is called "the respondent." Complainant and respondent defined.

Commissioners may be appointed to make inquiry.

Notice to person accused.

Security for costs

Examination of witnesses.

3. The Bishop, on the application of any complainant, or, if he thinks fit, of his mere motion, may issue a Commission under his hand and seal to five Priests, of whom one shall be an Archdeacon or Rural Dean within this Diocese, or in case of the absence or sickness of the Archdeacon, should there be only one Archdeacon of this Diocese, then to any five Priests whom the Bishop appoints, for the purpose of making inquiry as to the grounds of such charge or scandal or evil report; provided always that notice of the intention to issue such Commission under the hand of the Bishop, containing an intimation of the nature of the offence, together with the names, addition and residence of the complainant (if any) shall be sent by the Bishop to the respondent fourteen days at least before such Commission shall issue; provided also, that no Commission shall issue on the application of any complainant, until he has first given to the Bishop and his successors in office, a bond, to be approved of by the Bishop, in the penal sum of \$200, to pay all costs and expenses that the respondent may have incurred, in case he is acquitted of the complaint, or the complaint is dismissed for want of due prosecution.

4. The said Commissioners, or any three of them, may examine under the declaration allowed by law all witnesses who are tendered to them for examination, as well as by any person alleging the truth of the charge or report as by the respondent, and all witnesses whom they deem it necessary to summon for the purpose of fully prosecuting the enquiry and ascertaining whether there is sufficient

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prima facie ground for instituting further proceedings.

5. Notice of the time when, and place Notice of meeting. where, every such meeting of the Commissioners is to be holden shall be given in writing, under the hand of one of the said Commissioners, to the respondent, seven days at least before the meeting.

6. The respondent, or his agent, may attend Right of person accused. the proceedings of the Commission, and may examine any of the witnesses.

7. All such preliminary proceedings shall Proceedings private. be private; and when such preliminary proceedings have been closed, one of the said Commissioners shall, after due consideration by them of the depositions taken before them, openly and publicly declare the opinion of Declaration of result. the majority of the Commissioners present at such inquiry, whether there is or is not sufficient *prima facie* ground for instituting further proceedings.

8. The said Commissioners, or any three of Report to the Bishop. them, shall transmit to the Bishop, under their hands and seals, the depositions of witnesses taken before them, and also a report of the opinion of the majority of the Commissioners present at such inquiry, whether or not there is sufficient *prima facie* ground for instituting proceedings against the respondent; and such report shall be filed with the Registrar of this Diocese; and if the Copies to be furnished. respondent holds any preferment in any other Diocese, the Bishop to whom the report is made shall transmit a copy thereof, and of the depositions to the Bishop of such other Diocese, and shall also, upon the application

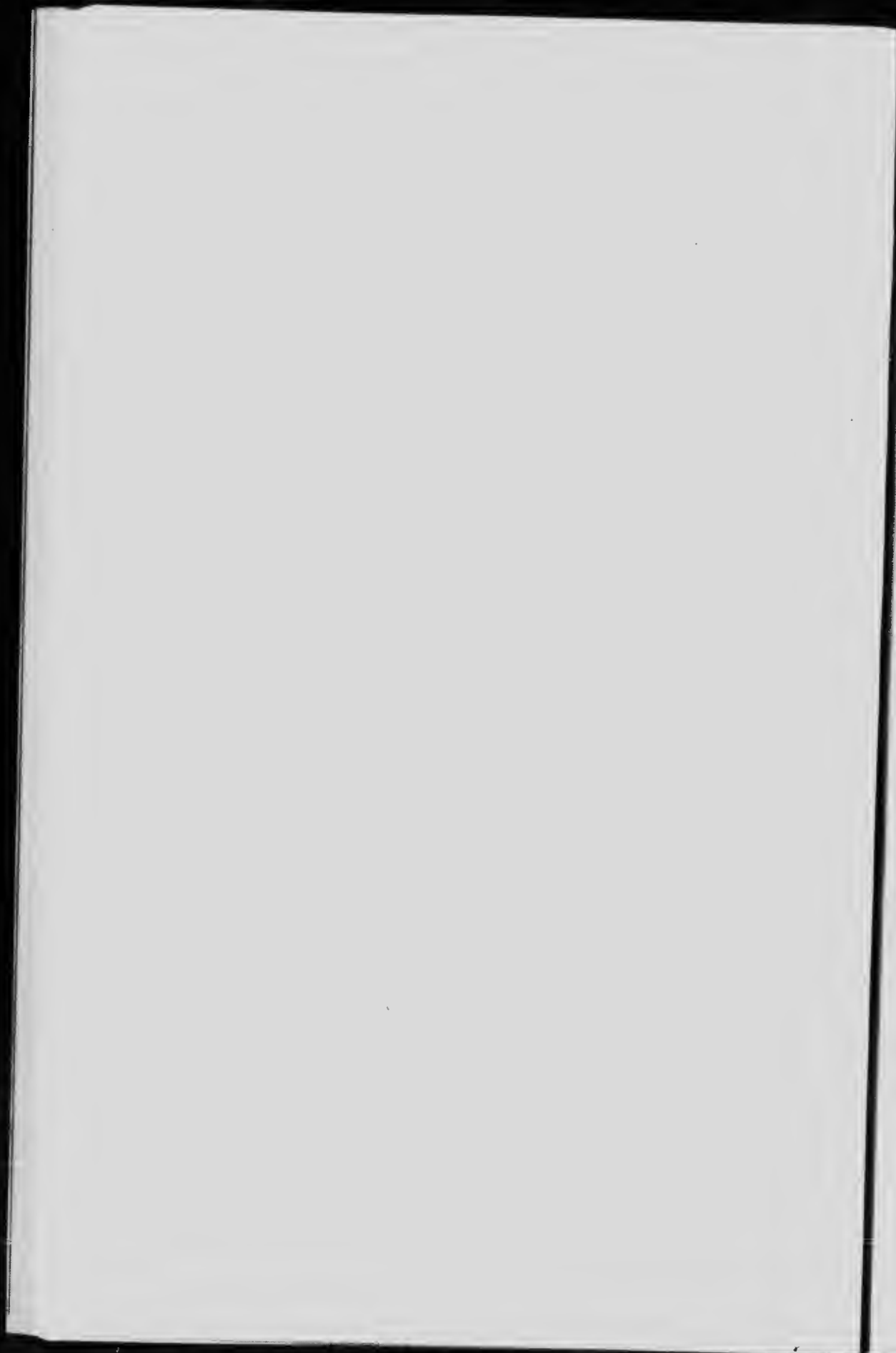
of the respondent, cause to be delivered to him a copy of the said report and of the depositions, on payment of a reasonable sum for the same, not exceeding three cents for each folio of ninety words.

Judgment
without issue of
commission.

9. Whenever a complaint has been made under this Canon against any Priest or Deacon, and the consent of such Priest or Deacon and of the complainant, has been first obtained in writing; or whenever a confession in writing by such Priest or Deacon has anticipated any proceeding for the issuing of a Commission under this Canon, the Bishop of the Diocese may, without any further proceedings, pronounce such sentence as the said Bishop thinks fit, not exceeding the sentence which might be pronounced in due course of law; and all such sentences shall be as good and effectual in law as if pronounced after a hearing according to the provisions of this Canon, and may be enforced by the like means.

Articles to be
drawn up if
there is cause.

10. If the Commissioners report that there is sufficient *prima facie* ground for instituting proceedings, and if the Bishop of the Diocese or the complainant thereupon thinks fit to proceed against the respondent, articles shall be drawn up by the direction of the Bishop or at the instance of the complainant, which, when approved and signed by a barrister-at-law, shall, together with a copy of the depositions taken by the Commissioners, be filed with the Registrar of this Diocese; and the complainant or respondent or any person acting for either of them, shall be entitled to inspect, without fee, such copies, and to require and have, on demand from the



Registrar (who is hereby required to deliver ^{Copies to be furnished.} the same copies of such depositions, on payment of a reasonable sum for the same, not exceeding three cents for each folio of ninety words.

11. A copy of the articles so filed shall be ^{Service of articles.} forthwith served upon the respondent by personally delivering the same to him, or by leaving the same at his usual or last known place of residence; and no such articles shall be proceeded upon until after the expiration of fourteen days from the day on which such copy has been so served.

12. At any time after the expiration of the ^{Summons to accused.} said fourteen days, the Bishop, by writing under his hand, may require the respondent to appear before him, either in person or by his agent duly appointed, at any convenient place within this Diocese, and to make answer to the said articles within such time as to the Bishop seems reasonable; and if the respondent appears, and by his answer admits ^{If culpability is admitted.} the truth of the articles, the Bishop, or his Commissary specially appointed for that purpose, shall forthwith proceed to pronounce sentence thereupon, according to the ecclesiastical law and the statute of the Province of Canada enabling the members of the United Church of England and Ireland to meet in Synod.

13. Every notice or requisition to be given ^{Service of process.} or made in pursuance of this Canon shall be served on the person to whom the same respectively relates, in the same manner as is hereby directed with respect to the service of a copy of the articles on the respondent.

Hearing cause
if there is
default.

14. If the respondent refuses or neglects to appear and make answer to the said articles, or appears and makes any answer other than an unqualified admission of the truth thereof, the Bishop shall proceed to hear the cause, with the assistance of Assessors nominated by him, one of whom shall be his Chancellor, or a barrister of not less than seven years standing, and another the Dean of his Cathedral Church, or one of his Archdeacons; and upon the hearing of such cause the Bishop shall determine the same, and pronounce sentence thereupon, according to the ecclesiastical law and the statute of the Province of Canada enabling the members of the United Church of England and Ireland to meet in Synod.

Sentences
valid, and to
what they
may extend.

15. All sentences pronounced by the Bishop or his Commissary in pursuance of this Canon, shall be good and effectual, and binding on all persons concerned therein; and such sentences may extend to admonition, suspension, or to deposition or deprivation, as provided, by the said statute of the Province of Canada in the preceding section mentioned. Should the sentence be admonition, it may be public or private, as the Bishop determines. When the penalty of suspension is inflicted, such sentence shall specify the terms thereof and the period of duration. Removal of a Clerk in Holy Orders from office in the Church shall be considered to include deposition and deprivation. Upon such sentence being pronounced, the connection between the respondent and his Parish or Congregation shall be *ipso facto* severed, and all other offices,

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rents, issues, profits and emoluments which he may have held by virtue of the office or ministry from which he has been removed shall wholly cease and determine. A copy ^{Copies to be furnished.} of the sentence shall be sent to the respondent, and another to the Vestry or Vestries of the Parish or Parishes, Congregation or Congregations, with which he may be canonically connected, and such other publicity may be given to it as the Bishop or his Commissary may deem expedient.

16. It shall be within the power of the Bishop, by virtue of his office, and not in-^{Bishop may admonish} consistent with or contrary to this Canon, to admonish those offending, which admonition, for any offence mentioned in the second section of this Canon not made, subject for judicial enquiry or presentment, shall be made in private; upon a subsequent offence, it shall be public or private, at the discretion of the Bishop, and made in such manner as to the Bishop seems proper.

17. In every case in which from the nature ^{When person accused may be inhibited.} of the offence charged, it appears to the Bishop that great scandal is likely to arise from the respondent continuing to perform the Services of the Church while such charge is under investigation, or that his ministration will be useless while such charge is pending, the Bishop may cause a notice to be served on him, or at any time pending any proceedings under this Canon, inhibiting him from performing any Services of the Church within this Diocese, from and after the expiration of fourteen days from the service of such notice, and until sentence has been given

Provision for
services of
the Church.

in the said cause; provided, that the respondent, being the Incumbent of a benefice, may within fourteen days after the service of said notice, nominate to the Bishop any fit person or persons to perform all such Services of the Church during the period for which he is so inhibited; and if the Bishop deems the person or persons so nominated fit for the performance of such Services, he shall grant his license to him or them accordingly; or in case a fit person is not nominated, the Bishop shall make such provision for the Service of the Church, and for such remuneration to the person performing the same, as to him seems necessary; and he shall provide for the payment of such remuneration, if necessary, by sequestration of the living; provided also, that the Bishop may at any time revoke such inhibition and license respectively.

Revocation.

Appeal.

18. Any person who thinks himself aggrieved by any judgment pronounced by the Bishop, may appeal from such judgment, and such appeal shall be to the Court of Appeal of the Metropolitan.

Witnesses may
be summoned.

19. At any such enquiry, any three or more of the Commissioners, or in any such proceeding, the Bishop, or any Assessor of the Bishop, may require the attendance of such witnesses, and the production of such deeds, evidences, or writings, as are necessary.

Evidence upon
declaration.

20. Every witness examined in pursuance of this Canon, shall give his or her evidence upon solemn declaration, as provided for by "An Act respecting Extra-judicial oaths."



21. Every suit or proceeding against any Priest or Deacon for any offence specified in this Canon, or against the provisions of the statute constituting the Synod, or against the Canons, Rules or Regulations of the Synod, shall be commenced within two years from the time that the commission of the offence, in respect of which the suit or proceeding is instituted, shall have become publicly known, and not afterwards; provided always, that whenever any such suit or proceeding is brought in respect of an offence, for which a conviction has been obtained in any court of law, such suit or proceeding may be brought against the person convicted at any time within six calendar months after such conviction, although more than two years may have elapsed since the time that the commission of the offence, in respect of which such suit or proceeding is so brought, shall have become publicly known.

Time for proceedings limited.

If there has been conviction in a court of law.

CANON XXX.—VESTRIES.

(Amended 1907, p. 30.)

1. All members of the Church of England in Canada, male and female, being pew holders or holding sittings and paying therefor such sums as the Vestry determines, shall form a Vestry for the purposes of this Canon; provided always, that no person shall be elected a Churchwarden or allowed to vote at any Vestry meeting who is not of full age of twenty-one years; provided also, that any person before being elected or voting shall,

Constitution of Vestry where pews are rented

if required by any member of the Vestry, declare in writing at the meeting, in a book to be kept for that purpose, that he is a member of the Church of England, and of no other religious body, and that he has held a pew or sitting in the Church of which the Vestry is held for six months previously, and that he has paid all arrears of rent or dues that have been rated or assessed by the Vestry on his pew or sitting, and that he has been an habitual attendant at Public Worship in the Church of which the Vestry meeting is held for the space of six months previous to the meeting.

If Church has become unfit for use.

2. If a Church has been destroyed by fire or otherwise rendered unfit for the holding of Divine Service, and the congregation of such Church assemble for Worship in some temporary place, the Vestry of the said Church shall be constituted under the provision regulating the Vestries of Free Churches during such occupancy; provided that no change shall be made in the constitution of the Vestry, unless Divine Service in the said Church has been suspended for at least one year.

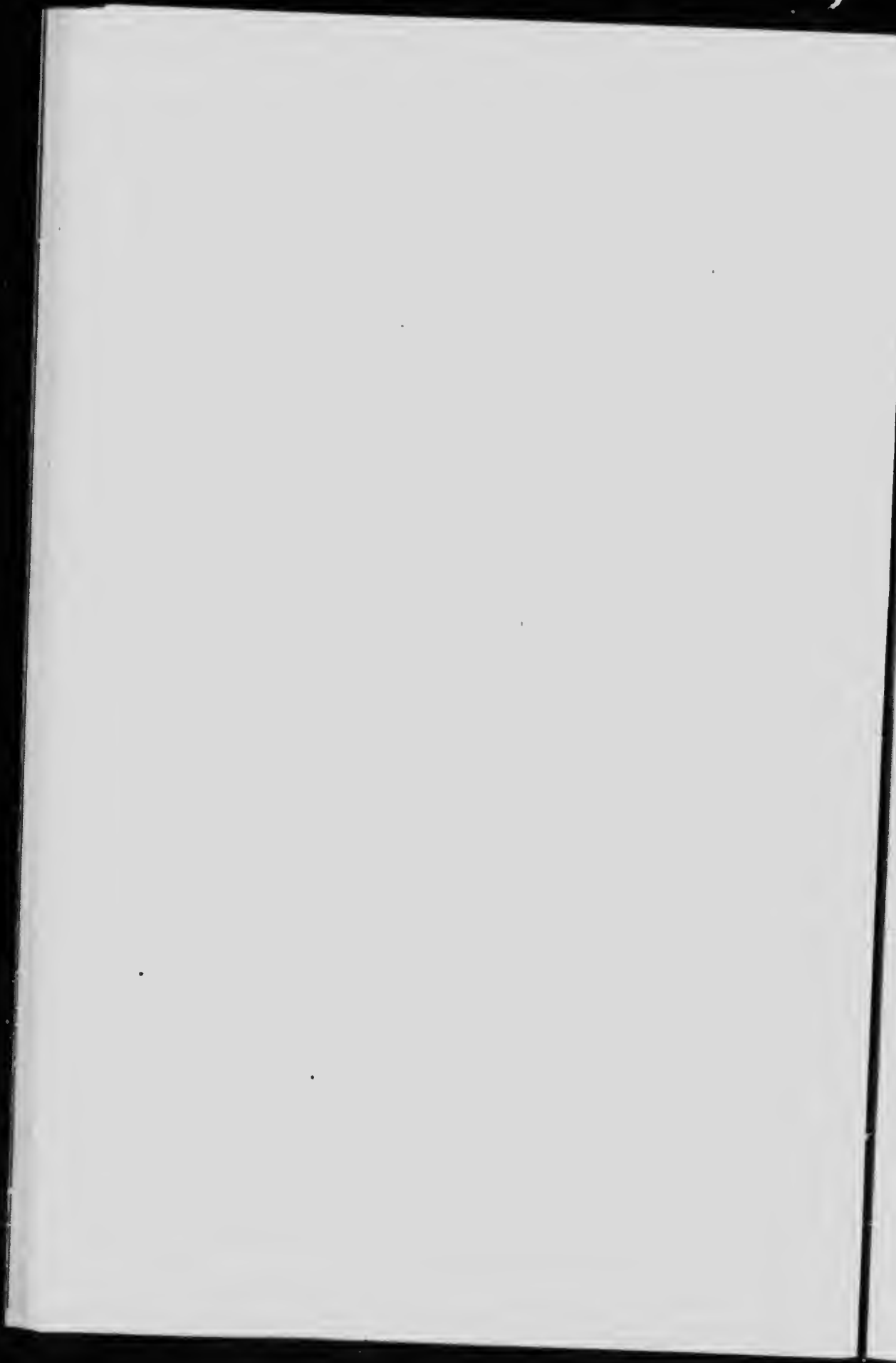
Constitution of Vestry where seats are free.

3. In any Church in which all the pews and sittings are free there shall be a Vestry for the purposes of this Canon, and the members thereof shall be of the full age of twenty-one years; and each such member shall declare himself in writing at the meeting, in a book to be kept for the purpose, to be a member of the Church of England and of no other religious body, and to be habitually attending Public Worship in the said Church of which the Vestry is held, for the space of six months previous to the meeting of the Vestry.

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Provided, however, that no such member shall be entitled to vote or take part in such Vestry meeting unless he or she has paid up all arrears of his or her subscription to the Parish, if any.

4. If a Congregation newly formed desires to organize a Vestry without delay, a meeting of the said Congregation shall be held for such purpose after notice thereof has been given during Divine Service on the previous Sunday; and the members of such Vestry shall consist of those who make the declaration required in the next preceding section as to age and Church membership, and also declare their intention to worship habitually in such Congregation. The Vestry so constituted shall be a lawful Vestry for all the purposes mentioned in this Canon for not longer than one year from the date of its formation.

Vestry of newly formed Congregation.

Duration.

5. At all Vestry meetings the Priest or Deacon in charge shall preside, and in his absence the Curate-Assistant, or in the absence of both, such member of the Vestry as the majority, duly qualified to vote and present at such Vestry meeting, name; and the Vestry Clerk, or in case there be no Vestry Clerk, then such person as the Chairman names, shall be Secretary of such Vestry meeting; and the proceedings of such Vestry meeting shall be entered in a book kept for that purpose, and preserved in the custody of the Churchwardens.

Chairman and Secretary.

Minutes.

6. An Annual Vestry meeting shall be held on Easter Monday, after notice thereof given during Divine Service on Easter Day, for the

Annual meeting and proceedings thereat.

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purpose of receiving the audited accounts of the Vestry, and subsequently of appointing Churchwardens and regulating the charges and rents on all pews and sittings for the ensuing year, and for the transaction of other business connected with the temporalities of the Church; provided, that in case there are more Churches than one in the Parish or Mission, Vestry meetings may be held for such Churches at any time during the Easter week, notice thereof having been given on a previous Sunday.

If there are more churches than one.

Special Vestry meetings, how called.

7. The Clergyman in charge may call a special Vestry meeting whenever he thinks proper to do so, giving notice thereof during Divine Service on the two Sundays next preceding on which Service is held in the Church; and also specifying the business for which such Vestry meeting is called. And he shall call such meeting upon application made to him in writing by at least six members of such Vestry aforesaid; and in case, upon such written application being made as aforesaid, such Clergyman refuses or neglects to call such meeting or to give such notice, then one week after such demand is made, the said six members may call the same by notice affixed to the main entrance Church doors at least one week previous to such intended meeting.

Business which may be transacted.

8. The members of Vestry, at such Vestry meetings as aforesaid, may pass resolutions or make by-laws for the regulation of their proceedings and for the management of the temporalities of the Church Parish, or Mission to which they belong, and may alter and repeal the same; provided that at such special

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Vestry meetings no business shall be transacted other than that specified in the notice calling the same.

9. The fees for certificates from the Parish register shall be fifty cents for such certificate; and the charges payable for burial plots and on breaking the ground in cemeteries and churchyards for the purpose of burying the dead, and all matters of like nature therewith connected, shall be regulated by the Vestry of the Church to which the cemetery or churchyard belongs.

Fees for certain Services.

10. At the annual Easter Vestry meeting, or any adjournment thereof, after the accounts of the past year have been audited and reported upon, one Churchwarden shall be nominated by the Clergyman in charge of the Rectory, Parish or Mission to which the said Church belongs, and one other shall be elected by a majority of those present and entitled to vote at such Vestry meeting as aforesaid. If the Clergyman being present at such Vestry meeting declines or neglects to nominate a Churchwarden, or if the said Clergyman being absent from such meeting neglects by writing under his hand to appoint a Churchwarden, then both the Churchwardens for the current year shall be elected by the members of the Vestry present; and if the members of such Vestry neglect at such Vestry meeting to elect a Churchwarden, both such Churchwardens for the current year shall be nominated by the Clergyman.

Nomination and election of churchwarden.

11. No person shall be eligible for the office of Churchwarden except a member of such Vestry and a duly qualified voter; and the

Qualification of Churchwardens.

Churchwardens shall hold their office for one year from the time of their appointment, or until the nomination or election of their successors.

Vacancies,
how filled.

12. If any Churchwarden declines to accept office, or to act when called on by the Clergyman or Vestry, or is deprived of his office, or tenders his resignation in writing to the Clergyman, or changes his residence to ten or more miles from the Church of which he was chosen Churchwarden, or becomes incapable to act or is convicted of any indictable offence, or ceases to be a member of the Church of England, or of the Church or Congregation for which he has been elected, or ceases to attend public worship in such Church or Congregation for the space of six months, or dies, his office shall become vacant, and a Vestry meeting shall be called within one month in the manner provided for in this Canon for the nomination by the Clergyman or for the election by the said Vestry, as the case may be, of a new Churchwarden in place of the one whose office was vacated from any of the causes aforesaid; provided always, that in any case of such new appointment by the Clergyman, such Clergyman may, if he thinks fit, instead of a Vestry meeting being called for the purpose, nominate and appoint another Churchwarden during Divine Service on any Sunday within the time specified for making such appointments.

Nomination
without
meeting.

Renting of
pews and
sittings.

13. The Churchwardens, in Churches other than free Churches, from time to time, may lease and rent pews and sittings in Churches where such pews and sittings are not held in freehold, upon such terms as are settled and

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appointed at Vestry meetings holden for that purpose as provided; and all pews and sittings shall be subject to such annual rent and other dues as shall from time to time be rated and assessed in respect thereof at such Vestry meetings.

14. All Churchwardens shall yearly render in writing a just, true and perfect account at the annual Easter Vestry meeting, fairly entered in a book or books kept for that purpose, signed by the said Church Warden (which book or books shall be the property of the Vestry) of all sums of money by them received and of all sums rated or assessed by the Vestry and remaining unpaid, or otherwise due and not received, and also of all goods, chattels and other property of such Church or Parish in their possession as such Churchwardens, and of all moneys paid by such Churchwardens so accounting, and of all other things concerning their said office, which said account and book or books shall have been referred to two or more auditors appointed by the annual Vestry meeting. Account to be rendered. Audit.

15. In the case of the appointment of a new Churchwarden or Churchwardens, the Churchwardens then retiring from office shall pay and deliver over unto such succeeding Churchwardens the book or books and all sums of money, goods, chattels, and other things which are the property of the Church, and are in their possession; and the said book or books shall be carefully preserved by such Churchwardens, and they shall permit any member of such Vestry as aforesaid to inspect the same at all reasonable times. In case such Churchwardens make default in yielding Retiring wardens to deliver over property. If there is default.

such account as aforesaid, or in delivering over such moneys, goods or other things as aforesaid, the succeeding Churchwardens shall take measures to procure such account or to recover such moneys or property.

No unauthorized use of Church.

16. No Churchwarden or Churchwardens shall permit the Church or Churches in any Parish or Mission to be used for Divine Service or any other public purpose, or the churchyard or burial ground to be used for the purposes of interment, without the consent of the Bishop or of the Clergyman appointed by him.

No Sale of Pews.

17. No sales of pews by the Churchwardens shall take place in any Church in this Diocese.

Appointment of subordinates.

18. The organist shall be appointed by the Churchwardens with the concurrence of the Clergyman; the vestry clerk, the sexton, and other subordinate servants of the Church, shall be nominated and appointed by the Churchwardens for the time being; and their salary and wages as determined on by the Churchwardens, shall be brought into the general account to be rendered as aforesaid by such Churchwardens.

Certain provisions repealed

19. The provisions of the Church Temporalities Act, and of all other Acts passed subsequently thereto, are hereby repealed, so far as the same are inconsistent with the provisions of this Canon.

Provisions for free seats.

20. It shall be lawful in any Church when some of the Pews or Sitzings are held under proprietary rights, either in Freehold or as Perpetual Leasehold, for the Vestry, by a three-fourths vote of those present at a duly

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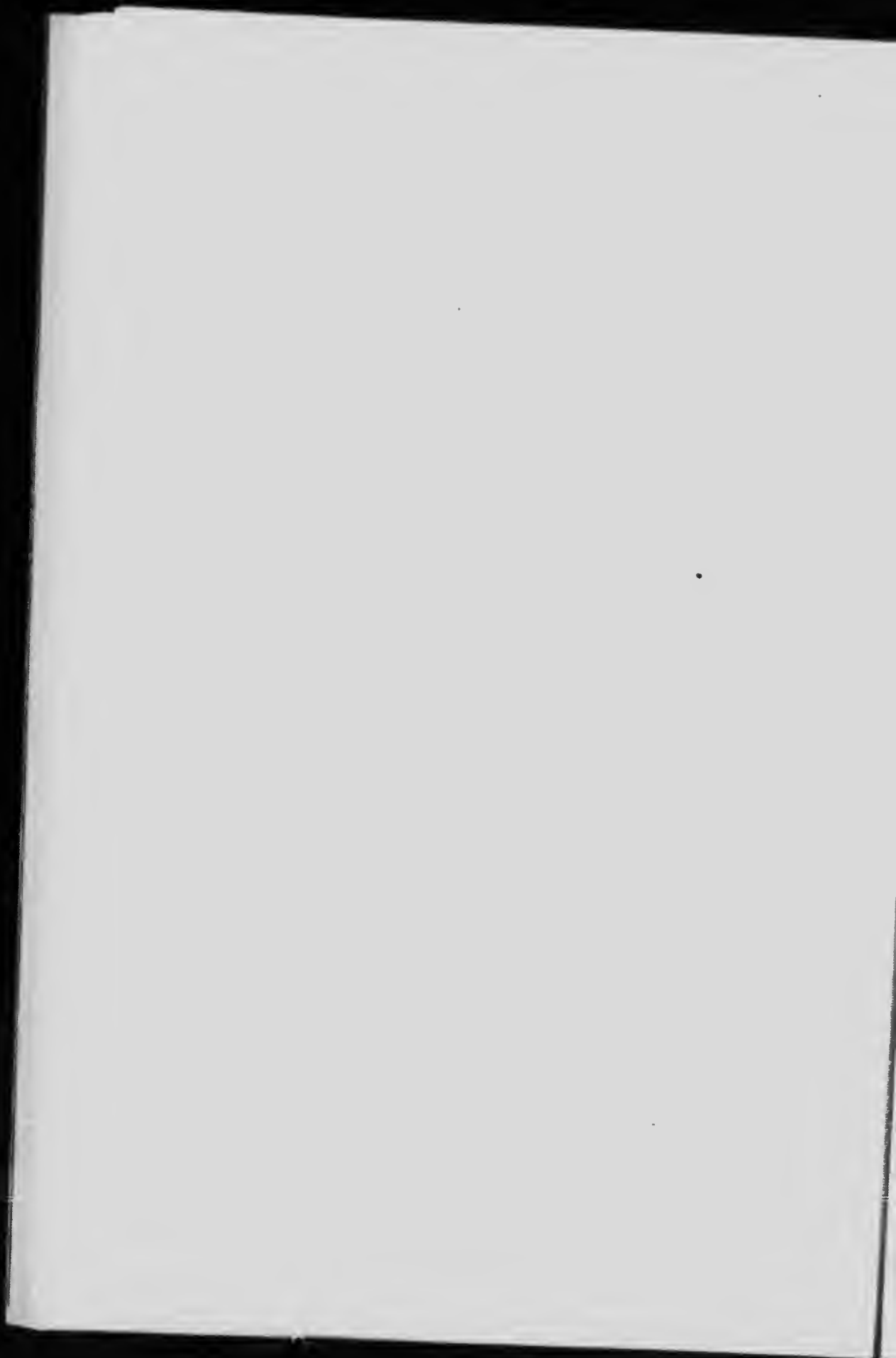
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constituted meeting of said Vestry duly called for such purpose, to declare that from and after any date fixed by the Vestry, all the Pews andittings in said Church, other than such Proprietary Pews, shall be free, but the Vestry may, nevertheless, from time to time make and charge such assessments and rentals upon all such Proprietary Pewholders (other than Free-holders) in respect of their pews as the Vestry may from time to time determine. From the date of the coming into effect of such resolution of the Vestry, the Vestry of such Church shall thereafter consist of those Proprietary Pewholders who are entitled to attend and vote under the provisions of Clause 1 of this Canon, and also of those other members of such Church who make the declarations provided for in Clause 3 of this Canon.

CANON XXXI.—CUSTODY OF DEEDS AND PARISH REGISTERS.

1. All Rectors, Incumbents, Churchwardens, Trustees, or other persons having legal custody of any grants, conveyances, or probates or certified copies of wills or parts thereof in any way relating to land or property granted, conveyed, or devised for the benefit or use of the Church of England in this Diocese, shall transmit the same to the Registrar, to be by him taken in charge as the proper custodian thereof, and placed in the Synod vault, for proper and safe keeping.

Deeds to be delivered to the Registrar.

2. All Rectors, Incumbents and Churchwardens shall from time to time transmit to

And parish registers when filled.

the Registrar all Parish Registers which have been completed or filled up, and the Registrar on receiving the same shall deposit the same in the Synod vault, and shall duly acknowledge the receipt of such Registers.

CANON XXXII. - PARSONAGES.

Parsonage to
be erected

1. It shall be the duty of every Parish or Mission, where no Parsonage at present exists, to erect, as soon as possible, a suitable Parsonage, with outhouses, for the accommodation of the Clergyman; and until such buildings are erected it shall be the duty of the Parish or Mission to rent a suitable residence; and the Clergyman shall enjoy the same free of charge, and independent of any sum assigned for his salary.

Repairs at
the charge of
the Incumbent.

2. When the Parsonage and out-houses are erected and finished, or when, in the event of a change of incumbency, they are put in the possession of the Clergyman in a state of good repair, the Clergyman shall keep and maintain the same in as good repair and condition, ordinary wear and tear of the same excepted; but if the Incumbent by wilful negligence, by any act of commission or omission, suffers the said buildings to go out of repair, he shall be held responsible for the same, and it shall thereupon be the duty of the Churchwardens to point out such dilapidations to the Incumbent and request him to provide a remedy for the same; and should he decline or neglect to repair the same, the Churchwardens may, after a reasonable space, employ a suitable

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mechanic or mechanics to execute the necessary repairs, and they may deduct the expense thereof, certified by the bills of the contractors or workmen, from the Clergyman's annual salary paid by the Parish. But if the Clergyman feels himself aggrieved by such contemplated action of the Churchwardens, he may appeal to the Archdeacon ^{Appeal to the Archdeacon.} having jurisdiction, who shall decide the matter, or (if he sees fit) may appoint a committee to examine into the merits of the case, and report thereon to him; and in either case his decision shall be binding, pending which decision the Churchwardens shall suspend the contemplated action.

3. If, however, any extensive improvements ^{Repairs at the charge of the parish.} or repairs become necessary from the lapse of time or otherwise, such as new roofing, painting, or new fences, the expense of these and all similar improvements or repairs shall be borne by the Parish. And the Clergyman, when such repairs are required, shall lay a detailed statement of the same, with an approximate estimate of the expense, before the annual Easter meeting of the Vestry, having previously given notice of his intention so to do, or before a Vestry meeting specially convened for the purpose; and if the members of the Vestry sanction the same, the Churchwardens shall forthwith proceed to effect the necessary repairs, providing for the expense thereof from the funds of the Church, by parochial subscriptions, or by any other mode determined upon by the Vestry; but the expense of such improvements shall not be defrayed from any funds appropriated to or pertaining to the support of the Clergyman.

Buildings to
be insured.

4. The Churchwardens shall keep the said buildings insured, to at least two-thirds of their value, in some responsible office, and in default of their doing so, the Incumbent may effect such insurance, and make the expense a charge against the Parish.

Use by family.

5. The family of a deceased Clergyman shall be allowed to occupy the parsonage and premises appurtenant thereto for three months from the date of his decease.

Right to crops.

6. In case an incumbent, before his death, has caused any of the lands to be sown or planted at his own proper costs and charges, the crops shall belong to the legal representatives of the deceased.

And to hay
and grass.

7. The grass in a meadow, cut prior to the death of the Incumbent, shall belong to his legal representatives, but the standing grass shall become the property of his successor.

Proportion of
rent payable to
family.

8. The successor of a deceased Incumbent shall, within one month after receiving the year's rent of the glebe, or of any portion thereof pay to the legal representative of the deceased such part of the said rent so received as is proportionate to the portion of the year elapsed at the date of the Incumbent's death.

Right of Incum-
bent resigning.

9. If the Incumbent of any Parish or cure is compelled to resign through age, sickness or infirmity, he shall be entitled to the privileges conferred by this Canon on the family of a deceased Clergyman.

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CANON XXXIII.—PARISHES AND THEIR
BOUNDARIES.

1. The Incumbent and Churchwardens of any cure may, when necessary, hold a conference or conferences with the Incumbent and Churchwardens of an adjacent Parish or cure, and by mutual agreement arrange and define the boundary common to both, and shall make a report to the Archdeacon having jurisdiction, for his consideration, who shall submit the same to the Bishop, with his remarks thereon; and if the Bishop approves of the same, the boundaries so arranged and approved shall be the boundaries of the Parishes or cures aforesaid. Definition of boundaries by agreement.
2. In cases where the boundary cannot be arranged by such mutual agreement, the Archdeacon shall issue a Commission to two Clergymen and one Lay representative, none of whom are connected with such Parishes or cures, authorizing them to investigate the matter and report their decision to the Archdeacon for his consideration, who shall submit the same to the Bishop, with his remarks thereon; and if the Bishop approves of the same, the boundary so arranged and approved, shall be the boundary common to the Parishes or cures aforesaid. Commission if there is no agreement.
3. The boundary of a Parish or cure being once defined, approved, and declared, may not be disturbed within the space of five years, except in the case of the formation of new Parishes; and every new and distinct Parish erected as herein provided, shall be deemed, and is hereby declared, to be a Parish or benefice, with the cure of souls; and the right Duration. New parishes.

Presentation to
benefices.

of presentation upon avoidance of the said benefices, unless legally vested in some other person or persons, shall vest in and be exercised by the Bishop of this Diocese.

Proceedings for
erection of new
parish.

If rector or
incumbent does
not consent.

Registration of
boundaries.

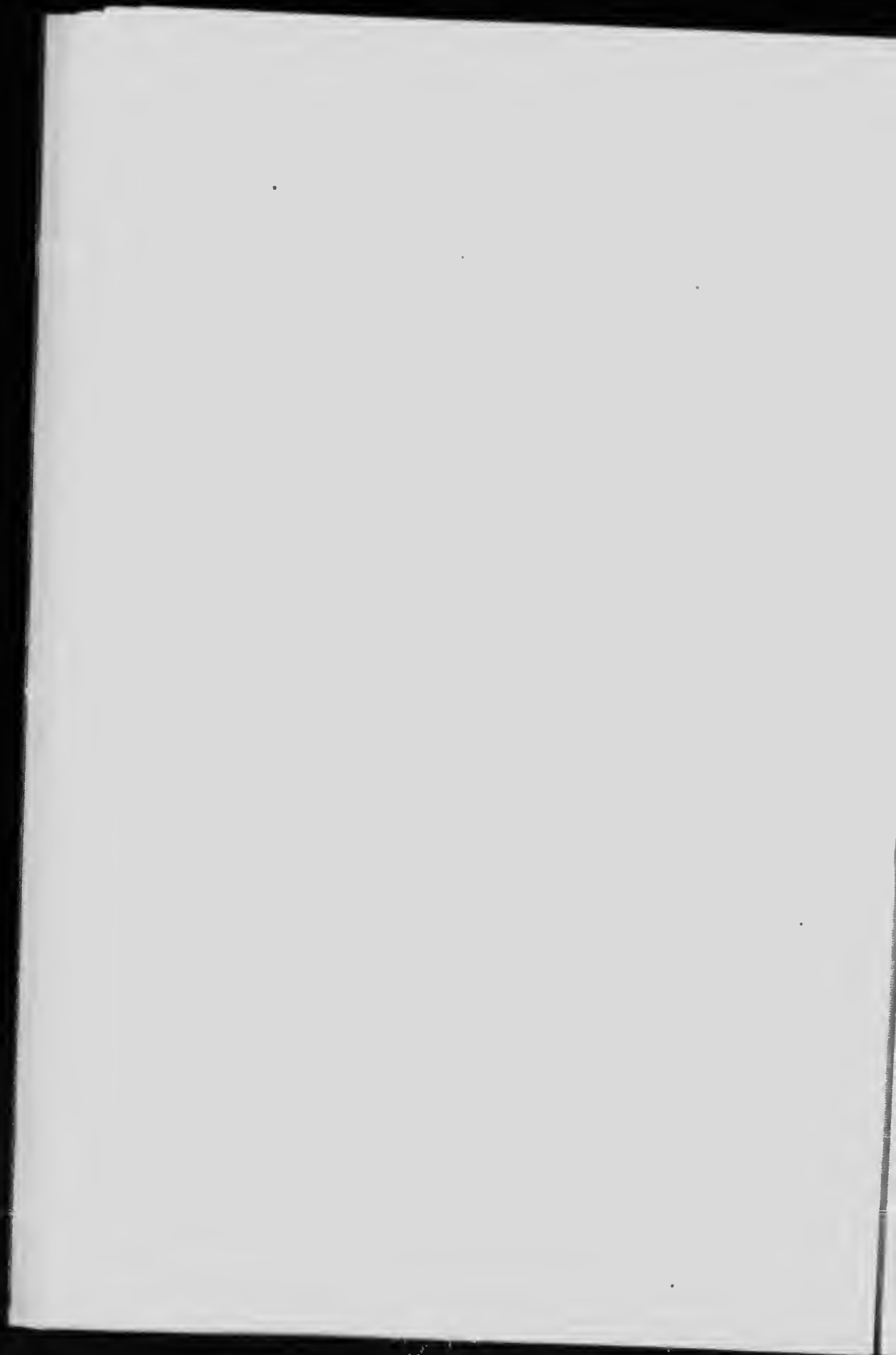
4. When any of the parishioners residing in any Parish or adjoining Parishes, desire to have a new and distinct Parish erected, the said parishioners shall present a memorial to the Archdeacon having jurisdiction, stating fully the reasons moving them thereto, also the proposed boundaries of the contemplated new Parish, and whether the Rector or Incumbent, or Rectors or Incumbents, of the Parish or Parishes aforesaid consent thereto, and when the said Archdeacon is satisfied that the provisions of the seventeenth section of the Church Temporalities Act have been complied with, or that the means for the worship of God have been provided, then the Archdeacon shall report the same to the Bishop of this Diocese, who shall, on approval, declare the said portion of the Parish to be a new Parish. In cases where the Rector or Incumbent of any Parish affected withholds his consent from the preliminary memorial, he shall be required to state his reasons in writing within one month to the Archdeacon, who shall decide on their validity.

5. Any boundary defined and established under the authority of this Canon, shall be entered and registered in a book to be kept by the Registrar of this Diocese for that purpose, and a copy thereof shall be furnished to any person applying, on payment of a fee of one dollar.

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6. In case the Archdeacon having jurisdiction is the Incumbent of the Parish or cure affected by the proposed division and settlement of boundaries, the proceedings under this Canon shall be taken before the other Archdeacon or such other Clergyman as the Bishop appoints. If the Archdeacon is a party.

CANON XXXIV. -ENDOWMENT OF PARISHES.

1. The Incumbent of every Parish where no adequate endowment already exists, may commence "A Parochial Endowment Fund," by taking up in each year a collection for the purpose in each Church and Station within the same, and soliciting, moreover, subscriptions, donations, and bequests of land or money for the promotion of the Fund, until a sufficient Endowment Fund shall have been secured. Formation of endowment fund.

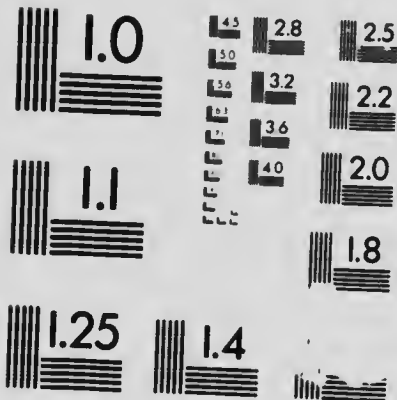
2. All gifts or bequests of real estate, and all lands otherwise acquired by any Parish for the purposes contemplated by this Canon, shall be held by the Bishop or the Synod, in trust for the benefit of the Incumbent of the Parish for the time being; and the said real estate shall be managed by the Incumbent of the Parish, as in the case of the present Rectors and their glebes. Property to be held in trust. Management.

3. All such subscriptions, donations, collections, and bequests of personal property shall be vested in the Bishop or the Synod, in trust as aforesaid and, with the interest, shall be allowed to accumulate until the sum Funds to accumulate.



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Investment and
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of \$1,000 be thus secured, after which all new collections, subscriptions, donations and bequests of personalty shall be invested, and the interest shall be annually appropriated towards the Incumbent's support, and to that purpose only, and the management of such Fund shall be in the Incorporated Synod of the Diocese of Ottawa.

Glebe may be
purchased.

4. Whenever it is deemed advisable by the Incumbent, Churchwardens and Congregation in Vestry assembled, the moneys and other personal property of the Fund may, with the consent in writing first had of the Bishop or Synod, as the case may require, be appropriated to the purchase of a glebe or piece of land adjacent to or near the Parsonage for a glebe, as an endowment appurtenant to the same, and for the benefit of the Incumbent for the time being; and in such case section three, so far as it relates to the accumulation of the Fund, shall be dispensed with, so that the whole of the Fund may, if necessary, be applied to the said purchase; but with such exception, no portion of the Fund shall, under any pretext whatever, be alienated or appropriated to any other object than for the support of the Incumbent, as aforesaid; provided, however, that in the event of the future division of the Parish, the Endowment Fund so created shall likewise be subject to division, in accordance with the rules and regulations adopted from time to time by the Synod of the Diocese for the division of Parishes and of the endowments thereunto pertaining.

Provision in
case of division
of parish.

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CANON XXXV.—ERECTION OF CHURCH BUILDINGS.

1. No Church, Parsonage, Parochial School or other Church building shall be erected, altered or purchased, unless the plans thereof are first submitted by the Incumbent and Churchwardens, or in case of a vacancy in the cure by the Churchwardens, to the Archdeacon having jurisdiction and are approved by him.

Plans of buildings subject to approval.

CANON XXXVI.—CHRISTMAS OFFERTORY.

1. The offertory of the respective Congregations throughout this Diocese on Christmas Day of every year, shall be devoted to the sole use of the Incumbent of the Church in which the offertory is made.

Christmas offertory.

CANON XXXVII.—UNAUTHORIZED COLLECTIONS.

1. No Clergyman or Layman shall collect money for any Church purpose beyond the bounds of his own Parish or Mission, or proceed to any other Diocese for the same purpose without the sanction and approval of the Bishop, and such collector shall obtain the sanction of each Incumbent before he makes a collection in his Parish or cure, and he shall report to the Incumbent the result of such collection.

No unauthorized collection by a person residing in the Diocese.

2. No person from any other Diocese shall make collections within this Diocese without first obtaining the sanction of the Bishop.

On coming from another Diocese.

CANON XXXVIII. —INTERPRETATION—AND REPEAL OF EXISTING CANONS.

(Amended 1899, p. 30; 1913, p. 18; confirmed 1914, p. 19.)

"Shall" and
"may."

1. In all Canons passed by the Synod of the Diocese of Ottawa the expression "shall" shall be construed as imperative, and the expression "may" as permissive.

Existing
Canons re-
pealed.

2. All Canons heretofore passed by the Incorporated Synod of the Diocese of Ottawa, and in force at the time of the confirmation of the Canons herein contained, are hereby repealed, and the said Canons hereinbefore set forth and numbered from one to forty-three, both inclusive, are substituted in lieu thereof; but such substitution shall not revive any Canon or part thereof repealed by any Canon for which the foregoing are substituted; and the said substituted Canons shall not be held to operate as new laws, but as a consolidation and continuation of the said repealed Canons, subject to the amendments and new provisions incorporated with the said substituted Canons.

How new
Canons shall
be constructed.

As to refer-
ences to Canons
in deeds and
instruments.

3. Any reference in any resolution or proceeding of the Synod, or in any deed, instrument or document to any Canon hereby repealed shall, after these substituted Canons take effect, be held, as regards any subsequent transaction, matter or thing, to be a reference to the enactment in the said substituted Canons having the same effect as such repealed Canon.

Repeal or
Amendments
to Canons.

4. No Canon shall hereafter be repealed or amended, and no new Canon of Synod shall be enacted, unless the resolution containing the

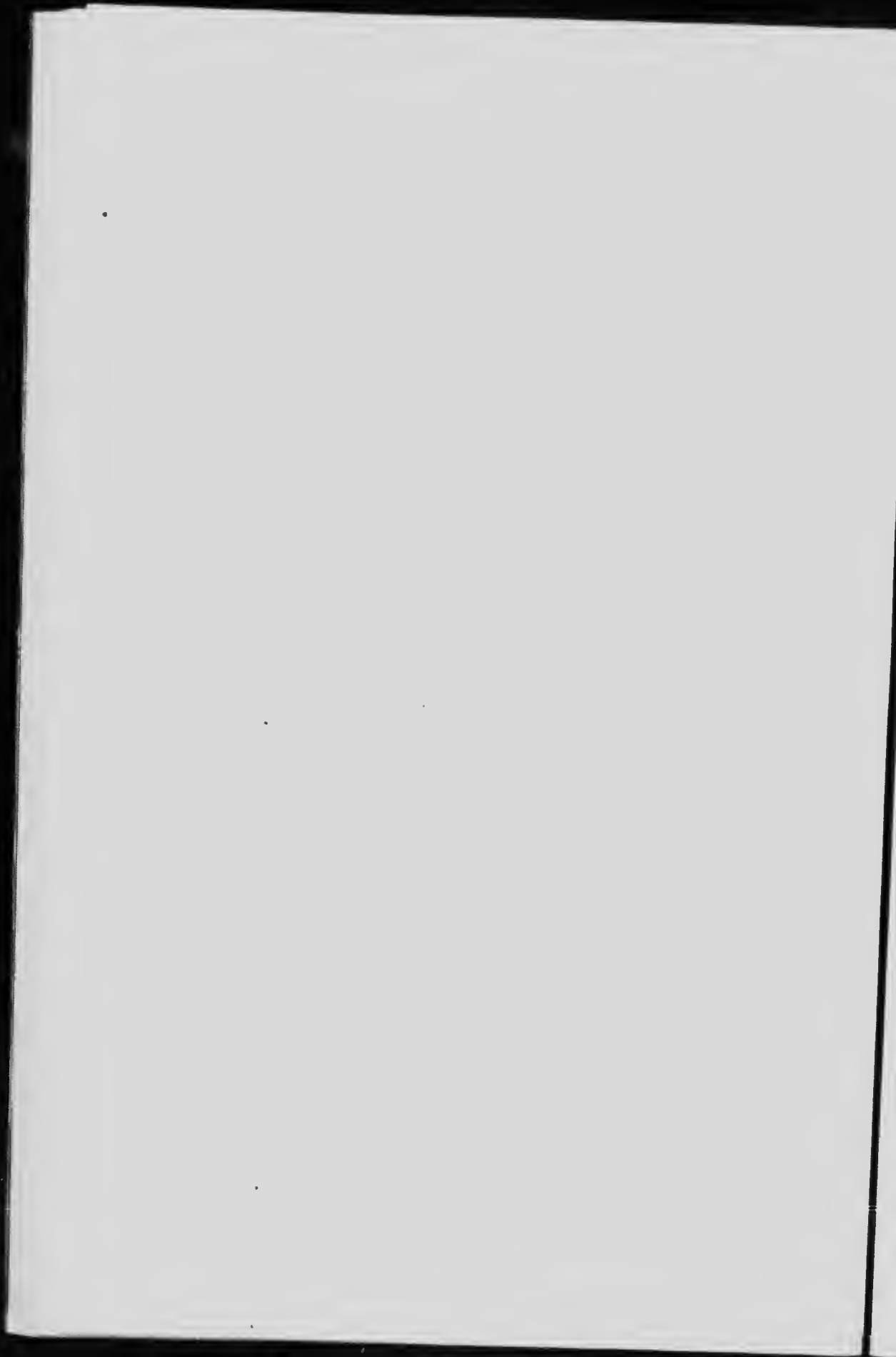
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proposed repeal or amendment, or the proposed new Canon, shall have been first passed at a regular meeting of the Executive Committee, or at a special meeting thereof called for the purpose of considering such resolution and shall have been duly confirmed at the next ensuing meeting of the Synod by the votes of not less than two-thirds of each Order present, and assented to by the Bishop. The proposed repeal, amendment or new Canon shall there-upon become effective without further confirmation by the Synod.

NOTE. —Sections 2 and 3 of this Canon, while forming part of the Canon Law of this Diocese by virtue of the Incorporating Act, have in reality no effect, the Incorporated Synod of the Diocese of Ottawa not having theretofore passed any Canons.

CANON XXXIX.—EXERCISE OF POWERS UNDER THE ACT INTITLED "AN ACT RESPECTING THE PROPERTY OF RELIGIOUS INSTITUTIONS."

(Passed by Synod of Ontario, June 4th, 1891).

1. Land shall not be sold, mortgaged, leased, or otherwise encumbered under the powers conferred by the said Act, except with the consent of the Vestry of the Church or Congregation interested therein, and of the Bishop and the Executive Committee of the Synod. Consent of Vestry, etc. necessary.
2. The consent or assent of the Vestry given in accordance with the rules and Canons shall be deemed to be the consent or assent of the congregation within the meaning of the said Act. Consent according to Canons.

Consent of
Executive
Committee.

3. The execution of the deed by the Bishop and by the Secretary or Secretaries of the Synod, or a memorandum of consent endorsed thereon, and signed by them, shall, in favor of the grantee and his assigns, be conclusive evidence of the consent or assent of the Bishop and Executive Committee.

Notice to
Congregation;

4. Where it is intended to apply for the consent of the Vestry or Congregation to sell or mortgage land, and whether at the annual or a special Vestry meeting, notice of such intended application, specifying the land and the amount of the proposed purchase money or loan, shall be given by the Clergyman during Divine Service on the two Sundays next preceding on which Service is held in the church, and a notice in writing specifying the like matters shall be affixed to the main entrance church doors at least one week previous to the meeting at which it is intended to apply for such consent.

Proof or
Notices.

5. Upon application for the consent of the Bishop and the Executive Committee, it shall be made to appear that the notices required by Section 4 of this Canon were duly given.

Application for
consent at
regular
Committee
meeting only.

6. Application for the consent of the Executive Committee shall only be made at a regular meeting of said Committee, or at a special meeting to be called for the purpose by the Lord Bishop if he shall think the case one of urgency.

Expenses of
Special meeting
must be paid.

7. No such special meeting shall be called unless and until there has been deposited with the Treasurer, a sufficient sum of money to pay the travelling expenses of the members

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of the Executive Committee, and to defray the expense of calling such special meeting.

CANON XL. ELECTION OF DELEGATES TO
THE GENERAL SYNOD OF THE CHURCH
OF ENGLAND IN CANADA, HEREIN-
AFTER CALLED THE GENERAL
SYNOD.

(Passed by the Synod of Ontario, June 20th, 1895)

1. An Election of Delegates to the General Synod shall be held at the annual session of the Synod preceding each session of the General Synod at the time of the election of Delegates to the Provincial Synod. Election prior to Session of Synod.
2. In the election of Delegates to the General Synod, two Clergymen and one Lay representative shall act as scrutineers of the votes of the Clergy, and two Lay representatives and one Clergyman as scrutineers of the votes of the Laity; the scrutineers for each order shall be previously appointed on motion by the members of each order respectively. Scrutineers.
3. The election shall be by ballot on nomination, in such manner as may be determined from time to time by resolution of Synod. Two ballot boxes shall be provided to receive the votes of the Clergy and Laity respectively. Upon each member of the Synod depositing his vote, a mark shall be placed opposite his name on the roll by one of the scrutineers of the order to which he belongs, and upon the requisition of any three members of the Synod the number of votes deposited shall be compared with the number of those who have Mode of voting.

Scrutineers
return.

voted. The scrutineers shall prepare and hand into the secretaries lists of the persons voted for in the order of the number of votes received by each, beginning with the person having the highest number of votes, and bracketing those who receive an equal number of votes, and they shall hand over the ballots to the secretaries of the Synod, whose duty it shall be to preserve them until the election of Delegates shall be completed, and to destroy them at the end of the session.

Delegates and
substitutes.

4. The number of Delegates of each order to be elected shall be in accordance with the provisions of the Constitution of the General Synod. Those having the highest number of votes shall be the Delegates, and an equal number of those having the next highest number of votes shall be Substitutes to attend the General Synod when from sickness or other cause the Delegates are unable to be present. In the event of the scrutineers reporting that two or more persons have an equal number of votes, either as Delegates or Substitutes, the Bishop shall determine his or their priority. Delegates and Substitutes shall continue in office until the election of their successors.

Equality of
votes.

Attendance of
substitutes.

5. Whenever any Delegate is unable to attend the General Synod, it shall be his duty to give the Clerical Secretary of the Diocesan Synod immediate notice of his inability, and the Clerical Secretary shall notify one of the Substitutes in the order in which he stands on the list, and he is required to attend the said meeting instead of such Delegate.

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6. The election of the Clerical and Lay ^{Certificate of Election.} Delegates shall be certified, under the hand and seal of the Bishop, or in his absence by the Clerical Secretary; and the Certificate shall be forwarded by the Clerical Secretary to the Secretaries of the Lower House of the General Synod within fourteen days after such election; and in case any of the said Delegates mentioned in such certificate is unable to attend, a certificate signed by the Bishop, or in his absence by the Clerical Secretary, "That A. B. being a Clerical (or Lay) Delegate from the Diocese of Ottawa, is unable to attend, and C. D. is authorized by vote of the Synod to fill his place as Delegate," shall be sent to the Secretaries of the Lower House of the General Synod.

CANON XII.—THE ELECTION OF A
COADJUTOR BISHOP.

(passed 1909, p. 28).

1. Whenever the Bishop of the Diocese ^{Election of Coadjutor.} shall, by writing under his hand, signify to the Synod of the Diocese through the Executive Committee thereof, that the Bishop is desirous of having a Coadjutor Bishop elected by the Synod, or whenever the Bishop of the Diocese shall, in the opinion of a majority of two-thirds of the Executive Committee of the Diocese (expressed by resolution), be incapacitated by mental infirmity, age, or other permanent cause, from discharging his Episcopal duties, a Coadjutor Bishop may be elected by the Synod for the Diocese.

Notice by
Executive.

2. If the Executive Committee of the Synod shall receive such signification from the Bishop, or shall have passed the resolution hereinbefore mentioned, in sufficient time before the regular annual meeting of the Synod to give the usual notice required for bringing any resolution, Canon, or other business before the Synod, as provided by the Canons, the Executive Committee shall give notice thereof, and also that such election will be proceeded with at the next meeting of the Synod.

Executive may
call Special
Synod.

3. If the Executive Committee of the Synod shall receive such signification from the Bishop, or shall have passed the resolution hereinbefore mentioned, at such time or juncture as in the opinion of the Executive Committee renders it desirable that a special meeting of the Synod be held for such election, the Executive Committee may (in the first case) request the Bishop, and (in the second case), request such persons as would call the Synod together in the case of a vacancy in the See, to call such special meeting of the Synod.

Canon XXIV
will govern
method of
election.

4. The election shall be proceeded with in the manner provided by Canon XXIV for the election of a Bishop of the Diocese, except that (in the first case), where the Coadjutor is to be elected at the request of the Bishop, he, the Bishop, or his Deputy, shall preside at such election, and (in the second case), where the Coadjutor is to be elected because the Bishop has become incapacitated as aforesaid, the person who would preside in the case of a vacancy in the See, shall preside at such election.

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5. Before the election of any such Coadjutor Bishop is proceeded with, the Synod shall ^{Synod decide by vote need of Coadjutor.} resolve, by a two-thirds majority of both orders present and voting, that the election of a Coadjutor Bishop is necessary. The Synod shall not proceed with such election of a Coadjutor Bishop unless and until provision has been made, to its satisfaction, for the stipend of such Coadjutor Bishop, the satisfaction of the Synod on this point to be signified by a formal resolution of Synod.

6. After the Synod has passed the resolution, last mentioned and has made such necessary provision for the stipend of the Coadjutor Bishop, the election shall be proceeded with immediately. ^{Stipend of Coadjutor.}

7. When the Coadjutor Bishop is elected and consecrated, he shall perform such episcopal duties, and exercise such episcopal authority in the Diocese, as the Bishop has assigned to him; and in the case of the Bishop's inability to assign such duties, the Coadjutor Bishop shall, during such inability, perform all the duties and exercise all the authority which appertain to the office of Bishop of the Diocese. If any difference shall arise between the Bishop and his Coadjutor regarding the duties and authority of the latter, the matter shall be decided by the Archbishop of the Province, at the request of either one, or if the Bishop of the Diocese should be the Archbishop of the Province, then by the next Senior Bishop of the Province. ^{Duties of Coadjutor.}

8. The Coadjutor Bishop so elected shall become and be the Bishop of the Diocese ^{Right of succession.} whenever any vacancy occurs in the See, without any further election.

CANON XLII.—RESPECTING THE OTTAWA
DIOCESAN SUNDAY SCHOOL ASSOCIATION.

(Passed 1910, p. 25.)

Organization of
Association

1. There shall be an organization for the Sunday School work in the Diocese, under the control of the Synod, to be known as the Sunday School Association of the Diocese of Ottawa, which Association shall also act in conjunction with and for the purpose of carrying out the objects of the Sunday School Commission created by the General Synod of Canada.

Membership.

2. This Sunday School Association shall consist of the Bishop of the Diocese, who shall be ex-officio president; of the Clergy of the Diocese, and of the teachers and officers of the Sunday Schools of the Diocese.

Object and
purpose of
Association

3. The objects and purposes of such Sunday School Association amongst others are as follows:

(a) To co-operate with the Sunday School Commission of the Church of England in Canada in promoting the efficiency of the Sunday School work of the Church.

(b) To adopt such measures as it may deem advisable for securing the greater efficiency of the Sunday Schools of the Diocese as agents of the Church for religious and Church training.

(c) To supervise the formation of a branch Association in each Deanery.

(d) To determine what funds are required for the work of the Association, and to arrange for the raising of the same.

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(c) To submit an annual report of its proceedings to the Synod of the Diocese.

4. The affairs of the Association shall be managed by a Sunday School Committee consisting of: Managers of Association

(a) The Bishop of the Diocese.

(b) Seven Clerical and seven Lay representatives, chosen by the Bishop from year to year, such representatives being members of the Synod.

(c) The President, Secretary, and two delegates from each branch of the Association.

(d) Any delegate to the Sunday School Commission resident within the Diocese.

(e) The Chairman and Secretary of the Education Committee.

(f) Other Sunday School workers up to seven to be chosen by the Bishop.

5. The Committee shall elect its own Chairman, Secretary and Treasurer, and these shall hold the same office in the Association as in the Committee. The Committee shall fix its own quorum and time and place of meeting, save and except the annual meeting, which shall be held before the regular meeting of the Synod, and at which meeting the report for the Synod shall be prepared and officers elected. Election of Officers.

6. The branch Association for each Deanery shall be composed of the Clergy, Superintendents, Officers and Teachers of the Sunday Schools within the boundaries of such Deanery, and the first meeting for the formation of Deanery Branches.

Organization of
Branch
Association and
their duties.

such branch Association shall be called by the Archdeacon or Rural Dean or other officer appointed by the Bishop.

At such meeting such branch Association shall be organized by the election of a President, Secretary, and also two delegates to the Sunday School Committee, together with such other officers as may appear to the branch Association desirable.

The branch Association shall provide for regular meetings and such other Sunday School activities as may be in accordance with its own means and conditions, and shall also, as far as possible, carry into effect the directions or suggestions received from the Sunday School Association or the Sunday School Committee of Management named above.

Superintendents
of Sunday
School Depart-
ments

7. The Sunday School Committee shall, as far as possible, secure for each of the great departments of Sunday School work, the co-operation of a practical worker of experience in that department, who shall be known as the Superintendent of that department.

The following departments are suggested:—

1. Teacher Training Department.
2. Home Department.
3. Font Roll Department.
4. Primary Department.
5. Missionary Department.
6. Adult Bible Class Department.
7. Finance Department.
8. Statistical Department.
9. Literature and Supplies Department.

Duties of a
Superintendent

8. It shall be the duty of a Superintendent of a Department:—

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(a) To co-operate with the Sunday School Committee in promoting the work of the department.

(b) To secure and to furnish to others, information and suggestions concerning the best methods of conducting the work of the Department.

(c) To collect information and statistics concerning the work of the department in the Sunday Schools of the Diocese.

(d) To present a report on the work of the department to the Sunday School Committee each year, before the meeting of the Synod of the Diocese.

9. The third Sunday in October shall be ^{Children's Day} observed by special sermons and addresses in each Parish and Mission of the Diocese, as Children's Day, and an offering shall be made upon that day in aid of the work of the Sunday School Commission of the Church of England in Canada.

10. The annual meeting of the Sunday ^{Annual} School Association shall be held during the ^{Meeting.} week of the meeting of the Diocesan Synod for the reception and consideration of the report of the Sunday School Committee, and for the discussion of the best methods of promoting the interest of the Sunday School work of the Church.

CANON XLIII.—ON THE DUTIES OF RURAL DEANS.

(Passed 1911, p. 26; confirmed 1912, p. 30.)

1. It shall be the duty of each Rural Dean:

Duties of
Rural Deans.

(a) To canvass the members of each Parish or Mission in his Deanery, for the purpose of increasing or maintaining the clerical stipend of the Incumbent or Missionary in charge thereof, such canvass to be made at least once in every three years, provided, however, that no such canvass need be made in any Parish or Mission if the Bishop of the Diocese shall certify that in his judgment it is not necessary.

To Canvass.

To keep
Suitable Book
of Record.

(b) To keep in his own possession a record of such canvass in a suitable book to be provided for each Deanery by, and to be the property of, the Synod, but to remain in the custody of the Rural Dean for the time being of the Deanery. The original record to remain in the possession of the Incumbent and Churchwardens.

To examine
Parish Books
and Registers.

(c) To examine from time to time all Parish and Vestry registers and records in his Deanery, in order to see that they are legibly, properly and neatly kept, and to investigate from time to time the condition of all Church properties in his Deanery, in order to see that they are kept sufficiently insured in sound and well established Insurance Companies, and are kept in proper order and repair, and through the Board of Rural Deans to report thereon to the Synod.

To Summon
the Chapter.

(d) To summon the Clergy in his Deanery to meet him in Chapter at some appointed

place in the Deanery twice in each year, as follows:—

(1) In the month of May, for the consideration of the statistical returns, and the transaction of such other business as may be deemed expedient.

(2) In the Autumn at the time of the Bishop's Conference.

2. In making this canvass in the preceding clause mentioned, the Rural Dean shall procure the subscriptions of the members of each congregation to an agreement in the form and to the effect following:

(DATE).....19..

"We, the undersigned members of the
"congregation of.....
"..... promise to pay annually, for
"a period of three years from the above date,
"the sums opposite our respective names for
"the stipend of the Clergyman appointed to
"this Parish (or Mission) by the Bishop of
"the Diocese; said sums to be paid to the
"Wardens on such date or dates as may be
"agreed upon."

The forms for this purpose shall be provided by the Synod.

3. The expenses of the Rural Dean for canvassing each Parish or Mission shall be defrayed by such Parish or Mission.

CANON XLIV.—ON SYNOD FUNDS.

(Enacted June 4th, 1913).

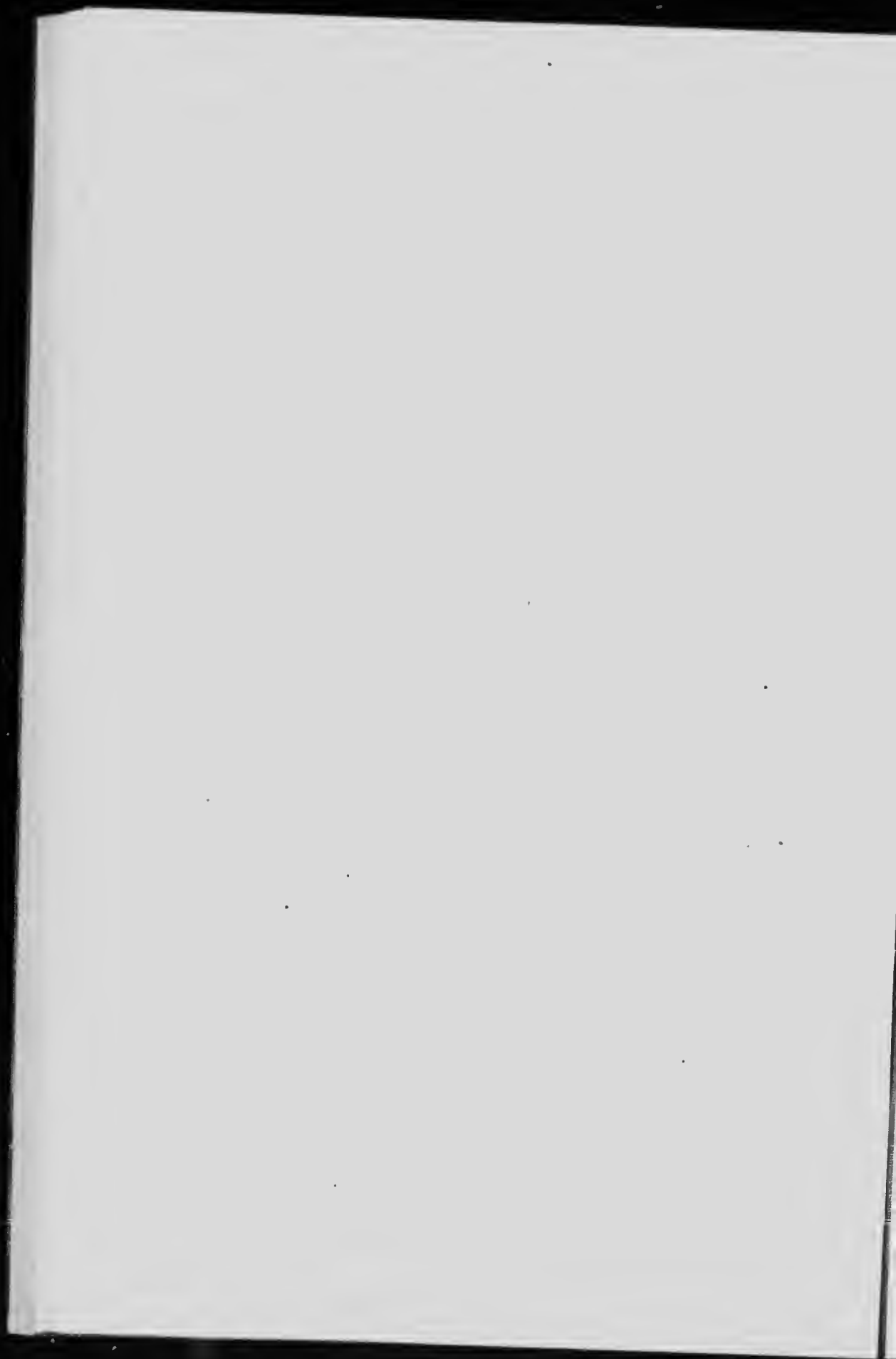
Collections and
moneys paid to
and held by
a Trust
Company.

1. All funds now or hereafter belonging to or held by or under the control of the Synod, and all the investments and securities now or hereafter representing the same, whether belonging to any special trust or otherwise, and all income now or hereafter derived therefrom, and all collections or moneys received for any of the voluntary funds now or hereafter under the control of the Synod, shall hereafter be delivered and paid to and be received and held by some incorporated Trust Company authorized by law to do business in the Province of Ontario, which, as the Financial Agent of the Synod, shall receive, hold and deal with the same under and in pursuance of the respective trusts under which the same are now or may hereafter be held or controlled by the Synod in accordance with any present or future Canons of the Synod, but subject to and in accordance with the terms of any agreement which the Synod, under the authority of the Executive Committee, may have heretofore made or may hereafter make with such Trust Company respecting the same.

Executive
Committee
authorized to
engage Trust
Company as
Financial Agent

2. The Executive Committee is hereby authorized, from time to time, to make or cause to be made, through the officers of Synod, or any Committee which the Synod or the Executive Committee has heretofore appointed or may hereafter appoint for that purpose, an agreement with some incorporated Trust Company authorized by law to do business in Ontario, to act as the Financial Agent of the Synod for the purposes in the

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preceding paragraph set forth, upon such terms and conditions as are approved by the Executive Committee. Any such agreement which at the coming into force of this Canon may have already been made, with the sanction and approval of the Executive Committee, is hereby ratified and confirmed and declared to be binding on the Synod as fully and effectually to all intents and purposes as if this Canon had been in force at the time of the making of such agreement.

3. The expression "the Trust Company acting as the Financial Agent of the Synod," Meaning of Trust Company used in this Canon or in any other Canon of Synod, shall mean any Trust Company with whom an agreement has been made under the authority of this Canon.

4. All moneys in the hands or under the control of the Synod, whether capital or income, shall be paid out and dealt with by the Trust Company acting as the Financial Agent of the Synod in accordance with the agreement between the Synod and such Trust Company for the time being in force, and whenever no provisions shall have been made in any such agreement relating to the payment out of any such moneys, the same shall only be paid out or dealt with in accordance with a resolution of the Executive Committee, or of the Investment Committee, passed for such purpose. Payments of money by Trust Company.

5. Wherever in any Canon of Synod it is directed that any moneys collected or received by any Clergyman, Churchwarden or other person, shall be forwarded to and received by the Clerical Secretary, or that any All moneys payable to Trust Company, as Financial Agents.

dues or assessments or other payments are payable by any Clergyman, Churchwarden or other person to the Clerical Secretary, on behalf of the Synod, such Canon shall be read as if the same directed that all such moneys, dues, assessments or other payments be forwarded to and received by the Trust Company, acting as the Financial Agent of the Synod, and no such moneys, dues, assessments or other payments shall hereafter be forwarded to or received by the Clerical Secretary.

Book of Canons

6. Whenever the Canons of Synod are revised, authority is hereby given to the making of such apt and proper changes throughout the existing Canons as are contemplated by this Canon, and the Book of Canons as thus revised shall be and form the authorized Canons of Synod.

Membership of Synod.

7. Section 8 of Canon I, respecting Membership of Synod, is amended by striking out the following words in the form of Certificate therein set forth:—"I also forward herewith the assessment of the Parish, §....." and by substituting therefor the following:—"I have forwarded to the..... Trust Company, the Financial Agent of the Synod, the assessment of the Parish, §....."

Amendment of Canon VII.

8. Canon VII, respecting Duties of Officers is amended as follows:—

(a) By striking out of Section 1 thereof respecting the Duties of the Clerical Secretary, sub-sections (d), (e), (f), (g) and (h).

(b) By inserting in sub-section (i) of Section 1, after the word "Synod," the words "con-

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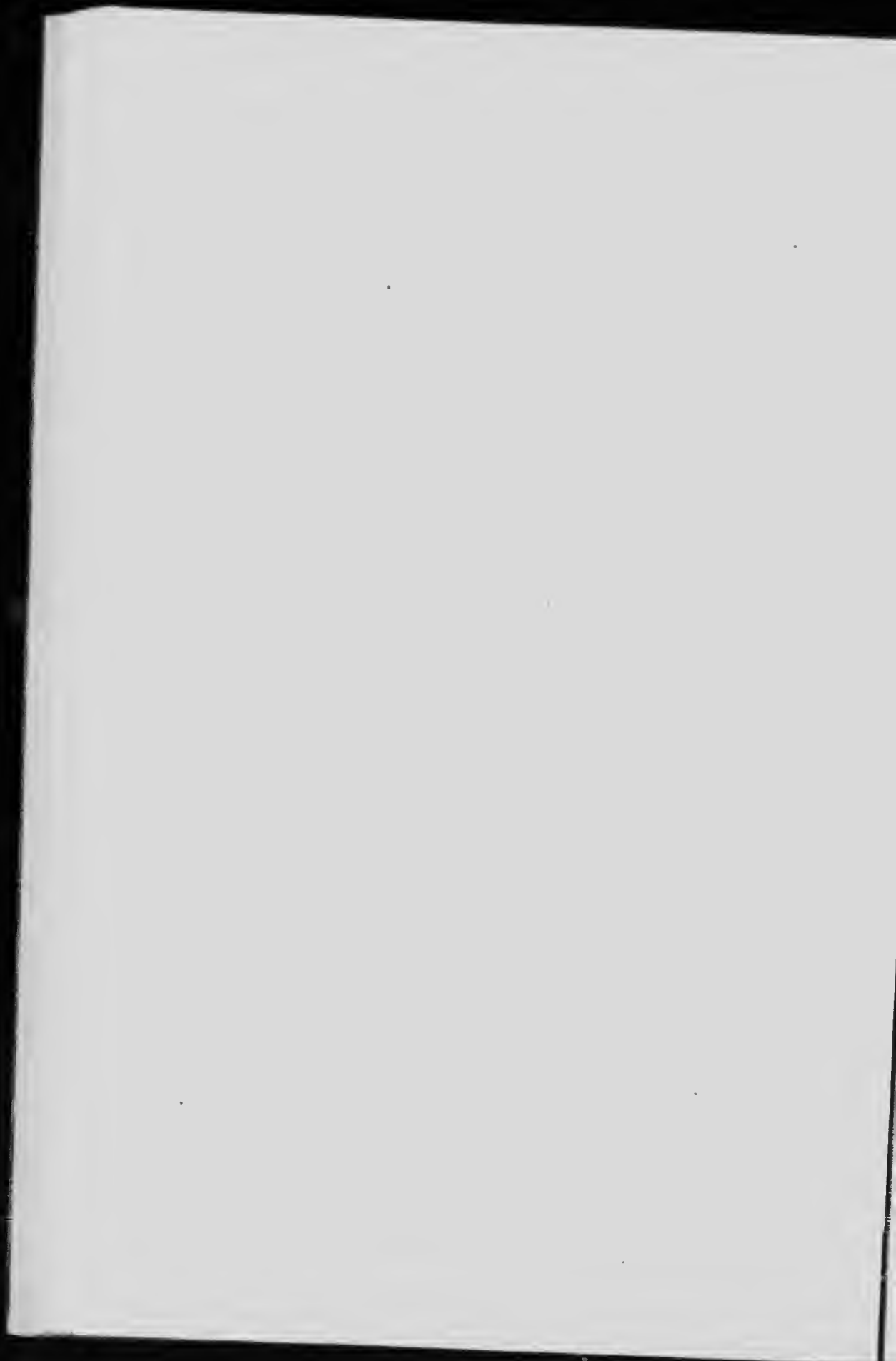
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needed with the duties of his office," and by inserting after the word "when" in said subsection the words "the Synod is."

(c) By striking out Section 3 respecting the Duties of the Treasurer and by substituting therefor the following: "3. The Treasurer shall from time to time report to the Executive Committee and to the Synod upon the state of the Synod Funds and upon the statements of the Trust Company acting as the Financial Agent of the Synod, and shall perform such other duties as may be assigned to him by Resolution of Synod or of the Executive Committee from time to time."

9. Canon IX, respecting the Executive Committee is amended as follows: Amendment of Canon IX.

(a) Section 2 thereof is hereby repealed.

(b) Section 4 thereof respecting the Investment Committee is amended by striking out the words "and shall consist of the Chancellor, the Registrar, the Clerical and Lay Secretaries and the Treasurer," and by substituting therefor the following: "And shall consist of the Chancellor, the Registrar, the Lay Secretary and the Treasurer, and three members of the Executive Committee, to be appointed annually by it, of whom four shall be a quorum."

(c) By striking out the words "and shall meet at the call of the Clerical Secretary," and by substituting therefor the words "and shall meet at the call of its Chairman or of the Chancellor or of the Treasurer."

(d) By striking out the words "Three members of the Investment Committee shall be sufficient for the transaction of business."

Amendments
to Canon X

10. Canon X, respecting the Audit and Accounts Committee is amended as follows:

(a) By striking out of Section 2 thereof, the following words, "with the Clerical Secretary and the Treasurer, of the securities other than Mortgages and," and substituting therefor the words "of the," and by striking out all the words after the word "cheque" and substituting therefor the words "signed by the Trust Company acting as the Financial Agent of the Synod, or in case at any time no such Trust Company is so acting, then by such officers of Synod, being not less than three in number, as the Executive Committee may direct."

(b) By striking out of Section 3 thereof the words "by the officer charged with that duty," and substituting therefor the words "by the Trust Company acting as the Financial Agent of the Synod, not inconsistent with the terms of any agreement with such Trust Company, for the time being in force."

(c) By adding to Section 4 thereof the following proviso, "Provided, however, that while the Funds of the Synod are managed by any Trust Company as its Financial Agent, the Audit and Accounts Committee may accept and act upon the audit made by the Auditor of such Trust Company."

(d) Sections 5, 6, 7 and 9 thereof are hereby repealed and the following substituted therefor:

"5. The Audit and Accounts Committee shall, prior to the Annual Meeting of Synod, receive the Annual Statement of the Synod's

Audit and
Accounts
Committee.

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Funds from the Trust Company acting as the Financial Agent of the Synod, and the Report of the Auditor of such Trust Company thereon, and shall examine the same, and all securities belonging to the Synod (provided that in case any securities are deposited for safe-keeping at any office of such Trust Company outside the City of Ottawa, they may act upon and accept a Certificate from the Auditor of such Trust Company as to such securities instead of actually examining them), and shall submit the same, together with their own report thereon, to the Synod at its Annual Meeting. The report of the Audit and Accounts Committee shall be printed and ready for distribution at the opening of the Annual Meeting of Synod.

11. Canon XV, respecting the Clergy Trust Fund is amended by striking out the words "Clerical Secretary," wherever they occur in Section 3 thereof and substituting therefor the word "Treasurer." Amendment to Canons XV.

12. Canon XVI, respecting the Widows' and Orphans' Fund is amended by striking out the words "Clerical Secretary," wherever they occur in Sections 7 and 10, and substituting therefor the word "Treasurer," and by striking out the words "Clerical Secretary" wherever they occur in Section 11 and substituting therefor the words "Trust Company acting as the Financial Agent of the Synod." Amendment to Canon XVI.

13. Anything in the present Canons of Synod in any way inconsistent with any of the provisions of this Canon, or with any of the provisions contained in any agreement with the Trust Company acting as the Repeal and amendment of present Canons.

Financial Agent of the Synod, executed in accordance with the authority granted by this Canon, shall be deemed to be repealed and amended hereby.

Executive
may arrange for
Management
of Synod
Funds.

14. If at any time any agreement with the Trust Company acting as the Financial Agent of the Synod is terminated by notice or otherwise, and a new agreement with some Trust Company under the authority of this Canon cannot be satisfactorily made, the Executive Committee is hereby authorized and empowered by resolution to make such arrangement for the management and control of the Synod Funds as it may see fit until the next succeeding meeting of Synod.

Interpretation
and Repeal
of Canons.

15. Notwithstanding anything to the contrary contained in Canon XXXVIII respecting interpretation and repeal of existing Canons or any other Canons of Synod, this Canon or any Canon amending same may be amended, added to, or repealed in whole or part, by any amending Canon passed at any meeting of Synod, without requiring confirmation at any subsequent meeting, and any such amending Canon so passed shall immediately thereupon take effect.

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CANON XLV.—TO PROVIDE FOR THE MAK-
ING OF RECIPROCAL AGREEMENTS
WITH OTHER DIOCESES WITH RE-
SPECT TO SUPERANNUATION
FUNDS AND WIDOWS' AND
ORPHANS' FUNDS.

1. The Incorporated Synod of the Diocese of Ottawa, by and through its Executive Committee, may enter into a written agreement, under the seal of said Synod, with the Incorporated Synod of any other Diocese of the Church of England in Canada having and controlling a Clergy Superannuation Fund or a Widows' and Orphans' Fund, or both, of a character generally similar to those administered under the Canons of this Synod, for reciprocity in either or both of such beneficiary funds between this Synod and the Synod of any such Diocese, whereby it may be agreed that any Clergyman of this Diocese or of such other Diocese, in good standing under the Canons or By-laws controlling said Funds, from time to time in force, leaving either Diocese with a bene-
decessit to enter the other, upon being duly licensed by the Bishop of the Diocese he is so entering, shall enter the said last mentioned Diocese in good standing, and be entitled to all benefits, rights, and privileges in respect of the corresponding Fund or Funds as aforesaid of said Diocese, without entrance payment, and that his years of service in the said Diocese he has left shall be reckoned in full in the Diocese he so enters; and that, if such Clergyman be at his death in good standing in the Diocese he shall have so entered, his widow and orphans shall be entitled to the

full benefits, rights, and privileges in respect of the Widows' and Orphans' Fund of the Diocese the said deceased so entered:

Clergymen
subject to
all regulations

Provided that any Clergyman thus passing from one Diocese into another Diocese as aforesaid shall, upon being duly licensed, perform and be subject to all services, duties, obligations, terms, and conditions of the Canons or By-laws regulating the said Funds from time to time in force in the Diocese he shall thus enter:

Discretionary
power of
Executive

And provided that this Synod shall, through its Executive Committee as aforesaid and its proper Officers, have discretionary power and authority, in the making of any such agreement, to add to, vary, and modify the foregoing terms set forth in this Canon, in order to meet the reasonable requirements of the Canons of any other such Diocese so reciprocating.

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