

CONSTITUTION OF THE GENERAL SYNOD

I. Organization and Meetings

1. The General Synod

The General Synod shall consist of the bishops of The Anglican Church of Canada and of the members chosen from the clergy and laity.

2. Time of Meeting

- a) The General Synod shall meet in every third year, or as otherwise determined by the Council of the General Synod at such time and place as the Council of the General Synod determines, provided that such meetings are not more than five years apart.
- b) A special session of the General Synod may be summoned at any time by the Primate or by the direction of the Council of the General Synod or on the requisition of any five diocesan bishops.
- c) In the case of a special session being held, the time of meeting of the next regular session may be computed from the date of such special session.

3. President and Chairperson of the General Synod

- a) The President of the General Synod shall be the Primate of The Anglican Church of Canada who shall be elected and hold office under, and have such privileges, powers, authority and duties as are defined by the Constitution, Canons and Rules enacted by the Synod.
- b) In case of the absence of the Primate for any cause, the archbishop senior by appointment or election, or if no archbishop be present the bishop senior by appointment or election, shall be and act as President of the Synod.
- c) The President shall be chairperson of the General Synod.
- d) In the absence, or at the request, of the President, the Prolocutor shall be the chairperson of the Synod.

4. Notice

- a) Notice of the time and place of meeting of the General Synod shall be given by the Primate to all bishops, and clerical and lay members of the forthcoming synod at least 60 days prior to the day appointed for the holding of such meeting.
 - b) The General Secretary of the General Synod shall prepare a list of all business, notices of motion, petitions and memorials received by the General Secretary for submission to the synod and shall transmit a copy to every member of the synod at least 30 days before the day appointed for the holding of a meeting of the synod.
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5. Quorum

A quorum of the General Synod shall consist of not less than a majority of the members of each Order, excluding those who do not have a right to vote in the synod.

6. Separate Meetings of Orders

- a) The agenda of the General Synod may provide for separate meetings of the three Orders.
- b) When the three Orders meet separately
 - i) the Primate shall be the chairperson of the Order of Bishops, or in the absence of the Primate, the archbishop senior by appointment or election, or if no archbishop be present, the bishop senior by appointment or election;
 - ii) the Prolocutor or the Deputy Prolocutor, whichever is a member of the Order of Clergy, shall be the chairperson of the Order of Clergy, or in the absence of the said officer, the Order of Clergy shall elect a chairperson;
 - iii) the Prolocutor or the Deputy Prolocutor, whichever is a member of the Order of Laity, shall be the chairperson of the Order of Laity, or in the absence of the said officer, the Order of Laity shall elect a chairperson.

7. Reserved

II. Membership

8. Membership

- a) The General Synod of The Anglican Church of Canada shall be organized in three Orders: the Order of Bishops, the Order of Clergy and the Order of Laity.
- b) The Order of Bishops shall consist of:
 - i) The Primate
 - ii) Provincial Metropolitans
 - iii) Diocesan bishops
 - iv) Coadjutor and suffragan bishops
 - v) Assistant bishops who have been so designated by the synod or executive of their respective dioceses and who exercise episcopal functions within that diocese
 - vi) The Bishop Ordinary to the Canadian Armed Forces
 - vii) The National Indigenous Anglican Bishop.

Bishops who have retired and who live in Canada, provided that they are not engaged in remunerative work outside the ordained ministry, may attend the General Synod but shall not have the right to vote.

- c) The Order of Clergy shall consist of clerical members of The Anglican Church of Canada or of a church in full communion with The Anglican Church of Canada elected by the several diocesan synods according to such rules as they may
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adopt, subject to the provisions of subsection f). In a diocese that has no synodical organization such appointments shall be made by the bishop; and

- d) The Order of Laity shall consist of communicant lay members of The Anglican Church of Canada, elected by the several diocesan synods according to such rules as they may adopt, subject to the provisions of subsection f). In a diocese which has no synodical organization, such appointments shall be made by the bishop.
 - e) Members of the Orders of Clergy and Laity shall be members of the diocesan synod, or eligible to be members of the diocesan synod, of the diocese they represent.
 - f) Dioceses shall be entitled to elect clerical and lay members of the General Synod as follows:
 - i) for dioceses having an average attendance of 2,500 persons or less, two members of each Order;
 - ii) for dioceses having an average attendance between 2,501 and 7,500 persons, three members of each Order;
 - iii) for dioceses having an average attendance between 7,501 and 15,000 persons, four members of each Order;
 - iv) for dioceses having an average attendance of 15,000 or more persons, five members of each Order plus one additional member of each Order for each 7,500 of additional average attendance in excess of 15,000.
 - v) the words "average attendance", as used in this section and elsewhere in the Constitution, shall mean the average attendance for liturgical celebrations for Easter, Pentecost, the second Sunday in September and Christmas in the second and third calendar years prior to the year in which General Synod will take place, as reported by the Diocese to Church House.
 - g) In addition to the persons elected or appointed under subsections c) and d), the Bishop Ordinary to the Canadian Armed Forces shall appoint two licensed members of the clergy and two communicant lay persons all from the Canadian Armed Forces to represent the chaplains, military personnel and their dependents, and one representative who will be at least sixteen years of age upon the opening of General Synod and under the age of twenty-six years upon the prorogation of General Synod, who shall be a communicant member of The Anglican Church of Canada.
 - h) In addition to the persons elected or appointed under subsections c) and d), each diocese shall be entitled to elect or appoint one representative who will be at least sixteen years of age upon the opening of General Synod and under the age of twenty-six years upon the prorogation of General Synod, who shall be a communicant member of The Anglican Church of Canada.
 - h. 1) In addition to the persons elected or appointed under subsections c) and d), the Anglican Council of Indigenous Peoples shall be entitled to elect or appoint two licensed members of the clergy, two communicant lay persons, and one youth who will be at least sixteen years of age upon the opening of General Synod and under the age of twenty-six years upon the
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prorogation of General Synod who shall be a communicant member of The Anglican Church of Canada.

- i) In addition to the persons elected or appointed under subsections c) and d), there may be appointed two representatives of Anglican Religious Orders with communities in Canada recognized by the House of Bishops, such representatives to be appointed by the Superiors of the religious orders acting in concert.
- j) The Chancellor and the General Secretary of the General Synod, if not otherwise members of the synod, shall be *ex officio* members of the General Synod.
- k) A diocesan synod shall provide for the election or appointment of substitute members to represent the diocese in the General Synod.
- l) A substitute member who attends a session of the General Synod shall be, and continue to be, a member of the synod and of all committees, councils, boards and commissions to which he or she may be appointed, until the next regular session of the General Synod, to the exclusion of the member for whom he or she is a substitute.
- m) When a clerical or lay member of the General Synod has ceased to be a member of the General Synod because he or she
 - i) has died,
 - ii) has resigned,
 - iii) has removed from the diocese he or she represented subject to subsections 14 g) and 15 f),
 - iv) has become a member of another order, or
 - v) has otherwise ceased to represent the diocese under the rules that the diocesan synod may have adopted,the diocesan synod or the executive committee of the diocese may proceed to fill such casual vacancy, and the person or persons elected or appointed shall be duly certified under the provisions of section 9 of this Constitution.
- n) Subject to subsection m), a member shall continue to be a member until the next regular session of the General Synod.

9. Credentials

- a) As soon as practicable in the year prior to the year in which General Synod will take place, the General Secretary shall publish the number of clerical and lay members which each diocese is entitled to pursuant to paragraph 8 f).
 - b) The election or appointment of the clerical and lay members shall be certified under the hand and seal of the bishop concerned, or, in the absence of the bishop, the secretaries of the diocesan synod, and such certificate shall be final and conclusive.
 - c) In case any of the said members mentioned in such certificate shall be unable to attend, a certificate signed by the bishop or, in the bishop's absence, by the secretaries of the diocesan synod, that (A.B.) being a clerical or lay member from the diocese is unable to attend, and that (C.D.) is authorized under the rules adopted by the synod of that diocese to fill his or her place as a member, shall
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be final and conclusive, whether presented before or during the session of the General Synod.

- d) All lay members shall be communicants and their credentials shall state them to be such.
- e) The credentials of a member of the General Synod appointed or elected pursuant to section 8 h) shall state that the member is at least 16 years of age upon the opening of General Synod and under 26 years of age upon the prorogation of General Synod.
- f) A copy of the certified lists of the clerical and lay members sent to the General Secretary shall be sent by the General Secretary to the Prolocutor within 30 days after receipt thereof, but prior to the convening of the General Synod.

10. Reserved

11. Reserved

III. Officers

12. The Officers of the General Synod

- a) The Officers of the General Synod shall be:
 - i) The Primate
 - ii) The Prolocutor
 - iii) The Deputy Prolocutor
 - iv) The General Secretary
 - v) The Treasurer
 - vi) The Chancellor
 - vii) The Vice Chancellor, if appointed
 - viii) two Officers-at-large (one Clergy, one Laity) elected by the Council of the General Synod from its own membership (resident in ecclesiastical provinces other than those of the Prolocutor and Deputy Prolocutor).

13. The Primate

- a) The Primate shall be elected in accordance with the provisions of Canon III.
 - b) The Primate shall be President and Chief Executive Officer of the General Synod and chairperson of the Council of the General Synod. In the event of the inability of the Primate to act as the President or chairperson, the provincial metropolitan senior by election, or if none be present, the diocesan bishop senior by appointment or election, shall act.
 - c) The Primate shall be *ex officio* a member of all committees, councils, boards and commissions, standing and special, appointed under any provision of the Constitution, or of any Canon enacted by the General Synod, or under any resolution of the General Synod or of the Council of the General Synod.
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14. The Prolocutor

- a) The Prolocutor shall be elected by ballot after open nomination and this election shall take place prior to the election of members of the Council of the General Synod.
- b) The Prolocutor shall be a member of either the clerical or lay Order.
- c) The Prolocutor shall be an associate of, and assistant to, the Primate in the affairs of the General Synod and the Council of the General Synod.
- d) In the absence of the President, or at the President's request, the Prolocutor shall be chairperson of the General Synod.
- e) The Prolocutor shall be *ex officio* a member of all committees, councils, boards and commissions, standing and special, appointed under any provision of the Constitution, or of any Canon enacted by the General Synod or under any resolution of the General Synod or of the Council of the General Synod.
- f) The Prolocutor shall continue in office until immediately prior to the prorogation of the General Synod at which his or her successor is elected.
- g) The Prolocutor who removes from the diocese he or she represented on election shall continue in office as an *ex officio* member of the General Synod until such term expires as provided in subsection f), but shall not be entitled to vote during the succeeding session of the synod or to be elected to office by virtue merely of continuing in office under this subsection. In that case, the diocese may elect a representative to succeed him or her as a member of the General Synod until the convening of the next session of the synod, as provided in subsection 8 m).

15. The Deputy Prolocutor

- a) The Deputy Prolocutor shall be elected in the same manner as the Prolocutor with the exception that if the Prolocutor is of the Order of Clergy, the Deputy Prolocutor shall be elected from the Order of Laity, and if the Prolocutor is of the Order of Laity, the Deputy Prolocutor shall be elected from the Order of Clergy.
 - b) At the request or in the absence of the Prolocutor, the Deputy Prolocutor shall perform any function assigned to the Prolocutor by the Constitution or Canons or Rules of Order and Procedure.
 - c) In the event of a vacancy in the office of Prolocutor, the Deputy Prolocutor shall become the Prolocutor.
 - d) In the event of a vacancy in the office of Deputy Prolocutor, the members of the Council of the General Synod present at the next meeting of the council shall elect a Deputy Prolocutor who shall perform all the duties of the office until the next session of the General Synod.
 - e) The Deputy Prolocutor shall continue in office until immediately prior to the prorogation of the General Synod at which his or her successor is elected.
 - f) The Deputy Prolocutor who removes from the diocese he or she represented on election shall continue in office as an *ex officio* member of the General Synod
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until such term expires, as provided in subsection e), but shall not be entitled to vote during the succeeding session of the synod or to be elected to office by virtue merely of continuing in office under this subsection. In that case, the diocese may elect a representative to succeed him or her as a member of the General Synod until the convening of the next session of the synod, as provided in subsection 8 m).

16. The General Secretary

- a) The General Secretary shall be appointed by the Council of the General Synod on nomination by the Primate, supported by a Search Committee of clergy and laity appointed by the Council of the General Synod.
- b) Upon appointment the General Secretary shall become a member of the General Synod with full voting privileges.
- c) Under the direction of the Primate the General Secretary shall:
 - i) be the Chief Operations Officer of the General Synod;
 - ii) make the necessary arrangements for meetings of the General Synod and Council of the General Synod and act as secretary of both bodies;
 - iii) perform such other duties as are defined by the Constitution, Rules of Order and Procedure, Canons and resolutions of the General Synod or the Council of the General Synod.
 - iv) report to the Primate in the Primate's capacity as Chief Executive Officer of the General Synod.
- d) The General Secretary shall be *ex officio* a member of all committees, councils, boards and commissions, standing and special, appointed under any provision of the Constitution, or of any Canon enacted by the General Synod or under any resolution of the General Synod or of the Council of the General Synod, without voting privilege except in those cases in which voting rights are granted by a particular committee, council, board or commission.
- e) The General Secretary shall be assistant to the Primate in the Primate's capacity as President of the General Synod.

17. The Treasurer

- a) The Treasurer shall be appointed by the Council of the General Synod on nomination of the Primate after consultation with the Financial Management Committee.
 - b) The Treasurer shall receive and disburse all monies of the General Synod under the authority of the General Synod, the Council of the General Synod or the Financial Management Committee, and shall perform such other duties as may be prescribed by the Constitution, the Canons and resolutions of the General Synod, the Council of the General Synod or the Financial Management Committee.
 - c) During sessions of the General Synod the Treasurer shall be entitled to be present and, subject to the Rules of Order and Procedure, to participate in discussion without the right to vote.
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18. The Chancellor

- a) The Chancellor shall be appointed by the Council of the General Synod on the nomination of the Primate. The Chancellor shall hold office at the Primate's pleasure.
- b) The Chancellor shall be a judge of a Court of Record or a barrister of at least 10 years standing at the Bar.
- c) The Chancellor shall be the legal adviser to the Primate in the Primate's capacity as President of the General Synod and chairperson of the Council of the General Synod.
- d) Upon appointment, the Chancellor shall become a member of the General Synod, with full voting privileges.
- e) The Chancellor shall keep or cause to be kept an authentic record of the consecration or translation of bishops and the installation of metropolitans, and authenticated copies of the Declaration of Principles, Constitution, Canons, Rules of Order and Procedure and Journals of Proceedings of the General Synod.
- f) The Chancellor may delegate the duties described in the preceding subsection to the Archivist of the General Synod, through the office of the General Secretary.

19. The Vice Chancellor

- a) A Vice Chancellor may be appointed by the Council of the General Synod on the recommendation and nomination of the Primate.
- b) The Vice Chancellor shall be a judge of a Court of Record or a barrister of at least 10 years standing at the Bar.
- c) The duties of the Vice Chancellor shall be those delegated by the Chancellor in consultation with the Primate.
- d) The Vice Chancellor may attend sessions of the General Synod, but is not a member thereof by virtue of the office of Vice Chancellor.

20. The Officers of the General Synod Collectively

The Officers shall meet from time to time at the call of the Primate for these purposes:

- a) To advise the Primate, the Council of the General Synod and committees, councils and boards as required;
 - b) To take action on matters referred to them by the General Synod and the Council of the General Synod;
 - c) To advise the Primate and General Secretary on agenda planning for the Council of the General Synod;
 - d) To propose actions to the Council of the General Synod in respect of subjects for which there is no provision in the mandates of other standing committees, councils and boards;
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- e) To ensure that the Council of the General Synod's responsibility for overall strategic planning and visioning is fulfilled;
- f) To monitor and direct the ongoing business of the Council of the General Synod between its meetings, as assigned by the Council of the General Synod and, in turn, to make recommendations to the Council of the General Synod.

IV. Procedure and Practice

21. Order of Proceedings

The General Synod shall establish its own Rules of Order and Procedure.

22. Sittings

The General Synod shall hold its sittings in public or in private at its own discretion.

23. Publication of Proceedings of the General Synod

- a) The General Synod may publish such of its proceedings as it may deem advisable.
- b) The Journal of Proceedings of the General Synod shall be printed under the supervision of the General Secretary of the General Synod as soon as conveniently may be after each session of the synod.
- c) Two copies of the printed journal, after being carefully compared, shall be certified by the General Secretary, and shall be deposited with the Chancellor who shall certify the same and seal them with the seal of the General Synod. Any subsequent corrections to the minutes of the session of the General Synod shall be certified and sealed in the same manner.
- d) The certified copies of the journals of previous sessions of the General Synod now on record with the Chancellor, and printed copies of the journals of previous sessions not so certified, but subsequently certified and sealed by the Chancellor, shall be deemed to be the authentic and original copies of the said journals.

24. Enactments

Subject to the provisions of the Declaration of Principles, all enactments of the General Synod shall come into force and operation as soon as passed.

25. Communications from the House of Bishops

- a) If the House of Bishops desires to communicate with the General Synod on any matter, either before or during a session of the synod, notice of such intention shall be given in the name of the Primate by the secretary of the House of Bishops, indicating a desire to submit to the General Synod a statement or memorial, concurred in by the House of Bishops, and consideration of such statement or memorial shall take place at a time fixed by the Council of the General Synod, or the Sessional Agenda Committee of the General Synod.
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- b) If the House of Bishops desires to communicate with the Council of the General Synod on any matter, such communication shall be transmitted in the name of the Primate by the secretary of the House of Bishops.

26. Reserved

27. Reserved

V. Expenses

28. Expenses of the General Synod

- a) The Financial Management Committee annually shall coordinate the preparation of a budget for recommendation to the Council of the General Synod dealing with all areas of revenue and expenditures of the General Synod for the ensuing year.
- b) Except as provided for by other revenues, the financial requirements of the General Synod shall be met from the proportional gifts made by the dioceses.
- c) In preparing the annual budget for approval by the Council of the General Synod, the Financial Management Committee shall develop and, as appropriate, review and amend a fair and equitable formula for determining suggested proportional gifts to be made by each of the dioceses and shall, based on such formula, calculate and recommend to the Council of the General Synod, annually, suggested proportional gifts to be made by each of the dioceses.
- d) Upon the Council of the General Synod approving the proportional gifts suggested to be made by each diocese, the Financial Management Committee shall advise each diocese of the proportional gift request and seek its acceptance. It shall consult with any diocese that is not able to meet the request.
- e) The expenses of the meeting of the General Synod, including travel costs, meeting and administrative costs, as determined from time to time by the Financial Management Committee, but not including costs for members' accommodation and meals, shall be paid by the General Synod.
- f) Income derived from the General Synod Endowment Fund shall be used to support the General Synod budget, as approved by the Council of the General Synod.

29. Reserved

30. Reserved

VI. Prorogation

31. Prorogation

The General Synod shall be prorogued by the President after a resolution fixing the time of prorogation has been agreed upon; and the President shall issue a schedule

declaring the business transacted by the General Synod and shall at the hour agreed upon prorogue the synod.

32. Reserved

VII. Council of the General Synod

33. Council of the General Synod

- a) There shall be an Executive Council of the General Synod to be known as the Council of the General Synod consisting of:
 - i) The Primate, who shall be chairperson;
 - ii) The Prolocutor;
 - iii) The Deputy Prolocutor;
 - iv) The Chancellor, provided that in the absence of the Chancellor at meetings of the Council of the General Synod, the Vice Chancellor may attend such meetings; and
 - v) bishops, clerical members and lay members elected by the General Synod on the nomination of the members of the Orders of Bishops, Clergy and Laity from each ecclesiastical province meeting together, provided that the members from each province shall select:
 - I. that number of ordained persons equal to twenty-five percent of the number of dioceses in the province to the next larger whole number, provided that:
 - i) there shall not be more than one ordained person selected from any one diocese, and
 - ii) that there shall be at least one bishop and at least one priest or deacon from each province;
 - II. an equal number of lay members.
 - vi) one youth member of the General Synod from each ecclesiastical province to be elected by the General Synod on the nomination of the members of the Orders of Bishops, Clergy and Laity from each ecclesiastical province meeting together, provided that no ecclesiastical province may make more than one nomination;
 - vii) one member elected by the General Synod, nominated by the members of the General Synod and representing the Anglican Military Ordinariate;
 - viii) two members who may, but need not be, members of the General Synod, nominated by the Anglican Council of Indigenous Peoples and elected by the General Synod;
 - ix) one member elected by the General Synod, nominated by the Evangelical Lutheran Church in Canada;
 - x) the National Indigenous Anglican Bishop.
 - b) The General Secretary of the General Synod is an *ex officio* member without voting privileges.
 - c) Except when the Council determines otherwise, there may be present at its meetings:
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- i) a representative of each standing committee, chosen by the committee;
 - ii) the Treasurer of the General Synod;
 - iii) all principal administrative officers of the General Synod bearing the title "Director", or its equivalent.
 - d) A member may resign his or her place in the Council at any time by forwarding a letter of resignation to the General Secretary of the General Synod.
 - e) When a member:
 - i) ceases to be a member of the General Synod, or
 - ii) resigns as a member of the Council, or
 - iii) in the case of a member elected under subsection 33a) v) or vi), ceases to be eligible for membership in a synod of the diocese in the ecclesiastical province that he or she represents, or
 - iv) in the case of a member elected under 33 a) vii) ceases to be eligible to represent the Anglican Military Ordinariate, he or she shall cease to be a member of the Council.
 - f) A vacancy in the Council shall:
 - i) in the case of a member elected under the provisions of subsection 33 a) v), be filled by the Prolocutor in consultation with the appropriate metropolitan, provided that the person so named shall be:
 - a) a member of the General Synod;
 - b) from the same order as that to which the former member of the Council belonged at the time of his or her election to the Council;
 - c) from the same ecclesiastical province as that to which the former member of the Council belonged at the time of his or her election to the Council;
 - ii) in the case of a member elected under the provisions of subsection 33 a) vi), be filled by the Prolocutor, in consultation with the appropriate metropolitan, provided that the person so named shall be a youth member of the General Synod from the same ecclesiastical province as that to which the former member of the Council belonged at the time of his or her election to the Council;
 - iii) in the case of a member elected under the provisions of subsection 33 a) vii), be filled by the Prolocutor, in consultation with the Bishop Ordinary of the Canadian Armed Forces;
 - iv) in the case of a member elected under the provisions of subsection 33 a) viii), be filled by the Prolocutor, in consultation with the Chair or Co-Chairs of the Anglican Council of Indigenous Peoples;
 - v) in the case of a member elected under the provisions of subsection 33 a) ix), be filled by the Prolocutor, in consultation with the National Bishop of the Evangelical Lutheran Church in Canada.
 - g) Subject to subsections d) and e), each person elected as a member of the Council shall continue as a member of the Council until the election of members of the Council at the next succeeding session of the General Synod.
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34. Powers of the Council of the General Synod

- a) The Council of the General Synod shall consider and report upon any matters referred to it by the Primate or the General Synod.
- b) It may advise the Primate respecting any matter concerning the welfare of the Church.
- c) It may appoint such committees, councils, boards or commissions as it may consider necessary.
- d) It shall appoint:
 - i) the General Secretary of the General Synod;
 - ii) the Chancellor;
 - iii) the Vice Chancellor (if recommended and nominated by the Primate); and
 - iv) the Treasurer of the General Synod, on nomination of the Primate after consultation with the Financial Management Committee.
- e) On the nomination of the executive committee of the committee, council, board, commission or division concerned, it shall appoint the secretary, director, treasurer, and any other full-time officers, of such committee, council, board, commission or division.
- f) It shall be responsible for overall strategic planning and visioning within the mandate of the General Synod.
- g) It shall co-ordinate the work of all committees, councils, boards, commissions and divisions of the General Synod.
- h) It shall represent the General Synod, and carry on its work between sessions.
- i) It shall make, and from time to time may amend, rules for the conduct of nominations and elections at sessions of the General Synod; such rules as amended from time to time shall be published as an Appendix to the Handbook.

35. Meetings of the Council of the General Synod

- a) A quorum of the Council of the General Synod shall be a majority of the members, provided that all Orders are represented.
 - b) In the absence of the Primate, the Council of the General Synod shall be chaired by the Prolocutor and, in the absence of the Prolocutor, by the Deputy Prolocutor.
 - c) There shall be not less than two meetings in each year, one of which may be held in conjunction with a session of the General Synod.
 - i) Meetings of the Council of General Synod need not be in-person; some or all of the members may participate in meetings by telephone, video or other electronic means.
 - d) All discussions and debates in the Council of the General Synod shall be governed *mutatis mutandis* by the Rules of Order and Procedure of the General Synod.
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- e) The minutes of the meetings of the Council of the General Synod shall be circulated among the members of the Council of the General Synod, all members of the Order of Bishops, the heads of divisions of the General Synod, and such members of the General Synod as may, in writing, request them. The General Secretary shall have discretionary authority to distribute them to other persons or groups upon request.

36. Report to the General Synod

The General Secretary of the General Synod shall prepare a written report in summary form of all matters considered and dealt with by the Council of the General Synod since the last regular meeting of the General Synod, which report shall be sent to each member of the General Synod not less than thirty days prior to each regular meeting of the General Synod and shall be presented by the General Secretary to the session of the General Synod.

37. Reserved

38. Reserved

VIII. Committees

39A. Standing Committees

- a) There shall be the following Standing Committees of the General Synod:
 - i) The Pension Committee, which shall be constituted as prescribed in Canon VIII, and
 - ii) The Financial Management Committee, which shall consist of seven members:
 - a) four of which shall be elected by the General Synod, at least one of whom shall be a member of the Council of the General Synod,
 - b) three members shall be appointed by the Primate,
 - c) one of the members shall be a member of the Resources for Mission Coordinating Committee.
 - b) In nomination of persons to be elected or appointed to Standing Committees, geographic representation, expertise, experience and commitment to the ongoing life of the committee shall be the principal criteria. Consideration shall also be given to reflecting the diverse groups and individuals within the church and society. Consideration may be given to representation from churches in full communion with The Anglican Church of Canada.
 - c) Normally, a person who was a member of a Standing Committee for the two immediately preceding terms will not be elected or appointed to that committee.
 - d) The Primate, Prolocutor and Deputy Prolocutor may appoint the chair of each standing committee from among the members of the committee.
 - e) At least 30 days before a regular session of the General Synod, each Standing Committee shall submit to the General Synod Nominating Committee the names
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of persons to be considered for nomination for membership of the committee for its next term.

- f) Each Standing Committee shall report to the General Synod and regularly to the Council of the General Synod.

39B. Coordinating Committees

- a) There shall be the following Coordinating Committees of the General Synod:
 - i) Faith, Worship and Ministry Committee
 - ii) Partners in Mission Committee
 - iii) Resources for Mission Committee
 - iv) Communications Committee
 - v) Public Witness for Social and Ecological Justice Committee.
 - b) Within its terms of reference and subject to available financial resources and the priorities established by the Council of the General Synod, the function of a Coordinating Committee is to coordinate and oversee the work which will be performed by staff members, task forces, working groups, or commissions.
 - c) With the exception of the Communications Coordinating Committee, each Coordinating Committee shall consist of:
 - i) three members elected by the General Synod
 - ii) at least two members appointed by the Primate, provided that at least one member shall be a member of the Council of the General Synod.
 - d) The Communications Coordinating Committee shall consist of:
 - i) four members elected by the General Synod
 - ii) at least three members appointed by the Primate, provided that at least one member shall be a member of the Council of General Synod and one shall be a member of the editorial board.
 - e) The Primate, Prolocutor and Deputy Prolocutor may appoint the chair of each Coordinating Committee from among the members of the committee.
 - f) In nomination of persons to be elected or appointed to Coordinating Committees, geographic representation, expertise, experience and commitment to the ongoing life of the committee shall be the principal criteria. Consideration shall also be given to reflecting the diverse groups and individuals within the church and society. Consideration may be given to representation from churches in full communion with The Anglican Church of Canada.
 - g) Normally, a person who was a member of a Coordinating Committee for the two immediately preceding terms will not be elected or appointed to that committee.
 - h) The Council of the General Synod may adopt or amend terms of reference for a Coordinating Committee; may create additional Coordinating Committees; and may divide or amalgamate existing Coordinating Committees; all of which shall be subject to confirmation by the General Synod at its next regular session. The
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terms of reference of each Coordinating Committee shall be printed in the Appendices of the Handbook of the General Synod.

- i) At least 30 days before a regular session of the General Synod, each Coordinating Committee shall submit to the General Synod Nominating Committee the names of persons to be considered for nomination for membership of the committee for its next term.
- j) Each Coordinating Committee shall report to the General Synod and regularly to the Council of the General Synod.

40. Meetings and Quorum

- a) Committees may hold their meetings either during recesses in the session or between sessions of the General Synod.
- b) In the absence of any provision fixing the quorum of a committee for the transaction of business, such quorum shall be one-third of the total voting membership, but not less than three members.

41. Commissions

- a) The Primate, the General Synod, or the Council of the General Synod may, at any time, appoint a commission, composed of any number of persons, whether members of the General Synod or not, for the purposes defined in the resolution or instrument of appointment; such commission to report its findings and recommendations to the Primate, the General Synod or the Council of the General Synod, as directed in the resolution or instrument appointing such commissions.
- b) The Primate or the appointing body may at any time enlarge or reduce the number of members of any commission, or may fill vacancies occurring by death, resignation or otherwise, or may discharge such commission.
- c) The Primate or any of the appointing bodies may at any time further define or enlarge the terms of reference or enquiry.
- d) The chairperson of a commission shall be a member of the General Synod.
- e) The members of a commission shall continue in office until the conclusion of its work or until its discharge.
- f) On the consideration of any report submitted by any commission to the Primate or to any of the appointing bodies, the members of such commission, not members of such appointing body, shall be entitled to be present with the privilege of debate, but not of voting.
- g) The resolution or instrument appointing a commission may provide for the payment of the expenses of the commission.
- h) Subject to the foregoing subsections, the provisions of the Constitution and Rules of Order and Procedure shall apply to all commissions.

42. Vacancies on Committees, Councils, Boards or Commissions

- a) Vacancies on the Council of the General Synod shall be filled in accordance with subsection 33 f).
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- b) Except in the case of the Council of the General Synod, a member of a committee, council or board who ceases to be a member of the General Synod, in accordance with subsection 8 m), shall continue as a member of such committee, council or board until the ensuing session of the General Synod, unless the member dies, resigns or ceases to be a communicant member of The Anglican Church of Canada.
- c) A vacancy on any committee, council, board or commission shall be deemed to exist if any member fails to attend two consecutive meetings without being excused by that committee, council, board or commission.
- d) When a vacancy occurs on a committee, council or board, if the member whose position is vacant was elected to the committee, council or board by the General Synod or the Council of the General Synod, the vacancy shall be filled by the Prolocutor after consultation with the Primate.
- e) When a vacancy occurs on a committee, council or board, if the member whose position is vacant was appointed to the committee, council or board by the Primate, the vacancy shall be filled by the Primate after consultation with the Prolocutor.
- f) In filling vacancies on the Standing Committees of the General Synod, as defined in subsection 39 a), the Primate and Prolocutor shall observe, so far as it is practicable in their judgment, the provisions of section 39.
- g) The Primate and Prolocutor shall immediately notify the General Secretary of the General Synod of all such appointments.

43. Reserved

44. Reserved

IX. Organization of the National Staff

45. National Staff

- a) Directors of the departments of the General Synod shall be responsible to the General Secretary as Chief Operations Officer, for the performance of their duties.
 - b) The organization of the staff of the General Synod shall be directed by the General Secretary, in consultation with the other Officers of the General Synod.
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