

APPENDIX J

Terms of Reference for Committees of the Council of the General Synod

I. Anglican Award of Merit Committee

1. Background

The Anglican Award of Merit originated as a recommendation to the National Executive Council from a committee appointed to develop proposals by which The Anglican Church of Canada might share in the observance of Canada's centenary. General Synod, in 1967 by resolution, authorized the establishing of such an award. No awards were made prior to 1986.

2. Authorization

- a) In November 1986 the National Executive Council resolved as follows:
 - i) that there be established an **Anglican Award of Merit** in recognition of the Christian witness of lay people, not necessarily members of The Anglican Church of Canada;
 - ii) that the General Secretary of General Synod be designated Warden and Registrar of the Award and Chairperson of a committee appointed by the Council of the General Synod to recommend annually to the Council potential recipients of the Award;
 - iii) that the National Executive Council, on nomination of the Committee, determine the number of awards to be made annually;
 - iv) that a suitable certificate, medal and lapel pin be given to each recipient.
- b) In May 1994 the Council of the General Synod resolved that awards be granted at the last meeting of the Council before each General Synod; that a report be presented at General Synod; and that the Awards continue to be presented by the Primate in the recipient's home parish.

3. Terms of Reference (*revised March 1995*)

- a) The Award shall be given to persons who:
 - i) have made an outstanding contribution over several years to the life and work of the Church nationally and/or internationally, or
 - ii) have performed work nationally and/or internationally on a short-term basis that has made a significant impact on the life of the Church.
 - iii) Nomination forms will be sent by October 1, in the year prior to the last meeting in the triennium of the Council of General Synod, to the Council of the General Synod members, Diocesan Bishops, Diocesan Executive Councils, Standing Committees and other national bodies of The Anglican Church of Canada.

- iv) Completed nomination forms, giving name and address of the nominee, relevant biographical information about the nominee and details of the contributions) by the nominee to the Church nationally and/or internationally, including dates, offices held, and noteworthy achievements, will be returned to the Registrar of the Award.
- v) Nominations received prior to December 31 will be considered by the Awards Committee during the first quarter of the following year, with recommendations to the Council of the General Synod being made at its meeting following.
- vi) The Award will be presented by the Primate at an appropriate time and place.
- vii) The expenses incurred by the Awards Committee shall be charged to the Council of the General Synod.
- viii) The Terms of Reference may be amended by the Council of the General Synod at its discretion.

4. Recipients of the Anglican Award of Merit

Year	Recipient	Diocese
1986	Elliott Hudson	Nova Scotia
1986	Stuart Ryan	Ontario
1986	Reginald Soward	Toronto
1987	Betty Graham	Toronto
1987	Mildred Robertson	Huron
1987	Ruth Scott	British Columbia
1988	John Archer	Qu'Appelle
1988	Eric Balcom	Nova Scotia
1988	Grace Hutchings	Huron
1989	Derek Arnold	Kootenay
1989	Pamela Bird	National Office
1989	Robert Porter	Huron
1989	Ernest (Duff) Pullen	Niagara
1990	George Black	Huron
1990	Gilbert Faries	Moosonee
1990	John Graham	Toronto
1991	Patricia Bays	Qu'Appelle
1991	Nina Burnham	Huron
1991	Mavis Gillie	British Columbia
1991	Edith Land	Toronto
1991	Pamela McBeth	Montreal
1991	Raymond Taylor	Church Army
1992	Phyllis Creighton	Toronto
1992	Diane Maybee	Ontario
1992	Beryl Reid	Central Newfoundland
1992	Lawrence Whytehead	Rupert's Land

1993	Ernest Fisher	Nova Scotia
1993	Sandra Kreutzer	Athabasca
1993	John Ligertwood	National Office
1994	George Axon	Qu'Appelle
1994	Bert Fleming	Toronto
1994	David Gould	Algoma
1994	Donna Hunter	Toronto
1994	Kenneth Lemon	Huron
1994	Barbara Malloch	Montreal
1995	Merv Bater	Rupert's Land
1995	Madeline Critchell	Eastern Newfoundland and Labrador
1995	Ian McCulloch	Nova Scotia
1998	Betty Gracie	Toronto
1998	Kendra Gregson	Niagara
1998	Michael Iveson	Ottawa
1998	Garth Walker	New Westminster
2001	Cynthia Lewellyn	New Westminster
2001	George Mayo	Toronto
2001	Vi Smith	Caledonia
2001	Sue Mackay-Smith	Kootenay
2001	Ronald Stevenson	Fredericton
2001	Carol Throp	Rupert's Land
2001	David Wright	Saskatoon
2004	Robert Falby	Toronto
2004	Amy Newell	Ottawa
2007	Dorothy Davies-Flindall	Diocese of Ontario
2007	Klaus Gruber	Diocese of Saskatoon
2007	J. H. Clyne Harradence	Diocese of Saskatchewan
2007	Elizabeth (Betty) Livingston	Diocese of Huron
2007	Tsuyoshi Eddy Nishida	Diocese of Calgary
2010	Robert T. Dickson	Diocese of New Westminster
2010	Alice Jean Finlay	Diocese of Toronto
2010	David P. Jones	Diocese of Edmonton
2010	Mary Elizabeth Loweth	Diocese of Toronto
2010	Monica Patten	Diocese of Ottawa
2013	Brian Burrows	Diocese of Edmonton
2013	Carolyn R. A. Chenhall	Diocese of Nova Scotia and Prince Edward Island
2013	Annette Graydon	Diocese of Niagara

2013	Bud Smith	Anglican Parishes of the Central Interior
2013	Roger L. Spack	Diocese of Montreal
2016	Jennifer Henry	Diocese of Toronto
2016	Suzanne Lawson	Diocese of Toronto
2016	Trevor J.D. Powell	Diocese of Qu'Appelle
2016	David Stovel	Diocese of Toronto
2016	The Hon. Mr. Justice Peter A. Whitmore	Diocese of Qu'Appelle

II. Audit Committee

- a) There shall be an Audit Committee appointed by the Council of the General Synod and consisting of such persons as the Council may determine from time to time. The Audit Committee shall advise the Council on all matters related to the annual financial statements of all divisions and organizations.
- b) In so doing, the Audit Committee shall:
 - i) Determine annually what financial statements are required and their format, in addition to those prescribed in Canon VI, and review the audited financial statements with the Auditors.
 - ii) Liaise with the Auditors to review the type and scope of audit to be performed, and its adequacy.
 - iii) Review and evaluate reports prepared by the Auditors which describe weaknesses in the internal and management controls and which may contain recommendations for improvements; and receive reports from the Treasurer and other appropriate staff as to action taken on the recommendations.
 - iv) Receive the audited statements of The Pension Office Corporation of The Anglican Church of Canada and The Anglican Church of Canada Resolution Corporation, and to ensure that their audits are complete and their statements compatible with those of the General Synod.
 - v) Recommend to the Council of the General Synod, for appointment, a firm of Chartered Accountants to be Auditors of the General Synod.
 - vi) Recommend to the Council of the General Synod the amount of the annual audit fee.

III. Nominating Committee

- a) There shall be a Nominating committee of the Council of the General Synod, appointed by the Prolocutor in consultation with the General Secretary. The Committee will be chaired by the Deputy Prolocutor and have four additional members from the Council of the General Synod, one from each ecclesiastical province. The Committee will be named at the meeting of the newly-elected Council of the General Synod held during the General Synod.
- b) The purpose of the Committee is to assist the Council of the General Synod in making appointments of representatives to bodies within and outside The Anglican Church of Canada, as requested or directed by policy, Canon and/or Regulation.

- c) The criteria governing selection of representatives are those established by:
 - i) General Synod and its Standing Committees, Councils and Boards; and
 - ii) the body requesting representation from The Anglican Church of Canada.

Terms of Reference

- a) To propose to the Council of the General Synod, nominations for committees, commissions and task forces, as established from time to time in relation to the Council's work.
- b) To nominate persons to fill positions, as directed by Canon and/or Regulation.
- c) To receive nominations from members of the Council of the General Synod and conduct an election to choose the representative of The Anglican Church of Canada to the Anglican Consultative Council, as required.
- d) In consultation with appropriate standing committees and according to agreed procedure, to invite, consider and propose to the Council of the General Synod nominations of representatives of The Anglican Church of Canada to the Canadian Council of Churches, World Council of Churches, Partners in Mission Consultations and other major gatherings, as may be determined from time to time.
- e) To assist the Primate and Prolocutor, upon request, in filling vacancies on standing committees, councils and boards for which they have power of appointment.
- f) To propose to the Primate, if requested, nominations for appointments for which the Primate has responsibility.

[Approved by the National Executive Council in March 1992]