

**UKRAINIAN  
ORTHODOX CHURCH  
OF CANADA**

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**REVISED  
BY-LAWS**

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# UKRAINIAN ORTHODOX CHURCH OF CANADA

## BY-LAWS

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# UKRAINIAN ORTHODOX CHURCH OF CANADA

## BY-LAWS

### PREAMBLE

The Ukrainian Orthodox Church of Canada is the sole, indivisible, conciliar and self-governing ecclesiastical organization of Ukrainian Orthodox Christians in Canada and is part of the One, Holy, Orthodox, Catholic (Universal), Apostolic Christian Church and professes the faith, dogma and doctrine established by the Holy Scriptures, Sacred Traditions, the Seven Ecumenical Councils, Ten Local Councils and the Holy Fathers and is governed in all temporal matters by its Charter, being its Act of Incorporation, chapter 98 of the Statutes of Canada, 1929 (as amended by chapter 51 of the Statutes of Canada, 1990), its By-laws as hereinafter set forth and the resolutions of the General Council.

### 1. DEFINITIONS

- 1.01 "Act" means the Act of Incorporation of the Ukrainian Orthodox Church of Canada, being chapter 98 of the Statutes of Canada, 1929, as amended by chapter 51 of the Statutes of Canada, 1990.
- 1.02 "Chancellery" means office of the Consistory Board.
- 1.03 "Chancellor" means the priest elected as the Chair of the Presidium of the Consistory Board.
- 1.04 "Church" means the Ukrainian Orthodox Church of Canada unless by its context the word refers to an edifice or facility used as a place of worship.
- 1.05 "Consistory Board" means the board of administration of the Church.
- 1.06 "Council of Bishops" means the ecclesiastical body which constitutes the canonical authority in the Church and without limiting the generality of the foregoing, in all matters involving doctrine, canonical order, moral and liturgical practice, subject to the supreme canonical authority of the Patriarchal Synod;
- 1.07 "General Council" (also known as "Sobor") means a general meeting of members which is called by the Church, and which constitutes the supreme legislative and administrative authority of the Church, it being understood that the terms General Council and Sobor may be used interchangeably.
- 1.08 "Member" means a duly qualified member of the Church as defined in paragraph 3.01, unless the context otherwise requires.

- 1.09 “Metropolitan” means the Primate and highest ranking Bishop, spiritual authority, leader and teacher in the Church.
- 1.10 “Mission” means a group of Orthodox Christians who adhere to the faith, dogma, doctrine and rites of the Church, have organized for religious worship and instruction and have affiliated with the Church but who do not have their own house of worship.
- 1.11 “Parish” means a community or congregation of Orthodox Christians who adhere to the faith, dogma, doctrine and rites of the Church, have organized for religious worship and instruction, have affiliated with the Church and who have a building or facility for their own house of worship.
- 1.12 “Parochial District” means two or more parishes and missions served by at least one priest.
- 1.13 “Patriarchal Synod” means the Holy and Sacred Synod of the Patriarchate of Constantinople, which constitutes the supreme canonical authority in the Patriarchate.
- 1.14 “Presidium” means the executive committee of the Consistory Board.

## **2. FUNDAMENTAL PRINCIPLES**

- 2.01 The Church declares that its faith, dogma and doctrine are those of the One, Holy, Orthodox, Catholic (Universal) and Apostolic Church, as taught by the Holy Scriptures, Sacred Tradition, the Seven Ecumenical Councils, Ten Local Councils and the Holy Fathers.
- 2.02 The Church recognizes the supreme canonical authority of the Patriarchal Synod in all matters pertaining to faith and canonical order.
- 2.03 The Church is an Archdiocese/Metropolia under the spiritual umbrella of the Patriarchate of Constantinople and, as such, it is an integral part of the One, Holy, Orthodox, Catholic (Universal) and Apostolic Church, the head of which is our Lord and Saviour Jesus Christ.
- 2.04 The Church is a distinct ecclesiastical entity/province within the Patriarchate of Constantinople and, as such, has its own internal autonomy.
- 2.05 The Church governs its spiritual life according to the faith, dogma, and doctrine established by the Holy Scriptures, Sacred Traditions, the Seven Ecumenical Councils, Ten Local Councils and the Holy Fathers.

- 2.06 The Church is governed in all temporal matters by its Charter, being its Act of Incorporation, Chapter 98 of the Statutes of Canada, 1929 (as amended by Chapter 51 of the Statutes of Canada, 1990), its By-Laws as hereinafter set forth and the Resolutions of the General Council, it being understood that the Church directs and conducts its temporal life in accordance with conciliar process ("sobornopravnist" in the Ukrainian language).
- 2.07 The Church recognizes that good governance is integral to its spiritual life and therefore approaches all temporal matters in good faith guided by its spiritual life.

### **3. MEMBERSHIP**

- 3.01 Only duly qualified members shall comprise the membership of the Church. A duly qualified member means a person who:
- (i) is at least eighteen (18) years of age;
  - (ii) has been baptized and chrismated according to the practice of the Church or who, having received a valid baptism but not chrismation, has been received into the church through chrismation or through confession of the Orthodox faith, penitence and communion;
  - (iii) believes in and adheres to the faith, dogma, doctrine, moral teaching and ritual practices of the Ukrainian Orthodox Church of Canada;
  - (iv) complies with the rules and regulations of the Ukrainian Orthodox Church of Canada ; and
  - (v) is a member in good standing of his or her parish or mission.

### **4. GENERAL COUNCIL (SOBOR)**

- 4.01 Subject to the Act, the General Council is vested with the supreme power in all temporal matters of the Church and constitutes its highest legislative and administrative authority.
- 4.02 Without limiting the generality of the foregoing, the authority of the General Council shall include the following:
- (a) administration and management of all Church property, both real and personal;
  - (b) operation and management of all divisions, departments and institutions carrying out the administrative and business functions of the Church;

- (c) constitution and organization of General Council meetings and the order and conduct of proceedings;
- (d) election of members to the Consistory Board, Ecclesiastical Tribunal, Audit Committee and a prescribed number of members to the Board of Directors of St. Andrews College;
- (e) appointment of Standing Committees;
- (f) administration and management of all funds and trusts established in respect of the Church;
- (g) fostering and strengthening Christian development and activity within the Church;
- (h) appointment of Bishops and election of candidates to the Episcopacy, subject to canonical ratification by the Patriarchal Synod;
- (i) in conjunction with the Council of Bishops, prescribing educational standards and qualifications for candidates for theological degrees and diplomas conferred by a theological college or university sponsored by or affiliated with the Church;
- (j) in conjunction with the Council of Bishops, setting the basic standards of theological education, qualifications and training of candidates for the priesthood in the Church;
- (k) setting the standards and terms of service, including retirement, of all Clergy;
- (l) to serve as the court of last resort in respect of appeals from the Ecclesiastical Tribunal involving the laity of the Church;
- (m) establishment and administration of group insurance, pension, health and other plans for the benefit of the clergy and lay employees of the Church;
- (n) interrelations of the Church with other Orthodox as well as other Christian churches, religious bodies and institutions, according to the protocol of the Patriarchate of Constantinople;
- (o) enactment of By-Laws of the Church;
- (p) such other and further matters as may arise in respect of internal matters of administration affecting the Church.

4.03 The following members shall have the right to attend, participate and vote as delegates at a General Council:

- (a) Bishops of the Church;
- (b) Other Clergy of the Church, with the exception of those under suspension by the Church;
- (c) One lay delegate representing each parish and mission having twenty-five members or fewer, and for every parish and mission having more than twenty-five members, one lay delegate for each component of twenty-five members or majority portion thereof;
- (d) Members of the Consistory Board;
- (e) Members of all Standing Committees appointed by the General Council;
- (f) Editor of the official publication of the Church;
- (g) Two representatives from St. Andrews College in Winnipeg, appointed by the Board of Directors and Faculty of Theology, provided that one of the representatives shall be a member of the Faculty of Theology;

- (h) One representative from the Ukrainian Orthodox Church of Canada Foundation, appointed by its Board of Directors;
  - (i) Such other members as may be appointed by the General Council.
- 4.04 A General Council may be regular or special. A regular General Council shall be called by the Metropolitan as Primate of the Church and President of the Consistory Board, every five years at such time and place as the Consistory Board shall decide. A special General Council shall be held at a time and place determined by the Consistory Board and may be called by the Metropolitan, on his own initiative or at the request of the Consistory Board or the Council of Bishops or upon the written request of one-quarter of all the parishes and missions of the Church.
- 4.05 The convening of a General Council shall be communicated in advance by the Metropolitan to the, the Ecumenical Patriarch of Constantinople, with the request for the canonical Patriarchal blessing. At least ninety days notice of the General Council shall be published in the official publication of the Church and sent by regular mail to all Bishops, other clergy, parishes and missions as well as to all others who are entitled to participate in the General Council. Such notices shall contain a program agenda and a list of proposed resolutions, as prepared by the Consistory Board, for the General Council in question.
- 4.06 At a regular General Council, with the approval of the majority of members in attendance, issues and resolutions other than those contained in the official program agenda may be discussed and decided and passed. At a special General Council, only those issues for which same was called may be discussed and decided.
- 4.07 Prior to commencement of a General Council, a Divine Liturgy celebrated by the Metropolitan or his designate, shall be held with the participants of the General Council being encouraged to partake of the Holy Sacraments of Confession and Communion.
- 4.08 Proceedings at a General Council shall be conducted by a committee (presidium) comprised of the Metropolitan, as Chairman of the General Council, and four Vice-Chairpersons elected from the floor at the commencement of the General Council from among the members entitled to participate therein. Two of the Vice-Chairpersons shall be priests and two shall be lay persons. In the absence of the Metropolitan, the next senior Bishop shall serve as Chairman of the General Council.
- 4.09 General Council sessions shall be conducted by the Metropolitan, as Chairman, together with one of the Vice-Chairpersons in order of their election. During the sessions, the acting Vice-Chairpersons shall preserve order and decorum and decide all questions of order and procedure in accordance with Robert's Rules of Order, subject to a right of appeal to the General Council, to be decided without debate.

- 4.10 For the purpose of recording minutes of proceedings, the General Council shall elect the required number of secretaries from the members entitled to participate therein, such persons to be elected from the clergy and laity in equal numbers. Minutes of the General Council shall be signed by the Chairman and all of the secretaries elected.
- 4.11 A quorum at a General Council shall consist of fifty percent (50%) of the delegates registered at the commencement of its proceedings.
- 4.12 For purposes of a General Council, the following committees and Chairpersons thereof shall be appointed by the Consistory Board and confirmed or altered by the General Council at the commencement of its proceedings:
- (a) Program Committee;
  - (b) Credentials Committee;
  - (c) Expenditures and Travel Equalization Committee;
  - (d) Nominating Committee;
  - (e) Media and Public Relations Committee;
  - (f) Resolutions Committee;
  - (g) Rules and Procedures Committee; and
  - (h) Special Committees as required.
- 4.13 Voting at a General Council shall be by a show of hands except that in the case of a demand by five participating members present, voting shall be by secret ballot. Voting at a General Council shall be decided by a simple majority and proxies shall not be permitted.
- 4.14 Members in good standing of a parish or mission who are not delegates and any other person invited by the Metropolitan or the presidium may attend as guests at a General Council, but shall have no right to participate therein or vote thereat.

## **5. METROPOLITAN**

- 5.01 The Metropolitan of the Church shall be the ruling Bishop with the title of Archbishop of Winnipeg and the Central Eparchy, Metropolitan of the Ukrainian Orthodox Church of Canada. The Metropolitan is the Primate and highest ranking Bishop, spiritual authority, leader and teacher in the Church.
- 5.02 The candidate or candidates for the office of Metropolitan shall be elected by the General Council and shall be presented to the Patriarchal Synod for approval. The individual so elected to the office of Metropolitan shall serve as such until:
- (a) he dies, or
  - (b) he resigns or retires or
  - (c) he is deposed by due canonical process, or
  - (d) he is medically certified to be incapacitated.
- 5.03 In the event the office of Metropolitan shall be vacated, the next ranking senior Bishop shall serve in that office on an interim basis with the title of locum tenens.



- 5.04 In the event that the Metropolitan is unable to perform the duties of his office by reason of illness or other incapacity, the next ranking Bishop shall assume the duties of that office until such time as the Metropolitan is able to resume his duties or until the next General Council of the Church is convened.
- 5.05 The Council of Bishops may confer the title of Metropolitan Emeritus upon a Metropolitan who canonically vacates that office.
- 5.06 As Primate, the Metropolitan shall serve as:
- (a) Ruling bishop of the Central Eparchy;
  - (b) Chairman of the Council of Bishops;
  - (c) Chairman of the General Council;
  - (d) President of the Consistory Board;
  - (e) Ex-officio member of all other councils, boards, commissions, and committees within the Church.
- 5.07 The Metropolitan shall govern the internal affairs of the Church through the Consistory Board in accordance with Sacred Tradition and these by-laws.
- 5.08 The Metropolitan, by virtue of his office and as teacher and defender of the faith, shall have the following authority and duties in addition to those hereinbefore provided or accorded by the Canonical Tradition of the Orthodox Church:
- (a) to perpetuate, propagate and promote the teachings of the Orthodox Church;
  - (b) to oversee the welfare of the Church and order of worship, services, and rites;
  - (c) together with Eparchial Bishops, to consecrate candidates elected to the office of Bishop;
  - (d) to oversee the education and training of candidates for Holy Orders;
  - (e) to ordain candidates into the Holy Orders;
  - (f) to distribute the Holy Myrrh (Chrism) and Holy Antimensia received from the Ecumenical Patriarch of Constantinople;
  - (g) to supervise all Bishops and clergy of the Church;
  - (h) to provide spiritual guidance and brotherly counselling to the Bishops and clergy with respect to their private lives and their responsibilities in performing their archpastoral, pastoral and spiritual functions;
  - (i) to issue archpastoral letters to the clergy and laity of the Church;
  - (j) in consultation with the Council of Bishops and Consistory Board, to receive and consider petitions for admission from members of the clergy of other churches;
  - (k) together with Eparchial Bishops, to dedicate and consecrate houses of worship, altars, cemeteries, institutions and other establishments of the Church;
  - (l) to award certificates of honour and other forms of recognition to persons for outstanding service to the Church;
  - (m) to inform the General Council of the spiritual state of affairs of the Church;
  - (n) to use only such seal of office as is approved by the Council of Bishops;

- (o) to visit all missions and parishes of the Church on a regular basis and to attend eparchial retreats, conferences and assemblies;
- (p) to present to the General Council through the Consistory Board, the names of suitable candidates for election to the office of Bishop, with the names of the candidate(s) so elected to be submitted to the Patriarchal Synod for canonical election and ratification for the purpose of consecration;
- (q) to recommend to the Consistory Board, suitable candidates for ordination into the priesthood of the Church;
- (r) in general, to represent the Church in all respects;
- (s) to authorize imposition of sanctions under Church authority and these by-laws against any member of the clergy or laity or against any mission or parish of the Church in accordance with due canonical procedure of the Ecclesiastical Tribunal;
- (t) to carry out the duties of a Eparchial Bishop in such eparchy where there is no Eparchial Bishop for whatever reason;
- (u) to act in the place and stead of the Council of Bishops in the event same shall not exist;
- (v) to maintain communication and dialogue with the Ecumenical Patriarch, hierarchs and other spiritual representatives of other Orthodox Churches and, in general, with hierarchs and spiritual representatives of other Christian faiths;
- (w) to perform such other functions of his office as may be required.

5.09 As President of the Consistory Board, the Metropolitan, in consultation with and approval of the Consistory Board, shall have the following responsibilities:

- (a) to convene General Councils of the Church;
- (b) to decide and carry out transfer or assignment of priests to missions or parishes;
- (c) to bestow awards of merit to members of the clergy for outstanding service to the Church and its members;
- (d) to authorize, sanction and approve the establishment of brotherhoods, sisterhoods and other religious and educational institutions or charitable organizations within the Church.

5.10 In consultation with the Council of Bishops, the Metropolitan shall approve all liturgical and theological material for use or publication in the entire Church.

5.11 In consultation with the Council of Bishops, the Metropolitan shall approve and bless the establishment of monastic communities and other institutions of the Church.

5.12 In the event of a vacancy in the office of the Metropolitan, names of candidates for that office shall be presented to the Consistory Board by the Council of Bishops for election at a General Council to be convened not later than one year after such vacancy occurs and the name of the candidate so elected shall thereafter immediately be submitted to the Patriarchal Synod for canonical ratification for the purpose of consecration or elevation.

5.13 Any resignation from the office of Metropolitan shall be submitted, in writing, on at least six months notice to the Council of Bishops, Consistory Board of the Church and to the Ecumenical Patriarch.

## **6. EPARCHIAL BISHOPS**

6.01 Every Bishop shall reside in and carry the title of the city and the eparchy which he administers as follows:

- (a) Archbishop of Winnipeg and the Central Eparchy, Metropolitan of the Ukrainian Orthodox Church of Canada;
- (b) Bishop of Toronto and the Eastern Eparchy;
- (c) Bishop of Edmonton and the Western Eparchy.

6.02 Candidates for the rank of Bishop shall be presented to the Metropolitan by the Council of Bishops and the Consistory Board. If accepted, the candidate(s) shall be presented to a General Council by the Consistory Board, and the names of those elected shall be submitted immediately thereafter to the Patriarchal Synod for approval for the purpose of consecration or installation..

6.03 The minimum qualifications for candidature for the rank of Bishop shall include the following:

- (a) male person who is celibate or a widower;
- (b) eligibility for membership in the priesthood;
- (c) attainment of the age of thirty-five years;
- (d) pronouncement of the second monastic vows (little schema);
- (e) completion of required academic and theological studies;
- (f) steadfastness of faith, piety and moral values;
- (g) demonstrated leadership qualities in pastoral or monastic service.

6.04 A Eparchial Bishop shall have the following authority and responsibilities within his eparchy:

- (a) to perpetuate, propagate and promote the teachings of the Orthodox Church;
- (b) to oversee the spiritual well-being and general welfare of clergy, missions, parishes, and deaneries;
- (c) to visit missions and parishes on a regular basis;
- (d) to dedicate and consecrate houses of worship, altars; cemeteries, institutions and other establishments in his eparchy;
- (e) to represent the Church and, in consultation with the Metropolitan, promote the organization and establishment of missions and parishes;
- (f) to ordain candidates into the Holy Orders;
- (g) to decide and carry out intra-eparchial transfers or assignment of priests to missions or parishes in consultation with the Metropolitan and approval of the Consistory Board;

- (h) to provide spiritual guidance and brotherly counselling to clergy with respect to their private lives and their responsibilities in performing their pastoral and spiritual functions;
- (i) to recommend to the Metropolitan the names of members of the clergy within the eparchy to receive awards for outstanding service to the Church and its faithful;
- (j) to authorize imposition of sanctions under Church authority and these by-laws against any member of the clergy or laity in the eparchy in accordance with due canonical procedure of the Ecclesiastical Tribunal;
- (k) to convene annual eparchial assemblies, conferences and retreats;
- (l) to submit written reports on his activities and the status of spiritual life in the eparchy, to the Metropolitan, on an annual basis or as the Metropolitan may otherwise require.

6.05 A Eparchial Bishop shall also have the following responsibilities:

- (a) to participate in the consecration of candidates elected to the office of Bishop
- (b) to serve on the Council of Bishops;
- (c) to report to the General Council and to the Consistory Board on the spiritual state of affairs within his eparchy;
- (d) to use only such seal of office as is approved by the Council of Bishops;
- (e) to preside at eparchial assemblies, conferences and retreats;
- (f) to carry out all other functions in his eparchy as are required by his office.

6.06 Any resignation from the office of Bishop shall be submitted in writing, on at least six months notice, to the Metropolitan, who shall then inform the Consistory Board of the Church and the Ecumenical Patriarch.

## **7. AUXILIARY BISHOPS**

7.01 Auxiliary Bishops shall serve to assist Eparchial Bishops in the fulfilment of their duties of office and shall carry the following titles:

- (a) in the Central Eparchy, Bishop of Saskatoon, Assistant to the Archbishop of Winnipeg and the Central Eparchy;
- (b) in the Eastern Eparchy, Bishop of Montreal, Assistant to the Bishop of Toronto and the Eastern Eparchy;
- (c) in the Western Eparchy, Bishop of Vancouver, Assistant to the Bishop of Edmonton and the Western Eparchy.

7.02 Candidates for the office of Auxiliary Bishop shall be presented to the Metropolitan by the Council of Bishops and the Consistory Board. If accepted, the candidate(s) shall be presented to a General Council by the Consistory Board, and the names of those elected shall be submitted immediately thereafter to the Patriarchal Synod for approval for the purpose of consecration or installation.

- 7.03 The qualifications of an Auxiliary Bishop shall include the following:
- (a) male person who is celibate or a widower;
  - (b) eligibility for membership in the priesthood;
  - (c) attainment of the age of thirty-five years;
  - (d) pronouncement of at least the second monastic vows (little schema);
  - (e) completion of appropriate academic and theological studies;
  - (f) steadfastness of faith, piety and moral values;
  - (g) demonstrated leadership qualities in pastoral or monastic service.
- 7.04 An Auxiliary Bishop shall have and carry out such administrative and spiritual responsibilities and duties as may be assigned by the Council of Bishops or the Eparchial Bishop to whom he serves as assistant.

## **8. ADMINISTRATOR**

- 8.01 In the event a vacancy in the office of the Metropolitan shall occur when there is no senior Bishop or other Bishop to serve in that office on an interim basis, the Consistory Board shall arrange for the selection of an Administrator who, in council with the Consistory Board, shall provide spiritual leadership and guidance in the Church under the tutelage of an Orthodox Bishop who is under the omophorion of the Ecumenical Patriarch of Constantinople.
- 8.02 In the event a vacancy in the office of Eparchial Bishop shall occur when there is no Bishop to serve in that office on an interim basis, the Consistory Board shall arrange for the selection of an Administrator who, in council with the Consistory Board, shall provide spiritual leadership and guidance in the Eparchy under the tutelage of the Metropolitan.
- 8.03 The Administrator shall be a priest and his selection shall be subject to confirmation by the General Council .
- 8.04 The Administrator shall perform the duties of the office of Metropolitan or Eparchial Bishop, as the case may be, except those which, by reason of his not being a Bishop, the Administrator is not qualified to perform according to the canons of the Orthodox Church.
- 8.05 The term of office of the Administrator shall terminate at the General Council, whether regular or special, next following the General Council at which his selection as Administrator was confirmed.

## **9. COUNCIL OF BISHOPS**

- 9.01 The Council of Bishops is the ecclesiastical body which is the canonical authority in all spiritual and ecclesiastical matters in the Church and without limiting the generality of the foregoing, in all matters involving doctrine, canonical order, liturgical practice and moral issues, subject to the supreme canonical authority of the Patriarchal Synod.

- 9.02 The Council of Bishops shall be composed of the Metropolitan and at least two other Eparchial Bishops of the Church. The Metropolitan shall preside over meetings of the Council of Bishops and the secretary shall be elected from among the Bishops. At the discretion of the Metropolitan, Auxiliary Bishops may attend and participate at such meetings.
- 9.03 Meetings of the Council of Bishops shall be convened by the Metropolitan and shall be held semi-annually, or as the Metropolitan shall otherwise deem necessary, to consider and decide spiritual, ecclesiastical and moral issues affecting the Church or matters involving Church discipline.
- 9.04 The convening of a meeting of the Council of Bishops shall be communicated in advance by the Metropolitan to the Ecumenical Patriarch with the request for canonical Patriarchal blessing.
- 9.05 Decisions of the Council of Bishops shall be made by a majority vote and in the event of a tie, the Metropolitan shall have a second or casting vote.
- 9.06 Decisions of the Council of Bishops shall be communicated by the Metropolitan to the Ecumenical Patriarch for his blessing. Such decisions shall be implemented by the Metropolitan through the Consistory Board and the Presidium;
- 9.07 The authority and responsibilities of the Council of Bishops, in respect of spiritual, ecclesiastical and moral matters affecting the Church, shall include the following:
- (a) to review, consider and decide questions relating to dogma, canons, traditions, rites and liturgical practice in the Church and, in general, concerning preservation of the faith;
  - (b) to review, foster and support missionary work and activities of the Church;
  - (c) to review, consider and decide questions pertaining to uniformity and standardization of worship services;
  - (d) to authorize implementation of new worship services, prayers and Church hymns;
  - (e) to authorize translations of the Holy Scriptures and liturgical or educational writings for use in the Church;
  - (f) to assure and enforce the purity of ecclesiastical arts within the Church, including iconography, architecture and decorative works;
  - (g) to set the standards of theological education, qualifications and training of candidates for the priesthood in the Church and, in particular, overseeing the Faculty of Theology at St. Andrews College in Winnipeg;
  - (h) to prescribe the educational standards and qualifications for candidates for theological degrees and diplomas conferred by a theological college or university affiliated with or sponsored or recognized by the Church;
  - (i) to consider, review and approve the subject-matter and courses of religious education within the Church and the qualifications and professional standards of persons to administer and teach same;
  - (j) to appoint a board of examiners for the examination of qualifications of candidates for ordination;

- (k) to regulate and oversee the ordination of clergy, their appointment, transfer, retirement, resignation, relinquishment or abandonment of office, or removal from office;
- (l) to guide and instruct members of the clergy and monastic communities relative to the performance of their duties and responsibilities;
- (m) to provide spiritual guidance and archpastoral counsel to members of the clergy in the performance of their pastoral and spiritual duties and with respect to their private lives;
- (n) to receive and consider petitions for admission from clergy of other churches and to make recommendations in respect thereof to the Metropolitan;
- (o) to receive, consider, decide and provide counsel on theological or canonical issues on referral by the General Council or the Consistory;
- (p) to refer, through the Metropolitan, any ecclesiastical or canonical issue to the Patriarchal Synod for clarification, guidance or resolution;
- (q) to promulgate and implement any ordinance, decision or edict of the Patriarchal Synod in respect of theological or canonical issues.

9.08 The Council of Bishops shall also serve as the Court of last resort in respect of appeals from the Ecclesiastical Tribunal involving the conduct of a member of the clergy of the Church, subject to the supreme canonical authority of the Patriarchal Synod.

9.09 The Council of Bishops shall have the further responsibility of carrying out such other functions as may be provided for in these by-laws and the canonical Tradition of the Orthodox Church.

9.10 In the event there shall be an insufficient number of Bishops to constitute a Council of Bishops, the Metropolitan shall act in its place and stead.

## **10. PRIESTS AND DEACONS**

10.01 Only a cleric who has been formally admitted through ordination or canonical reception into the ranks of the clergy of the Church may administer the Holy Sacraments, celebrate the Divine Liturgy and conduct other worship services or prayers, consistent with his ecclesiastical order, and perform all other duties reserved for priests in and of the Church.

10.02 A priest is responsible before God and the Church for the preservation of the Orthodox faith and the perpetuation, propagation and promotion of the teachings of the Church. Such responsibility extends, in particular, to the spiritual life, activities, growth, enlightenment, discipline and morals in the mission(s) or parish(es) entrusted to him.

- 10.03 The minimum qualifications for candidature for the priesthood shall include the following:
- (a) male person who has attained the age of twenty-five years;
  - (b) completion of required academic and theological studies;
  - (c) steadfastness of faith, piety and moral values;
  - (d) solemn affirmation of faithfulness to the Church;
  - (e) avowal of obedience to the Metropolitan and the Eparchial Bishop;
  - (f) no canonical obstacles to ordination.
- 10.04 A person seeking to become ordained into the priesthood in the Church shall submit a written application in the prescribed form to the Metropolitan in the first instance, incorporating with his application proof of academic standing and graduate status, medical certification of his state of health and letters of recommendation from at least two Bishops or priests of the Church (or a combination thereof).
- 10.05 In the event an applicant for ordination into the priesthood is unable to produce the required documentation or references mentioned in the next preceding paragraph, or if the material submitted with his application is deemed to be insufficient or unsatisfactory in the opinion of the Metropolitan, the applicant shall submit to and be required to pass examinations in subjects prescribed by the Metropolitan in consultation with the Council of Bishops. Such examinations shall be conducted by the board of examiners mentioned in subparagraph 9.07(j).
- 10.06 Subject to the provisions of the next following paragraph 10.07, an applicant who has met the basic requirements for candidature for ordination and who has been approved by the board of examiners mentioned in subparagraph 9.07(j), may only be ordained into the priesthood with the approval of the Metropolitan and Consistory Board.
- 10.07 A Bishop shall have the right to deny the ordination of a candidate, without being required to give reasons, which may be known to him only, and for which he is answerable only to God and his conscience.
- 10.08 Approved candidates for ordination shall be ordained into the priesthood by the Metropolitan or another Bishop of the Church.
- 10.09 Priests and Deacons shall be responsible to the Metropolitan and their Eparchial Bishop in the performance of their pastoral duties and shall abide by and act in accordance with the Orthodox Church Practice and Tradition, the Act and bylaws of the Church, decisions of the Council of Bishops and the General Council and directives of the Consistory Board.
- 10.10 Without limiting the generality of the foregoing, the duties of a priest shall include the following:



- (a) to perpetuate, propagate and promote the teachings of the Orthodox Church;
  - (b) to encourage the spiritual development and growth of members of his mission or parish;
  - (c) to promote and enforce Church discipline and oversee moral life in his mission or parish;
  - (d) to serve as the pastor/rector to the mission or parish in all matters pertaining to the Church and to serve, ex officio, as a member of the executive and all committees of his mission or parish;
  - (e) to attend and participate in any and all general, executive and committee meetings of his mission or parish;
  - (f) to administer the Holy Sacraments, celebrate the Divine Liturgy and conduct other worship services or prayers, according to the needs of the members of his mission or parish;
  - (g) to determine the time and order of the Divine Liturgy and other services of worship, in consultation with the executive committee of his mission or parish;
  - (h) to visit and bless the homes of members of his mission or parish at least once a year;
  - (i) to maintain a record of baptisms, marriages, deaths and such other records as may be prescribed by the Council of Bishops, the Consistory Board and the civil authorities;
  - (j) to organize, direct and supervise religious teachings and instruction of the faithful and to oversee the proper religious education and spiritual development of all children and youth in his mission or parish;
  - (k) to submit written reports on the activities and status of spiritual life in the mission or parish entrusted to him, to his Eparchial Bishop, on an annual basis or as may otherwise be required;
  - (l) to attend Eparchial assemblies, conferences and retreats;
  - (m) to carry on missionary work on behalf of the Church;
  - (n) to seek the guidance and counsel of his Eparchial Bishop in the performance of his pastoral and spiritual duties;
  - (o) to perform all such other duties and functions necessary to maintain, encourage and enhance the spiritual development and growth of the mission or parish entrusted to him.
- 10.11 A priest shall not participate or involve himself in any matters relating to any mission or parish other than the mission or parish entrusted to him, unless upon approval or instruction by the Eparchial Bishop.
- 10.12 A priest shall not engage in secular employment without the permission of the Eparchial Bishop in consultation with the Metropolitan and Consistory Board.

- 10.13 A priest who conducts himself in a manner incompatible with his calling or who fails to comply with rules of conduct or directives of the Metropolitan, Council of Bishops or his Eparchial Bishop, or if he contravenes the provisions of the Act or these bylaws or decisions of the General Council or Consistory Board, shall be subject to temporary suspension or other sanction as the Metropolitan, in consultation with the Council of Bishops, may decide, and such priest shall have his conduct adjudged in accordance with due canonical procedure of the Ecclesiastical Tribunal.
- 10.14 A priest shall not conduct worship services of any nature in a mission or parish assigned to another priest, in the absence of a request or permission of that other priest, unless in the event of an emergency and with the approval of the Eparchial Bishop.
- 10.15 The priest assigned to a parish is to be known as its Rector, while in the case of a Cathedral parish, the Eparchial Bishop is the Rector and the priest assigned to the Cathedral parish is to be known as the Dean.
- 10.16 While only priests duly ordained in the Church may conduct worship services and perform other pastoral duties in the Church, the Metropolitan or Eparchial Bishop may, in exceptional circumstances, grant permission to a priest of another canonical Orthodox Church to conduct worship services as a guest priest, provided the rank and membership of such priest in his own Church is in good standing.
- 10.17 In the event that a priest from another Orthodox Church applies for a transfer therefrom for the purpose of joining the priesthood of the Church, he shall comply with the provisions of paragraph 10.04 and include with his application, a certificate of his ordination and a written canonical release from his Bishop. The provisions of paragraphs 10.05, 10.06 and 10.07 shall apply in like manner to such application.
- 10.18 In the event that a priest from the Catholic clergy in communion with the Pope of Rome desires to join the priesthood of the Church, the provisions of the next preceding paragraph 10.17 shall apply and upon receiving the approval and recommendation of the Metropolitan, as communicated to the Consistory Board, such priest shall be received in the manner approved by the Council of Bishops.

## **11. CONSISTORY BOARD**

- 11.01 Subject to the provisions of the Act, these bylaws and decisions of the General Council, the affairs of the Church in all temporal matters shall be managed by the Consistory Board.
- 11.02 The Consistory Board shall be composed of all Bishops of the Church together with at least eighteen (18) other persons elected at a General Council in equal representation from among the clergy and laity of the Church. One of the representatives of the clergy shall be the Chancellor.

- 11.03 The election of the Chancellor at a General Council, shall be held prior to and separately from the election of the other clergymen to the Consistory Board.
- 11.04 The Metropolitan, by virtue of his office as Primate, shall serve as the President of the Consistory Board.
- 11.05 An elected member of the Consistory Board shall hold office for a five (5) year term and shall be eligible for re-election, but in no event may a person serve as a member of the Consistory Board for more than two (2) successive terms of office unless he is elected to the office of Chancellor.
- 11.06 The composition of the Consistory Board shall be such that no fewer than two priests and two lay persons residing in each eparchy of the Church shall be elected to the Board.
- 11.07 The Consistory Board shall meet according to need but, in any event, at least once in each year. The quorum for transaction of business at any meeting of the Consistory Board shall be a majority of the elected members.
- 11.08 The authority and responsibilities of the Consistory Board shall include the following:
- (a) administration and enforcement of the Act and bylaws of the Church;
  - (b) implementation of the decisions of the Metropolitan, Council of Bishops and the General Council;
  - (c) establishment and adoption of a budget for the operations of the Church each year;
  - (d) examination and approval of annual financial reports pertaining to Church operations;
  - (e) supervision of the collection of annual assessments and fees payable by Church missions and parishes;
  - (f) allocation of general Church funds;
  - (g) maintaining an inventory of all Church property;
  - (h) supervision of the operation and management of all divisions, departments and institutions carrying out the administrative and business functions of the Church;
  - (i) administration and management of all funds and trusts established in respect of the Church;
  - (j) reporting to the General Council on the general state of affairs of the Church, particularly in respect of administrative and fiscal matters arising out of Church operations since the last General Council.
  - (k) annual review of the operations of theological and educational institutions affiliated with the Church and the publication of the official organ of the Church;
  - (l) consideration and approval of applicants for ordination or reception into the priesthood of the Church;
  - (m) consideration and approval of applications of missions and parishes for admission into and affiliation with the Church;

- (n) consideration and approval of statutes and bylaws of missions and parishes affiliated with the Church;
  - (o) appointment of such standing or ad hoc committees as may be required to carry out specific assignments for the benefit of the Church;
  - (p) review of regular reports received from the Presidium and acting upon such matters pertaining thereto or arising therefrom as the Consistory Board may decide;
  - (q) resolution of administrative, missionary, educational, fiscal or other temporal matters concerning the Church, with power to delegate same to the Presidium, subject to the ultimate authority of the General Council;
  - (r) such other and further matters as may arise in respect of the operations of the Church or as may be assigned by the General Council.
- 11.09 Where a vacancy in an elected position on the Consistory Board occurs for any reason, the Consistory Board may appoint a duly qualified member of the Church to fill the vacancy until the next General Council, except that if a vacancy in the office of Chancellor occurs, the Consistory Board shall appoint an elected clergyman from within its midst to serve as acting Chancellor until the next General Council.
- 11.10 Meetings of the Consistory Board shall be convened by the Metropolitan, as President, or with his consent by the Chancellor, as Chairman of the Presidium of the Consistory Board, and written notice thereof shall be delivered or mailed to every member of the Consistory Board by ordinary mail or by electronic mail to his or her last known address at least thirty (30) days prior to the meeting. In addition, such notice shall be published in the official organ of the Church .
- 11.11 Matters arising at any meeting of the Consistory Board shall be decided by the majority of votes of the elected members present thereat and subject to the provisions of the next succeeding paragraph, the chairman of the meeting shall have a second or casting vote in the event of an equality of votes initially cast.
- 11.12 Any resolution passed at a meeting of the Consistory Board shall be subject to the ratification and written approval of the Metropolitan. The subject matter of a resolution passed by the Consistory Board shall not be implemented or acted upon until the Metropolitan has consented thereto in writing or, in the absence of such consent, such resolution is ratified and approved at a regular or special General Council on referral by the Consistory Board.
- 11.13 Minutes of meetings of the Consistory Board shall be recorded by a secretary who shall be elected for that purpose at each meeting and the minutes shall be signed by the Metropolitan, Chancellor and the secretary.
- 11.14 A resolution in writing, signed by all of the members of the Consistory Board entitled to vote on that resolution and having received the written consent and approval of the Metropolitan, shall be as valid and effectual as if it had been passed at a meeting of the Consistory Board duly convened and held.

- 11.15 With the consent of the Metropolitan, in the event of extenuating circumstances preventing one or more members of the Consistory Board from attending a meeting in person, such member(s) may participate in such a meeting by means of telephone or other electronic communication permitting all persons participating in the meeting to hear each other and the member(s) participating in such manner shall be deemed for all purposes to have been present at that meeting.
- 11.16 In the event an elected member is absent from three consecutive meetings of the Consistory Board without valid and legitimate reason in the opinion of the Metropolitan, the Consistory Board may, by resolution duly passed by the majority of members and consented to in writing by the Metropolitan, declare that such member has forfeited his or her position on the Consistory Board and may appoint a duly qualified member of the Church to fill the vacancy until the next General Council.
- 11.17 A member of the Consistory Board who embarks upon conduct which contravenes or is inconsistent with the teachings, faith, dogma or ritual practices of the Orthodox Church, or its rules and regulations, or who is adjudged a bankrupt or who is found guilty of a criminal offence, shall be subject to suspension or such other sanction as the Metropolitan, in consultation with the Council of Bishops, may decide, until the conduct of such member is adjudged in accordance with due canonical procedure of the Ecclesiastical Tribunal.

## **12. PRESIDIUM**

- 12.01 Immediately following the election of the Consistory Board, a meeting of its newly elected members shall be convened for the purpose of electing from their midst, the Presidium of administration of the Consistory Board, comprised of the following officers who shall serve on the Presidium together with the Metropolitan in his capacity as President thereof and the Chancellor as Chair thereof:
- (a) Vice-Chairman who shall be a priest;
  - (b) Secretary who shall be a priest;
  - (c) Treasurer who shall be from the laity;
  - (d) Assistant Secretary who shall be from the laity.
- 12.02 The elected members of the Presidium, namely, the Chancellor, Vice-Chairman, Secretary, Treasurer and Assistant Secretary, shall hold office for a five (5) year term and, subject to the provisions of paragraph 11.09, where a vacancy on the Presidium occurs for any reason, the remaining members of the Presidium may appoint a member of the Consistory Board to fill such vacancy until the next General Council
- 12.03 The authority and responsibilities of the Presidium shall include the following:
- (a) implementation of the decisions of the General Council and Consistory Board;

- (b) management and administration of the day to day operations and business affairs of the Church, with full accountability to the Consistory Board, in accordance with the provisions of the Act and bylaws of the Church;
- (c) subject to the consent of the Metropolitan, as President, and the ratification and approval of the Consistory Board, to decide and carry out all matters involving the management and general operation of the head office of administration of the Church;
- (d) through the Chancellor, to report on its activities and decisions to the Consistory Board on a regular and timely basis, for ratification and approval thereof or for such instruction and further action as the Consistory Board may require to be carried out;
- (e) to provide written annual reports on its activities to the Consistory Board and to prepare for consideration and approval by the Consistory Board each year, a budget for all income and expenditures of the Church anticipated for the next succeeding year;
- (f) to enforce the payment of annual levies and other financial obligations to the Church by all missions and parishes;
- (g) to appoint committees for consultative purposes in respect of the operations of the Church, and particularly in respect of prospective purchase or sale of assets and property and feasibility of future projects contemplated for the benefit of the Church;
- (h) to refer for ultimate decision by the Consistory Board, all matters which are of such major import and significance, in terms of the overall well-being, organization and self-government of the Church, so as to be beyond the competency and authority of the Presidium to consider or resolve on its own in the first instance;
- (i) to implement such decisions of the Council of Bishops as may be requested by the Metropolitan;
- (j) to implement decisions of the Metropolitan pertaining to inter-eparchial transfer or assignment of clergy to missions or parishes;
- (k) to implement and carry out decisions of the Ecclesiastical Tribunal or General Council in respect of disciplinary matters within the Church.

12.04 Meetings of the Presidium shall be held on a monthly basis or according to need and at least eight (8) times in each year. The quorum for transaction of business at a meeting of the Presidium shall be the Metropolitan or the Chancellor (or in his absence the Vice-Chairman) plus any two other officers.

12.05 Meetings of the Presidium shall be convened by the Chancellor or by any two other officers acting with the approval of the Metropolitan. At least seven days notice of the meetings shall be given to each officer orally in person or by telephone or by written notice delivered or mailed by ordinary mail or electronic mail to his or her last known address.

12.06 Minutes of meetings of the Presidium shall be recorded by the Secretary or Assistant Secretary and shall be signed by either of them so acting, as well as the Chancellor (or Vice-Chairman, as the case may be) and the Metropolitan.

- 12.07 Matters arising at any meeting of the Presidium shall be decided by the majority of votes of the elected officers present and subject to the provisions of the next succeeding paragraph, the chairman of the meeting shall have a second or casting vote in the event of an equality of votes initially cast.
- 12.08 Any resolution passed at a meeting of the Presidium shall require the approval of the Metropolitan in the first instance and shall also be subject to the subsequent ratification and approval of the Consistory Board.
- 12.09 The Chancellor shall serve as chief executive officer of the Church, as well as general manager of its head office operations and is responsible for the implementation of all decisions made by the Presidium and the Consistory Board. He shall call and serve as Chairman at meetings of the Presidium and, together with the Secretary, sign all corporate documents of the Church. He shall also have care and custody of the official corporate seal of the Church.
- 12.10 The Vice-Chairman shall act in the absence or disability of the Chancellor and shall exercise the powers of the Chancellor and perform such other duties as may be required from time to time.
- 12.11 The Secretary shall keep minutes at meetings of the Presidium and shall receive all correspondence coming before its meetings. The Secretary shall sign, together with the Chancellor, all corporate documents of the Church and preserve and retain custody thereof if so required.
- 12.12 The Assistant Secretary shall act in the absence or disability of the Secretary and shall exercise the powers of the Secretary and perform such duties as may be required from time to time.
- 12.13 The Treasurer shall oversee the general administration of the financial affairs of the Church and provide reports with respect thereto at meetings of the Presidium. The Treasurer shall assist in the preparation of an annual budget and the presentation thereof to the Presidium and the Consistory Board. In addition, the Treasurer shall receive annual financial statements prepared in respect of Church operations during a fiscal year and provide annual reports to the Presidium and the Consistory Board relative thereto.

### **13. AUDIT COMMITTEE**

- 13.01 The Audit Committee shall be composed of three members, one from the clergy and two from the laity, elected at a General Council. Two alternate members, one of whom shall be a priest, shall also be elected.
- 13.02 The three members initially elected to serve on the Audit Committee shall hold office for a five (5) year term and shall be eligible for re-election, but in no event may a person serve as a member of the Audit Committee for more than two (2) successive terms of office.

- 13.03 The three members initially elected to the Audit Committee shall elect a chairperson from among themselves and their official duties shall commence immediately upon conclusion of the General Council at which they were elected. In the event of a vacancy occurring among the three members initially elected, one of the alternate members shall fill such vacancy on the understanding that an alternate member who is a priest shall fill any such vacancy created by an original member who was a priest and an alternate member who is a layman shall fill the vacancy created by an original lay member.
- 13.04 The Audit Committee shall meet according to need but, in any event, at least once in each year. Such meetings shall be convened by the chairperson on his own initiative or upon request of the Metropolitan, the Consistory Board or the Presidium. The quorum for transaction of business at any meeting of the Audit Committee shall be a majority of the members thereof.
- 13.05 Prior to each fiscal year of the Church, on the recommendation of the Audit Committee, but subject to the approval of the Consistory Board, the Presidium shall engage a chartered accountant or a firm of chartered accountants to serve as the appointed auditor for the Church during the ensuing fiscal year.
- 13.06 The appointment of the auditor for the Church shall require a complete audit of the books and accounts of the Church and its divisions and departments for the fiscal year in question, with a full written report in respect thereof to be submitted by the auditor to the Presidium within three (3) months of the fiscal year end. For the fiscal year immediately preceding a regular General Council the report of the Auditor shall include comparable figures for all line items in the financial statements of the Church for the fiscal years since the last General Council.
- 13.07 During its term of office, the Audit Committee shall receive and review all financial statements and reports prepared by the appointed auditor for the Church each fiscal year. The Audit Committee shall review the procedure followed by the appointed auditor in conducting the audit and shall carry out such investigation and inquiries as it may consider necessary in respect of reporting procedure, internal controls and the state of accounts and books maintained by the Church and its divisions and departments. Within thirty (30) days after receipt of the financial statements and reports prepared by the appointed auditor each fiscal year, the Audit Committee shall provide its written report to the Presidium with respect to its findings, observations and recommendations relative to its audit conducted in respect thereof.
- 13.08 Copies of the financial statements and reports prepared by the appointed auditor of the Church each fiscal year, together with a copy of the report of the Audit Committee with respect thereto, shall be provided by the Presidium to all priests, parishes and missions of the Church within thirty (30) days after acceptance and approval thereof by the Consistory Board.



- 13.09 The Audit Committee shall report to the General Council relative to its findings, observations and recommendations based upon its reviews, investigations and inquiries carried out in respect of the financial reports and audits for the fiscal years since the last General Council.

**14. PARISHES, MISSIONS AND PAROCHIAL DISTRICTS**

- 14.01 Parishes and Missions constitute the basic components of organizational membership within the Church and the official status of the parishes and missions which were accepted into and gained affiliation with the Church prior to the passing of these by-laws shall remain unchanged and shall continue to be recognized, provided they remain in good standing with the Church at the time these by-laws are passed.
- 14.02 A group of Orthodox Christians who adhere to the faith, dogma and ritual practice of the Orthodox Church and seek to become affiliated with the Ukrainian Orthodox Church of Canada as a parish or mission organized for religious worship and instruction, shall signify such intention by formal notice, in writing, to the Bishop in the eparchy where the parish or mission is sought to be located. Subject to the consent of the Eparchial Bishop in question, the persons seeking affiliation shall then signify their intention in that regard by a resolution passed at a meeting duly called and held for that purpose.
- 14.03 Subject to the provisions of the next preceding paragraph 14.02, a group of Orthodox Christians who adhere to the faith, dogma and ritual practice of the Orthodox Church and who seek organizational affiliation with the Ukrainian Orthodox Church of Canada as a parish or mission, shall submit a written application therefor in the prescribed form to the Consistory Board, together with a certified copy of the aforesaid resolution passed in that regard and a copy of the applicant group's draft by-laws which shall substantially be in the form of the "Model By-laws for Parishes and Missions" appended to these by-laws as Schedule "A".
- 14.04 Acceptance of an application for affiliation with the Church as a parish or mission shall be decided by the Consistory Board in consultation with the Eparchial Bishop having jurisdiction in the matter, provided that it shall be a condition of any such acceptance that the parish or mission becoming affiliated with the Church shall, within sixty (60) days after receiving written notice to that effect from the Consistory Board, pass a resolution adopting by-laws substantially in the form of the "Model By-laws for Parishes and Missions" appended to these by-laws as Schedule "A" with such modifications thereto as special circumstances may require and are approved by the Consistory Board in consultation with the Eparchial Bishop having jurisdiction in the matter. A certified copy of such resolution and the by-laws adopted by the parish or mission shall be submitted to the Consistory Board within thirty (30) days after the meeting at which the resolution was passed and upon receipt thereof, the Consistory Board may cause a "Certificate of Admission" in the form appended to these by-laws as

Schedule "B" to be issued to the newly affiliated parish or mission, as the case may be.

- 14.05 Every parish or mission shall conduct its affairs in accordance with its approved by-laws and shall, as a constituent part of the Church, abide by and operate in accordance with Church Tradition, the Act and by-laws of the Church, decisions of the Council of Bishops and the General Council and directives of the Consistory Board.
- 14.06 Every parish and mission shall pay into the general fund of the Church such annual levies and assessments as may be determined by the General Council from time to time.
- 14.07 Every parish and mission shall, within thirty (30) days following its annual meeting, submit a written report to the Presidium of the Consistory Board, providing a copy of the financial statements for the past fiscal year, particulars of activities and operations conducted during that year and names and addresses of members of the newly elected executive of the parish or mission for the current year.
- 14.08 The assets and property, both real and personal, of a parish or mission are under the ownership and control of the members thereof and shall remain under the management of the executive thereof. In the event of disbandment of a parish or mission, or after liquidation of assets, the residue of the assets and property thereof shall, after payment of all debts and expenses, accrue to and vest in the Ukrainian Orthodox Church of Canada.
- 14.09 In the event the members of a parish or mission, or the executive thereof, fail to comply with the rules of conduct or directives of the Metropolitan, Council of Bishops or the Eparchial Bishop, or otherwise contravene the provisions of the Act or these by-laws, or decisions of the General Council or Consistory Board, or permit un-Orthodox teachings in the parish or mission, or if a divisiveness or general disorder among the members shall occur so as to threaten a normal and harmonious existence of the membership, the Consistory Board may appoint three (3) trustees from among the membership of the parish or mission in question to manage and supervise the general affairs of the parish or mission until order and normal Christian life are restored.
- 14.10 Individuals or families residing in areas where there is no parish or mission may apply directly to the Eparchial Bishop for membership in a parish or mission within his eparchy by making such declaration of the Orthodox faith and providing such other information as the Eparchial Bishop may require. When considering such application, the Eparchial Bishop may consult with the executive of the parish or mission in which membership is being contemplated and if the application is approved by the Eparchial Bishop, membership gained thereby shall be subject to compliance with the duties and obligations of members in the parish or mission.

- 14.11 The Eparchial Bishop may establish a Parochial District with two or more parishes and missions to be served by at least one priest.
- 14.12 Establishment of a Parochial District shall be evidenced by the issuance by the Eparchial Bishop of a "Certificate of Establishment" in the form appended to these by-laws as Schedule "C" and a copy thereof shall be forwarded to each parish and mission named therein.
- 14.13 Immediately after receiving a copy of the Certificate of Establishment aforesaid, the parishes and missions named therein shall take all necessary steps to hold a combined meeting of their representatives, with an equal number of members of the parishes and missions in attendance, for the purpose of having by-laws of the Parochial District passed and adopted substantially in the form of "Model By-laws for Parochial Districts" appended to these by-laws as Schedule "D", with such modifications thereto as special circumstances may dictate and may be approved by the Eparchial Bishop.
- 14.14 A resolution passed by the Parochial District in accordance with the provisions of the next preceding paragraph 14.13 shall have, as signatories, the chairman and secretary of the meeting and the presidents of each parish and mission affected thereby and a certified copy of such resolution shall be submitted to the Presidium of the Consistory Board within thirty (30) days of the meeting at which the resolution was passed.
- 14.15 The establishment or realignment of a Parochial District shall be subject to the ratification and approval of the Consistory Board.

## **15. EPARCHIES OF THE CHURCH**

- 15.01 A eparchy consists of parishes and missions in a specified geographical area to facilitate the growth and development of the Church and to improve administration and communication of its affairs. The Church has three established eparchies with the following boundaries:
- (a) the Central Eparchy with headquarters at Winnipeg, Manitoba, consisting of the Provinces of Saskatchewan, Manitoba and Western Ontario from the western border to and including Kenora, Fort Frances and Thunder Bay;
  - (b) the Eastern Eparchy with headquarters at Toronto, Ontario, extending east of Thunder Bay to the Atlantic Ocean;
  - (c) the Western Eparchy with headquarters at Edmonton, Alberta, consisting of Alberta, British Columbia and the northern territories.
- 15.02 To each eparchy shall be assigned a Eparchial Bishop as selected at a General Council and approved by the Patriarchal Synod, such Eparchial Bishop to carry the title of the city and the eparchy in which he resides and administers as hereinbefore provided in paragraph 6.01.

- 15.03 Hierarchical authority within a eparchy shall be exercised by its Eparchial Bishop whose responsibilities are as earlier set forth in paragraphs 6.04 and 6.05.
- 15.04 Eparchial Bishops may be assisted in the fulfilment of their duties of office by Auxiliary Bishops as provided in paragraph 7.01.
- 15.05 A Eparchial Council shall be elected at a Eparchial Assembly within a eparchy, the number of members of the Eparchial Council, its duties, functions and decisions in conducting the temporal affairs of the eparchy to be determined with the approval of the Eparchial Bishop in consultation with the Metropolitan. The Consistory Board members residing in the eparchy shall serve as ex-officio members of the Eparchial Council.
- 15.06 The Eparchial Bishop, or in his absence, the Auxiliary Bishop or a priest appointed by the Eparchial Bishop, shall be the chairman of the Eparchial Council, which shall also act in respect of financial matters pertaining to charitable, educational and fundraising projects within the eparchy.
- 15.07 Decisions of a Eparchial Council shall be made in accordance with the Act and bylaws of the Church, decisions of the Council of Bishops and the General Council and directives of the Consistory Board and shall not become effective until approved by the Metropolitan.

## **16. EPARCHIAL ASSEMBLIES**

- 16.01 A eparchial assembly shall be convened at least once a year by the Eparchial Bishop to assist in the perpetuation and dissemination of the teachings of the Orthodox faith and to augment and expand the missionary work of the Church within the eparchy.
- 16.02 Eparchial assemblies shall be held at a place mutually agreed upon by the Eparchial Bishop with the Eparchial Council and the following shall have the right to attend, participate and vote at a eparchial assembly:
- (a) the Metropolitan or his appointed representative;
  - (b) the Eparchial Bishop;
  - (c) the Chancellor;
  - (d) all clergymen serving in the eparchy;
  - (e) Consistory Board members residing within the eparchy;
  - (f) delegates from parishes and missions in a number determined in the manner set forth in subparagraph 4.03(c) of these bylaws;
  - (g) members of the Eparchial Council and its appointed committees.
- 16.03 The program of a eparchial assembly shall be prepared by the Eparchial Council, in consultation with the Eparchial Bishop.

16.04 The agenda for a eparchial assembly may include the following:

- (a) parochial matters affecting the affairs of the Church within the eparchy;
- (b) efforts and means to strengthen and foster teaching of the Orthodox faith within the eparchy;
- (c) financial and budgetary considerations pertaining to Church administration and religious education within the Eparchy;
- (d) election of the Eparchial Council.

16.05 Decisions at a eparchial assembly shall be by resolution passed by a majority of those entitled to vote thereat and, subject to the consent of the Eparchial Bishop, may be submitted by the Eparchial Council as recommendations to the Consistory Board or to the General Council. In the absence of consent by the Eparchial Bishop, the subject matter of the resolution may be referred by the eparchial assembly for consideration by the Consistory Board.

## **17. PASTORAL CONFERENCES**

17.01 Pastoral conferences for members of the clergy of the Church may be convened on a national level by the Metropolitan who shall determine the time, place and program thereof in consultation with the Council of Bishops.

17.02 Pastoral conferences for members of the clergy of the Church may be convened within a eparchy by the Eparchial Bishop who shall determine the time, place and program thereof in consultation with the Metropolitan.

17.03 Pastoral conferences shall be held for such purposes as shall be determined by the Metropolitan or the Eparchial Bishop, as the case may be, but primarily for consideration of ecclesiastical matters involving missionary work, doctrine, canonical order, moral and liturgical practice and Church discipline.

17.04 Resolutions passed at pastoral conferences may be submitted as recommendations to the Metropolitan, Council of Bishops, Consistory Board or to the General Council.

## **18. DEANERIES**

18.01 An eparchy may be subdivided into specific geographical districts called deaneries, as determined by the Eparchial Bishop in council and Consistory Board, for the purpose of facilitating supervision, direction and support of the activities of the clergy serving parishes and missions within those districts, particularly in Christian education, administering the Holy Sacraments, celebrating the Divine Liturgy, observing religious holidays and generally serving the spiritual needs of the faithful.

18.02 Members of each deanery shall be the clergy serving parishes and missions within its boundaries and retired clergy residing within its boundaries.

- 18.03 A priest who is to be the head of a deanery, with the responsibility of leading the conduct of spiritual life within its boundaries, shall be known as the District Dean appointed by the Eparchial Bishop for the area and may or may not be a priest assigned to a Cathedral parish.
- 18.04 Subject to the instruction and approval of the Eparchial Bishop, the District Dean may carry out the following duties:
- (a) arranging for continued spiritual education of members of the deanery through conferences, meetings and retreats;
  - (b) calling meetings of deanery members;
  - (c) receiving recommendations, complaints and reports from deanery members for submission to the Eparchial Bishop;
  - (d) representing the Eparchial Bishop at meetings of deanery members with their respective parishes or missions;
  - (e) communicating with the Consistory Board in respect of matters relating to the personal well-being, needs, or conduct of deanery members.
- 18.05 A District Dean shall serve in that capacity at the pleasure of the Eparchial Bishop.
- 18.06 Lay representatives of parishes and missions within a deanery may be invited to participate in deanery meetings.
- 18.07 All decisions made at meetings of members of a deanery shall be subject to approval and ratification by the Eparchial Bishop.

## **19. CHURCH COURTS**

- 19.01 Every member of the Church shall be entitled to due canonical process in the courts of the Church, namely, the Eparchial Tribunal and Ecclesiastical Tribunal.

### **A. Eparchial Tribunal**

- 19.02 In each eparchy there shall be a Eparchial Tribunal elected by the eparchial assembly, subject to the approval of the Eparchial Bishop. The tribunal shall be composed of four members, two from the clergymen in the eparchy and two from the laity elected from among members of the parishes and missions in the eparchy. The members elected to the tribunal shall serve for a term of three years. The Eparchial Bishop shall preside over matters before the tribunal as a voting member.

- 19.03 The Eparchial Tribunal shall have jurisdiction to adjudicate petitions for ecclesiastical divorce and make recommendations in respect thereof to the Eparchial Bishop. In that regard, where a marriage between members of a parish or mission within the eparchy is dissolved by a divorce decree issued by a civil court of law, and where one or both of the parties affected thereby seek from the Church an ecclesiastical divorce confirming their status as divorcees, they shall do so by way of petition to the Eparchial Tribunal.
- 19.04 Upon receipt of a petition for an ecclesiastical divorce, the Eparchial Tribunal shall decide the matter only after being satisfied that a reconciliation of the parties cannot be achieved, in which event the Eparchial Tribunal may recommend that penance be imposed by the Eparchial Bishop upon the parties, followed by written confirmation by the Eparchial Bishop that the civil divorce decree is considered to be final with the result that the parties may receive the sacraments of the Church and, if they are so inclined, may enter into a new marital union.
- 19.05 The Eparchial Tribunal shall act as a court of first instance in respect of complaints regarding the conduct of a layman or a clergyman within the eparchy, except that in cases involving complaints against a clergyman, only the members of the Eparchial Tribunal who are members of the clergy shall adjudge the matter.
- 19.06 Subject to the provisions of the next succeeding paragraph 19.07, an Eparchial Tribunal shall be competent to hear and decide cases involving allegations of breaches of Church discipline, intra-eparchial disputes involving clergy and members of parishes or missions, intra-eparchial disputes between parishes or missions, and any other matter of discord affecting Christian life and harmony within a eparchy.
- 19.07 Any matter which is considered by the Eparchial Bishop to be so serious as to be beyond the competence of the Eparchial Tribunal, shall be referred to the Presidium for adjudication by the Ecclesiastical Tribunal and without limiting the generality of the foregoing, such instances shall include allegations of non-Orthodox teachings, breaches of canonical or moral discipline, criminal activity, marital misconduct, non-compliance with directives of the Metropolitan, Council of Bishops or the Eparchial Bishop and contravention of the provisions of the Act or these by-laws or of decisions of the General Council or of the Consistory Board.
- 19.08 Any complaint or charge of misconduct against a member of the laity or the clergy of the Church in an eparchy and any notice of a dispute between Church members therein shall be made in writing and be addressed to the Eparchial Bishop, as chairman of the Eparchial Tribunal. The Eparchial Bishop shall then determine whether the subject matter falls within the competence of the Eparchial Tribunal or whether same shall be referred for adjudication by the Ecclesiastical Tribunal.

- 19.09 Where the Eparchial Bishop decides that the Eparchial Tribunal is competent to deal with the complaint, charge or dispute, he shall convene a meeting of the members of the Eparchial Tribunal within the next fourteen (14) days for the purpose of reviewing the subject matter and setting a date for a hearing in respect thereof.
- 19.10 Once a hearing date has been set by the Eparchial Tribunal, written notice setting forth the date, time and place thereof, accompanied by a copy of the complaint or charge or particulars of the dispute, shall be served upon the complainant and the accused individual or the parties on both sides of a dispute, as the case may be, at least fourteen (14) days prior to the hearing, such service to be effected personally or by registered mail.
- 19.11 The notice of hearing shall set forth clearly the agenda for the hearing, including confirmation of the right of the parties to be present thereat and to be heard and to present argument in support of their respective positions.
- 19.12 After a hearing of the matter, the Eparchial Tribunal shall render its decision, subject to the consent of the Eparchial Bishop, within fourteen (14) days. Within seven (7) days after being made, the decision of the Eparchial Tribunal, with or without reasons, shall be communicated in writing over the signature of the Eparchial Bishop, as chairman, and served upon the complainant and accused individual or the parties to both sides of a dispute, as the case may be, with a copy to the Eparchial Council and the Consistory Board. Such service shall be effected personally or by registered mail.
- 19.13 A party affected by a decision of a Eparchial Tribunal, may appeal to the Ecclesiastical Tribunal within thirty (30) days after being served with the decision, by submitting a Notice of Appeal, in writing, to the Presidium , enclosing a copy of the decision, specifying the relief sought in respect thereof and setting forth the grounds for the appeal.

**B. Ecclesiastical Tribunal**

- 19.14 The Ecclesiastical Tribunal is the Church court with superior jurisdiction as a court of first instance to hear and decide complaints, charges, grievances, accusations and disputes pertaining to the laity, clergy, parishes or missions within the Church. Without limiting the generality of the foregoing, such instances shall include allegations of non-Orthodox teachings, breaches of canonical or moral discipline, criminal activity, marital misconduct, non-compliance with directives of the Metropolitan, Council of Bishops or a Eparchial Bishop and contravention of the provisions of the Act or these by-laws or of decisions of the General Council or of the Consistory Board.
- 19.15 Matters to be decided by the Ecclesiastical Tribunal as a court of first instance, shall be on referral by the Metropolitan, Council of Bishops, Consistory Board or the Presidium thereof.



- 19.16 Where the matters cited in paragraph 19.14 pertain to the conduct of a Bishop, the same shall be within the exclusive jurisdiction of the Council of Bishops to decide as a court of first instance, upon referral by the Metropolitan, Consistory Board or Presidium thereof.
- 19.17 The Ecclesiastical Tribunal shall have jurisdiction as the Church court of appeal in respect of decisions by a Eparchial Tribunal, as hereinbefore provided in paragraph 19.13. A hearing by the Ecclesiastical Tribunal of a matter on appeal shall be by way of a hearing *de novo*.
- 19.18 The Ecclesiastical Tribunal shall be composed of three members, two from the clergy and one from the laity, elected at a General Council. Two alternate members, one of whom shall be a priest, shall also be elected.
- 19.19 The three members initially elected to serve on the Ecclesiastical Tribunal shall hold office for a five (5) year term and shall be eligible for re-election, but in no event may a person serve as a member of the Ecclesiastical Tribunal for more than two (2) successive terms of office.
- 19.20 The three members initially elected to the Ecclesiastical Tribunal shall elect a chairperson from among themselves and their official duties shall commence immediately upon conclusion of the General Council at which they were elected. In the event of a vacancy occurring among the three members initially elected, one of the alternate members shall fill such vacancy on the understanding that an alternate member who is a priest shall fill any such vacancy created by an original member who was a priest and an alternate member who is a layman shall fill the vacancy created by an original lay member.
- 19.21 Decisions of the Ecclesiastical Tribunal shall be in accordance with Canon Law, Church Practice and Tradition, the Act and by-laws of the Church and decisions of the Council of Bishops and the General Council.
- 19.22 Matters referred for decision by the Ecclesiastical Tribunal as a court of first instance shall be submitted by way of a Petition for Decision, in writing, addressed to the chairman of the Ecclesiastical Tribunal. The Petition for Decision shall set forth particulars of the complaint, charge, grievance, accusation or dispute, including the name and address of the party or parties involved, time and place of the conduct or activity in question and the nature and circumstances thereof. The Petition for Decision shall be signed by the Metropolitan and the Chancellor.
- 19.23 Upon receipt of a Petition for Decision or a Notice of Appeal, the chair of the Ecclesiastical Tribunal shall, within fourteen (14) days, cause a copy to be served upon the complainant and the accused individual or the parties on both sides of a dispute, as the case may be, such service to be effected personally or by registered mail.

- 19.24 Where the Ecclesiastical Tribunal is called upon to decide a matter involving a complaint, charge of misconduct or accusation against a member of the clergy of the Church, only the members of the Ecclesiastical Tribunal who are members of the clergy shall sit in judgment thereof, except that where any such matter involves the conduct of a Bishop, the same shall be outside the competence of the Ecclesiastical Tribunal and shall be immediately referred to the Council of Bishops for resolution as provided in paragraph 19.16.
- 19.25 After receipt of a Petition for Decision or a Notice of Appeal and causing copies to be served upon the parties as provided in paragraph 19.23, the Ecclesiastical Tribunal may, subject to the consent of the Metropolitan, dismiss same summarily as being without merit, in which case such decision, with or without reasons, shall immediately be communicated in writing over the signature of the chair of the Ecclesiastical Tribunal, to the complainant and accused individual or to the parties to both sides of a dispute, as the case may be, with a copy to the Metropolitan, Council of Bishops, Consistory Board or Presidium thereof, namely, whichever of them caused the matter to be referred to the Ecclesiastical Tribunal.
- 19.26 Subject to the provisions of the next preceding paragraph 19.25, within fourteen (14) days after effecting service of copies of a Petition for Decision or Notice of Appeal as hereinbefore provided in paragraph 19.23, the Ecclesiastical Tribunal shall set a hearing date in respect of the matter before it and shall provide written notice thereof to the parties involved by personal service or registered mail. The notice shall set forth the date, time and place of the hearing and the agenda and rules of procedure thereof, including confirmation of the right of the parties to be present thereat, to call evidence and to present argument in support of their respective positions.
- 19.27 The Ecclesiastical Tribunal shall have authority to prescribe rules of procedure to be followed for the conduct of its hearings, including the filing of documentary evidence, giving of testimony by the parties, calling of witnesses and presentation of argument.
- 19.28 After a hearing, the Ecclesiastical Tribunal shall render its decision in the matter, with reasons, within ninety (90) days and submit same to the Consistory Board for ratification and approval, except that if the decision, in any respect, relates to the conduct of a member of the clergy, the same shall be submitted to the Council of Bishops for ratification and approval.
- 19.29 Ratification and approval by the Consistory Board or the Council of Bishops, as the case may be, or the denial thereof, shall be communicated to the Ecclesiastical Tribunal by the Presidium within thirty (30) days. If such ratification and approval is gained, the decision of the Ecclesiastical Tribunal shall be noted to that effect by the Chancellor who shall cause the decision to be served immediately thereafter upon the complainant and the accused individual or the parties of both sides of a dispute, as the case may be, such service to be effected personally or by registered mail .

- 19.30 If ratification and approval of a decision of the Ecclesiastical Tribunal is denied by the Consistory Board or Council of Bishops, as the case may be, a statement to that effect and the reasons therefor shall be communicated to the chair of the Ecclesiastical Tribunal within thirty (30) days. The Ecclesiastical Tribunal shall then meet for the purpose of revising its decision to comply with the requirements for ratification and approval by the Consistory Board or the Council of Bishops, as the case may be. Upon being revised, the decision of the Ecclesiastical Tribunal shall then be resubmitted to the Consistory Board or Council of Bishops for ratification and approval.
- 19.31 In the event that the Ecclesiastical Tribunal refuses or is otherwise unwilling or unable to come to an agreement in respect of the revision to its decision as required by the Consistory Board or Council of Bishops for ratification and approval, the matter shall immediately be referred to the Metropolitan who shall have the sole and unfettered discretion to decide what alternative means ought to be invoked to resolve the matter, including referral for decision by the General Council or to the Council of Bishops where the matter concerns the conduct of a member of the clergy.

### **C. Appeals**

- 19.32 Any member of the laity affected by a decision of the Ecclesiastical Tribunal may appeal same to the General Council and any member of the clergy so affected may appeal to the Council of Bishops. In either case, a Notice of Appeal in the prescribed form shall be submitted to the Presidium within ninety (90) days of the service of the decision of the Ecclesiastical Tribunal upon the appellant. A copy of the decision of the Ecclesiastical Tribunal shall accompany the Notice of Appeal which shall specify the relief sought in respect thereof and set forth the grounds of appeal.
- 19.33 Rules of procedure for the hearing of appeals to the General Council shall be prescribed by the Consistory Board. The Council of Bishops shall prescribe the rules of procedure in respect of matters to be heard by it.
- 19.34 The decision of the General Council in respect of an appeal from a decision of the Ecclesiastical Tribunal shall be final and binding.
- 19.35 A decision by the Council of Bishops in respect of an appeal from a decision of the Ecclesiastical Tribunal shall be final and binding. A decision by the Council of Bishops as a court of first instance in respect of the conduct of a Bishop may be appealed to the Patriarchal Synod.

## **20. CHURCH PROPERTY AND FISCAL YEAR**

- 20.01 Ownership and management of Church property, both real and personal, shall be in accordance with the provisions of the Act.

20.02 The borrowing and investment powers of the Church and transactions for the purchase and sale of real estate shall be exercised by the Consistory Board subject to the monetary limit authorized by the General Council.

20.03 The fiscal year of the Church shall be such twelve (12) month period as is determined by the Consistory Board, subject to ratification by the General Council.

## **21. AMENDMENTS**

21.01 These by-laws, save and except for the dogmatic principles set forth in Section 2, Fundamental Principles, may be amended only by the General Council by a resolution passed by a majority vote of sixty percent (60%) of the delegates registered at the commencement of its proceedings. A resolution for a petition to the Parliament of Canada for an amendment to the Act may be passed at a General Council (by a majority vote of seventy five percent (75%) of the delegates registered at the commencement of its proceedings.

21.02 A motion for amendment of the Act or these by-laws may be made by the Consistory Board, a Eparchial Council, parish or mission and notice thereof shall be provided, in writing, to the Presidium at least four (4) months prior to the General Council at which the motion is to be made. The notice of motion shall set forth particulars of the proposed amendment, the names and addresses of the moving party and the person seconding same and shall be accompanied by a certified copy of the resolution of the meeting of the Consistory Board, Eparchial Council, parish or mission proposing the amendment.

21.03 A notice of motion for an amendment of the Act or these by-laws shall, subject to determination as to its propriety and validity by the Consistory Board, be published in the official organ of the Church at least sixty (60) days prior to the General Council at which the amendment is to be proposed and copies of the Notice of Motion shall be distributed to delegates to the General Council at the commencement of its proceedings.

21.04 After being passed with the required majority vote, a resolution for amendment of the Act or these by-laws shall be presented in written form for signature of approval by the Metropolitan and shall be published in the official organ of the Church within sixty (60) days after the General Council at which it was passed.

**THIS IS SCHEDULE "A" TO THE BY-LAWS OF THE  
UKRAINIAN ORTHODOX CHURCH OF CANADA**

**MODEL BY-LAWS FOR PARISHES AND MISSIONS  
OF THE UKRAINIAN ORTHODOX CHURCH OF CANADA**

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The following is a sample model of by-laws for parishes and missions of the Ukrainian Orthodox Church of Canada. Amendments and modifications may be made according to specific needs and local circumstances, provided that same are not in conflict with the Act of Incorporation and the by-laws, resolutions, rules and regulations of the Ukrainian Orthodox Church of Canada and provided same are approved by the Consistory Board.

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**THE UKRAINIAN ORTHODOX** \_\_\_\_\_, of \_\_\_\_\_  
(Parish/Mission)

at \_\_\_\_\_, in the \_\_\_\_\_ of \_\_\_\_\_,  
(Address) (City/Town/District)

in the Province of \_\_\_\_\_, (hereinafter referred to as the Parish/Mission),  
at its meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_, passed a  
resolution adopting the following by-laws:

1. **NAME**

The name of the Parish/Mission is \_\_\_\_\_.

2. **ADDRESS**

The address of the Parish/Mission is \_\_\_\_\_.

3. **AFFILIATION**

The Parish/Mission is a constituent part of the Ukrainian Orthodox Church of Canada as provided for in the Act of Incorporation of the Church and, as such, agrees to observe and abide by the Act and by-laws of the Church, the resolutions, rules and regulations of its General Councils and the orders and decrees of the Council of Bishops and the Consistory Board. The Parish/Mission accepts spiritual guidance and engages priests solely from the clergy of the Ukrainian Orthodox Church of Canada.

4. **DUTIES OF THE PARISH/MISSION**

The duties of the Parish/Mission as a whole shall include the following:

- (a) to serve the spiritual needs of its members
- (b) to strengthen Christian teachings and virtues among its members;
- (c) to evangelize the general community consistent with the teachings of the Orthodox Church;
- (d) to engage and support the clergy assigned to render spiritual guidance to its members;
- (e) to maintain its assets and property in a good state of repair.

5. **MEMBERSHIP**

- (a) A duly qualified member of the Parish/Mission shall mean a person who is at least eighteen (18) years of age, and who:
  - (i) believes in and adheres to the faith, dogma, doctrine and ritual practices of the Ukrainian Orthodox Church of Canada;
  - (ii) submits to the rules and regulations of the Ukrainian Orthodox Church of Canada as well as to its Hierarchy;
  - (iii) pays annual membership fees as assessed.
- (b) In order to become a member of the Parish/Mission a person shall initially apply in the prescribed written form to the Executive Committee which, together with the priest, shall decide whether the application for membership is to be accepted and approved. Upon admission to the membership of the Parish/Mission the name and address of the member shall be recorded in the membership roll.
- (c) A member may become an Honorary Member upon recommendation by the Executive Committee, endorsed by a resolution passed at an Annual General Meeting of the Parish/Mission. An Honorary Member shall continue to have all the rights and privileges of a duly qualified member but may no longer be required to pay annual membership fees.

6. **PRIVILEGES AND RESPONSIBILITIES OF MEMBERS:**

Duly qualified members of the Parish/Mission shall have the right to:

- (a) participate in the spiritual life of the Church;
- (b) participate in the teachings of spiritual guidance;
- (c) participate in the cultural, educational and social life of the Parish/Mission;
- (d) participate in and vote at General Meetings of the Parish/Mission;
- (e) participate in and support the moral and financial growth and development of the Parish/Mission.

7. **LOSS OF MEMBERSHIP RIGHTS**

- (a) Any member who falls under ecclesiastical ban or excommunication shall cease to be a member of the Parish/Mission;
- (b) A member who fails to abide by the rules and regulations of the Parish/Mission or otherwise conducts himself in a manner detrimental to the of the Parish/Mission or of the Ukrainian Orthodox Church of Canada may, on the recommendation of the Executive Committee, have his membership revoked and his name struck from the membership roll by resolution passed at a General Meeting of the Parish/Mission.
- (c) Any charge of misconduct against a member shall be made in writing and be addressed to the President of the Executive Committee of the Parish/Mission. The Executive Committee may, upon giving the member at least forty-eight (48) hours notice in writing, then require the member to attend a meeting of the Executive Committee to defend the charges against him.
- (d) If the Executive Committee recommends that the membership of the person charged ought to be revoked, such decision shall be recorded in the minutes of the meeting and a copy thereof shall be served upon the member in question personally or by registered mail or electronic mail at least ten (10) days prior to any General Meeting at which the recommendation is to be considered.
- (e) Notice of such General Meeting shall be in writing and shall set forth clearly that the agenda will include the matter of termination of the membership of the named member charged who shall be served with such notice either personally or by registered mail or electronic mail at least ten (10) days prior to the General Meeting.
- (f) The member charged shall have the right to be present at the General Meeting called to deal with termination of his membership and he shall have the right to be heard and present his defence to the charge against him.

- (g) After a hearing of the charge against the member, the recommendation of the Executive Committee and the reasons therefor, and the defence of the member charged, the issue regarding termination of his membership shall be decided at the General Meeting by a majority vote of members present thereat, the voting to be conducted by show of hands or by secret ballot, in the presence of the member charged if he is in attendance.
- (h) A member whose membership has been terminated may appeal, within thirty (30) days thereafter, for reinstatement to the Consistory Board of the Ukrainian Orthodox Church of Canada whose decision in the matter shall be final.

## 8. **GENERAL MEETINGS OF MEMBERS**

- (a) General Meetings of the Parish/Mission fall within three (3) categories, namely:
  - “A” Annual Meeting
  - “B” Special Meeting
  - “C” Informational Meeting

at which only members can participate and vote.

- (b) General Meetings shall be called to order by the President, or in his absence by the Vice-President, or in his absence by any other member of the Executive Committee. Except for an Annual Meeting, the President, or in his absence the Vice-President, or in his absence any member of the Executive Committee, shall preside as Chairperson at a General Meeting and the recording secretary shall be the Secretary, or in his absence the Assistant Secretary, or in his absence any other member of the Executive Committee.
- (c) General Meetings shall be commenced and concluded with prayers.
- (d) Voting at General Meetings shall be decided by a simple majority and proxies shall not be allowed. Voting shall be by a show of hands except that in the case of a demand by five (5) members present at the meeting, voting shall be by secret ballot.

### **“A” Annual General Meeting**

- (a) An Annual Meeting of the membership shall be held within sixty (60) days following the fiscal year-end of the Parish/Mission, at a site determined by the Executive Committee, and a quorum thereof shall be twenty-five per centum (25%) of the number of duly qualified members. Failing a quorum, an Annual Meeting shall be adjourned for fourteen (14) days at which time it shall be called to order and be properly constituted regardless of the number of duly qualified members in attendance.
- (b) Annual Meetings of members shall be convened by providing written notice thereof to each member at least fourteen (14) days prior to the meeting, such notice to be delivered personally or by regular mail or electronic mail. In addition,



verbal notice shall be announced in church by the priest and, in the discretion of the Executive Committee, notice of an Annual Meeting may also be published in the official organ of the Ukrainian Orthodox Church of Canada.

- (c) The program of an Annual Meeting shall be as follows:
- (1) call to order and opening prayer;
  - (2) acknowledgement of respect for members who died during the past year;
  - (3) election of a Chairperson, Secretary, and at least three (3) scrutineers;
  - (4) adoption of the agenda for the meeting;
  - (5) adoption of the minutes of the previous Annual Meeting;
  - (6) reports from the priest, the Executive Committee members and Audit Committee;
  - (7) discussion and adoption of such reports;
  - (8) election of the new Executive Committee;
  - (9) approval of the budget for the ensuing fiscal year;
  - (10) designation of Honorary Members;
  - (11) closing prayer.

#### **“B” Special General Meeting**

- (a) A Special Meeting shall be held when the need arises.
- (b) At a Special Meeting the membership can deliberate and decide only those issues for which the meeting was called.
- (c) A Special Meeting may be called by the Executive Committee on its own initiative, or on the written request of the Audit Committee, or on the petition of one-third of the membership, with the purpose of such meeting being stated in each case. If the Executive Committee refuses to convene a Special Meeting when requested by the Audit Committee or by one-third of the membership, then the Audit Committee shall be at liberty to call the meeting.
- (d) In exceptional cases a Special Meeting may be called by the Consistory Board of the Ukrainian Orthodox Church of Canada.
- (e) Special Meetings of members shall be convened by providing written notice thereof to each member at least fourteen (14) days prior to the meeting, such notice to be delivered personally or by regular mail or electronic mail. In addition, verbal notice shall be announced in church by the priest and, in the discretion of the Executive Committee, notice of a Special Meeting may also be published in the official organ of the Ukrainian Orthodox Church of Canada. In each case the purpose of the Special Meeting shall be stated.
- (f) A quorum of a Special Meeting of members shall be twenty-five per centum (25%) of the number of duly qualified members. Failing a quorum, a Special Meeting shall be adjourned for seven (7) days at which time it shall be called to order and be properly constituted regardless of the number of duly qualified members in attendance.

### **“C” Informational General Meeting**

An Informational Meeting may be called by the Executive Committee for the purpose of informing the membership on important matters concerning the Parish/Mission in general and securing from the membership, opinions with respect thereto. Such meeting shall be called on written notice to the membership or by announcement by the priest in church, or both. Decisions made or resolutions passed at an Informational Meeting shall not be binding and shall have no force or effect, unless ratified by the general membership at an Annual or Special General Meeting.

### 9. **EXECUTIVE COMMITTEE**

- (a) The Executive Committee shall be comprised of:
  - 1. President
  - 2. Vice-President
  - 3. Secretary
  - 4. Treasurer
  - 5. Property Manager
  
- (b) The Executive Committee shall be elected at an Annual Meeting and shall hold office for one (1) year. If any vacancy shall occur for any reason the Executive Committee may appoint a duly qualified member to fill the vacancy until the next Annual Meeting.
  
- (c) The priest assigned to the Parish/Mission shall be an *ex-officio* member of the Executive Committee.
  
- (d) The Executive Committee shall meet according to need at the call of the President and shall be responsible for the administration, management and control of the business, property and other temporal affairs of the Parish/Mission.

### 10. **DUTIES OF EXECUTIVE COMMITTEE**

- (a) The duties of the Executive Committee shall include the following:
  - (i) engagement of clergymen, in consultation with the Eparchial Bishop and Consistory Board;
  - (ii) together with the priest, to arrange for liturgical and other religious services to meet the needs of the Parish/Mission;
  - (iii) to co-operate with and assist the priest in upholding and promoting the spiritual and moral values within the Parish/Mission;

- (iv) to administer the financial affairs of the Parish/Mission including determination of the remuneration to be paid to the Parish/Mission clergy in accordance with the guidelines of the Church;
  - (v) to promote and foster Christian and heritage education as well as the cultural and social affairs of the Parish/Mission;
  - (vi) to act as intermediary between the Parish/Mission and the Eparchial Bishop/Council and the Parish/Mission and the Consistory Board and to carry out such directions as may be issued by the Eparchial Bishop/Council, Metropolitan and Consistory Board.
- (b) The Executive Committee shall provide written annual reports to the Eparchial Bishop/Council and the Consistory Board on the activities of the Parish/Mission, as reported at the Annual Meeting, and shall provide such other information as may be required by the Consistory Board.

#### 11. DUTIES OF EXECUTIVE OFFICERS

- (a) The **President** shall call and preside at all meetings of the Executive Committee and all General Meetings except for Annual Meetings and, together with the Secretary, shall sign all official documents of the Parish/Mission. The President shall provide leadership in the conduct of the affairs of the Parish/Mission and shall foster, preserve and maintain a close relationship between the Parish/Mission and the Eparchial Bishop/Council and the Consistory Board.
- (b) The **Vice-President** shall act in the absence or disability of the President and shall exercise the powers of the President and perform such other duties as may be required from time to time.
- (c) The **Secretary** shall keep minutes at meetings of the Executive Committee and at all General Meetings except for the Annual Meeting. The Secretary shall receive all correspondence coming before the Executive Committee and shall be responsible for maintaining the membership roll. In addition, the Secretary shall sign, together with the President, all official documents of the Parish/Mission and shall preserve and retain custody of all correspondence and documentation dealt with by the Executive Committee.
- (d) The **Treasurer** shall receive all funds paid to the Parish/Mission, deposit same as required, disburse funds and pay accounts in accordance with instructions from the Executive Committee and maintain an accurate account and record of the finances of the Parish/Mission. The Treasurer shall provide regular financial reports at meeting of the Executive Committee and at Annual Meetings of the Parish/Mission.
- (e) The **Property Manager** shall be responsible for the maintenance and upkeep of the property and assets of the Parish/Mission, including the land, building, fixtures, chattels, books, icons and equipment, and shall provide reports regarding same at Annual Meetings and upon the request of the Executive.

12. **PARISH/MISSION PRIEST**

- (a) Only an ordained priest of the Ukrainian Orthodox Church of Canada may be appointed as a priest of the Parish/Mission.
- (b) The Parish/Mission priest shall be appointed by the Metropolitan/Consistory Board, at the request of and in consultation with the Executive Committee.
- (c) The priest, by virtue of his position, shall give guidance in furtherance of the spiritual, religious, educational and moral life of the congregation, preserve church discipline, and foster and maintain a close relationship between the Parish/Mission and the Eparchial Bishop/Council and the Parish/Mission and the Consistory Board of the Ukrainian Orthodox Church of Canada.
- (d) The priest shall decide all questions pertaining to the Faith, Church Practice, protocols and worship, as well as church discipline, and refer any dispute concerning same to the Eparchial Bishop.
- (e) The priest is pastor, teacher, and spiritual advisor to the Parish/Mission in all church matters and, as such, he shall have the right to be present and participate in deliberations at all meetings of the Executive Committee and General Meetings of the membership.
- (f) The priest shall keep vital statistics records of all christenings, marriages and deaths in the Vital Statistics Record Book supplied by the Consistory Board office and maintained at the Parish/Mission.
- (g) The priest shall, to the best of his ability, assist the membership in such educational, cultural and social activities as are required for the proper development of the Parish/Mission.

13. **ELDERS (BROTHERHOOD AND SISTERHOOD)**

The elders of the church, as approved by the Parish/Mission priest, shall consist of members of the sisterhood and brotherhood elected in such number as may be determined at an Annual Meeting of the Parish/Mission and they shall maintain and care for the church building and assist the priest during liturgical and other religious services.

14. **AUDIT COMMITTEE**

The Audit Committee shall be responsible for conducting an audit of the financial affairs of the Parish/Mission each year, including an audit of all financial matters and transactions carried out by the Executive Committee, and shall be responsible for the review and approval of the financial records, books of receipt and disbursement of funds and the inventory. The Audit Committee shall also conduct an audit at the conclusion of each fiscal year and provide a report to the membership at the following Annual Meeting. The Audit Committee shall be comprised of three members elected at an Annual Meeting and they shall elect a chairperson from among themselves.

15. **TRUSTEES**

The Consistory Board of the Ukrainian Orthodox Church of Canada shall have the right to appoint a Board of three (3) Trustees to serve in the place and stead of the Executive Committee of the Parish/Mission and to administer the affairs of the Parish/Mission in the event that the Executive Committee loses control of the membership of the Parish/Mission or embarks upon a program which contravenes or is inconsistent with the teachings, faith, dogma or rite of the Ukrainian Orthodox Church of Canada or its rules and regulations, thereby threatening spiritual peace and temporal well being within the Parish/Mission. A Board of Trustees so appointed shall act under the authority of the Consistory Board until normal conditions are restored within the Parish/Mission.

16. **PARISH/MISSION PROPERTY AND ASSETS**

- (a) All property and assets of the Parish/Mission are under the ownership and control of its members for the general use and benefit of the Parish/Mission.
- (b) Any person who is no longer a duly qualified member of the Parish/Mission or a member who abandons the Ukrainian Orthodox Church of Canada forfeits his or her right and interest in the assets of the Parish/Mission.
- (c) For purposes of achieving its objectives and serving the interests of its membership, the Parish/Mission collects funds in the form of membership fees, donations and other monetary proceeds through collections, fundraising campaigns and activities and Sunday offerings, and invests and manages such funds in accordance with these by-laws and the decisions of the membership.
- (d) In the event of disbandment of the Parish/Mission or liquidation of its assets, the residue of its assets, after payment of all debts and expenses, accrue to the benefit of and vest in the Ukrainian Orthodox Church of Canada.

17. **AMENDMENTS**

- (a) These by-laws may be amended only at an Annual General Meeting or a Special General Meeting of the Parish/Mission by a resolution passed by a vote of a two-thirds majority of the members present.
- (b) Notice to amend these bylaws shall be given in writing at a meeting of the Executive Committee prior to the Annual or Special General Meeting of the membership at which same is to be dealt with, and shall be circulated to the general membership at the time notice of the Annual or Special General Meeting is given.
- (c) No amendment shall become operative unless and until approved by the Consistory Board of the Ukrainian Orthodox Church of Canada.

**PLEDGE OF ALLEGIANCE**

The Ukrainian Orthodox Parish/Mission of \_\_\_\_\_, in accordance with Section 2 of the Act of Incorporation of the Ukrainian Orthodox Church of Canada hereby pledges its allegiance to the Ukrainian Orthodox Church of Canada and agrees to observe and abide by the Act and by-laws of the Church, the resolutions, rules and regulations of its General Council and the orders and decrees of the Council of Bishops and the Consistory Board, and the Parish/Mission undertakes and agrees to accept spiritual guidance, and engage priests solely from the clergy of the Ukrainian Orthodox Church of Canada.

**THIS IS SCHEDULE "B" TO THE BY-LAWS OF THE  
UKRAINIAN ORTHODOX CHURCH OF CANADA**

**CERTIFICATE OF ADMISSION**

**THIS IS TO CERTIFY** that the Ukrainian Orthodox \_\_\_\_\_ of \_\_\_\_\_,  
(Parish/Mission)  
at \_\_\_\_\_, in the \_\_\_\_\_ of \_\_\_\_\_,  
(Address) (City./Town/District)  
in the Province of \_\_\_\_\_, is hereby admitted to and by these presents is  
recognized as a constituent part of the Ukrainian Orthodox Church of Canada, incorporated by  
chapter 98 of the Statutes of Canada, 1929, as amended by chapter 51 of the Statutes of  
Canada, 1990, pursuant to a Resolution of the said Ukrainian Orthodox \_\_\_\_\_ of  
(Parish/Mission)  
\_\_\_\_\_ passed on the \_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_, signifying its  
intention in that regard, a certified copy having been received by the Ukrainian Orthodox Church  
of Canada.

**AS PART OF** the Ukrainian Orthodox Church of Canada, the said Ukrainian Orthodox  
\_\_\_\_\_ of \_\_\_\_\_ shall be under its spiritual direction and jurisdiction and in  
(Parish/Mission)  
the immediate spiritual charge of the bishops and priests of the Ukrainian Orthodox Church of  
Canada, who hold firm to its established rules of Church discipline, particularly in the  
administration of the Holy Mysteries, preaching of the Word of God and rendering of spiritual  
assistance to its faithful. The members of the said Ukrainian Orthodox \_\_\_\_\_ of  
(Parish/Mission)  
\_\_\_\_\_ shall be entitled to all of the benefits of and be subject to all  
regulations of the Ukrainian Orthodox Church of Canada.

**ISSUED** at the City of Winnipeg, in the Province of Manitoba, this \_\_\_\_ day of  
\_\_\_\_\_, 2\_\_\_\_, under the Corporate seal of the Ukrainian Orthodox Church of  
Canada, duly attested to by the signatures of its authorized officers.

UKRAINIAN ORTHODOX CHURCH OF CANADA

Per: \_\_\_\_\_  
Chairman, Presidium of Consistory Board

\_\_\_\_\_  
Metropolitan

Per: \_\_\_\_\_  
Secretary, Presidium of Consistory Board

**THIS IS SCHEDULE "C" TO THE BY-LAWS OF THE  
UKRAINIAN ORTHODOX CHURCH OF CANADA**

**CERTIFICATE OF ESTABLISHMENT**

**THIS IS TO CERTIFY** that the Parishes and Missions named below are hereby established as the Parochial District of \_\_\_\_\_ which, by these presents, is recognized as a component unit of the Ukrainian Orthodox Church of Canada, incorporated by chapter 98 of the Statutes of Canada, 1929, amended by chapter 51 of the Statutes of Canada, 1990. The Parishes and Missions are as follows:

\_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_  
(Parish/Mission) (Parish/Mission)

\_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_  
(Parish/Mission) (Parish/Mission)

THE PAROCHIAL DISTRICT OF \_\_\_\_\_, in the Province of \_\_\_\_\_, shall conduct its affairs in accordance with the Act of Incorporation and by-laws of the Ukrainian Orthodox Church of Canada, the resolutions, rules and regulations of the General Council and the orders and decrees of the Consistory Board, and shall accept spiritual guidance and engage priests solely from the clergy of the Ukrainian Orthodox Church of Canada.

ISSUED at \_\_\_\_\_ in \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_  
(City) (Province)

2 \_\_\_\_\_, on behalf of the Ukrainian Orthodox Church of Canada.

\_\_\_\_\_  
BISHOP

\_\_\_\_\_  
Eparchy



**THIS IS SCHEDULE "D" TO THE BY-LAWS OF THE  
UKRAINIAN ORTHODOX CHURCH OF CANADA**

**MODEL BY-LAWS FOR PAROCHIAL DISTRICTS  
OF THE UKRAINIAN ORTHODOX CHURCH OF CANADA**

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The following is a sample model of by-laws for Parochial Districts of the Ukrainian Orthodox Church of Canada. Amendments and modifications may be made according to specific needs and local circumstances, provided that same are not in conflict with the Act of Incorporation and the by-laws, resolutions, rules and regulations of the Ukrainian Orthodox Church of Canada and provided same are approved by the Consistory Board.

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**THE UKRAINIAN ORTHODOX PAROCHIAL DISTRICT** of \_\_\_\_\_  
(Name)

duly constituted on behalf of the Ukrainian Orthodox Church of Canada, as evidenced by Certificate of Establishment dated the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_, encompassing the Parishes and Missions named below, hereinafter referred to collectively as the Parochial District, at its meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_, passed a resolution adopting the following by-laws:

_____ Of _____ (Parish/Mission)	_____ Of _____ (Parish/Mission)
_____ Of _____ (Parish/Mission)	_____ Of _____ (Parish/Mission)

1. **NAME**

The name is the Parochial District of \_\_\_\_\_.

2. **ADDRESS**

The address of the Parochial District is \_\_\_\_\_,  
(Postal Address)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(City/Town) (Province) (Postal Code)

3. **PURPOSES AND OBJECTS**

The purposes and objects of the Parochial District include the following:

- (a) to co-ordinate the activities of the member parishes and missions in order to provide a fair and equitable sharing of services of assigned clergy to administer the Holy Sacraments, celebrate the Divine Liturgy and conduct other worship services or prayers within the Parochial District;
- (b) in consultation with the Eparchial Bishop and the Consistory Board, to arrange for the engagement of assigned clergy each fiscal year on a cost basis shared in a fair and equitable manner by the member parishes and missions;
- (c) to prepare and adopt an annual budget to meet the expenses and costs for the services of clergy assigned to the Parochial District and, without limiting the generality of the foregoing, including:
  - (i) monthly salary or remuneration;
  - (ii) cost of manse maintenance or, where no residence for clergy is provided by the Parochial District, a monthly allowance for living accommodation;
  - (iii) automobile allowance and travel costs;
  - (iv) standard governmental deductions including Canada Pension Plan and employment insurance contributions;
  - (v) payments required to be made to the Consistory Board for the clergy pension plan, group Insurance and other benefits.

4. **PAROCHIAL DISTRICT COMMITTEE**

- (a) The affairs of the Parochial District shall be managed and administered in accordance with these by-laws by the Parochial District Committee composed of one representative from each member parish and mission having twenty-five members or fewer and for every member parish and mission having more than twenty-five members, one representative for each component of twenty-five members or majority portion thereof.
- (b) The clergy assigned to the Parochial District shall be ex-officio members of the Parochial District Committee.
- (c) The lay members of the Parochial District Committee shall be appointed by the Executive Committee of their respective parish or mission and shall hold office for one (1) year. After having their appointments confirmed at an annual meeting of the Parochial District Committee, the lay members shall elect a president, secretary and treasurer from amongst themselves.
- (d) A vacancy occurring among the appointed members of the Parochial District Committee shall be filled by a person appointed by the Executive Committee of the member parish or mission whose representative created the vacancy.

5. **MEETINGS OF THE PAROCHIAL DISTRICT COMMITTEE**

- (a) The Parochial District Committee shall meet according to need and, in any event, at least once at the beginning of each fiscal year when the annual budget shall be finalized and approved.
- (b) Meetings shall be convened by the president or upon the request of the Eparchial Bishop. The quorum for transaction of business at a meeting shall be a majority of the members.
- (c) An annual meeting of the Parochial District Committee shall be held within sixty (60) days following the fiscal year-end, at such time and place as the Eparchial Bishop shall decide. Written notice thereof shall be provided to the Executive Committee of each member parish and mission at least thirty (30) days prior to the meeting and shall be delivered personally or by regular mail or electronic mail.
- (d) Upon receipt of notice of annual meeting of the Parochial District Committee, the Executive Committee of each member parish and mission shall appoint representatives, in a number determined in accordance with paragraph 4(a), to attend the annual meeting and serve on the Parochial District Committee for the next ensuing year.
- (e) The program of an annual meeting shall be as follows:
  - (i) call to order and opening prayer;
  - (ii) election of a chairperson and secretary for the meeting;
  - (iii) adoption of the minutes of the previous annual meeting;
  - (iv) reports on activities during the past year from the clergy, chairman and treasurer;
  - (v) discussion and adoption of such reports;
  - (vi) confirmation of appointment of Parochial District Committee members for the ensuing year;
  - (vii) election of the new chairperson and secretary and treasurer;
  - (viii) closing prayer.

6. **EXECUTIVE OFFICERS**

- (a) The Executive Officers of the Parochial District Committee shall be the president, secretary, treasurer and the pastor.
- (b) The **President** shall preside at all meetings and shall sign all official documents of the Parochial District Committee. The President shall provide leadership in the conduct of the affairs of the Parochial District and shall foster, preserve and maintain a close working relationship amongst its member parishes and missions.
- (c) The **Secretary** shall keep minutes at meetings and shall receive all correspondence on behalf of the Parochial District. In addition, the secretary shall sign, together with the chairperson, all official documents of the Parochial District.

- (d) The **Treasurer** shall receive all funds paid to and for the Parochial District, deposit same as required, disburse funds and pay the salary and other remuneration of clergy assigned to the Parochial District and shall maintain an accurate account and record of all such receipts and disbursements. The Treasurer shall provide financial reports to member parishes and missions from time to time and at annual meetings of the Parochial District Committee.

7. **PAROCHIAL DISTRICT PROPERTY AND RECORDS**

- (a) The Parochial District Committee shall maintain a record of and be accountable for all payments and monetary contributions made by the member parishes and missions toward the operating capital of the Parochial District and shall authorize and make payments of accounts and disbursements therefrom only in accordance with these by-laws and their stated purposes and objects.
- (b) In the event a member parish or mission of the Parochial District disbands or otherwise ceases to exist, its entitlement to any distribution, refund or other payment of the capital funds of the Parochial District shall accrue to and vest in the Ukrainian Orthodox Church of Canada.

8. **AMENDMENTS**

- (a) These by-laws may be amended only at an annual meeting of the Parochial District, by a two-thirds majority vote of the appointed representatives of the member parishes and missions in attendance.
- (b) No amendment shall become operative unless and until approved by the Consistory Board of the Ukrainian Orthodox Church of Canada.