

# **Manual Of The Christian and Missionary Alliance in Canada**

2014 Edition



This document is designed to reflect as completely as possible the actions of  
General Assembly and regulations approved by the Board of Directors.

**The Christian and Missionary Alliance in Canada**  
**30 Carrier Dr Suite 100**  
**Toronto ON M9W 5T7**  
**Tel: (416) 674-7878 • Fax: (416) 674-0808**  
**info@cmacan.org • www.cmacan.org**

**Manual**

**of**

**The Christian and Missionary Alliance**

**in Canada**

**2014 Edition**

**National Ministry Centre**  
30 Carrier Dr Suite 100 • Toronto ON M9W 5T7

# **THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA**

## **PURPOSE STATEMENT**

*As a family of churches  
we make disciples and multiply transformational churches  
in Canada and the world to the glory of the Triune God.*

## **VISION PRAYER**

*O God, with all our hearts we long to be:*

*a movement of churches*

*transformed by Christ,*

*transforming Canada and the world.*

*By your grace and for your glory:*

*Renew and empower us through a fresh encounter with yourself;*

*Release us to be strategic in service, kingdom-connected in  
practice, passionate in pursuit of your mission and mercy;*

*Use us to fulfill your purpose for Canada and the world.*

## **CORE VALUES**

### **1. We are committed to: The Glory of the Triune God**

Therefore:

- We love him wholeheartedly, worship him sincerely and seek passionately to complete the work he has given us to do.

### **2. We are committed to: The Authority of the Bible**

Therefore:

- We adhere to our doctrinal statement as a summary of key truths from the Bible that we agree on as a family of churches.
- We affirm the ministries of preaching and teaching in order to understand, obey and apply the Bible to our faith and practice.

### **3. We are committed to: Christ-centered Living**

Therefore:

- We lead believers into the fullness of the Spirit and faith in the all-sufficient Christ for healing and power to live holy lives of service.

### **4. We are committed to: The Church**

Therefore:

- We love the Church universal and seek to plant and nurture healthy, transformational local churches as the means of building Christ's kingdom and nurturing individual Christians.
- We minister on the basis of spiritual giftedness as essential to divine power and effectiveness.
- We encourage dynamic creativity resulting in diverse congregational composition, language and organizational structures in order to fulfill Christ's desire to reach all people.

### **5. We are committed to: Lost People**

Therefore:

- We allocate a disproportionately large amount of energy and resources to reaching lost people, discipling them to maturity in, and devotion to, Christ.

### **6. We are committed to: Missions**

Therefore:

- We give priority to world evangelization.
- We give priority in our missionary activity to evangelizing those people who have had the least opportunity to hear the gospel, thus expediting the return of Christ.

### **7. We are committed to: Leadership**

Therefore:

- We intentionally identify and train godly leaders.
- We affirm and empower our pastors; other credentialed workers and lay leaders, esteeming them highly in the Lord.

### **8. We are committed to: Strategic Cooperation**

Therefore:

- We serve each other with humility and compassion.
- We create strategies, structures and policies that enhance local initiative and maximize cooperation in the accomplishment of our purpose.
- We develop strategic partnerships with those of like-minded message, mission, passion and purpose.

### **9. We are committed to: Social Responsibility**

Therefore:

- We uphold biblical justice.
- We minister to the poor and oppressed as ministry to Jesus himself.
- We encourage and strengthen marriages and families.

### **10. We are committed to: Stewardship**

Therefore:

- We view all our resources and possessions as God-owned and we use them with integrity, accountability and maximum effectiveness.
- We embrace faithfulness and sacrifice in the advance of Christ's kingdom.

### **11. We are committed to: Prayer**

Therefore:

- We do nothing until we pray.

## **The following amendments have been made to the Manual since January 2014:**

### **I. Amendments by General Assembly 2014**

#### **In accordance with the Canada Not-for-profit Corporations Act:**

- The Letters Patent were replaced by the Certificate of Continuance
- The Corporate Bylaws were replaced by General Operating Bylaw No.1

#### **General Bylaws**

- Amended by replacing the words ‘missionary’ and ‘foreign missionary’ with the term ‘international worker’, and by replacing the word ‘furlough’ with the term ‘Home Assignment’.
- Article II, Section 5, Item 3.1 - was amended by deleting all occurrences of the word ‘three’ and replacing them with the word ‘two’.
- Article II, Section 4, Item 1 – the following sentence was deleted:  
All retired or disabled missionaries and home workers whose names appear in the Directory of Official Workers.
- Article III, Section 1 – the following sentence was added:  
In order to be elected to the Board of Directors, a nominee must receive at least a majority of the ballots cast.

#### **Policy on Process for Electing the President**

- Item 1.(f) was amended by deleting the words ‘General Assembly’ and replacing it with ‘the constituency’.
- Item 1.(g), which read:  
The first reading of the report of the Nominating Committee to General Assembly shall identify which candidate it recommends to General Assembly and will occur no later than 48 hour prior to the election. The report shall also list:  
Was amended to read:  
The Nominating Committee shall report to the constituency regarding the nomination of the President no later than 30 days prior to the election. The report shall identify which candidate it recommends to General Assembly and shall also list:

#### **Local Church Constitution**

- Article IX, Section 1 – Senior Pastor, which read:  
The District Superintendent shall suggest to the Board the name of such workers as in his judgment have proper qualifications for Senior Pastor of this church.  
Was amended to read:  
The District Superintendent shall suggest to the Board the names of such workers as in his judgment have proper qualifications for senior pastor of this church (who may be given another title).

#### **Guidelines Relating to Selected Business and Funding Ethics**

This document was rescinded.

### **II. Amendments by Board of Directors**

#### **Constitution for Developing Churches**

- Article IX, Section 1 – Senior Pastor, was updated to coincide with the amendment to the Local Church Constitution made by the General Assembly.

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## **EXCERPT FROM CERTIFICATE OF CONTINUANCE**

### **THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA – L'ALLIANCE CHRETIENNE ET MISSIONNAIRE AU CANADA**

The purposes of the corporation is/are:

- a) To advise, promote and increase the diffusion of the faith and doctrine of The Christian and Missionary Alliance in all lawful ways;
- b) To promote mutual fellowship and harmony in and among all branches of the Corporation and its congregations;
- c) To organize district conferences and to assist those churches where there are no organized district conferences;
- d) To promote, organize, establish, maintain, superintend, carry on and conduct branches and activities of the Corporation, including churches, Sunday Schools, Missions, Bible Camps, Conferences, theological training schools, seminaries and colleges; and including also benevolent institutions such as hospitals, children's homes, homes for the aged or needy; and including any other institutions for religious, congregational, social or recreational purposes;
- e) To promote the erection and purpose of houses of worship, parsonages, and any other buildings necessary to carry out the objects of the Corporation;
- f) To administer the property, business and other temporal affairs of the Corporation;
- g) To publish and distribute Christian literature for the support of the doctrines and faith of the Corporation;
- h) To promote generally the spiritual welfare of all of the members, congregations, district conferences and mission fields of the Corporation as a religious denomination;
- i) To collect and raise monies by way of donations, fundraising campaigns, or otherwise to fulfill the objects of the Corporation;
- j) To solicit, acquire, and receive by purchase, lease, devise, gift or otherwise any property, real, personal or mixed and to hold, use and dispose of the same, to fulfill the objects of the Corporation;
- k) To invest the monies of the Corporation not immediately required for the purposes of the Corporation in such investments as may be permitted for insurance companies.

## GENERAL OPERATING BY-LAW NO. 1 OF THE CORPORATION

A By-law relating generally to the transaction of the affairs of

**THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA –  
L'ALLIANCE CHRETIENNE ET MISSIONNAIRE AU CANADA  
(a Federal Corporation)**

hereinafter referred to as the “Corporation”

**WHEREAS** the Corporation was incorporated by Letters Patent issued by the Minister of Consumer and Corporate Affairs of Canada on the 1<sup>st</sup> day of April, 1972 and recorded on the 29<sup>th</sup> day of May 1972;

**AND WHEREAS** Supplementary Letters Patent dated July 16, 1982 were issued by the Minister of Consumer and Corporate Affairs;

**AND WHEREAS** the Corporation has filed Articles of Continuance pursuant to the provisions of the *Canada Not-For-Profit Corporations Act*, s.c. 2009, c. 23 in order to continue its corporate existence pursuant to such statute;

**NOW THEREFORE BE IT ENACTED** that the following By-law be enacted as the General Operating By-law No. 1 of **The Christian and Missionary Alliance in Canada – L'Alliance Chretienne et Missionnaire Au Canada** (hereinafter referred to as the “Corporation”).

### ARTICLE 1 - GENERAL

#### 1.01 Definition

In this by-law and all other by-laws of the Corporation, unless the context otherwise requires:

- (a) **"Act"** means the *Canada Not-For-Profit Corporations Act* S.C. 2009, c.23 including the Regulations made pursuant to the Act, and any statute or regulations that may be substituted, as amended from time to time;
- (b) **"Articles" or "Articles of Continuance"** means the original or restated articles of incorporation or articles of amendment, amalgamation, continuance, reorganization, arrangement or revival of the Corporation;
- (c) **"Auditor"** means a Public Accountant who meets the qualifications as set out in Section 180 of the Act and who has been appointed by the Membership to audit the financial statements of the Corporation in accordance with the Act and this General Operating By-law of, if permitted by the Act and so authorized by the Members, the Public Accountant who has been appointed to provide a review engagement;
- (d) **"Board"** means the Board of Directors of the Corporation and "Director" means a member of the Board;
- (e) **"By-law"** means this by-law and any other by-law of the Corporation as amended and which are, from time to time, in force and effect;
- (f) **"Committee"** means a Committee or Committees of the Corporation as defined in this General Operating By-law;
- (g) **"General Assembly"** means the legislative body as defined in the Manual;
- (h) **"General Operating By-law"** means this By-law, any amendments thereto, and any other By-laws of the Corporation intended to amend or replace the General Operating By-law herein;

- (j) **"Member"** means such church who meet the qualifications for membership as set out in Section 2.01 of this By-law and who has been admitted into membership in accordance with Section 2.01;
- (l) **"Ordinary resolution"** means a resolution passed by a majority of the votes cast on that resolution;
- (m) **"Proposal"** means a proposal submitted by a Member of the Corporation that meets the requirements of section 163 (Shareholder Proposals) of the Act;
- (n) **"Regulations"** means the regulations made under the Act, as amended, restated or in effect from time to time;
- (o) **"Resolution"** means a motion or resolution passed by either the Board, a Committee or the Members by a majority vote of those Board members, Committee members, or Members who are present, unless the Act or this General Operating By-law otherwise require;
- (p) **"Special resolution"** means a resolution passed by a two-thirds (2/3) majority of the votes cast on that resolution.

#### **1.02 Corporate Seal**

The Corporation may have a corporate seal in the form approved from time to time by the Board. If a corporate seal is approved by the Board, the Executive Vice-President or an officer designated by the Board of the Corporation shall be the custodian of the corporate seal.

#### **1.03 Execution of Documents**

Contracts, documents, or any instruments in writing require the signature of the corporation, shall be signed by any two officers and all contracts, documents, and instruments in writing so signed shall be binding upon the Corporation without any further authorization or formality. The Board of Directors shall have power from time to time by resolution to appoint an officer or officers on behalf of the Corporation to sign specific contracts, documents and instruments in writing or to empower an officer or officers to sign contracts within the limitations specified by the Board. The Board of Directors may give the Corporation's power of attorney to any registered dealer in securities for the purposes of the transferring of and dealing with any stocks, bonds, and other securities of the corporation. The seal of the Corporation when required may be affixed to contracts, documents and instruments in writing signed as aforesaid or by any officer or officers appointed by resolution of the Board of Directors.

#### **1.04 Financial Year**

The financial year end of the Corporation shall be December 31st in each year.

#### **1.05 Banking Arrangements**

The banking business of the Corporation shall be transacted at such bank, trust company or other firm or corporation carrying on a banking business in Canada or elsewhere as the Board of Directors may designate, appoint or authorize from time to time by resolution. The banking business or any part of it shall be transacted by an officer or officers of the Corporation and/or other persons as the Board of Directors may by resolution from time to time designate, direct or authorize.

#### **1.06 Borrowing Powers**

The Directors of the Corporation may, without authorization of the Members,

- (a) borrow money on the credit of the corporation;

- (b) issue, reissue, sell, pledge or hypothecate debt obligations of the corporation;
- (c) give a guarantee on behalf; and
- (d) mortgage, hypothecate, pledge or otherwise create a security interest in all or any property of the corporation, owned or subsequently acquired, to secure any debt obligation of the corporation.

#### **1.07 Annual Financial Statements**

The Corporation shall send to the Members within a period that is 21 to 60 days before the date of the annual Meeting of Members a copy of the comparative annual financial statements and other documents referred to in subsection 172(1) (Annual Financial Statements) of the Act or a copy of a publication of the Corporation reproducing the information contained in the documents. Instead of sending the documents, the Corporation may send a summary to each Member along with a notice informing the Member of the procedure for obtaining a copy of the documents themselves free of charge. The Corporation is not required to send the documents or a summary to a Member who, in writing, declines to receive such documents.

#### **1.08 Invalidity of any Provision of this By-law**

The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law.

#### **1.09 Omissions and Errors**

The accidental omission to give any notice to any Member, director, officer, member or Committee of the Board or Auditor, or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance with the By-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.

#### **1.10 Procedural Guide**

Unless otherwise provided by statute or the by-laws of the Corporation, the most recent version of Robert's Rules of Order shall be used as a procedural guide for all meetings.

#### **1.11 Interpretation**

In these By-laws and all other by-laws of the Corporation hereafter passed unless the context otherwise requires, words importing the singular number or the masculine gender shall include the plural number or the feminine gender, as the case may be, and vice versa, and references to "person" shall include, an individual, body corporate, partnership, trusts and unincorporated organizations.

## **ARTICLE 2 - MEMBERSHIP**

#### **2.01 Membership Conditions and Qualifications**

There shall be one class of Members in the Corporation. Such Members shall be those churches that have adopted the Local Church Constitution or the Constitution for Developing Churches as set out in the Manual of the Corporation and churches that have incorporated using a similar constitution which has been approved by the District Executive Committee and have been accepted as a Member church by the District Executive Committee of the District (as such term is defined in the Manual) within which the church is located.

Pursuant to subsection 197(1) (Fundamental Change) of the Act, a special resolution of the Members is required to make any amendments to this section of the by-laws if those amendments affect membership rights and/or conditions described in paragraphs 197(1)(e), (h), (l) or (m).

**2.02 Membership Transferability**

A local church's membership in the Corporation cannot be transferred to another church. Pursuant to Section 197(1) (Fundamental Change) of the Act, a special resolution of the Members is required to make any amendment to add, change or delete this section of the By-laws.

**2.03 Notice of Members Meeting**

Notice of the time and place of a Meeting of Members shall be given to each Member entitled to vote at the meeting and the Auditor by the following means:

- (a) by mail, courier or personal delivery to each Member entitled to vote at the meeting, and the Auditor during a period of not less than 30 days and not more than 60 days before the day on which the meeting is to be held; or
- (b) by telephonic, electronic or other communication facility to each Member entitled to vote at the meeting, and the Auditor during a period of not less than 30 days and not more than 35 days before the day on which the meeting is to be held; or
- (c) at least once in a publication of the Corporation that is sent to all Members during a period of 21 to 60 days before the day on which the meeting is to be held.

Pursuant to subsection 197(1) (Fundamental Change) of the Act, a special resolution of the Members is required to make any amendment to the By-laws of the Corporation to change the manner of giving notice to Members entitled to vote at a Meeting of Members.

Notice of any meeting where special business will be transacted should contain sufficient information to permit the Member's Delegate to form a reasoned judgment on the decision to be taken. Each voting delegate present in person at a meeting shall have the right to exercise one vote.

**2.04 Delegate**

All Members shall be represented by delegates (herein called "Delegates" or "Delegate") who have been duly appointed by the Member in accordance with the rules and regulations concerning the number of Delegates a Member may appoint as established by General Assembly. Each Delegate appointed to represent a Member must be a member of the local church appointing such individual. In addition to delegates appointed by Members, all persons holding an Official Worker's license issued by proper authorities in the denomination; all members of the Board of Directors and such other persons as it may designate; members of special committees of the General Assembly; and all members of national committees shall be delegates to meetings of the Members.

**2.05 Members Calling a Members' Meeting**

The Board of Directors shall call a special Meeting of Members in accordance with Section 167 of the Act, on written requisition of Members carrying not less than 5% of the voting rights. If the Directors do not call a meeting within twenty-one (21) days of receiving the requisition, any Member who signed the requisition may call the meeting.

**2.06 General Assembly**

The General Assembly of The Christian and Missionary Alliance in Canada – L'Alliance Chretienne et Missionnaire Au Canada (herein called the "General Assembly") is the ultimate spiritual authority under God of The Christian and Missionary Alliance in Canada.

Through seeking God's direction, the General Assembly establishes the goals, direction, vision and resultant ministries and activities of the corporate entity, The Christian and Missionary Alliance in Canada –

L'Alliance Chretienne et Missionnaire Au Canada (the "Corporation").

To accomplish such purposes, the General Assembly shall meet every two years at such time and place as determined by the Board of Directors. In exercising their rights and responsibilities as Members of the Corporation, the local churches shall elect a Board of Directors of the Corporation and both the Corporation and the Board of Directors shall respect the authority of the General Assembly. The Corporation, under the direction of the Board of Directors, shall be responsible under God for the administration of the Corporation in accordance with the By-laws and Articles of Continuance and within the legislation and limitations passed by the General Assembly. The role and function of the General Assembly, and its governance structure shall be as set out in the Manual.

- 2.07** The election of a President and a Board of Directors, the amendment of constitutions and by-laws shall be limited to annual meetings which coincide with the biennial General Assembly of Members.

### **ARTICLE 3 – MEMBERSHIP DUES AND TERMINATION**

**3.01 Membership Dues or Fees**

There shall be no dues payable by Members for membership in the Corporation.

**3.02 Withdrawal of Membership**

Any Member may withdraw from membership by delivering to the District office within which the Member is located a formal resolution of resignation approved by a two-third (2/3) majority vote of the people who are members of the local church (i.e. Member) seeking to withdraw.

**3.03 Termination of Membership**

Any Member may be required to resign by a majority vote of the District Executive Committee of the District in which it is located. Any such Member will be granted an opportunity to be heard by the District Executive Committee and shall also be granted an appeal to the Board of Directors of The Christian and Missionary Alliance in Canada should it be the desire of the Member to follow such a procedure.

**3.04 Effect of Termination of Membership**

Subject to the Articles, upon any termination of membership, the rights of the Member, including any rights in the property of the Corporation, automatically cease to exist. Notwithstanding the foregoing, should the church cease to be subject to the Manual which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, but continues to abide by a similar Statement of Faith and promote similar purposes, the District Executive Committee of the district within which the church is located or with which it is affiliated by law may allow the church to retain ownership of its property, appurtenances and effects.

### **ARTICLE 4 - PROPOSALS**

**4.01 Cost of Publishing Proposals for Annual Members' Meetings**

The Member who submitted the Proposal shall pay the cost of including the Proposal and any statement in the notice of meeting at which the Proposal is to be presented unless otherwise provided by ordinary resolution of the Members present at the meeting.

## **ARTICLE 5 – MEETINGS OF MEMBERS**

### **5.01 Place of Members' Meeting**

Subject to compliance with section 159 (Place of Members' Meetings) of the Act, meetings of the Members may be held at any place within Canada determined by the Board and on such day as the Board may appoint.

### **5.02 Persons Entitled to be Present at Members' Meetings**

Unless otherwise specifically excluded by the resolution of the Directors, all persons shall be entitled to be present at a Meeting of Members including but not limited to the Auditor of the Corporation.

### **5.03 Chair of Members' Meetings**

The Board of Directors shall appoint the moderator/chair of Members' Meetings. If no appointment is made, the Chair or Vice-Chair of the Board shall chair the meeting in the event that the Chair of the Board and the Vice-Chair of the Board are absent, the Members who are present and entitled to vote at the meeting shall choose one of their number to chair the meeting.

### **5.04 Quorum at Members' Meetings**

A quorum at any meeting of the Members (unless a greater number of Members are required to be present by the Act) shall be a one-third (1/3) of the Delegates who are entitled to vote at the meeting. If a quorum is present at the opening of a Meeting of Members, the Members present as represented by their Delegates may proceed with the business of the meeting even if a quorum is not present throughout the meeting.

### **5.05 Votes to Govern at Members' Meetings**

At any Meeting of Members, every question shall, unless otherwise provided by the Articles or By-laws or by the Act, be determined by a majority of the votes cast on the questions. In case of an equality of votes either on a show of hands or on a ballot or on the results of electronic voting, if so permitted by this By-law the chair of the meeting shall not have a second or casting vote. Members shall not be permitted a proxy vote at Meetings of Members.

### **5.06 Absentee Voting at Member's Meetings**

A Member whose Delegate(s) is/are not in attendance in person at the meeting or by such other means as provided for in this By-law, shall not have the right to vote by proxy.

### **5.07 Annual Meeting of Members**

There shall be an annual Meeting of Members at such time and place as determined pursuant to Section 5.01 to be no later than fifteen (15) months after the last preceding annual Meeting of Members and, in any event, not later than six (6) months after the end of the Corporation's preceding financial year. The purpose of the annual Meeting of Members will be to do the following:

- (a) receive necessary reports from the Officers, Committees and the Board;
- (b) review and approve the financial statements for the immediately preceding year, including the Auditor's report thereon or review engagement;
- (c) appoint the Auditor for the upcoming year;
- (d) elect Directors to the Board as required; and
- (e) transact any other necessary business.

- 5.08** When in session, the biennial General Assembly of The Christian and Missionary Alliance in Canada shall constitute the annual Meeting of Members. Unless otherwise directed in advance by majority vote of the Members present at the General Assembly, the Members hereby appoint the Board of Directors to be their Delegates for the annual Meeting of Members in the year following the biennial General Assembly. In that year, the annual Meeting of Members shall be held on the date of the annual meeting of the Board of Directors.

**5.09 Special Meetings**

At the request of the President or the Board or upon the request of the Members in accordance with Section 2.05, other special Meetings of Members shall be called and convened with notice of any such meeting being provided in accordance with this By-law.

## **ARTICLE 6 – DIRECTORS**

**6.01 Number of Directors**

The Board shall be comprised of the fixed number of Directors as determined from time to time by the Members by ordinary resolution or, if the ordinary resolution empowers the Directors to determine the number, by resolution of the Board. The minimum number of Directors may not be fewer than ten (10), at least two of whom are not officers or employees of the Corporation or its affiliates.

**6.02 Qualifications of Directors**

In addition to the qualification provisions set out in the Act, a Director must be a member of a local church that is a Member of the Corporation.

**6.03 Election and Term of Office of Directors**

The Directors shall be elected to hold office for a term expiring not later than the close of the fourth annual Meeting of Members following the election. Subject to the provisions of the Act, the Board, by a majority vote, shall be entitled to fill any vacancy among the Directors and a Director appointed or elected to fill such vacancy shall hold office for the unexpired term of the predecessor director.

**6.04 Consecutive Terms**

Upon serving a full four (4) year term of office as a Director, a Person shall not be eligible to serve a consecutive term of office as a Director for a period of four years from the completion of such full term. The time in office served by a Director who was elected or appointed to fill a vacancy part way through a four year term shall not preclude such Director from serving a consecutive term immediately following such partial term.

**6.05 Termination Date**

A Director shall immediately cease to be a Director:

- (a) if a Member presents a written petition for dismissal of a Director and the dismissal is authorized by a two-thirds (2/3) majority of the Delegates present at the annual Meeting of Members or at a special meeting of Members requisitioned for such purpose;
- (b) if a Director has resigned his office by delivering a written resignation to the Secretary of the Corporation;
- (c) if he is found by a court to be of unsound mind;
- (d) if he becomes bankrupt or suspends payment or compounds with his creditors; or

(e) on death;

Provided that if any vacancy shall occur for any reason in this Section, subject to Section 6.06, the Board of Directors by majority vote may, by appointment, fill the vacancy with a member of a local church that is a Member of the Corporation.

#### **6.06 Vacancies**

So long as a quorum of the Directors remains in office, a vacancy on the Board may be filled by the Directors until the next annual Meeting of Members which is a biennial meeting of General Assembly. If no quorum of Directors exists, the remaining Directors shall forthwith call a special Meeting of Members to fill the vacancies on the Board. If the number of Directors is increased between the terms, a vacancy or vacancies, to the number of the authorized increase, shall thereby be deemed to have occurred, which may be filled in the manner above provided.

#### **6.07 Calling of Meetings of Board of Directors**

Meetings of the Board of Directors may be held at any time and place to be determined by the Directors provided that not less than forty-eight (48) hours written notice of such meeting shall be given, other than by mail, to each Director. There shall be not less than one (1) meeting per year of the Board of Directors. No error or omission in giving notice of any meeting of the Board of Directors or any adjourned meeting of the Board of Directors of the Corporation shall invalidate such meeting or make void any proceedings taken thereat and any Director may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat. Notice of a meeting shall not be necessary if all of the Directors are present, and no-one objects to the holding of the meeting, or if those absent have waived notice of or have otherwise signified their consent to the holding of such meeting. Notice of an adjourned meeting is not required if the time and place of the adjourned meeting is announced at the original meeting. Unless the By-law otherwise provides, no notice of meeting need specify the purpose or the business to be transacted at the meeting except that a notice of meeting of Directors shall specify any matter referred to in subsection 138(2) (Limits on Authority) of the Act that is to be dealt with at the meeting. Subsection 138(2) sets out restrictions on the powers of a managing Director or a committee of Directors, if so appointed by the Board.

#### **6.08 Meetings by Electronic Means**

If all the Directors of the Corporation consent thereto generally or in respect of a particular meeting, a Director may participate in a meeting of the Board or of a Committee of the Board by means of such conference telephone or other communications facilities as permit all persons participating in the meeting by such means are deemed to be present at the meeting. A resolution in writing, signed by all the Directors entitled to vote on that resolution at a meeting of Directors or Committee of Directors, is as valid as if it had been passed at a meeting of Directors or Committee of Directors.

#### **6.09 Regular Meetings of the Board of Directors**

The Board may appoint a day or days in any month or months for regular meetings of the Board at a place and hour to be named. A copy of any resolution of the Board fixing the place and time of such regular meetings of the Board shall be sent to each Director forthwith after being passed, but no other notice shall be required for any such regular meeting.

#### **6.10 Votes to Govern at Meetings of the Board of Directors**

At all meetings of the Board, every question shall be decided by a majority of the votes cast on the question. Each Director shall have one (1) vote. In case of an equality of votes, the chair of the meeting shall not have a second or casting vote.

**6.11 Remuneration of Directors**

The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from his position as such; provided that a Director may be paid reasonable out of pocket expenses incurred in the performance of his duties.

**6.12 Retiring Director**

A retiring Director shall remain in office until the dissolution or adjournment of the meeting at which his retirement is accepted and his successor is elected. The resignation of a Director may be accepted forthwith.

**6.13 Indemnities to Directors**

Every Director and Officer of the Corporation or other person who has taken or is about to undertake any liability on behalf of the Corporation and their heirs, executors and administrators, and estate and effects, respectively, shall from time to time and at all times, be indemnified and saved harmless, out of the funds of the Corporation, from and against,

- (a) all costs, charges and expenses whatsoever which the Director, officer or other person sustains or incurs in or about any action, suit or proceeding which is brought, commenced or prosecuted against him or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him in or about the execution of the duties of his office or in respect of any such liability; and
- (b) all other costs, charges and expenses which he sustains or incurs in or about or in relation to the affair thereof, except the costs, charges or expenses occasioned by his own wilful neglect or default.

**6.14 Protection of Directors and Officers**

No Directors or Officers of the Corporation shall be liable for the acts, receipts, neglects or defaults of any other Director or Officer or employee or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by the Corporation or for or on behalf of the Corporation for the insufficiency of any security in or upon which any of the money of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortious act of any person, firm or corporation with whom or which any moneys, securities or effects shall be lodged or deposited or for any loss, damage or misfortune whatever which may happen in the execution of the duties of his respective office or trust or in relation thereto unless the same shall happen by or through his own wrongful and wilful act or through his own wrongful and wilful neglect or default.

**6.15 Responsibility for Act**

The Directors for the time being of the Corporation shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into in the name or on behalf of the Corporation, except such as shall have been submitted to and authorized or approved by the Board.

**6.16 Conflict of Interest**

No Director shall place himself in a position where there is a conflict of interest between his duties as a Director and his other interests. Every Director who is in any way directly or indirectly interested in or may become interested in a material way in an existing or proposed contract, transaction or arrangement with the Corporation or who otherwise has a conflict of interest by virtue of involvement with a member of his family (with “family” defined as spouse, father, mother, child, brother or sister, or spouse of such family members) or by the involvement of his partner, business associate or corporation that the Director is involved with as either a Director, shareholder, officer, employee or agent, then such Director shall declare his conflict of interest fully at a meeting of the Board and shall withdraw from any vote thereon.

## **ARTICLE 7 - COMMITTEES**

### **7.01 Committees of the Board of Directors**

The Board may from time to time appoint such Standing Committees, Ad Hoc Committees or any other advisory body as it deems necessary or appropriate for such purposes and, subject to the Act, with such powers as the Board shall see fit. Any such Committee may formulate its own rules of procedure, subject to such regulations or directions as the Board may from time to time make. Any Committee member may be removed by resolution of the Board of Directors. All Committees shall be fully responsible to the Board of Directors.

## **ARTICLE 8 – OFFICERS**

### **8.01 Officers**

The Officers of the Corporation shall be:

- (a) President;
- (b) Vice-President/finance;
- (c) Secretary;
- (d) such additional officers determined from time to time by the Board of Directors.

Any two offices may be held by the same person. All officers must be members of a local church which is a Member of the Corporation. Any officer may, but need not be, a Director of the Corporation.

### **8.02 Election of President**

The President shall be elected by the Members of the Corporation at an annual Meeting of Members which is the biennial General Assembly or at such meeting of the Members as may be called earlier than the biennial General Assembly for the purpose of filling any vacancy in such position and shall continue in office until he resigns, becomes incapacitated, dies, is no longer a member of a local church which is a Member of the Corporation or is otherwise removed by a two-thirds (2/3) majority vote of the Board of Directors.

### **8.03 President as Director**

Subject to the provisions of Section 8.04 the election of the President shall constitute the election of such person as a Director.

### **8.04 Voting Rights of President**

As a Director, the President shall have the same rights, duties, privileges and obligations as all other directors, including the right to receive notice of, attend and fully participate at all meetings of the Board of Directors and vote on all matters requiring a vote which come before the meeting. In the event the President is an employee of the Corporation, he shall have all of such rights, duties, privileges and obligations save and except the right to vote.

### **8.05 Appointment of Other Officers**

The President shall nominate candidates to the Board of Directors to fill all officer positions other than the President. The Board of Directors shall appoint such officers from the list of candidates for such positions as submitted by the President.

#### **8.06 Terms of Office**

- (a) The President of the Corporation may, in addition to any unexpired term of a predecessor which he may be filling, hold office for four (4) years. He may be re-elected for a maximum of two (2) additional terms of four (4) years each.
- (b) The Secretary shall serve for a term of one (1) year. There shall be no limitation on the number of consecutive terms that can be served by the Secretary.
- (c) There shall be no specified term of office for all other officers.
- (d) Any officer may be removed by the Board of Directors upon a two-thirds (2/3) majority vote of the Directors in attendance at a duly constituted meeting of the Board.

#### **8.07 Duties of Officers**

- (a) The President shall be chief executive officer of the Corporation. He shall have the general and active management of the affairs of the Corporation. He shall see that all orders and resolutions of the Board of Directors are carried into effect. In the event he is a paid employee of the Corporation, he shall have the rights as set out in Section 8.04.
- (b) The Vice-President/Finance shall act as treasurer of the Corporation. He shall have the custody of the funds and securities of the Corporation and shall keep full and accurate accounts of all assets, liabilities, receipts and disbursements of the Corporation in the books belonging to the Corporation and shall deposit all monies, securities and other valuable effects in the name and to the credit of the Corporation in such chartered bank or trust company, or, in the case of securities, in such registered dealer in securities as may be designated by the Board of Directors from time to time. He shall disburse the funds of the Corporation as may be directed by property authority taking proper vouchers for such disbursements, and shall render to the President and Directors at the regular meeting of the Board of Directors, or whenever they may require it, an accounting of all the transactions and a statement of the financial position, of the Corporation. He shall also perform such other duties as may from time to time be directed by the Board of Directors.
- (c) The Secretary may be empowered by the Board of Directors, upon resolution of the Board of Directors, to carry on the affairs of the Corporation generally under the supervision of the officers thereof and shall attend all meetings and act as clerk thereof and record all votes and minutes of all proceedings in the books to be kept for that purpose. He shall give or cause to be given notice of all meetings to the Members and of the Board of Directors, and shall perform such other duties as may be prescribed by the Board of Directors or President.

#### **8.08 Succession**

On an annual basis, the Board of Directors shall appoint an order of succession to come into effect should the President be unable to serve for any reason, including but not limited to absence or disability. However, in the absence of such designation, the order of succession shall be:

- (a) Executive Vice President
- (b) Vice President, Global Ministries
- (c) Vice President, Canadian Ministries
- (d) Vice President, Finance

#### **8.09 Agents**

The Board of Directors may appoint such agents and engage such employees as it shall deem necessary from time to time and such persons shall have such authority and shall perform such duties as shall be prescribed by

the Board of Directors at the time of such appointment.

## **ARTICLE 9 – GENERAL PROVISIONS**

### **9.01 Books and Records**

The Board of Directors shall see that all necessary books and records of the Corporation required by the By-laws of the Corporation or by any applicable statute or law are regularly and properly kept.

### **9.02 Minutes of Board of Directors**

The Minutes of the Board of Directors shall not be available to the general membership of the Corporation but shall be available to the members of the Board of Directors, each of whom shall receive a copy of such minutes.

### **9.03 Auditors**

Members shall at each annual Meeting of Members appoint an Auditor to audit the accounts of the Corporation for report to the Members at the next annual Meeting of Members. The Auditor shall hold office until the next annual Meeting of Members provided that the Board of Directors may fill any vacancy in the office of Auditor. The remuneration of the Auditor shall be fixed by the Board of Directors.

## **ARTICLE 10 – EFFECTIVE DATE**

### **10.01 By-laws and Effective Date**

Subject to the Articles, the Board of Directors may, by resolution, make, amend or repeal any By-laws that regulate the activities or affairs of the Corporation. Any such By-law, amendment or repeal shall be effective from the date of the resolution of Directors until the next Meeting of Members called for the purpose of considering the by-law where it may be confirmed, rejected or amended by the Members by a two-thirds (2/3) majority vote of the voting delegates of the Members. If the By-law, amendment or repeal is confirmed or confirmed as amended by the Members it remains effective in the form in which it was confirmed. The By-law, amendment or repeal ceases to have effect if it is not submitted to the Members at the next Meeting of Members or if it is rejected by the Members at the meeting.

## **GENERAL CONSTITUTION**

### **The Christian and Missionary Alliance in Canada Preamble**

As a church body, The Christian and Missionary Alliance in Canada supports and is governed by constituted authority. The constitution which follows and the properly adopted bylaws define the constituent elements of The Christian and Missionary Alliance in Canada and provide the necessary legislation for all of its ministries, the election of its officers, governing boards, administration and institutions.

### **Article I – Name**

The name by which this Corporation shall be known is “The Christian and Missionary Alliance in Canada” or “L’Alliance Chrétienne et Missionnaire au Canada.”

### **Article II – Objectives**

The Christian and Missionary Alliance in Canada is committed to the glorification of the Triune God through worship and world missions, stressing the fullness of Christ in personal experience, building the Church and preaching the Gospel to the ends of the earth, to be accomplished through the following objectives:

1. to proclaim the truth of God’s Word and to disciple people of all nations, particularly where Christ has not been named, emphasizing the Lordship of Jesus Christ and the person and work of the Holy Spirit, and looking for the coming of the Lord;
2. to establish and nurture churches related in fellowship with The Christian and Missionary Alliance around the world, dedicated to evangelism and missions;
3. to establish local churches throughout Canada;
4. to teach and train believers for the work of the ministry of Christ;
5. to provide fellowship for individual believers of kindred spirit with one another without affecting their denominational relations;
6. to encourage the cooperation of such evangelical groups of churches or Christians as may be disposed to send their missionaries through The Christian and Missionary Alliance in Canada and contribute their missionary offerings through the general treasury;
7. to fulfill the general objectives contained in the founding charter.

### Article III – Statement of Faith

(All references in Appendix 1 at conclusion of constitution.)

1. There is one God,<sup>1</sup> who is infinitely perfect,<sup>2</sup> existing eternally in three persons: Father, Son and Holy Spirit.<sup>3</sup>
2. Jesus Christ is true God and true man.<sup>4</sup> He was conceived by the Holy Spirit and born of the Virgin Mary.<sup>5</sup> He died upon the cross, the Just for the unjust, as a substitutionary sacrifice, and all who believe in him are justified on the ground of his shed blood. He arose from the dead according to the Scriptures.<sup>6</sup> He is now at the right hand of the Majesty on high as our great High Priest.<sup>7</sup> He will come again to establish his Kingdom of righteousness and peace.<sup>8</sup>
3. The Holy Spirit is a divine Person, sent to indwell,<sup>9</sup> guide, teach and empower the believer, and to convince the world of sin, of righteousness and of judgment.<sup>10</sup>
4. The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of his will for the salvation of people. They constitute the divine and only rule of Christian faith and practice.<sup>11</sup>
5. Humankind, originally created in the image and likeness of God,<sup>12</sup> fell through disobedience, incurring thereby both physical and spiritual death. All people are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ.<sup>13</sup> The destiny of the impenitent and unbelieving is existence forever in conscious torment, but that of the believer is everlasting joy and bliss.<sup>14</sup>
6. Salvation has been provided only through Jesus Christ. Those who repent and believe in him are united with Christ through the Holy Spirit and are thereby regenerated (born again), justified, sanctified and granted the gift of eternal life as adopted children of God.<sup>15</sup>
7. It is the will of God that in union with Christ each believer should be sanctified thoroughly<sup>16</sup> thereby being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ's commission.<sup>17</sup>

This is accomplished through being filled with the Holy Spirit which is both a distinct event and progressive experience in the life of the believer.<sup>18</sup>

8. Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. Prayer for the sick and anointing with oil as taught in the Scriptures are privileges for the Church in this present age.<sup>19</sup>
9. The universal Church, of which Christ is the Head, consists of all those who believe on the Lord Jesus Christ, are redeemed through His blood, regenerated by the Holy Spirit, and commissioned by Christ to go into all the world as a witness, preaching the Gospel to all nations.<sup>20</sup>

The local church, the visible expression of the universal Church, is a body of believers in Christ who are joined together to worship God, to observe the ordinances of Baptism and the Lord's Supper, to pray, to be edified through the Word of God, to fellowship, and to testify in word and deed to the good news of salvation both locally and globally. The local church enters into relationships with other like-minded churches for accountability, encouragement and mission.<sup>21</sup>

10. There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life;<sup>22</sup> for the latter, a resurrection unto judgment.<sup>23</sup>
11. The second coming of the Lord Jesus Christ is imminent and will be personal and visible.<sup>24</sup> As the believer's blessed hope, this vital truth is an incentive for holy living and sacrificial service toward the completion of Christ's commission.<sup>25</sup>

## **Article IV – Membership**

Membership in The Christian and Missionary Alliance in Canada shall consist of local Alliance churches of The Christian and Missionary Alliance in Canada and who have qualified as set out in the Corporate Bylaws.

## **Article V – Organization and Government**

### **Section 1 – Organization**

The Christian and Missionary Alliance in Canada shall function with the officers, legislative and executive bodies as designated by the bylaws.

### **Section 2 – Amendments**

Amendments may be made to the constitution by a two-thirds vote at any regular business session of the General Assembly, written notice having been given prior to General Assembly.

Notice of meeting for the adoption of the proposed amendments shall be given by the Recording Secretary of the Board of Directors, stating time and place of the next General Assembly. Such notification shall be directed to the churches and all Official Workers not less than three months prior to the date of the meeting.

Last Amended – General Assembly 2004 (Article V, Section 2)

## **Appendix 1 REFERENCES**

- 1 Isa. 44:6; 45:5-6
- 2 Matt. 5:48; Deut. 32:4
- 3 Matt. 3:16-17; 28:19
- 4 Phil. 2:6-11; Heb. 2:14-18;  
Col. 2:9
- 5 Matt. 1:18; Luke 1:35
- 6 1 Cor. 15:3-5; 1 John 2:2; Acts  
13:39
- 7 Heb. 4:14-15; 9:24-28
- 8 Matt. 25:31-34; Acts 1:11
- 9 John 14:16-17
- 10 John 16:7-11; 1 Cor. 2:10-12
- 11 2 Tim. 3:16; 2 Peter 1:20-21
- 12 Gen. 1:27
- 13 Rom. 8:8; 1 John 2:2
- 14 Matt. 25:41-46; 2 Thess. 1:7-10
- 15 Titus 3:5-7; Acts 2:38; John  
1:12; 1 Cor. 6:11
- 16 1 Thess. 5:23
- 17 Acts 1:8
- 18 Rom. 12:1-2; Gal. 5:16-25
- 19 Matt. 8:16-17; James 5:13-16
- 20 Eph. 3:6-12; 1:22-23
- 21 Acts 2:41-47; Heb. 10:25;  
Matt. 28:19-20; Acts 1:8,  
11:19-30; 15
- 22 1 Cor. 15:20-23
- 23 2 Thess. 1:7-10
- 24 1 Thess. 4:13-17
- 25 1 Cor. 1:7; Titus 2:11-14;  
Matt. 24:14; 28:18-20

# GENERAL BYLAWS

## Article I – Organization and Government

### Section 1 – Features of Organization

The following elements constitute the organized work of The Christian and Missionary Alliance in Canada:

1. a legislative body, known as the General Assembly,
2. an executive body, known as the Board of Directors,
3. district organizations in Canada,
4. Alliance churches in Canada,
5. all Alliance ministries overseas,
6. publication and educational ministries,
7. auxiliary enterprises.

## Article II – Legislative Body – The General Assembly

The General Assembly, thoroughly representative of the entire membership, is the ultimate authority under God of The Christian and Missionary Alliance in Canada.

### Section 1 – Meetings

This Assembly shall meet biennially. The time and place of its next meeting shall be determined by the Board of Directors. Any region to which the General Assembly could go may submit invitations to specific places within its boundaries for the consideration of the Board of Directors.

### Section 2 – Presiding Officer – Moderator

A Moderator shall be appointed by the Board of Directors one year in advance of the General Assembly meeting. His duty shall be to act as Chair of the plenary sessions of the General Assembly. He may be assisted in this capacity by anyone so designated by the Board of Directors.

### Section 3 – Function of the General Assembly

The General Assembly is the highest legislative authority in The Christian and Missionary Alliance in Canada. All legislation enacted by Assembly is therefore binding on all member churches.

The General Assembly shall require full reports from the Board of Directors through the President.

Legislation may be enacted by the General Assembly. Such legislation shall direct and limit the administration.

Assembly planning committees shall ensure that in addition to adequate time for business, there are times for worship, inspiration and fellowship at each Assembly.

### Section 4 – Basis of Representation

1. **Accredited Delegates.** All persons holding an Official Worker's license, issued by proper authorities in the denomination; all members of the Board of Directors, and such others as it may designate; lay members of special committees of the General Assembly who may not have been otherwise appointed; and all lay members of national committees.

All lay delegates appointed by member churches must be members of that Christian and Missionary Alliance church. Each church may send two lay delegates. If the active membership is 150 or more, another lay delegate may be sent for each additional 100 members, or fraction thereof. The Elders' Board of the member churches shall be responsible for the certification of lay delegates. This certification is to be verified by the signature of the Secretary of the Board of Elders.

The national and District Presidents of Alliance Men's Ministries. The national and District Women's Ministries Directors.

For churches which are not yet fully organized, one lay delegate may be appointed by the appropriate District Superintendent, after consultation with the Advisory Committee.

2. **Corresponding Delegates.** On recommendation of the Committee on Credentials, any member of a church of The Christian and Missionary Alliance attending the General Assembly as a visitor may be admitted as a corresponding delegate by a two-thirds vote of the General Assembly, without the right to debate or vote.

A representative of any national church in working agreement with The Christian and Missionary Alliance in Canada, appointed by his national church and approved by the Division of Overseas Ministries.

Such representatives of contributing societies as the Board of Directors may invite as corresponding delegates.

### **Section 5 – Committee on General Assembly Committees**

The Chair, Vice Chair, and Secretary of each General Assembly committee, other than the Committee on Nominations, shall be appointed by the Board of Directors prior to General Assembly.

Other members of these Committees shall be appointed by the Committee on General Assembly Committees.

1. **The Committee on General Assembly Committees.** This committee shall be composed as follows:
  - 1.1 one member appointed by the Board of Directors, who shall be the Chair,
  - 1.2 one international worker on regular home assignment, appointed by the Board of Directors,
  - 1.3 one member from each district of The Christian and Missionary Alliance in Canada, appointed by the District Executive Committee.
2. **General Assembly Committees.** General Assembly committees shall include:
  - 2.1 Committee on General Legislation,
  - 2.2 Committee on Finance,
  - 2.3 Committee on Strategic Plan,
  - 2.4 Committee on Nominations,
  - 2.5 Committee on Rules,
  - 2.6 Committee on Credentials,
  - 2.7 Committee on Agenda.

The Board of Directors and/or the General Assembly may designate other committees as the need arises.

3. **Composition of General Assembly Committees**
  - 3.1 Committee on Nominations shall include: the Chair; Vice Chair; Secretary, as elected by General Assembly; two persons elected as nominees by each Canadian district; and, two international workers on home assignment appointed by the Board of Directors.
  - 3.2 Other committees shall include: the Chair; Vice Chair; Secretary, as appointed by the Board of Directors; as far as possible, three persons from each Canadian District; three international workers on home assignment; and three representatives-at-large except for the committees on credentials, agenda and rules which are three-member committees.

### **Section 6 – Procedures**

1. **Introducing Legislation at General Assembly.** All resolutions proposing new laws or regulations, or amendments to existing laws or regulations, presented directly on the floor of General Assembly shall be referred to the appropriate committee, or to such other standing committee as the Chair will direct, before being discussed by General Assembly.

No legislation introduced from the floor of General Assembly, requiring submission to a General Assembly committee before being considered, shall be presented on the closing day of General Assembly.

2. **Approach to General Assembly.** District Conferences may approach General Assembly on matters pertaining to the general policies of the denomination through the Board of Directors by a properly prepared memorial. Such memorial shall

receive careful consideration in its relationship to the entire home field by the Board of Directors and either be passed on to General Assembly, with or without recommendation, or be referred to the District Conferences so that, if a majority of the conferences approve, it shall be passed on to General Assembly, and if a majority of the conferences disapprove, it shall not be passed on to General Assembly.

Members of the denomination have the right to appear at the committee meetings and present their views on the subject before it, at such reasonable times as, upon request, the committee may appoint, but during the deliberation of the committee, no one has a right to be present except the members of the committee.

If any member of the General Assembly desires a special privilege, he shall address the Chair and make known the nature of his request. If, in the judgment of the Chair, the request seems to be in order, he may assign him the floor for a period not to exceed three minutes. If the Chair feels the speaker should have more time, he may refer it to the body for an extension.

3. **Reports to General Assembly.** The report of the Board of Directors through the President, shall present a survey of all the work of The Christian and Missionary Alliance in Canada, including matters reported and referred. This report shall be placed in the hands of the delegates at the opening session of the General Assembly. The final disposition of matters that have been referred to various committees, divisions, commissions, Board of Directors, or individuals, will be included in the Board of Directors' report to the General Assembly.

- 3.1 **General Assembly Committees' Reports.** The committees of General Assembly shall carefully consider all reports and matters referred to them and shall report to the Assembly, with such recommendations as they may consider advisable.

They may also consider other matters that normally come within the scope of said committees, not growing out of these reports. Recommendations, however, growing out of matters not referred, are to be presented as a first reading before final action is taken at a subsequent session.

As far as possible, all General Assembly committees shall be appointed before the reading of the Board of Directors' report.

- 3.2 **Disposition of Reports.** All parts of the report from the Board of Directors shall be referred to an appropriate committee of the General Assembly before being discussed by the Assembly.

All reports of special committees or commissions elected or appointed by the General Assembly, whose personnel are determined by the Assembly, shall be reported directly to the Assembly, and after the second reading may be discussed by the Assembly. Such reports shall be presented in written form and made available to all delegates.

4. **Changes in the Constitution and Bylaws.** All legislation proposing changes in constitutions and bylaws shall be presented to the General Assembly with the principles of such changes defined without the technical wording of the amendments. When these changes have been approved by the General Assembly they shall then be referred to the Committee on Rules for proper wording and reported back to the General Assembly for final approval.
5. **Quorum.** One-third of the registered delegates shall constitute a quorum.

In the event that elections have not been completed and a quorum is not present, all incomplete elections shall be referred to the Board of Directors with power to fill vacancies until the next General Assembly.

6. **Rules of Order.** Where there is no existing legislation, the current edition of Robert's Rules of Order will apply.

### **Article III – Executive Body – Board of Directors**

The Board of Directors is the executive body and is responsible under God for the administration of The Christian and Missionary Alliance in Canada in accordance with the Constitution and Bylaws and within the legislation and limitations passed by the General Assembly.

### **Section 1 – Membership**

The Board of Directors shall consist of thirteen (13) persons including the President, who shall be an ex officio member. At the time of election, there shall be one member from each district of The Christian and Missionary Alliance in Canada and the other persons, one of whom shall be an international worker, elected without consideration as to their District of residence. In order to be elected to the Board of Directors, a nominee must receive at least a majority of the ballots cast. No more than two members, in addition to the President, shall be under allowance from The Christian and Missionary Alliance in Canada.

Persons shall not vote on any matter which may directly or indirectly result in financial benefit to them, whether such benefit be in the nature of salary or other payment. Up to one-half of the membership may be lay persons.

Should a vacancy occur on the Board during the term of office of an elected member, the Board may appoint a person to fill the vacancy until the next General Assembly; at such time a person shall be elected to complete any unexpired term.

The term of office for elected members shall not exceed six years with one-third of the Board elected at each General Assembly. Persons are eligible for a further term of service on the Board after a lapse of four years following the completion of the last term. The term of office of the President shall commence on August 1 following his election.

### **Section 2 - President's Cabinet**

The President's Cabinet shall be appointed annually by the Board of Directors. Its members shall be nominated by the President and appointed by the Board of Directors.

## **Article IV – Corporate Body**

The Christian and Missionary Alliance in Canada is a federally chartered religious corporation, incorporated on May 29, 1972.

## **Article V – Amendments**

These bylaws may be amended by a two-thirds vote at any regular business session of the General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 1980

Amended – General Assembly 2012

Amended – General Assembly 2014

## **POLICY ON PROCESS FOR ELECTING THE PRESIDENT**

In this policy, all references to “the Committee” shall be interpreted as meaning “the General Assembly Committee on Nominations”.

### **1. General Assembly Committee on Nominations**

- (a) The Chair, Vice Chair and Secretary shall have full discretion to commence preparatory work for the nominating committee including, but not limited to, publishing a call for nominations.<sup>1</sup>
- (b) The Committee shall report exclusively to the General Assembly.
- (c) The Committee shall request from the Chair of the Board of Directors input regarding the needs of the C&MA in Canada in the next season of its life as identified by the Board.
- (d) The Committee shall only receive nomination papers from individuals who are committed and able to meet the criteria for a member of the Board of Directors as outlined in the Corporate Bylaws, and who:
  - i. are Canadian citizens,
  - ii. are approved for licensing by the C&MA in Canada before they submit their papers and,
  - iii. have a significant Canadian ministry leadership experience.
- (e) The Committee shall exercise due diligence<sup>2</sup> and fair treatment in its assessment of each candidate.
- (f) The Committee shall operate in absolute confidentiality. No person submitting Nomination Papers shall be identified until the Committee presents its report to the constituency.
- (g) The Nominating Committee shall report to the constituency regarding the nomination of the President no later than 30 days prior to the election. The report shall identify which candidate it recommends to General Assembly and shall also list:
  - i. The names of persons who submitted Nomination Papers whose Nomination Papers were found to be in order and who have not withdrawn.
  - ii. A brief resumé of each candidate’s ministry.
  - iii. The position statement of vision, goals and expected outcomes during the term, as submitted by the candidate.
- (h) The Committee shall inform each candidate regarding whether or not the candidate is being recommended by the Committee prior to presenting its report to General Assembly.
- (i) Nominations from the floor of General Assembly shall not be accepted.

### **2. Nomination Papers**

- (a) All candidates for the position of President, including the incumbent President, should the incumbent be eligible, shall file Nomination Papers with the Chair of the Committee.
- (b) A candidate may withdraw his candidacy at any time prior to the vote to elect the President at General Assembly by providing notice to the Chair of the Committee.

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<sup>1</sup> The establishment and composition of the Nominating Committee is in the General Bylaws (3.1.).

<sup>2</sup> Due diligence shall include but not be restricted to a criminal record police check.

### **3. Incumbent**

Not later than one hundred and eighty (180) days before the convening of General Assembly, the incumbent President shall provide written notice to the Chair of the Committee stating the incumbent President's intention to allow or not allow his name to stand for re-election. The Chair of the Committee shall, not later than five business days after receiving such written notification, ensure that the stated intention of the incumbent President be posted on the public web site of The Christian and Missionary Alliance in Canada should such a web site exist.

### **4. Election Procedure**

- (a) Immediately prior to the election, all candidates for President shall be given opportunity to present to General Assembly a speech which shall be approximately 15-minutes in length. Speaking order will be determined by drawing lots. Candidates will meet with the Moderator immediately after the session in which the second reading of the Report on Nominations is presented to establish the speaking order.
- (b) Following the speeches, delegates will be given 15 minutes for prayer and consideration prior to the ballots being distributed.
- (c) All candidates submitting Nomination Papers found to be in order by the Committee, and who have not withdrawn, shall be listed on the ballot with the candidate recommended by the Committee identified thereon.
- (d) The vote to elect the President shall take place on the afternoon of the day prior to the last day of business meetings of General Assembly.
- (e) In order to be elected President, a candidate must receive the votes of at least fifty percent plus one of the votes cast. In the event that no candidate receives the required majority on the first ballot, the two candidates receiving the most votes in their favour on the first ballot shall be the only two candidates that the delegates to General Assembly shall consider on a second ballot. The delegates to General Assembly shall vote on the second ballot as soon as practicable after the Moderator announces the names of the two candidates.
- (f) The Moderator of General Assembly shall announce the name of the elected candidate as soon as conveniently possible after ballot counting has been completed.
- (g) The elected candidate shall be declared the President for the next term.

### **5. Dispute Resolution**

In the event of a need for interpretation of this policy before the beginning of General Assembly, the Chair of the Nominating Committee shall request such interpretation of the Board of Directors and the Nominating Committee shall abide by the ruling of the Board of Directors. Once General Assembly has commenced, the Rules Committee shall make any necessary rulings.

### **6. Amendments**

This policy may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 2006  
Amended – General Assembly 2008  
Amended – General Assembly 2010  
Amended – General Assembly 2014

## **POLICY ON HIGHER EDUCATION**

### **General**

All officially recognized schools as hereafter defined are responsible to the Board of Directors of The Christian and Missionary Alliance in Canada through the President of The Christian and Missionary Alliance in Canada. An officially recognized school is defined as a school whose property is owned directly by The Christian and Missionary Alliance in Canada, by the District Corporation or by the Corporation of the school itself.

The Board of Directors of The Christian and Missionary Alliance in Canada must approve the Constitution and Bylaws governing the colleges and/or seminaries. The Board of Governors for the colleges and/or seminaries shall be appointed and/or elected in the manner prescribed in the institution's constitution.

The President of the college is nominated by the Board of Governors for the college/seminary and is elected by the Board of Directors for The Christian and Missionary Alliance in Canada. Should the Board of Directors for The Christian and Missionary Alliance in Canada not approve the nomination of the college board, the matter shall be referred back to the Board of Governors of the college for an additional nomination.

The Doctrinal Statement of The Christian and Missionary Alliance in Canada, as found in the General Constitution, will be binding on the colleges and/or seminaries. The college/seminary shall file an annual report with the Board of Directors containing both general and financial information.

#### **Official Institutions in Canada:**

Colleges –	Institut Biblique V.I.E. 2520, chemin Ste-Foy, suite 201 Ste-Foy, Québec G1V 1T5	
University College –	Ambrose University 150 Ambrose Circle SW Calgary, Alberta T3H 0L5	with programs in Arts and Sciences, Undergraduate Ministry and Seminary

### **Opening Institutions of Higher Learning**

Institutions wishing to come under The Christian and Missionary Alliance in Canada, or persons wishing to initiate an officially recognized institution shall indicate their wish in writing to the Board of Directors through the Office of the President. The President shall be empowered to establish the necessary review and investigative procedures in connection with the application. The President shall then forward a recommendation to the Board of Directors concerning the disposition of the application.

### **Amendments**

This policy may be amended by a majority vote of the Board of Directors.

Last Amended – Board of Directors – April 2002; General Assembly 2004 (amending formula)

## **DISTRICT CONSTITUTION**

Each district in The Christian and Missionary Alliance in Canada shall be governed by the following constitution.

### **Preamble**

District organization in The Christian and Missionary Alliance in Canada is designed to help churches grow; to provide for regional relationships; and to give oversight to the licensing, ordination, and supervision of its Official Workers.

While the local assembly is the primary visible form of the church, the relationships beyond the congregation are essential if the local church is to fulfill its function in the fellowship, evangelism, church development, extension, and world missions.

Therefore, The Christian and Missionary Alliance churches of this district are united in governance, fellowship, and service in order to promote unity of faith in the fullness of Jesus Christ as Saviour, Sanctifier, Healer, and Coming King, and to facilitate the spread of the Gospel at home and abroad under the guidance and enabling of the Holy Spirit.

### **Article I – Name**

This district shall be known as the .....District of The Christian and Missionary Alliance in Canada. Its boundaries are defined by the Board of Directors of The Christian and Missionary Alliance in Canada.

### **Article II – Organization and Government**

The organization of this district shall be in harmony with the General and Auxiliary Constitutions of the parent organization and shall include all local Christian and Missionary Alliance churches, Official Workers, and Christian and Missionary Alliance ministries within this district, except such as may be under the immediate control of the Board of Directors of The Christian and Missionary Alliance in Canada.

#### **Section 1 – District Conference**

The District Conference shall constitute the legislative body of the district. The District Superintendent, or his appointee, shall be the Chair. Its legislation shall be limited to district affairs and in no case shall such legislation be in conflict with the actions of the General Assembly. One-third of the number of registered accredited delegates shall constitute a quorum. It shall meet biennially and shall be comprised of the following:

#### **1. Accredited Delegates**

1.1 All officers and Official Workers of this district.

1.2 Local church delegates:

1.2.1 All churches which adopted the Local Church Constitution of The Christian and Missionary Alliance in Canada may be represented at District Conference by two lay delegates. If the active membership is 150 or more, another lay delegate may be sent for each additional 100 members, or fraction thereof.

1.2.2 For extension churches which are not yet officially organized, one lay delegate may be appointed by the District Superintendent after consultation with the Advisory Committee.

1.2.3 Lay delegates from the local church shall be appointed by the Board of Elders.

1.3 Members of the Board of Directors of The Christian and Missionary Alliance in Canada residing in the district.

1.4 Lay members of the District Executive Committee.

1.5 The President of the District Alliance Men organization.

1.6 District Women's Ministries Director.

1.7 All retired or disabled Official Workers residing in the district, whose names appear on the official list of The Christian and Missionary Alliance in Canada.

1.8 Active district missionaries of The Christian and Missionary Alliance in Canada, home on furlough.

1.9 Appointed representatives of The Christian and Missionary Alliance in Canada.

1.10 Appointed representatives of Canadian Bible College and Canadian Theological Seminary.

1.11 Official workers, licensed by the National Ministry Centre, residing in the district.

## 2. Corresponding Delegates

Members of member churches of The Christian and Missionary Alliance in Canada visiting District Conference may be admitted as corresponding delegates upon recommendation of the Committee on Credentials. Corresponding delegates shall not have the rights of debate or vote.

## Section 2 – District Executive Committee

The administrative work of the district shall be committed to the District Executive Committee. The District Superintendent, or a member of the District Executive Committee appointed by him, shall be the Chair. This committee shall consist of the officers of the district and such other members as shall be elected by District Conference. As far as possible, they shall represent the various regions of the district. This committee shall consist of not less than five members, with the number to be established by the District Bylaws. They may appoint a subcommittee to act with the District Superintendent between meetings of the District Executive Committee and report to the District Executive Committee.

Persons shall not vote on any matter which may directly or indirectly result in financial benefit to them, whether such benefit be in the nature of salary or other payment.

## Section 3 – Officers

The officers of the district shall consist of the District Superintendent, the Secretary, and the Treasurer.

1. **District Superintendent.** The District Superintendent shall be the recognized head of the entire work of the district. He shall be a member ex officio of all district committees.
2. **Secretary.** The District Secretary shall be responsible for the Minutes of the District Conference and the Minutes of all meetings of the District Executive Committee, and shall perform all other duties pertaining to his office or assigned by the District Executive Committee.
3. **Treasurer.** The District Treasurer shall supervise the receipt and disbursement of all funds intended for expenditure for district purposes, as directed by the District Executive Committee. He shall present an auditor's report to the District Conference. The District Executive Committee may also request an auditor's report at any regular meeting.

## Section 4 – Elections/Appointments

1. **Committee on Nominations.** The District Committee on Nominations shall be composed of Chair, Vice Chair and Secretary who shall be elected by the District Conference two years before the conference at which they will report, plus three other members appointed by the District Executive Committee.
2. **District Superintendent.** The District Superintendent shall be elected by District Conference. The term of office shall be four years, beginning August 1, following his election. He is eligible for a maximum of three consecutive elected terms of office. Prior to the completion of each term, a formal evaluation of his ministry shall be conducted by the President of The Christian and Missionary Alliance in Canada, or his appointee, in conjunction with the District Executive Committee. A written report

of the formal evaluation and the criteria used shall be submitted to the conference Committee on Nominations.

The election of the District Superintendent shall be in accordance with the Policy on Process for Electing District Superintendents.

In the event that a decision cannot be reached by conference, the Board of Directors, in consultation with the District Executive Committee, shall appoint a superintendent for one term.

In the event that the office of the District Superintendent becomes vacant for any reason, the President of The Christian and Missionary Alliance in Canada, in consultation with the District Executive Committee, shall appoint someone to perform the duties of the District Superintendent until the office has been filled either by the Board of Directors or by election of the District Conference.

3. **District Executive Committee.** The District Executive Committee shall be elected by District Conference biennially or as specified in the District Bylaws.
4. **Licensing Committee and Ordaining Council.** The Licensing Committee and the Ordaining Council shall be elected by conference, or appointed by the District Executive Committee, as specified in the District Bylaws.
5. **Assistant to the District Superintendent.** The need for an assistant to the District Superintendent shall be determined by the District Executive Committee. He shall be nominated by the District Superintendent and appointed by the District Executive Committee. His term of appointment shall coincide with that of the District Superintendent.
6. **District Women's Ministries Director.** The District Women's Ministries Director shall be appointed by the District Executive Committee, after consultation with the leadership of the District Women's Ministries.
7. **The Leadership of Alliance Men Ministry.** District leadership, whether in the form of a committee or individual, shall be appointed by the District Executive Committee.
8. **Other District Committees or Personnel.** Other district committees or personnel shall be elected or appointed as specified in the District Bylaws.
9. **General Assembly Committee on Nominations.** District Conference shall elect three nominees to serve on the Committee on Nominations at the next biennial General Assembly. At the time of election, candidates should confirm, as far as possible, their willingness and availability to serve. In the event that a nominee is not able to serve, the District Executive Committee shall appoint a replacement to serve on this Committee ensuring that, as far as possible, any lay nominee who cannot serve is replaced by a lay delegate.

#### Section 5 – Licensing Committee and Ordaining Council

The Licensing Committee shall examine and license Official Workers and approve leaves of absence. All licenses and leaves of absence recommended and approved shall be issued by the District Superintendent.

The Ordaining Council shall examine and ordain qualified candidates for the Christian ministry in accordance with the Uniform Policy on Ordination of The Christian and Missionary Alliance in Canada.

#### Section 6 – Property

The district may acquire, own, improve, encumber, exchange, dispose of, sell, convey, or otherwise deal with property, real and personal, for district or local church purposes, in conformity with the laws of the province or territory in which the property is situated. The District Executive Committee is empowered to act as its agent in all matters pertaining to property real and personal.

The district may adopt a bylaw empowering any two of its officers to release a reversionary or other contingent interest in the real property of a local church in the event of sale of church real property, or to subordinate such interest to a mortgage, when it is in the best interest of both the church and the district.

Where special conditions warrant, the District Executive Committee may permit a local church to own property and hold the title thereto.

Should the district cease to exist as a corporate body, or cease to be subject to the purposes, usages, doctrines, and teachings of

The Christian and Missionary Alliance in Canada, then all property, appurtenances, and effects then owned or held by the district shall inure to the benefit of and become the property of The Christian and Missionary Alliance in Canada as incorporated under the laws of the Government of Canada.

**Section 7 – Local Churches**

A local church shall consist of Christians in any locality, duly organized according to the Local Church Constitution of The Christian and Missionary Alliance in Canada.

Churches working toward organization, and affiliated churches, shall be governed by the regulations in the Manual of The Christian and Missionary Alliance in Canada.

**Section 8 – Auxiliary District Ministries**

District proposals for establishment of all conference and camp grounds, retirement centres, furlough residences, and any other major capital projects shall be recommended first by the District Executive Committee and approved by the Board of Directors of The Christian and Missionary Alliance in Canada.

**Section 9 – Evangelists/Ministers-at-Large**

Upon recommendation of the District Licensing Committee, the District Superintendent may license evangelists/ministers-at-large who reside in the district and who hold membership in The Christian and Missionary Alliance in Canada, even though their fields of service extend outside the boundaries of the district. They shall report annually to the District Executive Committee concerning their ministries.

**Section 10 – Bylaws**

District Bylaws, not in conflict with the provisions of this constitution, may be adopted by the District Conference by a majority vote.

**Section 11 – Amendments**

This constitution may be amended by a two-thirds vote at any regular business session of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 1984

Last Amended – General Assembly 2008

## POLICY ON PROCESS FOR ELECTING DISTRICT SUPERINTENDENTS

This policy shall govern the election of the District Superintendent in each district of The Christian and Missionary Alliance in Canada.

In this policy, all references to “the Committee” shall be interpreted as meaning the District Committee on Nominations”.

### 1. District Committee on Nominations

- (a) The Chair, Vice Chair and Secretary shall have full discretion to commence preparatory work for the nominating committee including, but not limited to, publishing a call for nominations.<sup>3</sup>
- (b) The Committee shall report exclusively to the District Conference.
- (c) The Committee shall request from the Chair of the District Executive Committee input regarding the needs of the District in the next season of its life as identified by the District Executive Committee.
- (d) The Committee shall consult with the President of The Christian and Missionary Alliance in Canada.
- (e) The Committee shall only receive nomination papers from individuals who are committed and able to meeting the criteria for a director as outlined in the corporate documents of the District, and who:
  - i. are Canadian citizens,
  - ii. are approved for licensing by the C&MA in Canada before they submit their papers and,
  - iii. have a significant Canadian ministry leadership experience.
- (f) The Committee shall exercise due diligence<sup>4</sup> and fair treatment in its assessment of each candidate.
- (g) The Committee shall operate in absolute confidentiality. No person submitting Nomination Papers shall be identified until the Committee presents its report to District Conference.
- (h) A partial report of the Nominating Committee to District Conference shall identify which candidate it recommends to District Conference and will occur at least 30 days prior to the beginning of District Conference. The report shall also list:
  - i. The names of the persons who submitted Nomination Papers whose Nomination Papers were found to be in order and who have not withdrawn.
  - ii. A brief resume of each candidate’s ministries.
  - iii. The position statement of vision, goals and expected outcomes during the term, as submitted by the candidate.
- (i) The Committee shall inform each candidate regarding whether or not the candidate is being recommended by the Committee prior to presenting its report to District Conference.
- (j) Nominations from the floor of District Conference shall not be accepted.

### 2. Nomination Papers

- (a) All candidates for the position of District Superintendent, including the incumbent District Superintendent, should the incumbent be eligible, shall file Nomination Papers with the Chair of the Committee.
- (b) A candidate may withdraw his candidacy at any time prior to the vote to elect the District Superintendent at District Conference by providing notice to the Chair of the Committee.

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<sup>3</sup> The establishment and composition of the Nominating Committee is in the District Constitution.

<sup>4</sup> Due diligence shall include but not be restricted to a criminal record police check.

### **3. Incumbent**

Not later than one hundred and eighty (180) days before the convening of District Conference, the incumbent District Superintendent shall provide written notice to the Chair of the Committee stating the incumbent District Superintendent's intention to allow or not allow his name to stand for re-election. The Chair of the Committee shall, not later than five business days after receiving such written notification, ensure that the stated intention of the incumbent District Superintendent be posted on the public web site of The Christian and Missionary Alliance in Canada should such a web site exist.

### **4. Election Procedure**

- (a) Immediately prior to the election, all candidates for District Superintendent shall be given opportunity to present to District Conference a speech which shall be approximately 15-minutes in length. Speaking order will be determined by drawing lots. Candidates will meet with the Moderator immediately after the session in which the second reading of the Report on Nominations is presented to establish the speaking order.
- (b) Following the speeches, delegates will be given 15 minutes for prayer and consideration prior to the ballots being distributed.
- (c) All candidates submitting Nomination Papers found to be in order by the Committee, and who have not withdrawn, shall be listed on the ballot with the candidate recommended by the Committee identified thereon.
- (d) The vote to elect the District Superintendent shall take place at such time as is in accordance with the agenda adopted for the meetings of District Conference.
- (e) In order to be elected District Superintendent, a candidate must receive the votes of at least fifty percent plus one of the votes cast. In the event that no candidate receives the required majority on the first ballot, the two candidates receiving the most votes in their favour on the first ballot shall be the only two candidates that the delegates to District Conference shall consider on a second ballot. The delegates to District Conference shall vote on the second ballot as soon as practicable after the Moderator announces the names of the two candidates.
- (f) The Moderator of District Conference shall announce the name of the elected candidate as soon as conveniently possible after ballot counting has been completed.
- (g) The elected candidate shall be declared the District Superintendent for the next term.

### **5. Dispute Resolution**

In the event of a need for interpretation of this policy before the beginning of District Conference, the Chair of the Nominating Committee shall request such interpretation of the Board of Directors and the Nominating Committee shall abide by the ruling of the Board of Directors. Once District Conference has commenced, the Rules Committee shall make any necessary rulings.

### **6. Amendments**

This policy may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 2010

Amended – General Assembly 2012

## **POLICY ON LOCAL CHURCHES**

### **MEMBER CHURCH**

A member church of The Christian and Missionary Alliance in Canada (C&MA) shall be established when an association of people who have voted to become a member church of the C&MA and to abide by the governing documents of the C&MA has been accepted as a member church by the District Executive Committee of the District within which the church is located.

Member churches of The Christian and Missionary Alliance in Canada that are fully organized shall be governed by the Local Church Constitution. The local church may adopt additional bylaws, policies and regulations which govern the local church but in no case shall such bylaws, policies and regulations contradict the provisions of the Local Church Constitution.

Member churches of The Christian and Missionary Alliance in Canada which have fewer than fifteen (15) members or which are not yet fully organized shall be governed by the Constitution for Developing Churches. The Developing Church may become fully organized and adopt the Local Church Constitution upon approval of the District Superintendent.

Member churches of The Christian and Missionary Alliance in Canada that are incorporated shall be governed by the incorporating documents and corporate bylaws approved by the District Executive Committee. The incorporating documents, corporate bylaws and policies of incorporated churches shall conform to the provisions of the Local Church Constitution.

### **AFFILIATED CHURCH**

A non-Alliance church may become affiliated with The Christian and Missionary Alliance in Canada upon approval of the District Executive Committee of the district within which the church is located. Affiliated churches are not member churches of The Christian and Missionary Alliance in Canada and consequently are not represented at District Conference or General Assembly by lay delegates.

The non-Alliance church shall:

1. agree with the Statement of Faith of the C&MA in Canada;
2. call only pastoral and other ministry staff who are licensed by the C&MA;
3. contribute to the district employee benefit plans and Alliance Retiral Fund on behalf of the pastors and staff;
4. provide for the pastors and ministry staff to participate in District Conference, District Prayer Retreats and General Assembly;
5. support the national and global ministries of the C&MA through prayer, recruiting workers and giving to the Global Advance Fund, the Canadian Ministries Fund and (if applicable) to the District Operating Budget;
6. sign a Memorandum of Understanding with the District Executive Committee which shall expire at the end of five years, and is subject to renewal.

This policy may be amended by a majority vote of the Board of Directors

Adopted – Board of Directors, April 2012

# LOCAL CHURCH CONSTITUTION

## Preamble

The Local Church Constitution has been framed and adopted by the General Assembly of The Christian and Missionary Alliance in Canada, the denomination's highest legislative body.

Because each Christian and Missionary Alliance church is an integral part of the national and worldwide fellowship, it is united in governance, fellowship and service in order to promote unity of faith in the fullness of Jesus Christ as Saviour, Sanctifier, Healer and Coming King, thereby facilitating the spread of the Gospel at home and abroad under the guidance of the Holy Spirit. Each local church shall be governed by the following constitution.

This constitution has two objectives:

1. to state the purpose of this local church and to define the nature of the relationships of this local church to The Christian and Missionary Alliance in Canada and the district of which it is an integral part
2. to stipulate the enabling instruments, legal procedures, and the empowering conditions under which this local church is to carry out its local and worldwide work.

The local church is the fundamental unit of Christian fellowship as exemplified in the Scripture. Faithfulness in multiplying churches around the world that are nourished in the Bible and full of the Holy Spirit is the scriptural pattern for carrying out the redemptive purposes of God and the Great Commission of our Lord and Saviour. The statement of our founder, A.B. Simpson is as relevant today as when he gave it in his address to General Council in 1912:

"We need to be perfectly adjusted in our loyalty to Christ and at the same time in our responsibility to the special trust which he has committed to our hands. God does not want us to be afraid of losing our consecration by being true to The Christian and Missionary Alliance, by knowing how to keep rank and by marching loyally under our own standard.

"Further, we must have the right adjustment of our home and foreign work, and the interdependence each upon the other, the home work as the constituency of the foreign, and the foreign as the outlet and complement of the other.

"Our foreign work is not only the fulfillment of the supreme duty of the Church of Christ, but the loftiest inspiration and uplift of our whole Christian life at home.

"God grant that this work may never lose its old simplicity, self-sacrifice and separation, not only from the secular but from the religious world in its spirit and practice. But at the same time, we must keep abreast of the progress of our age and be men and women of today in our message and ministry to our generation."

## Article I – Name

The name of this church shall be \_\_\_\_\_ of The Christian and Missionary Alliance in Canada.

The church shall receive approval of the District Executive Committee of the district of The Christian and Missionary Alliance in Canada of which it is a part (the district) prior to the legal registration or use of the name.

## Article II – Purpose

The purpose of this church is to glorify God by proclaiming the good news of Jesus Christ and persuading men and women to become his disciples and dependable members of his Church.

Certain principles condition the implementation of this purpose:

1. The church fosters spiritual maturation through participation of its members in worship and nurturing activities according to their maturity, gifts and abilities in ministering to the needs of the body in her task of evangelization at home and abroad.
2. The church observes the ordinances of believer's baptism and the Lord's Supper and complies with the biblical qualifications for selection of church leadership. She considers the basic methods of communicating the Gospel to be through worship, preaching, teaching, witnessing and example. She takes discipline and restoration of the offender seriously. She holds that the fullness of the Holy Spirit is essential for holiness of life and effective witness. She affirms the necessity for fervent prayer, faithful service and sacrificial giving as modeled by Christ himself. She regards social service and good citizenship as outgrowths of the Gospel.
3. The local church is the visible, organized expression of the Body of Christ. She conducts her affairs decently and in order. She organizes herself so that all members can contribute according to their gifts and abilities to the total working of the body. She operates on the assumption that the congregation finds broader meaning and outreach by fulfilling her biblical responsibilities within and beyond the life and witness of the denomination.
4. The church cultivates fellowship and not sectarianism. Her local and extended family seeks for common spiritual ground on which fellowship with other groups may be enriched and strengthened through an open and transparent relationship.

### **Article III – Statement of Faith**

This church subscribes to the following Statement of Faith which is the Statement of Faith of The Christian and Missionary Alliance in Canada as amended from time to time. (All references are in Appendix 1 of this constitution.)

1. There is one God,<sup>1</sup> who is infinitely perfect,<sup>2</sup> existing eternally in three persons: Father, Son and Holy Spirit.<sup>3</sup>
2. Jesus Christ is true God and true man.<sup>4</sup> He was conceived by the Holy Spirit and born of the Virgin Mary.<sup>5</sup> He died upon the cross, the Just for the unjust, as a substitutionary sacrifice, and all who believe in him are justified on the ground of his shed blood. He arose from the dead according to the Scriptures.<sup>6</sup> He is now at the right hand of the Majesty on high as our great High Priest.<sup>7</sup> He will come again to establish his Kingdom of righteousness and peace.<sup>8</sup>
3. The Holy Spirit is a divine Person, sent to indwell,<sup>9</sup> guide, teach and empower the believer, and to convince the world of sin, of righteousness and of judgment.<sup>10</sup>
4. The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of his will for the salvation of people. They constitute the divine and only rule of Christian faith and practice.<sup>11</sup>
5. Humankind, originally created in the image and likeness of God,<sup>12</sup> fell through disobedience, incurring thereby both physical and spiritual death. All people are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ.<sup>13</sup> The destiny of the impenitent and unbelieving is existence forever in conscious torment, but that of the believer is everlasting joy and bliss.<sup>14</sup>
6. Salvation has been provided only through Jesus Christ. Those who repent and believe in him are united with Christ through the Holy Spirit and are thereby regenerated (born again), justified, sanctified and granted the gift of eternal life as adopted children of God.<sup>15</sup>
7. It is the will of God that in union with Christ each believer should be sanctified thoroughly<sup>16</sup> thereby being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ's commission.<sup>17</sup>

This is accomplished through being filled with the Holy Spirit which is both a distinct event and progressive experience in the life of the believer.<sup>18</sup>

8. Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. Prayer for the sick and anointing with oil as taught in the Scriptures are privileges for the Church in this present age.<sup>19</sup>

9. The universal Church, of which Christ is the Head, consists of all those who believe on the Lord Jesus Christ, are redeemed through His blood, regenerated by the Holy Spirit, and commissioned by Christ to go into all the world as a witness, preaching the Gospel to all nations.<sup>20</sup>

The local church, the visible expression of the universal Church, is a body of believers in Christ who are joined together to worship God, to observe the ordinances of baptism and the Lord's Supper, to pray, to be edified through the Word of God, to fellowship, and to testify in word and deed to the good news of salvation both locally and globally. The local church enters into relationships with other like-minded churches for accountability, encouragement and mission.<sup>21</sup>

10. There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life;<sup>22</sup> for the latter, a resurrection unto judgment.<sup>23</sup>
11. The Second Coming of the Lord Jesus Christ is imminent and will be personal and visible.<sup>24</sup> As the believer's blessed hope, this vital truth is an incentive for holy living and sacrificial service toward the completion of Christ's commission.<sup>25</sup>

## **Article IV—Relationship**

This church is a constituent member of the district and national organizations of The Christian and Missionary Alliance in Canada as such organizations are defined in the Manual. The policies and regulations of this church shall be consistent with, and the church shall operate in accordance with, the Manual of The Christian and Missionary Alliance in Canada as amended from time to time.

## **Article V—Ordinances**

Believer's baptism and the Lord's Supper are recognized as the two ordinances of the Church as commanded by the Lord Jesus Christ. Baptism is an act of obedience for all believers. While other modes of believer's baptism are recognized, baptism by immersion is taught and practiced as the scriptural mode. The Lord's Supper is administered regularly and offered to all believers.

## **Article VI – Membership**

### **Section 1: Privileges and Qualifications**

There shall be a voting membership and such additional types of association as may be defined in the bylaws.

The privileges of membership include eligibility to vote, to be considered for election to serve on the Board subject to Article VIII and such further privileges as may be specified in the bylaws.

The qualifications for membership include a credible testimony of faith in the Lord Jesus Christ before members of the Board; believer's baptism; a commitment to the principles of the Preamble; a commitment to the Purpose (Article II), and Statement of Faith (Article III) of this church; submission to the discipline procedures of The Christian and Missionary Alliance in Canada; and such further qualifications as may be specified in the bylaws.

### **Section 2: Discipline**

Discipline is an exercise of that spiritual authority which the Lord Jesus has given to his Church. The purposes of discipline are to maintain the honour of the Redeemer, the purity of the Church, the spiritual benefit of the members and the restoration of the offender. The discipline of a member shall be the responsibility of the Board or its designates, and shall be in accordance with the Discipline and Restoration Policy for Members of Local Churches adopted by The Christian and Missionary Alliance in Canada. It shall be a condition of membership that persons accept and comply with the Discipline and Restoration Policy for Members of Local Churches.

## **Article VII – Government**

There shall be an annual meeting of the membership to be held as specified in the bylaws. It shall receive reports from the senior pastor and the Board, receive financial statements, and shall conduct such other business as may be presented in keeping with the bylaws.

Unless another process for election is stipulated in the bylaws, at the annual meeting the members shall elect a Board from among the voting membership to be responsible for the affairs of the church between annual meetings. The Board is amenable both to the membership and to the District Superintendent as constitutionally defined.

Meetings of the membership may be called by the Board by proper notice to the membership as specified in the bylaws. The Pastor or his appointee shall act as the Chair of meetings of the membership.

## **Article VIII – Board**

### **Section 1: Composition and Responsibilities**

The highest functioning authority of the local church shall be the Board of Elders which may be called by another name and is herein referred to as the Board. Board members shall be elected, and along with the senior pastor, will provide oversight of the ministry and operation of the local church. Criteria for membership on the Board are the biblical qualifications of elders.

The church may, by a two-thirds majority of the members present at a duly called meeting of the membership, choose to have women serve on the Board.

The Board shall have a minimum number of four members, including the senior pastor, with the maximum number to be established by the bylaws.

With the exception of the senior pastor, who is a member ex-officio, the members of the Board shall be elected at the annual meeting unless another process for election is stipulated in the bylaws.

The senior pastor or a member of the Board appointed by him shall be the Chair. The senior pastor shall have primary responsibility for oversight of the Board and the church and shall function within the job description approved by the Board.

The Board shall serve with the senior pastor in the oversight of the church. It shall have authority to fill vacancies between annual meetings. It shall hold regular meetings for prayer and business and shall report as the church membership may decide. Special meetings of the Board may be called by the Chair or upon written request by a majority of its members. All other officers and organizations, except the Nominating Committee, are amenable to the Board.

Persons shall not vote on any matter which may directly or indirectly result in financial benefit to them, whether such benefit be in the nature of salary or other payment.

### **Section 2—Officers**

The officers of the church shall include, but not be limited to, the Chair, Vice Chair, Secretary and Treasurer. Additional officers of the church may be designated by the bylaws of the church or laws of the province or territory in which this church is located. They shall be appointed from among the Board members, except in the case of the Chair, when that post is filled by the senior pastor.

### **Section 3—Duties**

The officers shall carry out the following duties and such additional duties as directed from time to time by the Board:

*Chair*—The Chair shall preside at regular and special meetings of the Board.

*Vice Chair*—The Vice Chair acts in the absence or at the request of the Chair.

*Secretary*—The Secretary shall keep the Minutes of meetings of the Board and the membership. The Secretary shall have the care of the corporate seal, if any, and ensure the safekeeping of the official records. The Secretary shall conduct the official correspondence of the church as directed by the Board.

*Treasurer*—The Treasurer shall ensure that all funds of the church are received and disbursed as directed by the Board, shall ensure that proper records are maintained and shall report as required.

#### **Section 4—Trustees**

Where required, trustees shall be selected in conformity with the laws of the province or territory. They shall be under the direction of the membership and the Board.

### **Article IX – Pastor and Licensed Workers**

#### **Section 1—Senior Pastor**

The District Superintendent shall suggest to the Board the names of such workers as in his judgment have proper qualifications for senior pastor of this church (who may be given another title). The Board shall give consideration only to candidates approved by the District Superintendent. The senior pastor of the church shall be called by the Board and appointed by the District Superintendent. Upon his appointment by the District Superintendent, the senior pastor and his wife become members of the church.

The senior pastor may resign from the church by giving due notice of his intention to the District Superintendent and the Board. The Board may, with the written approval of the District Superintendent, terminate the employment of the senior pastor in accordance with the policies of The Christian and Missionary Alliance in Canada.

The District Superintendent may, after consultation with the Board and with the approval of the District Executive Committee, terminate the appointment of the senior pastor.

#### **Section 2—Pastors (other than senior) and Licensed Workers**

The senior pastor shall consider for ministry staff only those candidates who in his judgment have proper qualifications for pastors or licensed workers in the church and are approved by the District Superintendent. All licensed workers shall be nominated by the senior pastor, called by the Board and appointed by the District Superintendent. Upon appointment, the licensed worker and spouse become members of the church.

The licensed worker may resign from the church by giving due notice of intention to the senior pastor and the District Superintendent and through the senior pastor to the Board. The senior pastor may, with the approval of the Board, and after consultation with the District Superintendent, terminate the employment of workers covered in this section in accordance with the policies of The Christian and Missionary Alliance in Canada. The District Superintendent may, after consultation with the senior pastor and Board and with the approval of the District Executive Committee, terminate the appointment of the licensed worker.

### **Article X – Organizations**

The Board may establish organizations, committees and teams strategic to fulfilling the purpose of this church. They shall be under the authority of the Board and shall fulfill the duties determined by the Board.

### **Article XI – Missions**

The biblical basis of missions and the current efforts to transform the world for Christ shall be emphasized and promoted throughout the year in conjunction with the district and national programs of The Christian and Missionary Alliance in Canada. The church shall enlist prayer support, recruit workers and raise financial support for the global work of The Christian and Missionary Alliance.

## **Article XII – Property and Records**

### **Section 1—Property**

This church will be operated without purpose of gain for its members, and any profits or other assets of the organization will be used solely to promote its objectives.

Real property may be acquired, disposed of, improved or encumbered by order of the Board, subject to the approval of the membership and the District Executive Committee. Except as otherwise provided herein, all real property shall be registered in the name of the district in which the property is situated and the district shall be deemed to be the legal and beneficial owner of all real property, appurtenances and effects. The district, pursuant to the provisions of the District Constitution, shall be entitled and authorized to mortgage, hypothecate, pledge or otherwise create a security interest in, or charge on, all or any part of such property to secure payment of debt or performance of any other obligation of either the church or the district.

The above requirements may be waived by an incorporated church by a two-thirds majority of the members present at a duly called meeting of the membership and with the approval of the District Executive Committee. In such cases the church shall have a clause in its bylaws which states that, should the church cease to exist as a corporate body, or cease to be subject to the Manual which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, all of its real property, appurtenances and effects then owned or held by it shall inure to the benefit of, and become the property of, the District Corporation of The Christian and Missionary Alliance in Canada, within which jurisdiction this church is located or with which it is affiliated by law. Further, the church will assume full responsibility for all encumbrances with respect to the subject property and will obtain a full release for the district of any security interest provided by the district for the benefit of the local church.

Should the church cease to exist or cease to be subject to the Manual which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, all of its real property, appurtenances and effects then owned or held by it shall inure to the benefit of and become the property of the District Corporation of The Christian and Missionary Alliance in Canada within which this church is located or with which it is affiliated by law.

Should the church cease to be subject to the Manual which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, but continue to abide by a similar Statement of Faith and promote similar purposes, the District Executive Committee of the district within which this church is located or with which it is affiliated by law may allow the church to retain ownership of all of its real property, appurtenances and effects.

### **Section 2—Records**

The official records of all officers of this church and all its departments are the property of the church. All financial records shall be prepared and maintained according to Generally Accepted Accounting Principles, and shall be subject to an audit, review or other independent evaluation annually as prescribed by the bylaws.

In the event of the death or resignation of an incumbent officer or upon the election or appointment of a successor, the current records of the office shall be returned to the Secretary of the Board. All records, other than the current ones, shall be kept in a secure repository designated by the Board.

## **Article XIII – Nominating Committee**

The Nominating Committee when required shall consist of the senior pastor and a minimum of four members with equal representation from the Board and the membership, the number to be established in the bylaws. The senior pastor, or his appointee, shall Chair this committee. They shall be elected by ballot by the respective bodies at least three months prior to the annual meeting and shall serve until the annual meeting. In cases where only the required number is nominated, the ballot may be waived by unanimous vote.

## **Article XIV – Elections**

In preparation for elections at the annual meeting, the Nominating Committee shall present and post, at least three weekends prior to the annual meeting, one name for each office to be filled. Any procedures for receiving additional nominations from the membership shall be specified in the bylaws. Elections shall be by ballot and, in order to be elected to the Board, a nominee must receive at least a majority of the ballots cast.

## Article XV – Bylaws

Church bylaws may not be in conflict with this Constitution. Bylaws and subsequent revisions become valid upon adoption by a majority of the votes cast at a duly called meeting of members and approval of the District Executive Committee. A copy of the bylaws must be filed with the district.

## Article XVI – Amendments

This constitution may be amended at any regular business session of the General Assembly of The Christian and Missionary Alliance in Canada by a two-thirds majority of the votes cast, written notice having been given prior to the General Assembly.

## Appendix 1

### REFERENCES FOR STATEMENT OF FAITH

- |                                    |                                 |
|------------------------------------|---------------------------------|
| 1 Isa. 44:6; 45:5-6                | 15 Titus 3:5-7; Acts 2:38;      |
| 2 Matt. 5:48; Deut. 32:4           | John 1:12; 1 Cor. 6:11          |
| 3 Matt. 3:16-17; 28:19             | 16 1 Thess. 5:23                |
| 4 Phil. 2:6-11; Heb. 2:14-18;      | 17 Acts 1:8                     |
| Col. 2:9                           | 18 Rom. 12:1-2; Gal. 5:16-25    |
| 5 Matt. 1:18; Luke 1:35            | 19 Matt. 8:16-17; James 5:13-16 |
| 6 1 Cor. 15:3-5; 1 John 2:2;       | 20 Eph. 3:6-12; 1:22-23         |
| Acts 13:39                         | 21 Acts 2:41-47; Heb. 10:25;    |
| 7 Heb. 4:14-15; 9:24-28            | Matt. 28:19-20; Acts 1:8;       |
| 8 Matt. 25:31-34; Acts 1:11        | 11:19-30; 15                    |
| 9 John 14:16-17                    | 22 1 Cor. 15:20-23              |
| 10 John 16:7-11; 1 Cor. 2:10-12    | 23 2 Thess. 1:7-10              |
| 11 2 Tim. 3:16; 2 Peter 1:20-21    | 24 1 Thess. 4:13-17             |
| 12 Gen. 1:27                       | 25 1 Cor. 1:7; Titus 2:11-14;   |
| 13 Rom. 8:8; 1 John 2:2            | Matt. 24:14; 28:18-20           |
| 14 Matt. 25:41-46; 2 Thess. 1:7-10 |                                 |

Adopted – General Assembly 2004  
 Amended – General Assembly 2010  
 Amended – General Assembly 2014

# CONSTITUTION FOR DEVELOPING CHURCHES

## Preamble

Each Christian and Missionary Alliance church is an integral part of the national and worldwide fellowship and it is united in governance, fellowship and service in order to promote unity of faith in the fullness of Jesus Christ as Saviour, Sanctifier, Healer and Coming King, thereby facilitating the spread of the Gospel at home and abroad under the guidance of the Holy Spirit. Member churches of The Christian and Missionary Alliance in Canada that have not adopted the Constitution for Local Churches shall operate in accordance with this Constitution.

This constitution has two objectives:

1. to state the purpose of this local church and to define the nature of the relationships of this local church to The Christian and Missionary Alliance in Canada and the district of which it is an integral part
2. to stipulate the enabling instruments, legal procedures, and the empowering conditions under which this local church is to carry out its local and worldwide work.

The local church is the fundamental unit of Christian fellowship as exemplified in the Scripture. Faithfulness in multiplying churches around the world that are nourished in the Bible and full of the Holy Spirit is the scriptural pattern for carrying out the redemptive purposes of God and the Great Commission of our Lord and Saviour. The statement of our founder, A.B. Simpson is as relevant today as when he gave it in his address to General Council in 1912:

“We need to be perfectly adjusted in our loyalty to Christ and at the same time in our responsibility to the special trust which he has committed to our hands. God does not want us to be afraid of losing our consecration by being true to The Christian and Missionary Alliance, by knowing how to keep rank and by marching loyally under our own standard.

“Further, we must have the right adjustment of our home and foreign work, and the interdependence each upon the other, the home work as the constituency of the foreign, and the foreign as the outlet and complement of the other.

“Our foreign work is not only the fulfillment of the supreme duty of the Church of Christ, but the loftiest inspiration and uplift of our whole Christian life at home.

“God grant that this work may never lose its old simplicity, self-sacrifice and separation, not only from the secular but from the religious world in its spirit and practice. But at the same time, we must keep abreast of the progress of our age and be men and women of today in our message and ministry to our generation.”

## Article I – Name

The name of this church shall be \_\_\_\_\_ of The Christian and Missionary Alliance in Canada.

The church shall receive approval of the District Executive Committee of the district of The Christian and Missionary Alliance in Canada of which it is a part (the district) prior to the legal registration or use of the name.

## Article II – Purpose

The purpose of this church is to glorify God by proclaiming the good news of Jesus Christ and persuading men and women to become his disciples and dependable members of his Church.

Certain principles condition the implementation of this purpose:

1. The church fosters spiritual maturation through participation of its members in worship and nurturing activities according to their maturity, gifts and abilities in ministering to the needs of the body in her task of evangelization at home and abroad.

2. The church observes the ordinances of believer's baptism and the Lord's Supper and complies with the biblical qualifications for selection of church leadership. She considers the basic methods of communicating the Gospel to be through worship, preaching, teaching, witnessing and example. She takes discipline and restoration of the offender seriously. She holds that the fullness of the Holy Spirit is essential for holiness of life and effective witness. She affirms the necessity for fervent prayer, faithful service and sacrificial giving as modeled by Christ himself. She regards social service and good citizenship as outgrowths of the Gospel.
3. The local church is the visible, organized expression of the Body of Christ. She conducts her affairs decently and in order. She organizes herself so that all members can contribute according to their gifts and abilities to the total working of the body. She operates on the assumption that the congregation finds broader meaning and outreach by fulfilling her biblical responsibilities within and beyond the life and witness of the denomination.
4. The church cultivates fellowship and not sectarianism. Her local and extended family seeks for common spiritual ground on which fellowship with other groups may be enriched and strengthened through an open and transparent relationship.

### **Article III – Statement of Faith**

This church subscribes to the following Statement of Faith which is the Statement of Faith of The Christian and Missionary Alliance in Canada as amended from time to time. (All references are in Appendix 1 of this constitution.)

1. There is one God,<sup>1</sup> who is infinitely perfect,<sup>2</sup> existing eternally in three persons: Father, Son and Holy Spirit.<sup>3</sup>
2. Jesus Christ is true God and true man.<sup>4</sup> He was conceived by the Holy Spirit and born of the Virgin Mary.<sup>5</sup> He died upon the cross, the Just for the unjust, as a substitutionary sacrifice, and all who believe in him are justified on the ground of his shed blood. He arose from the dead according to the Scriptures.<sup>6</sup> He is now at the right hand of the Majesty on high as our great High Priest.<sup>7</sup> He will come again to establish his Kingdom of righteousness and peace.<sup>8</sup>
3. The Holy Spirit is a divine Person, sent to indwell,<sup>9</sup> guide, teach and empower the believer, and to convince the world of sin, of righteousness and of judgment.<sup>10</sup>
4. The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of his will for the salvation of people. They constitute the divine and only rule of Christian faith and practice.<sup>11</sup>
5. Humankind, originally created in the image and likeness of God,<sup>12</sup> fell through disobedience, incurring thereby both physical and spiritual death. All people are born with a sinful nature, are separated from the life of God, and can be saved only through the atoning work of the Lord Jesus Christ.<sup>13</sup> The destiny of the impenitent and unbelieving is existence forever in conscious torment, but that of the believer is everlasting joy and bliss.<sup>14</sup>
6. Salvation has been provided only through Jesus Christ. Those who repent and believe in him are united with Christ through the Holy Spirit and are thereby regenerated (born again), justified, sanctified and granted the gift of eternal life as adopted children of God.<sup>15</sup>
7. It is the will of God that in union with Christ each believer should be sanctified thoroughly<sup>16</sup> thereby being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ's commission.<sup>17</sup>

This is accomplished through being filled with the Holy Spirit which is both a distinct event and progressive experience in the life of the believer.<sup>18</sup>

8. Provision is made in the redemptive work of the Lord Jesus Christ for the healing of the mortal body. Prayer for the sick and anointing with oil as taught in the Scriptures are privileges for the Church in this present age.<sup>19</sup>
9. The universal Church, of which Christ is the Head, consists of all those who believe on the Lord Jesus Christ, are redeemed

through His blood, regenerated by the Holy Spirit, and commissioned by Christ to go into all the world as a witness, preaching the Gospel to all nations.<sup>20</sup>

The local church, the visible expression of the universal Church, is a body of believers in Christ who are joined together to worship God, to observe the ordinances of baptism and the Lord's Supper, to pray, to be edified through the Word of God, to fellowship, and to testify in word and deed to the good news of salvation both locally and globally. The local church enters into relationships with other like-minded churches for accountability, encouragement and mission.<sup>21</sup>

10. There shall be a bodily resurrection of the just and of the unjust; for the former, a resurrection unto life;<sup>22</sup> for the latter, a resurrection unto judgment.<sup>23</sup>
11. The Second Coming of the Lord Jesus Christ is imminent and will be personal and visible.<sup>24</sup> As the believer's blessed hope, this vital truth is an incentive for holy living and sacrificial service toward the completion of Christ's commission.<sup>25</sup>

## **Article IV—Relationship**

This church is a constituent member of the district and national organizations of The Christian and Missionary Alliance in Canada as such organizations are defined in the Manual. The policies and regulations of this church shall be consistent with, and the church shall operate in accordance with, the Manual of The Christian and Missionary Alliance in Canada as amended from time to time.

## **Article V—Ordinances**

Believer's baptism and the Lord's Supper are recognized as the two ordinances of the Church as commanded by the Lord Jesus Christ. Baptism is an act of obedience for all believers. While other modes of believer's baptism are recognized, baptism by immersion is taught and practiced as the scriptural mode. The Lord's Supper is administered regularly and offered to all believers.

## **Article VI – Membership**

### **Section 1: Qualifications**

The Pastor and the District Superintendent or his appointee(s) shall constitute the Committee on Membership. The qualifications for membership include a credible testimony of faith in the Lord Jesus Christ b; believer's baptism; a commitment to the principles of the Preamble; a commitment to the Purpose (Article II), and Statement of Faith (Article III) of this church; submission to the discipline procedures of The Christian and Missionary Alliance in Canada; and such further qualifications as may be specified in the bylaws.

### **Section 2: Discipline**

Discipline is an exercise of that spiritual authority which the Lord Jesus has given to his Church. The purposes of discipline are to maintain the honour of the Redeemer, the purity of the Church, the spiritual benefit of the members and the restoration of the offender. The discipline of a member shall be the responsibility of the District Superintendent or his designates, and shall be in accordance with the Discipline and Restoration Policy for Members of Local Churches adopted by The Christian and Missionary Alliance in Canada. It shall be a condition of membership that persons accept and comply with the Discipline and Restoration Policy for Members of Local Churches.

## **Article VII – Government**

The church shall be under the direction of the District Superintendent who will appoint an Advisory Committee to assist him and the senior pastor with oversight of the church.

There shall be an annual general membership meeting which time it shall receive reports from the Pastor and Advisory

Committee, including financial reports. Any recommendations from the membership shall be subject to the approval of the District Superintendent.

When the number of members exceeds fifteen (15) or a higher number as established by the District Executive Committee, the church may adopt the Constitution for Organized Churches, which shall replace this constitution.

## **Article VIII – Advisory Committee**

### **Section 1- Composition and Responsibilities**

The Advisory Committee shall serve with the senior pastor in the oversight of the church. All officers and organizations of the church are amenable to the Advisory Committee. The Advisory Committee shall report to the District Superintendent quarterly or as the District Superintendent shall decide.

The senior pastor or a member of the Advisory Committee appointed by him shall be the Chair. The senior pastor shall have primary responsibility for oversight of the Advisory Committee and the church and shall function within the job description approved by the District Superintendent.

Persons shall not vote on any matter which may directly or indirectly result in financial benefit to them, whether such benefit be in the nature of salary or other payment.

### **Section 2—Officers**

The officers of the church shall be appointed by the District Superintendent and shall include, but not be limited to, the Chair, Vice Chair, Secretary and Treasurer.

### **Section 3—Duties**

The officers shall carry out the following duties and such additional duties as directed from time to time by the District Superintendent:

*Chair*—The Chair shall preside at regular and special meetings of the Advisory Committee.

*Vice Chair*—The Vice Chair acts in the absence or at the request of the Chair.

*Secretary*—The Secretary shall keep the Minutes of meetings of the Advisory Committee. The Secretary shall ensure the safekeeping of the official records. The Secretary shall conduct the official correspondence of the church as directed by the Advisory Committee.

*Treasurer*—The Treasurer shall ensure that all funds of the church are received and disbursed as directed by the Advisory Committee, shall ensure that proper records are maintained and shall report as required.

### **Section 4—Trustees**

Where required, trustees shall be selected in conformity with the laws of the province or territory. They shall be under the direction of the Advisory Committee.

## **Article IX – Pastor and Licensed Workers**

### **Section 1—Senior Pastor**

The senior pastor (who may be given another title) shall be appointed by the District Superintendent. Upon his appointment by the District Superintendent, the senior pastor and his wife become members of the church. He shall have general oversight of the church and is a member ex officio of all committees.

The senior pastor may resign from the church by giving due notice of his intention to the District Superintendent. The District

Superintendent may, after consultation with the Advisory Committee and with the approval of the District Executive Committee, terminate the appointment of the senior pastor.

### **Section 2—Pastors (other than senior) and Licensed Workers**

The senior pastor shall consider for ministry staff only those candidates who in his judgment have proper qualifications for pastors or licensed workers in the church and are approved by the District Superintendent. All licensed workers shall be nominated by the senior pastor and appointed by the District Superintendent. Upon appointment, the licensed worker and spouse become members of the church.

The licensed worker may resign from the church by giving due notice of intention to the senior pastor and the District Superintendent. The senior pastor may, after consultation with the District Superintendent, terminate the employment of workers covered in this section in accordance with the policies of The Christian and Missionary Alliance in Canada. The District Superintendent may, after consultation with the senior pastor and with the approval of the District Executive Committee, terminate the appointment of the licensed worker.

## **Article X – Organizations**

The Advisory Committee may establish organizations, committees and teams strategic to fulfilling the purpose of this church. They shall be under the authority of the Advisory Committee and shall fulfill the duties determined by the Advisory Committee.

## **Article XI – Missions**

The biblical basis of missions and the current efforts to transform the world for Christ shall be emphasized and promoted throughout the year in conjunction with the district and national programs of The Christian and Missionary Alliance in Canada. The church shall enlist prayer support, recruit workers and raise financial support for the global work of The Christian and Missionary Alliance.

## **Article XII – Property and Records**

### **Section 1—Property**

This church will be operated without purpose of gain for its members, and any profits or other assets of the organization will be used solely to promote its objectives.

Real property may be acquired, disposed of, improved or encumbered by order of the District Executive Committee.

Except as otherwise provided herein, all real property shall be registered in the name of the district in which the property is situated and the district shall be deemed to be the legal and beneficial owner of all real property, appurtenances and effects. The district, pursuant to the provisions of the District Constitution, shall be entitled and authorized to mortgage, hypothecate, pledge or otherwise create a security interest in, or charge on, all or any part of such property to secure payment of debt or performance of any other obligation of either the church or the district.

Should the church cease to exist or cease to be subject to the Manual which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, all of its real property, appurtenances and effects then owned or held by it shall inure to the benefit of and become the property of the District Corporation of The Christian and Missionary Alliance in Canada within which this church is located or with which it is affiliated by law.

Should the church cease to be subject to the Manual which includes the Statement of Faith of The Christian and Missionary Alliance in Canada, but continue to abide by a similar Statement of Faith and promote similar purposes, the District Executive Committee of the district within which this church is located or with which it is affiliated by law may allow the church to retain ownership of all of its real property, appurtenances and effects.

### **Section 2—Records**

The official records of all officers of this church and all its departments are the property of the church. All financial records shall be

prepared and maintained according to Generally Accepted Accounting Principles, and shall be subject to an audit, review or other independent evaluation annually as prescribed by the District Superintendent.

In the event of the death or resignation of an incumbent officer or upon the election or appointment of a successor, the current records of the office shall be returned to the Secretary of the Advisory Committee. All records, other than the current ones, shall be kept in a secure repository designated by the Advisory Committee.

### **Article XIII – Bylaws**

Church bylaws may not be in conflict with this Constitution. Bylaws and subsequent revisions become valid upon approval of the District Executive Committee. A copy of the bylaws must be filed with the district.

### **Article XIV – Amendments**

This Constitution may be amended by a majority vote of the Board of Directors of The Christian and Missionary Alliance in Canada.

## **Appendix 1**

### **REFERENCES FOR STATEMENT OF FAITH**

- |                                    |                                 |
|------------------------------------|---------------------------------|
| 1 Isa. 44:6; 45:5-6                | 15 Titus 3:5-7; Acts 2:38;      |
| 2 Matt. 5:48; Deut. 32:4           | John 1:12; 1 Cor. 6:11          |
| 3 Matt. 3:16-17; 28:19             | 16 1 Thess. 5:23                |
| 4 Phil. 2:6-11; Heb. 2:14-18;      | 17 Acts 1:8                     |
| Col. 2:9                           | 18 Rom. 12:1-2; Gal. 5:16-25    |
| 5 Matt. 1:18; Luke 1:35            | 19 Matt. 8:16-17; James 5:13-16 |
| 6 1 Cor. 15:3-5; 1 John 2:2;       | 20 Eph. 3:6-12; 1:22-23         |
| Acts 13:39                         | 21 Acts 2:41-47; Heb. 10:25;    |
| 7 Heb. 4:14-15; 9:24-28            | Matt. 28:19-20; Acts 1:8;       |
| 8 Matt. 25:31-34; Acts 1:11        | 11:19-30; 15                    |
| 9 John 14:16-17                    | 22 1 Cor. 15:20-23              |
| 10 John 16:7-11; 1 Cor. 2:10-12    | 23 2 Thess. 1:7-10              |
| 11 2 Tim. 3:16; 2 Peter 1:20-21    | 24 1 Thess. 4:13-17             |
| 12 Gen. 1:27                       | 25 1 Cor. 1:7; Titus 2:11-14;   |
| 13 Rom. 8:8; 1 John 2:2            | Matt. 24:14; 28:18-20           |
| 14 Matt. 25:41-46; 2 Thess. 1:7-10 |                                 |

Adopted – Board of Directors, April 2012

## **DISCIPLINE AND RESTORATION POLICY FOR MEMBERS OF LOCAL CHURCHES OF THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA**

### **Preamble**

**WHEREAS** The Christian and Missionary Alliance in Canada has stated its recognition and intent with respect to the discipline of members of local churches within the denomination (see Local Church Constitution Article VI, Section 3);

**AND WHEREAS** the following scriptural references have been reviewed and relied upon as the biblical basis for the regulations which follow: (Matthew 18:15-20; I Corinthians 5:9-13, 6:1-11; I Timothy 5:19-21; II Thessalonians 3:14-15);

**AND WHEREAS** The Christian and Missionary Alliance in Canada desires to establish clear, fair and scriptural regulations for the implementation of church discipline, the following Uniform Regulations shall be used by all local churches in The Christian and Missionary Alliance in Canada.

### **Uniform Regulations**

1. It shall be a condition of membership in a local church of The Christian and Missionary Alliance in Canada that each member accept and comply with the authority of the local church to discipline members in accordance with these Uniform Regulations.
2. If a member(s) of a local church of The Christian and Missionary Alliance in Canada is alleged to be in violation of scriptural moral standards, doctrinal truth or proper Christian behaviour, he or she may be subject to the following inquiry and discipline procedure.

The term “violation of scriptural moral standards” as used by The Christian and Missionary Alliance in Canada shall include, but not be limited to, sexual activity outside of a monogamous heterosexual marriage, sexual harassment or assault, homosexuality, misappropriation of funds, dishonesty or fraud in business and legal transactions, and guilt in a criminal offense.

### **General Directives for Investigation and Discipline**

1. Ecclesiastical law permits proceedings on the presumption of innocence, but it does not endorse hasty action on the basis of rumour. It is therefore necessary that one or more responsible persons substantiate charges by signing their names to a written statement or by giving personal testimony with full consent that they may be identified before proceeding with an investigation.
2. Since negative criticism is very serious, it is essential that the testimony of accusers or witnesses be confirmed by reliable evidence to ascertain the possibility of malice or revenge. Witnesses should be reminded that, while they are not under oath, and therefore not subject to charges of perjury, they are not immune from civil suit for defamation of character if their testimony is proven to be malicious or grossly imaginative.
3. The offenses for which a person may be given a hearing include violation of a scriptural moral standard, promulgation of doctrines that are contrary to the basic tenets of the Christian faith as set forth in the Statement of Faith of The Christian and Missionary Alliance in Canada, and any violation of the law of which he/she has been found guilty.
4. All investigations shall be conducted with Christian sincerity. Rumours must be verified by reliable evidence to determine what substance may be behind them. False accusation is contrary to the Ten Commandments. Damage to one's reputation is very difficult to repair. Proper restitution can be made only in part to one who has lost the confidence of good people through unfounded charges of wrong conduct.
5. The integrity of the church demands, however, that personal feelings shall not prevent thorough investigation of alleged wrongdoing. Where there is sound and reliable evidence of guilt, justice requires the pursuit of unbiased inquiry. Where there is proof of violation of a scriptural moral standard, there is required also the application of suitable discipline.

6. Since ecclesiastical law permits the respondent to testify on behalf of himself/herself, such evidence shall not be released to use in any civil proceeding in which the accused may become involved. It is essential that all records, whether of investigation or of discipline, be guarded carefully lest they become the basis of gossip or unauthorized use. All records shall be filed with the pastor. The pastor shall report all disciplinary matters to the District Superintendent.
7. The use of tape recordings or any other type of magnetic recordings shall be permitted only if such recordings are made with the full knowledge of those whose testimony or charges are given. No secret recordings shall be admissible as evidence. The names of all whose voices are recorded shall be given clearly at the beginning of their testimony. Recordings may be made of any sessions of investigation or discipline.
  - 7.1 **Step 1:** A member(s) of the Board of Elders or a member(s) of the local church pastoral staff shall meet with the member in question who is alleged to be in violation of scriptural moral standards, doctrinal truth or proper Christian behaviour, and they shall attempt to resolve the matter to the satisfaction of the Board of Elders and the member in question.
  - 7.2 **Step 2:** If the matter is not resolved by Step 1, then the senior pastor, or his designated representative, and a subcommittee of the Board of Elders of the local church shall meet with the member(s) in question and attempt to resolve the matter to the satisfaction of the Board of Elders and the member(s) in question.
  - 7.3 **Step 3:** If the matter is not resolved by Step 2, then a special meeting of the members of the Board of Elders may be called by the Chair, or his designated representative, to deal exclusively with the matter of the allegations against the member in question. The member(s) in question shall be notified and invited to the special meeting. The Chair, or his designated representative of the Board of Elders of the local church shall act as the Chair of this meeting. In the special meeting, the allegations against the member in question shall be summarized and the questions and discussion shall be allowed by those present during the meeting. After giving consideration to the issue, the Board of Elders shall determine specific terms and conditions of any discipline that it deems appropriate. The action of the Board of Elders and the results of the vote shall be final and binding on the Board of Elders, the local church and the member(s) in question, subject to the rights of appeal pursuant to the Uniform Regulations.

When disciplinary action has been taken against a member(s), the Board of Elders may choose whether or not to inform the membership of the local church and the manner in which the report shall be stated.

8. **A RIGHT OF APPEAL** is given to the member(s) in question from the action of the Board taken at the special meeting described in paragraph 7.3 above. Notice of appeal must be given to the District Superintendent's office within 30 days after the vote of the Board at the special meeting. An appeal hearing shall be commenced within 30 days after the request for the appeal hearing. The appeal shall be heard by the District Executive Committee or a subcommittee thereof. The District Superintendent, or his designated representative, shall be the Chair of the hearing. The District Superintendent shall determine the time, place, procedure and conduct of the hearing. A full right of hearing shall be given to both the Board of Elders and the member(s) involved. The District Superintendent shall allow either side to have an agent or representative to present their case for them at the appeal hearing. The District Executive Committee shall make a final determination of all questions and issues relating to the discipline of the member(s) in question within seven days after the completion of the appeal hearing. The decision of the District Executive Committee shall be final and binding on the local church, the Board of Elders, the member(s) in question, the District Corporation and The Christian and Missionary Alliance in Canada.
9. **THE DISTRICT EXECUTIVE COMMITTEE** has exclusive authority and jurisdiction to exercise the powers conferred on it pursuant to paragraph 8 above of these Uniform Regulations. The District Executive Committee has exclusive authority and jurisdiction to determine all questions of fact, scriptural moral standards, doctrinal truth and proper Christian behaviour for the purposes of these Uniform Regulations. The District Executive Committee decision is final and binding on all parties. No decision or ruling of the District Executive Committee shall be appealed, judicially reviewed, reconsidered or overturned by any court or tribunal whatsoever.
10. **PROVINCIAL STATUTES AND LAWS** that govern the procedures of administrative tribunals and courts in the jurisdiction shall not apply and shall not bind any party affected by these Uniform Regulations and, in particular, the District Executive Committee in the carrying out of its duties pursuant to these Uniform Regulations.

11. **THE UNIFORM REGULATIONS** shall be followed and implemented in accordance with the highest level of integrity and scriptural moral standards; and shall be consistent with the purposes of church discipline as stated in the Local Church Constitution of The Christian and Missionary Alliance in Canada.

**Amendments**

This policy may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Last Amended – General Assembly 1996; 2004 (amending formula)

## **POLICY ON THE RELATIONSHIP OF OFFICIAL WORKERS AND CHURCHES OF THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA TO THOSE ENGAGED IN HOMOSEXUAL CONDUCT**

The basis for this policy of The Christian and Missionary Alliance in Canada is section [4] of its Statement of Faith:

*“The Old and New Testaments, inerrant as originally given, were verbally inspired by God and are a complete revelation of his will for the salvation of people. They constitute the divine and only rule of Christian faith and practice.” (2 Timothy 3:16; 2 Peter 1:20-21)*

The Old Testament reveals God’s original design to make human beings in his image, male and female (Genesis 2:10-24). In the New Testament, Jesus confirms the heterosexual creation of human beings: *“God made them male and female”* (Matthew 19:4). Throughout Scripture heterosexual families are the norm of society. Through this family unit the human race finds its survival and men, women and children find their home. The New Testament reinforces the teaching of heterosexual love and sexual relations within marriage alone (Ephesians 5:22-23; Hebrews 13:4; I Corinthians 7:1-5).

Alongside this clear biblical teaching on God’s design for heterosexual marriage are found specific instructions in Old and New Testaments that prohibit homosexual conduct as out of harmony with the purpose for which God created human beings (e.g. Romans 1:18-27; I Timothy 1:9-11). Homosexual conduct, like all forms of sexual behavior that violate God’s original design, is sin.

In addition to the affirmation of heterosexual sexual expression within marriage alone and the prohibition of homosexual behavior, the Scriptures strongly affirm the liberating power of the Christian gospel from all former sinful patterns of life, including homosexual behavior: *“Neither the sexually immoral nor idolators nor adulterers nor male prostitutes nor homosexual offenders nor thieves nor the greedy nor drunkards nor slanderers nor swindlers will inherit the kingdom of God. And that is what some of you were. But you were washed, you were sanctified, you were justified in the name of the Lord Jesus Christ and by the Spirit of our God”* (I Corinthians 6:9b-12).

The highest standards of life and conduct are required of those who serve in official and ministerial capacities in the Church of Jesus Christ and also of those who are received as members of local churches. Homosexual conduct is incompatible with the orthodox interpretation of Scripture as set forth in the Statement of Faith of The Christian and Missionary Alliance and cannot be condoned.

Persons who engage in, or endorse, homosexual conduct and/or relationships shall not be accepted as candidates for ministry, issued licenses, ordained or consecrated as ministers, or appointed to serve in The Christian and Missionary Alliance. Neither shall they serve in local church ministries, nor shall they be issued membership in an Alliance church. Likewise, in conformity with The Christian and Missionary Alliance in Canada’s Statement on Human Sexuality, and its Statement on Marriage-Divorce-Remarriage, which states that “[I]n no case ought any person to enter into any so-called ‘marriage’ with a person of the same sex,” no licensed worker or staff member in any Christian and Missionary Alliance ministry or local church shall, under any circumstances, sanction, bless, conduct, or officially participate in a marriage ceremony, civil or religious, nor are Alliance local church facilities or other properties belonging to any aspect of the life and work of The Christian and Missionary Alliance to be used in any way that would result in a marriage or civil union of persons of the same sex.

The Christian and Missionary Alliance will not tolerate any language of hate toward those who hold to a differing view on homosexuality. Christian and Missionary Alliance churches, pastors, workers and members will treat persons who experience same-sex attraction, those who engage in homosexual conduct and their relatives with respect and compassion. We extend the good news of repentance, forgiveness and transformation through Jesus Christ to such persons, just as we do to all people. We affirm that *“all have sinned and fall short of the glory of God”* and that each of us is in need of the grace of God.

### **Amendments**

This policy may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted - General Assembly 2004

## LICENSING POLICY

*“It was he who gave some to be apostles, some to be prophets, some to be evangelists; and some to be pastors and teachers, to prepare God’s people for works of service, so that the body of Christ may be built up.” ~ Eph. 4:11, 12 NIV*

*“No one takes this honor upon himself; he must be called by God, just as Aaron was.” ~ Heb. 5:4 NIV*

### General Principles

All full or part-time<sup>1</sup> paid local church ministry<sup>2</sup> staff and fully or partially funded international workers are required to be licensed by The Christian and Missionary Alliance in Canada (C&MA). In special circumstances self-funded workers may be issued the appropriate License.

Only a person of sound Christian experience, with a godly life and a keen sense of mission, and who is in full agreement with the doctrines and teachings of The Christian and Missionary Alliance in Canada, may be approved by the C&MA for licensing.

Individuals in active violation of scriptural moral standards shall not be licensed. The term “violation of scriptural moral standards” as used by The Christian and Missionary Alliance in Canada shall include, but not be limited to, guilt in a criminal offense, misappropriation of funds, dishonesty or fraud in business or legal transactions, sexual activity outside of a monogamous heterosexual marriage and sexual-harassment or assault. The implications for eligibility for licensing of previous violations of scriptural moral standards shall be assessed on a case by case basis through the approval process. The innocent party in a divorce or a person married to the innocent party in a divorce may be considered for licensing and appointment to district or national offices. The decision shall be informed by, and be in accordance with, our statement on “Marriage, Divorce and Remarriage.”

### Licensing Authority

Authority to issue Licenses on behalf of The Christian and Missionary Alliance in Canada shall be vested in the District Superintendent for personnel ministering within the district and the President for those who are international workers and who minister at Ambrose University, IBVIE or the National Ministry Centre

Each License holder is ultimately accountable to the authority which issues the License. Any licensing authority of the C&MA shall recognize the action of another C&MA licensing authority in matters of licensing and discipline as equal to its own acts.

### Terms of License

Licenses for initial appointment to a specific ministry will be issued at time of placement. All Licenses are issued annually with January 1 deemed to be the anniversary date.

Licenses remain valid during the period of time in which the worker is appointed to a specific ministry as defined by the licensing authority. Workers who transition to a new location of ministry shall re-sign the Call to Excellence.

A person with a portable License who is unassigned may retain his/her License for the balance of the current year and one additional year. Any extension of time beyond this period shall be at the discretion of the licensing authority only. In order to retain a License, the unassigned person must be available for ministry.

All License holders directly employed by C&MA churches may hold any position the church determines, with the understanding that annual reporting is defined by and presented to the governing authority of the local church.

All License holders not directly employed by C&MA churches but serving the denomination may be granted Licenses to hold any position approved by either national or district entities (dependent on the scope of such ministry), with the understanding that annual reporting is defined by and presented to the licensing authority and that such Licenses may only be extended upon satisfactory presentation of such reports.

Licensed workers shall retain active membership in a C&MA church unless such membership is not possible due to exceptional

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<sup>1</sup> Part time = 15 hours/week or more

<sup>2</sup> Local Church Ministry = a primary focus on meeting the spiritual needs of people and/or providing church leadership.

circumstances as approved by the licensing authority.

Licenses are subject to revocation by the issuing authority if conditions leading to licensing are not met or if disciplinary action under the Discipline Policy for all Licensed Workers is in effect. Workers who fail to be re-licensed by the District Superintendent for reasons other than the application of the discipline policy, may appeal to the District Executive Committee and those who fail to be re-licensed by the President may appeal to the Board of Directors.

If a worker's license lapses for reasons other than disciplinary action, their License may be reinstated within two years upon appointment to a specific ministry.

After a lapse of between two years and five years the candidate must:

1. affirm that the statements contained in the original application forms and doctrinal questionnaire are still valid
2. be interviewed by a licensing committee at the discretion of the licensing authority.

After a lapse of five years the candidate must reapply for licensing.

### **Categories of License**

There shall be three categories of License issued by The Christian and Missionary Alliance in Canada. These Licenses are considered to be clergy Licenses by the C&MA. The Portable and Non-Portable Licenses provide accredited delegate status at District Conference and General Assembly.

#### **1. Official Worker License (Portable)**

The portable License shall be for persons who are called, gifted and appropriately trained to serve the Church at large both within the setting of a local church and/or in other ministries. Persons holding the portable License are eligible for ministry anywhere within, or on behalf of, the C&MA in Canada. All senior pastors and non-local church licensed personnel<sup>3</sup> shall carry the portable License unless specifically authorized by the licensing authority.

Only those holding a portable License may use the titles "Pastor" or "Reverend" (upon ordination) and may oversee the administration of the ordinances and the solemnization of marriages.

#### **2. Official Worker License (Non-Portable)**

The non-portable License shall be for persons who are called and gifted to serve in a particular local church or as an international worker in a particular ministry.

Those holding the non-portable License may administer the ordinances under the authority of the senior pastor, District Superintendent or Canadian Regional Developer and, if responsible for a church, may be given the title "Pastor" by special permission of the District Superintendent or President.

#### **3. Worker Emeritus License**

Those workers who have held an Official Worker – Portable License for at least five years and who are no longer employed in ministry and/or who are retired from active ministry, may be granted a lifetime Worker Emeritus License. The Worker Emeritus License does not qualify the worker for voting status at District Conference or General Assembly. Those carrying the worker Emeritus License are subject to the discipline policy for workers.

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<sup>3</sup> For example, this includes District Superintendents and district office staff, National Ministry Centre leadership, para-church ministry leadership, pastors of affiliated churches, chaplains, evangelists, theological faculty and leadership of Ambrose University, etc.

## Prerequisites

### 1. Official Worker License (Portable)

- a) Appropriate Training
  - i) Theological training at a Bachelor degree level from an accredited Bible college, college or university or
  - ii) Any Bachelor degree or its equivalent as decided by the licensing authority (up to 10% of workers applying per year can be granted equivalence), plus the completion of a diploma/certificate program of 8 – 10 courses from an ATS (Association of Theological Schools) or an ABHE (Association for Biblical Higher Education) accredited institution.
- b) Successful completion of the approval process.
- c) Commitment to completion of the Alliance History and Thought course for credit within one year.

### 2. Official Worker License (Non-Portable)

- a) Successful completion of the approval process.
- b) Commitment to completion of the Alliance History and Thought course for credit within one year.
- c) Commitment to completion of the Foundations for Ministry Certificate or its equivalent within a reasonable time frame.

## Approval Process

### 1. Official Worker License (Portable)

- a) Satisfactory completion of denominational application forms. All forms shall be submitted to the appropriate licensing authority.
  - i) Application Form
  - ii) Applicant Reference Form
  - iii) Biographical Inventory
  - iv) Doctrinal Questionnaire
  - v) Call to Excellence: Code of Ethics for Licensed Worker of the C&MA in Canada
  - vi) Criminal record check
  - vii) Endorsement from the board of the local church in which the applicant is a member when applying
  - viii) Applicants for international ministry may be required to complete additional application forms
- b) Satisfactory interview with a Licensing Committee appointed by the District Executive Committee or, in the case of international workers, by the President or his designate. A standard form will be used to record the interview.

### 2. Official Worker License (Non-Portable)

- a) Satisfactory completion of denominational application forms. All forms shall be submitted to the appropriate licensing authority.
  - i) Application Form
  - ii) Applicant Reference Form
  - iii) Biographical Inventory
  - iv) Doctrinal Questionnaire
  - v) Call to Excellence: Code of Ethics for Licensed Worker of the C&MA in Canada
  - vi) Criminal record check
  - vii) Endorsement from the board of the local church in which the applicant is a member when applying
  - viii) Applicants for international ministry may be required to complete additional application forms
- b) Satisfactory interview with a Licensing Committee. A standard form will be used to record the interview.
  - i) Ministry in Canada: The committee will be comprised of the District Superintendent or his appointee and at least two other ordained persons holding a portable License. If one of these is the senior pastor of the church in which the applicant will serve, the other must be from outside that church.
  - ii) International ministry: The committee will be appointed by the President or his designate.

**Amendments**

The Licensing Policy may be amended by a majority vote of the Board of Directors.

Adopted – Board of Directors, November 2007

Last amended – Board of Directors, April 2011

## ORDINATION POLICY

Ordination is the solemn observance whereby representatives of the church corporate, together with the Elders representing the local congregation, set apart and charge those persons whom God has called already and equipped for ministry, through the laying on of hands and the offering of prayer for spiritual endowment.

The following general directives will govern the practice of ordination:

1. The President shall be responsible for the Policy on Ordination, including the Ordination Requirements. Administration of the policy shall be the responsibility of District Superintendents. They shall also submit recommended changes to the policy or list of requirements to the President.
2. The examining and ordaining body shall be constituted according to the District Constitution.
3. A basic ordination program, including reading of selected material, the preparation of papers on selected subjects, an oral examination, and practical church ministry will be outlined in a list of requirements.
4. Candidates shall be required to complete the ordination program within a two-year period after placement in ministry. The Ordaining Council may grant a one-year extension in extenuating circumstances if a request is made, in writing, by the ordinand. Candidates, not completing their program within the required time, may have their credentials revoked at the discretion of the district licensing committee.
5. Only persons who are definitely called to a preaching or theological ministry shall be considered for ordination.
6. Only those who hold a portable license issued by the C&MA are eligible to be ordained.
7. A seminary or Bible college graduate may be considered for ordination after one year of acceptable ministry as a pastor, provided the candidate has been licensed for at least one year during training.
8. Ordained persons with acceptable ministry experience in a recognized denomination or group will be required to complete the reading and written work required of ordinands in The Christian and Missionary Alliance in Canada within one year of appointment. Their ordination may then be sustained by the Ordaining Council.
9. When circumstances require, the Vice President/Global Ministries may request the ordination of a candidate who has not fulfilled the necessary two-year requirement for ordination. The President may make exception to the general directives for ordination when considered advisable.
10. Candidates shall be assigned to a senior pastor by the appropriate district, who will act as counselor during the candidate's program.
11. Each district will establish procedures governing the arrangements for ordination services for successful candidates.
12. Ordination may be revoked by the C&MA at the recommendation of a Discipline Committee.
13. While gifting and spiritual power may remain, when a person has left ministry and no longer bears a portable or emeritus official worker license of The Christian and Missionary Alliance that person's ordination should be considered as in abeyance. This means that they have not had their ordination lifted, as would be the case were they under discipline, but that, no longer being active in the ministry, they may not claim the status or any functionality that comes with ordination, including speaking of themselves as being ordained.

## **Ordination – Native Pastors**

The policy concerning ordination procedures for native pastors is as follows:

1. Evidence of a specific call of God through the life and ministry of the applicant.
2. Graduate of a recognized theological college, or, cycle one of TEE with Volume I – Preaching, or, an equivalent of Bible knowledge.
3. Four years of successful ministry, two years of which should be under the direction of a senior native minister or a missionary.
4. Interview by a special ordination committee appointed by the First Nations Alliance Church Committee.

The recommended membership of the special ordination committee is as follows:

1. Director of Native Ministries (Moderator),
2. A District Superintendent,
3. One member of a District Ordination Council,
4. Two members appointed by the First Nations Alliance Church Committee.

## Ordination Requirements

### 1. Study Requirements

- a) *All For Jesus*, Robert L. Niklaus
- b) *Footprints*, Lindsay Reynolds
- c) *The Cross of Christ*, by A. B. Simpson  
available online [http://www.cmacan.org/uploads/images/file\\_view/p86\\_The\\_Cross\\_of\\_Christ.pdf](http://www.cmacan.org/uploads/images/file_view/p86_The_Cross_of_Christ.pdf)
- d) *The Fourfold Gospel*, by A. B. Simpson  
available online at [http://www.cmacan.org/uploads/images/file\\_view/p86\\_The\\_Fourfold\\_Gospel.pdf](http://www.cmacan.org/uploads/images/file_view/p86_The_Fourfold_Gospel.pdf)
- e) *The Self Life and the Christ Life*, by A. B. Simpson –  
available online at [http://www.cmacan.org/uploads/images/file\\_view/p86\\_The\\_Self\\_Life\\_and\\_the\\_Christ\\_Life.pdf](http://www.cmacan.org/uploads/images/file_view/p86_The_Self_Life_and_the_Christ_Life.pdf)
- f) *Perspectives on the World Christian Movement*, eds. Winters/Hawthorne (*read any 300 pages*)
- g) *Surprised by Hope*, N. T. Wright  
N.T. Wright has many profound things to say about heaven, which pastors need to clearly understand. He also propounds a particular view of the end times. Ordination candidates should understand that the presence of this book on the list does not constitute an endorsement of Bishop Wright's view. Ordination candidates should clearly identify his view in their paper, and should state their own conviction on the end times.

If any of the books have been read previously, alternate selections may be substituted with the prior approval of the District Ordination Committee. A written statement must be submitted concerning each book in which the author's main premise is stated and the reader's reaction is presented. These statements must not be over one page in length.

All applicants shall be requested to fulfill the same reading requirements. In some instances, where books are unavailable in the language of the applicant, other books may be substituted. When substitution of reading requirements becomes necessary, the selection of books shall be done in consultation with the District Superintendent and the Chair of each appropriate national multicultural organization recognized by The Christian and Missionary Alliance in Canada. New Canadians, not represented by national organizations, shall fulfill the same reading requirements or substitute books in concert with the District Superintendent.

In all instances, applicants may submit their written reports in the language of their preference. All substituted books must reflect Alliance doctrine and be approved by the President.

### 2. Written Requirements

A series of topics for ordination papers is listed below.

All applicants shall be requested to submit the same written assignments. Applicants may do so in the language of their preference. Applicants are encouraged to apply these papers to their own cultural reality.

- a) The Scriptures – inspiration and inerrancy.
- b) The Holy Spirit – his person, work and gifts.
- c) Divine Healing – biblical basis and procedure.
- d) The Church – its nature and purpose and relationship to the candidate's personal philosophy of ministry.

### **Directions Regarding Ordination Papers**

Ordination papers relative to the subjects indicated should be 8 - 10 pages, typed and double spaced, outlining the candidate's understanding of the subject **with insight into its application to the candidate's life and ministry**. A proper bibliography should be included, documenting research and quotations used.

Candidates are well advised to work with the District Office in the preparation of a schedule which would result in a book being read and a paper submitted at least every three months. A target completion date for all work should be the end of the second year of ministry.

Papers will be evaluated by the Ordaining Council and returned to the candidate at the oral interview.

### **3. Speaking and Other Requirements**

- a) Submission of one taped Sunday morning service, in which the candidate preached, every six months prior to this examination, may be done in the language of preference.
- b) Regular participation in district -sponsored in-service training sessions.

### **4. Oral Examination Requirements**

- a) An oral examination before the Ordaining Council at the completion of the second year of ministry. The Council will examine a candidate's:
  - i. call to the Gospel ministry,
  - ii. personal experience and maturity in Christ,
  - iii. theological understanding and working knowledge of Scripture,
  - iv. response form from local church leadership where candidate has been serving,
  - v. response form from the District Superintendent with whom the ordinand is working,
  - vi. response form from the senior pastor with whom the ordinand is working.
- b) The Council may also examine the candidate generally on any of the reports submitted or books included in the reading course.
- c) Ordaining Councils will vary according to the linguistic and cultural background of the applicant. It is suggested that three members from the District Ordaining Council meet with two members of the linguistic and cultural background of the candidate for the oral examination.

In all cases, the District Superintendent shall participate in non-Anglo, non-Caucasian oral examinations.

### **Amendments**

The Ordination Policy may be amended by a majority vote of the Board of Directors.

Amended – Board of Directors, March 1996

Reading Requirements revised May 2010

Amended – General Assembly 2012

## A CALL TO EXCELLENCE

As a spiritual leader in the church I am called to Kingdom excellence in my life and ministry. I recognize that this is not possible in my own strength but must be a by-product of the indwelling Spirit of the living God. It is in union with Christ that I am sanctified thoroughly thereby being separated from sin and the world and fully dedicated to God, receiving power for holy living and sacrificial and effective service toward the completion of Christ's commission. This is accomplished through being filled with the Holy Spirit which is both a distinct event and a progressive experience in the life of the believer (1 Thessalonians 5:23; Acts 1:8; Romans 12:1,2; Galatians 5:16-25).

Believing this to be true I dedicate myself to conduct my ministry in the power of the Holy Spirit according to the biblical principles and ethical guidelines set forth in this code of ethics, in order that my ministry be acceptable to God, my service beneficial to the Christian community, and my life a witness to the world. I recognize that the following standards are designed to preserve the dignity, maintain the discipline, and promote the integrity of my calling as a pastor and to be a sign of the coming Kingdom of God.

### CODE OF ETHICS FOR LICENSED WORKERS OF THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA

Biblical principles and ethical guidelines which are pertinent to the life and ministry of leaders include:

- A. **Christlikeness principle** - As representatives of Jesus Christ, C&MA licensed workers are to demonstrate a commitment and lifestyle which models the life of Christ in holiness, grace, compassion, and liberty (1 Corinthians 11:1; 1 Peter 2:21).
- B. **Relationship Principle** - Our Father in heaven is intensely relational. He invites his followers to walk with Him and know Him as 'sons and daughters.' He also calls them to the highest of standards in their personal relationships with self, others, and the rest of creation. Their identity in Christ is defined by the reality and visibility of their love. (Genesis 1:26; 2:18; Matthew 5:23-24; John 13:35)

Therefore...

- Knowing and walking with God will be the principal appetite of my life.
- So far as it depends on me, I will be at peace with all people and will seek both purity and health in all my relationships. (Romans 12:18)
- I will seek to be Christ-like in attitude and action toward all persons regardless of race, social class, religious beliefs, or position of influence within the church and community.
- I will place the needs of my family above those of my broader ministry family and exhibit that priority by gladly dedicating my time, love, and attention to every member of my family.
- I will be sexually and emotionally faithful to my spouse and family.
- I will seek to lead my family in such a way as to enhance my ministry effectiveness.
- I will actively resist any inclination to form improper physical or emotional relationships.
- I will seek to regard all persons to whom I minister with equal love and concern, undertake to minister impartially to their needs, and refrain from behaviour that will be divisive.
- I will endeavour to relate to all ministers, especially those with whom I serve, as partners in the work of God, by respecting their ministry, cooperating with them, and seeking to maintain supportive and caring relationships with them.

- C. **Modelling principle** - A worker's private life is not exclusively his/her own. The Bible exhorts leaders to live lives which are above reproach (1 Timothy 3:2). A worker's witness requires that both the local church and the watching world see the life of Christ which they proclaim first manifest in the worker's life.

Therefore...

- I will limit my freedoms rather than weaken ministry (1 Corinthians 9:27).
- Although Christians may hold different views on certain behaviours, I will avoid situations that are likely to have a negative spiritual impact on self or others (Titus 2:4).

- I will always seek to conduct myself in a way that will not discredit or diminish the public's trust in Christian leadership.
- I will responsibly perform my ministry, seeking to lead persons to salvation and to church membership without manipulation and respecting the ministries of other churches and organizations.
- I will refrain from drunkenness, the use of illegal substances, the recreational use of drugs, all kinds of addictive or dependent behaviour, and other self destructive habits (1 Corinthians 3:16).

D. **Wellness principle** - Godly leaders recognize the integrated nature of body, soul, and spirit and stay attuned to the balance required for effective service. They are to care for their bodies, souls, and spirits in a disciplined and God-honouring way (Psalm 139:13-16; Proverbs 3:1-2; 1 Corinthians 3:16-17; 6:19-20; 9:2; 1 Thessalonians 5:23).

Therefore...

- I will endeavour to lead a life of prayer, study, and meditation upon God's Word, and to maintain extended times of contemplation, in order to daily seek God's face.
- I will seek to keep physically fit through the proper care of my body.
- I will manage my time well by properly balancing personal obligations, ministry duties, and family responsibilities, and by observing a weekly day off and annual vacation.
- I will seek to keep myself emotionally healthy.

E. **Servant principle** - Scripture contrasts the acts of the flesh and the fruit of the Spirit (Galatians 5:19-25). The flesh is characterized by taking and consuming. The work of the Spirit is characterized by giving and producing. Lifestyle choices are to reflect the heart of a servant, not an attitude of entitlement.

Therefore...

- I will seek to conduct myself consistently with my calling and commitment as a servant of God maintaining a life of purity, integrity, and truthfulness.
- I will give full service to my ministry, and will only accept added responsibilities if they do not interfere with the overall effectiveness of my ministry.
- I will listen to the needs of those I serve and keep in confidence information shared with me unless it will result in harm to self or harm to others, or as required by law.
- I will exercise confidence in lay leaders by inviting their meaningful participation, enabling their training, and stimulating their creativity.
- I will seek to lead the ministry for which I am responsible to achieve agreed upon goals. I will remain open to constructive criticism and to suggestions intended to strengthen ministry.
- I will exercise my teaching/preaching responsibilities, giving adequate time to prayer and preparation, so that my presentation will be biblically based, theologically correct, and clearly communicated, speaking the truth of God's Word with conviction in love, and will acknowledge any extensive use of material prepared by someone else.

F. **Stewardship principle** - All Christians are entrusted with God's gifts, resources and creation. Leaders are to set an example in the stewardship of such a trust (1 Peter 4:10, 1 Corinthians 9:17)

Therefore...

- I will strive to grow through comprehensive reading and through participation in professional educational opportunities.
- I will be honest and responsible in my finances by paying all debts on time, never seeking special gratuities or privileges, giving generously to worthwhile causes, and living a Christian lifestyle.
- I will give tithes and offerings as a good steward and example to the church.
- I will gain permission from my Board of Elders or Regional Director before starting a business or seeking additional employment.
- I will not engage in any business where I would actively solicit funds from the people to whom I minister.

- G. **Submission to Authority Principle** – Submission to those in authority over believers is a clear biblical mandate. (Hebrews 13:17). Workers are to walk with humility and willingly submit to those in authority over them.

Therefore...

- Having chosen to minister under the authority of The Christian and Missionary Alliance in Canada, I will submit to constituted authority as identified in the Manual of the C&MA, including the leadership of the District or Region within which I serve; I will abide by the Constitutions, Bylaws and Regulations of the C&MA and I will immediately resign should I deviate from Alliance practices and principles commonly held by our family of churches.
- I believe and will faithfully teach all the doctrines contained in the Statement of Faith of the C&MA.
- As a licensed worker of the C&MA I will unreservedly advance the vision and ministry of the C&MA, including raising generous support for the Global Advance Fund, the Canadian Ministries Fund and other denominational priorities.
- Where appropriate, I will offer responsible criticism to those in authority and I will follow C&MA processes to bring change to programs and policies of the C&MA.
- I will not use my influence to alienate the ministry to which I have been appointed from The Christian and Missionary Alliance in Canada and I will not use my influence to solicit members from my previous ministry to start another ministry unless officially endorsed by ministry leadership.
- I will encourage the ministry of my successor at the conclusion of (resignation, termination, retirement) any ministry position and will refrain from interfering in his/her ministry or with the people he/she serves. I will entirely remove myself from that ministry unless otherwise directed or permitted by my Superintendent or Regional Director.
- When serving in a pastoral staff role, I will offer my support and loyalty to the lead pastor or, if unable to do so, seek another place of service.
- I will only perform services in the area of responsibility of my colleague in the Christian ministry upon his/her request or with his/her consent.

- H. **Mediation Principle** – Disputes between believers are to be settled within the context of the church, not the secular courts. (1 Corinthians 6:1-7)

Therefore...

- If I believe that I have been wrongly treated by my denomination or local church and choose to seek redress, I will do so first by seeking mediation for resolving the dispute as outlined in the Process for Mediation and Arbitration of The Christian and Missionary Alliance in Canada.

By signing my name to this document, I declare my intention to live my life and conduct my ministry, with God's help, in a godly and ethical way. And further, I recognize that deliberate non-compliance with the statements contained in this document renders me liable to discipline in accordance with the conditions of my license to minister in The Christian and Missionary Alliance.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

#### **Amendments**

The Call to Excellence may be amended by a majority vote of the Board of Directors.

Adopted – Board of Directors, November 2011

Amended – Board of Directors, November 2013

## PROCESS FOR MEDIATION AND ARBITRATION FOR LICENSED WORKERS OF THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA

The Christian and Missionary Alliance in Canada (C&MA) bases its practice on the teaching of the Holy Bible.<sup>1</sup> The Bible commands us to make every effort to live in peace and to resolve disputes in private or within the Christian church, and not to take these disputes to a civil court (Matthew 18:15—10; 1 Corinthians 6:1-8). Holy Scripture further states that we have all received the Ministry of reconciliation (2 Corinthians 5:18), and that we are to forgive one another as Christ has forgiven us (Colossians 3:13). Therefore, whenever a dispute occurs, scripture is very clear on the method to utilize to resolve the dispute (Matthew 18:15). Further, if the dispute is not resolved, scripture outlines that we are to go with another person (Matthew 18:16-17) to seek resolution. Therefore, in accordance with the above scriptures as well as the underlying gospel message of love for one another (John 13:34), any official worker who has a claim or dispute arising out of ministry with the C&MA shall take all the necessary steps to settle it by a process of biblically based mediation, or if necessary, by a legally binding arbitration process.

### Initiation of Mediation

If there is a dispute either party may initiate the mediation process by contacting the Secretary to the District Executive Committee (DEXCOM) of the District in which they are licensed, or, in the case of nationally granted licenses they shall contact the Secretary of the Board of Directors, and a mutually agreed upon mediator or arbitrator shall be appointed. If a mediator cannot be agreed upon the DEXCOM or Board of Directors shall appoint one. In the event that mediation fails, the mediator will appoint an arbitrator, having invited a recommendation from each party.

Mediators or Arbitrators shall be members in good standing of a Christian church, and may be located outside the geographic boundary of the District in which the dispute exists. In order to protect the privacy of the parties involved in the dispute, both the mediator and the arbitrator will be required to sign a “confidentiality agreement” whereby they commit to holding all aspects of the matter, as well as the names of the parties involved, to be strictly confidential. Any travel costs pertaining for the mediator or arbitrator shall be borne by the Denominational organization (Church, District or National) which is a party to the mediation/arbitration. Any mediated or arbitrated resolution shall be consistent with scripture, shall uphold the governance and by-laws of The Christian and Missionary Alliance in Canada, and shall be in accordance with any applicable legislation relevant to the matter in dispute.

### Protocol

- Licensed workers will invoke the mediation process when evidence of unjust treatment can be provided by one of the parties, who, through a previous attempt at resolution have been unable to arrive at a mutually agreeable solution. This includes, but is not limited to, for example, matters pertaining to employment such as matters surrounding or involved in a dismissal from employment, performance of duties, transfer or change of position and responsibilities, and so on; matters pertaining to Board and Pastoral disagreements regarding governance and ministry, and so on; congregational member disputes involving the Pastor and / or Board members, and so on.
- The mediation or arbitration will take place as expeditiously as possible in order to bring a resolution and conclusion to the dispute.
- The mediator and or arbitrator shall report to the governing body that appointed them along with an identical report to the District Superintendent in which the events occurred, and to the President of the C&MA.

### Statement of Agreement

I hereby submit myself exclusively to the ecclesiastical protocols of The Christian and Missionary Alliance in Canada. I am in agreement with the Statement of Faith of The Christian and Missionary Alliance in Canada, having read and signed it, and am in agreement with the principles of dispute resolution set forth in the Process for Mediation and Arbitration For Licensed Workers as the true and proper interpretation of the Bible, and therefore **I promise** that should I believe that I have been

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<sup>1</sup> See Statement of Faith Article 4

unjustly treated to the extent that I remediation is required, that I will not seek remedy in civil court or in any civil process or tribunal, but in all matters I will seek remediation in Christian mediation and/or arbitration, that I will follow the process as set forth above, and that in the event of arbitration I will submit to the ruling of the arbitrating body as the final authority.

Signed:\_\_\_\_\_ Date:\_\_\_\_\_

**Amendments**

The Process for Mediation and Arbitration may be amended by a majority vote of the Board of Directors.

Adopted - Board of Directors, November 2011

## DISCIPLINE, RESTORATION AND APPEAL FOR LICENSED WORKERS

### Preamble

Discipline is an exercise of scriptural authority for which the church is responsible. The Christian and Missionary Alliance in Canada (C&MA) believes the Scriptures establish standards of conduct and belief by which individuals serving Christ through licensed ministry within the C&MA must live. The goals of discipline are to honor God; to protect the purity of the Church; to guard other Christians from being tempted, misled, divided or otherwise harmed, and to bring fallen Christians to repentance. Discipline is administered to achieve restoration, while also providing for the spiritual welfare of the local church. Discipline is to be corrective and redemptive. It is to be exercised with mercy, grace and forgiveness. However, restoration to fellowship with Christ and his Church does not necessarily result in a reinstatement of credentials for licensed ministry with the C&MA. The Policy is not intended to create a legally enforceable contract or promise.

The Policy on Discipline, Restoration, and Appeal (Policy) and the disciplinary proceedings are ecclesiastical in nature, founded on the most sacred teachings of the Christian faith. The Policy and proceedings seek to apply scriptural teachings concerning conduct and belief to persons holding positions of authority and leadership within the C&MA. Unless otherwise provided for in the Policy, in a case of disagreement or dispute concerning the interpretation or application of the Policy, the jurisdiction to decide such matters lies solely with the C&MA President. As stated before, the Policy and its proceedings, including any decisions related to its interpretation or application, are ecclesiastical in nature and as such, any appeal to or other action before a court or civil tribunal is not permitted.

### I. BIBLICAL BASIS FOR DISCIPLINE

- A. **Growth in Faith.** Discipline serves to encourage growth and development in faith. *Rebuke them sharply, so that they will be sound in faith . . .* (Titus 1:13).
- B. **Redemption and Restoration.** Discipline serves to spiritually redeem and restore those who have fallen into immoral or otherwise unChrist-like ways. *Brothers, if someone is caught in a sin, you who are spiritual should restore him gently* (Galatians 6:1).
- C. **Bearing another's Burden.** Discipline benefits the Church because it teaches the Church to be redemptive by carrying the burden of seeking to restore fallen believers. *Carry each other's burdens, and in this way you will fulfill the law of Christ* (Galatians 6:2).
- D. **Forgiveness, Comfort, Love.** Discipline involves compassion, even for those who have committed sinful acts and espoused beliefs contrary to Scripture. . . . *You ought to forgive and comfort him, so that he will not be overwhelmed by excessive sorrow* (2 Corinthians 2:5–7).
- E. **Warning to the Divisive.** Discipline serves to deter and instruct against beliefs and conduct contrary to Scripture. *Warn a divisive person once, and then warn him a second time. After that, have nothing to do with him* (Titus 3:10).
- F. **Judgment and Expulsion.** Discipline may lead to judgment, including expulsion from the church. . . . *Are you not to judge those inside (the church)? God will judge those outside. Expel the wicked man from among you* (1 Corinthians 5:12, 13).

## II. SCOPE OF THE POLICY

- A. **Persons Subject to Discipline.** This Policy applies to all workers licensed by the C&MA.
- B. **Ecclesiastical Authority.** Disciplinary proceedings will be initiated and administered by the person who licensed the individual. This is normally the superintendent of the district in which the individual serves. The elders of the local church may not conduct disciplinary procedures against a licensed worker. Such discipline, when needed will be conducted under the supervision of the District Superintendent.

In the case of international workers, the President or his designate will initiate and administer the disciplinary proceedings.

- C. **Basis of Discipline.** Matters that may give rise to disciplinary proceedings include but are not limited to:
1. Holding to and/or promulgating doctrines contrary to the fundamental tenets of the Christian faith as stated in the C&MA Statement of Faith.
  2. Defiance or failure to submit to constituted authority.
  3. Moral or ethical failure including, but not limited to sexual misconduct, theft, misappropriation of funds or property, and other financial transgressions.
  4. Dishonesty, fraud, perjury, and other misrepresentations.
  5. Spreading false rumors about another.
  6. Causing dissension or division within the church.
  7. Violence or abuse directed toward others, especially a child or vulnerable adult.
  8. Judgment of guilt by a criminal court of law.

## III. GENERAL PROCEDURES AND CONSIDERATIONS

- A. **Investigators and Committee Members.** Investigators and members of the Discipline Committee will be persons respected for their integrity, spiritual stature, capability of communicating loving concern, and lack of bias in the case at hand (Galatians 6:1–2).
- B. **Confidentiality and Disclosure.** Disciplinary proceedings will be conducted with confidentiality in all aspects of the proceedings; however, there is no guarantee of confidentiality within disciplinary proceedings for any participant. It may be necessary to disclose the facts and circumstances of the charge, including the identities of the accused person and those submitting the accusation, in connection with investigating and remedying the charge and considering and carrying out possible restoration. In addition, the findings and conclusions of the disciplinary proceeding may be announced to appropriate parties who were an integral part of the proceedings, affected members of the C&MA, and licensed workers associated with the body that most recently licensed the charged worker.

If the investigator or a member of the Discipline Committee is contacted by the press, law enforcement authorities, attorney or other individual associated with civil/criminal proceedings, or other persons not involved with the disciplinary proceedings but seeking information, the ecclesiastical authority responsible for the case will be contacted immediately. No information may be disclosed without the permission of the appropriate authority.

The findings, conclusions and records of the disciplinary proceedings may be communicated to churches and entities within the C&MA for decisions concerning employment and licensed worker's status. A record of the findings and conclusions will be entered in the licensed worker file and may be conveyed with the file if the licensed worker seeks to transfer from one C&MA organization to another. Information may be transmitted even after restoration to the

individual's former position or status. The C&MA and its ecclesiastical authorities reserve the right, within their discretion, to disclose any information to outside parties as they determine appropriate under the circumstances.

Since ecclesiastical law permits the respondent to testify on behalf of himself/herself, such evidence shall not be released to use in any civil proceeding in which the respondent may become involved. It is essential that all records, whether of investigation or of discipline, be guarded carefully lest they become the basis of gossip or unauthorized use. All records shall be filed with the ecclesiastical authority who licensed the worker. All disciplinary matters shall be reported to the President of The Christian and Missionary Alliance in Canada.

- C. **Relationship to Employment.** In the case of an individual employed by a C&MA entity or by a district or church entity (referred to herein as Employing Entity), information presented in the disciplinary proceeding may be conveyed to the supervisor(s) of the employee and may affect the employment relationship independent of the disciplinary proceeding. Also, the information may form the basis for a charge or complaint under another C&MA policy or regulation.

An individual subject to a charge or disciplinary proceeding may be immediately suspended from public ministry, or subject to other personnel action as determined by the Employing Entity (which in some cases may be the ecclesiastical authority).

#### IV. PROCEDURES FOR DISCIPLINARY PROCEEDINGS

- A. **Accusations and Confessions.** The disciplinary process is initiated when a formal accusation of conduct subject to discipline is submitted to the appropriate ecclesiastical authority either in person or in writing or when such conduct is confessed by the offender to the ecclesiastical authority. Normally an accusation should be presented by at least two witnesses (I Timothy 5:19) but there may be circumstances where an inquiry would be initiated on the basis of one person's accusation. When the accusation is submitted verbally, the nature of the offense shall be recorded in writing and signed by the person(s) making the accusation. An accusation is not properly submitted if it is not a basis for discipline, if the accused person is not subject to discipline, or if the accusing party(ies) has no standing to submit the accusation (e.g. they do not have first-hand knowledge of the situation). Accusations which are submitted anonymously shall not be entertained.

Any person(s) making false statements in submitting an accusation or providing false information in a disciplinary proceeding may be subject to discipline or other actions at the discretion of the appropriate ecclesiastical authority.

When a licensed worker confesses to the ecclesiastical authority, in the absence of a written accusation, the authority will initiate an inquiry to determine whether the confession is complete.

- B. **Inquiry.** Reports of actions by licensed workers warranting discipline will be subject to a preliminary inquiry by the appropriate ecclesiastical authority or his designee (the Inquirer) to determine whether there is basis for and/or evidence supporting the accusations.
1. **Preliminary Interviews.** The person(s) who brought the accusation of sinful conduct (the Complainant) will be interviewed to ascertain the facts and to clarify any portions of the accusation. The person conducting the inquiry may interview other persons as necessary to determine the veracity of the facts related to the accusations.
  2. **Interview with the Respondent.** The person accused of a disciplinary offense (the Respondent) may be interviewed regarding the accusations as part of the Inquiry process.

An oral statement of confession, a statement of intent to resign one's ministry and/or return credentials in the C&MA, or an oral decision to immediately resign one's ministry and/or return credentials in the C&MA, will be noted by the Inquirer and recorded by the ecclesiastical authority. However, the ecclesiastical authority may

continue the inquiry and/or investigation process as outlined herein with or without the cooperation of the Respondent. A return of license to minister in the C&MA, or resignation from one's place of ministry while a disciplinary action is pending shall not be given effect until the church has fulfilled its God-given responsibility to encourage repentance, attempt the restoration of the Respondent and bring the disciplinary process to an orderly conclusion.

3. **Dismissal of Accusation.** If, after the preliminary inquiry, the Inquirer determines that there is no basis for and/or sufficient evidence supporting the accusations, he/she may inform the Complainant that no further action will be taken.
4. **Response to Confession.** If the Inquirer determines that the confession is complete and if the ecclesiastical authority judges that the offense is subject to a reprimand rather than a more serious form of discipline, the ecclesiastical authority may reprimand the offender and initiate a restoration program. If the offense is of a more serious nature, the ecclesiastical authority may move directly to a disciplinary hearing.

C. **Investigation.** When warranted, the appropriate ecclesiastical authority will appoint two or more persons as an Investigation Committee to conduct an investigation of the accusation. It is wise to appoint a female as an investigator when either the Respondent or the Complainant is a woman. The appointment of the investigators will be by letter and a copy of the letter will be provided to the Respondent and the next level of ecclesiastical jurisdiction. The investigative process may include:

1. Interview with the Complainant(s).
2. Interview with the Respondent. Prior to the interview, the Respondent will be provided with a written copy of the accusation and informed of the right to submit a written response to the accusation. A Christian non-legal professional advocate may be appointed by the proper ecclesiastical authority or chosen by the Respondent to provide guidance and counsel to the Respondent once he/she has received a copy of the accusations.

Unwillingness to appear at a scheduled interview without acceptable reason will be noted in the report. The ecclesiastical authority shall continue the investigation as outlined herein.

3. Interview with witnesses identified by the Complainant(s), the Inquirer and the Respondent and other witnesses requested by the committee.
4. Review of any written statements provided by the Respondent and any documents presented by the Complainant(s), or any other person identified as having relevant information.
5. Collection and review of other documentary evidence relevant to the accusation.

The investigators will determine the scope of investigation. Interviews with the Complainant(s), victims of the alleged wrongful conduct (if they did not submit the charge), and the Respondent will be conducted by at least two investigators. Recordings may be made of any sessions of investigation with the full knowledge of all participants.

The investigators will prepare a written report of the investigation including a summary of evidence relevant to the accusations. The report will outline specific charges substantiated by the evidence, and recommendations. A copy will be provided to the Respondent and the ecclesiastical authority.

D. **Response to the Investigation.** Upon receipt of the report of investigation, the ecclesiastical authority will take one of the following actions.

1. If it has been determined by the investigating committee that the accusations are unsubstantiated, and there is no reasonable basis for proceeding with a hearing, letters will be provided to the Complainant(s), the Respondent, and, if appropriate, personnel who had knowledge of the allegation(s) informing them of the decision to dismiss all accusations. The ecclesiastical authority shall ensure that appropriate pastoral care is provided to the Respondent.

2. If it is decided by the Investigation Committee that the accusation is substantiated and that a formal disciplinary hearing is warranted, the appropriate ecclesiastical authority shall appoint a Discipline Committee.

## V. DISCIPLINARY HEARING

- A. **Discipline Committee.** The Discipline Committee shall consist of no less than three members. The authority may fill vacancies in the committee as necessary. The ecclesiastical authority or his appointee shall serve as the moderator and will provide copies of the following documents to each member of the Committee: the written charge, the written response statement, if any, and the investigation summary. If the charges are undisputed or admitted, the hearing may be limited to specific matters of response, restitution and restoration to full fellowship with Christ and the church. The Discipline Committee will make decisions by majority vote and determine its own procedure as consistent with this Policy.

1. **Moderator.** The Moderator will be responsible for the orderly conduct of the hearing and may rule on all procedural questions and questions related to the admission of tangible evidence including witness testimony, subject to reversal by a majority vote of the Committee.
2. **Secretary.** A Secretary will be appointed by the Moderator to keep accurate records of all proceedings and to preserve all documents submitted to the Committee.

- B. **Scheduling the Disciplinary Hearing.** A disciplinary hearing will be conducted as soon as possible after the appointment of a Discipline Committee. The Moderator will schedule the disciplinary hearing at a date and time mutually agreed to by the Respondent and others participating in the hearing.

If the Respondent is unable to be present at a scheduled hearing, he/she may request to have a Christian non-legal professional advocate to appear in his/her place or may request a rescheduling of the hearing. Unwillingness to appear or be represented at a hearing without acceptable reason may be considered an implication of guilt. The absence of the Respondent or an advocate at any hearing will not prevent the Discipline Committee from proceeding with the hearing.

### C. Participants

1. **Persons Present.** Persons present during the hearing will only include the members of the Discipline Committee, the Reporter, the Respondent, and one witness at a time while testifying. The spouse and the advocate for the Respondent may also be present while any testimony is being given. At the discretion of the Discipline Committee, the Complainant may also be present.
2. **Reporter.** The investigators shall choose a Reporter to present the findings of the Committee along with any witnesses and documents relevant to the charge. An effort will be made to present only the witnesses and documents of greatest relevance to the issues raised in the charge, both favorable and unfavorable to the Respondent. If possible, repetitive testimony will be avoided. He/she will be excused prior to final deliberations.
3. **Respondent.** The Respondent may recall witnesses presented by the Reporter, call additional witnesses, provide additional testimony on his/her behalf, and/or submit a written statement at the time of the hearing. He/she will have the right to appoint a fellow Christian as an advocate at the hearing. Since this is an ecclesiastical hearing, legal counsel of any kind is not permitted.
4. **Witnesses.** Witnesses may be examined by the Reporter, the Respondent (and the advocate for the Respondent, if any), and one or more members of the Discipline Committee including the Moderator. One or more members of the Committee (usually not the Moderator) may be selected to question the Respondent and any witnesses on behalf of the Committee.

- D. **Evidence.** Along with witness testimony, the Committee may also consider relevant documents, the summary of investigation, and other documents submitted by the parties. Tape recordings and other types of magnetic and/or digital recordings will be admitted as evidence if the recordings had been made with the full knowledge of those giving testimony or being charged, recognizing exceptions may be necessary at the discretion of the Committee.
- E. **Record of Proceedings.** All summaries of investigations, the conclusions of all disciplinary actions and all records of actions relating to the suspension of license and/or the expulsion of Official Workers from the C&MA shall be forwarded to the President.
- F. **Conduct of the Hearing.**
1. Both the Reporter and the Respondent or his/her advocate will have opportunity to present evidence, summarize their conclusions and respond to the evidence and conclusions of the other party. In circumstances where the person subject to disciplinary action has confessed, and where there is evidence of genuine repentance and a willingness to submit to a restoration process as outlined by the ecclesiastical authority, it is permissible, with the consent of all parties, to omit unnecessary procedures.
  2. Members of the Discipline Committee may question the Reporter, the Respondent and any witnesses.
  3. Deliberation of the Discipline Committee in executive session and a decision on each charge. A majority vote is required for a decision of guilty. At its option, the Committee may permit a written summation by the Reporter and the Respondent to be submitted within five (5) days of the hearing but prior to any deliberations.
- G. **Judgment of the Discipline Committee.** The Committee will submit its decision in writing with respect to each charge and the discipline to be imposed, and will advise the Respondent of the right to appeal and the process to be followed. Each member of the Committee will sign the document and a signed copy will be given to the person(s) subject to discipline. A copy will be forwarded to the next higher level of jurisdiction. The Committee may announce its decision at the conclusion of the hearing or later in its written report. Usually, the Committee's written decision will be prepared and issued following the conclusion of the hearing.

## VI. DETERMINATION OF SEVERITY OF DISCIPLINE

The facts and circumstances of an individual case determine what discipline will be imposed. If the offense is isolated and considered relatively minor with no actual harm to others, then a less severe discipline may be appropriate. If the offense involves flagrant misconduct, maliciousness, gross rejection of scriptural principles or C&MA doctrine, failure to submit to constituted authority, repeated incidents, or a pattern of wrongful behavior involving harm to others, then more severe discipline may be deemed necessary. Evidence of remorse and repentance and a genuine desire to change, especially if occurring prior to the disciplinary proceeding, may be grounds to opt for a lesser penalty. In determining the discipline to be imposed, the Discipline Committee will seek guidance in Scripture and through prayer, and will seek to promote the purity and faith of the spiritual body of believers while striving to promote growth and restoration of the erring believer to fellowship with Christ and the church.

- A. One of the following forms of discipline will be imposed for any offense for which a person is found guilty.
1. **Reprimand.** This is the lowest degree of censure and consists of reproving the offender, warning him/her of his/her guilt and danger and exhorting him/her to a more constant walk with the Lord. His/her relationship to The Christian and Missionary Alliance in Canada is not impaired. Disclosure of the reprimand shall be at the sole discretion of the ecclesiastical authority.
  2. **Probation.** Where the Respondent has been found guilty of a violation of scriptural moral standards, imprudent and unchristian conduct, or of repeated defiance of constituted authority, or of charges that may need the passing of time to determine whether there has been true repentance, he/she shall be placed on probation for a period of time to

be decided by the committee on discipline.

- 2.1 By probation, it is further understood that his/her ministries are confined strictly to the local church. In the case of international workers, the scope of ministry will be determined by the Canadian Regional Developer in consultation with the field leader.
- 2.2 During this period he/she is to walk circumspectly, proving himself/herself before God, the Elders of the local church, the District Superintendent/Canadian Regional Developer and the President.
- 2.3 A review of his/her case shall be made at the termination of his/her period of probation.

Disclosure of the disciplinary action shall be at the sole discretion of the ecclesiastical authority.

3. **Suspension.** If a worker is found guilty of a violation of scriptural moral standards, continued insubordination, or if the nature of the offence shall require his/her removal from public ministry, he/she shall deposit his/her credentials as an Official Worker of The Christian and Missionary Alliance in Canada with the District Superintendent or President and resign from all his/her delegated functions for a period of at least one year. In all cases of sexual moral failure involving marital unfaithfulness, and/or direct sexual contact outside of marriage, the period of suspension will not be less than two years. The suspension may be removed after there has been evidence of true repentance and a request for spiritual restoration.

In addition to the above, on occasion a C&MA ordained individual may have made the decision to resign from C&MA ministry, return his or her credentials, and/or surrender membership in the C&MA. When circumstances arise that would normally warrant the initiation or completion of the disciplinary process, but the C&MA no longer has direct authority over the individual, it is within the purview of the ecclesiastical authority to recommend to the appropriate Ordaining Council the withdrawal of the individual's ordination. A decision to withdraw an individual's ordination will be automatically appealed to the next higher level of jurisdiction.

Disclosure of the disciplinary action shall be at the sole discretion of the ecclesiastical authority but shall include the Official Workers in the district of the guilty person (the home district and region of service of an international worker). The ecclesiastical authority shall inform the President who shall inform all District Superintendents and Canadian Regional Developers.

4. **Expulsion.** Where the Respondent has been found guilty of a violation of scriptural moral standards, or of promulgating doctrines contrary to the basic tenets of the Christian faith as set forth in the Statement of Faith of The Christian and Missionary Alliance in Canada or of any other items listed as offenses, and has demonstrated no evidence of repentance or change in willful and continued defiance of constituted authority, he/she shall be dismissed as an Official Worker of The Christian and Missionary Alliance in Canada and he/she shall surrender his/her credentials, consisting of his/her current license. It will result in the automatic withdrawal of ordination. All contractual agreements with The Christian and Missionary Alliance in Canada shall be null and void.

Disclosure of the disciplinary action shall be at the sole discretion of the ecclesiastical authority but shall include the Official Workers in the district of the guilty person (the home district and region of service of an international worker). The ecclesiastical authority shall inform the President who shall inform all District Superintendents and Canadian Regional Developers.

- B. In addition to, or in lieu of, the above penalties, the Discipline Committee, at its discretion, may impose requirements on the terms and conditions of the guilty person's employment, including but not limited to personnel action such as adjustment in job duties, transfer, demotion, or reassignment; disciplinary action; and/or immediate termination of employment.

## VII. APPEAL PROCESS

- A. Appeals may be made from any decision of a committee on discipline to the next level of jurisdiction. The basis on which appeals may be made include penalties that may seem too severe, the violations of the rights of the respondent to a fair trial, failure of a committee on discipline to recommend the restoration of the credentials and privileges of the respondent after the designated term of probation or suspension, or a faulty designation of the offenses of which the respondent has been found guilty.
- B. Appeals shall be made, in writing, not later than 30 days after the verdict of the committee on discipline has been rendered or his/her failure to respond to overtures concerning the restoration of rights and privileges.
- C. The Secretary of the committee on discipline shall forward to the Moderator of the next level of jurisdiction to which the appeal is made, a copy of all the proceedings of his/her committee, with copies or originals of all correspondence involved with the one making appeal. The body to which the appeal has been made shall review all the proceedings with no additional evidence or testimony permitted, unless there exists exceptional circumstances. This appellate body may vote to sustain the lower body, to recommend a lighter penalty, but in no case a heavier penalty. It may refer the matter back to the lower level of jurisdiction recommending another hearing for the offending party.
- D. If the Respondent is a licensed district or international worker, the appeal is made to the President or, if the President participated in the Investigative or Discipline Committee, the appeal is made to the Chair of the Board of Directors. If the Respondent is a C&MA National Ministry Centre employee or officer, the appeal is made to the Chair of the Board of Directors.

## VIII. RESTORATION PROCESS

- A. Throughout the Scripture it is obvious that God does not allow sin to go unpunished. However, the Bible also clearly illustrates that God's agenda is much larger than punishing those who break his commandments. He is always willing to forgive the penitent and to bring full restoration (Psalm 51; Isaiah 57:14-21; Jeremiah 30; Hosea 14; Luke 15; John 8; 2 Corinthians 5:18,19; Galatians. 6:1). To reflect God's attitude we must diligently work to restore those who sin and are disciplined under provisions of this policy. We must also balance our concern for justice with our own need to forgive so that the purpose of discipline is accomplished.
- B. In the event the respondent is placed under discipline, the Discipline Committee shall appoint a mentor to provide pastoral care and counsel during and for a reasonable time beyond the period of discipline. Prayer shall be sought on behalf of the respondent from those who are advised of the discipline under provisions of this policy.
- C. At the discretion of the Discipline Committee, the offended party or parties may be invited to participate in the restoration procedure so that they can work through the necessary steps to forgiveness. This step is particularly important where the offended party is the church body.
- D. At the conclusion of the period of discipline the Discipline Committee shall make a recommendation regarding the suitability of the respondent returning to ministry. Where the restoration process is successful and where appropriate within the bounds of the Constitution and Bylaws of The Christian and Missionary Alliance in Canada, the Discipline Committee shall recommend that the respondent be given opportunity to return to ministry.
- E. Reinstatement to a position of ministry in The Christian and Missionary Alliance in Canada is not assured even if an individual has satisfactorily completed requirements for restoration to fellowship. The Committee may determine that the person's conduct was so heinous and/or his/her attitude so contrary to Christian principles that reinstatement to licensed ministry or other public ministry is not possible at any time. In the case of an Official Worker found guilty of sexual abuse of a child or vulnerable adult, by either a Discipline Committee or a court of law, there will be no possibility of regaining credentials for ministry in the C&MA.

If the discipline committee determines that the person under discipline will not be reinstated, the committee will inform

the person in writing giving the reasons for non-reinstatement.

- F. Restoration will not involve an agreement by the ecclesiastical authority, Discipline Committee, employing entity, or any other person involved in the disciplinary proceeding to withhold information concerning the proceeding, including the results, in the event the restored individual seeks a new position with the denomination, district, or C&MA church entity, or a supporting organization of the C&MA.
- G. The results of the review at the conclusion of the period of discipline shall be reported to the extent possible to coincide with the disclosure of the disciplinary action.

## **IX. CARE FOR THE OFFENDED**

- A. God has great compassion for those who are abused or oppressed (Ezekiel 34:16; Isaiah. 61:1-8).
- B. Whole communities are impacted by offenses committed even against one person (Acts 5:11; 1 Corinthians. 5:4, 5, 6:1ff).
- C. The scriptural pattern suggests that the offended is to be involved in the discipline and restoration process of the offender (Leviticus 24:10-23; Numbers 5:5-8, 35:19; Deuteronomy 19:11-13).
- D. Jesus Christ's ministry on earth often focused on improving the situation for the victims of abusive systems, ministering healing to the offended and caring for those who had no advocate.
- E. Jesus also clearly instructed the abused and offended to forgive, not retaliate or judge (Luke 6:27-36).
- F. Using these principles as guidelines, Discipline Committees shall involve the offended in the discipline process where appropriate. They shall also determine what steps to take which will ensure that the grievances of the offended are addressed and appropriate help is offered to aid in the healing process.

### **Amendments**

Amendments to this document may be made by the Board of Directors of The Christian and Missionary Alliance in Canada.

Adopted Board of Directors, November 2008

## **MARRIAGE – DIVORCE – REMARRIAGE**

The following instructional statement is intended as an expositional guideline of common understanding to which Assembly 1986 (Edmonton) subscribed.

For some, the interpretation may be too broad and, for others, too confining. But a common standard is needed in order to deal adequately with the problems of divorce and remarriage. The position set forth here neither promotes divorce nor weakens the scriptural stance represented in former legislation. The Commission of Divorce Study endeavoured neither to take from nor to add to scriptural teaching on divorce.

### **An Instructional Statement of The Christian and Missionary Alliance**

#### **1. Introduction**

- 1.1 Today, more and more marriages are failing; divorces and remarriages are becoming increasingly common. If couples who live together without the benefit of a registered marriage contract and then separate are counted, half the marriages that take place today in North America fail.
- 1.2 Yet marriage is an essential, sacred institution, a cornerstone of society. It was established by God himself when in Genesis 2:18\* the Lord said, “It is not good that the man should be alone; I will make an help meet for him,” and marriage has enjoyed divine sanction and blessing across the centuries. Ephesians 5 reveals the sacredness of marriage when the union between Christ and the Church is used to illustrate the husband-wife relationship.
- 1.3 Therefore, the church today must do everything in its power to encourage and maintain the institution of marriage and on God-given grounds. Some today would set standards for conduct in this area other than by the authority of the Word of God. Even among those who seek to hold to biblical authority there are divergent opinions, particularly with respect to the right of divorced persons to remarry. It seems imperative, therefore, that The Christian and Missionary Alliance in Canada set forth what we understand to be the scriptural teaching on these subjects.
- 1.4 This statement is designed not to answer all questions and cover all situations, but to provide guidelines from which can be drawn scriptural applications to varying situations. This has been written with the social conditions of North America in view. Consequently, some adaptation may be necessary in countries overseas because of special social situation.

\* Unless otherwise noted, Scripture quotations throughout are from the King James Version of the Bible

#### **2. Marriage**

- 2.1 God instituted marriage as an honourable estate (Heb. 13:4) for the blessing of companionship (Gen. 2:18) and as a continuation of the divine work of creation in the history of the human race (Gen. 4:1). Marriage is not a requirement for perfection of personhood, nor is it a necessity for fulfillment in God’s highest purpose. Marriage may, in fact, hamper a person’s unconditional readiness for the call of God, and there are those who have the gift of refraining from marriage (Matt. 19:12; I Cor. 7:7).
- 2.2 God intended marriage to be a monogamous, life-long union as clearly implied in Genesis 2:24. “Therefore shall a man leave his father and his mother, and shall cleave unto his wife; and they shall be one flesh.” Jesus recalled this original order of creation to overthrow the lax interpretation and practice of the Mosaic law (Mark 10:6ff). Although polygamy was sometimes practiced in Old Testament times, the Bible makes clear that God intended marriage to exist between one man and one woman for as long as both of them remain alive. In Romans 7:2 the Apostle Paul wrote: “For the woman which hath an husband is bound by the law to her husband so long as he liveth: but if the husband be dead, she is loosed from the law of her husband.” (See also I Cor. 7:39)
- 2.3 The strict and lofty terms with which the marriage bond is described in the New Testament has its primary focus on human fellowship and the family. The basis of all marital love is, for the Christian, the love of Christ for the Church (see for example Eph. 5:31 ff.). Marriage is constituted first in mutual covenant. Marriage is a solemn, binding agreement entered into before God and man (Mal. 2:14). Ezekiel 16:8 uses marriage to illustrate the relationship between God and Israel and speaks of this relationship as a covenant entered into on the basis of swearing on an oath or a

pledge. Jesus, in John 2, sanctioned by his presence a marriage being recognized and solemnized by a public celebration. Therefore, men and women should enter marriage with a legal contract and pledged vows, preferably under the administration of a Christian minister, and not just by deciding to live together.

- 2.4 Marriage is a physical union. This is clearly set forth by the Apostle Paul in I Corinthians 6:16ff. Marriage is designed to be a unity of flesh and spirit and represents the wholeness of that unity (I Thess. 4:3-5). In II Corinthians 12:19-21 the Apostle Paul warns the Corinthian church that impenitence of those who committed sexual immorality would necessitate his intervention.
- 2.5 In no case ought any person to enter into any so-called “marriage” with a person of the same sex. Homosexual unions are specifically forbidden in Scripture (see Lev. 20:13; Rom. 1:26-27, 32; I Cor. 6:9).
- 2.6 A Christian should not marry a person who does not know Christ as personal Saviour. II Corinthians 6:14 is explicit, “Be ye not unequally yoked together with unbelievers.” The final few words of I Corinthians 7:39 suggest the same standard; widows who remarry are told to do so “only in the Lord.” Love for Christ is never to have second place (Matt. 6:33).

### 3. Divorce

- 3.1 Divorce is a departure from the purposes of God. While in the Old Testament divorce was allowed and apparently easily secured, this, like polygamy, was contrary to God’s highest intentions. Jesus explained that provisions for divorce in the Old Testament were an accommodation to “the hardness” of people’s hearts and a necessary evil (Matt. 19:8). The prophet Malachi declared, “For I hate divorce, says the Lord the God of Israel” (2:16 RSV). Jesus said, “What therefore God hath joined together, let no man put asunder” (Matt. 19:6; see also Mark 10:6-9). The Church, therefore, should seek always to discourage divorce as a solution to marital problems. The Bible teaches that even when a Christian is married to an unbeliever, the Christian should continue to live with his or her mate if at all possible (I Cor. 7:12-13).
- 3.2 While divorce is always contrary to God’s intentions, there are certain circumstances when it is permitted. Jesus said in Matthew 5:32 and again in Matthew 19:9 that a person is not to divorce his mate except for the cause of fornication. The Greek word used for “fornication” refers to habitual sexual immorality for which the synonym “whoredom” may be used, implying all kinds of immorality, including adultery which desecrates the marriage relationship - a view generally accepted by Greek scholars.
- 3.3 The absence of this allowance in Mark 10:6-12 and Luke 16:18 does not set aside the practical conditions for carrying out the Mosaic practice of divorce in the new age Christ establishes. But he makes a sharper interpretation which handles the problem of divorce as a lesser evil to the continuation of an impossible situation. Divorce is expressly denied for the immediate purpose of marrying someone else (Mark 10:11-12). It is incumbent, therefore, that a believer entertain divorce only as a last resort and because of violations through whoredom - never as a reason to marry someone else. When one partner of a divorce has become involved in adultery, the offended mate is permitted, though not required, to get a divorce. If an unsaved husband or wife refuses to continue to live with his or her mate and departs, the believer may agree to this separation: “But if the unbelieving depart, let him depart. A brother or a sister is not under bondage in such cases” (I Cor. 7:15). Such separations may result in divorce, and in that event the Christian is guilty of no wrong.

### 4. Remarriage

- 4.1 The remarriage of persons who have been divorced is permitted by Scripture under certain circumstances. If, after being divorced, one of the original marriage partners dies, the remaining partner is free to remarry. Romans 7:2 and I Corinthians 7:39 make clear that death dissolves the marriage relationship.
- 4.2 When an adulterous relationship has brought about a divorce, the party who is innocent of adultery has a right to

remarry. The words of Jesus, “Whosoever shall put away his wife, saving for the cause of fornication,” implies the right of remarriage. When he adds, “And whosoever shall marry her that is divorced (the guilty party) committeth adultery” (Matt. 5:32), the right to marry anyone guilty of adultery is denied and also to marry anyone who obtained a divorce for the express purpose of remarriage (Mark 10:11-12).

- 4.3 The consistency between the Old Testament and the New Testament is recognized as Jesus interpreted it. The passage in Deuteronomy from which Jesus quoted in Matthew 5:31 and Mark 10:2-12 indicates that the “putting away” of a wife dissolves the marriage and allows remarriage. Jesus did not change the nature of divorce as dissolving marriage and permitting remarriage; he simply rejected all rationalization and excuse for divorce and made clear that only the innocent party whose former marriage was revoked by divorce could remarry without guilt.
- 4.4 According to the teaching of I Corinthians 7, which permits divorce when an unbelieving husband or wife of a believer “departs” (note 3.3), remarriage on grounds of desertion alone is not permitted according to verse 11: “But if she depart, let her remain unmarried, or be reconciled to her husband: and let not the husband put away his wife.” In other words, if the unbelieving, deserting party is not deceased and does not remarry, neither should the one who has been deserted remarry.
- 4.5 When two unbelievers have been divorced and one is subsequently converted and neither has remarried, the Christian should attempt to restore the marriage. If the non-Christian refuses, this makes the marriage the same as the kind described in I Corinthians 7:15.
- 4.6 If a person is divorced on other than the above scriptural grounds and his or her former partner remarries, that partner by remarrying has, according to scriptural standards (Matt. 5:32 and 19:9), committed adultery and has dissolved the original relationship.
- 4.7 Remarriage is never commanded; it is in some cases only permitted. Divorced persons who have scriptural grounds for remarriage should enter into such remarriage only with the greatest caution. Seldom is there a marriage failure for any cause in which one of the partners is “completely innocent.” The applicant for remarriage should demonstrate an attitude of repentance for any part he may have had in the original failure. He should receive counselling from the church so as to avoid repeating destructive attitudes and action.
- 4.8 Persons who remarry after being divorced on other than scriptural grounds are guilty before God of adultery. Jesus said, in Matthew 5:32, “Whosoever shall put away his wife, saving for the cause of fornication, causeth her to commit adultery: and whosoever shall marry her that is divorced committeth adultery.” Such marriages should not be performed by a Christian clergyman.
- 4.9 Persons who have been divorced on other than scriptural grounds, who subsequently become Christians, are not absolved from the necessity to remain unmarried by having become Christians. While it is true that we are made new creatures in Christ, we continue to bear legal and moral responsibilities that existed before conversion. A person, for example, who contracted a debt as a non-Christian, is not absolved of an obligation to pay that debt by becoming a believer. A man who brought children into this world as a non-Christian must still provide for those children after his conversion. A man who contracted a marriage while a non-Christian must honour the terms of the marriage contract even after he is in Christ.
- 4.10 Persons who were divorced and remarried without scriptural grounds prior to conversion should not feel obligated after conversion to withdraw from the subsequent marriage. The remarriage that was entered into wrongly constituted an act of adultery that broke the former marriage. With his former marriage, then, having been dissolved, the remarried person is responsible to be faithful to his new contract. Having broken the former marriage, he is “living in adultery” only if he is unfaithful to his present marriage contract.
- 4.11 Persons who are divorced, or divorced and remarried on scriptural grounds, are entitled the full privileges of fellowship and membership in the church. A believer who was divorced, or divorced and remarried on other than scriptural grounds while still a non-believer, should likewise be received into full Christian fellowship. The grace of Christ forgives all sin; the person in Christ is a new creation.
- 4.12 Discretion, however, must be exercised in the choice of divorced and remarried persons for places of leadership in the church. While all believers are equal members of the Body of Christ, not all members are qualified equally for every office in the church. The offices of elder (spiritual leader) and deacon (business leader) in the church are to be filled by those of high moral and spiritual qualifications, whose pattern of exemplary Christian living is so established that it may

be followed.

- 4.13 A believer who knowingly secures a divorce on other than scriptural grounds, or a believer who knowingly marries someone who was divorced on other than scriptural grounds, or a believer whose divorce was granted on other than scriptural grounds and who remarries, should be disciplined by the church and be granted full privileges of Christian fellowship only after a demonstration of genuine repentance for deliberate departure from scriptural standards.

**Amendments**

This Statement may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 1986

Amended – General Assembly 2004 (amending formula)

The statement “The Role of Women in Ministry” was adopted at Assembly 1988. At General Assembly 2000, Assembly adopted the following amendment to the Local Church Constitution (Article VIII, Section I): “The church may, by a two-thirds majority of the members present at a duly called meeting of the membership, choose to have women serve on the Board.” The issues raised in this statement are under review by the Board of Directors.

## THE ROLE OF WOMEN IN MINISTRY

From its inception, the Alliance leadership has interpreted Scripture to affirm the woman’s right in the apostolic church to be the channel of spiritual gifts for the edification of the local assembly. Furthermore, Alliance leadership has historically affirmed a restraint upon the woman’s role in the government of the local church. The Board recognizes that the Holy Scriptures teach the following principles.

### Basic Scriptural Principles of Women in Ministry

1. **Authority and Submission.** It is recognized that God has sovereignly ordained, in the order of creation and redemption, relationships of authority and submission. “Christ is the head of every man and the man is the head of woman and God is the head of Christ” (I Corinthians 11:3). The nature of authority is modeled in the humility and self-sacrifice of Jesus Christ (Philippians 2:5-11). The goal of authority is to build up the household of faith (II Corinthians 13:10). Submission to authority is noble and gives substance to unity (Ephesians 4:1-6).
2. **Unity and Diversity.** It is recognized that in the church, men and women share a common spiritual standing and unity in Jesus Christ (Galatians 3:28, I Corinthians 12:12-13). It is a unity enhanced by interdependent, complementary roles, and varied spiritual gifts (I Corinthians 11:11-12; Romans 12:3-8).
3. **Equality and Submission.** It is recognized that equality and submission are compatible as seen in Jesus Christ. He is equal to the Father and yet submissive to him. There is no inferiority implied in submission, either in the Father-Son relationship or in the man-woman relationship (John 5:16-23; Genesis 1-2).
4. **Eldership.** It is recognized that the historical and biblical pattern has been that elders in the church have been men. The weight of evidence would imply that this pattern should continue.
5. **Ministries of Women.** Alliance women are aspiring to a deep walk with God and are exploring the full dimension of ministry possibilities within the church structure worldwide and in their private lives. Therefore, it must be recognized that the responsibility of the elders in each church is to give careful attention to the encouragement, equipping and utilization of women in the accomplishment of ministry.
6. **Affirming Actions.** The licensing of women accredited for ministry in Canada shall be according to ministry function. The local church leadership is responsible to prayerfully affirm ministry functions for women in the local church.

### Amendments

This Statement may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assemblies 1984, 1988.

Last Amended – General Assembly 2004 (amending formula).

## STATEMENT ON HUMAN SEXUALITY

This document is intended to articulate the understanding of Scriptural teaching on human sexuality by The Christian and Missionary Alliance in Canada.

1. **Creation and Sexuality:** God created man and women in His own image, and pronounced them good. Human nature as created consists of a number of dimensions that influence one another. Sexuality is one of these dimensions.
2. **God-honouring Expression of Sexuality:** All human activity, including the expression of sexuality, should have as its end the honouring of God. Those pursuing godliness are to live lives of purity in thought, word and deed, including purity with reference to sexuality. God is honoured by the mutually intimate physical expression of sexuality when this expression occurs between a man and a woman within a monogamous marriage.
3. **Fallenness and Sexuality:** Through human disobedience to God, all dimensions of human nature, individually and collectively, have been corrupted. Thus, human sexuality is subject to abuse and misuse which dishonours God.
4. **God-dishonouring Expression of Sexuality:** God is dishonoured by anything which displaces him from his rightful place of priority in one's life. Therefore, He is dishonoured, for example, by sexual obsession, the intimate physical expression of sexuality outside of marriage, sexual activity between persons of the same sex, between an adult and a child, between close relatives, or between a person and an animal.
5. **Forgiveness and Sexuality:** While some temporal effects of sexual sins may remain, sexual sins, like any other sins, can be forgiven by God through Jesus Christ, upon confession and repentance.

### Amendments

This Statement may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 1996

Last Amended – General Assembly 2004 (amending formula)

## STATEMENT ON THE FAMILY

God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood or adoption.

Marriage is the uniting of one man and one woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and his Church, and to provide for the man and the woman in marriage the framework for intimate companionship, the channel for sexual expression according to biblical standards, and the means for procreation of the human race.

The husband and wife are of equal worth before God, since both are created in God's image. The marriage relationship models the way God relates to his people. A husband is to love his wife as Christ loved the Church. He has the God-given responsibility to provide for, to protect and to lead his family. A wife is to place herself in support of the servant leadership of her husband even as the Church willingly places herself in support of the headship of Christ. She, being in the image of God as is her husband and thus equal to him, has the God-given responsibility to respect her husband and to serve together in managing the household and nurturing the next generation.

In a marriage lived according to these truths, the love between husband and wife will show itself in listening to each other's viewpoints, valuing each other's gifts, wisdom and desires, serving in partnership to impact the culture redemptively, honouring one another in public and in private, and always seeking to bring benefit, not harm to one another.

Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent life-style example and loving discipline, to make choices based on biblical truth. Children are to honour and obey their parents.

*"So God created man in his own image, in the image of God he created him; male and female he created them."*  
Genesis 1:27

*"For this reason a man will leave his father and mother and be united to his wife, and they will become one flesh."* Genesis 2:24

*"The husband should fulfill his marital duty to his wife, and likewise the wife to her husband. The wife's body does not belong to her alone but also to her husband. In the same way, the husband's body does not belong to him alone but also to his wife. Do not deprive each other except by mutual consent and for a time, so that you may devote yourselves to prayer. Then come together again so that Satan will not tempt you because of your lack of self-control."* 1 Corinthians 7:3-5

*"Wives, submit to your husbands as to the Lord. For the husband is the head of the wife as Christ is the head of the church, his body, of which he is the Savior. Now as the church submits to Christ, so also wives should submit to their husbands in everything. Husbands, love your wives, just as Christ loved the church and gave himself up for her. . ."* Ephesians 5:22-25

*"Children, obey your parents in the Lord, for this is right. Honor your father and mother – which is the first commandment with a promise – that it may go well with you and that you may enjoy long life on the earth. Fathers, do not exasperate your children; instead, bring them up in the training and instruction of the Lord."* Ephesians 6:1-4

*"He must manage his own family well and see that his children obey him with proper respect."* 1 Timothy 3:4

*"So I counsel younger widows to marry, to have children, to manage their homes and to give the enemy no opportunity for slander."* 1 Timothy 5:14

**Amendments**

This Statement may be amended by a majority vote of General Assembly, written notice having been given prior to General Assembly.

Adopted – General Assembly 2000

Last Amended – General Assembly 2004 (amending formula)

**The Christian and Missionary Alliance in Canada**

**30 Carrier Dr Suite 100**

**Toronto ON M9W 5T7**

**Tel: (416) 674-7878 • Fax: (416) 674-0808**

**[info@cmacan.org](mailto:info@cmacan.org) • [www.cmacan.org](http://www.cmacan.org)**

