

BYLAWS

Part One -The faith statements of the Church

1. The faith statements of the church is:

(a) Scripture

The Holy Bible of the Old and New Testaments is the Word of God, the supreme and final authority for faith and life, inerrant in the original writings, infallible and God-breathed.

(b) One Triune God

There is one and only one God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. He is infinite in holiness and all other perfections. He is eternally existing in three persons Father, Son and Holy Spirit - co-eternal in being, co-identical in nature, co-equal in power and glory, and having the same attributes and perfection.

(c) God the Father

God as Father reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purpose of His grace. God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.

(d) Jesus Christ

(1) The Lord Jesus Christ, the eternal Son of God, became man, without ceasing to be God, having being conceived by the Holy Spirit and born of the Virgin Mary, in order that He might make God known to men and redeem men from their sin.

(2) The Lord Jesus Christ accomplished our redemption through His death on the cross as a sacrifice of substitution, and that our justification is made sure by His literal physical resurrection from the dead.

(3) The Lord Jesus Christ ascended to heaven and is now exalted at the right hand of God, where as our High Priest, He fulfils the ministry of Representative, Intercessor, and Advocate

(4) The Lord Jesus Christ will come back to this world again to judge the living and the dead, and His Kingdom has no end.

(e) Holy Spirit

(1) The Holy Spirit is a person who convicts the world of sin, of righteousness, and of judgment, and that He is the Supernatural Agent in regeneration, baptizing all believers into the body of Christ, indwelling and sealing them unto the day of redemption.

(2) He is the Divine Teacher and Counselor who guides believers into all truth. It is the privilege and duty of all the saved to be filled with the Holy Spirit.

(f) Man

Man was created in the image and likeness of God, but in Adam's sin the race fell, inherited a sinful nature, and became alienated from God, and is totally depraved of himself and utterly unable to remedy his lost condition.

(g) Salvation

Salvation is the gift of God brought to man by grace alone through a personal faith in the Lord Jesus Christ, whose precious blood was shed on Calvary for the forgiveness of sins.

(h) Satan

Satan is a person, the author of sin and the cause of the fall. He is the open and declared enemy of God and men; and that he shall be eternally punished in the Lake of Fire.

(i) Resurrection

There will be a bodily resurrection of the living and dead, in which judgment of all the wicked shall go away into everlasting punishment and the righteous into eternal life.

(j) Baptism

Baptism is the immersion of the believer in water in the name of the Father, and of the Son, and of the Holy Spirit. It is an act of obedience proclaiming the reality of the believer's union with the crucified, buried and risen Savior in his death to sin and resurrection to a new life.

(k) Lord's Supper

The Lord's Supper is a ceremonial act of obedience whereby members of the church, through partaking of the bread and the fruit of the vine as the Body and Blood of our Lord Jesus, memorialize the death of the Redeemer and anticipate His second coming.

(l) Church

(1) Church is a spiritual organization made up of born-again persons.

(2) Church is an autonomous body of baptized believers voluntarily banded together for worship and service of God, recognizing the need for mutual counsel and co-operation with other bodies of like faith.

(3) The government of the church is vested in the body of believers in Christ who compose it. It is subject to the control of no other ecclesiastical body, but it recognizes and sustains the obligations of mutual counsel and cooperation, which are common among Baptist Churches.

Part Two-- the covenants of the Church

2 . The covenants of the Church are as follows:

- (a) Having being led, as we believe, by the Spirit of God, to receive the Lord Jesus Christ as our Savior, and on the profession of our faith, having been baptized in the name of the Father, and of the Son, and of the Holy Spirit, we do now in the presence of God and this assembly, most solemnly and joyfully enter into covenant with one another as one body in Christ.
 - (b) We engage, therefore, by the aid of the Holy Spirit, to walk together in Christian love; to strive for the advancement of the Church in knowledge, holiness and comfort; to promote its prosperity and spirituality; to sustain its worship services, discipline and doctrines; to contribute cheerfully and regularly to the support of the ministry, the expenses of the Church, the relief of the poor, and the spread of Gospel throughout all nations. We also engage to
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maintain family and private devotions; to educate our children religiously; to seek the salvation of our kindred and acquaintances; to walk circumspectively in the world; to be just in our dealings, faithful in our engagements, and exemplary in our deportment; and zealous in our efforts to advance the kingdom of our Lord and Savior Jesus Christ. We further engage to watch over one another in brotherly love; to remember one another in prayer; to aid one another in sickness and distress; to cultivate Christian sympathy in feeling and courtesy in speech; to be slow to take offence, but always ready for reconciliation and mindful of the rules of our Savior; to secure such reconciliation without delay.

Part Three-- Foundational Provision

3. The Church is an independent and non-profit organization.
4. The Church may, with its own funds or by gifts, acquire and own by purchase, lease or otherwise, such real and personal property as may be necessary for realizing the objects of the Church, pursuant to the constitution of the Church, and may with its own funds build church buildings or parsonages or other buildings as may be necessary for the purposes of the Church. The title to all properties, both real and personal, shall be vested in the organization to the Church.
5. The operations of the Church are to be chiefly carried on in and around the municipality of Richmond.
6. The activities and purposes of the Church shall be carried on without purpose to gain for its members and any income; profits or other accretions to the Church shall be used in promoting its objects.
7. The purposes of the church shall be carried out on a charitable basis in accordance with the laws of Canada in force and amended from time to time including any laws that apply to and govern the conduct and affairs of a Registered Charity under the Income Tax Act of Canada.
8.
 - (a) In the event of a split in membership, the Property Rights shall belong to the members who stand by this Constitution.
 - (b) In the event of winding up or dissolution of the church, the funds and assets of the Church, remaining after the satisfaction of its debts and liabilities, shall be given or transferred to an organization promoting the same purposes as the Church as may be determined by a special business meeting of the members of the church requiring a quorum of majority of the membership of the Church and passed by three-fourths of those voting, held at the time of winding up or dissolution, provided however that such organization referred to in this paragraph shall be a charitable organization recognized by Revenue Canada as being qualified as such under the provisions of the Income Tax Act of Canada in force and as amended from time to time.

Part Four - Membership

9. The members of the Society are the members at incorporation/members in good standing at the date these bylaws are adopted, and those persons who subsequently become members, in accordance with these bylaws and who, in either case, have not ceased to be members as provided for in these bylaws.
 10. Each applicant seeking to become a member of the Society shall:
 - (a) provide confirmation that the applicant has been baptized upon confession of faith in Jesus Christ as Lord and Saviour;
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- (b) transfer their membership by letter from a church of like faith and practice; or
- (c) make a statement as to their Christian experience, if they have previously been baptized on confession of faith in Jesus Christ as Lord and Saviour.

11. Each such applicant shall also:

- (a) confirm his or her agreement with and endorsement of the purposes of the Society set out in the constitution;
- (b) agree to abide by the bylaws of the Society;
- (c) adopt the Statement of Faith of the Society as set out at the Constitution of the Society;
- (d) adopt the Church Covenant of the Society as set out at the Constitution of the Society; and
- (e) satisfy such other requirements as determined by the Council Members from time to time.

12. The members shall possess the sole power to admit members to the Society. An applicant for membership shall be admitted to membership in the Society by the affirmative vote of a majority of those members who are present at a regular church service of the Society.

13. An individual under the age of 16 years may not be admitted as a member of the Society.

14. Every member must comply with these Bylaws and must uphold the constitution of the Society and the Statement of Faith at it.

15. A person shall cease to be a member of the Society:

- (a) on the date which is the later of the date of delivering his or her resignation in writing to the Clerk of the Society or to the address of the Society and the effective date of the resignation stated therein;
- (b) on his or her death;
- (c) on being expelled pursuant to Paragraph 17; or
- (d) on having been a member not in good standing for six (6) consecutive months.

16. The Society shall not charge membership dues.

17. The Council may, by 2/3 majority vote, expel, suspend or otherwise discipline a member for conduct, which in the discretion of the Council:

- (a) is improper or unbecoming for a member of the Society,
 - (b) is likely to endanger the interests, purposes or reputation of the Society,
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- (c) is in violation of the purposes set out in the constitution of the Society,
- (d) is in breach of these bylaws, or
- (e) becomes an offence to the Society and its good name by reason of immoral or unchristian conduct, by persistent breach of Church Covenant vows, or by advocating doctrines out of harmony with the Society's Statement of Faith.

18. A member may not be expelled, suspended or otherwise disciplined until the member has received a notice of the proposed expulsion, suspension or other disciplinary measures which shall set out the reasons therefore and until the member has been given an opportunity to be heard by the Council before the proposed expulsion, suspension or other disciplinary measures are put to vote.

19. All members are in good standing except:

- (a) a member who is under suspension or discipline pursuant to Paragraph 17; or
- (b) a member who has been absent from the church for six (6) months without a good reason.

20. A voting member who is not in good standing

- (a) may not vote at a general meeting, and
- (b) is deemed not to be a voting member for the purpose of consenting to a resolution of the voting members.

21. Any member who ceases to be a member of the Society forfeits all rights, claims, privileges or interest arising from membership in the Society.

22. The membership of a person in the Society is not transferable.

23. Any person whose membership has been terminated for any of the reasons described above may request to have his membership reinstated. Such request may be approved by the Society upon satisfactory explanation or evidence of repentance and reformation.

Part Five – Meetings of Members

24. Sunday Worship Services

The Church shall meet each Sunday for worshipping the Almighty God.

25. Other Services

- (a) The Church shall also have regular prayer meetings, Bible studies, evangelistic meetings, and fellowship meetings. These meetings shall be open to all people and shall be conducted under the direction of the Pastor or the Elders.
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- (b) The Church shall conduct special services such as revival meetings, evangelistic and other Church meetings essential to the advancement of the Church's objects as described in the Church's Constitution.

26. Business Meetings

- (a) Business meetings of the Church include the following:

(1) Regular Membership Meetings

- 1) Annual meeting of the Members shall be held once a year to receive reports on the activities of the past year and to communicate financial budget and other plans for the current year as presented by the Church Council, and to elect the Church Officers and members of the departments.
- 2) Other regular business meetings shall be held to report on church activities and to transact necessary business.

(2) Special Business Meetings

The Church may conduct special business meetings of the Members to consider matters of special nature and significance.

- (b) Conduct of Business Meetings

(1) Quorum

The attendance of all voting Members in good standing of the Church in every business meeting arranged pursuant to Paragraph 26 (b)(2) of these Bylaws forms quorum, unless the quorum required as a certain percentage in these Bylaws for some special business meetings.

(2) Voting Privileges

Each Member aged sixteen (16) or older in good standing of the Church is eligible to vote in person in a business meetings of the Members and is entitled to one vote.

(3) Notice

Notice of all business meetings must be given to all Members at least fourteen (14) days by announcing publicly from the pulpit and with posting the notice on the Church premises prior to such business meeting.

(4) Failure to Give Notice

The accidental omission to give notice of a business meeting to or the non-receipt of a notice by any of the Members entitled to receive notice does not invalidate proceedings at the meeting.

(5) Decisions

At all business meetings of Members every question shall, unless otherwise required by these Bylaws or by statute, be decided by a simple majority of the votes duly cast on the question.

(6) Proxy Voting not Allowed

Proxy voting is not allowed. However, a Member who is not able to attend a membership meeting may express his opinion in writing but his opinion shall not be included in the official voting results.

Part Six – Church Officers

27. The Pastor:

(a) Qualifications:

- (1) The Pastor shall be an ordained minister of like faith and doctrine.
- (2) He must have been called by God and possess the qualities as the Bible required (e.g. 1 Peter 5:1-4, 1 Timothy 3:2-7, Titus 1:7-9). His beliefs and teachings are in harmony with the tenets of the Church.
- (3) He must have a proven ability to lead, to teach and to shepherd a congregation of the size and nature of this Church.
- (4) He must accept and be willing to act in accordance with the Church's Constitution and Bylaws.
- (5) His spouse must also be a Christian and be willing to serve the Lord together with the Pastor. His children must be believers as well (Titus 3:6).

(b) Duties

The pastor shall give leadership and oversight to the ministries of the church He is the leader of the pastoral ministries of the Church. As such, he works with the elders, deacons and other pastoral staff.

- (1) To lead the church in its ministry of proclaiming God's Word to believers to foster their spiritual growth and to unbelievers to win them to faith in Jesus Christ.
 - (2) To lead the church in a caring ministry to church members and other persons in the community for the meeting of personal needs.
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- (3) To give direction to the administration of the ordinances of baptism and the Lord's supper, and guiding the church to be a loving united fellowship and a growing commitment to the New Testament objectives for the church.
- (c) Calling of the Pastor:
 - (1) When a vacancy occurs, a Pastoral Search Committee pursuant to Paragraph 46 of these Bylaws shall be appointed, and its recommendations shall be conveyed in a special business meeting called for such a purpose. The intention to bring such recommendation shall be announced from the pulpit and with posting the notice on the Church premises at least fourteen (14) days prior to the special business meeting.
 - (2) A minimum of thirty percent (30%) but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and sixt seven percent (67%) of voting Members present shall be required to pass a resolution to approve the Pastor.
 - (3) Only one candidate shall be presented to the membership at one time.
 - (d) Terminations
 - (1) Either the Church or the Pastor may terminate the pastoral relationship by giving three (3) calendar month's written notice, or less where both are agreed.
 - (2) In the event of a termination of the Pastor by the Church, a special business meeting of the Members shall be called and termination shall be approved by vote of the membership.
 - (3) When a vacancy occurs as a result of this Sub-paragraph 27(d), the calling of the Pastor pursuant to the provision Sub-paragraph 27(c) of this Bylaw will apply

28. Trustees

The trustees shall consist of not less than two members, one of them shall be Moderator and one Secretary. They shall have legal care and custody of the property of the church and shall administer the same under such rules as may be prescribed by the church. The Moderator and Secretary shall execute all legal documents and instruments as may be authorized by the church, and all instruments so executed shall become the official action of the church and, except in the case of fraud, shall not be contested. The trustees have no remunerations.

29. Moderator

- (a) The Moderator shall have at least three (3) year experience as a member of the Church Council.
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- (b) The Moderator shall preside over the meetings of the Church Council and all business meetings of the Church.

30. Secretary:

- (a) The secretary shall keep minutes of business meetings of the Church and the Church Council.
- (b) The secretary shall preserve and properly file all correspondence, reports and documents, including keeping a current register of Members.
- (c) The secretary shall give all notices required to Members and the Church Council.

31. Treasurer:

The duties of the Treasure shall include:

- (a) To keep an accurate account of all money received by the Church;
- (b) To make payments of all obligations incurred by the Church as ordered by the Church Council;
- (c) To keep a record of individual offerings and be responsible for preparing and distributing annual receipts in accordance with Revenue Canada;
- (d) To prepare a written report of the Church's receipts and expenses monthly;
- (e) To prepare a written report of the Church's receipts and expenses for the annual general meeting; and
- (f) To assist the auditors in every way to perform their duties as designated by the Church.

Part Seven – Elders

32. The number of elders shall be determined by the Church Council according to the needs of the Church.

33. Qualifications:

- (a) Elders shall possess the necessary qualifications as set forth in the Scriptures (1 Timothy 3: 2-7; Titus 1: 6-9).
 - (b) Elders shall be Members of the Church for at least seven (7) years.
 - (c) An elder's spouse must also be a Christian.
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34. Duties:

The elders shall serve with the Pastor and other pastoral staff in pastoral ministries as follows:

- (a) To lead the Church in spiritual growth.
- (b) To lead the Church to engage in a fellowship of worship, witness, education, ministry and application.
- (c) To proclaim the Gospel to believers and unbelievers.
- (d) To care for the Members of the Church and persons in the community.
- (e) To officiate baptism and Lord's Supper when necessary.
- (f) The elders shall serve as members of finance and budget committee, except when the church has elected another committee to care for these responsibilities.
- (g) In keeping with congregational policy of the church in the constitution of the Society, the elders have only the power of recommendation to the church other than in matters of special authority designated to them by the church from time to time.
- (h) The elders have no remunerations.

35. Election of Elders:

- (a) The calling of an election of Elders shall be recommended by the Church Council and approved by vote of the membership.
- (c) A Elder Nominating Committee shall be appointed pursuant to Paragraph 47 of these Bylaws, and its recommendations shall be conveyed to a special business meeting called for such a purpose. The intention to bring such recommendation shall be announced publicly from the pulpit and noticed on the church bulletin at least one fourteen (14) days prior to the special business meeting.
- (d) A minimum of thirty (30%) percent but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least sixth seven percent (67%) of voting Members present shall be required to pass a resolution to elect the Deacons.

36. Removing from office:

- (a) If an elder becomes an offense to the Church by immoral or unchristian conduct, such as committing adultery, slandering, stealing, swindling, or advocating doctrines out of harmony with the Members, the Church shall remove him / her from the office after a full investigation of the evidence.
 - (b) The removing from the office shall be recommended by the Church Council and approved by vote of the membership. A special business meeting shall be called for
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such a purpose. The intention to bring such recommendation shall be announced publicly from the pulpit and with posting the notice on the Church premises at least one fourteen (14) days prior to the special business meeting.

- (c) A minimum of thirty (30%) percent but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least sixth seven percent (67%) of voting Members present shall be required to pass a resolution to remove a deacon from the office.
- (d) When a vacancy occurs as a result of this Paragraph 36, the election of elders pursuant to the provision Paragraph 35 of the Bylaw will apply.

Part Eight – Deacons

37. The number of deacons shall be determined by the Church Council according to the needs of the Church.

38. Qualifications:

- (a) Deacons shall possess the necessary qualifications as set forth in the Scriptures (1 Timothy 3: 8- 13; Acts 6: 3).
- (b) Deacons shall be Members of the Church for at least five (5) years.
- (c) A deacon's spouse must also be a Christian.

39. Duties:

The deacons shall serve with the Pastor and other pastoral staff in pastoral ministries as follows:

- (a) To lead the Church in spiritual growth.
 - (b) To lead the Church to engage in a fellowship of worship, witness, education, ministry and application.
 - (c) To proclaim the Gospel to believers and unbelievers.
 - (d) To care for the Members of the Church and persons in the community.
 - (e) The deacons shall serve as a finance and budget committee along with the elders, except when the church has elected another committee to care for these responsibilities.
 - (f) In keeping with congregational policy of the church in the constitution of the Society, the body of deacons has only the power of recommendation to the church other than in matters of special authority designated to them by the church from time to time.
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- (g) One deacon at the same time of his / her term shall be the treasurer, and the others the director of the departments.
- (h) The deacons have no remunerations.

40. Election of Deacons:

- (a) The calling of an election of Deacons shall be recommended by the Church Council and approved by vote of the membership.
- (b) A Deacon Nominating Committee shall be appointed pursuant to Paragraph 47 of these Bylaws, and its recommendations shall be conveyed to a special business meeting called for such a purpose. The intention to bring such recommendation shall be announced publicly from the pulpit and with posting the notice on the Church premises at least one fourteen (14) days prior to the special business meeting.
- (c) A minimum of thirty (30%) percent but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least sixth seven percent (67%) of voting Members present shall be required to pass a resolution to elect the Deacons.

41. Removing from office:

- (a) If a deacon / treasurer becomes an offense to the Church by immoral or unchristian conduct, such as committing adultery, slandering, stealing, swindling, or advocating doctrines out of harmony with the Members, the Church shall remove him / her from the office after a full investigation of the evidence.
- (b) The removing from the office shall be recommended by the Church Council and approved by vote of the membership. A special business meeting shall be called for such a purpose. The intention to bring such recommendation shall be announced publicly from the pulpit and with posting the notice on the Church premises at least one fourteen (14) days prior to the special business meeting.
- (c) A minimum of thirty (30%) percent but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least sixth seven percent (67%) of voting Members present shall be required to pass a resolution to remove a deacon from the office.
- (d) When a vacancy occurs as a result of this Paragraph 41, the election of deacons pursuant to the provision Paragraph 40 of the Bylaw will apply.

Part Nine – Staff

42. Pastoral Staff:

- (a) In addition to the Pastor, the Church shall have any number of pastoral staff as approved by the Church Council and by vote of the membership.
- (b) Qualifications:
- (1) The pastoral staff shall be ordained or un-ordained ministers of like faith and doctrine.
 - (2) He/she must have been called by God and possess the qualities as the Bible required (e.g. 1Peter 5:1-4, 1Timothy 3:2-7, Titus 1:7-9). His/her beliefs and teachings are in harmony with the tenets of the Church.
 - (3) He/she shall possess the necessary qualifications as set forth in the Scriptures (i.e. 1 Tim 3: 1-7).
 - (4) His/her spouse must also be a Christian and is willing to serve the Lord together. His/her children must be believers as well (Titus 3:6).
- (c) Duties:
- (1) Each member of the pastoral staff shall perform duties as defined at the time of employment and as directed by the Pastor.
 - (2) Duties of each member of the pastoral staff may change from time to time according to the needs of the Church. Such changes must be approved by the Church Council and by vote of the membership.
- (d) Calling For Pastoral Staff:
- (1) When a vacancy occurs, a Pastoral Search Committee pursuant to Paragraph 46 of these Bylaws shall be appointed, and its recommendations shall be conveyed to a special business meeting called for such a purpose. The intention to bring such recommendation shall be announced publicly from the pulpit and with posting the notice on the Church premises at least fourteen (14) days prior to the special business meeting.
 - (2) A minimum of thirty (30%) percent of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least sixth seven percent (67%) of voting Members present shall be required to pass a resolution to appoint pastoral staff.
 - (3) For each position, only one candidate shall be presented to the membership at one time.
- (e) Termination:
- (1) Either the Church or a member of the pastoral may terminate the pastoral relationship by giving three (3) calendar month's written notice, or less where both are agreed.
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- (2) In the event of a termination of a member of the pastoral staff by the Church, a special business meeting of the Members shall be called. A minimum of thirty (30%) percent of Members with voting rights shall form a quorum for such a special business meeting, and termination shall be approved by at least sixty seven percent (67%) of the present voting Members.
- (3) When a vacancy occurs as a result of this Sub-paragraph 42 (e), the calling of the pastoral staff pursuant to the provisions Sub-paragraph 42(d) of the Bylaw shall apply.

43. Other Staff:

- (a) The Church may employ other staff to perform administrative duties according to its need. The number of staff and positions shall be recommended by the Church Council and approved by vote of the membership.
- (b) The number of staff and positions once approved by the membership may be filled by the decision of the Church Council. The Church Council shall inform the membership at the business meeting immediately following its decision.

Part Ten – Church Council

44. The Church Council shall as the administrative body of the Church and is vested with the following responsibilities and powers:

- (a) To plan and oversee the total Church's program.
- (b) To receive reports from the various departments and committees of the Church and to give counsel and direction where necessary.
- (c) To review policies and administrative procedures of the Church and to make recommendations to the membership.
- (d) To oversee all activities wherever held in the name of the Church, and
- (e) To recommend new members to the membership of the Church and to review the register of Members annually.

45. The Church Council shall be comprised of

- (a) The Pastor,
 - (b) The Elders,
 - (c) The Moderator,
 - (d) The Secretary, and
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- (e) Deacons of the Church.

Part Eleven – Committees

46. Pastoral Search Committee

- (a) The Pastoral Search Committee shall be appointed by the membership as the need arises for the calling of the Pastor or other pastoral staff.
- (b) The Pastoral Search Committee shall be comprise of
 - (1) Moderator,
 - (2) The elders,
 - (3) Up to two deacons,
 - (4) Two other members elected by the membership, and
 - (5) One of the following: the Pastor when calling other pastoral staff, or a member of the other pastoral staff when calling the Pastor.

Should the search extends beyond the term of the Moderator, he shall remain on the Committee until the earlier of the conclusion of the search or one (1) year beyond the expiration of his term. In such case, the successor shall also serve on the Committee.

- (c) The Pastoral Search Committee shall be dissolved upon completion of a search.

47. Deacon Nominating Committee

- (a) The Deacon Nominating Committee shall be appointed by the membership as the need arises for nomination of deacons.
- (b) The Deacon Nominating Committee shall be Comprised of:
 - (1) The Pastor,
 - (2) The Moderator,
 - (3) The Elders,
 - (4) Up to two deacons, and
 - (5) Two other members elected by the membership.

- (c) The Deacon Nominating Committee shall be dissolved upon election of the approved number of deacons.

48. Church Council Nominating Committee:

- (a) The Church Council Nominating Committee shall be appointed by the Membership.
 - (b) The Church Council Nominating Committee shall be comprised of the Pastor and three other members elected by vote of the membership.
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- (c) The Church Council Nominating Committee shall be dissolved after the election.
- (d) The Church Council reserves all the right for the final explanation.

49. Other Committees:

- (a) The pastor shall appoint or the church shall elect such committees as deemed necessary or advisable for facilitating the work of the church.
- (b) A special committee is automatically dissolved on presentation and acceptance of its final report.

Part Twelve – Ordinances

50. The Church shall baptize any person who has received Jesus Christ as Savior by personal faith, who professes Him publicly, and who indicates a commitment to follow Christ as Lord. Baptism shall be administered as an act of worship during any worship service of the Church in the following manner:

- (a) Baptism shall be by immersion in water, if without particular reason; and
- (b) Baptism shall be officiated by the Pastor or Elders.

51. The Lord’s Supper is a communion service in remembrance of our Lord Jesus Christ’s sacrificial death for our sins through the partaking of the bread and cup. It is a moment of meditation on the love of God and self-examination. All baptized Christians may observe Lord’s Supper.

The Lord’s Supper shall be officiated by the Pastor or Elders.

Part Thirteen – Church Council Meetings

52. The Church Council shall meet once monthly at a time and place to be determined as they see fit.

53. The quorum for the Church Council meetings shall be fifty-one (51%) percent.

54. Decisions shall be made by a simple majority of those present. Each member of the Church Council present at the meeting shall be entitled to one vote.

55. Roberts Rule Revised Parliamentary law is adopted as the authority for parliamentary rules and procedures for all Church Council meetings.

Part Fourteen – Church Finance

56. The fiscal year of the Church begins on the first day of January and ends on the thirty-first day of December.

57. The Treasurer shall present an annual budget for the upcoming Church's fiscal year at one of the business meetings during the last quarter of the current year.

58. Appointment of Auditors:

- (a) Auditors shall be appointed at the annual general meeting by vote of the membership for the current fiscal year.
- (b) If the appointment of the auditors cannot be concluded as described above, it shall be made at a subsequent business meeting.
- (c) Financial accounts and records of each fiscal year shall be made available to the auditors no later than the thirty-first day after the end of each fiscal year.
- (d) The auditor's report for the previous fiscal year shall be presented to the membership.

59. Borrowing:

- (a) For the purpose of carrying out its projects, the Church may borrow, or raise, or secure the payment of money in such manner as it thinks fit, provided that a Special Resolution of the Members is passed at a special business meeting.
- (b) Notice for such a special business meeting shall be announced publicly from the pulpit and with posting on the Church premises fourteen (14) days prior to the special business meeting at which the resolution is to be considered.
- (c) A minimum of 30% but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least seventy five percent (75%) of voting Members present shall be required to pass a special resolution pursuant to this Paragraph 59.

Part Fifteen – Inspection of Books & Records

60. All necessary books of account, records and minutes of all business and Church Council meetings shall be duly kept .

61. The books of account may be inspected by any Member of the Church in good standing, at such time and place to be designated by the Church Council upon receipt of a written request from such Member desiring to inspect the same.

Part Sixteen – Custody and Use of Seal

62. The Church shall have a seal on which shall be inscribed the name of the Church.
63. The seal shall be kept on the Church's premises. Two Signatures are required for all vouchers and checks issued by the church.

Part Seventeen – Amendments

64. Amendments to the Bylaws:

- (a) Proposed amendments to the Bylaws shall be submitted in writing and be publicly posted.
- (b) Notice for consideration of any proposed amendments to the Bylaws shall be announced publicly from the pulpit and with posting on the Church premises fourteen (14) days prior to the special business meeting at which the special resolution to approve the amendments are to be considered.
- (c) A minimum of 30% but not less than ten (10) of Members with voting rights shall form a quorum for such a special business meeting. Voting shall be by secret ballot, and at least seventy five percent (75%) of voting Members present shall be required to pass a special resolution pursuant to this Paragraph 64.

Part Eighteen – Dispute Resolution

65. The Society accepts the Holy Bible as the inspired Word of God and believes that God desires that the Society and the members and Council members of the Society resolve all disputes and that they be reconciled in their relationship in accordance with the principles stated in 1 Corinthians 6:1-8, Matthew 5:23-24, Matthew 18:15-20 and other pertinent portions of the Holy Bible.

66. Should the Society and a member of the Church Council not be able to resolve a claim or controversy arising out of these bylaws, or in respect of any legal relationship associated with it or from it, through consultation and negotiation in the spirit of mutual friendship and cooperation, any party may initiate mediated negotiation with an Association representative. All disputes remaining unsettled after mediation shall be referred to and finally resolved by arbitration in accordance with the *Arbitration Act*, RSBC 1995, c 55.

67. The place of mediation and arbitration shall be mutually agreed by the Society and the member or Council members. In the absence of agreement regarding the place of mediation and arbitration, the place of mediation and arbitration shall be in Richmond, British Columbia. All parties shall share the fee of the mediator and arbitrator equally.

68. The Society and the members and Council Members of the Society shall use their best efforts to conduct any dispute resolution procedures herein as efficiently and cost-effectively as possible. Notwithstanding this provision, the Society may obtain a temporary injunction to enforce or preserve its rights or restrain any further violation or threatened violation of any restrictions or agreements contained herein for which monetary damages are not an adequate remedy until such rights can be pursued through arbitration.

Part Nineteen – Miscellaneous Provisions

69. Terms of Office:

- (a) This Paragraph 69 does not apply to the Pastor, elders or other pastoral and Church staff.
- (b) The terms of the office for the Moderator shall be three (3) years and can be reelected.
- (c) The terms of office for deacons shall be three (3) years and can be reelected.
- (d) A vacancy in any office may be filled for the remainder of the term by election at any business meeting of the Church.

70. No individual or group shall be given the privilege of receiving an offering, or of solicitation among the membership, without the approval of the Church Council.

71. The English version of the Bylaws shall be the official version.

Dated Feb. 04, 2018

WITNESS TO ALL
INCORPORATION

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