

**Bylaws**  
of the  
**Alberta Parkland District**  
of the  
**Evangelical Free Church of Canada**

Adopted October 23, 2010

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**Bylaws  
of the Alberta Parkland District  
of the Evangelical Free Church of Canada**

**I. Name.**

The name of the society shall be: Alberta Parkland District (APD) of the Evangelical Free Church of Canada (EFCC).

**II. Objectives.**

- A. The Mission of the APD of the EFCC is to glorify God by encouraging the churches in their God-given task of evangelizing the unsaved, equipping believers and establishing additional churches.
- B. Pursuant to this purpose, the APD shall be involved in the following activities:
  - 1. The uniting of churches in the support of the doctrines, distinctives and programs of the APD and the EFCC.
  - 2. The gathering of churches for mutual edification and fellowship through conferences, seminars, retreats, and any other appropriate activities.
  - 3. The acquisition by purchase, gift, or lease, or disposition of land and property, as may be deemed necessary for the realization of the objectives stated in this Article.
  - 4. Encouraging ministers in their training and credentialing to qualify them for service under the EFCC.
  - 5. Encouraging members and adherents in their training for service in their local church and community.
  - 6. The publishing of whatever literature is deemed useful in realizing the objectives stated in this Article.
  - 7. The building and maintaining of any charitable or benevolent institutions deemed necessary for the fulfillment of the objectives stated in this Article.
  - 8. The initiation of any other activities as deemed necessary to the accomplishment of the objectives stated in this Article.

### III. Statement of Faith and Distinctives.

#### A. Statement of Faith.

The Evangelical Free Church of Canada is an association of autonomous churches united in a common commitment to God=s evangelCthe gospel of Jesus Christ, who died and rose again to give us eternal life. To God=s glory, the gospel is the power of God for the salvation of everyone who believes. Our essential theological convictions are vitally connected to this gospel.

*God's gospel originates in and expresses the wondrous perfections of the eternal, triune God.*

1. We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

*God's gospel is authoritatively revealed in the Scriptures.*

2. We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavour should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

*God's gospel alone addresses our deepest need.*

3. We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God=s saving work in Jesus Christ can we be rescued, reconciled and renewed.

*God's gospel is made known supremely in the Person of Jesus Christ.*

4. We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. JesusCIsrael=s promised MessiahCwas conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

*God's gospel is accomplished through the work of Christ.*

5. We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

*God's gospel is applied by the power of the Holy Spirit.*

6. We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

*God's gospel is now embodied in the new community called the church.*

7. We believe that the true church comprises all who have been justified by God=s grace through faith alone in Christ alone. They are united by the Holy Spirit in the body of Christ, of which He is the Head. The true church is manifest in local churches, whose membership should be composed only of believers. The Lord Jesus mandated two ordinances, baptism and the Lord=s Supper, which visibly and tangibly express the gospel. Though they are not the means of salvation, when celebrated by the church in genuine faith, these ordinances confirm and nourish the believer.

*God's gospel compels us to Christ-like living and witness to the world.*

8. We believe that God=s justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God=s Word, the Spirit=s power, and fervent prayer in Christ=s name, we are to combat the spiritual forces of evil. In obedience to Christ=s commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

*God's gospel will be brought to fulfillment by the Lord Himself at the end of this age.*

9. We believe in the personal, bodily and glorious return of our Lord Jesus Christ with His holy angels when He will bring His kingdom to fulfillment and exercise His role as Judge of all. This coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

*God's gospel requires a response that has eternal consequences.*

10. We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

## B. Distinctives.

### 1. Character and Calling.

#### a. Our Character.

The Kingdom of God is His eternal possession, and is present in part but not fullness in the world today. By God's decree, under His direction, and empowered by His grace, the universal Church is responsible for the care and expansion of that Kingdom. Every local church, denomination, and ministry organization is a part of that Kingdom and carries some responsibility in the work of the Kingdom. As a part of that Body of Christ the Evangelical Free Church of Canada (EFCC) desires to understand and fulfill its particular calling in the work of the Kingdom. The EFCC will seek to live out our calling to be a New Community in Christ, reflecting the fullness of His vision for the Kingdom of God on earth as it is in heaven. We will do this by putting aside the prevailing values of our time and replacing them with the radical demands of the gospel of God's grace.

#### b. Our Calling: In Essentials Unity; In Non-Essentials Charity; In All Things Jesus Christ.

1) The calling and spirit of the EFCC is summed up well in this famous motto of Rupertus Meldenius. We both define our call and express our aspirations for this 21st century through this early quote.

#### 2) In Essentials Unity.

a) Essential Truths: We are called to embody and proclaim the essential truths of Christianity as articulated in the Word of God, expressed through the centuries in the great creeds of the church and defined for us in our Statement of Faith. We continue in the tradition of our EFCC forefathers who said: "Where stands it written?" These truths have led us to Jesus Christ who said "he is truth" and that "the truth would set us free."

b) Spiritual Unity: This calling is to a spirit of unity in Jesus Christ, with an affirmation of the priesthood and ministry of all believers, congregational government in the local church where He is Head, meaningful involvement within our fellowship of churches, and cooperation with all who share our call to these essential truths.

#### 3) In Non-Essentials Charity.

a) Generosity of Spirit: We are called to a generosity of spirit that frees us to embrace a wide variety of Christian brothers and sisters - simply believers, - some with whom we will not agree in matters that are outside our Statement of Faith. Our spirit is one of warm welcome to all believers who share our commitment to our Statement of Faith and who seek to follow Jesus' command to love God and love our neighbour as ourselves.

- b) Kingdom Minded: This generous spirit encourages us to joyfully work with those outside our own denomination, those of “like precious faith” who endeavour to expand the kingdom of heaven.
  - 4) In All Things Jesus Christ.
    - a) The Great Command and Great Commission: We are called to a personal relationship with Jesus Christ, who is the Lord God. Through His grace and through His Spirit we seek to fulfill His command to love our neighbour by loving each and every person, especially the poor, the marginalized, and the oppressed. We seek to fulfill His great commission by making followers of Him from all people groups.
    - b) Godly Living: From the practice and teachings of Jesus, from the present ministry of the Holy Spirit working within us, and from the pietistic model of our forefathers, has grown a spirit that hungers for a closer relationship with Jesus Christ that will transform our hearts, our heads, our hands, and will reveal itself in a Christ-inspired value system and a holy lifestyle.
- 2. Let it be known that the APD of the EFCC defines marriage as a public covenanting together for life, between one man and one woman who commit to live together in an intimate, interdependent relationship of fidelity, mutual care and potential procreation. Marriage is symbolic of the relationship between Christ and His church.

#### **IV. Membership.**

##### **A. Qualifications for Membership.**

All EFCC congregations who subscribe to the Objectives (Article II) and Statement of Faith and Distinctives (Article III) of the APD located in the boundaries of the APD.

##### **B. Application for Membership.**

1. Churches within the boundaries of the APD may become members by making application in writing to the Board of Directors (BoD), accepting the APD Bylaws and agreeing to support and participate in the work of the APD and the EFCC to the best of their ability.
2. Such churches must present the officially accepted Bylaws of the church to the APD BoD for approval, which Bylaws shall state that the church shall remain free and independent, and should division occur in the church, that the name and all property be retained by those adhering to the Bylaws and, should the church cease to function and its organization be dissolved, any assets shall be conveyed to the APD.
3. Upon its approval, the BoD will present the application to the Annual Meeting of the APD for action.

C. Termination of Membership.

- 1) Termination of membership in the APD because of violation of the Bylaws shall be done by a motion at a General Meeting or Annual Meeting of the APD, approved by a majority of all those present and voting.
- 2) The notice of termination of membership shall be mailed to all member churches of the APD not less than sixty days previous to the time of such meeting, and shall state the time and place at which the meeting shall be held, and the content of the resolution that is to be voted on.
- 3) The church which is the subject of the motion to terminate membership shall be given an opportunity to be heard at the meeting before the motion is put to a vote.
- 4) A member church may voluntarily terminate its membership by local church decision and by written notification to the APD.

V. Meetings.

A. The APD membership meetings include the Annual Meeting and General Meetings.

B. Annual and General Meetings.

1. The APD shall hold its Annual Meeting at such time and place as previously decided by an Annual Meeting or by the APD BoD as authorized by an Annual Meeting for the purpose of holding elections, conducting the general affairs of the organization, and to take such other action as may be deemed necessary or appropriate for the realization of its objectives.
2. The BoD may call a General Meeting of the APD to conduct business. The notice of meeting and agenda must be distributed in writing by the BOD to member churches at least sixty days prior to date of the meeting.
3. Quorum.  
Representation from one half the member churches shall form a quorum of any Annual or General Meeting. No business shall be transacted at any such meeting unless the requisite quorum shall be present at the commencement of a given business session.
4. Rules of Order.

The Chairman of the meeting shall determine the rules of APD Annual and General Meetings unless the rules are contested by two or more delegates present at the meeting, in which case Robert's Rules of Order (Revised) shall govern the meeting when it is not inconsistent with clear Biblical principles or the Bylaws of the APD.



5. Voting.
  - a. Each member church shall be entitled to be represented at an Annual or General Meeting by two voting delegates for the first 50 members, or fraction thereof, and an additional delegate for each additional 25 members, or fraction thereof, providing that no church shall have more than 5 delegates.
  - b. Pastors of member churches, all EFCC licensed or ordained pastors, missionaries and retired pastors who are in an APD congregation.
  - c. Duly elected members of the APD BoD.
  - d. When a tie occurs in an election or any motion before the APD, the Chairman shall cast the deciding ballot.
  - e. When deemed appropriate by the BoD, a special members resolution may be used apart from a General or Annual Meeting.
6. The Meeting may by resolution grant to any other person the right of voice in the meeting without vote.
7. Credentials.

All delegates, or other persons entitled to vote at any Annual or General Meeting shall present proper credentials to the Registrar. The Chairman of the BoD will appoint a Credentials Committee who shall report to the Meeting.
8. Nominations.
  - a. A Nominations Committee shall be nominated by the BoD. Additional nominations for this Committee may be made from the floor. The Nominations Committee of a minimum of four members shall be elected at the Annual Meeting. This Committee shall present a slate of candidates for the BoD including each Board position and Ministry Team Leader to the Annual Meeting. Each member of the Nominating Committee shall serve a three-year term. The terms shall be staggered. The members of the Nominations Committee may succeed themselves once.
  - b. In all elections, additional nominations may be made from the floor with prior consent of the nominee.
9. Elections.
  - a. Election of Officers shall be by secret ballot, and by the majority of votes cast. In the case where no candidate receives a majority, the Meeting shall vote between the candidates with the two highest votes.
  - b. When a tie occurs in an election the Chairman shall cast the deciding ballot.

## VI. Board of Directors.

- A. The affairs of the organization shall be administered by the BoD consisting of:
  - 1. Chairman, Vice-Chairman, Secretary and Treasurer
  - 2. Leaders of all Standing Ministry Teams approved by the APD
  - 3. The District Superintendent
  - 4. Any member of the BoD who is a paid employee shall not have voting privileges.
  - 5. The quorum of the BoD shall be a majority of its voting members
- B. Qualifications, Terms, Removal, Vacancies. and Duties of Directors
  - 1. Qualifications

All members of the BoD (or officers) shall be believers who:

    - a. are active members in an APD congregation,
    - b. endorse the statement of Faith and Distinctives as stated in Article III.
  - 2. Term of office

All officers shall be elected for a three-year term, and may succeed themselves once. The officers shall be elected on a staggered basis in order to maintain continuity. The duties of elected officers shall commence at the end of the meeting in which they were elected.
  - 3. Removal from office
    - a. If an APD Officer shall move from the APD geographical boundaries or be absent from two consecutive regularly scheduled meetings of the BoD without giving notice, his office may be considered vacant.
    - b. An officer can be dismissed by a simple majority vote of the voting members present at an Annual or General Meeting, or by a special members resolution, following proper notice.
    - c. Should an officer err in doctrine or conduct (as stated in the Statement of Faith and Distinctives and the EFCC Code of Ethics) the BoD may suspend the officer for a period of counsel and correction and/or pending an Annual or General Meeting, or a special members resolution, to act on the dismissal of the officer as specified in "2" above.
  - 4. Vacancies.

Should a vacancy occur, the BoD shall appoint a successor to fill the office until the following Annual Meeting.

C. Duties of BoD members.

1. Chairman.
  - a. The Chairman shall be elected by the Annual Meeting.
  - b. Duties:
    - 1) To preside over the Annual Meeting, any other specially called meetings of the APD and the meetings of the BoD.
    - 2) Together with the BoD, shall coordinate the functions of the APD, and have general oversight of the work of the APD.
    - 3) To be responsible to prepare the agenda for the BoD meetings, and recommend to the BoD an agenda for the Annual Meeting.
2. Vice-Chairman.
  - a. The Vice-Chairman shall be elected by the Annual Meeting.
  - b. Duties:
    - 1) To act on behalf of the Chairman in his absence or inability or refusal to serve.
    - 2) To serve as the chairman of the nominating committee.
    - 3) To fulfill other duties as assigned by the BoD.
3. Secretary.
  - a. The secretary shall be elected by the Annual Meeting.
  - b. Duties:
    - 1) To record the minutes of the Annual and General Meetings and of the BoD meetings.
    - 2) To keep records of all officers and committee members as to when their term expires etc., and report same to the Annual Meeting.
    - 3) To be responsible for the publication and distribution of the minutes, and together with the Chairman, announce the time and place of the Annual and General Meetings and the BoD meetings, and provide agendas for these meetings in advance of the meetings.
    - 4) To file, in the APD Office, all official minutes, records and documents. Such records may be examined by any member of the APD, as determined by resolution of the BoD.

4. Treasurer.
    - a. The treasurer shall be elected by the Annual Meeting.
    - b. Duties:
      - 1) To receipt and disburse funds in accordance with decisions made by the Annual and General Meetings and the BoD.
      - 2) To keep and render proper accounts of all disbursements, and report to the Annual Meetings and the BoD.
      - 3) To be the APD Financial Secretary, and receive and receipt all funds of the APD, and deposit the same in a Financial Institution covered by the Canadian Deposit Insurance Corporation chosen by the BoD.
      - 4) He/she shall serve as a member of the Property and Finance Team.
  5. Leaders of all Standing Ministry Teams.
    - a. Team Leaders will be presented by the BoD for election at the Annual Meeting.
    - b. Duties:
      - 1) They shall provide oversight and leadership to their respective Standing Ministry Teams.
      - 2) They shall be responsible in writing to all BOD meetings and the Annual Meeting.
  6. Personnel Committee.
    - a. Purpose: To consult, advise and evaluate APD personnel.
    - b. Members: The committee shall consist of three members of the BoD, excluding the Superintendent and be chaired by either the Chairman or Vice Chairman.
    - c. Duties:
      - 1) To provide ongoing consultation and advice to the Superintendent.
      - 2) To conduct an annual review of the Superintendent's ministry.
      - 3) To assist the Superintendent in evaluation of other APD staff that report to the Superintendent.
- D. District Superintendent.
1. Election and term of office.
    - a. The APD BoD shall appoint the Search/Evaluation Committee for the office of District Superintendent.
    - b. He shall be called for three-year term by any Annual or General Meeting. A 75% vote of affirmation is required to extend a call. There is no limit to the number of terms the Superintendent may serve.
    - c. He shall be an ex-officio member of all Society committees, auxiliaries, and affiliated organizations.

- d. He shall be responsible to the BoD.
  - e. He shall assume office not later than 90 days after the adjournment of the Meeting at which he is elected. Ninety (90) days notice shall be given by the District Superintendent at the termination of his ministry, or as otherwise mutually agreed upon.
2. Duties.
- a. Purpose:
    - 1) To strengthen the relationship among the churches of the APD.
    - 2) To provide services and assistance in the vital areas of local church life and ministry.
    - 3) To unite the churches of the APD in evangelizing the areas within the APD boundaries through the planting of new congregations.
    - 4) To create a strong unified team of APD EFCC pastors and missionaries effectively assisting one another in personal and professional development.
    - 5) To evaluate, advise, recommend, promote and coordinate all areas of spiritual education and training in the APD, offering assistance to all the churches.
  - b. Responsibilities.
    - 1) Be a pastor to the APD pastors.
    - 2) Be the chief administrative officer of the APD and BoD and communicator of the APD's visions, goals, progress by regular visits to churches, church boards and church leaders.
    - 3) Be an initiator of church planting and developer of church planting awareness/expertise in all APD churches and so encourage church planting involvement on the part of all our APD churches.
    - 4) Be an evaluator of our APD churches' present ministries, and an able developer of a more effective ministry where needed and requested.
    - 5) Be the Supervisor and Facilitator who handles the registration of ministers on behalf of the APD to perform lawful marriages in the province of Alberta.
  - c. Spiritual gifts of the District Superintendent, and various ministry circumstances will require that flexibility of leadership be maintained. More specific duties will be identified between the District Superintendent and the BoD if and when necessary.
3. Removal from office.
- Article VI, B, 3. applies to the Superintendent.

## **VII. Standing Ministry Teams, Auxiliaries and Relationships.**

- A. Standing Ministry Teams may be created, altered or dissolved from time to time by the membership on recommendation from the BoD.
  - 1. The teams are not limited to but fulfill functions such as described by the following:
    - a. Church health and effectiveness.
    - b. Finance and property.
    - c. APD Missions.
    - d. Personnel and credentials.
    - e. Men;s ministry.
    - f. Women’s ministry.
    - g. Youth ministry.
  - 2. An up-to-date listing and description of all Standing Ministry Teams shall be maintained in the APD Policies and Procedures Manual.
  - 3. All Standing Ministry Team leaders shall be elected for a three-year term, and may succeed themselves once.
- B. Auxiliaries.
  - 1. All auxiliaries of the APD shall:
    - a. be an integral part of the APD, helping fulfill the objectives stated in Article II, B;
    - b. be approved by and under the jurisdiction of the APD;
    - c. operate according to their own Bylaws and handle their own finances;
    - d. report in writing to the APD Annual Meeting;
    - e. submit their financial records to the BOD for audit.
  - 2. Because the APD recognizes and values the auxiliaries as an integral part of the its Ministry, they are encouraged to appoint a representative to participate in a ministry team or for membership on the BoD as approved by the APD according to Article VI, A, 2.

## **VIII. Property, Finances, Legal and Office.**

### **A. Fiscal year.**

The end of the fiscal year of the APD shall be September 30.

### **B. Auditors.**

A person shall be appointed by the BoD who shall have access to all accounts and records, and who shall conduct a review so as to verify the financial records of the APD.

### **C. Trustees**

The APD BoD shall be the trustees, holding the property in trust for the APD.

### **D. Remuneration of salaried employees.**

The BoD shall be authorized and empowered to pay reasonable compensation for services rendered by its employees, being responsible for setting and periodic review of salary levels.

### **E. Seal.**

The official seal of the APD shall be held at the APD office, and be affixed to official and legal documents by the officer authorized by the BoD.

### **F. Signing Officers**

The signing officers of the APD shall be the Treasurer, and/or Chairman, Secretary. The APD BoD may designate the Bookkeeper to have signing authority on bank accounts.

### **G. Budget**

The BoD shall present a budget to the Annual meetings for approval.

### **H. Office.**

The office of the APD shall be located at Edmonton, or such other place as the APD BoD or membership may determine.

## **IX. Non-Profit.**

A. The APD shall be organized and operate as a non-profit organization, according to the laws of the Province of Alberta.

B. The organization shall be carried on without purpose of gain for its members, and any profits or other accretions to the organization shall be used in promoting its objects.

**X. Amendments.**

- A. Amendments to the Bylaws must be distributed in writing by the BoD to member churches at least sixty days prior to the Annual Meeting or General Meeting in which action will be taken.
- B. Amendments may be adopted by the affirmative vote of two-thirds of the membership present and voting at the Meeting.
- C. Amendments may be adopted by a special members resolution in line with V. B. 5. e. above.

**XI. Dissolution.**

- A. An affirmative vote of 75% of voting members present at a General or Annual meeting is required to approve dissolution of the APD. A motion for dissolution must be submitted to each member church in writing at least sixty days prior to the meeting at which the motion be voted on.
- B. In the event of dissolution of the APD, any assets of APD shall be conveyed to the EFCC.

**XII. Enactment.**

The Bylaws shall come into force on October 23, 2010 and any other Constitution or Bylaws of the APD, or amendments thereto, shall cease to be of any force or effect after October 22, 2010.