

By-Laws
Of
The Fort Macleod Alliance Church

1. Name

The corporate name of this church shall be the FORT MACLEOD ALLIANCE CHURCH OF THE CHRISTIAN AND MISSIONARY ALLIANCE IN CANADA, **Hereinafter called Fort Macleod Alliance Church.**

This church is a constitute member of the National and District organizations of the Christian and Missionary Alliance in Canada. The current “Local Church Constitution of the Christian and Missionary Alliance in Canada” as adopted at General Assembly is its primary governing document.

2. Purpose statement

Fort Macleod Alliance Church exists to grow godly disciples who will be equipped to: Show Christ’s life character in God’s family, shine Christ’s gospel light in their communities, and share Christ’s redeeming love with all humanity.

3. Ordinances

3.1. Baptism

3.1.1. Baptism services will be held at the discretion of the **Senior** Pastor and the Board of Elders.

3.1.2. Baptism instruction will be offered to those persons who wish to be baptized.

3.1.3. All candidates for baptism will be interviewed by the Elders or their designates.

3.1.4. While other modes of believer’s baptism are recognized, baptism by **immersion** is taught and practiced as the preferred scriptural mode.

3.2. Lord’s Supper

3.2.1. The Lord’s Supper will be administered monthly and on other special occasions as deemed appropriate by the **Senior** Pastor and/or the Elders.

3.2.2. The Lord’s Supper is offered to all believers.

4. Church Membership

4.1. Qualifications

4.1.1. Individuals seeking membership at Fort Macleod Alliance Church must have been baptised as believers in the Lord Jesus Christ, and will be required to complete church membership instruction.

4.1.2. Having completed the membership instruction, prospective members will be interviewed by the Elders and the **Senior** Pastor. This interview is to ensure that the candidate is truly born again and to access their sincerity and commitment to the church and all that it believes and practices. Candidates will also be required to sign a membership covenant attesting to the former set forth qualifications.

4.1.3. Members may be received by letter of transfer and will be assessed on an individual basis by the Elders and **Senior** Pastor.

4.2. Active Members are defined as:

- resident members in good standing, 18 years or older, regularly attending and supporting the church.
- Members in good standing who are resident shut-ins, sick, aged or attending school or away from home.
- Members who are away from their home church while engaged in domestic or international ministry work.

4.2.1 Active Members who are resident shut-ins or away from their home church while attending school or engaged in domestic or international ministry work, will not be counted as part of consideration for meeting quorum for duly called membership meetings.

4.3. Active Members who reside in the geographical area of Fort Macleod Alliance Church but have not attended church services for a period of 1 year will be contacted by the Elders Board by letter, following which they may be removed from the Membership roll at the Elders Board's discretion.

4.4. Only those who qualify, as "active members" shall have the right of debate, vote or be eligible for elected positions. The membership list will be reviewed annually by the Board of Elders and published in the annual report.

4.5. Individuals who seek membership in Fort Macleod Alliance Church are required to read the **"Uniform Regulations on Discipline and Appeal for Members of Local Churches of the Christian and Missionary Alliance in Canada"**.

5. Discipline

5.1. If, in the majority opinion of the Board of Elders, a person has broken fellowship with the church by behaviour or teaching not in harmony with the word of God and or the church, **he** or she shall be subject to the discipline of the Board of Elders.

5.2. Any discipline carried out by the Board of Elders will follow the guidelines set forth in the "Manual of the Christian and Missionary Alliance in Canada" last amended at General Assembly. These guidelines are entitled **"Uniform Regulations on Discipline and Appeal for Members of Local Churches of the Christian and Missionary Alliance in Canada"**.

6. Government

6.1. The fiscal year of the church shall be from July 1st to June 30th.

6.2. There shall be an annual meeting held within three calendar months of the fiscal year-end of the church, the exact date to be **set** at the discretion of the Board of Elders.

- 6.3. Notice of time and place of any meeting of the membership shall be given on at least two consecutive Sundays prior to the meeting date.
- 6.4. In the case of a special meeting of the membership called by the Board of Elders, notice shall include advertisement to the membership of the purpose of said meeting.
- 6.5. The quorum for any meeting of the members shall consist of 1/3 of the active membership. For the purposes of determining quorum, a member may be present in person, by written signed proxy, or by electronic means approved in advance by the Board of Elders.
- 6.6. At the Board of Elder's discretion, any meeting of the membership can include participation by telephone, electronic or other communication facilities, that permit participants to vote and communicate adequately with one another during a meeting of members. The procedures for such a meeting will be stipulated by the Board of Elders and communicated to the membership in advance of the meeting.
- 6.7. The business proceedings of any meeting of the membership shall be governed by the Constitution and By-laws to the extent applicable. In other cases, the current issue of Robert's Rules of Order shall apply.

7. Board of Elders

- 7.1. The maximum number of Elders is seven, the exact number to be determined by the Board of Elders in the month prior to the annual meeting of the membership.
- 7.2. Elders shall be elected at the annual meeting by at least 51% of the membership present.
- 7.3. Elders will be elected to a maximum three – two year terms. No elected Elder shall serve longer than six consecutive years. After serving the maximum number of years an individual is ineligible to serve on the Board of Elders for a minimum of 1 year.
- 7.4. The quorum for a meeting of the Board of Elders shall be one half of its membership.
- 7.5. The Board of Elders may establish standing committees as needs may warrant. The Elders shall determine the number of committees, members and their purpose. All committees, except the nominating committee, are amenable to the Board of Elders. The Elder's Board is amenable both to the membership and to the district superintendent as constitutionally defined.
- 7.6. If any duly elected Elder absences himself without due cause from 3 successive meetings the Board of Elders may deem the position vacant and appoint an interim **Elder.**

7.7. All other matters pertaining to the composition and responsibilities of the Board of Elders not covered by these by-laws are detailed in THE LOCAL CHURCH CONSTITUTION – ARTICLE VIII – BOARD OF ELDERS.

8. Property and Records

8.1. Any active member wishing to view any of the records of the church, other than those involving matters of personal confidence shall make that request in writing to the Board of Elders. They may view those records in the church office in the presence of at least one (1) Elder.

9. The Nominating Committee and Elections

9.1. The nominating committee shall consist of the **Senior** Pastor and a minimum of four members, with equal representation from the **Board** of Elders and the membership. The number of members of the nominating committee may be increased at the Elders Board or AGM's (Annual Membership Meeting) discretion.

9.2. At the annual meeting of the membership, the Board of Elders and any other officials required by these By-laws shall be elected.

9.3 The Nominating Committee will be responsible for presenting, for election by the AGM, names of members to serve on the next year's Nominating Committee.

10. Staff

10.1. Administration and Support Staff are responsible to the Board of Elders, or other committees as designated by the Board. Supervision will be through the Senior Pastor or other designate as determined by the Board of Elders.

10.2. Official Workers / Ministry Workers or Ministry Interns are responsible to the Senior Pastor and the Elder's Board through the supervision of the Senior Pastor or Elder's Board Designate.

10.3. The Role of the Senior Pastor within church governance is described in Article 8 and Article 9 of the Local Church Constitution of the Christian & Missionary Alliance in Canada.

11. Amendments

11.1 These by-laws may be amended from time to time by a three-quarters (3/4) majority vote of a membership meeting. Any such amendments must be communicated to the membership at least 21 days prior to meeting. The amended bylaws will take effect upon the receipt of approval from DECOM.

****Amended Bylaws approved & submitted to District by AGM – Sept 15, 2022**

****Amended Bylaws approved by DEXCOM – Nov 2, 2022**