



**Evangelical Missionary  
Church of Canada**  
Following Jesus Together

Our bi-annual Assembly is an opportunity for our churches and Individual Members to come together to fellowship and deliberate on the business of the EMCC. In the business meeting churches are represented by their delegates. While in the past the appointment of delegates has been quite informal, this year we are setting up a more formalized delegate appointment system.

If your church already has a written procedure established in the church's bylaws or policy, please follow your procedure. If your church does not have a written process in either by-law or policy, then, based upon the authority given in the EMCC Bylaw #1 4.4.5 the EMCC Board of Directors has approved a policy that asks that your church's governing body appoint/elect your Delegate(s).

Here is some background to support our delegate appointment system:

### **Articles of Amalgamation dated June 27 2013**

#### **Schedule "A"**

The Membership of the Corporation (EMCC) shall consist of both Corporate Members and Individual Members.

#### **Corporate Members**

Corporate Members shall be the local congregations which have met the conditions and requirements for corporate membership which are set forth in the Bylaws of EMCC as they may be amended from time to time. Each Corporate Member shall be entitled to appoint one or more individual delegates or proxies (each of whom is entitled to exercise one vote for and on behalf of that Corporate Member), according to the formula of one lay delegate for each 100 members of that congregation or fraction thereof.

### **Bylaw #1**

#### **4.5.5 Voting**

As provided in the Articles, each Individual Member is entitled to one (1) vote and each Corporate Member to one (1) vote per Delegate, and the number of Delegates to which each Corporate Member is entitled is determined according to the formula of one Delegate for each 100 members of the congregation or fraction thereof. Procedures for electing or appointing the Delegate(s) of each Corporate Member shall be governed in accordance with the procedures set forth in the constituting documents of each Corporate Member, or, in the absence of such provisions, by the convention of the Corporate Member. A Member under discipline or not in good standing within the EMCC cannot be a voting Member of an Assembly.

## **Meeting by Assembly Board Policy (approved by the Board Nov 2018)**

Definitions: “*Lay* means someone who is not an Individual Member of the Corporation”

1.2.2 In the absence of constituting documents of a Corporate Member, the governing board of the Corporate Member must elect/appoint the Delegate(s).

2.3 The Delegate Appointment form shall be attached to the written notice.

3. Completed Delegate Appointment forms, with proper date and signature, must be

3.1 Delivered to a registered office of the EMCC no later than the five business days preceding the meeting, or

3.2 In the hands of the conference registrar 1 hour before the commencement of the meeting.

3.3 Scanned or faxed Delegate Appointment forms are acceptable.

Upon the appointment/election of your Delegates please complete the Delegate Appointment form that will accompany the written notice of meeting and also be on the EMCC website in downloadable fillable PDF format. Ensure that the form includes the date and the signature of one of your directors (these may be called by another term such as elder which is just fine).

Directions for delivery of the Delegate Appointment form to the EMCC are listed in the policy 3.1 – 3.3 and will also be listed on the form.

Please note that Corporate Delegates must be “lay delegates” (see Articles of Amalgamation). A lay delegate is someone who is not an Individual Member. This stipulation ensures that there is always a balance between church delegates and our pastors/leaders represented in our discussions and decisions.



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## EMCC Delegate Appointment form

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

From: \_\_\_\_\_  
Corporate Member (also known as a Full-Member Church)

*To: The Secretary, EMCC Board of Directors*

### Confirmation of Delegates

Based upon our membership of \_\_\_\_\_ we are entitled to \_\_\_\_\_ delegates.

We hereby confirm that our official and alternate delegate(s) to the EMCC 2019 AGM at Assembly (April 26-28, 2019) will be as follows:

Official Delegate(s):

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Alternate Delegate/s:

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Name: \_\_\_\_\_

Email address: \_\_\_\_\_

Submitted by: \_\_\_\_\_

(Church Board Member)

Signature: \_\_\_\_\_

No later than April 12, 2019, this form can be emailed to [info@emcc.ca](mailto:info@emcc.ca), delivered in person to the Calgary office at the address below, or sent by mail to:

**#300-4039 Brentwood Rd NW, Calgary, AB T2L 1L1**

NOTE: Please double-check the address you have on file for the EMCC office, as it has recently changed.

or;

deliver into the hands of the conference registrar up to 1 hour before the commencement of the meeting.