



## ANNUAL GENERAL MEETING

October 19, 2022

Blue Mountain Inn and Conference Centre  
Collingwood, ON

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### MINUTES

The Chair, Jason Small, called the 2022 Annual General Meeting of the Western Ontario District of The Pentecostal Assemblies of Canada to order at 9:30 am; reminding the district conference that the meeting is ruled by the *District Constitution and By-Laws* and the parliamentary procedures will be ruled *Robert's Rule of Order*.

The Chair, Jason Small, requested Lori-Lynn Head to open the 2022 Annual General Meeting with a word of prayer.

WOD 22-01     **ACKNOWLEDGEMENTS:** The Chair, Jason Small, recognized and honoured the District Executive and their faithful contribution during this past year: Gary Adduono, Nathan Albrecht, Blake Davidson, Lori-Lynn Head, Linda Jeffrey, Jeff Johnston, Michelle Mercer, Blair Mercer, Jamie Shepherd, and Kevin Shepherd.

The Secretary-Treasurer, Dan DiSabatino, explained the voting process. The Secretary-Treasurer further explained that to accommodate a smooth and efficient meeting, that all motions have been MOVED and SECONDED by the District Executive at their last recent meeting and ballots would be declared automatically closed at the end of the two-minute timer displayed on the screen. The Constitutional Review Committee were available and prepared to answer any questions that would arise.

WOD 22-02     **ESTABLISH VOTING BAR:** It was MOVED and SECONDED that the voting bar of the 2021 Annual General Meeting of the Western Ontario District of The Pentecostal Assemblies of Canada be established as all credential holders who have pre-registered and signed into the Zoom webinar software. CARRIED

The Chair invited Rich Janes, President of Master's College and Seminary to address the conference. The video report of Master's College and Seminary was presented.

The Chair expressed heartfelt thanks to the Lord for the Bible College for training of future leaders and invited Blake Davidson to pray for the President and school.

The Chair invited Joel Spiridigliozzi to bring a report about the district resourcing for churches when it comes to water baptisms through the *Raised to Life* initiative.

Nathan Albrecht read Article 10.3 of the *District Constitution and By-Laws* as follows:

#### **10.3 Quorum**

*All credential holders with voting privileges and delegates of the Annual General Meeting, who are present and registered by the roster committee, and vote at any meeting of the District Conference, shall constitute the voting constituency and be considered a quorum.*

Tracy Dunham presented the Roster Report as 240 delegates registered and present. Therefore, quorum was confirmed.

WOD 22-03     **AMEND COMMITTEES:** It was MOVED AND SECONDED to amend the Parliamentary Committee to add Tracy Dunham as Ron Baker is unable to serve due to illness. CARRIED

- WOD 22-04     **RECEIVE ROSTER REPORT:** It was MOVED and SECONDED to receive the 2022 roster report as presented. CARRIED
- WOD 22-05     **APPROVE AGENDA:** It was MOVED and SECONDED to approve the agenda of the 2021 Annual General Meeting as presented. CARRIED
- WOD 22-06     **ESTABLISH COMMITTEES:** It was MOVED and SECONDED to approve the committees of the 2021 Annual General Meeting as presented:
- Minutes Review: Diane Ferns, Dan DiSabatino, Laura Redman
  - Parliamentary: Nathan Albrecht, Tracy Dunham, Jamie Shepherd
  - Roster: Sylvia Spiridigliozzi, Tammy Winstanley
  - Scrutineers: Laura Redman, Sharon Thomson
- CARRIED
- WOD 22-07     **ACCEPT MINUTES:** It was MOVED and SECONDED to accept the minutes of the 2021 Annual General Meeting as presented. CARRIED

The Chair suspended the 2022 Annual General Meeting to convene the 2022 Annual General Meeting of The Pentecostal Holding Corporation.

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**THE PENTECOSTAL HOLDING CORPORATION**  
**October 19, 2022**  
**ANNUAL GENERAL MEETING**

**MINUTES**

This Annual General Meeting of The Pentecostal Holding Corporation was conducted during the Annual General Meeting of the Western Ontario District at Cambridge, Ontario at Blue Mountain Inn and Conference Centre on October 19, 2022.

The Chair, Jason Small, called the meeting of the Pentecostal Holding Corporation of Western Ontario to order.

The Chair provided an explanation of the requirements from conference to conference to ensure legal continuation of the work of the Pentecostal Holding Corporation.

Jamie Shepherd read Resolution #1:

*WHEREAS the President of the Pentecostal Holding Corporation of Western Ontario is the District Superintendent,*

*AND WHEREAS the Vice-President of the Pentecostal Holding Corporation of Western Ontario is the Assistant District Superintendent,*

*AND WHEREAS the Secretary-Treasurer of the Pentecostal Holding Corporation of Western Ontario is the district Secretary-Treasurer,*

*AND WHEREAS the Board of Directors of the Pentecostal Holding Corporation of Western Ontario is made up of the elected members of the District Executive elected at the Western Ontario District Conference every two (2) years,*

*THEREFORE BE IT RESOLVED THAT the President, Vice-President, Secretary-Treasurer, and the Board of Directors of the Pentecostal Holding Corporation of Western Ontario for the coming year be made up of the above-mentioned members.*

And Jamie Shepherd continued by reading Resolution #2:

*WHEREAS the credential holders of the Western Ontario District who are voting members of the Western Ontario District Conference for the current year and are also by virtue of their credentials, members of the Pentecostal Holding Corporation*

*THEREFORE, BE IT RESOLVED that the voting members for the Pentecostal Holding Corporation for the year 2022/23 be constituted of the credential holders of Western Ontario District who are afforded voting privileges.*

The Chair invited Craig Burton, General Secretary Treasurer to bring greetings from the International Office. Jeff Johnston was called to pray over the General Secretary Treasurer.

PHC 22-01      **RESOLUTION #1:** It was MOVED and SECONDED to approve Resolution #1 as read. CARRIED

PHC 22-02      **RESOLUTION #2:** It was MOVED and SECONDED to approve Resolution #2 as read. CARRIED

The Chair adjourned the Annual General Meeting of the Pentecostal Holding Corporation.

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The Chair reconvened the Annual General Meeting of Western Ontario District of The Pentecostal Assemblies of Canada.

WOD 22-08      **RESTART MOTIONS:** It was MOVED and SECONDED to restart the motions back to the omnibus ballot and to move ahead in the rest of meeting with voting by a show of hands. CARRIED

WOD 22-09      **APPROVE PROCEDURAL ITEMS:** It was MOVED and SECONDED to receive the Roster Report, approve the agenda, establish the conference committees and accept the 2021 minutes of the Annual General Meeting. CARRIED

The Chair called the Secretary-Treasurer, Dan DiSabatino, to bring the District Report, Financial Report and recommend auditors for the next fiscal year.

WOD 22-10      **RECEIVE DISTRICT REPORT:** It was MOVED and SECONDED to receive the 2021 District Report which includes the 2021 financial report. CARRIED

WOD 22-11      **APPOINT AUDITORS:** It was MOVED and SECONDED to appoint KPMG as the district auditor for the next two fiscal years, 2023 and 2024. CARRIED

The Chair called Dave Slater to introduce district-initiated *Holy Spirit Labs*.

Resolution 1 was read by Nathan Albrecht as follows:

**WHEREAS** the District Conference empowered the District Executive, in cooperation with a consultant to begin a restructuring of leadership, organization and the operations of the Western Ontario District for the current, cultural context of ministry within its territory

**AND WHEREAS** the standing Regional Directors are elected but also paid employees of the Western Ontario District

**AND WHEREAS** according to By-Law 6.3.2 establishes that Regional Directors will serve directly under the authority of the District Superintendent

**AND WHEREAS** policy has been established and is governed by the District Executive in respect to paid employees of the Western Ontario District

**AND WHEREAS** it is the intention of the District Executive to alleviate any potential future confusion and remove redundancy within the *District Constitution and By-Laws* of Western Ontario District;

**BE IT RESOLVED THAT** By-Laws 4 be amended by the deletion of By-Law 4.2.1.2 and, also, the addition of a new section further defining the process of appointments:

#### **4.3 APPOINTMENTS**

##### **4.3.1 Regional Directors**

**The appointment of Regional Directors shall be made by the District Executive, in consultation with the District Superintendent following a thorough, open application and hiring process made available to all credential holders, as established by the district hiring policy.**

**4.3.1.1 Vacancies through end of term, resignation, transfer, removal by death or disqualification, shall be filled in accordance with established district hiring policy.**

**AND FURTHER, BE IT RESOLVED THAT** By-Laws 6.3 becomes By-Law 5.2 with deletions and additions as follows:

#### **5.2 Regional Directors**

**5.2.1** There shall be Regional Directors, the number of which will be determined by the District Executive, based on need and finance.

**5.2.2** The Regional Directors will serve under the authority of the District Superintendent in the region to which they have been ~~elected~~ appointed.

**5.2.3** ~~They shall be required to live in the region for which each is elected.~~

**5.2.4** They shall be non-voting members of the District Executive and may attend District Executive meetings at the discretion of the District Superintendent.

**5.2.5** They shall hold regional meetings as required, in consultation with the District Superintendent and forward minutes of all regional committee meetings to the Secretary-Treasurer.

**5.2.6** ~~They shall work with the District Executive Regional members and Section Pastors on all matters relating to their respective regions.~~ **They shall give leadership in collaboration with the District Executive and Section Pastors on matters relating to their respective regions.**

**5.2.7** They shall serve on other committees and perform other duties, as requested by the District Executive, from time-to-time.

**AND FURTHER, BE IT RESOLVED THAT** Article 8 be amended as follows:

#### **ARTICLE 8 OFFICERS**

**8.1** The District Executive Officers of this District Conference shall be:

- District Superintendent
- ~~• Regional Directors~~
- Assistant District Superintendent
- Secretary-Treasurer
- Such other officer(s) as the District Conference may determine

**8.1.1** The District Superintendent, ~~Regional Directors~~ and the Secretary-Treasurer shall serve in full-time capacity.

8.2 The District Executive shall consist of:

- **District Superintendent**
- **Assistant District Superintendent**
- **Secretary-Treasurer (non-voting)**
- ~~District Executive Officers~~
- District Executive Members
- Such other(s) who may be authorized by the District Conference

**AND FURTHER, BE IT RESOLVED THAT** all currently serving, elected regional directors will complete their current term of office and are eligible to apply according to the appointment process as stated in By-Law 4.3.

**AND FURTHER, BE IT RESOLVED THAT** any further nomination or election references pertaining to that of the Regional Directors be automatically edited to reflect the change to appointment accordingly.

**AND FURTHER, BE IT RESOLVED THAT** any appointment references already established in the *District Constitution and By-Laws*, be automatically moved to the appropriate section for consistency.

**AND FURTHER, BE IT RESOLVED THAT** the *District Constitution and By-Laws* be renumbered accordingly.

The Chair called Blake Davidson to provide the District Executive's reasoning behind Resolution #1.

WOD 22-12     **RESOLUTION 1 | DISTRICT APPOINTMENTS:** It was MOVED and SECONDED to adopt Resolution 1 as printed and read. CARRIED

Resolution 2 was read by Jamie Shepherd as follows:

**WHEREAS** the provincial and federal governments each have reporting requirements for corporate charities,

**AND WHEREAS** the Western Ontario District of The Pentecostal Assemblies of Canada is a provincially incorporated, registered charity,

**AND WHEREAS** the Western Ontario District is subject to the *General Constitution and By-Laws* of The Pentecostal Assemblies of Canada.

**AND WHEREAS** the District Conference (voting members) of Western Ontario District are required to meet annually,

**AND WHEREAS** the District Conference previously approved the use of any electronic means as an emergency provision to facilitate engagement in an annual meeting or special session of the District Conference,

**AND WHEREAS** the District Conference would benefit from extending this provision beyond emergencies.

**BE IT RESOLVED THAT** Article 10 be amended as follows:

**10.1            Annual General Meeting**

~~The District Conference shall meet annually in the fall; time and place to be announced by the District Executive. The announcement shall be published not later than one (1) month prior to the time of meeting.~~

**10.1.1 The District Conference shall meet annually in accordance with government requirements**

**10.1.2 The time and place of the general meeting shall be determined by the district executive.**

**10.1.2.1** ~~In the event circumstances dictate that the Annual General Meeting cannot be held in person, The Annual General Meeting may be held~~ **in person**, virtually, **or in combination**, by telephonic or electronic means. ~~A voting member who, through those means, votes at a meeting or establishes a communications link to the meeting shall be deemed to be present at the Annual General Meeting.~~

**10.1.3 The general meeting notice shall be published no later than one (1) month prior to the time of meeting.**

## **10.2 Special Sessions**

~~Special sessions may be called to meet any emergency that may arise within the Western Ontario District. Such call shall be issued by the Secretary-Treasurer upon authorization of the majority vote of the District Executive.~~

**10.2.1 The time and place of a special session shall be determined by the district executive.**

**10.2.1.1** ~~In the event circumstances dictate that the Special Session cannot be held in person, The meeting~~ **Special Session** may be held **in person**, virtually, **or in combination**, by telephonic or electronic means virtually. ~~A voting member who, through those means, votes at a meeting or establishes a communications link to the meeting shall be deemed to be present at the meeting.~~

**10.2.2 Notice of session shall contain the time and place of meeting and also a concise statement of the business to be dealt with at the meeting.**

**10.2.3 Notices shall be published no later than 10 days prior to the time of any special session.**

## **10.3 Quorum**

~~All credential holders Members with voting privileges and delegates of the Annual General Meeting, who are present and registered by the roster committee, and vote at any meeting of the District Conference, shall constitute the voting constituency and be considered a quorum.~~

**AND FURTHER BE IT RESOLVED** that the following definition be added to the *Glossary of Terms*:

**PRESENT AT A MEETING Someone who attends a meeting whether in person or virtually and remains engaged in said meeting shall be deemed to be present**

The Chair called Blair Mercer to provide the District Executive's reasoning behind Resolution #2.

WOD 22-13     **RESOLUTION 2 | ANNUAL GENERAL MEETINGS:** It was MOVED and SECONDED to adopt Resolution 2 as printed and read. CARRIED

Resolution 3 was read by Tracy Dunham as follows:

**WHEREAS** it necessary to conform to all parts in the amended *General Constitution and By-Laws*

of The Pentecostal Assemblies of Canada as approved at the 2022 General Conference;

**AND WHEREAS** editorial and grammatical changes have been noted in the text of amendments to the *District Constitution and By-Laws*, as prepared by the Constitutional Review Committee;

**AND WHEREAS** a further review of the entire *District Constitution and By-Laws*, will be conducted by the office of the Secretary-Treasurer subsequent to this Annual General Meeting and prior to further publication to ensure that the numbering and cross-references in the text are accurate;

**AND WHEREAS** it is desired to provide uniformity and clarity in all parts of the *District Constitution and By-Laws* of the Western Ontario District of The Pentecostal Assemblies of Canada;

**BE IT RESOLVED THAT** such editorial amendments of the 2022 version of the *General Constitution and By-Laws* of The Pentecostal Assemblies of Canada and as are included in the 2022 amendments of the *District Constitution and By-Laws*, distributed to the members of this District Conference, and all necessary renumbering of the by-laws with updated cross-references, be hereby approved for publication of the *District Constitution and By-Laws* of Western Ontario District of The Pentecostal Assemblies of Canada;

**AND FURTHER BE IT RESOLVED THAT** the addition of a *Glossary of Terms* be included in the publication of the *District Constitution and By-Laws* of Western Ontario District of The Pentecostal Assemblies of Canada.

The Chair called Dan DiSabatino to provide the District Executive's explanation for Resolution 3.

WOD 22-14     **RESOLUTION 3 | HOUSEKEEPING AND EDITING:** It was MOVED and SECONDED to adopt Resolution 3 as printed and read. CARRIED

The Chair called the Assistant District Superintendent, Kevin Shepherd, to present the Courtesy Resolution as follows:

**BE IT RESOLVED** that this 2022 Annual General Meeting express its sincere appreciation to the chair, our District Superintendent, all the delegates, standing committees and participants who have helped facilitate the effectiveness of this meeting.

**FURTHER**, that we offer our gratitude to the staff of Blue Mountain Resort and the district office;

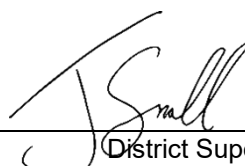
**AND FURTHER** we acknowledge our Lord, Jesus Christ, who has faithfully met us and provided for the conducting of this meeting.

**AND FURTHER**, that all unfinished business be placed in the hands of the District Executive until the next Annual General Meeting.

WOD 22-15     **COURTESY RESOLUTION:** It was MOVED and SECONDED to approve the courtesy resolution for the 2022 Annual General Meeting of the Western Ontario District. CARRIED

At 12:10pm, the Chair declared the 2022 Annual General Meeting of the Western Ontario District of The Pentecostal Assemblies of Canada adjourned.

  
Secretary-Treasurer

  
District Superintendent  
  
October 31, 2022  
Date