

## FOREWORD

Whether you are a voting or advisory delegate, advisory representative, official visitor, or guest; the 2022 *Convention Workbook* is an important resource for the Twelfth Regular Convention of Lutheran Church—Canada which is scheduled to meet from June 10-13 at the Delta Hotels Edmonton South Conference Centre in Edmonton, Alberta. Besides reports from the Synod’s officers, board, commissions, regions, and its affiliated seminaries, auxiliaries and other organizations; this workbook contains profiles of candidates who have been nominated for the various positions that will be elected, and, of course, overtures.

An overture is basically a request from a congregation, an authorized board, commission, or other official entity asking the convention to take a particular action. The title of each overture states in a brief way what the specific request is. Although this workbook contains a number of overtures, they normally do not come before the convention sessions in that form. Resolutions Committees, consisting of convention delegates, are appointed by the Synod President to work through them. These committees will then present ‘proposed resolutions’ to the convention on the various matters the overtures address. While performing a helpful service, these Resolutions Committees do not have the final word. Voting delegates may accept their proposed resolutions, decline them, amend them, or even go back to one of the original overtures if the assembly so desires. In the final weeks before the convention, the proposed resolutions from the Resolutions Committees will be sent as a separate publication to all delegates.

While the secretary of the Board of Directors of LCC, Grace Henderson, has the ultimate responsibility for the publication of this *Convention Workbook*, she has carried out this task with the valuable assistance of our staff at the Synod’s office in Winnipeg – Iris Barta, Angela Honey, Shegitu Aredo, and Ingrid Willey. I thank everyone who submitted reports and other resources for this *Convention Workbook* in a timely fashion.

**‘Stand Firm in the Faith’.** This theme for our 2022 convention is an exhortation and encouragement that no matter what the circumstances might be in which our Synod finds itself at the present time, no matter what particular issues might come before our convention; one thing remains constant and unchanging – “the faith that was once for all delivered to the saints” (Jude 3). May Him who is the Lord of the church and its Saviour bless your travel, your speaking and listening, and your gathering together with fellow brothers and sisters in Christ during these coming convention days. And may He pour out His Spirit upon all of us that we would indeed “stand firm in the faith” (1 Corinthians 16:13).

Rev. Timothy Teuscher, President  
Lutheran Church—Canada

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**LUTHERAN CHURCH–CANADA**  
**Twelfth Regular Convention**  
**PROPOSED AGENDA**

**Friday, June 10**

10:00-7:00 pm Registration (Delta Hotel)  
 1:00 pm Convention (Resolution) Committees  
 (Delta Hotel)  
 2:00 pm Board of Directors (Delta Hotel)

**SESSION 1 (Delta Hotel)**

4:00 pm Opening Prayer  
 Welcome & Introductions  
 Registration Committee Report  
 Installation of Delegates  
 Voting Orientation & Organization  
 Special Standing Rules  
 Adoption of Agenda  
 Acceptance of New Members –  
 pastors, deacons, congregations  
 5:30 pm Supper (at hotels)  
 7:30 pm Divine Service (Delta Grand  
 Ballroom)  
 8:30-9:30 pm late registration

**Saturday, June 11**

6:30-8:15 am Breakfast (at hotels)  
 7:00-9:00 am Late Registration (Delta Hotel)

**SESSION 2**

8:15 am Service of Prayer & Preaching  
 9:00 am Essay – “Luther at the Diet of  
 Worms” (Rev. Dr. John Maxfield)  
 10:00 am Registration Committee Report  
 Approval of Minutes  
 Nominations/Elections  
 Reports  
 Greetings  
 11:50 am Noon Daily Prayer  
 12:00 noon BBQ Lunch (Delta Hotel)

**INFORMATION SESSIONS**

1:30 pm  
 Topics:  
 1. Being Christian in a post Christian world  
 2. LCC Missions overseas and at home  
 3. Technology and Proclamation  
 4. Sharing the Christian Faith with family & friends  
 5. Engaging younger people in the church  
 6. Life issues - Life, death & in between  
 7. Coping with declining & isolated congregations

8. Mission & Ministry funding for the future (Lutheran  
 Foundation Canada)  
 9. LCC Seminaries - preparing church workers  
 10. Worker Benefit Services  
 11. Purpose & Priority Planning – in depth  
 12. Plan to Protect: Safeguarding as a ministry of  
 the church

**SESSION 3**

4:00 pm Opening Prayer  
 Elections  
 Reports  
 Greetings  
 Convention Committees  
 5:00 pm Responsive Prayer 2  
 5:30 pm Supper (at hotels)

**SESSION 4**

7:30 p.m. Opening Prayer  
 Elections  
 Reports  
 Greetings  
 Convention Committees  
 9:00 p.m. Compline  
 9:30 p.m. Social Time (Radisson Ball Room)

**Sunday, June 12**

6:30-8:15 am Breakfast (at hotels)

**SESSION 5**

8:15 am Matins  
 9:00 am Bible Study – Ephesians 6:10-20  
 (Rev Dr. Thomas Winger)  
 10:15 am Break  
 10:30 am Approval of Minutes  
 Elections  
 Reports  
 Greetings  
 Convention Committees  
 11:50 am Noon Daily Prayer  
 12:00 noon Sponsored Lunch (Radisson  
 Ballroom)

**SESSION 6**

2:00-3:30 pm Opening Prayer  
 Elections  
 Reports  
 Greetings

PROPOSED AGENDA CONTINUED:

Convention Committees  
3:30 pm Commemoration of the  
Faithful Departed

**SESSION 7**

4:00 pm Opening Prayer  
Elections  
Reports  
Greetings  
Convention Committees  
5:30 pm Vespers  
6:30-9:00 pm Stand Firm-Reaching Out: a mission  
event (Radisson Jubilee Ballroom)

***Monday, June 13***

6:30-8:15 am Breakfast (at hotels)

**SESSION 8**

8:15 am Morning Prayer  
9:00 am Approval of Minutes  
Convention Committees  
Other Unfinished Items  
Recognition of Outgoing BOD  
11:45 am Responsive Prayer 1  
12:00 p.m. Adjournment  
12:15 p.m. Box Lunch

**SPECIAL STANDING RULES (proposed)**

1. A voting delegate wishing to address the convention should approach one of the floor microphones, and, when recognized by the chair, state his or her name and the name and location of the congregation he or she represents. An advisory delegate or representative shall state his or her name and the region or administrative unit (e.g.: board, commission, faculty) he or she represents.
2. A three-minute limitation shall be applied to all who speak from the floor.
3. All new business, including that which arises from overtures and recommendations contained in reports, shall come before the convention only through the appropriate convention (resolutions) committee (Synodical Bylaw 2.19f).
4. The preface, preamble and whereas sections shall be considered an integral part of a resolution and any action pertaining to the resolution applies to all its parts.
5. If substitute motions are offered, they shall be handled according to Robert's Rules of Order.
6. Resolutions prepared by a Convention (Resolutions) Committee which are not acted upon by the convention before adjournment, die.
7. Unless covered by these Standing Rules of the convention, parliamentary procedures shall be governed by Robert's Rules of Order, Newly Revised, latest edition.

**A PRIMER OF PARLIAMENTARY PROCEDURE****A. Purpose of Parliamentary Law and Procedure**

The purpose of parliamentary procedure is to carry out the aims of the assembly in an orderly and fair manner, to expedite business, to insure justice and fairness to all, both the majority and the minority. It is not the purpose of parliamentary procedure to make the conduct of business in an assembly difficult, or to entangle an assembly in technicalities, or to provide a channel for individuals to flaunt their parliamentary knowledge.

**B. Basic Steps of Parliamentary Procedure**

The chairman and members of the assembly should be acquainted with and observe eight basic, essential parliamentary steps to take care of convention business in an orderly and fair manner.

They are:

*Members:*

1. Address the Chair, "Mr. Chairman" (or "Mr. President".)
2. Await recognition by the Chair.
3. Make the motion, "I move that...."
4. Second the motion. (Unless not required.)

*Chair:*

5. States the motion. (Or rules it out of order.)
6. Calls for discussion. (Unless motion is not debatable.) "Is there any discussion?" or "Are there any remarks?" Ample opportunity must always be given for expression of opinion and discussion.
7. Takes the vote. (Or "Puts the question.") First calls for the affirmative vote, then the negative. (A tie vote defeats the motion, since a majority is required to adopt-unless the motion requires a 2/3 vote.)
8. States the results. ("The motion is carried," or, "the motion is lost.") The vote does not go into effect until the results are announced.

**BASIC PARLIAMENTARY PRINCIPLES FOR SYNOD CONVENTION**

1. A Synod convention is a parliamentary assembly called to deliberate and to make decisions. From time to time it defines the privileges, the rights, and the duties of the members of Synod and sets up or changes the framework of the synodical organization. It hears the reports of its officers, board, and commissions as to what these have done with their constitutional and convention directives and receives and passes on proposals for their future activity.
2. All voting delegates have equal rights, privileges, and obligations.
3. The vote of the majority decides. The will of a Synod convention is determined by the taking of a vote.
4. Free discussion of every proposition or resolution presented for decision is an established right for all delegates, voting and advisory. The convention has the right to decide when it has heard sufficient discussion. This right, however, should be exercised with restraint.
5. Both proponents and opponents of a given proposal have rights which must be safeguarded. The decision belongs to the majority, but the right to discuss, the right to be heard, and the right to oppose should be upheld. A member of the majority on one question is often a member of the minority on another.

6. The simplest and most direct parliamentary procedure for accomplishing a purpose would be followed rather than taking devious routes multiplying technicalities.

### **SUBSTITUTE MOTIONS ACCORDING TO ROBERT'S RULES OF ORDER**

Note: A substitute motion should be introduced only if the same objective cannot be accomplished through simpler means.

- 1 A proposed resolution is first introduced and stated by the chair (the "pending resolution").
- 2 A substitute resolution is introduced and stated by the chair (the "substitute resolution").
- 3 Debate begins with the pending resolution (but may include references to the substitute resolution). Amendments to the pending resolution may be offered.
- 4 Debate continues with the substitute resolution (but may include references to the pending resolution). Amendments to the substitute resolution may be offered.
- 5 When debate has ended, the assembly is asked, "shall the substitute resolution be substituted for the pending resolution?" A vote is taken.
- 6a If the vote is **affirmative**, the pending resolution is no longer before the assembly. There may be further discussion on the substitute motion, limited amendments, after which a vote is taken on the adoption of the substitute motion.
- 6b If the vote is **negative**, the substitute motion is no longer before the assembly. There may be further discussion on the pending motion, with limited amendments, after which a vote is taken on the adoption of the pending resolution.

### **CONVENTION GLOSSARY**

#### *Ad Hoc Committee*

Special committee with a limited assignment and a limited life.

#### *Advisory Delegate*

A certified member of the convention with the right to speak, but without vote. However, if appointed to a floor committee, entitled to vote there.

#### *Agenda*

A list of items of convention business "to be done."

#### *Alternate*

A full-time substitute to take the place of a delegate to the convention, if necessary.

#### *Amend*

To change or modify a resolution or motion.

#### *Appeal*

An appeal from a decision of the chair requires that the decision be referred to the convention for its immediate decision by a vote.

#### *Audit*

Official examination and verification of accounts.

#### *Bylaw*

Statutory Bylaws establish the fundamental rules by which Lutheran Church-Canada as a corporate entity is to be governed. Synodical Bylaws establish the specific rules by which the Synod as an ecclesiastical organization functions in accordance with the Constitution. A Synodical Bylaw ranks below the Constitution and Statutory Bylaws in authority and above convention standing rules and Robert's Rules of Order.

#### *Chair*

The presiding officer of the convention, usually the president, or temporarily the vice-president.

#### *Constitution*

The statement of the basic principles and structures of Synod, the highest continuing authority created by the association of congregations, pastors, deacons constituting Synod.

#### *Convention Committee*

A working group of convention voting and advisory delegates to whom the processing of a share of convention business is entrusted for recommendation in turn to the convention proper. Also called a Resolutions Committee or Floor Committee.

#### *Division of the House*

A vote taken by rising to verify a voice vote at the call of the chair or at the request of a voting delegate.

#### *General Consent*

An informal method of disposing of routine and generally favoured proposals by assuming approval of a request unless immediate objection is raised.

#### *Handbook*

A manual containing the synodical Articles of Incorporation, the Statutory Bylaws, the Constitution and the Synodical Bylaws.

#### *In Order*

Correct from a parliamentary standpoint at a given time.

#### *Lay on the Table*

To set aside a motion or a proposed resolution for consideration in the indefinite future. If adopted, it usually kills consideration of an action on the main motion by postponing it without a set time to take it up again. If this is not the intent, the motion should be not to table but to postpone, preferably to a set time.

*Majority*

More than half the votes cast. The synodical constitution states: "All matters of doctrine and of conscience shall be decided only by the Word of God. All other matters shall be decided by a majority vote." This means a simple majority in all instances except those which involve a proposed amendment to the Statutory Bylaws or Constitution, which requires a two-thirds affirmative vote of all votes cast. Certain procedural motions also require a two-thirds majority.

*Out of Order*

Not correct from a parliamentary standpoint at that particular time.

*Overture*

A recommendation, proposed resolution, or petition submitted by a member congregation of Synod or other group recognized in the Synodical Bylaws.

*Parliamentarian*

A person or persons designated by the chair to advise him on the applicability of parliamentary principles and procedures in a given situation.

*Pending*

Not yet decided. A pending motion is one that has been stated by the chair, but is not yet disposed of by vote.

*Point of Order*

Any delegate may promptly call attention to the fact that the rules of Synod or its convention are seemingly not in force by saying, "I rise to a point of order." Upon hearing the point made, the chair rules as to its validity.

*Postpone*

To defer action on a question or proposed resolution (1) indefinitely, or (2) until a certain specified time.

*Preamble*

The introductory part of a resolution or report, usually in the form of whereas. The assembly has the right to amend these since they are part of the resolution when presented together with the resolves.

*Previous Question*

A motion calling for the previous question stops all discussion or debate if two-thirds of the voting delegates vote "Yes" after a motion has been made and seconded to call for the previous question. When two-thirds of the voting delegates have responded "Yes" the chair must immediately call a vote on the motion pending before the convention.

*Privileged Motion.*

A motion, such as to recess, to fix the time of the next session and to change the order of the day. It takes precedence over all other motions.

*Putting the Question*

The taking of the vote by the chair.

*Question*

A subject or point of debate or a resolution being, or to be voted on.

*Quorum*

The fewest number of delegates that can be present and still permit business to be transacted.

*Report*

Usually the formal accounting given by an officer, a board, a committee, or a commission of the discharge of its responsibilities under the constitution and bylaws of Synod, such as accounting to be evaluated by the delegate convention of Synod.

*Rescind*

To annul or to cancel. To undo or reverse a previous decision.

*Resolution*

A formal proposal submitted previously in writing by a convention (resolutions) committee for action by the convention.

*Resolutions Committee*

See Convention Committee.

*Seriatim*

In a series; one after another.

*Substitute Amendment*

When a full paragraph, section, or resolution is dropped and another is inserted in its place.

*Table*

(See also "Lay on the Table") To set aside a motion or a proposed resolution for consideration in the indefinite future. If adopted it usually kills consideration of an action on the main motion by postponing it without a set time to take it up again.

**NOMINATION/ELECTION MATTERS**

The convention chair shall determine and announce a period of time during the convention for all elections. After a brief introduction of the members of the Commission on Nominations and Elections (CNE), the chair of the Commission will provide the convention with the following instructions/comments.

1. Nominations may be made from the floor for any elected position if the conditions for candidacy including vetting has been done and the required information (written consent, photo, biographical, etc. – Synodical Bylaw 2.503 e.) has been forwarded in advance to the secretary and the CNE (Synodical Bylaws 2.503 f., 2.513 f., ., 2.534 l.). This information should be sent to the CNE at least one week prior to the start of the convention.
2. Prior to the election for each office or position, the convention chair will entertain such nominations from the floor.

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3. All elections shall be done electronically, and the CNE will provide a tutorial on how this is done.
  4. All elections shall be conducted according to the appropriate synodical bylaws (2.101, 2.106, 2.505, 2.515, 2.521, 2.527, 3.01, 3.05, 4.11, 7.37) and any special standing rules which might be adopted by the convention.
  5. Elections will be carried out in a specific order or sequence, beginning with ecclesiastical offices:
    - A President (1 rostered clergy)
    - B Vice-president (1 pastor of a congregation)
    - C Regional Pastors (1 rostered clergy elected only by delegates from the region)
    - D Circuit Counsellors (1 rostered clergy from a circuit elected only by delegates from that circuit if no one received a majority of nominations – Synodical Bylaw 4.11)
    - E Board of Directors (5 lay persons; 3 pastors, 1 deacon, with a least 1 representative from each region – Statutory Bylaw 11.02)
    - F Commissions:
      - i. Commission on Constitution Matters and Structure (CCMS) – (3 lay persons – 1 of whom must be a lawyer; 3 rostered workers – 1 of whom may be a deacon)
      - ii. Commission on Theology and Church Relations (CTCR) – (2 rostered workers – 1 of whom must be a pastor; 2 lay persons)
      - iii. Commission on Nominations and Elections (CNE) – (4 rostered workers – 3 of whom must be rostered clergy and 1 may be a deacon; and 3 lay persons (each region to be represented if possible)
      - iv. Commission on Adjudication (COA) – (2 rostered workers)
    - G Regional Missions & Ministry Council (RMMC) – (1 lay person from each circuit elected only by delegates from the circuit)
    - H Board of Regents (not technically an election but a recommendation of individuals to the BOR of each seminary which makes the actual election or appointment):
      - i CLS, Edmonton (1 rostered worker and 1 lay person from each region)
      - ii CLTS, St. Catharines (1 rostered worker and 1 lay person from each region)
  6. The CNE is responsible for managing the voting process and preparing a report for the secretary for inclusion in the convention minutes.
  7. The identity of the election taking place, the number of candidates to be elected, and any pertinent information for each vote that will be conducted (e.g., where regional representation is a requirement or preference) shall appear at the top of each ballot.
  8. The name and the regional affiliation of the candidates in all elections shall be placed on the ballot in alphabetical order.9. A majority of all votes cast shall be required for election to all offices and positions.
  10. Delegates will vote for as many candidates as are to be elected. The results of the votes cast for each candidate shall be announced by the CNE after each ballot in all elections in the order that the candidates appeared on the ballot.
  11. Candidates who have received the majority of votes shall be declared elected by the convention chair, provided that regional or clergy and lay requirements are met.
  12. When a second or succeeding ballot is required, the candidate receiving the smallest number of votes shall be eliminated and the delegates shall vote again. In the case of a tie for the smallest number of votes, all candidates with that total will be removed from subsequent ballots. This will be repeated until a candidate receives a majority of the votes cast.
  13. After ballot results are reported, the CNE shall indicate which names are to be dropped. Thereupon, any other candidates who wish to do so may withdraw their names from subsequent balloting.
  14. All ballots in each election shall be preserved by the CNE until the close of the convention and shall then be deleted.