

Acts of Regional Synod East November 19 2025

Article 1. Opening

On behalf of the convening church, Rev. R. Vermeulen called the meeting to order. Colossians 1:1-14 was read, we prayed and then sung from Hymn 52:1, 4, 5. The brothers were welcomed.

Article 2. Examination of Credentials

The convening church examined the credentials and found them to be in good order. All primary delegates were present. Present from the classes were the following:

Classis Central Ontario: T. Roukema, G. Brintjes, P. Aasman, C. Broersma

Classis Niagara: M. Jagt, R. Vermeulen, E. Nordeman, B. VanAndel

Classis Northern Ontario: T. Vandergaag, B. Vanderhorst, D. Reinink, C. Groen

Classis Ontario West: P. Holtvluwer, J. VanWoudenberg, B. Dokter, R. VanAndel

Article 3. Election of Officers and Constitution of Synod

After voting, the following brothers were chosen to serve as officers:

Chairman: Rev. R. Vermeulen

Vice Chairman: Rev. M. Jagt

Clerk: Rev. T. Vandergaag

Regional Synod East was declared constituted.

Article 4. Adoption of the Agenda

The chairman thanked the church at Attercliffe for all the work done in preparation. The agenda for the meeting was adopted.

Article 5. Adoption of the Agenda

The following agenda was adopted:

- 1) Opening
- 2) Examination of Credentials
 - a. Classis Northern Ontario
 - b. Classis Ontario West
 - c. Classis Niagara
 - d. Classis Central Ontario
- 3) Constitution of Synod and Election of Officers
- 4) Adoption of the Agenda
- 5) Correspondence Received
 - a. Overtures
 - i. Overture from Ancaster re: Update to RSE Regulations
 1. Letter from Elora re: Overture (i)
 2. Letter from Kerwood re: Overture (i)
 3. Letter from Grand Valley re: Overture (i)
 4. Letter from Redemption re: Overture (i)
 - b. Appeals
 - i. Appeal from Kerwood re: COW Dec 2024
 - ii. Appeal from Grand Rapids re: COW Dec 2024

- iii. Appeal from London re: COW Dec 2024
- c. Reports
 - i. Treasury Church Report
 - ii. Audit of the Treasury Church books
 - iii. Inspection of the archives report
 - iv. Regional Synod Deputies reports
 - 1. Deputies Report – Rev T Wierenga
 - 2. Deputies Report – Br Schouten
 - 3. Deputies Report – Br Wattel
 - 4. Deputies Report – Br Fred Struik
 - 5. Deputies Report – Rev Bryn MacPhail
- 6) Appointments
 - a. Regional Synod Treasury
 - b. Church for auditing the books of the treasury
 - c. Deputies of Regional Synod, Art 48 C.O.
 - d. Church to maintain the archives
 - e. Church to inspect the archives
- 7) Arrangement for next Synod
- 8) Question Period
- 9) Censure as per Art 34 C.O.
- 10) Adoption of Acts and Press Release
- 11) Closing

Article 6. Overture and Appeals

Synod held three rounds of discussion on the Overture from Ancaster and the letters from the churches interacting with the Overture (5.a.i.1-4) and held two rounds of discussion on the appeals (5.b.i-iii). Synod appointed committees to deal with the Overtures and Appeals.

Article 7. Reporting

Both committees reported on their work. After discussion, the committees went back to work.

Article 8. Ancaster Overture re: Update to RSE Regulations

The committee working on the Ancaster Overture presented its revised proposal. After discussion, the following was **adopted**:

1. Material

- 1.1. Proposal from Ancaster
- 1.2. Letters from Grand Valley, Elora, Flamborough - Redemption, Kerwood – Grace interacting with the proposal of Ancaster.
- 1.3. RSE declared all admissible

2. Observations

- 2.1. Proposal from Ancaster for revision of regulations of Regional Synod East (RSE) around two main points:
 - 2.1.1. Addresses the problem of a high volume of material coming without adequate time for review by churches and delegates.
 - 2.1.2. Also found opportunity to recommend minor revisions that were noticed during their review.

- 2.2. The letter from Kerwood supports the proposal, but states that the decision of GS 2025 (Art 176), calls into question the necessity of regulations regarding overtures at the level of RSE, and also that an overture could only apply to the churches of RSE in which case the definition should be changed to reflect this.
- 2.3. Redemption and Elora agree with proposal
- 2.4. Grand Valley in general endorses the proposal and has various suggestions.
3. **Considerations and Recommended Amendments**
 - 3.1. The Ancaster proposal deals with an existing weakness in the current regulations of RSE.
 - 3.2. Regarding I.A-B and definitions in the proposal from Ancaster, a distinction is made between an overture and a proposal.
 - 3.2.1. The letter from Kerwood fails to recognize that GS 2025 (Article 176) still allows a church to go through classis and regional synod to a general synod for matters for the churches in common (i.e. overtures).
 - 3.2.2. Recommendation: keep definition as per Ancaster proposal.
 - 3.3. Footnote 8 (page 4) interacts with II.B.5 in the Ancaster proposal. We recommend changing the word “nominating elders” to “suggesting elders,” as this is proper.
 - 3.4. Grand Valley suggests removing “as much as feasible” from II.B.6 (footnote 9). This change would restrict access to regional synod for those who are not computer savvy. Recommendation: keep with Ancaster proposal.
 - 3.5. Regarding II.B.7 of the proposal (footnote 10), it is stated: “Material received after the assigned deadlines listed above shall not be added to the provisional agenda [*nor sent to the delegates*] by the convening church ahead of regional synod.” This is in line with the practice of general synods. We recommend adding “*nor sent to the delegates*” as per above.
 - 3.6. Regarding II.C.3-6 of the proposal. Grand Valley suggests posting overtures and proposals on federation website. Recommendation: adopt this.
 - 3.7. Regarding II.D. (Agenda items) in the proposal. Proper order of the agenda should be election of officers and then constitution of synod. This is in line with the practice of general synods. Recommendation: adopt this.
 - 3.8. Regarding III.C.2 and C.4. (footnote 37) Regional Synod East is capitalized as it refers to the geographical area. It is not capitalized if it is simply “regional synod.” Recommendation: adopt this.
 - 3.9. The references to amended sections of the regulations in the history of the various amendments listed at the end of the regulations is not necessary. Recommendation: remove references and simply include the dates for the amendments.
 - 3.10. Add the word “only” to II.C.4a, 5a and 6a (ie. “send to all the primi delegates and all the first alternates only.”). Recommendation: adopt this.
 - 3.11. Add a section to II.C.4,5, and 6 which says: “Send to all churches in the region the latest provisional agenda only (cf II.C.3.b.ii), and have it posted on the federation website.” Recommendation: adopt this.
4. **Overall Recommendation**
 - 4.1. To adopt the Ancaster proposal with the above amendments.¹

¹ The revised Regulations are found in Appendix 1.

Article 9. Grand Rapids, Kerwood, and London Appeals re: COW Dec 2024

The committee working on the appeals presented its revised proposal. After discussion, the following was **adopted**:

1. Material

- 1.1. Appeal from Grand Rapids
- 1.2. Appeal from Kerwood
- 1.3. Appeal from London
- 1.4. RSE declared all three appeals admissible.

2. Observations

- 2.1. Classis Ontario West, December 11, 2024, received an overture from the church of Trinity–Glanbrook regarding the ongoing classical financial support of the church of Grand Rapids.
- 2.2. In response, Classis Ontario West decided to appoint an ad hoc committee with the following mandate: “to hear from this Church:
 - 4.1. Its view of its financial viability in the coming years;
 - 4.2. Specific initiatives it has taken and plans to take to facilitate financial viability;
 - 4.3. How it intends to address the issue of the retirement of Rev. Kok;
 - 4.4. Its view of its relationship with neighbouring sister churches and the nature of its need in light of these relationships.” (Acts COW, December 11, 2024, Art. 7, Considerations 4)
- 2.3. Grand Rapids, Kerwood, and London appeal the appointment of this ad hoc committee, asserting its creation to be lording it over another church and in violation of C.O. Art. 74. All three churches also appeal the mandate of this committee. They note that the committee was not formed at the request of Grand Rapids.
- 2.4. London recommends RSE to: 1. Revoke the mandate of the ad hoc committee and dissolve the ad hoc committee. 2. To encourage Classis Ontario West to continue to demonstrate faithful stewardship in a manner that also reflects the mutual care and spiritual unity of the churches. 3. To reaffirm the principle that financial support for a struggling sister church is not only an administrative duty but also a spiritual expression of the communion of saints and of bearing one another’s burdens. (Appeal, p. 2.)
- 2.5. Grand Rapids asserts that too much emphasis is placed on “pressing issues” with financial implications. They note they are already in annual correspondence with the designated church for needy churches (Ancaster) about their financial viability and believe this ad hoc committee will not learn anything new. (Appeal, lines 22-26, 38-42.)
- 2.6. All three churches are also concerned about the potential end of funding for Grand Rapids.
 - 2.6.1. London notes that “Classis does not invite the Church of Grand Rapids to share in abundance.” (Appeal, Considerations 1.)
 - 2.6.2. Grand Rapids and Kerwood express concern that financial support—or the ending of it—may be used to “lord it over” Grand Rapids. (Appeal, line 52; Appeal Observations H.I., Considerations A.)
- 2.7. All three churches express concern about the implications of including consideration 4.4 in the committee’s mandate.
 - 2.7.1. Grand Rapids asks rhetorically whether linking financial need to proximity to sister churches “implies that GR should join a sister church.” (Appeal, 77.)

- 2.7.2. Kerwood argues that Classis is binding Grand Rapids to an extra-biblical ecumenical expectation and notes that “Consideration 4.4 implies that the Church of Grand Rapids ought to consider disbanding and have its membership assimilate into the neighbouring churches with which we have ecclesiastical fellowship.” (Appeal, Observations L.)
- 2.7.3. London similarly states that the tone of the decision suggests “that it is preferable for the members of Grand Rapids to seek membership in one of these other churches.” (Appeal, Considerations 3.)
- 2.8. Kerwood further asserts that “church viability is determined by the consistory of the local church rather than by the churches of a Classical region or by finances.” (Appeal, Observations J.)
- 2.9. The church of London maintains that the churches “are called to support one another both spiritually and materially (Gal. 6:10; 2 Cor. 8–9),” asserting that this is “not only an administrative duty but also a spiritual expression of the communion of saints and of bearing one another’s burdens.” (Appeal, Observations 3, Recommendation 3.)
- 3. Considerations**
- 3.1. Classis has the authority to administer the fund for Needy Churches in a manner it deems appropriate, including the evaluation and assessment of the need as well as the distribution of funds. In Classis Ontario West this normally occurs through the Fund for Needy Churches administered by the church of Ancaster. As Kerwood rightly notes, Classis also has the authority to appoint an ad hoc committee to assist in this work, and that doing so is not contrary to Scripture or Church Order.
- 3.2. Grand Rapids asserts that Classis already has the information being requested and that the committee will not learn anything new. If this is so, then the committee’s work will confirm what is already known. Grand Rapids does not prove it is wronged by the request for this information.
- 3.3. When evaluating whether to continue providing support, it is not improper for Classis to consider the surrounding ecclesiastical context and consult with the local consistory about the possible effects on the congregation.
- 3.4. It is true, as Kerwood states, that local church viability is a decision of the local consistory. However, the decision to supply financial aid through the Fund for Needy Churches rests with Classis.
- 3.5. The ad hoc committee is tasked only with gathering information. Regional Synod cannot judge based on presumptions about future outcomes, but only on the decision currently made.
- 3.6. London’s first two recommendations (Observation 4) go beyond the jurisdiction of a Regional Synod. Regional Synod East can only judge whether classis erred in its decision to form this committee with its specific mandate.
- 3.7. London correctly notes (Recommendation 3) that we are called to bear one another’s burdens. However, when a church seeks financial support, Classis has the responsibility to reasonably understand and evaluate the burden it is being asked to share. Seeking such understanding and evaluation is not “lording it over the churches.”
- 4. Recommendation**
- 4.1. That Regional Synod East deny the appeals of Grand Rapids, Kerwood, and London.

Brothers B. Dokter and J. VanWoudenberg abstained from voting.

Article 10: Reports

1. Synod received the report of the treasury church. The proposal to assess the churches \$8.00 per communicant member was approved. The treasury church was discharged of its responsibility for that period of time.
2. With thankfulness, Synod received a report from the reviewer of the books of the treasury that they were found to be in good order.
3. With thankfulness, Synod received a report from Brampton-Grace indicating that the archives for RSE 2024 were inspected and found to be in good order.
4. As per CO art. 48, the following reports from the Regional Synod deputies were received:
 - 4.1. Revs. J. VanWoudenberg and C. VanderVelde gave concurring advice to proceed with the deposition of Rev. T. Wierenga as minister of the Word (CO Art. 71) by CNO (Dec 11, 2024).
 - 4.2. Revs. A. Roukema and J. VanWoudenberg gave concurring advice to sustain the peremptory examination of Josh Schouten by CN (Sept 17, 2025).
 - 4.3. Revs. R. den Hollander and J. Poort gave concurring advice to sustain the peremptory examination of Kevin Wattel by CCO (Sept 12, 2025) .
 - 4.4. Revs. T. Vandergaag and R. Vermeulen gave concurring advice to sustain the peremptory examination of Fred Struik by COW (Oct 29, 2025).
 - 4.5. Revs. T. Vandergaag and R. Vermeulen gave concurring advice to declare Rev. Bryn MacPhail eligible for call in the Canadian Reformed Churches by CCO (October 24, 2025).

Article 11: Appointments

The following appointments were made:

1. Treasury church: Grassie-Covenant
2. Church for auditing the books of the treasurer: Lincoln-Vineyard
3. The following ministers were appointed as Regional Synod deputies (CO art. 48):
 - 3.1. from Classis Central Ontario: Rev. C. Vandervelde (first alternate: Rev. A. Roukema; second alternate: Rev. I. Wildeboer) as deputy for Classes Northern Ontario and Niagara
 - 3.2. from Classis Northern Ontario: Rev. J. Poort (first alternate: Rev. T. Vandergaag; second alternate: Rev. S. Vanderveelde) as deputy for Classes Central Ontario and Ontario West
 - 3.3. from Classis Niagara: Rev. R. Vermeulen (first alternate: Rev. R. den Hollander; second alternate: Rev. J. Louwerse) as deputy for Classes Central Ontario and Ontario West.
 - 3.4. from Classis Ontario West: Rev. J. VanWoudenberg (first alternate: Rev. K. Kok; second alternate: Rev. S. van Leeuwen) as deputy for Classes Northern Ontario and Niagara.
4. Church to maintain the archives: Toronto-Bethel
5. Church to inspect the archives: Brampton-Grace

Article 12: Arrangement for next Synod

The church of Rehoboth-Burlington/Waterdown is appointed to convene the next RSE on November 18, 2026 @ 9am.

Article 13: Question Period

Question period was not made use of.

Article 14: Censure as Per Art. 34 C.O.

The chairman ruled that censure was not necessary. He thanked the brothers for their cooperation.

Article 15: Acts and Press Release

The Acts for November 19, 2025 were read and adopted. The Press Release was read and approved for publication.

Article 16: Closing

After singing Ps 122:3 and a prayer of thanksgiving, the chairman declared Regional Synod East 2025 closed.

On behalf of Regional Synod East November 19, 2025,
Rev. T. Vandergaag,
(clerk at the time)

Appendix 1

Regulations for Regional Synod East

I. Definitions

- A. *Overture* – A written proposal arising from a local church via a classis and intended for the churches in common at a general synod (see Art. 30 CO).
- B. *Proposal* – A written proposal arising from a local church to do with matters germane to Regional Synod East (RSE).
- C. *Appeal* – A written complaint by an individual(s) or a consistory demonstrating with evidence how he (they) have been wronged by a minor assembly and asking RSE to judge the validity of said party's complaint (see Art 31 CO).

II. Convening and Constitution of Regional Synod

A. Convening of Synod

- 1. In accordance with Article 47 of the Church Order, the appointed church shall normally convene regional synod at the time and date set by the previous RSE. As a rule, RSE shall be convened in the month of November.

B. Submission Deadlines & Format

- 1. All overtures and/or proposals shall be at the convening church no later than three months prior to regional synod.
- 2. All appeals shall be at the convening church no later than one month prior to regional synod.
- 3. All reports (e.g. from the treasury church, church to maintain the archives, deputies of RSE, etc.) shall be at the convening church no later than one month prior to regional synod.
- 4. All interaction from the churches with overtures and/or proposals shall be at the convening church no later than two weeks prior to regional synod.
- 5. All letters suggesting elders for delegation to a general synod shall be at the convening church as a rule no later than two weeks prior to regional synod.
- 6. All submissions should as a rule be sent in digital format (searchable text PDF as much as feasible). Those submitting overtures, proposals, or appeals, shall ensure that also one signed paper copy is submitted, for the archives.
- 7. Material received after the assigned deadlines listed above shall not be added to the provisional agenda nor sent to the delegates by the convening church ahead of regional synod. Such materials shall only be added to the agenda by regional synod itself and only when the assembly is satisfied that the reasons given for late arrival are acceptable.

C. Duties of the Convening Church

- 1. No later than four months prior to regional synod, the convening church shall:
 - a. Contact all the churches in the region in order to:
 - i. Give notice of the date, time, and place of the upcoming RSE and to notify them of the various submission deadlines (see announcement below);
 - ii. Request the churches to make the following announcement in writing to

their congregations:

Regional Synod East is to be convened on [*X date & time*] by the [*name of convening church; add location if different from church building*]. All matters for the agenda are to be submitted as soon as feasible. Overtures or proposals must be submitted no later than [*give the specific date, i.e. three months prior to RSE*]; appeals must be submitted no later than [*give the specific date, i.e. one month prior to RSE*]; and interactions from churches regarding submitted overtures or proposals must be submitted no later than [*give the specific date, i.e. two weeks prior to RSE*]. As a rule, all submissions should be sent in digital format (searchable text PDF as much as feasible). Those submitting overtures, proposals, or appeals shall ensure that one signed paper copy is provided to the convening church, for archiving purposes. Electronic submissions should be sent to the convening church at [*provide email*] and any hard copies to [*provide snail mail*].

- iii. Place the above announcement on the federation website.
2. No later than eight weeks prior to each of the September (or fall) classes in the region, the convening church shall:
 - a. contact the convening church for each classis in the region in order to:
 - i. give notice of the date, time, and place of the upcoming RSE;
 - ii. request that the appointment of delegates to RSE be placed on the agenda of classis;
 - iii. request that the clerk of classis send a credential to the convening church of RSE containing the names and email addresses of those delegated to regional synod.
 3. No later than three months less a week prior to regional synod, the convening church shall:
 - a. Compose the first provisional agenda (see D. below);
 - b. Send to all the churches in the region:
 - i. The first provisional agenda;
 - ii. All overtures or proposals submitted to the convening church;
[**Note:** appeals are not to be sent to the churches but only to delegates]
 - iii. In the year when regional synod is to choose delegates for general synod, request the churches to send names of elders who can stand for delegation, and to provide a short written description of each brother with respect to both who he is and his suitability for service at a general synod.
 - c. Have all overtures and proposals posted on the federation website.
 4. As soon as feasible after each September classis has been held (at which delegates for RSE are chosen) but no later than the end of September, the convening church shall:
 - a. Send to all the primi delegates and all the first alternates only:
 - i. The latest provisional agenda;
 - ii. All materials (including any appeals) submitted to the convening church;
 - iii. An up-to-date copy of the Regulations for RSE.

- b. Send to all churches in the region the latest provisional agenda only and have it posted on the federation website.
- 5. No later than one month less two days prior to regional synod, the convening church shall:
 - a. Send to all the primi delegates and all the first alternates only:
 - i. The latest provisional agenda
 - ii. Any additional materials submitted to the convening church.
 - b. Send to all churches in the region the latest provisional agenda only and have it posted on the federation website.
- 6. No later than two weeks less two days prior to regional synod, the convening church shall:
 - a. Send to all the primi delegates and all the first alternates only:
 - i. The latest provisional agenda;
 - ii. Any additional letters from the churches submitted to the convening church.
 - b. Send to all churches in the region the latest provisional agenda only and have it posted on the federation website.
- 7. Ahead of the commencement of regional synod, the convening church shall:
 - a. Arrange to have suitable meals as well as beverages/snacks available for the delegates;
 - b. Arrange to have high-speed internet access available throughout the building;
 - c. Arrange to have available at least one printer/photocopier along with sufficient paper, at least one stapler, and a paper shredder;
 - d. Supply paper ballots in the amount that may reasonably be anticipated.

D. Agenda Items

- 1. The agenda shall consist of the following points:
 - 1. Opening (see II.G.1.a)
 - 2. Examination of credentials (see II.G.1.b)
 - 3. Election of officers and constitution of synod (see II.H)
 - 4. Adoption of the agenda
 - 5. Correspondence received
 - a. Overtures
 - i. Letters from churches re: overtures
 - b. Proposals
 - i. Letters from churches re: proposals
 - c. Appeals
 - d. Reports
 - e. Other
 - 6. Appointments
 - a. Regional synod treasury church
 - b. Church for auditing the books of the treasury church
 - c. Deputies *ad* Article 48 CO
 - d. Church to maintain the archives

- e. Church to inspect the archives
- f. Prior to general synod
 - i. Delegates to general synod
 - ii. Establishing loss of wage claims for these delegates
 - iii. Nominations for the board of governors of CRTS
- g. Arrangements for next Regional Synod East
- 7. Question period
- 8. Censure ad Art. 34 CO
- 9. Adoption of the acts and press release
- 10. Closing

E. Appeals

1. All appeals should be at the convening church at least one month prior to regional synod. As a rule they should be sent in digital format (searchable text PDF as much as feasible) along with one signed paper copy, for the archives.

F. Appointments and Reports

1. All churches and/or individuals appointed by a regional synod to serve in some capacity shall retain their appointment until the next regional synod. They shall submit a written report on their activities to the next regional synod no later than one month prior to its convening. Deputies who have not been called upon to serve within a given period need not submit a report.

G. Acting Chairman

1. The chairman of the convening church shall act as chairman until regional synod has been constituted:
 - a. He shall call the meeting to order and open in an ecclesiastical manner (Art. 34 CO).
 - b. He shall have the credentials examined as to whether regional synod can be constituted (Art. 32 CO).

H. Officers

1. Officers of synod shall be chosen by ballot in this order: chairman, vice-chairman, clerk. Election to office shall be by majority of votes cast. Although advice can be requested in particular matters, advisory members shall not be appointed.

III. DUTIES OF THE OFFICERS

A. The Chairman (i.e. the President, Art 35 CO)

1. The chairman shall see to it that business is transacted in the proper order and is expedited as much as possible and that members observe the rules of order (cf. Art. 35 CO).
2. He shall call the meeting to order at the appropriate time, call the roll, and see to it that each session is properly opened and closed.

3. He shall place before synod every motion that is made and seconded, in accord with the accepted order, and he shall clearly state every question before a vote is taken, so that every member may know on what he is voting.
4. If the chairman feels the need to speak on a pending question, he shall relinquish the chair to the vice-chairman for that period of time. While holding the chair he may speak to state matters of fact or to inform synod regarding points of order.
5. He shall have, and duly exercise, the prerogative of declaring a motion or person out of order. If his ruling is challenged, it shall be submitted to synod for decision by majority vote.
6. The chairman shall have the right to vote on any question.
7. In case of a point of order, the chairman must make a ruling at once. Such ruling may be reversed by a majority of synod if any member is dissatisfied with the ruling of the chair and appeals to the floor.
8. The chairman shall close the synod with appropriate remarks and with prayer (Art. 34 CO).

B. The Vice-chairman

1. The vice-chairman shall, in the absence of the chairman, assume all his duties and privileges.
2. The vice-chairman shall render all possible assistance to the chairman as circumstances require.
3. The vice-chairman shall prepare the press release and, once approved, shall see that it is posted on the federation website as soon as feasible.

C. The Clerk

1. The clerk shall keep a proper record of the business of synod (Art. 36 CO). This record shall ordinarily include
 - a. the opening and closing of sessions and roll call;
 - b. all motions, whether carried or defeated, except such motions as were withdrawn;
 - c. all final reports of committees and all decisions of synod;
 - d. any document, or part of a document, or part of a debate or an address that synod, by majority vote, has decided to insert into the Acts.
2. The clerk shall distribute a copy of the Acts to each church of RSE.
3. The clerk shall see to it that, with the exception of confidential Acts, a copy of the Acts is posted and stored on the federation website. Confidential Acts shall be sent only to the consistories of each church.
4. The clerk shall distribute to all the churches of the federation any overture adopted by RSE for submission to a general synod.
5. The clerk shall see to it that the church appointed to maintain the archives is supplied with the following documents (Art. 43 CO):
 - a. Agenda
 - b. Credentials
 - c. Originals of all documents addressed to RSE, or else copies if originals are not available
 - d. Copy of all correspondence sent out by the clerk of synod

- e. Acts
- f. List of all documents sent to the church appointed to maintain the archives

IV. SYNODICAL COMMITTEES (if deemed necessary)

A. Advisory Committees of Synod

1. The officers of synod shall propose advisory committees, with a convener, to serve for the duration of synod.
2. The officers of synod shall propose an arrangement of matters on the agenda to the appropriate committees.
3. All reports shall be distributed in ample time before they are presented for discussion.
4. The committee reporter shall present the reports.
5. If there is a minority report as well as a majority report, both reports shall be given into discussion, but the majority report shall be voted on first.
6. During the discussion, the task of defending the report shall rest primarily with the reporter of the committee. Other committee members shall receive the privilege of the floor to elaborate on or clarify any point.
7. In order to facilitate the discussion on a pending issue the chair shall ordinarily call for the discussion in two parts (rounds)—in the first part opportunity is given to members to express remarks related to the issue in question. In the second or following parts members may react to the discussion or the issue in question.
8. The discussion may be extended by discretion of the chairman or by a decision of synod.
9. If anyone has been requested to advise synod on any particular matter, he shall address synod on that matter only.

V. RULES OF ORDER

A. Closed Sessions of Synod

1. A “closed session” shall ordinarily mean a session where members of synod and current office bearers may be present. A closed session shall be used in delicate or unusual situations.
2. A “closed/restricted session” shall, as a rule, mean a session where **only** members of synod may be present. This shall only take place when synod judges that such a course is dictated by due regard for personal honour or the welfare of the churches in extremely delicate situations.

B. Main Motions

1. A “main motion” is one which presents a certain subject for consideration or action. A main motion is acceptable under the following conditions:
 - a. The mover has been recognized by the chair;
 - b. The motion has been seconded.

C. Motion to Amend

1. A “motion to amend” is a proposal to alter the main motion before a final action is taken on the motion. The following conditions apply:
 - a. A motion to amend may propose any of the following: to strike out, to insert or to substitute certain words, phrases, sentences or paragraphs;
 - b. A motion to amend is not a proper amendment if it nullifies the main motion or is not germane to it;
 - c. A motion to amend an amendment is permissible and is called a secondary motion.

D. Call for a Division of the Question

1. At the request of one or more members of synod, a motion consisting of more than one part must be divided and voted upon separately, unless the majority of synod decides that such division is not necessary.

E. Objection to the Consideration of a Question

1. If any member of synod is not satisfied with the ruling of the chair, the matter is to be referred to synod for a decision.

F. Right of Protest

1. It is the right of any member to protest against any decision of synod. Protest should be registered immediately, or during the session in which the matter concerned was acted upon. Protests must be registered individually and not in groups. Members may, if they feel the need, ask to have their negative vote recorded. Such requests must be made immediately after the vote is taken.

G. Motion to Bring Matters Once Decided Again Before Synod

1. Any member of synod, for weighty reasons, may move to have a previously-decided matter reconsidered. The purpose of this motion is to propose a new discussion and a new vote.

H. Discussion

1. To obtain the floor a speaker must be recognized by the chair;
2. If any member has spoken twice on an issue under discussion, others who have not yet spoken twice shall, as a rule, be given priority by the chair;
3. When the chairman believes that a motion under consideration has been debated sufficiently, he may propose cessation of debate. If a majority of synod sustains his proposal, discussion shall cease and the vote shall be taken.
4. Any member of synod, when he deems a matter to have been debated sufficiently, may move to close the discussion. Should a majority be in favour of closure, the vote on the motion being discussed shall be taken only after those who had already requested the floor have been recognized.

I. Voting

1. Voting on persons shall be done by secret ballot. Such voting shall be done by a majority vote of synod, including when voting for alternates. In case of a tie, the oldest shall be considered chosen.
2. Voting on other matters shall be done by way of an oral vote, or by a show of hands, or by secret ballot if so requested by a member of synod.
 - a. Oral voting may take place either by the chairman asking for a collective oral response in favour of the motion and afterward against, or by calling off the names of the voters from the attendance list.
 - b. A matter shall be considered adopted if more than half of the number of members present, and entitled to vote according to Article 32 of the CO, are in favour of it. In case of a tie vote the matter is considered defeated.

J. Revision

1. These Regulations may be amended or revised by a majority vote of synod.¹

¹ These Regulations were adopted by RSE 2025. Previous editions/revisions were made by the following Synods: 1997, 2003, 2007, 2010, 2012, 2023.