

Convening Order One Hundred and Forty-Six

The Most Reverend Anne Germond,
Metropolitan of the Ecclesiastical Province of Ontario,
has designated
Christ Church Cathedral
as the place
and Saturday, February 28, 2026
as the date of the
Session of Synod
for the Election of the Bishop of Ottawa

**Registration will commence at 8:00 am
in the foyer of Christ Church Cathedral**

A service of Holy Eucharist will be celebrated at 9:00 am

**The Synod will be called to order
following the Eucharist**

NOTE: The Convening Circular will not be made available in printed form. Please print your own copy or download it onto your device in advance, so you can access the documents during Synod.

Table of Contents

OPENING BUSINESS

Convening Order	page 1
Sessional Order	page 3
Synod Agenda	page 4
Omnibus Motion	page 5

SYNOD MEMBERSHIP

List of Synod Members	page 6
-----------------------------	--------

ANNEX DOCUMENTS

Glossary of Terms	page 12
Membership of Electoral Committees	page 14
Canon Concerning Electoral Synod.....	page 16

Sessional Order of Proceedings

The order of business for the day is set out in the agenda.

SATURDAY, February 28, 2026 - The session will begin at 9:00 am with a Eucharist celebrated by the Most Reverend Anne Germond, Metropolitan of the Ecclesiastical Province of Ontario. Following the Eucharist, Synod will convene with the Most Reverend Anne Germond chairing the session. At that time the administrative business of Synod will be conducted. After receiving the list of nominations, Synod will proceed with the election process as outlined in the agenda.

PRAYER VIGIL

Synod will be continuously held in prayer by people from parishes across the Diocese. Many of these people will be present in the Good Shepherd Chapel at the Cathedral and members of Synod are invited and encouraged to join them.

ACCOMMODATIONS

Accommodations are the responsibility of the Synod member.

LOCATION AND PARKING

Parking is available near the Cathedral at parking garages along Queen Street between Bronson Avenue and Lyon Street. [Regular public transit routes](#) to the downtown Parliament Hill area will easily get you close to the Cathedral, and the Lyon Station for the O-Train is just down the street. There is no free street parking close to the Cathedral on Saturday.

The most accessible entrance to the Cathedral is through the glass entranceway at 414 Sparks Street, Ottawa, which is wheelchair accessible. Alternatively, access to the cathedral can be gained through the entrance at 439 Queen Street, Ottawa.

MEALS

There will be a light refreshment break following the Eucharist. A boxed lunch will be provided at a convenient time mid-day.

FEES AND REGISTRATION

There are no fees for this Synod. Registration will be online only. Registration begins on Monday, January 26, 2026 and must be completed no later than Sunday, February 8, 2026. Parish Incumbents are responsible for registering parish members, including parish clergy. Diocesan staff, including Executive Directors of Community ministries, will be registered by the Bishop's Office. Officers of Synod will be registered by the Synod Secretaries. Diocesan Council members, retired clergy (who were elected to serve as members of Synod at the October 3, 2026 meeting of retired clergy), and other clergy under the jurisdiction of the Bishop of Ottawa (including military chaplains), are responsible for registering themselves.

Anglican Diocese of Ottawa Electoral Synod 2026 Agenda

SATURDAY, FEBRUARY 28, 2026

Morning

- 8:00 On-Site Registration (Cathedral Foyer)
- 9:00 Synod Eucharist (Cathedral)
- 10:00 Break (Great Hall)
- 10:20 Electoral Synod Called to Order (Cathedral)
 - Housekeeping Announcements
 - Omnibus Motion
 - Introduction of Nominees
 - Balloting
- 12:00 Lunch (Great Hall)
- 12:45 Balloting Takes Place Until a Bishop Is Elected (Cathedral)

Upon Election of New Bishop

- Formal Consent to the Election
- Address from the Chair
- Address from the Bishop-Elect
- Motions
- Adjournment

MOTION 1: OMNIBUS MOTION

MOVED BY The Rev. Canon Stephen Silverthorne, Clerical Secretary
SECONDED BY Canon Henry Schultz, Chancellor

That Synod approve an omnibus motion that grants the privileges of the House, appoints Sessional Committees, and adopts the Agenda as distributed in the Synod package.

MOTION - PRIVILEGES OF THE HOUSE

That Synod grant the following people the privileges of the house:

- Resource People Assisting or Making Reports or Presentations at Synod

MOTION – SESSIONAL COMMITTEES

That Synod appoint the following sessional committees for the 146th Session of Synod:

1. Committee to Review the Minutes

- Arlene Armstrong
- Court Harkness
- The Rev. Dr. Alana McCord

2. Resolutions Committee

- Marian McGrath
- Margaret Porter
- Canon Henry Schultz
- The Rev. Canon Stephen Silverthorne

3. Scrutineers Committee

- Heidi Pizzuto (Chair)
- Steve Chaplin
- Debbie Danson
- Richard Evans
- Heidi Fawcett
- Lynn Glenn
- Deborah Rowan-Legg

MOTION – AGENDA OF THE 146th SESSION OF SYNOD

That Synod adopts the agenda found in the Synod package as the agenda for this session of Synod.

Synod Members

As of February 8, 2026

OFFICERS OF SYNOD

POSITION	NAME
Chair	The Most Rev. Anne Germond
Clerical Secretary	The Rev. Canon Stephen Silverthorne
Lay Secretary	Margaret Porter
Chancellor	Canon Henry Schultz
Vice-Chancellor	Marian McGrath
Recorder	Shaylene Tompkins (Non-Voting)
Budget Advisor	Graham Sheppard (Non-Voting)
Site Manager	Carol Nusum (Non-Voting)
Organist	James Calkin (Non-Voting)
Prayer Coordinator	Paul Dumbrille (Non-Voting)

DIOCESAN STAFF

POSITION	NAME
Diocesan Administrator	The Rt. Rev. Michael Bird (Non-Voting)
Executive Archdeacon	The Ven. Linda Hill
Director of Communications & Development	Carole Breton (Non-Voting)
Director General of Community Ministries	The Rev. Victoria Scott
Director General of Community Ministries (Retired)	The Rev. Dr. PJ Hobbs
Donor Relations & Development Officer	Marcela Hurtado (Non-Voting)
Digital Communications Coordinator	Regina Silva (Non-Voting)
Diocesan Archivist	Dr. Glenn Lockwood (Non-Voting)
Executive Assistant to the Bishop	Heidi Pizzuto (Non-Voting)
Admin Assistant, Property & Asset Mgmt.	Amy Elliot (Non-Voting)
Refugee Case Manager	Ishita Ghose (Non-Voting)
Crosstalk - Perspective Editor	Leigh-Anne Williams (Non-Voting)
Executive Director - Belong Ottawa	Shauna Young (Non-Voting)
Canon Theologian	The Rev. Canon Dr. Chris Brittain (Non-Voting)

MEMBERS OF DIOCESAN COUNCIL 2024 - 2025

The Rt. Rev. Michael Bird (Chair)
 The Very Rev. Beth Bretzlaff (Vice-Chair)
 Canon Henry Schultz (Chancellor)
 Margaret Porter (Lay Secretary of Synod, non-voting)
 The Rev. Canon Stephen Silverthorne (Clerical Secretary of Synod, non-voting)

Tracy Albert
The Rev. Matthew Brown
The Rev. Adam Brown
Caroll Carkner
Marie Cheesman
The Rev. Dr. Caroline (Caz) Ducros
Kathryn Fournier
The Rev. Dr. Mary-Catherine Garden

Robert Hanson
Kate Jordan
The Rev. Canon George Kwari
The Rev. Dr. Alana McCord
Christine Ormsby
The Rev. Rosemary Parker
The Ven. Monique Stone
Lyoness Woodstock

BISHOP'S APPOINTEES TO SYNOD

Canon Monica Patten
Jamie Tomlinson

POSTULANTS OF THE DIOCESE (NON-VOTING)

John Becvar
Sarah Keeshan
Charlie Scromeda

CLERGY SERVING IN OTHER MINISTRIES

The Rev. Canon Hilary Murray, Cornerstone Housing for Women

RETIRED CLERGY [SELECTED PURSUANT TO CANON 2.02]

The Rev. Canon David Clunie
The Ven. Peter Crosby
The Rev. Canon Kenneth Davis
The Ven. Robert Davis
The Ven. Christopher Dunn
The Rev. Richard Durrett
The Rev. Canon Pat Johnston
The Rev. Canon Peter Lackey
The Rev. Joan Riding
The Ven. Lt. Col. Michelle Staples

OTHER CLERGY UNDER THE JURISDICTION OF THE BISHOP OF OTTAWA

Capt. Claire Bramma
Lt. Col. Mike Gibbons
The Rev. Dan Howard
The Rev. Dr. Mishka Lysack
The Rev. Kerri Mooney
Col. Lisa Pacarynuk
The Rev. George Scharf
The Rev. David Shields
The Rev. William Simons
The Rev. John Stopa
The Rev. Joseph Varkey
Deacon Steven Zytfeld

PARISH SYNOD MEMBERS

CATHEDRAL DEANERY

Parish	Clergy	Lay
Christ Church Cathedral	The Very Rev. Beth Bretzlaff The Rev. Canon Doug Richards Deacon Jarrett Carty	Corey Graham Daniel Jerusalimiec Norm Villegas Katherine Spencer-Ross

DEANERY OF CENTRAL OTTAWA

Parish	Clergy	Lay
St. John the Evangelist	The Rev. Canon Gary Van der Meer	James Cummings Barbara Dransch
Church of the Ascension		Kate Jordan Diana Partridge
St. Matthew's	The Rev. Geoffrey Chapman	Elaine Gordon John McBride
St. Barnabas	The Rev. Canon George Kwari	Bruce Patterson Diane Roussel
All Saints, Westboro	The Ven. Kathryn Otley The Rev. Chung Yan Lam	Ken Mcmillan Steve Sibbald Catrina Tapley
St. Mark's	The Rev. Dr. Mary-Catherine Garden	Janis Perkin Georgia Roberts
Julian of Norwich	The Rev. Karen McBride Deacon Elizabeth December Lovell	Jillian Gauthier Sandy Holmes
St. Stephen's	The Rev. Lee Lambert	Marilyn Brownlee Hilary Dawson Marilyn Sullivan

DEANERY OF EAST OTTAWA

Parish	Clergy	Lay
Trinity	The Ven. Mark Whittall	Aileen Lamont Mallory Williams
St. Thomas the Apostle	The Rev. Tim Kehoe The Rev. Maria Nightingale	Marcia Foster Cathy Munroe Derwyn Sangster Catherine Smith
St. Aidan's	The Rev. Rosemary Parker	Phil Charko Lois Wynn
Epiphany	The Rev. Simone Hurkmans	Derek Keane Kitty Galt
St. Bartholomew's	The Rev. Canon Catherine Ascah	Michael Beall Sandy Beeman

St. Margaret's, Vanier	The Rev. Colin McFarland The Rev. Canon Aigah Attagutsiak	Leena Arreak Charmaine Roye
St. Alban's	The Rev. Michael Garner	Ryan Dening Jennifer Parr
St. Bernard de Clairvaux	The Rev. Canon Kevin Flynn	Marie-Alice Belle
St. Columba, Manor Park	The Rev. Susan Lewis	Nicole Christie Anne Stairs
St. James, Leitrim	The Rev. Nash Smith	Carole Ladouceur Victor Wootton
All Saints, Greely	The Rev. Margo Whittaker	Grace Jones Jennie Lee

DEANERY OF WEST OTTAWA

Parish	Clergy	Lay
Christ Church, Bell's Corners	The Ven. Monique Stone	Janice Bertrand Ed Daley Karen Daley Susan Whitton
St. James, Manotick	The Rev. John Holgate	Janet Harris-Campbell Rick Thompson Jane Venus
St. John, Kanata North	The Rev. Dr. Jon Martin	Shannon Kennedy Susan Rivington
St. Paul's, Kanata	The Rev. Canon Stephen Silverthorne	Robert Craig Laura Pummell Debbie Randall Elizabeth Sabbagh Kristen VanderHoek
St. Thomas, Stittsville		Mary Attwell Pat McNally
Huntley	The Rev. Bob Albert	Boyd Blackwell Tanja Puchala
West Carleton-March	The Rev. Dr. Alana McCord	Martin Cleary Margaret Hyland

DEANERY OF THE NORTHWEST

Parish	Clergy	Lay
St. Barnabas, Deep River	The Ven. Patrick Stephens	Bob Cleland Mallory Green
The Valley	The Rev. Matthew Brown The Rev. Gillian Hoyer The Rev. Nicholas Forte The Rev. Christine Muise	Dave Eagles Karen Mann Julie McMillan Bernard Raglin Bill Schroeder
St. Paul's, Renfrew	The Rev. R Susan Smandych	Marg Bauer Heather Hayman

Emmanuel, Arnprior	The Rev. R Susan Smandych	Elva Brohart Brian Gilhuly
Mattawa-Rutherglen		
Pakenham		Terry MacHardy Karen Matt

DEANERY OF THE SOUTHWEST

Parish	Clergy	Lay
St. James, Perth	The Rev. Robert Camara	Deborah Folkes Felice Parthun
St. John's, Smith Falls	The Rev. Dr. Thomas Brauer	Lois Arkell Brenda Ferguson
St. Paul's, Almonte	The Rev. Jonathon Kouri	Sally Hortop Elizabeth Veninga
Mississippi Lake	The Ven. Brian Kauk	Debbie Cowell-Burn Helen Vandermey Alison Wark
South Carleton	The Rev. Allan Budzin	Robin Craig Paul Desbiens Dorothy Svendsen
Richmond	The Rev. Allan Budzin	Steve Gibb Christine Ormsby
Maberly-Lanark		Anne Graham Debra Cox

DEANERY OF EAST ONTARIO

Parish	Clergy	Lay
St. Helen's, Orleans	The Ven. Rhonda Waters The Rev. James Duckett	Jina Rodas-Wright Rebecca Muth Jean Lockett
Lower Ottawa Valley	The Rev. Felix Longdon	Ruth Stanton Donna McMillian
St. Lawrence	The Rev. Adam Brown The Rev. Cynthia MacLachlan	Francis Lougheed Tom Green Janet Sturrock
South Dundas	The Rev. Mark Lewis	Jill Dumaresq Ruth Speer
North Dundas	The Rev. Jonathan Askwith	Caroline Roberts Arlene Armstrong
St. Mary's, Russell	The Rev. Tom Hubschmid	Charlotte Brooks David Langlois
Holy Trinity, Metcalfe	The Rev. Tom Hubschmid	Meredith Brophy Kay Stanley
St. Mary's, Navan	The Rev. Stephanie McWatt	Mark O'Donoughue

DEANERY OF WEST QUEBEC

Parish	Clergy	Lay
Holy Spirit	The Rev. Dr. Caz Ducros The Rev. Dr. Sony Jabouin	Stephanie Baker Daphne Fry Meg Sinclair
Christ Church, Aylmer		Nathan Durham Trevor Kerr
West Quebec	The Ven. Eric Morin	Deborah Bergeron Monica Dodson
St. James, Otter Lake		

Glossary of Terms

Chair of Synod

The Canons, Bylaws and Regulations (CBR) of the Anglican Diocese of Ottawa state that the Metropolitan of the Ecclesiastical Province of Ontario is to chair the meeting of the Electoral Synod.

Chancellor and Vice-Chancellor

These terms refer to members of the legal profession appointed by the Bishop to advise Synod on legal, procedural and other related matters. Henry Schultz is the Chancellor and the Vice-Chancellor is Marian McGrath.

Electoral Synod

This is a meeting of Synod summoned for the purpose of electing a Bishop.

Electoral Synod Member

Only Members of the Electoral Synod are permitted to vote at that Synod. Members of the Electoral Synod are either Lay members or Clerical members. Lay members of the Electoral Synod are chosen as follows:

- at its Annual Vestry meeting, each parish elects a Synod member or members to share in the deliberations of the Synod, and this includes membership in the Electoral Synod. Pursuant to Bylaw 3.01(6), all lay persons who were selected by their parishes to attend the Annual Synod of 2025 are automatically members of the Electoral Synod of 2026;
- the Chancellors, the Lay Secretary of Synod and all persons who were members of Diocesan Council at the time of the 2025 Annual Synod are automatically members of the Electoral Synod; and,
- the Bishop of Ottawa also has the right to appoint up to 15 lay persons as members of Synod.

All persons on the Clergy List of the Diocese, including Parish Incumbents, Associates, Assistants, and Other Clergy Under the Jurisdiction of the Bishop of Ottawa (including military chaplains) are also members of the Electoral Synod by virtue of their office.

As specified by the Canon 2.02, up to ten percent of retired clergy are also eligible to become members of the Electoral Synod. These are chosen by a selection process overseen by the Secretaries of Synod.

Minutes Review Committee

This committee is a sessional committee, appointed only for the duration of its task. Its responsibility is to review the minutes taken at a Synod for accuracy and clarity. The committee ceases to exist once it has completed its review. Once reviewed by the committee, the minutes are presented to the next session of Synod for correction and approval.

Resolutions Committee

This is a sessional committee, and ceases to exist after the conclusion of each Synod. The primary role of the committee is to review motions prior to their being discussed by the

Synod. The committee ensures that the motions make sense and will achieve what the mover and seconder of the motion intend.

Secretaries of Synod

There are two Secretaries of Synod. The Lay Secretary is elected by Diocesan Council for a three-year renewable term to represent the Laity of the Diocese. The Lay Secretary is Margaret Porter. The Clerical Secretary is appointed by the Bishop to represent the Clergy of the Diocese. The Clerical Secretary is the Rev. Canon Stephen Silverthorne. The Secretaries work on our behalf to oversee meetings of Synod and to follow up on the motions and initiatives arising from Synod meetings. The Secretaries are also responsible for the work of the Diocesan Council which has the task of overseeing the work of the Diocese between meetings of Synod.

Scrutineers Committee

The committee is led by the head of Scrutineers, and its membership is appointed at the beginning of the Electoral Synod. Scrutineers are responsible for counting votes cast at the Synod. Scrutineers' term of service comes to an end at the conclusion of the Synod at which they were appointed.

Synod

The term refers to the meeting or council of the clergy and people of the Diocese. The term also refers to the legal name of the Diocese, the Incorporated Synod of the Anglican Diocese of Ottawa.

Votes by Orders

Voting at the Electoral Synod is conducted by orders (also known as houses). This means that **clergy and laity** vote separately, and their ballots are tallied separately. To be elected, a nominee must receive a majority of votes from both orders.

MEMBERSHIP OF ELECTORAL COMMITTEES

EPISCOPAL ELECTION COMMITTEE

The Episcopal Election Committee (EEC) is an ad hoc committee of Diocesan Council, whose activities are prescribed by Canon 2.06, and Bylaws 2.05 and 2.09. As directed by the CBRs, the committee's membership is appointed by Diocesan Council. The EEC includes people with a wide range of skills, experience, and geographical perspectives, and is chaired by the Secretaries of Synod. The membership of the committee is listed below.

The following are voting members of the committee:

- Margaret Porter (co-chair) - *Lay Secretary to Synod*
- The Rev. Canon Stephen Silverthorne (co-chair) - *Clerical Secretary to Synod*
- Marie Cheeseman - *Area Parish of the Valley*
- Tom Green - *Area Parish of the St. Lawrence*
- The Rev. Canon Dr. PJ Hobbs - *Director of Community Ministries (Retired)*
- Canon Monica Patten - *Chair of Community Ministries Committee*
- The Rev. Canon Doug Richards - *Vicar, Christ Church Cathedral*
- The Rev. Susan Smandych - *Incumbent, Emmanuel Arnprior & St. Paul's, Renfrew*

The following are non-voting resource persons of the committee:

- Carole Breton - *Communications Director of the Diocese*
- Paul Lex - *Human Resources Director of the Diocese*
- Heidi Pizzuto - *Executive Assistant to the Bishop*
- Canon Henry Schultz - *Diocesan Chancellor*
- Jamie Tomlinson - *Moderator*

SUPPLEMENTARY NOMINATIONS COMMITTEE

The Supplementary Nominations Committee is an ad hoc committee of Diocesan Council, whose activities are prescribed by Canon 2.07 and Bylaw 2.06.1. Its key responsibility is to nominate to the office of Bishop eligible individuals, including individuals who are not resident in the Diocese, in the interest of enhancing the diversity of candidates in the electoral process.

As directed by the CBRs, the committee's membership is appointed by Diocesan Council. The committee membership is listed below.

The following are voting members of the committee:

- The Rev. Bob Albert (chair) - *Incumbent, Parish of Huntley*
- The Rev. Geoff Chapman - *Incumbent, St. Matthew's, Glebe*
- Christine Ormsby - *St. John's, Richmond*
- The Rev. Rosemary Parker (served until December 2, 2025) - *Incumbent, St. Aidan's*
- Katherine Spencer-Ross - *Christ Church Cathedral*

The following serve as non-voting resource persons of the committee:

- Marian McGrath - *Vice-chancellor of the Diocese*
- Heidi Pizzuto - *Executive Assistant to the Bishop*
- Margaret Porter - *Lay Secretary to Synod*

Canon 2.12 – The Electoral Synod

1. A quorum of the Electoral Synod shall comprise half of the Lay Members registered and entitled to vote and half of the Clerical Members registered and entitled to vote.
2. The Electoral Synod shall be chaired by the Episcopal Officer.
3. The Secretaries of Synod shall report at the beginning of the Electoral Synod on the number of Lay Members and Clerical Members who are in attendance and duly registered.
4. If the report of the Secretaries of Synod indicates that there is not a quorum present, the Electoral Synod shall be adjourned without debate to a date within the next ensuing three months.
5. Voting shall be by Order, by successive ballots. A nominee is elected when he or she has received a majority of votes in both Orders. The Chair shall not have a vote.
6. If after three ballots no nominee has been elected, then the nominee who has attained the lowest combined percentage, determined by adding A + B, for each candidate, shall be dropped for each succeeding ballot until a nominee is elected or the number of nominees has been reduced to two. For making this determination:
 - a) A is the percentage of Clergy votes that a candidate has received; and
 - b) B is the percentage of Lay votes that a candidate has received.
7. If during the course of the Electoral Synod the number of persons who are present and vote in either Order (but not both Orders), as confirmed by the Secretaries of Synod, falls below 50% but not less than 20% of those registered and entitled to vote (the "Deficient Order"), the Electoral Synod shall proceed, but on the basis that a nominee is elected when he or she has received at least two-thirds of the votes in the Deficient Order and a majority of votes in the remaining Order.
8. If during the course of the Electoral Synod the number of persons who are present and vote in either Order falls below 20% of those registered and entitled to vote, or the number of persons who are present and vote in both Orders falls below 50% of those registered and entitled to vote, as confirmed by the Secretaries of Synod, then the Electoral Synod shall be adjourned without debate to a date within the next ensuing three months as appointed by the Chair.
9. If during the course of the Electoral Synod the number of nominees on the ballot remains two throughout three successive ballots, then the Episcopal Officer may in his or her discretion adjourn the Electoral Synod to a date within the next ensuing three months as appointed by the Chair.
10. If an Electoral Synod is adjourned because it has lost quorum or because it has failed to elect a nominee, then a new Electoral Synod shall take place following the same procedures as though the former meeting had not taken place.

11. If during the course of the Synod the number of nominees remaining on the ballot is one, then that person shall be considered to have been elected once a further vote is taken on the question "Is it your will that this person become the Bishop of Ottawa?" and the vote is in the affirmative based upon votes cast according to the percentage provided for in this Canon.
12. If a nominee cannot be present for the election, the nominee may, by written notice to the Secretaries of Synod, delegate a person to be present on their behalf, but such person shall not have voting privileges unless a member of the Synod in their own right. A nominee who is elected must personally give consent to the election to the Chair.
13. Before the Electoral Synod is adjourned the newly-elected bishop is welcomed and all who have offered themselves for this discernment process are thanked.
14. Any nominee for the office of Bishop who is not a member of Synod is entitled to vote in the Electoral Synod, provided that the name of the nominee has not been dropped from the ballot in a manner consistent with this Canon.