



## DIOCESE OF TORONTO PROPERTY AND BUILDING MATTERS

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- Diocesan Council must give approval to changes in buildings and property, as well as sales, leases, etc.
- [Canon 6](#) should be read carefully.
- The Area Bishop must be consulted first (per s. 1 the *Procedure Pursuant to Canon 6*)
- The Director of Property Resources must also be consulted.
- Vestry must give approval to all changes and must also approve of all the financial plans and the borrowing of money.
- The Diocese must approve of any Parish loan, if it is for longer than twelve months.
- The **Executive Board** must give approval in principle to a project before it goes to the Trusts Committee and Diocesan Council.
- The **Trusts Committee** is a standing committee of the Diocesan Council. They review all of the Executive Board's work and are charged with the responsibility of deciding whether or not they will recommend approval to Diocesan Council. If they do decide to make this recommendation, then the Chancellor, who is Chair of the Trusts Committee, describes and explains the project to Council.
- **Diocesan Council** must approve of the project and the Bishop must consent.
- All buildings that are used by the public must have proper drawings, stamped and signed by both an architect and an engineer.
- Once the Diocesan Council has given approval in principle, then, and only then, should working or detail drawings be commissioned.
- Prices must come in at or under the price that was approved in principle by the Diocese.
- Vestry must approve of the final prices and the contractors.