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N° 253

November 30, 2012
Holy Apostle Andrew the
First-Called

MEMORANDUM

FROM: the Administrator of the Archdiocese of Canada (OCA)

TO: the reverend clergy, the venerable monastics and the faithful of the
Archdiocese of Canada (OCA)

Christ is in our midst

I would like to take this opportunity to greet you all in the approaching Feasts of the Nativity and Theophany of our Lord Jesus Christ. I greet you also in the New Year to come.

Recently, changes have taken place in the administration of the Archdiocese of Canada. As a result, it is necessary again to address the concerns about the procedures for correspondence and contact between the clergy and the parishes, and the Archdiocesan Administration.

By this time, most of you are probably aware that on November 14, 2012, after almost 20 years of service as Chancellor of the Archdiocese of Canada, Archimandrite Alexander (Pihach) was transferred to the Omophorion of His Beatitude, Metropolitan TIKHON. Metropolitan TIKHON has appointed him to be the Representative of The Orthodox Church in America to His Holiness, Patriarch KIRILL of Moscow and All Rus'. As a result, he has moved to Moscow to be the Rector of the Church of St. Catherine in the Fields.

After much prayer and in accordance with the Statute of The Orthodox Church in America, Article VI, Section 4.k, it was decided that the Office of Chancellor of the Archdiocese of Canada will remain vacant for the time being. This temporary vacancy is intended to help to strengthen and develop the pastoral relationship between the Deans and the Bishop, and between the Deans and the District Deaneries.

At the last Archdiocesan Assembly in Victoria, BC, in accordance with the By-Laws of the Archdiocese of Canada (Article 4.1), and with the Statute of The Orthodox



Church in America (Article IX), the archdiocesan administrative officers were appointed and District Deans were confirmed. After this, with the retirement of the former Dean of Ontario, and the relocation of the Dean of Alberta and the Northwest Territories to a different province, two new Deans were appointed. While the archdiocesan officers all form part of the body of the Administration of the Archdiocese, which is under the supervision of the Ruling Bishop (in our particular case by the Vicar Bishop and Administrator of the Archdiocese), each District Dean has the responsibility to lead the life of his deanery. The District Dean is also to be the **first instance of appeal** for paternal support and pastoral guidance.

Your cooperation in this matter would be most helpful and appreciated. It will assist all the administrative officers, and me in particular, to care for the Archdiocese and ensure the growth and the spiritual development of our flock. The District Deans of the Archdiocese of Canada are as follows:

1. Dean of Quebec and the Maritimes: Archpriest Anatoliy Melnyk.
Phone: 1 (514) 522-2801; e-mail: montreal.sobor@gmail.com
2. Dean of Ontario: Priest Geoffrey Korz.
Phone: 1 (905) 387-6907; e-mail: korzg@hotmail.com
3. Dean of Manitoba, Saskatchewan and Nunavut: Archpriest Rodion Luciuk.
Phone: 1 (306) 782-2482; e-mail: Fatherrod@sasktel.net
4. Dean of Alberta and the Northwest Territories: Archpriest Phillip Eriksson.
Phone: 1 (403) 686-4270; e-mail: phillip@eriksson-home.net
5. Dean of British Columbia and Yukon: Archpriest Michael Fourik.
Phone: 1 (604) 322-0024; e-mail: michaelfourik@gmail.com

With all of this in mind, I ask that you follow these procedures and **contact your District Dean first of all** for advice, guidance, or the need for the blessing for something. Requests for blessing will be forwarded to the Ruling Bishop, which in our present situation means the Administrator of the Archdiocese of Canada. If the Dean might feel that the matter is beyond his competence, he will contact the Ruling Bishop. It is the District Dean's responsibility to inform the Ruling Bishop about all matters concerning his deanery. (For further clarification on issues of competence and the duties of District Deans, please refer to Article IX.3 of the Statute of the OCA.)

The District Dean has competence in:

- a. Directing the affairs of the deanery;
- b. Supervising the activities of the clergy of the deanery;
- c. Giving directives and explanations in matters of pastoral services, with the right to direct, counsel, and admonish, in a strictly private and circumspect manner, rectors and clergymen within his deanery whenever their personal conduct or manner of discharging duties indicates the need of such action;
- d. Receiving and investigating complaints against rectors or other clergymen, as well as protests against the decisions of the parish bodies, which complaints or protests he submits with his report to the Diocesan Bishop;

- e. Convoicing deanery meetings;
- f. Filling temporary vacancies in parish clergy with the blessing of the Diocesan Bishop;
- g. Receiving the minutes of parish meetings held within his deanery, with the right to make recommendations to the Diocesan Bishop;
- h. Taking part in parish meetings when directed to do so by the diocesan authority or at the request of the rector or the parish council;
- i. Aiding and planning the organization of new parishes within his deanery;
- j. Acting on all other matters submitted to him by the Diocesan Bishop;
- k. Submitting the minutes of every meeting of the clergy of the deanery to the Diocesan Bishop;
- l. Submitting an annual report on the status of his deanery to the Diocesan Bishop and Diocesan Assembly, stating not only the achievements, but also instances of serious negligence;
- m. Negotiating with the parish and the assigned priest the salary and fringe benefits needed by the priest in accordance with the ability of the parish to meet these requests.

However, if you feel that your concern absolutely demands direct archpastoral attention, then please contact the Office of the Archdiocese, and your call or letter will be directed to me, Bishop Irénée, Vicar Bishop and Administrator of the Archdiocese, at this e-mail address:

bishopirenee@archdiocese.ca

This is the address to be used for correspondence with me, as the Administrator of the Archdiocese of Canada. I am asking for your cooperation in this procedure. When **all correspondence of an official (parish, deanery or diocese-related) nature is sent to this address only**, it makes it possible to ensure the proper filing in the Archdiocesan Archives so that no documents are misplaced or lost. I also would like to remind you of my earlier request to send a copy (Cc:) to: office@archdiocese.ca to ensure proper filing in the Archdiocesan Archives of **all correspondence of an official nature**. We are asking this because we want to be able easily to find any correspondence from anyone in our Diocese when we might be asked to respond to something.

Correspondence with the Secretary of the Archdiocese:

Please use the following address for correspondence with the Episcopal Secretary and the Secretary of the Archdiocese of Canada, Protodeacon Nazari Polataiko:

secretary@archdiocese.ca

If the correspondence is of an official nature, then, to ensure proper filing in the Archdiocesan Archives, please send a copy (Cc:) to: office@archdiocese.ca

Correspondence with the Treasurer of the Archdiocese:

Please use the following address for correspondence with the Treasurer of the Archdiocese, Nikita Lopoukhine.

treasurer@archdiocese.ca

If the correspondence is of an official nature, then, to ensure proper filing in the Archdiocesan Archives, please send a copy (Cc:) to: office@archdiocese.ca

You are welcome to call, fax or send regular mail to our office in Ottawa whenever needed. The telephone and fax lines are in service 24 hours of the day and all 7 days of the week. If you call after regular hours, your call will be redirected to the Secretary's cell-phone and it is his responsibility to connect you promptly to the office you might need. The address of the Office of the Archdiocese of Canada is:

Archdiocese of Canada (OCA)

31 LeBreton St. N.

Ottawa, ON

K1R 7H1

Office Number: 613-233-7780

Fax Number: 613-233-1931

Thank you very much for your cooperation, help and understanding.

In Christ yours,



+ IRÉNÉE Évêque de Québec/Bishop of Québec
Administrateur de l'Archidiocèse du Canada (ÉOA)
Administrator of the Archdiocese of Canada (OCA)