

**The Place Community Church**  
**Policies and Procedures Manual -**  
**Governance and Board Member Responsibilities**

Revised October 2026

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## **Governance Overview**

The Place Community Church (TPCC) Board of Directors “the Board” operates under two distinct categories:

1. Church Leaders, and
2. BC Society Officers.

Board members are elected by, are accountable to, and represent the church membership while they fulfil both of these functions.

### **Church Leaders**

Informed by the church’s Vision, and Values, the Board provides governance, insight, and oversight so that TPCC may carry out in its corresponding Mission. The Board is responsible for the spiritual leadership that scripture and historical tradition ascribe to the congregational leadership of a Christian church.

Board membership is a ministerial act of service, with a commitment of time, skills, reflection, and prayerful support. Board members act with the long-term health of the church in mind, never their personal interests.

Examples of responsibilities under this heading include supporting and advising the staff, allocation of resources, reviewing the needs of the congregation, deciding policy matters, and overseeing church programming and activities.

The Board normally meets monthly and keeps minutes on an internal basis. Pastors are non-voting members of the Board for church leadership purposes. Guests may attend Board meetings by invitation.

Portions of meetings may be “in camera” (meaning Pastors and guests do not attend, and the minutes may be privileged). In camera matters include, but are not limited to, discussions of staff performance and compensation.

### **BC Society Officers**

As the officers of a provincially and federally registered charitable society, the Board is tasked to execute its legal obligations under the BC Societies Act and the regulations of the Canada Revenue Agency (CRA) and must comply with all reporting, auditing, and procedural requirements of the relevant Canadian and Provincial laws.

Examples of responsibilities under this heading include compliance with the church’s bylaws, financial accountability, filing annual reports with the BC Societies and to the CRA, and disclosing any potential, perceived, or actual conflicts of interest.

The Board is also the legal employer of the church's staff and contractors, and is the legal entity which holds the church's assets, leases, insurances, and other contracts. "Directors and Officers insurance" is provided for Board members.

The BC Societies' Act prescribes an Annual General Meeting (AGM) and other Meetings, if required. Minutes of these meetings are available as directed by the BC Societies' Act.

## **Board Member Terms and Appointments**

The Bylaws describe the nomination process prior to election by membership. Announcements about opportunities to serve on the Board, appointments, resignations, and similar Board matters are made to the congregation in a timely and public fashion, on at least three Sundays.

Board members are elected for a two-year term, from AGM to AGM.

They may subsequently stand for re-election for additional one or two year term(s) up to a consecutive six-year maximum service. They must then stand down for a minimum two-year period before standing again for election. Term limits serve to both ensure a continually refreshed, diverse, and authentic viewpoint in church leadership, and, to safeguard against potential political power abuses. Additionally, Board members should be "at arm's length" from one another.

Board members may resign in writing prior to the expiry of their term.

Board members sign two copies of the "Agreement to Serve". The first is required by BC Societies, and the second is an agreement in principle between the Board and TPCC.

## **Division of Responsibilities**

To deliver on its responsibilities, the Board is empowered to hire staff, seek volunteers, and/or form committees. It may choose to assign portfolios dividing tasks amongst Board members. Each Board member is expected to serve on one or more committees (see [Committees](#)).

A Board member tasked with a portfolio of responsibility is not responsible to perform the work in that portfolio themselves, but rather they would liaise with the Board, and provide regular reporting and oversight. See "Board Member Portfolios" for specific responsibilities of officers of the Board.

## **Board Member Portfolios**

This section provides descriptions of the four key positions of the Board.

### **1. Board Chairperson**

#### **Position Purpose**

The Board Chairperson provides strategic leadership to the Board of Directors. They ensure the Board fulfills its governance, financial oversight, and fundraising responsibilities. The Chairperson acts as a trusted partner to the Executive Pastor, guiding the organization toward its mission and long-term strategic goals.

## Key Responsibilities

Key responsibilities of the position are in four areas: board leadership and governance executive pastor partnership, fundraising and financial oversight, and community relations and advocacy.

### 1. Board Leadership and Governance

- a) Preside over meetings: Chair all regular, special, and annual meetings of the Board of Directors.
- b) Agenda development: Partner with the Executive Pastor to create comprehensive, mission-driven agendas for Board meetings.
- c) Committee management: Appoint committee chairs and serve as an ex-officio member of all committees as needed.
- d) Board recruitment and onboarding: Collaborate with the Nominating Committee to identify, recruit, and onBoard diverse new Board members.
- e) Accountability: Ensure the Board complies with organizational bylaws, local laws, and ethical standards.
- f) Lead the Board in annual self-assessments to improve overall governance effectiveness.

### 2. Executive Pastor Partnership

- a) Primary liaison: Act as the central point of contact between the Board and the Executive Pastor
- a) Supervision and support: Provide regular counsel, mentorship, and strategic support to the Executive Pastor
- b) Performance review: Lead the HR Committee in conducting the annual performance evaluation and compensation review of the Pastoral Staff
- c) Succession planning: Oversee succession planning for both pastoral leadership and Board roles.

### 3. Fundraising and Financial Oversight

- a) Collaborate with the Treasurer to review financial reports, ensuring the budget supports strategic priorities.

### 4. Community Relations and Advocacy

- a) Spokesperson: Serve as a primary ambassador and spokesperson for the TPCC (may appoint others as need arises)

## Qualifications and Requirements

- a) Commitment: Passionate about the organization's mission, vision, and values.
- b) Experience: Prior experience on a non-profit or church Board is highly preferred, with a strong background in leadership, governance, or business management.
- c) Skills: Exceptional diplomatic, conflict-resolution, public speaking, and meeting-facilitation skills.
- d) Time commitment: Ability to dedicate [e.g., 10–15 hours per month] for Board meetings, committee work, executive check-ins, and community events.

## **2. Vice Chairperson**

### **Position Purpose**

The Vice Chairperson supports the Chairperson in providing effective leadership and governance of the organization. This individual has a working knowledge of the Chairperson role, and assumes the responsibility associated with the position of the Chairperson, if/when the position is vacated or the Chairperson is unable to act.

### **Key Responsibilities**

- a) Supports the Chair: Works closely with the Chair to plan meetings, set priorities, and keep the Board focused on governance rather than day-to-day operations.
- b) Steps in for the Chair: Chairs Board meetings when the Chair is absent or unable to serve. May help develop agendas, facilitate discussion, and ensure everyone has an opportunity to contribute.
- c) Board leadership: Helps maintain a productive relationship among members and supports good governance practices.
- d) Supports the Executive Pastor: Usually alongside the Chair and other directors, helps ensure the Board has an appropriate relationship with the organization's senior staff.
- e) Nominating Committee/Succession planning: A member of the nominating committee. Often serves as a natural candidate to become the next Chair, although this isn't automatic.

### **Qualifications and Requirements**

- a) Passionate about the organization's mission, vision, and values.
- b) Prior experience on a non-profit or church Board is highly preferred, with a strong background in leadership, governance, or business management.
- c) Exceptional diplomatic, conflict-resolution, public speaking, and meeting-facilitation skills.
- d) Ability to dedicate [e.g., 10–15 hours per month] for Board meetings, committee work, executive check-ins, and community events.

### 3. Treasurer

#### Position Purpose

The Treasurer provides financial oversight and accountability so the Board can make informed decisions and ensure the TPCC's money is properly managed. The Treasurer is a member of the Finance Committee; the individual almost always chairs the finance committee, acting as the bridge between organization staff, the committee, and the full Board of directors.

#### Key Responsibilities

- a) Financial oversight: Monitor the nonprofit's financial health and make sure the Board understands its financial position. Oversees Finance Committee activities - budgeting, bookkeeping, CRA reporting, and staff payroll.
- b) Financial reports: Present or review financial reports and analysis at monthly Board meetings—such as the balance sheet, and budget-to-actual results.
- c) Budget: Help develop the annual budget and monitor whether the organization is staying within it.
- d) Controls: Make sure appropriate financial controls are in place to prevent errors, misuse of funds, or fraud.
- e) Banking: Oversee banking arrangements and, depending on the organization's structure, approve or co-sign payments.
- f) Taxes and filings: Help ensure required financial and tax filings are completed, although this work is often performed by an accountant or bookkeeper.
- g) Audit/review: Coordinate with the organization's accountant or auditor and help the Board understand any findings or recommendations.
- h) Fund restrictions: Help ensure that restricted donations, grants, and other funds are used for their intended purposes.
- i) Board advice: Alert the Board to financial risks and help the Board make informed decisions about spending, fundraising, investments, and major commitments.
- j) Congregation updates: Provides quarterly financial updates to the congregation

#### Qualifications and Requirements

- a) Commitment: Passionate about the organization's mission, vision, and values.
- b) Experience: Prior experience on a non-profit or church Board is highly preferred, with a preferred background in one of the following: finance, accounting, booking, business, banking, or nonprofit administration.
- c) Skills: Basic financial literacy, financial judgment, attention to detail, organized
- d) Time commitment: Ability to dedicate [e.g., 10–15 hours per month] for Board meetings, committee work, executive check-ins, and community events.

## **4. Secretary**

### **Position Purpose**

The Secretary is responsible for helping the Board stay organized, properly documented, and compliant with its governing rules.

### **Key Responsibilities**

- a) Board meeting records: Take or oversee accurate minutes of Board and committee meetings, including decisions, motions, and votes
- b) Board notices: Help ensure the Board receives proper notice of meetings, agendas, and relevant materials
- c) Governance compliance: Help the Board follow its bylaws, applicable nonprofit legislation (e.g. AGM Filing for the TPCC BC Society), and its own policies and procedures
- d) Corporate records: Maintain or oversee important organizational records, such as bylaws, Board resolutions, meeting minutes, and director information
- e) Governance compliance: Help the Board follow its bylaws, applicable nonprofit legislation, and its own policies and procedures
- f) Board correspondence: Handle or oversee official correspondence on behalf of the Board when appropriate.
- g) Resolutions and decisions: Keep a reliable record of formal Board resolutions and actions.
- h) Annual/general meetings: Help coordinate documentation and records for annual general meetings and other membership meetings, where applicable.
- i) Institutional memory: Make sure there is a clear historical record of what the Board has decided and why.

### **Qualifications and Requirements**

- a) Commitment: Passionate about the organization's mission, vision, and values.
- b) Experience: Prior experience on a non-profit or church Board is highly preferred, with a strong background in governance
- c) Skills: Exceptional diplomatic, organizational skills.
- d) Time commitment: Ability to dedicate [e.g., 10–15 hours per month] for Board meetings, committee work, executive check-ins, and community events.

## **One Voice Policy**

### **External Communications and Public Comment**

#### **1. Purpose**

This policy establishes guidelines for external communications by the Board of Directors. It ensures that the organization speaks with "one voice" to maintain its credibility, protect its public reputation, and provide clear direction to management, stakeholders, and the public.

#### **2. The "One Voice" Principle**

The Board operates as a single collective unit. While diverse viewpoints are encouraged and expected during private Board deliberations, once a decision or vote is finalized, it becomes the official position of the entire Board.

The Board must publicly respect and support the decisions of the Board, regardless of their personal voting position during the meeting. No Director shall publicly undermine, contradict, or criticize an official Board decision.

#### **3. Designated Spokespersons**

To ensure accuracy and consistency, only designated individuals may speak publicly or make official statements on behalf of the organization:

- a) The Board Chairperson (or their explicit designee) is the sole spokesperson for the Board regarding governance, policy decisions, executive oversight, and Board-level actions.
- b) The Executive Pastor (or their explicit designee) is the sole spokesperson for the organization regarding day-to-day operations, programmatic activities, and administrative matters.

#### **4. Guidelines for Individual Board Members**

Individual Board members do not hold personal authority to speak for or bind the organization unless explicitly authorized by a formal Board resolution.

- a) Media Inquiries: If contacted by the media, a Director must decline to comment on behalf of the Board or organization. They must immediately refer the inquiry to the Board Chairperson or Executive Pastor.
- b) Public & Social Media: Board members must exercise extreme caution when posting on personal social media or speaking at public events. They must clarify that they are speaking as individuals and not representing the views of the Board.
- c) Confidentiality: Board members must strictly maintain the confidentiality of all in-camera sessions, internal drafts, executive committee discussions, and non-public organizational data.

## **5. Implementation and Compliance**

- a) Review: This policy shall be reviewed annually during the Board orientation or AGM.
- b) Breach of Policy: A failure to adhere to this policy—including publicly contradicting a Board decision or disclosing confidential deliberations—undermines the integrity of the Board. Violations may result in formal disciplinary action, up to and including removal from the Board in accordance with the organization's bylaws.

## **Committees**

The Board may convene a committee (short or long term) for a specific purpose, at its prevue. Committee members may include Board members, staff, members, and/or congregants.

Where solicitation for persons to serve on a committee is required, that opportunity to serve is communicated publicly to via e-bulletin on at least three Sundays. The names of those serving on committees will be communicated to membership upon appointment.

### **Standing Committees**

The names of those serving on committees will be communicated to membership annually at the AGM. Standing committees are re-evaluated on an annual basis by the Board after the AGM.

The Committee shall review the following descriptions annually and recommend any proposed changes to the Board for approval.

#### **1. Nominating Committee**

##### **Purpose**

The Nominating Committee ensures that the Board has the skills, diversity, experience, and perspectives necessary to effectively fulfill the organization's mission and governance responsibilities.

The Committee is responsible for identifying, assessing, and recommending qualified candidates for Board membership; maintaining an appropriate balance of skills and experience on the Board; supporting leadership succession planning; and regularly reviewing the Board's composition and future needs.

##### **Composition and Term**

- a) Membership: The Committee shall consist of at least 2 members of the Board of Directors and two members of the congregation
- b) Appointment: The Board Chairperson shall appoint 2 members of the Board Committee members and designate the Committee Chairperson, subject to approval by the full Board
- c) Independence: A majority of the Committee members must be independent and free from any relationship that would interfere with their independent judgment, as much as possible.
- d) Term: Members shall serve a term of two years, which may be renewed at the AGM

##### **Meetings and Operations**

- a) Frequency: The Committee shall meet at least once per quarter, or more frequently as circumstances dictate.
- b) Quorum: A majority of the Committee members shall constitute a quorum for the transaction of business.
- c) Reporting: The Committee Chairperson shall provide regular reports to the full Board regarding Committee activities, recommendations, and decisions.

## **Key Responsibilities**

- a) Board Recruitment and Composition
- b) Gap Analysis: Annually review the current composition of the Board to identify gaps in skills, demographics, expertise, and backgrounds relative to the organization's strategic needs.
- c) Candidate Sourcing: Actively cultivate and maintain a diverse pipeline of potential candidates for the Board.
- d) Vetting and Interviewing: Review applications, conduct interviews, and vet prospective candidates to ensure alignment with the organization's mission and values.
- e) Recommendations: Present a recommended slate of qualified candidates to the full Board for election at the annual meeting, or as vacancies arise.
- f) Orientation: Oversee the onboarding and training process for newly elected Board members.
- g) Leadership Succession Planning
- g) Portfolios: Identify and recommend Board members to serve as officers (Board Chairperson, Vice Chairperson, Treasurer, Secretary).
- h) Emergency Planning: Maintain a succession plan for key leadership positions to ensure organizational stability during unexpected transitions.
- i) Performance Evaluation and Role Review: Review this agreement annually and recommend any structural updates to the Board for approval

## 2. Human Resources Committee

### Purpose

The Human Resources (HR) committee acts as a specialized Board committee that guides people-operations, ensures legal compliance, and supports executive oversight. It does not manage daily staff tasks, but instead helps the full Board set big-picture policies, compensation rules, and evaluation structures for the organization.

### Composition and Term

- a) Membership: The Committee shall consist of at least 2 members of the Board of Directors, with the ability to solicit expert advice from members of the congregation.
- b) Appointment: The Board Chairperson shall appoint 2 members of the Board Committee members and designate the Committee Chairperson, subject to approval by the full Board
- c) Independence: A majority of the Committee members must be independent and free from any relationship that would interfere with their independent judgment.
- d) Term: Members shall serve a term of one year, which may be renewed at the AGM
- e) Staff Liaison: The Executive Pastor shall serve as the non-voting staff liaison.

### Key Responsibilities

The key responsibilities of the HR Committee lie in three categories: executive director support and oversight, policy and strategy guidance, and risk and compliance monitoring, as outlined below.

#### Pastor Support and Oversight

- a) Performance Review: Leads the annual evaluation process for the pastors and any other employee reporting directly to the Board
- b) Compensation: Researches and recommends salary ranges, benefits, and contracts for the staff.
- c) Succession Planning: Prepares emergency and long-term transition plans if any of the direct reporting pastors leave.

#### Policy and Strategy Guidance

- a) Framework Review: Reviews and updates staff and volunteer handbooks to match organizational values.
- b) Compensation Strategy: Advises on fair, sustainable pay scales and benefit packages that fit limited non-profit budgets.
- c) Culture & Equity: Champions diversity, equity, and inclusion (DEI) goals across staffing

#### Risk and Compliance Monitoring

- a) Legal Adherence: Ensures the church follows Employment Standards BC, British Columbia Human Rights Code, and WorkSafeBC, etc.
- b) Dispute Resolution: Acts as an objective sounding Board or escalation point if major internal grievances arise.

### **3. Finance Committee**

#### **Purpose**

The Finance Committee assists the Board in fulfilling its oversight responsibilities relating to the organization's financial statements, financial planning, internal controls, and long-term fiscal sustainability.

The primary difference between a non-profit Treasurer and a Finance committee is that the Treasurer is an individual officer responsible for executing financial governance and leading communication, while the finance committee is a collaborative group that provides broader strategic oversight and diverse perspectives.

#### **Composition and Term**

- a) Chairperson: The Board Treasurer shall serve as the Chairperson of the Committee.
- b) Size: The Committee shall consist of at least four members.
- c) Eligibility: Members may include both Board directors and non-Board members with relevant financial expertise.
- d) Appointment: The Board shall appoint Committee members annually.

#### **Meetings and Operations**

- a) Frequency: The Committee shall meet at least once per quarter, or more frequently as circumstances dictate.
- b) Quorum: A majority of the Committee members shall constitute a quorum for the transaction of business.
- c) Reporting: The Committee Chairperson shall provide regular reports to the full Board regarding Committee activities, recommendations, and decisions.

#### **Key Responsibilities**

The key responsibilities of the Finance Committee lie in three categories: financial planning and budgeting, financial reporting and monitoring, internal controls and risk management, and asset and reserve management, as outlined below.

##### **Financial Planning and Budgeting**

- a) Review the annual operating budget drafted by management.
- b) Recommend the final annual budget to the Board for approval.
- c) Monitor long-term financial forecasts and strategic plans.

##### **Financial Reporting and Monitoring**

- a) Review monthly or quarterly financial statements.
- b) Analyze budget-to-actual variances and report significant deviations to the Board.
- c) Monitor organization cash flow and liquidity needs.

##### **Internal Controls and Risk Management**

- a) Ensure adequate internal financial controls and fraud-prevention policies are in place.
- b) Review insurance coverage and risk-mitigation strategies annually.
- c) Ensure compliance with CRA, provincial, and local reporting requirements.

##### **Asset and Reserve Management**

- a) Oversee the investment of organizational funds according to Board-approved policies.
- b) Review and recommend policies regarding cash reserves and restricted funds.

#### **4. Strategic Planning Committee**

##### **Purpose**

The Strategic Planning Committee oversees the development, refinement, and execution of the organization's long-term strategic plan, ensuring alignment with its mission, vision, and values.

##### **Composition and Term**

- a) Membership: The Committee shall consist of at least 5 members.
- b) Appointment: The Board Chairperson shall appoint the Committee Chairperson and its members, subject to approval by the Board of Directors.
- c) Composition: Members will include both current Board Directors and external community stakeholders with relevant strategic expertise. The Committee must have at least two active Board members.
- d) Staff Liaison: The Chairperson will appoint a staff member to serve as the non-voting staff liaison; normally this will be the Executive Pastor.
- e) Term: Members shall serve a term of two years, which may be renewed annually.

##### **Meetings and Operations**

- a) Frequency: The Committee shall meet at least six times per year, or more frequently as required by the planning cycle.
- b) Quorum: A majority of the voting Committee members shall constitute a quorum for conducting business.
- c) Reporting: The Committee Chairperson shall provide regular updates to the Board of Directors at each scheduled Board meeting.
- d) Minutes: Written minutes of all meetings shall be maintained and shared with the Board.

##### **Key Responsibilities and Scope of Authority**

The following section outlines the key responsibilities and the boundaries of the Committee's role in supporting the Board.

##### **Key Responsibilities**

- a) Planning Framework: Recommend for Board approval the overall process, timeline, and methodology for creating or updating the organization's 3-to-5-year strategic plan.
- b) Environmental Scanning: Oversee the collection of stakeholder feedback, market research, and SWOT analysis (Strengths, Weaknesses, Opportunities, Threats) to inform strategic priorities.
- c) Drafting and Refinement: Review draft strategic goals, objectives, and high-level outcomes prepared by staff and consultants, ensuring they align with governance standards.
- d) Plan Recommendation: Present the final strategic plan draft to the full Board of Directors for discussion and formal adoption.
- e) Monitoring and Accountability: Review quarterly or bi-annual progress reports from staff regarding Key Performance Indicators (KPIs) and report findings to the full Board.

- f) Annual Review: Evaluate the relevance of the active strategic plan annually in light of changing external environments and recommend adjustments as needed.

**Scope of Authority and Boundaries**

- a) The Committee does not manage day-to-day operations or direct staff.
- b) The Committee does not independently approve the strategic plan or make decisions reserved for the full Board.
- c) The Committee does not impose strategic priorities in isolation and must consider appropriate input from the Board, staff, stakeholders, and relevant external sources.
- d) The Committee supports and advises the Board; it does not replace the Board's governance authority.

**Definitions:**

Governance Standards: Policies and Procedures Manual, BC Societies Act, etc.

Market Research: Refers to religious and other non-profit organizations.

Stakeholder: Individual, group, ministries, volunteers, of TPCC.

## Agreement to Serve

As a volunteer Board member of TPCC, I understand that I am committing to the following duties and responsibilities:

1. I am pledging, to the best of my ability, to provide oversight, insight, and governance, that TPCC may fulfill its stated purpose:

*to function as a local congregation of the historic Christian Church, engaging in: worship, education, outreach, spiritual guidance, children's ministries, local and non-local services of justice, mercy and compassion.*

2. I will act with the care and loyalty required of Board members, and put the interests of the organization ahead of my own.

3. I will respect confidentiality as required in Board matters.

4. I will immediately disclose any perceived or actual conflicts-of-interest, and I will recuse myself from decisions that create or appear to create a conflict of interest for me.

6. I understand I will be fiscally responsible, with the other Board members, for this organization.

7. I understand I will be legally responsible, along with other Board members, for this organization

a. I will be responsible to ensure that the activities, programming, and policies of the church align with the mission vision and values of TPCC

b. The Board as a whole has a direct management responsibility, to select and supervise the senior staff. (Refer to section "[One Voice Policy](#)").

c. I will attend all Board meetings unless circumstances beyond my control prevent my attendance, and I will be available for consultation between meetings.

d. I will read materials sent to me in advance of the Board meetings, and be prepared to participate thoughtfully during the meeting.

e. I understand that if I act with willful negligence, or exercise my duties in bad faith, it may be possible for me to be held personally liable.

f. I understand that I am not responsible for the day-to-day operations of the organization as these are the responsibility of our paid staff.

8. I will commit to serve on a committee of the Board and I will tender my resignation if I am unable to fulfill my commitments as a Board member.

As a Board member, TPCC is responsible to me in a number of ways:

1. I will be sent, without request, all regular reports that allow me to review the activities, programming, policies of the church

2. Board members and staff will respond in a straightforward and thorough fashion to any questions I have through proper channels that I feel are necessary to carry out my fiscal, legal, or moral responsibilities to this organization.

3. Directors and Officers insurance will be provided.

|                       |                                 |
|-----------------------|---------------------------------|
| Board Member:         | Date:                           |
| Board Representative: | Start/End of Board Member Term: |

### CONSENT TO ACT AS DIRECTOR (PER BC SOCIETIES ACT)

To: THE PLACE COMMUNITY CHURCH VICTORIA (the “Society”)

I hereby consent to act as a director of THE PLACE COMMUNITY CHURCH VICTORIA  
My consent will continue to be effective until I resign as a director, my term of office has expired, or I revoke my consent.

I certify that I am not disqualified from acting as a director under s. 44 of the Societies Act (British Columbia).

DATE

FULL LEGAL NAME

DATE OF BIRTH

FULL RESIDENTIAL ADDRESS (and mailing address, if it differs)

EXCERPT FROM THE SOCIETIES ACT (BRITISH COLUMBIA)

Persons qualified to be directors

44 (1) A person is qualified to be a director of a society only if the person is an individual who is at least 18 years of age.

(2) Despite subsection

(1), an individual who is 16 or 17 years of age is qualified to be a director of a society if provided for in the regulations.

(3) Despite subsections (1) and (2), an individual is not qualified to be a director of a society if the individual is

(a) found by any court, in Canada or elsewhere, to be incapable of managing the individual's own affairs,

(b) an undischarged bankrupt, or

(c) convicted in or out of British Columbia of an offence in connection with the promotion, formation or management of a corporation or unincorporated entity, or of an offence involving fraud, unless

(i) the court orders otherwise,

(ii) 5 years have elapsed since the last to occur of

(A) the expiration of the period set for suspension of the passing of sentence without a sentence having been passed,

(B) the imposition of a fine,

(C) the conclusion of the term of any imprisonment, and

(D) the conclusion of the term of any probation imposed, or

(iii) a pardon was granted or issued, or a record suspension was ordered, under the Criminal Records Act (Canada) and the pardon or record suspension, as the case may be, has not been revoked or ceased to have effect.