

THE UNITED CHURCH OF CANADA
FIRST DAWN EASTERN EDGE REGIONAL COUNCIL
REGIONAL COUNCIL EXECUTIVE
March 24, 2026 at 9:30am via video conference

RC41

ATTENDANCE

Attendance

Brenda Andrews, Juanita Andrews, Doreen Cave, Jocelyn Cook, Elizabeth Dawson, Oliver Dingwell, Faith March-MacCuish, Emma O'Rourke, James Ravenscroft, Heather Sandford, Susan Sheppard, Catherine Stuart, Elsie Squires.

REGRETS

Regrets

Liberty Matabire, Rebecca Pike-Winter, Dorcus Yohan.

WELCOME AND OPENING PRAYER

Welcome

The President, Elsie Squires, welcomed members to the meeting. The President opened the meeting with prayer.

Opening Prayer

QUORUM AND CONSTITUTION OF THE COUNCIL

Quorum

The President, Elsie Squires, noted that a quorum was present and constituted the council in the name of Jesus Christ, the head of the church, for all the business that shall properly come before it.

Constitution of the Council

ACKNOWLEDGING THE LAND

Acknowledging the Land

The President began the meeting by acknowledging the land on which we gather, work and worship. The island of Newfoundland is the ancestral homeland of the Mi'kmaq and Beothuk. We also recognize the Inuit and the Innu as the original people of Labrador. We strive for respectful partnerships with all the peoples of this province as we search for collective healing and true reconciliation.

CORRESPONDING MEMBERS

Corresponding Members

MOTION: (Emma O'Rourke/Susan Sheppard)

That Brenda Andrews, Secretary of the Division of Finance and Administrative Resources, Heather Sandford, Regional Minister, Catherine Stuart, Minister for Children, Youth and Young Adults, and Jason Boyd and Amanda Barnes, Commission members, be made corresponding members of the March 24, 2026 meeting of the Executive.

CARRIED

AGENDA

Agenda

The President noted that the draft agenda was circulated in advance of the meeting.

MOTION: (Elizabeth Dawson/Oliver Dingwell)

That the agenda be accepted as presented.

CARRIED

MINUTES

Minutes

MOTION: (James Ravenscroft/Jocelyn Cook)

That the minutes of the December 10, 2025, January 26, 2026 and March 16, 2026 meetings of the Regional Council Executive be adopted.

CARRIED

Corner Brook United Pastoral Charge Review

Corner Brook PC Review File #2025-1118-01

It was noted for the minutes that the following motion was approved by an email vote, which was declared on January 13, 2026:

Minutes**MINUTES** – continued**MOTION:** (Faith March-MacCuish/Susan Sheppard)

That First Dawn Eastern Edge Regional Council name Carol Hancock as the Reviewer for the Corner Brook United Church Pastoral Charge.

CARRIEDBusiness
Arising**BUSINESS ARISING**Toward 2035**Toward 2035**

The Executive Minister updated the Executive on the work on this initiative. The three Regional Ministers have hosted 6 (six) sessions, via webinar, for both ministry personnel and lay leaders in the three eastern regions. The sessions have been well attended and the initiative has received positive feedback to date. It was also noted that staff are attending a session at General Council Office in Toronto in April to prepare for further communications and roll out of Toward 2035.

Corner Brook
UC Review**Corner Brook United Review** – File #2025-1118-01

This item to be moved to later in the meeting.

CCOPC
Cochrane St UC**CCOPC – Cochrane Street United Church**

Under reports.

Land
Development**Land Development – St. James United**St. James UC

The Executive Minister noted that the representatives to be named from the region have not been confirmed. James Ravenscroft noted that the representatives from St. James have been named and will be in contact with the Executive Minister to continue work on this matter.

Correspondence**CORRESPONDENCE** – Appendix AThank you and
Appreciation

1. Thank you and Appreciation – Letters received with thanks for the Christmas gift received from the region, and for regional support received through Coughlan College scholarships, Marshall Bequest, and the Ministry Initiatives Fund are included in the appendix.

Calvary UC

2. Calvary United Church - email received from Hubert Mayo, Board Chair, on behalf of Calvary United Church regarding the regional blanket insurance policy. To be discussed under reports.

Reports**REPORTS**President**PRESIDENT** – Appendix B

(Susan Sheppard assumed the chair)

The President, Rev. Elsie Squires, provided her report, included in the appendix. The President highlighted some of the events that she has attended on behalf of the region, including funeral services, a memorial service for the Ocean Ranger, and de-consecration services. The Executive thanked the President for her work on behalf of the region.

(Elsie Squires reassumed the chair)

Business
Arising**BUSINESS ARISING** – continuedGarnish-
Frenchman's
Cove
Commission**Garnish-Frenchman's Cove Commission**

The President welcomed Jason Boyd and Amanda Barnes to the meeting. James Ravenscroft, Jason Boyd and Amanda Barnes, Commission members, provided an update to the Executive on the Garnish-Frenchman's Cove Pastoral Charge.

IN CAMERAIn Camera**MOTION:** (Oliver Dingwell/Doreen Cave)

That we move in camera.

CARRIED**OUT OF CAMERA**Out of Camera**MOTION:** (Doreen Cave/Jocelyn Cook)

That we move out of camera.

CARRIED

The Executive thanked the members of the Commission for their work with the pastoral charge.

(Jason Boyd and Amanda Barnes left the meeting)

MOTION: (Jocelyn Cook/Emma O'Rourke)

That having identified the need for a full financial audit of the Garnish-Frenchman's Cove Pastoral Charge and its constituent churches, First Dawn Eastern Edge Regional Council approves the request of the Commission for the ordering and financing of the audit.

Garnish-
Frenchman's
Cove
Commission**CARRIED****REPORTS** – continuedReports**EXECUTIVE MINISTER**Executive
Minister

The Executive Minister offered her report. The Executive Minister highlighted several pieces of work, noting that it has been a particularly busy time with work on reviews in multiple regions, governance reviews, job postings and interviews, Executive meetings, and continued work on the Toward 2035 initiative.

(Heather Sandford joined the meeting)

FINANCE AND ADMINSTRATIVE RESOURCES – Appendix CFinance and
Administrative
Resources

Brenda Andrews, Secretary of the Division, presented the report, included in the Appendix.

CCOPCCCOPC

The secretary provided updates on the work to transfer CCOPC to First Light. The regional council will be working with legal counsel to finish the transfer, and also work on a communications plan for the transfer.

Blanket Insurance PolicyBlanket
Insurance
Policy

A letter was received from Hubert Mayo, Board Chair of Creston-Red Harbour Pastoral Charge, stating their refusal to participate in the region's blanket insurance policy. It was noted that there are several other congregations that have taken this same position. The Division is recommending that there be a policy for the region to ensure that pastoral charges are adequately covered.

The region is still gathering information from congregations in order to obtain a quote from UCC Protect.

Property Reserve FundProperty
Reserve Fund

The Regional Council Executive approved a Property Fund to help support congregations who have extraordinary expenses. With the increase in deductibles in the insurance policy, the Division has continued to work on updated terms for the fund.

Property
Reserve Fund

MOTION: (Elizabeth Dawson/Jocelyn Cook)

That First Dawn Eastern Edge (FDEE) Regional Council Executive approves of the enhancement of the Property Reserve Fund based on the following principles:

(a) It will be used at the discretion of FDEE to help churches cover unusual and non-recurring capital expenditures which communities of faith encounter. Some examples of such unusual and non-recurring fees would be:

- sales and/or demolition, along with related legal bills, for the disposal of surplus property (disbanded churches and other properties);
- exceptional and non-recurring capital expenditures for active church charges that do not have the ability to meet the unusual expenditure.

(b) The Executive Minister of the FDEE will be granted authority to approve up to \$10,000 (ten thousand) without the prior approval of the Financial Accountability, Investments and Trusts (FAIT) team, with the amounts so approved to be ratified at the next FAIT meeting.

(c) The Property Reserve Fund will be enhanced by transferring \$100,000 (one hundred thousand) from the Discretionary Fund and maintained by receiving 15% (fifteen) from the sale of surplus property. Should the Property Reserve Fund be depleted and there being no sales of surplus properties in the foreseeable future, an amount would then be transferred from the Discretionary Fund to replenish the Property Reserve Fund.

CARRIED

Audited
Financial
Statements

Audited Financial Statements

Brenda Andrews presented the audited financial statements for 2025. It was noted that the auditor's opinion states that the statements "present fairly, in all material respects, the financial position of the regional council". The secretary offered that this is the most important statement in relation to audited statements.

Several areas of note were highlighted. In general, the investments of the region are stable, indicating consistency year over year. It was noted that there is a new line included regarding the loan forgiveness to CCOPC.

MOTION: (James Ravenscroft/Juanita Andrews)

That the 2025 audited financial statements be accepted as presented and brought to the Regional Council Annual Meeting.

CARRIED

Budget 2027

Budget 2027

The Executive reviewed the 2025 actual expenditures, and presented the budget for 2027. It was noted that there is an increase in staff salaries due to cost of living and step increases. Also highlighted were the changes in the budget for the annual meeting, given the change in costs between on line versus in person gatherings. For clarity, the Youth at Region is now a separate line item. It was also noted that there have been some updates in committee budgets to reflect actual expenditures. Finally, it was noted it has been recommended by the auditors that investment income be a conservative estimate, as it is not something that can be determined in advance.

MOTION: (Doreen Cave/Jocelyn Cook)

That the 2027 draft budget be accepted as presented and brought to the Regional Council Annual Meeting.

CARRIED

Remembered
in Prayer

REMEMBERED IN PRAYER

The Executive named those to be remembered in prayer.

Break

BREAK

COMMUNITIES OF FAITH SUPPORT AND PLANNING

In the absence of the chair, there was no report available.

HUMAN RESOURCES – Appendix D

Heather Sandford, Regional Minister, presented the report of the Division, included in the appendix.

Chaplaincy

The Division are looking for guidance from the Executive regarding a fitting way to honour chaplaincy, now that denominational chaplaincy has come to an end. The Executive are asked to forward their input to the Division.

(Oliver Dingwell left the meeting)

Licensing

MOTION: (Susan Sheppard/Jocelyn Cook)

That First Dawn Eastern Edge Regional Council names Rev. Oliver Dingwell as trainer for the Sacraments Elders course for the region.

CARRIED

The Executive agreed to send a letter of thanks and a token of appreciation to Rev. Paul Vardy for his years of support to the region in this role.

(Oliver Dingwell rejoined the meeting)

Pastoral Relations

The report of the team is also included in the appendix. It was noted that the pilot project for Gander and Carmanville worked well, and will continue. A report will be available for the next meeting of the Executive.

Good Standing Policy for Congregations

Pastoral Relations presented a draft policy regarding good standing for congregations. The policy highlights the Manual references for congregations who are not in good standing, and not taking steps towards becoming in good standing.

MOTION: (Elizabeth Dawson/Juanita Andrews)

That First Dawn Eastern Edge Regional Council approves the Good Standing Policy for Congregations.

CARRIED

NOMINATIONS

Emma O'Rourke, chair, presented the report of the committee. The committee has prepared an item for the weekly announcements to highlight the need for volunteers.

(Emma O'Rourke left the meeting)

(Jocelyn Cook left the meeting)

REGIONAL COUNCIL SERVICES AND SUPPORT

Catherine Stuart, staff to teams in the Division, presented the report on behalf of Rebecca Pike-Winter, chair. It was noted that there is a need for members for several teams in this Division. Catherine highlighted several pieces of work, including Youth at Region, taking place at Max Simms Camp in early May. In addition, Burry Heights Camp has received its approval for accreditation, and are now working diligently on summer programming.

GENERAL COUNCIL REPRESENTATIVE

In the absence of the representative, there was no report available.

Communities
of Faith
Support and
Planning

Human
Resources

Chaplaincy

Licensing

Pastoral
Relations

Good
Standing
Policy for
Congregations

Nominations

Regional
Council
Services and
Support

General
Council
Representative

Staff Support
Committee**STAFF SUPPORT COMMITTEE**

Doreen Cave, representative, reported on the work of the committee. The committee has not met recently, but a report will be available for the next Executive meeting in June.

United Church
Women (UCW)**UNITED CHURCH WOMEN**

Juanita Andrews, representative, presented an update from the United Church Women (UCW). The representative shared details of the West District annual meeting and the current state of the Labrador Fund. The fund will be discussed at the next meeting, with suggestions received for planned distribution of funds. It was noted that the ongoing issue faced by the UCW is the recruitment of new members.

Affirm**AFFIRM**

James Ravenscroft, chair, reported that planning is underway for the Affirm Celebration. This celebration is being planned as a multi-site celebration, with all locations connected virtually. Proposed sites include St. John's, Corner Brook, Labrador City and Grand Falls-Windsor, and include the youth who will be gathering at Max Simms Camp.

MOTION: (Susan Sheppard/Juanita Andrews)

That the reports of the region be accepted as presented.

CARRIED

New Business**NEW BUSINESS**Regional
Council
Structure
Evaluation**REGIONAL COUNCIL STRUCTURE EVALUATION**

The Executive Minister noted that, while the Executive has looked at the review findings and recommendations, work still needs to take place on how to process the recommendations and implement the resulting changes to the regional council governance structure. The Executive Minister noted that another region has worked through these recommendations and findings with the support and engagement of a professional consultant, who has really helped to assist the region in making decisions. The Executive members agreed that having a trained person without bias to work with the region on this very large piece of work would be very well received.

MOTION: (Oliver Dingwell/James Ravenscroft)

That First Dawn Eastern Edge Regional Council engage with a consultant to help the Executive work through the findings from the Regional Council Structure Evaluation.

CARRIED

Pathways
Proposal**PATHWAYS PROPOSAL**

Heather Sandford, Regional Minister, presented the Pathways Proposal. The proposal was recommended by Rev. Dr. Simon Muwowo, who has worked in several remote areas, where it can be a challenge to place ministry personnel. The proposed relationship would create a connection with Pathways Theological College of The United Church of Christ and the region to provide an experiential component to their theological students' education.

The proposal is brought forward with the request for ongoing support from the Executive to continue exploring this relationship.

MOTION: (Elizabeth Dawson/Susan Sheppard)

That First Dawn Eastern Edge Regional Council Executive supports the Pathways Proposal and that the team continue their discussions.

CARRIED

(Oliver Dingwell left the meeting)

CORNER BROOK UNITED REVIEW – File #2025-1118-01

The Executive Minister provided an update on next steps coming from the Corner Brook United Church Review. The Executive Minister has received some clarification to questions posed by the Executive during their deliberations, and can now prepare correspondence and be in touch with the governing body regarding the decisions.

Corner
Brook UC
Review
File #2025-
1118-01

ADJOURNMENT

Having no further business, the President declared the meeting adjourned.

Adjournment

NEXT MEETING

The next meeting of the Executive is scheduled on June 24, 2026 at 9:30am.

Next
Meeting

BENEDICTION

The President closed the meeting with thanks and prayer for the members gathered.

Benediction

Rev. Elsie Squires
President

Rev. Faith March-MacCuish
Executive Minister

Appendix A

CORRESPONDENCE LIST

Thank You & Appreciation

Correspondence List

Christmas Gift

Rev. Donna Hann

Mrs. Daphne Coish

Mrs. Blanche March

Mrs. Sandra Tucker

Rev. Marion Davis

Mr. Mervie Snook

Rev. Eric & Mrs. Marion Hillier

Rev. Bill Bartlett

Rev. Arthur G. Elliott

Rev. Nancy Mojica-Fisher

Rev. George & Mrs. Anne Kean

Rev. Peggy Johnson

Rev. Dianne Crewe

Rev. John McGonigle

Rev. Russell Small

Rev. Bernice Spracklin

Mrs. Rosalind Chaulk

Mrs. Sheila Rideout

Coughlan College Scholarship

Deanna Sellars

Mark Butt

Marshall Bequest

Dorcus Yohan

Ministry Initiatives Fund

St. Paul's United Church, Deer Lake

Appendix B

PRESIDENT

REPORT FROM PRESIDENT, FIRST DAWN EASTERN EDGE REGIONAL COUNCIL,
March 24, 2026

As president of First Dawn Eastern Edge, I continue to attend worship services, funerals, memorial services and functions as needed.

February 23, 2026

On behalf of FDEE Regional Council, I attended the funeral service of Rev. Veronica Brett-Williams at Carnells Chapel, St. John's and brought condolences to her family and friends

February 23, 2026:

I received an invitation from Gonzaga School to attend the Ocean Ranger Service. They have had a memorial service each year for 44 years.

On Behalf of FDEE Regional Council, I attended the Memorial Service at the Basilica of Saint John the Baptist, St. John's, and I met with the students and Ocean Ranger families who attended. I did the pastoral prayer for the deceased and their families. It was a very moving service.

Deconsecration and Disbanding of Churches:

March 22, 2026: Deconsecration and Disbanding of Caplin Cove United Church, Little Heart's Ease Pastoral Charge (Had earlier been postponed due to a snowstorm, and was Rescheduled for this date at 3pm.) This new date was hampered due to furnace problem.

March 22, 2026: Deconsecration and Disbanding of Southport United Church, Little Heart's Ease Pastoral Charge at 7pm. (This service was originally planned for Feb. 22, but snowstorm brought postponement).

I respectfully submit my report.

Elsie Squires

President, First Dawn Eastern Edge Regional Council

Appendix C

FINANCE AND ADMINISTRATIVE RESOURCES

FIRST DAWN EASTERN EDGE REGION FINANCE AND ADMINISTRATIVE RESOURCES REPORT March 24, 2026

CCOPC - Ownership Proposal from First Light

- In a letter dated March 4, 2026, addressed to Beverly Lane, Chair, Board of Directors, CCOPC, and Reverend Faith, the Acting General Secretary of General Council advises that the General Council executive has decided to:
 - ⇒ ***"Forgive the loan of \$500,000 made to CCOPC Inc as part of the sale agreement to first Light St John's Friendship Centre; and***
 - ⇒ ***Hold this information confidential pending development of a communication plan with First Light and First Dawn Eastern Edge Regional Council and in recognition of the fact that we take this action with humility acknowledging the lack of impact that this decision has on our current financial state"***
- They also note that:
 - ⇒ ***"The matter will become public after the minutes of the February meeting are shared once they are reviewed in early May so it would be helpful to determine a communication plan prior to that. We are not seeking a major announcement but an agreed upon message that all parties will communicate if approached by others for further information."***
- Next Steps:
 - ⇒ We will be working with our legal councils to finish the final transfer.
 - ⇒ We will need to work with General Council, CCOPC and First Light in developing the communications plan

2026 Regional Insurance Policy

- **Refusals to Participate in Blanket Policy**
 - ⇒ Email dated December 16, 2025, received from Hubert Mayo, Board Chair, Creston-Red Harbour Pastoral Charge
 - ⇒ We have some other congregations/pastoral charges that have taken much the same position as this – e.g., two points on the King's Cove PC.
 - ⇒ We will need their policy and have asked our brokers to help us look the policy and see what's not covered and fill the gaps.
- **UCC Protect**
 - ⇒ Information gathering forms have now been completed by _____ congregations. _____ are still outstanding
 - ⇒ The Hub has sent us a long list of items they need for them to be able to give us a quote for 2027.
 - ⇒ We will attempt to get the information by end of summer.
 - ⇒ We will need to rely on congregations to submit the information if it is not already in the Regional Office.

Property Reserve Fund

- The Executive has approved a Property Fund to help support congregations who have extraordinary expenses. With the increase in the deductible in insurance policy, the FAIT Team and the Division have work on terms for this Fund. At a meeting of the Division held on February 24th the following motion was carried on the recommendation of our Financial Accountability, Investments and Trusts Team (FAIT):

Appendix C - continued**FINANCE AND ADMINISTRATIVE RESOURCES** - continued

That the Division of Finance and Administrative Resources recommend to the First Dawn Eastern Edge Regional Executive approval of the enhancement of the Property Reserve Fund based on the following principles:

- (a) It will be used at the discretion of FDEE to help churches cover unusual and non-recurring capital expenditures which communities of faith encounter. Some examples of such unusual and non-recurring fees would be:***
- sales and/or demolition, along with related legal bills, for the disposal of surplus property (disbanded churches and other properties);***
 - exceptional and non-recurring capital expenditures for active church charges that do not have the ability to meet the unusual expenditure.***
- (b) The Executive Minister of the FDEE will be granted authority to approve up to \$10,000 without prior approval of FAIT, with the amounts so approved to be ratified at the next FAIT meeting.***
- (c) The Property Reserve Fund will be enhanced by transferring \$100,000 from the Discretionary Fund and maintained by receiving 15% from the sale of surplus property. Should the Property Reserve Fund be depleted and there being no sales of surplus properties in the foreseeable future, an amount would then be transferred from the Discretionary Fund to replenish the Property Reserve Fund.***

2025 Non-Consolidated Financial Statements

At the Division's March 18th meeting, the FAIT Convenor, Todd Rose, presented an overview of the draft 2025 Non-Consolidated Financial Statements. Overall, 2025 was a positive year. The Independent Auditor's Report states: ***"In my opinion, the accompanying non-consolidated financial statements present fairly, in all material respects, the financial position of the Regional Council as at December 31, 2025, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)."***

The following motion was carried:

That the Division of Finance and Administrative Resources accept the 2025 Non-Consolidated Financial Statements for forwarding to First Dawn Eastern Edge Regional Council for approval

2027 Budget

The FAIT Convenor, Todd Rose, also presented an overview of the 2027 budget.

An error was noted in the documentation - Mission and Service Grants - but that has been corrected.

- Revenue is projected at the same rate as 2026.
- Some expenditures are known; others are not known yet but are projected at reasonable rates
- The Regional AGM will be in person next year - so that is an added expense.
- It is a reasonable budget with no major concerns.

The following motion was carried:

That, pending correction of the error noted, the Division of Finance and Administrative Resources accept the 2027 Budget for forwarding to First Dawn Eastern Edge Regional Council for approval

Appendix DHUMAN RESOURCES**Report to Executive
From Human Resources
March 24, 2026**

Our newly formed division met on March 10, 2026 to hear the reports from the teams and to bring forward information to the executive.

Chaplaincy

Chaplaincy presented its last report to the Division as Doreen has been working hard to get the financials clued up.

We are coming with one motion around the ending of our participation in the denominational chaplaincy program. We have parting gifts for the chaplains. Who wanted something low key either in the community of Faith they worshipped in or at the office. The committee felt that it was bigger than just the two most recent chaplains. We are asking for some guidance from the executive with what you would like to see.

Licensing

Licensing shared that they continue to do their work. There is a brainstorming meeting coming up to look at some of the policies associated with licensing.

Paul Vardy has resigned as our Regional person who does training for sacraments elders. Licensing team would like to bring forth a name to continue the training for sacraments elders.

Motion: That the FDEE regional council would name the Rev. Oliver Dingwell as the trainer for the sacraments elders' course for this region.

Pastoral Relations

Please see the report attached.

Highlighting on the last page is the Pilot project for Gander and Carmanville. After a review of the final report done by Calvin Ginn – from Future Directions and Derek White - from Pastoral relations, it was felt that this should be their permanent way of being moving forward. It seems to be working well with them. Pastoral relations has asked Stephen to group to write up something more substantive so that the full learnings of the pilot can be recorded and learned from. That report should be in before the next executive. In the meantime, please find the final report available for you to read.

Good Standing Policy

Motion: That the FDEE Regional Council approved the Good Standing Policy for Congregations.

**Thank You
Heather Sandford**

Appendix D - continuedHUMAN RESOURCES - continued**Chaplaincy Report to Human Resources
March 10, 2026**

On June 30th, 2025 we as a region have pulled out of chaplaincy as we have known it to be. Our chaplains Rev. Karen Thorne and Rev. Stephanie Rose finished their positions as denominational chaplains. After years of trying to work towards something different with the hospitals and other denomination we as a region made the challenging decision to pull out of the denominational chaplaincy as it was known.

Since June 30th Doreen Barbour, chaplaincy treasurer, has been working with Alison Piercy to close the books and the bank account. ROE's have been given and T-4's have gone out to each of the chaplains. This should be closed up in the very near future.

There is one piece that we still have not done and that is thanked the chaplains. We have gifts for each of them as per their wishes. The chaplains have also said that it would be difficult to publicly celebrate our part in chaplaincy. One wanted to have something quiet at the office and the other thought something in the community of faith she worships in would be nice. The issues that we have had with that is that chaplaincy have been bigger than the last few years. We are wondering what the wishes of the region are and if the division has any thoughts or ideas.

This will be the final report but an update on closing the books can be given at the next meeting.

Thank you
Submitted by Heather Sandford.

Report to Future Directions and Pastoral Relations Committees on the Gander – Carmanville Pastoral Collaborative Ministry Project

On Wednesday, May 14, 2025, Derek White and Calvin Ginn met with the Rev. Stephen Matthews, the Carmanville Official Board and the Gander Church Council. We met with the Rev. Stephen Matthews at 2:00 PM for approximately one hour. In our time with him, we asked him to tell us what constituted a typical week in ministry for him. He explained and showed us diagrams for his monthly plan. In a week, he would do 6 Bible Studies (4 in different seniors homes and one in each of the Pastoral Charges). The material for the Bible Study would be the same as the research for the Sunday Sermon. There is a worship service each Sunday at one of the seniors homes. There would also be hospital visitation, with the larger portion for those outside the Gander-Carmanville area. Some weeks there would be a funeral, and other normal pastoral responsibilities.

We asked about time management and over-work.

Stephen explained to us that he still takes his days off each week and is able to engage in hobbies that bring relaxation. He doesn't work more than when he was in a single Pastoral Charge, he just works differently.

What has enabled this experiment to work smoothly?

- You have to be efficient with your time.
- Understand that the ordained minister is not the center of ministry, but is there to support the ministry of others.
- People can do worship without the presence of the minister.
- Development of worship leaders. (There are now 30 worship leaders over the 6 congregations.)
- People trained in conducting funerals and hospital visitation.
- Having a good working relationship with the wider area.
- Mentor lay leaders.

Appendix D - continuedHUMAN RESOURCES - continued

Why do you think this form of ministry has worked and what new things have happened?

- It has worked because the model is different. It is the ministry of the minister and lay worship leaders.
- We have seen an increased co-operation between the 2 Pastoral Charges. They travel to other points to support them in special events.
- We have a supper for the community which is attended by 120-130 people, most of whom were not involved before.

What advice would you give to another area wanting to experiment with a different type of ministry arrangement?

- Be honest with yourself. Why do you want this type of ministry and what resources are available?
- Be prepared for some misunderstanding.
- The clergy needs to be a person who does not micromanage and is comfortable with not maintaining high control.
- Be willing to accept some criticism.
- Be willing to risk.
- Determine how you can best meet the needs of the area –is it possible to partner with other agencies and learn from them.
- Be able to plan in advance.

Are you willing to continue this form of ministry for, at least, the next 5 years?

Yes. I see no reason to change the present structure. It works well and I believe it can be expanded and replicated.

We met with the members of the Carmanville Pastoral Charge Official Board, with a large majority of the members present. We spent approximately one and one-half hours with them. Here are the six questions we asked and the answers we received:

1. Are you still excited about the form of ministry that you have developed for this area?
Yes we are. We have a minister available to us. We have learned to be flexible. The minister's enthusiasm has inspired us. Our minister is prepared and helps the lay leaders to be prepared. There is more ministry taking place on this charge and less duplication with visitation to seniors homes and hospital.
2. Are there changes that you would like to suggest?
No, things appear to be working smoothly. Continue to develop more worship leaders.
3. What obstacles have you encountered?
Concern about the minister travelling in the winter.
4. What have you learned from this experiment?
 - We can have consistent worship services.
 - More people have learned to do different things.
 - We have learned to share with one another. Help each other out.
 - Life is possible if we do our part.
 - Go for it!
 - Be sure to maintain open and honest communication.
 - Have a leader who will listen.
 - Great learning experience, but it takes willingness from all to make it work.
 - Be open minded and willing to experiment.
5. What recommendations would you have for another pastoral charge who desires to experiment with a new form of ministry?
 - Go for it!
 - Be sure to maintain open and honest communication.
 - Have a leader who will listen.
 - Great learning experience, but it takes willingness from all to make it work.
 - Be open minded and willing to experiment.
6. Where do you want to go from here?
 - We hope that we can continue as we are.
 - We would miss the connections with the larger group.
 - We are thankful that Rev. Matthews chose to help us and together we have been able to develop an effective ministry.

Appendix D - continued**HUMAN RESOURCES** - continued

We met with the Church Council and a few congregational members from the Gander Pastoral Charge at 7:00 PM and spent approximately one and one-half hours with them. We ask the same questions that we asked at the meeting of the Carmanville Pastoral Charge. Here are the responses we received.

1. -We are still excited.
 - We are in a better financial position.
 - A new vibrant perspective on ministry has developed.
 - We are spreading the Good News (we have grown from 7 to 24 worship leaders).
 - We have the opportunity to use our gifts to bless others.
 - We have experienced spiritual growth through the lay leaders program.
2. – Is there a way to prevent gaps? If the minister is away for a Sunday there is a gap of a couple of weeks without the settled minister for some church.
 - Continue with the lay worship leaders training.
 - We need programs like this to ensure the future of the church.
3. Some people expect the minister for worship every Sunday.
4. – You can do more in the church than you think.
 - Great opportunity to be involved with other churches and to share leadership.
 - We learn from each other and share resources and support.
5. – Go for it!
 - It takes time to prepare and move forward.
 - Do an assessment of your assets.
 - Be open to change.
 - Learn from what has already happened.
6. – Continue to move forward and grow.
 - Form stronger relationship with ourselves and others.
 - Continue to develop our sense of togetherness.
 - Continue to build the ministry we have developed and share it with others.

We were impressed with the enthusiasm shown by both minister and the people of both pastoral charges with the form of ministry they have developed and we would recommend that permission would be granted for them to continue until a change in pastoral relations occurs and then to do a review before calling a minister.

We also recommend that the National Collaborative Ministry Task Group be informed of the success of this project. They could share it as a possible model for other areas.

**Report for Human Resources
Pastoral Relations
For Meeting March 10, 2026**

2025 Meetings: 13 March, 3 April, 22 April, 2 May, 8 May, 27 May, 12 June, 11 August, 18 September, 28 October, 25 November

2026 Meetings: 20 January; 17 February

Note that a number of email votes were taken; dates are in the body of the report.

Appointments and Calls:

3 April Moved by Dean Sellars, seconded by Derek White that we approve the Call of Rev. Deepak Yohan to the Pouch Cove-Bauline Pastoral Charge effective June 01, 2025, 20 Hours, according to the terms of the Form, and in accordance with IRCC. Motion carried.

2 May Moved by Derek White, seconded by Rev. Oliver Dingwell that Corey Paul be called to the LaScie Pastoral Charge, full time (40 hours a week) beginning May 5, 2025, ending June 30, 2028. Motion carried.

Appendix D - continuedHUMAN RESOURCES - continued

2 May Moved by Rev. Oliver Dingwell, seconded by Derek White that Emma O'Rourke be given a provisional call to the Elliston/ English Harbour Pastoral Charge, part-time (25 hours a week) beginning July 1, 2025. Motion carried.

2 May Moved by Derek White, seconded by Rev. Oliver Dingwell that Deepak Yohan be given a provisional call to the Norman's Cove Pastoral Charge, part time (30 hours a week) beginning May 5, 2025. Motion carried.

8 May Motion to approve appointment of Rev. Donna Hann to Clarendville/ Deep Bight Pastoral Charge, part time (20 hours a week) from July 1, 2025 to June 30, 2026. Moved by Bob Bennett, seconded by Iris Partridge. Motion carried.

27 May Motion to approve appointment of Glenn Jarvis to Hants Harbour (part time 10 hours a week) from June 1, 2025 to May 1, 2026. Moved by Bob Bennett, seconded by Dave Anthony. Motion carried.

27 May Motion to approve appointment of Glenn Jarvis to Clarke's Beach (part time 20 hours a week from July 1, 2025 to June 30, 2026. Moved by Bob Bennett, seconded by Dave Anthony. Motion carried.

2 July 2 email vote Moved by Dave Anthony and seconded by Bob Bennett that we accept the record of appointment for Mr. James Martin and the Harbour Grace Pastoral Charge, full-time 40 hours/week, from September 15, 2025 – September 15, 2028. Motion carried.

11 August Under careful assessment of the manner in which notice was given of a congregational meeting following the CALL PROCESS, the St. George's Pastoral Charge is requested to re-schedule said meeting following the proper notice period. Moved by Bob Bennett, seconded by Kathy Brett. Motion carried:

18 September That we approve the call of Rev. Larry Noseworthy and the St. George's Pastoral Charge, full time beginning October 4, 2025; ending October 5, 2026. Moved by Bob Bennett, seconded by Kathy Brett. Motion carried.

28 October Moved by Kathy Brett, seconded by Ethel Paul that Pastoral Relations approve the appointment (20 hours per week) of Rev. George Stockley to the King's Point Pastoral Charge for the period of August 1, 2025 – August 31, 2026. No additional terms to be added. Motion carried.

25 November Moved by Bob Bennett, seconded by Ethel Paul that Pastoral Relations approve the appointment (short term supply- six months- Nov. 17, 2025- May 17, 2026) of Rev. Karen Thorne to Gower Street United Church. Motion carried.

Changes in Pastoral Relations:

2 May Moved by Dave Anthony, seconded by Derek White that Heather Cronhelm be given approval for change of pastoral relations from Fortune Pastoral Charge to Nova Scotia, effective June 30, 2025. Motion carried.

8 May Moved by Bob Bennett, seconded by Iris Partridge to accept request by Rev. Limon Dhaka for change in Pastoral Relations to New Brunswick Pastoral Charge effective July 31, 2025. Motion carried.

12 June Moved by Bob Bennett, seconded by Dave Anthony that we accept the request for change in Pastoral Relations of James Martin-Carter from Botwood to Harbour Grace. Motion Carried.

2 July email vote Moved by Bob Bennett and seconded by Dave Anthony that we accept the request of Rev. Larry Noseworthy for a change in Pastoral Relations with his current charge, Springdale Pastoral Charge, effective September 28, 2025. Motion Carried.

28 October Moved by Bob Bennett, seconded by Derek White that Pastoral Relations accept the request by Rev. Jocelyn Cook for a change in Pastoral Relations effective January 26, 2026. Motion Carried.

Appendix D - continuedHUMAN RESOURCES - continued

25 November Moved by Bob Bennett, seconded by Ethel Paul that Pastoral Relations approve in principle the appointment of Rev. Donna Hann to the Swift Current Pastoral Charge (10 hours a week- January 1, 2026- June 30, 2026) *Pending clarification of phone/communications issue. To be dealt with at Pastoral Relations level via email vote.* Motion Carried.

Approved Memorandum of Understandings:

22 April Moved by Bob Bennett, seconded by Derek White that we approve the MOU between Gambo and Glovertown, and that the Region engage with Hare Bay with regard to their future, and that we ask present Supervisor, Rev. Paul Vardy, to remain as Supervisor, until we have further clarification, to be all put in place by June 15, 2025. Motion carried.

17 July email vote Moved by Bob Bennett and seconded by Dave Anthony that we approve the MOU between Fortune United Church and Grand Bank United Church. Motion carried.

Approvals to Search:

13 March Moved by Iris Partridge and seconded by Dave Anthony that we approve the options for finding a fill in minister (Cowan Heights), for Rev Oliver Dingwell's sabbatical, as presented by Cowan Heights Governing Body. Motion carried.

3 April Moved by Bob Bennett, seconded by Dave Anthony that we approve the Job Descriptions as presented for Lead Minister for Word, Sacrament, Administrative Oversight; Team Minister of Pastoral Care; and Lead Minister of Families, Youth, and Media (Technology and Communications); Team Minister of Pastoral Care (Gower Street United Church). Motion carried.

Position Approvals:

27 May Moved by Bob Bennett; seconded by Dave Anthony that we accept the job description as presented (Re Brigus/ Cupids/ Georgetown). Motion carried.

27 May Moved by Bob Bennett, seconded by Oliver Dingwell that Harbour Grace Pastoral Charge be approved for full time ministry (40 hours per week). Motion carried.

12 June Moved by Bob Bennett, seconded by Dave Anthony that we approve the change in terms of Gower Street United from part to full time, beginning May 5, 2025/ category B/ 40 hours a week. Motion carried.

12 June Moved by Dave Anthony, seconded by Bob Bennett that Karen Bursey be appointed for 6 hours a week/June 9,2025 – Sept. 2, 2025 (Cowan Heights) to cover Rev. Oliver Dingwell's sabbatical. Motion carried.

7 August email vote Moved by Dave Anthony and seconded by Bob Bennett that we accept the (part time 20 hr/week) position description for the Fogo Island Pastoral Charge. Motion carried.

8 August email vote Moved by Bob Bennett and seconded by Dave Anthony that we accept the position description for the Whitbourne Pastoral charge and declare they are ready for search. Motion carried.

28 October Moved by Kathy Brett, seconded by Bob Bennett that Pastoral Relations approve the Grand Bank/Fortune job description with typos. Motion carried.

17 February Moved that Pastoral Relations approve the job description for Grace United Church, Springdale pending change in font stylization under the Pastoral Care section of the document. Moved by Bob Bennett, seconded by Ethel Paul. Motion carried.

17 February Moved by Bob Bennett, seconded by Derek White that Pastoral Relations approve the job description for Newtown/ Lumsden/Valleyfield Pastoral Charge pending the approval of Pastoral Charge MAP. Motion carried.

Approvals of Church Closures:

18 September Moved that we approve the closing of Trinity United in Newtown and the disbanding of the Trinity United congregation. Moved by Bob Bennett, seconded by Derek White. Motion carried.

28 October Moved by Derek White, seconded by Kathy Brett that Pastoral Relations approve of the closure of the Port Albert United Church congregation effective June 30, 2026; that the congregation be disbanded and disposal of its assets including the church building be carried out in accordance with the direction of First Dawn Eastern Edge Council. Motion carried.

Appendix D - continuedHUMAN RESOURCES - continued

9 February email motion Moved by Dave Anthony and seconded by Bob Bennett that we approve the closure and disbanding of the United Church congregations in Caplin Cove and Southport effective Sunday, February 22, 2026, as well as the scheduling of their closing services (Caplin Cove 2:30pm and Southport 4:00pm) also on Sunday, February 22, 2026. Motion carried.

Church Amalgamations:
NA

Covenanting Services:

A) Rev. Deepak Yohan – service to be held in Pouch Cove, November 16, 2025 at 7pm. Waiting for guest preacher confirmation. (no record of a motion)

17 February Moved by Bob Bennett, seconded by Ethel Paul that Pastoral Relations approve the request for the Covenanting Service for Rev. Jocelyn Cook by the Humber Valley Pastoral Charge pending the completion of forms/paperwork. Motion carried.

Future Planning:

13 March Moved by Bob Bennett and seconded by Oliver Dingwell that Finance and Administrative service engage in a property management company so that the possibility of renting the manse can be explored, while taking the burden of the manse from the pastoral charge at the same time generating some revenue from the rental of the property. Motion carried.

Policies to be brought forward:

8 May Moved by Bob Bennett and seconded by Iris Partridge that Pastoral Charges that can show that they are in good financial standing with Regional Council / General Council will be able to complete the process of Search and Selection. Those in arrears will not be able to move forward in the process. Motion carried.

27 May Bob Bennett moved and Dave Anthony seconded, that current (Phone and Communication) policy stand as it currently exists and be sent to Executive for ratification. Motion carried.

17 February Moved by Georgina Parsons, seconded by Derek White that the Pastoral Relations team will forward concerns/suggestions regarding the Good Standing Policy to Human Resources for their concurrence, with the understanding that Executive will set policy for the Regional Council. Motion carried.

17 February Moved by Rev. Oliver Dingwell, seconded by Ethel Paul that Pastoral Relations concur, in principle, and encourage Executive to continue exploring options with Pathways. Motion carried.

Specific challenges with Hillview:

13 March Moved by Oliver Dingwell and seconded by Bob Bennett that a meeting be set up with the pastoral charge to share the outcomes of our Pastoral relations meeting which are a) that we ask the region to refund the money that Rev. Gneid Lackey paid to the pastoral charge for manse repairs minus \$300.00 for the pet damage and that it be added to the balance on lien agreement for the manse; b) areas of the manse that were determined to be the cause of pet damage be repaired immediately as money has been secured for that; c) that discussion needs to happen to address their future ministry and that a committee be struck to work through the MAP document. Once the MAP and job descriptions are complete to the satisfaction of the Region and the repairs for the pet damage have been complete, then a decision on the manse will be made. Motion carried.

13 March Moved by Bob Bennett and seconded by Dave Anthony that the region reimburses Rev. Gneid Lackey the balance of what she has paid to the Hillview Pastoral Charge minus the \$300.00 in pet damage as stated in the manse inspection and that amount be added to the balance of the lien agreement. Should the repairs not be made by the time that the manse is sold then the \$300.00 be reimbursed to Rev. Gneid Lackey and that the 300.00 be added to the balance of the Lien agreement. Motion carried.

22 April Moved by Bob Bennett, seconded by Dean Sellars, that Ricky Marsh be appointed as Supervisor of the Hillview Pastoral Charge. Motion carried.

Appendix D - continued**HUMAN RESOURCES** - continued

12 June Moved by Bob Bennett, seconded by Dave Anthony that Hillview Pastoral Charge be given permission to sell their manse and that the Division of Finance and Administration Services (in keeping with the Charges current Mission Articulation Plan) oversee the distribution of funds, to include all monies owed to Region and balance of funds remain with the Charge. Motion carried.

Miscellany:

May 27 Moved that Dunville Whitbourne Pastoral Charge have one pastoral charge supervisor instead of the current policy of two. Motion made by Bob Bennett, seconded by Dave Anthony. Motion carried.

11 August Moved that in light of concerns raised regarding the physical condition of the manse at Trinity United Botwood, and in order to continue to proceed with the plans currently underway re. change in Pastoral Relations, a manse inspection be conducted by August 22, 2025. Motion moved by Bob Bennett; seconded by Kathy Brett. Motion carried.

30 August email motion Moved by Bob Bennett, seconded by Dave Anthony that we ask the Executive Minister to name a conflict mediator to work with Corner Brook United, ministry personnel and various conflicts within the board to get them to a better place so that as a region we can work with them to help build their new structure. Motion carried.

28 October Moved by Bob Bennett, seconded by Kathy Brett that having completed the manse inspection Pastoral Relations and Property would work together with Trinity United/Botwood to ensure that the work on the manse is completed prior to the call of a new minister. Upgrades for health and safety matters are to be prioritized. Motion carried.

28 October Moved by Kathy Brett, seconded by Bob Bennett that we ask the Executive Committee to hold an emergency meeting to consider our (Pastoral Relations) request for a review of the Corner Brook United Congregation, to happen immediately and prior to the departure of Rev. Jocelyn Cook. Motion carried.

26 November Moved by Bob Bennett and seconded by Derek White that: We accept and approve the pilot project from Carmanville/Gander; we recommend to the Division of Human Resources that this be the model for Carmanville/Gander moving forward; we invite Rev. Stephen Matthews to produce a manual for this model which could be used in our Region, for review by Pastoral Relations and the General Council office; we require updated job descriptions and MAPs reflecting their new model by July 1, 2026. Motion carried.

26 November Moved by Bob Bennett, seconded by Ethel Paul that Pastoral Relations approve the sale of the Carmanville manse and that proceeds from the sale be held in restricted funds for use of ministry on the Pastoral Charge. Motion carried.

20 January Moved by Ethel Paul, seconded by Oliver Dingwell that Rev. Georgina Parsons be given an interim appointment as temporary PCS for Grand Bank/ Fortune Charge in the absence of Rev. Jason Boyd from January 26 to February 8, 2026. Motion carried.

20 January Moved by Oliver Dingwell, seconded by Georgina Parsons that Pastoral Relations request that the Swift Current Pastoral Charge MAP team provide updated information regarding motions and documentation to date. Motion carried.

20 January Moved by Oliver Dingwell and seconded by Derek White that Pastoral Relations forward all future meeting dates as requested. Motion carried.