



The United Church of Canada

L'Église Unie du Canada



Fundy St. Lawrence Dawning Waters Regional Council
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Tel: (506) 306-0496 • Email: FSLDW@united-church.ca

MEMO

TO: Pastoral Charge Ministers, Board/Council Secretaries and Chairs

FROM: Faith March-MacCuish, Executive Minister

RE: Elected Members to Fundy St. Lawrence Dawning Waters Regional Council 2026

DATE: January 27, 2026

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A Community of Faith is responsible for electing members to Regional Council. Members must already be a part of the membership of your Community of Faith and the number of elected members depends on the size of the Community of Faith. Please note the guidelines for appointing/electing members (*The Manual 2026, Section B.2.1.6*):

The community of faith is responsible for electing representatives of the community of faith to the regional council. Representatives must be members of the community of faith. The number of representatives depends on the size of the community of faith:

- a) one representative if the community of faith has 100 or fewer members;
- b) two representatives if the community of faith has 101 to 200 members;
- c) three representatives if the community of faith has 201 to 300 members; and
- d) four representatives if the community of faith has more than 300 members.

The number of elected members we have assigned for your Community of Faith is based on the resident members report on your 2024 statistics forms. The membership roll of Fundy St. Lawrence Dawning Waters Regional Council depends on each Community of Faith's election.

We are currently in the process of collecting the names for your elected Regional Council members. As you begin to prepare for your Annual General Meetings for your Pastoral Charge and Communities of Faith and prayerfully consider who your elected members will be to the Regional Council, it is important to remember that the Region is made up of all of us, communities of faith, clergy, and laity. We are called to fulfill this ministry together. We ask that all Pastoral Charges elect all of their assigned numbers and send in the names of those elected members on the *Pastoral Charge Information Form*. We ask that all of our elected members register for the meeting even if you are unable to attend and indicate regrets. This will help us to have a full list of members in our directory. Please forward the names of your elected members as soon as possible but no later than **April 1, 2026**.

Please note that if you have not sent the names of the elected members, they will not be able to register as a voting member for the annual Spring Regional Council meeting until we have received the completed form. Please note the following:

- Fill out the online Pastoral Charge Information form found at <https://ucceast.ca/87638-pastoral-charge-information-form-2026>.
- Questions please email FSLDW@united-church.ca or call (506) 306-0496.
- This update will ensure that your members will receive information mailings, registration forms, and minutes.
- Include email addresses wherever possible as we make every effort to reduce the costs of postage and expenses related to large mailouts.
- Multi-point pastoral charges must keep in mind that should one point not be able to send a member, no other point may send an extra person to compensate. It must be the elected alternate from that congregation.

As you consider the role, please see the below information.

Role of the Regional Members

The Regional Representative is an important ministry. The Representative is an essential point of connection and information transfer between the Region and the local Community of Faith/Pastoral Charge. It is a way for you to offer leadership as you live out your discipleship in the wider church. As you participate you gain knowledge, develop a sense of community, deepen relationships and a gain a broader understanding of the mission of the wider church and the part that your community plays in that responsibility. You can become a great support to your community in helping them with questions and information.

- Be a full member of the Community of Faith they are elected to represent
- Attend the Annual and any other full meeting of the Regional Council (in-person or zoom), usually one per year. Select an alternate.
- Attend local cluster gatherings as much as possible
- It is very helpful to have access a computer, tablet or smart phone with reliable internet service.
- Beneficial to have a current email address.
- Local governance is encouraged to have one Regional Representative become a regular member of your governing body.

Encourage Connection in your community

- Visit the FSLDW Website
- Sign up for Weekly Announcements
- Become part of Regional Facebook Page
- Use your own weekly bulletin, newsletters, church Facebook to share information.
- Provide a copy of the quarterly Executive Committee Minutes to your Board and Council
- Provide a report for the FSLDW Annual Meeting (oral, written)

Ensure your community have the processes and responsibilities in place to:

- File the Annual Statistic and Assessment with the General Council on Church Hub
- Complete and submit the FSLDW Annual Pastoral Charge Information Form
- Complete the FSLDW Self-Assessment Survey every third year.
- Promote participation and supply the names of possible members to the Nominations Committee for participation in Regional Council Committees and Working Groups

Become an Ambassador!

- You are an important part of ministry in this Region.
- The Region is made up of all of us, communities of faith, clergy and laity.
- We are called to DEEP SPIRUALITY, BOLD DISCIPLESHIP and DARING JUSTICE.
- Thank you for your commitment to the church and your ministry.