

November 28, 2025

To: Leadership Representatives of Fairview Baptist Church and the Fellowship Prairies Leadership Board

Dear Ministry Leaders,

As you have been made aware in a previous email, I have been appointed as the Arbitrator to address the unresolved matters between your church and the Fellowship Prairies Regional Board. Since the mediation process was not successful, this is the next and final step in the process of conflict resolution according to the Bylaws.

I approach this responsibility with the commitment to act independently, impartially, and in accordance with the authority granted to me by both the bylaws and provincial arbitration law. My role is not to mediate or facilitate further negotiation but rather to review the matters in dispute, consider relevant evidence and submissions, and issue a binding decision.

While I will be the sole decision-maker, I anticipate engaging one or more qualified assistants for administrative and technical support. These individuals, who will not hold decision-making power, will be confirmed shortly and will serve only to assist in the procedural aspects of the process.

Process Overview

To ensure clarity and consistency, the process will include the following key components:

1. **Written Submissions received by December 5, 2025**

Each party will be asked to submit a concise written summary outlining their understanding of the unresolved issues and any supporting documentation.

2. **Review of Relevant Materials**

I will review submitted evidence and may request additional documentation, provided it is directly relevant to the matters under arbitration.

3. **Arbitration Session on December 10, 2025**

I will be at the Fellowship Prairies regional office in Edmonton, Alberta on Wednesday December 10, 2025, to hold in-person meetings. The morning (9am-12pm) will be set aside to dialogue with representatives from Fairview Baptist Church. The afternoon (1pm-4pm) will be set aside to dialogue with representatives from the Fellowship Prairies Leadership Board. Each party is responsible for its own expenses related to travel, accommodations, and meals.

4. **Final Arbitration Report**

Following the review of submissions and conversations, I will prepare a written Arbitration Report outlining the decision regarding the unresolved disputes. Under both the bylaws and the Alberta Arbitration Act, this decision is binding on all parties.

Confidentiality and Conduct

All participants are required to maintain strict confidentiality regarding the process. In addition, I ask that all parties engage in this process with a spirit of truthfulness, clarity, and mutual respect.

Next Steps

December 5, 2025 – submit a concise written summary of charges and supporting documentation

December 10, 2025 – In-person Arbitration session

If you have procedural questions related to the arbitration, you may contact me directly at brent@fellowshippacific.ca.

Please note that participation in this process is required under the bylaws, and proceeding under the Alberta Arbitration Act includes the expectation of full cooperation to ensure a timely and fair determination.

I recognize the gravity of entering a process such as this and do not do so lightly. My hope is that the outcome contributes to greater clarity, unity, and gospel effectiveness. *“If any of you lacks wisdom, you should ask God, who gives generously...”* (James 1:5)

Thank you for your consideration and your commitment to walking through this carefully and prayerfully.

Respectfully,

Brent Chapman

Regional Director of Fellowship Pacific

brent@fellowshippacific.ca