

National Defence



Princess Patricia's
Canadian Light Infantry
Regimental Headquarters
PO Box 10500 Station Forces
Edmonton AB T5J 4J5

1150-1 (RAdjt)


20 February 2019

Distribution List

MINUTES FROM THE 161st
REGIMENTAL EXECUTIVE COMMITTEE
(REC) MEETING HELD WEDNESDAY, 16 JANUARY 2019

References: A. Minutes of the 160th REC Meeting, dated 26 September 2018.
B. Regimental Strategy Version 1.0, 24 January 2018

1. Find attached, at Annex E, the minutes of the 161st REC meeting held on Wednesday, 16 January 2019. Also attached are the following supporting documents:
 - a. Annex A: Contents Sheet;
 - b. Annex B: Record of Motions and Votes;
 - c. Annex C: Task Matrix;
 - d. Annex D: Important Calendar Dates; and
 - e. Annex E: Minutes of the 161st REC Meeting.
2. Annex E details the discussion of agenda points that took place during the meeting by those members present, including those personnel via telephone conference.
3. For ease and simplicity, use either the contents sheet at Annex A to navigate to the respective agenda item and subsequent page; or use Annex C, the consolidated assigned or implied task matrix. All motions and votes have been extracted from Annex E and consolidated into a grouped table shown at Annex B, which reflects a true and accurate record of Regimental Guard motions and votes.
4. Should you have any questions or enquiries, please to contact the Regimental Major, Major S.G.J. Lerch at 780-973-4011 ext. 5459 or e-mail SLADE.LERCH@forces.gc.ca.



J.D. Schaub
Lieutenant-Colonel
Chairman, Regimental Executive Committee

Annexes:

Annex A - Contents Sheet
Annex B - Record of Motions and Votes
Annex C - Task Matrix
Annex D - Important Calendar Dates
Annex E - Minutes of the 161st REC Meeting

Distribution List

Action

PPCLI Regimental Executive Committee
Regimental Major
Regimental Adjutant
Regimental Warrant Officer
PPCLI Association President

Information:

Colonel of the Regiment
PPCLI Guard
Regimental Colonel
PPCLI Association//President/Secretary
PPCLI Foundation//President/Secretary

CONTENTS SHEET
THE 161st REC MEETING

<u>Subject Heading</u>	<u>Page Number</u>	
	<u>From</u>	<u>To</u>
1. Record of Votes & Motions	B – 1/1	
2. Task Matrix	C – 1/2	- C – 2/2
3. Important Calendar Dates	D – 1/1	
4. Attendees	E – 1/14	
5. 161st REC Meeting Agenda	E – 2/14	- E – 3/14
6. Opening Remarks	E – 3/14	
7. Review of Minutes	E – 3/14	
8. Regimental Calendar	E – 3/14	- E – 4/14
a. Regimental Battle Rhythm	E – 4/14	
b. Regimental Calendar	E – 4/14	
c. C-in-C Travel	E – 4/14	
d. COR Travel	E – 4/14	
9. Regimental Strategy	E – 4/14	- E – 5/14
a. Background and Intent	E – 4/14	
b. Executive Summary	E – 4/14	
c. Major Projects	E – 5/14	
d. Deliverables	E – 5/14	
10. Reports	E – 5/14	- E – 11/14
a. <i>The Patrician</i>	E – 5/14	
b. Regimental History Program	E – 5/14	
c. Regimental Adjutant	E – 5/14	

d.	War Diaries	E – 5/14	
e.	Official History	E – 6/14	
f.	Regimental Kit Shop	E – 6/14	- E – 7/14
g.	Website	E – 7/14	
h.	Museum & Archives	E – 7/14	- E – 8/14
i.	Regimental Veterans Care	E – 8/14	
j.	Cadets	E – 8/14	
k.	105 th Regimental Anniversary	E – 8/14	- E – 10/14
l.	Regimental Finances	E – 10/14	- E – 11/14
11.	Updates	E – 11/14	- E – 12/14
a.	The PPCLI Association	E – 11/14	- E – 12/14
b.	The PPCLI Foundation	E – 12/14	
c.	The Loyal Edmonton Regiment	E – 12/14	
12.	New Business	E – 12/14	- E – 13/14
a.	Honours and Awards	E – 12/14	
b.	Contingency Fund Investment	E – 12/14	
c.	COR Portrait	E – 13/14	
d.	Korean Veterans Association (KVA)	E – 13/14	
e.	Honorary Patricias	E – 13/14	
13.	Round Table	E – 13/14	
14.	Closing Remarks	E – 14/14	

RECORD OF MOTIONS AND
VOTES OF THE 161st REC MEETING

Serial	Proposal	Proposer	Seconder	Vote	Remarks
	(a)	(b)	(d)	(e)	(f)
1	That the Hamilton Gault Skill-At-Arms Trophy should be put on hiatus until a competition worthy of connection to the trophy can be established.	LCol J.D. Schaub	CWO M.A. von Kalben	Carried	Task 7
2	That the minutes of the 160 th REC are accepted as a true record.	LCol J.D. Schaub	LCol A.N. Moore	Carried	
3	That the 2019/20 Warehouse Fund Budget be approved.	LCol J.D. Schaub	LCol J.C. Thamer	Carried	Slide 56
4	That the 2019/20 Museum Fund Budget be approved.	LCol J.D. Schaub	CWO W.L. King	Carried	Slide 58
5	That WO Aseltine be awarded a Regimental Commendation for volunteer work with cadets.	LCol J.D. Schaub	CWO R.J. Crane	Carried	Slide 73

TASK MATRIX
161st REC MEETING

Serial	Assigned or Implied	Task	OPI	Remarks
	(a)	(b)	(d)	(e)
1	ASSIGNED	Add the For the Soldier Breakfast (20 Feb 2019) by the For the Soldier Institute to the Regimental Calendar.	RM	Complete.
2	ASSIGNED	Draft version 3 of the Regimental Strategy following the 2 nd Strategic Planning Session.	PPCLI Guard Vice President Strategy	
3	IMPLIED	Prompt ERE Patricias to confirm their mailing address with RHQ for shipment of <i>The Patrician</i> 2018.	ERE REPS	
4	IMPLIED	Establish the Regimental Editorial Board (REB) by Dec 2019 for the Regiment's Official History Vol VI.	REC Chairman, RM	Gen (Ret'd) R.I. Stewart has volunteered to act as the REB Chair.
5	ASSIGNED	Draft a Briefing Note regarding the substantial Kit Shop write-off for circulation among the REC and inclusion to the Regimental Accountant's records.	RM	In Progress.
6	ASSIGNED	Draft a contract for the Museum's appraiser.	RM, Museum Manager	In Progress.
7	IMPLIED	Draft a Briefing Note with supporting documents so the REC can vote on the inclusion of names to the Roll of Honour.	RM, RAdjT	In Progress.
8	IMPLIED	Coordinate with the PPCLI Foundation for the execution of the 105 th Gala.	105 th Gala OPI, PPCLI Foundation Executive Director	In Progress.
9	IMPLIED	Schedule the Cock-o'-the Walk competition before the 105 th Gala.	RM, LER AdjT	Complete. Scheduled for 3 Aug 2019.
10	ASSIGNED	Consider options for sponsored tables, for soldiers and their spouses at the 105 th Gala and future French Grey Balls.	105 th Gala OPI, PPCLI Foundation Executive Director	In Progress.
11	ASSIGNED	Confirm distribution of the PPCLI Association Newsletter.	REC Chair	

Serial	Assigned or Implied	Task	OPI	Remarks
	(a)	(b)	(d)	(e)
12	IMPLIED	Distribute The LER journal <i>The 49er</i> , to the battalions.	RWO	Complete.
13	ASSIGNED	Look into options to use NPP funds (The Contingency Fund) to support serving Patricias to participate in/attend VIP funerals.	RM, RAdjt	In Progress
14	ASSIGNED	Finalize the Honorary Patricia annex for approval by the Guard and subsequent inclusion to the Regimental Manual.	RM	In Progress.
15	ASSIGNED	Provide retiring Patricias with the Association membership letter.	RM, RWO, R Clerk	On Going.
16	ASSIGNED	Complete MGen (Ret'd) Vernon's official portrait.	RM	In Progress.
17	ASSIGNED	Amend the Honorary Patricia document IAW the minutes of the 161 st REC meeting and forward to the Regimental Guard for approval and subsequent inclusion to the Regimental Manual.	REC Chair, RM	In Progress

Annex D to
1150-1 (RADjt)
Dated 20 February 2019

**IMPORTANT CALENDAR
DATES OF THE 161st REC MEETING**

Serial	Calendar Date	Event	Remarks
	(a)	(b)	(d)
1	14-18 Jan 19	Ex STRONG CONTENDER 19	
2	16 Jan 19	161 st REC Meeting	Edmonton. 1 PPCLI Jerry Squires Room
3	19-22 Jan 19	RADD	Calgary 19/20 Jan, Edmonton 21/22 Jan
4	21 Jan 19	74 th Guard Meeting	Edmonton. 1 PPCLI Jerry Squires Room
5	9-10 Feb 19	C-in-C 80 th Commemoration	Toronto. Additional details TBC
6	Feb (TBC)	Regimental Steering Committee Meeting	TBC
7	17 Mar 19	Regimental Day	
8	7-8 Aug 19	Association AGM	Edmonton
9	5-7 Apr 19	Association Mental Health and Suicide Awareness Workshop	London
10	26-28 Apr 19	Association Mental Health and Suicide Awareness Workshop	Winnipeg
11	7-8 Aug 19	PPCLI Foundation AGM	Edmonton (Teleconference) exact time TBC
12	9-10 Aug 19 (TBC)	French Grey Weekend	
13	10 Aug 19	PPCLI 105 th 75 th Guard Meeting / Strategic Planning Session	Guard Directive 002: Better 'Ole in Edmonton, Shilo
14	TBC Aug 19	Strategic Planning Session	
15	27-29 Sep 19	Association Mental Health and Suicide Awareness Workshop	Chilliwack

MINUTES FROM THE 161st REC
MEETING HELD WEDNESDAY, 16 JANUARY 2019

1. The meeting was called to order at 1700 hours by the Chairman of the Regimental Executive Committee, LCol Schaub. Those in attendance are listed below:

Chairman:	LCol J.D. Schaub	Commanding Officer, 1 st Battalion
Members Present:	LCol A.N. Moore	Commanding Officer, 3 rd Battalion
	LCol J.C. Thamer	ERE Representative for BC/AB/North
	CWO R.J. Crane	RSM, 1 st Battalion, ERE NCOs' Representative for Wainwright
	CWO W.L. King	RSM, 2 nd Battalion
	CWO M.A. von Kalben	RSM, 3 rd Battalion
	Capt. R. Dumas	<i>Ex Officio</i> Member, Loyal Edmonton Regiment Representative
Members via TELCON:	BGen (Ret'd) V.W. Kennedy	<i>Ex Officio</i> Member, Colonel of the Regiment
	Col K.A. Gallinger	<i>Ex Officio</i> Member, Vice President Strategy, Regimental Guard
	LCol L. Darras	ERE Officers' Representative for ON/OUTCAN
	LCol L.J. Mossop	ERE Representative for Wainwright
	CWO Smith	ERE NCO's Representative for ON/OUTCAN
	CWO Hamilton	ERE NCOs' Representative for FGB/Maritimes
	Mr. Paul Hale	<i>Ex Officio</i> Member, PPCLI Association President
Regimental Headquarters:	Maj S.G.J. Lerch	Regimental Major
	Capt. M.A. Lolacher	Incoming Regimental Adjutant
	Capt. D.B. Boyes	Outgoing Regimental Adjutant
	WO S.A. Peterson	Regimental Warrant Officer
	Cpl C.R.C. Lee	RHQ Clerk

2. Agenda items were detailed as follows:

Serial	Item	Sub-Item	OPI	Time
	(a)	(b)	(c)	(d)
1	Opening Remarks		COR & LCol Schaub	1700
2	Review of Minutes		RM	1702
3	Calendar		RM / COR	1715
		a. Regimental Battle Rhythm		
		b. Regimental Calendar		
		c. C-in-C Travel		
		d. COR Travel		
4	Regimental Strategy		Col Gallinger	1723
		a. Background and Intent		
		b. Top Five Issues		
		c. Major Projects		
		d. Campaign Plan		
5	Reports			1729
		a. <i>The Patrician</i>	RM	
		b. Regimental History Program	RM	
		c. Regimental Adjutant	RM	
		d. War Diaries	RM	
		e. Official History	RM	
		f. Regimental Kit Shop	RM / LCol Schaub	
		g. Website	RM	
		h. Museum & Archives	RM	
		i. Regimental Veterans Care	RM	
		j. Cadets	RM / RWO	
		k. 105 th Regimental Anniversary	LCol Schaub	
		l. Regimental Finances	RM	
6	Updates			1850
		a. The PPCLI Association	Paul Hale	
		b. The PPCLI Foundation	RM	
		c. The Loyal Edmonton Regiment	Capt. Dumas	
7	New Business			1859
		a. Honours and Awards	R AdjT	

		b. Contingency Fund Investment	RM	
		c. COR Portrait	RM	
		d. Korean Veteran Association (KVA)	RM	
		e. Honorary Patricias	RM	
8	Round Table			1939
9	Closing Remarks		COR & LCol Schaub	1940

3. Opening Remarks. LCol Schaub provided a brief update on current operations before turning the floor over to the COR, BGen (Ret'd) Kennedy, for his opening remarks. The COR inquired about Ex STRONG CONTENDER and then requested that the REC begin in earnest.

4. Review of Minutes. The RM began with a review of the minutes from REC 160. From REC 160 there was one motion and fourteen tasks both assigned and implied. Of those, seven were actioned, six were in progress and one was overtaken by events. The RM provided specific updates on several in-progress tasks. Of note, the RM reported ERE Representatives could request Regimental funds for functions through RHQ and that disbursements within \$2000 could be secretarially approved. (Task 1) The RM suggested a voting process could be looked into with the Chair REC indicating ERE Representatives contacting RHQ was the best way forward. While discussing the use of the Hamilton Gault Skill-At-Arms Trophy (Task 7) LCol Schaub suggested connecting the trophy to Ex STRONG CONTENDER and welcomed comments from the floor. CWO von Kalben suggested the trophy go on hiatus until a suitable skill-at-arms competition could be found. CWO Crane suggested the trophy be used for the Canadian Patrol Competition, to which both CWO von Kalben and CWO King supported. Col Gallinger suggested it be put on hiatus until a suitable competition could be found, to which the COR supported. LCol Schaub proposed a motion to this effect, and it was carried unanimously.

The RM continued to discuss replication of boot sampling and sizing for the 2nd Battalion (Task 10) and explained difficulties the Kit Shop has had in maintaining stock of boots due to national shortages with supplier. RM stated they have re-engaged with the supplier and that a third of the boots will go to 2nd Battalion. CWO King requested a sizing chart to streamline the process and the RM agreed. With regard to the Korean Student Bursary Fund (Task 11), the RM stated it was overtaken by events. RM mentioned that at REC 94 it was agreed that the Regimental Fund, now Patricia Fund, will absorb the costs. The RM confirmed that nominal rolls (Task 12) have been submitted to DHH and our Museum & Archives by the RADjt. Finally, with respect to declassification of documents (Task 13), the RM reported that we do not have a way ahead as the policy for declassification is in a state of flux. RM re-engaged in January 2019 but has not received an answer.

With no questions or comments on assigned and implied tasks, the RM requested that a motion be tabled to accept the minutes from REC 160 as presented. A motion was tabled and carried.

5. Regimental Calendar Points. The RM addressed the Regimental battle rhythm and offered a general calendar update before moving into the specific travel plans for the Colonel-in-Chief (C-in-C) and the COR.

- a. Regimental Battle Rhythm. The RM acknowledged the REC was earlier than usual. He answered a request for information on Regimental Steering Committee (RSC) meetings that was brought up at REC 160. The RM referenced Chapter 1, Para 22 of the

Regimental Manual which states RSC meetings shall happen as required and at the call of members of the RSC.

- b. Regimental Calendar. The RM discussed the C-in-Cs 80th Commemoration (Serial 5) on the 11th in Toronto. Attendance will be restricted to COR and his wife, as well as General Crabbe and his wife. Regimental involvement will be limited. CWO von Kalben inquired about the PPCLI Foundation 'For the Soldier' Breakfast event happening 20th February and the RM stated it would be added to the calendar. The RM mentioned he wants to know from the PPCLI Foundation under what conditions soldiers will be sponsored before going back to units to let them know of how many spots are open. The RM continued and stated the Brigade Commander is the Guard representative and trustee for the PPCLI Foundation. CWO von Kalben inquired about risk and if there was an expectation for attendance from the units. RM stated he would inquire. LCol Thamer mentioned BGen Wright was to attend the 2nd Battalion Change of Command. LCol Schaub confirmed French Grey Weekend (Serial 18) is 9-10 August 19.
 - c. Colonel-in-Chief (C-in-C) Travel. The RM reported that the only upcoming travel for C-in-C would be if she plans to attend the French Grey Weekend and 105th Commemoration in Edmonton in August 2019. LCol Schaub asked COR to confirm if C-in-C would be there in order to determine the date to unveil the C-in-Cs portrait. LCol Schaub indicated as we get closer to the date, there can be more options of when to reveal C-in-C portrait.
 - d. COR Travel. The RM summarized the COR's scheduled travel dates: Edmonton in late January from the 20-23 for RADD 19 being the most current. The COR added he would like to add more dates on, such as visiting members prior to them heading on deployment. The COR also mentioned the PPCLI Foundation wants to do HHC in Winnipeg, and that he had warned General Crabbe he would be asked to help.
6. Regimental Strategy. Col Gallinger introduced the Regimental Strategy and his role in Regimental affairs. He began by explaining his role as Vice-President (Strategy) before moving onto current issues and projects specifics.
- a. Background and Intent. Col Gallinger started by stating the Regimental Strategy Update could be found on the Regimental website.¹ Col Gallinger spoke on the way ahead and stated he had just completed Secretarial Update 3, which was based on all the Regimental meetings up until this point. Col Gallinger confirmed he would email this to the RM. Col Gallinger aims to publish Version 2, which will cover REC 161, Guard 74 and the next RSC in preparation for Guard 75 and the 2nd Strategic Planning Session (SPS) which are scheduled for August. Col Gallinger will engage with the Regimental Steering Committee (RSC) on the coordination details for the 2nd SPS. After 2nd SPS, Col Gallinger will create Version 3 of Regimental Strategy which will capture everything discussed at the 2nd SPS.
 - b. Executive Summary. Col Gallinger mentioned the seven Regimental Objectives and our top five Strategic Issues that were identified at the 1st SPS:

¹ https://ppcli.com/wp-content/uploads/Regimental_Strategy_Sec_Update_2_Complete.pdf

- c. Major Projects. Col Gallinger spoke on major projects and noted that capacity resources was the main factor holding back progress, particularly in the Museum and with our Regimental History. He went onto give kudos to the personnel who were involved in creating and maintaining the Regimental Monuments Manual on the website.
- d. Deliverables. Col Gallinger discussed proficiency and indicated he was not going to talk further about the Hamilton Gault Skill-At-Arms Trophy (Task 7) as it was already discussed. He mentioned the Infantry Corps will look at what the Trophy is and possible options for the future. On Regimental Family issues, he reported that we are well in development for 105th Gala and therefore the group did not need to speak to that. On History & Traditions, Col Gallinger mentioned RADD had already been planned and would be executed. Col Gallinger reported that Museum Collections & Appraisals are on-going and that there would be more to come on Official History and War Diaries. On these deliverables, Col Gallinger stated we were making incremental progress. On Image and Identity, the Regimental narrative and outreach document that has been in development can be forecasted past next SPS and RSC. Col Gallinger mentioned that the Regimental Monument Manual is online and is a living document, but that the next step is figuring out how we upkeep the memorials and monuments as this will entail work and resources. Last, Col Gallinger discussed the Korean Student Bursaries but stated that the RM had solved the issue earlier, and therefore did not require further discussion.

7. Reports. The following reports were discussed:

- a. The Patrician. RM stated that *The Patrician* 2018as well under way and a lot of work was already done. He prompted the ERE Representatives to confirm addresses with RHQ as RHQ is not keen to send out a copy without a confirmed address due to costs associated with returned copies. RM stated RHQ intends to have *The Patrician* 2018 to the Battalions by 15 March, before Regimental Day.
- b. Regimental History Program. The RM briefed in addition to interviews and war diaries, there was also a "Tell Your Story Program" on the PPCLI website. The RM said there has not been a great response and are working on getting the word out. The feature allows stories and pictures to be captured in the Archives and is opened to serving and retired members. The RM asked the REC to help get the word out.
- c. Regimental Adjutant. The RM introduced the new Regimental Adjutant, Captain Mark Lolacher.
- d. War Diaries. The RM mentioned this was a big project he was attempting to sort through. He is in contact with the Directorate of History & Heritage (DHH). DHH is being true to their word and putting effort into obtaining, copying and sending war diaries to RHQ. RM stated we now have to declassify documents. In support of this initiative, the RM mentioned that Karen Storwick and Robert Curtain will be conducting interviews in the EGOM from 22-23 January. If members want to give interviews, they can get into contact with RHQ.
- e. Official History. The RM stated there was no change to the cost estimate for the Official History. He mentioned that call letters had been distributed and that three authors were

interested. The RM stated that accessing security clearance to obtain information that the authors need to write the history could be a concern. One of the potential authors is a Reservist and a Professor of History in British Columbia, and he may be a good candidate. As the program develops IAW the Guard directive, the RM indicated there should be presentations by potential authors by the summer time, with a Regimental Editorial Board put in place by the fall. From there, the RM said the next step would be to sign a contract and move ahead with plan for Official History from 1958-2000.

- f. Regimental Kit Shop. RM stated the Kit Shop has mobile capabilities. The Kit Shop can go to places like Wainwright and they have mobile terminals to process sales. The RM mentioned that at their physical location, they do not close for lunch. LCol Schaub mentioned he had tasked a Company Commander to conduct a survey in the battalion in order to ensure that what the Kit Shop is selling is what the troops want. If there are other items out there that the troops want, and they are authorized for wear, then the Kit Shop can be informed. LCol Schaub stated we need to ensure we are selling what the guys want. He finished by stating the results of the survey should be known in the next few weeks.

RM discussed outreach and the importance of finding good business partners for the Kit Shop. Time constraints are different with every supplier as their locations and timelines for delivery vary. The RM gave an example that when we plan to have items on a certain date, each supplier will be different in terms of when we have to order. The RM stated that the Kit Shop has a small market, and also faces competition in advertising and sales from other stores.

LCol Schaub discussed a product available by Capt. (Ret'd) Jeff Alpaugh, a former Patricia who served in the 1st and 3rd Battalion, that operates a company called Dangerous Dress Shirts. Capt. Alpaugh contacted LCol Schaub with an offer to provide socks to the Kit Shop at cost. LCol Schaub said a large number of Patricias wear his clothing and that we would try a few versions of his socks to see if members were interested. The RM stated that he asked the Kit Shop IC to discuss specifics with Capt. Alpaugh and that there will be products soon in the Kit Shop at a less than comparable price point that the usual socks the Kit Shop sells.

LCol Schaub discussed multiple issues for discrepancies of write-offs within the Kit Shop. He stated that the Kit Shop writes-off in-between \$3,000-\$5,000 annually. He stated that this has to do with multiple normal accounting issues. LCol Schaub had asked previously for a detailed brief from the RM. He stated that he went to the Kit Shop with OC Admin and the DCO, and that he spent 2-3 hours there to fully understand why the write-off was now \$23,000 vice \$3,000. LCol Schaub explained that the facts showed four years of mis-accounting led to the \$23,000 figure. LCol Schaub wanted to discuss the action plan moving forward.

LCol Schaub said a few years ago there was a specific type of accounting software that exported data to an Excel spreadsheet. The Kit Shop staff found out in 2018 that when the export button was selected, not all data was being exported to the Excel spreadsheet. Kit Shop staff discovered this by doing a very detailed 100% of the Kit Shop and then looked closely at the accounting software. The accounting software was also switched approximately four years ago, from 'Business Visions' to 'Spire' for reasons unknown,

but 'Spire' is approved accounting software. When the software was transferred, there was previously written-off inventory, approximately \$18,000. Also \$2,000 of human error, sales invoices that had not been processed or overstating inventory, and improper inventory management, for example, when the Kit Shop received a jacket, different pieces were charged and added separately to the overall garment. There was also \$3,000 of damage, loss or theft.

LCol Schaub said this would not be accounted for on the budget or income sheet, but this entry will be added into the General Ledger. He further said the RM would draft a letter for LCol Schaub to sign and explain this process to be distributed to the REC. The letter will be attached to our records in the event there is an audit to ensure this incident has been tracked and confirmed.

For accounting, the industry standard allows for 1% of sales write-off per year, which essentially is \$5,000 a year. This number matches our sales number over the past four years of improper inventory which essentially accounts to the \$23,000. LCol Schaub covered off remaining points that describe issues with accounting. LCol Schaub stated we were lucky to have staff in the Kit Shop who were familiar with accounting, however, there may be a year where we have staff in the Kit Shop who do not know about accounting, and that the REC could potentially look at a civilian company that could come in and do an independent audit annually. LCol Schaub concluded by stating the problem was found and that a solution was being implemented.

The RM stated if this did not happen, we still would not have had \$23,000 more in money, but maybe \$8,000-\$10,000. The RM stated much of this was due to accounting irregularities and inconsistencies. The RM mentioned MCpl Dunn and Cpl Weir as having a good understanding of the situation. LCol Schaub mentioned that if any members of the REC wanted a deep-dive on the accounting software, then that could be done. When asked for questions, the COR mentioned that LCol Schaub was taking the right action and being transparent. LCol Schaub reiterated when he signs and distributes a letter, any future audit will see that there was transparency.

- g. Website. RM mentioned where the website was and where you can upload stories and get tax receipts for the Regimental Voluntary Contributions Program (RVCP).
- h. Museum & Archives. RM reported that we just received \$15,000 in 'matching funds' to support an appraiser to work within the confines of the Community Initiative Project (CIP) which is part of the Alberta Gaming and Lottery Fund (AGLF). Other tasks to expense the funds IAW the CIP will include a variety of outreach activities. Other projects ongoing include the VC Case, which was recently completed, and having received deactivated service weapons to include C7, C8, and C9. The RM wants to have them displayed by the LAV at the Museum and be attached to a cord so people can handle them. RM discussed the Hall of Honour Stones and other names that could be added to them. Rather than pulling stones twice to put more names on, RM was going to wait until proper work could be done to decide which names would be added onto the Roll of Honour. The RM's original intent was to put a package together to present at the REC meeting in order for them to make a recommendation to the Guard but due to time constraints and lack of supporting information, the RM decided to table it for the next REC meeting.

The RM mentioned other outreach projects such as 'Meet a Serving Soldier.' The RM then talked about 2nd Battalion personnel assigned to the Museum, Sgt Blackmore and Cpl Mullet, and their excellent work. LCol Schaub mentioned they did an extremely good job at the HHC Gala and as well as setting up meetings at the Museum. He went onto say that they were linked-in with 3 PPCLI for the Museum Tour for RADD.

The RM discussed other grants being pursued. He mentioned that grants are not relied upon, but rather they are extra funds. If the grants require 'matching funds', then that is where the REC would become involved for financial support through the Museum Fund (MF).

The RM discussed manning and volunteer staff at the Museum. There are two personnel there, as well as a contracted archivist who we pay, and an appraiser that we are working on trying to pay IAW the CIP grant cited earlier. RM stated we had to make sure the appraiser's contract was clear on the NPP side. Volunteers do a great job for the Museum, and they have created newsletters (the Gault Press and Marguerite Press) with assistance and approval from RHQ personnel.

- i. Regimental Veterans Care. The RM stated Sgt Dunphy, as Regimental Veterans Care NCO, deals with 25 simple engagements per month where he redirects people to the appropriate resources, and eight serious engagements where there is significant concern for the individual's welfare. Much of his work is conducted after-hours (such as visiting people in hospitals) and the serious engagements take up most of his time. Sgt Dunphy works closely with Paul Hale of the Association and he is doing a good job but will eventually have to be replaced. The RM summarized by saying the eventual replacement will have to be someone who can work on their own, is smart and compassionate.
- j. Cadets. No change. RWO has talked to all units since Christmas and is currently confirming Battalions LOs. The cadet units have let the RWO know where their Annual Cadet Reviews (ACR) are and if they have anything planned and if not then RHQ can assist with a plan. Paul Hale mentioned that the Association has released a letter for the annual competition for best Cadet Corps.
- k. 105th Regimental Anniversary. This is scheduled for 9-10 August. Two of three of the Battalions will be deployed but this will not stop the 105th Gala Activities IAW Guard Policy Directive 002, which is a five year commemoration, at a minimum is a Better 'Ole in Edmonton and Shilo. 2 PPCLI is planning on a Better Ole and Family Day. CWO King, RSM 2 PPCLI, confirmed family day would be tied-in with a base family day. In Edmonton, 1 PPCLI will be the OPI for the Edmonton 105th Anniversary Celebration. LCol Schaub intends to link-in with LCol Moore so that the 3 PPCLI Rear Party can support and attend the events. The 105th theme: "Celebrating our PPCLI Veterans of the Past, Present and Future" as was agreed to by the Regimental Steering Committee.

LCol Schaub detailed the Edmonton portion of the 105th Anniversary. The 9th is a Friday and will consist of a golf tournament in the day, and a gala dinner in the evening. Friday was chosen because of availability at Hotel MacDonald. On Saturday, the Better 'Ole will occur in the evening. A Warning Order will be produced by end of the week. Summarizing MGen Dawe and LGen (Ret'd) Day sentiments on the French Grey Ball

(FGB), it is very expensive and it is difficult to get soldiers to attend. LCol Schaub engaged LGen (Ret'd) Day regarding the PPCLI Foundation having a more involved support to the FGB as they do other events. The intent is not to detach serving soldier component from leading it but involving the PPCLI Foundation to do leg-work with respect to fundraising. LCol Schaub confirmed the FGB would still be at Hotel MacDonald this year, but there are opportunities for larger and cheaper venues. There is no desire to move this year due to time constraints. LCol Schaub took the opportunity to say we should look deeper at the reasons for why we run the FGB and how we can make it better.

LCol Schaub mentioned the 'Cock 'o the Walk' pistol competition should still be run in 2019. Participants to include LER, 1 PPCLI, and rear party 3 PPCLI. LCol Schaub continued that since two of three Battalions would be deployed leaving 1 PPCLI for the IRU. If the 1 PPCLI as IRU is deployed, the FGB and golf tournament will continue but the Better 'Ole and Family Day could potentially be shifted to the right until soldiers from the IRU return home. Captain Dumas stated that the presentation for the 'Cock 'o the Walk' was generally done at the FGB, and there should be some thought put into when we want to present the trophy to the winners. He went on to say that there is also nothing preventing a rear party OC/CSM from competing.

The COR asked if there had been discussion regarding the PPCLI Association's expectations for French Grey Weekend. The COR mentioned PPCLI Association was doing a commemoration on Saturday morning. LCol Schaub responded that 1 PPCLI would be around, though dependent on deployment for IRU, the events may not be as big as originally intended. CWO von Kalben mentioned that we should be looking into ways to involve junior soldiers in the FGB as it represents an investment into our future. LCol Schaub agreed and stated we needed to coordinate involving junior soldiers in the FGB at an earlier date (a month prior) in order to give them and their spouse's time to plan. He mentioned that perhaps a way forward, for other organizations or bodies to pursue, was the idea that a table could be purchased by civilian business or industry leaders and a set number of seats could be reserved for serving soldiers and their spouses. This would allow civilians to talk with soldiers during the course of the event. CWO King brought up that the company, General Dynamics Land Systems-Canada (GDLS), will buy a table at the Army Ball and a set number of seats will go to soldiers. LCol Schaub acknowledged this and then went on to say that the PPCLI Foundation would be the ideal organization to conduct corporate solicitation. LCol Schaub concluded that there were also monetary concerns that effect participants due to the location of the venue. LCol Schaub said were looking at briefing the REC at moving venues, but not this year. Col Gallinger mentioned local Personnel Support Programs (PSP) manager should have the authorities and capabilities to run a ball, and it is allowed with NPP, if they are willing to support the initiative.

1. Regimental Finances. The RM began his brief by discussing the flow of money (Slide 41) into the Patricia Fund, which is CRA compliant and 51% non-uniform personnel, and NPP, to include the General Fund, Warehouse Fund, Museum Fund and Investments. Contributions are holding steady at \$15,000 per month. Warehouse sales are at \$56,000 monthly, largely due to boot sales. The RM moved on to discuss investments (Slide 42/43). The Legacy Fund is the long-term strategic investment, for the 125th anniversary or projects that support Regimental strategy. The Contingency Fund, at \$72,000 was

established to be utilized to support Lady Patricia's funeral, however, money was not used. Since our current C-in-C is a Vice-Regal and is entitled to a state funeral the money may also not be required. The RM stated he would discuss the Contingency Fund later under New Business. The Patricia Fund, constitution was accepted, and the Board of Directors (BoD) accepted budget with some modifications. Next step will be BoD to direct to amend the constitution one more time to further define and delineate the BoD terms of reference. The RM said this was done, the BoD approved the modifications, and the RM will bring to the Guard for their information. With the Patricia Fund BoD, the RM mentioned LCol MacKeen would be leaving, and LCol Reekie would be taking his place as a director. The RM then discussed RVCP (Slide 45).

The RM stated the budget is for information only. The budget was required to be modified due to not being balanced. Modifications included Official History (PF021) being reduced to \$15,000 from \$30,000. The RM stated if we wanted to fund this it would have to come from different sources such as the PPCLI Foundation or grant funding. Paul Hale mentioned he would look into funds for the Official History. The RM discussed income statements on where Patricia Fund money was going. Donor recognition went over by \$5,000-6,000 and the current budget has been updated to increase donor recognition. CWO Hamilton mentioned a DLR project that would have Infantry Corps sashes being available through Logistik Unicorp, meaning it would come off of the expenses. LCol Schaub mentioned supply delays with Logistik Unicorp. CWO Hamilton's intent was to have a surplus supply on hand for each Battalion to mitigate.

For the Warehouse Fund (WF) there were no significant issues. Year to date (YTD) gross profit is \$516,000, leading to an excess of funds available for next year.

There were no significant issues for the Museum Fund (MF).

Regarding the 2019/20 Budget Proposal, the WF budget was briefed by the RM (Slide 56). RM reported the Kit Shop was forecasting \$520,000 in sales, but 72% of sales revenue would be used for 'cost of goods sold.' The budget does not include information on positive amounts currently held in bank deposits, therefore, the RM indicated then that we would increase from \$6,000 to \$26,000 for the Legacy Fund (WF18). Other information presented was the RM discussing the transfer to the Contingency Fund (WF19) for \$3,000 to support transportation of VIPs, transfer to the MF (WF20) for \$70,000 to support operations, and supporting Shilo Golf Hole (WF21) for \$10,000 per year for the next four years as approved at a previous REC. LCol Schaub made proposal to accept Warehouse Budget as presented. Seconded by LCol Thamer. Vote was unanimous and motion was carried.

RM then discussed the MF Budget for 2019/20 (Slide 58). Operating expenses are based off historical data. RM mentioned they had cut the Outreach Coordinator. The Archivist (MF01) is the largest expense at \$65,000. Operating at net operating loss of \$40,000, but are receiving funding (\$70,000) from WF in order to achieve objectives. LCol Schaub made proposal to accept MF Budget as presented. Seconded by CWO King. Vote was unanimous and motion was carried.

9. Updates. The following updates were presented by their respective designate:

- a. PPCLI Association. Mr. Paul Hale began by discussing Mental Health and Suicide Awareness Workshops. Five workshops were delivered at a cost of \$27,000 with over 70 Patricias and 40 non-Patricias having attended. There will be two serials in April, and one in September. General Dynamics has expressed interest in helping fund the workshops. Mr. Hale stated he has asked for \$40,000 in funding from General Dynamics. He plans to do a Mental Health Suicide Awareness video with help from Karen Storwick and Robert Curtain, who will do a 5-8 minute video for a very low price, focusing on testimonials, an interview with chief psychologist at VAC, and a plea for fundraising. The video should be finished for July 2019 and the plan is to show it at the Association AGM so it can be further distributed to the branches. Distribution to the PPCLI Foundation would also be done. Mr. Hale stated that of 50 recent cases, the largest factor they have found is that people are missing social support. The support provided by the Association and volunteers has had a positive effect.

The Association Annual General Meeting (AGM) will be at the St. Albert Inn on 7-8 August. The Hamilton Gault Memorial Fund BoD is open to all as is the Mental Health Workshop. Asking for uniform participation so the serving component can have an interest in what the Association is doing. The AGM proper will be on 8 August and will conduct a strategic review. There is an interest to include wives. On Saturday 10 August, Mr. Hale wants to do small service at Patricia Park where extra names on Roll of Honour will be added to the wall shortly before the 105th Anniversary. He has coordinated with Malcolm Bruce and there will be a Legacy Stone installation. Mr. Hale recommended both serving and Old Guard component for this service and stated the Association will do everything it can to support the 105th weekend. Mr. Hale asked if trailers would be allowed onto base like they were for the 100th. LCol Schaub indicated it would not be as large as the 100th and that the issue had not been looked into yet. CWO Crane indicated it was difficult, but not impossible, to organize during the 100th and there were significant impediments to getting it approved. The COR asked about the dedication at Patricia Park and indicated it should not necessarily be small, and rather it should be a high quality event. LCol Schaub and Mr. Hale acknowledged. LCol Schaub also indicated that a band and uniformed personnel would not be ruled out, however, wanted to temper expectations for the 105th as most of the Battalion personnel will be deployed. Further discussion to occur at the 74th Guard Meeting.

Mr. Hale then carried-on with discussing the Hamilton Gault Memorial Fund (HGMP) objectives and how he is going to update them in order to do a wider variety of charitable work. He would like to have a grant for organizations that train service dogs. Capt. Dumas mentioned VETS Canada and Mr. Hale confirmed that the Association had partnered with them for tackling subjects such as homelessness.

Mr. Hale asked for soldiers to be given Association Membership letter. Soldiers are missing the structure, camaraderie and supervision they had while serving. The largest single group of homeless, are combat arms, sergeant and below, with 10 years or less of service, who were medically released. Mr. Hale asked if soldiers had been receiving the PPCLI Association Newsletter and LCol Schaub said he would look into it and get back to him at RADD. RWO confirmed they were mailed to QMSIs.

Last, Mr. Hale spoke about the Hamilton Gault statue in Ottawa needing to have its base replaced. More to follow.

- b. PPCLI Foundation. No representation present at meeting or on telecom and no points given to the RM. RM will push out information as he receives it, specifically related to the 'For the Soldier Breakfast' at the Hotel Macdonald on 20 Feb 2019.
 - c. Loyal Edmonton Regiment. Capt. Dumas thanked the Battalions for their posted-in personnel. The RSS position in Yellowknife, Sgt Cunningham, is working out well. LER is looking forward to deployment in support of 3rd Battalion with the mortar role. It was his understanding that the six troops and one officer that deployed with the Battalions prior was a success. This is Capt. Dumas' last REC and he mentioned he had 15 copies of the LER publication, *The 49er*, and passed them to the RM. Capt Dumas concluded by saying he was a standing member of Edmonton Salutes and will make sure the 'For the Soldier Breakfast' is advertised.
10. New Business. The following New Business topics were discussed:
- a. Honours and Awards. LCol Schaub brought up past awards received and on request from LCol MacKeen, the Chair discussed nominating process and criteria. Recommendation to use Regimental awards as a way of recognizing the accomplishments of members. RAdjT discussed previous recipients (Slide 72) before informing the REC that a vote would be required for one Regimental Commendation for WO Aseltine. LCol Schaub proposed a vote. Seconded by CWO Crane. Vote was unanimous. Motion was carried.
 - b. Contingency Fund Investment. The RM stated the fund was around \$75,000. When the current C-in-C passes away, it will be a state funeral. C-in-C has directed heavy Patricia participation at her eventual funeral. The RM recommended halting investing into the Contingency Fund in favour of the Legacy Fund, as previously discussed with Col Gallinger. LCol Schaub suggested investigation into how this money could be used, as with past C-in-C funeral in the UK we could not use money from the Contingency Fund. CWO King agreed. LCol Schaub then stated we would continue as per and bring the issue up again at the next REC and that as the money is NPP, the DCO and QM could potentially look into. Proposal was not tabled and belayed.
 - c. COR Portrait. The RM continued that LCol (Ret'd) Bill Bewick will waive his fee and instead request a tax receipt for completing portrait for the previous COR. The RM anticipated \$1000-1500 of fees, paid by the Patricia Fund, RM; Special Projects. The COR suggested that the process begin as soon as possible out of respect for MGen Vernon.
 - d. Korean Veterans Association (KVA). The RM reported that the KVA is losing members. The Edmonton Korean Association is looking to coordinate events in the future such as the Kapyong 70th. The RM stated this was for information only and REC could expect to receive request for support eventually. Capt. Dumas and Senator Yonah Martin are both heavily involved. From Capt. Dumas: Senator Yonah Martin is very supportive of Korean War veterans and the Patricia's contribution to the Korean War. Both the COR and Mr. Hale discussed memorials and monuments dedicated to the Korean War and the need to be careful in not obligating the Regiment while helping to maintain them.

- e. Honorary Patricias. LCol Schaub mentioned that LGen (Ret'd) Day had asked for a way to recognize Mr. Glenn Cumyn for his work with Heroes Hockey Challenge. There were three COAs to recognize Mr. Cumyn: A commendation; a statue; and an appointment as an Honorary Patricia. LCol Schaub directed RHQ to confirm the process for appointing an Honorary Patricia. The RAAdjt found a documentation from a few years previous that provided an outstanding framework to work from. LCol Schaub recommended finalizing the document and including it to the Regimental manual as there is no codifying document for this process.

The draft document was submitted for inclusion into the Regimental Manual and briefed at the Guard for formal approval. LCol Schaub said Mr. Cumyn would be a good first nomination due to his volunteer work. CWO Crane asked if any of our sister regiments have honorary members. Col Gallinger confirmed RCR does and he also stated he felt the guidelines originally written by LGen (Ret'd) Crabbe were good. LCol Moore discussed criteria and raised the issue that tying in the nominee's ability to continue to be capable of assisting the Regiment's goals was unnecessary and previous support or work to the Regiment vice future work was as valid. The COR discussed that active media should not be considered for honorary positions due to potential conflicts of interest. Further, stating an honorary member could be male or female was found to be an unnecessary point. CWO von Kalben discussed criteria for Titular Patricias and how instead of picking exact geographical areas, that they should be tied to the Battalions' location. The COR acknowledged points and agreed to conduct a review that would be then sent to LCol Schaub. CWO King asked what happens after the honorary is selected. The RM stated they would be put in the Regimental Manual, as well as on the COR's contact list. The RM also stated this was not something new, but that the process hadn't been codified. LCol Mossop asked if honorary members became members of the Association or Foundation, or was it just for recognition. The COR answered and said they do not become members of those organizations. From LCol Thamer, the point of including procedures for rescinding honorary status were also brought up as a consideration for input into the draft. CWO von Kalben and LCol Schaub agreed. Proposal was not tabled and belayed. Further discussion to be tabled for future discussion once LCol Schaub and RM have revisions from COR.

11. Round Table. LCol Schaub indicated it was a productive REC, as did Mr. Hale. Col Gallinger answered a previous question that Mike Holmes and Judith Irving were honorary RCR members known as patrons.

Annex E to
1150-1 (RAdj)
Dated 20 February 2019

12. Closing Remarks. LCol Schaub and the COR offered their thanks to the attendees and the meeting was adjourned at 1546 hours.



S.G.J. Lerch
Major
Regimental Secretary



Approved/Not Approved



J.D. Schaub
Lieutenant-Colonel
Chairman
Regimental Executive Committee

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