

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

1150-3 (RM)

October 2011

Distribution List

**MINUTES OF THE 64th MEETING OF THE
PPCLI REGIMENTAL EXECUTIVE COMMITTEE
HELD WEDNESDAY , 15 JUNE 2011**

- References: A. Minutes of the 63rd PPCLI Guard Meeting, dated December 2010
B. Minutes of the 64th PPCLI Guard Meeting, dated September 2011
C. Minutes of the 142nd PPCLI REC Meeting, dated July 2010
D. 144th REC Reading Package – Hard copies provided at the meeting

MEMBERS OF THE PPCLI GUARD

(present for the common REC/Guard briefings only)

Position	Rank and Name	Present/Regrets
President	BGen King	Present
Vice President/Regimental Colonel	Col D.J. Anderson	Present
Member	BGen Day	Regrets
Member	BGen Overton	Present (via telecon)
Member	Col Hammond	Regrets
Member	Col Barr	Regrets
Member	Col Brennan	Regrets
Member	Col Corbould	Regrets
Member	Col Creighton	Regrets
Member	Col Eyre	Regrets
Member	Col Makulowich	Regrets
Member/Sr PPCLI RSM	CWO White	Present
Member, National President of the PPCLI Association	Mr D. Pentney	Present

EX-OFFICIO MEMBERS OF THE PPCLI GUARD

Position	Rank and Name	Present/Regrets
COR	LGen R.R. Crabbe	Present
Chairman of the REC	LCol W.H. Fletcher	Present
Secretary	Maj H.J.S. Mandaher	Present

MEMBERS OF THE REGIMENTAL EXECUTIVE COMMITTEE

Position	Rank and Name	Present/Regrets
Chairman, CO 1 PPCLI	LCol W. Fletcher	Present
Member, CO 2 PPCLI	LCol S.B. Schreiber	Present
Member, CO 3 PPCLI	Maj Q. Innis for CO	Present
Member, ERE Rep Alberta, BC, and North (less Wainwright)	LCol M. Wright	Present
Member, ERE Rep Wainwright	LCol M.O. Blackburn	Present
Member, ERE Rep Ontario and overseas posting (less Ottawa)	LCol S.A. Hacket	Present
Member, ERE Rep Ottawa and Quebec	LCol R.T. Ritchie	Present
Member, ERE Rep CANSOFCOM	LCol N.J. E. Grimshaw	Present (via telecom)
Member, CO French Grey Bn	LCol S.D. Joudrey	Present
Member, RSM 1 PPCLI	CWO Stevens	Present
Member, RSM 2 PPCLI	CWO C.J. Waugh	Present
Member, RSM 3 PPCLI	MWO D'Andrade	Present
Member, NCM ERE Rep Alberta, BC, and North	CWO A.R. Chase	Regrets
Member, RSM French Grey Bn	MWO Seymour	Present
Member, NCM ERE Rep for Ottawa, Quebec, and overseas postings	MWO T.D. Halcro	Regrets
Member, NCM ERE Rep for Ontario (less Ottawa)	MWO R.J.G. Paquette	Regrets
Member, NCM ERE Rep for CANSOFCOM	MWO Sopera	Regrets
Member, National President of the PPCLI Association	Mr D. Pentney	Present

EX-OFFICIO MEMBERS OF THE REGIMENTAL EXECUTIVE COMMITTEE

COR	LGen R.R. Crabbe	Present
Regimental Colonel, Representative of the President of the Guard	Col D.J. Anderson	Present
CO LER	LCol M.J. Prendergast	Regrets
RSM LER	CWO K.M. Jacquard	Regrets
Secretary/Treasurer	Maj H.J.S. Mandaher	Present

GUESTS

Guard 100 th Anniversary Advisor	BGen (Ret'd) V. Kennedy
100 th Anniversary Secretary	Maj S.P. Moran
100 th Anniversary Sergeant Major	MWO J.D. Butters

Item	Discussion	Action
BACKGROUND		
1.	<ul style="list-style-type: none"> a. To save time, common briefings for the Regimental Guard and the Regimental Executive Committee were presented the morning of 15 June 2011. b. BGen King stated that where possible use of common briefings will be made to save time. After the common briefings, the guard and the REC will conduct their business separately. c. For the Guard, the President or the Vice President and two members constitute a quorum. A quorum was present for the Guard meeting. d. For the REC, the Chairman and the Commanding Officers of the other two Regular Force battalions constitute a quorum. A quorum was present for the REC meeting. 	
COMMON REC/GUARD BRIEFINGS - OPENING REMARKS		
2.	<ul style="list-style-type: none"> a. The meeting was called to order at 0800 hrs by the Chair, BGen King. b. BGen King stated that we need to look at how to harness the leadership of the guard. Half of the Colonels are serving out of Canada. The remainder are in high demand positions. Still, we need to achieve the aims of the Regiment through the guard leadership. c. BGen King stressed the need to focus on three key issues. <ul style="list-style-type: none"> (1) Transparency. We need to be transparent, both internally and externally to the Regiment. (2) Consultation. We need to consult internally with a number of stakeholders such as the Association, the Foundation and serving component. We need to ensure that the plan for the 100th is widely consulted. 	

Item	Discussion	Action
	(3) Communications. Most problems can be attributed to lack of communications. We need to reach internally and externally. As the president of the regimental guard, BGen King will emphasize external communications. We need to energize our leadership within the Regiment and within the chain of command.	
PPCLI 100 th ANNIVERSARY		
3.	<p>a. The COR provided a brief history on the 100th planning process to date. Several documents iterated what the Regiment could do and what it wanted to do. The efforts over the last year produced a master matrix of all 100th activities authorized by the Guard and REC. Guidance was issued to the OPIs (primarily the three Commanding Officers) to consider:</p> <ul style="list-style-type: none"> (1) Public relations plans; (2) Command and control; (3) Budgets; and (4) Detailed consideration of the plan. <p>b. By this fall, the 100th Regimental Plan and events Matrix will be finalized</p> <p>c. <u>Financial</u>. Concerns have been expressed whether we can do everything being planned. The current financial plan assumes minimum crown financial support. Total funds required, approximately \$2.5 million, from which \$0.5 million is anticipated from the crown, but the remainder will have to be from private funds (Regimental). If needed a lot of items can be struck from the matrix to bring the costs down, without effecting the celebrations. We will build the plan and look at what can be executed based on available funds. Current financial projections are accurate as can be:</p> <ul style="list-style-type: none"> (1) 300K generated from activities; (2) 800K from the PPCLI Foundation; (3) 250K from the Association; and (4) 700K from the Regimental Fund. <p>d. <u>Guidelines</u></p> <ul style="list-style-type: none"> (1) We can only do what we can resource. i.e. the current plan is 	

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	<p>assuming the Regiment will not be involved with operations. If the situation changes, we will revisit the plan.</p> <p>(2) The activities are for soldier and their families. We don't want soldiers working during their celebration. Workers will be brought in (volunteers or paid).</p> <p>(3) All activities will be conducted in a professional manner. If we can't afford it, we will not go cheap.</p> <p>(4) We want soldiers involved as much as possible, even for events in Europe. We will get sponsors to cover their costs.</p> <p>e. Irons in the fire:</p> <p>(1) <u>Bryan Adams</u>. Negotiations continue to get Bryan to sing for a fund raising concert for the Regiment. The C-in-C is working on this project.</p> <p>(2) <u>R. Thompson</u>. He wants to do something for the Regiment's anniversary. He did some popular projects. We haven't crossed that bridge yet.</p> <p>(3) <u>Paul Gross</u>. An actor-producer, has been asked to be an honorary captain for the baton relay.</p> <p>(4) <u>Sun Life Insurance</u>. Keen on doing something for the Regiment for it's 100th. The company is a potential source of funds for the Regiment.</p> <p>f. <u>The Way Ahead</u>. We need a drop dead date for good ideas. We have been very diligent in our planning. Now we need to get the Matrix approved.</p> <p>g. Chair: what have we done for comms with the R22eR . Can we become part of something bigger with the R22eR?</p> <p>h. COR: We spoke with the R22eR. Their intention is to conduct the Sun Set Ceremony with the PPCLI; otherwise, they are reluctant to do any joint activities with the PPCLI.</p> <p>i. Chair: I will meet with my counterpart in the R22eR and see what we can work on together. We are ahead of their planning at this time.</p> <p>j. Col Anderson: We need to discuss with the Area and Bde Comds to gain their support for the plan. That will lead to national support.</p>	

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	<p>k. COR: Once the plan is complete, it will be pushed to the REC for the official staff work. The CDS/CLS/Area Comd have been informally briefed. The formal requests and briefings will have to start from REC and go through chain of command.</p> <p>l. Chair: bottom up for the formal bit and top down for the buy in. I expect support from both levels, CDS and CLS. The second point, we need to be careful about conflict of interest. i.e. Sun Life Insurance Company provides service for the CF. We need to define success. What can we do with it? Where are we heading with the enterprise?</p> <p>m. BGen (ret'd) Kennedy: We need to answer why we are accumulating money and for what purpose. We need a strategic objective for the Regiment.</p>	
REPORTS		
4.	<p>a. <u>Regimental Calendar</u></p> <p>(1) For the Change of Command for Commander LFCA TC, 29 June 2011 a senior Patricia needs to be identified to be in attendance.</p> <p>(2) For the CTC Change of Command, July 29 (Col Corbould taking command), a senior Patricia is required. BGen Overton's participation will be confirmed by BGen King.</p> <p>b. <u>The C-in-C's Visits</u></p> <p>(1) Mme Clarkson will be attending the French Grey Ball in Edmonton. The Ball is scheduled for 19 August 2011.</p> <p>(2) November 2011, COR is coordinating a visit from COR and C-in-C to Afghanistan.</p> <p>c. <u>Financial Update (Unaudited as of 30 March 2011)</u></p> <p>(1) <u>General Fund</u></p> <p>(a) The RM provided an overview of the Regiment's finances. No major issues were presented.</p> <p>(b) As of end April, the Regiment was on track to surpass forecasted Warehouse revenue by 25% and forecasted Monthly Contribution income by 20%.</p> <p>(c) The COR's travel was paid with Regimental Funds since</p>	<p>Done</p> <p>Done</p> <p>Done</p> <p>BGen King/RM</p>

Item	Discussion	Action
	<p>the TD budget for Honouraries was revoked. Col Anderson stated the issue of TD for Honouraries still had not been resolved. If the Regiment has the means, it was recommended that the COR's travel continue to be paid through the Regimental Fund. All concurred.</p> <p>(d) The budget allocated \$70,000 for the first phase of the Regimental Pictorial History Book. The funds have not been touched as of this date. If the contract for the book is awarded by end Summer, some of the funds will be expended by year end and remainder will be rolled over into next year.</p> <p>(e) RHQ was budgeted \$6,000 for website improvements. Feedback from professional website design firms confirm the need for a modern website to incorporate a database, merchandise management and an e-store. The RM stated he will get site development proposals and present to the REC for approval of the project.</p> <p>(2) <u>Museum Fund</u>. The Museum Fund received over \$650,000 from DHH for the Museum Improvement Project. The funds are in the Museum's NPF Account. RHQ is anticipating additional funds to bring the total grant to \$1.2M by March 2012.</p> <p>d. <u>PPCLI Association Update</u>.</p> <p>(1) Mr Pentney provided an overview of the Association AGM held in Wainwright in May 2011. There is a new Association executive. Recruitment for the Association continues to be an issue. The Association will be targeting Balkans and Afghanistan veterans. Current membership is between 800 and 850 people. One membership initiative includes a discount for couples. In addition, the Association's new website is 75% complete and should be running by end summer.</p> <p>(2) Chair: We need to take a holistic approach to building the Association membership. We need to work together to strengthen the Regimental family as a whole.</p> <p>(3) Col Anderson: with the serving component, the Association and the PPCLI Foundation, what body coordinates between the three to ensure synergy?</p> <p>e. <u>PPCLI Museum Update</u>. The RM stated the museum improvement project is on track. Don Smith will provide RHQ with the design layout of the new gallery so CE can be engaged through ASU Calgary for any structural changes required.</p>	<p>RM</p> <p>RM</p> <p>RM</p>

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	<p>Col Anderson said the layout diagram needs to be delivered ASP because ASU is likely to shut down.</p> <p>f. Chair: When the home station was in Calgary, the Regimental Museum in Calgary made sense. With the centre of mass of the Regiment in Edmonton, is this still true? What do we want for the future location of museum?</p> <p>g. Col Anderson: For the short term, the gallery upgrade makes sense. For the longer term, we need to look at a capital project for the relocation of the PPCLI Museum. Does that mean moving the current gallery out of TMM or leave the gallery there and have a new, separate museum at a second location?</p> <p>h. <u>Pictorial History Book</u></p> <p>(1) The RM stated the contract for the book project is in the final stages and is expected to complete by end June. [Note: the final contract details are being worked out as of 1 September 2011].</p> <p>(2) COR: The editorial review board consists of Mike Goodspeed, Todd Strickland, and Bob Stewart. There were some concerns raised at previous meetings regarding Dr Bercuson's previous work with the Regiment, but the Regiment can work around them. The board will also provide oversight for the sounds CD that will be included in the book.</p> <p>i. <u>Home for Heroes</u>. The RM described how the fund raising initiative, Home for Heroes, evolved into Heroes Hockey Challenge and attracted major sponsors to the new project. The intent was to use the original concept to raise money for the PPCLI Museum, but the sponsors were more interested in raising funds for the benefit of wounded and fallen soldiers and their families. Karen Koonar, who was hired for the Home for Heroes project assisted with the HHC and continues to raise funds for the museum through grants and other initiatives. To date, she has secured \$750,000 of her contractual target of \$1 Million.</p> <p>j. <u>Regimental Fundraising Update</u></p> <p>(1) <u>PPCLI Foundation</u>.</p> <p>(a) Charitable Registration granted effective 7 February 2011.</p> <p>(b) Since the last report to the Guard/REC on 16 October 2010 we have added the Lt Govs of Alberta and Manitoba, and HCol of the Army Blake Goldring as Vice Patrons. We have also added Mr. John Clark, Col (Ret'd) Bill Minnis and Maj (Ret'd) David Rudd as Trustees, with two vacancies remaining. [Note: two new trustees were added</p>	

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	<p>to the Foundation on 1 September 2011, bringing the total number of trustees to 19].</p> <p>(c) Website development has been completed (www.ppclifoundation.ca) with an ongoing effort to maintain its currency and relevance.</p> <p>(d) Donor management software purchased and being used effectively to manage donations and memberships.</p> <p>(e) Bylaws, which complement the Deed of Trust, have been approved.</p> <p>(f) Foundation Business Plan 2011-2015 has been approved.</p> <p>(g) Fundraising Plan (First in the Field), including a Sponsorship Plan, and a Fundraising Handbook have been completed.</p> <p>(h) Fundraising is underway and as of 26 May 2011, donations in excess of \$15,000 have been received.</p> <p>(i) Chair: With Wayne Eyre posted, he will be replaced by BGen Overton as the representative of the PPCLI Guard on the board of trustees of the Foundation. Through the Guard and REC representatives, we need to ensure there is complete transparency on the collection and disbursement efforts.</p> <p>(j) COR: the Foundation focus needs to stay aligned with the rest of the Regiment.</p> <p>(k) Chair: The Foundation is a good way for the retired Regimental leadership to help with Regimental efforts. We need to be mindful of how all our sub organizations are tied together. I need to get details on the Foundation and its function. From that, we will find out what we can do to assist their efforts. Our big issue will be to deconflict the efforts of the Foundation, Association and RHQ.</p> <p>(2) <u>Heroes Hockey Challenge</u>. The RM provided an overview of the HHC project. The Chair stated the Regimental leadership needs to get engaged earlier in such projects to ensure the right levels of</p>	

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	<p>chain of command are socialized to the concept and can be leveraged to speed up the approval process. RM to provide complete background information to BGen King, who will take the lead for the Regiment in discussions with NDHQ on HHC development.</p> <p>(3) Chair: The message for HHC is “PPCLI is doing this for the greater good. HHC is not just for the PPCLI.”</p> <p>(4) <u>Canadian House of Heroes</u></p> <p>(a) CFLAA conducts an annual fundraiser for its Dire Needs Fund, which provides financial support for former CFL players and their families that are financially challenged due to medical reasons.</p> <p>(b) Annually, the CFLAA partners with another charity and the proceeds are shared 50/50 after expenses. Through Mr Cumyn, the Regiment was introduced to the Executive Director of CFLAA, Mr Ezerins, to consider cooperating on a mutually beneficial project.</p> <p>(c) RHQ worked with the CFLAA towards a partnership that share profits 50/50.</p> <p>(d) PPCLI can bring in additional partners as needed (BCR in Vancouver). PPCLI will share its profits with the BCR, which has taken on the local coordination and fundraising responsibility. Additional PPCLI responsibilities include keeping the chain of command involved and provide support where needed.</p> <p>(e) CFLAA Responsibilities:</p> <p>(i) Plan the four day event with input from the PPCLI and the BCR;</p> <p>(ii) Make arrangements for entertainment and celebrities;</p> <p>(iii) Secure sponsorships;</p> <p>(iv) Propose the budget for the event; and</p>	RM

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	<ul style="list-style-type: none"> (v) Ensure adequate insurance coverage for the event. (f) BCR Responsibilities: <ul style="list-style-type: none"> (i) Assist CFLAA with planning and coordination of the four day event; (ii) Plan a pancake breakfast activity (date TBC); (iii) Coordinate the participation of BCR representation and VIPs for the various activities; (iv) Provide volunteers to assist with the event (soldiers in uniform to reinforce the theme); and (v) Help promote the event and solicit sponsorship support. (5) <u>Whiskey Jane</u>. The RM provided an overview of the band Whiskey Jane and its offer to produce a video and song, the proceeds from which would be donated to the PPCLI Regimental Fund (Museum). [Note: since the Guard meeting, the Whiskey Jane file has been handed off to the PPCLI Foundation due to the RM being loaded on JCSP and the current work load at RHQ. The RM will continue to assist as needed, as time permits. John Hunter of the PPCLI Foundation has been introduced to Natalye Vivian, the founder of the band, and given the background information. The Foundation is working on a fundraising night at the Ranchman's in Calgary where Whiskey Jane is playing in October. The Foundation has received excellent support from Ranchman's, Whiskey Jane, the Calgary MFRC (co-recipient of funds), and the business communities in Calgary]. 	

5.	<p><u>Summary of Common Briefings.</u></p> <p>Chair: in summary, the key things we need to work on are:</p> <ul style="list-style-type: none"> (1) Transparency - both within the Regiment, but just as importantly, with the CF chain of command. (2) Better manage our communications. (3) Need strategic guidance for the Regiment. <p>For fundraising, as long as we maintain that we are doing it for the needs of the CF in mind and for charitable purposes, we should have no problems.</p>	
END OF COMMON BRIEFINGS		
PPCLI REGIMENTAL EXECUTIVE COMMITTEE ISSUES – Opening Remarks		
6.	<p>Chair: LCol Fletcher welcomed everyone back. The common briefings for the REC and Guard were conducted earlier in the day, followed by a break for the REC. The intent of the REC meeting is to conduct REC business and confirm the details of the 100th Planning Guidance with the aim of finalizing the Regiment’s plan for the 100th by the fall REC Meeting.</p> <p>COR: We will look at the guidance and task matrix in detail. If an item is not in the matrix, it will not be in the 100th celebrations. The end result will be a finalized plan for distribution for general feedback by end summer. The official plan will be approved at the fall meetings of the Regimental Guard and REC.</p>	
REVIEW OF LAST MINUTES		
7.	<p>Other than on-going planning for the 100th, no outstanding issues from previous minutes needed to be discussed.</p> <p>COR requested an update on the PPCLI Shoulder Flash that Mr Leger proposed for wearing for the 100th. Mr White stated the request was sent to the Army SM, who will forward it to the CF Dress Committee. Mr White is to re-engage with the Army SM to provide a progress report for the next REC Meeting.</p>	Mr White
OLD BUSINESS		

<p>8.</p>	<p><u>Colonel-in-Chief’s Portrait</u>. The framed copies of Mme Clarkson’s portrait from Rideau Hall have been distributed to the units, by the RM.</p> <p><u>Regimental Manual</u>. The revisions for the Regimental Manual continue. The Manual revision continues to be delayed by higher priority and time sensitive projects.</p> <p><u>PPCLI WEBSITE</u>. The PPCLI website continues to be the standard for Bde and Area webmasters. Cpl Robb provides expertise and support to both HQs to help improve the websites of other units. By end this year, all websites are required to be bilingual. We are on track to be compliant with the new policy.</p>	
<p>100th OPI BRIEFINGS</p>		
<p>9.</p>	<p><u>Edmonton Commemoration</u> (CO 1 PPCLI)</p> <p>a. The 100th celebration is about Patricias and their families. We will open it up to our fellow Canadians as much as possible.</p> <p>b. We will try to maximize participation keeping in mind financial limitations. As much as possible soldiers their families will be encouraged to participate.</p> <p>c. The Regiment will fund where public funds will not be available, but we will not break the Regimental Fund for the 100th Celebrations. Instead, the 100th is seen as an opportunity to generate additional income for the long term financial health of the Regiment.</p> <p>d. <u>Accommodations</u>. For the activities taking place in Edmonton, we are looking at RV parking for 150 plus across unit lines. Additional accommodations will be available through block bookings at hotels.</p> <p>e. <u>Transportation</u>. Transportation, including the taxi chits, shuttles and Edmonton Transit, need to be coordinated.</p> <p>f. <u>Freedom of the City</u>. During the 7 to 14 August timeframe, a freedom of the city is a bridge too far.</p> <p>g. Golf and other events will have to be organized as self sustaining activities off-line.</p> <p>h. <u>Better ‘ole</u>. The Better ‘ole and dinner at City Hall for Regimental VIP is still a go. The Headliner is being considered as a fundraising opportunity, but that needs to be confirmed.</p> <p>i. <u>Trooping</u>. We will tie the trooping to the military displays and open base</p>	

for civilians. The trooping can be the finale of the Edmonton activities.

j. Funding. The Edmonton Commemoration will be mostly pay-as-you-go. There is the potential to generate surplus funds for the Regimental Fund.

k. Venue. We have three COAs for the Edmonton Commemoration:

(1) COA 1: All activities take place on Garrison Edmonton.

- (a) The LTF can be the centre of focus for all activities, including the Better 'ole. The proximity to the parade square would be ideal for the Trooping. However, the full parade square is not big enough for the trooping.
- (b) For all options, there is no seating at the parade square or on the runway. The cost for seats will be \$40 per seat or \$30 per seat if we do all the work of setup and tear down. For an estimated 10,000 spectators the total cost can be around \$400K.
- (c) Military displays and demonstrations will draw large numbers of spectators. On the base we can shoot what we want (blanks, pyrotechnics), but downtown we will be limited as to what we can do.
- (d) The Better 'ole will not be a 24/7 event. Last call will be at 0200 hrs. Open not before 10:00 hrs.
- (e) Advantages: everything is near by and under our control.

(2) COA 2: Downtown Edmonton

- (a) COA 2 is a combination of Commonwealth Stadium and Northlands. Rexall place discounted. Northlands Expo Centre can provide various configurations with bays that can be secured separately. This provides a venue for everything from dinner to kitshop sales.
- (b) Everything will be provided free of charge provided they get the contract for the catering and bar.
- (c) We are allowed to decorate as we deem fit.
- (d) Commonwealth Stadium rental comes with security and concessions.
- (e) There is lack of space for trooping because of plastic cover over the artificial turf. No scope for demoes, sect atks, etc.

	<ul style="list-style-type: none"> (f) CFL Season runs during that period. Can't book the stadium until the dates for the CFL are published. (g) Cost will be \$145K, with half due up front. (h) No accn near by. (3) COA 3: Hybrid <ul style="list-style-type: none"> (a) Accn and better O'le at the base (b) Northlands for the dinners (4) Recommend COA 3, with Northlands for the formal dinner. <p>l. Mr White: The RSMs should get together to consider a parade format but not the full trooping.</p> <p>m. Mr Waugh: A full trooping will require six weeks of drill at each unit followed by three weeks of drill with all units together.</p> <p>n. COR: There will be a Regimental trooping with all three colours on parade. I am prepared to listen, but will require convincing for an alternative. Until we know for sure, plan on a full trooping. We know the maximum and minimum requirements. Everything on the matrix is scalable based on resources.</p> <p>o. Chair: Mr White will consult with Regimental RSM and provide options for a full trooping and options for scaled down parades.</p> <p>p. Outstanding issues (Musical Concert). TBD whether the concert will be a fundraising event or a concert for the Regimental family.</p>	Mr White
10.	<p><u>Ottawa Commemoration (CO 3 PPCLI)</u></p> <ul style="list-style-type: none"> a. For the OC, 3 PPCLI, the OPI, will require support for VIP escort duties. b. We will need a band for the parade and, if needed, for the dinners. c. With the events all over the city, transportation will be an issue. d. Will there be any para company role in the OC? e. Col Anderson – The week of the OC coincides with the Army War Council and Army Run and Mess Dinner. Army week is a prominent feature and will be difficult to budge. f. This is a Bn (-) task. Lansdowne re-development will reduce available space. Tasks based on Matrix good, but will need more details for the tree planting event. 	

	<p>g. C-in-C will be writing a letter to Rideau Hall.</p> <p>h. The Regimental dinner planned for Ottawa will be difficult to organize from AB. Will require support from Ottawa Patricias. We can contract the venue operator to organize and execute. ERE Rep for Ottawa to provide input for venue.</p> <p>i. Chair – make sure we invite the LER to all activities, not just the parades.</p>	ERE Rep Ottawa (LCol Ritchie)
11.	<p><u>Frezenberg Commemoration</u> (CO 2 PPCLI)</p> <p>a. CO 2 PPCLI stated preliminary staff checks have been done for the Frezenberg Commemoration. A SUE was possible with the Rifles and their band has shown interest in participating in the 100th activities.</p> <p>b. BGen (ret'd) Kennedy stated DHH will support elements for the commemoration.</p>	
12.	<p><u>CBR</u></p> <p>a. Maj Moran provided an overview of the planned activity for the CBR. The baton will be designed and created by the Association. The 100th planning committee will coord with 2 PPCLI and conduct a route recce in September 2011 [note, the route recce was postponed until after the Fall meeting]. Total time for the CBR 30 days to Ottawa, Connaught Ranges.</p> <p>b. COR – the route for the CBR may have to be coordinated with the sponsors. The CBR will be linked to the last event at the Edmonton Commemoration and the first event in Ottawa.</p> <p>c. Whether baton will be taken to Frezenberg and in what context will be determined later.</p>	Maj Moran
13.	<p><u>Support Programs</u> (VP Guard 100th)</p> <p>a. BGen (ret'd) Kennedy provided an overview of nine “could do” events and the Support Programmes. The nine serials from the “could do” list were:</p> <ol style="list-style-type: none"> (1) SER 1, CINC DINNER, Ottawa, was discussed and decided it would not be conducted. (2) SER 2, HISTORY CHAIR LECTURE SERIES, Ottawa, was discussed and decided it would not be conducted. (3) SER 3, BROCKVILLE PAINTING, was discussed. No decision was required as it was a project in private hands. (4) SER 4, ABRIDGED SOCIAL HISTORY, was discussed, but a decision was not required from the REC as it was considered a separate, self-sustaining project. 	

	<p>(5) SER 5, ANTECEDENTS PROJECT will be integrated with the PI and Registration systems.</p> <p>(6) SER 6, DESERVING PARTICIPANTS was discussed. The criteria for “deserving” will be decided upon at a later meeting and integrated with the Financial Programme.</p> <p>(7) SER 7, FUNDRAISING CONCERT, was discussed. The option to hold a fundraising concert in Edmonton was still open. CO 1 PPCLI will provide recommendations.</p> <p>(8) SER 8, SPONSORS DINNER, Ottawa, was considered outside of planned activities.</p> <p>(9) SER 9, MOBILE GALLERY, was discussed, but no decision was made. This will be discussed at the next REC.</p> <p>a. Support Programmes</p> <p>(1) Public Information: Aim of the PI is “to share information about the Regiment, its history and its plans for the 100th Anniversary with the broadest cross-section of Canadians as possible.”</p> <p>(a) PI Steering Committee developing the regimental Info Ops Plan and budget. We have a Yahoo site for management & a PI website, will have a sharing site. Will have support for all triad and CBR.</p> <p>(b) Still need a RHQ rep. RM stated the RHQ staff is already overtasked and recommended the task remain with the 100th Planning Team. [note, after the REC, it was agreed that MWO Butters, given he is co-located with RHQ, is suitable for the position].</p> <p>(c) Membership includes Edm Garrison PA Offr, TV, Radio, and will expand in fall to include Foundation, UPARS and Branch reps.</p> <p>(d) TOR for the PI have been developed and require the signature of the President of the Guard President.</p> <p>(e) We will require a regimental poster for the centennial. Full scale and small scale posters for sale as souvenirs as well. We will need an artist to do it right. RM should budget the artwork. We will need the poster for 2012.</p> <p>(2) Youth Plan</p> <p>(a) The new sub-element to the PI programme’s aim is to</p>	<p>RM</p>
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	<p>deliver school/cadet representation at all triad activities.</p> <ul style="list-style-type: none"> (b) Ottawa Br already has one school often involved in Remembrance Day & this can be expanded for representation at Memorial Parade of Rededication & Beechwood; Cadet League will help select Patricia badged cadets to attend Frezenberg, and schools can be found to be at Trooping and HGMP dedication. Community Engagement grants available for all. (c) Chair – the Area Comd wants to show case the cadets. The DHH grants should go through the Foundation. <p>(3) Centennial Art Show</p> <ul style="list-style-type: none"> (a) Preliminary Show, with juried new works (60K), TMM Founders Gallery fall 2013. 3500 sq ft, featured souvenir showbook, multi-media (b) Calgary Show, TMM Jan-Apr 2014. Features new, regimental and CWM pieces (c) Edmonton Show May-Aug 2014, RAM (d) Ottawa Show Sep-Nov 2014, a major Museum (e) Outline budget is 160K, with all costs borne outside of regt less 12K O&M. The 12K required from the Regiment was discussed, but not put to vote. (f) It is important that a curator from TMM is on staff. Bill Bewick will need access to the archives to take pictures. [note, access was provide as requested; however, the photographer brought in wanted to keep all rights to the photographs, preventing the regiment from reproducing or selling the photographs in the future without permission and payment. RHQ intervned and asked the contract be adjusted in the favour of the Regiment or a new photographer be found]. <p>(4) Publications & Recording Plan</p> <ul style="list-style-type: none"> (a) Includes major works (Pictorial History Book and Yap Films) and lesser works. 	
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	<p>(b) Centennial Handbook and Programmes - basic products for all attendees.</p> <p>(c) Social Retrospective – social setting of major periods in regt history, menus and recipes, stories of life on the home front – will be self-financing from sales and modest sponsorship of 10K - retail support only required from Kit Shop.</p> <p>(d) Centenary Edition of the Patrician – special issue date (June 2015) will include Images CD/DVD, the definitive collection of the images of the 100th. Event organizers and AO need an excellent approach to photo coverage and developing a repository.</p> <p>(e) Sounds – will need development support but all costs will be recoverable out of retail sales. Sounds will include new PPCLI Anthem, Centennial Quick March, Ottawa Aged in Harmony, EPSPB, Drumline, and voice recordings of CIC and Lady Patricia.</p> <p>(f) BGen (ret'd) Kennedy requested \$1000.00 for the start-up cost of the “sounds” project. The Chair asked whether there were objections. The request was approved.</p> <p>(5) Coin and Stamp Outline was provided for info only (this is not an REC issue)</p> <p>(a) A set of five regimental stamps, with the abbreviated story in the edges (in a ten stamp block if needed with R22eR), Logo and artwork will be needed.</p> <p>(b) A Canada Post First Day cover with appropriate messages on the back, which can be franked with a special stamp and mailed to buyers worldwide from places where Patricias are serving.</p> <p>(c) Regimental stamps approval 2012 for 2014</p> <p>(d) Coin probable, jointly with R22eR, and will also need support.</p> <p>(6) Command & Control Program</p>	<p>RM</p>
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	<ul style="list-style-type: none"> (a) Anniversary Office <ul style="list-style-type: none"> (i) AO Handbook done, will be handed to CO 1 PPCLI for implementation. Registration website needs development this fall. (ii) Staffing decisions about AO need to be taken this fall. Col Anderson stated that Class B cannot be relied upon. Manning costs will likely have to be covered internally. (b) Exercise Century Thrust - RM and Secretary Assn asked to establish dates and location for a joint Exercise May 2013. Likely in Edmonton. <p>(7) Memorial Program. The aim is to memorialize the service of the Regiment. The programme includes:</p> <ul style="list-style-type: none"> (a) Hamilton Gault Memorial Park (b) Lansdowne Memorial (c) Frezenberg Memorial (d) Relay Baton (e) Climb Regimental Mountains (f) Pictorial History Book (g) Memorabilia and Souvenirs (h) Time Capsule (i) Publications and Recording (j) Special Libations <p>(8) Financial Program</p> <ul style="list-style-type: none"> (a) The key to the Financial Plan is the development of the budget program integrated with detailed automated financial records for individually named accounts. Must start fall 2011. (b) RHQ to develop the financial forecast by year of expenditure and charitable/non-charitable and discuss with CRA. 	<p>RM</p>
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	(c) CPT working on a financial review Jun 2011 to provide basis for the RHQ efforts.	
14.	<u>Regimental Drum Line.</u> All units provided SITREPs. There are four to six soldiers interested from each battalion. We can start spending funds on the drum lines. At this time, it is difficult to say how much money we have to spend. RM to provide numbers.	RM
15.	<u>Memorials.</u> a. The President of the Association provided an overview of the HGMP. We can't wait for 2012, we need to get to the design phase now. b. We will build what we can, depending on the funds available. If sufficient funds are raised, the statue of Hamilton Gault can be raised. c. Estimated cost is \$146,152, double what was forecast, not including the statue.	
16.	<u>Way Ahead</u> a. COR – a lot of work was done to get us where we are today. We are ready to proceed to the next stage: (1) We need to pick up the pieces and start moving the yard stick; (2) We will issue the guidance and re-think some of our options; (3) We will circulate a detailed financial analysis of the cash flow required to get things moving; and (4) The Guidance and the Regimental Plan will be circulated for comments and blessed at the Fall meetings.	

NEW BUSINESS

<p>17.</p>	<p><u>KAREN KOONAR – FUNDRAISER</u></p> <p>a. In October 2010, Karen Koonar’s proposal for a fundraiser was accepted by the REC. The goal was to raise \$1 Million. Her concept was to approach hockey teams in Calgary and Edmonton and go for the “big ask”. The video and other material she created was re-directed for use for HHC and all major sponsors gravitated towards HHC.</p> <p>b. After her initial efforts to assist HHC, Karen was directed to focus on grant requests and other fundraising partnerships. She has been a tremendous help in getting additional funds for the Regiment’s museum improvement project. However, given the slowdown in the tempo of her work, Karen doesn’t feel properly employed.</p> <p>c. She is willing to walk away from her contract. However, given her experience working with TMM, The War Museum and the Regiment, she would be an ideal Museum Manager. She is versed in museum administration, knows the contacts for grants and smaller fundraising initiatives, and is willing to continue working with the Regiment.</p> <p>d. The RM recommended that Karen’s current contract be terminated and she be re-hired as staff for the PPCLI Museum.</p> <p>e. It was asked what the impact of hiring Karen would be. Can we terminate her current contract and re-hire her or do we have to tender the contract? The Chairman pointed out that we were using private Regimental funds to hire the staff so we can do what we want as far as hiring practice went; hire the best person for the Regiment.</p> <p>f. After discussion, it was decided by the REC to let her contract be until the Fall. The RM was to bring back further information such as position she will be hired into and cost sharing options with others.</p>	<p>RM</p>
<p>18.</p>	<p><u>GRATUITIES – WO SASH.</u> The RM stated that during the gratuity discussions in the REC held Fall 2010, the issue of the WO Sash as gratuity was not considered given the financial state of the Regimental Fund. Since the fund had improved and new pricing policies were brought on line, it was recommended that the WO Sash be approved as a gratuity and given to recognize donors getting promoted to WO. The REC approved that all WO in good standing with their Regimental contributions will be issued a sash upon promotion.</p>	<p>RM</p>

19.	<p><u>DOLLY B. – PROPOSAL TO HIRE AS ASSISTANT EDITOR OF THE PATRICIAN</u></p> <p>a. Ms Dolly B. was hired as the graphics artists and assistant editor for the Patrician 2010, on a short term basis. She was paid a percentage commission for advertisement she sold for the Patrician. In addition, she received an honorarium of \$1000 per month. She did very good work.</p> <p>b. She offered to continue working for the Regiment, but for a proper salary, approximately \$40,000 per year. In addition, due to personal obligations, she wanted reduced hours (starting around 1000 hrs and finishing by 1430 hrs) and wished to work from home, vice the office.</p> <p>c. Given the cost and her desire not to work from the office, where she could have taken on secondary duties, the REC voted against hiring Ms Dolly B.</p>	
20.	<p><u>Fundraiser Event – 2014.</u> The REC agreed that a fundraising event, a concert, was to be planned for early 2014. The event will be a stand-alone event, outside of 100th planned activities.</p>	
<p>CLOSING REMARKS</p>		
21.	<p>The COR and the Chair thanked everyone for their hard work on the REC Meeting.</p>	
22.	<p>The next Guard meeting will be scheduled during the Ottawa Merit Boards in October. REC and RHQ to find suitable date. The meeting was adjourned at 1140hrs.</p>	<p>RM</p>

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