

National Defence



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

1150-1 (RAdjT)

July 2021

Distribution List

MINUTES FROM THE 165th
REGIMENTAL EXECUTIVE COMMITTEE
(REC) MEETING HELD THURSDAY, 17 JUNE 2020

References: A. Minutes of the 164th REC Meeting, dated 25 September 2020.
B. Regimental Strategy Version 1.0, 24 January 2018

1. Find attached, at Annex E, the minutes of the 165th REC meeting held on Thursday, 17 June, 2021. 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 165th 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 Executive Committee motions and votes.
4. Should you have any questions or enquiries, please to contact the Regimental Major, Major C.A.J. Foley at 780-973-4011 ext. 5459 or e-mail Cory.Foley@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 163rd 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

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THE 165th REC MEETING

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Annex B to
1150-1 (RAdjt)
Dated July 2021

**RECORD OF MOTIONS AND
VOTES OF THE 165th REC MEETING**

Serial	Proposal	Proposer	Seconder	Vote	Remarks
	(a)	(b)	(d)	(e)	(f)
1	That the minutes of the 164 th REC are accepted as a true record.	LCol Van Eijk	CWO Crane	Carried	Vote was unanimous.
2					

TASK MATRIX
165th REC MEETING

Serial	Assigned or Implied	Task	OPI	Remarks
	(a)	(b)	(d)	(e)
1	Implied	Organize the COR visiting the Battalions during field training	R Adj	OBE
2				
3				
4				
5				
6	Assigned	Investigate possible investments in PPCLI drumline	COs 1, 2, 3 PPCLI	In progress
7				
8	Assigned	Recommence declassification of Op SNOWGOOSE War Diaries.	RM, R Adj	In progress. Waiting for additional files from DHH
9	Implied	Coordinate Dr. Robert Engen visiting/viewing important Patricia sites and archives.	RM	In progress
10	Assigned	Brief Museum's 5 Year Op Plan to COR.	RM	In progress
11				
12				
13				

Annex D to
 1150-1 (RAdj)jt
 Dated July 2021

IMPORTANT CALENDAR
DATES OF THE 165th REC MEETING

SER	DATE	EVENT	REMARKS
	(a)	(b)	(c)
1.	21 Sep 20	San Fortunato Day	3 PPCLI
2.	25 Sep 20	164 th REC Meeting	Edmonton, AB
3.	15 Oct 20	DP 1.2 Inf Badging	Gagetown, NB, COR attend 'virtually'
4.	7/8 Oct 20	3 PPCLI Redeploy from Op UNIFIER	Edmonton, AB
5.	(TBC) Oct/Nov 20	Patricia Fund Board of Directors' Meeting	Edmonton, AB
6.	(TBC) Nov 20	7 th Regimental Steering Committee Meeting	TBC
7.	21 Nov- 1 Dec 20	A Coy 1 PPCLI Redeploy from Op IMPACT	Edmonton, AB
8.	11-15 Jan 21	Ex STRONG CONTENDER	Edmonton, AB Cancelled
9.	16-19 Jan 21	RADD	Edmonton/Calgary, AB. OPI: 1 PPCLI
10.	10 Feb 21	C-in-C's Birthday	Toronto, ON
11.	17 Mar 21	Regimental Day	
12.	25 Apr 21	Kapyong Day 70 th Anniversary	2 PPCLI
13.	8 May 21	Frezenberg Day	1 PPCLI
14.	Jul/Aug 21	1 PPCLI Change of Command 1 PPCLI Change of Appointment	Edmonton, AB
15.	Jul/Aug 21	2 PPCLI Change of Command	Shilo, MB

MINUTES FROM THE 165th REC
MEETING HELD THURSDAY, 17 JUNE 2021

1. The meeting was called to order at 1500 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. J.A. Van Eijk	COS 1 CMBG
	CWO R.J. Crane	RSM, 1 st Battalion, ERE NCO Representative for Wainwright
	CWO C.R Hollister	ERE NCM Representative for BC, Alberta (less Wainwright) and the North
Members via TELCON:	BGen (Ret'd) V.W. Kennedy	<i>Ex Officio</i> Member, Colonel of the Regiment
	Mr. Paul Hale	<i>Ex Officio</i> Member, PPCLI Association President
	Col R.E. Jurkowski	Chief of Staff Operations and Support, CDA HQ
	LCol J.C. Thamer	Commanding Officer, 3 rd Battalion
	LCol S.M. Davies	ERE Officer Representative for the Maritimes
	LCol L.J. Mossop	ERE Officer Representative for Wainwright
	Maj. C.B. Barr	<i>Ex Officio</i> member CO designate, LER
	CWO J.G. Pickard	RSM, 3 rd Battalion
	MWO R.A. Doyle	ERE NCO Representative for OUTCAN / Ontario Less NCR
	MWO T.R. McCann	ERE NCO Representative for the Maritimes
	MWO Adkins	ERE NCO Representative for the NCR
Regimental Headquarters:	Maj S.G.J. Lerch	Regimental Major
	Lt N.J. Browne	A/Regimental Adjutant
	Cpl V. Charbonneau	RHQ Comms NCO

2. Agenda items were detailed as follows:

Serial	Item	Sub-Item	OPI	Time
	(a)	(b)	(c)	(d)
1	Opening Remarks		COR, REC Chair	1301
2	Review of Minutes		RM	1306
3	Regimental Calendar		RM / COR	1310
		a. General Points	RM	
		b. C-in-C Travel	RM	
		c. COR Travel	RM	
4	Reports			1315
		a. Regimental Strategy	Col Jurkowski, REC Chair	
		b. Regimental Headquarters	RM	1335
		c. War Diaries	RM	
		d. Official History	RM	
		e. Kit Shop	RM	
		f. Website	RM	
		g. PPCLI Museum & Archives	RM	
		h. Regimental Veterans Care	RM	
		i. Benevolent Fund	RM	
		j. PPCLI Cadets	RM	
		k. RHQ Manning	RM	
		l. Regimental Finances	RM	
5	Updates			1416
		a. The PPCLI Association	Assn President	
		b. The Hamilton Gault Memorial Fund	Assn President	
		b. The PPCLI Foundation	RM	
		c. The Loyal Edmonton Regiment	Maj Barr	
6	New Business			1436
		a. Honours & Awards	RAdj	
		b. Kapyong 70 th Anniversary Walk	RAdj	
7	Round Table		All	1448
8	Closing Remarks		COR, REC Chair	1450

Chelsea G3 1
CWO Weaver
3 PPCLI Guest
Davies LCol
Dougal Salmon
Forest Adjuc
Lerch
McCann
Moore LCol
MWO Mr Gnr M. Adkins
Petersen LCol
Reginal (Guest)
Wendy Kennedy (COR)
1-204-765-3000
1-780-220-7774
1-780-973-4011
Barr, LCOL

3. Opening Remarks. LCol Schaub opened the meeting by welcoming new members of the REC and indicated this would be his last REC prior to LCol Higgins taking over. LCol Schaub discussed the battle rhythm of the varying meetings and reports that occur every year.

4. Review of Minutes. The RM began with a review of the minutes from REC 164. 1 motion was carried and there were 13 assigned and implied tasks. 8 of these tasks are complete, 4 are in progress, and 1 OBE. LCol Schaub mentioned that on the horizon is the 110th Anniversary and the unveiling of Regimental and Queens Colours for all three battalions. It should be expected that the 110th will include unveiling of these Colours. The units should speak to their Drum Majors and canvas/inspect uniforms, drums and additional instruments. Annual money is available from the Regiment, therefore Drum Majors should forecast their requests. (Task) The RM continued his update with Task 8, the declassification of Op SNOWGOOSE war diaries. RHQ does not have the internal capacity to declassify and requires ongoing assistance to continue, ideally with battalion officers who hold the Release and Disclosure Officer Qualification. The overall intent is to declassify the records for both DHH and our Museum & Archives. Task 9, coordinate Dr. Engen visits to important Regimental sites, is in progress. As Dr. Engen is the author of Volume VI, it will remain in progress until book is done. Task 12 – reach out to ERE for participation in Kapyong. That is complete. Mr. Guy Black completed an extensive march to commemorate the Battle of Kapyong and was subsequently awarded with a Regimental award. The RM asked for a proposal to accept the minutes as presented. CWO Crane proposed. Seconded by CWO Hollister.

5. Regimental Calendar. The RM briefed the calendar out to August 2021.

- a. General Points. Pickard Change of Appointment virtual over facebook – same as 1VP.
 - b. Colonel-in-Chief (C-in-C) Travel. None planned
 - c. COR Travel. The RM reported the COR would now not be in Gagetown to visit DP 1.2 Graduates in late November. Instead he now was planning to send a virtually congratulations to the Inf Sch via a pre-recorded video. If RADD is approved, then he plans to attend. He also indicated that he would like to come out to see some of the Battalions’ training. LCol Schaub indicated that this would likely be possible during the brigade level five live and force-on-force training occurring in the April-May time-frame.
6. Reports. The following was briefed:
- a. COR.
 - (1) Points about Honorary Patricia. Lady of Saltoun. Schaub – for attendees that are new to the REC – annex how to nominate Honorary Patricia’s.
 - (2) Mersham Plaque – Lady Patricia 2nd Countess Mountbatten of Burma – buried with husband John Knatchbull – in Mersham Church Graveyard – there is nothing indicating her involvement with PPCLI. Stone table by family is up that says she was. Combine Mersham Plaque with delivering Honorary Patricia scroll to Lady of Saltoun.
 - (3) Support for 107th Anniversary Bike Ride – to coy comd – A Coy 1 PPCLI or B Coy 3 PPCLI or C Coy 2 PPCLI – can sign up on ride roster site as a team. The whole company. Can claim mileage of 107km – you can walk run bike it – you can claim for entire company the number of kilometres. For 80th Anniversary Italy Battlefield Tour – for new COs – in 2023 – keep in mind we are looking for help in fundraising and help in convincing VAC – that when we take a bus full of vets, civilians etc. that we qualify for Community Enhancement Grants. Get money to bring along cadets etc. Fund deserving soldier – 1 bus max of 45 people – 2 historians – and guide.
 - b. Regimental Strategy. LCol Moore – on behalf of Col Jurkowski (Vice President Strategy). Three items to cover

Once we have landed on mission statement, queue us to launch V4 of strategy. Holistic report on how Regt is doing, V4 is much reduced – provides strategic guidance and direction over 10 year horizon for regiment. Few items – I owe .. Campaign plan is annex to sstrategy. Guidance document on what and why the regt is doing things. Step down, regimental implementation plan – this is the how – myself and REC are going to be asked to lean into it. In draft state – 5 year

horizon – work collaboratively – how serving component contributes. On Association side – Dougal working on association equivalent of implementation plan. Last on bottom – what does new HGMF constitution look like. Transition team doing that. Couple points – Deputy Vice President Strategy – analogous – director of OCMS working on behalf of colonel – I see my role to be a collaborator to buff out strategic guidance into actionable outcomes. Guard directive 012 – regimental communications – no wholesale change until we land on

COR – discussed LCol Liebert – single meeting – serving component – veterans component – single charity – with the two other components – will be able to meet all other charitable – for charitable strategic activities – whether or not the PF – the Association is not officially split from HGMF. No big result until March of next year – clear understanding of where we want to go with financial transformation.

LCol Moore – discussion of tasks from 77th meeting.

LCol Moore – Guard Policy Directivev 004: Regimental Responsibilities of COs.

- c. REC Chairman. LCol Schaub briefed the rest of the REC – CWO Schnurr third battalion. LCol Petersen – ERE for Alberta – MWO Tolton moving into Ontario. LCol Braybrook taking over for LCol Anderson ON. Mr. Forrest for Mr. Kiens. Discussed snapshot of what happened with battalions. 2 PPCLI Op LASER. 3 PPCLI JRTC. Regiment is busy. June 2022 commitments to various deployments.

Golf Hole Sponsorship - \$55k for 5 year commitment – so that we have a hole on 18 hole – potential loss. Have one tournament left in our contract.

Proposals – is it yes – if no then the issue is done. Propose they let it expire – schaub – seconded by thamer. All battalions should look at opportunities where RHQ can link in with golf club to find out what time of planning needs to be. (Task) At REC then the golf tournament happens next year

- d. Regimental Headquarters

(1) *The Patrician*.

(2) RHQ Welcome & Release Packages. The intent with the packages is to provide useful information to new and retired members. The project is now

complete with a stock of both welcome and release folders help at RHQ for members of 1 and 3PPCLI and with the QMSI for 2PPCLI. This is paid for by the Patricia Fund.

- (3) Regimental Colours. The RM updated the REC with the news that all paperwork for the Colours was submitted and the selected contractor is currently in the process of creating them. Should be complete by Spring 2022. Presentation 2024 TBC. The Regiment is expecting Queens Colours for 1 and 3PPCLI and Regimental Colours for all 3 Battalions.
 - (4) PPCLI Intellectual Property (IP). The RM reminded everyone that all PPCLI IP are owned by DND.
 - (5) Regimental Manual. Update in progress. Demarcation between HGMF and Association.
- e. Official History The REB Chair, LGen (Ret'd) Crabbe, Active members Cols Hope (Vice-President), Strickland, Adair, Rutland, Stalker, and the RM, and retired members J Joly, B Neatby, J McGregor, T Loveridge, and R Stewart. Funding – authorship fee – expenses \$145k – contract for that. Next thing is actual publication cost contributing toward book. Regimental Guard is talking to REB to decide in next few months on what is best way to go on publishing front. 1958-2000. Most likely source the PF – talked to BoD to make sure we have surplus to cover remaining expenses.

Bunch of points from Schaub. Recording two starts near the end of rant.

- f. Kit Shop. Refer to PPT
- g. Website. The RM stated that previous versions of *The Patrician*, Regimental Strategy, Guard Directives, Regimental Manual, and Minutes were on the website. The 'Your Stories' feature was also discussed and the RM encouraged members to upload both stories and photos. Tax receipts can also be obtained and the Regimental Clerk can assist as required.

- h. PPCLI Museum and Archives.

Museum Development Fund (MDF) Funding Provided by DHH – 155k. No appraisal so no proper insurance – funding was not there. Complete Collections Appraisal – 130k – will assist with this.

- (1) Manning, Collections & Archives. There are two serving members, Sgt Blackmore and Cpl Mullet, one contracted archivist (who has recently submitted his intent to retire), one appraiser, and approximately twelve

volunteers. The archivist, Mr. James Bowman, was hired in 2013 and has made great strides in ensuring archives are kept to a high quality standard. His understudy has been able to continue some of the work that was ongoing the appraiser is ensuring our collection of artefacts can be properly valued and therefore insured;

- h. Regimental Veterans Care. The RM discussed the RVC NCO, Sgt Dunphy, and his duties. He is dealing with one small issue at the moment WRT the Benevolent Fund.
- i. PPCLI Cadets. The RM briefed the status of the PPCLI Cadet Corps
- k. RHQ Manning. The RM discussed manning. The Kit Shop 2IC is outgoing and will require replacement.
- l. Regimental Finances. The RM began his brief by discussing the flow of money into the Patricia Fund (PF), which is CRA compliant and 51% non-uniform Board of Directors (BoD) with the remaining Board members being the three unit COs. The RM further discussed NPP, to include the General Fund, Warehouse Fund, Museum Fund and Investments. Money can flow from the PF into NPP so long as it meets the Charitable Objects of the PF. Regimental Voluntary Contributions Plan (RVCP) AKA 'dues' is what finances the PF, as does advertising from *The Patrician* and French Grey Ball ticket sales. Donations and grants do not have a designation as they change from year to year.

The RM reported that the RVCP is approximately \$15,000 per month (\$180k per year). Legacy Fund is long-term trust and the goal is to build it up to \$1 million. Current amount is \$537k. Benevolent Fund \$210k. MWO Turnbull leverages donations regularly. Contingency Fund \$96k – considering to realign so they can be invested elsewhere. Contingency managed as same body as the Legacy Fund – my best guess is they will end up in the LF. Warehouse Fund gross profit for FY 20 was \$112k. Previous three year average was \$528k for sales and \$123k for profit.

COVID impacts (WF)

2020 – consequences of reconciled balance was negative for a short period of time. The RM discussed mitigation measures if COVID continued to impact revenue negatively.

Investment fund discussion – total present value is \$879k

PF Fund Update – balance is \$173k – for 2022 budget will be presented in the fall by RM. BoD votes on it. If REC has projects – they can request to BoD.

PF 2021 budget was presented.

CWO Weaver – example of PF 002 – that is what we call gratuities.

Income Statements – budgets for NPP account (WF and MF) –

Schaub mentioned new ERE reps – 2500 annually – to utilize for regimental activity support.

WF Income Statement – above target – surpass objective – we are well positioned to support. Support for battalion – 1st and 3rd – 2nd Bn has own kit shop that they can use to support.

Museum Fund (MF) – needed 80k for museum to operate. Only transferred 35k from kit shop. We had 45k left in bank account.

RHQ Budget – 40k – remaining 30k – operate under 1 PPCLI. COR Travel and support, AdC, AdC for C-in-C.

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

- a. PPCLI Association. Virtual AGM on 1 May. Elected new Board of Directors. Ted Giraldeau became VP. Introduction of new board members.

The Association is in good position to concentrate on proactive approach to peer support and the well being of veterans and their families. Approved association and HGFM separation on 1 May. On 8 May – new trustees. Mention of 107th Anniversary Bike Ride – how to register – many ways to do it

Monuments and Memorials – Dave Pentney – sent RM a draft of his proposal – anyone can propose a memorial. Regimentally, battalion, association initiated. Federal/provincial, family or individual initiated. Preparing a form for these categories – plan is for Association director of heritage will consider proposals and assign a category. Forward proposal to RHQ for concurrence. For IP and copyright. In the manual of Monuments and Memorials – maintained by RHQ – over 300. Trying to make sure that this is done in proper manner. If Assoc and RHQ approve a memorial – we can forward it to HGFM for funding. When complete, the monument will be added to monuments and memorials manual.

- b. The Loyal Edmonton Regiment. LCol Barr – to RM – next opportunity for CO/RSM gathering where LER can run Louis Scott Cock-o-the-Walk. Schaub – concurrent with Strong Contender.

8. New Business. The following New Business topics were discussed:

- a. Honours & Awards. The RAdjt briefed the criteria for Regimental Achievement Awards (RAA), Regimental Commendations (RC) and Regimental Certificates of Appreciation. The RAdjt discussed previous awards that had been approved. As follows:
- (1) Pte A.J. Toews was awarded an RAA for Top Candidate on Basic Sniper Course;
 - (2) Cpl W.E. Johnson was awarded a RC for extensive work with Regt Historical Vehicles and Hamilton Gault Park vehicle monuments.
 - (3) Capt D.T. Dennis was awarded a RC for coordinating x3 national-level religious leadership engagements, championing unit Sentinel Program, and stalwart professionalism.
 - (4) Mr. Shannon Parsons was awarded a RC for supporting soldiers and veterans of the PPCLI and the creation and support of the “*For the Soldier*” breakfast.

The RAdjt briefed that there were no further awards to consider as all had been decided upon secretarially or by electronic vote.

- b. Regimental Indoctrination Course (RIC). Indoctrination for all members – presentations
- c. First World War (FWW) CASID. SAID SENSITIVE AND NOT TO BE SHARED. Private citizen from UK did long series of research and it turns out to be one of our LCpls. DHH found NOK for individual who lives in Regina, SK. LCpl signed up in Saskatoon. DHH in contact with NOK and your ancestor has been identified. Next step in conjunction with PAO is to formally notify the family. RM received connecting email – RM will craft an appropriate message – and this is the position of the Regiment. Schaub – shape to LColts who are closer – going forward with Unit Command Team. Reekie - 3 ½ hours from Shilo – 2nd Battalion. May have to be CO 3VP as the others are doing handover. Possible delay – may be unique that this happen in August for when he passed – anniversary of death. 5 weeks from now.

Recognition – possibly flag flown at three bns then sent to family. Something for family. From COR – be alert what DHH is thinking of in terms of remains – hold them there for reinternment – return home or there in Europe – family will want to know. RM - Remains will stay in location – marked headstone. Commonwealth War Graves will be contacted by DHH.

- d. Logistik Unicorps Sashes. RCWO spoke to RWO – continue to issue sashes. Members can get replacements through Logistsik. Issues of colour and quality be addressed through dress committee. Crane says something
 - e. Olsen Silver Gifts – each bn will receive one clip – raffle it off – money goes to MDWCC campaign.
 - f. Replica Wreath of Laurel Development – COR
 - g. Kapyong Barracks Memorial Claim - COR - memorial cairn going forward. 2 PPCLI with unveiling.
 - h. LAV III – Schaub – RHQ offered LAV III – parked in 1 PPCLI lines. Work required to redesignate as outdoor memorial.
9. Round Table. RM will be gone 23 June. Maj Lerch has done two tours as RM for a total of 6 years. Knows the importance of the Regiment and the job. Slade understands the RM/RHQ/Kit Shop – has done his job extremely well and is taking a posting out west to Vancouver Island. REC Chair thanked RM for his work.
10. Closing Remarks. REC Chair – funds available for ERE reps – encouraged more participation from ex officio personnel to backbench and understand regimental affairs. Kitshop and website – RHQ is here to support it – how to make the Patrician better. MLO

S.G.J. Lerch
Major
Regimental Secretary

Approved/Not Approved

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

Approved/Not Approved
Distribution List

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Colonel of the Regiment
Regimental Colonel
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