

National Defence



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

1150-1 (RAdjt)

March 2023

Distribution List

MINUTES FROM THE 166<sup>th</sup>  
REGIMENTAL EXECUTIVE COMMITTEE (REC)  
MEETING HELD THURSDAY, 9 NOVEMBER 2022

References: A. Minutes of the 165<sup>th</sup> REC Meeting, dated 17 June 2021.  
B. Regimental Strategy Version 3.0, 24 January 2018.

1. Find attached, at Annex E, the minutes of the 166<sup>th</sup> REC meeting held on Wednesday 9 November 2022. 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 166<sup>th</sup> 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](mailto:Cory.Foley@forces.gc.ca).

B.D. Schmidt  
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 Calender Dates  
Annex E - Minutes of the 166<sup>th</sup> 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

**CONTENTS SHEET**  
**THE 166<sup>th</sup> REC MEETING**

<b><u>Subject Heading</u></b>	<b><u>Page Number</u></b>	
	<b><u>From</u></b>	<b><u>To</u></b>
<b>1. Record of Votes &amp; Motions</b>	B – 1/1	
<b>2. Task Matrix</b>	C – 1/1	
<b>3. Important Calendar Dates</b>	D – 1/1	
<b>4. Attendees</b>	E – 1/9	
<b>5. 165<sup>th</sup> REC Meeting Agenda</b>	E – 2/9	
<b>6. Opening Remarks</b>	E – 3/9	
<b>7. Review of Minutes</b>	E – 3/9	
<b>8. Regimental Calendar</b>	E – 3/9	
a. General Points	E – 3/9	
b. C-in-C Travel	E – 3/9	
c. COR Travel	E – 3/9	
<b>9. Reports</b>	E – 3/9	- E – 7/9
a. COR	E – 3/9	- E – 4/9
b. Regimental Strategy	E – 4/9	
c. Regimental Guard	E – 4/9	
d. REC Chairman	E – 4/9	
e. Regimental Headquarters	E – 5/9	
f. Official History	E – 5/9	
g. Kit Shop	E – 5/9	
h. Website	E – 5/9	

i.	PPCLI Museum and Archives	E – 6/9	
j.	Regimental Veterans Care	E – 6/9	
k.	PPCLI Cadets	E – 6/9	
l.	RHQ Staffing	E – 6/9	
m.	Regimental Finances	E – 6/9	- E – 7/9
<b>10.</b>	<b>Updates</b>	E – 7/9	
a.	The PPCLI Association	E – 7/9	
b.	Hamilton Gault Memorial Fund	E – 7/9	
c.	The Loyal Edmonton Regiment	E – 7/9	
d.	Sydney Frost Commemorative Battlefield Tour	E – 7/9	
<b>11.</b>	<b>New Business</b>	E – 7/9	- E – 8/9
a.	Honour & Awards	E – 8/9	
b.	PPCLI 110 <sup>th</sup>	E – 8/9	
<b>12.</b>	<b>Round Table</b>	E – 8/9	- E – 9/9
<b>13.</b>	<b>Closing Remarks</b>	E – 9/9	

**RECORD OF MOTIONS AND  
VOTES OF THE 166<sup>th</sup> REC MEETING**

<b>Serial</b>	<b>Proposal</b>	<b>Proposer</b>	<b>Second</b>	<b>Vote</b>	<b>Remarks</b>
	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>	<b>(e)</b>
<b>1</b>	That the minutes of the 165 <sup>th</sup> REC are accepted as a true record.			<b>Carried</b>	Vote was unanimous.

**TASK MATRIX**  
**166<sup>th</sup> REC MEETING**

Serial	Assigned or Implied	Task	OPI	Remarks
	(a)	(b)	(c)	(d)
1	Implied	Organize the COR visiting the Battalions during field training	R Adj	OBE
2	Assigned	Investigate investments in PPCLI drumline	COs 1, 2, 3 PPCLI	Completed – To be removed
3	Assigned	Recommence declassification of Op SNOWGOOSE War Diaries.	RM, R Adj	In progress. Waiting for additional files from DHH
4	Implied	Coordinate Dr. Robert Engen visiting/viewing important Patricia sites and archives.	RM	Completed – To be removed
5	Assigned	Brief Museum’s 5 Year Op Plan to COR.	RM	New Museum OP Plan written by RM and Museum Staff – awaiting new REC approval in 2023 and then briefing to COR.
6	Assigned	Mersham Church Donation	RM	Update: The donation was not in line with the published Patricia Fund objectives currently. Alternative sources sought – HGMF making donation. – Complete
7	Assigned	The Officer’s Inn – Calgary	RM	Update: Contrary to CANFORGEN 136/15 – the use of DND to solicit business relationships places the RM in a conflict of interest. It is recommended that the PPCLI Association or volunteer establish this relationship and then consult with civilian manager of The Military Museum to ensure ethical compliance with CANFORGEN. No OPI assigned ATT.

Serial	Assigned or Implied	Task	OPI	Remarks
	(a)	(b)	(c)	(d)
8	Assigned	Printing of Regimental Monuments & Memorials	RM	Update: Initial costing to acquire two copies of the Monuments and Memorials is estimated between \$2500 - \$3000 total for both. To achieve the intent of a display copy in the museum, more cost-effective solutions to include digital media could be utilized. REC to vote on way forward at next REC.
9	Assigned	Afghanistan Memorials - memorial of sorts dedicated to Patricia member's who previously attended the school. The COR offered the idea of exploring this further with other schools across Canada for all 42 of the Regiment's fallen soldiers. The REC Chair concurred and advised the RM to investigate this further.	RM	

**IMPORTANT CALENDAR  
DATES OF THE 166<sup>th</sup> REC MEETING**

<b>DATE</b>	<b>EVENT</b>	<b>REMARKS</b>
<b>09 Nov '22</b>	166 <sup>th</sup> REC Meeting	
<b>Nov '22</b>	Patricia Fund Board of Directors Meeting	Virtual/Teleconference
<b>16 Dec '22</b>	The Patrician 2021 Submission Deadline	
<b>Dec '22-Jan '23</b>	Christmas Leave	
<b>(TBC) Jan '23</b>	Ex Strong Contender	Potential for RADD
<b>10 Feb '23</b>	Colonel-in-Chief's Birthday	
<b>17 Mar '23</b>	Regimental Day	
<b>May '23</b>	PPCLI Association AGM	Niagara
<b>June '23</b>	1 PPCLI Change of Command	
<b>June '23</b>	2 PPCLI Change of Command	
<b>July '23</b>	Infantry Week	
<b>2023</b>	COR Change of Appointment	
<b>10 Aug '23</b>	Regimental Birthday	



MINUTES FROM THE 166<sup>th</sup> REC  
MEETING HELD THURSDAY, 9 NOVEMBER 2022

1. The meeting was called to order at 1500 hours by the Chairman of the Regimental Executive Committee, LCol Higgins. Those in attendance are listed below:

Chairman:	LCol C.M.G. Higgins	Commanding Officer, 1 <sup>st</sup> Battalion
Members Present:	LCol B.D. Schmidt	Commanding Officer, 3 <sup>rd</sup> Battalion; REC Chair Designate
	CWO L.J. Schnurr	RSM, 3 <sup>rd</sup> Battalion
	CWO E. Vollick	RSM, 1 <sup>st</sup> Battalion
Members via TELCON:	BGen (Ret'd) V.W. Kennedy	<i>Ex Officio</i> Member, Colonel of the Regiment
	BGen (Ret'd) R.C. Romses	<i>Colonel of the Regiment (Designate)</i>
	Mr. Ted Giraldeau	<i>Ex Officio</i> Member, PPCLI Association President
	Mr. Paul Hale	
	Col R.E. Jurkowski	CDA HQ Kingston
	LCol C.B. Barr	<i>Ex Officio</i> member Commanding Officer, Loyal Edmonton Regiment
	LCol R.E. Barker	Commanding Officer, 3 CDTC
	LCol C.A. Braybrook	ERE Officer Representative for Ottawa and Québec
	Maj C.R. Hartwick	DCO, 2 <sup>nd</sup> Battalion
	MWO S.C. Quinn	QMSI, 2 <sup>nd</sup> Battalion
Regimental Headquarters:	Maj C.A.J. Foley	Regimental Major
	Capt M.A. Frère	Regimental Adjutant

2. Agenda items were detailed as follows:

<b>Serial</b>	<b>Item</b>	<b>Sub-Item</b>	<b>OPI</b>	<b>Time</b>
	<b>(a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
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. COR		
		b. Regimental Strategy	Col Jurkowski	1335
		c. Regimental Guard	RM	
		d. REC Chairman	LCol Higgins	
		e. Regimental Headquarters	RM	
		f. Official History	RM	
		g. Kit Shop	RM	
		h. Website	RM	
		i. PPCLI Museum and Archives	RM	
		j. Regimental Veterans Care	RM	
		k. PPCLI Cadets	RM	
		l. RHQ Staffing	RM	
		m. Regimental Finances	RM	
5	Updates			1416
		a. The PPCLI Association	Assn President	
		b. The Hamilton Gault Memorial Fund	Assn President	
		b. The Loyal Edmonton Regiment	LCol Barr	
		c. Sydney Frost Battlefield Tour	Mr. Paul Hale	
6	New Business			1436
		a. Honours & Awards	RAAdjt	
		b. PPCLI 110 <sup>th</sup>	RM	
		c. Museum SLOC Transfer	RM	
7	Round Table		All	1448
8	Closing Remarks		COR, REC Chair	1450

3. Opening Remarks. LCol Higgins opened the meeting by welcoming and thanking the members of the REC for taking the time during their busy schedules to attend the meeting. LCol Higgins briefly reviewed the current battle rhythm of the battalions, mainly 1 and 2 VP and their respective deployments to Latvia. The REC Chair highlighted that the key points of the meeting would cover some general housekeeping points, some new business, as well as the road towards the 110<sup>th</sup> anniversary. Lastly, it was noted that at the conclusion of the meeting, LCol Schmidt would be taking over as the REC Chair as LCol Higgins is set to deploy to Latvia.

4. Review of Minutes. The RM began with a review of the minutes from REC 165. 1 motion was carried and there were 5 assigned and implied tasks. 2 of these tasks are complete, and 3 are in progress. The RM mentioned that the Regiment continues to look for opportunities for both the C-in-C and the COR to engage with the Battalions. Additionally, the Regiment continues to await direction from DHH on the declassification of Op SNOWGOOSE war diaries. The floor was opened for discussion and after no comments were made, the RM requested a motion for the minutes to be approved. LCol Schmidt proposed. Seconded by CWO Schnurr. The motion was passed unanimously.

5. Regimental Calendar. The RM briefed the calendar out to August 2023.

a. General Points. There will be a Patricia Fund Board of Directors meeting to be held virtually in late Nov, early Dec. A reminder was given for all Patrician '22 submissions to be sent NLT 16 Dec. Ex STRONG CONTENDER is slated for Jan '23 and there is potential to recommence the RADD at this time. The C-in-C's birthday is on 10 Feb and command teams were reminded to ensure a birthday card was sent out accordingly. The PPCLI Association will be holding their next AGM in May in the Niagara region. Both 1 and 2 PPCLI are slated to have change of command ceremonies take place in June at their respective locations. Finally, once the nomination of the new COR has been confirmed, the COR change of appointment will take place in the late spring/early fall. (Update: General Romses was officially appointed the new COR as of 14 November 2022).

b. Colonel-in-Chief (C-in-C) Travel. 11 November, the C-in-C will attend the PPCLI Association Remembrance Day ceremony in Ottawa. There is scope for the C-in-C to attend the upcoming change of commands/appointments.

c. COR Travel. No travel schedule currently. MTF once the change of appointment details for the COR designate are finalized.

6. Reports. The following was briefed:

a. COR.

COR designate BGen (Ret'd) Romses – once the MND has signed the appointment, the Regiment will need to decide how to execute the activity. The COR will speak with the Chair of the REC and the RM to discuss further.

Mersham Church – The COR suggested consideration for a monetary donation to the Friends of the Mersham Church to assist with the maintenance of the church. The suggested amount would be ~75.00 Cdn a year for up to three years. The REC Chair suggested that the HGMF would be the ideal fund to draw from. The RM has been tasked to explore further.

The Inn on Officers Garden – The COR then briefed on The Inn on Officers Garden located in Calgary, AB. The COR suggested that the Regiment and the Inn look at exploring a relationship of sorts. This due to the history that the Regiment has had with that area of Calgary. A number of opportunities to explore were offered with the Calgary Branch of the Association to take the lead on establishing a relationship with this organization. The REC Chair assigned the task to the RM to explore this possibility further.

The Monuments & Memorials manual – The 2022 update has just been completed by MGen (Ret'd) Stewart. The RAdj has uploaded the new document to the ppcli.com website. Bob Stewart continues to maintain the original Word document. The COR suggested that the Regiment look at printing the manual and maintaining it at the museum. The COR also raised concerns about the future maintenance of the document once MGen (Ret'd) Stewart passes. The REC Chair tasked the RM to investigate options to print a couple of copies of this manual for display at IVP lines as well as at the museum.

Afghanistan Memorials – recently, a school in Saskatchewan has made a memorial of sorts dedicated to Patricia member's who previously attended the school. The COR offered the idea of exploring this further with other schools across Canada for all 42 of the Regiment's fallen soldiers. The REC Chair concurred and advised the RM to investigate this further.

- b. Regimental Strategy. Col Jurkowski (Vice President Strategy). Not much has changed since the last meeting due to various reasons. The last strategy was approved in 2020 less the mission statement. Currently, a final review is taking place and the document is currently with the President of the Guard. The Col hopes that once endorsed by the COR the document can be signed and disseminated by the end of this year. (Update: Regimental Strategy Version 4 was sent to the Guard in early 2023 for initial read).
- c. Regimental Guard. As the Regimental Colonel was on course and unable to attend the meeting, the RM briefly mentioned that the 78<sup>th</sup> Guard Meeting took place on 3 Oct 22 and from that, 12 new tasks were assigned to the RM. Additionally, the Guard will be returning to bi-annual meetings.
- d. REC Chairman. LCol Higgins briefed the REC on the current make up of the REC as well as current and upcoming operational deployments for all 3 battalions.

General points included the handover of the Chair of the REC position and a review of the main calendar events that were previously covered.

e. Regimental Headquarters

- (1) The Patrician 2022. Submission deadline confirmed to be 16 Dec 22.
- (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 3 PPCLI and with the QMSI for 2 PPCLI. This is paid for by the Patricia Fund.
- (3) Regimental Colours. The RM updated the REC that the new colours were on track for presentation in 2024, but with the recent passing of the sovereign, DHH has given a wait out. MTF as the RM receives further information. (Update: DHH will not complete the current contract for outstanding unit colours due to the passing of the Queen. New colours must be ordered, estimated wait time is 2-3 years with the PPCLI being 9<sup>th</sup> in priority and only 4 actioned per year).
- (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 as well as the addition of new Cos and additional Annexes.

f. Official History Vol IV. The REB Chair, LGen (Ret'd) Crabbe; active members include BGen Strickland, BGen Rutland; Col Adair, Col Stalker, and the RM; and retired members J. Joly, B. Neatby, J. McGregor, T. Loveridge, and R. Stewart. This project has been ongoing for many years and is nearing completion with draft 2 having been recently submitted. RHQ continues to engage with numerous publishers and is currently in the process of narrowing it down to 2. Total costs are estimated to be \$145,000 in total which includes the authors fees and expenses. It is hoped that the book will be published NLT 1 Feb 2024 in time to be sold for the 110<sup>th</sup>.

g. Kit Shop. Owing to COVID-19 limiting visitors from shopping in person, sales were under \$60k on average over the past 3 years. However, sales have significantly rebounded, and the Kit Shop is projecting to surpass the 3-year average by \$30k. The web site is regularly updated to reflect stock as well as new items and RHQ is always looking for additional ideas for items to pick up. Staffing is an ongoing concern but is being addressed by the RWO and 3 PPCLI QMSI.

- h. Website. The RM mentioned that the PPCLI.com website has recently undergone a significant overhaul. The server has also been upgraded and RHQ has invested \$20,000 (for both the Kit Shop and PPCLI.com) to stay up to date with modern business practices. This ensures digital compliance and continuous protection against online threats to our credit cards and personal information.
- i. PPCLI Museum and Archives. The RM briefed that the museum has been incredibly busy. Thanks to the former Museum General Manager, Sgt Blackmore, the museum received a significant amount of grant money totally well over \$200k. This allowed the Regiment to hire an appraiser to review the collection which has increased in worth to over \$2.6 million. Gallery maintenance was undertaken and the 5-year strategic plan for the museum was released this past summer. There is intent to start digging the foundation for the Afghanistan memorial in 2027.
- j. Regimental Veterans Care. The RM discussed the RVC NCO, Sgt Dunphy, and his duties to include the numerous calls he receives often after regular work hours. The RM briefly discussed new initiatives to include sending out PPCLI paraphernalia to the families of former Patricia's and connecting with our veterans.
- k. PPCLI Cadets. The RM briefed the status of the PPCLI Cadet Corps, noting that it has been a quiet year. The RM intends to reinvigorate the cadet corps relationships to include regimental visits from RHQ personnel or even ERE reps.
- l. RHQ Staffing. The RM discussed staffing to include the recent arrival of the new RAdjt, and WO Davis taking over the RWO position. The Kit Shop is an area of concern as all the personnel employed there are currently under medical restrictions with potential future implications. For example, one of the Cpls has recently received their NOI.
- m. Regimental Finances. The RM reported that the RVCP is holding steady at approximately \$10,000 per month. Legacy Fund is long-term trust, and the goal is to build it up to \$1 million. Current amount is \$558k which has dropped due to the recent volatility in the markets. Benevolent Fund \$201k. Contingency Fund \$106k. Warehouse Fund gross profit for FY 21 was \$434k for a gross profit of ~\$119k. Previous three-year average was \$493k for sales and \$116k for profit.

General financial update includes a budgeted revenue for 2021 of \$110k with an actual revenue of \$119k. Mitigating measures included selective Kit Shop purchases, management of museum contributions, and scrutinized spending. The example provided being cutting the use of AMEX in the Kit Shop as the costs outweighed the benefits.

The Patricia Fund is currently sitting at \$245k but it must be noted that the publishing of Vol VI of the Regimental history will see a large reduction in that overall amount IVO \$75k-\$100k. The 2023 budget will be presented to the BoD in Dec.

RVCP numbers continue to drop as overall numbers in the battalions are declining. The RM offered that it is extremely important for all battalions to remind their personnel how contributing to this plan significantly benefits themselves as well as other members of the Regimental Family. The Chair of the REC concurred and stressed the importance of reinforcing why this is important knowing full well that it is 100% voluntary.

The RM provided a brief overview of the various income statements noting that RHQ continues to save the troops money by finding new vendors that provide high quality items at decreased prices compared to previous vendors.

Lastly, the RM briefed the RHQ budget which includes \$275k that supports travel and support for the C-in-C, the COR, and RHQ travel (museum, cadet visits, etc).

7. Updates. The following updates were presented by their respective designate.
  - a. PPCLI Association. The Association celebrated their 75<sup>th</sup> anniversary this year. The Association continues to recommence in-person activities as the pandemic continues to wain. Currently, there are 783 paid members with another 700 in the database but have let their dues lapse. The focus for 2023 will be on increasing membership numbers which will include a demographic study on who they are retaining in the Association and who they have attracted to join but have lost. Lastly, the AGM will be taking place from 12-14 May at Niagara-on-the-Lake.
  - b. HGMF. The monuments and memorials topic were briefly covered with a reminder sent out that anyone wishing to submit an idea for either of the latter should also come up with some of the funding.
  - c. The Loyal Edmonton Regiment. CO LER briefed the REC on the previous and the next 12-month schedule for the Loyal Eddies. Additionally, the CO discussed the operational output where members of that Regiment are currently employed on operational missions. The CO mentioned that 2023 will see the 115<sup>th</sup> year of the forming of the L Edmn R. Finally, it was mentioned that the Loyal Eddies continue to experience difficulties with recruiting and retention and offered that more could be done to promote a CT to the ResF amongst Patricia's leaving the RegF.
  - d. Sydney Frost Commemorative Battlefield Tour. Mr. Hale briefed the REC on the outline for the tour taking place from 16-31 May 2024. Max capacity for the tour

is 80 pers which includes up to 12 cadets and 2 chaperones if they can raise up to \$56k. As well as 6 serving members with costs TBC.

8. New Business. The following new business topics were discussed.
- a. Honours & Awards. The RM briefed the criteria for Regimental Achievement Awards (RAA), Regimental Commendations (RC) and Regimental Certificates of Appreciation. The REC has approved the awarding of the following:
- (1) Regimental Achievement Award: Capt R.M. Forgie, and WO C.L. Cadegan Syms; and
  - (2) Regimental Commendation: Capt M.D. Uusoue, MWO S.A. Corcoran, Sgt K.J. Foley, Sgt B.B. Renwick, Sgt K.J. Walker, MCpl C.A. Baun, MCpl K.W. Currie, MCpl W.B. Kozluk, MCpl J.T. Nelson, MCpl C.A. New, Cpl S.A. Blum, Cpl J.C. Dundas, Cpl M.A. De Sousa, Cpl J.A. Gagnon, Cpl E. Lapierre, Cpl E.H. Redden, Cpl S.W. Rowat, Pte(T) T. Boire, and Pte(T) J. Trejos-Rivera.
- b. PPCLI 110<sup>th</sup>. The RM asked the members of the REC to canvas their personnel for input on what they would like to see happen for the Regiment's 110<sup>th</sup> as RHQ is beginning to narrow down the scope for what it will look like. End result is to provide the PPCLI Guard with some considerations for what the Regiment would like to see/do.
- Mr. Paul Hale brought up the fact that the 100<sup>th</sup> memory capsule located in Griesbach was significantly water damaged and its contents not yet replaced. He offered that the Regiment could look at rededicating the memorial during the 110<sup>th</sup> to be opened on the 150<sup>th</sup>.
- c. Museum SLOC Transfer. A formal request from 41 CBG to 1 PPCLI to have the Military Museum SLOC transferred to 1 PPCLI. This is a larger research project that requires further investigating. The REC of the Chair was supportive of taking on the SLOC and tasked his RSM with looking further into the administrative requirements of executing the transfer.
9. Round Table.
- a. REC 167 is tentatively scheduled for Spring 2023.
- b. Maj Hartwick noted that the 75<sup>th</sup> anniversary of the Battle of Kapyong will be coming up in 2026 and it is time to start looking at how that is going to look. In 2023 there is going to be a dedication of trails honouring the Battle of Kapyong and there may be scope to send members of the Regiment to that event in South Korea. On another note, 3 RAR reached out to 2VP recently and asked for a



section to come to Australia to participate in a competition in Apr '23. The request for approval has been submitted to 1 CMBG for approval.

10. Closing Remarks. The REC Chair reiterated his thanks to all for attending and especially to the RM for all the work that RHQ is doing in the background while the Battalions focus on the operational side. Additionally, he wished the best of luck to the new Chair, LCol Schmidt. The COR also thanked all members of the REC for participating and reminded all the importance of getting together with other members of the Regimental Family when practical.

C.A.J. Foley  
Major  
Regimental Major

Approved/Not Approved

B.D. Schmidt  
Lieutenant-Colonel  
Chairman  
Regimental Executive Committee

Approved/Not Approved  
Distribution List

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