

PRINCESS PATRICIA'S CANADIAN  
LIGHT INFANTRY REGIMENTAL FUND

ARTICLE ONE – NAME

- 1.1 The official name of the Regiment is Princess Patricia's Canadian Light Infantry, hereinafter referred to as the "Regiment". The authorized abbreviation is "PPCLI".
- 1.2 The official name of the Regiment's non-public funds organization is "Princess Patricia's Canadian Light Infantry Regimental Fund", hereinafter referred to as the "Regimental Fund".
- 1.3 The "Regimental Family" the the term used to describe the three Regimental Entities, namely the serving component, the retired component, and the PPCLI Foundation.

ARTICLE TWO – APPLICATION

- 2.1 The serving component of the Regiment is organized into Regular and Reserve Force Battalions that are established as operational units of the Canadian Armed Forces (CAF). In addition, there are members employed on extra-regimental duties in the CAF headquarters, schools, units and training establishments both within and outside Canada. Finally, members are attached to specific missions or foreign militaries outside of Canada.
- 2.2 The Regimental Fund is the principle medium for the non-public property support to Regimental operations, and is distinct from the non-public funds that support the three Battalions.

ARTICLE THREE – AUTHORITY

- 3.1 A charitable fund was originally established under the authority of the Department of National Defence (DND) Administrative Bulletin 53/1, date 03 February 1953. Upon changes to the Income Tax Act in 1982, an Application for Registration (Reinstatement) was submitted to the Canada Revenue Agency (CRA) dated 22 November 1982. The application was approved by CRA and the charitable fund was reinstated as a charitable organization under the name "Princess Patricia's Canadian Light Infantry Regimental Fund" (the "Regimental Charity"). In 2013, Canadian Forces Moral and Welfare Services (CFMWS) issued a request for the Regiment to submit a request for voluntary revocation of its charitable status to CRA. After protracted discussions, agreement was reached that the Regiment would clearly distance the Regimental Charity from CFMWS operations by changing the name and the composition of the board of directors to ensure that it is arm's length from the CAF. Therefore the name of the Regimental Charity was changed in 2017 from "Princess Patricia's Canadian Light Infantry Regimental Fund" to "Princess Patricia's Canadian Light Infantry Fund", and the composition of the board of directors was amended to ensure that the charity operates at arm's length from the CAF. The Regimental Fund is a non-public property entity that controls the non-public fund activities of the Regiment, specifically the Regimental Warehouse and the PPCLI Museum, and is at arm's length from the Patricia Fund.
- 3.2 The Regimental Fund is not registered with CRA as a charitable organization. However, as a non-public property entity, the Regimental Fund can issue tax receipts for donations of money or property. Said monies or property become the property of Her Majesty the Queen in right of Canada, and

may not be disposed of or otherwise alienated without prior approval from the Chief of the Defense Staff of the Canadian Armed Forces.

#### ARTICLE FOUR – CHARITABLE OBJECTS

4.1 The objects of the Regimental Fund are focused on the promotion of the efficiency, physical fitness, well-being and morale of the CAF, and the promotion of the goodwill and admiration of the public towards the CAF. The specific objects are:

- a. Object 1: Promote the efficiency, physical fitness, well-being, and morale of the CAF (in accordance with common law).
- b. Object 2: Promote goodwill and admiration of the public towards the CAF (in accordance with common law).
- c. Object 3: Provide financial assistance to members of the CAF and the Regimental family in periods of crisis, when other social support agencies cannot cover, or inadequately cover, the members' specific and/or emergent needs.
- d. Object 4: Promote education advancement of members of the CAF, their dependents, Regimental family members and international students through the provision of bursaries.
- e. Object 5. Support the collection, preservation, maintenance and public display of historical artifacts and archival material through financial support to the PPCLI Museum and Archives.
- f. Object 6. Support the development and operation of the education programs of the PPCLI Museum and Archives.
- g. Object 7. Support the research, identification, construction and maintenance of existing and new heritage and historical projects related to the history of the CAF and its significant contribution to Canadian society.
- h. Object 8. Produce and distribute an annual historical journal (*The Patrician*).
- i. Object 9. Promote and support veterans' well-being and morale through the provision of services, special programs and volunteer support to veteran organizations and activities.
- j. Object 10. Support the goals and programs of the Royal Canadian Army Cadet program through the provision of financial support to the Royal Canadian Army Cadet League and volunteer support to Royal Canadian Army Cadet Corps.
- k. Object 11. Support of public events held to promote public goodwill and admiration of the CAF.
- l. Object 12. Provide financial assistance to support visits of the Regiment's Colonel-in-Chief in order to promote the well-being and morale of the CAF and to promote public

goodwill and admiration of the CAF.

- m. Object 13. Provide and maintain ceremonial uniforms and equipment not provided by public means.

4.2 The Regimental Fund shall be operated without purpose of gain for its members, and any profits or other assets of the Patricia Fund shall be used solely to promote the objects stated above.

#### ARTICLE FIVE – GOVERNANCE

5.1 The Board of Directors of the Regimental Fund shall consist of the Regimental Executive Committee of Princess Patricia's Canadian Light Infantry. Unless precluded by operational contingencies, directors shall serve for a minimum of two years, and a maximum of three consecutive two-year terms. The Regimental Guard of PPCLI shall appoint one of the members, normally the Commanding Officer of First Battalion PPCLI, as Chair of the Board. The secretary and treasurer of the Regimental Fund shall be the Regimental Major, who shall be a non-voting, *ex-officio* member. The quorum of the Board of Directors shall be set at six.

5.2 The Directors will be replaced as required on approval of the Regimental Guard, based on the assignment of Commanding Officer and Regimental Sergeant-Major positions in the battalions and extra-regimental employment.

5.3 The Board of Directors shall meet at least twice annually between, once in March and once in August. The Board shall approve the operating plan for Regimental Headquarters and the budget of the Regimental Fund for each year. The meeting may be conducted by telephone, video, or other electronic means.

5.4 The governing manual of the Board of Directors shall be the current PPCLI Regimental Manual.

#### ARTICLE SIX – FINANCIAL RESPONSIBILITY

6.1 All cheques, transfers of funds and the closing of accounts shall bear the signatures of two persons designated by the Board of Directors.

#### ARTICLE SEVEN – DISSOLUTION

7.1 If the PPCLI is disbanded or otherwise dissolved, and upon subsequent determination by the Board of Directors that dissolution is appropriate, then all assets of the Regimental Fund remaining after just debts are paid shall be transferred or given to one or more qualified donees whose objects are similar to the objects of the Regimental Fund, as may be determined by the Board of Directors at the time of dissolution.

7.2 The Regimental Fund shall not be voluntarily dissolved.

7.3 The Regimental Fund will be dissolved in such a way that no direct benefit shall be accrued to any member or members of the Regiment.

ARTICLE EIGHT – AMENDMENTS TO THE CONSTITUTION

8.1 Proposals to amend the constitution shall be made to the Board of Directors in writing. The proposals shall be considered at the next general meeting and may be approved by a majority vote.

ARTICLE NINE – BY-LAWS

9.1 The by-laws of the Regimental Fund shall be those which follow until repealed, amended, altered or enacted.

ARTICLE TEN – EFFECTIVE DATE

10.1 Dated at the City of Edmonton, in the Province of Alberta, this \_\_\_\_ day of \_\_\_\_\_, 2017.

We, the undersigned Directors, certify on behalf of the Board of Directors, that the operations of the Regimental Fund will be governed in accordance with this constitution and pursuant to the provisions of the Non-Public Property regulations of the Department of National Defence (Canada):

W.D. Rutland		
Lieutenant-Colonel		
Chair	Member	Member

Q. M. Innis  
Major  
Secretary – Treasurer

## PRINCESS PATRICIA'S CANADIAN LIGHT INFANTRY REGIMENTAL FUND

### BY-LAW ONE

A by-law relating generally to the conduct of the affairs of the Princess Patricia's Canadian Light Infantry Regimental Fund, hereinafter referred to as the "Regimental Fund".

Be it enacted as a by-law to the Regimental Fund as follows:

### ARTICLE ONE – DEFINITIONS

1.1 The words and phrases in this document shall be construed according to their true meaning in the Concise Oxford Dictionary. In this by-law, unless the text otherwise requires:

- a. "Appoint" includes "elect" and vice versa;
- b. "Board" means the Board of Directors of the Regimental Fund;
- c. "Regimental Fund" means the Princess Patricia's Canadian Light Infantry Regimental Fund;
- d. "Policies and Procedures" means the administrative rules and practices created and amended by the Board from time to time with respect to the management and governance of the Regimental Fund, which rules and practices may elaborate on, but may not be inconsistent with this by-law;
- e. "Property" means property of the Regimental Fund donated to, loaned, purchased or otherwise acquired by the Regimental Fund and shall include cash, bonds, life insurance policies, or residual interest in property or equitable interest in a trust, and without limitations, medals, uniforms, information, data, goods and chattels of historic value and importance connected with, or relating to the Regiment;
- f. "Resolution" means a vote passed by a majority of the votes of the Board; and
- g. "Signing Officer" means, in relation to any instrument, any person authorized by a resolution passed by the Board to sign the instrument on behalf of the Regimental Fund.

### ARTICLE TWO – AFFAIRS OF THE REGIMENTAL FUND

2.1 Head Office. The head office of the Regimental Fund shall be situated in the same place or municipality or province as the Princess Patricia's Canadian Light Infantry Regimental Headquarters.

2.2 Fiscal Year. The fiscal year of the Regimental Fund shall be the calendar year.

2.3 Committees. The Board may appoint committees whose members will hold their offices at the will of the Board. The Board shall determine the duties of such committees and may fix, by resolution, any remuneration to be paid.

2.4 Books and Records. The Board shall ensure that all necessary books and records of the Regimental Fund required by current and future by-laws or by any applicable statute or law are regularly and properly kept.

2.5 Reports and Returns. The Board shall ensure that all reports and returns required by law are duly submitted.

2.6 Support. Princess Patricia's Canadian Light Infantry Regimental Headquarters shall provide support to the completion, update, maintenance and archiving of all the Regimental Fund's records.

2.7 Amendment of By-Laws. The by-laws of the Regimental Fund may be repealed, amended, or added to by a majority vote of the Board of Directors at any general or extraordinary meeting of the Board.

PRINCESS PATRICIA'S CANADIAN  
LIGHT INFANTRY CHARITABLE FUND

ARTICLE ONE – NAME

1.1 The official name of the Regiment is Princess Patricia's Canadian Light Infantry, hereinafter referred to as the "Regiment." The authorized abbreviation is "PPCLI."

1.2 The official name of the Regiment's charitable organization is "Princess Patricia's Canadian Light Infantry Fund," hereinafter referred to as the "Patricia Fund."

1.3 The "Regimental Family" the the term used to describe the three Regimental Entities, namely the serving component, the retired component, and the PPCLI Foundation, which is a separate and distinct charitable organization from the Patricia Fund.

ARTICLE TWO – APPLICATION

2.1 The serving component of the Regiment is organized into Regular and Reserve Force Battalions that are established as operational units of the Canadian Armed Forces (CAF). In addition, there are members employed on extra-regimental duties in the CAF headquarters, schools, units and training establishments both within and outside Canada. Finally, members are attached to specific missions or foreign militaries outside of Canada.

2.2 The Patricia Fund is the principle medium for the charitable operations of the serving members of the Regiment, regardless of where they are employed.

ARTICLE THREE – AUTHORITY

3.1 A charitable fund was originally established under the authority of the Department of National Defence (DND) Administrative Bulletin 53/1, date 03 February 1953. Upon changes to the Income Tax Act in 1982, an Application for Registration (Reinstatement) was submitted to the Canada Revenue Agency (CRA) dated 22 November 1982. The application was approved by CRA and the charitable fund was reinstated as a charitable organization under the name "Princess Patricia's Canadian Light Infantry Regimental Fund" (the "Regimental Charity"). In 2013, Canadian Forces Moral and Welfare Services (CFMWS) issued a request for the Regiment to submit a request for voluntary revocation of its charitable status to CRA. After protracted discussions, agreement was reached that the Regiment would clearly distance the Regimental Charity from CFMWS operations by changing the name and the composition of the board of directors to ensure that it is arm's length from the CAF. Therefore the name of the Regimental Charity was changed in 2017 from "Princess Patricia's Canadian Light Infantry Regimental Fund" to "Princess Patricia's Canadian Light Infantry Fund", and the composition of the board of directors was amended to ensure that the charity operated at arm's length from the CAF.

3.2 The Patricia Fund is registered with CRA as a charitable organization under registration number 11910 3844 RR0001.

ARTICLE FOUR – CHARITABLE OBJECTS

4.1 The objects of the Patricia Fund are focused on the promotion of the efficiency, physical fitness, well-being and morale of the CAF, and the promotion of the goodwill and admiration of the public towards the CAF. The specific objects are:

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- l. Object 12. Provide financial assistance to support visits of the Regiment's Colonel-in-Chief in order to promote the well-being and morale of the CAF and to promote public goodwill and admiration of the CAF.
- m. Object 13. Provide and maintain ceremonial uniforms and equipment not provided by



public means.

4.2 The provision of financial support and / or disbursement of funds from the Patricia Fund shall only be made to qualified donees as defined by the Income Tax Act (Canada).

4.3 The Patricia Fund shall be operated without purpose of gain for its members, and any profits or other assets of the Patricia Fund shall be used solely to promote the objects stated above.

#### ARTICLE FIVE – GOVERNANCE

5.1 The Board of Directors of the Patricia Fund shall consist of seven members, nominated by the Regimental Executive Committee, and confirmed by the Regimental Guard. Directors shall serve for a minimum of two years, and a maximum of three consecutive two-year terms. A minimum of four members shall be civilians. The Regimental Guard shall appoint one of the nominees as Chair of the Board. The secretary and treasurer of the Patricia Fund shall be the Regimental Major, who shall be a non-voting, *ex-officio* member. The quorum of the Board of Directors shall be set at four.

5.2 The Directors will be replaced as required on approval of the Regimental Guard, based on nominations from the Regimental Executive Committee.

5.3 The Board of Directors shall meet at least once annually between September and December and shall approve the budget of the Patricia Fund for the next year. The meeting may be conducted by telephone, video, or other electronic means.

5.4 The governing manual of the Board of Directors shall be the current PPCLI Regimental Manual.

#### ARTICLE SIX – FINANCIAL RESPONSIBILITY

6.1 All cheques, transfers of funds and the closing of accounts shall bear the signatures of two persons designated by the Board of Directors.

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9.1 The by-laws of the Patricia Fund shall be those which follow until repealed, amended, altered or enacted.

ARTICLE TEN – EFFECTIVE DATE

10.1 Dated at the City of Edmonton, in the Province of Alberta, this \_\_\_\_ day of \_\_\_\_\_, 2017.

We, the undersigned Directors, certify on behalf of the Board of Directors, that the operations of the Patricia Fund will be governed in accordance with this constitution and pursuant to the provisions of the Income Tax Act (Canada):

D. D. Prohar  
Lieutenant-Colonel  
Chair

W. K Niven  
Lieutenant-Colonel  
Director

L. W. Rutland  
Lieutenant-Colonel  
Director

Q. M. Innis  
Major  
Secretary – Treasurer

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- e. “Property” means property of the Patricia Fund donated to, loaned, purchased or otherwise acquired by the Patricia Fund and shall include cash, bonds, life insurance policies, or residual interest in property or equitable interest in a trust, and without limitations, medals, uniforms, information, data, goods and chattels of historic value and importance connected with, or relating to the Regiment;
- f. “Resolution” means a vote passed by a majority of the votes of the Board; and
- g. “Signing Officer” means, in relation to any instrument, any person authorized by a resolution passed by the Board to sign the instrument on behalf of the Patricia Fund.

ARTICLE TWO – AFFAIRS OF THE PATRICIA FUND

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2.2 Fiscal Year. The fiscal year of the Patricia Fund shall be the calendar year.

2.3 Committees. The Board may appoint committees whose members will hold their offices at the will of the Board. The Board shall determine the duties of such committees and may fix, by resolution, any remuneration to be paid.

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