



## **Hamilton Gault Memorial Fund**

### **Minutes of the Board of Trustees' Meeting 14 October 2021**

**By video conference at 1700 MST**

<b>Present:</b>	
Mr. Dave Pentney	Chair / Treasurer
Mr. Charles Reece	Vice Chair
Mr. Paul Hale	Secretary / Fundraising
Mrs. Donna Campbell	Heritage / Veterans and Family
Mr. Derek Prohar	Educational Bursary
Mr Stan Stapleford	Trustee Designate
Mr Jim Croll	Ex-officio Chief Financial Officer
Mr Don Dalziel	Ex-officio Governance
<b>Absent / Regrets</b>	
Mr. Jamie Hamond	Cadets
Mr Quentin Innis	Governance Chair

<b>Item</b>	<b>Discussion</b>	<b>OPI/Action</b>
<b>1.</b>	<b>Call to Order:</b> The meeting was called to order at 1700 (MST) hours, with a quorum.	<b>Chair</b>
<b>2.</b>	<b>Opening Remarks:</b> Dave thanked everyone for all the work that has been completed over the past three months.	<b>Chair</b>
<b>3.</b>	<b>Approval of the Agenda:</b>  Motion for approval: by Paul Hale. Seconded by Chuck Reece. <i>Carried</i>	<b>Chair</b>

Item	Discussion	OPI/Action
4.	<p><b>Approval of minutes from 15 July 2021</b></p> <p>Minutes should read Jamie Hammond rather than Jammie Hamond.</p> <p>Motion for approval: by Paul Hale. Seconded by: Derek Prohar. <i>Carried</i></p>	<b>Chair</b>
5.	<p><b>Financial Report</b> (as per attached slide)</p> <p>Financial report was reviewed. We have an increase of \$45,000 to date and are doing very well. Total assets as of 30 Sep 21 are \$1,030,000.</p> <p>Income statement was reviewed, and we have raised more funds than expected. Accounting fees were for 2019 and 2020 due to delays caused by COVID. Website fees in the future will be lower and actual cost for 2020 is \$1,103.98. Projected annual cost should be about \$300 per year.</p> <p>Overall, the HGMF is in excellent shape. Other funds will be coming into the HGMF, ie Jack Munroe Memorial fundraising.</p>	<b>Treasurer / Finance Chair</b>
7.	<p><b>Bursary Program Update</b></p> <p>A total of 27 applications were reviewed with \$25,000 being awarded to 20 individuals. Unfortunately, due to COVID it was not possible to coord physical cheque presentations. The support provided by the PPCLI Association was critical to the success of the program</p> <p>Derek will be providing recommendations as to whether we should continue with the same number of awards being presented or go with a smaller number of bursaries with larger amounts. This will be passed secretarially to Trustees before Christmas so that we can determine a way ahead at the next Trustee meeting.</p> <p>Dave requested that an article be provided for the Patrician and HGMF website.</p>	<b>Bursary Chair</b>
7.	<p><b>Cadet Program Update</b></p> <p>The passing of Dougal Salmon has had an impact on the Cadet Program. Ted Giraldeau has assumed responsibility for Cadets but is searching for a new OPI. MOU with PPCLI Association has been signed.</p> <p>Cadet Corps Trophy competition for 2022 will be initiated by Ted.</p>	<b>Cadet Chair</b>

Item	Discussion	OPI/Action
	<p>Paul asked about status of</p> <ul style="list-style-type: none"> <li>• PPCLI Cadets Corps 2022 funding request; and</li> <li>• 2022 Hatbadges and shoulder tabs.</li> </ul>	
8.	<p><b>Support to Veterans and Families Update</b></p> <p>Soldier On Golf Tournament</p> <p>Donna advised that the Golf Tournament was a success. Jim advised that in past years we received a tax receipt but have not seen a tax receipt to date for 2021.</p> <p>Dave raised the issue what does supporting the Soldier On Golf Tournament do for the HGFMF. It does raise our profile in Atlantic Canada, and they do help veterans across Canada. However, do we reflect this on our website, Patrician, etc.. Donna will request a wrap up article for the website.</p> <p>Compassionate Listening Workshop (see attached slides)</p> <p>Paul reviewed the background reference his view that we should provide additional training on how to listen to individuals and encourage them to seek professional help. The virtual pilot course will be conducted on 23 Oct and there are four Patricias participating. These individuals will be asked to determine if they think that the workshop would be of value to others.</p> <p>If these individuals recommend the workshop for the Volunteer Patricia Program the cost of a workshop will be \$2,000. However, Paul will decline the honorarium and cost to the HGFMF would be reduced to \$1,500.</p> <p>Chuck asked if there will be a format for individual's comments. Paul will pass to the organizers.</p>	
9.	<p><b>Heritage Update</b></p> <p><b>Jack Munro Memorial</b></p> <p>Donna briefed that SW Ontario Branch exceeded the goal of raising \$8,500 for the Memorial. They raised \$11,050. Excess funds will be retained in a Regimental Memorial account.</p> <p>Paul advised that the Memorial will be installed in Spring 2022 and dedicated on 8 May or Jack Munroe's birthday</p>	Heritage Chair

Item	Discussion	OPI/Action
	<p><b>St Bartholomew's Stained Glass Window</b></p> <p>Don briefed that St Bartholomew's Church has an updated estimate of \$192,000. However this may increase since Don has suggested that lighting be added to highlight the window. He has not commenced a fundraising campaign within the Ottawa Branch.</p> <p>Once everything in place the intent is to have HGMF can their donation at the start of the Church's fundraising campaign.</p> <p>Dave advised there is no need for an MOU since this memorial is already in the Memorial and Monuments Manual and falls under our current charitable objects.</p> <p><b>2023 Sydney Frost Memorial Battlefield Tour</b></p> <p>Paul gave a brief update for the Battlefield Tour and will have a draft budget and planning instruction for the next Trustee meeting. Once Budget and plan is drafted, applications to be submitted to VAC for partial funding of Memorials.</p> <p>Karen Storwick recommended adding a line or two on the plaques highlighting what happened to the local population.</p> <p>COR has recommended that the REC and Patricia Fund subsidize participation by serving members.</p> <p>Dave commented that with respect to Cadet subsidy we need to seek approval of CRA.</p>	
10.	<p><b>Governance Chair</b></p> <p>Blumberg's Charity Law Seminar</p> <p>Dave briefed on the Blumberg Charity webinar which was 3 1.2 hrs and contained a great deal of useful info. It is recommended that Trustees review the information on their website <a href="https://www.blumbergs.ca/non-profits-and-charities/">https://www.blumbergs.ca/non-profits-and-charities/</a></p> <p>There are courses that would benefit trustees an improve your knowledge.</p> <p>At this time, it is unlikely that the current government will not increase the disbursement quota. Blumberg supports an increase to the disbursement quota .</p>	<p><b>Governance Chair</b></p>

Item	Discussion	OPI/Action
11.	<p><b>Communications Update</b></p> <p>Paul reviewed the HGMF website <a href="https://hgmf.ca/">https://hgmf.ca/</a> The site is live but not yet linked on the Regimental website. There is still work required on the various pages.</p> <p>Dave asked everyone to review the site, advise Paul of any errors, and provide updates for their specific area of responsibilities.</p>	Comms Chair
12.	<p><b>Fundraising Update</b></p> <p><b>107<sup>th</sup> Regimental Anniversary Fundraiser</b></p> <p>Paul briefed on the Bike Ride we raised \$14,632.92 after expenses. Participation despite increasing to 21 was disappointing. Next year a letter will be sent to CO's requesting they support the event. At the same time, it is recommended that we partner with agencies such as the Veterans Association Food Bank in Calgary and Edmonton, with perhaps 50% of the funds raised going direct to them.</p> <p>At this point Paul does not plan to design Regimental Cycling Gear for 2022, due to poor participation. However, by using Jakroo Cycling Gear we and stuck with holding stock. Orders are taken over a two week period and then delivered direct to the customer. It was unfortunate that serving members were not aware of the Cycling Gear despite the Regimental Kit Shop being advised.</p> <p>Dave supported the concept of partnering with Veterans Association Food Bank in Calgary and Edmonton. We need to decide what % goes to partner agencies and this may help increase participation.</p> <p><b>Fundraising Strategy</b></p> <p>Paul reviewed how the HGMF distributed funds in support of our charitable activities between 1 Jan 2016 to 31 Dec 2020. The majority of our funds go towards Educational Bursaries and Cadets. It was Paul's opinion that we should provide more direct support to Veterans and Families.</p> <p>Paul reviewed a list of proposed activities as per slide 25 of the attached ppt. These ranged from Planned Giving, Personal Legacy Stones, to partnership with a winery or brewery.</p> <p>Dave commented that Kingston Branch encourages their member to make donations to the HGMF. He agreed with the idea ref Planned Giving but we require more info.</p>	

Item	Discussion	OPI/Action
	<p>Ref Legacy Stones if we assume this fundraiser we need more info on the process and work involved. Paul commented that cost for Legacy Stones could be reduced to installation cost plus charitable donation of \$100. Tim Penney currently coord the actual installation. Paul also suggested that we consider adopting the model used by RCAF for Legacy stones in Trenton. They have installed over 12,000 stones. We should consider doing an annual install on the 2<sup>nd</sup> Sunday in August and link it the Regimental Anniversary and possibly Bike Ride.</p> <p><b>Recommendations</b></p> <p>Paul recommended that we examine the direct support we provide to Veterans and their Families, and we partner with one or two agencies who support Veterans and Families.</p> <p>Dave advised that we are restricted by our current charitable objects. There was no disagreement about increasing support to Veterans and families. However, we will have to go to CRA adjust our object and requesting permission to make donations to qualified agencies. At this time, we wait until the Transformation Team report to the Regimental Steering committee and reexamine this issue at the next Trustee meeting</p> <p><b>Excess Marguerite Coins</b></p> <p>Paul briefed that the HGMF will receive a donation of \$1,500 from the Marguerite Coins. He approached the organizer (Sean Kent) and has been advised that 80 coins are left.</p> <p>Proposed by Paul Hale that the HGMF purchase the 80 coins at a cost of \$1,000 and that they be sold in the New Year at a cost of \$30 per coin including postage with all funds raised going direct to the HGMF. Seconded by Stan Stapleford. <i><b>Carried</b></i></p> <p>Note coins will be advertised for sale in coordination with the Regimental Birthday.</p>	
13.	<p><b><i>Transition Team Update</i></b></p> <p>Dave briefed</p> <ol style="list-style-type: none"> <li>a. If there is a proposal to amend objects, it should probably await the transition review that is in progress as one aspect is looking at the objects of all the various PPCLI charities and organizations to better align them. Quentin is leading on that so it would be best if recommendations were passed to him for now.</li> </ol>	Transition Reps

Item	Discussion	OPI/Action
	<p>b. As previously stated the Transition Team's recommended objects should be circulated to the entities for review and comment before any further action is taken; and</p> <p>c. A final point from the transition work is that RHQ are looking at scheduling a Regimental Steering Committee before Christmas. We made a strong recommendation that Dave Pentney as HGMF Chair should be invited to that session (and all future sessions). One issue they are expected to discuss is an interim report from Erik Liebert on the transition work to date.</p>	
14.	<p><b>Open Forum</b></p> <p>Nil</p>	
15.	<p><b>Next Meetings</b></p> <p>13 Jan 2022 at 1700 MDT</p>	<b>Chair</b>
16.	<p><b>Adjournment:</b></p> <p>There being no further business or objections the meeting was adjourned at 1805 (MST) hours on a motion by: Stan Stapleford.</p>	

*Paul Hale*

Prepared by:  
Paul Hale  
HGMF Secretary  
15 October 2021

Approved by:  
Dave Pentney  
HGMF Chair  
15 October 2021

## **FINANCE COMMITTEE REPORT**

**12 Oct 2021**

### Hamilton Gault Memorial Fund (HGMF)

A summary of the HGMF portfolio performance for 2021 to date is as follows:

2021 Opening Balance	\$941,671
First Quarter	\$947,653
Second Quarter	\$983,090
Third Quarter	\$986,801

Through to the end of the third quarter of 2021 the value of the portfolio increased by \$45,130 or 4.8%.

Dave Pentney  
Finance Chair



**HGMF Fianancial Position**  
**30-Sep-21**  
3rd Quarter

**ASSET**

**Current Assets**

Cash	43,498.23	
Investment - Mutual Funds	986,801.26	
Total Current Assets		1,030,299.49
<b>Total Assets</b>		<b>1,030,299.49</b>

**TOTAL ASSET** 1,030,299.49

**LIABILITY**

**Current Liabilities**

GST Paid on Purchases	-470.81
<b>Current Liabilities total</b>	<b>-470.81</b>

**Liabilities**

St Bartholomews Project	10,000.00
<b>Total Liabilities</b>	<b>10,000.00</b>

**TOTAL LIABILITY** 9,529.19

**EQUITY**

**Retained Earnings**

Fund Balance	980,740.80
Current Earnings	40,029.50
<b>Total Retained Earnings</b>	<b>1,020,770.30</b>

**TOTAL EQUITY** 1,020,770.30

**LIABILITIES AND EQUITY** 1,030,299.49

Generated On: 09 Oct, 2021

# Hamilton Gault Memorial Fund

## Income Statement

### 2021-09 -30

3rd Quarter

#### REVENUE

##### Revenue

Investment Revenue	45,129.54
Donations - Tax Receipted	2,158.23
Donations - Non Tax Receipted	1,000.00
Donations -Canada Helps	10,361.00
Donation - United Way	499.78
PayPal Donations	2,175.00
GST Rebate	406.22
Donations for Bursaries	7,000.00
Veterans/Family/Support Training	150.00
Donation 107 Anniversary	14,392.80
<b>Total Revenue</b>	<b>83,272.57</b>

<b>TOTAL REVENUE</b>	<b>83,272.57</b>
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#### EXPENSE

##### Expense Accounts

<b>Soldier on Atlantic Golf Invitational</b>	<b>2500.00</b>
<b>Patricia Park</b>	<b>144.00</b>
<b>Office</b>	<b>200.00</b>
Fund Raising Expense	745.24
Web Hosting Services	545.94
Student Bursaries	25,000.00
Professional Fees	8,314.51
Directors and Officers Insurance	600.00
Cadet Support	5,000.00
Travel	123.75
Interest & Bank Charges	69.63
<b>Total General &amp; Admin. Expenses</b>	<b>43,243.07</b>

<b>TOTAL EXPENSE</b>	<b>43,243.07</b>
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<b>NET INCOME</b>	<b>40,029.50</b>
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11 July 2021

Chair and Vice Chair HGMF

**Hamilton Gault Memorial Fund Way Ahead**

1. The HGMF was established in 1964 and has been approved by the Charities Division of Canada Revenue Agency as a charitable organization as defined in paragraph 149.1(1)(b) of the *Income Tax Act* (the *Act*).
2. The charitable purposes of the HGMF as approved the Charities Division are:
  - a. To receive donations and hold in absolute trust such donations, subject to the direction of the donor(s) and use such funds or income, as the case may be, for the charitable purposes and activities below;
  - b. To make disbursements for the purpose of maintaining the collection of the Regimental Museum and Archives;
  - c. To offer bursaries for educational advancement for former members or serving members of the Regiment, their families and members of Cadet Corps affiliated with the PPCLI, to achieve a higher level of academic or technical education;
  - d. To budget annually a fixed sum to the Royal Canadian Army Cadet League in support of Army Cadet Corps affiliated or sponsored by the Regiment, as approved by the Board of Trustees;
  - e. To provide counselling service at regional centres to members who suffer from “Post-Traumatic Stress Disorder” (PTSD) or other service-related illnesses, and provide referrals to appropriate social, medical, and legal agencies;
  - f. To develop and maintain various Regimental memorials as approved by the Board of Trustees, including maintenance of the Frezenberg Memorial;

- g. To relieve financial stress and promote a healthy family environment by providing financial assistance with home modifications due to injuries or disabilities incurred during military service; and,
- h. To promote the mental health of veterans and members of the Canadian Armed Forces by providing and supporting specialized training for suitable volunteers, conducting Regional Mental Health and Suicide Awareness Workshops; and providing VPP Coordinators the opportunity to attend ASIST or similar courses within their local area.

3. Between January 2016 to December 2020, the HGMF distributed \$140,973.03 in support of its charitable objects. For background info, in October 2015, the HGMF paid \$16,817.57 to K & M Business Solutions for Home Modifications in support of Sgt Kevin Nanson and not supported any home modifications since then. It should be noted that the HGMF has not provided support to the Regimental Museum or for PTSD counselling.

Charitable Purpose	2016	2017	2018	2019	2020	2016 to 2020	2021 planned	2022 planned
Regimental Museum and Archives						0		
Educational Bursaries	16,000	17,000	21,000	21,000	21,000	96,000	25,500	30,000
PPCLI Cadet Corps	3,692	4,510	3,700	4,500	3,000	19,402	6,300	8,500
PTSD Counselling						0		
Regimental Memorials	5,000				5,772	10,772	1,000	1,000
Financial Assistance for Home Modifications	N/A	N/A	N/A			0		
Mental Health and Suicide Awareness Training	N/A	N/A	N/A	14,799.03 <sup>1</sup>		14,799.03		5,000
<b>Donations to other charitable organizations</b>								
Wounded Warriors			5,000			5,000		
Soldier On			1,500	1,500		3,000	2,500	1,500
<b>Total</b>	<b>24,692</b>	<b>21,510</b>	<b>31,200</b>	<b>41,799.03</b>	<b>29,772</b>	<b>\$140,973.03</b>	<b>35,300</b>	<b>46,000</b>

<sup>1</sup> This is the expense for MHSA workshops paid for by the HGMF after CRA had approved this as a charitable object. The expense was reflected under travel and should have been a charitable line item.



4. \$172,438 in donations or grants have been received by the HGMP between January 2016 to December 2020. This is an average of \$34,487.60 per year. In 2019, the HGMP received donations of \$5,000 from Cubic, and \$5,000 from General Dynamics which are included in general donations.

	2016	2017	2018	2019	2020	Sub-total
Donations	24,016	26,067	12,323	44,539	25,178	\$133,123
Grants (Mental Health)				3,810	7,505	\$11,315
Grants (Patricia Park					4,000	\$4,000
PPCLI Casino Account	5,000	5,000	5,000	5,000	5,000	\$25,000
Sub-total	29,016	31,067	17,323	53,349	41,683	
	<b>Total</b>					<b>\$172,438</b>

5. In summary the HGMP received \$172,438 in donations or grants and distributed \$140,973.03 in support of charitable activities during the period January 2016 to December 2020. This resulted in net gain of \$31,464.97 from charitable donations for the HGMP during this period.

6. The HGMP has actually done very well in it's fundraising and we should be able to continue doing so. In the past few years, the Atlantic, Calgary (Casino), Edmonton, Kingston, Manitoba / NW Ontario, Ottawa and SW Ontario Branches have all been strong supporters of the HGMP.

7. The following are proposed as fundraising activities:

- a. **Branch Fundraiser** Encourage each Branch of the PPCLI Association to annually conduct a local fundraiser with the aim of donating \$10 – \$25 per member to the HGMP;
- b. **Planned Giving** Encourage Association members to consider making a bequest in their will to the HGMP;
- c. **Government of Canada Workplace Charitable Giving** GCWCC takes place every fall. Encourage Patricias to donate by designating their donation to the HGMP using its charitable registration number 888786647 RR0001;
- d. **Wine Partnership** The SW Ontario Branch conducted a successful wine Fundraiser in partnership with Chateau des Charmes which raised almost \$10,000 during the period 23 June 2011 to 31 March 2017. It is recommended that we examine the option of conducting a similar partnership with a winery in Western Canada. Specifically \$1 or \$2 per bottle would be rebated to the HGMP on an annual basis;
- e. **Beer Partnership** The Fort Garry Brewing Company (FGBC) in Winnipeg attempted to market a Ric-a-dam-doo beer but were shut down by RHQ because

they had not requested permission to use Regimental Intellectual Property. It is recommended that we examine the option of a partnership with FGBC with five or ten cents per beer being donated to the HGMF on an annual basis;

- f. **Regimental Anniversary Bike Ride** Continue this as an annual event; and
- g. **Regimental Coin Fundraisers**. The SW Ontario Branch has been very successful with this. The following themes are proposed:
  - i. 2023 – 20<sup>th</sup> Anniversary of Afghanistan deployment;
  - ii. 2022 – 80<sup>th</sup> Anniversary of Landing in Sicily;
  - iii. 2024 – 50<sup>th</sup> Anniversary of Turkish Invasion of Cyprus; and
  - iv. 2025 – 110<sup>th</sup> Regimental Anniversary.

8. However, am concerned that the HGMF is not doing enough to help veterans. Our primary strong focus is on Educational Bursaries and then support to PPCLI Cadet Corps.

9. Attached is a letter submitted on 17 May 2019 requesting modifications to HGMF Charitable objects. However based on the potential consolidation into a single charitable entity it was decided that these modifications would be put on hold. I believe that it is still worthwhile to review the proposed modifications and forward them to the Transformation Team for consideration.

10. To be honest, I find it challenging to market the HGMF when we do not provide a great deal of support to Veterans, other than the Mental Health and Suicide Awareness training. In the short term, I recommend that we re-examine the support that the HGMF provides to veterans. We could easily make additional donations to other charitable organizations that support veterans and their families. For example we could be a Bronze or equivalent donor to the Army Run which support Soldier On.



Paul Hale  
Fundraising Chair

Attachment

190517 Letter to CRA requesting modification to HGMF Charitable Objects  
200909 Letter to CRA standfast on changes



Hamilton Gault Memorial Fund  
4520 Crowchild Trail SW  
Calgary, AB T2T 5J4

17 May 2019

Ms Hanh-Dan Nguyen  
(fax) 613-954-8037  
Client Service Section  
Charities Directorate  
Canada Revenue Agency  
Ottawa, ON K1A 0L5

File # 0323725

Subject: Hamilton Gault Memorial Fund February 2019 Constitution

Reference: CRA Letter dated 21 December 2018

Dear Ms. Hanh-Dan,

Your support with updating the Hamilton Gault Memorial Fund is greatly appreciated. There are two additional areas where we wish to improve and enhance our abilities to support Veterans and their Families and Regimental History and Heritage. Attached as Annex A and B are the respective information and proposed objects for your review.

I can be contacted by phone at (647) 286-5592 or by email [paulhale3vp@yahoo.ca](mailto:paulhale3vp@yahoo.ca).

Sincerely,

A handwritten signature in blue ink that reads 'Paul Hale'.

Paul Hale  
Chair, Board of Trustees  
Hamilton Gault Memorial Fund

Attachments

Annex A – Veterans and Family Support  
Annex B – Regimental History and Heritage



### Veterans and Family Support

The Hamilton Gault Memorial Fund currently has two objects relating to Veterans and Family support. One of these is:

“To provide counselling service at regional centres to members who suffer from Post Traumatic Stress Disorder (PTSD) or other service-related illnesses, and provide referrals to appropriate social, medical and legal agencies.”

This object as currently worded is beyond our capability as a volunteer organization. We are not trained or qualified to provide counselling service to members who suffer from PTSD. It is proposed that the above object be replaced with the following:

**To provide financial support to the Princess Patricia's Canadian Light Infantry Voluntary Patricia Program, a peer-to-peer support program that assists struggling veterans and families to access the professional help they need.**

Over the past two years we have received requests to assist with medical costs or equipment not covered by the Canadian Armed Forces, Veterans Affairs Canada or Provincial Health Care and to assist with costs relating to physical fitness and specialized equipment when all other sources have been exhausted. We have been unable to help due to our limited objects in support of Veterans and Families. Accordingly, we wish to propose a new object as follows:

**Relieve poverty and promote a healthy environment for veterans and their families by providing financial support for medical costs, medical equipment, physical fitness and other specialized equipment not covered by the Canadian Armed Forces, Veterans Affairs Canada, Provincial Health Care or any other source.**

In addition, we have been involved in a number of cases through our Volunteer Patricia Program where assistance was requested due to wide variety of issues such as Mental Health, homelessness, substance abuse, requests for PTSD Service Dog, and participation in alternate therapy such as Art, Music, Equine, Outdoor adventure, Hunting Camps, Virtual Reality and others developed or to be developed by mental health professionals. Within the current constitution of the HGMF, we are not able to provide the above types of assistance to Veterans and their Families. This is a shortfall that we wish to address by adding the following object to the HGMF.

**Promote a healthy environment by providing financial support to accredited agencies that assist veterans and their families with provision of PTSD Service Dogs, homelessness, substance abuse, mental health issues or that provide medically recognized alternative therapies.**



### Regimental History and Heritage

The Hamilton Gault Memorial Fund currently has two objects relating to Regimental History and Heritage. These are:

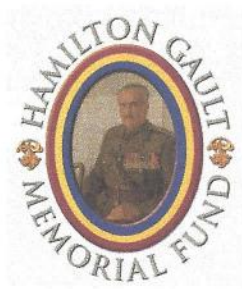
- a. "To make disbursements for maintaining the collection of the Regimental Museum and Archives." and
- b. "To develop and maintain various Regimental memorials as approved by the Board of Trustees, including maintenance of the Frezenberg Memorial."

We wish to add a new component to these objects. Specifically, "Support the research, identification, construction and maintenance of existing and new heritage and historical projects related to the history of the Princess Patricia's Canadian Light Infantry and Canadian Armed Forces and its significant contribution to Canadian society."

It is proposed that the first two objects be removed from the current constitution and a consolidated object that addresses the three areas be inserted. The proposed object is:

***To promote the history, heritage and legacy of the Princess Patricia's Canadian Light Infantry and Canadian Armed Forces by making disbursements to the Regimental Museum and Archives, funding the development and maintenance of Regimental Memorials, including the Frezenberg Memorial in Belgium, Lansdowne Memorial in Ottawa, Patricia Park in Edmonton, and funding Regimental heritage and historical projects.***

Our intent is to continue to maintain significant Regimental Memorials such as the three list above. In addition, we wish to preserve and record our Regimental History by using a combination of video recordings and written histories to capture the memories and actions of personnel who served the PPCLI and CAF both overseas and in Canada. This knowledge will be shared with the public in various formats that can be used for educational and historical purposes.



Hamilton Gault Memorial Fund  
4520 Crowchild Trail Southwest  
Calgary, AB T2T 5J4

9 September 2020

Nancy (Hua Ling) Wang  
Client Service Section  
Charities Directorate  
Canada Revenue Agency  
Ottawa, Ontario K1A 0L5

Hamilton Gault Memorial Fund Account Number 88878 6647 RR001

References:

- A. HGMF Letter dated 17 May 2019
- B. CRA letter dated 5 September 2019 Reference number CH191491314445

I am writing in response to your letter of 5 September 2019. We have decided not to pursue any changes to the Hamilton Gault Memorial Fund Charitable purposes at this time. We will operate in accordance with the previously approved purposes and activities.

I can be contacted by phone at (647) 286-5592 or by email [paulhale3vp@yahoo.ca](mailto:paulhale3vp@yahoo.ca).

My apologies in taking so long to reply.

Sincerely

Paul Hale  
Chair, Board of Trustees  
Hamilton Gault Memorial Fund

**HAMILTON GAULT MEMORIAL FUND**  
**2021 BUDGET**

**Updated 30 Sep**  
**2021**

<b>2021 HGMF Budget updated 30 Sept 2021</b>			
		<b>Updated Budget 7 April 2021</b>	<b>Actual Revenue and Disbursements as of 30 Sep 2021</b>
<b>Revenue</b>			
	Donations - Tax Receipted	\$25,000.00	30,143.03
	Donations - Non-Tax Receipted (Note1)	\$5,000.00	8,000.00
	Grants - Tax Receipted	\$0.00	
	2019 Investment Income (Note 2)	\$25,000.00	\$45,129.54
	<b>Total Revenue</b>	<b>\$55,000</b>	<b>\$83,272.57</b>
<b>Disbursements</b>			
<b>Administration</b>			
	Transformation Expense	\$5,000.00	
	Office Expense	\$1,000.00	200.00
	Accounting/Audit Fees (Projected)	\$3,500.00	8,314.51
	Trustees Insurance	\$1,500.00	600.00
	Travel/Directors	\$0.00	123.75
	Fund Raising Expense	\$1,000.00	745.24
	Website Expense (Note 3)	\$3,000.00	545.94
	Interest and Bank Charges	\$100.00	69.63
<b>Charitable Objects</b>			
	Memorial Maintenance	\$1,000.00	144.00
	Student Bursaries (Note 4)	\$25,500.00	25,000.00
	Cadet Support (Note 5)	\$6,800.00	5,000.00
	Veterans and Family Support	\$1,500.00	2,500.00
	Peer Support Workshops and ASIST training (note 6 )	\$0.00	
	<b>Total Disbursements (Note 7)</b>	<b>\$49,900</b>	<b>\$43,243.07</b>
	<b>Revenue over Expenditures</b>	<b>5,100.00</b>	<b>40,029.50</b>

**Notes:**

1. Donation of \$5,000 to HGMF for Bursaries from PPCLI Association
2. Unrealized gain from HGMF investments for 2019 was \$104,126. Proposed that up to \$25,000 from investments be used if required.
3. Need to consider domain name, SSL certificate, set-up web hosting and maintenance. Estimate \$3000 with annual cost of \$1500.
4. \$25,000 Educational Bursaries and \$500 for admin costs.
5. Three Cadets have requested funds to date. Anticipate \$1,500 per cadet corps, \$800 for hatbadges /shoulder flashes and \$1,000 Top Cadet Corps plus \$500 for admin ( keeper trophy, engraving and shipping.
6. Virtual Mental Health First Aid provided at no cost by VAC. ASIST Training currently on hold due to COVID 19 restrictions.
7. Estimated disbursement quota for 2021 is \$35,000



# Hamilton Gault Memorial Fund

Board of Trustees Meeting

Zoom Conference

15 July 2021



## Agenda

1. Call to Order
2. Opening Remarks from the Chair
3. Approval of Agenda
4. Approval of Minutes 15 Jul 21
5. Financial Report



## 5. Finance Report

### 5a. Finance Committee Report

- A summary of the HGMF portfolio performance for 2021 to date is as follows:

• 2021 Opening Balance	\$941,671
• First Quarter	\$947,653
• Second Quarter	\$983,090
• Third Quarter	\$986,801
- Through to the end of the third quarter of 2021 the value of the portfolio increased by \$45,130 or 4.8%.



## HGMF Financial Position

### 30-Sep-21

3rd Quarter

#### ASSET

##### Current Assets

Cash 43,498.23

Investment - Mutual Funds 986,801.26

Total Current Assets 1,030,299.49

Total Assets 1,030,299.49

**TOTAL ASSET 1,030,299.49**

#### LIABILITY

##### Current Liabilities

GST Paid on Purchases -470.81

Current Liabilities total -470.81

##### Liabilities

St Bartholomews Project 10,000.00

Total Liabilities 10,000.00

**TOTAL LIABILITY 9,529.19**

#### EQUITY

##### Retained Earnings

Fund Balance 980,740.60

Current Earnings 40,029.50

Total Retained Earnings 1,020,770.30

**TOTAL EQUITY 1,020,770.30**

**LIABILITIES AND EQUITY 1,030,299.49**



# **Hamilton Gault Memorial Fund** **Income Statement** **2021-09 -30**

3rd Quarter

## **REVENUE**

### **Revenue**

Investment Revenue	45,129.54
Donations - Tax Receipted	2,158.23
Donations - Non Tax Receipted	1,000.00
Donations -Canada Helps	10,361.00
Donation - United Way	499.78
PayPal Donations	2,175.00
GST Rebate	406.22
Donations for Bursaries	7,000.00
Veterans/Family/Support Training	150.00
Donation 107 Anniversary	14,382.80
<b>Total Revenue</b>	<b>83,272.57</b>

## **TOTAL REVENUE**

83,272.57

## **EXPENSE**

### **Expense Accounts**

Soldier on Atlantic Golf Invitational	2500.00
Patricia Park	144.00
Office	200.00
Fund Raising Expense	745.24
Web Hosting Services	545.94
Student Bursaries	25,000.00
Professional Fees	8,314.51
Directors and Officers Insurance	600.00
Cadet Support	5,000.00
Travel	123.75
Interest & Bank Charges	69.63
<b>Total General &amp; Admin. Expenses</b>	<b>43,243.07</b>

## **TOTAL EXPENSE**

43,243.07

## **NET INCOME**

40,029.50





## 5.c. HGMF Budget to Actual

### Revenue

Donations - Tax Receipted	\$25,000.00
Donations - Non-Tax Receipted (Note1)	\$5,000.00
Grants - Tax Receipted	\$0.00
2019 Investment Income (Note 2)	\$25,000.00
<b>Total Revenue</b>	<b>\$55,000</b>

### Disbursements

#### Administration

Transformation Expense	\$5,000.00		\$5,000.00
Office Expense	\$1,000.00	200	\$800.00
Accounting/Audit Fees (Projected)	\$3,500.00	8314.51	-\$4,814.51
Trustees Insurance	\$1,500.00	600	\$900.00
Travel/Directors	\$0.00	123.75	-\$123.75
Fund Raising Expense	\$1,000.00	745.24	\$254.76
Website Expense (Note 3)	\$3,000.00	545.94	\$2,454.06
Interest and Bank Charges	\$100.00	69.63	\$30.37

#### Charitable Objects

Memorial Maintenance	\$1,000.00	144	\$856.00
Student Bursaries (Note 4)	\$25,500.00	25000	\$500.00
Cadet Support (Note 5)	\$6,800.00	5000	\$1,800.00
Veterans and Family Support	\$1,500.00	2500	-\$1,000.00
Peer Support Workshops and ASIST training (note 6 )	\$0.00		\$0.00
<b>Total Disbursements (Note 7)</b>	<b>\$49,900</b>	<b>\$43,243</b>	<b>\$6,657</b>
<b>Revenue over Expenditures</b>	<b>\$5,100</b>	<b>\$40,029.50</b>	<b>-\$34,930</b>

Updated Budget 7 April 2021	Actual Revenue and Disbursements as of 30 Sep 2021	Actual vs Budget
\$25,000.00	30143.03	-\$5,143.03
\$5,000.00	8000	-\$3,000.00
\$0.00		\$0.00
\$25,000.00	\$45,129.54	-\$20,129.54
<b>\$55,000</b>	<b>\$83,272.57</b>	<b>-\$28,273</b>
\$5,000.00		\$5,000.00
\$1,000.00	200	\$800.00
\$3,500.00	8314.51	-\$4,814.51
\$1,500.00	600	\$900.00
\$0.00	123.75	-\$123.75
\$1,000.00	745.24	\$254.76
\$3,000.00	545.94	\$2,454.06
\$100.00	69.63	\$30.37
\$1,000.00	144	\$856.00
\$25,500.00	25000	\$500.00
\$6,800.00	5000	\$1,800.00
\$1,500.00	2500	-\$1,000.00
\$0.00		\$0.00
<b>\$49,900</b>	<b>\$43,243</b>	<b>\$6,657</b>
<b>\$5,100</b>	<b>\$40,029.50</b>	<b>-\$34,930</b>



## Agenda

6. Bursary Program Report

7. Cadet Program Update



## 8. Support to Veterans and Families Update

- **Soldier On Golf Tournament**
- **Compassionate Listening Workshop**
  - One day virtual workshop designed to provide volunteers with additional tools on how to listen and understand others.
  - Pilot course 23 Oct at no cost
    - ✓ facilitated by Tim Brodie, Mike Douglas, Jill Carleton and Paul
    - ✓ Max 16 - Chuck Recce, Terri Orser, Dave Banks and Butch Montreuil to participate
    - ✓ Participants will be requested to provide testimonials
  - Intent is to offer workshops to Legion and others at cost of \$2,000
  - If determined suitable for VPP, Paul will decline honorarium for workshops funded by HGMPF



## 9 Heritage Update

### ➤ **Jack Munroe Memorial**

- Donations to date
  - ✓ SW Ontario Kapyong Fundraiser \$4,500
  - ✓ Acton Legion \$4,000
  - ✓ Canada Helps \$2,450
  - ✓ Direct Donation to HGMF \$100
  - ✓ Total \$11,050 exceeded target of \$8,500 Surplus of \$2,550 for Regimental Memorials

### ➤ **St. Bartholomew's Stained Glass Window Project**



## **9 c - 2023 Sydney Frost Memorial Tour – Sicily and Italy**

- 80<sup>th</sup> Anniversary Landing in Sicily July 2023
- Battlefield Tour 16 – 30 May 2023
  - Part 1 Sicily 16 – 21 May Part 2 Italy 19 – 30 May
  - Proposed Memorial Plaques at Leonforte, Hitler Line, Villa Rogatti and Gothic Line.
    - Italian Marble estimate 3,000 Euros or \$4,500 each \$18,000 total
  - Will conduct recce 6-19 June 2022 as part of an STI tour to Italy
    - Request 50 % subsidy of tour cost
  - PPCLI Cadets subsidy
- HGMF led initiative. Allows us to raise funds for plaques (VAC Grant) cover cost of cadet participation
- COR recommends Patricia Fund cover costs for serving members.



## **10 Governance Update**

- **Blumberg's Charity Law Seminar**



## 11 Comms Update

- **Website**
  - ✓ Site is now live <https://hgmf.ca/>
  - ✓ Basic User training conducted 12 October
  - ✓ Request article on 2021 Educational Bursaries
  - ✓ Need to flesh out
    - ✓ Veterans and Families
    - ✓ Cadets
    - ✓ Memorials
    - ✓ Fundraising



## 12 Fundraising Update

- **107<sup>th</sup> Regimental Anniversary Bike Ride**
  - 21 Participants with one in Brazil, youngest was COR's grandson
  - \$15,686.97 with expenses of \$1,054.05
  - Total raised \$14,632.92
  - Issues
    - How do we increase participation?
    - Invite Letter to CO's?
    - Minimal participation by Association Branches
    - Partner with Calgary / Edmonton Veterans Association Food Bank, Cambridge National Service Dogs, Kingston 4 Paws Service Dogs





## Fundraising Strategy

### ✓ Funds distributed Jan 16 to Dec 20

Activity		%
Educational Bursaries	<b>96,000</b>	<b>64.4</b>
PPCLI Cadet Corps	<b>19,402</b>	<b>13</b>
Mental Health and Suicide Awareness Training	<b>14,799</b>	<b>9.9</b>
Regimental Memorials	<b>10,772</b>	<b>7.2</b>
Wounded Warriors	<b>5,000</b>	<b>3.4</b>
Soldier On	<b>3,000</b>	<b>2</b>
<b>Total</b>	<b>\$148,973</b>	

### ✓ 15.5 % direct support to Veterans and Families

### ✓ Donations

	Sub-total
Donations tax receipted	\$133,123
Grants (Mental Health)	\$11,315
Grants (Patricia Park)	\$4,000
Association Casino Account	\$25,000
<b>Total</b>	<b>\$172,438</b>



## Fundraising Strategy

- Proposed Fundraising Activities
  - Encourage Branches to raise \$10 – 25 per member (Atlantic, Ottawa, SW Ontario, Edmonton and Calgary – strong supporters)
  - Planned Giving
  - Personal Legacy Stones
    - Take over from PPCLI Foundation
    - Annual install 2<sup>nd</sup> Sunday in August \$100 plus installation
  - Regimental Anniversary Bike Ride
  - Wine or Beer Partnership – focus on supporting veterans
  - Coin Fundraiser – Labour intensive & saturated market



## Fundraising Strategy

- Recommendations
  - ✓ Increased focus on Veterans and Families
  - ✓ Partner with Veterans Association Food Bank and PTSD Service Dog agencies
  - ✓ Consider making donations direct to
    - Soldier ON
    - PTSD Service Dog agencies
    - Veterans Association Food Bank



## Excess Marguerite Coins



- Donation of \$1,500 to be made by Sean Kent
- 80 coins left
  - Propose that remaining coins be purchased by HGMF at cost of \$1,000 (\$12.50 per coin)
  - To sold at cost of \$30 per coin including postage. All funds to HGMF



## Agenda

13. Transition Team Update

14. Date and Time of Next Meeting

13 Jan 22 @ 1700 hrs Mountain Time

15. Adjournment