



Hamilton Gault Memorial Fund

Annual General Meeting Board of Trustees

26 Oct 2023

By video conference at 1730 MST

Present:	
Mr. Dave Pentney	Chair / Treasurer
Mr Pete Hofman	Vice Chair
Mr. Paul Hale	Secretary / Fundraising
Mrs. Donna Campbell	Heritage / Veterans and Family
Mr Quentin Innis	Governance Chair
Mr. Derek Prohar	Educational Bursary
Mr Bryan Bailey	Cadets
Mr Shawn McKinstry	Trustee
Mr Ernie Reumiller	Chief Financial Officer
Absent / Regrets	

Item	Discussion	OPI/Action
1.	<p>Call to Order: The meeting was called to order at 1731 (MST) hours, with a quorum.</p>	Chair
2.	<p>Opening Remarks:</p> <p>a. 110th Anniversary General Instruction. Instruction has been issued and distributed. There are no assigned tasks to the HGMF. The implied task is the conduct of our AGM at CFB Edmonton. It was suggested that the AGMs and accommodation be done on the base.</p> <p>b. Regimental Strategy Version 4. Final draft has been circulated for final comment. Expect this to be issued shortly.</p>	Chair

Item	Discussion	OPI/Action
	Paul commented that access to facilities on the base were difficult to coordinate and there are limited recreation activities on the Base. Accommodation on the base is less expensive, but spartan.	
3.	Approval of the Agenda: Motion for approval: by Pete Hofman Seconded by Paul Hale. <i>Carried</i>	Chair
4.	Approval of minutes from 13 July 2023 AGM Motion for approval: by Quentin Innis. Seconded by: Peter Hofman. <i>Carried</i>	Chair
5.	Financial Report (as per attached slides) a. Finance Committee Report As of 30 Sep 23, we had a net return on investment of 3.38%. The portfolio did have a decrease of \$19,544. This was due to redeeming \$50,000 from investments. However, we still had a net gain of \$30,000. b. Q3 Financial Review Ernie explained that we brought in \$31,600 in donations including \$8,000 for Lady Patricia’s medals. Net donation to HGMG of \$23,400. As previously explained, we had a net gain of \$30,000 in investments. Our largest expense for 2023 was \$30,000 for Educational Bursaries. Followed by \$8,000 for Lady Patricia’s Medals. Misc Costs were to help cover costs of the meeting room at the combined HGMF and Association AGMs in Niagara on the Lake. We still have to pay web expense maint expenses of \$500 for 2023. We do not have Darcy Wright’s expenses and receipts for the Leonforte Dedication in July 2023. Paul to follow up with Darcy. In summary we spent about \$34,000 more than we took in with respect to donations. We should be careful not to spend more that we generate in income. Pete asked for how we are doing with our investments. Dave explained that the investments fund has grown from just under \$400,000 in 2014 to almost one million now. The HGMF has done well with investments. Dave confirmed that we should exceed the CRA 3.5% disbursement quota for 2023. Our 2023 budget was based on a 5% disbursement goal. Our long term goal is to increase HGMF	Finance Chair CFO

Item	Discussion	OPI/Action
	investments to 1.5 million so that we can operate off the investments income.	
8.	<p>Bursary Program Update</p> <p>Derek briefed that the quality of applications was very high. It was confirmed that applicants did have a solid connection to the Regiment.</p> <p>Dave asked for feedback on the number of bursaries and amount.</p> <p>Recommendation to be made for 2024 budget in terms of number of bursaries and total amounts to be allocated. Consensus was that the bursaries were worthwhile. However, we need to confirm priority and best impact for distribution of funds whether we continue the same level of support for bursaries or if funds should be allocated to other priorities.</p>	Bursary Chair
7.	<p>Cadet Program Update</p> <p>Cadet Trophy Keeper Cadet trophy has been delivered to Yellowknife Cadet Corps. I am awaiting a response from the Yellowknife Corps for a photo of the presentation. I have lost comms with the Association Rep for Cadets. I sent him a reminder that the due date to inform the Corps and Cadet Chain of Command of the annual competition is end October. I have made the President of the Assn aware who is endeavouring to contact him.</p> <p>Jim Croll will coordinate the Refurbishment of the Cadet Trophy next month.</p> <p>Grants to Cadet Corps I am not aware if the Assn has reached out to the three Corps who received grants to arrange for an Assn member to present the cheques. The consequence is that there are no presentation photos or submissions for our and Assn website at this time. Again, the Assn President is aware. The call letter for Grants to Cadet Corps will be disseminated in January with Corps submissions due end March.</p>	Cadet Chair
8.	<p>Support to Veterans and Families Update</p> <p>We supported the Atlantic Soldier On Golf Tournament.</p> <p>Shawn advised that Op Pegasus does not have charitable status at this time. Accordingly we cannot currently support them .</p>	V & F Chair
9.	Heritage Update	Heritage Chair

Item	Discussion	OPI/Action
	<p>a. 2023 Sydney Frost Memorial Battlefield Tour</p> <p>Paul provided the following update:</p> <p>28 registrations as of 25 Oct 23. (11 Couples). The tour has been opened to the public.</p> <p>Leonforte Memorial</p> <ul style="list-style-type: none"> • lost in shipment will be replaced at no cost to HGMF • Will ship to Steve Gregory who will transport it to Sicily in March and ensure that it is installed at Leonforte with Royal Cdn Engr Memorial Plaque <p>Need to confirm method to ship both Memorial Plaques to Italy</p> <ul style="list-style-type: none"> • Manufacturer direct to historians in each location • Or to CF Military Attache in Rome and then arrange tpt to respective locations • <p>Memorial production timeline</p> <ul style="list-style-type: none"> • 10 Nov 23 wording and maps completed • 15 Jan 24 production and fabrication completed • 15 Feb 24 memorial plaques in location • 15 Apr or earlier all plaques mounted • May 24 Dedication <p>Gothic Line Osteria Nuova</p> <ul style="list-style-type: none"> • Location confirmed • Maple Tree has been planted and will have time to grow now to May 2024 • Wording at 90% • Map TBC • Suggest leaving a couple of extra Cdn flags with the local historian <p>Hitler Line</p> <ul style="list-style-type: none"> • Wording at 90% • Karen Storwick working on map • Informally invited Senator Rebecca Patterson, OMM, MSM, CD to unveil <ul style="list-style-type: none"> ○ Retired Rear Admiral ○ Nursing Officer and first to be promoted to Rear Admiral 	<p>Paul Hale</p> <p>Heritage Chair</p> <p>Chair</p>

Item	Discussion	OPI/Action
	<ul style="list-style-type: none"> ○ First female veteran appointed to the Senate <p>Ispica</p> <ul style="list-style-type: none"> • Sydney Frost Miniature medals completed \$313.95 • Will draft wording for shadow box in English and Italian • Plan to bring to Sicily as part of my carry-on baggage <p>Constant Narrator</p> <ul style="list-style-type: none"> • Initial draft completed by Vince Kennedy <p>b. Kapyong Barracks Memorial. Dave briefed the Manitoba NW Ontario Branch has initiated a project for a Regimental Memorial at the old Kapyong Barracks site. The branch is working with the Band Council and Canada Lands with respect to scope and scale of memorial.</p> <p>c. Support to Mersham Church Lady Patricia and her husband are buried at Mersham Church. Dave reviewed the attached briefing note.</p> <p>Moved by Paul Hale that HGMF make an annual donation of 50 pounds be made to Mersham Church for the next three years. Seconded by Shwan McKinstry. <i>Carried</i></p>	
10.	<p>Governance Chair</p> <p>Nothing at this time.</p>	<p>Governance Chair</p>
11.	<p>Communications Update</p> <p>Behind in putting up articles on Educational Bursary, Soldier On and 2022 HGMF Audit.</p>	<p>Comms Chair</p>
12.	<p>Fundraising Update</p> <ul style="list-style-type: none"> a. Dave has not yet contacted Grant Advance. b. The Foundation was supported by two AB Societies: For the Soldier Institute in Calgary; and First in the Field in Edmonton. Both ran casinos with PPCLI Assn support in their respective cities and granted a significant portion of those proceeds to the Foundation. The AB Societies list shows them both as being “active”. We need to confirm that they are still “active”. If so, then we need to approach them to see if the PPCLI Assn will continue to provide the same level of support to the HGMF. 	<p>Fundraising Chair</p>

Item	Discussion	OPI/Action
	<p>Task for Vice-Chair to confirm status and ident leadership for both casinos.</p> <p>c. Paul encouraged Trustees to donate to the HGMF.</p>	
13.	<p>Transformation Team Update</p> <p>a. The Foundation has decided to formally dissolve the Foundation and that the remaining assets are to be transferred to the HGMF. This process is a merger. CRA states, “Merger. In a merger, one or more entities wind up their affairs and transfer their assets to another registered charity. The bodies that wind up undergo a voluntary revocation of their registration. The BN of the remaining organization is not affected. All the assets are transferred to the remaining organization.</p> <p>b. The HGMF has retained Blumbergs. They have been informed that we will be narrowing the scope of their engagement to representing HGMF as the receiving entity in this merger.</p> <p>c. Dave advised that the Foundation T3010 has been posted on the CRA website. As part of the merger we need to be aware of any restrictions on funds passed to the HGMF and confirm responsibility for the Legacy Stones. Foundation has asked about having one or two members of their board joining the HGMF Board of Trustees. It was clear that the HGMF must have the capability to accept any new responsibilities or projects.</p> <p>d. It is excellent that the decision has finally been made and we can move forward.</p> <p>e. Quentin advised that there may be three Casinos linked to the Foundation. With a third being initiated by Malcolm Bruce.</p>	Transformation Reps
14.	<p>Open Forum</p> <p>Nil</p>	
17.	<p>Next Meetings</p> <p>Thursday 25 January 2024 at 1730 (Mountain).</p>	Chair
18.	<p>Adjournment:</p>	

Item	Discussion	OPI/Action
	There being no further business or objections the meeting was adjourned at 1823(MST) hours on a motion by: Donna Campbell	

Paul Hale



Prepared by:
Paul Hale
HGMF Secretary
31 October 2023

Approved by:
Dave Pentney
HGMF Chair
31 October 2023



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

1100-1 (PPCLI RM)

October 2023

Distribution List

GENERAL INSTRUCTION – 110th PPCLI REGIMENTAL BIRTHDAY CELEBRATION 2024

SITUATION

1. In 2024, the PPCLI will celebrate a milestone in our history with the 110th anniversary of the founding of the Regiment. To recognise this important occasion, the Regiment's serving and veteran components will conduct a series of activities across Canada.

MISSION

2. The PPCLI will conduct 110th Birthday activities in order to commemorate an important Regimental milestone, foster esprit de corps throughout the Regiment, and promote the Regiment to Canadians.

EXECUTION

3. Concept of Operations.

a. Intent. The PPCLI will conduct birthday activities across Canada to foster camaraderie and esprit de corps amongst all members of the Regiment. These festivities will be conducted in a manner to balance the high operational tempo of the serving component, specifically the battalions, with the requirement to recognize Regimental heritage and accomplishments.

b. Scheme of Manoeuvre. The 110th Regimental Birthday celebration will be conducted in three phases:

1. Phase 1 – Preparations (Now-May 2024). This phase will see the following:

- a) Event planning;
- b) Regimental Coordination Conferences (to include the Association);
- c) Confirmatory Orders;
- d) Promulgate 110th Birthday Programme to all Patricia's on event details;
- e) Procurement, ordering, and event preparation.

2. Phase 2 – 110th Regimental Birthday Activities (May-Aug 2024). This phase will consist of a series of events across Canada to be coordinated by the Regiment and planned and executed by respective OPIs. 110th activities will include, but are not limited to:

- a) Edmonton Birthday Celebrations (19-21 Jun);

- b) Sydney Frost Battlefield Tour (16-31 May);
- c) Shilo Birthday Celebration;
- d) Association Regional Celebrations;
- e) Calgary Art and Officer's Mess Displays; and
- f) School Plaque Awareness Campaign.

3. Phase 3 – Closeout. On completion of all 110th Regimental Birthday activities, RHQ will facilitate an after action review to form the Regiment's approach to the 115th Regimental Birthday in 2029.

- c. Main Effort. The main effort for the 110th Regimental Birthday will focus on the Edmonton Birthday Celebrations;
- d. End State. The end state sees the successful completion of the 110th Regimental Birthday activities across Canada and an AAR produced to form planning for the 115th Birthday.

4. Grouping and Tasks.

Grouping	Task
RHQ	<ul style="list-style-type: none"> • Overall Coordination of 110th Birthday tasks. • Coordinate support to CinC and CoR throughout. • Conduct Regimental Coordination Conferences. • Produce and disseminate 110th Birthday Programme. • Coordinate Calgary Art and Officer's Mess Displays with TMM. • Produce 110th Birthday Celebration AAR.
1 PPCLI	<ul style="list-style-type: none"> • OPI for Edmonton Birthday Celebrations (to include Better 'Ole, Time Capsule Rededication, Lady Patrica's Medals Display, PPCLI Regimental History Vol 6 Reveal, Association Annual General Meeting and HGMF Annual General Meeting).
2 PPCLI	<ul style="list-style-type: none"> • OPI for Shilo Birthday Celebration (coordinated with Change of Command).
3 PPCLI	<ul style="list-style-type: none"> • BPT support Edmonton Birthday Celebration events.
PPCLI Association	<ul style="list-style-type: none"> • Co-OPI for Sydney Front Tour. • OPI for Association Regional Celebrations. • OPI for Schol Plaque Awareness Campaign.
Hamilton Gault Memorial Fund	<ul style="list-style-type: none"> • Co-OPI for Sydney Frost Tour.

5. Coordinating Instructions.

- a. Timings. Specific event timings to be provided to RHQ by OPIs for inclusion in the Confirmatory Order and 110th Birthday Programme.

Time	Activity
NLT 31 Oct 2023	<ul style="list-style-type: none"> • RHQ Preliminary Coordination Meeting.
NLT 31 Jan 2024	<ul style="list-style-type: none"> • Confirmatory Order for all members.
NLT 15 Feb 2024	<ul style="list-style-type: none"> • 110th Birthday Programme promulgated to serving and veteran components.
NLT 30 Apr 2024	<ul style="list-style-type: none"> • RHQ Final Coordination Conference.
16-31 May 2024	<ul style="list-style-type: none"> • Sydney Frost Italy Battlefield Tour.
19-21 Jun 2024	<ul style="list-style-type: none"> • Edmonton Birthday Celebration.
NLT 30 Nov 2024	<ul style="list-style-type: none"> • AAR Complete.

- b. Locations. Venues for 110th Birthday activities will be provided to RHQ to include in the Confirmatory Order and the 110th Birthday Programme.
- c. Artifact Displays. OPIs can coordinate for Regimental artifacts for display at events by coordinating with the Regimental Museum through RHQ.

SERVICE SUPPORT

6. 110th Birthday Merchandise. RHQ will conduct estimate on Birthday specific merchandise and brief the REC Chair on options to provide through the Regimental Kit Shop.

7. Finance. Costs associated with the 110th will be managed by RHQ and detailed in the Confirmatory Order. 2024/2025 Fiscal Year business planning for the Patricia Fund will aim to support 110th Birthday activities and a potential 110th Birthday Gratuity for serving members with the Kit Shop.

COMMAND AND SIGNAL

- 8. Appointments:
 - a. OIC 110th Birthday Celebration – Guard President, MGen M.C. Wright;
 - b. Principal Coordination Officer – Regimental Major, Maj S.A. Zivkow

M.C. Wright
Major-General
PPCLI Regimental Guard President

Distribution List

Action

1 PPCLI// CO/RSM/DCO
2 PPCLI// CO/RSM/DCO
3 PPCLI// CO/RSM/DCO
LER// CO/RSM/DCO
RHQ// RM/RAdj/RWO
PPCLI Association// President
HGMP// Chair

Info

CinC
CoR
RCWO
3 Cdn Div//Comd/Div SM/COS
1 CMBG//Comd/Bde SM/COS

FINANCE COMMITTEE REPORT

30 September 2023

Hamilton Gault Memorial Fund (HGMF)

A summary of the HGMF portfolio performance for 2023 to date is as follows:

2023 Opening Balance	\$906,498
First Quarter	\$945,307
Second Quarter	\$955,943
Third Quarter	\$886,944

Through to the end of the third quarter of 2023 the value of the portfolio decreased by \$19,554; however, \$50,000 was redeemed during this quarter. The year-to-date rate of return on the portfolio is 3.38%.

Dave Pentney
Finance Chair

Hamilton Gault Memorial Fund

Balance Sheet As at 30 Sep, 2023

ASSET

Current Assets

Cash Bank NS	41.59	
Cash BMO	51,009.82	
Investment - Mutual Funds	<u>886,944.20</u>	
Total Current Assets		<u>937,995.61</u>

Total Assets 937,995.61

TOTAL ASSET 937,995.61

LIABILITY

Current Liabilities

Accounts Payable	6,072.00	
GST Paid on Purchases	<u>-541.68</u>	

Current Liabilities total 5,530.32

TOTAL LIABILITY 5,530.32

EQUITY

Retained Earnings

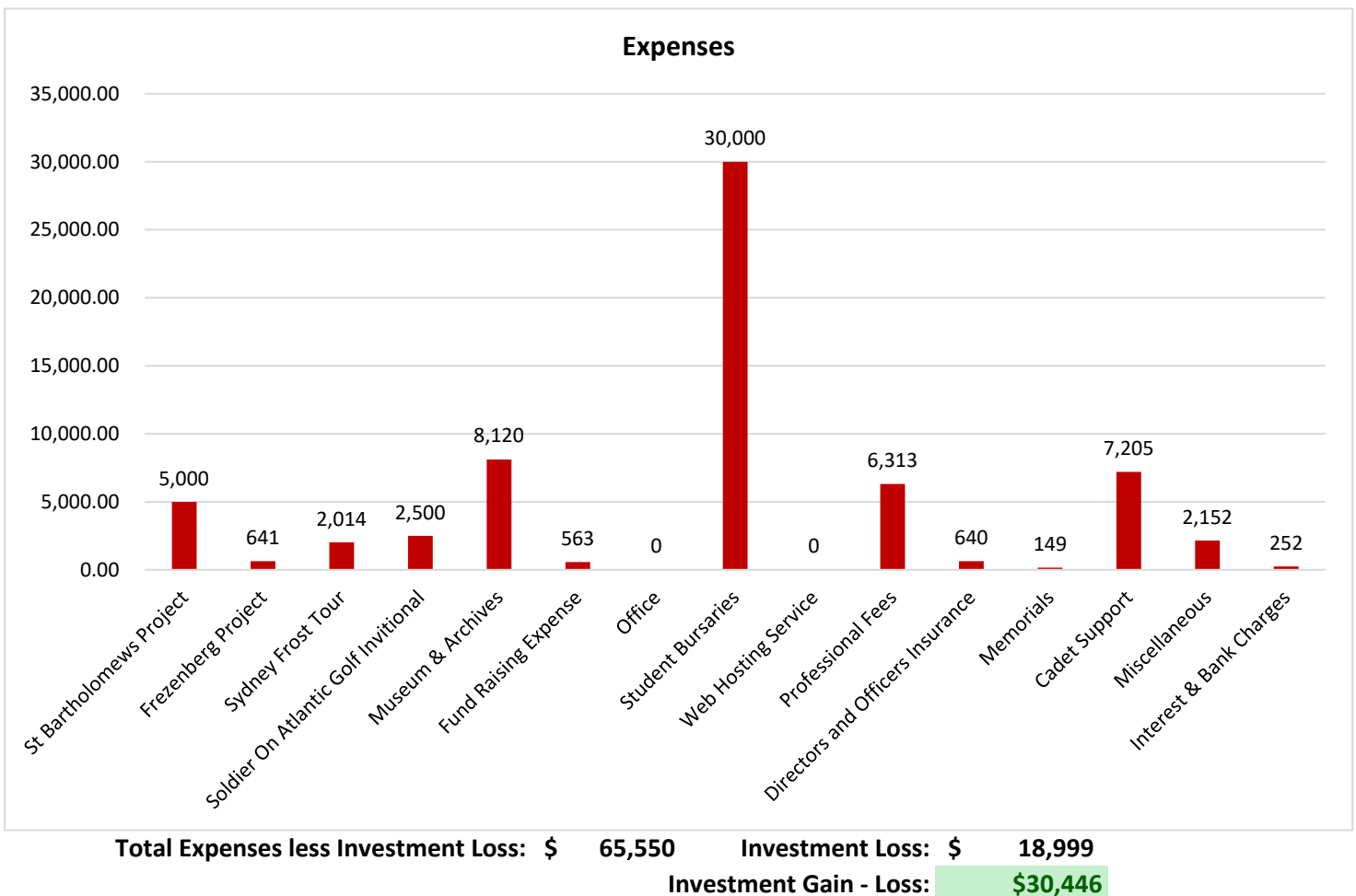
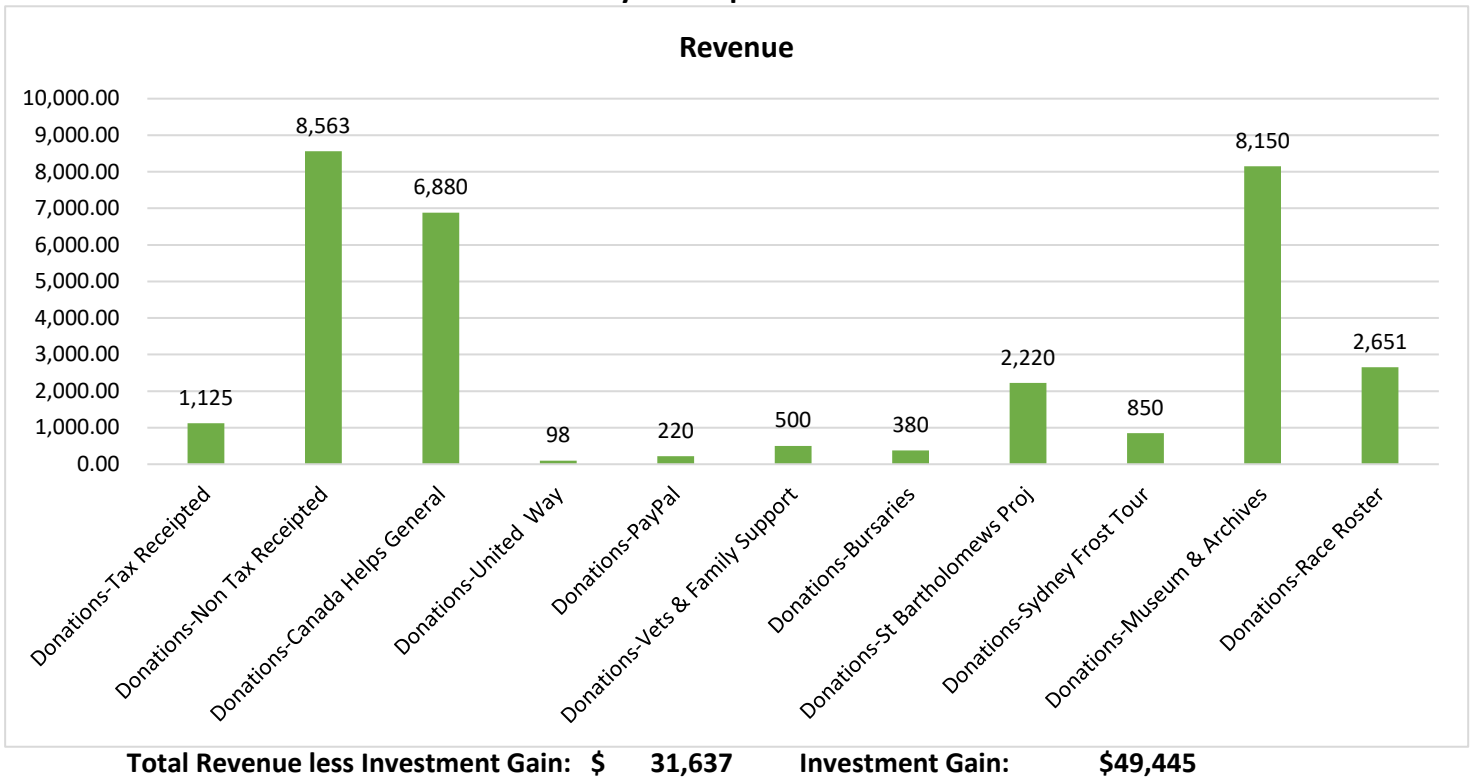
Fund Balance	935,932.65	
Current Earnings	<u>-3,467.36</u>	

Total Retained Earnings 932,465.29

TOTAL EQUITY 932,465.29

LIABILITIES AND EQUITY 937,995.61

Hamilton Gault Memorial Fund Income and Expense Graphs 1 July - 30 September 2023



Hamilton Gault Memorial Fund

Income Statement 01 Jan, 2023 to 30 Sep, 2023

REVENUE

Revenue

Tax Received Donations	1,125.00
Non Tax Received Donations	8,563.15
Canada Helps General Donations	6,880.00
United Way Donations	97.50
PayPal Donations	220.00
Vets & Family Support Donations	500.00
Student Bursaries Donations	380.00
Unrealized Gain on Securities	49,444.83
St Bartholomews Project Donatio...	2,220.00
Sydney Frost Tour Donations	850.00
Museum & Archives Donations	8,150.00
Race Roster Donations	2,651.00

Total Revenue 81,081.48

TOTAL REVENUE 81,081.48

EXPENSE

Expense Accounts

St Bartholomews Project Donation	5,000.00
Frezenberg Project	641.37
Sydney Frost Memorial	2,014.00
Soldier On Atlantic Golf Invitational	2,500.00
Museum & Archives	8,120.00
Fund Raising Expense	563.04
Student Bursaries	30,000.00
Professional Fees	6,313.00
Directors and Officers Insurance	640.00
Memorials	149.00
Cadet Support	7,204.76
Miscellaneous	2,152.38
Interest & Bank Charges	252.30
Unrealized Loss on Securities	18,998.99

Total General & Admin. Expen... 84,548.84

TOTAL EXPENSE 84,548.84

NET INCOME -3,467.36

BRIEFING NOTE

SUPPORTING THE CHURCH AT MERSHAM KENT UK

Situation

In 2019, the Regt contacted the eldest son of the 2nd Countess Mountbatten – Michael-John Knatchbull, about a memorial plaque or stone to recognize, in St John the Baptist Church, Mersham, his mother/ our own Lady Patricia. Michael-John and his sister Joanna soon engaged a stone mason, and crafted wording for a stone tablet in the Brabourne/Knatchbull chapel at the Mersham Church that did recognize Lady Patricia's service. That stone tablet was installed in November 2021.

The family declined a contribution offer against that cost of manufacture and installation.

The inside plaques (the central one of Lady Patricia, also the one for Lord John who was a *de facto* honorary Patricia during his wife's service to PPCLI) and the gravesite outside for Lady Patricia and Lord John are part and parcel of the entry of this memorial in the RMMM. Picture of the main interior plaque below.

Purpose:

To propose some modest support for the maintenance of the memorial at Mersham Church.

Discussion

The Mersham Church is supported by The Friends of Mersham Church, a small group of locals who keep the church watertight and standing – with a 20 pound annual fee per member household (with a commitment for three years). PPCLI could agree to offer an initial three year commitment to support The Friends – perhaps at 40 or 50 pounds a year (about \$76-80\$CDN). Perhaps paid on Remembrance Day annually.

Doing this would help the local committee that manages the Church and its burial ground in terms of simple maintenance. *Inter alia*, this would protect the elements of the plaques and the headstone.

The Veteran's Component have undertaken to be the holder of the maintenance obligations for monuments and memorials.

Approach:

a. If it is agreed that supporting the Friends of Mersham Church is an appropriate way to help maintain the elements there of the memorial for Lady Patricia, then a letter to the Friends of the Mersham Church with a commitment for three years and a first

contribution should be undertaken. That could be done from the HGMF itself so that the line is direct.

b. The annual maintenance stipend should be mailed on a specific date – something that can be traced across the annual calendars. Perhaps 1 November annually.

c. The Reverend Chris Denyer manages the church as Vicar (revchrisdenyer@gmail.com). The Friends of Mersham Church group is run by Ms Gill Peterson, Church Close, Mersham, Kent TN25 6NR, United Kingdom

Recommendations

A. If approved, make the necessary notes to ensure the continuation of the gifting through the first three years. Review after that.

B. Keep notes for a short piece in the Association Newsletter.

C. Add details as needed to the Regimental Manual and like documents.

