

4020 – RCEME Corps (Corps Adjt)

17 December 2018

Distribution List

GUILD OF THE CORPS OF ROYAL CANADIAN ELECTRICAL
AND MECHANICAL ENGINEERS BOARD OF DIRECTORS
MEETING HELD AT THE RCEME SCHOOL, CANADIAN
FORCES BASE BORDEN 0830 HOURS 8 AUGUST 2018

Present in Borden

Chairman: Colonel N.P.M. Corriveau, Director RCEME

Deputy Chairman: Chief Warrant Officer (Retired) A. Rest

Members: Brigadier-General (Retired) W.J. Brewer, Colonel Commandant
Colonel (Retired) T. Temple, LAD Representative, Co-Chair RCEME Museum
Lieutenant-Colonel J.G.Y. Raymond, Admin Committee Chair
Major W. Sett, Reserve Rep
Captain G.S. Dzeoba, Corps Adjt
Chief Warrant Officer J.H. Saunders, NCR Rep
Chief Warrant Officer E. Drouin, Trg Sys Rep
Chief Warrant Officer (Retired) B. Devlin, LAD Rep
Warrant Officer (Retired) B. Thorne, (LAD Rep)

Present at Remote Locations

Major R. Balkaran, Acting Heritage Chair
Lieutenant A. Budiman, 5 Div Rep
Chief Warrant Officer R.J. Thompson, Air and Navy Command Rep
Warrant Officer C.J. Nightingale, 3 Div Rep
Corporal A.F. Cromack, Acting 4 Div Rep

Presenters

Colonel D.M. Matsalla, 75th Ann Chair

Attendees

Chief Warrant Officer O J. Ryder, (3 Div)
Sergeant N.C.L.O. Okimawinew, 1 CER Edmonton
Corporal M.J.Y. Simard, 1 CER Edmonton
Mr. G.C.P. Nott, Vice-President, LAD Atlantic Area 107
Corporal J.W. Lauzon, RCEME School
Corporal D.J. Ellingson, Student, RCEME School
Craftsman M.A. Catton, Apprentice, RCEME School
Craftsman M.E. Pierce, Apprentice, RCEME School
Craftsman D. Tamang, Apprentice, RCEME School

Craftsman G.M. Gillis, Apprentice, RCEME School
Craftsman D.P. Denis, Apprentice, RCEME School

Absent: Brigadier-General (Retired) J.C.M. Giguère, Fundraising Chair
Colonel J.R.Y. Poirier, Heritage Chair
Sergeant M. Paré, 2 Div Rep
Master Corporal D. Morier-Thibault, 4 Div Rep

Secretary: Mrs. G. Somerton de Jimenez, Administrative Assistant to the Corps Adjutant

OPENING ADDRESS

1. The Chairman of the RCEME Guild, Colonel Corriveau asked that outstations start the meeting by introducing themselves and he then welcomed all to the meeting. He continued by stating that the intent of the meeting is to have serving and retired members strengthen and preserve the bonds of comradeship born of their common experiences as Canadian Armed Forces (CAF) maintainers while preserving Corps culture. He also noted that the upcoming 75th Anniversary is a key marker for the CAF, the Corps and the Guild.
2. The Deputy Chairman, Chief Warrant Officer (Retired) Art Rest, stressed that this is an organization that spreads across the country and as such, all decisions and actions cannot be solely made at the BOD meeting level. Members in the field, including junior ranks, are encouraged to voice their opinions and concerns, and if there are any questions to be asked, they will be answered to the best of the BOD's ability.

| <u>DISCUSSION</u> | <u>ACTION BY</u> |
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| 3. <u>Previous Minutes.</u> Captain Dzeoba began by noting a correction from the previous minutes (Serial 5), which incorrectly stated the number of RCEME bursary awards would be changed from 15 to 60. The correct number is 16. Captain Dzeoba then asked that the previous minutes (22 February 2018) meeting be accepted as read. Colonel (Retired) Temple so motioned, seconded by Warrant Officer (Retired) Thorne. All in favour – <u>motion carried</u> . The minutes were approved. | Corps Adjutant/ All |
| 4. <u>State of the RCEME Guild.</u> There are 4,091 members in the Corps of RCEME, comprised of NCMs and officers, excluding Officer Cadets. The RCEME Guild has a total membership of 3,606; Captain Dzeoba provided a breakdown of the types of membership in Annex B to these minutes. | Corps Adjutant |
| 5. <u>RCEME Guild Current Financial Affairs.</u> See Annex B. | Corps Adjutant |
| 6. <u>RCEME Guild Dues - Increase.</u> Captain Dzeoba provided the breakdown of the new fees that were approved at the 22 February 2018 BOD meeting. Major Sett stated that the \$2 fee for Reservists should be amended to reflect the new fee structure for Regular serving members (\$3 to \$7 a month). Annex C is attached. | Corps Adjutant/ Reserve Representative |
| 7. <u>Budget 2018 Update.</u> This budget approved at the 22 February 2018 BOD meeting is attached as Annex D. | Corps Adjutant |

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| <p>8. <u>Improving Members' Benefits.</u> Brigadier-General (Retired) Brewer made the following suggestions:</p> <ul style="list-style-type: none"> a. effective immediately, add another six Craftsman/Second Lieutenant team sponsorships (one for each of the six regional events) for an additional cost of \$1,800; and b. add another 2 annual bursaries to the current 15. This suggestion will be further discussed at the spring 2019 BOD meeting. c. more information will need to be gathered and accessed with respect to the proposed insurance benefit. | Colonel Commandant |
| <p>9. Colonel (Retired) Temple motioned that the RCEME Guild fund regional representation at events where the team represents the Corps, at the amount agreed to in the annual budget. This would be conditional upon the sponsorship of RCEME Guild members; seconded by Chief Warrant Officer (Retired) Rest. All in favour – <u>motion passed.</u></p> <p><u>SECRETARIAL NOTE.</u> The amount of the additional sponsorship(s) will be determined at the spring 2019 BOD meeting.</p> | LAD Representative/ Deputy Chairman |
| <p>10. <u>Fundraising.</u> As of this date, the total amount of donations for the 75th Anniversary is \$32,318. Donations for the RCEME Museum and the General Fund have not moved significantly from the last meeting. The sponsorship brochure is being used to seek corporate funding. The brochure also offers to have corporate logos published in the upcoming "A Week In The Life of RCEME" book. It is anticipated that \$55,000 will be required to ensure successful 75th Anniversary celebrations.</p> | Colonel Commandant |
| <p>11. The voluntary donation campaign must continue to be promoted from the Craftsman level to the corporate community, as well as to the "Friends of RCEME" contingent. Chief Warrant Officer (Retired) Rest advised that LAD members and other retirees can speak to the "Friends of RCEME" and other retired members reference fundraising for 75th Anniversary celebrations.</p> | |
| <p>12. <u>Anniversary Pins.</u> As approved during the Heritage Committee meeting held 12 March 2015, a 75th Anniversary logo was chosen and is being replicated on a coin. This coin will be given to all RCEME Guild members and will also be for sale at the CANEX. Due to an the apparent lack of interest in the Arte et Marte artwork contest, Chief Warrant Officer (Retired) Rest motioned to discontinue the competition and to further suspend the production and distribution of an annual anniversary pin until further notice; seconded by Lieutenant-Colonel Raymond. All in favour - <u>motion passed.</u></p> | Corps Adjutant/ All |
| <p>13. <u>RCEME Craftsman Heritage and Museum Foundation Update.</u> Brigadier-General (Retired) Brewer provided background on the development of subject foundation. The purpose of this endeavour is to provide a manner in which to raise funds for building the stand-alone RCEME Museum, estimated cost to be \$4 million.</p> | Colonel Commandant |

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| <p>14. Due to the current government policy, the term "Craftsman" is considered gender-based. For this reason, the "RCEME Craftsman Heritage and Museum Foundation" has been changed to "RCEME Heritage and Museum Foundation", omitting the word "Craftsman". Corporations Canada has approved this application, however, the Canada Revenue Agency's final approval is still pending and it anticipated that approval will be granted before the end of summer 2018. There are 14 members waiting to be added to the Foundation's Board of Directors, headed by Lieutenant-General (Retired) Bob Fischer. A meeting is expected to be held shortly by the proposed board to discuss the way ahead.</p> | |
| <p>15. <u>CANEX Wear and RCEME Trade Coin.</u> The Corps has not been advised of a decrease in sales. This speaks to the success of the line of items that have been presented. A complete listing of the RCEME merchandise sold at CANEX is available at www.canex.ca.</p> <p>SECRETARIAL NOTE. The RCEME trade coin is now available for sale on line and at most CANEX locations across Canada at a retail cost of \$14.99.</p> | |
| <p>16. <u>Suggestions – CANEX Items.</u> A survey has been proposed to allow members of the RCEME Corps to suggest what items that they would be interested in buying (this survey would be would be posted on the RCEME website). Sales figures are required on what currently sells and what, if anything, could be discontinued. Captain Dzeoba also suggested using Member 365 with its bulk e-mailing feature to circulate the survey.</p> <p>SECRETARIAL NOTE. Due to the focus on the 75th Anniversary, an OPI was not appointed for this task. It is understood that merchandise requires close monitoring to avoid having an unsold surplus after 2019. The survey could be posted in 2019 for products that could be sold in 2020.</p> | <p>Corps Adjutant/ Corps Sergeant-Major</p> |
| <p>17. <u>Lifetime Memberships.</u> Brigadier-General (Retired) Brewer provided some background on lifetime memberships. At the time the new Constitution was written, it was omitted because it was unknown how the merger and the creation of the Guild would proceed. Existing lifetime memberships, both in the predecessor funds to the RCEME Guild, as well as the RCEME and EME Associations, were grandfathered.</p> | <p>Colonel Commandant</p> |
| <p>18. There continues to be much interest in resuming the lifetime membership option. The Colonel Commandant suggested three different approaches:</p> <ul style="list-style-type: none"> a. once a member reaches the age of 80 or 85 for example, they automatically become a lifetime member; b. a member (serving or retired) makes a significant contribution to the Corps and is awarded a lifetime membership in recognition; or c. people could be nominated, through an appropriate process, to be lifetime members. | <p>Colonel Commandant/ Administrative Chairman</p> |

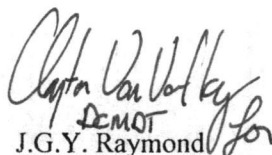
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| <p>Brigadier-General (Retired) Brewer recommended that the RCEME Guild BOD establish a sub-committee to examine this issue. This report should examine whether lifetime memberships are implemented, who would be the OPI, what would the management process be and what would the criteria be for becoming a lifetime member. Note, the number of lifetime memberships that will be permitted to be issued in one year will require discussion.</p> | |
| <p>19. <u>RCEME 75th Anniversary Update.</u> The 75th Anniversary is not just a RCEME celebration, but is more Canada's celebration of its pride in its' Army and Canadian RCEME Corps. As activities are promoted, it is important to include all Canadians so that they get to know the RCEME Corps and its' accomplishments over the past 75 years. Colonel Matsalla provided an outline of Commemorative Products, National Activities, Regional Activities and Communications with the review of the budget.</p> | <p>75th Anniversary Chairman</p> |
| <p>20. By 10 September 2018, Colonel Matsalla will ask regions to provide a back brief of their activities, venues for RCEME activities and expected costs and resources, such as VIPs, Jiffy Jeeps, etc. that will be needed. Regions will also be asked to provide a plan on how they will incorporate Commemorative Products and National Activities in their region. The attached Annexes E and F provide information regarding these products and events, a timeline and a listing of events and venues where they may take place as well as deadlines.</p> | |
| <p>21. <u>Communications.</u> The 75th Anniversary pamphlet (Annex G) should be well known to everyone in the Corps. The RCEME Website and 75th Anniversary Facebook page weekly update continue to focus on this project. The committee continues to reach out to the other CAF communities and to sponsors. The RCEME Journal Special Edition, the t-shirt and the coffee table book will all allow sponsors to show their own name/logo on various products. Care was taken in preparing a design presentation (advertising space, size of logo, resolution, number of colours permitted, etc.) which has been made available to each sponsor.</p> | |
| <p>22. <u>75th Anniversary Budget.</u> The BOD approved an expenditure of \$5,000.00 to fund the production of a 75th Anniversary video and 60 second clip on 26 February 2014. These funds have been committed to this project. During a briefing to the BOD on 15 September 2017 Col Matsalla asked that an additional amount not to exceed \$42,000.00 be authorized for the 75th Anniversary celebration in the event of a funding shortfall. His request was approved by the BOD. As previously discussed, the amount required to fully fund the remaining projects is \$55,000.00. The total amount of the donations collected for the 75 Anniversary (as of 08 August 2018) is \$32,000.00 which reduces the Guild commitment from \$42,000 to \$23,000. This amount will continue to shrink as additional donations are submitted. After further discussion, it was decided that if more than \$55,000.00 is raised the excess funds will be used to reduce the retail price of the CANEX 75th Anniversary t-shirts.</p> | |

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| 23. <u>LAD Partnerships.</u> An email was sent to the regional network, requesting that partnerships be established with the local LADs. Members of these organizations are familiar with local industries and businesses and may be able to provide contacts for regional representatives. LAD members may also be interested in personally contributing as well. In their back brief, due the week of 10 September 2018, the regional network will inform the committee of its' progress regarding this partnership. | |
| 24. Colonel Matsalla summarized his presentation, urging the Board to get RCEME Corps and RCEME Guild members involved with the 75 th Anniversary celebrations by way of commemorative products and national and regional activities. Fundraising should continue to be encouraged, however, Brigadier-General (Retired) Giguère is to be advised prior to anyone approaching industry contacts. | Chairman/ 75th Anniversary Chairman |
| 25. <u>RCEME Museum Update.</u> Colonel (Retired) Temple provided some background on the video tour that was produced by students at Algonquin College in Ottawa. The 10 minute video is available on-line through YOUTUBE and is called "RCEME Museum Tour English" and "RCEME Museum Tour French." | Co-Chair RCEME Museum |
| 26. Advertising efforts are being coordinated with the Communications and Electronics Branch for pamphlets that would be made available in gas stations and highway motels. Guides are available for museum tours with a 1 - 2 hour notice. | |
| 27. <u>Displays.</u> Ninety-eight percent of the displays have been completed, with work continuing in the Honours and Awards section. Five officers and Non-Commissioned Members have been selected to represent the history of the Corps; WWI (pre-RCEME), WWII, Korea, Somalia and Afghanistan. There is room for 14 displays, however, this could change depending on the size of each display. | |
| 28. The late Corporal Earl Hodges' drawings will be replicated to be used as colouring sheets for the museum's younger visitors. | |
| 29. <u>Financing.</u> The Corps of RCEME presently owns 30% of the museum annex, which accounts for 15% of the space in the C&E Museum. Ninety percent of museum operating costs are paid by C&E and the RCEME Corps pays slightly more than its share based on floor space. This is due to the permanent staff on-sit that care for visitors and the day-to-day operations, etc. The museum committees for both RCEME and C&E will meet to discuss the 2019 budget. The budget will be presented at the October/November 2018 Heritage Committee meeting and in turn will be presented for approval at the spring 2019 RCEME Guild BOD meeting. As was suggested at the last BOD meeting, it is preferable for the museum to present a budget forecast for the next two years. Colonel (Retired) Temple did not anticipate an issue, barring any extraordinary charges that could impact the forecast, such as an increase in the Ontario minimum wage. | Co-Chairman RCEME Museum |

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| 30. | Funds that are received from the Director of History and Heritage (DHH) are not targeted for operating costs, but rather for development costs for displays and location of desired artifacts. Changes with respect to safety are being made to the Leopard turret presently in the museum. | |
| 31. | <u>Support to Cadets – Bursary Criteria.</u> Before setting a criteria, interest in a bursary must first be solicited from the Cadet units. As this would be a bursary for a Cadet unit and not an individual, Captain Dzeoba feels that the criteria should include introduction and history of the Cadet unit and what type of youth programs are offered, i.e., leadership programs, Remembrance Day activities, etc. Colonel Corriveau suggested in the interest of clarity in the budget, that this item be given a separate line and called either an “award” or a “grant” rather than a bursary. The bursary amount would be \$500. | Corps Adjutant |
| 32. | Colonel Corriveau further proposed that an additional yet to be determined amount be placed as a line item in the budget which would provide support to Cadet units for accoutrements, activities, etc. The amount can be fixed at the spring 2019 BOD meeting, along with the \$500 grant, both of which should be entered under “Benefits to Corps”. | Corps Adjutant |
| 33. | <u>2018 RCEME Bursary Campaign – Winners.</u> A motion was passed at the previous BOD meeting that students who are being paid while attending post-secondary education will be not permitted to apply unless there were extraordinary circumstances associated with their education that would make them eligible. In this year’s submissions, there was an application by an RMC student who wanted to purchase a laptop computer. It was decided that this application would be considered ineligible and was therefore removed from the approved applicants. | Corps Adjutant |
| 34. | Instructions on how to correctly submit an application for a RCEME bursary must be more stringent and it must be clearly stated that in order for the application to be accepted for consideration, the proper submission rules must be followed. The case of changing the evaluation criteria to access the perception of “need” was also raised, with the thought that the bursary marking guide should be changed to reflect this observation. | Administrative Committee |
| 35. | The 2018 15 RCEME bursary winners are Mrs. Jessica Gardiner, Mr. Jake Daviau, Mr. Matthew Davis, Madame Rosalie Ménard, Mr. Robert Davis, Madame Daisy Pelletier, M. Cédric Beaulieu, Miss Cheyenne Leigh Porter, Miss Abigail Hanrahan, Miss Gillian Wallace, Mr. Caleb Stringer, Miss Lauren Jeffrey, Miss Élaina Hersey, Mr. Cleveland Henning and Madame Érika-Ann Lavoie. | |
| 36. | <u>Round Table:</u> a. Chief Warrant Officer (Retired) Devlin advised that he was approached on several occasions regarding the Honour Roll not being posted on the RCEME website as it was on the older RCEME Association site from Kingston. This older site has been discontinued, however, Chief Warrant Officer Ryder confirmed that the Honour Roll and photographs from the old site have been downloaded and kept to post on the new RCEME website. Captain Dzeoba will be contacted to liaise with the website coordinator; | |

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| <ul style="list-style-type: none">b. Chief Warrant Officer (Retired) Devlin also raised the issue of the continued maintenance of the Honour Roll which is presently being administered by Padre Donald Chisholm. It is felt that this should also be a RCEME Guild responsibility since it concerns the preservation of the Corps legacy;c. Chief Warrant Officer Thompson asked if there was a reminder notice forwarded to Reserve members advising them of the pending expiration of their membership. Captain Dzeoba advised that there are several features of the MMS 365 system that need to be confirmed as fully operational. He further encouraged the attendees to continue to advise members that their personal email addresses need to be added to their MMS 365 account;d. Chief Warrant Officer Saunders commented on the situation with the Ferret being a RCEME holding. Captain Dzeoba advised that this item has an appraised value of \$18,000 and is presently listed as one of RCEME's heritage assets. It was secured as a bargaining chip to be used for obtaining additional items, such as Jiffy Jeeps;e. Lieutenant-Colonel Raymond advised that the structures for the potential RCEME Guild Annual Report are being sought and will either be a standalone report or a one slide presentation. This will also be part of the agenda at the spring meeting. Colonel Corriveau wants to ensure that all members have access to this information;f. Lieutenant-Colonel Raymond further noted that there is a need to reduce the amount of traffic that is directed to the Corps Adjutant's office. A plan will be developed where the RCEME Council regional representatives actively take part in directing concerns and matters of interest from members to the BOD and to the Corps Adjutant's office;g. the discussion regarding Board members serving a maximum of two years has not been tracked in the past. Terms for members may be extended, however, but must stay within the guidelines of the Constitution. Lieutenant-Colonel Raymond will address this at the spring 2019 BOD meeting;h. in addition to the approved Constitution changes that have been made, Lieutenant-Colonel Raymond suggested that some of the language could be more flexible so that continuous updates to the wording will not be necessary; andi. Brigadier-General (Retired) Brewer proposed that Major Wade Sett continue his service as the Reserve Representative on the RCEME Guild BOD. Major Sett accepted. | |
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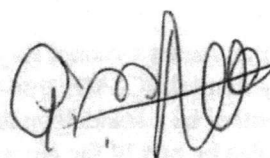
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| 37. <u>Closing Remarks.</u> Colonel Corriveau thanked all the members for attending, and recognized the efforts being made by all to serve the members of the Guild. | Chairman |
| 38. <u>Adjournment.</u> The next BOD meeting will be held in the spring of 2019, date to be determined. | |


J.G.Y. Raymond

Lieutenant-Colonel
Administrative Committee Chairman



N.P.M. Corriveau
Colonel
RCME Guild Chairman



A. E. Rest
CWO (ret'd)
Deputy Guild Chairman

Distribution List

All BOD Members

All Invitees

All Attendees

RCEME BOARD OF DIRECTORS MEETING – 8 AUGUST 2018

ACTION ITEM LIST

| <u>ACTION ITEM</u> | <u>ACTION</u> |
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| 1. From the Chairman: an Action Item list will now be included in the transcript of all BOD meeting minutes. | Corps Adjutant |
| 2. From the Reserve Representative: Major Sett, the Reserve Representative, volunteered to personally contact the 29 Reservists presently serving with respect to raising their monthly fees. A report will be forthcoming at the spring 2019 BOD meeting. | Reserve Representative |
| 3. From the Chairman: BOD members will be asked to generate ideas for the RCEME bursary scoring criteria. The Administrative Chairman will then prepare courses of action with respect to the amount and number of bursaries provided, with a review of the evaluation criteria and the bursary marking guide. This will be established for both the RCEME bursaries and the Cadet Unit award/grant. This information will be presented at the spring 2019 BOD meeting. | BOD Administrative Chairman |
| 4. From the Chairman: a line item for \$5,000 for the Cadet Unit Award or Cadet Unit Grant is to be included in all future budgets. Local LADs will be asked to assist in keeping in touch with Cadet units in their areas. | Corps Adjutant All LAD's |
| 5. From the Colonel Commandant: the amount of available funding to fund more regional sporting activities will be discussed at the spring 2019 BOD meeting. | Corps Adjutant |
| 6. From the Colonel Commandant: an attempt will be made to submit information on the insurance benefit option at the spring 2019 BOD meeting, but will more likely be presented and discussed at the fall 2019 BOD meeting. | Corps Adjutant |
| 7. From the Colonel Commandant: the decision to decrease registration fees at sporting events will be delayed until more information can be gathered from the regions. | Administrative Committee |
| 8. From the Administrative Chairman: the names and titles of the members of the BOD proposed for the RCEME Heritage and Museum Foundation will be provided at the spring 2019 BOD meeting. | Colonel Commandant/ Administrative Chairman |
| 9. From the Colonel Commandant: the Administrative Chairman will head the committee to determine the feasibility of adding lifetime memberships to the RCEME Guild based on a specific criteria. A report may be presented at the spring BOD meeting in 2019, but more likely at the fall 2019 meeting. | Administrative Chairman/ Colonel Commandant |

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| 10. From the Chairman: the Chairman has suggested that BOD members solicit opinions on RCEME items that people would purchase at the CANEX and compile a list for discussion at the spring 2019 BOD meeting. A survey may be posted on the RCEME website to gather ideas from Corps members. OPI to be announced. | Corps Sergeant-Major |
| 11. From the Chairman: the development of a RCEME Guild Annual Report will provide the Guild membership with a clear view of its performance, bursary statistics, etc. It would also include information on bursary applicants with respect to the number of spouses, children and grandchildren applying. Implementation of new and changes to benefits, the suspension of the Arte et Marte artwork contest as well as the production and circulation of the annual anniversary pin would also be included. The Administrative Chairman will prepare three courses of action with respect to the continuation or permanent suspension of this benefit and results will be presented at the fall 2019 BOD meeting. | Administrative Chairman Corps Adjutant |
| 12. From the Administrative Chairman: the Administrative Chairman will study the features and capabilities of MMS 365 and will report his findings at the spring 2019 BOD meeting. | Administrative Chairman |
| 13. From the Co-Chairman of the RCEME Museum: the results of the fall 2018 Museum Committee meeting will be presented by the Co-Chairman of the RCEME Museum at the spring 2019 BOD meeting. | Co-Chairman RCEME Museum |
| 14. From the Administrative Chairman: the Administrative Chairman asked BOD members to ensure that the increased membership dues effective 1 January 2019 is conveyed to the membership prior to that date. An electronic communique will be produced. | Administrative Chairman Board of Directors |
| 15. From the Administrative Chairman: in an effort to defuse the traffic of correspondence and inquiries to the office of the Corps Adjutant's (from the LADs in particular), the three BOD LAD representatives will channel the LADs concerns, recommendations, etc. These representatives will also be copied on all related matters. The offices of the regional representatives will also serve as the conduit for RCEME Guild members for presenting ideas such as the group insurance benefit, so that all concerns are addressed in a timely manner. | 3 LAD Representatives Regional Representatives |
| 16. From the Administrative Chairman: the subject of BOD members serving a maximum of two years as stated in the Constitution will be discussed at the spring 2019 BOD meeting. | Administrative Chairman |
| 17. From the Corps Adjutant: a PowerPoint presentation will be forwarded by the Administrative Chairman to the BOD members with respect to the markings desired on Jiffy Jeeps post-75 th Anniversary. | Administrative Chairman/ Corps Adjutant |
| 18. From the Corps Adjutant: the Corps Adjutant will liaise with Chief Warrant Officer Ryder to obtain the Honour Roll and photographs previously | Corps Adjutant |

Annex A

4020 – RCME Corps (Corps Adjt)

November 2018

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| maintained on the RCME Association website. He will then liaise with the website coordinator to post them to the RCME Corps website. | |
| 19. From the Administrative Chairman: the Administrative Chairman has suggested that the wording of the RCME Guild Constitution be more flexible in order to eliminate the necessity of making continuous updates. The Corps Adjutant will comply. | Corps Adjutant |
| 20. From LAD Representative: Chief Warrant Officer (Retired) Devlin raised the issue of the Honour Roll being administered by Padre Donald Chisholm; this could be assumed as a RCME Guild responsibility, further discussion to follow. | Chief Warrant Officer (Retired) Bill Devlin, LAD Representative |

RCEME Guild Membership

4,091 members in the RCEME Corps including Non-Commissioned Members and Officers – Officer Cadets (not included).

- Pay Allotment (Serving) – 3,106;
- Paying LAD members (Non-Serving) – 183;
- Paying Retirees (non-LAD) – 51;
- Paying Reservists (Serving) – 29;
- Associate Members – 1;
- Honorary Members – 9 (3 deceased);
- Lifetime Members – 227.

RCEME Guild Current State

- BNS – \$ 49 K (cash at hand)
- BNS (GICs) – \$ 39,408 (incl security for CC)
- BMO (NPP) – \$ 109,268
- BMO (old – Charitable Trust) – \$ 16,612 (1)

(1) The Guild maintains an older account formerly known as the EME Branch Charitable Trust account in which there is a balance of \$16,612. The account was dissolved as of 27 February 2016 as verified by the Canada Gazette and it is recommended that it be kept active for a period of five (5) years after that official date. A portion of this money can be moved, but it is recommended that a 20% balance is maintained.

Annex C
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New Fees – Effective 1 January 2019

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| Craftsmen, Corporals, Master Corporals, Officer Cadets, Second Lieutenants, Lieutenants | \$3.00/month |
| Captains, Sergeants, Warrant Officers | \$4.00/month |
| Majors, Lieutenant-Colonels, Chief Warrant Officers and Master Warrant Officers | \$5.00/month |
| Colonels | \$6.00/month |
| Generals | \$7.00/month |

Annex D
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November 2018

BUDGET 1 JANUARY – 31 DECEMBER 2018 (AS OF 30 JUNE 2018) (1)

Insert separate Annex D-1/2

NOTES

- 1) There has been a 1-2% inflation cost built into the budget with respect to purchases and expenses such as accoutrements, loyalty coins, Jiffy Jeep maintenance etc.
- 2) Interest on the NPP account received monthly is approximately \$350.00.
- 3) CANEX continues to return 10% of the value of all RCEME merchandise sold into the NPP portfolio.
- 4) With respect to expenses, the actual cost of accoutrements of \$7,353.04 so far is over the budgeted figure of \$6,000, however, it reflects the purchase of an additional 300 new membership coins. Captain Dzeoba reminded members that mailing costs for anniversary pins, loyalty coins, etc. are also included in the expense figures.
- 5) The Board of Directors has previously committed to providing \$42,000 if necessary towards the RCEME 75th Anniversary Celebrations.
- 6) The Guild also continues to support the RCEME Museum at an annual rate of \$30,000 and will continue to do so until the RCEME Heritage and Museum Foundation is established.

Annex E
4020 – RCEME Corps (Corps Adjt)
November 2018

NON-PUBLIC ACTIVITIES AND PRODUCTS

| <u>PRODUCT</u> | <u>NPF</u> | <u>ENDORSEMENTS</u> |
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| Book (2 Div) | \$0 (EMEA) | Required by end August 2018: Book introduction by Col Cmdt, Preface by DRCEME |
| Time Capsule (RCEME School) | \$2,000 | Last event (to close off the 75th) |
| Journal (DGLPEM) | \$15,000 | Themes: (1) Past – reprinting of articles (soft copy at RCEME Day 2019) (2) Present – Current events, 75th celebrations (3) Future – Predictions for 100 th |
| 75 th Coin (DGLPEM) | \$30,000 | Distributed through regional representatives. |
| 75 th t-shirt, ball-caps, mugs, rings | Up to \$40 K | Purchased by members, may be discounted with sponsorship contribution. Distributed through CANEX. |
| Scotch (RCEME School) | \$0 | Purchased by members. |
| Défi ferraille (2 Div) | \$5,000 | |
| Army Week | \$12,500 | Fund 9 Regional Award Winners for participation. |
| TOTAL | \$99,500 | Minimum required = \$47,000. |
| 75 th Video | \$5,000 | Already approved/committed by Guild. In production with availability to be announced. |

NATIONAL ACTIVITIES – ENDORSEMENTS SOUGHT

| <u>ACTIVITY</u> | <u>DIVISION</u> | <u>PUBLIC FUNDS</u> | <u>ACTION TO ENDORSE</u> |
|-----------------|-----------------|-------------------------|---|
| Défi ferraille | 2 Div | \$0 (NPF only) | Council Representative Oversight |
| Recovery Ex | 3 Div | \$70,000 | Ask in L2 Bus Plan |
| MRT Ex | 4 Div | \$50,000 | Ask in L2 Bus Plan |
| Adventure Trg | 5 Div | \$73,000 | Ask in L2 Bus Plan |
| Skill-at-Arms | RCEMES | \$40,000 | Ask in L2 Bus Plan |
| Nijmegen | DGLEPM | \$20,000 | Submit Application (due 1 May) Ask in DGLEPM Bus Plan |
| Army Week/Run | CA G4 | \$0 | RCEME Water Station Veh Station Demo |
| Army Ball | CA G4 | \$5 K (Army Ball funds) | Master of Ceremonies (LCol/Maj)? Jiffy Jeep, 45-sec video clip Keepsakes TBD NPF - sponsored seats? |
| National Sentry | CA G4 | N/A | CFTPO through CA |

Regional Events

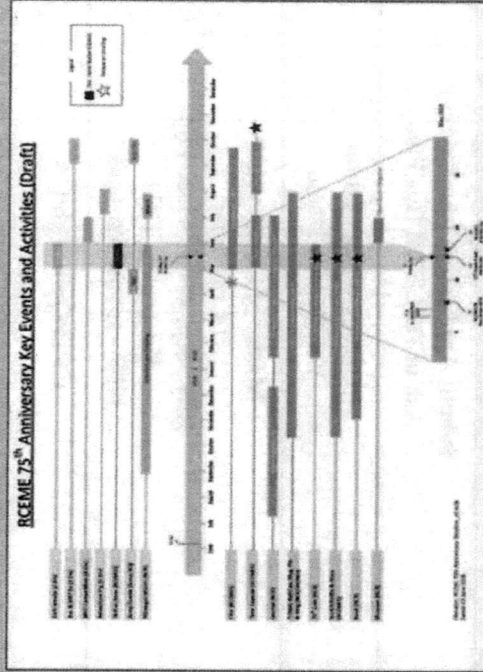
****Greatest Impact on Soldiers****

- RCEME Days
- Golf Tournaments
- Mess Dinners
- Curling Bonspiels
- Parades
- Base/Wing Recognition
- Calgary Stampede
- Halifax Tattoo
- Toronto CN Tower
- Canada Day - Plains of Abraham
- Iron Man, Mountain Man, Ice Man
- Etc.

75th Committee Coordinates:

- VIPs
- Jiffy Jeeps
- Funding
- Approvals
- Communications
- Public Affairs

- Regional Backbriefs to Committee 10 Sep

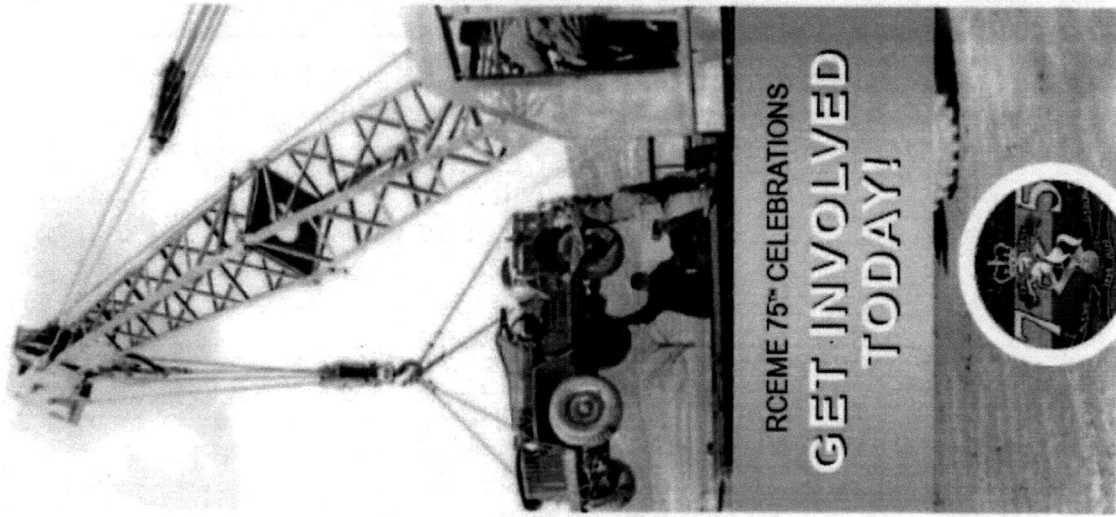


NEXT STEPS

Review of film, book
Completion of CANEX MOU
Regional/OPI back briefs
Regional teleconference 18-02
Back brief to D RCEME
Deadline for sponsorships ads
CANEX orders start

Mid-August 2018
Mid-August 2018
10 – 14 September 2018
18 September 2018
25 September 2018
1 October 2018
1 October 2018

With the sponsorship ad deadline of 1 October 2018, sponsors will still be able to contribute but any publishing of artwork, logos etc. will not be possible.



Be Part of the Celebrations of the 75th Anniversary of the Corps of RCME!
In 2019, the Royal Canadian Electrical and Mechanical Engineers (RCME) will celebrate 75 years as a Corps. To celebrate, Corps members have come up with some great ideas. But we need your help!

RCME 75th National Activities

Activity instructions will be forthcoming in late 2018/early 2019, and all national activities will require participation from across the CAF. To help out with any of these activities, please contact your Regional Rep.

RCME Nijmegen March

RCME will send a team to NIJMEGEN in 2019 to take place in the annual march. Organizing Area: NCR

Adventure Training

RCME members across Canada will take part in an adventure exercise in Gros Morne National Park, NL in May 2019. Organizing Area: Atlantic

Skill-at-arms Competition

RCME teams will travel to Borden in May 2019 to compete against other teams. Organizing Area: RCME School

Recovery & Repair Challenge

RCME teams will travel to Wainwright in May 2019 to compete against other teams. Organizing Area: Western

Mobile Repair Team Challenge

RCME teams will design, build and compete Team MRTs in a trade skills challenge course in Petawawa in May 2019. Organizing Area: Central

Other activities include the Army Ball, the Army Run, and the National Sentry Program.

RCME 75th Commemorative Products



Commemorative Book

This commemorative pictorial book will capture RCME at work and at play. Send your HD photos and captions to: Capt. S. Doucet-Hébert



Commemorative Film

This 45-minute film will highlight the Corps' contribution over the past 75 years. Send any video clips/tapes from 1944 to present to: Capt. M. Chapeau



RCME Journal

A special edition RCME Journal will be produced with articles from across the Corps. The Journal team will reach out for article submissions in the near future.



Time Capsule

A time capsule will be interred in the RCME Monument in Borden. We are looking for small objects, texts or mementos! Contact: CWO J. Saunders



Other Items

Commemorative t-shirts, rings, coins and scotch bottles will be available for members across the country. Sales will begin in the Fall of 2018.

Donate Now!

We are currently looking for donations so that we can make this occasion memorable. Help us fund your celebrations and make the 75th a success! Every donation of at least \$ 10 will receive an official receipt for tax purposes.

Click Here and Donate Today!

Want More Info?

Follow and like our Facebook page!



<http://facebook.com/rcme75>

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Rowen HM@RCEME School HQ@Borden

From: Beauvais-Beaudry Capt F@RCEME School HQ@Borden
Sent: Friday, December 14, 2018 15:09
To: Summerhayes MWO DR@RCEME School Reg@Borden
Cc: Rowen HM@RCEME School HQ@Borden
Subject: FW: CFTPO for DP4 in February 2019

MWO,

FYI.

Helene, I believe you might also be tracking this. Not until February, so no rush.

Capt François Beauvais-Beaudry

Ops O, Royal Canadian Electrical and Mechanical Engineering School
Canadian Armed Forces
francois.beauvais-beaudry@forces.gc.ca / Tél : 705-424-1200 x2250 / CSN : 270-2250

From: Bourgon 2Lt NR@ADM(Mat) DLEPS@Ottawa-Hull
Sent: Friday, December 14, 2018 2:34 PM
To: Beauvais-Beaudry Capt F@RCEME School HQ@Borden <Francois.Beauvais-Beaudry@forces.gc.ca>
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I am tracking that **Col Moyle** is the current replacement for the tasking.

I'm not sure if you are tracking this as the Ops O, but I just thought I'd let you know and maybe you can help me find the right person.

Thanks,

2Lt Nicholas Bourgon

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Bldg 455 Boul de la Carrière, 8-SD37
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