

## C&E Association Annual General Meeting 2024 – Proposed Record

### Location:

The meeting was held virtually via Microsoft Teams, with the base location at CFS Leitrim, Ottawa, ON.

### Date:

October 23, 2024

### Time:

4:00 PM Eastern Daylight Time (EDT)

### Agenda Details

#### I. Call to Order

A quorum was established with more than 25 members present: 15 online attendees, 11 proxies, and 8 in the room.

#### II. Opening Remarks

The agenda was presented by John, who invited input from attendees regarding any additional business. A motion to approve the agenda was proposed by Walter Wood and seconded by Brian McDonnell.

Outcome: Passed

#### III. Reports

##### a. Association Activities - Chair

#### Heritage Initiatives:

Updates were provided on ongoing heritage activities, including the cleanup of memorials in Kingston. With the appointment of a new Museum Officer Commanding (OC), opportunities for enhanced collaboration were discussed.

#### Leadership Roles:

The association is seeking a replacement for Tony Charter, OPI for memorials. Interested members are encouraged to step forward.

#### Heritage Awards:

No submissions have been received yet, and members are urged to participate actively.

#### C&E History Working Group Updates

John provided an overview of the C&E History Working Group's activities throughout the year, highlighting key initiatives.

#### Clarification on CDA and the Association:

Updates emphasized that the Association operates independently from the Branch.

#### Member Services Overview:

John detailed the various services available to members, including:

Newsletter

Distress Assistance

Affiliate Program

Jimmy Santa Initiative

CMCEN development

Professional Development (PD)

Veteran Support Focus

#### Jimmy Santa Initiative:

Collaboration is underway with the Branch Chief and the museum gift shop to provide gift packages for deployed members. Discussions are also exploring extending this initiative to members deployed at CFS Alert, more information will be available at a later time.

#### Plans for the Coming Year

#### Awards and Leadership Opportunities

Members are encouraged to submit award nominations.

The association is seeking a project lead for memorial initiatives. Interested candidates can apply via the job posting on CMCEN.

#### Expansion of Chapters

Discussions are underway regarding the establishment of association chapters in various regions across the country.

#### b. Treasurer's Report

The Treasurer provided an overview of the association's financials.

The 2023/2024 financial audit was conducted by Colette Soulodre CPA.

The Treasurer reviewed the statement of operations, highlighting revenue sources and detailing expenses, including those related to the Jimmy Santa initiative and membership fees.

#### Budget and Banking

A comparison of budget versus actuals was presented.

Issues with the current CIBC accounts were noted, and the association is considering transferring accounts to TD.

Motion for Financial Report Approval

Motion: Martin Girard. Seconded: Jeff Holt.

Outcome: Motion passed.

c. Appointment of Auditor

Nominees: Brian and Jeff.

Colette Soulodre was officially appointed as auditor for the coming year.

IV. New Business

a. Approval of Changes to By-Law 1

A committee reviewed and proposed updates to By-Law 1, with the most significant changes and procedural revisions summarized.

The full list of changes has been available on CMCEN since September; no comments received

Motion: Jeff Holt. Seconded: Brian McDonnell.

Outcome: Motion passed.

b. Approval of Board Nominations

New Board Members: Paul Rutherford and Chris Hiscock were nominated to join the board.

Departure: Martin Girard will step down as he has been appointed Colonel Commandant to the board.

Motion to confirm new Board members: Chris Foster. Seconded: Brian McDonnell.

Outcome: Motion passed.

Advisors to the board were also introduced.

V. Any Other Business

Anniversary Celebrations – 125th Anniversary

Walter Woods inquired about plans for the association's 125th anniversary.

The Branch Leader has prioritized this event and is considering hiring a dedicated event coordinator (similar to the Air Force approach). Volunteers have already been identified.

Martin will collaborate with Branch advisors to plan and organize the celebrations.  
Adjournment

VI. Motion to adjourn: Walter Woods.  
Passed.