

**RCMP VETERANS'  
ASSOCIATION  
- OTTAWA DIVISION -**

**Regular General Meeting  
(RGM)**



2020

**ASSOCIATION DES  
VÉTÉRANS DE LA GRC  
- DIVISION D'OTTAWA -**

**Réunion Générale  
Régulière (RGR)**

**RECORD FOR RGM 2020-01-14**

- 1. Call to Order** – 1930 Canadian Police College Cafeteria by President Pelletier
- 2. Safety Briefing/Roll Call** – VP Fred Lyle in the absence of Sgt-at-Arms (55 in attendance)
- 3. Last Post:** Chaplain Belanger read the names of former and current RCMP employee(s)/spouse(s) who have passed away since the RGM held on 2019.12.10 to 2020.01.14 and who are noted on **The Memorial Roll**, which is attached to this Agenda.

**We will remember them and others who have passed.**

**4. Guest speakers-** The guest speaker for this meeting was Brad Hampson, Drum Major, RCMP Pipes and Drums who spoke on the 2019 Edinburgh Tattoo and provided video coverage of this event.

**5. Minutes of Previous Meeting** – (Bill Maxwell)

A draft copy of the Record of the RGM Meeting held 2019.12.10 has been posted for review by the members prior to the meeting.

**MOTION:** That the Record of the December 10<sup>th</sup>, 2019 RGM be approved.

Moved: William Maxwell      Seconded: Wayne Martin

**CARRIED**

**6. Welcome to New Ottawa Division Members** – Don Harrison, Director of Membership, inducted the following new members:

- Shirley Cuillierier, retired A/Commr. Reg. # 37823
- Wilfred Lalonde, retired CM, # CO1532

In addition, President Pelletier presented Wayne Jacquard, Director of Honours and Recognition and Ron Mostrey, Director, Member Services with their Director's pins.

**7. Treasurer's Report** – Carol MacLeod advised that Ottawa Division has 461 paid up members to date. A copy of the Treasurer's report and financial statements are attached.

**8. Previous Business:**

1. **Website Update:** Ed Strange advised that the Ottawa Division website should be up and running by mid-January.
2. **Division Events Calendar:** DEC has developed a tentative list of events for 2020. These events will be posted on our website at the earliest opportunity for the benefit of our members. DEC would welcome any input from our members on suggested events.

• **LIST OF EVENTS FOR 2020:**

1. FEB: Musical Ride Open House
2. MAR: St Patrick's Event (Leiken Mess)
3. APR: Curling (?)

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4. MAY: H & R Evening/ Musical Ride/Vigil Beechwood/Reception for Guests
5. JUN: Wives BBQ/Sunset Ceremony/Golf Tournament, Perth/RCMP Musical Ride Reunion
6. JUL: NIL
7. AUG: NIL
8. SEP: Golf Tournament/Police Memorial Parliament Hill
9. OCT: Oktoberfest(?)/ RCMP Dining In
10. NOV: Remembrance Day
11. DEC: Christmas Party
12. JAN: 2021 New Year's Levee.

3. Update on RCMP Veterans' Historical Wall (Michel Pelletier) **DEFERRED**

4. Update on AGM 2023 (Michel Pelletier) **DEFERRED**

5. Visitation Program: Ron Mostrey discussed the Visitation Program and the need for volunteers for visiting our members when required. The Division Terms of Reference for the Visitation Program is attached for members' information.

**9. New Business:**

1. Sub-Committee for Honours & Recognition: Wayne Jacquard, Director of Honours and Recognition advised that Ottawa Division is forming a sub-committee of Honours & Recognition to identify suitable candidates for the various awards that our members are eligible for. Communication will be sent out shortly asking for volunteers to participate on this committee. A copy of the Minister of Veterans Affairs Commendation Nomination Submission is attached. The deadline for submissions is January 31, 2020.

**ACTION:** Wayne Jacquard

**10. Directors/Committee Reports** are attached.

**11. Good of The Association:**

1. Thank You from Jackie MacDonald for the Christmas Fruit Basket. MacDonald also mentioned the website "New Day for Children" which deals with the problem of human trafficking of children. Information item for the interest of our members.
2. Thank You Agnes Lee (funeral Del Lee).
3. Thank You Louise Surette (funeral Gustave (Gus) Lee).
4. Christmas Card MP Greg Fergus, MP Hull-Aylmer
5. Brent MacDonald presented a cheque for 5,892\$ to Roy Berlinquette for the RCMP National Cemetery at Beechwood from proceeds from the Golf Tournament.
6. Special Recognition to Jack Hearfield in receiving the Sovereign's Volunteer Medal.
7. Musical Ride Reunion-Alison Straker/Chris Windover: Planning is continuing for the Reunion which will be held June 25/27<sup>th</sup>, 2020 and tied into the Sunset Ceremony.

**12. Upcoming Events:**

1. Musical Ride Open House (February)
2. St. Patrick's Event at the Leiken Mess

**Please refer to our website for more information.**

**13. Draws:** (Roger Newman)

50/50 Jim Squance  
 Door prizes Chris Windover, Pierre Belanger  
 Free One Year Membership drawn by Carol MacLeod: Al Toews 17837

**14. Next Meeting (DEC)- 5 February 2020 at the CPC former Officers' Mess  
 Next Meeting (RGM) – 11 February 2020 at CPC Cafeteria**

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Michel Pelletier, President

William Maxwell, Secretary

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**2020 EXECUTIVE OFFICERS:**

PRESIDENT: Michel Pelletier  
VICE-PRESIDENT: Fred Lyle  
SECOND VICE-PRESIDENT: Louise Morel  
IMMEDIATE PAST PRES: Michel Séguin  
SECRETARY : William Maxwell  
TREASURER: Carol MacLeod

**2020 DIRECTORS**

Communication: Ed Strange  
Division History & By-Laws: Dave Jeggo  
Entertainment: Greg Fedor  
Honours & Recognition: Wayne Jacquard  
Member Services: Ron Mostrey  
Membership & Recruiting: Don Harrison  
Sgt-at Arms: Marc Dureau

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**MEMORIAL ROLL**

**Moment of Silence:**

<b>HOBAN</b>	Roy	Supt. (Rtd.)	18574/0990
<b>COMEAU</b>	J. Richard	Sgt. (Rtd.)	38730
<b>WILSON</b>	Donald G.	S/Sgt. (Rtd.)	16851
<b>PICTON</b>	William R.	S/Sgt. (Rtd.)	18418
<b>FAIRLIE</b>	William (Bill)	Rev. Canon	RCMP Pipes & Drums, National Div.
<b>FURUYA</b>	Kazue (Grace)	C/M	C/1764
<b>SABOURIN</b>	Gabriel	S/Sgt. (Rtd.)	14771
<b>VENNER</b>	Thomas S.	D/Commr (Rtd.)	16915/0.643
<b>WRAY</b>	Norman	Cst.	19220

**We will remember them!**

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**From:** Patrick Arseneau <deskryder@bell.net>  
**Sent:** December 23, 2019 8:31 AM  
**To:** Bill Maxwell <bmaxwell@bell.net>  
**Subject:** Re: Division Executive Committee Meeting (DEC) 8 January 2020

Nil report. Thanks Pat

**Sgt At Arms Report:**

Hello Bill,

Please find below my report.

Attached is also my year-end report for 2019 (Stats: 18 funerals with 116 vets attended in total. Participated / attended in 9 different parades with 49 vets participating. We have attended and participated in 15 different events for a total of 115 vets participating and/or attending.)

In December, we attended two funerals with all accoutrements and Honour Guards.

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2 vets participated at the NHQ Medal Ceremony where one of our own received the Sovereign Medal for Volunteers. 3 Vets were invited as VIP's

This year was a good year for receiving kit from vets and vets families to augment our kit supplies. i.e. Stetsons, boots, gloves. Red Serge (Donated to the band)

Most of our Red Brigade volunteers are now equipped with long blue officers overcoat, thanks to the overwhelming generosity of vets who did not used theirs anymore.

Regards,

Marc

**ODVA Sgt-at-Arms 2019 Stats.**

Funerals				Parades			Miscellaneous events		
Date	Name	Participants	Duties	Date	Event	# Participants	Date	Event	# Participants
2019-02-10	Chevrier	7	HG & Accout	2019-03-31	5 <sup>th</sup> anniversary end of Afghan mission	2 in Red Serge representing the RCMP and 1 vet in uniform	2019-02-02	Musical Ride open house	11 uniform Blue
2019-02-15/16	Tessier	2	Accout	2019-05-05	Battle of the Atlantic	2 in red blazer laying a wreath on behalf of RCMPVA	2019-04-28	RCMP Pipe band concert	7 uniform Red
2019-03-05	McIntosh	13	HG	2019-05-15	NHQ Medal ceremony	2 Vets. One as the SSM and one volunteer with recipients	2019-04-23	Security meeting with PSU	1
2019-03-27	Whittingham	1	Accout	2019-09-29	Police Memorial	10 Vets	2019-05-23	VIGIL Beechwood	24 Vets (Vigil part)
2019-04-06	Whittingham	11	HG & Accout	2019-11-02	Afghan Dedication plaque. Legion	2 Vets Red Serge	Multiple dates	New ensign meetings	5 participants
2019-04-07	Lepage	5	HG & Accout	2019-11-05	Nat Div Medal parade	3 vets as VIP and 1 as the SM parade	2019-05-24	Assist with the silent auction at the Officer's Dining In <b>CANCELLED</b>	2 in uniform blue and 3 in civilian clothing
2019-05-25	Rivet	1	Accout	2019-11-11	Remembrance Day Ceremony	16 on parade	2019-06-27	Musical Ride Performance	6 Red Blazer & 8 Blue Blazer
2019-06-06	Charron	4	HG & Accout	2019-11-26	ND Change of Command	2 in blazer 3 as VIP One SSM	2019-06-28	Musical Ride Performance	7 Red Blazer & 4 Blue Blazer
2019-08-06	Auger	8	HG & Accout	2019-12-12	NHQ Medal Ceremony	1 Vet assist 1 Vet SSM 3 Vet VIP	2019-06-29	Musical Ride Performance	4 Red Blazer & 5 Blue Blazer
2019-08-10	Lemay	9	HG & Accout				2019-06-30	Musical Ride Performance	3 Red Blazer & 3 Blue Blazer
2019-09-07	Stanley	6	HG				2019-09-27/28	Police memorial - Airport assistance	7 Blue Blazer
2019-09-18	Cummins	9	HG				2019-09-19	GG's certificate	2 Red Blazer
2019-09-28	Babineau	4	HG				2019-10-02	Leaders for Mental Health Breakfast	6 Red Blazer
2019-10-16	Lee	5	HG				2019-10-15	GG 1 <sup>st</sup> Poppy	6 Red Blazer
2019-10-18	Armstrong	3	Accout				2019-11-5/06	CPC Mock Trial	20 Civilian dress

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2019-10-30	Surette	6	Account /HG						
2019-12-11	Murray	9	Account /HG						
2019-12-21	Comeau	5	HG / Accout						

**FUNERALS: 18 – 116 Vets -**  
**MISC EVENTS: 15 – 124 Vets**

**PARADES: 9 – 49 Vets**

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**HISTORY AND BYLAWS – December 2019**

**Task update for DEC January 8, 2020**

1. Working on Fall edition of The Spirit;
2. Sent to Print on December 16;
3. Delivered to the RCMP HQ Mailroom, December 22;
4. Electronic version posted/distributed December 23;
5. Working on a format for an annual report, that can be easily added to the larger History document.



2019-12-31

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Hi Bill,

Attached is my Advocate report. Going forward, I will also report on Members Services.

One thing I would like to add to the agenda if possible is: What do members think are the 2 or 3 challenges that should be address nationally by the Advocate program? Ruby Burns is soliciting this information from all divisions.

Merry Christmas!

Ron

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**Ottawa Division. RCMP Veterans' Association Advocate Log**

Start Date	Concluded	Contact	Issue	Issue	Ottawa Div. Member
11/11/2019	11/11/2019	email	Ed Strange passed on a message he had received from a vet asking how he could obtain a copy of his medical file. Information provided.	VAC Pension	U/K
27/11/2019	27/11/2019	phone	Attended national Advocates call	N/A	
6/12/2019	06/12/19	in person	Attended at "Our Clinic" 381 Kent. St. Open House. There, I met Wendy Moore (519-936-3613). This is a private clinic specializing in PTS treatments. They can help members and vets determine what benefits they are eligible for (via VAC or Sunlife).	N/A	
15/12/2019	15/12/2019	email	Ottawa Division Vet wanted information on applying for a VAC pension. Provide him with info and contact info for our Legion Service Officer.	VAC Pension	yes
15/12/2019			Tammy Smith (retired member) advised of a vet in Pembroke in need of help from the BTF	BTF	U/K

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*The RCMP Veterans' Association, Ottawa Division (ODVA) – Visitation Program Terms of Reference (revised)*

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*Purpose: To continue comradery with those who are hospitalized or shut-in.*

*Preamble*

*Any veteran in the ODVA area who is shut-in, or hospitalized, who wishes to receive regular visits is welcome to participate in the program and become a "Visitee".*

*ODVA members are encouraged to identify to the Member Services Director any veteran they feel should receive visits.*

*Definitions*

*Adequate Support Network – A number or quality of family, friends and acquaintances that can regularly meet the social needs (visitations) for a veteran or their spouse.*

*Lead - A Visitor who knows the Visitee and is responsible for ensuring regular visits to the Visitee.*

*Regular Visits - Usually monthly, but as often as convenient and desired for both the Visitor and the Visitee.*

*Severe dementia - Includes a loss of the ability to communicate.*

*Shut-in - A person generally confined indoors, especially as a result of physical or mental disability.*

*Veteran - For the purpose of this program, the term veteran is defined as a person who has been a member of the RCMP or a PSE who worked for the RCMP.*

*Veteran's Spouse - The spouse or widow/widower of a veteran.*

*Visitee - A veteran who is shut-in or hospitalized, who welcomes visits from Association members.*

*Visitor - A member of the ODVA, who has volunteered to visit Visitees.*

*Visitation Program*

- 1. The ODVA shall maintain an active Visitation Program.*
- 2. Volunteer Visitors should have regular visits with their Visitee(s) according to their availability and the wishes of the Visitee.*
- 3. Visitees shall remain on the list until such time as they no longer require (or request) visits.*

*2*

*2019-12-27*

- 4. Priority for visits will be given to Veterans who do not have an adequate support network.*
- 5. Veteran Spouses will remain on the list for 1 year after the passing of their spouse or until it is established that they have an adequate support network.*
- 6. The ODVA very much appreciates the effort Visitors put into enhancing the well-being of Visitees.*

*Member Services Director*

- 1. Shall maintain a current and accurate list of Visitees and Visitors (add and remove names).*
- 2. Shall identify Leads for each Visitee.*
- 3. Shall provide regular access to an up-to-date confidential Visitee list to all Visitors.*
- 4. Shall regularly report to the Division Executive Committee (DEC): the number of visits; the wellbeing of Visitees; and the general status of the program.*
- 5. Should liaise with family members as required.*

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*Leads*

1. Shall obtain consent, either explicit or implied (e.g. if the vet has severe dementia etc.) that a potential Visitee wishes to receive visits (how frequent etc.). 2. Shall advise the Member Service Director to add or remove Visitees. 3. Shall ensure the Visitee has appropriate timely monthly visit/s. 4. Shall maintain knowledge of the current condition of the Visitee. 5. Shall report any change in condition or needs to the Member Services Director. 6. Should liaise with family members as required.

*Visitors*

1. Shall notify the Member Services Director if they wish to be a volunteer Visitor. 2. Should review current Visitee list. 3. Shall contact Leads and determine/advise which veteran(s) you will visit. 4. Shall always respect the wishes of the Visitee. 5. Shall keep Leads advised concerning your visitations as required (i.e. change in the condition of the veteran, change in address, needs) 6. Shall at the end of each month, if any visits were conducted, notify the Member Services Director by email to [ottawrcmpvetservices@gmail.com](mailto:ottawrcmpvetservices@gmail.com) noting the following: a. Number of visits conducted that month. b. Name(s) of the Visitee(s) visited. 7. If you believe the Visitee no longer requires visits, advise the Lead and the Member Services Director so that they can be removed from the Visitee list. Note – If a veteran suffers from severe dementia, they should still be visited (this will help ensure that the veteran is getting proper care and not forgotten.)

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8. Should liaise with family members as required. 9. Visitors may remove themselves temporarily or permanently from the program at any time by notifying the Member Services Director.

*Visitees*

1. Veterans should contact the Member Services Director if they wish to receive visits. a. Anyone may request on a veteran's behalf they be added to the Visitee list if they qualify (i.e. hospitalized or shut-in), and have the veteran's consent.

*Expenses*

1. Visitors are entitled to claim parking fees when visiting a Visitee. 2. Claims with receipts\* must be submitted at the end of the month of the visit, by completing and sending an ODVA Expense claim form to [ottawrcmpvetservices@gmail.com](mailto:ottawrcmpvetservices@gmail.com) with a cc to the Lead. \*An explanation must be given on the expense form if there is no receipt.

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**Minister of Veterans Affairs Commendation nomination submission deadline: January 31, 2020**

Every year, the Minister of Veterans Affairs Commendation is presented to individuals who provide outstanding volunteer service to Veterans, their communities and their country. The Commendation recognizes a wide range of work contributing to the care and well-being of Veterans or to the remembrance of their sacrifices and achievements. It is the highest honour the Minister of Veterans Affairs can bestow.

Do you know someone who is deserving of such recognition? Any individual who has made significant, sustained and unpaid contributions is eligible to be nominated. This award is given to individuals from all walks of life: from veterans of the Canadian Armed Forces, to business owners, volunteers, researchers and those who do so much to make life better for our veterans.

The deadline to submit a nomination is Jan. 31, 2020.

If you would like to know about the Minister of Veterans Affairs Commendation or the nomination process, please visit [veterans.gc.ca](http://veterans.gc.ca) or contact the ODVA Director of Honours and Recognition at email [ottawa.honoursrecognition@rcmpva.org](mailto:ottawa.honoursrecognition@rcmpva.org).

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We encourage you to pass this along to anyone who may be interested.

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**Date limite de soumission des candidatures pour la Mention élogieuse du ministre des Anciens Combattants: 31 janvier 2020**

Chaque année, la mention élogieuse du ministre des Anciens Combattants est remise à des personnes qui offrent un service bénévole exceptionnel aux anciens combattants, à leurs collectivités et à leur pays. La Mention élogieuse reconnaît un large éventail de travaux contribuant aux soins et au bien-être des vétérans ou au souvenir de leurs sacrifices et de leurs réalisations. C'est la plus haute distinction que le ministre des Anciens Combattants puisse accorder.

Connaissez-vous quelqu'un qui mérite une telle reconnaissance? Toute personne qui a fait des contributions importantes, soutenues et impayées est éligible pour être mise en candidature. Ce prix est décerné à des personnes de tous horizons: des vétérans des Forces armées canadiennes, aux propriétaires d'entreprises, bénévoles, chercheurs et à tous ceux qui font tant pour améliorer la vie de nos vétérans.

La date limite pour soumettre une candidature est le 31 janvier 2020.

Si vous souhaitez en savoir plus sur la Mention élogieuse du ministre des Anciens Combattants ou le processus de mise en candidature, veuillez visiter [veterans.gc.ca](http://veterans.gc.ca) ou contactez le Directeur des distinctions honorifiques et reconnaissance de l'association des vétérans de las GRC, division d'Ottawa par courriel à [ottawa.honoursrecognition@rcmpva.org](mailto:ottawa.honoursrecognition@rcmpva.org).

Nous vous encourageons à transmettre le message à toute personne susceptible d'être intéressée.  
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**Ottawa Division Veteran's Association  
Director of Honours and Recognition Report  
2020-01-07**

**Initiative: Review the recently amended Ottawa Division Veteran's Association Honours and Recognition Program Policy.**

**Action:**1) To ensure no further modifications are required and to then have final approval and publication. Further additions have been made and will require further review by DEC for approval.  
2) Verify links to External Honours & Awards found at the "Members Only Page" are easily accessible. Pending, will be done prior to publication of the Program Policy.

**Initiative: Birthday Milestones: Policy for this is not located in the ODVA Honours & Recognition Program Policy, therefore it requires standardization.**

**Action:**1) An approved policy from December 2016 was located in the electronic files that had been received from Louise Lavoie. It was circulated to DEC with the suggestion it be added to the Program Policy.  
2) 2019-11-10 amended ODVA Honours and Recognition Policy sent to the Secretary for circulation.  
3) At the last RGM I was approached by Bob (Robert) RUSSELL, Reg. No: 564/S10993, DOB: 1930 MAR 03. In March of 2020 he will turn 90 years young. How do we process this for the letter of recognition?  
4) On 2019-12-18 Don advised that he is waiting for the last update of the memberships to be done and he will then run off the appropriate milestones for 2020.

**Initiative: Meet with the RCMP Veteran's National Association Executive Officer on the way forward for matters under the Canadian Honours System.**

**Action:** Reached out to Mike Coté on 2019-12-15 to follow up on our prior discussion regarding the GG's Office. He advised that he had in fact received a response from the Chancellery and they indicated that we should meet with them early in the New Year as they are going through internal changes. Any nominations he

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currently has are being held until we have that meeting. 2019-12-31, it appears that Mike is or will be stepping down from his position as the Nat. Association has now published a job bulletin for the position.

**Initiative: Minister of Veterans Affairs Commendation**

**Action:** This info was sent to me by Ed on 2019-12-18.

Commendation to recognize the diverse scope and range of work performed in contribution to the care and well-being of Veterans (CAF), or to the remembrance of the contributions, sacrifices and achievements of Veterans.

Communique was prepared for distribution to the membership to advise of the deadline for submissions.

Should be added as link to our website as there are two NSDVA Members that have been commended under this initiative.

<https://www.veterans.gc.ca/eng/about-vac/who-we-are/department-officials/minister/commendation/bio/1545>

<https://www.veterans.gc.ca/eng/about-vac/who-we-are/department-officials/minister/commendation/bio/1546>

For further information see:

[www.veterans.gc.ca/eng/about-vac/who-we-are/department-officials/minister/commendation](http://www.veterans.gc.ca/eng/about-vac/who-we-are/department-officials/minister/commendation)

**Initiative: Creation of an ODVA Honours & Recognition Sub-Committee**

**Action:** As per 10.1.1 of the ODVA Honours & Recognition Program Policy: As determined by the Division Executive Committee, an Honours & Recognition Committee may be formed to assist in the evaluation of submissions and recommendation(s) for award.

10.1.2. The Director, Honours & Recognition will chair the Sub-Committee.

Seek authority to go ahead and try to create such a committee. Mention at the next RGM and follow up with an internal communiqué seek volunteers. Would like to have representation from the North, South, East and West of the ODVA boundary. This would hopefully facilitate nomination process for our Annual Awards. Meetings would be informal and a majority would likely be done through phone and email conversations. Could also lead to recruitment for the ODVA Executive Committee.

W.A. (Wayne) Jacquard  
ODVA, Director of H&R

**ODVA NOMINATION COMMITTEE**

**2020 SUCCESSION PLAN**

**2021 Division Executive Committee**

Canvass the incumbents of the following positions as to their intentions in regard to a subsequent two- year term:

Vice President: Fred Lyle

Secretary: Bill Maxwell

Director, Membership and Recruiting: Don Harrison

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Director, Communications: Edmund Strange

Director, By-Laws and History: Dave Jeggo

Director, Events Planning: Greg Fedor

Sergeant-at-Arms: Marc Dureau

For those positions where the incumbents indicate they will not stand for a subsequent term, identify candidates who will accept a nomination to those positions.

**2023 National AGM**

Identify key positions for the 2023 National AGM and fill those position by 2020-06-30.

Michel Séguin

Immediate Past President

Chair, Nomination Committee

2019-12-23

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**Director of Communications Report December 2019**

Director

The website was delivered by the student team on December 10th 2019  
Some items need to be amended before release of the website. This is  
being done and anticipate putting the website out for full membership  
mid January 2020.

Webmaster

Multiple posts send to Gambit for inclusion on the website. Gambit response  
has been excellent and timely.

Internal Communications

12 broadcasts sent during the month of December 2019.  
Dir Comms is finally getting the hang of it. Much assistance provided by  
Suzanne Sarault.

End of report

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**Ottawa Division Veterans' Association  
Honours & Recognition Program Policy (Praise & Respect)**

With the appointment of the Director, Honours & Recognition at the December 2013 Regular General Meeting, a comprehensive Honours & Recognition Program was developed and sanctioned by the Ottawa Division Veterans' Association (ODVA) Divisional Executive Committee during 2014 to enhance existing programs, celebrate outstanding and loyal Veterans and others, and further recognize unique partnerships, all of which help build a strengthened Association.

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## Honours & Recognition Program

1. President's Commendation
2. President's Recognition Lapel Pin
3. Veteran of the Year Award
4. Meritorious Service Award
5. General Service Awards
6. Division Executive Committee Service Awards
7. President's Medallion and Past-President's Award
8. Nomination Process
9. Milestone Birthday Recognition
10. ODVA Recognition Committee
11. Honours & Recognition Presentation Ceremony
12. Recording of Awards
13. ODVA Award Items
14. External Honours & Awards Links

**Commented [WJ1]:** Milestone inserted at number 9. Other have now moved up one.

### 1. President's Commendation

#### 1.1. Criteria

- 1.1.1. The President's Commendation may be awarded to an Ottawa Division Veteran, an individual, or an organization recognizing those who demonstrate excellence through outstanding contribution:
  - 1.1.1.2. in direct support of the Ottawa Division Veterans' Association (ODVA); or
  - 1.1.1.3. for outstanding public or humanitarian service in the Ottawa area or provincially, or nationally, bringing exceptional credit or recognition to the ODVA; or
  - 1.1.1.4. in collaboration with other like Associations, recognized partners/departments where actions are deemed far beyond what would normally be expected.

#### 1.2. Approval Authority

- 1.2.1. The President of the ODVA.

#### 1.3. Award Description

- 1.3.1. Recipients of a President's Commendation will be presented with a President's Certificate, a President's Commendation Plaque and a President's Recognition Lapel Pin.

#### 1.4. Nominations

- 1.4.1. Nominations are to be submitted electronically or in writing by completing the Award Nomination Form as found at the Members Only Page.
- 1.4.2. Division Executive Committee to review nominations and make recommendations.

#### 1.5. Award Presentation

- 1.5.1. The President's Commendation will be presented at an ODVA Honours & Recognition Presentation Ceremony.

### 2. President's Recognition Lapel Pins (PRLP)

#### 2.1. Description

- 2.1.1. PRLP is a stylized 3/4" lapel pin consisting of a sculpted bison head mounted on a police shield surmounted by a spur.
- 2.1.2. There are two PRLPs:
  - 2.1.2.1. Gold plated two-toned on .925 sterling silver base.
  - 2.1.2.2. Rhodium plated two-toned on .925 sterling silver base.

#### 2.2. Restrictions

- 2.2.1. Presentation of a PRLP is for exclusive use by the President of the ODVA as set out in policies outlined in this Chapter.

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- 2.2.2. The PRLP is not for sale.
- 2.2.3. Outside of policies specific to issuance, the PRLP cannot be manufactured nor reproduced without exclusive permission and approval of the President of the ODVA through DEC.

### **2.3. Awarding**

#### **2.3.1. Gold Plated PRLP**

- 2.3.1.1. Restricted to an individual recipient of a President's Commendation as set out at Sec.1.3.1.

#### **2.3.2. Rhodium Plated PRLP**

- 2.3.2.1. Includes, but is not limited to the Veteran of the Year Award as set out at Sec.3.5.2.
- 2.3.2.2. Inclusion may be to anyone that promotes the values of the ODVA and who does not meet criteria as set out a Sec.1 (President's Commendation).

### **3. Veteran of the Year Award**

#### **3.1. General**

- 3.1.1. The Veteran of the Year Award will be presented on an annual basis.

#### **3.2. Criteria**

- 3.2.1. The Veteran of the Year Award may be presented to an Ottawa Division Veteran in good standing who:
  - 3.2.1.1. demonstrates outstanding and/or innovative volunteer activity which advances the purpose and values of the Ottawa Division;
  - 3.2.1.2. has notable impact in enhancing the quality of community life; and,
  - 3.2.1.3. brings credit to the RCMP Veterans' Association.

#### **3.3. Approval Authority**

- 3.3.1. Voting members of the Division Executive Committee (DEC) will deliberate on nominations and vote for a deserving candidate.
- 3.3.2. The approval authority is the President of the ODVA.

#### **3.4. Award Description**

- 3.4.1. The Veteran of the Year Award will be a Trophy comprised of a Cherry Wood base, bearing name plaques in series for annual recipients, carrying the metal badge signifying the office of President of the Ottawa Division, surmounted by a black metal miniature replica of the MP brand/stamp.
  - 3.4.1.2. The Veteran of the Year Trophy remains the property of the ODVA.
  - 3.4.1.3. Once presented, the Veteran of the Year Trophy is considered to be on loan to the recipient for the year following its issue, after which time it will be returned upon request to the ODVA for subsequent year awarding.
- 3.4.2. A permanent keepsake will be presented to the recipient.

#### **3.5. Nominations, Exclusions and Review Process**

- 3.5.1. The deadline for nominations is August 1<sup>st</sup> of each year.
- 3.5.2. Nominations to be submitted electronically or in writing by completing the Award Nomination Form as found at the Members Only Page.
- 3.5.3. Because the DEC is the review body for this award, incumbent DEC members in the year that the award is issued are *ineligible* for the award.
- 3.5.4. The Director, Honours & Recognition (DHR) is ineligible to recommend a nominee.
  - 3.5.4.1. The Director of Honours & Recognition to gather and disseminate nominee profiles to DEC members for decision at the September DEC meeting.

#### **3.6. Award Presentation**

- 3.6.1. The Veteran of the Year Award will be presented at the Fall ODVA Honours & Recognition Presentation Ceremony or as soon as practicable thereafter.

### **4. Meritorious Service Award**

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#### **4.1 Criteria**

- 4.1.1. A Meritorious Service Award may be granted in recognition of significant action(s) or volunteer services or partnerships with the Ottawa Division which are highly notable but do not meet the criteria of a President's Commendation.

#### **4.2 Eligibility**

- 4.2.1. An Ottawa Division Veteran, an individual, or an organization in support of the OD

#### **4.3 Approval Authority**

- 4.3.1. The President of the ODVA.

#### **4.4 Award Description**

- 4.4.1. Consists of a Meritorious Service Certificate signed by the President of the ODVA and/or gift not to exceed \$500.
  - 4.4.1.1. Gift may consist of pre-selected items depicting the RCMP Veterans' Association Badge or any other item which are deemed commensurate with the contribution being recognized.
  - 4.4.1.2. The awarding of a Meritorious Certificate may, by itself be considered an appropriate level of recognition.
  - 4.4.1.3. The awarding of a gift item without a Certificate may be considered an appropriate level of recognition.

#### **4.5 Nominations and Review Process**

- 4.4.1. Nominations are to be submitted electronically or in writing by completing the Award Nomination Form as found at the Members Only Page.
- 4.5.2. Division Executive Committee to review nominations and make recommendations.

#### **4.6 Award Presentation**

- 4.6.1. A Meritorious Service Award may be presented at an ODVA Honours & Recognition Presentation Ceremony or any other suitable occasion.

### **5. General Service Awards**

#### **5.1 Criteria**

- 5.1.2. An OD Veteran in good standing may be presented with a General Service Award at 5 year increments after completion of 5 years of service with the RCMP Veterans' Association.

#### **5.2 Award**

- 5.2.1. A General Service Award consists of a lapel pin depicting the badge of the Veterans' Association (issued at 5 years of service) plus a subsequent Service Bar denoting completed years of service to be suspended underneath the Lapel Pin.
- 5.2.2. When a subsequent Service Bar is awarded and attached to the lapel pin the previously award bar(s) shall be removed. (ref. National Website)

#### **5.3 Review Process**

- 5.3.1. As required, the Quartermaster (QM) to review service dates and provide the Director, Honours & Recognition (DHR) with a list of eligible Veterans.
- 5.3.2. Recipients will be advised of approval and invited to receive their award by e-mail.
- 5.3.3. QM to officially record awards on ODVA database.
- 5.3.4. Veterans may advise the DHR or the QM if they did not receive a previous Service Award and wish to be considered for future presentation.

#### **5.4 Award Presentation**

- 5.4.1. General Service Awards can be presented at the ODVA Honours & Recognition Presentation Ceremony which is held in May annually. Service ribbons can be presented at any RGM to individual members.

### **6. Division Executive Committee Service Awards**

#### **6.1 General**

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- 6.1.2. Members of the Division Executive Committee (DEC) may be presented with a service bar denoting their current executive position title which is to be attached to the RCMP Veterans' lapel pin.
- 6.1.2.1 Once an Executive Committee Member no longer occupies that position, the bar shall be removed (ref. National Website)
- 6.1.3. Once an Executive Committee Member leaves the DEC, they may be presented with a Past-Division Executive Service Certificate signed by the President of the ODVA.

## 7. President Medallion and Past-President's Award

### 7.1. General

- 7.1.1 The President's Medallion with ribbon to be issued by the National Office to the President upon appointment.

### 7.2. Past-President's Award & Service Certificate

- 7.2.1. Upon leaving the position of President, the Past-President's Medallion with ribbon will be framed in a plaque denoting name, title and term of service.
- 7.2.2. A Service Certificate will be requested from the National Office.
- 7.2.3. The Past-President's Award and Service Certificate to be presented at an Honours & Recognition Presentation Ceremony.

## 8. Nomination Process

- 8.1. To submit a nomination for a President's Commendation, Veteran of the Year Award or Meritorious Service Award please complete form as found at the Members Only Page

## 9. Milestone Birthday Recognition

### 9.1 Eligibility:

- Veteran celebrating 90th, 95th, 100th Birthdays
- Veteran must have provided their date of birth and same is found on the data base.
- Exception: Veteran has requested not to be recognized.

### 9.2 Recognition:

- BD card/letter sent to Veteran from the President ODVA (Secretary) (90 +5 year increment)
- Application for letter from the Governor General (90, 95) by the Director, Honours & Recognition (DHR)
- 100th BD - Application for letter from The Queen [DHR]
- 100th BD - Application for gift from the Mayor of Ottawa (100) [DHR]

### 9.3 Process:

- The Secretary to diary date every October for action by Director, Membership & DHR.
- The Director, Membership & Recruiting to provide the DHR with a National Data Base printout of eligible Veterans for the following year.
- The DHR will notify the Secretary to prepare milestone BD cards for the President
- The DHR will make application to the GG, the Sovereign or the Mayor.

### 9.4 Communications:

- Celebratory listing of ODVA Milestone Birthdays in The Spirit (per issue or annual)
- Celebratory note in relevant monthly electronic bulletin
- Mention by the President at an RGM.
- Acknowledged at the bi-annual H&R Ceremony

### 9.5 Exception:

- Milestone Birth Day recognition for retired R/Ms, C/Ms & PSEs who are not members of the ODVA. (90, 95, 100.)
- If brought to the attention of the ODVA, an ODVA Card, signed by the President may be sent or presented to the retired R/M, C/M or PSE. The Director, Member Services is to obtain full details on the retiree, including date of birth, name, address, telephone number, R/M, C/M & PSE service number or any other pertinent details and provide to the Secretary and President.

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**Commented [WJ2]:** Policy inserted here and copied from the document that indicates that the SOP was APPROVED by DEC on 2016-12-01.

## **10. ODVA Honours & Recognition Committee**

### **10.1. General**

- 10.1.1 As determined by the Division Executive Committee, an Honours & Recognition Committee may be formed to assist in the evaluation of submissions and recommendation(s) for award.
- 10.1.2. The Director, Honours & Recognition will chair the Sub-Committee.

## **11. Honours & Recognition Presentation Ceremony**

### **11.1 General**

- 11.1.1. An Honours & Recognition Ceremony is an occasion for celebration and reflection. Having an opportunity to gather and share experiences is a very powerful means of encouragement while fostering camaraderie and partnerships.
- 11.1.2. An Honours & Recognition Presentation Ceremony will be held annually in May and follow DEC approved Standard Operation Procedures.
- 11.1.3. Photographs will be taken during the presentation of awards with a copy provided to each award recipient.

## **12. Recording of Awards**

- 12.1 To be recorded on ODVA data base and in the Annual Historical Document.

## **13. ODVA Award Items as found at the Members Only Page.**

- 13.1 Photograph of 1<sup>st</sup> President's Commendation Plaque
- 13.2. Photograph of the Veteran of the Year Trophy.
- 13.3. Photograph of General Service Awards.
- 13.4. Photograph of Past-President's Award.
- 13.5 Standardized Honours & Recognition items.
  - 13.5.1 The following items are approved and used by ODVA
    - 13.5.1.1. Prestigious Certificate Master
    - 13.5.1.2. RCMP Veterans' Association Corporate Gold Foil 2" Seal (link to national)
    - 13.5.1.3. Certificate Portfolio/Cover

## **14. External Honours & Awards (links found at the Members Only Page)**

- 14.1. The ODVA may make recommendation(s) for external recognition in support of its Veterans.
  - 14.1.1. **The Canadian Honours System** (The Chancellery): Orders, Decorations & Medals and other Governor General Awards. E.g. The Caring Canadian Award
  - 14.1.2. **The Province of Ontario Honours & Awards**
    - 14.1.3. **The City of Ottawa Awards**
      - 14.1.3.1. The Order of Ottawa celebrates outstanding citizens. This prestigious civic award recognizes exceptional citizen contributions in the many areas of city life including arts and culture, business, philanthropy, health care, education, public service, labour, communications and media, science, sports, entertainment or other fields of endeavour that benefit the citizens of Ottawa.
      - 14.1.3.2. **The Mayor's City Builder Award** is a civic honour created to recognize an individual, group or organization that has, through their outstanding volunteerism or exemplary action, demonstrated an extraordinary commitment to making our city a better place today and for the future. This may

include life-long service, outstanding acts of kindness, inspiring charitable work, community building or any other exemplary achievements.

**14.1.3.3. The RCMP Commissioner's or Commanders' Commendation to a Civilian.**

- 14.1.3.3.1. The Commissioner's or Commander's Commendations for *Bravery* may be awarded to a civilian for outstanding courage or bravery while under hazardous or exceptional conditions while providing assistance to a member or law enforcement at large.
- 14.1.3.3.2. The Commissioner's or Commander's Commendations for *Outstanding Service* may be awarded to a civilian for the completion of an assignment which has been deemed as exceptionally innovative, unique and far beyond that which would be expected from an experienced person doing the same task, which impacted at the national level.
- 14.1.3.3.3. The Commissioner's or Commander's Commendations for *Volunteer Activities* may be awarded to a civilian volunteer who demonstrates:
  - 14.1.3.3.3.1 Outstanding and/or exceptionally innovative volunteer activity, outside the scope of their regular duties, to the RCMP or community at large, in support of RCMP operations, which impacts at an interprovincial, national or international level; or
  - 14.1.3.3.3.2 Outstanding and / or exceptionally innovative activity which sets an example or model for others to follow, or improves the quality of life in a community, and brings considerable honour to the RCMP, which impacts at an interprovincial, national or international level.
- 14.1.3.3.4 The DHR may facilitate a submission in consideration of a Commissioner's or Commander's Commendations in support of a Veteran.

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**ODVA Honours & Recognition Committee**

Good day and Happy New Year to everyone.

With the New Year having arrived, it's time for the Ottawa Division Veterans Association (ODVA) membership to commence the process of considering nominations for various awards, honours and recognition, as submitted by you, members of the ODVA.

As in years past, the yearly awards banquet will be held in May, 2020 and the ODVA Executive is looking forward to a robust slate of nominations. In order to assist the Director of Honours & Recognition, we are seeking volunteers from the corners of our ODVA area, to form a sub-committee. Participants would be able to assist the Director in the identification, evaluation and submission of recommendations for the various awards covered by the ODVA Honours and Recognition Program Policy, 2020 version.

If you are interested in volunteering for such a role please contact the ODVA Director of Honours and Recognition at [ottawa.honoursrecognition@rcmpva.org](mailto:ottawa.honoursrecognition@rcmpva.org).

Thank you.

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**Comité des honneurs et distinctions, AVDO**

Bonne journée et bonne année à tous.

La nouvelle année étant arrivée, il est temps que les membres de l'Association des vétérans de la division d'Ottawa (AVDO) entament le processus d'examen des candidatures pour divers prix, honneurs et distinctions, tels que soumis par vous, membres de l'AVDO.



Comme par les années passées, le banquet annuel de remise des prix aura lieu en mai 2020 et l'exécutif AVDO regarde pour une liste solide de nominations. Afin d'aider le directeur des distinctions honorifiques et de reconnaissance, nous recherchons des bénévoles des coins de notre région AVDO pour former un sous-comité. Les participants pourraient aider le directeur à identifier, évaluer et soumettre des recommandations pour les divers prix couverts par la politique du programme horaire et de reconnaissance AVDO, version 2020.

Si vous êtes intéressé à vous porter volontaire pour un tel rôle, veuillez contacter le directeur des distinctions honorifiques et reconnaissance, AVDO à [ottawa.honoursrecognition@rcmpva.org](mailto:ottawa.honoursrecognition@rcmpva.org).

Merci.

.....  
**Director of Membership & Recruiting**

The Member Database is back in operation and I've been able to download and reformat a new nominal roll (see attached).

Some stats. for you, with the caution that some December renewals are to be recorded yet:

Active members paid for 2020:	318
Associate members paid for 2020:	11
Honorary members:	5
Life members:	32
Total paid for 2020:	366
Total members unpaid for 2020:	228

For your info., we have a total of 457 members paid for 2019.

Don Harrison, CM 0722 (Ret'd)

Director-Membership

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**Ottawa Division Treasurer's Report:**

Attached please find the Treasurer's report for both November and December.

November's report reflects year to date Expenditures of ~\$54.5K and Income of ~\$64.6K, for a net surplus of ~\$10.1K. December's report reflects year to date Expenditures of ~\$56.3K and Income of ~\$75.3K for a net surplus on the year of ~\$19K.

As mentioned at DEC on Wednesday, the surplus is largely a matter of timing and attributable to increased activity in terms of dues payments over the last two months. I believe that the increased communication bulletins and the early bird draw contributed to this increased activity, and I would recommend we follow a similar process this fall. Having the dues paid sooner allows us to pay the National share in a timely manner, and reduces the follow up required for those who have not yet paid. Apart from dues, another factor contributing to the surplus, is the fact that a payment to Beechwood remains outstanding, and will be processed next week.

FYI - over the next few weeks, I will be doing the analysis of our 2019 year - end results compared to our 2019 posted budget. We definitely finished the year within budget, but I'd like to further review where we might have additional flexibility or if we need to make adjustments of any kind. I will also complete the final reconciliation and payment to National for 2019 dues and prepare the first payment for 2020 dues. Given the introduction of e-Commerce, I expect a few reconciliation challenges. I will also prepare the year end reporting package for submission to National.

RECORD FOR RGM 2020.01.14

Please let me know if you have any questions.  
 Thanks,  
 Carol.

ODVA Treasurer's report as at November 30, 2019  
 2019-01-01 through 2019-11-30 (in Canadian Dollars)

2020-01-11

Page 1

Date	Account	Description	Memo	Category	Amount
<b>INCOME</b>					<b>64,660.43</b>
Donations Received					20,720.00
Interest Inc					3,480.49
Membership Dues					22,664.00
Cash					2,465.00
Cheque					9,687.00
E-transfer					10,402.00
Late Payment Admin Fee					110.00
Other Income (Business)					282.50
QuarterMaster Sales					2,908.75
<b>Revenues</b>					<b>2,820.94</b>
Entertainment Comm					1,441.05
Floral Tribute Repayment - RCMP BTF					1,099.89
QuarterMaster Sales					280.00
Revenues - Bruce Denniston Society					11,783.75
<b>EXPENSES</b>					<b>-54,495.18</b>
Uncategorized					-60.00
Bank Fees & Charges					-217.00
Charitable Donations Given					-17,667.00
Beechwood Foundation					-5,667.00
Bruce Denniston Bone Marrow Society					-4,800.00
Bursaries , Education Awards					-5,000.00
Other					-2,200.00
2019-02-11	00006-106...	RCMP Pipe...		Charitable ...	-700.00
2019-03-14	00006-106...	Ottawa Are...	Support fo...	Charitable ...	-1,000.00
2019-10-02	00006-106...	Royal Otta...	Donation r...	Charitable ...	-500.00
Communications Committee					-6,484.73
Div Exec Committee					-3,964.94
Entertainment Committee					-1,438.12
Honours & Recognition Committee					-3,340.68
Member Services					-1,577.41
Membership & Recruiting					-316.17
National Division Payments					-14,023.00
QuarterMaster					-3,679.41
Sgt. At Arms					-1,726.72
<b>OVERALL TOTAL</b>					<b>10,165.25</b>

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ODVA Treasurer's Report as at December 31 - 2019  
 2019-01-01 through 2019-12-31 (in Canadian Dollars)

2020-01-11

Page 1

Date	Account	Description	Memo	Category	Amount
<b>INCOME</b>					<b>75,370.81</b>
Donations Received					21,248.00
Interest Inc					3,800.87
<b>Membership Dues</b>					<b>32,139.00</b>
Cash					2,525.00
Cheque					15,708.00
E-transfer					13,796.00
Late Payment Admin Fee					110.00
Other Income (Business)					282.50
QuarterMaster Sales					3,158.75
Revenues					2,957.94
Entertainment Comm					1,578.05
Floral Tribute Repayment - RCMP BTF					1,099.89
QuarterMaster Sales					280.00
Revenues - Bruce Denniston Society					11,783.75
<b>EXPENSES</b>					<b>-56,363.94</b>
Uncategorized					-60.00
Bank Fees & Charges					-237.00
Charitable Donations Given					-17,667.00
Beechwood Foundation					-5,667.00
Bruce Denniston Bone Marrow Society					-4,800.00
Bursaries , Education Awards					-5,000.00
Other					-2,200.00
2019-02-11	00006-106...	RCMP Pipe...		Charitable ...	-700.00
2019-03-14	00006-106...	Ottawa Are...	Support fo...	Charitable ...	-1,000.00
2019-10-02	00006-106...	Royal Otta...	Donation r...	Charitable ...	-500.00
Communications Committee					-6,484.73
Div Exec Committee					-4,566.67
Entertainment Committee					-1,518.04
Honours & Recognition Committee					-3,340.68
Member Services					-2,366.52
Membership & Recruiting					-316.17
National Division Payments					-14,023.00
QuarterMaster					-4,057.41
Sgt. At Arms					-1,726.72
<b>OVERALL TOTAL</b>					<b>19,006.87</b>

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