

**DOMINION COMMAND  
MINUTES OF THE RITUAL AND AWARDS COMMITTEE  
LEGION HOUSE  
Via ZOOM Conferencing, 27 July 2023 at 10:00HRS**

File: 51-2

In Attendance:           Blaine Kiley – Chair  
                              Tony Chevalier – Member  
                              John Cher – Member  
                              Jack Porter – Member  
                              Don McCumber – Member  
                              Charls Gendron – Coordinator  
Missing:                 Mary Ann Latimer – Vice Chair

**1.     OPENING RITUAL**

The meeting commenced at 10:00hrs and the opening ritual was observed.

**2.     APPROVAL OF AGENDA**

MOTION: It was moved that the agenda of the committee meeting be adopted.

**CARRIED**

**3.     MOTION TO DEVIATE**

MOTION: It was moved to deviate from the agenda if so required.

**CARRIED**

**4.     CHAIR'S OPENING REMARKS**

The Chair thanked everyone to attend a meeting during the recess summer months .

**5.     CORRESPONDENCES**

Nil.

**6.     ADMINISTRATION**

Nil.

**7.     PREVIOUS MINUTES**

The minutes of the last meeting held on 25<sup>th</sup> May 2023, were reviewed.

**MOTION:** To approve the Minutes of 25<sup>th</sup> May 2023.

**CARRIED**

## 8. Chapter 2 RAP MANUAL

In light of a few issues earmarked in recent award submissions, the Chair presented some amendments to the members for discussion to update the sections in reference in order to have a smooth process of submission at all levels of the process:

201 d. As the Life Membership is no longer an “award” but a Membership category which is not under the responsibility of this committee, to remove the wording “Life Membership” of that section.

**CARRIED**

201 k. Submissions for any award must reached the National Command Ritual and Award Committee for review NLT 12 months after the nomination has been “Carried” at the applicable meeting.

**CARRIED**

207 b. Full names (not only first or last) will be required to be recorded in any minutes under the award nomination entry. Word “Full” to be added to the sub-section. This to apply equally to the nominee, the nominator and seconder.

Furthermore, to this sub-section, wording to be amended that specify (As directed by RCL General By-laws in reference to Minute recording) that all submitted nomination Minutes with the nomination line-item must be signed by **both** the Branch President and Branch Secretary or their Delegates for that specific meeting. With that change, sub-section 201 d. will be removed.

**CARRIED**

208. The wording in the last phrase should be modified to read that if a nominee has received a Life Membership, the citation for Life Membership should be submitted as to show that service references is not duplicated but depict events that were accomplished since.

**CARRIED**

218. Wording change from “generally considerate” to “must be a minimum period of”.

**CARRIED**

220 b. That section should reflect the same wording as Section 207 b.

**CARRIED**

224 to 231. As Life Membership is no longer a responsibility of the Ritual and Award Committee, the Committee Coordinator will contact the Membership Department to discuss if any of the information/direction contained under these sections are published in other RCL National Command documents that would then lead to the removal of these sections from the Ritual and Award Manual.

**ACTION: Coordinator**

## 9. Chaplain Manual

The Chair updated the Committee on the action taken so far for this review in line with the previously carried motions. The group composed of four members of their respective

religious affiliation will now initiate that manual review and provide the Chair an update by the end of August 2023 followed by a final first revision draft at the end of November 2023.

#### 10. REVIEW OF APPLICATIONS

Command	MSM	MSA	Palm to MSM	Palm to MSA
PEI	2			
SK			1	
ON	2		1	
BC	2			

#### 11. NEW or GENERAL BUSINESS

NTF.

#### 12. FUTURE MEETING

Over the summer months (June, July, and August), meetings will be held electronically unless requirements surface for a zoom type meeting. August 24th is earmarked if such requirement arises.

#### 16. CLOSING COMMENTS

The Chair concluded in thanking everyone and wished them time for the remainder of the summer period.

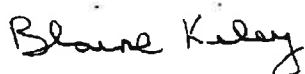
#### 17. MOTION TO ADJOURNMENT

MOTION: It was moved to adjourn the meeting.

**CARRIED**

#### 18. CLOSING CEREMONY

The business being concluded; the meeting was adjourned at 11:07 AM.



Blaine Kiley

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Committee Chair



Charls Gendron

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Committee Secretary

