



Army Cadet Exchange

2008 PLANNING CONFERENCE AGENDA **OTTAWA, ON - CANADA (01 to 03 Oct 2008)**

Welcome to the ACE planning conference 2008 in Ottawa, Ontario (Canada). The dates of the conference will be October 1st to October 3rd and will be located at the Holiday Inn Hotel and Suites in Ottawa, Ontario, right in the heart of Canada's National Capital. The Canadian delegation is proud to host the 2008 ACE Conference and has planned a balance of business meetings and cultural events that will highlight the bilingual nature of our country.

Registration

For planning purposes it is important to complete the Conference Registration Form. Please let us know how many delegates (include travel companions) representing your country and the full name (and rank if any) of your delegate(s). Please use the registration form in order to register your delegation and please respect the deadline of July 31st, 2008.

Accommodation

Canada will handle your advanced arrival or if you would like to stay a few extra days in Ottawa, Montréal or Toronto our staff will be able to help you plan the trip. Delegates will incur the expense of hotel accommodation at \$132.21 CDN per night for a single standard room or \$143.51 CDN per night for a double standard room, telephone charges, bar purchases (other than official receptions) and personal incidentals.

Please fill the Holiday Inn Reservation Form and note that it must be forwarded to the hotel before July 31, 2008. The Holiday Inn Reservation Form and the ACE Conference 2008 Registration Form should both be sent to Major Guy Peterson as mentioned on the form.

Meals

Canada will assume cost of all meeting facilities, Meet & Greet, tours, coffee breaks, meals (Wednesday Breakfast through Friday Lunch), including the official dinner Thursday evening.

Transport – Ottawa (YOW)

We will arrange transport from Ottawa International Airport on your arrival and for delegate departures Friday and Saturday. Delegates arriving early or departing later may use taxi or the airport shuttle service. Do not forget to provide us with Airline arrival / departure dates and times on your Registration form. When we'll receive this information we will confirm it back to ensure that you will be met at the airport.

Conference Organizers

ACE President - Terence Whitty (Canada) twhitty@armycadetleague.ca
Host Representative: LCol Christian Bergeron Bergeron.C5@forces.gc.ca
(613) 992-6081
Point of Contact - Maj Guy Peterson Peterson.JG@forces.gc.ca
(613) 995-6692 / (613) 203-4138

*Unless otherwise stated, dress for the conference will be "Business Casual"
(Open neck shirt – no tie – equivalent casual dress for females).*

Uniforms are not required but may be worn at official dinner at delegates' preference.

Wednesday – October 1, 2008

0800 - 1600 Representatives arrival - met by CF Officers and Vehicles
1600 - 1800 Check in at Hotel – Welcome Desk
1800 - 2000 Meet & Greet Reception – *Room 1501 at Holiday Inn Hotel and Suites*

Thursday – October 2, 2008

0700 - 0800 *Breakfast*
0830 - 0900 Opening remarks, greetings and introductions –
Remarks by:
Director Cadets and Junior Canadian Rangers – Col D.W. Fletcher
President Army Cadet Exchange – Terence Whitty
Oxford Room at Holiday Inn Hotel and Suites
0900 - 1000 Feedback on 2008 Exchanges
Nation delegations provide 15 minutes presentation
1000 - 1015 *Coffee Break*
1015- 1130 Feedback on 2008 Exchanges continues
1130 - 1215 *Lunch at Carmello's*
1215 - 1300 New applicant nations present their proposed programs.
1300 - 1430 Bilateral talks for 2009 Exchange
1430 - 1445 *Coffee Break*
1445 - 1530 Presentation of 2009 Exchanges (3)
Nations provide 15 minutes presentation of 2008 program.
1730 – 1830 Canadian Army Cadet Training Presentations

*Cartier Square Drill Hall,
Home of the Governor General's Foot Guards and The Cameron Highlanders of
Ottawa.*

1845 - 2200 Official dinner at the Ottawa Army Officers' Mess, Somerset Street,
Uniform, Civilian Business Suit; Female - equivalent.
Dinner will be served at 1930.

Friday – October 3, 2008

0700 - 0800 Breakfast

0830 - 1015 Presentation of 2009 Exchanges (Continues) (6)
Nations provide 15 minutes presentation of 2009 program.

1015 - 1030 Coffee Break

1030 - 1130 2009 Exchanges - Verification of escort and cadet numbers (sending and receiving)

1130 - 1145 ACE Financial Report (Treasurer)

1145 - 1200 Discussions and Scheduling for Future Conferences 2009 - 2013

1200 Closing Remarks
Military Host – LCol Christian Bergeron
ACE President - Terence Whitty

1230 Lunch at the Holiday Inn Restaurant

1330 Representative departure begins as required

Cultural Tours

1400 Tour Trolley-Double Decker, City Tour of Ottawa landmarks
Stop and Go Option
(No dress requirement)

1700 Optional Light Dinner in Ottawa's Famous Byward Market
Casual dress as above

Saturday October 4, 2008

- Representative departure continues
- Transport to Ottawa International Airport available.

Optional Activities

- Breakfast/Brunch
- Visit of the Parliament of Canada, War Memorial and the Tomb of the Unknown Soldier
- Visit the War Museum

Interesting Links

Ottawa International Airport
(MacDonald-Cartier International Airport YOW) <http://www.ottawa-airport.ca/index-e.php>

Holiday Inn Hotel and Suites
(Ottawa, On) <http://www.hiottawa.ca/>

National Capital Commission <http://www.capcan.ca/bins/index.asp>

Ottawa Tourism <http://www.ottawatourism.ca>

Ontario Tourism <http://www.ontariotravel.net>

Canadian War Museum <http://www.warmuseum.ca/>

Byward Market <http://www.byward-market.com/>

The Parliament of Canada <http://www.parl.gc.ca/>

The Tomb of the Unknown Soldier
<http://www.vac-acc.gc.ca/remembers/sub.cfm?source=memorials/tomb>