



AIR CADET LEAGUE OF CANADA

EC Teleconference ROPs

October 10 2012

MEETING INFORMATION

Meeting Date: October 10^h 2012

Time: 1900hrs

Location: Teleconference

Purpose: Regular Scheduled Meeting

ATTENDANCE

Ken Higgins	Present	Fred Johnsen	Present
Bob Robert	Present	Thomas Taborowski	Present
Tom White	Present	Candace Denison	Present
John Walker	Absent	Bob Burchinshaw	Present
Keith Mann	Present	Colonel Yves Therrien	Present

AGENDA

1. Administration

1.1. President's Opening Remarks – K. Higgins

K. Higgins welcomed everyone to the call.

1.2. New Items for Agenda – K. Higgins

No additions.

1.3. Approval of Agenda – K. Higgins

Moved By: B. Robert

Seconded By: T. White that the Agenda be approved.

Carried

1.4. Approval of Record of Proceedings – EC Meeting February 2012– K. Higgins

Moved By: K. Mann

Seconded By: F. Johnsen that the ROP of the August 2012 EC meeting be approved.

Carried



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2. Information

2.1. President's Report – K. Higgins

K. Higgins distributed the following report to the EC members prior to the call:

Following the BOG conference call of Sept 5th from Sept 6th to 22nd 1st VP Tom White acted for me during my absence. Thank you, Tom.

From Sept 16th to 21st I attended the IACE Association Conference in Toulouse, France. Also present at the conference as part of the Canadian contingent, Brent Wolfe, former President and Honorary President of the IACE Association, Lt. Colonel Therrien and Major Giroux. Canada's presentation included a brief review of IACE 2012 and then a power point presentation by Lt Col Therrien about the 2013 visit moving west to Alberta. A couple of questions were asked about the extra distance from Europe and arriving and departing from different cities. New Zealand pointed out that they do that all the time – Auckland in and Christchurch out. And that was it. A good presentation earned a positive reception.

Negotiations between countries as to # Cadets and Escorts Inbound, # Cadets and Escorts Outbound for 2012 resulted in Canada sending Outbound 76 cadets and 10 escorts and 77 Cadets Inbound and 8 Escorts. With 2 staff cadets, 2 Host staff and 1 DCdts plus 2 bus drivers there will be 92 persons travelling around Alberta

Looking ahead to 2016 when Canada hosts the International Air Cadet Exchange Association Conference in Ottawa and comparing the schedule of hosted activities provided for delegates and partners in Toulouse, the current level of annual contributions to the fund will probably fall short if we intend to match similar itineraries and hosted events. I recommend we consider appointing, after the 2013 AGM, a VP who will be in office in 2016 (the next one elected if we intend to start formal planning and budgeting in the summer of 2013). He or she will head up a working group to include representation from the National Office, IACE Committee and DCadets. This will be to ensure the 2016 conference is well planned and adequately funded. A great resource person to participate on this working group would be Brent Wolfe, former President IACE Association and Honorary President IACE Association, whose knowledge and credibility with the organization would be invaluable to this project.

I was the guest of BCPC at their AGM in Kamloops, BC, Sept 28, 29 and 30th. It was well attended. 9 BCPC Directors, 69 Voting Members, 11 RSCU Staff, 42 Squadrons with 51 CIC, 92 SSC members for a 200+ attendance. Workshops on a range of topics, some jointly presented by BCPC members and RCSU Staff were well attended and received. I was also the Speaker at the Annual Dinner Sept 29th.

I would be remiss if I were not to make mention of the continuing work of Gov Bob Burchinshaw as he finalizes the League's submission to comply with the Canada Not for Profit Corporations Act, an arduous task indeed. I also wish to acknowledge the contributions of Bob Robert and Candace Denison to this very important topic.

2.2 Executive Director's Report – C. Denison

The ED distributed the following report the EC members prior to the call:

I have applied for and received approval that we will be receiving \$120,000 in free advertising through Google Grants. The initial account setup has been completed and I'm awaiting their review and account credit (can take up to 6 weeks).

With approval from John Scott, I purchased a discounted 1 year membership to GrantStation (Regular \$699 on sale for \$103). A membership provides access to a comprehensive set of grant research tools that link organizations to current sources of grant money and teach organizations how to secure available funding.

The Transport Canada Exemption is now in place. There is no expiry date although TC now must be informed of any changes negotiated between DND & ACL in regards to the "Goods & Service Contract".



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October 3rd there was a meeting between several National Youth Organizations with guest speaker Steve Kent of Scouts Canada. He discussed what they did right on their abuse files and what they left out. A sharing of best practices occurred.

I attended the RCAF change of command ceremonies in Ottawa. Was surprised to see the documentation and MC often refer to the "Chief of the Air Force Staff" instead of "Commander" which we have been using.

September 27th I briefly met with Col Pratt who came into the office to casually discuss matters. He informed me he will make a point of calling all League Presidents on a monthly basis.

We've had a glider incident occur in Lachute QC, a glider being towed by a truck was damaged, estimated repair cost of \$9500. I'm working with our insurance to have the claim processed promptly.

The Army Cadet League is currently involved with the Sikh community in BC, resulting in unfortunate press coverage. A Cadet Corp wants to open with the name "Surrey Sikhs", it has been decided this is not an all-inclusive name and will not be approved. It is escalating to the Ministers Office and may have future Air Cadet repercussions.

Holiday hours were discussed, the National Office will be closed between December 24, 2012 and returning January, 2013.

2.3 Finance Committee Report – J. Walker

The Financial Statements were provided to participants prior to the call. No report submitted.

2.4 Provincial Chairs Report – T. Taborowski

No report provided. T. Taborowski added that he is undertaking preparations for the SAM and will present a full report at that time.

2.5 DCdts SSO Airm Report – Y. Therrien

Y. Therrien informed that Major Pierre Giroux has left his position as DCdts 4-5. He will now be working within Eastern Region. Captain Simon Caron will be promoted into the position.

Vintage Wings is interested in flying Cadets this summer. Supportive as they do have an educational portfolio yet concerned that the program has been made public and full financing isn't in place. It was agreed that there is potential and we should continue to investigate options and participate.

Y. Therrien enquired if proper recognition was given to our Rick Mercer contact. Discussion ensued, it was agreed that some form of recognition is warranted.

Y. Therrien commented on his concerns over the cadets.ca website. He is working on having it updated with current information shortly.

3. Business Arising

3.1 Cadet Supervision Update – G. Fabes **In Camera**

3.2 Screening & Registration Update – F. Johnsen

F. Johnsen informed that the BOG suggestions on the National Screening & Registration handbook were received and the National Office is working on compiling the recommendations into a draft form. F. Johnsen has communicated with the Army & Navy League and will also be taking their feedback into consideration.



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T. White asked for clarification on the policy when a volunteer moves from one region to another. C. Denison mentioned that the policy is outlined in the Provincial Handbook. F. Johnsen suggested that the SSC & PC Handbooks be merged into one handbook. C. Denison to action.

K. Mann enquired into the process of an individual moving between the Army, Navy and Air Leagues. F. Johnsen commented that it is possible but mentioned a slight difference in that the other Leagues manage everything at the National level and not the Provincial.

F. Johnsen expressed concern over confidential files being at risk. Files may be held in volunteer residences. B. Robert mentioned that this was a project of his during his Presidency, he worked towards having each PC with a manned office manned to be a depository for safeguarding information and continuity. T. Taborowski commented that the ACL has limited to no control over who has access to these files and recommends that some form of national repository be set for exposure protection. It was agreed that a National Strategy for Securing Sensitive Information will be on the upcoming BOG agenda.

4. New Business

4.1 SAM/BOG Agenda item: proposed 1hr on "Fundraising Issues" – K. Higgins

K. Higgins is seeking agreement that at least an hour be dedicated to what the Resource Generation Committee during the SAM BOG meeting. He is seeking answers to three questions, what do we want the money for, what is our message, what is our donor recognition policy. K. Higgins will request that Committee Chairs submit written reports to the BOG to allow time on the agenda to establish a clear direction for the FGC. The Executive Committee agreed.

K. Mann mentioned that the BOG meeting was previously approved to be held on the Thursday evening to accommodate other committee schedules. It was agreed that this will allow for maximum participation.

4.2 National Treasurer Interim Appointment – K. Higgins

K. Higgins stated that he spoke with J. Walker and was informed he was recently diagnosed with a serious medical issue. B. Robert has agreed to act as National Interim Treasurer.

Motion: We the Executive Committee move that Mr. Bob Robert be appointed interim national treasurer in the absence of John Walker and that the interim appointment be reviewed at the BOG teleconference on January 9, 2013.

Moved By: K. Mann

Seconded By: T. White that the motion be approved.

Carried

4.3 NFP Communication Strategy for Members to Associate – K. Higgins

Discussion took place on how to effectively communicate with the individuals impacted by the new CNCA changes. It was decided that a formal letter, drafted by B. Burchinshaw, will be distributed. The intention of this letter is to inform of title changes and avoid any miscommunication or feelings of estrangement. K. Mann mentioned that the individuals that hold multiple positions should be handled delicately. K. Higgins agrees that special effort should be made to communicate with these individuals.

4.4 NFP Legislation – League Proposal – B. Robert

B. Burchinshaw updated the EC on the NFP Legislation process. Our special resolution was passed at our June 2012 AGM, submitted to Industry Canada and approved. A PPM submission can now be prepared to implement the bylaws as revised. By processing this update, a former class of non-voting members will be eliminated from the PPM (honorary positions). It is recommended that under the one League concept, a new section 3.2.2.1 be created within the PPM.

Our lawyer has advised that Under the CNCA, the term "member" is frowned upon when describing a non-voting class. By having "Honorary Members" this may leave us open for slight risk. With the help of B. Robert a section 3.2.2.1 was drafted for consideration.



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It is recommended that we will continue to identify articles to be included in our Certificate of Continuance; this document will replace our Letters Patent and will become our Constitution. To give control of items to the ACL, our lawyer recommends that we adopt a minimalist approach. Bylaws will only have mandatory articles, the remainder to be retained in the PPM.

Discussion on the draft 3.2.2.1 took place. B. Robert emphasized that this concludes the membership issue he tasked the Advisory Board with during his Presidency. F. Johnsen requested that "Screened and Registered" be removed from certain bullets and included in the header to enforce that all volunteers who make up the one-League concept must be Screened & Registered.

Motion: We the Executive Committee recommend, to the Board of Governors, the adoption of the introductory paragraph to PPM submission 3.2.2 human resources as modified.

Moved By: B. Robert

Seconded By: K. Mann that the motion be approved as modified.

Carried

Motion: We the Executive Committee recommend to the Board of Governors the adoption of proposed PPM article 3.2.2.1, adopting the word "Associate" and keeping the key word "Member" in describing our National Non-Voting Members.

Moved By: B. Robert

Seconded By: F. Johnsen that the motion be approved.

Carried

Motion: We the Executive Committee, shall proceed to develop a shortened or minimalist version of our Bylaws to satisfy the requirements of the Canadian Not-for-profit Corporations Act.

Moved By: B. Robert

Seconded By: T. White that the motion be approved.

Carried

5. Conclusion

5.1 Reports of the Vice-Presidents – Various

T. White mentioned that a Wreaths Across the Border ceremony will be taking place at noon (Eastern) on December 8th. The Civil Air Patrol is creating a joint website, www.GoAirCadets.com. K. Higgins enquired if lobbying was required with certain RSCU's to establish their support? T. White and Y. Therrien will draft a letter to encourage participation and distribute where required.

K. Mann requested some time on the BOG SAM agenda to obtain approval on decisions of 75th Anniversary Committee.

5.2 Good and Welfare of the ACL – All

B. Robert informed that four ACL members have received the Queens Jubilee Medal. Due to his submissions to local MPs, Fred Johnsen, Ron Ilko, Max Goldack and Jan Reidulff will soon be recognized for their service. Although deserving, the nominations of Bob Goudie and Len Jenks were declined. T. Taborowski commented that John Scott will also receive his, unfortunately David Hayden was declined.

5.3 Next Meeting – K. Higgins

The next meeting of the Executive Committee will take place by teleconference on November 7th, 2012.