



# AIR CADET LEAGUE OF CANADA

## EC Teleconference ROPs

No In Camera

October 5th 2011

### MEETING INFORMATION

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**Meeting Date:** October 5<sup>th</sup> 2011

**Time:** 1900hrs

**Location:** Teleconference

**Purpose:** Regular Scheduled Meeting

### ATTENDANCE

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Bob Robert	Present	Keith Mann	Present
Grant Fabes	Present		
Ken Higgins	Present	Darlene LaRoche	Present
Tom White	Present	LCol. Yves Therrien	Absent
John Walker	Present	Sarah Matresky	Present

### AGENDA

#### 1. Administration

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##### 1.1. New Items for Agenda – B. Robert

- T. White added item 4.4 Challenge Coin
- D. LaRoche added item 4.5 SAM Agenda

##### 1.2. Approval of Agenda – B. Robert

**Moved By:** K. Mann

**Seconded By:** T. White that the Agenda be approved as amended.

Carried

##### 1.3. Approval of Record of Proceedings – EC Meeting August 10<sup>th</sup> 2011– B. Robert

**Moved By:** J. Walker

**Seconded By:** K. Mann that the ROP of the August 10th EC meeting be approved as published.

Carried

#### 2. Information

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##### 2.1. President's Report – B. Robert

B. Robert thanked everyone during this busy time of year for their reports, phone calls and emails that highlighted much of the good work that is going on within the League. Three provincial AGMs have already taken place, and B. Robert attended the Quebec and Ottawa Valley AGM. He reported that it was a fine affair with many workshops and kiosks including one about tagging and another that mapped our target demographic and areas where recruiting efforts should be focused. F. Provencher was elected the new Chair of QC&OV.

B. Robert also reported that he attended the IACEA conference in Amsterdam. Canada will have eighty-one (81) cadets and eight (8) escorts participate this year. Canada will also be receiving seventy-eight (78) cadets and ten (10) escorts for 2012. He also confirmed that it is now official - the ACL will be hosting the IACEA planning conference in Ottawa in 2016.

B. Robert stated that the VCDS is unavailable to be the guest of honour for the SAM due to a conflict with the Vimy dinner on the same night. B. Marcotte, of the Canadian Space Agency will be approached next.



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### 2.2. Executive Director's Report – S. Matresky

The ED indicated that her report was included in the supporting material. She thanked the BCPC for having her to their AGM the week before - she really enjoyed their meeting. She added that she circulated an email regarding a report from the CRS concerning how they will conduct their review of the next twelve months. The report stated that they will be looking at the relevancy of the National Offices of the Leagues and their mutual working relationship with National Defence.

S. Matresky also reported that she is researching online member training sites that would best suit the needs of the League.

### 2.3 Finance Committee Report – J. Walker

J. Walker said Pestergram #33 was circulated last week. He also circulated the second quarter financial results to everyone the other day and added that the finances of the League are in good shape. Some of the League's investments are also coming due in November and he will be working with S. Matresky on the reinvestments in the next few weeks. J. Walker added that J. Scott was concerned after reading the comments on the financial statements that the National Office was undertaking some fundraising that J. Scott was not aware of as Chair of the NRG. J. Walker replied that the fundraising refers to the annual letter writing campaign which was in the budget and a normal process until a replacement is found. B. Robert made a comment about revenues accruing over the entire year and suggested that J. Walker indicate on the statements which items accrue.

### 2.4 Provincial Chairs Report – D. LaRoche

D. LaRoche reported that Alberta recently purchased a Dream Flyer and trailer decals advertising the program. The trailer will be used all over the province and will gain much exposure. Photos were circulated by the ABPC with the announcement earlier in the week. Discussion ensued regarding the Member Training fund. It was determined that a policy should be put in place (by Members Committee) to more clearly define what the funds can be used for and how they can be claimed.

### ACTION: Members Committee

### 2.5 DCdts Report – LCol. Y. Therrien

LCol. Y. Therrien sent his regrets.

## 3. Business Arising

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### 3.1 Cadet Supervision File – G. Fabes *\*In Camera \**

### 3.2 Ownership and Registration of Aircraft – S. Matresky

S. Matresky reported that she received a legal opinion from the lawyers regarding the registration of the League's aircraft to DND. The lawyers believe that the proposed arrangement does not work out in the League's favour and further steps should be taken. They suggest the League enters into a formal lease agreement with DND and the lawyers included the forms involved in the process. S. Matresky added that she has yet to speak with Transport Canada. All communications with TC have been done via LCol Therrien who advised the League that he wanted to break the ice with them beforehand and promised to include the ACL in all subsequent meetings. S. Matresky feels the issue is becoming one sided and is recommending that TC participates in discussions at the Semi-Annual Meeting. She will bring this up with the Aviation Committee in the near future. B. Robert stated that the League needs to get approval from each individual province to confirm that they are in agreement in handing over their aircraft before the BOG considers the issue.

### ACTION: Executive Director



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### 4. New Business

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#### 4.1 Child Tax Credit – D. LaRoche

D. LaRoche said that she has had several inquiries from provinces as to whether or not they are to give a child tax (sports) credit for membership dues (fees charged by squadrons for cadets participating in the program). J. Walker is unsure as this is the first he has heard of the issue. B. Robert suggests that the League contact the CRA to get their official position.

**ACTION: Treasurer, Executive Director**

#### 4.2 Summary of Insurance – S. Matresky

S. Matresky reported that she has put together an insurance summary booklet to help the members better understand the League's insurance coverage. When the document is approved, she hopes to distribute it in print at the SAM. She asked that any feedback be provided within a week's time. She is also hoping to obtain additional information regarding coverage provided by the military.

**ACTION: Executive Director**

#### 4.3 IACE – The Way Ahead - B. Robert

B. Robert reported that the OPC can no longer find host families for the IACE program. QC&OV has also expressed their difficulties in finding host families for the exchange, but will continue for 2012. This situation will cause some changes to the budget (20k-30k) and of course the itinerary. B. Robert added that for 2013 the committee is looking at relocating the itinerary to Alberta and BC, as they have indicated their willingness to host the IACE. A planning meeting with DCdts has been requested for next week and the budget process will be submitted after the SAM. Discussion regarding the itinerary ensued. B. Robert thanked D. LaRoche for taking on the new venture with such enthusiasm and looks forward to seeing the draft proposal by BC and AB at the SAM (it is understood that there is not enough time to have a full plan in place by the SAM).



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### 4.4 Challenge Coin – T. White

T. White proposed the idea of a new challenge coin/presidential coin for the National President. He added that this coin would differ from the current 'Thank You' coins already in stock. The coin would be a way of reciprocating when a coin is given to the National President, which occurs from time to time. Current procedures for the challenge coin for Civil Air Patrol and the Chief of the Defence Staff were discussed as well as the difference between a 'challenge coin' and an 'award coin' and design possibilities.

**Moved By:** T. White

**Seconded By:** J. Walker That T. White will investigate the possible production of a coin for the President's year and determine cost and number of coins to be struck and report back to the EC.

Carried

**ACTION:** T. White

### 4.5 SAM Agenda – D. LaRoche

D. LaRoche is wondering how the agenda will be handled for the SAM because as the Chair of Chairs she is required to be in a number of meetings and wants to avoid any possible conflicts. G. Fabes commented that the possibility of restructuring meetings so everyone can attend is limited as there is really only one day for everyone one to meet. D. Laroche also asked for some time to do the IACE presentation and it was decided that the best time would be at the Saturday meeting. S. Matresky agreed to make the arrangements.

**ACTION:** Executive Director

## 5. Conclusion

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### 5.1 Reports of the Vice-Presidents – Various.

T. White reported that he received no new information on the Wreaths Across America project to date. He will however send out an email to squadrons bordering with the US to give them advanced notice that this activity will likely take place. T. White added that he will have the CAP representative in Montana contact D. LaRoche to make arrangements for squadrons in Alberta to participate.

**ACTION:** T. White

K. Higgins reported that the BCPC had an excellent AGM this past weekend, which included a workshop on Registration and Screening. S. Matresky was on hand as a co-presenter at the workshop. LCol. Maryse Carmichael was the guest of honour.

J. Walker announced that in the next few weeks he will be sending out the annual request for budget items.

K. Mann reported that he had the pleasure of attending the NB AGM recently and thanked the members of the committee for their hospitality. It was an excellent meeting.

B. Robert added that the deadline for CPGI submissions for inclusion in the NCC report is October 7<sup>th</sup>.

### 5.2 Good and Welfare of the ACL – All

D. LaRoche gave a quick update on F. Johnsen and reported that he is recovering well from his surgery.

### 5.3 Next Meeting – G. Fabes

The next meeting of the Executive Committee will take place November 2nd 2011.