



Edmonton, AB
18-20 June/juin 2015



74th ANNUAL GENERAL MEETING
74^e ASSEMBLÉE GÉNÉRALE ANNUELLE



[illegible]



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MEETING ATTENDEES

Board of Governors

Keith Mann President
Tom White Past President
Don Doern 1st Vice-President
Don Berrill VP, Treasurer
Fred Johnsen Vice-President
Bob Burchinshaw
Thomas Holland
Geoffrey Johnston
Darlene LaRoche
Lloyd MacIntyre
Merv Ozirny
John Scott
Thomas Taborowski
Hille Viita
Ernest Wiesner

Advisory Board

Guy Albert
Gilles Cuerrier
Irene Doty
Max Goldack
Bob Goudie
Craig Hawkins
David Hayden
Fred Hopkinson
Ron Ilko
Leonard Jenks
Jim McKeachie
Jan Reidulff
Bob Robert
Brent Wolfe

Honorary Officers

Leonard Jenks, Secretary
Jim McKeachie, Treasurer

Honorary Director

F/L (Ret) Herb Spear

Military

Col Conrad Namiesniowski
LCol Trevor Campbell
Major Simon Caron
Major Darrin Little
Major Christopher Toth

National Delegates

Rhonda Barraclough
Gene Bell
Marcel Bineau
Mike Boyle
Mark Brickwood
Carol Cox
Michel Crevier
Jerry Elias
William Fowler
Peter Garton
Robert Hedges
Dan Kehoe
Madeleine Lecours
Sue Madden
Greg Merrill
Jean-Anne Milton-Binczak
Serge Philibert
Thomas Sand
Trevor Sandwell
Doug Slowski
Mike Symons
Edwina Thompson
Kevin Tipper
Christopher Tuck
Richard Valiquette
Christine Welch

Provincial Chair Persons

Pierre Barabey (QOV)
Greg Boudreau (NB)
Diana Bray (NL)
Joan Cameron (NWO)
William Cumming (ON)
Robert Dolyniuk (MB)
David Lamb (SK)
Jim Mullins (NS)
Jamie Nicol (PTACC)
Ron Rique (BC)
Kevin Robinson (AB)
Dave Vokey (PE)

Provincial Delegates

Rob Bauhuis
Penny Doern
Joyce Howard
Terri Hinton
Joan Irvine
Stan Monkman
Howard Mar
Vern Toews

Provincial Office Staff

Dale Crouch
Paul Dowling
Scott Lawson
Gail Rique
Richard Petrowsky
Ilona Turra



Spouses & Guests

Nola Barnes
Lynn Berrill
Michèle Bélanger
Carolyn Boudreau
Marjorie Burchinshaw
Capt Tracey Cormier
Micheline Cox
Donna Crouch
Louise Dallaire
Jack Doty
René Dussome
Gail Elgert
Janet Elias
Robb Fisher
Janet Goldack
Laurette Goudie
Ian Gray
Janice Ilko
Diana Jenks
Wally Johnsen
Nick Johnston
Jim LaRoche
Anna Lewis
Brian Lewis
Rachel Lincoln

Spouses & Guests

Pina Luomala
Wayne MacLeod
Barbara Mann
Joyce McKeachie
Debra Merrill
Rita Monkman
Darlene Nemetz
Luka Normandin
Ina Reidulff
Donna Robert
Della Robertson
Gaylene Shoemaker
Heather Slowski
Diane Smith
Ormand Smith
Kathy Stokes
Sid Thompson
Ernie Turra
Johanne Vokey
Heather White
Manuela White
Karen Wiesner
Shirley Wolfe

Special Guests

Bruce Barasaba (NL of Canada)
Pat Barasaba (Guest of B. Barasaba)
Peter Duffey (CATCA)
Hon. Laurie Hawn (MP)
Col. Eric Kenney (RCAFA 4th Wing)
Angela Kenney (Guest of Col. Kenney)
Dan LeClair (Civil Air Patrol)
Rodney Lypchuk (ALPA)
Sandy St-Cyr (Guest of R. Lypchuk)
Ian Smith (ACPA)
Capt. Mike ter Kulie (Guest Speaker)
Geoffrey Wright (Guest of National President)

National Office Staff

Sarah Matresky,
Executive Director
Josée Woodford,
Executive Assistant
Sitraka Raoelimanohisoa,
Admin Officer
Joan Gray,
Administrative Assistant
Wendy Hough,
Fundraising Specialist

This list is current as of May 25, 2015. We apologize for any errors or omissions



2015 ANNUAL GENERAL MEETING OF GOVERNORS AND COMMITTEES
ASSEMBLÉE GÉNÉRALE ANNUELLE DES GOUVERNEURS ET COMITÉS 2015



NATIONAL MEMBERSHIP

PC DELEGATES **(41)** - PC ELECTION OR APPOINTMENT
 Quotas: Based Upon Average Cadet Strength 2013-2014

NEWFOUNDLAND & LABRADOR (2) <i>763 CADETS</i>	BRAY, Diana
	HEDGES, Robert

MANITOBA (3) <i>1359 CADETS</i>	MCLENNAN, Doug
	BRICKWOOD, Mark
	DOLYNIUK, Robert

NOVA SCOTIA (3) <i>1396 CADETS</i>	MULLINS, Jim
	BELL, Gene
	KEHOE, Dan

SASKATCHEWAN (3) <i>1030 CADETS</i>	LAMB, David
	GARTON Peter
	TIPPER, Kevin

PRINCE EDWARD ISLAND (2) <i>172 CADETS</i>	VOKEY, Dave
	FOWLER, William

ALBERTA (4) <i>2458 CADETS</i>	ROBINSON, Kevin
	BARRACLOUGH, R
	COX, Carol
	SAND, Tom

NEW BRUNSWICK (2) <i>870 CADETS</i>	BOUDREAU, Greg
	MADDEN, Sue

QUEBEC AND OTTAWA VALLEY (6) <i>5463 CADETS</i>	BARABEY, Pierre
	BINEAU, Marcel
	CREVIER, Michel
	LECOURS, Madeleine
	PHILIBERT, Serge
	VALIQUETTE, Richard

BRITISH COLUMBIA (5) <i>3567 CADETS</i>	RIQUE, Ron
	SLOWSKI, Doug
	SYMONS, Mike
	TUCK, Chris
	WELCH, Christine

PAN TERRITORIAL (2) <i>81 CADETS</i>	NICOL, Jamie
	CROUCH, Dale

ONTARIO (7) <i>8118 CADETS</i>	CUMMING, William
	BOYLE, Mike
	ELIAS, Jerry
	MERRILL, Greg
	MILTON-BINCZAK, J-A
	SHEA, Patrick
	THOMPSON, Edwina

NORTH WESTERN ONTARIO (2) <i>195 CADETS</i>	CAMERON, Joan
	MORTENSEN, Rick

1-999 Cadets	2 Members
1000 – 1999 Cadets	3 Members
2000 – 2999 Cadets	4 Members
3000 – 3999 Cadets	5 Members
4000 – 6000 Cadets	6 Members
Over 6000 Cadets	7 Members



PRESIDENT'S REPORT

Keith Mann

Greetings everyone welcome to the 74th Annual General Meeting. We sincerely hope that you enjoy your stay in Edmonton, AB and encourage everyone to explore all the sights and sounds that Alberta has to offer.

If this is your first National AGM a special welcome goes out to you along with the recommendation to take in as many meetings as you can, it is always exciting to hear about all the fabulous committee work that has taken place over the year. I would encourage you to network with the volunteer delegates from other provinces as some of the best information is gathered from the experiences learned in other areas of the country. Please do not hesitate to share your thought and ideas. As much as we try to do our very best, a new fresh set of eyes and ears often reminds us of things we may not have thought of or have overlooked.

It has been an exciting but challenging year. A great many hours have been spent by the League in support with our Military partners in bringing the Cadet Renewal Program to life. It has not been without its queries and debates but with the passion everyone has for this program that is understandable. We have been given the opportunity, although at times time-sensitive, to actively participate and be able to put forward our thoughts as to what we perceive is best for the Air Cadet League and most importantly what we feel is best for the cadets. In my view, the greatest accomplishment thus far, was the creation of the new Governance Model. For years it was felt the reporting structure was incorrect and counter-productive in that not all regions appeared to operate in the same fashion. The new command structure has set the parameters as to how the various levels will report and operate resulting in a more efficient way of dealing with issues and problems. On the League side, the Command structure has given us the opportunity to look at our own structure and look at how we operate. As was presented at the SAM, recommendations were presented and accepted to change the Command Structure of the Board of Governors and the Executive Committee.

What an outstanding result it was to hear the report of the *'Volunteer Contributions to the Air Cadet League in Support of the Program'*. It was always understood that the volunteers did contribute greatly, but until you actually saw the numbers on paper one didn't truly understand just how great that contribution is - again a sincere thank you to one and all.

As I wind down my term as President, I extend a sincere thank you to all of you for the honor and privilege of being your President. From Whitehorse to Las Vegas to Edinburgh I have lived the dream, met some fantastic people, all the well being given the opportunity to tell people all about our program. What a great pleasure it was to be in Las Vegas and be asked to attend



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workshops to find out about our Air Cadet Gliding Program and jokingly tell our friends in the Civil Air Patrol that we have more Gliders then you do, however I am sure that won't last for long.

I want to thank our Board of Governors, Brent and Kevin for the cooperation I received as President and specifically the guidance and leadership of your respective committees, one really has to be in this position to truly understand the outstanding work these men and women provide to our program. To Col. Namiesniowski, Maj. Caron and the folks at D Cdts thank you for the opportunity to work with you on the various boards and committees as we work in partnership in support of the program.

A huge thank you goes out to Sarah and the staff at our National Office for their work ethic and dedication. Your efforts behind the scenes are tremendous and I am sure it isn't said enough, we appreciate very much the work you do. Working more directly with the staff has given me a greater understanding of just how much these folks do.

In closing I have a request that each of you pass on a very sincere thank you to your spouses and families, as they have given up a lot while we do the work we do. I personally would like to send a special thank you to my family and to Barb, you have given up a lot while I have pursued my dream.

Respectfully submitted,

Keith Mann
ACL National President



RAPPORT DU PRÉSIDENT

Keith Mann

Je vous souhaite à tous la bienvenue à la 74e assemblée générale annuelle. Nous espérons sincèrement que votre séjour à Edmonton, en Alberta, sera agréable et nous vous encourageons à profiter de tout ce qu'il y a à voir et à entendre en Alberta.

Si vous participez à une AGA nationale pour la première fois, je vous vous souhaite particulièrement la bienvenue et je vous recommande d'assister au plus grand nombre possible de réunions. Il est toujours emballant d'entendre décrire les travaux extraordinaires que nos comités ont accompli depuis un an. Je vous encourage à établir des réseaux avec les déléguées et délégués bénévoles d'autres provinces car il est possible de tirer une excellente information de l'expérience vécue dans d'autres régions. N'hésitez pas à exprimer des commentaires et des idées. Nous avons beau faire de notre mieux, il arrive souvent qu'un regard jeté par d'autres nous indique des idées auxquelles nous n'avions pas pensé ou des faits que nous avons pu négliger.

L'année a été emballante mais difficile. La Ligue a dû passer de très nombreuses heures à aider ses partenaires militaires à mettre en œuvre le renouvellement du Programme des cadets. Cela ne s'est pas déroulé sans interrogations et débats, mais c'est compréhensible en raison de la passion de tous les intervenants à l'égard de ce programme. Nous avons eu l'occasion, bien que cela fut dans des délais parfois courts, de participer activement au processus et d'indiquer ce qui vaut le mieux, à notre avis, pour la Ligue des cadets de l'Air et, ce qui importe le plus, pour les cadettes et les cadets eux-mêmes. Je crois que notre principale réalisation jusqu'à présent a été la création du nouveau modèle de gouvernance. Depuis des années, nous trouvions que la structure hiérarchique était inappropriée et improductive car les régions ne semblaient pas tous fonctionner de la même façon. La nouvelle structure de commandement établit des conditions de fonctionnement et de présentation de rapports aux différents paliers, ce qui permet de traiter plus efficacement des dossiers et des problèmes. La révision de la structure de commandement nous a permis de bien examiner la structure et le fonctionnement de la Ligue. Comme il a été indiqué au cours de la réunion semestrielle, des recommandations ont été présentées et approuvées pour modifier la structure du Conseil des gouverneurs et du Comité exécutif.

Il a été extraordinaire de lire le rapport sur toutes les contributions apportées par les bénévoles à la Ligue des cadets de l'Air pour appuyer le programme. Il a toujours été entendu que les bénévoles contribuaient grandement à la Ligue, mais tant qu'on n'a pas pu voir les chiffres exacts, il était impossible de bien comprendre l'ampleur de leur contribution. J'en remercie de nouveau tous et toutes.

En cette fin de mon mandat à la présidence de la Ligue, je tiens à vous remercier chaleureusement de l'honneur et du privilège d'être votre président. De Whitehorse à Las Vegas et à Édimbourg, j'ai vécu mon rêve, j'ai rencontré des personnes fantastiques et j'ai eu



l'occasion de bien faire connaître notre programme. Pendant que nous étions à Las Vegas, ce fut un grand plaisir de voir que les gens me demandaient de participer à des ateliers pour en apprendre au sujet de notre Programme de vol à voile et de répondre en plaisantant à nos amis de la Civil Air Patrol que nous avons plus de planeurs qu'eux, même si je suis sûr qu'il n'en sera plus ainsi longtemps.

Je tiens à remercier notre Conseil des gouverneurs, Brent et Kevin de la collaboration que j'ai reçue en tant que président et particulièrement des bons conseils qu'ils m'ont prodigués et de la direction qu'ils ont assurée à leurs comités respectifs. Il faut présider la Ligue pour vraiment comprendre le travail exceptionnel qu'accomplissent ces hommes et femmes dans l'intérêt de notre programme. Je remercie le col. Namiesniowski, le maj. Caron et le personnel du D Cad. de m'avoir donné l'occasion de collaborer avec eux au sein de différents conseils et comités pour appuyer le programme.

Je remercie énormément Sarah et le personnel de notre siège national de leur éthique du travail et de leur dévouement. Les efforts qu'ils font en coulisse sont énormes et je suis sûr que nous ne leur disons pas assez souvent que nous leur sommes très reconnaissants du travail qu'ils accomplissent. Le fait de travailler directement avec le personnel m'a permis de mieux comprendre tout ce que ses membres font.

En terminant, je demande à chacun et à chacune d'entre vous de remercier chaleureusement sa conjointe ou son conjoint et sa famille, qui ont beaucoup sacrifié pour nous permettre de faire ce que nous faisons. Je remercie spécialement ma famille et Barb, qui ont fait de gros sacrifices pendant que je réalisais mon rêve.

Présenté respectueusement par

Keith Mann
Président national de la LCA



EXECUTIVE DIRECTOR'S REPORT

Sarah Matresky

We are delighted that you are able to join us for 74th Annual General Meeting and I would like to take the time to thank the Alberta Provincial Committee and the National Office staff for tremendous effort put into planning this wonderful event on the eve of our seventy-fifth anniversary celebration.

We find ourselves in a time of transition as we work through Renewal of the Cadet Program along with changes to the decision making process and internal structure within the Air Cadet League. This interval for many can be strenuous and brings with it some uncertainty, but the formation and establishment of new methods are an opportunity to find fresh and innovative ways to jointly improve the Canadian Cadet Organization through a mutually supportive partnership.

At the National level, we continue to participate actively in Renewal through the Cadet Program Management Board (CPMB); Working Groups; and weekly meetings between the three Executive Directors and the Deputy Commander. Communication with our Partners is evolving and we continue to work collaboratively with open dialogue.

Phase One of Renewal is drawing to a close and while progress is being made in the form of several milestones - the implementation a new Governance Model; the stand-up of the new formation; deployment of a Youth Development and Program Outreach training package (workshop at AGM) - a few aspects of Phase One are behind by approximately six months. As this initiating process of the first phase draws to a close, the Renewal Addendum will update the planning process to make adjustments before moving into the execution process of Phase Two.

Looking ahead to the latter half of the second Phase, DND and the three Leagues will update their Memorandum of Understanding and we continue to work diligently with the Ad Hoc Committee to prepare to come to the table - keeping in mind that it is important to remain proactive rather than reactive in these situations.

The League continues to follow the Strategic Plan introduced last year and I am pleased to report that our team is on target and we have accomplished many goals. In the fall we launched our new website and ordering from our catalogue is now easier than ever since its redesign using 'Shopify'. We offer more workshops and training for our members at meetings and we have seen an increase in activity on social media and through our interactive e-newsletter. Our onboarding process for board members has improved and we have enriched our stewardship with our donors and industry partners. The measurable components of the Strategic Plan and



medium term focus have proven effective and our plans continue evolve with emerging factors that are impacting the organization.

All of the financial information is available in our Audited Financial Statements and Auditor's Report. I trust that the auditor's report will demonstrate to your satisfaction that the League is financially transparent and accountable. Further information can be found in the Finance Committee Report.

On the insurance front, the League has been busier than ever. The insurance coverage seminar held at our Semi-Annual meeting was very well received and provided some much needed clarification on the League's portfolio. Certificate issuance continues to be a major part of AON's service delivery to the League jumping from 449 certificates to 845 for the expiring term. Certificate reissuance due to errors is at 35% and as such, we are working with them to ameliorate the forms and the process of submission and provide more information to those requesting certificates on how to properly complete the request forms. We stand to see an increase in service fees from our broker if the rate of error continues to rise. AON is also working to develop a bulletin addressing certificate issuance (do's and don'ts) along with contract signing with venues or volunteers signing waivers.

On April 1st 2014 the Grant Agreement for the National Office was signed for the next five years. As per the previous agreement, we must continue to meet the requirements and acknowledge federal funding support. I would like to acknowledge Don Berrill ACL Chief Financial Officer and League Treasurer and Ernest Wiesner, vice-chair of the Finance Committee, for their support and guidance throughout the year.

In October we learned that Her Majesty the Queen, as represented by the Chief of the Defence Staff in his Non-Public Property capacity, purchased 66 Lisgar Street from Minto Properties. Our lease arrangement remains the same until its expiration in August 2016, but as I understand there may be a slight rent reduction in our future. Our new property managers at Inside Edge have been very good with performing some much-needed exterior structural repairs to our 120 year-old building.



Conclusion:

The Air Cadet League has a full plate and an exciting year ahead with a heavy agenda of activities planned in the next twelve months starting with our 75th kick-off event, just around the corner. As we press on with Renewal, we will look forward to celebrating seventy-five years of success. We must remain focused to accomplish what we have laid out for ourselves. It will be important to do a few things well and build momentum from there rather than do many things with mediocrity. I am confident that it will be an unforgettable celebration lead with style and grace.

I would like to recognize and thank National President Keith Mann for his support and guidance throughout the year. I am very grateful for the wonderful staff at the National Office, Joan, Ray, Josée, Sitraka and Wendy. We are always working hard to better serve the Air Cadet Community.

Special thanks also to all of the members and volunteers for your time, commitment and devotion to the League and to the Royal Canadian Air Cadets. I would be remiss if I did not thank all of the staff at DND and D Cdts whose efforts and support is essential in ensuring the delivery of this youth program.

Respectfully submitted,

Sarah Matresky

Sarah Matresky
Executive Director



RAPPORT DE LA DIRECTRICE GÉNÉRALE

Sarah Matresky

Nous sommes ravis que vous soyez des nôtres pour la 74e Assemblée générale annuelle. Je tiens à remercier le comité provincial de l'Alberta et le personnel du Siège national pour les efforts exceptionnels qu'ils ont mis dans la planification de cet événement formidable, à l'aube de la célébration de notre soixante-quinzième anniversaire.

Nous traversons une période de transition avec le Renouvellement du programme des cadets, de même qu'avec les changements dans le processus décisionnel et dans la structure interne de la Ligue des cadets de l'Air. Cette période, pour certains, peut être exténuante et peut apporter une certaine incertitude. L'élaboration et la mise en place de nouvelles méthodes représentent toutefois une bonne occasion de trouver des façons nouvelles et innovatrices d'améliorer ensemble l'Organisation des cadets par un partenariat fondé sur l'appui mutuel.

À l'échelle nationale, nous continuons de participer activement au plan de renouvellement par l'entremise du Bureau de gestion du programme des cadets (BGPC); de groupes de travail; et de réunions hebdomadaires entre les trois directeurs généraux et le commandant adjoint. La communication avec nos partenaires évolue et nous continuons de collaborer à dialogue ouvert.

La phase un du plan de renouvellement tire à sa fin et bien que des progrès aient été accomplis par plusieurs étapes marquantes – la mise en place d'un nouveau modèle de gouvernance; la mise sur pied d'une nouvelle formation; la mise en œuvre de la Trousse d'apprentissage du développement positif des jeunes (atelier à l'AGA) – nous dénotons un retard d'environ six mois dans quelques aspects de la phase un. Alors que le processus d'initiation de la première phase s'achève, l'addenda de Renouvellement mettra à jour le processus de planification afin de faire les ajustements nécessaires, avant de passer au processus d'exécution de la phase deux.

En se dirigeant vers la seconde moitié de la phase deux, le MDN et les trois ligues mettront à jour leur protocole d'entente, et nous continuerons de travailler étroitement avec le comité spécial afin de nous préparer à négocier, en gardant à l'esprit qu'il est important de rester proactif plutôt que réactif dans ces situations.

La Ligue continue de suivre le plan stratégique présenté l'année précédente et je suis heureuse de rapporter que notre équipe est sur la bonne voie et que plusieurs objectifs ont été atteints. En automne, nous avons lancé notre nouveau site Web et commander de notre catalogue est maintenant plus facile que jamais puisque nous avons utilisé la plateforme de Shopify pour le créer. Nous offrons davantage d'ateliers et de formation à nos membres lors des réunions et nous avons noté une augmentation de l'activité sur nos médias sociaux et par l'entremise de



notre bulletin de nouvelles interactif. Notre processus d'intégration pour les membres du Conseil a été amélioré et nous avons enrichi notre reconnaissance de nos donateurs et de nos partenaires de l'industrie. Les composantes mesurables du plan stratégique et une orientation à moyen terme se sont avérées efficaces. Nos plans continuent d'évoluer avec des facteurs émergents qui influencent l'organisation.

Toute l'information financière peut être trouvée dans les états financiers vérifiés et dans le rapport du vérificateur. J'espère que le rapport du vérificateur démontrera à votre satisfaction que la Ligue est financièrement transparente et responsable. De plus amples informations peuvent être trouvées dans le rapport du comité des finances.

Du côté de l'assurance, la Ligue est plus occupée que jamais. Le séminaire pour la couverture d'assurance, présenté à la réunion semestrielle, a été très bien reçu et a fourni des précisions nécessaires sur le portefeuille de la Ligue. L'émission de certificats d'assurance continue de constituer une grande partie des services que AON offre à la Ligue, passant de 449 certificats à 845 pour le mandat expirant. La réémission de certificats d'assurance en raison d'erreurs est maintenant à 35%. Nous travaillons donc de concert avec eux afin d'améliorer nos formulaires et le processus de soumission. Nous fournissons davantage d'informations à ceux qui nécessitent des certificats, précisément sur la façon la plus efficace de remplir le formulaire de demande. Nous risquons de voir une augmentation des frais de services de notre courtier si le taux d'erreurs continue de grimper. AON travaille également dans l'élaboration d'un bulletin sur les choses à faire et à ne pas faire en ce qui concerne les certificats d'assurance ainsi que la signature de contrats avec les endroits et les décharges signées par les bénévoles.

Le 1er avril 2014, l'accord de subvention pour le Siège national a été signé pour les cinq prochaines années. Comme dans l'accord précédent, nous devons continuer à répondre aux exigences et à reconnaître l'appui financier fédéral. J'aimerais également reconnaître Don Berrill, directeur financier de la LCA et trésorier de la Ligue ainsi que Ernest Wiesner, vice-président du comité des finances, pour leur soutien et leurs conseils au cours de l'année.

En octobre, nous avons appris que Sa Majesté la Reine, représentée par le chef d'état-major de la Défense, en sa capacité de biens non publics, a acheté le 66 rue Lisgar de Minto Properties. L'accord de location restera le même jusqu'à ce qu'il expire en août 2016 et de ce que j'ai pu comprendre, il pourrait y avoir une petite diminution du coût de location dans le futur. Nos nouveaux gestionnaires immobiliers d'Inside Edge ont été très efficaces dans les réparations essentielles qui ont été effectuées sur la structure extérieure de notre bâtiment âgé de 120 ans.



Conclusion :

La Ligue des cadets de l'Air a du pain sur la planche et une année excitante s'annonce avec un agenda rempli d'activités planifiées pour les douze prochains mois, en commençant par le lancement du 75e anniversaire qui approche à grands pas. Alors que nous poursuivons avec le plan de renouvellement, nous nous réjouissons de célébrer soixante-quinze années de succès. Nous devons garder le cap afin d'accomplir ce que nous nous étions fixé. Il sera important de bien faire un petit nombre de choses et de créer une dynamique autour de celles-ci, plutôt que de faire plusieurs choses de façon médiocre. Je suis convaincue que ce sera une célébration inoubliable menée avec style et grâce.

J'aimerais reconnaître et remercier le président national Keith Mann pour son soutien et sa direction au cours de l'année. Je suis très reconnaissante du personnel formidable du Siège national : Joan, Ray, Josée, Sitraka et Wendy. Nous travaillons toujours plus fort afin de mieux servir la communauté des cadets de l'air.

J'aimerais également offrir des remerciements spéciaux à tous les membres et bénévoles pour votre temps, engagement, et dévouement envers la Ligue et les cadets de l'Aviation royale du Canada. Enfin, je ferais preuve de négligence si je ne remerciais pas tout le personnel au MDN et à D Cad dont les efforts et le soutien sont essentiels dans l'exécution de ce programme pour les jeunes.

Présenté respectueusement par

Sarah Matresky

Sarah Matresky

Directrice générale

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74th ANNUAL GENERAL MEETING



COMMITTEE AGENDAS

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75th ANNIVERSARY COMMITTEE MEETING AGENDA

Keith Mann, Chair (Report on page 42)

1. ADMINISTRATION

- 1.1 Welcome and Opening Remarks by Chairperson
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Approval of ROD #Minutes of the Last Meeting (May 4th, 2015)
- 1.5 Other Administrative matters

2. BUSINESS ARISING

- 2.1

3. NEW BUSINESS

- 3.1 Cadet Leadership Symposium Craig Hawkins
- 3.2 Major Event
 - 3.2.1 Fun Run ~~Edgar Allain~~
 - 3.2.2 Gala Dinner Wendy/Don
- 3.3 Committee Reports
 - 3.3.1 Poster Contest Penny Doern
 - 3.3.2 PC Banner Tom Holland
 - 3.3.3 Pins Peny Doern
 - 3.3.4 SWAG Josée/Keith
 - 3.3.5 Stamp Project Garry Pinsent
 - 3.3.6 Squadron Poster Mike Symons
 - 3.3.7 Communications Hille Viita

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Next Meeting : Teleconference
- 4.4 Adjournment

NOTES/COMMENTS:



ADVISORY BOARD COMMITTEE MEETING AGENDA

Brent Wolfe (Report on page 46)

1. ADMINISTRATION

- 1.1 Welcome and Opening Remarks by Advisory Cha
- 1.2 New Items for Agenda
- 1.3 Approval of the Agenda

2. BUSINESS ARISING

3. NEW BUSINESS

- 3.1 HAC Report
- 3.2 Nominations Report

4. CONCLUSION

- 4.1 Date and Time of Next Meeting
- 4.2 Good and Welfare
- 4.3 Adjournment

NOTES/COMMENTS:



AVIATION COMMITTEE MEETING AGENDA

John Scott Acting Chair (Report on page 49)

1. ADMINISTRATION

- 1.1 Welcome & Opening Remarks
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4

2. DND REPORTS

- 2.1
 - 2.1.1 Report from NCAOpsO “Update on ACGP Report submitted 2013”
 - 2.1.2 New Governance Chart and the Aviation Committee?
 - 2.1.3 Flight Safety Update Changes
 - 2.1.4 Staffing at Regional Gliding Centres
- 2.2 Report from National Technical Authority –Increase in Glider GTOW?

3. BUSINESS ARISING FROM PREVIOUS MINUTES

- 3.1 Planning for “Future of Aviation Program” sub committee meeting
- 3.2 Revision to Continuation Power Upgrade Scholarships procedures
- 3.3 Status of possible sale on Newfoundland Gliders (3)
- 3.4 National Glider Status and location
- 3.5 Comments regarding Briefing Note to VCDS – numbers ?
- 3.6 CRCO 1821 plus Annex, CATO 52-07 – What is the League doing to pursue this avenue to allow cadets to fly in privately owned aircraft?

4. NEW BUSINESS

- 4.1
- 4.2

5. CONCLUSION

- 5.1 Date and Time of Next Meeting
- 5.2 Good and Welfare
- 5.3 Adjournment

NOTES/COMMENTS:



BOARD OF GOVERNORS MEETING AGENDA

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Other Administrative matters

2. BUSINESS ARISING

- 2.1
- 2.2
- 2.3

3. NEW BUSINESS

- 3.1
- 3.2
- 3.3
- 3.4

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:

A detailed agenda will be circulated in advance of the meeting by email.



COMMUNICATION COMMITTEE MEETING AGENDA

Hille Viita (Report on page 51)

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda

2. BUSINESS ARISING

- 2.1 Committee Membership and Communication Contact List
- 2.2 Marketing Calendar for 2015-2016
- 2.3 75th Celebrations – Are you Ready?
 - 2.3.1 SWAG
 - 2.3.2 September Launch
 - 2.3.3 Poster Contest
 - 2.3.4 Poster Project
 - 2.3.5 Events
 - 2.3.5.1 Cadet Symposium
 - 2.3.5.2 Fun Run
 - 2.3.5.3 Air Cadet Week
 - 2.3.6 Miscellaneous
 - 2.3.7
- 2.4 Marketing Tools
 - 2.4.1 Calendar
 - 2.4.2 PR Kit
 - 2.4.3 Air Cadet League Newsletter

3. NEW BUSINESS

- 3.1

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



EFFECTIVE SPEAKING COMMITTEE MEETING AGENDA

Darlene LaRoche, Chair (Report on page 52)

1. ADMINISTRATION

- 1.1 Welcome and Opening Remarks by the Chair
- 1.2 Introduction of Delegates and Guests
- 1.3 Confirm Notice of Meeting
- 1.4 Call to Order –Review of Agenda
- 1.5 New Agenda Items
- 1.6 Approval of Agenda

2. INFORMATION

- 2.1 Any last minute information for 2015 competition
- 2.2

3. BUSINESS ARISING

- 3.1 Adult Training for Competition
- 3.2

4. NEW BUSINESS

- 4.1 Topics for 2016
- 4.2

5. CONCLUSION

- 5.1 Round Table
- 5.2 Closing Remarks
- 5.3 Date and Time of Next Meeting – Conference Call September
- 5.4 Adjournment

NOTES/COMMENTS:



EXECUTIVE DIRECTORS' MEETING AGENDA

Sarah Matresky, Chair

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Other Administrative matters

2. BUSINESS ARISING

- 2.1
- 2.2
- 2.3

3. NEW BUSINESS

- 3.1
- 3.2
- 3.3
- 3.4

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



FINANCE COMMITTEE MEETING AGENDA

Don Berrill, Chair (Report on page 53)

1. ADMINISTRATION

- 1.1. Welcome and Opening Remarks by the chair
- 1.2. Appointment of secretary or Note taker (Chair)
- 1.3. Additions to the Agenda (Chair – All)
- 1.4. Approval of the Agenda (Chair – All)

2. APPROVAL OF PREVIOUS MEETING ROP, BUSINESS ARISING & UPDATES

- 2.1. Approval of 2014 SAM ROP
- 2.2. Business Arising & Updates from the 2014 SAM ROP (Chair)
- 2.3. Review of Finance Committee report submitted for AGM 2015 (Chair)
- 2.4. Review of Famil Scholarships motion (item 3.12 from SAM ROP)

3. NEW BUSINESS

- 3.1. Review of the financial statements and status of the ACL
 - 3.1.1. Internal & External Restricted accounts/investments
 - 3.1.2. Cash flow
 - 3.1.3. Investments
 - 3.1.4. Insurances
- 3.2. Budget related items – Review of budget notes and extraordinary items
 - 3.2.1. Potential increase in ACLN Assessment for future years
 - 3.2.2. Support of ACL Training at Senior Levels
- 3.3. Review of ACC-9 Status across the country
 - 3.3.1. Actions for Squadrons remaining with 5 years non-compliance
 - 3.3.2. Correction of requirement for Bank Statements to be submitted to ACLN
- 3.4. Follow up from Air Cadet League Contributions Report
- 3.5. Progress report - League-Industry Partnership Sub-Committee (John Scott)
- 3.6. Progress report – National Resource Generation Committee (Ernie Wiesner)
- 3.7. Progress report - Air Cadet League Foundation (Don Berrill)
- 3.8. Goals and objectives of the Finance Committee related to the new Strategic Plan
- 3.9. Other new business

4. CONCLUSION

- 4.1. Good and Welfare of the Air Cadet League of Canada (All)
- 4.2. Closing Remarks (Chair)
- 4.3. Date of Next meeting (Chair)
- 4.4. Adjournment (Chair)

NOTES/COMMENTS:



HONOURS AND AWARDS COMMITTEE MEETING AGENDA

Bob Robert, Chair (Report on page 56), Tom White, Vice-Chair

1. Administration

- 1.1 Welcome and Opening Remarks
- 1.2 Additions to the Agenda
- 1.3 Approval of the Agenda
- 1.4 Approval of the ROD / Minutes of the Last Meeting (November 2014)

2. Business Arising

- 2.1 Updates on AGM Awards Applications (Chair)
- 2.2 Report by National Scholarships Committee (Irene Doty)
- 2.3 ACL VLMS Master List & Presentation Protocol & Costs Assumption (Chair)
- 2.4 Service Pins (Chair)
- 2.5 Order of St George Proposal (Chair)
- 2.6 LIP Initiatives (LIP Chair)
- 2.7 Earning of Air Cadet Service Medals (Chair)

3 New Business

- 3.1 YCF Scholarship Update (Academic Scholarship Committee Chair)
- 3.2 Air Cadet LS Medals Rosettes & Bars Mountings (Craig Hawkins)
- 3.3 Special 75th certificates for Squadrons (Chair)
- 3.4 75th Gala Dinner – Certificates for ex-cadet of Distinction & current Cadet Leadership Symposium (AB Chair & Chair HAC)
- 3.5 ACL Membership – Serving CF members – Ref By-laws article 3.02 (Len Jenks)
- 3.6 Medal of Honour sub-committee – composition size (Len Jenks)
- 3.7 PPM suggests in art 4.1 (e.g. 4.1.6) that Certificates may be issued alone or in conjunction with other awards. How can / does that happen? (Craig H., all)



3.8 Sub-committees make-up confirmation (chairs & members):

Academic Scholarships –
Sennheiser / CASARA Foundation / WestJet
Presidential Certificates -
Certificates of Recognition -
Certificates of Merit -
Certificates of Honour -
Presidential Citations -
Medal of Honour -
Officer of the Year –
Director of the Year -

4 Conclusion

- 4.1 Good and Welfare
- 4.2 Closing Remarks
- 4.3 Date of Next Meeting: 20 November 2015 at the Semi Annual Meeting in Ottawa

NOTES/COMMENTS:



INTERNATIONAL AIR CADET EXCHANGE (IACE) COMMITTEE MEETING AGENDA

Lloyd MacIntyre, Chair / Darlene LaRoche, Vice-Chair (Report on page 58)

1. ADMINISTRATION

- 1.1. Welcome and Opening Remarks by the Chairperson
- 1.2. Introduction of Members, Guests and Observers
- 1.3. Confirm Notice of Meeting
- 1.4. Call to Order - Review Agenda
- 1.5. New Items for the Agenda
- 1.6. Approval of the Agenda

2. INFORMATION

- 2.1

3. BUSINESS ARISING

- 3.1 2015 Canadian Cadets / Escort Officers to Foreign Countries - Update
- 3.2 2015 Number of Foreign Cadets / Escort Officers to Canada - Update
- 3.3 2015 Canadian Host Family Status (Edmonton & Calgary) - Update
- 3.4 2015 IACE In-Canada Alberta Itinerary / Content Review - Update
- 3.5 2016 IACE In-Canada Maritime Itinerary / Content Review - Update
- 3.6 2016 International Air Cadet Exchange Association (IACEA) - Planning Meeting, Ottawa

4. NEW BUSINESS

- 4.1 IACE Committee Chairperson
- 4.2

5. CONCLUSION

- 5.1 Good and Welfare of the Air Cadet League of Canada
- 5.2 Closing Remarks
- 5.3 Date and Time of the Next Meeting
- 5.4 Adjournment

NOTES/COMMENTS:



JOINT SESSION: EC AND PC CHAIRS COMMITTEE AGENDA

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Other Administrative matters

2. BUSINESS ARISING

- 2.1
- 2.2
- 2.3
- 2.4

3. NEW BUSINESS

- 3.1
- 3.2
- 3.3
- 3.4

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



MEMBERS COMMITTEE MEETING AGENDA

Tom Holland, Chair (Report on page 62)

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson: Tom Holland
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Other Administrative Matters

2. BUSINESS ARISING

- 2.1 Past Topics
- 2.2
- 2.3

3. NEW BUSINESS

- 3.1 Populating ACL Committees
- 3.2 Direction for Committee
- 3.3 Conference Call Dates

4. CONCLUSION

- 5.1 Good and Welfare of the Air Cadet League of Canada
- 5.2 Closing Remarks
- 5.3 Date and Time of Next Meeting: September 2015
- 4.4 Adjournment

NOTES/COMMENTS:



MUSIC COMMITTEE MEETING AGENDA

Merv Ozirny Chair, (Report on page 64)

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson
- 1.2 Addition to the Agenda
- 1.3 Approval of Agenda

2. BUSINESS ARISING

- 2.1 Business arising and Updates
- 2.2 Terms of reference
- 2.3 75th Anniversary
 - 2.3.1 Music Component in 75th Celebrations
 - 2.3.2 How can your National Music Committee assist?
 - 2.3.3 Funding by National
 - 2.3.4 Other available funding
 - 2.3.5 Other

3. NEW BUSINESS

- 3.1 Budget
- 3.2 Membership
- 3.3 Level Testing Concerns
- 3.4 Virtual Music Competition
- 3.5 Support for the Air Cadet Music Program
- 3.6 Action Plan for 2015-16
- 3.7
- 3.8

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Round Table - Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



NATIONAL RESOURCE GENERATION COMMITTEE MEETING AGENDA

Ernie H. Wiesner, Chair (Report on page 66)

1. ADMINISTRATION

- 1.1. Welcome and Opening Remarks by the chair
- 1.2. Appointment of secretary or Note taker (Chair)
- 1.3. Additions to the Agenda (Chair – All)
- 1.4. Approval of the Agenda (Chair – All)

2. APPROVAL OF PREVIOUS MEETING ROP, BUSINESS ARISING & UPDATES

- 2.1. Approval of the SAM 2015 Committee Report
- 2.2. Approval of AGM 2014 ROP (Chair)
- 2.3. Business Arising & Updates from the AGM 2014 ROP (Chair)

3. NEW BUSINESS

- 3.1. Fundraising Specialist Report (Wendy Hough)
- 3.2. 75th Anniversary Discussion (Craig Hawkins – Ernie Wiesner)
 - 3.2.1. Sponsorship Opportunities
 - 3.2.2. Kit Shop
 - 3.2.3. Support Activities
- 3.3. NRGC Activities Reports (Ernie Wiesner – Wendy Hough)
 - 3.3.1. Letter Campaign Progress
 - 3.3.2. Web & Social Media Campaign
 - 3.3.3. Alumni program
- 3.4. NRGC Gala Event at the SAM (Don Berrill)
- 3.5. LIP Sub-Committee Report (John Scott)
- 3.6. ACL Foundation Report and Discussion (Don Berrill/Brock Mason)

4. CONCLUSION

- 4.1. Good and Welfare of the Air Cadet League of Canada (All)
- 4.2. Closing Remarks (Chair)
- 4.3. Date of Next Meeting (Chair)
- 4.4. Adjournment (Chair)

NOTES/COMMENTS:



NATIONAL SELECTIONS COMMITTEE MEETING AGENDA

Merv Ozirny, Chair (Report on page 69)

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson - Introductions
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Approval of minutes of Semi-Annual Meeting

2. BUSINESS ARISING

- 2.1 2014 SAM ROD – Item 3.3 C.O. Recommendation Letter/Application
- 2.2
- 2.3

3. NEW BUSINESS

- 3.1 Report from National Office
- 3.2 Reports from Major Simon Caron
- 3.3 National Selections Scoring Form
- 3.4 National Interview Questions Bank
- 3.5 Pass Mark of GPS/PPS Exams
- 3.6 Reports and Comments from Regions and Territories on Selection Process
Atlantic, Eastern, Central, Northwest, Pacific
- 3.7 Suggestions for Improvement of Selection Process
- 3.8 Update of Provincial Contact Information
- 3.9

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Round Table - Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



POLICY, PROCEDURE & BY-LAWS COMMITTEE MEETING AGENDA

Bob Burchinshaw, Chair (Report on page 72)

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson - Introductions
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Approval of minutes of Semi-Annual Meeting

2. BUSINESS ARISING

- 2.1
- 2.2
- 2.3
- 2.4

3. NEW BUSINESS

- 3.1
- 3.2
- 3.3
- 3.4

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



PROVINCIAL CHAIRS COMMITTEE MEETING AGENDA

Kevin Robinson, Chair (Report on page 73)

1. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson - Introductions
- 1.2 Call for New Agenda Items
- 1.3 Approval of Agenda
- 1.4 Approval of minutes of Semi-Annual Meeting

2. BUSINESS ARISING

- 2.1 Organization Chart Annex A
- 2.2 Discussion Paper Annex B
- 2.3
- 2.4

3. NEW BUSINESS

- 3.1
- 3.2
- 3.3
- 3.4

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date and Time of Next Meeting
- 4.4 Adjournment

NOTES/COMMENTS:



ANNUAL GENERAL MEETING OF MEMBERS AGENDA

1. ADMINISTRATION

- 1.1 Welcome and Opening Remarks by the President
- 1.2 Moment of Silence
- 1.3 Introduction of Delegates and Guests
- 1.4 Confirm Notice of Meeting
- 1.5 Call to Order – Review Agenda
- 1.6 Motion to approve non-voting members at Meeting
- 1.7 New Items for Agenda
- 1.8 Approval of the Agenda
- 1.9 Approval of the Record of Decisions of the 2014 Annual General Meeting

2. INFORMATION

- 2.1

3. BUSINESS ARISING

- 3.1 Report of the Finance Committee
- 3.2 Approval of the Financial Statements for 2014/2015
- 3.3 Approval of Budget for 2015/2016
- 3.4 Approval of the Auditors for the Fiscal Year 2015/2016

4. NEW BUSINESS

- 4.1
- 4.2
- 4.3 Locations of future Meetings: Richmond 2016, Winnipeg 2017,
Quebec 2018, Newfoundland & Labrador 2019

5. ELECTIONS

- 5.1 Report of the Nominating Committee
- 5.2 Elections

6. RECEIVING REPORTS

- 6.1 Report of the National President
- 6.2 Report of the Executive Director
- 6.3 Report of the Director of Cadets
- 6.4 Report of the Provincial Chairpersons Committee
- 6.5 Report of the Advisory Board
- 6.6 Other



7. CONCLUSION

- 7.1 Date and Time of Next Meeting (*SAM November 20-21 November, 2015 – Ottawa*)
- 7.2 Good and Welfare of the Air Cadet League (AGM 2016 – Richmond, BC)
- 7.3 Adjournment

NOTES/COMMENTS:



COMMITTEE REPORTS



NOTES

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75th ANNIVERSARY COMMITTEE REPORT

Keith Mann, Chair

Wow! It seems to be so hard to believe that our celebration begins slightly less than 10 weeks from now. Many grueling hours of meetings, planning and organizing have taken place by a cast of very dedicated and hard working volunteers. It has been said many times that the Air Cadet Program is the best kept secret, while this is true it is our hope and belief that by the end of the 75th Celebration, that it will not be such a secret.

One of our biggest challenges was to “shift gears” and change our plans from an Ottawa focus to a Canada wide focus right down to the local level. Cadets and League members alike from communities all across Canada. This celebration is not solely about the cadets or about the League but instead a celebration of the team work needed to keep this program running.

We will need everyone’s cooperation to promote and support all of the events. Info packages have gone out, and now we need all of you to push and promote it in your areas.

By the time you have read this report, all the pins will have been shipped out and or delivered, so cadets will begin wearing them in September. Just a reminder that we will use the Fortress numbers for the counts and will be adding 10% for new cadets who will be joining in September. So please, keep that in mind when you are handing out the pins. The poster contest has started and by the time your respective AGMs take place in the fall, we hope you will have stacks of posters to be judged and winners sent on.

For what is believed to be the first time ever, The Air Cadet League is hosting a Cadet Leadership Symposium as part of our celebrations. Forty cadets from across Canada will be brought to Ottawa during the SAM to participate in a Leadership Training weekend along with tours and participation at the ACL AGM itself.

Last but certainly not least, will be the opportunity to see what you can do in your provinces to celebrate the event. With financial help from National, it is hoped that all provinces will do their own special event or activity to mark the occasion.

Whatever you are doing or wherever you are doing it, please do your part to make it a success!

PROMOTE, PROMOTE, PROMOTE!

Respectfully submitted,

Keith Mann, Chair

75th Anniversary Committee



AD HOC GOVERNANCE COMMITTEE REPORT

Don Berrill, Chair

The AHGC has met on an irregular, “as required” basis to review matters related to the CF Cadet Program Renewal – and as such has provided advice and information to the Board of Governors and the Executive Committee.

In February of this year we produced a document that touched on five major areas that are causing discomfort in the Cadet Renewal process. They required a clarification of the ACL position. Those five areas were -

A The Purpling of the Canadian Cadet Organization

Most CCO Renewal documents, including the most recent Governance package & Outreach Strategy, are centered on the “purpling” of the cadet program by combining units and resources regardless of element. This is not in our best interests.

It should be noted that two years ago the PC Chairs passed a unanimous motion that the ACL engage the RCAF in our partnership with DND. Further to that motion, the ACL Board of Governors also passed a motion restricting the “purpling” of units to emergency and temporary situations only.

Recommendations accepted by the ACL National Executive Committee:

- 1. The EC should take action to strengthen our ties with the RCAF, and as such approach the Commanding General regarding advocating within DND for the best Air Cadet Program possible.*
- 2. The EC should make it clear to DCdts that any continued effort to push the colour Purple to the LHQ level will be met with a firm NO.*
- 3. The ACL needs to take a consolidated and precise plan of action to the RCAF regarding the Air Cadet Program for their concurrence.*

B The ACL Contributions to the CCO

We have clearly outlined to DND our contributions to the CCO. Unfortunately we have not yet got the message out to the world in general how significant our contributions are. The EC needs to address this immediately by ensuring the widest circulation possible of this information to the outside world.

Recommendations accepted by the ACLN Executive Committee:

- 1. The EC should instruct the ACLN office to circulate the final ACL Contributions report to all levels of the Air Cadet League, our civilian partners such as the Royal Canadian Legion and the Air Force Association of Canada, as well as splashing it on social media and to other media outlets.*
- 2. Other levels of the ACL should be encouraged to circulate the data to their members, sponsors and supporters.*

C Finding Governmental Advocates

We must take action to strengthen our ties to the appropriate federal, provincial and municipal politicians, industry representatives, and other “Citizens of Influence” within Canadian society.



Recommendations accepted by the ACL National Executive Committee:

- 1. We need to generate a strategy for moving forward with Air Cadet Program Renewal in a manner desired by the ACL.*
- 2. We need to find a senior Government Minister (or 2) of some type to be our advocate, and equip him/her with the best possible information available to back up our strategy.*
- 3. We must identify the appropriate Ministry to deal with in the event we have disagreements with DND. Perhaps Industry Canada is our best option as they are the government ministry charged with support of the non-profits in Canadian Society. The Canadian Space Agency may be another alternate to consider.*
- 4. We need to engage our members at all levels to generate a databank of politicians that are “Air Cadet Centric”, and then utilize those connections at the highest possible level to support our initiatives.*
- 5. Recommend engagement of as many of these political supports as possible in the 75th Anniversary information chain. Pins and ACL information packages should be sent to all sitting members of the House and Senate, as well as the Provincial Premiers.*
- 6. A political advisor should be considered in the process of items #3, #4, and #5 above.*

D The Governance Package and the CCC.

A recommendation was made that the Governance package as originally circulated was unacceptable. The agreed upon ACL revisions in regards to the Community Coordinating Committee (CCC) were not included. DND has recognized the error and has since revised the package - thus this item was addressed.

E The Proposed Outreach Strategy

Regarding the Outreach Strategy – while the document itself is a great piece of work, the AIM of the document is totally off as virtually every topic falls within the purview of the Leagues. The AIM portion of the document needs to be changed to read something to the effect of **“The Cadet and JCR Programs seek to strengthen their partnerships & collaborations with the recognized advocates of the community, the Cadet Leagues, to establish a two-way dialogue.....”** Correcting the AIM in that manner puts the focus on Outreach to the Leagues – where it rightfully should be.

Once DND makes that change, then they would need to go through the entire document and revise the context so that it corresponds to the MOU and the agreements & partnerships we already have in place. Only then is this an acceptable strategy.

Recommendations accepted by the ACL National Executive Committee:

- 1. The EC respond to DND with the changes requested to the Outreach Strategy, and make it clear that we intend to assert our obligations to the MOU and our Charter to the highest degree.*
- 2. They are advised that we expect the new document to honour the assertions of the Colonel in the 28 Sep 14 letter to our President confirming the Leagues’ status as a unique partner.*



Regarding Meeting with the other National Cadet Leagues

Just prior to our meeting a question came from the President regarding meeting with the other two Leagues at the National level to attempt to have a united front on some of the more troublesome items of the Cadet Renewal Process. The AHGC agrees that this would be a prudent move as long as we operate with the following recommended understandings

1. The Air Cadet League is providing information regarding the program it wants to see and support.
2. The other two Leagues are expected that they will also put forward information regarding the program they want to support.
3. It must be made very clear that we are not meeting to compromise our ACL goals and objectives to obtain concurrence from the other two Leagues, but rather to provide them with our strategy and ask them to support us in obtaining the best Air Cadet Program possible. In turn we would do our best to support them in creating the Cadet programs they want to have.
4. We should also make clear our assertion that we are willing to be a helpful collaborator – but our partner is actually DND – not either of the other two Leagues.

The AHGC continues to work in the background to evaluate and understand the CF Cadet Program Renewal process. In closing I would like to acknowledge the extensive contributions of ACLN Governors Geoffrey Johnston, Hille Viita, Thomas Taborowski, and Bob Burchinshaw to these findings. Their contributions are invaluable and most enlightening.

Thank you for the opportunity to serve.

Respectfully submitted,

Don Berrill, Chair

Ad Hoc Governance Committee



ADVISORY COMMITTEE BOARD REPORT

Brent Wolfe, Chair

Chairperson: Brent Wolfe

Attendees

L. Jenks	J. Reidulff	G. Cuerrier	R. Ilko
I. Doty	T. White	M. Goldack	R. Goudie
D. Hayden	F. Hopkinson	R. Parsons	B. Robert

Guests: D. Doern (First Vice)

1. **Administration**

1.1 Welcome and Opening Remarks

The Chair welcomed all members to the meeting. He noted that some members were involved in other meetings and would be joining the AB meeting as their schedules allowed.

1.2 Additions to the Agenda:

The following items were added to the agenda:

- 2.1 Advisory Board members on other committees
- 3.4 Feedback on the new Governance Proposal

1.3 Approval of the Agenda

Moved by Bob Robert, seconded by David Hayden to approve the Agenda as amended.
Carried.

1.4 Approval of the ROD / Minutes of the Last Meeting (June 2014)

The minutes of the meeting at the June AGM were approved as circulated.

2. **Business Arising**

2.1 Advisory Board Members on Other League Committees

Support in principle was expressed about participation in other League Committees. However, there were some concerns raised about the impact this participation would have on the deliberation and duties of the Advisory Board (as witnessed by the absence of some members at this meeting). The Chair was directed to speak with the National President to seek clarification on the role that AB members would have on these committees.

3. **New Business**

3.1 Duties of non-Past Presidents as Honorary Associations

The AB held a discussion on the duties and responsibilities of our current Honorary Officers and Members. It was noted that, with few exceptions, most Honorary



Members are willing to serve, but are not asked by the League (at the national or provincial level) to perform any specific duties in support of the League or the Air Cadet Program. The general consensus was that this was not a new issue and has been raised by the AB in the past.

It was suggested that an Honorary Member / Officer be approached to host a teleconference with the other Honorary Members to determine their feelings about continuing in their roles, and to identify specific activities / tasks that they could be active in support of either the League or the Air Cadet program.

3.2 Honours and Awards Committee Report
Refer to minutes of the National HAC

3.3 Nominations Committee Report
The Nominating Committee Chair outlined the openings for the 2015 Slate. There are a number of positions that may come open depending on the decision of some Governors. During the day, the Chair spoke privately with some Governors.

The Committee met with the National President, First Vice and Past President to solicit their views on possible candidates for the various openings.

Interviews with a number of potential candidates for the various positions were held by the Committee. As some potential candidates were not able to attend the SAM, their interviews will be held by teleconference in the new year.

Following conference call interviews and exchange of e-mail correspondence, the Committee will agree upon a slate of officers for the 2015-2016 year. This slate will be submitted to, and approved by the members / delegates at the 2014 Annual General Meeting.

3.4 New Governance Model
Following the presentation of the Proposed Governance Model, the AB held a lengthy discussion to provide feedback to the working group. First Vice-President D. Doern joined the discussion and provided some clarification and insight. The results will be forwarded to Governor B. Burchinshaw by C. Hawkins



4. Conclusion

4.1 Good and Welfare

4.2 Closing Remarks

The Chair thanked everyone for their input throughout their participation in the various committees through the year.

4.3 Next Meeting: June 19, 2015 in Edmonton at the Annual General Meeting

Respectfully submitted,

Brent Wolfe, Chair
Advisory Board



AVIATION COMMITTEE REPORT

John R. Scott, Acting Chair

In the fall of 2013, a specific sub committee of this Committee that included the then NCAOpsO LCol Therrien to put forward ideas regarding the projected future of the Cadet glider program. The final report was submitted to DND for further discussion and consideration. The specific conclusion was a Glider Solo Program that would lead to Glider or Power the following year. This program not only expanded the opportunities for cadets (which fits the Renewal Program objectives) but also greatly improved the effective use of dollars and resources. No advancement of any further discussions between League and DND has been evidenced. The report has been resent to DND enquiring as to what action may be undertaken.

Concern was raised by DND related to Flight Safety factors as identified by LCol Hone at the SAM. Manpower, location, weather, number of cadets participating are several of these points. The entire process of flying programs is to mitigate risk to personnel and resources. However, personnel (instructors) shortage may seriously influence the ability of RGSs to complete flight instruction within reasonable and practical time frames (increasing risk). This fact has necessitated an increased cost to the program due to the requirement to send some cadets from one region to another thus meeting the 'rep by pop' allocation of slots. For example Ontario has lost 7 positions for glider scholarships for 2015.

DND has specified that the overall flying program for this fiscal year is pegged at \$3 million. This amount of funding included salary, accommodation, power scholarship flying, etc. This funding limitation makes the possibility of expanding cadet population (growth objectives as stated in the Renewal Program) improbable if not impossible.

The National Glider C-FADN was purchased from York Soaring in Nov 2011. Glider was stored in Mountainview at the CRGS maintenance facility. Following the high wind accident in Alberta two gliders were written off. C-FADN was sent to K&L in the fall of 2013 to be overhauled and SIRPed. ADN was to be in a flyable condition but K&L only did the basics so the NTA provided North Western Region with the funds to complete the rebuild. The Alberta gliders C-GFMC and C-GQMH were written off and purchased back from the insurance company. They were subsequently trailered to K & L and are being picked up as of 1 May and returned to Gimli where they will undergo refurbishment but not expected to be available until Spring 2016. C-FADN has yet to be registered under ACL. At AGM in 2014, the NTA, Major Darren Little asked that we not purchase the second glider as his funding had been drastically cut. See item 2.2 SAM Minutes.



The League Industry Partnership Chair has advised that work continues to establish and re-establish agreements with companies and associations for Continuation Flying Scholarships. A presentation will be made at AGM outlining the change in process and timeliness of assessment and announcement of recipients as agreed upon by donors. This was in part due to the concerns raised by QOV and allocation of opportunities. (See item 4.4 in SAM minutes.)

There also remains the question proposed in the Briefing Note to the VCDS regarding the total number of Power Scholarship positions and the significant reduction (over 10%) from the original 255 positions that has been the number established since 1947 by the Order in Council set by the Privy Council.

Lastly, continued discussion with DND on the increase in weight carrying capability (GTOW) by 40 lbs. K&L has completed their engineering work for a 40 lb increase in Maximum Take Off Weight (MTOW). The cost to the program is approximately \$200K for the fleet. As such, the Director has requested that the situation be reviewed to determine if the impact warrants expending this level of public funds. It is also to be brought forward to the Committee/BoG for discussion.

Respectfully submitted,

John R. Scott, Acting Chair
Aviation Committee



COMMUNICATION COMMITTEE REPORT

Hille Viita, Chair

In September 2015 we will begin our celebrations for the 75th Anniversary! To this end we have been working closely with the 75th Anniversary Committee and National Office in preparation.

There are many planned activities for the year ahead, and we need to be more efficient and effective at getting the word out, whether in communiques, on our websites, in newsletters or by other relevant means. We have been working to connect our network of PC Communications/PR contacts across the country to get started. There is work ongoing to establish a communications calendar to help us gather, monitor and track various events and happenings across the country proactively. We do not want to miss any of the special events planned and encourage the provincial committees and squadrons to come forward to provide a description of their events.

Many thanks to the National Office Staff for their continued enthusiasm and support.

Respectfully submitted,

Hille Viita

Communications Committee



EFFECTIVE SPEAKING COMMITTEE REPORT

Darlene LaRoche, Chair

The Effective Speaking committee had a very informative meeting at the SAM with Darlene showing and teaching a presentation that can be given to the participating cadets in a workshop format to better prepare them for the competition – both the prepared speech and the impromptu speech. The presentation was well received by all and it was put on the resource material of the Effective Speaking section on the national website. It was also distributed to all attendees.

There was discussion regarding training for the adults putting on the competition and this will be a discussion point at the AGM meeting.

Past topics over the years have been distributed to all members of the Effective Speaking Committee for discussion at the AGM so that they can be reviewed prior to the meeting.

The Scoring Tool has been modified to allow for more cadets to be tracked on the form and this is also on the national website. It is my hope that all provinces are using this Scoring Tool as it does away with most errors.

I am looking forward to our discussions at the AGM.

Respectfully submitted,

Darlene LaRoche, Chair

Effective Speaking Committee



FINANCE COMMITTEE REPORT

Don Berrill, Chair

The current members of the National Finance Committee are: Don Berrill (Chair), Ernie Wiesner (Vice Chair), Bob Robert, Greg Boudreau, Michel Crevier, Carol Cox, Norm Macfie, Christine Welch, Edwina Thompson, Pierre Barabey, Tom Holland and ex-officio members Sarah Matresky and Ray McAndrew.

The 2014-2015 year is now complete. We are staying the course, and thus far are doing well on balancing expenses and income to the ever changing realities of our organization.

My main points for this report are -

1. Ernie, Sarah and I are continuing to work on the investment portfolio. We are a bit stymied by the lack of reasonably safe investment vehicles to work with. We have been reluctant to push too deep into some of the moderate risk investments simply because of everything that is happening on the world stage right now – especially the effects of interest rates and oil prices. Saying that, we do now have a plan that will be presented the AGM meeting that addresses these issues and will increase our returns to enhance our portfolio.

2. In regards to our financial statements, we continue to stay the course and operate as best we can within our budget parameters. It has been a very challenging year to do that, with a number of additional expenses being booked during this fiscal year. (75th Anniversary pins, some travel expenses, other extraordinary items.).

3. Cash Flow – We continue to stay on track cash flow wise. Ernie, Sarah and I are watching for the May/June timeframe where we may have to utilize the reserve we have not used thus far. We have set aside money to cover this item should it there be any unforeseen downturns.

4. ACC9 Status. The latest statistics as of March 31st are:

a) ACC9 returns for the year closing 31 August 2011:

AB 33 out of 42 = 79%	BC 57 out of 57 = 100%	MB 23 out of 24 = 96%
NWO 7 out of 8 = 88%	ON 99 out of 111 = 89%	PE 4 out of 4 = 100%
NB 24 out of 24 = 100%	NL 15 out of 21 = 71%	NS 13 out of 29 = 45%
QOV 92 out of 96 = 96%	SK 19 out of 35 = 54%	TERR 3 out of 3 = 100%



b) ACC9 returns for the year closing 31 August 2012:

AB 32 out of 42 = 76%	BC 57 out of 57 = 100%	MB 24 out of 24 = 100%
NB 23 out of 23 = 100%	NL 20 out of 21 = 95%	NS 22 out of 30 = 73%
NWO 7 out of 8 = 88%	ON 100 out of 111 = 90%	PE 4 out of 4 = 100%
QOV 93 out of 94 = 99%	SK 25 out of 35 = 71%	TERR 3 out of 3 = 100%

c) ACC9 returns for the year closing 31 August 2013:

AB 41 out of 44 = 93%	BC 57 out of 57 = 100%	MB 23 out of 24 = 96%
NB 22 out of 23 = 96%	NL 20 out of 21 = 90%	NS 27 out of 30 = 90%
NWO 5 out of 8 = 63%	ON 100 out of 114 = 88%	PE 4 out of 4 = 100%
QOV 87 out of 94 = 93%	SK 25 out of 35 = 71%	TERR 3 out of 3 = 100%

d) ACC9 returns for the year closing 31 August 2014:

AB 31 out of 44 = 70%	BC 51 out of 57 = 89%	MB 21 out of 24 = 88%
NB 17 out of 23 = 74%	NL 15 out of 21 = 71%	NS 14 out of 30 = 47%
NWO 4 out of 8 = 50%	ON 64 out of 114 = 56%	PE 4 out of 4 = 100%
QOV 74 out of 95 = 78%	SK 22 out of 35 = 60%	TERR 0 out of 3 = 0%

Our situation has been improving as it relates to collections of ACC9 documents, and I am very grateful for the work of the PC Financial Compliance Officers and the ACLN Office Staff for their diligence.

5. Squadrons requiring Action (ACC9) – I would like to note that we have made great strides in addressing the severely delinquent squadrons as it relates to ACC9 reporting. At the AGM last year we had 17 Squadrons that were five years delinquent --- we are now down to seven squadrons. A great improvement!

Regretfully though, I must report that the following squadrons remain severely delinquent in ACC9 submissions, and as such we will need to take action to address these issues. I am contacting each individual PC prior to the AGM to obtain their action plans. If no plan exists by the 2015 AGM, I will be requesting that squadrons “five years non-reporting” be put on National Probation, which at that time would require the ACLN office to get involved. We may end up having to send someone from National to sort these ones out – potentially back billing costs to the appropriate PC.



Those squadrons are

- a. SK – 566, 633, 723 and 889 Squadrons.
- b. NW ON – 900 Squadron
- c. NL – 764 Squadron.
- d. AB – 225 Squadron.

6. ACC9 submission correction – requirement to submit bank statements to ACLN. In the process of tightening up our ACC9 submission requirements, I had a revision made to the policy that required that ACLN also receive copies of the year end bank statements for each ACC9 that was submitted. That action was improper on my part – as it is the responsibility of the PC to ensure that the submitted numbers are backed up by bank statements. When we receive your submissions at ACLN it is with the understanding that each PC is signing off as reviewing bank statements of the SSCs in their jurisdiction. The policy is in the process of being revised to correct this item.

7. Budget 2015-16 and beyond – Included in your AGM package is the latest version of the budget for approval. Budget notes are included, and we will be happy to answer any questions you may have.

We will be asking for a twofold motion in dealing with the budget –

- a. The first motion will be to approve the 2015-2016 budget as presented.
- b. The second motion will be to approve the 2016-17 and 2017-18 budgets subject to ratification by the PC Chairs and the BoG of an increase in the National Assessment at the 2015 SAM.

Thank you all for your continued support and assistance. I hope you continue to be satisfied with how we are conducting the business of the ACL on your behalf.

In closing - many thanks to our ACLN Office staff Sarah, Ray, Joan, Sitraka and Josee for their commitment to keeping costs under control, and for supporting the data collections that have taken place. Also – a big THANK YOU to all the volunteers across the country that work on this item every day – with amazing results!

Respectfully submitted,

Don Berrill, Chair
Finance Committee



HONOURS AND AWARDS COMMITTEE REPORT

Bob Robert, Chair

I am pleased to submit this report as Chair of the engaged Honours and Awards Committee.

The Process and Procedure for the "League-Funded Power Famil Upgrade Scholarships (LFPFUS) has been re-engaged by the LIP committee and is being modified to better serve the recipients and the program.

There will be special 75th Anniversary certificates issued to squadrons that were 'born' in 1941 and also to current Air Cadets and ex-Air Cadets of distinction who will participate in the Symposium & Gala functions to be held in conjunction with the 2015 SAM.

At the SAM 2014 HAC meeting the Chair was tasked to clarify with the National Office that League Volunteers Service Pins will continue to be made available to PCs for purchase if they wish to recognize their own members and/or volunteers and/or CIC, etc.. Upon consultation with the National Office, it proceeded to order and carry catalogued bilingual League Volunteers Service Pins (Not 'RCAirCadet' pins) with a 5-year denomination at the low end and 70-year denomination at the high end. The Office will continue to offer the 'RCAirCadet' pins in the catalogue, indicating that there is a limited supply with some years missing and there is no reordering - directing the purchaser to the 'League' pins. A Newsletter insert or article will announce the League Volunteers Service Pins availability and their purpose - i.e. to reward the service of the recipients to the Air Cadet Movement. The bulk of the recipients will be League members (for sure SSC members), but also CIC, CIs, COs' volunteers, staff and even others (e.g. a Sponsor's Liaison person or a squadron's webmaster and such). To note that qualifying service years can be interrupted and the count resumed later. The League Volunteer Service Pins became available in the ACL web catalogue on April 1st.

My/our thanks go to the members of the Advisory Board who double and triple as Honours and Awards numerous sub-committee members to review submissions and ensure that the H&As go to those most deserving. Also deserving of thanks are Joan, Sitraka, Josee and Sarah in the office for their capable support throughout the year, making it happen! Not to forget, thanks go to Provincial Committees and individual for their parts in identifying worthy nominees and submitting the nominations.



Honours and Awards are of great importance in a volunteer organization such as ours and we have an obligation to institutionalize suitable ways and means of recognition as we have and to continue to add to them and refine the existing ones as time goes. There are always and forever great and meritorious performances and accomplishments throughout the Air Cadet League and in our partner organizations that are only awaiting a nominator to be justly recognized. This is the ongoing call for nominators!

See you in at the AGM in Edmonton.

Respectfully submitted,

Bob Robert, Chair

Honours and Awards Committee



INTERNATIONAL AIR CADET EXCHANGE (IACE) COMMITTEE REPORT

Lloyd MacIntyre, Chair

IACE Committee Members

Lloyd MacIntyre, National Governor, IACE Committee Chair

Darlene LaRoche, National Governor, Effective Speaking Committee Chair, IACE Committee Vice-Chair

Don Berrill, National Vice-President, National Finance Committee Chair, IACE Committee Member

Merv Ozirny, National Governor, NSC Committee Chair, IACE Committee Member

Sarah Matresky, National Executive Director

Kevin Robinson, APC Chair, IACE Alberta PC Host

Paul Dowling, NBPC Executive Director, IACE Committee Member

Major Simon Caron, National Air Cadet Coordinator, D Cdts and JCR Delegate (ex-officio)

Captain Paul Bousigard, Assistant National Air Cadet Coordinator, D Cdts and JCR Delegate (ex-officio)

The IACE Committee extends its appreciation and thanks to National Governor Hille Viita and BCPC Chairman Ron Rique for their diligent work on this Committee over the past several years. They have decided to move on to other responsibilities.

The IACE Committee welcomes Paul Dowling from the NBPC, as a new voting member.

The prime responsibility of the IACE Committee is to ensure the successful yearly realization of the International Air Cadet Exchange programme which began in 1947, some 68 years ago.

During the summer of 2015, Canada will exchange 71 Canadian Air Cadets, 6 Canadian Host Escort Officers and 1 ACLC Representative with the following 12 countries: Australia, Belgium, China, France, Hong Kong, Netherlands, New Zealand, South Korea, Switzerland, Turkey, United Kingdom, and the United States of America. Vice-President Edgar Allain will be the ACLC Representative to the United Kingdom. In 2015 China plans to exchange 3 Air Cadets and 1 Escort Officer with Canada, which is an increase of 1 Air Cadet from IACE 2014 when they first joined the IACE program.

The IACE In-Canada participants, for the third of three years in Alberta, will consist of 70 Foreign Air Cadets, 7 Foreign Escort Officers, 2 Canadian Host Escort Officers, 2 Canadian Staff Air Cadets, and 2 drivers, for a contingent of 83 people.

Following our SAM 2014 meeting, the BOG and DND approved the move of hosting the exchange programme from Alberta to Eastern Canada for IACE 2016 - 2018. The combined NB, PEI, NS PC / RCSU working group have already set in motion the confirmation of activities, accommodations, events, etc.



**2015 ANNUAL GENERAL MEETING OF GOVERNORS AND COMMITTEES
ASSEMBLÉE GÉNÉRALE ANNUELLE DES GOUVERNEURS ET COMITÉS 2015**



Both IACE 2015 and IACE 2016 programmes will be reviewed at the IACE Committee meeting in Edmonton.

Accolades from the IACE Committee to Kevin Robinson, Darlene LaRoche and the other members of the Alberta hosting team for blueprinting a fantastic programme with awe-inspiring sites for IACE 2013-2015, and for producing it under budget.

Respectfully submitted,

Lloyd MacIntyre, Chair

IACE Committee



LEAGUE / INDUSTRY PARTNERSHIPS COMMITTEE REPORT

John Scott, Chair

Considerable activity has been ongoing to the Continuation Flying Scholarship program. There has been limited opportunity for conference calls between myself, Bob Goudie and Pierre Barabey; however, it has been agreed that the undersigned would continue to coordinate the new contracts/pledging and implementation of the process with the flight schools.

All planned Flight School locations and contacts were supplied by DCadets/NCAOps thus facilitating the process. Governors should be aware of when and where Wings Graduations in their area are to take place in August. Governors are asked to enquire from your PC Office as to the whereabouts of the graduation and advise them that you would like to be either a Reviewing Officer or Wings Presenter of the award (if known).

The May 7 BoG conference call confirmed the acceptance of the Policy and Procedures Manual Section 5.8.3 that refers to Cadet Financial Awards. The new form ACC 67 will be published in the next revision cycle. According to the revised process (beta version), if a cadet wishes to apply for a financial award, he/she will complete the application form and submit it to the CFI. The CFI will complete their section including both exam and flight test marks. That information will then be e-faxed to the National Office and the undersigned. Once all forms have been received, an apportionment based on representation by population will be determined and the CFI and Squadron CO will be advised. If all information is received in time, the award shall be made known to the cadet at Wings Parade. Otherwise, the CO is requested to present the award at the first parade of the training year.

The ideal is, of course, to get the cadet back in the air as soon as possible and hopefully with the least cost thus making best use of the funds. It is the responsibility of the CO to ensure the cadet writes a letter of appreciation to the company or association from which the funding was provided. National Office shall also receive a copy of the letter and photo and make best use on the National and hopefully on the appropriate provincial website.

In addition, in the best interest of the cadets and the League, the 'bank' of funds that has not been utilized over several years (approx. \$25,000) shall be dispersed this year. These funds cannot be held as donors made these monetary gifts with the expectation of their allocation according for the purpose that they deemed appropriate at the time of the gift. This must be done in respect as well as completing our due diligence. This does not mean that there are 10 new scholarships; it only means that we are replacing the 10 scholarships that were previously provided by DND.

It should be noted that there is no change to the glider/power PTAA or Canadore Technical Training Awards and other listed awards or bursaries. These remain the responsibility of the Honours and Awards Committee.



**2015 ANNUAL GENERAL MEETING OF GOVERNORS AND COMMITTEES
ASSEMBLÉE GÉNÉRALE ANNUELLE DES GOUVERNEURS ET COMITÉS 2015**



The current list of awards including amounts is as follows:

- Air Canada Pilots Association - \$5000
- Air Line Pilots Association - \$10000
- West Jet Pilots' Association - \$1500 (self-regulating)
- Canadian Business Aircraft Association - \$2500
- CAE - \$10000
- Jazz Inc. - \$5000
- RCAF Association - \$7500 (TBC)
- CASARA - \$1000
- Air Cadet League Escrow Funds - \$25000

Respectfully submitted,

John R. Scott, Governor

Chair, LIP Committee



MEMBERS COMMITTEE REPORT

Tom Holland, Chair

Populating National Committees:

The Members Committee is charged with several areas of concern that affect all members and encourage them to become active and involved within the League at the national level.

Recruitment and Retention of national members is one of the most challenging efforts for the league.

Several changes to the management of the league are allowing for members input being heard, discussed and actioned.

With the league moving forward by appointing a Governor to chair each committee and having the committee chair report to a Vice President will connect the members to the governance of the league.

It would be incumbent for the Vice Presidents to convene working meetings with the committee chairs to discuss openly the plans or projects each committee is working on. Open discussion amongst the chairs would provide better understanding and support as to the direction of the league. Understanding the direction of the league at this level creates a smooth leadership transition for those moving on to the Executive Committee. The confidence show to the committees' objectives would be inspiring.

To strengthen the knowledge of the Provincial Delegates, it has been proposed that the Executive Committee populate the committees by province, by delegate name or a combination of both. Provincial Delegates assigned to committees would be involved with league at the start of their national tenure.

This guideline would help the members understand there is work to be done not only at the provincial level but also at the national level. A couple of years ago at the SAM, Sarah had invited some guest speakers, one of which made his presentation around Volunteering and holding elected/appointed positions in the volunteer organization. There is a duty to be done by the volunteer to ensure the organization is well managed.

By requiring a written report to be submitted 10 days prior to a meeting, allows time for members to review and add topics to the agenda. Recently BoG teleconference went quite smoothly and member's time was better spent on business.

The guidelines and mandate of the Committee are listed in the Policy and Procedure Manual but there is a lack of support, direction, guidance or input from the Board to help a committee proceed confidently. Some topics/projects may require two or more committees working together.



The league is more financially stable and can support expenses incurred by its' members to do league work. The Members Committee encourages a League Budget item of \$12,000 per year to be available for the Vice Presidents authority to use towards off setting costs for the Committees and Committee Members as requested by the Chairs.

The budget amount is suggested as a total for all committees and not assigned as an equal share to each committee, Used only to support the committees work if the expense is not covered elsewhere. If the money is not used – all the better.

The Expense Reimbursement the league is providing to League Members volunteering at the national level is having a positive effect for retaining and recruiting more members.

Respectfully submitted,

Tom Holland, Chair

National Members Committee



MUSIC COMMITTEE REPORT

Merv Ozirny, Chair

The Music Committee's major focus over the last year has been assisting in planning the 75th Anniversary Celebrations, slated for next year.

Initially, a National Capital Parade and a National Band Concert were agreed upon and budgeted for by the Board of Governors, but these initiatives have encountered difficulty insofar as our military partners were concerned, and will not be proceeding as planned.

We await receipt of the Preliminary Funding Applications from each of the Provincial Committees, which are due no later than June 1, 2015.

Once these are received, and we determine the extent of the music component in the various applications, our Music Committee will proceed to provide whatever assistance that may be possible.

We will be anxiously seeking new ideas and suggestions, at the 2015 Annual General Meeting, to assist us in enhancing the music program for our cadets across Canada. We are anxious to establish a detailed plan of action

Respectfully submitted,

Merv Ozirny, Chair
Music Committee



**NATIONAL AIR CADET ATTRACTION, RETENTION AND TRAINING COMMITTEE
REPORT (AIR CADET COMMITTEE)**

Don Doern, Chair

The Air Cadet Committee did not meet during the course of the year as there were no issues of concern that were not covered by other documentation and/or presentations from other committees.



NATIONAL RESOURCE GENERATION COMMITTEE REPORT

Ernie H. Wiesner, Chair

The NRGC has been actively engaged since the SAM in moving our fundraising agenda forward. A sub-committee of the NRGC, consisting of Sarah Matresky, Wendy Hough, Don Berrill, John Scott, Kevin Robinson and the undersigned have been meeting bi-weekly over the past several months, moving forward on several fronts to meet our fundraising goals and planning for our Charter Night “Gala” Celebration which will take place as part of the 2015 SAM. There has been a considerable commitment of time and resources by this committee and I would in particular like to thank John Scott, Don Berrill, Sarah Matresky and Wendy Hough for their dedication to the NRGC.

Charter Night Celebration

As a backgrounder and by way of explanation for the “gala” focus is the celebration of our origins and history. On the 19th of November, 1940, Order-in-Council PC 6647 was passed which authorized the organization of the Air Cadet Corps: A Junior Air Cadet Corps for boys 12-14 and a Senior Air Cadet Corps for those 15-18. This event would mark the 75th Anniversary of birth of what we know as the Air Cadet Program. The Charter Night Celebration will take place at the Canadian Aviation and Space Museum on the Saturday night of our 2015 SAM (21st of November). This event will run in conjunction with the 75th Anniversary Committee’s “Cadet Leadership Symposium” that same weekend.

This event is intended with the following purposes:

- I. Act as the “kick off” event for the 75th Anniversary celebration year;
- II. Provide a venue to highlight the activities of a select group of current and past Air Cadets;
- III. Provide opportunity for recognition of our significant partners;
- IV. Provide a venue for us to encourage and engage with potential government, corporate, educational, and private sector donors at an event highlighting our activities; and
- V. Highlight the engagement of the Air Cadet League in the success of the Air segment of the Canadian Cadet Organization.

At the AGM we will have the full details of the event and will be requesting the support of members at all levels to assist us in making this the hallmark event we are intending. The following are brief progress reports on our current agenda items:

- I. Invitations must go forward shortly to our high profile guests, those whom we wish to honour and our guest speaker. The list of invitees to be prepared by the 75th Anniversary Committee and NRGC. It is hoped the Governor General will attend and interact with our Leadership Symposium Cadets. An invitation has been sent.
- II. A sub-committee has been formed to provide liaison with NRGC, Honours and Awards and the 75th Anniversary Committee as each committee has input to the success of the Charter Night Event.



III. A Leadership Cadet Symposium is planned for the SAM in conjunction with the Charter Night Event with an anticipated 40 Cadets from across Canada. Funding for this part of the celebration is to be provided sponsorship donors plus the sale of tables. Some progress has been made in this direction with 3-5 commitments made in the \$1000 to \$1500 range. Direct solicitations to corporate and personal sponsors will continue to be undertaken by the committee.

NRGC Fundraising Activities

I. Two letter writing campaigns have been conducted along with unsolicited donations, life insurance, gifts-in-kind, direct solicitations received over the past 12 months to April/15 has resulted in \$74K being received. Our LHQ staff is to be commended for their efforts.

II. We have requested consideration from Executive, Governors and Advisory Board members to consider making significant donations in support of our on-going programs, in particular in areas that DND have cut back on funding (i.e., continuation flying). We hope the membership will give due consideration in tendering their support.

III. Much effort has gone into developing presentation packages for corporate and personal solicitations outlining our list of reasons for funding support.

IV. The League Industry Partnership Committee (LIP) with Chair John Scott has, at their request, become a sub-committee to NRG. The committee has made significant strides in re-engaging our industry partners and updating the MOUs that are presently in place. Details to be provide by John Scott in his LIP Report.

V. As we ramp up to November we will have appropriate media coverage for the 75th Anniversary celebration with early indication that we will receive support from Wings and RCAF/Skies magazines. It should be noted that Wings magazine is looking for a reciprocal arrangement with the League while the RCAF would be a simple in-kind relationship. The cost of paid advertising has been budgeted and set aside.

Alumni program

I. This will be a major undertaking and will take a more focused approach as we get closer to the Charter Night Event to take advantage of the heightened exposure that the event will bring. It is anticipated that we will use social media such as Facebook and Twitter as well as the ACLC website to attract former cadets.

ACL Foundation

I. The Foundation has been seeking clarification as to their role vis-à-vis fundraising, funds management and working relationship with the NRG. A meeting was held by teleconference to open dialogue on the matter; plans for further collaboration between the NRG and the Foundation are underway.



II. Standing up a working Board for the Foundation becomes a priority as it must operate at arms-length from the League. Discussions held indicated that it could be two-thirds populated from the Provincial Committees; however, clarification as to this course would need to be vetted by a lawyer. Much work is still needed to make the Foundation an active partner with the League and to meet the aims and objectives of both.

In closing, good progress has been made both in terms of general fundraising and organization of the Charter Night Celebration which will kick off our 75th Anniversary celebrations in November; however, a concerted effort is needed by all committees to stay the course to ensure that we achieve our goals. Many thanks to all those individuals who are helping to make this a success at all levels.

Respectfully submitted,

Ernie H. Wiesner, Chair

National Resource Generation Committee



NATIONAL SELECTIONS COMMITTEE REPORT

Merv Ozirny, Chair by interim

Nothing to report at this time.



NOMINATING COMMITTEE REPORT

Jan Reidulff, Chair

The Nominating Committee met at the Semi-Annual Meeting 2014 where it conferred with as many potential Executive Committee and Board of Governors candidates as possible. Following conference call interviews and exchange of email correspondence the Committee agreed upon the following preliminary slate of nominees for 2015-2016. This slate will be submitted for approval by the members/delegates at the 2015 Annual General Meeting.

Slate for 2015/16

Board of Governors (16)

Executive (6)

President	Don Doern
1st Vice-President	Fred Johnsen
Vice-President	Don Berrill
Vice President	Marcel Bineau
Vice-President	Merv Ozirny

Immediate Past-President Keith Mann (Automatic)

Governors (10)

Governor	Robert Burchinshaw	2004
Governor	Darlene LaRoche	2012
Governor	John Scott	2012
Governor	Hille Viita	SAM 2013
Governor	Ernest Wiesner	2014
Governor	Geoffrey Johnston	2014
Governor	Thomas Taborowski	2014
Governor	Jim Hunter	2015
Governor	Ken Todd	2015
Governor	Jerry Elias	2015



Honorary Officers (4)

Honorary President	To Be Determined
Honorary Secretary	Leonard Jenks
Honorary Treasurer	James McKeachie
Honorary Solicitor	Rhodie Mercer

Honorary Associates (6)

Kathleen Birchall
William Buckham
Ronald Button
David Kinsman
Herbert Spear
John Stewart

Members at Large (Maximum of 3)

Rick Brooks
Howard Mar

Respectfully submitted,

Jan Reidulff, Chair

Nominating Committee



POLICY, PROCEDURE & BY-LAWS COMMITTEE REPORT

Bob Burchinshaw, Chair

With the new ACL Constitution and Bylaws safely installed in the PPM, one would think that there would be more time to go fishing, but such has not been the case. The consequence of implementing these documents means that almost every section of the PPM has been subject to revisions in order that the League remains strictly in compliance with the two legal documents that allow the League to exist and operate in accordance with the new Not-For-Profit Act (CNCA). This requirement is ongoing and will be for some time until every line of content in the PPM has been examined for relevance and compliance with the new Act. This task has been made much easier by the superb performance of Sitraka, who regularly demonstrates the uncanny ability to observe incorrect information and to recommend solutions.

In 2014 the PPBLC submitted 25 PPM Submissions to HQ, which was the highest number recorded since 2005. To date only one PPM Submission has been forthcoming in 2014, which suggests that the PPM is finally becoming an effective and efficient single source League document for policy and procedure. It has been interesting to note that several Bylaw challenges have been unsuccessful following much research and, on occasion, consultation with the Law firm that assisted with the League transition process. One amendment to the Certificate was approved by the BOG and membership that allowed for one additional director to be added, bringing the total number of directors to 16. This additional director gives the Immediate past president a BOG vote, which is clearly stated as a requirement in the Bylaws.

The one pressing issue that the members of the PPBLC are working on is a proposal to provide for succession of a Chair of the PPBLC. This proposal will be introduced to the BOG at the AGM and it is hoped that the discussion there from, will produce a viable solution to this long standing concern. With the recent approval of a motion by the BOG that ensures that all National Committees will be chaired by either a Governor or member of the Advisory Board provides more flexibility in arriving at a permanent solution.

Members are encouraged to continue to observe and report any concerns with the PPM to HQ or to the PPBLC directly so that those concerns can be dealt with in a timely manner. The PPM will continue to be the focus for training new members and to serve as the major policy and procedure instrument of a Canada-wide volunteer organization, the Air Cadet League of Canada.

Respectfully submitted,

Bob Burchinshaw, Chair

Policy, Procedure & By-Laws Committee



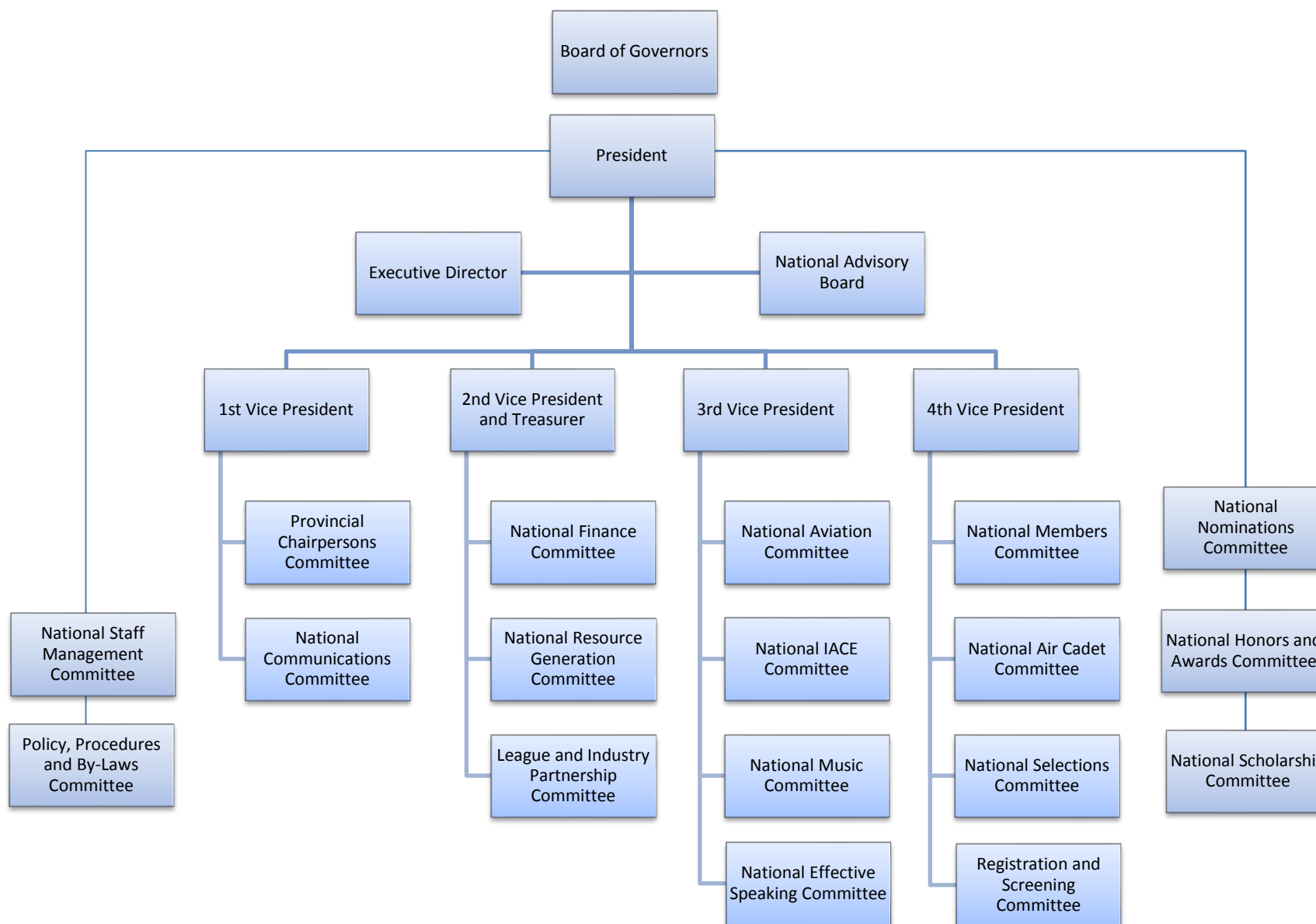
PROVINCIAL CHAIRS COMMITTEE REPORT
Kevin Robinson, Chair

No report submitted.

Please see Annex A & B



ANNEX A: ORGANIZATION CHART





ANNEX B: DISCUSSION PAPER

THE POLICY PROCESS IN THE AIR CADET LEAGUE OF CANADA – PROPOSED REVISION

BACKGROUND

Recent events seriously impacting the ACL has revealed a weakness in the policy making/decision process in support of decision making that should be thoroughly examined to determine if the League should consider changes that will better protect the interests of the League by providing a more responsive process. Specifically, the military is proposing a series of changes in its command and control structure that it believes will better serve the CCO and improve its relationship with its partners and stakeholders, be it the civilian component or within the military chain of command. The League has attempted to keep pace with the rapid introduction of a series of proposals initiated by DND that adopts a Committee Structure that the League is being forced to respond to in a very short timeline. These changes, if approved will oversee every aspect of the CCO and may seriously impact the League going forward.

Another apparent weakness of the policy making/implementation process is the lack of definition between the roles of the BOG and its Executive Committee. Although previous League Bylaws clearly described the role of the EC as being a body that would deal with the day to day League operational matters, the BOG appears to have strayed from this concept and withdrawn, by default, many of powers delegated to the EC. This Discussion paper restores this concept, which is fully supported by the new League Bylaws.

The purpose of this Discussion Paper is to present a basis for examining how the above perceived problem might be resolved by making the League more responsive and reflective of what the League deems to be in its best interest as the Government approved manager of the civilian component of the CCM.

There are two aspects to this Discussion Paper; the first being a major shift in the responsibilities of the EC; The second is a major change to the policy decision making process, whereby the Advisory Board and Provincial Chairs Committee will be fully engaged in the decision-making process by reason that all new and revised policies will, if necessary, reflect advice requested by the BOG through assigned BOG Directors.

No new delegation of powers will be required for the above, but both processes will be spelled out in operating policies under Part 2, Section 2.3.1 Supplementary Operating Policies. Development of those Operating Policies will occur following BOG approval of this Discussion Paper, should that occur. A Review of the TOR for the Advisory Board and the Provincial Chairs



Committee will ensure that both groups will be treated as equals with respect to their roles in the policy/decision making process.

THE PERCEIVED PROBLEM – Decision-making and the role of the EC

DND has a long history of presenting the League with important projects that could impact negatively on its operating policies because of short responsive timelines that are inconsistent with the current structure of the league. It is emphasized the positions provided by the DND to the League are often developed after considerable time and energy by paid staff. To then turn around and ask the League, made up of volunteers and a few staff, for input and provide a very short timeline does not provide the League with the same opportunity for any significant deliberation and discussion. As a result, our input is very often reactive in nature. We can only respond to what we see (their deliberations) rather than provide alternatives to their proposed course of action. As a result, League input often ends up providing small ‘tweaks’ to the position that DND has proposed.

The League’s current decision-making process focuses on the Board of Governors, who draws its powers from Bylaw 5.01 Powers, which gives it the right to “manage or supervise the management of the activities and affairs of the League”. However, recent events reveal that the Board of Governors may not be able to respond in a timely manner to short timelines advanced by DND as to the direction it should and must take to avoid compromising its operating policies and its purposes as defined by its Certificate of Continuance. In particular, this weakness also compromises the efficiency of the Executive Director in advancing the official position of the League to DND as she is the main conduit to outside agencies, including all government departments, legal counsel and, in most cases, the Provincial Committees who must be considered major stakeholders as the managers of their respective provincial organizations.

The question keeps coming up as to who speaks for the League. Is it the Executive Committee (EC) or is it the Board of Governors (BOG) and what is the relationship between these two groups? In this Discussion Paper it is proposed that, where DND is concerned, it will be the Executive Director (ED) or President, as Chairperson of the Executive Committee, empowered by the BOG that will speak on behalf of the BOG. However, the Executive Director will be restricted to only commenting on League approved policy and procedure.

This leaves the question as to how the position of the League is arrived at; Bylaw 7.01 Appointment makes it clear that the Board (BOG) “may designate the offices of the League, appoint Officers, specify their duties, subject to the Act, delegate to such Officers, the power to manage the affairs of the League”. Bylaw 8.02 Executive Committee (EC) lays out the specific composition of the EC and is specific as to what it is responsible for: “The Executive Committee



is responsible for carrying out any duties the Board may delegate to it, except those powers which may not be delegated by the Board pursuant to subsection 138 (2) of the Act.” These provisions of the Act do not impact the strong relationship between the Board and the EC and do not impede the delegation power of the Board with respect to the ED.

Therefore, this discussion paper focuses on the delegation power and to make the EC the implementation authority on behalf of the BOG and all class one voting members. In short, the weakness of the EC in making implementation decisions is caused by the failure of the BOG to delegate implementation powers to the EC, although these powers are implied by the TOR for the EC in Section 3.4.1 of the PPM through an Operating Policy.

A Proposed Solution

A discussion on this issue at the 2014 SAM indicated that there is a consensus among all voting members on the above problem that a simple fix that will greatly speed up the response times to short timelines by outside agencies to any subjects and that is: The BOG (read 15 Governors or 16 Directors, which includes the immediate past president) will continue to make policy, but the EC will exclusively decide how best to implement that policy.. The BOG shall remain the sole authority for approving or amending ‘policy and procedure’, including such that might result from the EC implementation process. The EC will continue to provide decisions as an expedient before they have the opportunity to get to the BOG. The above bylaw provides for it and the Act makes it legal. This simple understanding, shall be written into the PPM as an operating policy and will strengthen the purpose of the EC and the interests of the league going forward, while at the same time sending a message to DND that the ACL can not only be responsive to its many projects and reviews, but speaks with one voice for all levels of the League when it comes to the management of the civilian element of the CCM.

In addition to the above solution, the ED will then only need to deal with the EC on matters that do not require a policy decision, but is more aligned with reasonable responses to requests for specific information requiring the ED to obtain permission to release that information. This represents a shift away from the BOG in favour of the EC dealing with day to day matters as required by the ED. This will mean the ED, on behalf of the President, who is also the Chair of the EC meetings, only needs to contact six EC members (President, four Vice Presidents and the immediate past president) versus 16 Directors.

In the event the League receives a proposal from DND or any government department, which may require a change in League policy and a short time line is stated, the BOG will examine the proposal and make a policy decision, but because of the short timeline cannot receive input from the Advisory Board and Provincial Chairs Committee it will send its approved policy to the EC for implementation as necessary. It will still request input from the Advisory Board through



the immediate past president and from the Provincial Chairs Committee through the 1st Vice President who will also be the Chair of the Provincial Chairs Committee

DECISION MAKING AND THE ROLE OF THE EXECUTIVE COMMITTEE, ADVISORY BOARD AND PROVINCIAL CHAIRS COMMITTEE

Executive Committee

In order for the EC to utilize its delegated powers to achieve the best outcome, it is proposed that its internal structure be revised as follows:

President – would be the conduit between all groups and the ED unless such specific powers are delegated by the President to a Vice-President or to the ED.

1st Vice-President - could be looked upon as a Line position. His/her main role would be as the EC VP responsible for the Provincial Chairs Committee and to serve as Acting President of the BOG and Acting Chairperson of the EC, in the absence of the President. He would also be the person to accompany the President to high level meetings with DND, such as the NCC or to other meetings outside the league requiring a senior League member to attend.

2nd Vice President - would be the Chief Finance Officer (CFO) whose position is akin to a staff position but on an equal plane with the 1st Vice President. Being in a staff position, the 2nd Vice President does not have to be the heir apparent two years down the road, but can be moved into the 1st Vice President position if the BOG so desires. This would allow a good CFO to carry on with the financial running of the League, while at the same time provide opportunities for other Vice Presidents to move up the ladder without having to become the CFO. Because the position of the CFO is very demanding, the best scenario would be for the Nominating Committee to recruit persons for the CFO job who reveal an interest in financial matters and who might be prepared to remain as the CFO for two or three terms. In this latter case, if the CFO has served notice that he wants to move up to the 1st Vice President position, that his successor should be chosen for his skills and background in financial matters and would be prepared to serve as the CFO for a minimum of three years (he would, in fact, move immediately into the 2nd Vice President position, bypassing the 3rd and 4th Vice President positions.

3rd and 4th Vice Presidents - would be available to the President for assignments as Chairs of Standing Committees or ad hoc select committees or other duties as may be required by the President.



Advisory Board

The Advisory Board is an underutilized group, consisting of Past Presidents who are assigned specific responsibilities by delegation from the BOG. Bylaw 8.01 states their existence as being a Standing Committee consisting of Past Presidents with their Terms of Reference approved by the membership (read all voting members) through an Operating Policy.

Given the recent increase in demands from DND for League involvement and timely responses to specific subjects that could seriously affect League interests, it is apparent that the BOG/EC is not taking advantage of this group as a reliable source of advice pertaining to a host of subjects. As class one voting members it would also be seen to strengthen the final positions of League responses if it is known that the League position reflects a consensus from all national voting members.

Provincial Chairs Committee

The Provincial Chairs Committee consists of the Chair of each Provincial Committee or delegates and, since they are approved national delegates, are class one voting members. More importantly, this Committee may represent all provincially appointed national delegates. Because it would be unwieldy to attempt to contact 42 plus delegates on policy/decision issues, it would be more appropriate to use the services of the Provincial Chairs Committee to establish a consensus from all national delegates on specific issues advanced to it by the BOG through the EC.

One very important change to the Provincial Chairs Committee would be that it would be given direct access to the Board of Governors/Executive Committee by reason that its Chair would be the 1st Vice President of the Executive Committee.

The decision to request feedback on important issues would originate in the BOG and be recorded in minutes of BOG Meetings and then actioned by the ED or President as necessary. Some issues would not be official league policy, but may still require this feedback. All issues requiring a 2/3 vote of members attending a general assembly would first require Advisory Board and Provincial Chairs Committee feedback prior to advancing the policy to the general assembly. This requirement should not delay submissions to the general assembly as these items are normally processed through the BOG approving process months in advance of proceeding to the general assembly at an AGM or SAM. For example, the league decision to respond to the D Cadets' Governance and Charter projects would be forwarded to the Advisory Board and Provincial Chairs Committee as these subjects affect all levels of the League and may result in an impact on League Operating Policies going forward. Even if an interim response is decided by the EC to satisfy an unreasonable timeline, the Advisory Board and Provincial Chairs



Committee should still be engaged to record their consensus for future reference. Should a disagreement occur over a matter of implementation of a new (approved by the BOG) or existing policy then it would be a matter for the EC to resolve, but if it involved a proposal to revise an existing policy then it must come back to the BOG for approval. In all situations, voting members should be engaged in the policy process or when a consensus is required, these two groups should be so informed as early in the process as possible.

References:

Definition CCO – PPM Part 1, Section 1.1

Definition CCM – PPM Part 1, Section 1.1

TOR – Executive Committee – PPM Part 3, Section 3.4.1

TOR – Advisory Board – PPM Part 3, Section 3.4.2

TOR – Provincial Chairs Committee – PPM Part 3, Section 3.4.11

Bylaw 5.01 Powers

Bylaw 7.01 Appointment

Bylaw 8.01 Advisory Board

Bylaw 8.02 Executive Committee



SCHOLARSHIP COMMITTEE REPORT

Irene Doty, Chair

At the time of preparing this report for the AGM, our work has not yet begun in choosing the 2015 recipients of the three scholarships.

We were very pleased that in 2014 we received 142 applications for these scholarships which was an increase of 41 for a total of 101 in 2013. It is hoped that the numbers will increase as more and more Air Cadets across Canada are made aware of these scholarships. The National Office Staff send out reminders early in the year and throughout the spring months.

The National Air Cadet League of Canada is honoured to have three distinguished scholarships to offer to young Air Cadets that are made possible by Mrs. Mary Dale and Mrs. Kay Birchall and the Young Citizen's Foundation. These scholarships amounted to \$5000.00, \$3500.00 and \$2500.00 for a total of \$11,000.00 in 2014.

Recently we made contact with the three young people who received this money and all three were so pleased and appreciated the financial assistance these scholarships were to them. Anne George, from Delta B.C. was awarded the \$5000.00 scholarship and is attending UBC and plans to become a doctor. Clinton Rodney, from Ponoka, Alberta received the \$3500.00 scholarship and is attending the University of Alberta, also his plans are to become a doctor. Justin Thibault from Tatamagouche, Nova Scotia, the recipient of the \$2500.00 scholarship is attending the University of New Brunswick and is planning a future in engineering. It is indeed so very gratifying to know we are making such a difference in these young peoples future. We extend our sincere thanks and appreciation to our sponsors for their very generous donations which have made these scholarships possible.

Many thanks to Joan and the National office for sending out numerous reminders and all the work involved with all the submissions and preparing all the data for our committee.

My personal thanks and appreciation to the members of the Scholarship Committee, Guy Albert, Bob Goudie, Gilles Cuerrier, and Ron Ilko. Thank you for your continued involvement and our work together.

Respectfully submitted,

Irene Doty, Chair

Scholarship Committee

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RECORD OF DECISIONS

73rd ANNUAL GENERAL MEETING

AIR CADET LEAGUE OF CANADA



12-14 JUNE 2014

Whitehorse, YT

Record of Decisions

73rd ANNUAL GENERAL MEETING OF THE AIR CADET LEAGUE OF CANADA
KWANLIN DUN CENTRE
WHITEHORSE, YT
12-14 JUNE, 2014

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- 3.3 Approval of Budget for 2014 / 2015
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 - b. SOP – Conflict of Interest
 - c. SOP – Corporate Seal
 - d. SOP – Jurisdiction
 - e. SOP – Logos & Copyrights
 - f. SOP – Members Accountability
 - g. SOP – Powers & Limitations of Indv. ACL Members
 - h. SOP – Responsibilities of Chairs and Committees
 - i. SOP – Squadron Support Groups
 - j. SOP – Vacancies
 - k. SOP – Governing Documents
 - l. SOP – BOG, Meetings, Duties & Authority
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- 5.1 Report of the Nominating Committee
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2014 Annual General Meeting – June 2014

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- 6.1 Report of the National President
- 6.2 Report of the Executive Director
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- 6.5 Report of the Advisory Board
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7. CONCLUSION

- 7.1 Date and Time of Next Meeting (*SAM November 20-21, 2014 – Ottawa*)
- 7.2 Good and Welfare of the Air Cadet League (AGM 2015 – Edmonton, AB)
- 7.3 Reminder – President's Banquet *KDCC*
- 7.4 Adjournment

2014 Annual General Meeting – June 2014

ATTENDEES

<u>Chairperson</u>	Thomas P. White	National President
<u>Parliamentarian</u>	Bob Burchinshaw	Governor President
<u>Executive Committee</u>	Ken Higgins	Past President
	Keith Mann	Vice-President
	Don Doern	Vice-President
	Fred Johnsen	Vice-President
	Don Berrill	Vice-President
<u>Governors</u>	Edgar Allain	
	Bob Burchinshaw	
	Thomas Holland	
	Darlene LaRoche	
	Lloyd MacIntyre	
	Merv Ozirny	
	John Scott	
	Hille Viita	
<u>Advisory Board</u>	Guy Albert	
	Jim Ash	
	Harold Fowler	
	Max Goldack	
	Craig Hawkins	
	Fred Hopkinson	
	Ron Ilko	
	Leonard Jenks	
	Jan Reidulff	
	Bob Robert	
	Brent Wolfe	
<u>Provincial Chairs</u>	Marcel Bineau	QC
	Greg Boudreau	NB
	Joan Cameron	NWO
	Bill Cumming	ON
	Russell Gallant	PEI
	James Hunter	SK
	Norm MacFie	NL
	Howard Mar	MB
	Jim Mullins	NS
	Ron Rique	BC
	Kevin Robinson	AB
	Thomas Taborowski	ON
	Ken Todd	PAN

2014 Annual General Meeting – June 2014

Members/Delegates

Murray Adams	Doug McLennan
Rhonda Barraclough	Jean-Anne Milton-Binczak
Gene Bell	Stan Monkman
Mike Boyle	Jamie Nicol
Carole Cox	Serge Philibert
Michel Crevier	Thomas Sand
Robert Dolyniuk	Patrick Shea
Jerry Elias	Doug Slowski
James Gale	Mike Simons
Russell Gallant	Tom Taborowski
Robert Hedges	Christopher Tuck
Geoffrey Johnson	Christine Welch
David Lamb	Jim Wiechold
Sue Madden	Ernest Wiesner

Provincial Committee Offices

Pierre Barabey	Executive Director, QC
Paul Dowling	Executive Director, NB
Richard Petrowsky	Executive Director, SK
Ilona Turra	Chief Administrative Officer, BC

Military

Col C. Namiesniowski	Director of Cadets and JCR
Maj. Simon Caron	Air Cadet Coordinator, DCdts, Ottawa, ON
LCol Richard Hone	National Air Ops Officer
Maj Darin Little	Nat'l Tech Auth (Air)
CWO Grant Pyle	CWO D CDTS & JRC

National Headquarters Staff

Sarah Matresky	Executive Director
Josée Woodford	Executive Assistant
Joan Gray	Administrative Assistant
Sitraka Raoelimanohisoa	Communications Officer

I ADMINISTRATION

1.1 WELCOME BY THE NATIONAL PRESIDENT

National President Thomas P. White welcomed everyone to the 73rd Annual General Meeting of the ACL. He thanked the Colour Party comprised of local Air Cadets.

1.2 MOMENT OF SILENCE

A moment of silence was observed in honour of all Air Cadets, Air Cadet League volunteers, Canadian Armed Forces Members and friends of Air Cadets who had passed away since the last Meeting.

In particular, we remember:

- [MR. JOHN WALKER](#) – 1ST VICE-PRESIDENT, NATIONAL TREASURER
- [MR. ANDRE O. DUMAS](#) – NATIONAL PAST PRESIDENT, 1980
- [MR. STANLEY HARRY](#) – NATIONAL ASSOCIATE-AT-LARGE
- [MGEN. \(RET.\) WILLIAM PAISLEY](#) – RETIRED NATIONAL GOVERNOR
- [MR. BOB BARRACLOUGH](#) – NATIONAL DELGATE, AB VICE CHAIR
- [MR. DENNIS MACNEIL](#) – FORMER PROVINCIAL CHAIR, NB
- [DR. PAUL KINSMAN](#) – NATIONAL PAST PRESIDENT, 1982

1.3 INTRODUCTION OF THE HEAD TABLE

Col. Dan Leclair –Northeast Region Commander of Civil Air Patrol
Keith Mann – First Vice-President
Thomas P. White - National President
Sarah Matresky - Executive Director (ACLC)
Col. Conrad Namiesniowski – Director, Cadets & JCR

Parliamentarian: Bob Burchinshaw, Governor

MILITARY GUESTS

Maj. Simon Caron	National Air Cadet Coordinator
LCol Richard Hone	National Air Ops Officer
Maj Darin Little	Nat'l Tech Auth (Air)
CWO Grant Pyle	CWO D CDTS & JRC

INTRODUCTION OF MEMBERS

Advisory Board
Board of Governors
Provincial Delegates
National Office Employees

1.4 CONFIRM NOTICE OF MEETING

The Executive Director, Sarah Matresky, confirmed that the Notice of Meeting was duly circulated in February 2014, that there is a Quorum, and this gathering was a properly Constituted meeting of the Air Cadet League of Canada.

1.5 CALL TO ORDER

The President called the 73rd Annual General Meeting to order. Bob Burchinshaw explained the voting card procedure and the procedure for those acting as proxies.

1.6 MOTION TO APPROVE VOTING & NON-VOTING MEMBERS AT MEETING

MOTION: All invitees that signed the voting list and are present in the room are entitled to be here at the meeting. Moved by B. Burchinshaw/Seconded by John Scott **CARRIED**

MOTION: That all non-voting members who signed the list be permitted to attend the meeting
Moved by L. MacIntyre/B. Wolfe **CARRIED**

1.7 NEW ITEMS FOR THE AGENDA

1. Proposal to revise parts of Part I of PPM.

1.8 APPROVAL OF THE AGENDA

MOTION: That the Agenda be approved as modified
Moved by L. MacIntyre/D. LaRoche **CARRIED**

1.9 APPROVAL OF THE RECORD OF DECISIONS OF THE PREVIOUS AGM – AGM 2013, CHARLOTTETOWN, PEI

MOTION: That the AGM minutes of 2013 be approved as presented
Moved by M. Ozirny/R. Ilko **CARRIED**

II INFORMATION

2.1 N/A

III BUSINESS ARISING

3. No further business arising from the previous meeting.

3.1 REPORT OF THE FINANCE COMMITTEE

D. Berrill reported that the Air Cadet League is in good financial shape. He added that a few new members have joined the committee and they welcomed E. Wiesner as vice-chair of the Finance Committee. There are 14 squadrons who did not complete their financial reports for the last five sequential years and the committee is addressing this issue. D. Berrill stressed the importance of squadrons submitting the ACC9's as the data is collected to analyze the total money raised by the Leagues at the local level. This data will be provided to DND at a later date. He added that a study will be conducted over the next six months concerning provincial committees who have designated Executive Directors and this is in order to look for best practices among all the provinces among other things. This concluded his report and there were no further questions.

MOTION: That the Finance Committee's report be approved as presented.
Moved by D. Berrill/G. Boudreau **CARRIED**

3.2 APPROVAL OF THE FINANCIAL STATEMENTS FOR 2013/2014

D. Berrill moved for approval of the Financial Statements for 2013-14

MOTION: That the financial statements for 2013-14 be approved as presented
Moved by D. Berrill/R. Ilko **CARRIED**

3.3 APPROVAL OF BUDGET FOR 2014/2015

D. Berrill indicated that there is a basic mind shift with regards to the way the Air Cadet League does its business. There will be some internally restricted funds. He added that the fund generation officer hired by the ACL in the future is expected to raise \$70K in funds. He gave a brief explanation of like 19b and said that some funds will be transferred from the Leagues reserves to balance the 14/15 Budget. Contingencies were also adjusted to balance the old/new system. As well, a line item was added to support National Voting Delegates (Advisory Board, Board of Governors and PC Chairs) to attend both the AGM and SAM. P. Barabey indicated that the QOV line breakdown at the bottom is not accurate (insurance breakdown). D. Berrill noted the item for correction.

MOTION: That the Budget for 2014-15 be approved as presented subject to revision of QOV's assessment fee calculation

Moved by D. Berrill/B. Robert

CARRIED

3.4 APPROVAL OF THE AUDITORS FOR THE FISCAL YEAR 2014/2015

MOTION: D. Berrill moved that the firm Andrews & Co. be approved for FY 2014/15

Moved by D. Berrill/L. Jenks

CARRIED

IV NEW BUSINESS

4.1 APPROVAL OF THE SUPPLEMENTARY OPERATING POLICIES

B. Burchinshaw reported that several Supplementary Operating Policies need to be considered for approval by the membership. He thanked J. Ash for writing the bylaws that served the Air Cadet League well over the last ten years. B. Burchinshaw also explained that the Policy and Procedure Manual will need to reflect the changes as per the Certificate of Continuance as issued by Industry Canada.

Approval of Supplementary Operating Policies:

- a. SOP – Banks, Borrowing and Loans
- b. SOP – Conflict of Interest
- c. SOP – Corporate Seal
- d. SOP – Jurisdiction
- e. SOP – Logos & Copyrights
- f. SOP – Members' Accountability
- g. SOP – Powers & Limitations of Individual ACL Members
- h. SOP – Responsibilities of Chairs and Committees
- i. SOP – Squadron Support Groups
- j. SOP – Vacancies
- k. SOP – Governing Documents
- l. SOP – BOG, Meetings, Duties & Authority
- m. SOP – Indemnity Insurance
- n. SOP – Proposal to Revise Sections of Part 1

MOTION: that all items listed above be approved with the addition of the word "territorial" (item e) and replace the word "may" with "shall" regarding screening.

Moved by B. Burchinshaw/L. MacIntyre. (5 abstentions, 2 against)

CARRIED

4.2 APPROVAL OF THE LEAGUE PHILOSOPHY STATEMENT

T. Holland presented the League's modified Philosophy Statement for insertion into section 1.1.7 of the Policy and Procedure Manual. He summarized the importance by saying that the League's Philosophy Statement is what our organization believes in.

MOTION: that the Philosophy Statement be adopted as presented.
Moved by T. Holland/K. Todd

CARRIED

4.3 LOCATIONS OF FUTURE MEETINGS:

Edmonton, AB	2015
Richmond, BC	2016
Winnipeg, MB	2017
Quebec	2018
Newfoundland & Labrador	2019

V ELECTIONS

5.1 REPORT OF THE NOMINATING COMMITTEE

When the meeting reconvened at 1300, after the slate was posted during the lunch hour, J. Reidulff reported that there were no nominations received from the floor. He added that there were three openings for new governors on the slate this year. J. Reidulff will remain chair of the Committee for another year assisted by F. Hopkinson.

MOTION: that the Slate of Nominees be approved as presented.
Moved by J. Reidulff/C. Hawkins

CARRIED

VI RECEIVING REPORTS

6.1 REPORT OF THE NATIONAL PRESIDENT

T. White indicated that the President's report could be found on page 7 of the AGM meeting book. He had nothing further to add except to say that his year as President was a very busy one and that he appreciated everyone's assistance during his term of office. He wished the League a stellar year in 2014-15 under the direction of K. Mann.

6.2 REPORT OF THE EXECUTIVE DIRECTOR

S. Matresky noted that ED's report could be found on page 14 of the AGM meeting book. She gave a short briefing on insurance and added that some pamphlets were circulated should members wish to extend the current insurance program to include content insurance at the local level. D. Berrill added that a particular waiver must be filled out by PCs who are offering private pilot scholarships outside of the Cadet Program.

S. Matresky also added that since the completion of her written report, D. Shaw has been engaged at the National Office and will work closely with the National Resource Generation Committee. As well, the Bookkeeper has had some health issues and will be returning to work later in June. The National Office staff will continue to work diligently to provide the service to the Members in the most efficient manner possible.

6.3 REPORT OF THE DIRECTOR OF CADETS – Col. Namiesniowski

Refer to Appendix A.

Col. Conrad Namiesniowski sent greetings on behalf of the VCDS LGen Thibault and added that CWO Grant Pyle recently joined the team at D Cdts and brings with him a significant amount of knowledge and experience. The Colonel also sees the benefits from the weekly meetings between himself and the three League Executive Directors. Since commencing his position last August, the philosophy has changed as there is now united and open communication taking place. He stressed that roles, responsibilities and relationships should be known by each partner (League/DND) to avoid any duplication of efforts as well as conflicts.

D Cdts & ACL are sharing the same objectives: offer a better experience for cadets and sustain the program so it lasts forever. With improved communication, the CCO needs to look ahead to establish the plan for the next 3-5 years. Col. Namiesniowski feels it is important that each partner shows where the money is being spent and to identify the key parts of the program as well as find combined solutions instead of walking on parallel roads.

The Directorate continues to face challenges with staffing and gave examples of monetary restrictions and exceptions.

When referring to his presentation, Colonel Namiesniowski indicated that Renewal is divided into three phases, with the first phase being conducted presently. His role is not to make the decisions but to make sure that what is being presented to leadership is clear and concise. The Governance Structure will be presented at the NCC in July and they are moving ahead because the National Cadet Council already exercises the power of the Governance Model. This continues to be a work in progress.

Questions / Comment Period

Comment:

Edgar Allain made a comment that the Col. Presentation shows that he is not only changing things, but also changing the way he thinks.

Q. Referring to the Governance Chart, L. MacIntyre asked where the consultation connection line is between ACL & Military.

A. There is no lateral piece because there is no authority from VCDS over the League. We work as partners.

Q. From a fundraising perspective, D. Berrill would like to be able inform donors of the reason for raising money and asked what is open for fundraising possibilities. He also enquired if DND could consult with the League before making cuts to the program so that alternatives may be considered.

A. Col. Namiesniowski discovered that there are different activities that are not recognized as part of the program. These activities have to be put on the table and then prioritized according to desired impacts. DND & League should have a good discussion on this subject. He believes it is possible to achieve the desired effects by combining fundraising.

This concluded the D Cdts report and there were no further questions.

6.4 REPORT OF THE PROVINCIAL CHAIPERSONS COMMITTEE

M. Bineau reported that the PC Chairs Committee had a very constructive meeting. Their main point of contention was the change that D Cdts wanted to make with regards to field uniforms. The following motion was made by the Committee:

MOTION: *that the Air Cadet uniform will remain as current DEU without the addition of a field uniform.*

Moved by J. Mullilns/J. Hunter

CARRIED

M. Bineau also reported that G. Johnston made a presentation about video-conferencing during their meeting and offered the PCs a chance to buy into the program at a cost of approximately \$100 per license. There was some interest from the PCs and they will work with the BCPC on the details. P. Doern gave a presentation on the 75th Anniversary poster contest and timeline. It was suggested that a working group be struck to review and recommend improvements to the Drill Instructor's course. All were in favour of forming a committee with N. MacFie as chair assisted by H. Mar and K. Robinson. A report on the issue will be made available at the Semi-Annual Meeting for further consideration by the military.

D. Berrill briefed the PC Chairs on the newly proposed Regional League structure. The proposal was not well received by the PCs and will not be pursued at this time.

M. Bineau will be stepping down as the Chair of Chairs and will be replaced by K. Robinson of Alberta.

6.5 REPORT OF THE ADVISORY COMMITTEE

B. Wolfe reported that he continue as the chair of the Advisory Board committee for an additional year. The Committee concluded their meetings Thursday and the members participated in other AGM meetings taking place on the Friday. K. Mann, incoming President, and First Vice D. Doern had asked for more engagement from the Advisory Board within the organization and at the community level. He added that the Nominating Committee will give a brief presentation about the nominating process during the upcoming Semi-Annual Meeting and will be a good learning process for new members and a good refresher for long-serving members.

B. Wolfe added that the Nominating Committee is also working to arrange for a new Honorary President. The individual filling the position will be informed of the level of commitment required and will be asked to identify what they can do for the League.

6.6 REPORT OF THE 75TH ANNIVERSARY COMMITTEE

K. Mann reported on behalf of the 75th Anniversary Committee and gave an overview of the preparations to date. An Honour Band Concert and an Anniversary Parade are being considered as options for celebration.

Further details of the poster contest were explained and the initiative is set to launch in January of 2015.

The selection procedure for the Honour Band would be carried out with the use of audition tapes and the number of cadets chosen would be based pro rata by province. Music would be under the direction of H. Mar. K. Mann thanked H. Mar for submitting such an excellent detailed proposal for planning purposes. The Anniversary Parade would be under the direction of P. Barabey with a tentative date of May 14, 2016 and would be comprised of two wings of 1000 cadets each.

Swag: The committee has decided to retain caps, golf shirts, decals and crests as part of the celebration items.

Postage Stamp: Canada Post has been contacted and they have replied that the stamps depicting celebrations will be announced in 2015 and proposals are not considered more than a year in advance.

Pins: A commemorative pin will be issued to each serving cadet to wear on their uniform. K. Mann added that permission was obtained for the cadets to wear the pin, but that does not include members of the CIC. Distribution and cost was explained as well as the order and shipping process.

The VCDS has communicated his support and will send a letter to the effect with regards to painting a CF-28 Demo plane as a tribute to Air Cadets as part of the 75th Anniversary Celebrations.

K. Mann will work with J. Hunter to obtain permission from the Canadian Airports Council to have the Air Cadet League Banner displayed at all their member airports. The ACL will also supply an anniversary flag and a banner to all SSCs to be carried at parades.

6.7 REPORT OF LEAGUE INDUSTRY PARTNERSHIPS COMMITTEE

J. Scott reported that he has taken over as chair of the League Industry Partnerships committee since the recent resignation of C. Boily as Governor and Committee Chair.

The agreements with the various industry partners continue to be under review and after much consideration, it was decided that the LIP Committee would remain as a separate entity from the National Resource Generation Committee until further notice. This concluded his report and there were no further questions.

VII CONCLUSION

7.1 DATE AND TIME OF NEXT MEETING

SAM November 21-22 at Lord Elgin Hotel, Ottawa

7.2 GOOD AND WELFARE OF THE AIR CADET LEAGUE OF CANADA

a) J. Scott presented the card "*Proud to be a Cadet Alumni*" that will soon be available for distribution as well as on the National Website. Squadrons will be able to personalize it by adding their crest. The idea of the card is to have more people involved as the 75th anniversary approaches.

b) Birthdays and Best Wishes

c) AGM 2015 Edmonton Alberta – Presentation by the ABPC on next year's meeting.

d) Ron Rique from BC reported the following:

- He had the pleasure of presenting the Air Cadet Service Medal to C. Hadfield at the last BC AGM.

- BC has purchased their sixth Cessna and has a tentative offer to sell their sixth L19. This will complete their fleet overhaul.

7.3 REMINDER

Housekeeping items and announcements related to the evening's Banquet.

7.4 ADJOURNMENT

Meeting was adjourned at 15:45 Moved by B. Wolfe



ANNEX A

**D CDTS GROUP ADDRESS
POWERPOINT**

Air Cadet League of Canada Annual General Meeting

14 June 2014



Col C.R. Namiesniowski
D Cdts & JCR

Finances

	FY11/12 (Actual)	FY12/13 (Actual)	FY13/14 (Budget at T3)
Personnel	114.2 M	116.3 M	113.8 M
Operating/Opérations	87.8 M	86.2 M	84.8 M
Grants/Subventions	1.3 M	1.3 M	1.3 M
Capital	1.8 M	2.2 M	2.0 M
Total Cadets	\$205.1 M	\$206.0 M	\$201.9 M
JCR/RJC	11.0 M	11.3 M	11.5 M
Total	\$216.1 M	\$217.3 M	\$213.4 M

Approx \$4M reduction from FY 12-13 to FY 13-14: Réduction de \$4M de l'AF 12-13 à l'AF 13-14:

Transfer to SSC : \$800K

NCSM Québec (SR) : \$800K

Reduction in TD (SR) : \$600K (13/14)

Tx Cost for Commissionaires to Comox : \$400K

Returned Pay Surplus T3 : \$1.1M

Transfert à SPC : \$800K

NCSM Québec (RS) : \$800K

Réduction en DT (RS) : \$600K (13/14)

Transfert des coûts pour commissionnaires à Comox : \$400K

Surplus déclaré en solde au T3 : \$1.1M

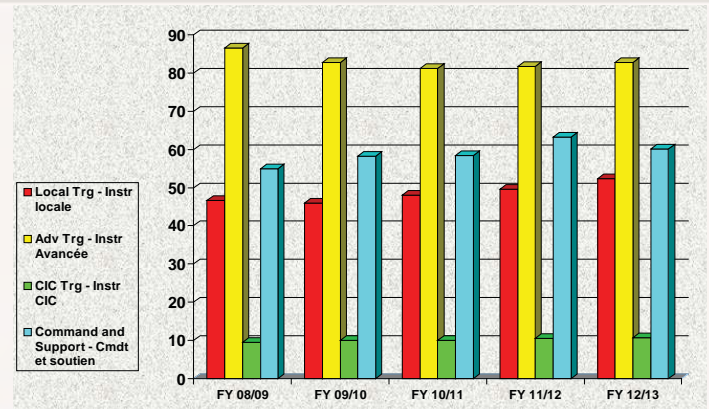


Agenda

- Relationship
- Budget Sitrep
- Current initiatives
- Current issues for Air Cadets
- Renewal Sitrep
- Governance & C2
- We are a team!



EXPENDITURES BY CAPACITY / DÉPENSES PAR CAPACITÉ



Relationship

- Sharing the same objective
 - Better experience for Cadets
 - Sustainable program
- Need to support each other
- Good Communications = better understanding
- Roles, responsibilities and relationships



Current initiatives

- Weekly D Cdts & JCR/EDs meeting
- PRC/VSS
 - Centralize process through single civilian contractor
- CATO 13-12 WG – Cadet supervision
 - Joint WG (D Cdts & JCR and League reps) convened 12 Mar 14
 - Report / recommendations pending
- COATS Fitness Policy
 - Updated policy in effect 24 Feb 14
 - Full-time Class B to attempt FORCE test
 - Implemented at CSTC and RCIS
 - Failure = no career implications
- CATO 22-02 – Change to CIC promotion policy
 - 3 years acting for promotion to substantive Maj & LCol
 - COATS GS Officers & NCMs can be promoted to substantive rank



Current initiatives

- **Positive Youth Development for Adults**
 - An education tool developed in consultation with all stakeholders to ensure all adults have a baseline in positive youth development. New skills and resources focus on outreach and how to grow the program in Canadian communities.
- **CIC Training**
 - Every training course is linked to a set of tasks, required by the CCO.
 - Occupational and job-based training directly supports the corps / squadron requirements.
 - All courses are evaluated and validated to ensure they meet the needs of the trainee and the organization.
 - The CFITES process ensures maximum efficiency without over-training or under-training.
- **Renewal**
 - Focused on clarifying key points on the scope and way ahead of Renewal between DND/CAF and the National Leagues' executive
 - Multiple working groups have been established and are in the process of standing up and doing work
 - Developing more and simpler tools and products to communicate about Renewal at local/regional levels

Cadet and JCR Renewal SITREP

- **3.1 Governance Model:**
 - Develop a better structure for stakeholder engagement, consultation & voice
 - Working group is continuing, led by Cdr Stephane Nadeau/LCdr Kay
 - Steering Comm review Jun 14 & NCC decision Jul 14
 - 3 National Bodies (NCC, CPMC, CPMB) get underway in fall 2014
- **3.2 Comd & Control (C2) Review:**
 - Develop a C2 structure that is simple, adaptable, flexible and focused
 - Working group is continuing, led by Cdr Stephane Nadeau/Maj Peterson
 - Decision by MND pending. Comd Cadets could stand up 30 Sep 14
 - Working group just starting on Organization & Establishment Review.
- **5.1 Program Support Model:**
 - Develop a Model to better prioritize and direct support and resources
 - Working group underway, led by LCol Jean Laprade/Maj Oulton/Maj Gaboury
 - Steering Comm review Aug 14 & NCC decision Sep 14
 - Implementation/changes occur during 15/16

Current issues for Air Cadets

- **Contract renewal - Advanced Aviation Technology Courses**
 - SOW reviewed and will be posted shortly;
 - Should have contract in early Fall 14, for Summer 15 delivery.
- **Suspension of the Oshkosh Trip**
- **International exchanges**
 - New exchange with China
- **Col-Cmdt stepped down**
- **Staffing of key RCA Ops Positions**
 - Central and Atlantic RCA Ops O backfilled by Reg F pers for the summer;
 - Shortage of Maintenance/Supply staff causing Op tempo to be slower;
 - Long term solutions are being sought.
- **Current delegation of Authority for PPS**
 - Current limit is \$3M, including ACL charges (for insurance). We have reached that limit;
 - Any increase in Cost per Cadet with ATAC and AQTA will mean a reduction in Vacancies.

Cadet and JCR Renewal SITREP

- **1.4 Staff Establishments – Extra Staff/Pay:**
 - Develop a plan for additional staff (urban units) and additional pay (rural units)
 - Staff work underway, led by LCdr Jacques Lecours
 - Steering Comm review Aug 14 & NCC decision Sep 14
 - Initial implementation could come into effect FY 15/16
- **1.5 Public Awareness/Outreach/Partnerships:**
 - Develop a plan to attract support from national & provincial organizations
 - Working group underway, led by Cdr Stan Bates/Maj Henry
 - Steering Comm review Aug 14 & NCC decision Sep 14
 - Plan implementation could start during fall/winter 14/15
- **1.4 Adult Staff Training Package (Positive Youth Develop Programs):**
 - Develop a training package to orient adult staff and volunteers
 - Work group underway, led by LCol Alain Arseneault/Maj Butson
 - Steering Comm review Aug 14 & NCC decision Sep 14
 - Ramp up package could start being deployed as early as Oct/Nov 14

Cadet and JCR Renewal SITREP

- Renewal is divided in 3 phases and Phase 1 is the focus during 2013/14
- The following 3 slides provide a SITREP on 9 tasks underway for Phase 1. The information includes:
 - The number and short title for each task
 - The focus and status of the task and who is leading it
 - When the Steering Committee will review the work
 - When the National cadet Council (NCC) will discuss and advise the VCDS on the solution(s) put forward
- More details can be found in the Renewal Plan and in the Initiating Directives published (emailed & online) for each task.

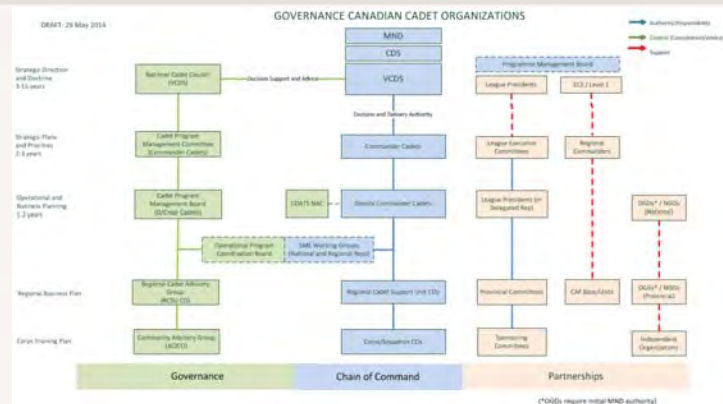
Cadet and JCR Renewal SITREP

- **1.6 Communications Capacity:**
 - Develop a National Communication Strategy and Plan
 - Working group underway, led by Cdr Wayne Dipersio/Maj Keirstead
 - Steering Comm review Aug 14 & NCC decision Sep 14
- **1.3 Risk Matrix:**
 - Develop a National Risk Strategy/Matrix
 - Working group getting started, led by LCol Russ Francis/Maj Kiecker
 - Steering Comm review Oct 14 & NCC decision Dec 14
- **4.3 Cadet Population Growth:**
 - Develop a National Cadet Population Growth Plan
 - Working group getting started, led by Maj Rusty Templeman/Capt Dinn
 - Steering Comm review Oct 14 & NCC decision Dec 14

Governance & C2

- Now to Sep 14 - Create and socialize a Governance model with partners
- Sep 14 - Cadet Formation stand up under one Commander
 - Paperwork sent to VCDS for approval and onward direction to Director Defence Force Planning
- Director Defence Force Planning will:
 - generate the paperwork to transfer the Regional Commanders Comd over the RCSUs
 - modify organizational orders (MOOs/CFOOs) to reflect new reality
 - produce letter from CDS to MND
 - have documentation translated and vetted by Legal
 - produce organizational message to generate authority of CCO Command until the final paperwork is promulgated
- Sep 15 – Standardized RCSUs stand up
- Sep 16 – Local Cadet Support Units stand up

QUESTIONS



WE ARE A TEAM!

DND

Infrastructure
Personnel
Transport
Leadership (Training, etc.)
Program management

LEAGUES

Remaining infrastructure
Personnel (Volunteers)
Financial support
Community connection
Knowledge & Experience

VOLUNTARISM

CIC CC/Sqn (25 paid days/Avg >60 days)
Parents Committee, Sponsor
Leagues at all level
Reg F support



ANNEX B

HONOURS AND AWARDS



Honours and Awards Committee Meeting Record of Decisions

Chairperson: Bob Robert
Vice-Chairperson: TBD

In attendance:

B. Robert (Chair)	C. Hawkins (secretary)
L. Jenks	F. Hopkinson
R. Ilko	M. Goldack
B. Wolfe	H. Fowler
G. Albert	J. Ash (joined after attending other meetings)
J. Reidulff	K. Higgins (initial portion)

Guest:

Governor John Scott

1. Administration

- 1.1 Welcome and Opening Remarks
The chair welcomed everyone to the meeting.
- 1.2 Selection of a Vice
This position will be left open.
- 1.3 Additions to the Agenda
Under New Business: 3.7 Presentation by J. Scott (LIP)
- 1.4 Approval of the Agenda (*as amended*)
Moved by L. Jenks, seconded by R. Ilko. Carried.
- 1.5 Approval of the ROD / Minutes of the Last Meeting (November 2013)
Moved by L. Jenks, seconded by G. Albert to accept the Record of Decisions for November 2013.
Carried.

2. Business Arising

- 2.1 Updates on AGM Awards Applications **for Info**
We received and processed 42 Applications for Awards in 7 categories. All were approved, although some for a different award.

Approved awards by type:

Two Medals of Honour	One Director of the Year
One Officer of the Year	Three Presidential Citations/Certificates
Nine Certificates of Honour	Ten Certificates of Merit
Sixteen Certificates of Recognition.	

Approved awards by Source of Nominations:

NLPC – 2	NSPC – 2	PEIPC – 0	NBPC – 3	QOVPC – 1
OPC – 12	NWOPC – 0	MPC – 7	SKPC – 1	APC – 7
BCPC – 2	PanT – 1	National – 4		

Presentations: 11 at AGM Banquet (including 2 in absentia); remainder given to PC Chairs to present “at home” by a suitable national representative.

2.2 Report by National Scholarships Committee (Guy Albert for Irene Doty)

This year there were 142 applications (a significant increase). Three winners were selected using the same process that has been done in the past.

R. Ilko outlined the general process that is used for scoring the applicants. Key areas of volunteerism (inside and outside the squadron) as well as references provided were critical in the development of the scholarship merit list. H. Fowler expressed his thanks to R. Ilko and G. Albert for the initial screening that they do on all of the applications.

The group discussed enhancements to the scoring / selection process. The Scholarship Committee will discuss suggestions at the SAM and will report back at the SAM.

2.3 Presentation Protocol for Dale / Birchall / YCF presentation to the cadet.

The HAC Chair will brief the PC Chair of the winning cadets after the AGM. The new protocol will be submitted for inclusion in the PPM

Action: Chair and Secretary

2.4 Wearable Medal of Honour (Craig Hawkins)

The ‘wearable’ medals of honour were presented formally to recipients at the 2013 SAM. The order of 50 miniatures was approved by the BOG and received at the office in March; the BoG approved distribution on a cost recovery basis. **For Info**

The national office staff will be directed to retain one of the original medals for historical reference and to take the remaining original medals and recover any costs possible through melting them down etc.

Action: National Office Staff

2.5 Royal Canadian Legion Air Cadet of the Year Update

Selection was done in a timely manner by MPC. Particulars of selected cadet received May 11th. ACL ED sent congratulatory letter over President's signature to selected cadet on May 12th.

This year, NFLD is responsible for selecting the RCL Air Cadet of the Year.

2.6 League-Funded Power Famil Upgrade Scholarships (LFPFUS)

The Chair reviewed the changes that had been made to the form. Most notably gave the cadets two extra months of good weather, till 31 July, to complete their hours of flying to PIC qual.

The committee held a discussion about how to optimize the value of these scholarships to the system.

For Info

2.7 National Biathlon Air Cadet League Award

There has been no feedback from DCadets on whether or not there will be a national biathlon competition in the future. **Item set aside Pending further development.**

3 New Business

3.1 Sennheiser Band Awards – Bands in Need & Reward for Excellence

Presently, the Sennheiser award provides “two awards for Squadrons with new bands, or to sqn bands that are already established but are struggling to maintain themselves as an effective optimal program. It has been suggested that one of the two awards could be to an established and successful band that wants to go beyond the current capability, in other words reward a band that can go one better.

Following discussion, the consensus that this is appropriate but we will need to provide some guidance / criteria as to what it means to “go beyond the current capability”.

Moved by Ron / Seconded by Brent: Approved.

Action: Bob and Craig to consult with music committee on rewording the application.

3.2 President Certificate or Citation - Plaque or Certificate?

Following discussion it was determined that the Presidential / President’s Citation is a plaque and would be applied for using the ACC50 form. The terms of the award are outlined in PPM 4.2.4

The Presidential / President’s Certificate is a paper certificate in a presentation folder and is presented to squadrons under the terms of PPM 5.8.2.8,

3.3 Lapel Pin for Officer-of-the-Year

It was suggested by a member that a lapel pin accompany the OY certificate. It was suggested that the pin would catch the eye and prompt queries as to what it represents. This generates PR and goodwill. Do we pursue?

Following a discussion, it was determined that the cost of the production for a lapel pin would be high, especially given that only one would be handed out per year. **Item closed**

3.4 Award nominations by a Natl Member – screening. (Craig Hawkins)

If a national member (governor, AB,) wishes to nominate someone for a national award, who should the nominator submit the nomination to? Past practice and current consensus is that the nomination should be approved by the Chair of the HAC for consideration.

The current form does not address this issue. The form can be amended to include the National Chair of the HAC as a recommendation for awards received from the national members.

Action: Secretary will forward recommendations for changes to the ACC50 and the policy explanation to the PPM Committee for consideration.

- 3.5 Certificate of Recognition: Repeat Awards (Craig Hawkins)
Moved by C. Hawkins, seconded by J. Reidulff that the PPM be modified to allow the presentation of a second Certificate of Recognition that could be granted for a different event / activity.
Carried

Action: Secretary will forward proposed wording changes to PPM Committee for consideration.

- 3.6 Amendments to Form ACC50
The current form does not recognize the Sponsor as a group separate from the Sponsoring Committee. Many awards have been approved for the Sponsor of a squadron, even though the form does not indicate this.

Action: The Secretary will forward proposed wording changes to the ACC50 to the PPM committee for consideration.

- 3.7 LIP Presentation (John Scott)
The presentation of funding for continuation flying has not really resulted in a significant increase in the number of cadets reaching the necessary level to be able to provide famil flying to cadets. Would it be beneficial to have the awards recategorized in order to allow it to be used for something other than famil flying?

Other MOU/MOAs are currently up for renewal. Input from the HAC was solicited. Do we wish to broaden the criteria for use of the scholarship funds?

The Chair asked J. Scott to prepare a one page summary of issues and concerns.

Item Carried Forward to the SAM.

- 3.8 Sub-committees make-up (chairs & members) to be further refined at the SAM:

Certificates of Recognition

Craig Hawkins
Brent Wolfe
David Hayden
Joe Johnson

Sennheiser / CASARA

Bob Robert
Fred Hopkinson
Fred Johnsen

West Jet CPTA

Done by WJPA Executive

Officer of the Year

Gilles Curerrier
Lionel Bourgeois
Don Gladney

Certificates of Merit

Max Goldack
Jan Reidulff
Jim Ash
Bob Parsons

Certificates of Honour

Len Jenks
Don Gladney
Fred Hopkinson
Guy Albert

Presidential Citations / Medal of Honour

Bob Robert
Jim McKeachie
Len Jenks
Bob Goudie
Irene Doty
Fred Hopkinson
National President
First Vice President

National Scholarship

Irene Doty
Harold Fowler
Guy Albert
Gilles Curerrier
Bob Goudie
Ron Ilko

Director of the Year

Bob Robert
National President
First Vice President
Immediate Past President

(Committee Chairs in Italic)

4 Conclusion

- 4.1 Good and Welfare
Nothing added to the discussion
- 4.2 Closing Remarks
The Chair thanked everyone for their work throughout the year.
- 4.3 Date of Next Meeting:
November 2014 at the Semi Annual Meeting in Ottawa

19 June 2014



ANNEX C

AVIATION COMMITTEE RODs

Aviation Committee – 13 June 2014

Present

Jerry Elias - ACL / Chair Aviation Committee
Edgar Allain - ACL Vice Chair / ACL
Darren Little - DND / NTA
John Scott – OPC Aviation Committee Chair
Doug McLennan – Aviation Committee Chair (MB)
Jim Ash – NW ON ACL
Norm Mac Fie – NL Prov Chair
Jim Mullins – NS Chair
Jim Hunter – SK Chair
David Lamb- 1st Vice SK
Marcel Bineau – Chair QBOV
Chris Tuck –BCPC Aviation Committee
Murray Adams – PTACC Director
Thomas Sand – AB Aviation Director
Richard Hone – Dcdts & NCA Ops

1.1 Welcome and Opening Remarks – Jerry Elias – Welcome everyone – General comment on who the report of the Flying Work group and its recommendations have been communicated to the appropriate levels and that we as a League are standing by to further clarify and or communicate our thoughts pending movement on the issue from DND .

1.2 Call for New Agenda Items -_ Johns Scott has a new Item (?)

1.3 Approval of the Agenda_ Motion by Jim Hunter – Second by Doug McLennan – Motion Carried

1.4 Approval of Minutes of 15 November Meeting – Motion by John Scott – Second Chris Tuck- Motion carried

2. Business Arising from Previous Minutes

2.1 Update on Power Familiarization Pilot Upgrade Scholarships (Pilot Upgrade Scholarships)

John Scott – Changes are required and that they should be resolved with the Honors and Awards and Industry considerations. John Maclellan suggested that we look at ways to bridge the gap – review the aims

2.2 Update on Glider procurement issues for PC's (Jerry Elias)

BC acquired a Glider last year?

2.3 Upgrade for procurement of National Glider (Jerry Elias)

Jerry Elias - Original intent to piece together spare parts from the regions to construct a National glider is not achievable due to part availability and the condition of those parts. The cost is prohibitive.

We do have one national Glider. It is currently not operational although one has been secured. Outstanding money need to be paid? DND will pay, but needs to be directed by the League to do so.

The second potential Glider was looked at and it is unacceptable – The League is still looking.

Brought up Jim Mullins in NS that they as in NSPC had bought an American Glider whose log books have never been retrieved N2609H - Glider is in Greenwood and they are trying to rectify the problem

Major Little – Do we really need the second Glider at this juncture? Ontario Rep stated that if National is in a bind and needs a glider. They will be able to assist. Major little suggested we hold off on procuring a second national Glider. The consensus of the Group is to hold off on the procurement of the second national Glider.

2.4 Update on Status of tow planes

BC procured the 6th Cessna 182 and the last L-19 tow plane is sold.

Doug McLennan reported that the damaged Scot would be up and running this summer.

2.5 MACC program update

Marcl Bineau reported that MACC is active in Quebec

John Scott and Marcel Bineau will review the whole situation and get back to us at the SAM .

3. DND Reports

3.1 Report from National Cadet Air Operations Officer & Flight Safety Report

Lt Col Hone - As presented - Note: 41,788 Flights representing a 14 % decrease

Total Glider hours shoeing a 6% decrease and Tow Aircraft a 7% decrease.

This has been attributed to weather and Resource limitations.

There is a effort to increase the number of incidents reported which does not necessarily correlate with safety deficiencies but rather is a reflection of a healthy Safety Culture.

This is necessary in the maturity of any organizations safety culture which translates into better more efficient and safe operations.

3.2 Report from the National Technical Authority

As presented:

Major Little - Airworthiness Review Board concluded that the annuitant policy being questioned and being brought forth as not working well for our program. It is hoped that this will be revisited by the Government and DND.

- -SIRP 14/15

ATL -2 , Eastern -1 , Central TBA , North West -2 , Pacific-2

- New SIRP program is being introduced to go from a 12 year requirement to a 20 year requirement.
- A SIRP cost is approximately \$20,000.00
- Labor rate outside is \$50.00 per hour.
- 1 year exemption is being extended.

Note: That with resources and demand – Central Region is challenged. Overall demand of the program has necessitated the increase of outside contracting in order to get the work done. The Cost Benefit / Risk analysis carried out does qualify the new SIRP program as the way forward .

4. New Business

4.1 Update on future of Aviation Program

According to Col Hone – The Glider program is here to stay and the exact direction has yet to be determined. The ACL Report on ways forward with its recommendations has been received and other work must be completed before we get to that layer of moving the program in the direction we want.

4.2 Power Familiarization Pilot Upgrade Scholarships, Description and Procedures.

- Discussion on roles and responsibilities following an accident.
- Insurance values were on our assets were discussed with leanings towards an increase – These values are to be reviewed
- Winch tows were singled out as being much more efficient and will be encouraged for the future. A study is being done by DND to increase their efficient use

4.3 Future of Advanced Aviation Courses

Currently the advanced Aviation courses remain the same – so therefore it is Status Quo. More information to follow

4.4 Cadet Youth Development Centre

John Scott reported that this program was running CYDC with 5 squadrons participating. There is an emphasis on the Simulation Program and its objectives but this program may also be utilized as a Distance Learning System.

The premise is the technology now exists in order to not only make this possible, but affordable. The concept and possibilities need to be further explored.

4.5 Soaring association of Canada

John Scott has been in contact with both the Soaring Association of Canada (SAC) and the Soaring Association of Canada (SOSA). SOAS currently offers 4 - \$ 500.00 scholarships.

5. Comments / Reports

No further comments except a thank you for your participation

6. Date of Next meeting

6.1 SAGM Ottawa, ON 22 November 2014

Motion to Adjourn – Edgar Allain



ANNEX)

**IACE COMMITTEE
RODs**

2014 Annual General Meeting

IACE Committee

Friday, 13 June 2014
0800 hours
Whitehorse, Yukon

Minutes

Attendees

Lloyd MacIntyre	Chairman IACE Committee
Major Simon Caron	D Cdts 4-5 (Ex-Officio)
Kevin Robinson	IACE APC Host Representative
Ron Rique	IACE Committee Member BCPC Chair
Brent Wolfe	Advisory Chair
Darlene LaRoche	Vice Chair IACE Committee

Observers

Don Doern	National Vice President
Stan Monkman	ABPC PR Director
Paul Dowling	NBPC Executive Director
Geoffrey Johnston	BCPC
Colleen Nelson	NLPC
Christine Welch	BCPC
Ken Higgins	National Past President
Richard Petrowsky	SKPC Exec Dir
Jim Wiechold	QOVPC
Josée Woodford	National EA
Dale Crouch	Pan Territorial
Tom White	President ACL
Gene Bell	NSPC Vice Chair
Sue Madden	NBPC Vice Chair

AGENDA

I. ADMINISTRATION

1.1 Opening Remarks by Chairperson

Meeting Called to order at 8:00 am
Lloyd MacIntyre welcomed everyone to the meeting.

1.2 Call for New Agenda Items

- No new items

1.3 Approval of the Agenda

Moved by Stan Monkman Seconded by Jim Wiechold Approved.

II. BUSINESS ARISING

2.1 Update - 2014 Canadian Cadets to Foreign Countries

Major Caron had provided a report to the IACE Committee. In 2014, 76 Cadets and 8 Escort Officers (EO) to 13 countries will be sent, as planned with the addition of China.

The numbers are broken down as follows:

- Australia: 9 Cadets and 1 EO;
- Belgium: 2 Cadets;
- China: 2 Cadets and 1 EO;
- France: 5 Cadets;
- Hong Kong: 4 Cadets;
- Japan: 1 Cadet – *completed as early exchange*;
- Netherlands: 7 Cadets and 1 EO;
- New Zealand: 3 Cadets;
- South Korea: 2 Cadets and 1 EO;
- Switzerland: 2 Cadets;
- Turkey: 10 Cadets and 1 EO;
- United Kingdom: 23 Cadets and 2 EO; and
- United States: 6 Cadets and 1 EOs.

1 item of note:

- For 2015, the intent will be to reduce our numbers slightly. The cost of airfare has skyrocketed and the IACE Budget is not being increased.

2.2 Update – 2014 Foreign Cadets to Canada

Major Caron had provided a report to the IACE Committee. Canada had planned to host 76 Cadets and 9 EOs from 14 different countries, but for various reasons, the numbers were 74 Cadets and 8 EOs from 13 different countries. The numbers are broken down as follow:

- Australia: 9 Cadets and 1 EO;
- Belgium: 2 Cadets;
- France: 5 Cadets;
- China: 2 Cadets and 1 EO;
- Hong Kong: 2 Cadets;
- Kosovo: 1 EO (Observer);
- Netherlands: 7 Cadets and 1 EO;
- New Zealand: 2 Cadets and 1 EO;
- South Korea: 3 Cadets;
- Switzerland: 2 Cadets;
- Turkey: 11 Cadets;
- United Kingdom: 23 Cadets and 2 EOs; and
- United States: 6 Cadets and 1 EO.

items of note:

- It is quite possible that the numbers will continue to decrease very slightly (by 1 or 2 cadets) as last minute withdrawals may happen. Some countries will not replace cadets who withdraw at the last minute (Airfare too high). This happens every year.
- Japan, after all the drama of having their exchange in the Spring time, decided to not send any cadets on exchange in 2014. It is not our intention to continue to exchange with Japan if they keep a Spring Exchange only.
- The 2014 Itinerary in Alberta has already been provided, it requires review and discussion.

2.3 Host families – shouldn't be an issue to fulfill any empty spots. Host families can also expense meals/mileage/ receive tax receipts.

2.4 2014 In-Canada Itinerary / Content Review Cadets arrive July 22nd in Edmonton.
\$90K budget is DND and ACL budget is \$25K.

New countries: Kosovo/Albania, China. Trinidad and Thailand are interested.
Countries we won't exchange with going forward: Japan, Singapore and Philippines.

2.5 2014 Organizational/Financial Responsibilities matrix

Budget was reviewed

2.6 BCPC Proposed Plan Framework for IACE Hosting Program – Ron Rique.

BC Chair Ron Rique and Chair of Chairs Kevin Robinson to form committee to explore options to the Billeting Issues they are facing.

Topic of uniform reimbursement – wording to be reviewed and a motion will be made to possibly change the wording.

2.7 Brent Wolfe, Secretary General of the IACEA addressed the committee and updated on new countries joining and countries being removed. Countries looking to join include Trinidad-Tobago, Thailand and Austria. Countries being removed include Singapore and the Philippines. Not looking to exchange with Japan next year.

III. NEW BUSINESS

3.1 Review Proposal by NB, NS, PEI PC's to Host 2016 In-Canada Exchange. Quick briefing on status and progress by Paul Dowling NB ED.

IV. CONCLUSION

4.1 Good and Welfare of the Air Cadet League of Canada

4.2 Closing Remarks

Lloyd MacIntyre thanked all for their participation in the meeting.

4.3 Date and Time of Next Meeting

SAM Meeting in Ottawa November 2014

4.4 Adjournment



ANNEX -

NATIONAL RESOURCE GENERATION COMMITTEE RODs

National Resource Generation Committee Record of Decisions



Chairperson: Don Berrill

Attendees:

In Attendance:

NAME	AFFILIATION
Don Berrill	Chair NRGCC, ACLN Tres
Howard Mar	MB Chair
Thomas Taborowski	OPC Imm Past Chair
J-A Milton-Binczak	OPC 1st V/C
Rhonda Barraclough	AB Vice Chair
Kevin Robinson	AB Chair
Carol Cox	AB Fin Director
Greg Boudreau	NB Chair
Max Goldack	ACL Foundation
Dale Crouch	PTACC ED
Ernest Wiesner	NS Advisory Board
Ronald Rique	BC Chair
Doug Slowski	BC Director
Bob Hedges	NL Vice Chair
Pierre Barabey	QOV ED
Michel Crevier	QOV Treasurer
Sarah Matresky	ACLN ED

1. ADMINISTRATION

1.1 Welcome and Opening Remarks

The Chair welcomed everyone the NRGCC meeting.

1.2 Appointment of Note Taker

S. Matresky agreed to take notes

1.3 Additions to the Agenda

No additions

1.4 Approval of the Agenda

Moved by K. Robinson, seconded by G. Boudreau to accept the Agenda as presented.
Carried.

2. APPROVAL OF PREVIOUS MEETING ROP, BUSINESS ARISING & UPDATES

2.1 Approval of the AGM 2014 Committee Report

Moved by C. Cox seconded by G. Boudreau to accept the Report as presented. Carried.

2.2 Approval of the 23 Feb 2014 Teleconference ROP

Moved by G. Boudreau seconded by C. Cox to accept the ROPs as presented. Carried.

2.3 Business Arising & Updates from the 23 Feb 2014 ROP (Chair)

2.3.1 Review of final BOG approved Policies and Procedures

The following points were made during the review of the documents:

- P. Barabey asked about how it works for Sqns to approach donors under these new policies. D. Berrill indicated that everything should be kept parallel (local-local, provincial-provincial).
- P. Barabey did not agree with stopping Sqns with good national contacts. D. Berrill added that it is a cooperative approach and things will have to be sent through the right channels and gave the recent relationship with Bombardier as an example.
- R. Rique is concerned that BC would have to go through National for their work experience program which has a huge impact on BCPC. D. Berrill replied that this would not conflict as it is a regional-regional relationship, but that the national level should be made aware.
- Better collaboration on process clearance will be attained with the help of the new Fundraising Specialist.
- Suggested that Prospect Clearance Policy document be amended to read 'current established relationships excluded'.
- D. Crouch inquired about PTACC and Charitable Status. PTACC was not successful in registering since they are in three territories. Discussion ensued about who is registered, how and why. C. Cox gave more information on what to do if not registered and how charities can only spend money on certain things.
- National will assist PTACC in registering as a charity with the assistance of C. Cox.
- National policies are default policies where none exist at other levels.

3. NEW BUSINESS

3.1 ACL Foundation Status – Way Ahead

M. Goldack gave a short briefing on the Foundation. He indicated that paperwork had been submitted for the Certificate of Continuance.

3.2 75th Anniversary

D. Berrill gave a rundown of 75th Anniversary activities and potential opportunities. D. Shaw also contributed some of the ideas he had (participated by phone) such as creating a list of things to donate to assist the donor in deciding where their money should be spent. T. Taborowski added that an emotional connection needs to be established in order to entice the donor to donate.

Discussion ensued regarding swag and items for the anniversary.

3.3 ACL Representing All Three National Leagues for Fundraising

D. Berrill said that during his visit to Ottawa in January he discussed with the three Executive Directors the opportunity to collaborate on a fundraising initiative with the ACL taking the lead. The Leagues were advised that Marks and Tim Horton's were interested in supporting the Cadet Program and therefore the ACL suggested that they submit a proposal to these corporations on behalf of everyone. Proceeds would be split equally and information on the subject was included in the supporting material for the teleconference for information. P. Barabey would solicit Marks as he has a contact at the corporation.

3.4 NRG Person at the National Office

S. Matresky gave a briefing on what the new Fundraising and Resource Specialist, Mr. Dave Shaw would be doing at the office. She has created a work plan for him to follow while they are at the AGM and she gave a summary of his primary duties. D. Shaw joined by phone for a portion of the meeting and introduced himself.

3.5 Aviation Resources Report

This item was deferred.

3.6.7 IBM Social Media Planning Grant & Metasoft

A report was circulated which included the following summary:

The Social Media Strategy and Planning Grant (It is not a monetary grant but has an estimated market value of USD \$32,000) would help our organization formulate and plan our social media strategy. The focus areas of this grant include: building social campaigns, creating strong identity and engagement, knowing and connecting to your audiences, and understanding leading practices and trends on social platforms. It would be a great way of increasing our viability and reaching out to people.

Metasoft Systems Inc. offers a service with grants search and application with *Foundation Search* and *BIG Online*. They are online database of foundations for the serious prospect researcher, containing vital information about the funding history, preferences and contacts of over 10,000 Canadian foundations.

D. Berrill said that he does not recommend using Metasoft at this time. Grantstation purchased by the League fulfills the same purpose. The IBM initiative will be further explored by D. Shaw and staff down the road.

3.8 Selection of a new Chairperson

E. Wiesner will co-chair the committee with D. Berrill until the SAM, at which time E. Wiesner will become the Chair. K. Robinson will be the vice-chair.

4. CONCLUSION

4.1 Good and Welfare

Nothing to report

4.2 Closing Remarks

G. Boudreau thanked D. Berrill for his hard work and dedication to the NRG.

4.3 Next Meeting

Conference call to take place over the summer.

4.4 Adjournment

Moved by C. Cox that the meeting be adjourned.



ANNEX 7

MUSIC COMMITTEE

RODs



2014 ANNUAL MEETING

Music Committee Report

Merv Ozirny, Chair

Members:

Greg Boudreau, Michel Crevier, Robert Hedges, Geoffrey Johnston, Howard Mar, Sarah Matresky, Jean-Anne Milton-Binczak, Jamie Nicol, Thomas Taborowski

MINUTES

1. ADMINISTRATION

1.1 Welcome

1.2 Call for New Agenda Items - No additions

1.3 Approval of Agenda

Howard Mar approved the agenda and Thomas Taborowski seconded.

CARRIED

2. BUSINESS ARISING

2.1 Business Arising and Updates

2.2 Terms of reference

2.3 Virtual Music Competition

MOTION: The Committee will try to implement Virtual Music on a trial basis subject to discussion with the Military. Tom Taborowski and Howard Mar

CARRIED

2.4 75th Anniversary Celebration

a. Requirements

b. Budget

Estimate for event planner: Jean-Anne Milton-Binczak will work with Trillium Foundation. Tom Taborowski will work with Legion and Lord Strathcona to support this initiative. Committee is short by 40K, considering 10% or 20K is needed as well.

c. Tasks and Timings

d. Personnel Required

Pierre Barabey has been invited by the Committee for assistance

3. NEW BUSINESS

3.1 Budget

3.2 Membership

3.3 Action Plan for 2014-2015

3.4 Other

a. Long & McQuade

b. Music Awards National

4. CONCLUSION

4.1 Good and Welfare of the Air Cadet League of Canada Closing Remarks

4.2 Date of Next Meeting – SAM 2014??

4.3 Adjournment



ANNEX 8

BOARD OF GOVERNORS

RODs



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

June 12, 2014

MEETING INFORMATION

Meeting Date: June 12 2014

Start Time: 1300

Location: Whitehorse

Purpose: Scheduled AGM Meeting

ATTENDANCE

Edgar Allain	Present	Darlene LaRoche	Present
Don Berrill	Present	Lloyd MacIntyre	Present
Chantal Boily	Resigned	Keith Mann	Present
Bob Burchinshaw	Present	Merv Orzirny	Present
Don Doern	Present	John Scott	Present
Ken Higgins	Present	Tom White	Present
Tom Holland	Present	Hille Viita	Present
Fred Johnsen	Present		

Sarah Matresky Present Executive Director

Obersvers: R. Hone (D Cdts), J. Elias Chair, Aviation

1. Administration

1.1. President's Opening Remarks – T. White

T. White welcomed everyone and thanked them for their participation.

1.2 New Items for the Agenda

Alumni was added to the Agenda

1.3 Approval of the Agenda

MOVED BY: L. MacIntyre

SECONDED: T. Holland *that the Agenda be approved as amended.*

CARRIED

1.4 Approval of Record of Proceedings – BOG May 2014

MOVED BY: D. Berrill

SECONDED: F. Johnsen *that the ROPs be approved as presented.*

CARRIED

1.5 Information for AGM (handout)

B. Burchinshaw reported that there were two operating policies missed for inclusion at the AGM. *AIMs of the ACL – now called Broad Activities of the Air Cadet League of Canada. Mission Statement of the ACL changes: Section F – Main contribution to the Air Cadet Program.*

2. Information

2.1. President's Report – T. White

T. White indicated that his report was included in the meeting book and there was nothing further to add at this time.

2.2. Executive Director's Report – S. Matresky

S. Matresky indicated that her report was included in the meeting book and that additional supporting material was included in an email sent at the start of June. She added the following points:

- will be weekly meetings with DND
- NCC meetings will now take place 4 times a year
- important that at the NCC meeting the League is onboard with DND and that we are working together.
- communication will be more regular
- discussed Governance Org chart and where the League fits in.

JUNE 2014



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

June 12, 2014

2.3. Finance Committee Report –D. Berrill

D. Berrill indicated that his report was included in the book. He added the following points:

- On track budget wise
- audited statements show in a loss position but this is only because the League funds were transferred to investments for future events.

3. Business Arising

3.1 Changes to NCC – S. Matresky

This item was covered as part of ED report.

3.2 Governance Structure D Cdts – S. Matresky

S. Matresky indicated that the material on Governance was circulated at the start of the month. This will be presented at the NCC and discussed. The weekly meetings with the Colonel have revolved around Governance and the League needs to decide if they are comfortable with what is being presented. Discussions will also take place amongst the Presidents.

3.3 Strategic Plan – S. Matresky

S. Matresky gave an overview of the status of the Strategic Plan. Highlights included:

- new website (launch by end of the month?)
- national office staff and tasks are in a state of change
- on task for strategic goals

3.4 NB Fun Run – E. Allain

E. Allain circulated a handout about the Run and added that it was organized through the Running Room. It is a community-based fundraiser and the event is expanding locations for this year. A complete package will be available for the provinces for those who want to participate and they will be distributed in the fall for the run in 2015. He added that this event could easily be expanded to the national level.

4. New Business

4.1 ACL vs. ACLC – B. Burchinshaw

The following terms were proposed

- ACLN: Air Cadet League National
- ACLF: Air Cadet League Foundation
- ACLC: Air Cadet League of Canada
- ACL: Air Cadet League

MOVED BY: B. Burchinshaw

SECONDED: D. Berrill that the above terms be adopted and updated in the PPM.

CARRIED

4.2 Non Public Property Programs –S. Matresky

S. Matresky indicated that the Army Cadet League ED is attempting to file the Leagues under this status with DND to have better access to services and possibly office space in the future. Item is ongoing and an update will be provided when available.

4.3 LIP Committee Amalgamation – J. Scott

J. Scott as chair of the committee wanted to define the role of this committee and provide his interpretation to the BoG. He indicated that it is not really a fundraising committee but in fact one to liaise with industry. T. Holland added that he is completely against the amalgamation of the LIP and NRGCC Committees and feels they should be separate and gave an example of the Work Experience program. K. Mann added that it should be a sub committee. D. Berrill said that they should be left as they are intended but that it should be indicated that they are committees supported by the National Office. J. Scott said that the League's current resources are not being minded. B. Burchinshaw cautioned that we would need to negotiate with industry if we were to change out mandate to support industry itself.



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

June 12, 2014

4.4 Communications Committee: Vintage Wings – J. Scott

J. Scott received a copy of a proposal on behalf of Vintage Wings that proposed to get 100 cadets to the Vintage Wings location in Ottawa to meet Chris Hadfield at the cost of \$35/cadet for meals and photo op. J. Scott did not feel that this was a good opportunity for Air Cadets (would really only benefit those in Ottawa) and politely declined support on behalf of the League. B. Burchinshaw added that he could not support it as it was too localized and not enough benefit nationally.

MOVED BY: J. Scott

SECONDED: E. Allain *that J. Scott decline to Vintage Wings with thanks for the opportunity to sponsor the Summit as it fails to meet the universality of the program.*

CARRIED

4.5 Motion to Approve Signing Authorities – S. Matresky

S. Matresky indicated that a motion to approve signing authorities needs to take place as it needs to be clear in the minutes who may sign on behalf of the League. It was decided to defer this item until after the elections – at the next BoG meeting.

4.6 Privacy Policy – B. Burchinshaw

MOVED BY: B. Burchinshaw

SECONDED: K. Mann *that the Air Cadet League of Canada Privacy Policy be added to the PPM.*

CARRIED

4.7 Alumni Presentation – D. Berrill/J. Scott

J. Scott and D. Berrill put together a presentation on Alumni. They distributed cards for alumni to circulate with survey information on it where they can go to the website for more information.

5. Committee Reports

5.1 75th Anniversary Committee

H. Viita will be drafting a 'play book' and a presentation on the anniversary will be done at the Saturday AGM.

5.2 Effective Speaking Committee

K. Mann presented the 8 topics for 2014-15. He added that due to the earlier date of the AGM and the national competition, they will meet at the SAM to discuss further. Handbook will be translated and put on national website. This will be Herb Spear's last meeting as he will be retiring at the end of June. D. LaRoche will take over as chair.

5.3 Members Committee

Member training has been and will continue to be conducted at the SAM. T. Holland and the committee are currently going over the website and the PPM and he will put together a training session. He requested that the Advisory Board to engage them in the committees. He hopes to have more training available for the SSCs.

5.4 Aviation Committee

J. Elias indicated that the committee was upset at the lack of information from DCdts in the past. The message received about the flying program to confirm the gliding program so proved the communication is working. They will delay the purchase of the second glider until Renewal is complete. Alberta's glider repairs will be done in a few months.

5.5 IACE Committee

-IACEA meeting will take place September 14-20

-T. White and S. Matresky to attend in addition to the President.

-S. Matresky to provide more info to D. LaRoche

5.6 Registration and Screening Committee

F. Johnsen added that they had a proactive Registration and Screening meeting. They are going to develop a screening card which will be the same across the country. Policy will be developed about carrying and displaying the card. CI's are screened by DND and the info is shared with the League for screening purposes.



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

June 12, 2014

6. Conclusion

6.1 Reports of the Vice-Presidents

K. Mann attended the Aviation Hall of Fame banquet in Calgary and used the opportunity to talk to Chris Hadfield and persuade him to become Honorary President of the League. Hall of Fame Magazine to work with ACLC on 75th. Porter Airlines also interested in supporting the program.

6.2 Good and Welfare of the Air Cadet League

Nothing Further

6.3 Date and Time of the Next Meeting:

Post AGM on Saturday to welcome new BoG



ANNEX =

**PROVINCIAL CHAIRS COMMITTEE
RODs**



2014 ANNUAL MEETING

Provincial Chairs Committee Report

Marcel Bineau, Chair of Chairs

Members:

Norm MacFie, Russell Gallant, Greg Boudreau, Jim Mullins, Marcel Bineau, William Cumming, Joan Cameron, Howard Mar, Jim Hunter, Kevin Robinson, Ron Rique, Ken Todd.

Guests: Don Berrill, Edgar Allain, Geoffrey Johnston, Ilona Turra, Penny Doern, Christine Welch, Paul Dowling, Sue Madden, Jean-Anne Milton-Binczak, Robert Hedges, Joan Gray

MINUTES

1. ADMINISTRATION

1.1 Welcome

Opening remarks and welcome by Marcel Bineau, PC Chair of Chairs

1.2 Introductions of Chairs, new and old

1.3 Appointment of meeting secretary

Joan Gray, National Office

1.4 Approval of minutes from last meeting

Moved by: Jim Mullins, seconded Norm MacFie. **Carried**

1.5 New Agenda Items:

Amended items listed

1.6 Approval of Agenda

Moved to accept with listed amendments by: Joan Cameron, seconded: Jim Hunter.

Carried

2. BUSINESS ARISING

2.1 Distant Learning Update

Geoffrey Johnston was tasked to do a test of a video conference system. New video conference system called Blue Jeans. Connects with any video conference system in the market today. Outreach for any platform of communication available today, does not need to use telephone video conference system. Typical costs – for up to 25 participants on conference on call, on one channel, \$700 per month on one channel. Get in touch with BCPC to find out more details. See Bluejeans.com on website for more information. One channel allows for as many calls as each PC requires. PC's will be paying BCPC to support the program. This program can record the meeting discussions for future reference.

2.2 Fundraising event

Presentation was made by Edgar Allain on a 3K/5K Walk/Run sponsored by the Running Room. It would be a one hour event. Register on-line for pledges. Focus on celebration and fun for cadets, each cadet squadron that participates makes money. More information to be provided at SAM.

2.3 Poster Contest for 75th Anniversary

Penny Doern informed us a launch date of January 2015 for the contest. Squadron will choose their winners at their ACR's which take place in May/June 2015. Winners from the local squadrons will submit their winning entry to the provincial committee and they will be judged at the provincial AGM's. The final judging will be done at the National SAM. Prizes to be determined. More information at the 2014 SAM. Criteria to be finalized and distributed by January 2015.

2.4 IACE- New Model

BC reviewed the existing model and presented a new model for consideration to National. The proposal as presented was rejected. Discussion about proposal of National IACE framework. Billeting/host family issue should be addressed separately. This is the heart of the key aspect of the program. Need to stay in an area for at least 4 – 5 years to build on the experience. Hosting within families is key to the IACE program. Maritimes looking at IACE hosting 2015, 16, 17. Consideration to form a working group to review the logistics of host families, etc. Suggestion to have every PC hosts IACE over time.

2.5 Drill & Ceremonial Instructor Course

It was suggested a working committee be formed to review and make recommendation for course improvement. All in favour to form a committee. Norm Macfie will chair the committee. Howard Mar and Kevin Robinson will join the committee and committee to report at SAM. Committee members to discuss with the military partners.

2.6 Uniform: Field Uniforms-Dress Uniforms

Field uniforms will be issued in Sept 2015 to Air Cadets. Concern the Field Uniform will be issued to all cadets and only the Blue DEU will be issued only to Level 3 and above Cadets. Need clarification from DND partner for issue of uniforms.

Motion: Move the AC uniform will remain as current DEU without the additional of a field uniform. Moved: Jim Mullins, 2nd Jim Hunter, Carried

2.7 Music Program

Put on hold at the suggestion of National Office due to the introduction of the Cadet Renewal Program. Need clarification from DCdts with regards to new music program hold and other cadet leagues interests and needs.

2.8 Update Aviation program

Reported by Marcel Bineau that the status quo will remain as is until 2016. Meeting with new National flying commander to discuss way forward.

3. NEW BUSINESS

3.1 League Renewal Plans (Regional Structure)

To improve communication between RCSU's and PC's a proposal to install EDs for Prairie/Pan Territorial Region and Maritime Region. Need a structure that is complementary to military structure.

Briefing and discussion led by Don Berrill.

Discussion about Prairie/Pan Territorial areas and North West RCSU. Participants do not see how a single ED can support or fit their business model. Western PC's and Atlantic PC's are not in favour of combined ED office at this time. Failures are being pointed out much more than our successes. We have to do what we say we are going to do. Cost is \$100-\$150 per cadet to have a regional office. No one is interested in regional offices.

3.2 Budget and Assessment

Don Berrill reported not planning to increase the National Assessment amount to PC's for the next three years. Brief overview of draft budget document was presented by Don Berrill. With regards to National Assessment, Don was requested to provide an overview what the national assessment is used for by National office.

3.3 Fund Generation interactive & policies

BC, ON, QCOV & SK will provide a report on how their ED's support their region.

3.4 Standardization of Summer Camps

DND has changed naming of Summer Training Centers to remove element designation-now called Cadet Summer Training Centers (CTSC)

- 3.5 Prospect Clearing Policy Discussion
Review of draft as presented to PC chairs last February. **Motion to approve policy, Greg Boudreau, seconded by Kevin Robinson. Carried**
- 3.6 Policy request for Military Guest of Honor was meant for National only, not at local or provincial levels.
- 3.7 Protocol on ending out Wing Parade
This is a partnership: the League speak at parades and the Military hand out the wings.
A motion was made by Jim Mullins that a league member should take part in handing out the wings. Motion was denied.
- 3.8 ACC9's
Joan Cameron of Northern ON asked to speak to the Chair personally after the meeting about a problem they are having with ACC 9 reports.
4. **CONCLUSION**
- 4.1 Good and Welfare of the Air Cadet League of Canada Closing Remarks
Marcel Bineau thanked everyone in the room for their cooperation over the past term. A round of applause was given to Marcel Bineau whose term has come to an end. Kevin Robinson of Alberta will be the new Chair of Chairs.
- 4.2 Date of Next Meeting – SAM 2014
- 4.3 Adjournment
Motion to adjourn made by Greg Boudreau, seconded by Jim Mullins. Carried



ANNEX @

**NATIONAL SELECTIONS COMMITTEE
RODs**

D Cdts & JCR 4-5 Report to National Selection Committee members

Prepared by Major Simon Caron

Revised 9 June 2014

National Selections 2014:

1. A total of 1933 National Courses applications were submitted to the Regional level. Please note that this does not represent 1933 different cadets, as most cadets submit multiple applications. This is a reduction of 572 applications from 2013. The numbers are broken down as follow:

- a. IACE: 180 applications (for 75 vacancies), 19 more than 2013;
- b. PPS: 448 applications (for 255 vacancies), 53 less than 2013;
- c. GPS: 612 applications (for 300 vacancies), 158 less than 2013;
- d. AATC-AO: 204 applications (for 60 vacancies), 48 less than 2013;
- e. AATC-AM: 293 applications (for 60 vacancies), 55 less than 2013;
- f. AASC: 196 applications (for 60 vacancies), 13 less than 2013; and
- g. OT: 0 applications, there was 264 in 2013.

2. The reduction can be explained by the various lists submitted; a larger number of cadets who didn't meet the criteria were just not put forward compared to last year.

National Selections 2014:

3. The National Vacancies for the 2014 National Courses are as follow:

- a. IACE: 70 vacancies, but maybe a little less;
- b. PPS: 250 vacancies;
- c. GPS: 300 vacancies;
- d. AATC-AO: 60 vacancies;
- e. AATC-AM: 60 vacancies; and
- f. AASC: 60 vacancies.

4. The Oshkosh Trip has been suspended since 2014, as you are already aware. Funds for this activity have been redistributed to finance other initiatives.

Continuous improvements – Selection Process through Fortress:

5. The selection process through Fortress is still going well. If you have any suggestions to improve the selection process, please feel free to let me know.

Documents to be submitted with application packages

6. As you recall at the SAM, I was to provide an alternate method of verifying cadets who were RTU or had failed specific courses, as an alternate approach to print all previous course reports. After running a trial version of this, if all goes well, the intent is to stop the printing off all previous course reports. This would significantly reduce the size of the file and be more practical. I will circulate a sample of a National Course application and a sample of the list of failures and RTUs. Comments are appreciated.

7. If you have any questions, feel free to contact the undersigned.

JGS Caron
Major
National Air Cadet Coordinator



ANNEX K

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""COMMITTEE k\) o

COMMUNICATIONS COMMITTEE REPORT
TO AGM 2014 HELD JUNE 13, 2014 WHITEHORSE

MEMBERS PRESENT

Terry Slater Provincial Delegate BC
John Scott National Governor Co-Chair
Sue Madden National Delegate NB
Paul Dowling Provincial Office AB
Ron Rique Provincial Chair BC

Colleen Nelson National Delegate BC
Darleen LaRoche Governor Co-Chair
Stan Monkman National Delegate AB
Sitraka Raoelimanohisoa, National Admin O

Darlene LaRoche opened the meeting at 1000. Comment was made that the minimal participation/representation by provincial delegates is a clear indication of the need for this committee to engage Provincial Chairs and or delegates in these meetings. The group that attended was very participatory in the subject material.

1. The latest national newsletter was thought to be very well done with video inserts which is not a possibility with a paper newsletter. The Co-Chair asked that the National Office include the Chairmen in providing the newsletter for review prior to the distribution. We questioned how this newsletter is distributed to the PC Chairs - is it via the PC Chair of Chairs. Do all members of the League receive this newsletter via email? We all need to contribute to this newsletter for the greater good of all members regardless of what province or territory.

All contributors are requested to forward materials to our National Office. Stories should be spaced at 1.5 lines and all photos be attached in the highest possible resolution, (preferably >1 mg). Every effort will be made to include the article in the newsletter; placed in the news section of the website; and/or shared on Facebook.

It is suggested that the newsletter be issued 6 times (bi-monthly starting in February) per year instead of 4 times. This would have a greater readership as it would be 4-8 pages in length. In this way we would have more current news being circulated among our members.

Action: National Office

2. The Communications Committee via the Chair of Chairs asked for representation by all provinces and Pan-Territorial to participate at the meeting. Unfortunately we were missing representation from several provinces. We need the assistance of all provinces to ensure good effective and timely communication with our organization. We highly encourage your participation. We plan a teleconference in September and would ask that each province provide a contact to participate at this meeting. We would ask that you provide any suggestions or concerns regarding effective communication prior to this meeting for the purpose of the agenda.

Action: Co-Chairs, National Office, C of C

3. Stan Monkman who is a participant on the 75th Anniversary Committee will represent the Communications Committee and advise when we are tasked with communication requirements surrounding this event.

Action: Stan Monkman AB

4. We discussed how best to coordinate information between PC's and our National office. It appears that in the past the Communication Committee has not always been consulted by our National office, however, this is slowly changing with the addition of Sitraka who is working closely with our committee to enhance communication to our members.

Action: Sitraka Raoelimanohisoa,

5. The requirement for templates was discussed and the membership are reminded that there is a PR Kit available on the National website under Forms. It contains many templates that can be modified to suit your province or particular event. There is no need to re-invent the wheel. The challenge lies in that SSC Chairs after they leave that position do not always pass this information along to the new incoming executive. It is important that we remind our SSCs of the availability of this extremely helpful Kit to aid in delivering good communication locally. Each squadron in Canada was issued a PR Kit in a Box by our military partners and has valuable information in it that is user friendly. All PCs are encouraged to enquire through Squadron Directors to your squadron officers to see this kit for your help with PR. The revised Web Site will likely re-allocate the location of the PR Kit. This will be updated when information is known.

Action: Chair of Chairs

6. We discussed a brochure for Summer Courses but felt that this was unnecessary because all of the information that many parents request is already on the cadets.ca website. Sitrika will add a link on our national site to this information. Please let your SSCs know that this is available.

Action: Sitraka Raoelimanohisoa,

7. Sitrika showed her presentation of the draft website and pointed out some features and improvements over our current web design. It should be completely populated by early August and we will ensure that all members are made aware of the updated site. The new site looks inviting and exciting and I thank our national office for their work on this update. I want to assure you that all provincial websites are linked on the new web page for ease of reaching each province.

Action: Sitraka Raoelimanohisoa

8. Our aims for this Committee are based on the PPM Section 3.9 and we will work towards better membership communication to all of our members. When you know better you will do better.

9. The meeting was adjourned at 1145. It was the general opinion that this Committee shall need an entire morning/afternoon in the future if all topics are to be covered effectively. There is a likelihood of a conference call in late September at which time a request to all PC Chairs that a minimum of one delegate be assigned to future discussions.

Action: All

Darlene LaRoche
Governor
Co-Chair

John R. Scott
Governor
Co-Chair



ANNEX M

FINANCE COMMITTEE

RODs

National Finance Committee Record of Decisions



Chairperson: Don Berrill

Attendees:

In Attendance:

NAME	AFFILIATION	EMAIL
Don Berrill	Chair NRGCC, ACLN Tres	
Ron Ilko	Advisory Board	
Thomas Taborowski	OPC Imm Past Chair	
Guy Albert	Advisory Board	
Bob Robert	Advisory Board	
Jan Reidulff	Advisory Board	
Carol Cox	AB Fin Director	
Greg Boudreau	NB Chair	
Max Goldack	ACL Foundation	
Fred Hopkinson	Advisory Board	
Ernest Wiesner	NS Advisory Board	
Norm MacFie	NL Chair	
Doug Slowski	BC Director	
David Lamb	SK Vice Chair	
Jim Hunter	SK Chair	
Michel Crevier	QOV Treasurer	
Sarah Matresky	ACLN ED	

1. ADMINISTRATION

1.1 Welcome and Opening Remarks

The Chair welcomed everyone the Finance meeting.

1.2 Appointment of Note Taker

S. Matresky agreed to take notes

1.3 Additions to the Agenda

No additions

1.4 Approval of the Agenda

Moved by C. Cox, seconded by G. Boudreau to accept the Agenda as presented.
Carried.

2. APPROVAL OF PREVIOUS MEETING ROP, BUSINESS ARISING & UPDATES

2.1 Approval of the SAM 2013 ROP

Moved by F. Hopkinson seconded by N. MacFie to accept the ROPs as presented.

Carried.

2.2 Business Arising & Updates from the 2013 SAM ROP (Chair)

- No further business

2.3 Review of Finance Committee Report in AGM 2014 (Chair)

Moved by C. Cox seconded by J. Reidulff to accept the Report as presented. Carried.

3. NEW BUSINESS

3.1 Review of the Financial Status of the ACL

D. Berrill went through the financial statements for the first quarter as well as the audited financial statements for FY14 and indicated that the League was in good shape. D. Berrill noted that no money was lost for FY14 but rather the money was reassigned to a restricted fund for the 75th. He reviewed the internally restricted funds and gave reasons for why the League is proceeding that way and what it will be used for in the future. A question was raised about why the 75th Anniversary budget was at \$210,500 rather than 200k. S. Matresky indicated that she would follow up on the question.

J. Hunter asked about the paragraph in the audited statements that says 'not able to obtain sufficient evidence...' S. Matresky said that this is standard practice by CGAs to indicate that they can only audit what is presented to them.

J. Hunter asked about who the pension fund is for and how it works. S. Matresky indicated that only one former executive director is receiving a pension until his death, followed by the death of his spouse. All currently employees of the League are enrolled in an RRSP program where contributions are matched up to 8% of their salaries.

3.2 Budget Related Items

D. Berrill gave an overview of the Budget and some upcoming items for consideration. He highlighted what adjustments were made and why. The assessment fee was discussed along with the National Assessment Fee & PC Responsibility document that was put forward to the PC Chairs. Discussion ensued. J. Hunter asked why D&O insurance in Quebec is less and S. Matresky indicated that they purchase their own hence the adjustment to their assessment fee.

S. Matresky added that the national office may have to relocate earlier than anticipated as their building is currently up for sale by the owners.

3.3 Review of ACC9 Status across the Country

D. Berrill went over the ACC9 stats for the last few years and explained the procedure and DropBox system that is currently in place at the National Office. E. Wisener explained why the numbers in Nova Scotia did not match up and will consult with R. McAndrew. D. Berrill gave an honourable mention to Alberta for and NL for the incredible job they did catching up on ACC9's.

Additional ACC9 data for troubled SSC's were summarize by D. Berrill as follows:

- a. AB-225 and 570 are still major concerns – 12 and 831 have a 2013 ACC9 submitted but no others. PC committed to cleaning it up.
- b. NL- 764, 780, 870 - outstanding still – PC committed to cleaning it up.
- c. NWO- 900 – PC needs help to get this sorted out – National Office to assist.
- d. NS- 545, 652, 719 and 865 – outstanding still – PC committed to cleaning it up. Ernie indicated that our data may not be complete (you mentioned that>)
- e. SK -566, 633, 723 and 889 – outstanding still – PC committed to cleaning it up.

D. Berrill read out a resolution from Newfoundland and Labrador to clear out all ACC9's that were not handed in from previous year and are unattainable. Office to check with the lawyers to see if it will suffice.

The following is a copy of a motion made and carried at a monthly meeting of the Air Cadet League of Canada - NL, held on Wednesday, May 14, 2014:

The Air Cadet League of Canada NL have a number of SCC's who, according to National Records, are delinquent in preparing and submitting ACC 9's for the years 2009, 2010 & 2011. Members of our committee have made a conscientious effort to have the delinquent Sponsors complete and submit these ACC 9's.

Whereas: the committee is reasonably sure no impropriety has taken place, I therefore move that our committee request the National ACL, Finance Committee to consider these reports listed below closed and unattainable.

- *Year ending 2009 – Sqn #'s 508, 708 & 857*
- *Year ending 2010 – Sqn #'s 510, 567, 589, 857 & 905*
- *Year ending 2011 – Sqn #'s 510, 567, 589 & 857*

Motion to accept resolution by NL Moved by J. Reidulff / Seconded by J. Hunter

THE LATEST ACC9 COLLECTION STATISTICS (AS OF MAY 31, 2014) ARE:

- a) ACC9 returns for the year closing 31 August 2010:
- | | | |
|------------------------|-------------------------|------------------------|
| AB 33 out of 42 = 79% | BC 55 out of 56 = 98% | MB 19 out of 24 = 79% |
| NWO 6 out of 8 = 75% | ON 100 out of 111 = 90% | PE 4 out of 4 = 100% |
| NB 24 out of 24 = 100% | NL 13 out of 21 = 62% | NS 15 out of 29 = 52% |
| QOV 91 out of 95 = 96% | SK 23 out of 37 = 62% | TERR 3 out of 3 = 100% |
- b) ACC9 returns for the year closing 31 August 2011:
- | | | |
|------------------------|------------------------|------------------------|
| AB 33 out of 42 = 79% | BC 57 out of 57 = 100% | MB 23 out of 24 = 96% |
| NWO 6 out of 8 = 75% | ON 99 out of 111 = 89% | PE 4 out of 4 = 100% |
| NB 24 out of 24 = 100% | NL 13 out of 21 = 62% | NS 13 out of 29 = 45% |
| QOV 92 out of 96 = 96% | SK 18 out of 35 = 51% | TERR 3 out of 3 = 100% |
- c) ACC9 returns for the year closing 31 August 2012:
- | | | |
|------------------------|-------------------------|------------------------|
| AB 32 out of 42 = 76% | BC 57 out of 57 = 100% | MB 24 out of 24 = 100% |
| NB 23 out of 23 = 100% | NL 18 out of 21 = 86% | NS 21 out of 30 = 70% |
| NWO 6 out of 8 = 75% | ON 100 out of 111 = 90% | PE 4 out of 4 = 100% |
| QOV 89 out of 94 = 95% | SK 24 out of 35 = 69% | TERR 3 out of 3 = 100% |
- d) ACC9 returns for the year closing 31 August 2013:
- | | | |
|------------------------|------------------------|------------------------|
| AB 39 out of 44 = 89% | BC 56 out of 57 = 98% | MB 23 out of 24 = 96% |
| NB 21 out of 23 = 91% | NL 18 out of 21 = 86% | NS 17 out of 31 = 55% |
| NWO 4 out of 8 = 50% | ON 88 out of 114 = 77% | PE 4 out of 4 = 100% |
| QOV 78 out of 94 = 83% | SK 23 out of 35 = 66% | TERR 3 out of 3 = 100% |

3.4 Progress Report – NRGCC Committee

D. Berrill indicated things were progressing with NRGCC, gave overview of report in the book. Compensation was discussed. S. Matresky gave a briefing on what the new Fundraising and Resource Specialist, Mr. Dave Shaw would be doing at the office. She has created a work plan for him to follow while they are at the AGM and she gave a summary of his primary duties.

3.5 Aviation Program Review – Way Ahead

This item was deferred.

3.6 Air Cadet League Foundation

M. Goldack indicated that the Foundation had submitted all paperwork to obtain its Certificate of Continuance and is awaiting response by mail.

4. CONCLUSION

4.1 Good and Welfare

Nothing to report

4.2 Closing Remarks

E. Wiesner will serve as the vice-chair of the committee

4.3 Next Meeting

SAM November 2014

4.4 Adjournment



ANNEX O

o#k--V@8#OMMITTEE
''RODs



2014 ANNUAL GENERAL MEETING

Screening and Registration Committee Report

Fred Johnsen, Chair

Members:

Bill Cumming, Christine Welch, Colleen Nelson, Ernest Wiesner, Geoffrey Johnston, Greg Boudreau, Ilona Turra, Joan Cameron, Josée Woodford, Ken Higgins, Ken Todd, Mark Brickwood, Michel Crevier, Mike Boyle, Penny Doern, Ron Rique and Tom White

MINUTES

1. ADMINISTRATION

- 1.1 Welcome and Opening Remarks by the Chair
- 1.2 Additions to the Agenda
- 1.3 Approval of the Agenda
By Joan Cameron and Ernie Wiesner
- 1.4 Report available on Page 66

2. APPROVAL OF MINUTES, BUSINESS ARISING AND UPDATES

- 2.1 Business Arising & Updates

Josée Woodford explained that not all provinces/territories are sending all the required info to issue screening certificates. She explained the challenges to updating the national database and issuing certificates on time for some provinces. She also informed attendees that the “joined date” is the date that HQ is issuing the screening certificate. The wording will have to change because it is confusing for some members (approved by HQ// Screening certificate issued on/??) She also explained the importance of the “red flag” column. Screening and Registration is for the safety of our cadets. We have a moral and a legal obligation.

Motion:

Create a training tutorial for the screening database. Committee empowers National Office to produce a standard database for review by the committee for implementation of volunteer screening. Ken Todd proposed and Ron Rique seconded. All are in favor. Fred will talk to BOG about this. Draft of the database should be ready by next SAM.

2.2 Update on Policy & Procedure Update PPM Section 3.2.7

Validation process has been added to PPM. This will start once the National Office sends the screening database template.

2.3 Handbook Update

Handbook has been completely updated (combining two manuals into one). It is available now. It is in the PPM. Update was completed April, 2013.

3. NEW BUSINESS

3.1 Validation Process – PPM Section 3.2.7

Section 3.2.7 will be changed to reflect what is on page 3 of the handbook.

Ken Todd suggested that this process should start after the “new database template” will be put in place. Fred accepted.

Validation process will be applicable on 10% of all squadrons, not by province/territory. Right now, there is a low level of audit.

3.2 CATO 23-04 Canadian Cadet Org. Adult Screening Policy, 23-07 Civilian and Volunteers in Support of Authorized Cadet Activities

3.3 CF Mil Inst 03/10 – Regular Force Members Supporting Cadet Program

If DND members are acting in the capacity of volunteer CI they also need to be screened by the League. If they are in uniform capacity, CO has to make sure they are screened.

The document will be resent by Fred and a link to the document should be added on the website.

3.4 Volunteer Card

There are 9763 screened volunteers in the Air Cadet League.
There is no consistency. Every province/territory has their own card.
Fred will send examples of card to get feedback.

Motion:

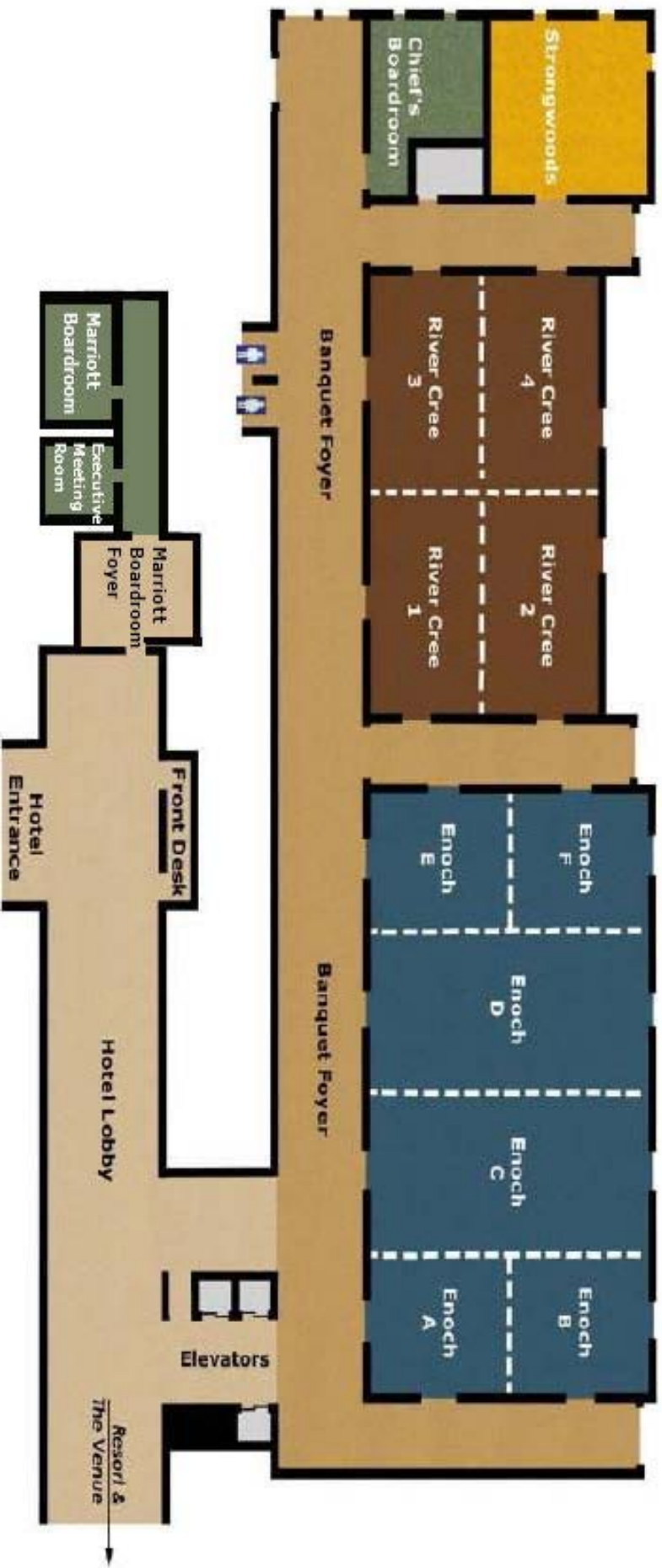
To empower the National Office to create a standard template for volunteer card. Carried.

Motion:

It is highly recommended that screening card issued by the provincial committee must be visible or be able to produce when volunteers are challenged or are on cadet duty. Carried.

4. CONCLUSION

- 4.1 Good and Welfare of the Air Cadet League of Canada
- 4.2 Closing Remarks
- 4.3 Date of Next Meeting
- 4.4 Adjournment





Air Cadet League of Canada 74th Annual General Meeting



Wednesday June 17, 2015			
1600 - 2000	Registration	Banquet Foyer	Casual
1600 - 2300	Hospitality Room	Strongwood's	
1600-1700	Meeting: Staff Management Committee (closed)	Chief's Boardroom	
1730-1830	Meeting: Exec Dir	River Cree 1	
1800-1900	Meeting: Vice-Presidents' Meeting (closed)	Chief's Boardroom	
1830-1930	Meeting: Aviation Committee	River Cree 1	
2000	Welcoming Parade	Hotel Parking Lot	

Thursday June 18, 2015			
0600 - 0800	Breakfast	Enoch ABC	Business Casual
0700-0745	Delegate Registration	Banquet Foyer	
	Spousal Tours		
0800-1000	Meeting: Effective Speaking Committee	Enoch D	
0800-1000	NRGC (LIP/Foundation)	River Cree 2	
0800-1000	Advisory Board/H&A/Nominating/Scholarships	River Cree 3	
0800-1000	Meeting: Music	River Cree 4	
0800-1000	Meeting: Communications	Enoch EF	
0900-1200	Meeting: Aviation Committee	River Cree 1	
0945-1015	Coffee Break	Banquet Foyer	
1000-1200	Advisory Board/H&A/Nominating/Scholarships	River Cree 3	
1000-1200	Meeting: National Selection	River Cree 2	
1000-1200	Meeting: 75th Anniversary	Enoch EF	
1200-1300	Lunch	Enoch ABC	
1445-1515	Coffee Break	Banquet Foyer	
1300-1500	Meeting: IACE	River Cree 1	
1300-1500	Meeting: Finance	Enoch EF	
1300-1330	Workshop: Fun Raiser / Levée de Fun	River Cree 4	
1300-1600	Advisory Board/H&A/Nominating/Scholarships	River Cree 3	Blazer & Slacks
1400-1600	Meeting: PPM	Marriott Boardroom	
1500-1600	Meeting: Members Committee	River Cree 2	
1630 - 1800	Dinner & Dress for E/S Competition	Enoch ABC	
1830 - 2200	National Effective Speaking Competition	River Cree Ballroom	
2100 - 2359	Hospitality Room	Strongwood's	

Friday June 19, 2015			
0600 - 0800	Breakfast	Enoch ABC	Business Casual
0900-1130	Spousal Tours		
0830-0900	Workshop: Positive Youth Development	River Cree 4	
0800-1000	Advisory Board/H&A/Nominating/Scholarships	River Cree 3	
0800-1000	Meeting: PC Chairs	River Cree 2	
0800-1200	Meeting: Board of Governors	Enoch EF	
0945-1015	Coffee Break	Banquet Foyer	
1000-1200	Advisory Board/H&A/Nominating/Scholarships	River Cree 3	
1030-1100	Workshop: Positive Youth Development	River Cree 4	
1100-1130	Workshop: Fun Raiser / Levée de Fun	River Cree 4	
1130-1200	Workshop: TBD	River Cree 4	
1000-1200	Meeting: Board of Governors	Enoch EF	
1200-1300	Lunch on Your Own		
1320	Host Committee Function		
2200-2359	Hospitality Room	Strongwood's	

Saturday June 20, 2015			
0600 - 0745	Breakfast	River Cree Ballroom	Blazer & Slacks with Medals
0900-1500	Spousal Tours		
0800-0845	Meeting: Joint Session	Enoch Grand Ballroom	
0900-1200	Meeting: Annual General Meeting	Enoch Grand Ballroom	
1000-1015	Coffee Break	Banquet Foyer	
1200-1300	Lunch	River Cree Ballroom	
1300-1530	Meeting: Annual General Meeting	Enoch Grand Ballroom	Evening Wear / Business Suit with Miniatures
1530-1600	Meeting: New Board of Governors	River Cree 1	
1800 - 1900	Cocktail Reception	River Cree Ballroom	
1900 - 2200	Annual President's Banquet	Enoch Grand Ballroom	
2200-0100	Hospitality Room	Strongwood's	