



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

May 15th, 2013

MEETING INFORMATION

Meeting Date: May 15th 2013
Start Time: 1900hrs
Location: Teleconference
Purpose: Scheduled Teleconference

ATTENDANCE

Edgar Allain	Present	Darlene LaRoche	Present
Don Berrill	Present	Lloyd MacIntyre	Present
Chantal Boily	Present	Keith Mann	Present
Bob Burchinshaw	Present	Gary Pinsent	Present
Don Doern	Present	Bob Robert	Present
Ken Higgins	Present	John Scott	Present
Tom Holland	Present	John Walker	Present
Fred Johnsen	Present	Tom White	Present
Jerry Elias	Present Chair, Aviation Committee		
Thomas Taborowski	Present Chair, PC Chairs Committee		
Sarah Matresky	Present Executive Director		
LCol. Y. Therrien	<u>Absent</u> SSO Air		

1. Administration

1.1. President's Opening Remarks – K. Higgins

K. Higgins welcomed everyone to the meeting of the Board of Governors. He thanked everyone for their participation. He indicated that this was the final meeting before the AGM.

1.2 New Items for the Agenda

D. Berrill added item 5.3 – Confidentiality Agreement BOG

1.3 Approval of the Agenda

MOVED BY: L. MacIntyre

SECONDED: K. Mann that the Agenda be approved as amended.

1.4 Approval of Record of Proceedings – BOG March 13 2013

MOVED BY: _____

SECONDED: _____ that the ROPs be approved as presented.



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

May 15th, 2013

2. Information

2.1. President's Report – K. Higgins

K. Higgins reported that he is in the process of condensing 21 pages of comments on the CRS report before sending the League's response to General Milne. He added that the report omitted all of the work that the Leagues do and it is wrong and a huge oversight. The report, which is intended to be objective, was not in this case.

2.2. Executive Directors' Report – S. Matresky

S. Matresky indicated that her report was included in the supporting material. She added that the office is currently drafting the schedule for the AGM, but it is changing frequently because it depends on the VCDS's availability for the video conference on the Friday. The video conference, which is reserved only for Board members and the VCDS will likely take place around lunch time. It leaves little time to change and eat before the afternoon tours, but S. Matresky is looking into ordering lunch in during the meeting to allow for more time before the commencement of the tours at 1pm.

2.3. Finance Committee Report – J. Walker

J. Walker presented the Audited Financial Statements. The Auditor, Tim Malleau was also present on the call to answer any questions from the Board. J. Walker indicated that there was an additional attachment in the supporting material with explanations for the variances over 10%. It was noted that the budget line in the variance document was not the correct fiscal year and S. Matresky agreed to correct it and recirculate by email in the next few days.

J. Walker added that with the large surplus again this year, he recommends that the funds be set aside to support the Honour Band for the 75th Anniversary of the Air Cadet League.

MOVED BY: J. Walker

SECONDED: K. Mann that the ACL establish a fund in the amount of \$175,000. For the purpose of supporting the creation and performance of a National Honour Band to perform in Ottawa in support of the ACL 75th anniversary celebrations. Such fund is to be over and above the existing budget created to support the 75th Anniversary events.

CARRIED

2.4. SSO Air Report – C. Denison for Y. Therrien

Y. Therrien sent his regrets and asked C. Denison to present a report on his behalf. She noted that CSTC Debert is to remain open and although a Commanding Officer has not been found as of yet, they are working on a solution.

The RPP trial has obtained financial approval. Y. Therrien requests BOG support in sending an extra 36 cadets on a trial RPP scholarship course this summer. This would result in the highest number of cadets obtaining their licenses in one training season (601).

Y. Therrien was quite shaken with recent events and personal attacks and hopes that these circumstances will not harm his personal friendships and professional relationships with each Governor. This concluded the report.

MOVED BY: T. White

SECONDED: J. Walker that the SSO Air's proposal to select an extra 36 cadets for a trial RPP Course be approved, and the cadets selected as follows: 16 from the top of the cadets selected to go for Glider and 16 from the PPL Standby List. **CARRIED**



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BOG Meeting ROPs

May 15th, 2013

2.4 SSO Air Report – C. Denison for Y. Therrien (continued)

Discussion about the RPP course included comments from E. Allain who indicated that it is short notice and the Aviation Committee should discuss the issue more. Cadets who were originally selected for GPS would now be attempting something more difficult and will be required to complete it in less time. He cautions that safety should come first and that RPP is a difficult course and it stressful on the cadets. J. Elias added that in needs to be taken into consideration that the flight schools are of high quality and that if a trial RPP camp is not attempted at this time, we are missing the boat.

2.5. Chair of Chair's Report – T. Taborowski

T. Taborowski reported that the Chairs had a teleconference recently and unanimously supported the idea of an RPP course. He added that he personally no longer trusts the email chain of the BOG or PC Chairs and asks that all messages from governance go directly to the provinces and not through him. J. Elias will forward T. Taborowski the announcement that there will be no reductions to the flying program.

3. Business Arising

3.1 NFP Act – Bylaws and Supporting Material for Approval

B. Burchinshaw gave an overview of the work the NFP Act Transition Team has done to date and indicated that the documents attached to the supporting material for the call needs to be approved by the Board before being circulated to the membership prior to the AGM.

MOVED BY: B. Burchinshaw

SECONDED: B. Robert that the revised copy of the bylaws and form 4031 be approved and transmitted onwards to the membership prior to the AGM in June for final approval.

4. Committee Reports

4.1 Aviation Committee

J. Elias circulated the latest version of the Letter of Intent - Purchase, Registration & Disposal of Aircraft in the Air cadet Gliding Program (ACGP). He added that an addendum would be put in the contract and recirculated with the correction. K. Higgins added that the League needs an action plan if the Glider Program is ever on the chopping block again. J. Elias is striking a committee for this purpose and to come up with recommendations for DND. D. LaRoche added that any press releases related to flying need to go through the BOG for approval.

MOVED BY: G. Pinsent

SECONDED: E. Allain that the Letter of Intent be approved as amended.

4.2 IACE Committee

L. MacIntyre indicated that his report was circulated with the supporting material and he had nothing further to add at this time.

4.3 National Resource Generation Committee

J. Scott reported on what is set to take place at the AGM (workshop with S. Widyaratne). He also indicated that with the fall mailing campaign there will be a change in the methodology and the new process will help to increase funding. K. Higgins asked about the delivery of the workshop at the AGM and J. Scott said that the idea is to get people talking about fundraising and help them to think about the collective goals and a better process.



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

May 15th, 2013

4.4 Public Relations Committee

D. LaRoche reported that the parade marshal for the Calgary Stampede will be Chris Hadfield and over 100 cadets are expected to participate in the event. They will proceed once again with an info booth and lots of photographs covering the event will be posted to 'Smug Mug'. IACE: DND will set up a Facebook page to connect with the other participating countries. Photos will be posted to the page daily and a video will be made and sent to the IACEA conference in Istanbul. D. LaRoche provided some tour details and added that a local newspaper in Alberta covered a story about a local squadron hosting IACE in their town. Public Relations on the event will be well covered with the assistance of the AB team.

5. New Business

5.1 Registration and Screening Proposal

F. Johnsen and S. Matresky proposed an online solution for Volunteer Screening using a third party company. They listed a few of the advantages:

- 1) First Advantage or BackCheck assumes the risk and liability in both the volunteer approval and the file storage.
- 2) The National Office (and all PC's) receive a secure, reliable, and accurate database of all volunteers... including their email address. This would allow us to remain in better contact with our volunteers, to provide training, program updates, etc.

The timeframe is reduced and the process is streamlined to avoid interruptions caused by lapsed screening.

D. Berrill indicated why he was not comfortable with a probationary volunteer before the entire screening check is complete. S. Matresky indicated that this was just a proposal and there are many options that can be discussed should we decide to use the company. If anything it is a more secure way to store records rather than in the basements of the homes of volunteers. F.

Johnsen indicated that the issue will further be discussed at the upcoming committee meeting at the AGM. He also thanked everyone for comments on cat 13-02 and in particular thanked D. Doern for his input.

5.2 Revised Agenda for the AGM

S. Matresky proposed a new format for the Agenda at the Saturday meeting at the AGM. She indicated that only the primary reports should be received in the interest of time as the Agenda is already quite heavy and the Banquet will take place at another location where the members will need to be transported by bus. The BOG agreed to the new format.

5.3 Confidentiality Agreement - BOG

D. Berrill commented that there is a lack of confidentiality at our level of the League. He suggested that the Board should all be required to sign a confidentiality agreement. F. Johnsen added that this is common practise in most employment agreements.

E. Allain added that in a perfect world, the Aviation Committee should have been able to discuss the recent flying issue before being carried out by the BOG. K. Higgins added that at no time did he give written permission to circulate discussion of the BOG during the April 17 meeting.

D. Berrill advised S. Matresky to contact S. Lawson for the OPC version of the Confidentiality Agreement the Ontario Members are required to sign.

6. Conclusion

6.1 Reports of the Vice-Presidents

Nothing further.

6.2 Good and Welfare of the Air Cadet League

Nothing further.

6.3 Date and Time of the Next Meeting:

Thursday June 20th 2013 at the AGM in Charlottetown.



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From: [Sarah Matresky](#)

To: '[Allain, Edgar](#)'; '[Bob Burchinshaw](#)'; '[Bob Robert](#)'; '[darlene Laroche](#)'; '[Don Berrill](#)'; '[Don Doern](#)'; '[Fred Johnsen](#)'; 'gpinsent@nf.sympatico.ca'; '[John Scott](#)'; '[John Walker \(home\)](#)'; '[Keith Mann](#)'; '[John Walker \(work\)](#)'; '[Kenneth \(Ken\) E. Higgins](#)'; '[Lloyd MacIntyre](#)'; '[Thomas P. White](#)'; '[Tom Holland](#)'; '[Chantale Boily](#)'

Sent: Friday, May 24, 2013 8:03 AM

Subject: RE: Motion to vote electronically - Financial Statements presented May 15th

*To the Board of Governors
From Ken Higgins, President*

The motion to accept the Financial Statements, proposed by John Walker and seconded by Edgar Allain, was approved by the Governors, one abstained and one did not register a vote.

The Executive Director will advise the auditors and also release the statements to the membership.

Thank you for having dealt with this matter so promptly.

KH/sm

Sarah Matresky
Executive Director / Directrice exécutive

MAY 2013