



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

May 07, 2014

MEETING INFORMATION

Meeting Date: MAY 07, 2014

Start Time: 1900 Eastern

Location: Teleconference

Purpose: Scheduled Meeting

ATTENDANCE

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

Jerry Elias	Present Chair, Aviation Committee
Marcel Bineau	Present Chair, PC Chairs Committee
Sarah Matresky	Present Executive Director

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

There were no new items for the Agenda

1.3 Approval of the Agenda

MOVED BY: K. Mann

SECONDED: E. Allain *that the Agenda be approved as presented.*

CARRIED

1.4 Approval of Record of Proceedings – BOG March 2014

MOVED BY: J. Scott

SECONDED: D. Doern *that the ROPs be approved as presented.*

CARRIED

2. Information

2.1. Auditor's Report – T. Malleau

T. Malleau, the League's Auditor presented the Financial Statements for FY13-14. He indicated that all was in order and that everything was done in accordance with Canadian generally accepted accounting principles. T. Malleau added that management and staff were helpful and cooperative with the audit, which made for an easier process and quicker turnaround. This year the Air Cadet League finished with a \$77k surplus, which was down significantly from last year. Due in part from investing money that was set aside for the 75th anniversary celebrations. Other good news included a major decrease in accounts receivable and a decrease in prepaid expenses. New this year is Note 29 where the FAMIL Scholarship money was transferred out of the operating budget and into an investment fund (good).

J. Scott asked about Trust Funds that did not generate enough interest to amount to an award. S. Matresky indicated that the funds are held until enough interest is generated to pay out the award.

MOVED BY: D. Berrill

SECONDED: D. LaRoche *that the Financial Statements for FY 2013-14 be approved as presented for onwards transmission to the membership for consideration.*

CARRIED

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2.2. President's Report – T. White

T. White circulated his report prior to the call. He added that he attended a very lovely service for Mr. Dennis MacNeil who passed away on Good Friday. The service was well attended with considerable League presence.

2.3. Executive Director's Report – S. Matresky

S. Matresky circulated the following prior to the call:

- *Had 3 ED and Director meeting in April. Several cadets were considered for awards. I can confirm that 1 Air Cadet will be receiving the medal of Bravery and 1 Air Cadet will be receiving a Commendation. They will advise as to when we can release the names. Both cadets are from Pacific Region*
- *The Colonel has filled the National Air Ops position at D Cdts previously vacated by Y. Therrien. LCol. Richard Hone will be the new point of contact and will also assume the D Cdts 2 position (program development) when Commander Agnew retires in a few months (June 1st?). LCol. Hone will be at the AGM.*
- *Once LCol. Hone is settled he will start working on the future of the flying program (working group?). I reminded the Colonel that not much has been done since we submitted our report in the fall and the Aviation Committee is concerned that time is running out. I added that the PCs are having difficulty putting together their business plans and managing assets when the future is unknown. Col. N indicated that he has just signed (or will sign very soon) a new 3 year contract with Gimli with a 2 year renewal option.*
- *The Extranet website for the Canadian Cadet Organization now has renewal bulletins and will be distributing booklets to Squadrons and PC offices*
- *Mediation took place in Quebec on the 27th of March. Plaintiff would not take the offer and wants more than twice what the mediation judge thought the case was worth. She is fighting for a 7% disability only. Defence team consists of an articling student who was a former Air Cadet and former Commercial Pilot. He flew the same glider she did and trained at the same camp. Case will go to trial for two weeks, most likely in October (busiest time of year at the office!). Defence says case is a slam dunk and in the end she will likely be awarded no more than our original offer. So far the League has not had to put any money of the table.*
- *New items in our Catalogue. This is the time of year we stock up for ACR's etc. Should any of you need recognition gifts we have restocked our higher end pen sets along with a few swag type items.*
- *An email with AGM supporting material to be considered for voting purposes will be sent out on May 8th to the membership.*
- *Minto is in the process of preparing 66 Lisgar for disposition. Best case scenario sees us remain in place for the duration of our extension which takes us through to 31 July, 2016 (9.6: Assignment by the Landlord) where the lease is simply transferred over to the new owner. Other scenarios could see Minto move us at their expense (12.3: Relocation of Premises by Landlord) to another Minto property to live out the balance of the lease or, Minto or a new owner move to terminate the lease (highly unlikely as Minto has vacant space) and we have to start searching for new accommodations.*

2.4. Finance Committee Report –D. Berrill

D. Berrill indicated that his report was attached. The League is one month in to the new fiscal year and therefore not much has changed since the year-end report. S. Matresky added that they received the cheque from DND for the aviation insurance.

MOVED BY: D. Berrill

SECONDED: T. Holland *that the Finance Report be approved as presented.*

CARRIED

2.5. Provincial Chair's Report – M. Bineau

M. Bineau followed up with the Provincial Committees after a paper proposing a restructuring of the League PCs similar to the structures of the RCSUs was circulated a few weeks ago. Last night he spoke with many of the Atlantic Provinces and D. Berrill participated in the call as well to explain things in more detail. They will be speaking with the North West provinces in the coming days. More discussion will take place at the AGM.

MOVED BY: M. Bineau

SECONDED: E. Allain *that the Chairs' report be approved as presented.*

CARRIED



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2.6. Aviation Committee Report – J. Elias

J. Elias indicated that things have been stagnant so there was little to report over the last little while. Recently the Colonel made the announcement that things would remain status quo for the Air Cadet Flying program for at least the next two years. LCol. Hone will be the new National Air Ops Officer and will start his position June 1st. There is concern as he is not a pilot by trade. J. Elias has forwarded all of the documents so that LCol. Hone will have everything when he starts the position. The Study Committee would like to meet with him in the near future. DND is currently having a problem with the funding for the GPS and PPS as the pot of money has been capped by the new treasurer and they are working through it. Discussion about availability of instructors ensued.

MOVED BY: J. Scott

SECONDED: K. Mann *that the report be approved as presented.*

CARRIED

3. Business Arising

3.1 PPBLC Documents for Approval – B. Burchinshaw

B. Burchinshaw indicated that the OPC submitted a request for a change to section 3.6.3 of the PPM, entitled 'Probation and Trusteeship of Squadron Sponsors and Sponsoring Committees.' B. Burchinshaw went through the amendments highlighted in red in the supporting material and asked the BOG to consider it for approval.

MOVED BY: B. Burchinshaw

SECONDED: F. Johnsen *that section 3.6.3 of the PPM be amended as presented.*

CARRIED

3.2 NCC Report – T. White

T. White indicated that the NCC meeting was a good one and referred to the comments in minutes of the April EC meeting as follows:

T. White indicated that the VCDS would check with the lawyers on the Cadet Supervision issue. A Governance Committee would be established and K. Mann will be participating in discussions pertaining to this item. He went on to explain the Commander of Cadets position (not announced yet) and the possible reporting structure as well as the Centralized Command structure. The diagram provided at the NCC was reviewed and the EC worked to clarify which person fit in where and S. Matresky clarified the process as part of the Renewal.

S. Matresky added that this NCC meeting was one of the better meetings she has attended. Without the attendance of the D Cds department heads, there was less interjection and more communication. The VCDS was well prepared/well versed on all subjects and received a 3 hour briefing before the meeting. It was apparent that the 3 Leagues were all on the same page having met a few days prior to discuss positions and improved communication between D Cds and the League meant that less time was wasted discussing 'lack of information'.

3.3 Bonding Insurance – B. Burchinshaw / S. Matresky

S. Matresky indicated that the insurer has stated (that they are not lawyers....but) they would prefer not to change anything to the League's wording and everything is good as long as the individuals in question are either a volunteer or an employee. The insurance definition of 'volunteer' in the ACL's case covers a wide range so the statement is satisfactory. She added that the question may arise 'Why not add all these people to the policy?!' and the answer is that we need to leave it as broad as possible because if we list too many people the insurer will only go by that list and if we forgot to include someone, we are placed in a difficult situation. A broad definition leaves room for interpretation by the courts and we are better off.

MOVED BY: B. Burchinshaw

SECONDED: F. Johnsen *that the document be approved by the BOG and a recommendation be made to forward the document to the General Assembly at the 2014 AGM for approval.*

CARRIED



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4. New Business

4.1 Draft Budget for 2014-15 – D. Berrill / S. Matresky

D. Berrill indicated that this would be the final draft before presentation at the AGM. It includes the increase in the IACEA budget for the ED and adjustments to the AGM budget.

MOVED BY: D. Berrill

SECONDED: T. Holland *that the budget be approved by the BOG and a recommendation be made to forward the budget to the General Assembly at the 2014 AGM for approval.*

CARRIED

4.2 Detachment Staff at ACRs – T. White

T. White indicated that the Atlantic Region RCSU sent out an email advising that there will not be Detachment Staff present at all ACRs this year. He finds this to be unacceptable as this is the units' most important event of the year and it sends the message that they are not valued. S. Matresky added that she brought up the issue with the Colonel who confirmed that the issue had to do with time, number of staff and distance to be travelled and it was not possible for the staff to attend each and every one. The direction therefore was to attend the ACRs of the squadrons that are struggling the most and on a priority basis.

4.3 Cadet Summer Training Centres – T. White

T. White indicated that an email was circulated to the BOG with a request for comment by June on the naming of the CSTCs. Discussion ensued about the significance and opinion of the proposed names. S. Matresky added that the Colonel said he wanted to preserve the history and tradition when naming the CSTCs and that the Cadet program has changed and the names should follow. His goal is not to make everything 'purple' but it must be recognized that all three elements have been training at each of the camps for a long time. As well, if he can demonstrate that they are training centres that are not just used in the summer, then D Cds has a better argument when it comes to funding. T. White added that he would draft the League's response based on the information received and comments made.

4.4 Communications Committee: Vintage Wings – J. Scott

J. Scott received a copy of a proposal to DND 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.

4.5 Oshkosh Alternative – J. Scott

J. Scott reported that in view of the cancellation of Oshkosh, he was made aware of 'Sun and Fun' in Lakeland FL through his contacts. At this event they had the Air Training Corps as well as Scandinavian Cadets. He wanted to present this as information for consideration by the Selections Committee / DND for consideration as a possible alternative for a future summer training opportunity. Supervision issues were discussed and the how the League could advocate for this.

MOVED BY: J. Scott

SECONDED: D. LaRoche *that the info be transmitted onward to the Selections Committee for consideration.*

CARRIED

MOVED BY: J. Scott

SECONDED: F. Johnsen *the Communications Report and the Oshkosh info be received as presented.*

CARRIED

4.6 NRG Document for Approval – D. Berrill

D. Berrill indicated that the documents circulated with the supporting material were prepared with the assistance of the NRG Committee, the ED and the League's lawyer. He walked the BOG through each of the policies and asked that they be approved by the BOG for insertion in the PPM. The Prospect Clearing Policy was submitted for information as it will be presented to the PCs for approval at the AGM.

MOVED BY: D. Berrill

SECONDED: D. LaRoche *that the Procedures Relating to the Gift Acceptance Policy be accepted as presented*

CARRIED

MOVED BY: D. Berrill

SECONDED: D. LaRoche *that the Gift Acceptance Policy be accepted as presented*

CARRIED

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4.6 NRCG Document for Approval Continued – D. Berrill

MOVED BY: D. Berrill

SECONDED: T. Holland *that the Anonymous Donor Policy be accepted as presented*

CARRIED

MOVED BY: D. Berrill

SECONDED: D. LaRoche *that the Donor Recognition Plan be accepted as presented*

CARRIED

MOVED BY: D. Berrill

SECONDED: D. LaRoche *that the Donor Rights Policy be accepted as presented*

CARRIED

5. Committee Reports

5.1 Effective Speaking Committee Report

K. Mann indicated that the Committee is preparing for the National Competition. He advised the BOG of some challenges they were facing with the WestJet vouchers and the transportation of cadets to the North, but was certain the challenges could be overcome. C. Boily indicated that she could look into the issues in obtaining the headsets from Sennheiser. K. Mann added that the new Effective Speaking Handbook was ready for approval and was circulated.

MOVED BY: K. Mann

SECONDED: D. LaRoche *that the Effective Speaking Handbook be accepted as presented.*

CARRIED

6. Conclusion

6.1 Reports of the Vice-Presidents

K. Mann indicated that he very much enjoyed his recent attendance at the NCC meeting in Ottawa. D. Berrill thanked everyone for approving the NRCG documents. The new hire will start on June 2nd. There will also be a record turnout in Whitehorse.

6.2 Good and Welfare of the Air Cadet League

Nothing Further

6.3 Date and Time of the Next Meeting:

At the AGM on June 12 2014.

Motion to adjourn moved by D. Berrill