

RECORD OF DECISIONS

68th ANNUAL GENERAL MEETING

AIR CADET LEAGUE OF CANADA



17 -20 JUNE 2009

ST. JOHN'S, NFLD

Record of Decisions

68th ANNUAL GENERAL MEETING OF THE AIR CADET LEAGUE OF CANADA
HOLIDAY INN
ST. JOHN'S, NEWFOUNDLAND
17-20 JUNE, 2009

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2009 Annual General Meeting – 20 June 2009

ATTENDEES

Chairperson	Jan Reidulff	National President
Parliamentarian	Joe Johnson	First Vice President
Executive Committee	Michel Cataford	Past President
	Grant Fabes	Vice President
	Ken Higgins	Vice President
	Bob Robert	Vice President
Governors	Robert Burchinshaw	Governor, BC
	Eric Steffensen	Governor, AB
	Gladys Jarvie	Governor, BC (absent)
	John Walker	Governor, NS
	Keith Mann	Governor, AB
	Ralph Thistle	Governor, ON
	Thomas White	Governor, NB
Advisory Board	Jim Ash	
	Lionel Bourgeois	
	Irene Doty	
	Don Gladney	
	Max Goldack	
	Bob Goudie	
	David Hayden	
	Fred Hopkinson	
	Leonard Jenks	
	James McKeachie	
	Cecil Palmer	
	Robert Parsons	
	Brent Wolfe	
Provincial Chairpersons	Gary Pinsent	NL
	Ed Mroz	NS
	Denis Dunne	PE
	John Stewart	NB
	Marc Lacroix	QC
	Jerry Elias	ON
	Joan Cameron	NW ON
	Terry Lewis	MB
	Gary Winkleman	SK
	Fred Johnsen	AB
	Tom Holland	BC
Members/Delegates	Don Berrill	Greg Boudreau
	Mark Brickwood	Michel Côté
	Carol Cox	Bill Cummings
	Roger Dionne	Maureen Drolet
	Robert Drummond	George Evans
	Stan Harry	Michel Hébert
	Rita Holden	Tina Kirkpatrick
	Darlene Laroche	Norm Lovitt
	Lloyd MacIntyre	Dennis MacNeil

2009 Annual General Meeting – 20 June 2009

Pat MacDonald	Stan Monkman
Gerald Morrissey	Rick Mortensen
Jim Mullins	Maurice Murphy
Eric Murray	Colleen Nelson
Terry Nelson	Merv Orzirny
Ron Patton	Judith C. Price
Jim Russell	John Scott
Terry Slater	Yvon Soucy
Ed Statham	Thomas Tabarowski
Judy Walsh	Geoffrey Johnston

Provincial Committee Offices

Pierre Barabey	Executive Director, QC
Richard Petrowski	Executive Director, SK
David S. Brown	Executive Director, ON
Ilona Turra	Chief Administrative Officer, BC

Military

LCol François Gaboury	SSO Air Cadets, DCdts, Ottawa, ON
Maj John Cooper	National Technical Advisor, Ottawa, ON
Maj Bill Fox	National Air Operations Officer, Ottawa, ON
Maj Pierre Giroux	Air Cadet Coordinator, DCdts, Ottawa, ON
Cap Andrea Onchulenko	Program Development, Air, DCdts, Ottawa, ON

National Headquarters Staff

Jean-Marc Lanoue	Executive Director
Joan Gray	Administrative Assistant
Leigh Ann Pingyin	Administrative Officer

I ADMINISTRATION

1.1 WELCOME BY THE NATIONAL PRESIDENT

National President Jan Reidulff welcomed everyone to the 68th Annual General Meeting of the ACLC.

1.2 INTRODUCTION OF GUESTS AND DELEGATES

Joe Johnson – First Vice President, Jean-Marc Lanoue – Executive Director, Jim Ash Parliamentarian, DCdts staff, Group Captain J.P. Dacre – Air Training Corps, MGen. Amy Courter – CAP, Theresa-Davis Woodhouse of CAMC, Wayne Gouveia of ATAC, Wayne Foster of the RCMP, Advisory Board Members and Board of Governors. Each Provincial Committees Chairperson introduced their delegations.

1.3 MOMENT OF SILENCE

A moment of silence was observed in honor of all Air Cadets, Air Cadet League volunteers, Canadian Forces Members and friends of Air Cadets who had passed away since our last meeting, including:

- James Heffel of the Dodo Birds Club
- Sqn. Leader Stuart B. Wynn of 735 Firebird Sqn.
- Dorothy Clark, original member of the NB PC
- Flight Lt. Mike Blea and Nicholas Rice of the ATC

1.4 CONFIRM NOTICE OF MEETING

The Executive Director Jean-Marc Lanoue confirmed that the Notice of Meeting was duly circulated in February 2009, that there was a Quorum, and this gathering was a properly constituted meeting of the Air Cadet League of Canada.

1.5 CALL TO ORDER – REVIEW OF THE AGENDA

The President called the 68th Annual General Meeting to order. The Agenda was reviewed.

1.6 NEW ITEMS FOR THE AGENDA

- Approval of the Parliamentarian by the voting members

1.7 APPROVAL OF THE PARLIAMENTARIAN

MOTION: Moved/Seconded Keith Mann / Ralph Thistle, that Jim Ash be approved as Parliamentarian. **Carried**

1.8 REPORT OF THE PARLIAMENTARIAN

Jim Ash reported that it is clear in the By-Laws that Proxy Voters can only be appointed by National Members to National Members.

1.9 APPROVAL OF THE AGENDA

MOTION: Moved/Seconded Brent Wolfe / L. MacIntyre, that the Agenda be approved as presented. **Carried**

1.10 APPROVAL OF THE RECORD OF DECISIONS OF THE PREVIOUS ANNUAL GENERAL MEETING

MOTION: Moved/Seconded Roger Dionne / Grant Fabes, that the Record of Decisions for the previous Annual General Meeting be approved as circulated. **Carried**

II BUSINESS ARISING

2.1 BUSINESS ARISING

The Chairman of the meeting noted that all Business Arising from the 2008 AGM in Quebec City had been attended to.

III RECEIVING REPORTS

3.1 NATIONAL PRESIDENT

President J. Reidulff said that it has been an honour to serve as President. Highlights included the CAP conference, the IACEA conference in Hong Kong, OPC AGM, Squadron visits and CSTC graduations.

The full report of the National President has been included in the Annual General Meeting (AGM) Meeting Book.

3.2 EXECUTIVE DIRECTOR

ED Jean-Marc Lanoue reported that he has enjoyed his first year with the League and has enjoyed working with everyone. He is happy to report that the League's financial situation has been cleared up and is in good hands with the League's Treasurer Mr. Bob Robert. The League's financial system is now clearer and more transparent.

Leigh Ann Pingyin has joined the National Office team. Sarah Matresky will be going on maternity leave at the end of August and will be replaced by Leigh Ann until her return the following year.

The full report of the Executive Director has been included in the Annual General Meeting (AGM) Meeting Book.

3.3 DIRECTOR OF CADETS REPORT – COL. CRAIG FLETCHER

Presented by LCol. François Gaboury

This report highlighted:

- Fiscal Year 08/09
- Issues update
- Air Cadet Program
- Way Ahead
- Questions

The PowerPoint Presentation by LCol. Gaboury has been included at **Appendix A**

The following is a summary of the major points made by LCol. Gaboury in his presentation (questions at the end):

- The cadet population is down to approximately 50 000 – an 11% decrease in the last two years. With the new implementation of Fortress, the numbers have become increasingly accurate.
- The League's five year grant renewal submission was approved. A small increase from \$380K to \$403K has been allocated for 09/10, then 1.5% inflation increase annually.
- The DND Marketing Plan will be implemented in Sept. 09. The two aspects are retention and attraction. The Leagues have a major role to play.
- There were 439 billets not filled at the Air Cadet CSTCs in 2008. The number of billets will decrease if they are not being filled, to better reflect the population.
- They are looking to continue the Airport Operations course at Georgian college. The new contract has not yet been finalized. The COs running the Aircraft Maintenance course at Canadore college said that they received a large number of unexpected visitors and would like to concentrate the visitation to the last week of July only.
- New initiatives are being developed to keep cadets interested in the flying portion of the program. The ACGP Strategic Review proposes a potential new Advanced Glider Program, Power Familiarization training, Advanced PPS etc.
- Feedback for the first year of the CPU has been positive. In the fall of 2009 squadrons will conduct training in 'Positive Social Relations for Youth' (formerly called CHAP).

Question

How was the decision made to deliver the SLC course regionally? Were senior cadets consulted and what process was used? Is the decision final?

Answer

LCol. Gaboury answered that yes the decision was final and it was done through the CPU process. Both partners were consulted in the decision. Feedback received showed that it was time to move on. **Capt. Andrea Onchulenko** added that the decision was not taken lightly, but it was an obvious one. A large number of billets for this course have not been filled over the years for various reasons. It will be more beneficial to everyone if it is delivered regionally.

Ed Statham stated that moving the SLC camp will disseminate the program.

LCol. Gaboury answered that the final decision has been made and we are going to move forward.

Tom Holland stated that it is about time that something was done to get more cadets into the SLC program.

LCol. Gaboury Thank you.

Keith Mann added that raising the requirement from level 3 to level 4 has affected things.

LCol. Gaboury said that the new SLC program will be beneficial to the LHQ. Where a portion of the drill component has been removed from the LHQ it has been added to SLC.

Bob Parsons asked if there has been any consideration regarding the interchanging of cadets from region to region?

LCol. Gaboury answer that none has been given other than in an Anglophone/Francophone situation. It becomes too costly for transportation otherwise.

This ended the briefing of the Director of Cadets.

Awards

*After the coffee break, certificates of Recognition, Merit and Honour were presented. See **Appendix** for a list of recipients.*

3.4 BOARD OF GOVERNORS

Jan Reidulff reported that the BOG met for a few hours on Thursday, June 18th and highlighted the following:

- The BOG approved a few templates for Recognition Certificates for cadets, supporters, volunteers etc. They will be available on the new website for Provincial Committees to download.
- LACAC
Governor B. Burchinshaw gave a presentation regarding the League Air Cadet Association of Canada. See Appendix I for details.

- Strategic Plan Update
J. Reidulff gave a status review regarding where the League is in terms of the Strategic Plan Update. He is very pleased with the progress being made. So far 25 of the 94 objectives have been achieved and 4 of our 35 goals have been accomplished.

3.5 NOMINATING COMMITTEE

David Hayden spoke on behalf of Len Jenks, Chair of the Nominating Committee. D. Hayden read the slate of nominees for 2009-2010. The list was read out, submitted for consideration and posted at the back door before lunch.

After lunch, the L. Jenks, Chair of the Nominating Committee announced that they had received the very first nomination from the floor in as long as memory serves. The nomination was made by Bud Stewart, PC Chair of NB, seconded by Denis Dunne, PC Chair of PEI that Denis MacNeil be nominated for the position of Governor.

Parliamentarian J. Ash read the Bylaw pertaining to the nomination of members to the Board of Governors. The Bylaw stated that the person being nominated must be a National Voting Member, thus Denis MacNeil was not eligible to run for nomination at the time. The slate posted before the lunch hour was then elected by acclamation. This concluded the report.

3.6 ADVISORY BOARD

D. Hayden reported that the Advisory Board had elections for new committee Chairs. The three committees that are made up of the Advisory Board are the Nominating Committee, the Honours and Awards Committee and the Advisory Board itself.

- L. Jenks will be the Chair of the Nominating Committee again this year. The Vice-Chair will be R. Ilko.
- C. Hawkins will remain the Chair of the Honours and Awards Committee. The Vice-Chair will be R. Parsons.
- D. Hayden will stay on as Chair of the Advisory Board and the Vice-Chair will remain the Vice-Chair.
- The Advisory Board met with the President and Vice-President to address some issues. They are waiting to receive some answers and have nothing further to report at this time.

MOTION: D. Hayden motioned that the report by the Advisory Board be approved as presented. **Carried**

3.7 PROVINCIAL CHAIRPERSON'S COMMITTEE

G. Johnston reported the following:

- PC Chairs agreed in conclusion to discussions held at the SAM that a common service medal should be adopted nationally. The design will consist of an amalgamation of existing designs used by four provinces. The medal will be produced once existing stock has been used up and will be available to all provinces. Details will soon be published in the PPM.
- The PC Chairs met with the Executive Committee to discuss the responsibilities of the Provincial Committees. The meeting went very well and the two parties agreed on several issues that were previously unstated, regarding PC responsibilities.
- A new Chair of Chairs has been elected: Don Berrill from Ontario.

MOTION: G. Johnston motioned that the report by the PC Chairs Committee be approved as presented. **Carried**

This concluded the presentation and there were no questions.

3.8 NATIONAL REGISTRATION AND SCREENING COMMITTEE

R. Thistle reported that the committee will be revised so that it contains more active members. Only one member out of the eleven that met was on the actual committee.

- A little over 7000 members have been screened to date, that number should reach 8000 by next year.

- Leigh Ann gave a briefing about the screening database in Ottawa. Members were very pleased with the turnaround time from National.
- Average screening costs varied widely across the country. The Corps of Commissionaires would be able to do PRC/VSS screening for \$25 or less, and this is currently being considered as an option.
- The registration form will be revised and presented to the BOG for approval.

Question

B. Goudie asked for clarification on the Corps of Commissionaires being involved in the screening. How will this affect those who are not currently paying anything to be screened? Do the Commissionaire's have access to CPIC? Who will maintain this new database?

Answer

R.Thistle and J. Reidulff answered that yes, it will affect those who do not currently pay but there will be improvements in the service as the applications can be submitted online. Yes the Commissionaires have access to CPIC and offer screening as a commercial service. The national office will maintain the database and the information will be forwarded back to the PCs.

I. Turra clarified that not the entire registration form will be reviewed; only the interview forms and reference forms.

R.Thistle agreed.

B. Robert clarified that the 7000 screened persons are not necessarily league members, they are volunteers and therefore the ACL does not have a membership of 7000 people.

R.Thistle agreed.

R. Mortensen stated that there are many other private security firms that will do screening and can be considered as an alternative.

R.Thistle agreed.

MOTION: R. Thistle motioned that the report by the Registration and Screening Committee be approved as presented. **Carried**

This concluded the presentation and there were no further questions.

3.9 NOMINATING COMMITTEE

L. Jenks gave confirmation that the members on the Nominating Committee slate had been elected by acclamation after the lunch hour.

3.10 NATIONAL HONOURS AND AWARDS COMMITTEE

R. Parsons reported that twelve members of the Advisory Board met for this Committee meeting. They were pleased to hear that a cadet was chosen to receive the WJPA award. Herb Spear announced that this year's recipient is Connor Joseph Doucette of 858 Squadron. Some of the other points covered during the committee meeting included:

- The need for as much information as possible to be included on the Awards Nomination form to assist with the Committee's decisions.
- The Committee discussed the possibility of awarding two 'Officer of the Year' awards, but decided that only one will continue to be awarded.
- The Committee concurs with the plan for the Volunteer Service Medal and the project can go forth as presented.
- R. Parsons noted that not all the recipients for the various awards are listed in the PPM and the Committee recommends that this be done.

- The Committee learned that many more organizations and individuals are interested in providing PTAAs and scholarships to cadets, therefore this will be pursued.

This concluded the presentation and there were no further questions.

MOTION: R. Parsons motioned that the report by the Honours and Awards Committee be approved as presented. **Carried**

3.11 NATIONAL RESOURCE DEVELOPMENT / FUNDRAISING COMMITTEE

M. Goldack reported that the Committee will be reconstituted more on the fundraising side and they are asking that the PC Chairs and or his/her designate be a member of the Committee. The Committee will then start meeting via conference call four times a year and possibly during the SAM. The first conference call will likely take place at the beginning of August, and it is imperative that all provinces are on board.

This concluded the presentation and there were no questions.

MOTION: R. Parsons motioned that the report by the National Resource Development / Fundraising Committee be approved as presented. **Carried**

3.12 NATIONAL FLYING COMMITTEE

E. Steffensen summarized that the committee met with 19 members present and highlighted the following:

- The fleet of aircraft consists of 75 gliders, 15 L19s, 16 Scouts, and BC has gone from a Wilga to a Cessna 182.
- There are 15 winches, 4 new winches.
- L-19 engine 0-470 parts procurement, engine cores, main bearings, oil cooler, etc, has been completed using DCdts funding. The L-19 0-540 engine trial is ongoing and should be ready for the operational trial in July. Fleet fitment decision is planned for the Fall 09 including the funding concept. The trial fitment was funded by DCdts.
- All ACGP Tow Aircraft have been modified with the 406MHz ELTs, funded by DCdts.
- In 2008, 17 462 familiarization flights were conducted on the glider. The ten year average is 19 979. Also in 2008, 4 976 familiarization flights were conducted on the power aircraft as well. The ten year average is 5 603.
- Last summer 292 cadets earned their glider pilot's license, while nineteen cadets were unsuccessful. On the PPS course, 249 cadets earned their license and fourteen cadets were unsuccessful.
- E. Steffensen thanked DCdts for really driving the program and working hard to make improvements, make it more attractive to cadets.
- The ACL can work towards getting more corporate support at the airfields and finding more suitable locations.
- The oldest and most experienced NFC member, Mr. George Evans, has decided to step down. The NFC would like to thank him for his efforts and contributions.
- The NFC requests that future committee meetings be extended by several hours as there is not enough time to cover the material.

This concluded the presentation and there were no questions.

MOTION: E. Steffensen motioned that the report by the National Flying Committee be approved as presented. **Carried**

3.13 PUBLIC RELATIONS AND IMAGE COMMITTEE

E. Statham explained that the committee had a very successful meeting. He summarized the following points:

- The PR Committee encourages the SSCs to make contact with their local newspapers.
- The committee recommends that each provincial PR rep contact their regional cadet public affairs officer and share ideas and projects.

- The committee is eager for the launch of the new website and hopes that it will be user friendly to obtain more hits.
- More work needs to be done with the League Industry Partners to get 'good news' stories out. The League can easily piggyback on their media exposure.
- The multi-page insert about cadets in New Brunswick newspapers was a huge success. It will be reproduced again this year in the fall to assist with recruiting efforts. The committee strongly encourages other provinces to pursue something similar with their local newspapers.

Comment

A comment was made about the current F-18 demonstration pilot who was a former Air Cadet from Dundas. He agreed to facilitate having cadets participate in the air shows where he is demonstrating because he feels that he owes so much to the Air Cadet Program.

This concluded the presentation and there were no more questions or comments

MOTION: E. Statham motioned that the report by the Public Affairs Committee be approved as presented. **Carried**

3.14 NATIONAL SELECTIONS COMMITTEE

D. Hayden reported that the committee discussed the following:

- An update was given regarding the new procedures for selections.
- Cadets were given an opportunity to apply for second and third choices this year when applying for summer camp. This new process seems to have gone over well, although not many cadets submitted alternative choices.
- M. Hebert has developed a wonderful database to record information for Selections. He converted the database to be used across the country. A few provinces used it on a trial basis this year and gave positive feedback. Another three provinces will be on board for next year before it is rolled out nationally.
- A position paper was submitted to the committee asking if the PPS and GPS qualifying exams could be done online to save the cadets from having to travel to a testing centre. The committee believes that this is a feasible option.

This concluded the report and there were no questions.

MOTION: D. Hayden motioned that the report by the National Selections Committee be approved as presented. **Carried**

3.15 EDUCATION CREDITS / TRAINING COMMITTEE

T. White reported that the New Brunswick government refuses to meet with the League to discuss the issuing of credits. Cadets were encouraged to challenge their school boards to be issued credits for their time spent in cadets. The curriculum coordinators at the school boards in NB suggested that courses like PPS, GPS and IACE could fall under the Co-Op education program. The issue is still ongoing.

Alberta will be meeting with their education department in the fall, as they have had difficulties getting the cadet program recognized as a form of education as well. In Quebec, both the English and French boards are now acknowledging cadet training. Manitoba was successful in getting the program recognized by inviting school executives to their parades and competitions.

The collaboration on MOUs, Effective Speaking Pins, SPU initiatives has been completed by the Committee, with the exception of a few minor changes.

This concluded the Committee's report and there were no further questions.

MOTION: T. White motioned that the report by the Education Credits / Training Committee be approved as presented. **Carried**

3.16 RECRUITING AND RETENTION COMMITTEE

K. Higgins summarized that the committee met with 16 members for approximately three hours. He highlighted the following points from the meeting:

- Additional material has been prepared for the SSCs regarding recruiting and retention. The aim is to provide new members with information to assist in their efforts to increase and retain the cadet population.
- The military is looking into combining some cadet activities with the other two elements in the smaller communities because they are a critical part maintaining the interest of cadets i.e. band. The result will also have financial benefits, when resources are combined.
- The committee suggested to DCdts that a Level 5 OJT be introduced into the CPU. The suggestion has reached the first stages of approval and the committee hopes for a favourable outcome within the next year.
- The Marketing Plan was studied by several provinces to see how they could use it and how it would fit in with their plans for attracting and retaining cadets in the program.
- The SK provincial committee has rented billboards to promote Air Cadets, and so far the advertising has proven to be cost effective and beneficial.
- The differences between urban and rural squadrons were discussed. What might be attractive at a rural squadron may not be suitable for an urban setting and this is something that is being looked into.
- The issue of 'program quality + squadron reputation will ultimately determine your level of retention' was discussed. Everyone was in agreement that the committee sees this as the essential element on the retention issue and the League's role in helping make the turnaround happen in regards to numbers.
- Two new members were welcomed to the committee: Thomas Tabarowski from Ontario and Darlene Laroche from Alberta.

This concluded the Committee's report and there were no further questions.

MOTION: K. Higgins motioned that the report by the Recruiting and Retention Committee be approved as presented. **Carried**

3.17 NATIONAL EFFECTIVE SPEAKING COMPETITION COMMITTEE

K. Mann reported on behalf of the Committee Chair Gladys Jarvie. There were 13 members in attendance at Thursday's meeting. K. Mann extended congratulations to Bob Drummond and the Newfoundland and Labrador Provincial Committee for doing such an outstanding job organizing the National Effective Speaking Competition. He summarized the following points:

- The ES Committee was able to implement their portion of the SPU. They developed a tracking form to determine how many cadets are participating in the competition (at all levels) across Canada. This form will continue to be used and monitored. The Committee's goal is to at least double the participation in the ES Competition across the country.
- The ES pins are in and are being distributed. They are not currently approved to be worn on the uniform, and the Committee is disappointed but hopes that it will be approved in the very near future.
- The National plaque has been difficult to track and occasionally damaged. The Committee believes that the plaque should therefore remain on display at the National Office except for when it is being awarded at the National Competition. Every year a photo would be taken of the winner and displayed with the plaque.
- The Committee would like to elevate the level of recognition given to the judges at the ES Competitions. Typically a pen set is given, but they would like to see something more suitable provided even perhaps monetary.
- The topics for 2010 have not yet been decided, but choices made by the Committee will be circulated to the members at the end of the summer.

Question / Comments

D. Gladney was pleased to see the ES pins awarded at the National Competition and would like to know if the pins will be awarded at the DND sponsored competitions (such as the tri-service competition held in NL annually).

T. Holland asked if the League is renegotiating the MOU with WestJet that is set to expire within the next few years.

F. Gaboury asked for clarification about when and for what the ES pins would be awarded.

Answer

K. Mann said he is not aware of the DND competitions and therefore is not able to confirm.

K. Mann said this is currently WestJet's 5th year sponsoring the competition and the League will most definitely be renegotiating for their continued support. G. Jarvie is set to meet with WestJet soon to discuss this matter. As well, WestJet will be publishing an article in their flight magazine 'Up' promoting their sponsorship and creating awareness about the ES Competition.

K. Mann explained the process and added that the pins would also be awarded retroactively to cadets that are still serving.

This completed the report of the committee and there were no further questions or comments from those in attendance at the meeting.

MOTION: K. Mann motioned that the report by the Effective Speaking Committee be approved as presented. **Carried**

3.18 NATIONAL FINANCE COMMITTEE

B. Robert reported that the finances are in order and things have returned to a more routine mode. The Committee went through the ongoing and much advanced measures to normalize and rectify the control in management to the finances. New policy and procedures have been developed for the PPM. The Committee recommends that the auditors be retained for next year. The Budget was reviewed with the recommendation to adopt and they recommend that more financial management training be provided to the SSCs at PC AGMs through structured presentations. Other items discussed included:

- The SSCs need to be strongly pushed to use the new ACC9 online forms with journals when filing their reports, this new system has been up and running for approximately two years and works very well and eliminates a lot of mathematical errors.
- The PCs should set up an award for effective financial management at the SSC level and or an award for most proficient treasurers.
- The PCs should do statistical analysis of the ACC9s to get a good view of the effectiveness of the support and financial management to the Air Cadet Program at the squadron.
- B. Robert, of the next few months intends to submit two articles to the ACL Newsletter. One article will be regarding some statistical data that was released by email last December and the other regarding fundraising.
- T. Holland has submitted his name to be a Finance Committee member in the future.

Question / Comments

S. Harry commented that he is very pleased with the League's financial state thanks to B. Robert and League HQ staff. It is a huge improvement from last year and things are being looked after well.

Answer

B. Robert Thank you very much Stan.

This completed the report of the committee and there were no further questions or comments from those in attendance at the meeting.

MOTION: B. Robert motioned that the report by the Finance Committee be approved as presented. **Carried**

3.19 REPORT ON THE AUDITED FINANCIAL STATEMENTS FOR 2008/09

B. Robert reported that revenues are down 34k, but exceptional control was exercised and expenditures were down 78k therefore the bottom line went from a deficit of 40k to a surplus of 4k. The committee however still has a serious concern for the decline in outside donations (35% drop), but fundraising costs are also down 11k. B. Robert reminded everyone who has a stake in the Budget will be asked for their input for the coming year and the two subsequent years by November-December.

From now on, the Budget will be the guide for salaries and benefits. The League saved a great deal of money by not filling one of the positions this year until the finances were in order. Occupancy costs are up and should be the new norm. The new office team received kudos from the auditors for regulating expenditures and being well prepared for this year's audit. It resulted in an earlier completion of the audit which nearly met the bylaw requirements (audited statements to the BOG 30 days before the AGM).

The accounts receivable item was given more sampling attention this year by the auditor. It was uncovered that dubious accounts receivable were being carried, some resulting from double invoicing (some to DND) and one of the invoices going unpaid. Although every accounts receivable item will be checked and pursued thoroughly, the auditor felt that \$49,148 prudently needed to be counted as an adjustment against expenditures vice a small figure of \$865 last year. The difference from this year's accounts receivable and last year's is because the previous bookkeeper was regularly late doing the books and habitually invoiced PCs in the Feb-Mar time period as she had to close the books on the 31st of March. The payments rarely arrived by year-end but rather by May-June and this led to high year-end accounts receivable. This explained the League's liquidity problems in 2008 when cash was low. Invoices are now done on a more regular basis. As well, the auditor felt that the value of the catalogue inventory was being severely overstated given the zero value of various stock items (mostly promotional items). Close to 16k is being taken as a charge against expenditures to better reflect the value of the inventory. Catalogue inventory and accounts receivable may be further adjusted for next year.

The use of the line of credit has been eliminated. Borrowing from the trusts funds has not been an issue this year.

MOTION: B. Robert motioned that audited financial statements be approved as presented. **Carried**

3.20 APPROVAL OF THE BUDGET FOR 2009/2010

B. Robert explained that the format displays the new three year rolling budget process. Year 1 is firm; years 2 & 3 provide an outlook subject to firming up at the budget preparation time each year in Nov-Dec-Jan. The new budget is very detailed to provide adequate understanding and transparency.

MOTION: Moved/Seconded B. Robert / D. Berrill that the 2009/2010 + two following year Budget be approved as presented **Carried**

3.21 APPROVAL OF THE AUDITORS FOR THE 2009/2010 FISCAL YEAR

B. Robert said that the auditors have been very conversant and very responsive and has been helping the League make continuous improvements to the process. The Committee, the staff and the BOG recommends that the League keeps Boyer and Boyer for the next exercise.

MOTION: Moved/Seconded B. Robert / M. Goldack that the firm of Boyer and Boyer be reappointed auditors for the Air Cadet League of Canada for fiscal year 2009/10. **Carried**

IV NEW BUSINESS

4.1 LOCATIONS OF NEXT ANNUAL GENERAL MEETINGS:

- 2010 Regina, Saskatchewan
- 2011 Moncton, New Brunswick
- 2012 Ontario
- 2013 Thunder Bay, Ontario (NWO Committee) tentative

V CONCLUSION

5.1 Good and Welfare of the Air Cadet League of Canada – Gary Winkleman presented some information regarding the AGM in Regina in 2010.

5.2 Date and Time of next Meeting – Minto Suites, Ottawa, Ontario (Nov. 20 - 21, 2009).

5.3 Adjournment – There being no other business, the meeting was adjourned

APPENDIX A – Report, Director of Cadets and CPU Update

See attached

**APPENDIX B – Report, National Flying Committee
RECORD OF PROCEEDINGS
June 18, 2009 - 0830**

Chairperson:	Eric Steffensen	AB Governor
Co Chair	John Walker	NS Governor
Members:	Terry Lewis	MB PC Chair
	Dennis MacNeil	NB
	Jim Mullins	NS
	Norm Lovitt	BC
	Pierre Barabey	QC Directeur Executif
	Rick Mortensen	NWO Vice Chair
	John Scott	ON
	Jerry Elais	ON
	Gary Pinscent	NL PC Chair
	George Evans	MB Flying Committee
	Merv Ozirny	SK
	Fred Hopkinson	ON Chair Aviation Committee
	Fred Johnsen	AB PC Chair
	LCol Francois Gaboury	DND SSO Air
	Maj John Cooper	DND/NTA
	Maj Bill Fox	DND/NCA Ops O
	Maj Pierre Giroux	DND D Cdts 4-5

I. GENERAL

1.1 Welcome

The Chairman opened the meeting at 0830 hrs and welcomed everyone to the meeting.

1.2 Call for New Agenda Items

There were no new agenda items.

1.3 Approval of Agenda

John Walker moved and seconded by Dennis MacNeil that the agenda be adopted.

Carried

1.4 Approval of the Minutes of the Previous Meeting

The Chairman asked for approval of the minutes of the flying meetings held at the SAM Ottawa 21 November 2008. Acceptance moved by Jerry Elais and seconded by Norm Lovitt.

Carried

1.3 NCA Ops O Report

Maj Bill Fox presented the National Cadet Air Operations Officer (NCA Ops O) report addressed the Flying Statistics, Flight Safety, Scholarship Quotas, and the Strategic Plan update. Note - A copy of his PP presentation has been E Mailed to NFC members.

a. Flight Safety Summary for the 2008 calendar year is included in the SAM ROP Nov 09. So far this calendar year there has been one accident reported.

b. The 2009 Provincial and Territorial Selection Quotas for the Flying and Glider Scholarships were reviewed. There are 260 Power and 315 Glider Scholarships allocated. The GPS lost 5 slots due to the cadet population.

1.6 NTA Report

Maj John Cooper presented the NTA briefing, which addressed NTA Staff and Organization, SIRP, Aircraft Modifications/Issues Update and System changes.

The ACGP fleet consists of 75 2-33 gliders, 15 L-19s, 16 Scouts, 15 winches, 4 new winches and one C-182 in the PAC (replaced the Wilga). The C-182 is on trial program. NTA copies of the PP presentation were handed out at the AGM. Highlights:

- a. PAC Region C182 (Wilga Replacement) – C182 selected on a trial status to further explore a four seat aircraft concept of operations was approved by DCdts. PAC Region sees a requirement for a four seat aircraft to tow glider(s) and ferry the crew to gliding sites. The Technical support minimum with no central engineering or logistic support.
- b. All ACGP Tow Aircraft have been modified with the 406MHz ELTs, funded by DCdts.
- c. K and L Soaring now owns type 2-33 type certificate and NTA is staffing a standing contract with K&L for parts and support.
- d. The four commercially manufactured (Roman's Design) Winches acceptance has been delayed until end of June and initial ops slated for Sep/Oct 09. DND now maintains all Winches.
- e. L-19 engine 0-470 parts procurement, engine cores, main bearings, oil cooler, etc, has been completed using DCdts funding. The L-19 0-540 engine trial is ongoing and should be ready for the operational trial in July. Fleet fitment decision is planned for the Fall 09 including the funding concept. The trial fitment was funded by DCdts.
- f. SIRP funded for FY09/10 include 7 gliders and one tow aircraft.

II. BUSINESS ARISING

2.1 Update on Glider Procurement

Ontario is next in line for the acquisition of a new glider. Following the priority protocol is still an issue. Communications between all concerned would solve the problem.

2.2 Winch Procurement Update

See NTA report.

2.3 ACGP Strategic Plan Update

- a. The Advanced Gliding Program initiative trial will be conducted in the PAC Rgn this year and cadets and staff from all regions will participate. It replaces the former Advanced Soaring Award which for last few years was conducted at the Gatineau Gliding Club. Depending on the trial results, the concept of operations will be developed and a decision made on if advanced glider should be purchased, leased or have a contract with SAC units.
- b. Glider Familiarization Flying complete concept still in development. The proposal likely will include a glider simulator possibly housed in a transportable trailer to augment the program especially on bad weather days.
- c. Power familiarization Flying Program concept in draft. Proposal to develop and train ACGP power pilots for the Power Fam Program.
- d. Advanced Power Pilot Scholarship concept is to provide advanced flight training to PPS grads as a summer scholarship. The main purpose is to retention of these cadets in the ACGP. A trial is planned for next year of up to 10% of the PPS graduates in 09. The funding will be taken from the PPS funds. The selection of the candidates is an issue as to the candidate's commitment to the program.
- e. CIC/ Cadet Pilot Retention Initiatives - NCA Ops O asked that the ACL to seek public support for airfields and/or lease or purchase glider airfields such a Netook airport in Alberta or the leased field in NWO. Additionally, SSO Air proposed/suggested that additional ACL funds be directed to staff cadets to help offset their expenses when working at a gliding site which would promote cadet retention. The "Glider Pilot Achievement Award" paid to cadets

who qualify for passenger carrying in front, back seat or instructor rating has been adopted by most PCs and is successful. The Power Familiarization Flying initiative using ACGP licensed cadets could be funded by the ACL by providing a bursary for the cadets to accumulate the required PIC time. Ideally, a National standard and fund for cadet bursaries for ACGP ratings/qualifications should be pursued.

2.4 PTAA Administration

The application process for PTAA awards was discussed briefly and it was suggested that the concurrence of the RCA Ops O by electronic means may solve some of the delays in ACL HQ receiving the applications. To be discussed with ACL HQ.

2.5 Guidelines for Purchasing ACGP

Draft Guidelines were discussed briefly. The wording for the disposal and value of aircraft assets if being sold to another PC was undecided. NTA and NFC member from BC PC, Norm Lovitt are to discuss the wording and offer a proposal at the SAM 09.

III. NEW BUSINESS

3.1 Model Aeronautics Association of Canada (MAAC)

NFC members were asked to promote and advertise the MAAC MOU in their Regions. Details on the benefits are on the ACL Web site

3.2 Glider Simulator

2-33 glider simulator is under development for use in the Glider Fam program or Aviation Day.

IV. COMMENTS/REPORTS

4.1 GPS/PPS Scholarship Selection Exam

John Scott, OPC, gave brief presentation on the GPS/PPS selection exam administered by NCA Ops O. The concept paper has been forwarded to NFC Members and Maj Fox for consideration. If acceptable, it should make more efficient use of time and staff.

4.2 MB NFC Member

George Evans a long time MB NFC member announced that he was stepping down from the National side but will remain active in the PC NFC. He started in the program basically when it was initiated in the '70 and is the longest serving member. George is thanked for dedication and contribution to the ACGP.

V. NEXT MEETING

5.1 Date and Time of Next Meeting

The next meeting of the National Flying Committee will take place in Ottawa at the SAM in November 2009. Telephone calls and e-mails will keep everyone informed in the meantime.

5.2 Adjournment

There being no other business, the meeting was adjourned at 1200 hrs.

Eric Steffensen
Chairman
National Flying Committee

**APPENDIX C – Report, Public Relations and Image Committee
RECORD OF PROCEEDINGS
June 18, 2009 - 1300**

The meeting started with 8 members present Yvon Soucy, Carol Cox, Terri Slater, Norm Lovitt, George Evans, Stan Harry, Roger Dionne and chaired by Ed Statham Leigh Ann Pingyin visited. Ed said that last year, while all Provinces were not represented some meeting attendees did not want to be on the National PR committee and he would like to see all Provinces represented he also wanted input from all and not just a few. Discussion took place about the following subjects.

Newspapers

The Provincial Committees to encourage the Local SSC's to develop a relationship with the local weekly, invite them to your activities, Banquets, Gliding, Biathlon, Parades etc

Alumni

There are many Alumni of the Air cadet Program and we would encourage all Provinces to solicit endorsements from them, be it video or print. These could be placed on the Provincial as well as the National website. Just imagine Jim Carrey Rick Mercer George Canyon and Astronauts Hanson and Hadfield on a youtube link talking about the times they had in Aircadets. If you can do this pass it on to National.

League /DND Communications

The committee recommends that each provincial PR & I member make contact with their Public Affairs Officer. In some Provinces there seems to be a one sided compliance with the MOU communication is almost non-existent. Home towners from RCSTC are not reaching the local papers. So, please call your PAFFO and try to find a solution together.

National Website Update

Although Ed had not been apprised of the new web designer, and of his ideas the committee agreed that the new website should be more appealing and user friendly to Parents and Cadets. A photo page showing Cadet and League activities fun pictures of the different activities the cadets take part in. A page depicting our more Prominent Alumnus and possibly youtube links to their endorsements. The people visiting the website should leave with a good feeling and want to recommend it to other parents and other youth.

Industry Related Media

One of the members suggested that we should encourage stories of cadet/ squadron visits to our Industry Partners Facilities but we could also send them to our partners so that they can put them in their own Publications and their employees and customers can see what outstanding corporate citizens they are.

National Media Campaign

Ed talked about the Newspaper insert that was produced in New Brunswick with the co-operation of the RCSU (A) Public Affairs NB/PEI Detachment and the Brunswick News Group together with the League. It was a tri-element project and the membership felt that there would be more assistance from the detachments this way rather than a single element. During the winter Ed worked to source the Weekly news groups across Canada together with their contact people e-mails and phone numbers. This document consisted of a how-to, step by step way of producing the same news insert in your own Province. The potential readership across Canada would be around 17 million readers if all Provinces took part. He said it was a lot of work but the results are worth it.

Best Practices

The committee felt that good news stories should be shared and promote communication with our league partners we can help each other.

Respectfully submitted by
Ed Statham
Co-Chair Public Relations and Image Committee

**APPENDIX D – Report, Recruitment and Retention Committee
RECORD OF PROCEEDINGS
June 18, 2009 - 0830**

Attendees

L. Col F. Gaboury Cmdr G. Reddy
Capt A. Onchelenko Gary Winkleman
Marc LaCroix Yvon Soucy
Thomas Taborowski Michel Cote
Stan Monkman Tina Kirkpatrick
Darlene LaRoche Mark Birkwood
Denis Dunne Eric Murray
Roger Dionne Ken Higgins, Chair
Lloyd MacIntyre, Vice Chair

I. ADMINISTRATION

The meeting started with a welcome from the Chair and adoption of the Agenda

II. BUSINESS ARISING

- 2.1** An update on the web based training package for SSCs was provided (SP08 B 3.1). Attendees requested copies of the material be sent to them at an early opportunity.
- 2.2** Liaison with D Cadets. L/Col Gaboury reviewed the cadet population and trends. Some towards leveling off the rate of decline was apparent but the retention problem remains. New cadets are being enrolled but more are leaving. One of the negative repercussions from this decline is loss of summer camp allocations.

Both L/Col Gaboury and Cmdr Reddy then spoke of some of the activities that help out cadet organizations in communities where the cadet population is low. Generating the critical momentum to keep opportunities open such as a cadet band. Thinking outside the box was one way to approach these challenges and was welcomed. Cost savings accrued from a combined Tri Service activity stay with the units, i.e half or one third payment of a \$1000 bill for a bus rental generates savings.

Capt Onchelenko provided an update on the refinement being developed with the focus now being on the specific needs for a particular year.

In response to a question about Instructional duties for cadets, Capt Onchelenko spoke to the advances made in the related training for advanced courses, i.e. Marksmanship Instructor Graduates return with a list of duties they are now capable of which includes Instructional Techniques. The CO has been advised and the objective is that opportunities will be provided at the home squadron for the graduate to use and enhance their IT skills with coaching as thought appropriate.

III. NEW BUSINESS

3.1 PEI

PEI Chair Denis Dunne spoke about an initiative with the RCSU and the PC that focused on a joint discussion of the MOA with the intent to develop action plans for issues of mutual interest. The outcome was very positive. A report had been prepared on the process which Chairman Dunne made available. This was seen as having good potential for enhancing the working relationship between a CO and SSC Chair. Now committee Item 09-5-0

3.2 Quebec and Ottawa Valley

A follow up on SSC Executive members who leave is ongoing in Q & OV. Lloyd MacIntyre spoke to the topic. The survey is ongoing in three of the twelve regions with limited response so far. A standardized format has been developed which appears to work well. Further reports will be made on the methodology used which in due course will be shared with other Provincial committees. Now committee item 09-3-0

3.3 Q & OV,

PC Chair Marc LaCroix spoke to his committee's formal review of the new marketing plan from D Cadets. The comments and observations generated a substantial report the benefit of which was to enhance everyone's understanding of the Marketing Plan and to prioritize how and where actions plans can be developed. The review process was recommended highly by PC Chairman LaCroix who made copies of his report available.

3.4 Saskatchewan

PC Chair Gary Winkleman spoke to their initiatives for getting the word out via Facebook and Google, which has generated a significant number of hits. The Saskatchewan PC has also rented space on billboards at strategic locations with positive responses. With this company if ten billboards are rented an additional two are provided free of charge.

IV. GOOD AND WELFARE

4.1 General Discussion

One topic raised was Food preparation requirements for a squadron bush camp. In one region the new requirements were seen as overly restrictive to the point these week end long exercises were no longer being scheduled one more factor to dissuade an air cadets from staying enrolled. No solution was forthcoming but it was hoped that a reasonable balance could be found between risk management issues and food preparation by cadets for cadets on adventure training.

4.2 Adjournment

The Chair and Vice Chair thanked everyone for their participations and interest in the work of the committee

Respectfully submitted,
Ken Higgins
Chair

**APPENDIX E – Report, National Finance Committee
RECORD OF PROCEEDINGS
18 June 2009 - 0830 hrs**

In Attendance:

Bob Robert (Chair & Secretary)
Ralph Thistle (Vice Chair)
Joe Johnson (Member)
Stan Harry (Member)
Carol Cox (Member)
Don Berrill (Member)
Greg Boudreau (Member)
Max Goldack (Member)
Roger Dionne (Member)
Jean-Marc Lanoue (Member)

Ed Mroz (Visitor, NS PC Chair)
Tom Holland (Visitor, BC PC Chair)
Richard Petrowsky (Visitor, SK PC ED)
Ron Patton (Visitor, ON)

Absent:

Marlene Conway (Member)

I. ADMINISTRATION

- 1.1** The Chair welcomed the Finance Committee members as well as the visitors and thanked them for their interest and participation. The Chair expressed his satisfaction with the great progress made in the NLL Finance file since the last meeting at the SAM 2008. The pieces required to operate efficiently are either in place or about to be. This includes stabilizing the financial administration function in the ACL office. Regarding the office, Chantal Fauvelle-Erdogan is now on long-term disability absence and no other information is available. The Committee's MANDATE remains to "protect and make appropriate use of the cadet and League financial assets, by making sure Policies, Procedure and Guidelines are in place and making sure the right people are on the job doing the required implementation & monitoring".
- 1.2** A call for additions to the Agenda yielded none.
- 1.3** Approval of the Agenda as published in the AGM Book was called for.
Motion by Roger Dionne to approve the Agenda. Seconded by Joe Johnson.
Carried

II. REVIEW AND APPROVAL OF ROP, BUSINESS ARISING AND UPDATES

- 2.1** Approval of 2008 SAM Finance Committee Meeting ROP of 21 Nov 08 found on page 29 of the AGM Meeting Book. (The ROP had been e-mailed to the members to save time.)
No errors or omissions were brought forth.
Motion to adopt the 2008 SAM Finance Committee Meeting ROP as published by Don Berrill, seconded by Greg Boudreau.
Carried
- 2.1.1.** Business Arising and Updates from the 2008 SAM Finance Committee ROP.
- 2.2** The Chair noted that the current financial numbers (audited) would be addressed in New Business.
- 2.2.1.** On the matter of 'Measures to Rectify the Control & Management of Finances' elaborated in the SAM 2008 ROP, the following update was provided and/or comments made:

- a. A new PPM entry (Article 3.7.10) has been developed, approved and published to set the policy on Internal Financial Management, Control and Reporting and it has been implemented. In this respect,
 - i. Cheques do & will continue to be mailed to the Treasurer for signature.
 - ii. Expenditures Commitments and Payments Authorization Procedures and responsibilities have been set.
 - iii. Budget Development, Financial Reporting and 'How-goes-it' follow ups are also delineated.

Charge Accounts have been transferred to the BMO.

A Credit Card Terminal has been obtained to save on transaction costs, to speed up catalogue transaction crediting and to achieve better tracking. As well as the NLL, MPC has also already used the terminal services and SK PC is interested in using it. As a result, the ED has been tasked to draft a policy for use of the terminal service by PCs and present the draft to the EC for consideration.

Action: ED

- b. The good work done by the Office Staff has resulted in the Auditor producing our Financial Statements in solid draft (briefing the Chair of the Finance Committee in person) on 21 May. This gets us closer to meeting the by-laws requirements of presenting the Financial Statements to the BOG at least 30 days prior to the AGM.
- c. The Chart of Accounts has now been further modified and YE Audited Financial Statements will likewise be, to match the budget Line Items breakdown, so as to make Financial Reports transparent & more meaningful.
- d. The reduction of Bank Charges and the reduction in the number of Bank Accounts have occurred.
- e. The Line of Credit has been cleared, however the clearing of loans between various accounts (Trust & Operating) has not been fully completed.
- f. The non-use of League Credit Cards for personal use had a relapse.
- g. Financial Reports are now available monthly and the Finance Committee is being kept in the loop.
- h. The Trust Accounts Reporting to Trustees has not yet become routine. The ED elaborated that monthly and quarterly financial reports will be separated between operating and trust funds and thus trust report will be produced routinely.
- i. The rate of returns on Trust Accounts is running at 3.5 to 4.5%.
- j. The Registration & Screening of HQ Office Staff is underway.
- k. The previous apparent rise in the catalogue inventory has been reversed.
- l. The determination of the existence of **Trust Legal Agreements** has been undertaken but not completed. (Referenced in the SAM 2008 ROP – "Mention was made to consult Charity and Trust Laws/Rules in managing our funds.")

The ED was tasked to produce a report on the legal status of our "trusts" and e-mail it to the Chair for dissemination to the Finance Committee.

Action: ED

- m. The Chair mentioned that over a year ago he had invited the members of this committee to review our TORs but has received no reply. The issue is on the back burner for now.

- n. The Chair closed this section by stating that an overall concern is that Revenues need to be increased via donations. The responsibility is that of the Fund Raising Committee.
- 2.2.2.** A review of the Finance Committee Report at page 38 of the 2009 AGM Book was conducted. There were no questions or comments.

III. NEW BUSINESS

The YE 31 March 2009 Audited ACL Financial Statements were presented and reviewed. The Chair met with the auditor, the ED and the office book keeper in Ottawa on 21 May 2009 to review the statements. Presentation/clarification modifications were made. The Chair and the ED also met with our DNL financial adviser the next day.

The following points about the Financial Statements were highlighted:

- a. Revenues were down \$34K (all figures rounded), but exceptional control was exercised so that Expenditures were down \$78K. The Bottom Line thus went from a Deficit of \$40K to a Surplus of \$4K.

There has to be serious concern still about the declining outside Donations raised by the Fund Raising Committee and the office - from \$72K to \$47K, a 35% drop. On the plus side, FR costs are down \$11K.

- a. Salaries & Benefits costs (including Temps) at \$263K were down \$50K through management decisions. The Budget will now be the guide going forward. The 2008-09 year Budget had \$294K for this item.
- b. The Occupancy costs were up \$13K at \$49K which is expected to have reached the new normal.
- c. Miscellaneous costs are down \$6K thanks to the transparency and management by the new Team. The new office Team earned kudos from the auditor on its preparation for the audit.
- d. An important point is that of Accounts Receivable. This item was given more sampling attention this year. As a result, it was uncovered that dubious ARs were being carried - some resulted from double invoicing (incl. to DND) with one of the two invoices of course going unpaid. Although every AR item has or will be checked and pursued, the auditor felt that a large \$49,148 prudently needed to be counted as an adjustment against Expenditures (vice \$865 last year). In addition on ARs, the auditor, in answer to a query on the large year-to-year drop from \$178K to \$30K, states "The reason for the reduction of \$148K in the accounts receivable is mainly explained by a timing difference. The previous book keeper was regularly late doing the books. She habitually invoiced PCs in Feb/Mar as she had to close the books on 31 March. Naturally the payments rarely arrived by year end but rather in May/Jun. This led to high year-end ARs. Now the invoices are done on a regular basis. This also explains the League's liquidity problems in 2008 when cash was low."

Like for ARs, the auditor felt that the value of the Catalogue Inventory was being overstated given the zero value of various stocks, some of which consisted of promotional items. \$15,925 is being taken as a charge against Expenditures to reflect a better value of the Inventory.

Last year's Line of Credit (\$53K) has been eliminated.

- a. The Trust Funds do not have issues. The 'owed' across Operating & Trust accounts are being reduced to elimination.

For Info

Selection of Auditors for FY 2009-10

The audit firm knows our business well and has been instrumental in righting our operation.

Motion for the ACL Finance Committee to recommend retention of Boyer & Boyer as auditors for YE 31 March 2010 by Joe Johnson, seconded by Don Berrill.

Carried

3.3 Presentation & Review of 2009-10 + 2 years ACL Budget

The Budget had already been reviewed by the Finance Committee in December 2008 and provisionally approved by the BOG on 14 Jan 09, so as to be available to start the new FY on 1 April. It will now be subject to the approval of the membership at the AGM.

The budget was reviewed again. The ED took the opportunity to brief the members on the coming requirement to move out of 66 Lisgar Street when the lease expires in two years and possibly sooner as the building will be sold. There could thus be an unforecasted impact on the budget for the move. It is expected that lower occupancy costs could result from a move.

For Info

Tom Holland made some extensive points on funding the NLL from the PC level. Further discussions will take place and took place in the FR&RD Committee meeting and other AGM forums.

For Info

Motion by Ralph Thistle for the ACL Finance Committee to recommend adoption of the proposed budget to the BOG and AGM, seconded by Max Goldack.

Carried

3.4 Finance Committee and the 2008 Strategic Plan Update

The Finance Committee has met its SPU tasking. (Other Goals such as D2 [FR Fields] & D3 [Foundation] are of interest but are in the Field of FR & Resources Development.

Item Closed

3.5 SSCs, Treasurer's & ACC9s

The Chair made the point that Financial Management at the SSC level is of PRIMARY importance to the health & welfare of the Squadron's Training & Activities Program. He made the further statement that Financial Management Responsibility beside being largely born by the Treasurer, it is also very much that of the SSC Chair, the SSC as a whole and indeed that the CO and staff.

He submitted and asked that:

- a. More training should take place at the PC AGMs on Financial Management at the SSC level. This would involve drawing treasurers as well as SSC chairs to attend PC AGMs. Other means could be used as well. (The Chair advised that he produced a PPP that will be on the ACL web site, but he will make it available on demand);

Action: PC FCOs

- b. SSC Treasurers really be pushed by PC FCOs into using the Automated ACC9 Form with Journals to improve overall financial Management with added benefits of math accuracy and timely completion/ submission; and,

Action: PC FCOs

- a. PCs set up a category of awards for effective SSC Financial Management and/or most proficient Treasurer(s) (It could be in the form of individual certificates for quality performance and/or a trophy/shield/plaque.

Action: PCs

Further discussion produced 'strong encouragement' to the PCs to consolidate/ matrix their SSCs' ACC9s to facilitate analysis so as to detect trends, to assess the support provided to the squadron's Air Cadet Program, because to share best practices, generally do due diligence,

etc. Stan Harry made strong points on the importance and value of the ACC9 and the need to have accurate and timely submission, with 'encouragement' as required.

Action: PC FCOs

- 3.6** Roger Dionne asked on behalf of the QOVPC why the PC is asked to contribute to the NLL web site development when the PC has and is happy with its own web site. The answer is that the requested contribution is a voluntary one – no obligation.

IV. CONCLUSION

4.1 Good and Welfare

The Chair welcomed the request by Tom Holland to join the Committee as a member. He was appreciative of Roger Dionne's contribution to the committee as Roger announced that he was stepping back to the Area level at QOV PC and would no longer be able to attend the Finance Committee meetings.

Action: Chair

4.2 Closing Remarks

The Chair acknowledged the real good progress made, particularly in controlling expenditures and building up Finances and Financial Management. But there is still some 'rounding' to do. He thanked the members and visitors for their attendance and he looks for their continued support and involvement.

4.3 Date of Next Meeting

SAM in Ottawa on 20 November 2009.

4.4 Adjournment: At 10:15 AM

Bob Robert
Chairperson, National Finance Committee

**APPENDIX F – Report, Effective speaking Committee
RECORD OF PROCEEDINGS**

June 18, 2009

Attendees:

Michel Hebert - QC
Pat McDonald - MB
Bob Drummond - NL
Bill Cumming - ON
Joan Cameron - NOW
Janet Adam - MB
Keith Mann - AB (Chair)

Terri Slater- BC
Maureen Diolet - SK
Herb Spear - AB (Westjet)
Tom White - NB
Ed Statham - NB
Joan Gray (National)

Regrets: Gladys Jarvie - BC

1.4 Agenda Approval

Motion to approve the agenda by Joan Cameron, Seconded by Terri Slater.
Carried

2.1 SAM Minutes

Reminder to send provincial contact information to Gladys Jarvie as soon as possible.

3.1 Rules

Updated rules will be on the National website July 2009 for use starting in the 2009-2010 training year.

3.2 Strategic Plan

Discussed by Keith Mann. The number of cadets on the spread sheet are from Fortris as of February 2009. Clarification was given of the way the form was to be filled out. The information will be gathered every year so trends can be detected. It will take several years to spot trends. Discussion continued with the new cadet program being interpreted as downplaying the effective speaking role. This appears to be individual CO's opinions. It was decided that the forms will sent out February 1 each year and are to be returned after the completion of the Provincial competitions. Quebec suggested a modification to the spread sheet. Keith Mann will adjust the form.

3.3 Topics

It was decided that Cadet input was needed for the next year's topics. Keith will ask the cadets after the competition for their ideas. Topics that were brought to the meeting were given to Keith. The combined topics will be emailed to the committee members. The members will then rate them. The topics must be approved by July 31 so they can be forwarded to the BOG. The approval should happen in August and be on the National website by September 1.

Motion that we keep track of the topics that the Cadets actually use by Tom White, seconded by Bob Drummond.

Carried

3.4 Evaluator

This will be used in this year's competition. Their report will be given to Bob Drummond who will forward it to the Chair.

3.5 Effective Speaking Pins

Pins are now available. Five provinces received their orders at this meeting. As a reminder – Gold is for a National competitor, Silver for a Provincial and Bronze for Zone/Wing competitor. It is suggested that previous competitors be given the pin if they are still an active cadet. Pins cannot be worn on the uniform at this time.

3.6 Electronic scoring system

Discussion took place. Michel noted that under parameters there is a tab to make the scoring out of 10 to make it easier for the judges. The tab can be switched at the end of the competition and the scores will be computed to the official scoring automatically. He is available to help any squadron with difficulties with the program. The ultimate set up would be lap tops for each judge. Discussion continued regarding identification of Cadets during the competitions. Some Cadets give their names. Some provinces put the Cadet name on the judge's sheets. Keith will check the rules.

3.7 Provincial Competition Medals

To be handed out at the SAM to PC chairs. National office will supply one each of the gold, silver and bronze. This will save on mailing costs.

3.8 National plaque/trophy

Discussion to keep trophy at the National office and give keeper trophy to winner. Motion for two keepers, one for the cadet and one for their squadron, as well as 2 photos, one for National and one for WestJet as a thank you. All to be handled by the National Office. Motion by Bob Drummond. Seconded by Ed Stratham.
Carried.

3.9 History

The winner's name is missing from 1991. Joan and Tom will look into the matter.

4.0 Funding

Funding of the National effective speaking awards currently comes from the Murphy foundation. Bob Drummond suggested a monetary gift from National. Currently the gifts for the judges and evaluators is a pen/pencil set worth about \$15, Discussion regarding elevating the gift but not to pay for the judges.
Motion for National office to spend between \$45 and \$50 for thank you gifts for 3 judges and one evaluator by Joan Gray, seconded by Pat McDonald.
Carried

Best Practices: Give Gladys an update with what works for your competitions. Ideas to be shared between all committees.

Keith reported that there is work being done to get an article and picture in the WestJet's communications magazine called "Jetlines". The article is being written by two Alberta cadets. The article and picture should be in the September issue. A big thank you to WestJet for five years of continuous sponsorship.

Keith gave thanks from Gladys and a reminder to stand up for the program. The most successful programs for effective speaking are run by the league.

**APPENDIX G – Report, National Selections Committee
RECORD OF PROCEEDINGS**

June 18, 2009

Chairperson: David Hayden National Advisory Board

Present:	Jim Mullins	Nova Scotia
	Tom White	New Brunswick
	Pierre Barabey	Quebec
	Michel Hebert	Quebec
	Lloyd MacIntyre	Quebec
	Ron Patton	Ontario
	Pat McDonald	Manitoba
	Richard Petrowsky	Saskatchewan
	Darlene LaRoche	Alberta
	Stan Monkman	Alberta
	Tina Kirkpatrick	British Columbia
	Ilona Turra	British Columbia
	Major Pierre Giroux	D Cadets

I. Administration

- 1.1 Welcome and opening remarks by the Chairperson,
Fourteen persons were present representing eight Provincial Committees and the office of D Cadets

II. Business

- 2.1 Business arising from what was discussed and introduced at last year's AGM in Quebec and SAM in Ottawa. Pleased to report that the new concept of increasing the Cadets choice of courses that he/she may apply for went over very well and with no serious complications. The number of Cadets who selected more than one course was surprisingly low in all regions of Canada. However the Provincial Committees are expecting more activity next spring. The process did create more work for the Provincial Committees but nothing too inconvenient.

- 2.2 At the SAM we had a presentation of a new computer programme to record and report selections for all senior summer courses. The program was developed by Michel Herbert of the QOV Provincial Committee and has worked well for Quebec over the past few years. Michel made the program bilingual. Albert and New Brunswick volunteered to test the system for the 2008/2009. Michel made adjustments to the program with the input of Darlene LaRoche and Tom White. At this AGM three more provinces have asked to go online for 2009/2010; they are Manitoba, Saskatchewan, and British Columbia.

3 New Business

- 3.1 Darlene LaRoche presented a position paper prepared by John Scott of OPC. After much discussion we supported the paper from an administration and scoring perspective. The paper is recommending that the Power and Glider CF Qualifying Exams be distributed electronically.

4 Next Meeting

- 4.1 Date and time to be set by the new Committee Chairperson.

**APPENDIX H – Report, Honours and Awards Committee
RECORD OF PROCEEDINGS**

June 18, 2009

Chairperson: Robert Parsons
Secretary: Lionel Bourgeois

In Attendance:

Bob Goudie
Jim Ash
Max Goldack
Irene Doty

Len Jenks
Brent Wolfe
Fred Hopkinson
Jim McKeachie

For WestJet Scholarship only – Herb Spears

I. Administration

- 1.1 Welcome and Opening Remarks – Bob Parsons
- 1.2 Additions to the Agenda
 - 1.2.1 New private Scholarship – Irene Doty
 - 1.2.2 New awards for flying
- 1.3 Approval of the Agenda
Moved by Len Jenks, seconded Max Goldack.
Carried
- 1.4 Approval of the Minutes of the Last Meeting (November 2008)
Moved by Bob Goudie, seconded Brent Wolfe.
Carried

Copy of the minutes included with agenda

Copy of the minutes of the 26 April 2008 teleconference included with agenda

II. Business Arising

- 2.1 West Jet Pilots' Association Flying Training Award – Winner announced after info that the Cadet was advised – Connor Joseph Doucette, 858 Sqn, Boundary Bay BC
- 2.2 Update on Strategic Plan
An electronic copy of the update was sent separately but all members had not received it or found it daunting and were not in a position to move ahead with it as is. All members expressed frustration at the complexity and effort needed. It was recommended that it be divided into smaller chunks and assigned to identified volunteers.

III. New Business

- 3.1 Review of the Vetting Process for National Honours and Awards.
Irene reported that her sub-committee received 136 Applications for scholarships. The two winners will be announced at the Banquet. All agreed that Kathleen Birchall be invited to attend at the SAM.
- 3.2 Officer of the year – perhaps there is room the National level for two – One on NDHQ, Region Staff and one at Squadron level. And each Provincial Committee should advance their best officer. Do we wish to recommend the creation of two distinct categories: one for an officer who is working in a full time capacity (DND HQ, RCSU, Detachment) and one who is working in a part-time capacity (Regional Advisor, Squadron Officer)?
- 3.3 Citations were often too short and some too long. We need to put out guidance. The Committee should ensure that this is discussed at all Provincial AGMs.

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- 3.4 Quality of the Award Citations / Application Packages. It takes a lot of work to staff them at the National level and the citations tend to be rewritten. Some PCs use the National Awards to meet their Provincial needs. When the Provincial Chair comments we have better submissions.
- 3.5 Air Cadet League Volunteer Service Medal
Copy of the proposed policy distributed electronically. Sample of Medal will be available from PC Chairs. It was moved by Jim McKeachie seconded by Fred Hopkinson to agree in principal with the establishment of a 10 Year Volunteer service medal. Carried
- 3.6 Irene Doty advised of a private Scholarship of \$4,000.00 to \$5,000.00 to a deserving cadet in post secondary technical education. After answering questions it was moved by Irene, seconded by Brent Wolfe "That ACL agrees to pursue and help manage this new annual award". Additionally Max announced that a major Support organization wants to donate \$5,000.00 per year for 5 years as continuation flying scholarships.
- 3.7 Past Merit Awards should be available but not in the P&P manual.
- 3.8 The members agreed that there should be no change in the appointment or structure of Honorary Officers at this time, only necessary replacement.
- IV. Good and Welfare.**
- 4.1 When it came to discussion of our dwindling base for National Fund Raising it became obvious that we need a new pattern. And it was noted that we need more appointed Military (Air Force) and CEOs to form a PR image lobby group and contacts.
- 4.2 Closing Remarks.
We have work ahead of us on the strategic plan.
- 4.3 Date of Next Meeting
November at Semi Annual Meeting.

**APPENDIX I – Report, Board of Governors
RECORD OF PROCEEDINGS
June 18, 2009 – 1300hrs**

Attendees:

Chairperson:	J. Reidulff	President
	M. Cataford	Past President
	J. Johnson	First Vice-President
	G. Fabes	Vice-President
	B. Robert	Vice-President
	K. Higgins	Vice-President
	K. Mann	Governor
	M. Conway	Governor
	M. Murphy	Governor
	G. Jarvie	Governor
	B. Burkinshaw	Governor
	T. White	Governor
	R. Thistle	Governor
	E. Steffensen	Governor
	C. Verge	Governor
	J. Walker	Governor
	F. Gaboury	DCdts – SSO Air
Staff:	Jean-Marc Lanoue	Executive Director

	ITEM	ACTION	STATUS
I	ADMINISTRATION		
		Info	
1.1	President's Remarks		
1.2	New Items for Agenda Effective speaking committee report	K. Mann	
1.4	Approval of Agenda Moved by J. Johnson seconded by R. Thistle		Carried
1.5	Approval of the Previous ROP Move by T. White seconded by J. Johnson that the ROP be accepted with changes.		Carried
1.6	Action Items Translation bureau - due to the increase in the need to translate ACLC Documents IT is recommended that we canvas for new members.		Ongoing
II	BUSINESS ARISING		
2.1	B060901 Approval of recognition certificate Moved by G. Fabes and seconded by K. Higgins that the proposed certificate be accepted and translated for ACLC use.		Carried
2.2	B060902 SPU update on C6.2 Moved by G. Fabes seconded by K. Mann that the report from the League Select Committee supporting the creation of the LIP committee be accepted as submitted.		Carried
	Grant reported on the development of an agreement in principle to conclude an MOU with AIAC and LOA Sennheiser.		
2.3	B060903 SPU C.4 Moved by K. Higgins seconded by B. Robert that the report be accepted as modified.		Carried
2.4	B060904 a) Approval of auditor's report: moved by B. Robert seconded by J. Johnson that the 2008/2009 audited financial report be		Carried

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approved.

- b) Moved by B. Robert and seconded by K. Mann that the firm of Boyer & Boyer be retained as auditors for the 2009/2010 fiscal period.

Carried

2.5 **B060905 ED report on auditors recommendations**

Moved by B. Robert and seconded by K. Mann that the report be approved with modification to remove the authorization by the Office Staff to use the ACL Credit Cards for personal purposes (e.g. buying spousal plane tickets to the AGM).

Carried

2.6 **B060906 Effective Speaking Committee report**

- a) The selection of topics for next year's competition is postponed until after the competition so that the participants may provide suggestions. The topics will then be subjected to the e-vote process by the BOG.
- b) The committee recommends that the plaque no longer be circulated between squadrons. In lieu it is suggested that the plaque be given a place of recognition at ACLHQ (wall of fame) and that a keeper plaque be given to the winner at the AGM competition. It is also requested that a picture of the winner be taken in front of the West jet banner and sent to them and published on our website.

Carried

Moved by K. Mann seconded by T. White that the report be approved.

Information items

VP strategic Plan updates

NEXT MEETING

TO BE DETERMINED AT THE EC MEETING POST AGM

APPENDIX J – LACAC

APPENDIX K – Award Winners

Director of the Year

In 1953, the Department of National Defence instituted the Director of the Year scroll. Since that time, it has been presented annually to a Member of the Air Cadet League of Canada in appreciation for the meritorious manner in which the person has stimulated interest in the Air Cadet Movement through service to the Royal Canadian Air Cadets. The Director of the Year is awarded to **Grant Fabes**.

Officer of the Year

The Air Cadet League of Canada presents the Officer of the Year Commendation to an officer of the Canadian forces who has helped advance the air cadet movement in Canada to new heights. His devotion, efforts, loyalty and hard work have ensured that the Royal Canadian Air Cadets are recognized as one of the leading youth organizations in the world. Because of this, the Air Cadet League of Canada is pleased to honour **Pierre Giroux** for his contribution.

Presidential Citation

Lionel Bourgeois, C.M.M., C.D. retired after a distinguished 38-year career in the Canadian Air Force in 1990, but his involvement and abiding interest in the air cadet program had already been established by assignments as an aclo and frequent participation in their activities.

Immediately applying to become an OPC Director, he was instead “drafted” as the Provincial Executive Director for 2-1/2 years. A simple recitation of his subsequent offices and accomplishments with the League would take several pages; however, the principal highlights must certainly include his service as Provincial Chairman in 1997-99 and as National President, 2005-06.

Lionel continues to serve the League in various capacities. Notably, he has been a driving force in the alliance of the League with various groups within the aviation & aerospace industry. Indeed, Lionel was one of the first to see the potential of the industry to become a full partner in the Air Cadet Program.

Among his own many honours, Lionel was recently announced as a 2008 recipient of an Ontario volunteer service award, from the Ontario Ministry of Citizenship & Immigration.

What is patently clear to all who know him is that the Air Cadet League has seldom had such an effective leader, staunch advocate, and passionate ambassador. He is not only a proponent of the traditional values and benefits of the Air Cadet program, but is committed to keeping it relevant and enriching for future cadets.

Irene Doty has been an enthusiastic participant in the Air Cadet Movement for thirty-five years and is still active in supporting three Air Cadet Squadrons in the Province of Saskatchewan. Irene has the distinction of being the only female National President, and during her term she initiated the system of monthly teleconference meetings with the National Executive Committee, a practice still in place today. She still contributes to the welfare of the Air Cadet League of Canada and the Royal Canadian Air Cadets as an active member of the National Advisory Board, the National Nominating Committee and the National Honours and Awards Committee.

Certificate of Honour

A.J. (Telly) Mercury is an ardent supporter of the Air Cadet Program. He has provided legal services to the Board of Directors of the Manitoba Provincial Committee since 1998, and his advice and counsel are highly regarded. In addition, Telly has been a strong influence on the Gimli Squadron in his capacity as League Liaison Member. The Air Cadet League of Canada is pleased to award its Certificate of Honour to Mr. A.J. (Telly) Mercury.

Evelyn M. Gauthier-Campbell has a passion for the Air Cadet Program that spans several decades. Not only has she served as a CIC Officer, but her commitment to the Saskatchewan Provincial Committee is sincere and greatly appreciated. Evelyn accepts her tasks in a very professional manor and ensures all time lines are met. 356 Kindersley Squadron is about 200 Km away from Saskatoon, however, she participates at many of their activities and SSC meetings. In fact she was instrumental in the opening of this Squadron. Evelyn is willing to assist in any capacity asked and is a strong member of our committee. The Air Cadet League of Canada is pleased to award its Certificate of Honour to Ms. Evelyn Gauthier-Campbell.

Murray L. Dean attended 43 Battleford Squadron as a cadet from 1966 to 1970, at which time he enrolled into the CIC component and received his commissioning scroll in 1971. He worked with 43 and 51 Air Cadet Squadrons for nearly 12 years, with most of this time as CO. Murray joined the Saskatchewan Provincial Committee in 2001 and has been actively participating ever since. In 2007 he was elected to the Executive Committee, and his financial skills are invaluable. The Air Cadet League of Canada is pleased to award its Certificate of Honour to Mr. Murray L. Dean.

Very few individuals can say they have been dedicated to the Air Cadet Program for over half a century, however, Mr. **Robert Bryant** can. Bob started out with the CIC in 1954 and has served in nearly every capacity with the Saskatchewan Provincial Committee since 1964, and continues to be an active member. He attends most meetings and will accept tasks such as sitting on Selection Boards. He has a vast knowledge of the program and his recommendations are always solid and greatly appreciated. The Air Cadet League of Canada is pleased to award its Certificate of Honour to Mr. Robert Bryant.

Terry Nelson was an Air Cadet with 508 Caribou Squadron from 1974 to 1978. In 1997, wanting to give something back to the Air Cadet Program, he became a member of the Provincial Committee for Newfoundland-Labrador and has served in all positions, including Provincial Chair (2005-07). Terry remains involved with the League as a member of the Provincial Advisory Board and he is still willing to accept specific responsibilities when called upon. The Air Cadet League of Canada is pleased to award its Certificate of Honour to Mr. Terry Nelson.

Robert Drummond is a former Cadet and member of the Sponsoring Committee with 537 Squadron. Bob was recruited into the Provincial Committee for Newfoundland and Labrador in 1966. A dedicated supporter of the Air Cadet Movement, Bob has been the Central Vice-Chair and the Co-coordinator of the Central Zone speak-off for nine years. He has also been the Provincial Co-coordinator of the Effective Speaking Contest for the last 5 years. The Air Cadet League of Canada is pleased to award Robert (Bob) Drummond its Certificate of Honour.

Certificate of Merit

Mr. Vern Toews has been the Chair of the Sponsoring Committee for 176 Air Cadet Squadron for the past four years and he continues to serve with distinction. His strong leadership and good working relationship with the Commanding Officer has allowed 176 Squadron to reach its financial goals with confidence and ease. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. Vern Toews.

Mr. Rob Wiebe has been the Chair of the Sponsoring Committee for 179 Air Cadet Squadron in Morden, Manitoba for the past five years. His effective leadership and strong working relationship with the Commanding Officer has allowed 179 Squadron to meet all of its goals for the benefit of the Air Cadets. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. Rob Wiebe.

Mr. Kazmer Nowak has been the Chair of the Sponsoring Committee for 519 Air Cadet Squadron in Swan River, Manitoba, for the past five years. Working with the Commanding Officer, Kazmer's effective leadership has allowed 519 Squadron to meet all of its goals and grow. The Air Cadet League of Canada is pleased to award its Certificate of Honour to Mr. Kazmer Nowak.

Colleen Nelson was recruited into the Provincial Committee for Newfoundland and Labrador in 2005, specifically to take on the responsibility of Coordinator of the Registration and Volunteer Screening process. She immediately set about obtaining the names of all persons at the local and provincial levels that required to be processed and sent registration packages to everyone. Devoting countless hours to the task Colleen was able to achieve 100% registration. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Ms. Colleen Nelson.

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Following a successful 35-year career in the Armed Forces, **Mr. James R. (Jim) Gale** was recruited to the Ontario Provincial Committee as a Director in 2002 and took responsibility for Squadrons in Port Elgin and Kincardine, where he continues to be the Assigned Squadron Director. Jim has accepted many demanding roles and executes them all with enthusiasm and diligence. He is currently on the OPC Board of Governors as Vice-Chair for the Grey/Bruce/Simcoe Area and Chairman of the Lottery Committee. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. LCol James R. (Jim) Gale, CD (Ret'd).

Mr. Victor Mateyshin had a successful 19-year career with the Armed Forces and was recruited to the Saskatchewan Provincial Committee in 2000. He has worked energetically and with dedication to the delivery of the program to the benefit of the Air Cadets in Saskatchewan. For the past nine years, he has attended all meetings of the Provincial Committee where his inputs are greatly appreciated. Victor is currently the League Representative for 797 Lanigan Squadron. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. Victor Mateyshin.

Jerry Brett has been the Sponsoring Committee Chairperson for 837 Northeast Squadron in Springdale, Newfoundland, for the past seven years. He is a staunch supporter and dedicated friend of the Air Cadet Movement. Jerry participates in all the meetings of the Newfoundland/Labrador Provincial Committee and he supports all initiatives for the good and welfare of the Cadets. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. Jerry Brett.

David Johnston is a former cadet (510 Lions Squadron), music teacher at Greenwood Summer Training Center, Commanding Officer (885 Stephenville Crossing Squadron), member of the Sponsoring Committee for 708 Stephenville Squadron, and member of the Newfoundland/Labrador Provincial Committee. He is currently Vice-Chair for the Western Region with responsibility for six squadrons. David has always taken his responsibilities seriously and he is a champion of the Air Cadet Movement. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. David Johnston.

Adeline MacIsaac is regarded as an unofficial patron of 708 Stephenville Squadron. To say that she is the lifeblood of the squadron would be an understatement. In addition to being the Treasurer for the Parents Committee, she is active in many of the squadron's activities, including the effective speaking contests at the local and regional levels and fund raising events. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Ms. Adeline MacIsaac.

William J. (Bill) Cumming began his affiliation with the Air Cadet Movement as a member of 540 (Golden Hawks) Squadron, in Oakville. He was also a member of the Sponsoring Committee for 735 Squadron, in Dundas. Bill was recruited to the Ontario Provincial Committee in 1999 and has served as Assigned Director for a number of Squadrons in the Hamilton area during past ten years. He has been on the OPC Board of Governors since 2001 and is currently the Chair of the Area Vice-Chairs Committee. Bill has been involved in virtually every aspect of the Ontario Provincial Committee as an exemplary leader and tireless worker. The Air Cadet League of Canada is pleased to award its Certificate of Merit to Mr. William J. (Bill) Cumming.

Patricia McDonald has been a dedicated member of the Manitoba Provincial Committee since 2004. She currently sits on the Board of Directors as the Operations Officer. Pat has been an inspiration to the Board, and her enthusiasm and willingness to get involved has been directly responsible for the growth in the Provincial Committee's success with recent activities. The Air Cadet League of Canada is pleased to award Patricia McDonald its Certificate of Merit.

Carol Cox is completing her 5th year as Director of Finance with the Alberta Provincial Committee. She previously held the positions of Treasurer and Chairperson with the Sponsoring Committee for 604 Moose Squadron in Calgary. Carol's thoroughness and attention to detail are evident in the quality demonstrated in the Provincial Committee's accounting books. In recognition of her contribution, the Air Cadet League of Canada is pleased to present Ms. Carol Cox with its Certificate of Merit.

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Burt Gillings has been the Director and Guardian of Camp Worthington for almost ten years. Burt's tireless dedication is evident in the condition and operation of this adventure site. He takes great pride in ensuring that all the Air Cadets who visit the site leave with a great experience and increased appreciation of nature. As Director, Burt is responsible for the rental bookings, operation and maintenance of the facility, duties he carries out with passion and pride. Burt's commitment demonstrates the true meaning of voluntarism. The Air Cadet League of Canada is pleased to present Mr. Burt Gillings with this Certificate of Merit.

Charlie Bowen has provided robust and dedicated service to the Alberta Provincial Committee for more than 20 years. He served in several capacities, including the Sponsoring Committee for 604 Moose Squadron in Calgary and as Chairman of the Provincial Committee. Currently Charlie is the League Representative for 903 Squadron. In recognition of his contribution, the Air Cadet League of Canada is pleased to present Mr. Charlie Bowen with its Certificate of Merit.

Maj. William Kelly has been a great supporter to the Air Cadet League (Newfoundland and Labrador) in many ways. Of particular note was his purchase of a multi-purpose truck which is the primary tow vehicle for the east coast glider program. This initiative has saved the Provincial Committee many thousands of dollars annually, money which can be used to support other programs and activities.

Presented to **Rita Holden** in appreciation for her years of volunteer service to the Air Cadet movement at the squadron level and in particular her leadership in organizing and coordinating the many other activities associated with the hosting of the 2009 National AGM.

We recognize **David MacLeod** for his tremendous contribution to the Air Cadet League of Canada (North Western Ontario) and in particular for his support and assistance in developing the Gliding Program for the Air Cadets in North-Western Ontario. His support, guidance and friendship has been greatly appreciated.

Capt. Kendra Palmer

No citation provided.

Certificate of Recognition

Monday November 10, 2008 was a great day for 34 Squadron in Regina. The **Regina Airport Authority** signed on as a sponsor of 34 Squadron, which was previously known as 34 Sabre Squadron. Along with a financial donation on a yearly basis of \$ 3,500.00 the squadron will also receive a name change to 34 Roland J. Groome Squadron in recognition of the name of the Regina Airport field. Roland J Groome was the 1st licensed commercial pilot in Canada and the aerodrome at the Regina International Airport was named to reflect this historic fact. Sponsorship for the Squadron is a concerted effort by all the employees at the Regina International Airport and is funded by individual donations.

The Saskatchewan Aviation Council has been proactive in offering assistance to all Air Cadet Squadrons within the Province. They have attended numerous League meeting to offer assistance to Squadrons that are either on Probation or close to closing. The SAC has invited the Provincial Committee to their annual AGM and have asked us to sit as a member on their Board of Directors. This partnership is greatly appreciated by our Committee as it provides additional support to our program.

Capt. Margaret Sommerleigh having volunteered to assume the command of a failing squadron, Capt. Somerleigh has selflessly fulfilled her duties far beyond anyone's expectations. She has paid great personal sacrifice to do what needed to be done by commuting to the distant squadron each week for parade and at the same time remained a CIC with her home squadron, helping out wherever she could.

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Capt. Karen Gardiner transferred from 135 Challenger Squadron in Vancouver BC to become the CO of 227 Raven Squadron in January 2004. She has been the CO for the past 7 years and has been involved with Air Cadets in one way or another for the past 27 years. During her tenure, Capt. Gardiner has set very high standards of conduct for herself, staff and cadets. She is well respected and held in very high regard for her leadership, talents and enthusiasm. She was instrumental in obtaining an official squadron crest, challenge coins and band equipment. She has been very successful in recruiting and maintaining cadet levels. Over and above her normal duties she has taught CHAP, drill and filled in as the training officer, RSO and UHRA.

Presented to **Gerald Morrissey** in appreciation for his services in serving on the committee responsible for the planning and execution of the program for the visiting Speak-Off Cadets at the 68th Annual General Meeting of the Air Cadet League of Canada held in St. Johns, 2009.

Presented to **Capt. Mike Crawford** in appreciation for his services rendered in the preparation of promotional packages on the provincial of Newfoundland and Labrador which was presented to the National Body at the National AGM held in Quebec City, 2008.

Presented to **Craig Power** in appreciation for his services in chairing the committee responsible for the planning and execution of the program for the Visiting Effective Speaking Cadets at the 68th Annual General Meeting of the Air Cadet League of Canada held in St. John's, Newfoundland and Labrador, June 2009.

Presented to **Robert (Bob) Petrie** in appreciation for his professional services rendered in the writing, planning and production of the Newfoundland and Labrador promotional film, presented at the National AGM in Quebec City, June 2008.

Presented to **Assistant Commissioner W.G. (Gerry) Lynch** in appreciation for generously providing accommodations for the National Effective Speaking cadets and their escorts during the 2009 National AGM of the Air Cadet League of Canada, held in St. John's, NL. We also acknowledge his assistance in volunteering to be one of the judges for the Effective Speaking Competition.

Presented to **Stan Cook** for generously providing equipment and personnel to guide the National Effective Speaking cadets on a tour of the rugged beauty of the Newfoundland coastline during the national competition, June 2009.

LCdr. Robert Crowe has worked diligently since 2002 to help rebuild units experiencing a decline in membership and staff by helping them to develop and implement strategies for recruitment and retention. He is vocal in his support of the NWO Provincial Committee with both the units and their communities, and has always solicited League participation in his efforts.

Presented to **Capt. Ken Holden** in recognition of his years of selfless service to the Air Cadet movement as an instructor and an officer at the squadron level and for going above and beyond the call of duty. We recognize his years of service to the Newfoundland and Labrador Provincial Committee as their unofficial printer for stationary and in particular the souvenir booklet for the 2009 National AGM.