

**RECORD OF DECISIONS
72nd SEMI-ANNUAL MEETING
AIR CADET LEAGUE OF CANADA**



**15-16 NOVEMBER 2013
HELD AT THE DELTA OTTAWA HOTEL & SUITES
OTTAWA, ON**



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ANNEX A

MEETING ATTENDEES

2013 Semi-Annual Meeting of the BOG and Committees

Meeting Attendees

Board of Governors

Tom White President
Ken Higgins Past President
Keith Mann Vice-President
Fred Johnsen Vice-President
Don Berrill Vice-President
Don Doern Vice-President
Edgar Allain
Chantale Boily
Bob Burchinshaw
Thomas Holland
Lloyd MacIntyre
Merv Ozirny
Gary Pinsent
John Scott

Advisory Board

Irene Doty
Max Goldack
Bob Goudie
Craig Hawkins
David Hayden
Ken Higgins
Fred Hopkinson
Leonard Jenks
Jim McKeachie
Bob Robert
Jan Reidulff
Brent Wolfe

Provincial Chair Persons

Marcel Bineau
Greg Boudreau
William Cumming
Alan Curtis
James Hunter
Norm MacFie
Howard Mar
Jim Mullins
Ron Rique
Kevin Robinson

Military

Col Conrad Namiesniowski
LCol Yves Therrien
Maj Simon Caron
Maj Darrin Little
Capt Paul-Martin Bousigard

Honorary Officers

Leonard Jenks Honorary Secretary
Jim McKeachie Honorary Treasurer

Honorary Life Member

Richard Logan
F/L (Ret) Herb Spear

Provincial Office Staff

Paul Dowling
Richard Petrowsky

National Delegates

Mark Brickwood
Carol Cox
Michel Crevier
Penny Doern
Jerry Elias
Jim Gale
David Lamb
Sue Madden
Doug McLennan
Jean-Anne Milton-Binczak
Stan Monkman
Rick Mortensen
Serge Philibert
François Provencher
Wayne Reitsma
Eric Steffensen
Michael Symonds
Edwina Thompson
Christopher Tuck
Hille Viita
Christine Welch
James Wiechold
Winston Wier

Spouses

Lynn Berrill
Marjorie Burchinshaw
Jack Doty
Rene Dussome
Janet Elias
Janet Goldack
Laurette Goudie
Theresa Hunter
Georgina Macfie
Barb Mann

Spouses

Vicki McLennan
Linda Pinsent
Donna Robert
Glenn Robinson
Heather White

Special Guests

Georges Beaulieu (ANAVETS)
David Bilcliffe (Int'l Air Cadet Training, UK)
Dean & Cathy Black (AFAC)
Geoff & Adrienne Blair (Rockwell Collins)
Lucie Boily (AIAC)
Steven & Donna Clark (RCL)
Duane & Sharon Daly (RCL)
Georges & Shanna Dawood (ALPA)
Malcolm Evans (Int'l Air Cadet Training, UK)
Jim Ferrier (former Air Cadet)
Col Philip & Corinne Garbutt (Dir. Air Requirements)
Ray & Colleen Gélinas (NAV Canada)
Daniel Robert Gooch (CAC)
Barbara Goodhand & guest
Leslie Hogan (CCAA)
Edmond Lanthier
Tim Mell (Sennheiser)
Kevin & Maureen Psutka (COPA)
Mark Scott (RCMP)
Patrick Shea (OPC)
Bob & Trudy Tracy (Piper)
Gerry & Heather Wharton (ANAVETS)

National Office Staff

Sarah Matresky, Executive Director
Josée Woodford, Admin Officer
Joan Gray, Administrative Assistant
Ray McAndrew, Finance Officer

Marie Marin,
Registration & Marketing
Podium Event Planners Inc.
Nicolaas Sont,
Meetings & Events Manager
Podium Event Planners Inc.



ANNEX B

**JOINT SESSION
BOG & PC CHAIRS
RODs**

Saturday, November 16, 2013

Joint Meeting of Board of Governors and Provincial Chairs

- a. Presentation and signing of Young Citizen's Foundation Scholarship - \$5,000 for Air Cadets.
1. Opening remarks by Tom White – National President
2. Report by Marcel Bineau – Chair of Chairs
 - Discussed the Drill & Ceremonial Instructor course and review of the program.
 - Discussed the new cadet uniform issue.
 - Discussed the Distant Learning / ELearning initiative from BC
 - Discussed the 75th Anniversary pin.
3. Presentation by Edgar Allen re: New Brunswick 3Km/5Km Walk / Run Fun raiser.
4. Tom White provided an update on the Board of Governor's Report meeting:
 - a. Discussion about amalgamating all insurance policies under one broker. Voted to accept the idea.
 - b. Bob Burchinshaw working on Code of Ethics.
 - c. Chair of Flying Committee reported on meeting with Director of Cadets.
 - d. Discussed staffing at National Office, will be filling the vacancy due to Cadence leaving.
5. Finance and Fundraising Presentation – Don Berrill
 - a. Provided a list of ACL National Income Items – net total \$990K, Expense items list – net total \$963 K
 - b. Items impacting finances – reduction of assessment, 75th Anniversary celebrations, extra support for AGM 2016, IACE Hosting 2016, and National office rationalization.
 - c. Items to be considered – Travel support for all voting members - governors \$15K, Advisory Board \$8K, PC Chairs \$20K. Some PC's cannot support their PC Chairs for ACL National travel and expenses. PC Delegates are supported by their respected provincial committee. Request for Board of Governors to look at providing financial support for all voting Delegates to attend National AGM and SAGM. To be discussed and presented at AGM. Question (John Scott) about

travel expenses to AGM (Whitehorse). Clarification (Bob Robert) that this expense is for the 2014-2015 budget. Issue of travel to be reviewed.

- d. Keith Mann is presently holding discussions with Westjet to explore travel to Whitehorse.
 - e. \$50K reduction in budget due to change in provincial assessments. \$53K potential increase due to additional travel budget. Gives a total swing of \$103K swing. Are we carrying a surplus to cover this difference? To be reviewed by Don.
 - f. Staff Support work, review and discussion. Current staff work load now includes all ACC9s now being submitted to office, ACC9 spot audits, backlog of delinquent ACC9s to be cleared up. Finance compliance support beyond 2 year limit, establish policy for assessment , registration and screening database management, social media communications, support LIP Committee, CF Renewal Project, ACL Strategic Plan Support.
 - g. National Resource Generation Committee – Don asked if anyone was interested to be the “new” NRG Chair required – position is now vacant. Mandate of NRG will be direct mail campaign, 75th Anniversary support, complete the case for support for funding, create and maintain a MOU with the ACL Foundation, need to pursue access to the Cadet/Parent database from military, policy regarding Partnership and Sponsorships at all levels, policy for corporate solicitations, revenue sharing policy, gift policy, ACL branding, Ethical and Donor bill of rights, social media strategy, donor relations & recognition policy.
- 6. Don reported (???) Patrick Shea has been tasked to investigate alternative funding to support the air cadet flying program. Will be visiting with CAP, Air Cadet International program and with others to see how they do it.
 - 7. Brent Wolfe (Advisory Board Chair) had nothing to report at the meeting.
 - 8. Bob Burchinshaw requested delegates to attend PPM meeting to hear presentation on national Not for Profit transition.
 - 9. Tom White thanked the Flying Committee for their work they are doing.

Meet adjourned at 11:30



ANNEX C

AVIATION COMMITTEE RODs

&

FUTURE OF THE AIR CADET GLIDING PROGRAM

INSERT

AVIATION COMMITTEE RODs

FUTURE OF THE AIR CADET GLIDING PROGRAM

At the SAGM in Ottawa, which was held from the 15-17 Nov 2013, the National Aviation Committee (NAC) met on three separate occasions to discuss the way ahead for the Air Cadet Glider Program. This discussion centered on the following factors:

- ▶ April 2013 Notice from DCdts Air – proposed major changes to the Air Cadet Aviation program
- ▶ Possible termination of existing glider program as of 1 Sept 13
- ▶ Federal Government financial cutbacks – 10% per year over year
- ▶ Gliding Program quoted as being the most expensive compared to similar programs in other countries
- ▶ Cutting the gliding program would achieve the necessary cost reductions
- ▶ Public reaction was overwhelming and unprecedented
- ▶ Discussions about a possible Recreational Pilot Permit program
- ▶ Lobbying resulted in a rescinding of termination, however, no definitive period was stated – could be sooner than later
- ▶ Costs of the gliding program have increased from \$6.75M to over \$20M -- mostly due to wage costs (ACLC has no access to these numbers)

As a proactive measure prior to the meeting in Ottawa, the NAC formed a study group of six members, one from each region led by the NAC Chair. They produced a way ahead document that was approved in principal by National BOG on the 23rd of April 2013. Following that, two members of the study group plus the National Air Cadet League Chair and the Executive Director briefed DCdts in Ottawa. From that meeting, two main points were established:

- (a) the Government wanted the gliding program to continue, but efficiencies in the delivery of the program must be identified; and
- (b) the current gliding program would continue to the end of the spring gliding familiarization program in 2015.

In the meantime, DND and the Air Cadet League would continue to identify efficiencies in the delivery of the current program.

Between now and Jun 2105, DND and the Air Cadet League are to produce a new and updated version for the delivery of the Air Cadet Aviation Program. To start, two members of the League Study Group will attend the National Flying Training Conference to be held in Winnipeg hosted by the NCA Ops O and the RCA Ops O's from all the regions in Canada.

So stay tuned for more exciting updates on the future of the Air Cadet Aviation Program.

Jerry Elias

Chair

National Aviation Committee



ANNEX D

75TH ANNIVERSARY COMMITTEE
RODs



75th Anniversary Committee

Friday, 15 November, 2013

Record of Decisions

Participants

K. Mann (Chair)	G. Pinsent (Co-Chair)
J. Gale	J. Hunter
W. Reitsma	S. Philbert
J. Woodford	B. Burchinshaw
M. Brickman	S. Madden
H. Viita	P. Doern
J. Milton-Binczak	C. Hawkins (Secretary)

AGENDA

I. ADMINISTRATION

- 1.1 Opening Remarks by Chairperson
The chair opened the meeting and recognized those new to the committee and thanked them for their attendance
- 1.2 Role Call
A sign in list was distributed for individuals to sign, along with their e-mails.
- 1.3 Call for New Agenda Items
There was one item to add to the agenda.

2. BUSINESS ARISING

- 2.1 National Honour Band has been approved. Budget has been set aside for \$175,000. Details are still being finalized. November 2016 is the proposed timeframe for performance in the NCR.
- 2.2 SWAG portion (crest, banners, posters etc) have been approved and a budget set.
- 2.3 National capital parade has been presented, but has not yet been approved because of the budget requirement. The proposed budget is approximately \$75,000 based on 2000 cadets. Musicians will be from the local squadrons invited to participate in the parade. We should have approval by the end of the weekend. Some money set aside for other 75th Anniversary items may be reallocated. Permit applications have been developed, but not submitted pending final approval. That could impact final decisions. Early May, 2016 is the planned time frame. Each provincial committee will be asked to provide one cadet (at their cost) for the national capital parade colour party.

Action: Chair to confirm budget allocation following discussion with BOG.

- 2.4 Banner for each PC and squadron is on track
- 2.5 Pins have been produced for review. We are looking at having them ready for distribution to provincial committees in June 2015 (possibly at AGM) so that they can distribute the pins to their units for September 2016. Need to look at the CIC / CI/CV League and SSC members: do we want to provide them with a pin or allow PC's to sell these as a fund raiser?

Action: For June 2014, we should be able to finalize the numbers we want from Fortress and then ask the PC's for their numbers that they want to have for additional distribution / resale.

- 2.6 Caps, golf shirts etc (for sale): Jim Gale shared some items that he has had produced. Our intent is that the national office would not have to hold stock ... the individual would order directly from the supplier. Other items could be available at the supplier's discretion.

Action: Jim will follow up with supplier to produce a catalogue of potential sale items and will look at what the required League license fee (profit margin) is required to be included.

- 2.7 Decals / stickers are proceeding with development.
- 2.8 Poster contest: ready to roll out to the squadrons. Need to finalize the date for release of the information to the squadrons. Provincial poster winners will be included as flag bearers in the national capital parade. Provincial winner selected by the PC by their AGM October 2015. Provincial winners sent to the SAM 2015 for final judging. National winner would be announced January 2016. Roll out the contest information in January 2015. National winner will be asked to carry the Canadian Flag at the national capital parade. Provincial committees will determine their own recognition for their provincial winner.

Action: P. Doern to revise information flyer for distribution in January 2015

- 2.9 Stamp: Application has been submitted but nothing that we can do until 2015 when Canada Post makes a decision.

3. NEW BUSINESS

- 3.1 Squadron Crest Poster
Mike Symons (BCPC) described an initiative he has been working with in BC to see if there would be interest in expanding the initiative nationally. The project involves producing a poster with each squadron's crest,

formation date and squadron name. He shared a sample of the poster that he has produced for BCPC. Following a discussion there was general consensus that this was a good national project. However, it will not be a formal part of the 75th celebrations because it will be necessary to gather the information and produce the posters prior to the start of the actual 75th anniversary year.

Key points:

- It will be organized on the provincial level, although there will be an option to produce the poster on a regional basis (-ie- for Atlantic Region).
- Each provincial committee will be asked to provide a picture for the poster
- The National Office probably has most of the official crests, and can provide them in a suitable format. However, it was understood that some squadrons may have changed their crests and not sought official approval. As such, we will need to get the provincial committees to confirm the accuracy of the squadron crest.
- A presentation will be made to the PC Chairs during the SAM, followed by a formal (written) request to gather information from squadrons in their jurisdiction.

Action: M. Symons to brief PC-Chairs and liaise with national office to begin collection of squadron crests and information.

4 CONCLUSION

4.1 Good and Welfare of the Air Cadet League of Canada

In June 2016, the AGM will be held in Richmond BC. If the members have any ideas about how we can incorporate celebratory activities into the AGM, please send them along to Keith and Penny (who is on the 75th AGM Committee in BC). Although it is the BCPC's responsibility to plan the event, they would appreciate input from our group.

4.2 Closing Remarks

The Chair reminded all to keep thinking of new ideas that could be incorporated into the celebratory year. He did remind the group that if they came up with an idea, they also need to look closely at the cost and where the funds could come from.

4.3 Date and Time of Next Meeting/Teleconference

To be determined

4.4 Adjournment

The meeting adjourned at 12:00



ANNEX E

IACE COMMITTEE

RODs

2013 Semi-Annual Meeting of Governors and Committees

IACE Committee

Friday, 15 November 2013 1000 hours
York Room - Delta City Centre Hotel, Ottawa, ON

Minutes

Attendees

Lloyd MacIntyre	Chairman IACE Committee	National Governor
Major Simon Caron	D Cdts 4-5 (Ex-Officio)	National Air Cadet Coordinator
Captain Paul Bousigard	D Cdts 4-5-2 (Ex-Officio)	Assistant National Air Cadet Coordinator
Kevin Robinson	IACE APC Host Representative	APC Chair
Ron Rique	IACE Committee Member	BCPC Chair

Observers

Don Doern	National Vice President
Stan Monkman	APC PR Director
Paul Dowling	NBPC Executive Director

Absent

Don Berrill	National Vice President	National Finance Committee Chairman
Sarah Matresky	ACL Executive Director	
Darlene LaRoche	Vice-Chair IACE Committee	National Governor
Merv Ozirny	IACE Committee Member	National Governor
Hille Viita	IACE Committee Member	QOV PC Vice-President

I. ADMINISTRATION

1.1 Opening Remarks by Chairperson

Lloyd MacIntyre welcomed everyone to the meeting. There was a round table for everyone to introduce themselves.

1.2 2013-2014 IACE Committee Membership – Updates

An updated membership list was emailed to all IACE Committee members before the meeting.

1.3 Call for New Agenda Items

- No new items

1.4 Approval of the Agenda

Moved by Stan Monkman Seconded by Ron Rique. Approved.

1.5 Approval of Record of Decisions 2013-06-21

Moved by Ron Rique. Seconded by Stan Monkman. Approved.

II. BUSINESS ARISING

2.1 Update - 2013 Canadian Cadets to Foreign Countries

Major Caron had provided a report to the IACE Committee. In 2013, 74 cadets and 7 Escort Officers (EO) were sent to 12 countries. The numbers broke down as follows:

- Australia: 9 Cadets and 1 EO;
- Belgium: 2 Cadets;
- France: 5 Cadets;
- Germany: 1 Cadet;
- Hong Kong: 4 Cadets;
- Netherlands: 6 Cadets;
- New Zealand: 3 Cadets;
- South Korea: 1 Cadet and 1 EO;
- Switzerland: 1 Cadet;
- Turkey: 10 Cadets and 1 EO;
- United Kingdom: 16 Cadets and 1 EO; and
- United States: 16 Cadets and 2 EOs.

All exchanges were successful.

2.2 Update - 2013 Foreign Cadets to Canada

Major Caron had provided a report to the IACE Committee. Canada hosted 74 Cadets and 6 EOs from 12 different countries. The numbers were broken down as follow:

- Australia: 9 Cadets and 1 EO;
- Belgium: 2 Cadets;
- France: 5 Cadets;
- Germany: 1 Cadet;
- Hong Kong: 2 Cadets;
- Korea: 2 Cadets;
- Netherlands: 6 Cadets and 1 EO;
- New Zealand: 2 Cadets and 1 EO;
- Switzerland: 2 Cadets
- Turkey: 11 Cadets;
- United Kingdom: 16 Cadets and 1 EO; and
- United States: 16 Cadets and 2 EOs.

The IACE 2013 Alberta program was extremely successful resulting in DND approving their support of the program in Alberta for 2014 and 2015.

2.3 2013 After Activity Reports (Reviewed simultaneously with 2.2)

2.4 2013 Exit Survey Results (Reviewed simultaneously with 2.2)

There were issues with the survey being sent out to participants. Lloyd will ensure that the survey is sent out to everyone.

2.5 2013 Host Family Survey Results

No surveys were provided this year. Lloyd asked the APC Hosting Team to pass on the thanks of the ACL to all Host Families for stepping up during a difficult time in Southern Alberta as a result of the flooding. He reminded everyone about the Tax Receipts being made available to the Host Families if requested.

2.6 2013 IACE Uniform Kit Feedback

A number of reports were received about the red polo shirts with poor stitching which resulted in unravelling during washing. Feedback was sent to Top Marks and they will ensure a quality control review is done and corrected for next year.

Actual sizing based on the size chart provided is not correct due to a "vanity sizing" issue. Cadets must provide accurate measurements when ordering.

Good feedback was received on the cardigan.

Issues were noted about costs, skirt fit, pants and blazers.

III. NEW BUSINESS

3.1 2013 Financial Statement - 2014 Proposed Budget Approval

The IACE Budget / Actual 2012 - 2016 report was provided prior to the meeting.

Lloyd mentioned that the IACEA has eliminated the exchange of gifts between countries reducing line item 155 budget by \$1,000.

Line item 156A - The \$10,000 expense shown is not an actual expense for IACE 2013. This amount represents a donation made by ACL National to Vintage Wings and reported here for financial purposes only.

Budget approval moved by Paul Dowling. Seconded by Kevin Robinson. Approved.

3.2 2014 Number of Cadets

Major Caron reported the plan was to send 76 Cadets and 8 Escort Officers (EO) to 13 countries. China will be a new participant in 2014. The numbers are broken down as follow:

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

The plan is to host 76 Cadets and 9 Escort Officers (EO) from 14 countries in Alberta. The numbers are broken down as follow:

- Australia: 9 Cadets and 1 EO;
- Belgium: 2 Cadets;
- China: 2 Cadets and 1 EO;
- France: 5 Cadets;
- Hong Kong: 4 Cadets;
- Japan: 1 Cadet;
- Korea: 2 Cadets and 1 EO;
- Kosovo: 1 EO;
- Netherlands: 7 Cadets and 1 EO;

- New Zealand: 2 Cadets and 1 EO;
- Turkey: 11 Cadets;
- United Kingdom: 23 Cadets and 2 EOs; and
- United States: 6 Cadets and 1 EO.

3.2.1 2014 Japan Situation

Japan changed the exchange dates to their Spring program which was not fully communicated resulting in this not being discovered until after the IACEA conference in Turkey. Canada will still be receiving Cadets from Japan during the summer however the outbound exchange to Japan will be held from March 20 to April 4, 2014.

A table discussion took place about the change and how it will affect the selection process. Major Caron reported that a decision needed to be made now, whether to opt out of the Japan Spring exchange or to attempt to ensure a selection process could be completed in time, however bypassing our current National Selection Process. The improvised selection process would be initiated by Major Caron through Fortress. Each RSCU would nominate 1 candidate to D Cds office, where the final selection would be made with through consultation with an ACL office representative.

IACE Committee members felt that although the selection process would not involve the PC's, that a one-time exception should be made in order that this opportunity not be missed. Major Caron agreed that Japan would be informed that this would be a onetime exchange and that the current summer exchange dates would be upheld in 2015.

A vote found 2 against the early exchange and 4 in favor of the Spring exchange.

3.3 2014 Itinerary / Content Review

A copy of the IACE 2014 itinerary was provided before the meeting. Ongoing change will be made to the itinerary to improve efficiency.

3.3.1 2014 Wearing of Blazers In-Canada

Based on feedback from cadet surveys and discussion regarding the cost and lack of venues where blazers are required, it was decided to not include the blazer as part of the In-Canada Kit for 2014.

3.3.2 2014 Farewell Dinner Format Change

A proposal to have a "lunch BBQ" versus the current formal Farewell Dinner format was discussed with the following advantages brought forward:

- a. It gives an overall Alberta ambience;
- b. With unavoidable middle of the night departures, a lunch BBQ would give the cadets more time to relax and say their personal farewells during or after the dinner at the hotel;
- c. The ever popular dance party after the BBQ could last much longer; and
- d. Moving to a lunch BBQ may reduce the cost for this ACL expense.

3.4 2014 Organizational / Financial Responsibilities Matrix

Major Caron will provide a breakdown of who organizes and pays for what.

3.5 2014 IACE ACLC Representative to the United Kingdom

ACLC Vice President Don Doern will be the IACE 2014 ACL Representative to the UK.

3.6 2016 IACE Individual / Combined PC Hosting Proposals

At the the SAM PC Chairs meeting, PCs were informed that the IACE Committee are considering proposals from a PC or a combination of PCs to host the 2016 IACE In-Canada program.

3.7 BCPC Proposed Planning Framework For IACE Hosting Program

Ron Rique, BCPC Chairman presented a proposal requesting a business case model that can be adapted to all provinces so that any PC across Canada can have the opportunity to host IACE.

Ron also reported that BC has issues with the IACE Standards of Screening. It was decided that this issue be tabled for discussion separately from the business case model.

Kevin Robinson to provide Ron with an email list of the attendees for him to send out the BCPC proposal for review. Lloyd asked Ron to put together a working group of IACE Committee members to formulate the advantage of the proposal and the cost benefits involved.

IV. CONCLUSION

4.1 Good and Welfare of the Air Cadet League of Canada

Lloyd asked members to keep Darlene in their thoughts as she deals with family illness.

4.2 Closing Remarks

Lloyd thanked all for their participation in the meeting.

4.3 Date and Time of Next Meeting

No meeting is planned at the AGM. The next IACE Committee meeting will be decided by the Chair.

4.4 Adjournment

The meeting concluded at 12:10 hours.



ANNEX F

NATIONAL RESOURCE GENERATION COMMITTEE RODs



National Resource Generation Committee Record of Decisions

Chairperson: D. Berrill

Attendees:

Greg Boudreau	Carol Cox	Sarah Matresky	François Provencher
Max Goldack	Edwina Thompson	Michel Crevier	Tom Holland

1. Administration
 - 1.1 Welcome and Opening Remarks
The Chair welcomed everyone the NRGC meeting.
 - 1.2 Appointment of Note Taker
S. Matresky agreed to take notes
 - 1.3 Additions to the Agenda
No additions
 - 1.4 Approval of the Agenda
Moved by G. Boudreau, seconded by C. Cox to accept the Agenda as presented.
Carried.
2. BUSINESS ARISING
 - 2.1 Approval of the ROP – AGM 2013
Moved by C. Cox, seconded by E. Thompson to accept the ROP as presented.
Carried.
 - 2.2 Updates from the AGM 2013
-Skipped as explanation given under 3.2
 - 2.3 A review of the CORE meetings in July & August 2013
 - D. Berrill summarized the direction and the will of the BOG and membership as it relates to priorities. The list of priorities was a part of the NRGC report found on pg. 50 of the SAM meeting book.
 - D. Berrill gave reasons as to why the Fund Generation position held by S. Widyaratne was terminated (she was a consultant and we wanted someone to do the work of generating funds).
 - D. Berrill emphasized that the NRGC committee needs to move forward with fundraising despite what DND has been saying.
 - The Aviva video was discussed as well as the unlikelihood of the ACL making the third qualifying round due to a copyright issue with the music used in the video.
 - 2.4 Review of NRGC Committee Report for SAM 2013
-There were no concerns with the report as presented
3. NEW BUSINESS
 - 3.1 A) D. Berrill gave overview of the 5 key directions listed on page 50 of the meeting book. M. Evans (guest from the UK), suggested a correction to item Ciii) indicating that the ACL should use the term 'Charge' rather than 'Tax' when referring to a fee applied to airline tickets in support of raising funds for the League.

B) Committee discussed a possible clearance system for fundraising. M. Goldack confirmed that the Foundation of the Air Cadet League is pursuing Lockheed-Martin. G. Boudreau agreed to be the National representative when dealing with the Irving Oil Company. Discussion ensued about the coordination of resources and distribution of assets. D. Berrill emphasized that a reporting process needs to be in place. S. Matresky indicated that companies cannot be approached nationally until this policy has been established. She suggested that the committee consider sending out the Financial Post Business Directory so PCs can disclose who they are going after.

Prospect clearance – review of disputes: M. Crevier volunteered to assist in resolving any disputes when it comes to clearance.

3.2, 3.3, 3.4, D. Berrill went through S. Widyaratne's 'Next Steps' document and the Core Case for Support, which is being working on by the National Office to finalize. He referred to an email sent to S. Matresky 'Items requiring Staff Support' and asked for input from the committee. No input was received, but S. Matresky indicated that she strongly considered D. Berrill's email when putting together the Strategic Plan for 2014.

D. Berrill indicated that the 75th Anniversary is a huge draw for Alumni (activities in support of) and should be taken into consideration by the 75th Anniversary Committee and Membership Committee. The information collected from Alumni will serve the League well when used for fundraising purposes. The Anniversary Committee should take into consideration the publication of an advertisement in the Air Force Magazine published by AFAC.

D. Berrill to circulate the Core Case Document, Next Steps Document to the NRGCC Committee. S. Matresky will follow up with K. Mann about his response to the Catlin proposal in support of the Effective Speaking Competition.

3.5 D. Berrill indicated that Mr. Patrick Shea (attending the SAM, but not present at the NRGCC meeting), is an aviation lawyer and member of the OPC. Patrick Shea is assigned to be the NRGCC representative with the Aviation Core Group looking into the future of the Aviation program (approved by National EC). Mr. Shea brings with him a wealth of knowledge and experience and has proven to be a huge asset to the OPC. DB gave a brief summary of Mr. Shea's CV.

3.6 D. Berrill indicated that he is looking for a new Chair of the committee as he has recently taken on the position of National Treasurer. DB will continue chairing NRGCC until a suitable replacement can be found. There were no nominations during the meeting for a replacement chair.

4 Conclusion

4.1 Good and Welfare
Nothing further.

4.2 Closing Remarks
The Chair thanked everyone for their participation.

4.3 Date of Next Meeting: Teleconference is scheduled for January.



ANNEX G

MUSIC COMMITTEE

RODs



2013 SEMI-ANNUAL MEETING

National Music Committee Report

Fred Johnsen, Chairman

Members:

Meeting Attendees:

- Howard Mar – Chair of Manitoba (Manitoba)
- Fred Johnsen – VP ACL (from Alberta)
- Richard Patrowsky – Executive Director Saskatchewan (Saskatchewan)
- Bill Cumming – Chair of Ontario (Ontario)
- Christine Welch – 1st VP BC (BC)

Regrets:

- Merv Ozirny

Activities to Date:

Survey of regions indicated that there are approximately:

4358 air cadets playing music in bands (pipe and brass and reed bands)

227 brass and reed bands

42 pipe bands

(Bands can be viewed as good PR and a recruiting tool).

Draft Virtual Music Competition Handbook circulated for discussion.

Virtual Music licenses have been purchased and held at National Office for distribution.

MINUTES

1. ADMINISTRATION

- 1.1 Welcome - Meeting called to order at 1015 hrs., Friday 15 November 2013
- 1.2 Call for New Agenda Items – no new items
- 1.3 Approval of Agenda – Agenda approved
- 1.4 Approval of Record of Decisions - approved

2. BUSINESS ARISING

- 2.1 Business arising from the 2013 AGM and 2012 SAM
 - Solo category has been increased from 14 to 16 instruments.
 - \$75 per license for additional Smart Music access to the website.
 - Of the Smart Licenses – the National office will distribute to the provincial offices. The provincial offices will distribute to the various squadrons.
 - Provinces to determine how they distribute the licenses. Licenses to be rolled out 2013-2014 training year. License can be used in preparation of the national music competition.
 - Information to be posted on National website and all provincial sites (with contact information at the provincial level).
 - National Virtual Music Competition entry deadline is June 30, 2013.

3. **NEW BUSINESS**

3.1

- How are the files loaded to the competition? Could National set up a drop box system for files to be uploaded. Different drop boxes for each of the categories (i.e. ACR/ Marching Routine/Concert Music, etc.) Fred to champion the drop box option and discuss with staff at National. To investigate cost of increasing size of drop box.
- All submissions for the Virtual comp will be uploaded to the drop box.
- Competitors will be awarded certificates. If program evolves into something larger possible provincial competitions.
- Why is PC chair's signature required on the registration forms? Requirement to be reviewed by National Music Committee.
- Applications – notice of intent to participate – need be submitted prior to submission of application form – with a deadline of March 31st – with competition deadline of June 15th.
- Where are the forms to be submitted – National office for application? Who needs to know who participates (CO, SSC Chair, etc.)?
- Forms to need to have added instructions on how to send (i.e. pdf electronically or fax to National with Cos approval). National to confirm receipt of the application.
- Smart Music information need to be extracted from the Virtual Music Competition instructions. Smart Music is a training aid and to be distributed via the provincial committee office. Virtual Music Competition will be accessible to all Air Cadets wanting to participate

3.2 Motions

1. Whereas it is recognized that Air Cadet bands will play an important role in the Air Cadet League's 75th Anniversary celebrations. Be it resolved that we implement the virtual music program and competition during the 2013-2014 training year.

Merv Ozirny made the motion.

Richard Petrowsky of Saskatchewan seconded motioned – all in favour – carried.

2. Be it resolved that the President of the A.C.L.C. solicit the support of the Chief of the Reserves and Cadets in arranging for a representative of the A.C.L.C. Music Committee to make a presentation at the Annual Regional Music Advisors' conference regarding a proposal to commence the virtual Music Program competition as well as the additional support for the 75th Anniversary Celebration.

Merv Ozirny made the motion.

Bill Cumming of Ontario seconded motioned - discussion – when is the meeting taking place – all in favour – carried.

4. **CONCLUSION**

- 4.1 Good and Welfare of the Air Cadet League of Canada Closing Remarks
- Closing remarks – great discussion – thanks for all your input.

- 4.2 Date of Next Meeting – AGM 2014 Whitehorse

- 4.3 Adjournment at 11:55 hrs.



ANNEX H

BOARD OF GOVERNORS

RODs



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

November 15 2013

MEETING INFORMATION

Meeting Date: November 15, 2013

Start Time: 1300-1600

Location: SAM Ottawa, Delta City Centre

Purpose: Scheduled Meeting

ATTENDANCE

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

Sarah Matresky Present Executive Director

Observers: M. Crevier, F. Provencher, J. Gale, M. Evans (guest of IACT in UK), D. Bilcliffe (guest of IACT in UK), Col. Namiesniowski

1. Administration

1.1. President's Opening Remarks – T. White

K. Mann welcomed everyone to the meeting of the Board of Governors on behalf of T. White who would be arriving shortly after his appointment with the Advisory Board. He thanked everyone for their participation.

1.2 New Items for the Agenda

B. Burchinshaw added:

- 3.6 PPM 3.5 Provincial Committees
- 3.7 PPM 3.6.2.1 Responsibilities of SSCs
- 3.8 Definition of the ACL
- 3.9 PPM 3.6.2 SSCs
- 3.10 Proposal to Establish Nat'l Const. as Excl. to the ACL

T. Holland added:

- 3.12 Philosophy

1.3 Approval of the Agenda

MOVED BY: L. MacIntyre

SECONDED: B. Burchinshaw *that the Agenda be approved as amended.*

1.4 Approval of Record of Proceedings – BOG May 15 2013

MOVED BY: L. MacIntyre

SECONDED: F. Johnsen *that the ROPs of September 2013 be approved as presented.*

MOVED BY: K. Higgins

SECONDED: D. Doern *that the ROPs of October 2013 be approved as presented.*



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

November 15 2013

2. Information

2.1. President's Report – K. Mann for T. White

K. Mann indicated that T. White's full report was included in the meeting book. He discussed a few housekeeping items and added that at the recent EC meeting it was discussed that all signing officers at National provide a credit check. Col. Namiesniowski will also be receiving the letters requesting approval the 75th Anniversary pin on the uniform as well as the Honour Band.

2.2. Executive Directors's Report – S. Matresky

S. Matresky indicated that her report was included in the meeting book. She added that the League's Broker from AON Reed-Stenhouse would making a presentation later in the meeting to discuss managing the League's General Liability Policy and Aviation Policy under one broker to avoid gaps in coverage.

2.3. Finance Committee Report – D. Berrill

D. Berrill indicated that he would be discussing the Cadet Assessment Fee and Staff Functions at tomorrow's Joint Session with the PC Chairs. He added that the Finance Committee will be meeting at the end of the day on Saturday to review all of the budget requests.

T. Holland indicated that he had an item to add to the budget and S. Matresky informed the Board that the ED and Treasurer will be soliciting the membership for budget items/requests in December and January during the annual budget exercise.

3. Business Arising

**Note that the items presented by B. Burchinshaw may not necessarily be in the same order as published on the Agenda.*

3.1 Definition of the Air Cadet League of Canada

B. Burchinshaw presented a proposal to clarify and establish a clear definition of 'What is the Air Cadet League of Canada'. It will be distributed to the BOG electronically for approval and then for onwards transmission to the membership for consideration and approval at the AGM.

3.2 Proposal to Establish the National Constitution as the Only Const. of the ACL

B. Burchinshaw clarified that the National Certificate of Continuance should be the only version to be used by the League at any level. It will be distributed to the BOG electronically for approval and then for onwards transmission to the membership for consideration and approval at the AGM.

MOVED BY: B. Burchinshaw

SECONDED: L. MacIntyre that the Certificate of Continuance be inserted into Section 2.2 of the PPM. Carried

3.3 Code of Ethics

B. Burchinshaw presented a Code of Ethics to replace the Confidentiality Agreement signed by Board members at the AGM in June. It will be distributed to the BOG electronically for approval.

3.4 Probation of Squadron Sponsoring Committees

B. Burchinshaw presented the proposed PPM insertion for section 3.6.3 and 3.6.3.1 to the BOG for consideration. It will be distributed to the BOG electronically for approval. D. Berrill indicated that he did not agree with the current wording and believes that it could be expressed in a clearer manner. Discussion ensued about sponsorship and authority.

3.5 PPM Insertion – 3.6.2 SSCs

B. Burchinshaw presented the proposed policy insertion for SSCs. It will be distributed to the BOG electronically for approval.

3.6 PPM Insertion – 3.6.2.1 Responsibilities of SSCs

B. Burchinshaw presented the proposed policy insertion for SSCs. It will be distributed to the BOG electronically for approval.

NOV 2013



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

November 15 2013

3.7 PPM Insertion – 3.5 Provincial Committees

B. Burchinshaw presented the proposed policy insertion for Provincial Committees. It will be distributed to the BOG electronically for approval.

3.8 Supplementary Operating Policies

B. Burchinshaw presented the proposed policy for insertion in the PPM. It will be distributed to the BOG electronically for approval. He added that the document is the outcome of a review of each article in the old national bylaws to determine if it should be deleted or revised, if necessary and transferred to the PPM as an Operating Policy. If an article does not appear in the document it has been deleted, which means it has been dealt with in the new bylaws or is already in the PPM.

3.9 DRAFT – New League Constitution

B. Burchinshaw presented the new draft Constitution. It will be distributed to the BOG electronically for approval and then for onwards transmission to the membership for consideration and approval at the AGM.

3.10 Volunteer Governors Handbook

B. Burchinshaw presented the Volunteer Governors Handbook and it will be distributed to the BOG electronically for approval. He added that the document is intended to facilitate the understanding of what is expected of a volunteer Governor. It contains information that would be of immediate interest to a new Governor. All Governors are encouraged to familiarize themselves with the Bylaws and the National Policy and Procedure Manual (PPM) as a matter of relevance to their volunteer position and/or as a Committee member.

MOVED BY: B. Burchinshaw

SECONDED: L. MacIntyre that the Volunteer Handbook “information that every Governor should know” be circulated subject to corrections of spelling errors. Carried

3.11 Cadet Clothing Budget

T. White indicated that this item was covered in the DND address earlier in the day and the Board had no further questions.

3.12 Philosophy

T. Holland indicated that with all of the new changes outlined above, the Philosophy statement previously found on the League’s website and in the PPM needs to be revised. T. Holland to work with B. Burchinshaw on a new draft.

4. New Business

4.1 Insurance Presentation AON

R. Bercier, Vice-President of AON Reed-Stenhouse and the League’s broker for the General Liability insurance portfolio gave a presentation to the BOG about possible gaps in coverage due to the League using separate brokers for its Aviation Insurance. R. Bercier indicated that shopping around a larger combined account could also result in deeper discounts for the League and would result in better risk management. S. Matresky advised the BOG that currently, gliders being towed by vehicles are covered under two different policies managed by two different brokers and there is a concern that the activity may not be adequately covered. She added that there is a mediation session (glider accident 2006 lawsuit) scheduled for January 15 and the BOG needs to carefully consider if the League should change brokers before or after this session should they decide to merge the insurance.

MOVED BY: L. MacIntyre

SECONDED: K. Mann that the ACL combine its insurance under one broker, AON, as soon as possible.

8 for, 0 against, 2 abstentions, chair - no vote. Carried. (This motion was made in order to have this done prior to mediation Jan 15, 2014)



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

November 15 2013

4.2 Aviation Committee Report

J. Elias reported on the meeting with D/Cdts held on Oct 28th in Ottawa

5. Conclusion

5.1 Reports of the Vice-Presidents

Nothing further

5.2 Good and Welfare of the Air Cadet League

Nothing further

5.3 Date and Time of the Next Meeting:

January 2014 – Teleconference

Motion to Adjourn made by D. Berrill

Closed Meeting of Governors – Saturday November 16 2013 (10 minutes)

MOVED BY: K. Mann

SECONDED: D. Berrill that Hille Viita be appointed interim member of the BOG. Carried.

Ms. Viita accepted the appointment. She was introduced to the BOG and was given a warm welcome.



ANNEX I

PROVINCIAL CHAIRS COMMITTEE RODs



PC Chairs Committee Record of Decisions

Chairperson: M. Bineau

In attendance:

PC Chairs:

Marcel Bineau – Quebec Ottawa Valley
Greg Boudreau – Chair New Brunswick
Alan Curtis - PEI
Bill Cumming – Ontario
Jim Hunter – Saskatchewan
Norm Macfie – Newfoundland
Howard Mar – Manitoba
Ron Rique – British Columbia
Kevin Robinson – Alberta
Ken Todd – Pan Territorial (Skype)

Delegates:

Carol Cox - Alberta
Penny Doern – British Columbia
David Lamb - Saskatchewan
Sue Madden – New Brunswick
Jean-Anne Milton-Binczak – Ontario
Rick Mortensen – N.W. Ontario
Mike Symons – British Columbia

Joan Gray – ACL National Office

1. Committee Chair Marcel Bineau called the meeting to order.
2. New business added to the Agenda included Drill & Ceremonial Instruction course, new Cadet Uniform, Distant Learning, Music Program for 75th Anniversary, and 75th Anniversary Pin.
Approval of revised agenda – Proposed Howard Mar, seconded by Greg Boudreau.
3. Appointment of meeting secretary – Joan Gray, Bill Cumming.
4. Acceptance of minutes of last meeting – motion to accept – Proposed by Norm Macfie, seconded by Jim Hunter – carried.
5. The Chair presented a request from Bob Burchinshaw that the PC Chairs attend the Policy, Procedure and Bylaw committee at 13:00 November 16th for an update of transition progress and update on policy issues.
6. Presentation by Mike Symons (BC) for each PC to complete a poster of all cadet squadrons in their province of squadron crests for 75th anniversary. He has requested a list of all squadrons

from PC Chairs, follow up with squadrons which need crests, and a picture for the center of each poster. Poster will be per PC, and as well will include a list and crests of Air Cadet training centers and RSCUs. The target for completion date for the posters is Spring 2015.

7. IACE – Ron Rique (BC) proposed a study group to develop a new model for hosting IACE visit. It was proposed that IACE is a national program and suggest the IACE program be moved from province to province every couple of years. Recommendation is all cost to be picked up National and DND. Consideration is also accepted that the IACE host province can do this jointly with other PC's. Could be as many as 90 individuals (cadets and escorts) on each IACE visit. DND would like to have PC's consider hosting families for cadets. Alberta is still hosting 2014 and 2015 IACE visits. Budget to be presented by August 1 2014 to IACE committee for any PC interested in hosting the 2016 IACE. Interested PC's for hosting 2016 to be determined.
8. Drill & Ceremonial instructor course – Norm Macfie – advised that cadets had expressed concern that the quality of the course has deteriorated since Senior Leaders course was cancelled. The course has been watered down – cadets are not getting leadership training. Now mostly a drill course. A good drill instructor is not necessarily a good leader.
 - a. Motion: Norm Macfie and Howard Mar: A review of the Drill & Ceremonial Instructor course be undertaken to emphasis practical leadership, effective speaking and instructional technique content in the course. Seconded by James Hunter. Carried.
9. Uniform – Based on the DND presentation in the morning session, only one uniform proposed by Director of Cadets for future. PC chairs proposed keeping the existing uniform. Our priority is the dress uniform and the process of returning uniform pieces when no longer being used or exchanged be re-implemented.
 - a. Motion: Howard Mar - PC Chair's priority is that Air Cadets be issued dress uniform over field uniforms. Seconded: Norm Macfie. Carried
10. Distant Learning/ELearning Project. Ron Rique asked for an update from other PC's with regards to training on line. He has investigated a video conference program for distance learning. Looking for feedback on webinar training. Ron to provide update and presentation at the next PC Chairs meeting.
11. Finance Presentation by Don Berrill (Chair Finance Committee):
 - a. Any budget input requested by the PC's to be submitted to Don by the end of November.
 - b. There was a brief discussion and review of the proposed changes to the PC assessment, and Don was going to look for clarification of the previous motion & vote at the AGM to reduce the budget. Don advised can maintain the \$8 level if necessary but will review.
 - c. Don advised the National office receives about \$990,000 per year of income, of which \$435000 is from government grant. PC assessment brings in \$250K, if reduced to \$8 will total \$200K. Some surplus was due to cash not being used. 75th Anniversary is asking for more money, \$175K for Honour Band, \$40K for swag, asking for another \$70K.
 - d. Discussion about National to cover expenses of Governors and PC Chairs.
 - e. Fund Generation activities is "back to Ground zero". The National Office released employee hired for this responsibility. Fund generation workload has moved back to National office.
 - f. Discussion about squadrons which are delinquent with ACC9 submissions going back to 2009. New policy that any SSC's in arrears more than 2 years will have extra ordinary

action taken to clear up the backlog. All ACC9's will now be submitted to National Office. Spot checks will be completed for ACC9's.

- g. Discussion about number of volunteers who still have not been registered and screened. Jim Hunter asked about using a 3rd party company for processing screening.
- h. Corporate fundraising discussion. Some PC's may be asked to take the lead with some identified corporations. National to provide list of companies that are targeted for fundraising.

12. Music Program by Howard Mar:

- a. Virtual Music Competition – Cadets and bands to participate in a national music competition. Processed through a computer to judges (in Ottawa). Cadets are awarded on skill levels as Gold, silver and bronze levels. The Music Committee will be preparing a document to send through the National Office to each PC asking cadets to participate. Will have the same impact on cadet program as effective speaking program. Virtual Music Competition information to be issued by end of year (2013).
- b. Smart Music program – A training (computer) program for educating musicians and is a learning aid. Provides encouragement for cadets to prepare them for camp and music training. 75 Licenses have been purchased by National for distribution to PC's. Information will be distributed at same time as Virtual Music Competition information package is distributed.
- c. National Honour Band (NHB) – Recommendation for NHB to perform a concert in Ottawa sometime around the National SAM. \$175,000 has been promised by National finance committee. More details for this concert to be developed.

13. 75th Anniversary Pin – Penny Doern (BC): Presentation for new 75th Anniversary Pin. 75th Anniversary Committee to submit pin design to DCadets for approval of design for wearing on cadets uniforms as well as CIC staff. Each PC to advise at 2014 AGM the number of pins required for each province (cadets, officers, SSC's and volunteers, alumni, others). Initial 24,000 pins to be paid for by the 75th Anniversary committee, and the balance of pins as required by each PC will be paid for by the PC. The expected currency of the pin is probably based on the year of issue. For convenience sake, approximate price is \$1.00 per pin. PC Chairs were asked to contact Penny Doern (pdoern@shaw.ca) when they have some idea of the number of pins they will require.

14. Marcel Bineau provided an update on the work of the Aviation Committee since the AGM in Charlottetown. A review of the flying program was undertaken by the Flying Committee and presented to DCadets. Options being considered are:

- Opt 1 - Summer gliding and power as is, more flexibility in familiarization flying.
- Opt 2 - Glider solo program (up to age 15) leading to glider or power full program the following year.
- Opt 3 - All power program (RPP – Recreational Pilot program was not considered). 3 week course offered the 1st year, 2nd year start from solo and complete their course up to qualified to fly cadets at squadron.
- Opt 4 - All power program, but keep two gliding centers open.
- Opt 5 - DND contract gliding to a 3rd party.

Have assurance the current flying program will remain as is for a few years. Military recognizes the League is a viable partner and wants to remain and give more flying experience to Cadets.

DCadets received report positively and League awaiting his response. Chair of Flying Committee to be requested to submit a copy of the document to all PC Chairs.

15. Good and Welfare:

- a. Howard Mar suggested a volunteer committee be formed to review the quality of the current Cadet training program, including summer training to be undertaken.

Meeting adjourned: 1630 Hours

Next meeting: Whitehorse AGM



ANNEX J

NATIONAL SELECTIONS COMMITTEE RODs

INSERT

o-Qu@Vo'COMMITTEE RODs



ANNEX K

ADVISORY COMMITTEE

&

HONOURS AND AWARDS

RODs

ADVISORY COMMITTEE REPORT

Chair: Brent Wolfe

Members: Irene Doty, Max Goldack, Bob Goudie, Craig Hawkins, Fred Hopkinson, Len Jenks, Jim McKeachie, Bob Robert, Jan Reidulff, Dave Hayden, Brent Wolfe

ADMINISTRATION:

Welcome: Chair

Call for new agenda items: None

Approval of agenda: Moved- Craig Hawkins Sec.- Len Jenks - Carried

Approval of Record of Decisions from 2013 AGM : Moved - Irene Doty Sec.- Jan Reidulff - carried

BUSINESS ARISING from AGM 2013: None

NEW BUSINESS

Travel expenses -Motion Bob Robert Sec.- Craig Hawkins

That we recommend the Finance Committee include Money for travel for all AB , none EC members And BOG members. Carried

Suggestion that the Chair bring forward our concern about Cadets and uniforms. We see reasoning in why supply was frozen, however we believe the process will prove harmful to our Cadet and their retention. It is also felt that the use of any other uniform other than the Air Cadet Blue will interfere with the pride and discipline that the cadet is required to earn and have. CAD pants are for Army in the field, Blue pockets pants are for training in the field. Formal parade and visibility with the public all require proper dress and a show of pride and distinction .

Concern was raised with staff having to MC at ACL Functions. The staff are already busy enough and do not need the extra work or pressure. This should be done by a National ACL member (Bilingual people are available), they need to be approached and asked to do the job.

Report by HA Committee Chair

Interviews By Nominations Chair

Adjournment - Dave Hayden

Next meeting - June 2014 , Whitehorse Yukon



Honours and Awards Committee Record of Decisions

Chairperson: Bob Robert
Vice-Chairperson: Lionel Bourgeois.

In attendance:

B. Robert (Chair)	C. Hawkins (Secretary)	L. Jenks
J. Reidulff	F. Hopkinson	J. McKeachie
R. Goudie	D. Hayden	I. Doty
M. Goldack	B. Wolfe	

1. Administration

- 1.1 Welcome and Opening Remarks
Thank you for your participation and for your patience as I go through my first cycle. I'd like to acknowledge the excellent work Craig has done for the last 6 years.

Craig Hawkins has offered to be the secretary. Thank you!
- 1.2 Selection of a Vice
Lionel Bourgeois desires to continue as Vice-Chair
- 1.3 Additions to the Agenda
There were no additions to the agenda.
- 1.4 Approval of the Agenda
Moved by L. Jenks, seconded by M. Goldack, that the agenda be approved as circulated.
Carried.
- 1.5 Approval of the Minutes of the Last Meeting (June 2013)
Moved by B. Wolfe, seconded by R. Goudie, that the minutes of the June 2013 meeting be approved as published. **Carried.**

2. Business Arising

- 2.1 Updates on Awards Applications Received (as of Nov 4th)
(Sennheiser Music Award, WJPA PTAA, CASARA PTAA)

Sennheiser Music Award (7): ON (1) BC (1) MB (1) NS (1) NB (2) SK (1)
A question was raised about the criteria for the award. The criteria that the squadrons have applied under for the current year are outlined in the PPM in section 5.9.1:

Sennheiser Canada, through the Air Cadet League of Canada, provides two awards for Air Cadet Squadrons with new bands, or for Squadron bands that are already established but are struggling to maintain themselves as an effective optional program with the squadron.

WJPA PTAA (10): SK(1) ON(4) MB(1) BC(1) AB(1) NB(1) NS(1)
Files have been turned over to Herb Spear to take to the WJPA Executive Committee.

CASARA PTAA (11): ON(4) BC(1) MB(1) NS(1) NON(1) SK(1) NB(1) AB(1)

Note: The OPC and the SKPC each submitted one extra nomination for both the WJPA and the CASARA PTAA's. This was addressed by the national office prior to the files being turned over to the HAC.

2.2 Wearable Medal of Honour (Craig Hawkins)

The medals have been received by the national office (48 medals were delivered, two retained by Drouin's for reference). The medals will be presented to those recipients who are still active so that the medals can be properly worn along with other society medals.

The original medals will be melted down and the revenue generated returned to the national coffers. One medal will be retained as an artefact.

Action: Executive Director

Moved by D. Hayden, seconded by J. McKeachie to submit a proposal to the BOG for a miniature and undress ribbon to be produced, to be sold on a cost-recovery basis. This is a budget item. **Carried**

Action: C. Hawkins to follow up with Marlene at Drouin's to get a cost on the production of 50 medals and ribbons to go to the BOG for a decision.

2.3 Bar for AC Long Service Medal

It is proving to be very popular: as of July 1st over 2,500 had been sold out of the League HQ.

IAW with a motion at the June meeting, the PPM has been modified to read:
"A gold bar is available for each subsequent full year of eligible service. The bar shall be affixed to the medal ribbon in the center (as measured from the top of the ribbon to the top of the medal. If a second bar is presented, the bars should be equally spaced on the medal ribbon."

Item closed.

2.4 Royal Canadian Legion Air Cadet of the Year Update

Update for 2013: Air cadet WO2 Rachelle Paquet of SK was the ACL Cadet-of-the-Year. From Richard Petrowsky, upon the Chair's query: "She was from 703 & 34 Squadrons, both in Regina. She is currently going to school in Ottawa." Although WO2 Paquet was not an active cadet, she was retained on the squadron nominal role so that she could participate in this event. The cadet, her mom, and the Legion are all in touch and the "cadet", who is still 18 will be at the National Remembrance ceremonies in uniform. The current directions in the PPM state, in part:

"It should be noted that the selected cadet and alternate must not "age out" prior to November 11."

The program in Ottawa had an additional day that we, the leagues, look after. (It's a Saturday in 2013). The extension of the activity for one additional day came as a surprise. Who was responsible for supervising the cadet?

DCdts Colonel Namiesniowski was to participate in the League-hosted breakfast

Action: HAC Chair will contact Manitoba. He will clarify that the intention of the PPM is that the cadet remain active on the squadron's role.

2.5 CASARA Foundation PTAA Update

The Foundation had requested that the name of the award (as shown in the PPM) be changed to the CASARA Foundation Pilot Training Achievement Award and that the application form be modified to reflect their mandate. Craig revised the form and PPM text and the office staff completed the changes in June. The new PPM text to indicate the Foundation is at 5.8.3.1.2.B.

The form is at (link <http://www.aircadetleague.com/en/documents/acc65.pdf>).

Item closed.

2.6 Strathcona Medal Allocation(s) for Large Squadrons

DCdts was considering permitting a second Strathcona Medal for squadrons of over 90 cadets. A draft rewrite of criteria and administration for awarding the medals was circulated and we submitted further comments in early October. We are awaiting further clarification.

Item deferred

2.7 Revised PTAA

There are 17 "League-Funded Power Famil Upgrade Scholarships" (LFPFUS) this year that average about \$2,500 each and are invoiced to the League Office from the flight training center through ATAC.

Background: The PTAAs (the \$2,500 ones that go through Wayne Guveia) are for obtaining the remainder of 30hrs of PIC. DCdts staff make the selections by Region, except Eastern where Pierre Barabey has done it. B. Robert has asked Jerry Elias as Chair of the Aviation Committee to undertake a review of the aims and procedures of those LFPFUSs.

Sample questions to be answered:

- How long do we allow the cadet to spend the money?
- When do we make the unallocated funds available to be reallocated?

Action: Pending report from Chair of Aviation Committee.

2.8 Life Membership Certificate for Outgoing Presidents

Per the CNCA we only have one class of VOTING members now. The entire class consists of the BOG members, the PC delegates and the members of the Advisory Board (who are all the Past Presidents). Modification to the PPM ensured that all past presidents retain the vote for life.

Item closed.

2.9 Dale and Birchall Scholarships

Prior to the meeting, the Chair received a message from D. Gladney indicating that there were problems with the manner in which the award was announced, presented and publicized in Newfoundland and Labrador.

There is a protocol that has been followed for the past nine years. In eight of those years, the presentation has been handled appropriately. The intent is that the presentation of the certificate should be done as soon as possible (either at the squadron or at a summer camp) with suitable ceremony and public relations. The money is not paid to the cadet until such time as the cadet produces proof of enrolment.

Action: The HAC Chair will send the chair of the provincial committee a letter outlining the “next steps” to be followed and making recommendations on how to get the best “bang-for-the-buck”.

Moved by C. Hawkins, seconded by F. Hopkinson, that the Birchall Scholarship amount (the interest generated by the principal) be reported to Mrs. Birchall prior to presenting the cheque, and that there would be no request for “top up”. Carried

Action: HAC Chair to advise national office staff.

2.10 Technical Scholarship (Irene Doty)

The potential donor has indicated that he is not prepared to move forward with us regarding a scholarship.

Item closed.

2.11 National Biathlon Air Cadet League Award

Background: Currently we have three National competitions:

National Effective Speaking Competition: Winner receives \$200 & Plaque

National Marksmanship Competition: Winner receives \$200 & Plaque

National Biathlon Competition: Winner receives... nothing!

We know that DCdts is reconsidering expensive National-funded Program.

Here's what he said:

Msg. from Colonel Namiesniowski:

I have also directed that the national championships for both marksmanship and biathlon competitions be suspended in FY 14/15 and the estimated 866.7k in savings reinvested into partially funding the procurement of Field Training Uniforms (FTUs) in that FY. Although there was mixed support and various recommendations related to this particular activity, it was apparent to me that we needed to make this decision in the short-term to secure the necessary funds for reinvestment. However, I have asked my staff to investigate conducting the national marksmanship championship that was planned for May 14 this FY. I have also challenged them to work with stakeholders to

consider efficiency and cost saving options for these championships that would be implemented starting in FY 15/16.

Item deferred

3 New Business

3.1 Young Citizens Foundation Scholarship

Following a review of the original document, the Young Citizens Foundation agreed to amend the presentation format to address a number of concerns including who received the funds, how the award would be presented and the termination of the MOU

The Agreement will be signed by a representative of the Foundation and the National President of the Air Cadet League at the SAM for a start in Academic year 2014-15.

Action: HAC Chair and Executive Director to develop and submit policy and procedures to be included in the national PPM.

3.2 Transferring Scholarship Trust Funds to the ACL Foundation

When the ACL Foundation was initiated by B. Robert, one of the compelling reasons was to protect the many League Trust Funds from law suits by having those trust funds reside in the separate corporation which is the Foundation. We need to think about that and keep it in mind.

Item deferred

3.3 National Award Sub-committees

Scholarships:	<u>Irene Doty</u> , Harold Fowler, Guy Albert, Gilles Cuerrier Bob Goudie and Ron Ilko
Certificate of Merit:	<u>Max Goldack</u> , Jan Reidulff, Jim Ash & Bob Parsons.
Certificate of Recognition:	<u>Craig Hawkins</u> , Brent Wolfe, Guy Albert, David Hayden.
Certificate of Honour:	<u>Len Jenks</u> , Don Gladney & Fred Hopkinson.
Officer of the Year:	<u>Gilles Cuerrier</u> , Lionel Bourgeois, Don Gladney
CASARA / Sennheiser:	<u>Bob Robert</u> , Fred Hopkinson and Fred Johnsen
Medal of Honour and Presidential Certificates:	<u>Bob Robert</u> , Len Jenks, Jim McKeachie, Bob Goudie, Irene Doty, Fred Hopkinson, Tom White. Ken Higgins, and Keith Mann

Action: HAC-Chair to provide scoring matrix for the CASARA and Sennheiser Awards to provincial chairs for future deliberations.

4 Conclusion

4.1 Good and Welfare

There was nothing to add under Good and Welfare.

4.2 Closing Remarks

The Chair thanked all in attendance for their input.

4.3 Date of Next Meeting: June 2014 at the Annual General Meeting in Whitehorse



ANNEX L

FINANCE COMMITTEE

RODs



Finance Committee Record of Decisions

Chairperson: Don Berrill

Attendees:

In Attendance:

Michel Crevier
Edwina Thompson
Sarah Matresky
Greg Boudreau
Bob Robert

Wayne Reitsma
Max Goldack
Ray McAndrew
Carol Cox
Keith Mann

Jan Reidulff
Norm Macfie
Tom Holland

1. ADMINISTRATION

1.1 Welcome and Opening Remarks

The Chair welcomed all members of the Finance Committee.

1.2 Appointment of Note Taker

S. Matresky agreed to take notes

1.3 Additions to the Agenda

1.5 Approval of New Committee Members
3.8 LSA allocation – squadrons that pay rent.

1.4 Approval of the Agenda

Moved by M. Crevier, seconded by G. Boudreau to accept the Agenda as presented. **Carried.**

1.5 Approval of New Committee Members

Moved by C. Cox, seconded by M. Crevier that E. Thompson and T. Holland be welcomed as new members of the Finance Committee. **Carried.**

2. APPROVAL OF MINUTES, BUSINESS ARISING & UPDATES

2.1 Approval of SAM ROPs 2012

Moved by C. Cox, seconded by M. Crevier to accept the SAM ROPs as presented. **Carried.**

2.2 Business Arising and Updates from 2013 AGM ROP

PPM item about fees has already been address and is under review.

2.3 Review of Finance Committee Report SAM 2013

D. Berrill reported that everything is in good shape financially. He gave direction in a presentation made earlier to the NRGc meeting (see minutes).

3 NEW BUSINESS

3.1 Review of ACC9 Status Across the Country

- i) The report circulated on the status of ACC9's should indicate that ON has 114 squadrons and New Brunswick has 24 squadrons. S. Matresky and R. McAndrew did their best to compile a status report with the information collected from J. Walker's widow. PCs may have to resubmit.

It was discussed that ACC9's sent by email are ok, provided that the PCs mail in the sheet that needs a signature.

- ii) Moved by E. Thompson, seconded by C. Cox that all ACC9's moving forward will be sent by the PC financial compliance officer to the National Office rather than the Treasurer. **Carried.**

- iii) D. Berrill indicated that PCs should be the ones looking after the delinquent squadrons. The National level of the League will work with the PCs to get all of the ACC9s. The committee set a goal to have all of them collected within the next 18 months. Discussion ensued about how to obtain the ACC9's from those who are no longer active. It was determined that it would be best to get the current year first and foremost and any squadron with an ACC9 more than 2 years overdue, the PC can sign off as long as they have the most current 2 years of ACC9's in place. Any exception will be forwarded to the Finance Committee for approval.

Any squadron with an ACC9 more than 6 months past due is considered delinquent. The Committee will recommend to PCs that there is a document in place that is signed off when the Treasurer duties change hands.

- iv) National action on the ACC9's was deferred to the next meeting. G. Boudreau added that he is having difficulty with the ACC9 multi-account template. G. Boudreau to advise R. Brooks.

3.2 Progress Report from the NRGc

There were no further questions on the NRGc report.

3.3 Progress Report from the Aviation Program Review – Way Ahead

D. Berrill gave an overview of the activities of the flying committee and the Aviation Core Focus Group (see Aviation Committee Minutes).

3.4 Progress Report from the ACL Foundation

D. Berrill and S. Matresky talked about getting the Advisory Board members more involved in the Foundation. In particular, with overseeing the educational scholarships currently in place with the ACL that could be moved to the Foundation. M. Goldack was receptive to the idea and the ACL and the Foundation may look into sharing a staff member. No scholarship funds will be transferred to the Foundation until they receive their certificate of continuance. M. Goldack indicated that although the Foundation has not begun the application process to obtain the certificate as of yet (deadline Oct. 2014), they will be working on it in the near future.

3.5 Progress Report from the LIP Committee

D. Berrill will follow up with C. Boily about splitting the duties between the LIP committee and the NRG. C. Boily was not able to attend the SAM, but her intentions are outlined in her report in the meeting book.

3.6 Budget Inputs for Current Deliberations

The budget was reviewed and D. Berrill indicated for FY 2014-15, line 7a (Funds Raised by Fund Generator) would likely be 40k and not 102k as indicated. D. Berrill added that the assessment fee will be \$8 rather than \$10.

The 75th Anniversary Committee's Honour Band budget line item should be less so it will cover the shortfall. There will be no spending on 75th items until further clarification is received.

The Finance Committee looked at covering the cost of travel for all members in a phased approach. Item deferred.

IACEA: T. Holland proposed that National cover the cost of B. Wolfe's expenses to the IACEA conferences annually now that he has been elected Secretary General of the Association. Item deferred and historical data will be looked at to determine the level of support provided last time Canada held the position.

3.7 Goals and Objective of the Finance Committee related to the new SPU

S. Matresky will review the items and determine amount of funding needed support the initiatives laid out in the SPU in time for the Budget exercise in Dec/Jan.

3.8 Local Support Allocations and Rent for Squadrons

The Committee will investigate number of squadrons that do not pay rent vs. the number who do.

4 Conclusion

4.1 Good and Welfare

Nothing further.

4.2 Closing Remarks

The Chair thanked Bob Robert for his assistance.

4.3 Date of Next Meeting: A Webinar will be held prior to January.



ANNEX M

PPBLC COMMITTEE

RODs

INSERT

PPBLC COMMITTEE RODs



ANNEX 1

**DND GROUP ADDRESS
POWERPOINT**

DIRECTORATE CADETS AND JUNIOR CANADIAN RANGERS

Brief to Air Cadet League Semi-AGM

Ottawa, ON - 15 Nov 13

OUTLINE FOR TODAY'S PRESENTATION AND DISCUSSION

- 1 Short overview of our major lines of operation.
- 2 Significant focus Cadet and JCR Programs Renewal.
- 3 Questions & Answers and Open Discussion.
 - a About Cadet and JCR Renewal
 - b About the Air Cadet Program

2

THREE MAJOR LINES OF OPERATION FOR THE NEXT FEW YEARS

Delivery of the Cadet and
Junior Canadian Rangers Programs.

Cadet and JCR Programs
Renewal Initiative.

Enhancing Communications and
Building Relationships.

3



4

CADET AND JCR RENEWAL AT A GLANCE

- Govt of Canada (GoFC) and DND/CAF, in partnership with the Leagues, saw the need to embark on a major initiative to renew and better leverage the Cadet and JCR Programs.
- Planning got underway in January 2013 and a written plan was produced in July 2013.
- The initiative was formally announced in early October 2013 and the plan released in late October 2013.
- The focus presently is on:
 - Communicating Renewal to a wide range of program stakeholders.
 - Beginning (continuing) work on the ten Phase 1 objectives.

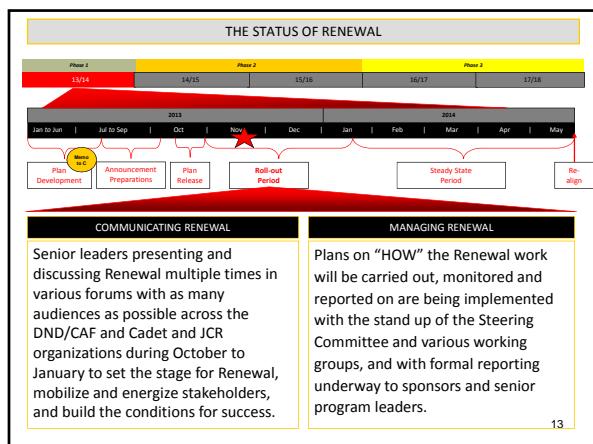
5

THE AIM OF CADET AND JCR RENEWAL

Renewal is about improving delivery of the Cadet and JCR Programs by **reducing overhead costs, reinvesting resources in the community-level programs**, and **growing the Cadet and JCR populations**.

It involves the CAF **realigning and restructuring, to a degree**, in order to deliver a relevant, effective and efficient community-based and summer (advanced) Cadet and JCR Programs.

6



LEAGUE & DND/CAF AVENUES FOR ENGAGING / COMMUNICATING / REPORTING
TO DATE <ul style="list-style-type: none"> ➤ Routine annual meetings/conferences such as NCC, League AGMs, D Cdts & JCR and League Exec Directors Meetings as well as similar meetings conducted regionally. ➤ Involved with <u>CRS Review</u> and crafting the Management Action Plan (MAP). ➤ Involved with DGRC and C Res & Cdts in <u>drafting the Renewal Plan</u>. ➤ Involved with MND for the formal <u>Renewal announcement</u>.
GOING FORWARD <ul style="list-style-type: none"> ➤ Engage by participating in a <u>working group</u> or <u>provide input/feedback</u> when consulted by a working group. ➤ National and Provincial League Executives would be <u>Renewal Champions</u> helping communicate about Renewal across the organization during meetings and visits. ➤ Read information pushed out by <u>email or Bulletins</u> or visit the <u>Renewal webpage</u> to pull information out. https://portal.cadets.gc.ca ➤ Employ League websites, social media and newsletters to <u>help pass the word</u>. ➤ Continue to receive information and reports and discuss Renewal as part of routine <u>annual meetings/conferences</u> such as NCC, League AGMs, D Cdts & JCR and League Exec Directors Meetings as well as similar meetings conducted regionally. ➤ TBD – Improvements to the <u>Program Governance Structure</u> over the next couple of years will open doors to better engagement and communications.

14

RENEWAL OF THE CADET AND JUNIOR CANADIAN RANGERS PROGRAMS

Questions & Answers

and


Open Discussion

15



ANNEX 2


CHILD SAFETY WORKSHOP PRESENTATION POWERPOINT




Air Cadet League of Canada

Criminal Record Checks for Volunteers


Mark Scott
Policy Analyst
Canadian Criminal Real Time Identification Services


 Royal Canadian Mounted Police Gendarmerie royale du Canada



Topics


- Why screen volunteers
- Volunteer Canada's 10 Steps of Screening
- Criminal Record & VS checks
- Criteria for VS checks
- Sources of police information
- Why are local records important
- Process for VS checks
- Processing times for VS checks
- What information is provided
- What's coming

 Royal Canadian Mounted Police Gendarmerie royale du Canada



Why Screen Volunteers?

- To find the right person for the task
- To protect clients
- To protect the organization

 Royal Canadian Mounted Police Gendarmerie royale du Canada

Volunteer Canada's 10 Steps of Screening

1. Assessment for the position
2. Position description
3. Recruitment (formal process)
4. Application (standardised forms)
5. Interview
6. References
7. Police Checks
8. Orientation & Training Sessions
9. Support & Supervision
10. Follow-up & Feedback



Criminal Record (Police) Checks

Different types depending on province

- Convictions only
- All information available to police
- Vulnerable Sector (VS) checks



Vulnerable Sector (VS) Checks

Record suspensions (pardons) for sex offences

- Per *Criminal Records Act*

Three national data bases

- Investigative Data Bank
- Identification Data Bank
- Intelligence Data Bank

Local police records


- Per Ministerial directive

May include PIP (Police Information Portal)



Criteria for VS checks

- Position of trust or authority over children or vulnerable persons
- Specific to position
 - Not part of departmental security check
- Pursuant to sec 6.3 *Criminal Records Act*



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Sources of Police Information

Canadian Police Information Centre (CPIC)

- National system for sharing police information
 - Investigative Data Bank
 - Identification Data Bank(criminal record)
- Police Information Portal (PIP)

Local police records


Royal Canadian Mounted Police
Gendarmerie royale du Canada

Why are local records important?

Local police records contain information that may not be in national data bases; for example:

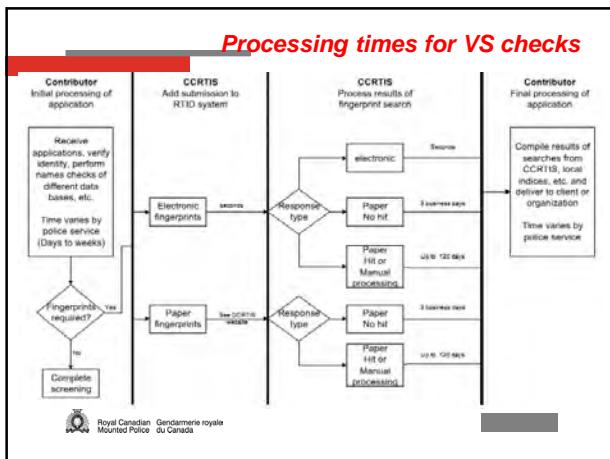
- Indecent exposure to children (before 2010)
- Indecent exposure to adults (before 2011)
- Some prostitution related offences
- Peace bonds


Royal Canadian Mounted Police
Gendarmerie royale du Canada

Process for VS checks

- **Application made at police service**
- **Police conduct name based checks**
 - Local and national data bases
 - If no match, results given to applicant
- **If possible match, fingerprints required**
- **Fingerprints sent to CCRTIS**
 - If record suspension, consent of Minister to release
- **Certified criminal record product sent to police**
- **Police provide results**

Processing times for VS checks



What information is provided

Adverse contacts with police

- **Criminal charges**
 - Convictions
 - Non-convictions (withdrawn, dismissed, etc.)
- **Peace bonds**
- **Youth records**


Does not include foreign offences

❖ **N.B. Per Tadros v. Peel Reg PS non-convictions can be used for screening**

What's coming

July 2014 – All fingerprints must be electronic


July 2015 – All record checks will include fingerprints



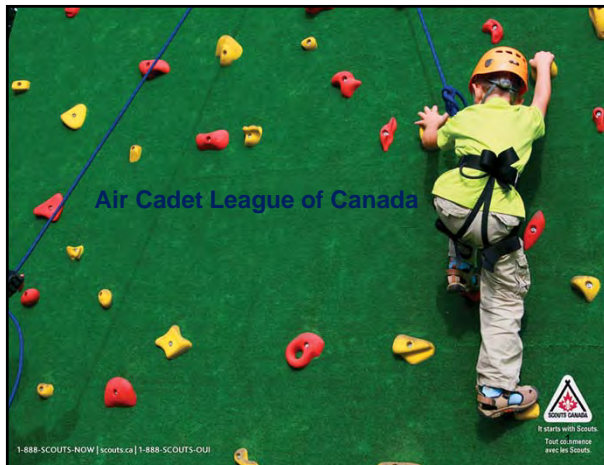
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Ongoing support & screening

- Orientation
- Recognition
- Ongoing screening
- Protection of volunteers and clients




Royal Canadian Mounted Police
 Gendarmerie royale du Canada





- Orientation
 - Training – Woodbadge I, Woodbadge II
- Recognition
 - Many levels of awards and recognition
- Ongoing screening
- Protection of volunteers and clients

1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU



- CYS is the number one priority of Scouts Canada nationally and at the council level
- Protect youth, leaders and organization


1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU



- chain of command
 - Group Commissioner
 - Area Commissioner
 - Council Commissioner
 - National Commissioner


1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU

Screening



- See PDF document

1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU



- Common scenarios - how to deal with them
 - False / unsubstantiated accusations
 - Sexual impropriety in a Church
 - Facebook – youth locked in port-a-potty

1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU



- Common scenarios - how to deal with them
- Factual Accusations – no intent to harm
- Canoe trip – Pena Colada song
- Conflict resolution

1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU



- Common scenarios - how to deal with them
- Factual Accusations – intent to harm
- Pulling youth by Knecker

1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU



- Suspension / termination / reinstatement

1-888-SCOUTS-NOW | scouts.ca | 1-888-SCOUTS-OU

Volunteer Screening Policy Update



In order to ensure that all Scouts Canada youth members continue to benefit from a safe and healthy environment in which to explore Scouting programs, the Board of Governors recently approved a number of changes to member screening policies. These changes were undertaken to address a number of opportunities identified by the external Child and Youth Protection Advisory Committee. In addition, they ensure that all members in a position of trust are aware of Scouts Canada's Code of Conduct and are knowledgeable of their obligation to plan for and deliver programs in a safe manner.

Scouts Canada's screening policies and adult registration practices are designed to clearly demonstrate our commitment to keeping our youth members safe from harm at all times.

The recently approved policy, which comes into effect on September 1, 2012, is reflected in the table below.

New Members:

	SCOUTS CANADA MEMBERS			NON-SCOUTS CANADA MEMBERS		
	Responsible Position under 18 (e.g. SIT, AL, CYC, AYC)	Rover Scout	Scouter & other adults (e.g. BP Guild)	Parent Helper & other Adults - Regular Meeting; Day Activity (occasional)	Parent or Guardian - Overnight	Adult - Overnight
NEW						
Application	Yes	Yes	Yes	No	No	No
Interview	Yes	Yes	Yes	Code of Conduct, expectations	Code of Conduct, expectations	Code of Conduct, expectations
Reference Check	Yes	Yes	Yes	No	No	No
Signed Code of Conduct (annual)	Yes	Yes	Yes	Yes	Yes	Yes
PRC (Clean)	No	Yes	Yes	No	No	Yes
VSS (Clean)	No	No	Yes	No	No	Yes
Mandatory Training	Yes	Yes	Yes	No	Child & Youth Safety	Child & Youth Safety
Supervision	Yes - 2 registered adults	No - always 2	No - always 2	Yes - 2 registered adults	Yes - 2 registered adults	Yes - 2 registered adults
Count for Ratio?	Yes - if WB1	Yes - if WB1 (Effective Sept. 2013)	Yes - if WB1 (Effective Sept. 2013)	No	No	No
Other Restrictions	No	No	No	Role explained to youth	Role explained to youth	Role explained to youth

Member Registration Steps

SIT Scouter in Training AL Activity Leader CYC Council Youth Commissioner
 AYC Area Youth Commissioner WB1 Wood Badge 1



No pending member can participate in Scouting programs or wear the Scouts Canada uniform without first completing all of the registration and screening steps noted in the table on page 1. For clarity, the term occasional refers to between three and five times annually. Non-members attending more than five meetings in a given Scouting year should be registered in keeping with the steps outlined above. Members must apply for a Police Record Check (PRC) upon turning 18.

The mandatory training program is comprised of the following:

- **Module 1 of Wood Badge 1**
- **Accessibility Training**
- **Child & Youth Safety Training**

The full training program is available online via e-learning (accessed through myscouts.ca) or can be completed in person.

Returning Members:

	SCOUTS CANADA MEMBERS		
	Responsible Position under 18 (e.g. SIT, AL, CYC, AYC)	Rover Scout	Scouter & other adults (e.g. BP Guild)
RENEWING			
Application	Yes	Yes	Yes
Interview	If new Group, Area, Council	If new Group, Area, Council	If new Group, Area, Council
Reference Check	If new Group, Area, Council	If new Group, Area, Council	If new Group, Area, Council
Code of Conduct	Yes	Yes	Yes
WB1 Training	Yes (Grace period until Dec. 31, 2012)	No	Yes (Grace period until Dec. 31, 2012)
PRC Renewal	N/A	3 years from last PRC	3 years from last PRC
VSS Renewal	N/A	No	No

SIT Scouter in Training AL Activity Leader CYC Council Youth Commissioner
 AYC Area Youth Commissioner WB1 Wood Badge 1

Other policy changes approved for future implementation

Several other policy changes were adopted by the Board of Governors for implementation in subsequent Scouting years. These are as follows:

1. Effective September 1, 2013 new volunteers who have not completed Wood Badge 1 for their primary role will not count for ratio, and effective December 31, 2012 renewing volunteers who have not completed Wood Badge 1 will not be an active member.



Frequently Asked Questions For Scouters

Q: What are the major changes between current policy and the revised policy as approved by the Board?

- All members over the age of 18 require consistent screening; this is a change for Rover Scouts and BP Guild members.
- Rover Scouts participating as members do not require VSS.
- All members under the age of 18 acting in a position of trust (e.g. camp helper, SIT, AL, CYC, AYC) must go through the same screening as adult screening with the exception of the police records check requirement.
- Addition of mandatory training to the registration process.
- Addition of a requirement to certify review and acceptance of the Code of Conduct each year as part of the registration process.
- Wood Badge 1 training must be completed prior to renewal of membership. This is consistent with current policy on training but differs from current registration practice.

Q: What are the expectations of parents or guardians attending overnight activities with their own child?

Parents or Guardians attending an overnight Scouting activity with their own child are not required to provide a PRC so long as they do not have responsibility for other youth and that they are supervised by two registered adult members at all times. They must, however, complete the other screening steps as defined in the policy. Parents or Guardians assuming a position of responsibility for other youth or who act as a resource (e.g. camp cook) must be screened in accordance with the adult overnight requirements.

Q: What are the expectations of parents or guardians attending day activities with their own child?

Parents or guardians who accompany their own child on outings or who observe Scouting activities (i.e. do not participate as a resource) do not need to be screened. A few examples of this include: attending a BP banquet, attending a hike or attending a museum tour with their own child. During all of these activities the 2 leader rule must be followed at all times, and it is important to provide

these parents with an overview of expectations surrounding safety. Parents or guardians who participate as a resource need to be screened in accordance with the Parent Helper requirements. A few examples of the Parent Helper include: leading a hike, geocaching or astronomy session, supervising during Apple Day, or managing fundraising activities such as bottle drives and Christmas tree sales.

Q: If we ask a Venturer Scout to come help at Cub camp for the weekend but they aren't registered as an SIT or AL, do they have to be screened?

Similar to adults, there are different screening requirements depending on the type of participation. For meetings and outings the screening is the same as for any non-registered adult: only the Code of Conduct and an expectations discussion is required. For overnight camps, in addition to the Code of Conduct and expectations discussion, the Venturer Scout must complete the Child & Youth Safety Training. These Venturer Scouts do not count towards ratio, so the 2 leader rule must be followed at all times.

Q: Can a Rover Scout participant have a criminal record? Are there any exceptions for Rover Scouts?

The exemption process for PRCs is documented in Section 3000 of Bylaw, Policies & Procedures.

Q: Do BP Guild members have full membership rights if they are screened like Scouters?

The screening requirements apply to all adults (individuals aged 18 years and older) who apply to be members of Scouts Canada. All applicants who successfully complete all of the screening requirements are eligible to be members of Scouts Canada; this includes members of the BP Guild.

Q: How do we ensure hired resource persons (e.g. canoe guide) are screened properly?

- For companies, confirm PRC and reference checks done for employees; review expectations re: Code of Conduct with specific guide and youth; steps should mirror non-member adult screening.
- For private individuals, complete non-member adult screening as specified in the policy.



Frequently Asked Questions For Scouters (con't.)

Q: What if parents want to attend activities just to watch their child from the sidelines but not participate at all? Do they need to be screened?

If parents are not participating, screening is not specifically required; however, best practice would be to provide all parents with an orientation to Scouting and an outline of the Code of Conduct at some point early in the Scouting year. We should engage parents in helping us to ensure the safest environment possible for their youth.

Q: How long do volunteers have to complete Wood Badge 1 training for their primary role?

Volunteers must complete the full Wood Badge 1 course within their first year as a volunteer.

Effective September 1, 2012, all volunteers must complete Module 1 of Wood Badge 1 before they can be an active member and participate in any Scouting activity as a volunteer.

Effective December 31, 2012, all renewing volunteers must have completed Wood Badge 1 before they can be an active member and participate in any Scouting activity as a volunteer.

Q: When referring to members under 18 years of age, what is a "responsible position"? Does it include youth leadership roles such as Kims and Patrol Leaders?

Members under the age of 18 who are serving in volunteer leadership roles as defined by Bylaw, Policy & Procedures (Activity Leaders and Scouters-in-Training) as well as those serving in Youth Commissioner roles are considered to be serving in responsible positions with respect to youth. Other youth leaders such as Kims & Keeos, Patrol Leaders and Venturer Scout Presidents do not require screening in order to be members of Scouts Canada and participate in our programs.

Q: Is the Volunteer Screening paper form still available for tracking Interview responses and Reference information?

Yes. It can be found at:

<http://www.scouts.ca/sites/default/files/Volunteer-Screening-Checklist-en.pdf>



Frequently Asked Questions For Parents

Q: What is Scouts Canada's policy on parents/guardians participating in Scouting activities?

We encourage parents to get involved in their child's Scouting activities. In fact, the majority of our volunteers are parents. This can mean assisting at an event or becoming a Scouter. However, Scouts Canada believes that it is important for all individuals working with our youth to have proper training and screening to ensure the safest experience for our members.

Q: What is a parent's/guardian's role at a Scouting activity?

The primary responsibility of Parents/Guardians lies with their own child. Parents/Guardians are often asked to help as a program resource person (sharing a skill or hobby) or bringing snacks for Beaver Scouts or Cub Scouts outings. Parents are required to complete screening (as per the Non-Scouts Canada Member screening chart) and are always under the supervision of at least two registered Scouters. Parents are permitted to participate in 3-5 Scouting activities per year before they must become a Scouts Canada member.

Q: What can parents expect if they need screening to participate in a day time activity?

There are three simple steps to screening parents – it won't take more than 10 minutes.

- Scouters will discuss what is expected of parents at the activity.
- Parents will need to read, understand and sign our Code of Conduct annually.
- They will introduce the parents to the rest of the youth and explain their role at the activity.

Q: What screening is required for parents/guardians to attend an activity over night?

Requirements are the same as if attending a day time activity with one addition. All adults staying over night must watch the Child and Youth Safety training video.

- Scouters will discuss what is expected of parents at the activity.
- Parents will need to read, understand and sign our Code of Conduct annually.
- Scouters will introduce the parents to the rest of the youth and explain their role at the activity.
- All adults need to watch the Child and Youth Safety training video.

Q: When does a parent need proof of a clean Police Records Check?

Non-members participating in more than 5 activities in a given Scouting year should be registered as a Scouts Canada volunteer,

following the screening steps for Scouts Canada Members, which includes providing a clean PRC and VSS. Parents who strictly observe the activity are not considered to be participating.

Q: Has Scouts Canada changed their policy with regards to Non-Scouts Canada Members?

Scouts Canada has had a screening policy in place for non-members for many years. It has recently been revised and strengthened, however. Society's view of child safety has evolved from a time of little recognition to one of heightened awareness. We place great importance on creating a fun and safe environment for our members, especially children and youth. As part of its 2012 Child and Youth Safety Plan, Scouts Canada has strengthened its non-member policy to reflect today's realities. We are all responsible for keeping youth safe.

Q: What is Scouts Canada's policy on resource people recruited to help during day time activities?

Whether it's the fire department, someone from the orienteering club or any other resource person, people who participate in day events need to be screened exactly the same way as a parent:

- Scouters will discuss what is expected of resource people at the activity
- Resource people will need to read, understand and sign our Code of Conduct annually
- They will introduce the resource people to the youth and explain their role at the activity

Q: Are resource people also screened if they stay over night at a Scouting activity?

Yes, if resource people are participating in an over night activity they must:

- Scouters will discuss what is expected of resource people at the activity
- Resource people will need to read, understand and sign our Code of Conduct annually
- Scouters will introduce the resource people to the youth and explain their role at the activity
- Provide a current and clean police record check with vulnerable sector screening, verified by a Commissioner
- Watch the Child and Youth Safety training video.

Q: Do parents and other resource people need to sign an individual release and hold harmless agreement?

No, not if they have been properly screened.





ANNEX 3

Board Training Workshop Notes

Transcript of Air Cadets Board of Directors training

Animated presentation can be found at: <http://prezi.com/user/coukell>

Board of Directors training

Structure of a not for profit in Canada

Mayor

moving forward...

do your homework

types of Boards of Directors

Policy Governance Board (Carver)

Policy Board

Working/Administrative Board

Collective Board

Continuing the process

due diligence

the care that a reasonable person exercises to avoid harm to other persons or their property

objectives

we will explore:

Board structures and the role and responsibilities of the board

Board legal obligations

Essential elements contributing to board effectiveness

Governance Continuum

Board of Directors tend to evolve over time

Governance

Board

Management

Board

The board is responsible in five key areas:

1.

To establish the organization's mission, vision, and direction

- vision and values

- mission and philosophy

- strategic planning

- programs and services

- evaluation

2.

To ensure the financial health of the organization

3.

To ensure the organization has sufficient and appropriate human resources

- responsible for the working conditions in the organization
- responsible for hiring, giving direction to and evaluating the senior staff person
- responsible for ensuring the capability, suitability and vitality of its membership
- responsible for ensuring the existence of a Nominating Committee

4.

To direct organizational operations

- responsible for ensuring that the organization and its directors are in compliance with its legal requirements
- responsible for ensuring that the board works effectively
- oversees organizational structure and agency administration

5.

To ensure effective community relations

- respond to changing needs/pressures in the community
- find new ways to meet needs
- use marketing and public relations

Role of the Board

responsibilities

Every member of the Board of Directors is expected to do the following:

Prepare for and attend board meetings

Work as a team member and support board decisions

Participate in the review of the Organization's mission and objectives and the development of a strategic plan

Monitor the performance of the organization in relation to objectives and core values

Approve the budget and monitor financial performance in relation to it

Abide by the by-laws, code of conduct and other policies that apply to the board

Establish, review and monitor policies that guide core operational practices (eg. financial management, human resource management)

Participate in hiring and releasing the Executive Director

Participate in the evaluation of the Executive Director

Participate in the recruitment of new board members

Participate in the evaluation of the board itself

Participate in committee work

Attend and participate in the Annual General Meeting

Keep informed about community issues relevant to the mission and objectives of the Organization

Chair

Councillors

C.A.O.

Directors

Executive

Director

MFIPPA

FIPPA

PHIPA

Charities Act

Not for Profit Corporation Act

Corporations Act

Tax Acts

internal Policies

Internal Bylaws

who is responsible?

how are YOU responsible?

scenario

who was assessed damages?

who paid the damages?

why?

EFF-ing Board Meetings

efficient

effective

be prepared

Roles - Board of Directors

Chair

Vice-Chair

Treasurer

Corporate Secretary

DIRECTORS

evaluation

succession planning

nominations committee

prepare yourself - helpful hints that will make meetings better for everyone

insist you get things in advance

read the things you get in advance

ask questions in advance

come prepared to discuss each item on the agenda in an efficient manner

planning - why is it strategic?

strategic planning is as important as running an organization

don't just write it - visit it regularly

Board member - when you are at a Duly Constituted Meeting

work together

be efficient

continue to learn

GUEST OF HONOUR
COLONEL NAMIESNIOWSKI
Director Reserve and Cadets

MASTER OF CEREMONIES
CRAIG HAWKINS
Past President



PROGRAM

Arrival of Head Table Guests
piped in by Bob Tracy

Grace by Irene Doty

After coffee has been served:

Toast to the Queen of Canada
Toast to the Royal Canadian Air Force
Toast to the Royal Canadian Air Cadets
Toast to the Air Cadet League of Canada

Introduction of Head Table Guests
Introduction of Special Guests
Special Presentations

Presentation of Awards

Closing Remarks



Semi-Annual Meeting
Assemblée semi-annuelle

2013

Recognition Dinner
Dîner de reconnaissance

COLONEL NAMIESNIEWSKI **DIRECTEUR RESERVES ET CADETS**

Le Col Namiesniowski a commencé sa carrière en tant que réserviste de la Marine en 1977. Il s'est joint à la Force régulière en 1986 après avoir terminé son baccalauréat spécialisé en géographie à l'Université Carleton. Il a suivi le cours élémentaire d'officier et la formation de contrôleur des armes aériennes à North Bay avant d'être affecté à la Région canadienne du NORAD à North Bay. En 1991, il a été envoyé à Geilenkirchen, en Allemagne, en tant que contrôleur de la surveillance à bord du système aéroporté d'alerte et de contrôle (AWACS) de l'OTAN. Au cours de son affectation, il a survolé plus de 100 fois l'ex-Yougoslavie dans le cadre d'opérations de l'ONU et de l'OTAN.

En 1995, il est revenu au Canada et est devenu le premier contrôleur d'armes aériennes affecté au 2e Groupe des opérations maritimes, à Esquimalt. Il a été appelé à mettre en œuvre un programme permanent de contrôle d'opérations aériennes pour appuyer la Marine canadienne sur la côte Ouest. En 1997 il a été promu au grade de major et muté à l'Oklahoma en tant que commandant d'équipage de mission à bord de l'USAF AWACS. Il a participé à trois déploiements dans le cadre de l'opération Southern Watch pour faire respecter la zone d'interdiction aérienne en Iraq. Il a joué un rôle prépondérant lors de l'intervention de l'équipe de l'AWACS à la suite des attentats du 11 septembre et pendant les mois suivants. Il a réalisé plusieurs vols durant la mission de défense aérienne nord-américaine, l'opération Noble Eagle et joué un rôle déterminant dans la planification du déploiement de l'opération Enduring Freedom en Afghanistan. L'USAF lui a décerné la médaille du service méritoire des États-Unis en guise de reconnaissance pour son service éminent. En 2001, pendant son affectation aux États-Unis, il a terminé une maîtrise en gestion des ressources informatiques à l'Université Webster.

À la suite d'une phase opérationnelle professionnelle captivante, il a entrepris, en 2002, un cheminement de carrière administratif en tant qu'officier d'état-major à Ottawa. Il a suivi un cours de langue française d'un an puis a été nommé gestionnaire de carrières en contrôle aérospatial. En 2005, il a obtenu son diplôme du Collège d'état-major et de commandement des Forces canadiennes avant de revenir à Ottawa pour prendre le commandement du Détachement des capacités de fusion de l'information et du renseignement interarmées. Dans le cadre de ce poste, il a exécuté trois fonctions afin d'appuyer les forces opérationnelles au Canada et à l'étranger tout en améliorant le réseau informatique et en perfectionnant le niveau opérationnel du Centre des opérations des FC. Il a reçu une mention élogieuse du Chef d'état-major de la Défense pour avoir mis en marche ce projet en moins de dix mois, plus de deux ans plus tôt que prévu, ce qui a permis de le terminer 6 mois plus tard.

Après avoir exercé les fonctions d'adjoint du représentant militaire national du SHAPE et de commandant/officier supérieur canadien au SHAPE pendant un an, le Col Namiesniowski a été promu, le 1er juin 2011, à son grade actuel et nommé commandant de la 22e Escadre/Base des Forces canadiennes North Bay et du Secteur canadien de défense aérienne. En août 2013, il est transféré à Ottawa et est nommé Directeur – Cadets et Rangers juniors canadiens.

POWER FAMILIARIZATION **PILOT UPGRADE SCHOLARSHIPS**

The scholarship is designed to provide top pilots with the opportunity to obtain necessary time requirements for familiarization flying.

AIR CANADA PILOTS ASSOCIATION (ACPA)

Derek van der Velden - 292 Sqn NS
Simon Bisson Roberge - 894 Sqn QC

AIR FORCE ASSOCIATION OF CANADA (AFAC)

Stephen Connors - 514 Sqn NL
Tegan Dunhill Jones - 952 Sqn AB
Thomas Savage - 690 Sqn QC

AIR LINE PILOTS ASSOCIATION (ALPA)

John Wei - 759 Sqn BC
Grace Wijaya - 781 Sqn AB
Mark Crha - 197 Sqn ON
Dustin Carriere - 10 Sqn ON

AIR TRANSPORT ASSOCIATION OF CANADA (ATAC)

Julian Audette - 307 Sqn MB

CANADIAN BUSINESS AVIATION ASSOCIATION (CBAA)

Arlin Stadnyck - 702 Sqn SK

CAE

Joren Jackson - 828 Sqn BC
Tim Keis - 861 Sqn BC
Jamie McEwen - 325 Sqn ON
Pragatheesh (Mayuran) Sathiyaseelan - 778 Sqn ON

CATLIN

Rachel Ravazzano - 690 Sqn QC
Alex Cremer - 653 Sqn ON

JAZZ

Joshua (Long Yui) Pang - 351 Sqn ON

Each of the above scholarships is valued at \$2,500. These cadets also receive a HME 110 pilot headset courtesy of **SENNHEISER CANADA**.

SCHOLARSHIPS

BIRCHALL SCHOLARSHIP \$5,000

Stephen Connors - 514 Sqn NL

DALE SCHOLARSHIP \$2,500

Colton Burke - 824 Sqn NS

COMPETITIONS

NATIONAL EFFECTIVE SPEAKING COMPETITION \$200

John Tapley - 333 Sqn NB

ANNUAL MUSIC AWARDS FOR EXCELLENCE

LONG & MCQUADE MILITARY BAND MUSICIAN \$350

Crystal Sutton - 250 Sqn NS

LONG & MCQUADE PIPE BAND MUSICIAN \$350

Rhythm Tang - 120 Sqn BC

AIR FORCE ASSOCIATION OF CANADA PIPE BAND MUSICIAN

Mackenzie Purdy - 334 Sqn NB

AATC AIRCRAFT MAINTENANCE AWARDS

CANADIAN COUNCIL FOR AVIATION AND AEROSPACE \$500

Top Academic: Victor Sims - 135 Sqn BC

AIR TRANSAT \$500

Most Improved: Megan Haffey-Leal - 52 Sqn AB

AATC AIRPORT OPERATIONS AWARDS

CANADIAN AIRPORTS COUNCIL \$500

Top Academic: Judy Chan - 135 Sqn BC

Most Improved: Hunter Smith - 185 Sqn AB

NAV CANADA \$500

Navigation: Daniel Pereira - 609 Sqn BC

Air Traffic Control and Services: Saurav Jain - 655 Sqn BC

COLONEL NAMIESNIOSKI

DIRECTOR RESERVE AND CADETS

Col Namiesniowski started his career as a Naval Reservist in 1977. He transferred to the Regular force in 1986, after completing an Honours degree in Geography from Carleton University. After completing basic officer training, Col Namiesniowski underwent training as an air weapons controller in North Bay, and was then assigned to the Canadian NORAD Region in North Bay. In 1991, he was posted to Geilenkirchen, Germany as a Surveillance Controller aboard the NATO Airborne Warning and Control System (AWACS). During this assignment, he flew over 100 flights over the former Yugoslavia in support of UN and NATO operations.

In 1995, he returned to Canada to become the first air weapons controller assigned to Maritime Operations Group Two in Esquimalt. He was tasked to initiate a permanent fighter control program to support the Canadian Navy on the West Coast. Promoted to the rank of Major in 1997, he moved abroad to be a Mission Crew Commander aboard the USAF AWACS, based in Oklahoma. He participated in three deployments as part of Operation SOUTHERN WATCH, to enforce the no-fly zone over Iraq. He played a leading role in the AWACS main response during the attacks of September 11 and during the months that followed. He flew numerous flights during Operation NOBLE EAGLE, the mission of defending North America, and was a key player in planning the deployment for Operation Enduring Freedom in Afghanistan. The USAF awarded him the United States Meritorious Service Medal to recognize his outstanding service. In 2001, while in the United States, he completed a master's degree in computer resources management from Webster University.

After an exciting operational phase in his career, in 2002 he started a command and staff phase of his career as a staff officer in Ottawa. He was appointed as career manager for aerospace control after attending a one-year French course. He graduated from Canadian Forces Command and Staff College in 2005 before returning to Ottawa to take Command of the Joint Information and Intelligence Fusion Capability Detachment. In this position, he performed three functions to support the operational forces in Canada and abroad, improving the computer network and upgrading the CF Operational level Ops Centre. He received a commendation from the CDS for initiating this project in 10 months, more than 2 years ahead of schedule, which led to the successful completion 6 months later.

Upon promotion to his current rank 01 June 2011, Col Namiesniowski was posted, after serving one year as the Deputy National Military Representative SHAPE and Commanding Officer / Senior Canadian Officer at SHAPE, to assume command of 22 Wing/Canadian Forces Base North Bay and the Canadian Air Defence Sector. In August 2013, he was transferred to Ottawa and was appointed Director Cadets and Junior Canadian Rangers.

PILOT TRAINING ACHIEVEMENT AWARDS

Established by the generosity of individual persons or organizations, these awards allow cadets to continue gaining flying or gliding experience.

VIRGINIA MITCHELL AWARD \$1,000

Emily Ostapovich - 386 Sqn BC

ERWIN ERB AWARD \$1,000

Derek vander Velden - 292 Sqn NS

ROBERT BRUCE MAR AWARD \$500

Arnold Young - 66 Sqn NWO

Kevin Patel - 191 Sqn MB

Liam John Cole - 259 Sqn BC

SABRE PILOTS ASSOCIATION (SPAADS) AWARD \$500

Arlin Stadnyck - 702 Sqn SK

Ataur Rehman - 767 Sqn BC

CAPTAIN JIM (J.T.) GOODHAND SCHOLARSHIP \$350

Lucy Poirier - 746 Sqn BC

Justin Turcotte - 5 Sqn ON

426 THUNDERBIRDS AWARD \$300

Roman Vignol - 630 Sqn QC

99'S CANADIAN AWARD IN AVIATION \$300

In memory of Isabel Peppler and Beryl Scudellari

Gwendolyne Chan-Ying - 690 Sqn QC

Heather Richards - 395 Sqn AB

Leia Hoot - 204 Sqn BC

BOMBER HARRIS AWARD \$300

Mackenzie Purdy - 334 Sqn NB

DODO BIRD CLUB \$300

Alberto Lopez-Espinosa - 872 Sqn ON

Alexie Dwulat Broddy - 395 Sqn AB

FRANK KOBE AWARD \$300

Norman Hu - 778 Sqn ON

Thomas Savage - 690 Sqn QC

Dylan de Laroque - 301 Sqn MB

Jaymes Godkin - 777 Sqn BC

Peter Farrar - 287 Sqn AB

Ryan Anton Kothbauer - 652 Sqn NS

Spencer Kothbauer - 652 Sqn NS

Stephen Yun - 504 Sqn AB

Connor Snair - 650 Sqn NB

Tegen Dunhill Jones - 952 Sqn AB

Ru Biao Tang - 396 Sqn AB

Graeme McIntosh - 952 Sqn AB

Christopher Aikens - 533 Sqn AB

Andrew Juvonen - 249 Sqn MB

Dallas Frost - 2 Sqn ON

Robert Manorowski - 758 Sqn ON

Timothy Dearsley - 164 Sqn ON

Patrick Richer-St.Onge - 710 Sqn QC

Julien Malouin-Lizotte - 697 Sqn QC

Patrick Mackay - 51 Sqn QC

BC EX-AIR FORCE POW AWARD \$300

Brett Lang - 259 Sqn BC

TERRY ANGUS MEMORIAL AWARD \$300

Grayden Kruk - 88 Sqn AB

Michael Ignagni - 182 Sqn MB

BUD CRANDELL AWARD \$250

Jordan Freeman - 250 Sqn NS

Jack Gehring - 41 Sqn SK