

**THE AIR CADET LEAGUE OF CANADA – ALBERTA PROVINCIAL COMMITTEE  
ANNUAL GENERAL MEETING MINUTES  
OCTOBER 23 – 25, 2009 – FOUR POINTS BY SHERATON – EDMONTON**

**Saturday, October 24, 2009:**

**Call to Order:**

Chairman Fred Johnsen called the meeting to order at 8:30 a.m. Saturday, October 24, 2009 and welcomed everyone to the Alberta Provincial Committee Annual General Meeting.

**1. March on the Flags & O Canada:**

Flags were presented by WO1 Duncan Ross, FSGT. Lucas Palamarek, FSGT Greg Gubersky, and FSGT Matt Carson, Air Cadets from 504Squadron.

**2. Moment of Silence for our Departed Members:**

Chairman Fred Johnsen called for a moment of silence for our departed members and for all of our Canadian Armed Forces who have been sacrificed this past year.

**3. Announcements/Housekeeping:**

Vice Chairman Darlene LaRoche went through the following housekeeping announcements:

- The first thing I want to say is that we are here for the Cadet's best interests and I would ask you please keep that first in your mind throughout this meeting.
- Point out Fire exits from this room and we are to meet outside the front doors.
- Please shut off their cell phones or put on vibrate. If a phone rings during the meeting that person will have to purchase \$5.00 of the 50/50 tickets.
- This meeting is being recorded – however, the recording can only clearly pick up those standing at the microphone. It does however, pick up conversations near the microphone so unless you want our secretary to hear what you were doing last night.....
- You must speak at the microphone to be recognized at this meeting. Anyone speaking from their chairs will not be recognized. Please state your name and squadron so you can be recorded properly. Our secretary will be busy enough without having to look up each time and guess who is speaking at the microphone. Please be courteous and speak one at a time as it is extremely difficult for the secretary to record more than one person speaking at a time. We also want all present to hear what each of you has to say on any issue being discussed.
- Our Meeting will be conducted according to Bourinot's Rules of Order
- Bob Clarke is the parliamentarian for this meeting
- Advise the procedure regarding making Motions:
  - A Motion should simply state..."I move that.... And must be seconded to be able to be discussed. If a motion contains a number of considerations, please provide it to the chairman and secretary in writing for accuracy.
- Our military partners are not allowed to put forth a Motion and should have their Motions made by their respective chairman
- Anyone can speak to a motion
- Keep comments short and to the point
- Colors of Voting Cards – please use them for voting: Executive - Blue, Sponsor Chairman- Green, Zone Delegates- Yellow, and Past Provincial Chairman-Pink.

- Only those carrying the green voting cards – chairman or proxy holders can vote on matters concerning assessment fees and motions requiring invoices to be sent to squadrons – such as assessment fees. Life members do not have a vote.
- Everyone will have received a lanyard with your name, please wear this for everyone's ease of identification including the hotel staff for meals.
- There are static displays for you to see – please stop by in the breaks
- We will have a 10 minute break in the morning and afternoon. Lunch will be at 12 noon.
- Comment Forms are on each table – please fill out and return to the Secretary. We do use these forms to help improve our AGMs and your comments are taken seriously.
- There are items at the back for sale and for you to purchase tickets on and we will be having door prizes as well. 50/50 tickets will also be available during this AGM.
- The Awards Banquet tonight will start with a Meet and Greet at 6:30 p.m. and the head table will be piped in at 7 p.m. There will be no alcohol served tonight.
- You can sign up for your tables at the back to reserve
- 14. The training sessions will be in the following rooms:
  - SSC Chairman – room 118
  - SSC Treasurers – cascade room b, upstairs
  - League Representatives – cascade room a, upstairs

#### 4. **Welcome and Introduction of Guests**

Chairman Fred Johnsen welcomed everyone and recognized the Past Chairs/Life Members:

Herb Bowdtich

Robert Clarke

Arla Hamilton

Allen Spielman

Evelyn Hutchings

Keith Mann

Bev Burke

#### 5. **Notice of Meeting**

Karen Schlegl, Secretary, stated the Notice of Meeting was emailed July 7, 2009.

MOTION: Moved by Darlene LaRoche that the Notice of Meeting was properly handled as stated by the Secretary. **SECONDED** by Claude Carignan of 533 Squadron.

CARRIED

#### 6. **Approval of Minutes from 2008 AGM**

MOTION: Moved by Claude Carignan that the Minutes of 2008 AGM be approved as distributed.

Moved by Claude Carignan, 533 Squadron, **SECONDED** by Darlene LaRoche. **All in favour.**

**CARRIED**

#### 7. **Nominating Committee Report**

Keith Mann, Past Chairman, advised that the following are the slate of officers received so far for 2009/2010:

Before I give the actual report I would like to explain how things work for the new people who are on board. Anyone who would like to come forward for any of our positions; please feel free to do so. We have to be voted on and ratified every year. We certainly do not want to give the impression that we are an elitist group and welcome new nominations to our committee. Please don't feel intimidated or shy about nominating anyone for any of these positions. The slate of officers for 2009 -2010 as proposed:

Chairman	Fred Johnsen
Vice Chairman	Darlene LaRoche
Director of Finance	Carol Cox
Secretary	Karen Schlegl
Past Chair	Keith Mann
NW Zone Director	Kevin Robinson
NE Zone Director	Ron Millham
Central Zone Director	Stan Monkman
Southern Zone Director	Pat Sulek
Director of Air Resources	Eric Steffensen
Director of Netook	Ross Hamilton
Director of Camp Worthington	Burt Gillings
Director of Camp Wright	Wally Johnsen

Mr. Chairman that was the proposed slate of officers for 2009-2010, the nominations will close tomorrow at 9:00 a.m. If anyone wants to let their name stand for any position, they must complete a nomination form and advise the Past Chairman, Keith Mann prior to 9:00 a.m. on Sunday.

Fred: Thank you Keith. As Keith said these positions are open for anyone.

**8. Summary of Executive Committee Motions for 2008/2009.**

**MOTION:** Moved by Stan Monkman to accept the motions of 2008/2009 as presented in the Report Book that was distributed. **SECONDED** by Ron Millham. **All in favour. CARRIED**

**9. Registrars' Attendance Report**

2009 AGM ATTENDEES		
Southern Zone Delegates: 4	North East Zone Delegates: 4	Central Zone Delegates: 4
North West Zone Delegates: 4	Life Members: 2	Past Chairmen: 4
National Governor: 1	National Executive: 1	Provincial Executive: 14
SUMMARY OF AGM REGISTRATIONS		
Voting Delegates		16
Life Members		4
Past Chairman		4
National Governors		1
National Executive		1
Provincial Executive		14
Squadron Participants:		

Provincial Squadrons	32
Squadrons Registered	32
Sponsors/Supporter Chairman/vice	29
CIC Officers	14
Total Registered for this AGM	147
Eligible to vote	65
Proxies	7

**10. Air Cadet League of Canada National Representative - Bob Robert :**

Good morning. Mr. Chairman, Col. Milligan, guests, welcome and thank you to everyone present. I bring greetings from President Joe Johnson, our National President is elsewhere, and I am here as we share duties. Bob is the Vice President on the National Committee, one of 5 and I expect to be the National President in a few years. VP since 2006 and Treasurer for the National Committee, ACC9's is what I deal with. I met a few of last night; I hope to meet more of you today and tomorrow. Air Cadet Program is a remarkable program, and we have a great partnership here. One – people are here because they want to be involved, not because of pay, two - the cause, the Air Cadet program is a great program which is proven time and time again. People want to being involved in cause. The partnership with the Government in my opinion is working very well. The two partners represent synergism. What is most important in the partnership is the local level with the Sponsoring committees. The SSC are the local element of the Air Cadet League of Canada. We are all league members together, the SSC's are the strength or weakness in the program.

- The SSC's must be made up of available, capable, interested individuals. Must make up of about 5 by League bylaws – preferable 7 or 8 people. Interested citizens and parents of cadets who are forming the SSC as the service club individuals don't have the interest or time to be involved.
- Recruiting and Retention – numbers have been down across Canada for last couple of years. We should always strive to increase our cadet population as well as our CI's. 3 ways to increase population in squadrons, retention, recruiting and forming new Squadrons is very important. To increase cadet population we must have cooperation from both sides. The responsibility of increasing population in officers and cadets is our responsibility.
- Financial management-hallmark of an effective sponsoring committee and is the requirement to manage the finances in the squadrons. Financial in our squadrons is big business. Many squadrons reach into the \$100 000.00 plus but there are few squadrons which only have a few thousands. Family of ACC9 Financial Statement – paper or PDF. Excel version without journals, 2 versions one with ACC9S for SSC with single bank account and the ACC9M with multiple accounts which with a push of the button your ACC9 is sent in to the National level. ACC9's can be sent via the email. Family of ACC9 is available on the Air Cadet League National website. Mr. Robert explained how financials are done with the ACC9. One of the basest procedures, is all money must go into the SSC bank account, all monies dispersed by cheques must come from the bank account – all money must come in/out of the bank account. Many difficulties for some SSC's are balancing Page 4 – if you start the year with a good reconciled bank account. We recommend you don't use your assets on page 5. This is all explained in the help guide and it is not complicated. The ACC9 does reflect the health of the Squadron. Have the ACC9 completed properly on time and accurately by October 31 of each year. The ACC9 is very important as it shows transparency in the Squadron.

- Industry or Pilaf MOU's – why? Because it is a win/win situation. We would like to interest cadets in future career occupations.
- From President Joe Johnson - Over the next five years over 40% of the work force will be ready for retirement, we are opening up positions in the Air Aviation Industry. Please see the National web site and click on partners.
- Strategic plan update – produced in 2008 and is unfolding very well. There are 4 strategic themes and 84 objectives. We have completed 35/84 objectives have been completed. When surveys are sent out – too few are returned so no accurate information.
- New ACL website – completed in September, read the Newsletter. Squadrons and SSC information needs to be updated as parents will look at the web site for contact information. Joan in the office 1 877 I Can Fly (toll free number). Another mandate that Bob is working on is that there is a foundation being set up for donations for any purposes for National, Provincial. Centre of Receiving Donations – this is a way so everyone National and Provincial Committees are not all chasing the same money. Please to say that Ron Ilko has agreed to be one of the Directors.
- Screening – SSC's are in good shape, need a drivers logs.
- Cadets – Scholarships (Burchall Scholarship and the Robert and Mary Dale Scholarship)
- Alberta Provincial Committee – don't stew if something is going right; ask the League members in your area for assistance.
- Thank you for listening to me.

#### **11. Director of Finance Report – Carol Cox:**

- Financial Statements were distributed.

Carol thanked everyone for their donations this year as we were able to apply for an Alberta Incentive Grant because of these donations this year. Thank you to Paul Fiset for working on the grant.

Doyle and Company signed on October 22, so no way we could get these to you any sooner.

**MOTION:** Moved by Ron Millham that the financial statements are approved as presented.

**SECONDED** by Veronica Work, 538 Buffalo Squadron. **All in favour.**

**CARRIED**

- ACC9: Still a few stragglers, but a lot in today.

#### **Appointment of Auditors for 2009/2010:**

**MOTION:** Moved by Carol Cox that Doyle and Company to be the auditors for next year.

**SECONDED** by Darlene LaRoche. **All in favour.**

**CARRIED**

- Carol Cox - Motion for Assessment: We have worked hard to keep our expenses down; we have not had an increase since 2000. This year, Casino Revenue has come down across the province. \$33.00 was the charge for assessment. This year, Casino revenue is consistently down, increase the assessment fee \$50.00/cadet, if the ACC9 is filed by December 1 will have a \$10.00 decrease. So then it will only be a \$7.00 increase.

**Discussion:**

Suzanne Hawkings - 65 Squadron Treasurer: the league needs to fundraise, as this assessment fees are very hard to raise for the SSC's. I was hoping that the assessment fees would be removed.

Carol Cox- Finance Director: operating costs have increased for us. Thanks to Paul we were able to get the Grant, but there is a huge increase in costs.

Trent Porter – 7 Squadron: should not be increased, other squadrons would not be able to afford this. This increase will take money away from the cadets. Can the ACL fundraise to cover this cost instead of increasing fees for the Squadrons?

Fred - Chairman of the ACL Provincial Committee: our fundraising coordinator is doing a fantastic job. Everything costs money; if we don't increase the fees then we will have cut costs and redirect funds. Where would you like us to cut costs?

Sandy Kruger -664 Chair Cold Lake: Not have the time for this year? Budget is in for the Squadron; also complimentary training has been cut. This will be taxing for the smaller Squadrons.

Carol Cox – Finance Director: said we could review case/case

Andrew Spence – 868 Squadron SSC Chair: would you consider the following. ACC9 comes out when the new recruits are in; when the assessment fees are due, are numbers are lower – refund?

Fred Johnsen-Chairman of the Air Cadet League Provincial Committee: numbers for assessment are on the past year average of cadets.

Katia Tonkin-570 Chair: new cadets, not sure if we will retain, with increased dues, less funding from DND it will be harder for the smaller squadrons to pay this.

Bob Clarke – Past Provincial Chairman: I am involved in 3 other operations involved with, everyone has the same discussion. Grants don't cover day to day operations. Increasing the fees is the only way you can do this.

Captain Cindy Munro – 810 Squadron: I understand that the economic level is different from everyone, there are solutions – retention is key. Money from our squadrons to pay for this increase, what are we getting back?

Carol Cox – Finance Director: operating costs are higher at our costs. Burt can talk about this.

Burt Gillings – Camp Worthington Director: Would you like to make a motion for closing down any of our camps, gliding centers support for SurvivAir? If money doesn't come from the increase of assessment fees, where will it come from? Money spent from the grant. Legal standards – \$50 000.00 for fuel upgrades have to be done, Netook has to be upgraded, and these things cost money, so where should this money come from. Some squadrons don't pay their assessments fees. If all paid their assessments maybe we could reduce the increase for assessments. The money has to come from somewhere.

Keith Mann – Past Chairman: Cadet Numbers - assessment for average of numbers from last year (10 months), big key is recruiting – always a big spike at the beginning of the year. Truer picture is later on in the year. This year's numbers are for next year's assessment fees, we go by the last years' average. We try as the Provincial Committee to do what we believe is best for the Squadron Committees. Point I am trying to make is fundraising involves everyone in this room. We try to make the best possible decisions for you and the Squadrons. We know everyone is taxed with work you are doing in your Squadron level. Please don't say you have to fundraise more, there is no you in this room – fundraising involves everyone.

Paul Spurrell – 874 League Rep: page 3 on financial reports – cost has gone up \$11000.00. Revenue has also gone up \$75.000.00

Carol Cox- Finance Director: due to Casino Revenue.

Fred Johnsen - Chairman: Casino movement across the Province – all casinos will decrease (rural and in the urban) to equalize the revenue across the province.

Bob Murray - 187 Chair: increase 51%, with discount it is 21%. We had no notice of this change. We had no word of this before now; big increase to find out about out of the blue.

Andrew Spence - 868 Squadron: just recently had our casino, glad Fred brought this up. We have to spend more, rent costs more, transportation costs more. We would be against pooling our money from the Casinos. So I would be against it, as it costs more in the rural areas.

Fred Johnsen - Chairman: we look after the entire infrastructure in the province. If we don't have the money for updates then the safety is compromised for cadets.

Paul Fiset - Fundraising Coordinator: Paul volunteered to fundraise, so far \$50 000.00 was raised, but more is needed. These things need time. There has been a break on the assessments fees for the last 7 years – we could have raised the fee cost \$1.00/year and then we would be at the same level. It is up to you but the League does need the money. Do we shut things until they get repaired?

Carol Cox – Finance Director: Thank you Paul. I would now like to get back to the vote.

**MOTION:** Moved by Carol Cox that the assessment fees of \$50.00/cadet, if received by December 1 there will be a credit of \$10.00/cadet. **Seconded by Trent Porter, 7 Squadron**  
Only chairs to vote: **FOR: 17, AGAINST: 12, CARRIED**

Carol Cox:

- 5 year operating budget and 5 year capital budget. We have worked in the increase in the assessment fees into the budget.
- Fred: 5 year capital budget is a requirement and is critical we have that in place.

**MOTION:** Moved by Claude Carignan, 533 SSC Chair to accept the operating budget.  
**SECONDED** by Andrew Spence, 868 Squadron. **All in favour. CARRIED**

**Discussion:**

Claude Carignan – 533 Squadron: Are you doing two Casinos every year?

Carol Cox – Finance Director: no we are only allowed one year – every 18 months.

Keith Mann – Past Chairman: because we are a provincial committee we can chose the casino and location but still only one per year.

Fred Johnsen - Chairman: only once a year provincially regardless if in Calgary or Edmonton. We are trying to address this issue.

Claude Carignan – 533 Squadron: notice of motion we would like to have more notice especially about finances. It behoves that we get more notice of changes so the sponsoring committees can discuss and so we can put this into our budget.

Fred Johnsen - Chairman: I do apologize and that will never happen again on my watch. I will take personal blame for that and we did just discuss at our last executive meeting.

Sally Cook – 15 Squadron Medicine Hat: You are forecasting Casinos will go down to \$40 000.00 but still have in the budget as \$80.000.00.

Carol Cox – Finance Director: we don't know what is going to happen so it would be hard to forecast.

Keith Mann – Past Chairman: wouldn't affect our budget this year, would affect next year. There is still no decision regarding this and don't expect for a couple of years. We may to change the casino revenue into the 2010/2011 year's budget.

Fred Johnsen – Chairman: Thank you Keith.

Darrell Fiss - 572 Squadron: Doesn't the constitution say that any motion is brought up at a AGM will follow through on the next year?

Carol Cox – Finance Director: I am not sure; I don't have anything with me on that right now.

Evelyn Hutchings – NE Zone Director: Only time we need to bring up now is when we are changing the constitution.

Brian Morasch – 187 Squadron: will you let this group discuss 5 year budget this at the next years AGM?

Sandy Fricker - 664 Squadron Chair: looking at the operating budget – please explain why the expenses remain the same over the next 5 years but apparently the expenses are going up?

Carol Cox – Finance Director: Drawing up is very difficult as you can't forecast increases. We try to adjust it every year – it is only a projection.

Sandy Fricker – 664 Squadron Chair: I understand that it is difficult to forecast. In regard to the camps – should we close the camps? Can you explain what the camps are used for? Our squadron doesn't use the camps.

Fred Johnsen - Chairman: the camps are a facility for survival training (mandatory training) for the Squadrons. Costs have gone up for these camps – they are costly to maintain. Camp Wright – in order to shut down it would cost around 30 million dollars to shut it down. This camp is used 365 days a year by all kinds of organizations.

Burt Gillings – Camp Worthington: regarding assessments: go out December 1. That number is from the cadet average from next year. Any monumental increase in cadets will not affect your fees this year. You budget for your cadets. Camps – started as a centennial project .Camp Worthington is a Wilderness Survival Camp as long with Camp Wright. Gliding centres are for the cadets for learning resources. Survival camps for exactly the same reason. Cadets have the opportunity to learn and then to pass on their knowledge to other cadets. Burt explained about the use of the camps and what happens when a cadets enters the front gate. If you close the camps down – you have to return the camps to original shape. This would bankrupt this organization! The camps have to be maintained for use for the cadets for safety, or DND would not approve of cadets using the camp.

Discussion

Theresa Bardecki – 781 Squadron Treasurer: user fees for the camps – we haven't used. Is there a discussion about user fees for these camps? Is user fees money been set aside?

Carol Cox – Finance Director: User fees – we have not discussed but may in the future.

Ron Hockridge-Central Zone Delegate: Looking for clarification about the operating budget for the year.

### **Capital Budget**

**MOTION:** Moved by Carol Cox that the capital budget be approved as presented. **Seconded** by Darlene LaRoche. **All in Favour.**

**CARRIED**

### **Discussion:**

Jason Larden-903 Squadron Chair: Camp Wright – cooking facilities? We don't use fresh rations only IMPs.

Col Milligan - DND: As far the IMP's we have boat loads of these. We are not upset about this as it is fresh food. It is across the whole region. It does reduce costs. I don't write the policy, we are rule bound organization, and if we are told that this is how food is to be prepared then that is what we do. I am aware of how annoying it is, it is a risk management thing. At my table and at Strat level is things have gone out of control. We try to inject realism into the process. We are working on it and hopefully in a year or two this may be resolved. They are coming up with a policy that will be more user friendly. If you folks get certified to handle food yourself then you are good to go.

Fred Johnsen - Chairman: Let us stay with the budget and address the food issue tomorrow morning.

Lanny Boutin -524 Sturgeon Squadron: Infield mower is this a new purchase? What is the difference between the infield and the runway mower that was purchased?

Ross Hamilton – Netook Director: This is the mower for the runway. The infield mower is for the around buildings or for lawns like on an acreage.

Carol Cox – Finance Director: no money will be spent unless monies are received by donations or grants. Nothing else will be purchased unless money comes in for it.

Trent Porter-7 Squadron Chair: Organizations using camps – are rents being charged enough?

Fred Johnsen - Chair: Air cadets \$6/per cadets, others a higher fee. Our commitment to you - fees won't go up, for others we will be increasing.

Claude Carignan – 533 Squadron Chair: Page 3 Camp Wright – is that money that is left over from current funding? Is it carried over from previous years? Matching grant 50 000.00(match 50 000.00)

Carol Cox – Finance Director: Yes, money that is carried over. Money being applied for – if we get it, then we will put it through.

Fred Johnsen - Chairman: We are giving you a five year window about how we want things to go through if money comes in.

Burt Gillings – Camp Worthington Director: user fees do not cover costs for everything we pay for. We try to keep fees as low as we can so the squadrons can afford to use the camps. We are subsidizing the squadrons so cadets can use the camp. Cost of \$5.50/cadet per night and we haven't raised this cost in year and I don't want to raise the cost of the user fees for cadets.

Theresa Bardecki -781 Squadron Treasurer: (did not speak into the microphone)

Paul Fiset – Fundraising coordinator: Last grant was for the gliding centre – the need was there for the gliding centres. This grant only came to us in September.

**National defence fund:** Carol would like Bob Robert to explain this.

Bob Robert – Vice President of National Committee: This fund is for anyone in the league to be protected against legal suits. The rule is try to keep it at \$100.000.00, Last year it topped up at under \$80 000.00; so it needs to be topped up. We will increase this fund with a \$1.00/cadet assessment fee increase.

**Motion:** Move by Carol Cox that the Provincial Committee is to absorb the cost of the \$1.00/cadet of the assessment fees increase due to the National Defence Fund. **SECONDED** by Andrew Spence.  
CARRIED

### **10 MINUTE BREAK AT THIS TIME.**

#### **12. Reports:**

- Chairman's Report: Fred Johnsen:

Fred would like to restructure the Agenda to save time and have the ACO Report on Sunday at New Business.

**MOTION:** Moved by Fred Johnsen to accept all director reports as presented in the Report Book. Moved by Fred Johnsen, **SECONDED** by Ron Millham. **CARRIED.**

**Bev Burke:**

- Coordinator, Membership Registration Report: Bev Burke – all in the book, you must have a membership card to vote, a lot of memberships expire in October. Please keep your screening up.

Keith Mann:

Posting on the wall if you are interested in nominating yourself for any of the positions, we are open for new people on the executive. Slate is posted on the wall by the secretary's desk. Please see Keith for nomination forms.

**13. Commanding Officer RCSU (PRA) Col Milligan: Power point slide show**

Good morning folks. I am the CO of the RCSU (Pra) and was asked here today by Fred to speak to you about the reorganization of the RCSU (Pra). My aim of this briefing is to inform the Alberta Air League staff on the implementation and benefits of the new functional organization within RCSU (Pra). Col Milligan gave a brief history on his career.

Mission:

At Regional level the mission is to develop the youth in Prairie Division by delivering an exciting and first-rate cadet training program with dynamic leadership that communicates effectively and maximizes human, material and financial resources.

Vision:

Cadets developing to their maximum potential, led by highly motivated and qualified staff throughout the chain of command, unified in purpose, and accountable to the highest standards of ethics, conduct, and performance.

Aim of the Re-organization:

To ensure the establishment of RCSU (Pra) was properly structured to maximize leadership and support to Cadet training operations within our Region.

Why Re-Organize?

- Costly and inefficient work practices
- Duplication of effort
- Inefficient command and control
- Poor Corps level training
- Poor service support to Corps
- Killing Corps staff with administration duties

Guiding Principles:

- Simplifying work processes & removing unnecessary tasks
- Full-time staff completing tasks on behalf of Corps
- Providing more ACOs
  - ACR: CORPS RATIO = 1:12
  - More ACOs = more focused contact and support
- Instituting a performance measurement system
- Making staff available evenings and weekends

- Ensuring consistent support during absences (SAV's, TD, Leave, etc.)

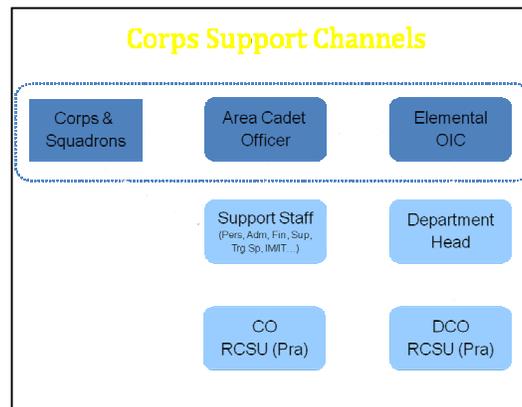
#### New Organizational Structure:

- 3 Det structure replaced by functional organization with most staff in Winnipeg
  - Functional departments lead by SME vice Det Comd generalists
  - Training section organized by element i.e. Sea/Army/Air
- More staff dedicated to the function of training
  - More ACO staff
  - Edmonton, Regina, Winnipeg
  - +Red Deer, Calgary, Saskatoon, Brandon, Thunder Bay
- Streamlined Admin, Fin, & Log functions
- RCIS (Pra) collocated in Winnipeg – leverage SME expertise
- Emphasis on electronic administrative work processes and electronic Cadet Unit Training Plan

Transformation Overview: This slide reviewed the transformation which took place during September, 2008 to September 2009.

Hours of Operation: Slide which verified the hours of operation at all levels.

#### Corps Support Channels:



#### Regional Approval via Unit Training Plan (UTP)

- RCSU (Pra) now uses the annual UTP to capture and approve the following activities:
  - All forecasted Corps Mandatory and Complementary Weekend FTXs and Training Days (10 days)
  - All RDA (elemental/discretionary/non-discretionary) SurvivAir, Wilderness Challenge, Muscon, Music Level Testing, CCMACS Stage II, CCMACS Stage III, Drill Competitions, Sports Weekends, etc; and
  - All forecasted Corps Weekend FTXs and Training Days

#### What Does Training Support Do?

- Receives approved UPTs/RFAs from Elemental Training Officers
- Conducts scheduling analysis to ensure enough equipment is available at each CSG/CSTC to fully support each weekend.

- Enters each activity into the Corps Activity Management Database
- Contacts corps 45 days in advance of each activity to confirm dates, location, participation levels and support requirements.
- Forwards consolidated support requirements for each activity to Sp SVCs for action and follows up as required.
- NLT 15 days prior to each activity forwards confirmed support plan to corps
- NLT 15 days after each activity contacts corps to conduct an AAR

#### Development Process of Corps Management:

Identify Criteria for Successful Corps → Monitor, Evaluate, and Report → Analysis → Plan

#### Corps Management Tools:

- Step 1 – Evaluation, Corps Evaluation
  - Purpose: to effectively evaluate Corps
  - Completed by Corps CO, reviewed and followed on by ACO
  - Broken down into major headings of Pers and Org, Administration, Logistics, and Training
    - Divided into 18 topical sub-headings (e.g. Classroom Management, Uniform Supply Procedures, etc.)
  - Assigns HO, DO, A1, A2, A3 rating (HO – engaging quality of instruction sessions does not allow for misbehaviour, DO – instruction sessions are appropriately controlled, A1 – instruction sessions show minor episodes of misbehaviour, A2 – instruction sessions show significant episodes of misbehaviour, A3 – little or no learning occurs, serious ongoing problems with in-class behaviours)
- Step 2 – Reporting, Corps Status Report
  - Purpose: to communicate Corps status to – Corps, Elemental OIC, League, Sponsor
  - Completed by ACO, dist to all stakeholders
  - All ratings flow from the Corps evaluation
  - Result is the assignment of an Operational Status
- Step 3 – Analysis, Support Analysis
  - Purpose: review and analysis of root causes and interrelated data from the Status Report
  - Completed by ACO in continued consultation with Corps
  - Allows for longer-term consideration and overview of all A1 – A3 issues
  - Identification of root causes and interrelated problems
  - Used to develop long term plans for the Corps, including a Recovery Plan for Corps with Red Status
- Step 4 – Support → Self Support, ACO Directed Support, Formally Planned Support
  - Purpose: provision of the right support at the right time to Corps in need
  - Managed by:
    - Green+/Green Status – Self Support – Corps
    - Yellow Status – ACO Support – ACO and Corps
    - Red Status – Recovery Plan Support - ACO and elemental OIC

#### Additional Information:

- We spent one week a month visiting Squadrons. Listening to instruction in classrooms, learning some information is wrong so the cadets are not passing their qualifying exams. Where are the staff, training officers and CO's? We want the staff to take charge of the training. Guiding principles – authority first, flow charts, with the intention of relieving the work load at the Squadron level. At Dep level, we are here to serve the staff at the squadron level not the other way around. Shawn Mahoney was responsible for 42 squadrons, and had too much to be able to keep up with the work load.
- Increased the ACO 1/12 – so ACO's only in charge of 12 Squadrons each. The ACO's spent too much time on the road and not enough time in the Squadrons for support.
- How are individual squadrons performing? Dep level should be available on the weekend for support. Before in the old structure – CO's needed to take time off for movement duties from their regular job in order to prepare for the movements as Dep didn't work on weekends. Now in the new structure – Dep will be available for support on the weekend.
- Structure: Functional organization – Most staff in Winnipeg. ACO – in the province to handle most items, if not help available in the Winnipeg. Sea boss, Air Boss, and an Army boss. More staff available for training. Moved the School house staff to Winnipeg - , electronic and unit training plan. SRO (Social Relations Officer) – human resources for problem issues with Officers and for behavioural issues with cadets. Safety of cadets is the utmost importance. Training Services: guy in charge of the training package, Lt. Hurdy, who will farm out to the elemental officers. It costs more for our region for delivering training program than in other regions.
- In September, 2008 received approval for more people. Wanted more ACO's, and we weren't structured the right way in the Prairie Region. Study done by Major Head, and it was approved. Military Resource Plan-protect people as much as people, some people had to move to Winnipeg, if they didn't want to move they lost their position.
- Hours of Operation – September to June: current squadron level more communication is available. Everyone is available 24/7 in the organization.
- Current Squadrons: need support – go to ACO, and then to Major Woollven and if necessary to Col. Milligan. Generally speaking CO's do not need an OP order for smaller events.

Col Milligan appreciated being able to talk about this reorganization process. Thank you to Fred for asking me to speak about this. Our staff in Winnipeg is excited about this change and working with all of you.

## **60 MINUTE BREAKS FOR LUNCH**

## **TRAINING AND INFORMATION SESSIONS**

### **14. Memorandum of Understanding – League and DND by Fred Johnsen:**

- This presentation was created to present the Memorandum of Understanding (MOU) to the Alberta team supporting the Cadet Movement.
- MOU is the umbrella document for the League and DND and is a Tri-Service document for air, army and sea.
- **Definitions:**
  - **Cadet duties** include:

- (a) participation in, or attendance at, an authorized cadet activity or period of instruction; and
- (b) proceeding to and returning from the place where a cadet activity or period of instruction is performed, other than:
  - (i) a parade,
  - (ii) a demonstration,
  - (iii) an exercise or other activity, or
  - (iv) a period of instruction conducted, at a local headquarter.
- In other words, if it is a supervised activity than it is a cadet duty, if it isn't supervised it is not a cadet duty.
- **Senior Cadet**
  - means a cadet appointed to a rank of, or superior to, Petty Officer First Class (PO1) in the Royal Canadian Sea Cadets, Warrant Officer (WO) in the Royal Canadian Army Cadets or Flight Sergeant (FSgt) in the Royal Canadian Air Cadets.
- **Sponsor**
  - means, in respect of a Cadet Corps or Sqn, the organization or persons accepted by or on behalf of the Chief of the Defence Staff to undertake jointly with the Canadian Forces and the supervisory sponsor, responsibility for the organization and administration of that Cadet Corps or Sqn.
- You need a sponsor to form a Squadron unit.
- **Sponsoring Committee (SSC)**
  - Means a working support committee, member of and supervised by the League, established at a Cadet Corps/Sqn and which is comprised of persons who are approved, registered and screened in accordance with League policy to discharge the functions required to support the Corps/Sqn.
- Support is the main item here – financial especially.

#### **Agenda**

- History of the MOU
- Purpose
- Objective
- Review key components

#### **History**

- In 2006, the Vice Chief of Defence Staff signed a Memorandum of Understanding (MOU) with the National Presidents Navy League of Canada, the Army Cadet League of Canada and the Air Cadet League of Canada.
- Document is generic as it is a Tri-service Document.

#### **Purpose**

- The MOU describes the roles and responsibilities agreed upon by each participant (League/Branch/Sponsor & DND (Detachment and units));
- It guides and defines how the partners will co-operate.

#### **Objectives**

- To recognize the common purpose we share in the management and operation of the Canadian cadet program by inspiring and developing in youth the attributes of good citizenship, leadership, and to promote a healthy lifestyle.
- To recognize that the participants form a collaborative arrangement that operates and supports the Canadian Cadet program - working together as a team. If one side fails that is when we start having problems in a Squadron.

- To achieve cooperation in line with existing laws, regulations and directives.

### **Key Components**

- MOU Table of Contents
  - 5.2.1 – Cadet Instructor Cadre (CIC)
  - 5.2.2 – Civilian Instructor (CI)
  - 5.2.3 – Volunteers
  - 5.2.4 – Cadets
  - 5.2.5 – Cadet Summer Training Centre (CSTC) and Exchanges
  - 5.2.6 – Local Headquarter Operations (LHQ)
  - 5.2.7 – Funding
  - 5.2.8 – Canadian Cadet Movement (CCM) Conflict Resolution
  - 5.2.9 – Insurance
  - 5.2.10 – Communications
- Recruitment of CIC, CIs and Volunteers
  - The attraction of the Cadet Instructor Cadre Officers (CIC), Civilian Instructors (CI) and Volunteers is vested in the Leagues and will be supported by DND/CF.
  - Policies concerning CIC/CI enrolment procedure and employment remain a DND/CF responsibility.
- Appointment of CIC Officers to Unit Positions
  - The selection of Cadet Instructor Cadre Officers (CIC) to fill the position of Commanding Officer is vested in DND.
  - The local Branch/Sponsor can provide feedback to the Detachment should they have concerns
  - If you have concerns, please communicate with the League or your ACO's.
- Attraction of Adults
  - Unit/squadron COs will identify staffing needs and requirements with the help of the Leagues' sponsoring committee or branch.
  - Leagues will confirm needs with Corps/squadron and take the lead in conducting local campaigns as necessary to seek out new candidates.
  - Sponsoring Committees or branches and unit/squadron COs will jointly review campaign results.
  - Provincial side – Darlene our Vice Chair is in charge of PR, and has already purchase ad space on Facebook.
- Volunteer Management
  - Leagues take the lead to recruit and manage all civilian volunteers;
  - Leagues lead in creating a volunteer pool from which to draw;
  - Note: Only volunteers that have been properly screened and approved by the leagues will be allowed to participate in cadet duty.
- Cadet Rank Appointments
  - Unit/squadron COs will identify rank/appointment needs and ensure the selection criteria meets the national policy.
  - Advise the Sponsoring Committee/Branch of the selection criteria being used
  - Include a member of the Sponsoring Committee / Branch in the selection process for senior cadets.
- Funds Management: Funds used by a corps/squadron come from two sources:
  - Public Monies through DND/CF (example Local Support Allocation or LSA.)
  - Monies raised by the Leagues or Sponsoring Committees or Branches (commonly referred to as Non Public Funds or NPF).

- Money from both sources is assembled in ONE bank account which is ***controlled and administered by the local league or sponsoring committee.***
- Public Funds and Fundraised into the Local Corp/Squadron bank account
  - LHQ COs Responsibility for Public Monies:
    - LHQ COs is responsible for identifying and accessing all public monies available to their unit.
    - LHQ COs must identify any additional requirements to the Sponsoring Committee or Branch for planning purposes.
    - The CO should be presenting the League (SSC) with an annual budget to outline plans for the year.
    - The League is to review and discuss what can be committed to and what fund raising plans will be necessary to meet any shortfall
    - The CO would then incorporate those plans into the unit training plan to ensure Cadets are available if required.
- Sponsoring Committee/Branch Responsibility for Public Monies:
  - The Sponsoring Committee or Branch must liaise with the LHQ CO in order to identify financial requirements.
  - The Sponsoring Committee or Branch must advance concerns with either the Corps/Sqn CO or the Provincial League.
  - The Sponsoring Committee or Branch is responsible to provide transparent accounting for the receipt of funds.
- RCSU (Regional) Responsibility for Public Monies:
  - The Regional Cadet Support Unit Prairie (RCSU)(P) will manage and distribute all regional allocations. This is our Headquarters in Winnipeg MB and Lt Col Milligan is their boss.
  - For planning purposes the RCSU will advise the Leagues on the status of the allocation.
- National Responsibility for Public Monies:
  - Nationally, DND/CF is responsible for acquiring and distributing adequate funding for the Canadian Cadet Organization (CCO) to cover Mandatory training. (Uniforms and Summer training as an example)
  - DND/CF is responsible for advising the Leagues on the status of the funding for the Cadet Program.
- DND/CF and Leagues' Local Support to Fundraising Activities:
  - It is the responsibility of the LHQ CO:
    - To identify the additional funds required to support the annual program with the Sponsoring Committee or Branch.
  - It is the responsibility of the Sponsoring Committee or Branch:
    - To produce annual reports where required by law and organize fundraising activities in consultation with the Corps/Sqn. CO.
  - It is the responsibility of DND/CF to implement policies in support of fundraising activities
  - It is the responsibility of the League to:
    - Monitor local activities.
    - Produce annual reports where required by law.
    - Organize provincial fundraising activities in support of League operations and cadet activities.
  - DND/CF responsibility is to:

- Establish policies for cadet involvement in fundraising activities in consultation with the Leagues.
  - League responsibility is to:
    - Consult with DND/CF on cadet involvement in fundraising activities.
    - Organize Provincial/Local fundraising activities.
- LHQ Operations –Facilities
  - League takes the lead in providing, adequate office and training facilities, where not provided by DND, including identified insurance requirements.
- Insurance
  - Nationally – Leagues negotiate and provide insurance coverage for activities
  - Provincially - Ensure any assessment due for national insurance policies are collected and remitted on time.
- Disputes concerning the MOU
  - The MOU attempts to clarify existing roles and responsibilities and address areas of ambivalence. However, if there is a disagreement between the Leagues and DND/CF...
    - Any disputes regarding the interpretation or implementation of the MOU locally will be resolved only by consultation among the participants.
    - If both parties agree that they are irreconcilable, the matter should be brought up to the RCSU and/or to the Provincial league.
    - Every effort should be made to resolve disputes at the lowest possible level.
  - Although we have outlined all areas affected by the MOU, the original document remains the comprehensive authority. It is necessary, therefore, that you take a moment to read the Memorandum of Understanding in its entirety.

**Additional Information:**

- Vice Chair also includes PR for recruiting
- Only volunteers who have been screened are allowed to participate in cadet duties.
- Cadet rank appointments – squadrons must go by the CATOS for this and follow by these rules.
- Funds management – money raised by the sponsoring committees – you control, money from DND – one bank account.
- CO's are only responsible for identifying monies needed for their budget training plan. CO should prepare their budget for the SSC for approval to plan their training plan.
- SSC must liaison with their branch to coordinate spending and fundraising – communication is key for a successful squadron.
- SSC must produce annually the financial documents needed for a successful unit; ACC9 and the financial statement as required by Alberta Registries.
- Transparency is very important.
- Disputes – should be done at the lowest possible level. League Reps is the start. Zone Directors is the next step and then provincial committee is after that.
- References: Web sites, cadet net and the National website.

**15. Cadet Suicide Prevention:**

**Power Point Presentation by 2<sup>nd</sup> Lt. McFee with 810 Squadron in Edmonton**  
Presentation attached.

Fred Johnsen – Chair: Thank you very much, very informative. Kevin Debiasio is next to talk to you about our web site.

**16. AB Web – by Kevin Debiasio:  
Presentation attached.**

Discussion from the floor:

Keith Mann – Past Chairman: postings on web sites – giving award 2 - \$4000.00 scholarships tonight. Regarding having pictures on web sites? All squadrons should have their cadets sign a FOIP form for parents to give permission on publishing their pictures.

Kevin Debiasio: any questions or complaints about pictures that are posted, Kevin will remove pictures immediately.

Darlene LaRoche – Vice Chair: uploaded a Facebook ad for air cadets. 66 clicks so far – information must be accurate on the website by the ad on Facebook. Huge amount of exposure – latest report on the ad and statistics to the zone directors has gone out.

**15 MINUTE BREAKS AT THIS TIME**

**BREAK OUT FOR ADDITIONAL SESSIONS – NO MINUTES REQUIRED**

- 17. SSC Chairman Training & Information – room 118
- 18. SSC Treasurer Training & Information – cascade room b upstairs.
- 19. League Representative Training & Information – cascade room a upstairs

**Sunday, October 25, 2009:**

**Call to Order: 0830 hours**

Fred Johnsen – Chairman: We have one award we were not able to recognize last night, Keith will make this presentation.

Keith Mann-Past Chairman: Presentation of award to Captain Riswold. In appreciation for all of Captain Riswold's hard work for Selection Boards, SurvivAir program, the calibre of John's work was very well known across the province. Award is a small token of appreciation of the work you have done for the Air Cadet League of Canada.

Burt Gillings – Camp Worthington: there was also one award to a cadet that was forgotten about last night and that was to a cadet from 781 Squadron for the Top Survival Instructor in Alberta. Is the CO or League from 781 Squadron here today? Presentation of award.

**1. Nominating Committee Final Reports:**

Fred Johnsen - Chairman: Good Morning, I will hand over the floor to Bob Robert who will be helping us with the Nominating Committee Report.

Bob Robert – Vice President of the National Committee: I call upon the Chair of the Nominating Committee Keith Mann to read the report.

Keith Mann – Past Chairman: Thank you Bob, and having received no other nominations received.

Chairman	Fred Johnsen
Vice Chairman	Darlene LaRoche
Director of Finance	Carol Cox
Secretary	Karen Schlegl
Past Chair	Keith Mann
NW Zone Director	Kevin Robinson
NE Zone Director	Ron Millham
Central Zone Director	Stan Monkman
Southern Zone Director	Pat Sulek
Director of Air Resources	Eric Steffensen
Director of Netook	Ross Hamilton
Director of Camp Worthington	Burt Gillings
Director of Camp Wright	Wally Johnsen

Having received no other nominations from the floor, I will ask the question three times:  
Are there any further nominations from the floor? Are there any further nominations from the floor?  
Third and final time - are there any further nominations from the floor for the executive?

**MOTION:** Moved by Keith Mann that in having received no further nominations from the floor, I will read the nominations for the 2009/2010 executive by elected by acclamation. **SECONDED** by Veronica Work – 538 Squadron. **All in favour, Carried.**

Chairman	Fred Johnsen
Vice Chairman	Darlene LaRoche
Director of Finance	Carol Cox
Secretary	Karen Schlegl
Past Chair	Keith Mann
NW Zone Director	Kevin Robinson
NE Zone Director	Ron Millham
Central Zone Director	Stan Monkman
Southern Zone Director	Pat Sulek
Director of Air Resources	Eric Steffensen
Director of Netook	Ross Hamilton
Director of Camp Worthington	Burt Gillings
Director of Camp Wright	Wally Johnsen

Bob Robert – Vice President of the National Committee: Thank you Keith, Congratulations to the executive and I pass on the meeting to Fred Johnsen.

Fred Johnsen - Chairman: Thank you and we are honoured for the opportunity to continue on. I do apologize again about the financial information weren't passed onto. I will be talking to the MLA again last night about the Education Credit, we hope by next year we have that in place. I would know like to introduce to you Major Dean Gillie who has a presentation for us.

## 2. Major Dean Gillie:

- Overview of Air Operations – the biggest problem we have with all involved there is still a lack of communications.
- National Level: Gliding program – do we evolve to the next step in gliding or what. I have reviewed new evolved gliders – is that what we want? This is not to replace the current program but to continue on but that is down the road. We are trying to amalgamate
- Sent cadets out to Hope, BC: sent some cadets down to fly.
- Advanced power pilot – 3 cadets from each region will be chosen for this scholarship.
- Power scholarship-funding for local flying initiative
- Interested to know that throughout the years we have flown many cadets, if the weather isn't good there isn't anything we can do about it. We fly 95% of cadets that show up at the gliding centre. The buses are not being filled, and we don't know why and this concept will be pushed. We have to make the day more enjoyable and fun for the cadets.
- Costs are going up for equipment.

Discussion:

Keith Mann – Past Chair: Advance Power Scholarship: in essence we lose 15 spots for this new program. Where are the funds and resources coming from?

Major Gillie: There are 5 regions and that is a good question. Funding does come from Ottawa – it is a National thing. There is money earmarked for different projects – there is more money coming from different areas – money isn't taken from one and put towards another. Cadets want instant satisfaction - bang for their buck. We are trying to create more interest.

Andrew Spence - 868 Squadron: Have a couple of cadets whose age is disadvantaging them a bit. Two cadets will graduate at 17 and will not turn 18 until in postsecondary. Will not qualify for scholarships. Both have moved on to flying out of the program.

Major Gillie: Licence is from transport Canada. Age is something that can't be changed. Cadets that turn 16/17 after the course – so we can not physically get their licence until their birthday. 2<sup>nd</sup> cadets who are 15 are too young as the course is too hard.

Andrew Spence- 868 Squadron: Cadet will turn 16 this year, working on a private licence this year – needs to final check to get her licence. She holds her recreational license would she still be able to apply to power?

Major Gillie: Yes, wasting a huge scholarship on a cadet who only needs to do a conversion at a gliding center. Whole scholarship for something that can be over a few weekends at a gliding centre.

Andrew Spence – 868 Squadron: Where do we get the information regarding this conversion process?

Major Gillie: See me after and I will give you some information regarding this.

Stan Monkman – Central Zone Director: Gliding is mandatory training part of cadets. Yes it is, cadets who want to be promoted need to go the gliding zone even if it is just to help out. They need this for promotions. If cadets don't participate they shouldn't advance.

Major Gillie: Yes, good point. This is very important and at the squadron level sometimes this is forgotten. Aviation day – check mark for being there.

Eric Steffensen - Director of Air Resources: Advanced Power Pilot Scholarship 2010 is a trial and its continuation is not in concrete. The trial results will be evaluated as to its benefits and whether the APPS should be continued.

Burt Gillings – Camp Worthington Director: We talked about this a few years ago and gliding being a mandatory activity. There are also other mandatory events but kids are not showing up because they don't feel like it. This isn't fair to the other cadets who work hard and participate. These cadets should not be wearing that crest on their arm

John Jackson: reference about the dream flyer – semi formal simulator course with objectives. Is there any initiative on making this a more formal program?

Major Gillie: yes there is a plan but we need somebody at the squadron to do this? Biggest problem – population and distance. We are trying to standardize the dream flyer concept.

Barbie Cramer: quick question – we don't have ground school. We have some cadets who received their licence privately. Can they be recognized through cadet program?

Major Gillie: Yes there is a CATO regarding this. I hope I covered everything. Thank you very much.

Fred Johnsen - Chair: Further to the Gliding Program -we own all of the equipment. We need to protect our assets and make sure that cadets are using these facilities and put air back into air cadets.

### 3. ACO Report by Captain Randy Fisher:

Good Morning. Report was done by Captain Shawn Mahoney.

- **General**

The 2008/2009 Training Year was another year of positive achievements for the forty two air cadet squadrons in Alberta. This report summarizes some of the highlights and key areas of focus, which we feel are bringing significant value in moving the Alberta Air Cadet program forward towards our goal of training excellence.

- **Fiscal Support**

The ACO (Air) section expended \$334,000 towards Mandatory Support Training and other optional activities conducted by air cadet squadron Local Headquarters (LHQ) in the fiscal year ending 31 March 2008. Mandatory Support Training is funded prior to funding consideration being given to optional activities. The focus for funding optional activities is on value added training activities.

The ACO (Air) section expended \$98,000 on Regionally Directed Activities this past Fiscal Year (FY). The funding was expended on the Zone Sports & Drill and the SurvivAir competition.

The ACO (Air) section expended \$56,500 of the Local Support Allocation funding. The Funding was expended on items ranging from optional training activities to the support of the squadron administration.

- **Additional Initiatives**

Some new or ongoing initiatives of note are

- a. The Unit Training Plan Template software tool was updated to include the new Cadet Program Update Level 2 information. This software tool continues to assist units in the development of their yearly training plan. In support of this update, a training session was held at Grant MacEwan College for our CIC officers;
- b. The continuation of the Sports & Drill competition and SurvivAir, which gets bigger and better each year; and
- c. The Cadet Program Update for level 2 cadets has been sent to our Squadrons and it will be delivered to our cadets this training year.

- **Challenges**

There is an ongoing need for the ALC/DND to work in partnership to recruit Appropriate Adult staff for enrolment in the CIC.

- **Most Proficient Squadron**

The Most Proficient Squadron will be announced at the Commanding Officer's Conference 19-20 September 2009. (395 Squadron congratulations)

Of course, hard work and wonderful accomplishments are happening throughout the Squadrons in Alberta. Great appreciation is extended to all of the CO's, LHQ staff, sponsor organizations and other supporting groups for the hard work and dedication, which make the Air Cadet program the success that it is.

- **Closing**

The Prairie Region Re-organization is well under way and everyone is extremely busy developing and refining new processes to enhance and facilitate our taskings. As with any changes, we ask for your patience as we continue to work together to ensure a smooth transition. Some organizational changes have already been implemented in Alberta. We now have four ACOs supporting our 42 Squadrons namely, Captain Cher Lindley Scott for NE Zone, Captain Shawn Mahoney for NW Zone, Captain Bob Bogovics for Central Zone and Captain Randy Fisher for Southern. These four ACOs now report directly to Major Bill Woollven in Region Headquarters Winnipeg. We also say farewell and thank you to WO Brian Rodgers who is now a Training Support NCO in Region Headquarters and Captain John Riswold who has secured employment with our Provincial Government. Captain Riswold informed us that he will continue to assist us with SurvivAir and with Unit Training Plan Updates.

Fred Johnsen - Chairman: Thank you Randy and we look forward to working with the ACO's this year. I would also like to thank Darrell Fiss for bringing the Dream Flyer, we could use some help to load up the Dream Flyer.

Keith Mann – Past Chairman:

- Announcements regarding West Jet Scholarship are due October 31, two pieces of information on the web site – application will go to Keith Mann first, then get reviewed and Committee will send to the best one to Ottawa. Music Scholarship is also due on the end of October – Pipes and Band. Pilot training awards due at the end of the month as well.
- Squadron updates: the committee made the decision to get the information to National about the changes. So that eliminate the need for passwords, but I don't think we should complicate the issue. Go onto [webmaster@aircadetleague.ab.ca](mailto:webmaster@aircadetleague.ab.ca) and Kevin will give you a password. For simplicity sake – best way to update your squadron is to do it yourself.
- As Darlene said yesterday, with Facebook we are getting hits and it is frustrating for parents if the information isn't correct. Keith apologizes for the confusion. Kevin has done a great job of our web site; National web site is looking great too. Make the change right away if you have a change in any positions at your squadron.

Fred Johnsen - Chairman: web site is a powerful tool. Is there any other new business?

#### **4. New Business:**

Burt Gillings – Camp Worthington: food services at Camp Wright – long history of dealing with IMP's on the military side is sometimes they are not available as it depends on supply and demand so sometimes Squadrons couldn't get their hands on them. It depends on them for getting the IMP's. The other aspect is that Camp Wright gets rented out to other groups and they have no interest in using IMP's or have no access. So we have to had to follow the mandates set out by the Province or will be shut down. Costs of running the camps are high, and they need to maintain.

Ed Shaw - 7 League Rep: Caution with Facebook. Cadet problem with Facebook – web video of questionable activity. We need to be very cautious of what is going on Facebook.

Fred Johnsen - Chairman: Thank you Ed, I agree. Communication is very important but it has to be the correct communication.

Stan Monkman-Central Zone Director: November 14 at Ponoka, Stan will bring the doughnuts.

Natashia Jeason- 781 Squadron Captain: DND not funding for scholarships boards. Can we discuss this and are the units responsible for transport?

Darlene LaRoche – Vice Chairman: At our executive meetings we discuss the financial discussions for scholarship. We will not claim mileage for boards. We will accommodate and feed you but not provide mileage. Last year \$6000.00for mileage, total cost around \$12 000.00. We want to provide the best opportunity for the cadets. DND will not provide volunteers so we are asking that CIC to volunteer their day for boards; we hope that this will happen. Also first call for volunteer's early part of December. Get your name in, if you did it before, it doesn't mean you will get in so please get your name in. We need volunteers from all over the province. Transport costs for cadets? No we do not. We want the SSC's to provide transportation to scholarships boards this year.

Sally Cook -15 Squadron: SSC to get the cadets there? Does the Officer have to go, or I can go if I am being screened.

Darlene/Fred: have to answer from the military? We don't have that today.

Captain Cindy Munro – 810 Squadron: good way to pool our resources. Share a cost of a bus between Squadrons. We want all cadets to have this opportunity.

Fred Johnsen - Chairman: This is what happened years ago.

Darlene LaRoche – Vice Chairman: CIC officer with cadets as it stands right now. We are going to encourage the squadrons to share bussing. Will take some coordination and we will do what we can to encourage squadrons to coordinate bussing.

Susanne Hawkings- 65 Squadron Treasurer: unrelated to boards. Do not do a full audit every year it will cost you half the amount. Have accountants review and only do a full review every couple of years.

Fred Johnsen - Chairman: We will take that under advisement; will have to check the societies act. I think there may be something in our bylaws as well.

5. **Next Meeting & Adjournment:**

Our next AGM will be held on October 23, 2010 in Calgary.

With there being no further business I would like to close the meeting.

6. **Meeting closed at 9:40 a.m. by Fred Johnsen, Chair of the Air Cadet League of Canada Provincial Committee.**