

**THE AIR CADET LEAGUE OF CANADA – ALBERTA PROVINCIAL COMMITTEE
ANNUAL GENERAL MEETING MINUTES
OCTOBER 29 – 31, Radisson Hotel, Calgary, AB**

Saturday, October 30, 2010:

Call to Order:

Chairman Fred Johnsen called the meeting to order at 8:30 a.m. Saturday, October 29, 2010 and welcomed everyone to the Alberta Provincial Committee Annual General Meeting.

1. March on the Flags & O Canada:

Flags were marched on.

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 sacrificed their lives 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 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

Darlene LaRoche asked if Mr. Bob Clark, Parliamentarian, would like to add anything to this.

Mr. Bob Clark, Parliamentarian

- One thing to remember is that when there is a vote, your colour voting cards must be shown.

- Bylaw changes – limited discussion as they were sent out with 60 days due notice and there was ample opportunity for questions to Mr. Fred Johnsen.
- Bourinot Rules – please follow and use simple straightforward motions, we don't want lots of discussion about a motion and then have the motion rescinded.
- Colors of Voting Cards – please use them for voting: Executive - Yellow, Sponsor Chairman- Pink, Zone Delegates- Green, and Past Provincial Chairman-Blue.
- Only those carrying the pink 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.
- Food Bank boxes outside entrance to this room until noon tomorrow. Can write cheques – give to Pat Sulek.
- We will have a 10 minute break in the morning and afternoon. Lunch will be at 12 noon.
- Comment Forms are in your registration package – please fill out and return to the Secretary. We do use these forms to help improve our AGMs and your comments are taken seriously.
- 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 – in the main conference room
 - SSC Treasurers – silver A down the hall
 - League Representatives – Rocky Mountain C
- Banquets tonight at 6:30, head table piped in at 7:00 p.m. Non alcoholic event but there will be a punch
- Sunday's dress is casual

4. Welcome and Introduction of Guests

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

5. Notice of Meeting

Karen Schlegl, Secretary, stated the Notice of Meeting was emailed August 11, 2010.

6. Approval of Minutes from 2009 AGM

MOTION: Moved by Claude Carignan 533 Squadron Chair that the Minutes of 2009 AGM be approved as distributed. **SECONDED** by Stan Monkman.

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 2010/2011:

The slate of officers for 2010 - 2011 as proposed:

Chairman	Darlene LaRoche
Vice Chairman	Kevin Robinson
Director of Finance	Carol Cox
Secretary	
Past Chair	Fred Johnsen
NW Zone Director	Barbie Anderson
NE Zone Director	Ron Millham
Central Zone Director	Roger Thompson
Southern Zone Director	Pat Sulek
Director of Air Resources	Eric Steffensen
Director of Netook	David Lanz
Director of Camp Worthington	Burt Gillings
Director of Camp Wright	Wally Johnsen
Public Relations	

Keith noted that the Secretary position does not have a name standing, this is an important position for this committee. Anyone who has sat on a committee knows how important this position is, especially ours. Karen has done yeoman's job of the position for the last couple of years but due to personal reasons, she needs to step down from the position. We respect her position on that, but we must move forward, if you have inclination for this position, I have nominations forms for you. Again, I cannot undervalue the importance of this position; we need a secretary to keep our minutes accurate. Please let me know before we vote on the slate of officers before tomorrow morning.

The other position that we were supposed to be voting on today was the Public Relations Director. There is no nomination as of yet as we found during the interviews that the job description is too vague. We can't appoint anyone but can have an interim Public Relations Director from the committee until that job description has been ratified. In the changes to the constitution we will vote on the new position of public relations director, and as soon as the job description has been ratified.

Mr. Chairman that was the proposed slate of officers for 2010 - 2011, 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 Johnsen: Thank you Keith. Again the secretary position is very important and we need to have this position filled unless we can talk Karen into staying on for this position. Karen has done a fantastic job for us, thank you Karen.

8. Summary of Executive Committee Motions for 2009/2010.

MOTION: Moved by Darlene LaRoche to accept the motions of 2009/2010 as presented in the Report Book that was distributed. **SECONDED** by Kenn Nixon, 187 Squadron League Representative. **All in favour. CARRIED**

Fred Johnsen, Chairman: Karen can you please give us the Registrar's Attendance Report?

9. Registrars' Attendance Report-Karen Schlegl, Secretary:

2010 AGM ATTENDEES		
Southern Zone Delegates: 4	North East Zone Delegates: 4	Central Zone Delegates: 4
North West Zone Delegates: 3	Life Members: 3	Past Chairmen: 4
National Governor: 3	National Executive: 1	Provincial Executive: 13
SUMMARY OF AGM REGISTRATIONS		
Voting Delegates		14
Life Members		3
Past Chairman		5
National Governors		3
National Executive		1
Provincial Executive		13
Squadron Participants:		
Provincial Squadrons		25
Squadrons Registered		29
Sponsors/Supporter Chairman/vice		43
CIC Officers		23
Total Registered for this AGM		115
Eligible to vote		49
Proxies		5

Question from the floor:

Ron Ilko, Past Chair: Can you please explain more regarding the slate of nominations and how someone can be nominated from the floor, can Keith please explain this as it was not discussed?

Keith Mann, Past Chair: For making nominations, this can be done in one of two ways, firstly by nomination ballot; you must have a mover and a seconder. You can give me this nomination before the vote of officer's tomorrow morning. Secondly, tomorrow before the final nominations report we will call for any further nominations for vacant or other positions from the floor. The slate of officers that was mentioned earlier was reviewed but it is only a suggested slate and anyone can put their name forward. Is that clear, any more questions?

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

10. Director of Finance Report – Carol Cox:

- Financial Statements were distributed. Carol thanked everyone for the submissions of the ACC9s and the assessment fees – only one not handed in. For this year, I would like to thank you for the Assessment fees already handed in. Assessment fees were not done in December as I was in the hospital, they were done in January. I have already received ACC9s for this year; Carol thanked the membership for their diligence.

MOTION: Moved by Carol Cox that the financial statements are approved as presented. **SECONDED** by Pat Sulek.

Rob Bauhuis, 903 League Rep: question on the operating budget, are we still on track?

Carol Cox, Finance Director: We are on track up until right now and we will discuss later with the operating budget. **All in favour. CARRIED**

Operation Budget

This is a five year projected budget. Only part being voted on is for this year. Passed at National last June, that National assessing all provincial committees a fee of \$10.00 per cadet. This is not being transferred for this year to the squadrons but it may have to be next year. Your assessment fee will not be going up this year it remains the same as last year.

- ACC9 in by February 1, \$50.00 assessment fee will be credited \$10.00
- 2011/2012 – No idea what the increase will be, and depends on many items such as the casino, donations, operations budget, fundraising. So there is a possibility for the next training year it will increase.

MOTION: Moved by Claude Carignan, 533 SSC Chair that the operation budget be approved as presented. Seconded by Darlene LaRoche, Vice Chairman.

ALL in favour. CARRIED

Capital Budget

There will be no purchases of anything from the Capital Budget unless it is done by donations. Camp Wright and Camp Worthington will need some work done, Fred will explain.

Fred Johnsen, Chairman: Infrastructure at Camp Wright is getting old, and we need to be replacing some cabins, there has been some work done by donations from the Regular forces, and we are trying to raise monies for the improvements, and there was also a donation from 15 Service Battalion Society. If you know of anyone who can help us to raise money for the infrastructure improvements please let us know. We are raising the cost of the camps/night and it will increase \$10.00/night per cadets. Army/Sea cadets will be \$12.00/night per cadet and other group that comes in will be \$15.00/night per person/night. If you know of any corporations that would be willing to donate to us for the camps, please direct them to us.

Carol Cox, Finance Director: Thank you Fred. Can I have a motion to accept the Capital Budget as presented. Capital budget is only for the current year.

MOTION: Moved by Roger Thompson, Central Zone Delegate that the capital budget by approved as presented. **Seconded** by Andrew Spence, 868 Squadron.

Any questions from the floor (3 times) If no questions, I call for the vote.

All in Favour. CARRIED

Any donations given can go to the Capital Budget. Donations will be applied to for what you are donating for.

Appointment of Auditors for 2010/2011:

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

SECONDED by Kevin Robinson, NW Zone Director.

Any questions (3 times)

All in favour. CARRIED

Fred Johnson, Chairman: Let's give Carol a round of applause for her hard work and for keeping us in line. Thank you Carol. *Applause from the room.* Let's take a 10 minute break.

BREAK

Fred Johnson, Chairman: Please take your seats. We will continue on right now.

11. Reports:

- Vice Chairman - Darlene LaRoche: Darlene Moved to have report as submitted in the Report Book. Seconded by Barb Nichols, 699 Squadron, All in favour, CARRIED
 - Selections boards on February 19 and will be held at the high school in Lacombe we will board in Red Deer.
- Past Chair – Moved by Keith Mann to accept his report as presented in the Report Book. Seconded by Bev Burke, All in Favour. Carried.
 - Outstanding Air Cadet Award – nominations exceeded my expectations, thank you for your nominations.
- Director of Finance – Moved by Carol Cox to have report from Report Book as presented. Seconded by Claude Carignan, 533 Squadron Chair, All in Favour. Carried
- Secretary- Moved by Karen Schlegl to have report accepted as presented in the Report Book. Seconded by Roger Thompson, Central Zone Delegate. All in favour. Carried
- Director of Netook - Moved by Ross Hamilton to have my report accepted as presented in the Report Book. Seconded by Ron Ilko, Past Chair. All in favour. Carried
 - Thank you to everyone for your support for the last 25 years, this is my last report, and this has been my third time retiring from this position. *Round of applause for Ross from the floor.*
- Director of Air Resources: Moved by Eric Steffensen to have my report as presented in the Report Book with additions as stated. Seconded by Kevin Robinson, NW zone Director. All in favour. Carried
 - Josephburg runway is getting questionable, and we have been brainstorming to come up with a solution. With Edmonton Centre airport being shut down that will be putting more strain on the Villeneuve Runway. If anyone has any ideas for a strip of land, please let me know.
- Director of Camp Wright: Moved by Wally Johnson to have report accepted as presented in the Report Book. Seconded by Claude Carignan, 533 Chair. All in Favour. Carried
 - Wally requested donations from the membership to help with the Camp to keep it safe for the cadets.
- Director of Camp Worthington: Moved by Burt Gillings to have the report accepted as presented in the Report Book. Seconded by Stan Monkman. All in favour. Carried.
 - Andrew Spence – Still waiting on the response of the lease from sustainable resources. When will we get that answer?
 - Burt Gillings – Took 5 years for Camp Wright to get that response.
 - Fred Johnson – I dealt with the leases for Camp Wright, sustainable Resource Development requires a \$25 000.00 security deposit for the lease for 25 years. We will have to deal with the same paperwork for Camp Worthington. I did get the security deposit down to \$10,000.00. It took 4 years to get this sorted out.

- Andrew Spence – If there is no lease, then there was a concern we would have to return the land to the way it was before, and that would be a huge cost. Is that right?
- Burt Gillings – yes that it is correct.
- Fred Johnson – I am working on this, I don't believe there is a chance of that happening but if it did happen then we would have to return the land to the way it was before. Camp Wright was used by 1600 people and Camp Worthington was used by 600 people. We need to make full use of these facilities.
- NW Zone Director - Moved by Kevin Robinson be accepted as presented in the Report Book. Seconded by Ron Millham. All in favour. Carried
- NE Zone Director - Moved by Ron Millham be accepted as presented in the Report Book. Seconded by Claude Carignan. All in favour. Carried
- Central Zone Director - Moved by Stan Monkman be accepted as presented in the Report Book. Seconded by Ron Millham. All in Favour. Carried
- South Zone - Moved by Pat Sulek be accepted as presented in the Report Book. Seconded by Rob Bauhuis. All in Favour. Carried.
- Chairman's Report - Fred Johnson: Moved by Fred Johnson's report be accepted as presented in the Report Book. Seconded by Roger Thompson. All in favour, Carried.

Fred Johnson, Chairman: Please look at the Secretaries report to see the volunteer hours that we tracked for the committee for fundraising grants. Every year Sports and Rec. Grant people ask us where our volunteer hours come from, so this is why this report was done.

Claude Carignan, 533 Squadron Chair: Education Credits – what is happening?

Fred Johnson, Chairman: This is with the Minister of Education right now, and this has been a very slow process. I was at a meeting the other day at 395 Squadron and the Minister of Education was there, I did speak with him about this but it is a slow process.

Fred Johnson, Chairman: Bev Burke could you please do the membership report?

- Membership Report by Bev Burke: Very important to get the paper work in properly. Some of the information is not legible. It can cause problems if the paperwork is not legible, and it can be embarrassing to Bev as the card has been issued with the wrong spelling of the person's name. This past year the squadrons have been very accurate and complete and this saves me time.

Motion: Moved by Bev Burke that my report be accepted as read in the Report Book. Seconded by Pat Sulek.

Questions from the floor:

Fred Johnson, Chairman: Screening is very important and it doesn't matter what organization you volunteer for, you must be screened.

Claude Carignan, 533 Squadron Chair: There is waffling regarding officers being screened. Can you please tell me what is required?

Bev Burke: All volunteers must be screened.

Ken Nixon, South Zone Delegate: 1 police report should be accepted no matter what group it has been done? Is there any plans that people only need to do one police check whether it has been done from another group. I believe one police check should be acceptable.

Bev Burke, Membership Coordinator: This is fine, as long as Bev gets a recent screening from the police that was done in the last 6 months, Bev doesn't care what the screening was done for, as long as it has that vulnerable sector is included. Does not have to be original document, as long as it is legible and has been done in the last 6 months.

Michelle Black, 52 Squadron Secretary: In Calgary Squadrons, we are not allowed to share police reports with anyone else but our group as this will affect our insurance if that person does commit a crime against a youth. It will also make it null and void.

Bev Burke, Membership Coordinator: I stand corrected, I wasn't aware of this.

Claude Carignan, 533 Squadron Chair: The RCMP offices are now matching your date of birth and gender, if your date of birth and gender match another person then you will have to go for finger printing.

Bev Burke, Membership Coordinator: I have received some with that finger printing section.

Pat Sulek, South Zone Director: VOA forms, City of Calgary Police are matching your date of birth, gender. If you do get back a rejection slip it doesn't mean you are an offender but that someone else has the same birth date and gender.

Tom Sand, 699 Squadron Chair: The RCMP indicated that there is another step. \$60.00 fee for finger printing.

Fred Johnsen: it is a SSC responsibility

All in favour. Carried.

12. Business Arising from Previous Minutes: none at this time

Fred Johnson, Chairman: Called Darlene LaRoche and Keith Mann up to the podium to address the floor on the constitution amendments.

13. APC Constitution Amendments

After many meetings and discussions the final draft was done and the secretary did send this document out by email.

MOTION: Moved by Keith Mann to accept the proposed changes to the constitution as sent out with the 60 days notice. Seconded by Darlene LaRoche.

Questions from the floor:

Claude Carignan, 533 Squadron Chair: has clause 10 section e has been amended.

Keith Mann, Past Chair: yes it will be done. Instead of just chairman, it will say any of the executive.

Any other questions:

Keith Mann, Past Chair: I sent the constitutional changes sent to National for approval and they did note that there were some formatting changes. There was an error regarding Board of Governors it should actually say Board of Directors, there is only one Board of Governors and that is in National.

Darlene LaRoche, Vice Chair: This was in the Report Book on page 15 not in the section of constitutional changes motions.

Keith Mann, Past Chair: page 1 of the constitutional changes. Board of Governors should be Board of Directors.

Ila Gallant, 831 Secretary: Terminology of the League Rep to another name – could it instead of Liaison as an alternate if you might consider that.

Keith Mann, Past Chair: This was one of the first items we talked about, and through the National Committee it was noted that the term of League Representative pulls them away from the Provincial Committee. The League is formatted into 3 components – Provincial, National and local. Local level is the most important position. The League Rep is there as an advisor for the Squadron SSC this position is the eyes and ears of the provincial committee on helping you out at the local level and not to watch what you are doing wrong. We know what kind of work you are doing as the SSC chair does, and we want someone there to be helpful to you. If there is another name other than SSC Advisor, if it is the wishes of the group we can certainly discuss that. Is there any other suggestions? Short name would be the SSC Advisor.

Wayne Reitsma, NW Zone Delegate: last motion on the same page. Registered member? Please explain

Darlene LaRoche, Vice Chair: Registered member who has completed the screening process and carries a membership card. This is also a law in Alberta from anyone who volunteers with youth must be and have gone through a screening process.

Wayne Reitsma, NW Zone Delegate: Should this be in our constitution?

Keith Mann, Past Chair: Is there any objections to this?

Michelle Mullens, 52 Squadron Chair: Definition of a member as an SSC perspective? Are you a member with the League when a child enters a squadron? Is this true? Or you are not a member until you are screened?

Keith Mann: That would be answered under your own SSC bylaws about who a member is.

Pat Sulek: Under impression that any parent is a member automatically in your squadron, but they are not a registered screened member. This is my interpretation. To become a screened member is something different. To work with the cadets, you need to be screened.

Keith Mann, Past Chair: I agree with the wording but not the terms and the application of it? My take on this is that every parent who has any involvement at all in your squadron needs to be screened. The people you are protecting are yourself. Reason why I say that is that anytime you are asked to volunteering your time for any event, then you have to go through a list to figure out which parent is screened and which parent isn't. It would be more efficient that all volunteers are screened.

Darlene LaRoche, Vice Chair: We are here to support our DND partners, how we will support your officers if you do not have the screened volunteers to help with activities; we need to have volunteers screened. It is our job to have this screening done.

Claude Carignan, 533 Squadron Chair: What you are saying is correct but practically speaking you are not going to screen 80 parents in order for them to be available in case you need them. We only screen parents who are interested in volunteering for certain things. Bottle drives we do not use screened members we use the drivers log which to me is better than screening as you have all of their information on the driver's log. This way you don't need to be screened

Keith Mann, Past Chair: only danger with that is you have no guarantee that this person is not an offender of some sort. We would like for everyone to be screened, but we know this isn't realistic. If you asking the question on who should be screened, when in doubt screen everyone.

Lanny Boutin, 524 Squadron Chair: Force every parent to be screened if they work with the cadets but not if they don't.

Keith Mann, Past Chair: Yes are correct.

Andrew Spence, 868 Chair: we could talk about this all day and not be in agreement on. We have 8 or 9 screened members in our squadron but we do use parents for other activities that parents volunteer which does not involve cadets. It is a very difficult task to get all the parents involved.

Pat Sulek, South Zone Director: I understand where you are coming from (Keith and Darlene) with all of this. Membership is everybody; you don't need a screened member to mop the floors. There are a lot of people who cannot commit to becoming a screened member, member is an entry level volunteer, and then they can get screened for registered membership.

Helen Jones, 12 Squadron SSC Vice Chair: In regards to screening, it is impossible to get all parents screened. Even if you have the police check done it doesn't mean that you haven't been caught. I use the driver's log. We are showing due diligence by using the drivers log. My next point is next weekend, I am the cadet liaison for the legion – Next week is poppy day - are you telling me that I need to have all of my legion members screened who are driving the cadets?

Keith Mann, Past Chair: Screen as many people as you can, if not all of them, I know it is a challenge but you know there are squadrons doing it. Screen as many people as you are capable, as it will make your life easier.

Darlene LaRoche, Vice Chairman: Let's get back to the composition of the provincial committee. The Chairman and the Board of Directors must be screened; this is what we are asking for.

Wayne Reitsma, NW Zone: The question is still what is a registered member? Registration screening manual – activities, is permitted which shows due diligence.

Keith Mann: One of the other things that Fred got saddled with is to review the bylaws the definition of a member. Once this is defined, it will be clearer. I apologize it people have been worked up about this.

Veronika Work, 538 SSC Chair: Do you consider them screened after the interview, or is it when all paperwork is completed?

Bev Burke, Membership Coordinator: Card in hand. Send me the material, let me know if this is a rush and I will get you a membership number with card to follow.

Burt Gillings, Camp Worthington Director: 12 years ago that Ron Ilko was addressing screening has been going on. If memory serves me that if a member wasn't screened, he could volunteer with supervision. Now, it has evolved that you must be screened if you are volunteering with cadets. Maybe National can help with this. There needs to be a province wide policy on this. This has taken on a life of its own, and we do need to have people screened. I am sure this is a full time job just to keep up with the new applications that are coming in and if this keeps up we may have to pay someone to do it. We need some clearly defined, well thought out, rational policies. We will continue to lose parents as it is too onerous.

Ken Nixon, 187 Squadron League Representative: Privilege of working with the National President, working with cadets is a DND issue. DND is advised that supervision of cadets requires a strict supervision and we need to look after their needs. The policy needs to be clear, and in agreement with CATOS. We should be urging National and DND to come up with this policy rather than just talking about it.

Keith Mann, Past Chair: This is a work in progress but this is bureaucracy between these two groups. There is baby steps and progress being made.

Captain Bill Woollven: DND is requesting that at every level that we keep bringing this issue forward. It is the responsibility of the CO to ensure the safety and supervision of the cadets but they can not do this themselves due to the vast requests from the communities for cadet involvement. This is why we are asking for help from all so the League can help with this.

Dawna Morgan, 810 SSC Chair: We all want to ensure that cadets are safe. Couple of ways, the police check and the Child and Welfare Check. This will show any hint of an allegations of a person of any abuse or harassment it will show up on this check.. There is no charge for police checks if you are a member.

Ron Millham, NE Zone Director: Letter from Ron for my zone and you should not be charged for this. Fingerprinting I will check into that as this is the first I have about it, and will check at the Provincial level.

Pat Sulek, Central Zone Director: VOAN is a volunteer Alberta initiative, go on the web site, application is on the web site, fill it in. You do not have to go through the Zone Directors. This is for the areas where police departments charge for the police check. Google - VOAN and this will bring up the VOAN website.

Ron Millham, NE Zone Director: with my conversation with VOAN, I was trying to set this up provincially, so each squadron would not have to do this individually but they can only do this for one area. I have this covered for all of the NE Zone.

Keith Mann, Past Chair: Lets get back to the motion on the floor regarding the changes to the constitution. I will ask the question.

All in favour? CARRIED

Fred Johnson, Chairman: Thank you for the conversation regarding this subject, and I will be working on this issue. We will carry on and I will now introduce you to Ken Higgins our National Vice President.

14. **National ACLC Representative – Ken Higgins Vice President ACLC:** Good Morning to everyone. It is a great pleasure for me to be here and represent the National Committee. On behalf of the President I initiate greetings and look forward to renewing acquaintances and establishing new ones. Fred, now the vice chair of the members committee, so we have been adding to our agenda as it has become quite grey. Keith Mann and Eric Steffensen are also on the Board of Directors. I thank all of you for your work of all of you, and for the executive for your volunteer time as noted in the Secretaries report. I will speak for about 15 to 20 minutes in regards to issues.

- a. Strategic Plan: In effect since 2008, Chaired by Bob Robert.
 - i. Effectiveness of the League: we are very fortunate in our group; we are trying to realign our executive as we are top heavy. That is never good organizational model to have. We want our committees to report to one another seamlessly. One new committee is the Members Committee for which I am the Chair, and Fred is the Vice Chair. The other thing is to enhance what people know about the program, as we are the best kept secret. PR Kit – was done by the committee, I thank Darlene and Tom for their work on the kit. PR Kit is in both languages and we have a new lady who will be translating our documents.
 - ii. Level of support for Sponsoring Committees/Provincially committees: web sites are now available for sponsoring committees and the PR kit is on there in both languages. If you look at the web site, the ten principles are outlined to make things easier for you so you are not shell shocked. We believe if the SSC are following the ten principals then the Squadrons, CO's and the Cadets will have a good year.
 - iii. Cadet Retention: enhancing the program with various committees, Keith Mann has been working on effective speaking and Eric Steffensen on Gliding. Music has been added as new committee; with Jeffrey Johnson is the chair and he just gave his first report. We want to be able to have a bigger role in music but cost is always a major thing, so the topic which will go forward is how we do deal with this and how we deal with sponsorship people from the music industry into helping out.
 - iv. League Industry Partnership: emphasize another option cadets are being given more opportunity to see what aviation and aerospace are up to, and that it shows that aviation and aerospace could be their vocation. Discussion of aviation scholarships. AVIOS – being excellent for some course coming together where cadets can go first hand to see how maintenance occurs. The human resource side is also great door

opener for us, the Airport Council give us 2 \$500.00 grants for continued flying. The Canadian Aviation Electronics Industry makes the airline simulator which offers up two courses for cadets. The first course would be for the cadet with no flying qualifications and they can come and see how the airline simulator operates and the other course is for cadets with the pilots licence and they get to sit in the left/right side seat and see how this simulator actually works. The Canadian Business Aviation Association donates 5 - \$1000.00 scholarships to the top cadets from the Regional flying schools, Air Canada Pilot Association donates one scholarship, and of course West Jet who is a huge supporter donates a \$1500.00 grant for continued flying. West Jet is also a supporter of the National Effective Speaking Competition and will fly one cadet/chaperone to the National Effective Speaking Competition. The Effective Speaking Competition is one of the best programs there is being offered and I am sure you have seen prime ministers, leaders in this kind of competition. It is also very good at the provincial and wing level, so please support it. Keith has been working with Aviation Alberta and volunteered at a casino for them. Effective Speaking can help a cadet be established in the outside world.

- v. Long range plans: rolling budget same as you have here, the main plan Ron Ilko is the Chair. I would ask Ron Ilko to come up to talk to you about this.
- b. Ron Ilko: The foundation of the ACLC is a separate legal entity outside of the league. It's sole function is to support the Air Cadets. What started out as an idea, now a thought, we have been now been granted Charitable Status. Foundation will be working on bingos, tag days, etc. Foundation is a long term capital plan to support air cadets, to provide equipment, scholarship and financial support. How we will look at this is we will be looking at the corporate sector and looking for donations. We are looking for donations and sponsors to help with this and I have a good team with me. President – Ron Ilko, Bob Goudy -Secretary/Treasurer, LCol Leo Brodeur- Military side, Brock Mason -Fundraising, Max Goldack - Support finances. We have 5 people, and an idea. First thing the foundation will do is we will have a kick off in Ottawa for a black tie dinner for \$1000.00/table. Secondly branch out to people who know about cadets, who were cadets, and see if they want to be involved. Get information out across Canada. We also have to go to our corporate partners, for involvement and for donations. Don't expect in 6 months we have raised millions of dollars, but do expect in 3 months that we have made some headway. The last side of it, we will ask you about Plan giving, you bequeath a portion from your passing, and we would receive a donation. We have 100,000.00 in the bank right now that was a donation from an individual to start out with seed money. 5 people can't raise 10 million dollars, so it is a challenge. We will be coming to the provinces for help. If you know people, if you can solicit help from your contacts. If we can get some volunteer help then we can succeed but if you are riding on the backs of only 5 people we will not succeed. I am optimistic that it will work and that this is an exciting opportunity.
- c. Bob Clark, thank you Ron. Ron Ilko has put a lot of work on this.
- d. Next 5 years – we do have a challenge and this is the decline in the cadet population needs to cease and we need to get our numbers back up to 60, 000 cadets instead of 23,000 cadets nationally. Cadets come into the program in the thousands but leaving in the same numbers after a couple of years, we need to figure out how to retain these cadets. The quality of the program offered locally, and the squadron's reputation in the community will determine your retention level. What is it about your organization and why are losing these cadets. SSC is responsible for helping to retain. Decline in population now is being contributed to the decline in the school population in that age group has also declined. I

caution you not to take those stats to heart. When I started to volunteer in 1972, the population of cadets was about 22,000. In 1975 the squadron girls were allowed in cadets, this doubled the amount of cadets who could be in cadets. We had a spike in the numbers then it dropped again. We opened up registration to 12 and 13 years so there was a slight boost but then numbers dropped again. Our population in Canada has increased 20 million people in Canada and now our population is about 34 million but our cadet numbers are the same as in 1972, about 23 000.00 cadets. We have fantastic program, the DND put in 23 million dollars, in lean times and in leaner times. I am quite concerned that we might not be convincing people that we are giving DND a good bang for their buck. It is not the right solution to blame the number population in schools, we need to find out why are numbers are down. Program quality/squadron in the community determines your retention level. Please use the PR Kit for your media announcements; we need positive communication about cadets in the community. Use this PR Kit; it will help you to promote your squadron. Thanks to Darlene and Tom work, you can use this for the media. Parents talk about the program to parents, students to students and the cadets talk to their friends. A survey said that 1/10 heard about cadets through the media. Delivery of the program which you alluded to is how we are going to get this program to as many cadets as possible. Age group are constantly thinking about their identity and how they are portrayed. Training program is excellent; it is not just parade night but bragging rights at school about the optional programs that the cadets enjoy. It is our role to support the CO, to make sure he has the money to deliver the program to the cadets. The League is in the background, we are the supporting role, and SSC is in the forefront. How do we get people involved? If they are not having fun then how do we get them involved? Membership –as stated, we are working on this, and this should be done for the best interest of the cadets. Two real dangers here, the people who emerge as violators are the people you would not expect it of. What the predator is looking for is to making contact. Policies and procedures are in place, and we must really follow this.

In closing, thank you for all you are doing on behalf of the Air Cadet program and I am very please to be here for the weekend. I look forward to meeting more of you during the rest of the weekend.

Fred Johnson, Chairman: Thank you Ken, and on that note we will break for lunch.

LUNCH

15. RC Air Ops O – LCol Stephen Bannister

Fred Johnson: I would like to introduce to you Lt. Col Bannister from RC Air Ops O.

Lt. Col Stephen Bannister:

Good Afternoon my name is LCol Stephen Bannister; I am the Region Cadet Air Operations Officer. Today I bring you greetings from the Commanding Officer of the Regional Cadet Support Unit (Prairie), LCol Leo Brodeur.

The following greeting is from LCol Leo Brodeur:

RCSU Prairie is responsible for 216 cores and squadrons from Marathon, Ontario to High Level, Alberta, 4 summer training centres, flying and gliding centres, 169 Air Cadet Squadrons, 42 of which are in Alberta. This is an exciting time for RSCU Prairie as we start year two of the reorganization of the new

service support unit that is focussed on delivering an exciting and first rate training program. We are customer focussed; we believe that cadets, the squadrons and the league are all of our customers, and that we are here for you. The path of success entails selecting the right goal and channelling our efforts towards that aim. Working together with the squadron CO's equally critical in the success is the Sponsor groups, working together with the Squadron CO's to achieving your units aims. To keep us focussed in the Prairie Region, our mission is to develop the youth in Prairie Region by delivering an exciting first rate training program delivered by dynamic leadership that communicates with effective material and financial resources. All cadets to their maximum potential led by highly motivated and competent staff. Our vision is that cadets are developing to their maximum potential and are led by highly motivated and qualified staff throughout the chain of command unified in purpose and accountable by ethics, conduct and performance. There are fairly lofty goals as they should be as the aim is to develop Canadians, one at a time, fairly lofty but they should be as we are working with cadets.

The Commanding Officer is very pleased with the quality of his officers and ACM's, just in case you weren't aware. The Commanding Officer is even happier with the positive attitude that staffs have been bringing to their work. The team is motivated to make the Prairie Unit an outstanding, and it has seen successes. Your air team, Major Bill Woollven, and his staff is Captain Ian Copeland, Captain Ian Chisholm. Calgary Captain Randy Fischer, Central Bob Bogovics, NE Zone ACO Captain Cher Lindley Scott, NW Zone Captain Mitchell Krasey.

I would now like to say a few words about training, both for now and in the future. We have had another great training year for cadets in the Prairie Region and beside the great work being done in our squadrons, our local gliding centres continue to seek greater levels of focussed activity and as we shift to more opportunities with our 10 National Flying Centres across the Region, it is making it more exciting for the cadets to experience the thrill of flight. International Exchanges to many different countries such as Australia, Hong Kong, Brazil, Russia, US, etc. Amazing! Throughout the Cadet program, we have been to broaden our experience nationally.

The air cadet training section is responsible for the delivery Mandatory, and complementary training, and the summer training activities. This leaves the league and SSC's to focus on the optional program for the squadrons and for recruiting staff and cadets in discussion with the squadron CO's and is done in accordance with the Squadron's training plan. Further commitments have been made to enable better delivery by focussing energies to 10 days or weekends. *Discussion in regards to SurvivAir and what it entails.*

As with any organization of this magnitude, there are always issues to overcome such as funding. If we plan together we will have the resources to succeed. Retaining cadets is another issue we need to overcome. 58% air, 40% army, 14% sea. Based on 52% of the cadet population being in Alberta, a continued to recruit CIC officers, and then to educate them. As such I would like to conclude to thank all of you for your efforts for the last year.

Thank you from LCol Leo Brodeur.

Power Point Presentation:

Air ops in Prairie Region –

- 16 Schweizer 2-33 gliders
- 6 scout tow aircraft
- 7 winches

- 2 overhauled ACL – in service
- 4 new build
- 1 new DCdts purchased

Air Ops Statistics

Region Gliding School

- 2009 59 Graduates

Power Scholarships

- 45 graduates
- 3 cadets to attend the advanced power pilot

Power Familiarization

- Optional flying activity to complement ACGP
- Activity approved by Air Training, funding by ACL sponsor
- New request forms & interim

Air Ops Initiatives

- Glider Familiarization Flying Program Enhancements
 - At Thunder Bay flight simulator
- Glider Simulators
 - Limited motion base flight simulator
 - At Thunder Bay
 - Brandon, Moose Jaw, Edmonton, Netook
- Ground School
- Advanced Gliding Program
 - Partner with SAC fly in higher performance gliders, advanced glider flying
 - Region Trial Successfully completed August, 2010
- Winch Modernization
- Power Familiarization Pilot Flying Program
 - PPS follow-On Training increase PIC to 30 hours to become a familiar pilot

Summary

- RCSU focus – teamwork
- Air Ops – responsible for all flying operations in Prairie Region
- Mission – to put Air in Air Cadets
- Fleet of 22 aircraft

Thank you for your time and I look forward to talking with you.

16. Air Training Ops OIC Air Training – Major Bill Woollven: I am the officer in charge of Air Training, basically it has to do with flying, that's not me but everything else is. Program perspective I enjoy looking at where we are going and working with our League partners.

Statistics:

- 2413 air cadets in Alberta, as accurate as that is in Fortress, I ask that the officers that are here to please make sure your information in Fortress is accurate.
- Largest squadron – 168, smallest squadron – 18
- 2009 objective measurement tool – Core Management Plan, make sure if you are a CO to share this plan with SSC.
- Green- no issues, Yellow – with some issues, red – major issues at the squadron
- In depth review this spring – lack of CIC staff, we are short 72 CIC officers in Alberta

- Cannot train a CI to become a training instructor, they are a fill in position only temporary until CIC officer can be brought. This is top issue right now to recruit CIC officers
- Touched on about training – this spring every training unit plan was submitted on time. I tip my hat to all of the squadrons for doing this.
- Squadron training – year 3 has been rolled out, when it comes to January we
- SurvivAir started in Alberta; I saw the direct tie to what is being taught at the squadron level, everything about this program imbibes all it is for cadets across the region.
 - Unit selects team
 - Zone level – can have more than one team if squadron is at over 100 cadets
 - Provincial event
 - Regional event
 - National event
- Staff cadets: 39% of cadets went to summer training
 - Regional stats – gender historically 2/3 to 1/3 female, and now it is 75% to 25% due to infrastructure restrictions.
- 2011 – more opportunities for summer training
- Centres of Excellence:
 - Cold Lake – Athletic and Survival
 - Penhold – Senior Leaders and Music
- ACO's – thanks from Major Woollven for their work. These for individuals go beyond their job descriptions.
- In summary, we are now in the second year of the new organizations, our partnership with the league it is good partnership. We have disagreements but we are not disagreeable. I urge the SSC's to have that same arrangements with their Squadrons.

Fred thanked Major Woollven and Lt. Col Bannister for attending the conference.

17. Guest Presentation – Ken Higgins, Vice President , ACLC

Power point presentation for the Alberta AGM 2010:

Skills for Leadership in the SSC:

It's not what you do; it's the way that you do it – that is what gets results.

1. Understanding the leaders role
2. Getting along with others
3. Making decisions
4. Dealing and controlling the work
5. Dealing with problems

Required from the SSC:

1. Efficiency
2. Effectiveness
3. Program quality + squadron reputation = retention
4. Leadership:
 - a. Ability to motivate and direct a group or individual toward accomplishment
5. Management:
 - a. The art of getting good results by working actively with people
6. Action words:
 - a. Preside, consider, decide, ensure, establish, arrange, represent, maintaining

7. Leadership:
 - a. Ability to motivate in the squadron
 - b. Leadership not confined to the Chair
 - i. Decisions making - treasurer
 - ii. Initiating activities
 - iii. Communication – newsletter, public relations, media
 - iv. Knowledge
 - c. Overall leader is the chair and has to encourage, enable, support, harmonize, motivate, co-ordinator efforts of all
8. SSC Chair
 - a. Has to know or know how to access information re:
 - i. Policy (MOU)
 - ii. Procedure
 - iii. Administration
 - b. Personal Skills – skills and abilities used when working alone, not necessarily when working with others.
 - c. Interpersonal Skills – skills and abilities used when working along
 - i. Ability to perceive impact of self on others
 - ii. Interpret needs of others and respond accordingly
 - d. Communication:
 - i. Written – to present ideas
 - e. Oral Communication – express thoughts, ideas, questions, to individuals or groups, body language, voice tone
 - f. Getting along with others – interpersonal sensitivity, interpersonal tolerance, flexibility, verbal communication
 - g. Making Decisions – practical intelligence, job related knowledge, analytical abilities, judgement, awareness
 - h. Moving and controlling the work – delegation, management control
 - i. Dealing with Problems – Problem confrontation: ability to assert oneself and deal with a potentially unpleasant situation rather than avoid or ignore it.
 - j. Early intervention can prevent escalation
9. The 10 Principles:
 - a. Team building, parental involvement, privacy legislation, fund raising, recognition of volunteers, keeping records, public acknowledgements, inappropriate conduct, registration and screening, recruiting and public relations.
10. Recruiting in four categories: cadets, CIC, CI and volunteers, financial supporters
11. Key Principle is #5 – Recognition of volunteers
12. New National Committee
13. Members Committee
14. Information via web based training – NLL, PC, and SSC

Thank you for your attention.

Fred Johnsen: Fred asked the question of attendees about how many squadrons have a recognition night for the volunteers. Fred urged everyone to recognize their volunteers.

BREAK

BREAK OUT SESSIONS

The training sessions will be in the following rooms:

- SSC Chairman – in the main conference room Rocky Mountain A & B
- SSC Treasurers – Selkirk A, just down the hall
- League Advisors – Rocky Mountain C

Sunday, October 31, 2010:

Call to Order: 0830 hours

1. Nominating Committee Final Reports:

Keith Mann:

Good Morning Everyone. The final report of the nominating committee:

Chairman	Darlene LaRoche
Vice Chairman	Kevin Robinson
Director of Finance	Carol Cox
Secretary	Evelyn Hutchings
Past Chair	Fred Johnsen
NW Zone Director	Barbie Anderson
NE Zone Director	Ron Millham
Central Zone Director	Roger Thompson
Southern Zone Director	Pat Sulek
Director of Air Resources	Eric Steffensen
Director of Netook	David Lanz
Director of Camp Worthington	Burt Gillings
Director of Camp Wright	Wally Johnsen

That is the slate of officers as per the Nominating Committee.

New Business:

Keith Mann

Awards: The ones I want to talk about are the two new awards:

- Outstanding Air Cadet: who will go to Ottawa for Remembrance Day. I want to recognize the new procedure, I don't want to get the big debate about it, and what I want to do is bring out onto the floor and if you have any comments, we can talk about it. The nomination form that you have used in the past will be coming out again by email from your new Past Chair, and from your Zone Director.
- Sponsoring Committee of the Year: Gold, Silver, Bronze for each division. Did you like this idea? (Applause from the floor) We divided the squadrons into the small squadron and large squadron and there is quite a spread between the numbers. That will be up to the executive if they want to make changes, please take a look at this when it comes around.

- More information about awards will be coming down from the new Chairman.

Fred Johnson, Chairman:

Barb Nichols, 699 League Rep: What is happening with the fundraising position?

Fred: This position is now being restructured and not voting in a member at this time.

Captain Chris: Scholarship information, what can we take on under advisement on how to improve scholarships for our cadets.

Kevin Robinson, NW Zone Director: If I am elected as Vice Chair, Scholarships is something I will be looking at.

Bill Woollven: Canadian Aviation Council Website you were talking about, the squadrons has the website information.

Fred Johnson, Chairman: Three small presentations do this morning, and then I will hand over the microphone to Vice President, Ken Higgins.

Presentation to LCol Bannister, Ken Higgins, and Major Bill Woollven.

ACLC Vice President, Ken Higgins:

Thank you Fred, ladies and gentlemen, I would like to thank everyone on behalf of the ACLC. Now it is time for the elections. One nomination that passed criteria, is there any further nominations? (asked question three times)

Moved by Ken Higgins that in having received no further nominations from the floor, I will read the nominations for the 2010/2011 executive by elected by acclamation.

Chairman	Darlene LaRoche
Vice Chairman	Kevin Robinson
Director of Finance	Carol Cox
Secretary	Evelyn Hutchings
Past Chair	Fred Johnsen
NW Zone Director	Barbie Anderson
NE Zone Director	Ron Millham
Central Zone Director	Roger Thompson
Southern Zone Director	Pat Sulek
Director of Air Resources	Eric Steffensen
Director of Netook	David Lanz
Director of Camp Worthington	Burt Gillings
Director of Camp Wright	Wally Johnsen

Ken Higgins introduced Darlene LaRoche as the new Chairman of the ACLC Alberta Provincial Committee.

Fred Johnson thanked everyone for the last three years. Fred asked for Keith Mann to come forward, Keith has been a staunch supporter for awards, and I look forward to working with you on the Board of Governors. Fred expressed his gratitude to Keith. (*Standing ovation from the floor.*)

Darlene LaRoche:

Thank you to everyone who has faith in me and for voting me in for this position. I would like to thank three men and two of them are Captains. These men encouraged me Captain Doug Eaglesham, and Captain and thank you to my husband Jim, thank you for your ongoing support of me.

I have been left with some very big shoes to fill, and I would like to thank Fred for all the work you have done for this province. I know you will do a fantastic job as Governor. I look forward to this year and I know I have a fantastic team.

I do have two major goals for this year. The first one is to help with the education of SSCs to give you the tools you need to make your life easier and to better support your squadrons. My other goal is to continue to have open the lines of communication with all of you.

Three things in mind: 1) Set high goals 2) Don't be afraid to fail, those who succeed the most, fail the most 3) Aim for service and success will follow.

50/50 number revealed: \$540.00 was won by Helen Jones, 12 Squadron, SSC Vice Chair.

Silent Auction item: Mount Royal Flight – highest bid by Evelyn Hutchings.

Darlene LaRoche:

Thank you to Pat Sulek for her organization of the 50/50 tickets.

The amount of the 50/50 that stays with us will go to the Aviation Fund.

Darlene thanked the Provincial Secretary for her help and Karen Schlegl will help with special projects.

Please remember to fill out your comment cards, and hand in to your secretary.

2. **Next Meeting & Adjournment:**

Our next AGM will be held in Edmonton, October, 2011.

Our new Board of Directors will meet after adjournment for a brief meeting. Please meet by the secretary's desk.

Ross Hamilton: before we adjourn I want to remind everyone to come out for the Netook Gliding Day.

3. **Meeting closed at 9:40 a.m. by Darlene LaRoche, Chair of the Air Cadet League of Canada Provincial Committee.**