

Air Cadet League of Canada

Alberta Provincial Committee

2013 ANNUAL GENERAL MEETING & CONFERENCE

Saturday, October 26th 2013 – Edmonton Coast Holiday Inn

Call to Order: 08:30 a.m.

1. **Flags, O CANADA**

2. **MOMENT OF SILENCE**

3. **Announcements/Housekeeping** reviewed by Kevin Robinson, and he further noted our Silent Auction items proceeds will be going to new mower shed at the Netook Gliding field. Also the 50/50 proceeds from the conference will also go to this replacement shed. The Chairman urged all members to sign up for information sessions to be held this afternoon as well as again on Sunday. USB sticks have been handed out to SSC Chairs with the Air Cadet League branding and urged to bring back for updating.

Conference Sessions were reviewed for content. Banquet and Award ceremony content reviewed.

4. **Welcome and Introduction of Dais** for today's meeting; Chairman Kevin Robinson, Lt Col Steve Bannister on behalf of Col R Kamphuis, RCSU, Mr. Fred Johnsen, National VP on behalf of National President Mr. Tom White, and finally Mr. Robert Clarke, Past Chairman, Life Member and our Parliamentarian for today.

5. **Video presentation** compiled by Mr. Rob Bauhuis, assisted by Mr. Brian Lewis, of pictures of AB Cadet activities and IACE 2013 Tour set to the music "God Bless Canada".

6. **Notice of Meeting** reported by the Secretary, Mrs. Betty Bennett as letter dated August 26th, 2013 and distributed by email August 28th, 2013.

7. **Approval of Minutes of the last AGM**, October 27, 28, 2012 as posted to the AB Air Cadet League website, on a motion made by Mr. Claude Carignan #533 Squadron and seconded by Mr. Kenn Nixon #187 Squadron. Motion carried.

8. **Nominating Committee** report by Mrs. Bev Burke on behalf of Past Chairman Mrs. Darlene LaRoche. Nominations are Chairman, Mr. Kevin Robinson, Vice Chair Mr. Bob Barraclough, Finance Director Mrs. Carol Cox, Secretary Mrs. Betty Bennett, Public Relations Director Mr. Stan Monkman, Director of Aviation Mr. Tom Sand, Director of Camp Wright Mrs. Wally Johnsen, Director of Camp Worthington Mr. Burt Gillings, Director of Netook Mr. David Lanz, Director NE Wing Mr. Leo

Lammers, Director NW Wing Mrs. Evelyn Hutchings, Director Central Wing Mrs. Evelyne Huseby, Director Southern Wing Mr. Rob Bauhuis and Membership Coordinator Mrs. Bev Burke.

Membership advised and instructed to fill out a form available today for nominations from the floor and due to the Nominating Committee before final Nominating Committee report Sunday, October 27th, 2013, and Elections will be held then for the 2013–2014 Provincial Executive of the Alberta Provincial Committee, Air Cadet League of Canada.

9. **Registrar's Attendance** report made by Secretary Betty Bennett as follows:

- Total attendance today is 112.
- #Squadrons represented are 34/44
- Life Members present are 4, Mr. Ross Hamilton, Mrs. Arla Hamilton, Mrs. Bev Burke and Mr. Bob Clarke.
- Voting Wing Delegates are 15/16.
- Voting SSC Chairs are 20 plus 12 by proxy.
- Voting Executive Members are 14/16.
- Past Chairs present are 4, Mr. Fred Johnsen, Mrs. Bev Burke, Mr. Ron Ilko and Mr. Robert Clarke.

10. **Finance Director's** report by Mrs. Carol Cox made note of the auditor's statement on page 6 wherein a new framework for Canadian non-profit organizations, according to the C/CA Handbook, is now followed effective Sept 5/12. Carol further pointed out on page 2 some of the different terminology, but noted there is no change in the actual figures. Carol Cox requested a motion to accept the Financial Statement.

MOTION: Wally Johnsen moved the acceptance of the 2012–13 Financial Statement, seconded by Trudy Loucks 538 Squadron. ACCEPTED.

Carol Cox presented the Alberta Provincial Committee Budget for 2013–2014 which she noted mirrors the Financial Statement and she also noted she will email the details if anyone wishes to have them by sending her an email request at carolcox-cga@shaw.ca. Carol further noted the Assessment Fees will increase another 3% and invoices will be sent out after December 1st 2013. Carol Cox noted the budget assessment fees are based on the Cadet numbers at June of the previous training year. Carol asked for a motion to accept the 2013–2014 Budget.

MOTION: Anna Lewis 604 Squadron moved the acceptance of the Budget as presented for 2013–2014, seconded by Stan Monkman. ACCEPTED.

MOTION: Carol Cox moved the APC use Doyle & Company at their auditors for 2013–2014, seconded by Leo Lammers. ACCEPTED.

11. **DIRECTORS' REPORTS:** Chairman Kevin Robinson referred to the reports as submitted in the Annual General Meeting Report Book. Further comments noted:

PUBLIC RELATIONS: Stan Monkman PR Director noted there are no Cadets at the present time attending the HART Ceremony, when we had 275 Cadets last year. He noted the Civil Air Patrol from the USA have a large number of Cadets attending. He requested the SSC's please respond as soon as possible. He also noted there is a Social Media Policy required for the Province and National has one, which we may model ours on. He also noted that CIC application forms must be sent through Wing Directors.

CAMP WRIGHT: Chairman Kevin Robinson noted Wally Johnsen requires help with the running of Camp Wright, in order to continue the operation of these Camps.

CAMP WORTHINGTON: Burt Gillings, Director, noted the issues with flooding last spring and that the League had made numerous requests for help from the membership, with a few members attending at a work party. However it was the help received from the Bowden Penitentiary that really helped with the cleanup, and further operation of this camp.

FINANCE: Carol Cox noted her report in the handbook, however nothing further to report.

SECRETARY: Betty Bennett noted the Annual General Meeting Report Book was sent out to the Wing Directors to further send to their respective SSC's and Chairs. If they are not getting these emails, please contact your respective Wing Director and ensure that your email contacts are up to date. In order to keep costs down, only a few copies were on hand today.

PAST CHAIR & VICE CHAIRMAN: Chairman Kevin Robinson noted these members were unable to be present at this Annual General Meeting due to family and personal health issues. Rhonda Barraclough, Bob Barraclough's wife, spoke on his behalf, updating the membership as to his present convalescence from surgery. She will be conducting the Information Session on Selection Boards on Bob's behalf.

NETOOK: David Lanz, Director, was unable to submit a report for the AGM Report Book. However he reports that Netook is doing fine in large part to the continued help from Mr. Ross Hamilton. He noted the loss of an old hangar that housed the mower in a windstorm. On review of our insurance, it was found that our insured value was far less than expected. So replacement of this mower shed will need to be funded by the APC. Darren Miller 88 Squadron queried whether the donated flight simulator from Mount Royal University, Calgary, has been moved to Netook? David Lanz responded that this is still being considered due to space required and set up.

NW WING: Evelyn Hutchings referred to her report and had nothing further to add.

NE WING: Leo Lammers referred to his report and noted his appreciation to the ACO's office and the SSC Volunteers. However he noted all is not well in this Wing due to accommodation troubles for some Squadrons and staff shortages.

CENTRAL WING: Roger Thompson had nothing further to add to his report, however wished to note his thanks for 14 years with the APC and to Mr. Bob Thompson 88 Airdrie for all his help as Assistant Director.

SOUTH WING: Joanna Howard referred to her report as submitted and had nothing further to report. However she also wished to thank the APC and Rob Bauhuis, Assistant Director South Wing for all the support. She noted the very successful 2013 IACE Tour and stated "Let's do it again in 2014". Chairman Kevin Robinson noted we are committed to two more years to host this IACE Tour, so please thank the South and Central Wing hosting families and please consider hosting again.

MEMBERSHIP CO-ORDINATOR: Bev Burke referred her report as submitted. Rob Bauhuis queried alternative methods of sending in VSS applications? Bev noted that mailings should be sent with a requested tracking and Priority Post, and she noted no problems with Canada Post, however the applications could also be sent by Greyhound. Bev noted she does have a problem with the couriers in arranging a convenient time to pick up, as their offices are closed after her own work hours. There have been problems with some packages lost as claimed, but no follow-up and no confirmation that they were sent. Kevin Robinson noted that for one incident, the mistake was made by Canada Post. Further, Bev noted contact information must be in the package so she can email confirmation of receipt and the Volunteer # of each card. Bev further clarified that she tries to complete the assignment of numbers and forwarding applications to National on a weekly basis, but must have ten applications before she can send in to National. Claude Carignan 533 Chair queried is the card sent to the SSC Chair? Bev responded that no, not to the Alberta Chairs in Alberta, but directly to the Volunteer together with a letter. Reports are sent to the Wing Directors, which should be sent to the SSC Chairs. However Bev has a complete listing here today and anyone may check this listing with her. Storage of records within Alberta is being considered.

Damian Lagrange 24 Squadron queried the role of a parent if not VSS? Chairman Kevin Robinson stressed all must be screened to be League members and have contact with Cadets. A National audit process is coming to be done with Alberta Squadrons. Non-compliance will result in SSC being suspended until compliant. Kevin further noted BC has zero tolerance with no exceptions.

CHAIRMAN'S REPORT: Kevin Robinson noted his report on page 10 of the AGM Report Book for 2013. He had nothing further to add to this report. With no further questions from the floor, a Break was declared.

BREAK

10:25 A.M.

12. BUSINESS ARISING:

No outstanding items of business were noted or declared.

13. **National ACLC Representative** – National Vice President Mr. Fred Johnsen was introduced on behalf of National President Mr. Tom White. He brought greetings from the National Office and Best Wishes for the business of this Annual General Meeting. He noted the non-profit changes within the National Bylaws as revised, and also the changes within the DND with all three elements under one Cadet organization. Mr. Johnsen noted there will be changes coming from the Chief of Review Services; however there is no further news at National on Cadet flying. There will be a meeting within the next week with DND regarding Cadet flying, so stay tuned. Mr. Johnsen further requested to please refer any media queries to the National Office for correct information.

14. **RCSU Prairie Region – Air Operations Officer** – CO Regional Gliding School, LCol Stephen Bannister was introduced and reporting on behalf of Col R Kamphuis, CO RCSU NW. LCol Bannister presented the Air Operations NW Region with a slide presentation, making note of successes and problems with the current air operations for Cadets.

Query from Bob Thompson, 88 Airdrie, regarding the GPS license at 7 weeks course from 6 weeks in order to train for winch launches, but now back to 6 weeks using pull up launches? LCol Bannister will continue to lobby for the 7 week course. Query from David Lanz, Director Netook, regarding the current years' 62 Cadet failures in relation to Selection Boards? LCol Bannister responded there is no pre-selection process for psycho-motor skills and most of the Cadets do well. He further stated that this shouldn't be of major concern, as Cadets seem to wax and wane and 5-10% usually fail the course.

17. **RCSU Prairie Region PR Officer** – Maj Mike Legace introduced and gave a presentation on the current RCSU PR Social Media – Friend or Foe? Mr. Stan Monkman, APC PR Director added to the presentation and stressed the current League policy is for National only, however our APC is developing a similar policy for the APC only. Squadrons SSC's should develop their own policy for their Squadron's social media. Officers/Cadets should NOT be the Manager/s of the site. He suggested someone on the SSC. The APC Policy should be done early in the next year.

More on Social Media will be presented in the Information Sessions.

18. **Breakout Information Sessions** regarding: Air Cadet League 101, Public Relations, Succession Planning, Effective Speaking, Selection Boards, and Board Governance.

After a break at 14:45 to 15:00, above breakout sessions repeated.

Saturday Meeting adjourned at 16:30 p.m.

BANQUET AND AWARDS AT 18:30 P.M.

New Life Memberships awarded to: Joanna Howard, Burt Gillings, Wally Johnsen and Carol Cox.

Long Service Medals to Rob Bauhuis and Sheila Bella.

Sunday, October 27th 2013

21. Call to Order 08:35 a.m.

Certificates of Appreciation awarded to 187 Foothills and 533 Squadrons for their contributions to the 2013 IACE Tour.

22. Nominating Committee Final Report: Mrs. Bev Burke read the final report with no further nominations from the floor. Mr. Fred Johnsen read out the slate of officers as presented at Saturday's meeting, and requested a motion for nominations to cease.

MOTION: Pat Sulek, #83 Squadron, moved that nominations cease, seconded by Claude Carignan #533 Squadron. **ACCEPTED.**

Four Wing Directors presented for ratification, as voted upon by the SSC's for each Wing are as follows: NE Wing – Rhonda Barraclough, NW Wing – Evelyn Hutchings, Central Wing – Evelyne Huseby, and South Wing – Rob Bauhuis.

MOTION: Joanna Howard moved the ratification of the Wing Directors, seconded by Lynne Manchur, #15 Squadron. **ACCEPTED.**

Chairman Kevin Robinson introduced the ACO's for the NW Region; Capt R Fisher – Southern, Capt B Bogovics – Central, Capt M Krasey – NE, and Capt C Lindley-Scott – NW.

Chairman Kevin Robinson extended a most grateful thank you to all the CIC's for their invaluable support to the League and leadership at their respective Squadrons throughout Alberta.

23. NEW BUSINESS: No new business was presented.

24. Alberta Aviation Program Review – Director of Aviation for the APC, Mr. Tom Sand was introduced. He presented the options being considered by a subcommittee of the APC, which committee was formed after the announcement made by the Chief of Review Services. He referred to LCol Bannister's review, however noted that neither he nor this committee have seen this report firsthand yet. Tom reported there was only a 25% response to the Survey sent out to AB Squadrons and noted the responses depend on where the Squadron is located in relation to availability of flying fields. Tom further noted that 35% of Cadets fail to experience a FAM flight. He further noted it is a very complex program and we need to get the best "bang for the buck". There are different ways to delivery the flying program with an "air" experience at each Air Cadet Squadron. There are currently five gliding centers in Alberta; however they are not convenient for all Squadrons, with long (up to eight hours) travelling time. Most small centers still have an airfield available for power flying. The Federal Government did announce up to \$2 million to the current program, but how that will be allocated is yet to be announced. Some Squadrons may have options they may pursue locally, however it is status quo for now. We have the next two to three years to explore this further and define for Alberta a vision of flying in the Air Cadet program. However flying will remain in the Air

Cadet Program, with gliding and FAM flights still being done at the summer camps. The Soaring Association in Alberta could be accessed also. Some problems identified with the scheduling staff and the flight staff being different, and this will be further explored at the next Semi-Annual Meeting of the National Committee.

No questions from the floor.

25. **Honours and Awards:** Mrs. Wally Johnsen requested time to present a cheque to Sheila Bella in appreciation for her many hours of assistance at Camp Wright.

26. **National AGM 2015** – Chairman Kevin Robinson noted the Alberta Provincial Committee will be hosting this AGM in Edmonton, and requested the Edmonton area Squadrons begin to plan for a contribution to a montage of Cadet Bands and volunteers for the host room.

27. **IACE 2014** – Chairman Kevin Robinson noted again we are hosting the IACE Tour for 2014 in Alberta. Numbers of Cadets participating are not known at this time and there may be some tweaking of the tour after we receive the final report from Maj Caron. However host families will be needed again and Darlene LaRoche will be sending out letters regarding this.

28. **Information Sessions** were then repeated once more – Air Cadet 101, Public Relations, Succession Planning, Effective Speaking, Selection Boards and Board Governance.

10:20 a.m.

29. No further Elections required.

30. Chairman Kevin Robinson thanked the membership for attending the 2013 AGM and requested all members to fill out the comment forms, so we may improve or revise the delivery of the meeting and information sessions.

Query from the floor regarding the Review of Services document available at the National level, but not at the Provincial level? Chairman Kevin Robinson assured the document will be sent to the Wing Directors for dissemination to the SSC's as soon as it is available.

Query from Claude Carignan #533 Squadron, regarding the Microsoft Grant? Chairman Kevin Robinson reported this grant is not applicable to our use and it was for software only, not hardware as first understood. The software was deemed not applicable for our use.

Stan Monkman wished to thank 604 Squadron for the Flag Party and Band (30 Cadets) willing to participate at the HART Ceremony on December 7th.

A thank you was also extended to Maj M Legace for the PR kits available at this AGM.

Chairman Kevin Robinson noted over the next year, Directors–At–Large will be sought for PR and Advertising from the general membership.

31. With no further business brought to this Annual General Meeting, a motion to adjourn was made by Wally Johnsen, seconded by Joanna Howard. ACCEPTED.

Respectfully submitted

Betty Bennett, Secretary, Alberta Provincial Committee

AIR CADET LEAGUE OF CANADA.