



ALBERTA  
**PROVINCIAL  
COMMITTEE**



SUPPORTING AIR CADETS IN ALBERTA

**ALBERTA PROVINCIAL COMMITTEE**  
**AIR CADET LEAGUE OF CANADA**  
**ANNUAL GENERAL MEETING**  
**REPORTS OF MEMBERS OF THE BOARD, AND MOTIONS**  
**SEPTEMBER 01, 2010 TO AUGUST 31. 2011**



**OCTOBER 28-30, 2011**  
**FOURPOINTS SHERATON HOTEL**  
**EDMONTON ALBERTA**



**ALBERTA PROVINCIAL COMMITTEE EXECUTIVE**

**2010 - 2011**

**Chairman – Mrs Darlene Laroche**

**Vice Chairman – Mr Kevin Robinson**

**Past Chairman – Mr Fred Johnsen**

**Director of Finance – Mrs Carol Cox**

**Secretary – Mrs Evelyn Hutchings**

**Director of Netook – Mr David Lanz**

**Director of Air Resources – Mr Eric Steffensen**

**Director of Public Relations – Mr Stan Monkman**

**Director of Camp Wright – Mrs Wally Johnsen**

**Director of Camp Worthington – Mr Burt Gillings**

**Director of NW Wing – Mrs. Rosemary Halldorson**

**Director of NE Wing – Mr Bob Barraclough**

**Director of Central Wing – Mr Roger Thompson**

**Director of Southern Wing – Mrs Pat Sulek**

**Alberta Membership Coordinator – Mrs Bev Burke**

# *2011 ANNUAL CONFERENCE AND GENERAL MEETING*

## AGENDA

Saturday, October 29, 2011

Call to Order 08:30 hours

1. March on the Flags & O Canada
2. Moment of Silence for our Departed Members
3. Announcements/Housekeeping
4. Welcome and Introduction of Guests
5. Video
6. Notice of Meeting

## AGM

7. Approval of Minutes from 2010 Conference & AGM
8. Nominating Committee Report
9. Summary of Executive Committee Motions with exception of Assessment Fees Motion
10. Registrars Attendance Report
11. Director of Finance Report & Presentation

## BREAK

12. Director's Reports and Questions
13. Business Arising from Previous Minutes
14. RCSU (PRA) Officer in Charge of Training – Maj Bill Woollven
15. RCSU (PRA) Commanding Officer – L Col Leo Brodeur

## LUNCH

International Exchange Cadet Presentation during lunch

## CONFERENCE – TRAINING AND INFORMATION SESSION

16. National ACLC Immediate Past President – Mr. Grant Fabes
17. Training and Information Sessions – the following sessions will run at the same time in various rooms to be announced:
  - SSC Chairmen Presentation
  - SSC Advisor Presentation
  - SSC Treasurer Presentation
18. There will be a break at 15:00 – 15:15 Hrs. during the training sessions
19. Open Forum – everyone returns to the Main Conference Room

## RECEPTION AND AWARDS DINNER – 18:30 HOURS

**Sunday, October 30, 2011**

**Call to Order 0830 Hrs**

1. Nomination Committee Final Report
2. Video
3. New Business
  - Strategic Plan for Alberta
  - Effective Speaking
  - Selection Boards
  - Public Relations
  - Honors and Awards
4. Elections as Required
5. Motion to Adjourn

**NEXT MEETING – CALGARY – DATE TBA**

***THANK YOU FOR YOUR PARTICIPATION AND***

***HAVE A SAFE TRIP HOME***

***Aim for Service, and Success will Follow***



Oct 28-30, 2011

Alberta Provincial Committee Annual General Meeting and Conference

Welcome to the **2011 Annual General Meeting and Conference** at the Four Points Sheraton, Edmonton.

We are gathered here for the simple reason that we share an interest in Air Cadets, and we meet to share information, ideas and best practices among each other to better be able to support the squadrons we volunteer with. Each of us has some knowledge to share and desire to learn more about marketing of the Air Cadets to the communities in which our squadrons are located. With that in mind, besides the required business meeting, we have put together what we believe will be both an enjoyable and learning experience for everyone.

The 2011 Annual General Meeting and Conference have a full agenda of business items and training seminars to assist you in supporting your squadron's training program. Conference sessions will include Squadron Sponsoring Chairmen responsibilities, SSC Advisor duties and responsibilities and Treasurer responsibilities.


Please review the enclosed reports and distributed audited financial statements, which will give you a better understanding of what your executive committee provided for your cadets this year ending August 31, 2011.

I encourage you to participate fully in discussions in the general sessions as well as in the conference sessions. Ask the questions that you need answers to as this is the best time to do so – we are here to help you.

I also hope that you will take the opportunity to greet old friends and meet new ones during this Annual General Meeting and enjoy the camaraderie of the Air Cadet League. At the end of the meetings on Sunday, please have a safe trip home.

Darlene LaRoche  
Chairman

*Aim for Service, and Success will Follow*



**2010 - 2011**  
**Air Cadet League of Canada**  
**Alberta Provincial Committee**  
**Motions**

## 2010-2011 Motions

**October 31, 2010**

**MOTION:** Moved by Pat Sulek to accept the October 2 minutes as distributed. Seconded by Roger Thompson. All in favour. Carried.

**MOTION:** Moved by Pat Sulek that Ross Hamilton be accepted as the Assistant Director to Netook. Seconded by Burt Gillings. All in Favour. Carried.

**MOTION:** Moved by Pat Sulek that all assistants to the Provincial Committee be included in the email contact list. Seconded by Burt Gillings. All in favour. Carried.

**MOTION:** Moved by Roger Thompson to have the hangar named after Ross Hamilton. Seconded by Pat Sulek. All in favour. Carried.

**MOTION:** Moved by Burt Gillings that Christopher Gillings be the Assistant of Camp Worthington. Seconded by Ron Millham. All in favour. Carried

**MOTION:** Moved by Kevin Robinson that all existing League Reps be ratified as the new SSC Advisors. Seconded by Roger Thompson. All in Favour. Carried.

**December 4, 2010**

**MOVED by Carol Cox, seconded by Pat that the minutes of the October 31,2010 meeting be accepted as amended. Carried.**

**MOVED by Fred Johnsen, seconded by Burt Gillings that the agenda be accepted as amended. Carried.**

**MOVED by Pat Sulek, seconded by Burt Gillings that the classroom building be named the Ross Hamilton Education Centre. Carried**

MOVED by Fred Johnsen, seconded by Carol Cox that the job description for Public Relations Director by approved as presented. Carried. Stan Monkman has let his name stand for interim Public Relations Director.

MOVED by Fred Johnsen, seconded by Burt Gillings that Stan Monkman be appointed interim Public Relations Director until the next Annual General Meeting. Carried

MOVED by Fred Johnsen, seconded by Eric Steffensen that we approve the parent committee as the official sponsor of 664 Medley RCACS. Carried

MOVED by Bob Barraclough, seconded by Kevin Robinson that we send a cheque to Alberta Sustainable Resources which represents rental for 25 years for our facility at Camp Wright. Carried

Moved by Kevin Robinson, seconded by Fred Johnsen that Rosemary Halldorson be accepted as Assistant North-West Wing Director. Carried.

MOVED by Burt, seconded by Kevin Robinson that we purchase the truck tires for a cost of \$755.79. Carried. The Bowden Penitentiary will work at the camp on the building, cutting firewood and other projects on Monday.

### **February 5, 2011**

MOVED by Roger Thompson, seconded by Eric Steffensen that the minutes be adopted as amended. Carried.

MOVED by Fred Johnsen, seconded by Stan Monkman that the agenda be approved as amended. Carried.

MOVED by Burt Gillings, seconded by Pat Sulek that we choose option #1 with the Air Cadet League insignia smaller. Carried.

MOVED by Pat Sulek, seconded by Roger Thompson that we purchase two hundred each of cubes with a crest and cubes with a glider. Carried.

MOVED by Fred Johnsen, seconded by Burt Gillings that we set up a mailbox for the Alberta Provincial Committee, in Calgary, close to the Director of Finance. Carried.

MOVED by Kevin Robinson, seconded by Pat Sulek that we appoint an Assistant Director of Finance who would be primarily responsible for the review and support of ACC9s and other duties as required. Carried.

MOVED by Fred Johnsen, seconded by Roger Thompson that we hold the 2011 AGM at the Four Points Sheraton in Edmonton on October 29-30, 2011. Carried.

MOVED by Eric Steffensen, seconded by Dave Lanz that we purchase the simulator trailer. Carried.

MOVED by Pat Sulek, seconded by Kevin Robinson that Russell Primrose be accepted as SSC advisor for #859 Crowsnest Squadron. Carried.

MOVED by Eric Steffensen, seconded by Fred Johnsen that Dave Lanz and Charlotte Konechay attend the Gimli Gliding Conference on March 19 and 20, 2011. Carried.

### **March 12, 2011**

MOVED by Stan Monkman, seconded by Burt Gillings that the minutes be adopted as amended. Carried

MOVED by Fred Johnsen, seconded by Stan Monkman that the agenda be approved as amended. Carried.

MOVED by Burt Gillings, seconded by Carol Cox that in the absence of a director, the assistant director should have their vote, and that the director's proxy can be sent to Darlene by e-mail.



MOVED by Stan Monkman, seconded by Carol Cox that we book Lindsay-Thurber school on February 18/19/20 for 2012 Selection Boards. Carried.

MOVED by Carol Cox, seconded by Fred Johnsen that Wayne Reitsma be appointed as Assistant Director of Finance. Fred had done a vote by e-mail and all were in favour. The motion was carried

MOVED by Fred Johnsen, seconded by Carol Cox that Stan Monkman be our fourth voting delegate at the Air Cadet League national meeting in New Brunswick on June 18-23, 2011.

Discussion: National is doing a PR push and we have been pro-active in this regard.

The motion carried

MOVED by Bob Barraclough, seconded by Stan Monkman that the Alberta Provincial Committee host the Air Cadet League of Canada AGM in 2015. Carried.

MOVED by Charlotte Konechny, seconded by Fred Johnsen that we approve the contract with the grass cutting change. Carried

MOVED by Bob Barraclough, seconded by Dave Lanz that Kevin Thomson from Beaumont, AB to accepted as the Assistant North-East Wing Director. Carried.

#### **April 02, 2011**

MOVED by Stan Monkman, seconded by Burt Gillings that the minutes be adopted as amended. Carried.

MOVED by Fred Johnsen, seconded by Bob Thompson that the agenda be accepted as revised. Carried.

MOVED by Eric, seconded by Fred that the contract be executed pending clarification of the insurance issue and the fees for the correct number of months. Carried.

MOVED by Fred Johnsen, seconded by Carol Cox that we strongly recommend that the Air Cadet Organization go back to basics and go back to volunteerism in kind as the APC does not have the funding to support the \$30,000.00 requested. This type of funding must be put in the budget for next year and voted on by the voting members at the AGM. Carried

MOVED by Roger Thompson, seconded by Fred Johnsen that Carol Cox be accepted as SSC Advisor for Castor #572 RCACS. Carried

#### **April 14, 2011 by e-mail**

**MOVED by Kevin Robinson, seconded by Roger Thompson that we send Eric Steffensen to the Air Force Association AGM in Lethbridge and that the cost of registration, room and meals be covered by the Alberta Provincial Committee. Carried by e-mail vote.**

#### **May 01, 2011**

MOVED by Stan Monkman, seconded by Roger Thompson that the minutes be adopted as corrected. Carried.

MOVED by Fred Johnsen, seconded by Pat Sulek that the agenda be accepted as amended. Carried.

MOVED by Fred Johnsen, seconded by Pat Sulek that the Alberta Provincial Committee provides a laminator machine for the Membership Chairman to not exceed a cost of \$200.00. Carried

MOVED by Fred Johnsen, seconded by Carol Cox that Rosemary Halldorsen becomes the North-West Wing Director. Carried

MOVED by Stan Monkman, seconded by Pat Sulek that we purchase a camera for the Director of Public Relations to not exceed \$600.00 including necessary accessories such as a camera bag etc. Carried.

**May 29, 2011 by e-mail**

**Moved by Pat Sulek, seconded by Kevin Robinson that John Jackson be replaced by Brian Lewis as SSC Advisor at #52 RCACS because John Jackson is unable to continue in this position and has stepped down. Carried.**

**July 23, 2011**

**MOVED by Roger Thompson, seconded by Fred Johnsen that the minutes of May 1<sup>st</sup>, 2011 be adopted as circulated. Carried.**

**MOVED by Rosemary Halldorson, seconded by Stan Monkman that the agenda be approved as amended. Carried.**

**MOVED by Fred Johnsen, seconded by Stan Monkman that the 2015 Annual General Meeting of the Air Cadet League of Canada being hosted by the Alberta Provincial Committee be held in Edmonton with the date to be determined later. Carried.**

**MOVED by Carol Cox, seconded by Burt Gillings that we pay mileage at 53 cents per km with a 10 cent donation per km back or 43 cents per km with no donation back, and meals at \$15.00 for breakfast or lunch and \$25.00 for dinner within Alberta and by receipt for reasonable out of province expenses to be effective September 1<sup>st</sup>, 2011. Carried.**

**MOVED by Fred Johnsen, seconded by Pat Sulek that the Alberta Provincial Committee accept the cost of the Long Service Medals and Bars awarded to cadets to be effective with the Alberta Provincial Committee General Meeting. Carried.**

**MOVED by Kevin Robinson, seconded by Fred Johnsen that we send a notice to the squadrons that a proposed assessment fee increase of \$12.00 to be \$52.00 if the ACC9 is filed by December 1<sup>st</sup> or \$62.00 if the ACC9 is filed after December 1<sup>st</sup> is to be ratified at the AGM. Carried.**

**MOVED by Stan Monkman, seconded by Fred Johnsen that Tom Sand attend the Gliding Graduation in Gimli, Manitoba on August 19<sup>th</sup> in place of Eric Steffensen. Carried.**

**August 21, 2011**

**There were no motions made at the August 21, 2011 meeting as it was devoted to Strategic Planning.**

**September 24, 2011**

**MOVED by Stan Monkman, seconded by Fred Johnsen that the minutes be adopted as corrected. Carried**

MOVED by Stan Monkman, seconded by Fred Johnsen that the agenda be approved as amended. Carried

MOVED by Burt Gillings, seconded by Pat Sulek that we do not extend the deadline further from the May, then June, then July then August deadlines already extensions and that we do not award a Top Cadet Award for Alberta. The motion was carried, with two Directors dissenting.

MOVED by Bob Thompson, seconded by Rob Bauhuis that we cover AGM hotel and registration expenses for Assistant Directors. Carried.

MOVED by Pat Sulek, seconded by Stan Monkman that we support the new squadron by paying for the AGM hotel and registration for Capt. Van Appeldoorn, the C.O. Carried.

MOVED by Carol Cox, seconded by Stan Monkman that the registration cost for the CRA course on changes in charity law by covered for Carol Cox and Wayne Reitsma. Carried.

October 15, 2011

MOVED by Stan Monkman, seconded by Roger Thompson that the minutes be accepted as amended. Carried.

MOVED by Fred Johnsen, seconded by Bob Barraclough that the agenda be approved as amended. Carried.

MOVED by Fred Johnsen, seconded by Eric Steffensen that we ask for a Top Cadet from each Wing Director in consultation with each Commanding Officer and that each cadet will be recognized at the AGM. There was much discussion, and the **motion passed** with two against.

MOVED by Rob Bauhuis, seconded by Stan Monkman that the proceeds from the silent auction and 50/50 draw be used with one third going to the new squadron, one third in a trust fund, and one third for any future new squadron. Discussion followed on the question of a start-up fund for new squadrons and if and how to set one up.

MOVED by Rob Bauhuis, seconded by Stan Monkman that the motion be amended to say that the silent auction and 50/50 draw proceeds by set aside for a start-up fund for new squadrons or a squadron dire need purpose. The amendment was carried which also carried the original motion.

. MOVED BY Bob Barraclough, seconded by Carol Cox, that the funds in the squadron support account be disbursed by majority vote at an Alberta Provincial Committee meeting and that a policy be established and promulgated in the Policy and Procedure Manual. Carried.

MOVED by Bob Barraclough, seconded by Roger Thompson that Darlene purchase one hundred and twenty 2G flash drives to contain information for the packages, by the most economical means possible. Carried.

MOVED by Burt Gillings, seconded by Roger Thompson that we ask the surveyor, Stewart Weir, to proceed with the resurvey and bring it up to specs. at a cost of \$4,400.00 plus GST. Carried.



**2010 - 2011**  
**Air Cadet League of Canada**  
**Alberta Provincial Committee**  
**Executive Committee**  
**Annual Reports**

## Chairman Report 2011 – 2012

This year has just flown by with incredible speed it seems! Firstly I would like to thank all of the Provincial Executive who have worked so hard on the Alberta League's behalf to foster good communication, be a conduit of information to help serve the squadrons better, offer encouragement when needed and a helping hand when asked. Thank you too, to all of the SSC Chairmen, Advisors and ACOs who have been so supportive this year.

My goals this year included maintaining good communication between all parties, and providing education and tools to help you do a better job at your squadron.

To this end, I have maintained open communication between the Executive and SSC Chairmen and Advisors, as well as our ACOs and Prairie Region officers. The website has been a great information tool to recognize our volunteers, provide learning and resource material, and to announce new information and events. I would like to thank our webmaster, Kevin DeBiasio for all of his hard work in keeping the information current and correct.

I arranged three workshops last fall – Southern, Central and NW & NE on the same day. These workshops were meant to be a more one-on-one session to answer specific questions and go into more detail than at the AGM. Those that attended enjoyed the camaraderie and information and I believe the workshops were beneficial.

This year I produced two handbooks as resource information – one for the SSC Chairmen and one for the SSC Advisors. These handbooks were distributed via email and they are also on our website. They are Alberta specific to help you be more effective at your local squadron.

I also travelled to 21 of the 42 squadrons this year from as far north as High Prairie and as far south as Lethbridge. I found that my visits were welcomed and information was shared to help the SSCs serve their squadrons in a more knowledgeable manner.

I had the honor of attending 11 ACRs and 2 Changes of Command. I was also delighted to present a 60<sup>th</sup> Anniversary Certificate to 533 St. Albert at their Mess Dinner. There are several 70<sup>th</sup>, 60<sup>th</sup> and 50<sup>th</sup> Anniversary Certificates to present this fall and I look forward to doing so to mark these important milestones.

I enjoyed presenting many Volunteer Long Service medals (as a surprise) to so many deserving League members. Thank you all for your many, many years of service to our organization.

Along with Kevin Robinson, Carol Cox and Stan Monkman, we represented Alberta as the voting delegates for Alberta at the national AGM in June held in Moncton NB. Much work was done for the benefit of the League and we enjoyed the national Effective Speaking Competition. Also attending were Governors Fred Johnsen and Keith Mann. I was elected as Chair of Chairs at the AGM and so my work on a national level has become very interesting.

I was part of a committee to promote cadets during the Calgary Stampede this year. We had over 100 cadets march in the parade and we manned a booth at the grounds for the 10 days and spoke to thousands of interested people about the cadet programs. We estimate that 2000 people took a flight on the glider simulator. This was a major teamwork PR event and I thank the officers of Prairie Region for their contributions and support. Thank you as well to the volunteers who fed the cadets after the parade and manned the booth during the Stampede.

I will be attending the Commanders Conference in Penhold from Sept 15-18<sup>th</sup> and I look forward to good discussions between the officers of Prairie Region Support Unit, the Army and Navy Leagues and the Commanding Officers of Prairie Region. Trusting each other to work as a team is the key to the success of our organization. I would like to thank you all for the opportunities for personal growth you have given me in representing you on the national and provincial stage. In closing I will simply state my motto: Aim for Service and Success will Follow.

## **Vice Chairman's Report**

2010-2011

It has been a very fast paced year for my first term as Vice Chair. I would like to thank the executive and many League volunteers and Officers who helped to make Scholarship selection Boards so successful this year. Also, I would like to extend a special thank you to Stan Monkman for his assistance with organizing the new venue and all of the volunteers. The assistance of the ACO's with communicating requests for information back and forth to the Squadrons was also a tremendous help in ensuring that all cadets who applied were able to be boarded smoothly.

It has been a very busy year personally for me with moving and job changes so I have not been as involved as much as I wanted to but I was able to attend the SAM meeting in Ottawa as well as the AGM in Moncton. While at the SAM and AGM I attended numerous meetings on Scholarships, International Exchange, and Policy. I was able to present a few ideas from Alberta such as the new cadet feedback form from Scholarship Boards that we introduced this past year. This year will see more changes to the Boarding process such as new changes to the application forms which should make the paperwork easier to manage.

The balance of the year has been spent attending as many League and Squadron functions as I could fit in. I believe it is important that we maintain a visible presence as an executive within the Alberta Squadrons and SSC's wherever and whenever we can. I have been happy to serve the Air Cadet League and youth of our organization for the last year as Vice Chair and look forward to another successful year for Alberta.

Respectfully submitted

Kevin Robinson

## **Past Chairman Report 2011**

### **Effective Speaking:**

Effective the provincial effective speaking competition was successfully concluded I was however hoping for a better audience turnout to observe twelve excellent speakers from the four wings.

I would like to congratulate all the cadets who participated in the effective speaking competition in Red Deer - in my eyes they were all winners. The top three standings were:

- 1st place was FCpl J Qin of 604 RCACS,
- 2nd place Cpl N Selbstaedt of 187 RCACS,
- 3rd place FSgt M Li of 810 RCACS.

The 1st place winner and escort courtesy WestJet went to Moncton NB for the national competition, we can be proud of FCpl J Qin by her excellent presentation.

I also like to thank Air Force Association 783 Wing Calgary for their generous sponsorship of \$5000.00 for the effective speaking competition. The winners also received a monetary award of 1<sup>st</sup> - \$400.00, 2<sup>nd</sup> - \$300.00, and 3<sup>rd</sup> - \$200.00.

A thank you to the toastmasters for providing the three judges. WestJet for flying the winners to the National Competition.

Thank you to; Bob Clarke for volunteering as Chief Judge, Keith Mann as MC. Stan Monkman for arranging the facility and PR work (pictures etc) and Ken Nixon for acting as Sergeant Major with the assistance of Wayne Reitsma. Pat Sulek coordinating the gifts.

Above all- a resounding thank-you to the squadrons who participated in this year's competition, I am hopeful for better participation at the Squadron and Wing level next year, 13 out 42 squadrons participated in 2010.

### **Other:**

I attended numerous Squadron ACR's and the summer camp graduation ceremonies at the 4 Wing, Cold Lake as far I am concerned the ACR's and the effective speaking competition are the highlights of my cadet involvement, to be able to witness the excellent speeches, demonstrations, drill and deportment that the cadets display at these events.

### **Awards:**

We also need to place higher priority of saying thank you to our volunteers; officers and cadets, there are numerous awards available at the provincial level, please refer to our Awards Hand Book located on our web site for details: <http://www.aircadetleague.ab.ca/documents/Manuals/Honors & Awards Handbook.pdf>

Sincerely,

Fred

**AIR CADET LEAGUE OF CANADA – ALBERTA PROVINCIAL COMMITTEE**

**ANNUAL FINANCIAL REPORT**

**SEPTEMBER 1, 2010 TO AUGUST 31, 2011**

I would like to thank all the Squadrons that have filed their ACC9's and paid their Assessments Fees on a timely basis this year. This is greatly appreciated. There are still seven Squadrons that have not filed their 2009/2010 ACC9's yet and only six that have not paid their Assessment Fees. This means that we have received 83.33% of the ACC9's and 85.% of the Assessment Fees.

Any Squadron that have not filed **any** of their previous years ACC9 can still do so by using the current 2007 version form.

The ACC9's for 2010/2011 **MUST** be filed using the new 2007 version of the ACC9. If an old form is submitted it will not be accepted.

A reminder when submitting your ACC9

- Use the 2007 version of the ACC9.
- Page 4 line 1700 and line 3400 **MUST** equal
- Form **MUST** be signed by the CO and dated.
- Form **MUST** be signed by the Sponsoring Chair and dated.
- **The information form MUST be signed and accompany the ACC9.**

Assessment Fee invoices will be out in December of this year.

The audit Financial Statements and the 2020/2011 and Budget for 2011/2012 will be available at the AGM.

Carol Cox CGA

Finance Director

Alberta Provincial Committee



## **SECRETARY'S REPORT by Evelyn Hutchings**

This year has seen many changes in the operation of the Air Cadet Program and the Alberta Provincial Committee. It is always such a pleasure to be any part of this program and see the positive change in the cadets as they grow and mature in their roles within the squadrons. Your Provincial Committee has worked very hard to adapt to the changes, and improve the delivery of our services to the squadrons. I commend each and every one of them for their hard work and positive results.

Some of the Board members have been keeping track of the hours that they devote to working for our Air Cadets and the results which I have are as follows:

- September-150.5 volunteer hours
- October-362.5 volunteer hours
- November-310 volunteer hours
- December-181.5 volunteer hours
- January-292 volunteer hours
- February- 371.5 volunteer hours
- March-430.75 volunteer hours
- April-249.5 volunteer hours
- May-157.5 volunteer hours
- June-266.5 volunteer hours
- July-193.5 volunteer hours
- August-117 volunteer hours

The total hours reported for the year September 01, 2010 to August 31, 2011 are 3082.5 volunteer hours.

It has been a pleasure serving as Secretary for the past year. Thank you for the opportunity.

Sincerely

Evelyn Hutchings

## **Director of Aviation - 2011**

### **Glider Familiarizations and Training**

- Spring and Fall Glider Familiarization flights are flown at the Peace River Gliding Centre (PGC) at Grande Prairie Airport, Edmonton Gliding Centre (EGC) at Villeneuve Airport, Josephberg Gliding Centre (JGC), Netook Gliding Centre (NGC) at Olds, and Southern Alberta Gliding Centre (SAGC) at Vulcan.
- SAGC relocation to the old military airport from the Vulcan municipal airport still being negotiated and hope to move there for the spring 2012 gliding session.
- The spring gliding session had a slow start due to a late spring and wet conditions.

### **Equipment**

- Scout SSV completed the Structure Inspection and Repair Program (SIRP) this year however it is still at Gimli for painting completion.
- Scout OBW will be undergoing the SIRP this winter at Gimli.
- The purchase of an additional glider is being investigated.
- A cargo trailer has been purchased with funds from Aviation Alberta and the intent is to use it to house a glider simulator to enhance the fall and spring Glider Familiarization program at the PGC, JGC or the SAGC. It can also be used as a recruiting tool at local community events.
- Gliding centres presently have nine vehicles in use and two additional replacement vehicles are being sought.
- The use of a Utility Vehicle as a winch retrieve is being investigated to replace the retrieve truck which could be a cost saving over the long term. A Utility Vehicle new cost is approximately \$10,000.

### **Penhold Air Cadet Summer Training Centre Glider Familiarizations Flights - NGC**

- The Penhold Air Cadet Summer Training Centre flew their Glider Familiarization for the Basic Cadets at Netook this last summer. Approximately 1,000 Familiarization Flights were flown in support of the program.

### **Miscellaneous**

- Tom Sand attended the Gimli Graduation this summer representing the Alberta Provincial Committee.
- The establishment of a National Reserve Replacement Glider has been approved.
- The level of insurance of the gliders has been increased from \$15,000 to \$20,000.
- SSO Air/NCA Ops O has been asked to review CATO 52.07 (Power Familiarization in Privately Owned Aircraft) with a view to make the requirements less stringent.

Respectfully submitted,  
Eric Steffensen  
Director of Aviation

**ALBERTA GLIDING/FLYING Assets October 2011**

	Registration	Serial Number	# / Owner	Present Location	Gliding Centre	status	SIRP planned date
Schweizer 2-33A	C-GCLD	318	1 AB ACL	Villeneuve	EGC		2012/13
Schweizer 2-33A	C-FFDR	126	3 AB ACL	Villeneuve	EGC		2021/22
Schweizer 2-33A	C-GFMC	488	4 AB ACL	Network	NGC		2013/14
Schweizer 2-33A	C-GMOG	537	12 AB ACL	Network	NGC		2019/20
Schweizer 2-33A	C-GRVH	481	14 AB ACL	Grande Prairie	PGC		2018/19
Schweizer 2-33A	C-FGMH	124	16 AB ACL	Network	SAGC		2018/19
BGCBC Scout	C-GSSV	220-76	1 AB ACL	Network	NGC	At GM	2010/11 E2019/20
BGCBC Scout	C-GOBW	11-74	2 AB ACL	Edmonton	EGC		2011/12 E2018/19
Note - Scout SIRP 10 year cycle and glider 12 years							
Glider Trailer	42045B		AB ACL	NGC			
Glider Trailer	42049B		AB ACL	NGC			
Glider Trailer	42048B		AB ACL	PGC		U/S	
Glider Trailer	4846-05		AB ACL	EGC			
Simulator Trailer	4DS4 83	4RACS1422BN081756	AB ACL	NGC	White		
<b>ACL PC VEHICLES</b>							
Chev K2500 1995	RUX355	1GCGC29K8SE248332	AB ACL	EGC	L Blue		Hitch 2" ball
Chev Silverado truck 2002	ZJP 395	1GCEK19V82E218245	AB ACL	NGC/VGC	White		Hitch 2" ball
<b>Chev Silverado C2500 1992</b>		<b>2GCGC29K8M194441</b>	<b>Pending Donation</b>	<b>PGC</b>			
Chev Silverado truck 2005	BFB 0948	2GCEC19T851283131	AB ACL	PGC/JGC	Dark Grey		Hitch
Chevrolet Impala 1981	VUN239	2G1AL35H4B1121268	AB ACL	NGC	Red		
Dodge Ram Wagon 1986	NJC019	2B5W/B31T5GK605261	AB ACL	NGC	M Blue		
GMC K1500 4x4 1994	MER750	1GKFK16K8RJ12657	AB ACL	NGC/VGC	Blue/Silver		
Ford 1500 Truck 2000	NJA 414	2FTZX1727YCA00890	AB ACL	NGC/VGC	Blue		Hitch 2" ball
GMC Yukon 1999	BCS-0626	1GKEK13R8XJ758600	AB ACL	JGC/PGC	M Grey		Hitch 2"5/16 ball
Ford Econoline 1986	UNR497	1FDHS34L9GHB54376	AB ACL	PGC	Rusty		<b>Written Off</b>
Ford F150 1992	LFRI147	1FTEX15N6NKB74565	AB ACL	PGC	Red		At Auction Mart

## GLIDING FACILITIES

### **NGC Major Assets**

Both Turf

Aircraft Hangar - 1986

Vehicle Garage - WWII

Class Room/Office -1993

Washrooms - 1995

Camp Shelter - 2001

T hanger for runway mower storage (late 50's or 60's)

Small fuel/paint storage shed (WWII vintage)

500 Gal 100LL Fuel Tank - Apr

2009

500 Gal Vehicle Fuel Tank - Apr

2009

Runway Mower (demo) - Apr

2009

Tractor GT362 48" mower -

1995

JD #17 Cart - 2007

JD T30S String Trimmer - 1999

6 classroom utility tables - 2007

21 folding chairs (2007)

1 office desk and chair ( donated by military)

1 Filing cabinet (donated by military)

6 Vertical storage lockers ( donated by Banff Safeways)

7 x 10 lb.fire extinguishers

1 x 20 lb fire extinguisher

BBQ - 2010

3 chairs sim Trailer

I folding table sim Trailer

### **Skinner Airstrip**

(Camp Wright)

Camp Wright Lease

Accommodations

Cooking Facilities

Presently not being used for  
gliding

Rwy 02/200(approx) Turf

3000'X200' (approx)

AB

ACL

**PGC-** Peace River Gliding

Centre

**VGC-** Southern Alberta Gliding centre

**NGC-** Netook Gliding Centre

**JGC** - Edmonton East

**EGC-** Edmonton Gliding Centre- Villeneuve

## Director of Netook Annual Report- 2011

- Fall Familiarization Flights were flown from the Netook Gliding Center during September and October.
- Mid November Facility was cleaned and locked up for the winter.
- March 18-20 attended the 2011 Gliding Center and Recertification weekend in Gimli, Manitoba.
  
- Facility was late opening due to high winter snowfall. First Gliding weekend was June 04.
- In May a wheel chair ramp was installed between the Hanger and the classroom.
- The May 30 Alberta Provincial Committee Meeting was held at Netook. at this time the classroom was renamed to the Ross Hamilton Aviation Learning Center in honor of Ross's many years as a Director and Volunteer to The Alberta Provincial Committee.
- In June the Spring Familiarization Flights were flown. From Netook.
- The Penhold Air Cadet Summer Training Center flew their Glider Familiarization Program for Basic Cadets during July and August.
- August saw a lot of maintenance items being performed
  - Runways were sprayed for weeds (clover and thistles)
  - New Air Cadet League of Canada sign was installed on the hanger.
  - Hanger and vehicle building sliding doors had bottoms cut off for easier opening.
  - Toilet seats were upgraded in Ladies washroom.
- VIP Day was held on August 28 with 28 VIP Flights being flown.
- The resident custodians continue to perform the grounds keeping duties very well. In addition they ensure site security.
- The cash crop rental agreement appears to be working very well again this year. This will enable Netook to be self sufficient cash wise again this year.
- In closing I would like to thank all of the volunteers that have worked at Netook this past year for all your hard work and I look forward to working next year with all of you.

Respectfully Submitted  
David Lanz  
Director of Netook

## Director, Camp Wright Annual Report – 2011

We have had very successful operating year, our revenue forecast has increased significantly (see attached spread sheet) which is an excellent indicator that we are doing the right things for our customers (cadets). We would not have been able to provide the required service/support without the help of the following dedicated volunteers; Sheila Bella, Cheri and Kevin Lindley-Scott, Owners of Barricades and Signs (new parking signs and six new picnic tables). 700 Wing for a \$7000.00 donation towards water system repairs; we have upgraded the filtration system and replaced the hot water tank in the mess hall.

We finally have our lease renewed for 25 years through Alberta Sustainable Resources, big change was that we had to provide a \$10,000.00 deposit and we now have combined single recreational lease instead of the several separate overlapping lease arrangements..

We have numerous issues coming due to the aging infra-structure, such as:

- Replace cabins they are starting become structurally unsafe.
- Replace the grease removal system in the mess hall.
- Replace windows in the mess hall and volunteer building – significant factor in heat loss.
- The old generator building housing the electrical distribution system has to be replaced – dry rot.
- Replace the existing 220 volt main feeder to cabin 77 – temporary repairs have been undertaken to ensure the break does not affect the camp operation.
- Frozen main water line to washhouse – needs to be heat traced or line buried deeper.

We are looking for squadron donations to replace or fix cabins and the grease removal system 5 k +, cabins cost about 17K each – turnkey. We will be forced to close cabins due to safety concerns if we do not start replacing them or temporarily repair floors and roofs in next couple years – which have the potential of reducing the number of beds available to our cadets.

On the positive side we have 1 Canadian Combat Engineer Regiment starting use our Camp for peace keeping exercises and have replaced the mess hall deck, upgraded the washhouse water tank, and built air rifle shooting stands.

University of Athabasca has started construction on their northern Lights Observatory which will be open to cadets when at Camp Wright – stay tuned for details.

Husky Energy is back on site completing well site restoration due to a leak at their well head – no risk to cadets.

We are always looking for volunteers to help with minor maintenance/cleanup – we are there on most weekends – just show up (just phone me or send an email), in the summer bring your camping gear - enjoy pristine Narrow Lake (after chores that is) - great swimming, boating and fishing.

Respectfully submitted,

Wally Johnsen

## Camp Wright Booking Income

Date	Unit	Fees	Guests	Notes
10-12 Sept.	RECCE Platoon 3 PPCLI	\$ 210.00	7	Reg. Force Exercise
11-12 Sept 10	533 RCACS	\$ 85.00	16	
10-12 Sept 10	NASC	\$ 872.00	48	Sailing
17-19 Sept 10	NASC	\$ 830.00	45	Sailing
24-26 Sept. 10	252/241 RCSCC	\$ 704.00	36	
1-3 Oct 10	238 RCSCC	\$ 816.00	44	
1-3 Oct 10	539 RCACS	\$ 364.00	22	
27 Sept-03 Oct 10	1st Battalion PPCLI	\$ 2,260.00	60	Reg. Force Exercise
15-17 Oct 10	699 RCACS	\$ 835.00	33	
15-17 Oct 10	524 RCACS	\$ 815.00	32	
15-17 Oct 10	2467 RCACC	\$ 439.00	11	
22-24 Oct 10	533/868 RCACS	\$ 2,150.00	95	
29-31 Oct 10	504 RCACS	\$ 1,700.00	70	
5-7 Nov 10	810 RCACS	\$ 1,740.00	72	
12-14 Nov 10	2981 RCACC	\$ 584.00	16	
12-14 Nov 10	570 RCACS	\$ 1,000.00	40	
22-25 Nov 10	3PPCLI B Coy	\$ 2,142.00	83	
26-28 Nov 10	2552 PPCLI RCACC	\$ 772.00	28	
26-28 Nov 10	831 RCACS	\$ 880.00	39	
28-30 Jan 2011	2051 RCACC	\$ 1,036.00	39	
4-6 Feb 2011	180 RCACC	\$ 1,060.00	40	
	810 RCACS		0	Cancelled Staffing Issues
18-20 Feb 11	524 RCACS	\$ 820.00	36	
25-27 Feb 11	539 RCACS	\$ 600.00	25	
04-06 Feb 2011	526, 874, 721 RCACS	\$ 1,160.00	48	Combined exercise
11-13 Mar 2011	504 RCACS	\$ 1,560.00	68	
18-20 Mar 2011	868 RCACS	\$ 1,245.00	51	
15-17 Apr 2011	299 RCSCS	\$ 4,693.00	182	Sea Cadets Combined Ex
29 Apr - 01 May 2011	395 RCACS	\$ 1,905.00	83	
13-15 May 2011	524 RCACS	\$ -	20	Anniversary
13-15 May 2011	699 RCACS	\$ -	25	Anniversary
13-15 May 2011	2467 RCACC	\$ 316.00	9	Army Cadets Westlock
27-29 May 2011	12 RCACS	\$ 930.00	39	SSC Pay
3-5 June 2011	2995 NASC	\$ 1,518.00	57	Sailing
10-12 June 2011	241/252 NASC	\$ 1,510.00	48	Sailing
10-12 June 2011	533/868 RCACS	\$ 1,302.00	73	Joined Exercise (Field)
17-19 June 2011	2995 NASC	\$ 774.00	26	Sailing
24-26 June 2011	2995 NASC	\$ 798.00	27	Sailing
15-17 July 2011	Athabasca Missionary Church	\$ 600.00	30	Group meeting
<b>Total Income</b>		<b>\$ 41,025.00</b>	<b>1723</b>	

## Camp Worthington Annual Report 2010-2011 Training Year

Camp Worthington experienced a very successful year both financially and in regards to the number of cadets attending the camp. A total of 21 squadron/corps weekends were used with a total of 821 cadets and officers attending. In addition, the camp was utilized on 3 occasions for RCMP Emergency Response Team training, 1 men's group and 1 wedding weekend. Camp revenue for the training year exceeded \$21,000.00.

Camp Worthington experienced a number of challenges this past year. High winds again took down a large number of trees both within the camp and in the surrounding area, causing considerable damage to 1 cabin roof and 1 porch roof. The cabin roof (rolled asphalt shingle) was replaced with a new metal roof including new rafters, soffit and fascia and a new ceiling. This work was carried out by an inmate crew from the Bowden Institution, the only cost to the league being the materials, which were purchased separately. The porch roof on another cabin has yet to be replaced. One positive side effect from this is that there is a very large supply of salvageable firewood in the camp and surrounding area. Volunteers are needed to haul this wood out of the bush and stack it for future use. This would greatly reduce any forest fire danger and would also significantly reduce the amount spent to have firewood hauled in to the camp.

High water levels were once again a concern this past spring, however no major flooding occurred and there was no damage to any camp facilities. Intrusions by random campers continues to be an ongoing problem with the most serious results be firewood stolen from the camp, evidence of beer drinking around the fire pit and the occasional mess to clean up.

The well water was tested again late this summer and the camp well water continues to test as "fit for human consumption". This is in keeping with similar test carried out annually over the past 12 years. I believe that it is important to note that there is absolutely no need for squadrons/corps to bring large quantities of bottled water out to Camp Worthington. The water supply (hand pump well) is good potable water and the continued use of bottled water is a total waste of money. A copy of the most recent well report is posted in the camp cook shack and I will gladly provide a copy to anyone who requests it. This is GOOD water.

We are finally making some progress on the camp lease renewal. Conversations held with Alberta Sustainable resources in September of this year, the first communication from them in over 2 years on this matter, have indicated that some revisions are required in the lease application and the surveyors report. This information has been passed on to the surveyors for their review and any necessary action.

There are always projects of some kind underway at Camp Worthington and volunteers are always welcome. Whether it is cutting firewood, repairs to buildings, or just general maintenance of the area.

My experience at Camp Worthington over the past 12 years has shown me what a tremendous impact this camp has had on the literally thousands of cadets who have experienced it. This is an extremely valuable resource, which needs to be protected as well as used to the fullest extent possible. To do less would be an insult to cadets past, present and future.

Respectfully submitted

J. Burt Gillings  
Director, Camp Worthington  
Sept 13, 2011



## North West Wing Annual Report for 2010-2011

I took on the role of NW Wing Director in May in which I have had to learn a lot in such a short time, but all well worth it. Prior to taking on this role I was the Assistant NW Wing Director. During that time I had helped with Scholarship applications, attended the Zone Effective Speaking competition held in Whitecourt and attended the formal mess dinner held in Grande Prairie the same day. I attended the monthly Provincial Meetings held in April, May, & July, along with the two Wing meetings held in April & May. I only managed to get to two ACR's; they were the Peace River Squadron and High Prairie Squadron. I would have & had planned to attend a few others but the wildfires that were burning unfortunately took precedent over these as I was called upon to transport the firefighters to put them out. So my apologies to those squadrons in which I didn't get to.

I thank the Provincial Committee, SSC Chairs, Advisors, CO's, the ACO for being very understanding with me as I take on this new adventure in my Air Cadet life. I am trying to communicate with you as much as possible and will continue to work on this in the next year. Trust me there will be lots of questions to be answered and I will be looking to someone for the answers. In the next Air Cadet year I hope to visit each squadron at least twice.

## North East Wing Year End Report

The 2010 / 2011 training year saw a mid-year change in Wing Director. I took over the responsibilities in December 2010 following the resignation of Ron Millham. I want to extend my thanks to Ron for his dedicated work on behalf of the Wing and wish him well in his future endeavours. By all accounts it was a very successful year with all Squadrons kept very busy.

With me taking over as Wing Director, Keven Thompson (287 Beaumont) agreed to assume the duties Assistant Wing Director. Lee-Ann Kalen (12 Edmonton) continued to provide assistance as the Wing Secretary. I thank them both for their continued support and service.

Numerous (too many to list) fundraising events were organized and successfully executed by the SSCs in order to support the many complimentary training events held at the various squadrons. Of particular note was an opportunity for both 831 Black Knight (Leduc) and 287 Beaumont to wrap gifts inside the security zone for outbound passengers at Edmonton International Airport. It was both an opportunity to raise funds and awareness.

This year's effective speaking competition was held on March 19, 2011 with 10 cadets participating. The event was hosted at Vimy Ridge Academy by 810 Grant McConachie. The event was also supported by representatives of 3 different Toastmasters Chapters.

Cadets from across the Wing participated in selection boards this year and the Wing was well represented among the successful candidates.

SSC Advisors and SCCs were asked to provide feedback on Selection Board experience this year and submit suggestions to the Wing Director for forwarding. Everyone like the fact that everything was in Red Deer and are very supportive of APC decision to repeat venue in 2012. Knowing that the questions will be reviewed over the coming months was also well received as there is some concern with the alignment of questions to marking criteria and course content. There was also acknowledgement that scheduling seemed much better aligned to travel requirements for Sqn's that need to travel long distances.

By far the biggest challenge in the Wing has been the recruitment of SSC Advisors. SSC Advisors are still needed for 810 and 570 and the 2011/12 training year has added 831.

I'd like to acknowledge 810 for supplying the band for both 287 Beaumont and 341 Mundare ACRs. In addition to the usual parade at Mundare, the band from 810 joined in the parade through the streets of Mundare to promote the event and raise the awareness of the Sqn in the community

I wish to take this opportunity to personally thank NE Wing ACO, Capt. Lindley-Scott for all of her support - particularly with bringing me up to speed following the hand-over. I'd also like to express my appreciation to the SSC Advisors, SCCs and their Sponsoring Committees, squadron staff, cadets & parents, supporting organizations, our military & civilian partners, league members, and volunteers for all for their dedication, hard work, assistance and support to the NE Wing over the past training year.

Respectfully submitted,

Bob Barraclough  
Director, NE Wing

## **Central Wing Director Report 2011**

Things started off quickly this year with the first monthly Provincial Committee meeting being held immediately following the close of the AGM in Calgary. The new members were welcomed to the table and the year began.

The first monthly meeting was held the following Saturday at the Ponoka Cadet hall. The AGM was discussed, with members bringing forth the pros and cons of the weekend. Good feedback on the content as well as the facility.

Fred Johnson, Stan Monkman and I attended a meeting in Castor to assist in the election of a new parent group. The parents really stepped up and filled each of the positions. Way to go team.

I was asked to attend a Parent Support Club meeting in Drayton Valley to present The Roles and Responsibility PowerPoint. I was also asked to give this same PowerPoint to parents in Wetaskiwin and also Olds. These parents were very surprised with the amount of information included. There were many great questions raised and answers provided.

The Scholarship process progressed quite well with a few forms being returned for clarification, more information as well as signatures that were missed. We, the provincial executive, then scanned through the forms again and scored the education marks prior to the Boards the third weekend of February.

The Red Deer squadron hosted the First Annual Tri-Service Drill Competition on March 5. The competition went well for this the first try of a Tri-Service event. Very much looking forward to it again this year.

185 Olds hosted the Central Wing Effective Speaking competition in March at the Cadet Hall. This is the second year in a row that it was held in Olds and a great job done by the committee. The Provincial Effective Speaking event took place at the Red Deer College with the Cadets really out doing themselves.

May and June were busy with year end events, exercises and training wrap up. I was fortunate to attend 4 of the 9 ACR's in Central Wing. These events are a great highlight for me, as Central Wing Director, to attend and see the great strides the cadets have made since September. They really do put on a great event.

I attended three of the four Graduation Parades at CSTC Penhold this summer. This is another perk of being the Central Director, to attend these parades, see Cadets from the Central Wing and to meet Cadets from across the region and country.

Respectfully submitted

Roger Thompson

## **SOUTHERN WING REPORT 2011**

I would first like to thank my terrific Team. Assistant Wing Director Rob Bauhuis, for his dedication, and support, and being my sane right hand man the situations. Kenn Nixon, S Wing secretary, for all his hard work putting together the informative minutes to some very interesting, and lengthy meetings. And last but not least Capt Randy Fisher, ACO for W Wing. His commitment to the cadet program, and making the partnership work is outstanding. We have gone on many adventurous, informative road trips to visit squadrons in S Wing, and I appreciate his patience and guidance, when I have asked him countless questions, and allowed me to “vent” my frustrations with the system.

I also would like to thank all twelve squadron SSC and SSC Advisors, COs and Officers for their hard work over the past year in keeping their squadrons well informed and running smoothly. With out their input, dedication and teamwork, Southern Wing would not have the level of excellence that we now enjoy. Also thank you to the squadrons for stepping up to the plate and volunteering for a very successful PR tent at the Stampede.

Effective Speaking S Wing winners 604 F/Cpl Julia Qin, 11 F/Cpl Pankoski, and 187, Cpl Selbraldt. All 10 cadets from 6 squadrons were amazing. F/Cpl Qin represented Alberta at the National Effective Speaking Competition.

Effective Speaking Workshop was held with 17 cadets in attendance, along with two officers, and a few interested parents.

We also held a photography workshop with roughly 20 cadets attending, and hopefully will be holding a photo competition this coming year.

187 Foothills squadron is up and running in their newly finished HQ building, which they are proud owners. Terrific job by all members, officers, and cadets on this very tasking venture,

Congratulations to 878 Sqn, for their ground breaking of their new building, and also for being Top Squadron for Prairie Region.

604 hosted a very successful Invitational Band and Drill competition which was a terrific event. Also congratulations to their Band who participated in the Stampede Parade again this year, They were **AWSOME** !

I am looking forward to continuing to service SWing for another exciting year.

Respectfully submitted

Pat Sulek, Southern Wing Director

**Membership Registration Report**  
**Alberta Provincial Committee, Air Cadet League of Canada**  
**Annual General Meeting – October 2011**

The 2010/11 again saw an increased number of the number of members registered. Mid-year we commenced laminating membership cards so that they can be worn and used as identification at the squadron.

Most of our Squadron Sponsoring Committees are very conscientious about the membership registration program and are regularly submitting membership documentation. However, there are still a few squadrons who have very few, if any, members registered.

**Incomplete and illegible membership registration packages continue to be a problem.** Documentation must be legible, completed fully, signed where necessary and include the Police Records Check, the completed interview and reference check forms otherwise; it cannot be processed. Addresses continue to be a problem. People living in rural areas must provide their P.O. Box number. This past year I sent out about 35 to 40 membership cards with street addresses as indicated on the application form only to receive them back because a P.O. Box number was required. All of these oversights in the completion and review of the membership application package cause delays in the issuance of membership cards and increased mailing costs for the League.

A membership card cannot be issued until approval is received from National. The turnaround for obtaining approval from National is generally less than a week. However, cards must be done in batches of 10 so sometimes there might be a slight holdup awaiting additional membership registrations. If there is a rush for approval of a membership registration because of a squadron exercise, please contact me and I will do everything possible to get the approvals in place and provide you with the membership registration number.

Inactive Members – National is very concerned about receiving notification regarding those members who are no longer involved with the Squadron. We have not pushed for this information in the past but it is now a priority. Please advise me as soon as possible if someone is no longer active with your squadron so that I can advise National. I will be automatically reporting as Inactive those members whose membership has expired. It is therefore important that members renew their memberships in advance of their expiry date.

As a reminder, my contact information is as follows:

Mailing Address: 2820 – 11 Avenue South  
Lethbridge, AB T1K 0L4  
Residence Phone: (403) 327-4495  
Business Phone: (403) 320-3822  
Email: [bevannburke@shaw.ca](mailto:bevannburke@shaw.ca)  
[bev.burke@lethbridge.ca](mailto:bev.burke@lethbridge.ca) (work)

If at any time you require information concerning your Sponsoring Committee's membership registration, please do not hesitate to contact me.

Respectfully submitted



Bev. Burke  
Membership Registration Coordinator

**PUBLIC RELATIONS REPORT  
DEC 2010 – SEP 2011**

The Public Relations position was created in Dec 2010. Almost immediately I was immersed in various programs, schedules and taskings. I am also responsible for assisting with fund raising ideas and actions. PR began with the scholarship boards – I booked hotels and a venue for the Boards. Board volunteers began lining up in mid Jan. Military members and cadets with their escorts were housed in the Quality Inn North, Red Deer and the civilian members were housed in the Sandman Inn. Throughout I liaised with the media who provided good coverage. The venue, the caterer and everyone one of the civilian and military members made the 2011 Scholarship Boards a highly successful exercise.

Immediately afterwards came the drill competition with four venues in Alberta. I covered the Red Deer Venue with willing volunteers covering the other three. This was a great exercise for the cadets to demonstrate their prowess on the parade square. Red Deer media provided some coverage.

Thereafter came the Provincial Effective Speaking competition. I assisted in acquiring the venue at the Red Deer College and took many pictures of the competitors. In mid June I attended the ACL AGM in Moncton where I became a member of the National Public Relations Committee and the Air Cadet Committee. I was also privileged to watch and listen to the top 10 National Air Cadet Effective Speakers. Our Alberta Candidate, Cadet Qin, presented an outstanding prepared speech and an impromptu speech.

Throughout this entire year we have been concurrently bent on drafting and producing a provincial business plan. Provincially we had never done this so it is, in part, a brand new direction. Almost immediately, Wayne Reitsma and Max Scharffenberger enthusiastically got on board. With their in-depth knowledge, guidance and direction, they and the entire Prov Executive is now diligently working towards putting together a strong strategic plan; one that will eventually be presented to Alberta businesses and corporations to help raise the needed funds to keep the Alberta Provincial Executive and Alberta Squadrons a viable and exciting youth organization. This strategic plan is a priority effort; we've held meetings focused only on the plan. Despite there still being much to do we will ensure that the plan is all encompassing, fully describing who we are and where we as a Provincial Committee want to go with our Air Cadet Squadrons.

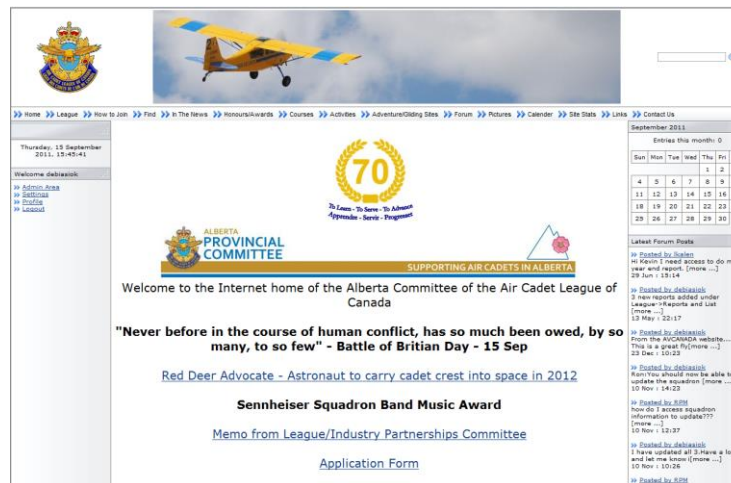
Getting the word out to Albertans that the Royal Canadian Air Cadets is alive and vibrant is the responsibility of all SSCs in the province. Radio stations, newspapers and community TV stations are always looking for newsworthy inserts. There is no doubt that all 42 Squadrons are actively recruiting and are engaged in exercises that the public would be most interested in. I believe that if every unit were to contact their local media at least once a month with “an exciting happening” in their unit, unit numbers would increase. To make those contacts and to keep it consistent every month It is stressed that a Public Relations individual be appointed in every SSC/Support Group in Alberta. The Public Relations Kit which all units now possess contains excellent material and templates to assist in making up articles and pictures to the media. And cadets love seeing their picture in the media.

Respectfully submitted

Stan Monkman,

Director Public Relations

# Web Report



The web page continues to grow in content and we are averaging 1500 hits per month.

During the last year minor fixes have been implemented in to our web page and database, it is stable, and new content is being added as it is sent to me.

Every squadron should have a person set up to update their information on the web page. This person can add or update information about their Sponsor, Committee and squadron officers as well as general squadron information. They can also complete their year-end report.

20 squadrons completed their 2011 year-end reports on the web site and you have the capacity to start your 2012 report now.

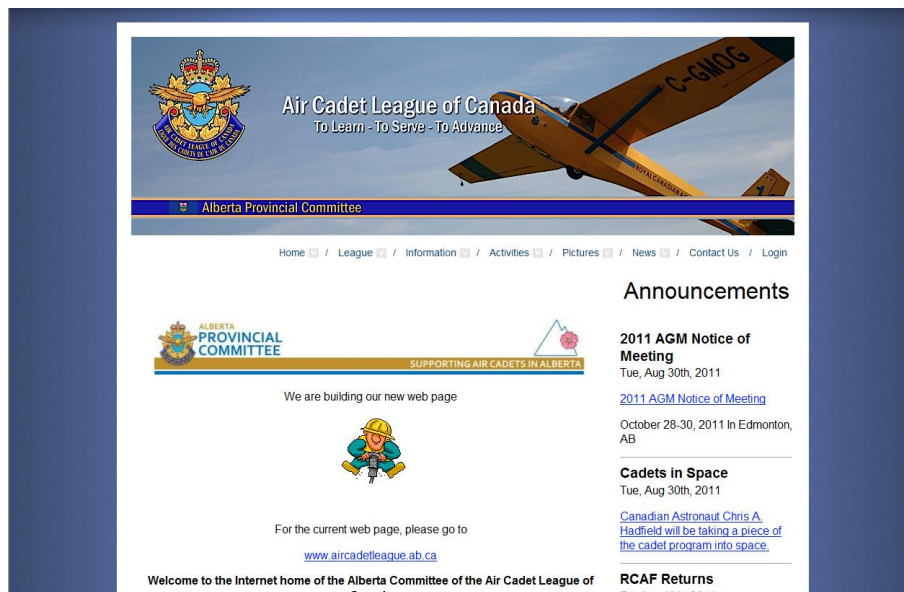
Some of the other things the web can do you

- Create email address for you ([531SquadronChairman@aircadetleague.ab.ca](mailto:531SquadronChairman@aircadetleague.ab.ca))
- Post information about activities in squadron
  - Press Releases, Pictures, News Letters, Newspaper articles
- Add activities to our calendar so other people can see the good things your squadron do

Please let me know if you find things on the web that don't work as you expect, or if you have suggestions to make it more useful.

One the web page you can find squadrons and their information, contact information for the executive, information about scholarships and courses, forms and other information that can you and your cadets/officers and new recruits.

Also, sometime in the near future the web site will be changing to a new provider. 8 other provincial leagues will be going to the same provider we will all have the same basic layout and similar addresses.



Unfortunately, to do this will have to change our address to be **ab.aircadetleagueofcanada.ca**

When we convert over, all out league emails will change from @aircadetleague.ab.ca to @ab.aircadetleagueofcanada.ca The old address will forward to the new one for as long as possible. I will also try to convert the registered users also.

Please let me know how we can make the web site better for you.

Kevin DeBiasio  
webmaster@aircadetleague.ab.ca