



# AIR CADET LEAGUE OF CANADA

## BRITISH COLUMBIA PROVINCIAL COMMITTEE

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### 69<sup>th</sup> Annual General Meeting Kamloops Towne Lodge

October 2, 2010

## Annual General Meeting Minutes SATURDAY, October 2, 2010

- 1) **Meeting called to order** **Tom Holland, President**
  
- 2) **March on the Flag Party** **204 Black Maria Sqn**  
**Singing of "O Canada"**  
**Acknowledgement and thanks to the 204 Sqn Flag Party** **Tom Holland**  
**Moment of Silence**
  
- 3) **Welcome & Introduction of Head Table Guests - Tom Holland, President**  
*Tom Holland (President)*  
*Jack Henwood* *Ron Rique (Vice President)*  
*Commander Rod Hughes* *Grant Fabes (ACL President)*  
*Tina Kirkpatrick (1<sup>st</sup> Vice President)* *Ilona Turra (CAO)*
  
- 4) **Charter Presentation** **Grant Fabes, ACL President**  
Presentation of Charter to 888 Avenger Squadron and Squadron Sponsoring committee
  
- 5) **Introduction of attendees (20 minutes)**
  
- 6) **DECLARATION OF QUORUM**  
President Tom Holland declared a quorum. (77% voting members in attendance)
  
- 7) **Adoption of Minutes – 68<sup>th</sup> Annual General Meeting** **Tom Holland, President**
  - a) Rick Meijer, BCPC Director/Wing Chair moved to adopt the minutes of the 2009 AGM – vote called / All voting members in favor . Minutes of the 68<sup>th</sup> AGM adopted as presented.
  
- 8) **Opening remarks by President, Tom Holland**  
Tom Holland updated the members in attendance on the week's visit with Grant Fabes, National President  
  
Introduction of the Business centre – overview of "One in a Thousand" fundraiser implemented by the BCPC to use as a fundraiser for the BCPC Business centre.
  
- 9) **ADDRESS - Grant Fabes, Air Cadet League President**
  - a) Review of his visit to BC
  - b) Presentation of the National Air Cadet League website / CAMC website overview
  - c) Supervision of Cadets: Grant Fabes underlined the desire of the ACL to work together with DCadets to achieve the goal of being able to offer the widest possible array of meaningful and optional opportunities to cadets. We firmly believe that changes to the present supervisory practice need to be made. There are over 4300 screened and registered volunteers, discussion with DCadets is ongoing.
  - d) There is a new Hire at National office/ to translate all documents to French.
  - e) At the SAM in November there will be Website solutions member to offer inexpensive website solutions for provincial committees.
  - f) Grant Fabes presented Tom Holland with the CF Citation for League Director of the Year that was presented to Tom Holland in June at the National Annual General Meeting.

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- 10) **ADDRESS – Commander Rod Hughes RCSU (PACIFIC)**
- a) Discussion on Cadet Population growth initiative  
Power point presentation: overview of the cadet program in all three elements ( Army/Navy/Air) reviewed the decline of the cadet population, first step was to stop decline by DCadets This has been now been achieved. Moving to the next step.-
  - b) RCSU decision to keep low number cadet units open
  - c) Creating “ Purple Division” combining and using ACICO’s that will oversee 2-3 elements in various areas.
  - d) Commented on the Business practice of the ACL/ BCPC
  - e) Screening process works
  - f) Fitness culture in the program, need to bring the fitness level up to a higher standard for cadets.

10:00 am

**COFFEE Break**

REMINDER TO ALL League reps and SSC Chairs who have not picked up the BC League shirts, please meet Tina in Rm 137 to pick up your shirt before the coffee break.

- 11) **ADDRESS – RGS LCol Tony Appels – RCAOPS O**

Power point presentation:

- a) Reviewed summer training program statistics:  
2262 Glider pilot scholarships 2010  
2100 Cadet Familiarization flights for 2010
- b) Review of the summer training programs that took place in 2010
- c) Update on the 2 aircraft accidents – no injuries/ 1 plane written off/1 is being repaired.
- d) Updated 182 Cessna’s capabilities during the summer training program as favourable and completing the challenge of the extra work load.
- e) Winch operations – reviewed current status and operational update of Winch program.

- 12) **New Business: Tom Holland, President**

- a) BCPC Business Centre - Tom Holland  
Reviewed plans for the BCPC Business Centre that is to be located at Boundary Bay airport. Confirmed the fact that this project is still in the “infancy” stage.

- 13) **Jack Henwood - Secretary/Treasurer**

**Presentation of Financial Statements & Budget**

- a) Review of financial statements provided and presented in the BCPC Annual report.
- b) National funding account- review (National assessment sent to National ACL office that is assessed @ \$10 p/cadet has been sent in.
- c) Aircraft funding- as per the financial report
- d) Review of expense report presented by breaking into 3 categories
- e) Review of Schedule 4 – BCPC Budget based on \$100 assessment fee/ 3196 cadets  
The \$100 assessment will remain
- f) BCPC BUSINESS CENTRE - Jack Henwood updated that he and Geoffrey Johnston were overseeing the beginning stages of the proposed BCPC Business Centre.  
Currently the BCPC Business centre is in the investigation and infancy stage. approvals before any renovations are done. As this is a Heritage Building within the Corporation of Delta. With Heritage building classification special care has to be taken to maintain the guidelines.

**Question & Answer Period: Jack Henwood**

Q-1) Deb Buchner 147 Airwolf SSC : regarding WCB/PPP&EI Was this not shown in LY Budget?

A-1) Jack Henwood clarified that this was included in the wage category for LY and however, for this year’s budget it was moved out to be shown separately. Clarified that it was paid LY.

Q-2 Chris Kane , 676 Kittyhawk SSC (on behalf of Ash Knightley past chair)  
Line 20 page 14 – Please clarify as to League member travel and what it covers?

A-3 Jack Henwood explained that this was for league members that travel on behalf of League business.

Q-4 -Marilyn Martin,525 Pathfinder SSC Chair

The \$44000 surplus shown in 09/10 budget for 10/11 shows a \$20000 surplus why there

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is a surplus being built into the budget. Why can't the surplus be put back into the Cadet program? Why must there be such a large surplus?

- A-4 Tom Holland explained that budgeting realistically for the longevity of the program is why there is a surplus of cash. The Cadet population fluctuates and it is important to insure the surplus is available to maintain the future of the program.
- Q-5 May Tian – 637 SSC – regarding line 16 what office rental improvements (\$20000) does this line refer to?
- A-5 Jack Henwood: This line item refers to funds set aside in the case that BCPC has to go out and rent office space if the BCPC Business centre doesn't materialize.
- Q-6 Cathy Rouleau – 746 SSC AGM held in Kamloops, expense shown, the registration is not listed as a revenue, why not?
- A-6 Jack Henwood: Provincial AGM cost under League activities, cost of running the AGM it was included in the budget, there is a net cost. The NET cost is being shown in line item 22. The budget supports the net cost.
- Q-7 Jade St.Onge/Michelle St.Onge – 222 Shuswap SSC  
Need further clarification on the last question asked?  
There is no listing as to where the income revenue stream is shown.  
Why is the revenue not shown in the budget?
- Q-7 Tom Holland: Next year's budget will show the revenue of the AGM for next year's Budget. The full cost of what it takes to put the AGM on will be show in NY Budget.
- Q-8 Jade St.Onge/Michell St.Onge – 222 Shuswap SSC: We want to know a little bit more about the proposed Boundary Bay office? A) How much is the proposed rental lease? b)You must have some idea of how much the cost will be for the projected permits, cost of plans, etc. What is the cost of the rental rate,where would you find the money if you didn't find the not listed and the breakdown of the costs not listed? Where would you find money if you don't get the \$100,000 from the One in a thousand campaign?
- A-8 Jack Henwood: We have an offered Lease with Alpha aviation. Jack broke down the "tentative" unsigned lease. It is unsigned because it has not been confirmed as of yet. A rough estimate is the \$100,000. Cash reserve shown in the balance sheet. We can get the monies from the bank if needed.
- Q-9 Michelle St.Onge: If the Business center doesn't go forward what will happen then?
- A-9 Jack Henwood, we will have to go to the commercial rates to find a location to rent office space.
- Q-10 Michelle St.Onge: Who will make the final decision to go ahead with this facility.
- A-10 Tom Holland: the decision is made by the executive to be presented to the Board of Directors to make the final decision.
- Q-11 Michelle St.Onge: does the lease include triple net/ utilities etc?
- A-11 No, the lease rate does not include utilities, there is an additional charge.
- Comment by Jack Henwood AGM revenue/expense will be shown on a separate Schedule.
- Comment by Ed Hunt, Treasurer 103 SSC- Great job on the financials!
- Q-12 Anita Pawlikoski- 147 SSC Treasurer  
Were there specific requirements you were looking for in a facility and why does it have to be in that area?
- A-12 Tom Holland yes, we were looking for the connection with the history of the ACL . Tom explained the history and the close proximity to the airport and ferry terminal for traveling etc. Boundary Bay location will provide the identity that the BCPC requires for the promotion of the organization.
- Q-13 Jade St.Onge – 222 SSC  
Comment: revenue streams in business you list revenues and list expenses, no where should there be any wash outs, in an annual general meeting you would want to have transparency, I believe.  
Tom Holland commented that a schedule will show revenue and expenses more clearly.
- Q-14 Norm Scott - 848 SSC  
Is there anything in the constitution regarding the spending limit of the board?
- A-14 Tom Holland: No, under our constitution we are required to do "due diligence" we are set up under our constitution to hand the affairs of the BC Provincial Committee.
- Q-15 Will property taxes be paid?
- A=15 Tom Holland: taxes won't be paid as this is a tenant agreement.
- Q-16 Lori Philips – 676 SSC  
Why did the committee not come with a business plan? Concerned that there is not a

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- business plan for this facility. Details are not clear.
- A-16 Jack Henwood commented that this has just begun in the last 3 months, there are not a lot of details available because the details have not been confirmed and set in stone. The board of directors will be informed. Tom Holland commented further to the information being forthcoming when the information is available.
- Q-17 Deb Buchner 147 Airwolf SSC  
Will the facility accommodate the AGM?
- A-17 Tom Holland Years ago the AGM was held in the lower mainland and the SSC were the ones that suggested that the AGM be held in Kamloops – The facility we are currently in is central enough and large enough to host this event. The proposed facility will not be large enough. The funding will not be a burden on the province.
- Q-18 Deb Butler – 147 Airwolf SSC  
There is nothing final and there will be nothing done until it follow the proper process?
- A-18 Tom Holland explained that the final decision will be made by the Board of Directors. Tom acknowledged that the proper procedures will be followed by the Board of Directors.
- Q-19 Marilyn Martin, 525 SSC Regarding the unrestricted surplus showing \$90000, I motion that the surplus be restricted to the amount of cash kept as a surplus. Marilyn is concerned of the large surplus.
- A-19 Tom Holland– good comments, the program is run fairly and equitable. Tom explained the reasons for maintaining the large cash reserve, ½ yrs budget. This is good business practice allowing the ACL/BCPC to have the funds available to support the program should we need to replace aircraft. Tom Holland confirmed the motion on the floor is to accept the budget. The assessment fee will remain at \$100 for this year. Vote was counted: 4 opposed / majority accepted.

#### 14) BCPC Directors Nominations/ Elections

**Tina Kirkpatrick**

*Tina Kirkpatrick confirmed that there are 10 Directors for the BC Provincial Committee.*

The following **4** directors terms are up for re-election:

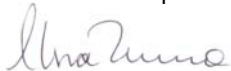
Rick meijer  
Tom Holland  
Don Watt  
Norm Lovitt

The posting for the further nominations will be place outside the Theatre and the completion of the election will take place following the lunch break.

**Finalize of the Elections-** As no other nominations were received, Tina Kirkpatrick called for any other nominations. The request was made 3 times. No response was received for nominations. Tina Kirkpatrick declared the nominated slate of Directors closed and accepted by acclamation.

The meeting of the 69<sup>th</sup> British Columbia Provincial Committee's Annual General Meeting is adjourned at 1:20 pm.

Minute are completed and submitted by:



Ilona Turra  
Air Cadet League of Canada,  
British Columbia Provincial Committee  
Chief Administrative Officer



Thomas G. Holland  
President  
Air Cadet League of Canada,  
British Columbia Provincial Committee

This Minute of the BCPC AGM is available as an audio recording.

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