

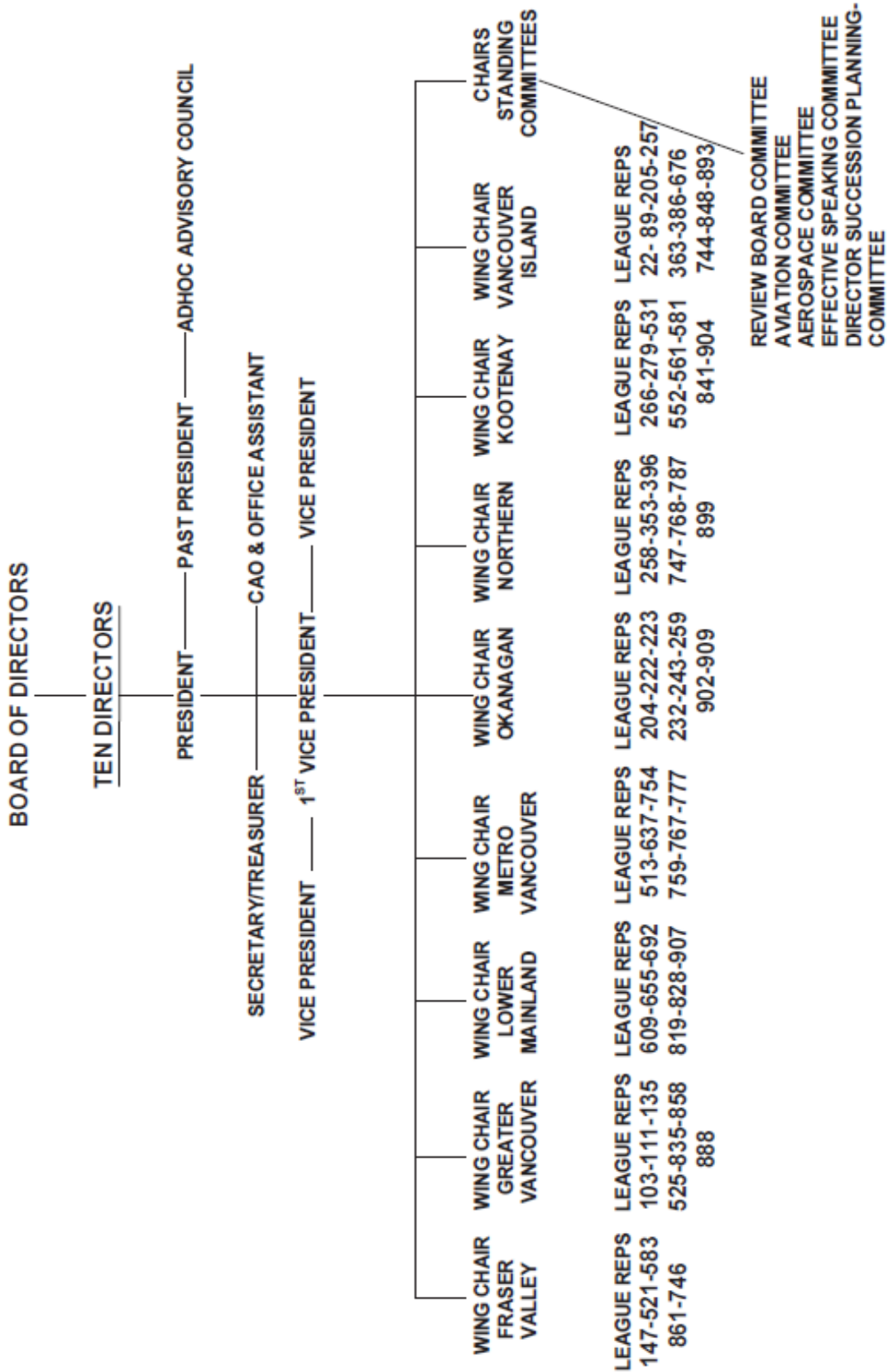


Annual Report

2011/2012



ADMINISTRATIVE MANUAL
SECTION 2.2.2
ORGANIZATION CHART



Revised August 2012

PRESIDENT'S REPORT

[Ron Rique](#)

Measuring our Performance

Membership

My appointment as the President of the BCPC ACLC took effect on June 3, 2012 following the resignation of Tina Kirkpatrick. Tina is now building a new life for herself in the UK. Our very best wishes go out to Tina.

Tina's resignation was one of two resignations that created a void on the BCPC slate of Directors.

Mr. Rick Meijer who volunteered endless hours of his time in serving as a BCPC Director, the Northern Wing Chair and as the League Representative for six of the eight squadrons in the Northern Wing also submitted his resignation to pursue other personal interests in the North. We thank Tina and Rick for the many years they dedicated to the Air Cadet Program in BC.

Tina and Rick's years of service to the Air Cadet League of Canada was recognized at the Air Cadet League of Canada National Annual General Meeting this year held in Burlington Ontario where they were each awarded the Queen's Jubilee Medal in absentia.

Other BCPC Members who were recognized with the Queen's Jubilee Medal for their years of dedicated service to the Air Cadet program was ACLC Governors Tom Holland and Don Doern and BCPC Director and Okanagan Wing Chair, Penny Doern,

On May 15, 2012 at the Semi Annual meeting of the Board of Directors of the BCPC, the Board of Directors gave their approval to the following 3 changes:

1. My appointment as the President of the BCPC took effect on June 3, 2012
2. The organizational structure of the BCPC will be changed to include an Advisory Council as allowed for in the Bylaws of the Society.
3. The formation of a Director Succession Planning Committee tasked with the responsibility of:
 - Developing and maintaining a 3 (three) year succession plan for each position on the Executive Committee. (President, 1st. Vice President, Vice President, Secretary/Treasurer.)
 - The Nomination Committee at the BCPC AGM
 - Making recommendations to the EC for replacing retiring/resigning directors on the BCPC
 - Making recommendations to the EC for filling vacated Wing Chair positions.
 - Maintaining a membership roster of the BCPC.

The following Directors have accepted positions on the Advisory Council: Geoffrey Johnson, Tom Holland, Norm Lovitt and Doug Sutherland.

The following BCPC members have agreed to serve on the BCPC Director Succession planning Committee: Christine Welch, Thomas George, Norm Lovitt, and Tom Holland. The BCPC CAO is a nonvoting member of this committee.

A new Executive Committee for the 2012/2013 training year will be appointed following the 2012 AGM. A list of preferred candidates for vacant Director Positions on the BCPC will be presented at the AGM.

The BCPC accepted membership applications from the following individuals during the 11/12 training year These members received appointments to positions in their respective wings: Scott Johnson,(Northern) Scott was appointed as the Wing Chair for the Northern Wing to replace the retiring Rick Meijer. Michael Kung (Greater Vancouver) Doug Slowski and Henri Rekers, (Vancouver Island). Other past SSC and DND members expressed a desire to become members of the BCPC and were given applications. These applications will be processed as they are received.

Speaking for the Executive Committee of the BCPC, a huge "thank you" to the other Wing Chairs Penny Doern, Christine Welch, Keith Kepke, Mike Symons, Sheila Kung and Zaira Kahn and (acting) BCPC Office. Your steadfast dedication to the program and the direction you provide to the League Reps and SSCs in your respective wings is second to none.



To all members of the BCPC, the volunteer time and efforts you devote to the Air Cadet League is very much appreciated. You are numbered among our most valuable assets. Thank You.

The following members received Air Cadet Long Service medals for completing 10 years of Volunteer service to the Air cadet program: From the Greater Vancouver Wing (525 Pathfinder Sqn) Scott McGeachy (103 Thunderbird Sqn) Robert Lahaise and Clifford Allan Mah, from the Northern Wing (768 Jet Ranger Sqn) Rae Gage.

Growth

The total number of Air Cadets registered in the 57 squadrons in BC increased again for the fourth consecutive year. The goal set for the 2011/2012 training year was to increase our numbers by 114 cadets or 3.36%. Based on numbers provided by the DND from Fortress, the actual increase achieved, was 113 cadets or 3.335%. While the majority of this growth could be tracked to the rural squadrons, the efforts by the Staff and SSC members from the urban squadrons who daily face unique challenges in delivering the program cannot be overlooked. We will continue to track individual squadron numbers and all other contributing factors and trends to assist us in identifying Squadrons, Squadron Sponsoring Committees or Wings that are in need of direction and or training assistance.

The National CPGI target of growing the cadet population to 70,000 by 2016 remains in effect. Plans and negotiations are currently ongoing for the start up of the 58th BC Air Cadet Squadron in the North East corner of Vancouver. Thank you to 759 Squadron for stepping up to be the Host Squadron.

Tow plane Replacement Project

The tow plane replacement project was the brain child of my predecessors some seven years ago. We have been enjoying the benefits of their foresight over the past two years. During the 2011/2012 year we added the third and fourth Cessna 182 to our fleet of six tow planes. Tug 3 C182 completed its refurbishment in August and will be added to the active fleet following the completion of all Transport Canada and DND certifications. Tug 4 C182 is scheduled to start its refurbishment in September/October 2012 with an ETS of March 2013.

The BCPC recognizes the extraordinary efforts of our Aviation Committee: Norm Lovitt, Jack Henwood, Chris Tuck, John Calderwood, and Geoffrey Johnson and our DND partners, LCol Tony Apples, Maj Keith Stewart and the AME Staff at RGS Comox. Efforts are ongoing to ensure that the BCPC receives fair market value for the remaining L19 tow planes in our fleet.

Member and SSC Training

Providing ongoing training for our members and the SSC members of the 57 squadrons has been and will continue to be a priority for the BCPC. In the coming year, joint DND and ACL training will be developed and presented to SSC members and Squadron Staff at wing meetings around the Province.

Because of the revolving door of volunteer parents at the SSC level, much of this training must be repeated annually. In the past, some SSC members commented that they felt that their time was wasted when attending repeated training sessions. We ask these members to take a proactive approach in participating in these training sessions. Their individual experiences and successes are best practices that can be shared with new incoming SSC members. When they leave the program without passing this information on, this is a lost resource to the program and to their squadrons.

I sincerely believe that developing, adapting and delivering new training and training techniques to every SSC in BC is the key to achieving my personal goal to have an accessible League Representative for every SSC in BC.

If your son or daughter is nearing the end of their Cadet careers and you are considering leaving your SSC, Please consider becoming the League Representative for your SSC if one is not accessible in your community.

Compliance

This year, two BC Squadron Sponsoring Committees received time sensitive notices from the BCPC that their status of good standing with the BCPC will be revoked if actions are not taken by them to correct ongoing issues of non compliance.

Issues of non compliance that are monitored annually are Member Screening, The filing of Form 11 with the Lawyer's office, the filing of the Squadron Information Sheet and SSC EC minutes with the BCPC, the payment of the BCPC Annual Assessment, and the filing of a *balanced* ACC9 with the BCPC.

The loss of "Good Standing Status" with the BCPC can result in penalties ranging from the squadron and SSC being put on probation through to Suspension or even permanent closure. All available options will be explored before a decision is made by the BCPC and our DND partners at the RCSU to permanently close a squadron.

The DND has its own processes and regulations for monitoring the performance of individual Squadrons and their staff. Every reasonable effort is being made to assist these SSCs in helping themselves to regain the status of Good Standing with the BCPC.

Financials

For the third consecutive year, the BC Squadron Sponsoring Committees were recognized at the National Annual General Meeting for submitting 57 of 57 ACC9s (100%). This is a reflection of the outstanding work that is being done by our volunteers at the squadron level and the dedication and commitment of the BCPC Secretary/Treasurer Jack Henwood and the BCPC Administrative Assistant Gail Rique. Over the past year, the process for completing and filing ACC9s was further simplified and streamlined. Information and training for this filing requirement is being presented at the BCPC AGM.

The BCPC Assessment

The 2012/2013 training year will be the fifth consecutive year that the BCPC Annual Assessment will remain at \$100.00 per cadet per squadron. During this period, four new Tow Planes were purchased, and the new BCPC Business Centre was constructed. At this time no guarantees can be given that the annual BCPC Assessment will remain at its current level for the 2013/2014 training year.

Recognition of a "job well done" is given to Jack Henwood, the members of the BCPC Flying and Aviation Committees, our partners at RGS Comox and the Executive Committee of the BCPC for this outstanding achievement. A detail record of the financial status of the BCPC follows this report.

Conclusion

Since assuming the position of the President of the BCPC on June 3, 2012 I received many emails and expressions of congratulation from you. For this I thank you and I take this opportunity to pledge to you that we (the Directors and Executive Committee) will do our utmost best to continue building on the successes of our predecessors and to promote and further the objectives and visions of the BCPC.



Sgt Allan Lee, Lower Mainland Wing
Effective Speaking Winner is congratulated
by Mr. Ron Rique.

TREASURER'S REPORT

Jack Henwood, BComm, MBA, CD2

Secretary/Treasurer

The financial statement information presented in this report includes six Schedules:

- **Schedule 1: "Balance Sheet" as at August 31, 2012**
- **Schedule 1(a): "List of Assets"** showing Insured replacement values
- **Schedule 2 "Operating Statement" as of August 31, 2012** with a comparison to the 2011/12 Operations Budget
- **Schedule 3: "Dedicated Fund Accounts Synopsis":** showing activities of the "Gaming Grant Account", "National Assessment Funding Account", "Aircraft Replacement Fund Account" and "Business Centre Building Fund Account".
- **Schedule 3(a): "Tow-plane Fleet Renewal Program":** showing new aircraft cost summary.
- **Schedule 4: "Proposed Cash Budget F/Y 2012/13"**



"Balance Sheet" - Schedule 1

Cash is managed through two broad groupings: "Unrestricted Accounts" and "Dedicated/Restricted Accounts". The "Unrestricted Accounts" are for the running the normal day-to-day Operations. The "Dedicated Accounts" are funds that are ear-marked for a specific use that have been committed "internally" by BCPC Director/Executive Resolutions. The "Restricted Accounts" are Trust Funds that are donor-specific. Our "unrestricted cash" position to start the 2012/13 fiscal year is just within our general guideline of two months cash reserves to carry us through until 'Operating Assessment Fee' cash inflows in November. Amplification of some of the Balance Sheet items is listed on "Notes to Balance Sheet". **Schedule 1(a)** shows a list of our major assets and their insured replacement value.

"Operating Statement" as at 31 Aug 2012" - Schedule 2

"Schedule 2" is the "Operating Income and Expense Statement" for F/Y 2011/12. It also shows the variance between the F/Y 2011/12 Budget that was presented and approved at our last AGM. The following table summarizes Schedule 2:

<u>Account</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Operating Revenue	\$415,220	\$350,300	Favorable \$64,920
Administration Expense	\$103,848	\$115,879	Favorable (\$12,031)
League Member Expense	\$103,383	\$97,880	Unfavorable \$5,503
Cadet Program Activities Expense	\$164,060	\$164,000	Unfavorable \$60
Total Cash Expenses	\$371,290	\$377,759	Favorable (\$6,469)
Net Operating Income	\$43,930	(\$27,459)	Favorable \$71,389

From an "Operations" standpoint, we ended F/Y 2011/12 with Revenues, Admin Expenses and Total Expenses in a "Favorable" position compared to the 2011/12 Operations Budget. The \$64,920 excess Revenues over the Budget amount was due primarily from receiving an unbudgeted Gaming Grant of \$39,000 and very generous donation of \$26,600 from the "Comox Valley Flying Club" toward our Flying Program. Overall, we ended the fiscal year in a positive (favorable) "Net Operating Income" position.

"Dedicated Fund Accounts Synopsis" - Schedule 3

Of the five "Dedicated Fund Accounts" listed on the Balance Sheet, four merit further amplification. **Schedule 3** shows financial activity of these four Accounts:

(A) **"Gaming Grant Account":** The Gaming Account is a separate chequing account. In February of 2009, BCPC was approved by BC Gaming Commission for a \$117,000 "three year grant" (\$39,000 per year). We received the last of these three year \$39,000/yr Grants in December 2010 (F/Y 2010/11). We applied for another Gaming Grant in November 2011 (for F/Y 2011/12). It was approved in January 2012 for \$39,000. The use of Gaming Grant Funds is restricted to our Flying Program (\$35,000) and Effective Speaking Program (\$4000).

(B) **"Aircraft Replacement Fund Account"** (ARFA): The ARFA is a financial aid to manage the Source and Application of funds for our "Tow-plane Fleet Renewal Program" (TFRP) initiative. The ARFA was established in 2004/05 with BC League Membership budget approval of an annual "\$40,000 per year" fixed amount to be allocated to replacement/upgrade of our glider tow-plane aircraft. Other sources of funds specific to our TFRP are also placed in this account. **Schedule 3** shows the "Source and Application" of funds from F/Y 2009/10 as well as a projection to the end of our next F/Y 2012/13.

(C) **"National Assessment Funding Account"**. In 2007/08, a "National Assessment Fee" initiative was introduced. This initiative is intended to provide financial support for our National Headquarters. The rationale for this initiative was the concern over the decline in revenue sources for our National Office to more effectively administer 11 Provincial Committees and the 450 Squadrons across Canada. This cost/revenue squeeze was, in part, due to the drop in traditional donations and the growing complexity and cost of fund raising campaigns. This financial support is to come from all Provincial Committees in the form of an annual "National Assessment Fee" (NAF). The NAF is intended not only to contribute to National's day-to-day operating costs, but also cover those items that National needs to support specific Provincial financial needs such as Cadet & Director Liability insurance, IACE fees, National Legal Fund and Web site maintenance. Prior to the introduction of the NAF these costs were invoiced separately to Provincial Committees for inclusion in respective Provincial Committee budget preparation process. The NAF is a "per cadet" charge based on the 31 March DND "Fortress" Cadet enrollment data source. The current charged by National to all Provinces is \$10/cdt. BC's NAF obligation for 2011/12 was \$33,880 based on 3380 cadet enrollment. Our obligation for 2012/13 is \$35,000 based on 3500 cadet population. **Schedule 3** shows a summary of the Fund since its inception.

(D) **"Business Centre Office Fund Account"**: This account was established in last fiscal year to manage the Source and Application of funds for the renovations of our new Office facility at Boundary Bay Airport. **Schedule 3** shows the account activity since the office renovation start in F/Y 2010/11 to its completion in August of this F/Y 2011/12. I have also included a summary of final renovation costs. .

Tow-plane Fleet Renewal Program (TFRP) - Schedule 3(a)

Although the TFRP initiative did not come in to being until 2010/11, finding a replacement aircraft for our L-19 "Bird Dog" tow aircraft was becoming a concern some ten years ago (2001/02 time frame). Although our L-19s are maintained in excellent condition, the need for finding a suitable replacement was becoming a fairly high priority due primarily to the lack of parts and other support systems for the World War II era aircraft. In 2003/04, BCPC received a request from our RCAOps partners at Comox for an additional tow plane (from 5 to 6) to facilitate an increase in cadet familiarization flying capability. An extensive search for a suitable additional aircraft was undertaken by RCA Ops staff. The aircraft selected was also to be the prototype for the future replacement of our L-19s. At that time, aside for its towing capability, a key feature of the selected aircraft was that it has four seats (3-passenger capability) to enhance the power flying component of our cadet Familiarization Flying program. In 2004/05, the EAD-PZL "Wilga-2000"...a 4-seat, Polish manufactured aircraft... was selected. However, late 2007 the EAD-PZL company inexplicably ceased production of the "Wilga" aircraft. A collaborative BCPC/RCA Ops decision was made to no longer consider the "Wilga" as a viable replacement for the L-19. In 2008/09, after an in depth operational and cost benefit analysis by RCA Ops staff, a modified 4-seat Cessna 182P aircraft (C-FCGS) was selected not only to replace the "Wilga" but also be the prototype replacement aircraft for our five L-19s. Cessna C-FCGS, aside from its increase passenger capacity for power familiarization flying, was extensively modified to provide greater utility for deploying/recovering crews and gliders to/from remote mountainous glider sites. Guaranteed parts availability was also a key factor in selection. Late 2010, BCPC Governors in collaboration with our RCAOps military partners approved a five year plan to replace all our L-9s with the modified Cessna 182Ps. TFRP became official with the formation of the "Joint Operational Implementation Working Group" (JOIWG), comprised of members from RCA Ops (PAC) and BCPC. As of 31 August 2012, we have completed 50% of the TFRP. **Schedule 3(a)**, summarizes BCPC monetary commitment for tow aircraft acquisitions over the past several years. The "Aircraft Replacement Fund Account" found in "Schedule 3" also shows financial aspects pertaining to the TFRP. From a financial perspective, the TFRP has been a bit of a challenge. I do not expect this challenge to moderate to any extent until Program completion sometime 2015/16. A five year Term Bank loan of up to \$150,000 has been arranged to facilitate the financing of the TFRP. Continued bank support will be a key factor in keeping the Program on schedule. As of the 31 August, we had drawn \$132,600 of the \$150,000 for TFRP purposes. Kudos is in order for Chris Tuck, TFRP "Contract Manager", for his dedication and expertise in monitoring the quality control aspects of the Cessna 182 modification/refurbishment work of Victoria Air Maintenance. As well, his assistance in the financial aspects of the Contract has been invaluable. I heartily concur with Chris Tuck's point in his Aviation Report regarding the great support and contribution BCPC has received from our RCAOps military partners. L/Col Appels and his staff have been key players in keeping the TFRP on budget and on time!

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"Cash Budget 2012/13" - Schedule 4

The F/Y 2012/13 Cash Budget presented in Schedule 4 includes Income and Expenses relating to BCPC normal day-to-day "Operations" as well as "Capital cost" requirements for the "Tow-plane Fleet Renewal Program". In previous years, costs pertaining to Capital projects (i.e. Office Renovations and Tow-plane replacement) were shown in separate "Schedules". The "Cash Budget for F/Y 2012/13", that is presented for your approval, is based on maintaining the **"Squadron Operating Assessment Fee" (SOAF) of \$100 per cadet in combination with an Effective Strength of 3500 cadets.** Cadet "Effective Strength" is obtained from the Unit (Squadron) 31 March, DND "Fortress" data base system. With regards to the annual SOAF amount, BCPC Executive Committee/Board of Directors review the SOAF in March/April in conjunction with projected program activities for the forthcoming year to ensure the SOAF will sustain sufficient funding to cover anticipated expenditures. At our 2007/08 AGM, our Membership approved an increase from \$75 to \$100 per cadet in SOAF. The fee increase justification was to support an enhanced level of administrative assistance given to cadet programs and Squadron Sponsoring Committees. For the last four years...with projection to a fifth for 2012/13... we have held the SOAF at \$100/cdt. With regards to the future, some key factors that could impact the SOAF:

- **Gaming Grants:** Since 2005 we have applied for and have received \$378, 000 in BC Gaming Grants....\$350,000 for our Flying Program and \$28,000 for our Effective Speaking Program. Given the heavy cash demands that the Tow-plane Fleet Renewal Program initiative has on our Flying Program in general, these Grant funds have been one of the important factors in our holding the OAF at \$100 since 2008. Although our Grant approval is not assured for 2012/13, based on our positive track-record experience with Grant applications over the past several years, I have included Grant revenues in our 2012/13 budget. However, if we are not successful in our Grant application, it could impact our fee structure for 2013/14.
- **HST Rebates:** For charities and not-for-profit organizations (as we are), the HST system allows for a 57% tax rebate on Provincial taxes paid on operating and capital cost expenses as well as the 50% GST rebate on Federal Taxes paid. Although the 50% GST rebate was available prior to introduction of the HST, the Provincial Tax rebate was not. In November 2011, we received an HST rebate of **\$17,787** (\$7829 GST/ \$9958 PST) for our F/Y 2010/11 and a further HST rebate of **\$15,835** (\$7125 GST/\$8710 PST) for the first six months of F/Y2011/12. These relatively high rebates were primarily due to costs related to the Business Center Office renovations and Tow-plane Fleet Renewal Program. The Provincial component of the two rebates was **\$18,668!** The rescinding of the HST (sometime 2013) and regress back to the "old" tax system with consequent loss of the Provincial rebate component of our costs will have financial implications that may add to the upward pressure on the SOAF.
- **Cadet Enrollment:** A key component in "Squadron Assessment Revenues" is the Cadet Effective Strength. For example, since F/Y 2009/10 we have had a 12.5% increase in cadet enrollment (3500 from 3110) which translated into \$39,000 additional revenues over these four years. A drop in enrollment, with no corresponding decrease in costs, could necessitate an increase in SOAF in the future.
- **Tow-plane Fleet Renewal Program:** Continued sufficient bank support for this venture will be a key factor in avoiding having to look toward the SOAF for additional funding.

ACC9s

BC's submission rate to National for 2010/11 ACC9 was once again 100%. Congratulations Treasurers! Work still needs to be done in the areas of accuracy and timeliness. Balanced ACC9's are due October 31st. National has produced two new versions of the ACC9's that are to be used starting in 2013. These, along with explanations of the "New Account Features" are on the National and the BC Website. There are several new spreadsheets: Claims & Budget Tracker, Budget Estimator, T3010 Financials etc. that will make reporting easier for the Treasurers. Using the ACC9 Multi or Single Account will not require your squadron to have any other accounting program as they are a complete accounting package. ACC9 information session will be presented at the BCPC AGM.. My thanks to Gail Rique, for her great assistance and efforts in managing the ACC9 report process

Air Cadet Foundation of British Columbia

"The Air Cadet Foundation of British Columbia" (the Foundation) was incorporated under the British Columbia Society Act in September 2006 as a means of establishing a long term funding source for the **Air Cadet League of Canada, British Columbia Provincial Committee (BCPC)**. The purpose of the Foundation is to provide a suitable registered charitable structure to allow the creation of a permanent fund, with the interest revenue to be used to support the charitable activities and operation of the BCPC. While all donations, regardless of size or type are sought after, the Foundation, by way of its favorable "disbursement quota" requirements, is ideally suited to receive and administer donation bequests from "Planned Giving"; Gifts-in-Kind; Charitable Remainder Trusts; "special gifting"; "ten year gifting"; Life Insurance, and "Monthly Giving" charitable donations. As of 31 Aug 2012, there was \$7,045 in the Foundation Fund.

On behalf of the BC Provincial Committee, I would like to thank Sponsoring Committees for their timely submission of the Squadron Operating Assessment...this has been indispensable factor in BCPC financial management. We look forward to your continued support for 2012/13

Jack Henwood
Treasurer

September 11, 2012

The Directors
Air Cadet League of Canada
British Columbia Provincial Committee

We conducted a review of the Balance Sheet as at August 31, 2012 and the Statement of Income and Expense of the British Columbia Provincial Committee for the year ended August 31, 2012.

Our review consisted of selecting, on a test basis, invoices, bank statements and other documentation to ensure that the financial statements reflect an accurate representation of the financial position of the Society.

During the course of our review we did not discover any material items that would substantially affect the accounting records and accordingly, we are in agreement with the Financial Statements as presented.

Respectfully Submitted
Audit Committee

**The Air Cadet League of Canada
British Columbia Provincial Committee
Balance Sheet as of 31 August 2012**

Schedule 1

ASSETS

Current Assets:

Cash Accounts:

Chequing Account		\$3,384	
High Interest Savings Account		<u>\$39,653</u>	
Sub Total			\$43,017

Dedicated Accounts

Gaming Account	(Note 1)	\$29	
Aircraft Replacement Fund Account	(Note 2)	\$80,945	
National Assessment Fund Account	(Note 3)	\$15,773	
National AGM 2016 Fund Account	(Note 4)	\$4,041	
Aviation Awards Fund Account	(Note 6)	<u>\$1,875</u>	
Sub Total			\$112,662

Restricted Accounts

Trust Fund Accounts (3)	(Note 8)	\$44,549	
Sub Total			<u>\$44,549</u>
Total Cash Accounts			\$200,228

Other Current Assets

Accounts Receivable		\$1,300	
Other Receivables (Insurance rebate)		\$15,908	
HST Rebate		\$9,421	
Prepaid Expenses		\$2,389	
Inventory - Glider Models/Long Service Medals		<u>\$5,627</u>	
Total Other Current Assets			<u>\$34,643</u>
Total Current Assets			\$234,871

Fixed Assets

L-19 Aircraft and Schweizer Gliders	(Note 7)	\$1	
Cessna 182P Aircraft	(Note 8)	\$137,170	
Leasehold Improvements (Office)	(Note 8)	<u>\$128,680</u>	
Total Fixed Assets			<u>\$265,851</u>

TOTAL ASSETS **\$500,723**

LIABILITIES

Current Liabilities

Bank Loan (Current Portion)	(Note 10)	\$26,324	
Aircraft Replacement Fund Reserve	(Note 2)	\$36,375	
Aviation Awards Reserve	(Note 6)	<u>\$1,951</u>	
Total Current Liabilities			\$64,650

Long Term Liabilities

Bank Loan	(Note 10)	\$105,297	
National Funding Reserve	(Note 3)	\$15,758	
National 2016 AGM Hosting Reserve	(Note 4)	\$4,000	
Trust Funds	(Note 8)	<u>\$44,549</u>	
Total Long Term Liabilities			<u>\$169,603</u>

TOTAL LIABILITIES **\$234,253**

EQUITY

Capital

Retained Earnings		\$222,540	
Current Earnings (1Sept-31Aug)		<u>\$43,930</u>	
Total Retained Earnings			<u>\$266,470</u>
TOTAL EQUITY			\$266,470

LIABILITIES AND EQUITY **\$500,723**

Director: _____

Ronald Rique, President/Director, Air Cadet League of Canada, British Columbia Provincial Committee

Director: _____

Thomas Holland, Director, Air Cadet League of Canada, British Columbia Provincial Committee

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Notes to Balance Sheet 31 August 2012

- Note 1** "Gaming Grant Account": See written report and "Schedule 3" for Account detail
- Note 2** "Aircraft Replacement Fund Account": See written report and "Schedule 3" for Account detail
- Note 3** "National Assessment Fund Account" See written report and "Schedule 3" for Fund detail
- Note 4** "National 2016 AGM Fund Account"
BC Committee will be "hosting" 2016 National AGM. Effective 2009/10, an annual budgeted amount of \$1500-\$2500 will be placed into this account to accumulate a "Reserve" fund to offset the 2016 cost
- Note 5** "Aviation Awards Fund Account" is for donations specific for flying awards such as "Glider Pilot Training Achievement Award" (GPTAA) , "Bill Batchelor Continuation Flying Award" and the "Harry Astoria Glider Pilot" Flying Award.
- Note 6** Trust Funds:
 1 "Philip H Stevens-Guille Bursary". This bursary was funded by the estate of S/L Philip Henry Stevens-Guille. The Principal to be held in Trust with annual interest allocated to aviation Flying awards. Value as at 31 Aug: \$22,641
 2 The "Thunderbird Fund" was established through a donation by Mr. Norman McSween, retired Airline Pilot and an x-cadet of the "103 Thunderbird Squadron" of North Van. The fund was established for the benefit of cadets of the 103 Sqn but administered on their behalf by BCPC. Value at 31 Aug: \$10,988
 3 The "Jim Campbell Cadet Music Trust" was established to provide support for the BC Provincial Tri-Service cadet music program. The Trust Fund was Transferred from Vancouver Island Tattoo Society. BCPC has agreed to administer the Fund on behalf of the three cadet Leagues and is to provide monetary awards to the winners of Cadet Corps or Squadron band competitions held on Vancouver Island Value at 31 Aug: \$10,919
- Note 7** L-19 Tow aircraft and Gliders recorded at nominal value of 1\$.
Insured Value of Aircraft Assets are listed in "Schedule 1(a)"
- Note 8**
- | | |
|---------------------|---|
| Cessna 182P: C-FCGS | \$1 (Recorded at Nominal Value of 1\$) |
| Cessna 182P: C-FTUG | \$1 (Recorded at Nominal Value of 1\$) |
| Cessna 182P: C-FTRY | \$74,731 (Acquisition Cost) |
| Cessna 182P: C-FOAR | <u>\$62,438</u> (Acquisition Cost) |
| | <u>\$137,170</u> (See "Schedule 1(a) for Insured Value) |
- Note 9** "Leasehold Improvements":

Total Renovation costs	\$153,354
<u>Less: Amortized/Expensed</u>	<u>\$24,674</u>
Net Leasehold Improvements	<u>\$128,680</u>
- Note 10** 5 Year (60 mths) Term bank Loan secured to facilitate "Tow-plane Fleet Renewal Project".
Loan can be repaid at anytime without penalty.

British Columbia Provincial Committee
Asset Summary as of 31 August 2012

Schedule 1(a)

(A) Aircraft Inventory

	<u>Description</u>	<u>Registration</u>	<u>Acquisition</u>	<u>Insured</u>	<u>Total</u>
			<u>Date</u>	<u>Value</u>	
<u>Tow Aircraft</u>					
	Cessna L-19 A Single Eng/1 Passenger	C-GRGS	1992	\$110,000	
	Cessna L-19 A Single Eng/1 Passenger	C-GKNK	1978	\$110,000	
	Cessna L-19 A Single Eng/1 Passenger	C-FTAL	1989	\$110,000	
	Cessna 182P Single Eng/3 Passenger	C-FCGS	2009	\$200,000	
	Cessna 182P Single Eng/3 Passenger	C-FTUG	2011	\$250,000	
	Cessna 182P Single Eng/3 Passenger	C-FTRY	2011	\$250,000	
	Cessna 182P Single Eng/3 Passenger (note 1)	C-FOAR	2012	\$70,000	
					\$1,100,000
<u>Gliders</u>					
	Schweizer 2-33A Glider	C-GCLL	1975	\$20,000	
	Schweizer 2-33A Glider	C-FJSN	1991	\$20,000	
	Schweizer 2-33A Glider	C-GCLB	1984	\$20,000	
	Schweizer 2-33A Glider	C-GFMB	1977	\$20,000	
	Schweizer 2-33A Glider	C-GLIT	1981	\$20,000	
	Schweizer 2-33A Glider	C-GQRT	1982	\$20,000	
	Schweizer 2-33A Glider	C-FXGX	1999	\$20,000	
	Schweizer 2-33A Glider	C-GDXR	2001	\$20,000	
	Schweizer 2-33A Glider	C-FABQ	2001	\$20,000	
	Schweizer 2-33A Glider	C-GCLY	1989	\$20,000	
	Schweizer 2-33A Glider	C-FWMT	2003	\$20,000	
	Schweizer 2-33A Glider	C-FCLK	2007	\$20,000	
					\$240,000
	Total Insured Value of aircraft				\$1,340,000
(B) <u>Office</u>	Leasehold Improvements				\$150,000
	Office Contents				\$35,000
	Total Asset Insured Replacement Value				<u>\$1,525,000</u>

Note 1 C-FOAR is on "Ground coverage" only while undergoing refurbishment at Victoria Air Maintenance
 Estimated Date for completion March/April 2013. Coverage increase to \$250,000 after completion

The Air Cadet League of Canada, BC Provincial Committee
Operating Statement as at 31 August 2012
 (With Comparison to Operating Budget)

Schedule 2

	Actual to 31-Aug-12	Budget 2011-12	Variance (under)
<u>REVENUE</u>			
<u>Income</u>			
1 Squadron Assessments	\$338,800	\$338,800	\$0
2 Gaming Commission Grant	\$39,000	\$0	\$39,000
3 Donations: Tax Receipts	\$5,226	\$7,000	(\$1,774)
4 Donations: "Qualified Donees"	\$27,483	\$0	\$27,483
6 Interest Income/Misc	\$2,590	\$4,000	(\$1,410)
8 Continuation Flying Awards Donations	\$2,121	\$500	\$1,621
9 TOTAL REVENUE	\$415,220	\$350,300	\$64,920 (Favourable)
<u>EXPENSE</u>			
<u>Administration</u>			
10 Bank Charges/Visa/MasterCard	\$1,638	\$950	\$688
11 Insurance - Office contents	\$875	\$600	\$275
12 Telephone/internet/WEB	\$5,597	\$5,500	\$97
13 Legal Expense	\$16,957	\$23,000	(\$6,043)
14 Office: (supplies,postage,equipment)	\$5,356	\$4,829	\$527
15 Wages/Benefits: C Adm O/Assistant	\$63,225	\$62,000	\$1,225
16 Office Equipment Service/Purchase	\$1,891	\$3,000	(\$1,109)
17 Business Centre Operation	\$2,486	\$6,000	(\$3,514) (Note 1)
18 Business Center Improvements	\$5,823	\$10,000	(\$4,177)
19 Total Office Admin	\$103,848	\$115,879	(\$12,031) (Favourable)
<u>League Activities</u>			
20 Exec/Directors Meetings/Misc	\$1,678	\$2,000	(\$322)
21 League Rep/Member Travel	\$41,233	\$35,000	\$6,233
22 League Member/SSC Training	\$1,536	\$0	\$1,536
23 Wing Travel/Meetings (8 Wings)	\$1,817	\$3,000	(\$1,183)
24 Provincial AGM (Kamloops)	\$9,809	\$11,000	(\$1,191) (Note 2)
25 National: AGM/SAGM	\$13,429	\$13,000	\$429
26 National Assessment Fee Funding	\$33,880	\$33,880	\$0
27 Total League Activities	\$103,383	\$97,880	\$5,503 (Unfavourable)

...page 2

....page 2 - Operating Statement

	Actual to 31-Aug-12	Budget 2011-12	Variance (under)
<u>Program Activities</u>			
28 Cadet Selection/Review Boards	\$6,503	\$9,000	(\$2,497)
29 Competitions/Special Events	\$999	\$500	\$499
30 Trophies & Awards	\$3,363	\$2,500	\$863
31 Promotion & Recruiting	\$625	\$1,000	(\$375)
32 Effective Speaking Program	\$6,483	\$10,000	(\$3,517)
33 Glider Pilot Training Awards (GPTAA)	\$4,325	\$0	\$4,325
34 Scholarship: Continuation Flying	\$1,000	\$1,000	\$0
35 Aircraft Insurance	\$5,160	\$5,000	\$160
36 Aircraft Maintenance/Parts/Other	\$95,602	\$95,000	\$602
37 \$40M/yr Aircraft Replacement Fund	\$40,000	\$40,000	\$0
38 Total Program Activities	\$164,060	\$164,000	\$60 (Unfavourable)
39 TOTAL EXPENSE	\$371,290	\$377,759	(\$6,469) (Favourable)
40 NET OPERATING INCOME	\$43,930	(\$27,459)	\$71,389 (Favourable)

Note 1 <u>Business Centre Operation:</u>			
Operating Costs	\$4,643		
(Rent/ Taxes/Security/Septic Tank/Cleaning)			
Less: DND Cost-off-set Payments	(\$2,157)		
Net Operating Costs	\$2,486		
Note 2 <u>Provincial 2011 AGM</u>			
(Held October FY 2011/12)			
<u>Revenues</u>			
Registration fees	\$22,938		
Fee refunds	(\$575)		
Sub total	\$22,363		
<u>Venue Costs</u>			
(For Setting Registration Fee)			
Meeting Rooms/Catering	(\$21,546)		
Net Revenue		\$817	
<u>Other Costs: (For Setting Budget)</u>			
(For Setting our Budget)			
Prizes/supplies/Audio/Report Bk etc	(\$2,626)		
League Reps/Execs/Directors/Guests	(\$8,000)		
		(\$10,626)	
Net Total Cost		(\$9,809)	
2011/12 Budget		\$11,000	
Actual vs. Budget		\$1,191	(Favourable)

Dedicated Fund Accounts Synopsis

Schedule 3

A. Gaming Grant Account

<u>Source of Funds:</u>		<u>Effective Speaking</u>	<u>Flying Program</u>
Grant Rec'd 15 Jan 2012	\$39,000	\$4,000	\$35,000
HST Rebates	\$4,763	\$533	\$4,216
Interest & Transfer from Chequing	\$252	\$250	
Total Available	\$44,015	\$4,783	\$39,216
 <u>Application of Funds</u>			
Bank Charges	(\$16)		
Wing/Provincial Eff Spk Competitions	(\$4,783)	(\$4,783)	
Tow Fleet Renewal: Refurb Cessna 182 #2 C-FTUG	(\$38,597)		(\$38,597)
Tow Fleet Renewal: Refurb Cessna 182 #4 C-FOAR	(\$590)		(\$590)
Balance 31 Aug	\$29	\$0	\$29

B. Aircraft Replacement Fund Account (ARF)

(Tow-plane Fleet Renewal Program)

	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>Projected 2012/13</u>
<u>Source of Funds:</u>				
Fwd from previous year	\$0	\$40,000	\$91,577	\$90,945
"\$40M/yr Aircraft Replacement Fund" Budgeted Amount	\$40,000	\$40,000	\$40,000	\$40,000
Annual "Operations" Aircraft Maintenance Budgets	\$0	\$24,093	\$0	\$90,000
Aircraft Insurance claim proceeds L-19: C-FTGF		\$109,500		
Sale of L-19: C-FTGA to Atlantic Region		\$3,000	\$28,500	
Donation: Comox Valley Flying Club			\$26,169	
Bank Interest		\$1,640	\$550	
HST Rebates			\$9,274	
Sale of L-19: C-FKNK				\$80,000
Bank Loan			\$131,621	\$20,000
Total Available	\$40,000	\$218,233	\$327,690	\$320,945
<u>Application of Funds</u>				
Purchase of Cessna 182 #2: C-FTUG		(\$64,647)		
Engine and Prop Cessna 182 #2: C-FTUG		(\$54,876)		
Balance of Refurbish C-182 #2: C-FTUG			(\$52,812)	
Purchase of Cessna 182 #3: C-FTRY		(\$2,541)	(\$67,008)	
Purchase EDM 930 instrument 182 #3: C-FTRY			(\$6,678)	
Refurbish Cessna 182 #3: C-FTRY		(\$4,593)	(\$53,890)	
Purchase of Cessna 182 #4: C-FOAR			(\$56,000)	
Refurbish Cessna 182 #4: C-FOAR				(\$175,000)
Purchase of Cessna 182 #5				(\$75,000)
Bank Debt Servicing (Prin+Int)			(\$357)	(\$34,000)
Total Expenses	\$0	(\$126,656)	(\$236,745)	(\$284,000)
Balance at year end	\$40,000	\$91,577	\$90,945	\$36,945

page 2.....

C. National Funding Account

	<u>2009/10</u>	<u>2010/11</u>	<u>2011/12</u>	<u>Projection 2012/13</u>
<u>Source of Funds:</u>				
Annual Budgeted amount @\$10/cdt	\$31,000	\$31,960	\$33,800	\$35,000
Fwd from previous year	<u>\$25,138</u>	<u>\$25,248</u>	<u>\$20,623</u>	<u>\$15,773</u>
Total Available	\$56,138	\$57,208	\$54,423	\$50,773
<u>Application of Funds</u>				
2010 National Assessment (3110x\$9.25 Per cdt)	(\$28,768)			
2011 National Assessment (3190x\$10.00 Per cdt)		(\$31,960)		
2012 National Assessment (3388x\$10/cdt)			(\$33,800)	
2013 National Assessment (3500x\$10/cdt)				(\$35,000)
BCPC Paid: Governor's Travel , Accom, Reg fee	(\$2,122)	(\$4,625)	(\$4,850)	(\$4,500)
Total Payments for year	<u>(\$30,890)</u>	<u>(\$36,585)</u>	<u>(\$38,650)</u>	<u>(\$39,500)</u>
Balance at year end	<u>\$25,248</u>	<u>\$20,623</u>	<u>\$15,773</u>	<u>\$11,273</u>

**D. Business Centre Office Fund Account
(Boundary Bay Office Renovations)**

	<u>2010/11</u>	<u>2011/12</u>	<u>Totals</u>
<u>Source of Funds</u>			
Carry Forward	\$0	\$42,100	
Cash Reserves (Director's Resolution)	\$100,000	\$6,691	\$106,691
Donations "1 in a 1000"(net of promo)	\$18,800	\$1,500	\$20,300
From Annual Budgets	\$18,550	\$5,823	\$24,373
HST Rebates		\$5,421	\$5,421
Bank Interest	\$697	\$40	\$737
Balance Available	\$138,047	\$61,575	\$157,522
<u>Application of Funds (Incl HST)</u>			
Office Design & Muni Permits	(\$7,868)		(\$7,868)
Construction	(\$56,380)	(\$51,807)	(\$108,187)
IT Systems	(\$15,126)	(\$1,600)	(\$16,726)
Sewage System	(\$14,105)	(\$1,000)	(\$15,105)
Security System	(\$2,468)	(\$593)	(\$3,061)
Fire Alarm		(\$1,120)	(\$1,120)
Signage		(\$2,985)	(\$2,985)
Show Case		(\$2,470)	(\$2,470)
Total Application of Funds	<u>(\$95,947)</u>	<u>(\$61,575)</u>	<u>(\$157,522)</u>
Account Balance	<u>\$42,100</u>	<u>\$0</u>	

Cost Summary: New Business Centre (after HST Rebates)

F/Y 2010/11 Reno costs (Expensed)	\$18,851	
F/Y 2011/12 Reno costs (Expensed)	\$5,823	
F/Y 2010/11 Reno costs (Capitalized)	\$75,476	
F/Y 2011/12 Reno cost (Capitalized)	<u>\$53,205</u>	
Total Capitalized (Leasehold Improvements)	<u>\$128,680</u>	
Total Renovation Costs (after HST Rebates)		<u>\$153,354</u>

Tow-Plane Fleet Renewal Program(TFRP)

Schedule 3(a)

Pre-TFRP:

F/Y 2005/06

PZL "Wilga 2000"

(3 Passenger a/c Manufactured in Poland)

Aircraft Purchase price

\$274,500

(Funding facilitated by Bank loan financing)

F/Y 2007/08

Poland Manufacture of PZL "Wilga" discontinued production

"Wilga" no longer considered viable replacement aircraft

"Wilga" sold : sale proceeds

\$195,622

(Depreciated value at time of sale: \$203,200)

F/Y 2008/09

Cessna 182 a/c #1: C-FCGS

Aircraft Purchase

\$197,100

Mods and Refurbishment

\$45,300

Total Cost

\$242,400

Less: Proceeds of "Wilga" sale

(\$195,622)

Net Cost to BCPC

\$46,778

TFRP:

F/Y 2010/11

Cessna 182 a/c #2: C-FTUG

Aircraft Purchase

\$69,322

Mods and Refurbishment

\$210,820

Total Cost

\$280,142

Less: Insurance claim L-19 C-FTGA

(\$109,500)

HST Rebates

(\$9,650)

Net cost to BCPC

\$160,992

F/Y 2011/12

Cessna 182 a/c #3: C-FTRY

Aircraft Purchase

\$77,023

Mods and Refurbishment

\$112,854

Total Cost

\$189,877

Less: Sale of L-19 TGA to Atlantic Prov Committee

(\$32,000)

Sale of Parts credit

(\$2,217)

Net cost to BCPC

\$155,660

F/Y 2012/13

Cessna 182 a/c #4: C-FOAR

Aircraft Purchase

\$63,880

Import C of A

\$5,865

Total as of 31 Aug 2012

\$69,745

Mods and Refurbishment (Estimate only for 2013)

\$175,000

Net cost to BCPC (estimate only)

\$244,745

Cash Budget : F/Y 2012 - 2013

(Includes Tow Fleet Renewal Program)

Schedule 4

	<i>Cash Actual 2010/11</i>	<i>Cash Actual 2011/12</i>	<i>Cash Budget 2012/13</i>	
<u>REVENUES: (cash in-flows)</u>				
	<i>Assessment Fee/cdt</i>	<i>\$100</i>	<i>\$100</i>	<i>\$100</i>
Line #	<i>Cadet Eff Strength (DND Fortress)</i>	<i>3196</i>	<i>3388</i>	<i>3500</i>
1	Squadron Assessment	\$319,600	\$338,800	\$350,000
2	Gaming Grant Income	\$39,000	\$39,000	\$39,000
3	Donations: (Tax Receipts)	\$6,367	\$5,226	\$3,500
4	Donations: "Qualified Donees"	\$0	\$27,483	\$1,250
5	Donations: "1 in a 1000" (New Office)	\$19,980	\$1,500	\$0
6	Donations: Continuation Flying Awards	\$2,113	\$2,121	\$2,100
7	DND Office Operation cost off-set	\$0	\$2,157	\$2,750
8	Interest Income	\$6,892	\$2,590	\$1,000
9	Miscellaneous	\$0	\$50	\$50
10	GST/HST Rebate	\$2,906	\$33,623	\$10,000
11	Asset Sale (L-19 Aircraft)	\$3,000	\$28,500	\$80,000
12	Aircraft Insurance Claims	\$109,000	\$0	\$15,900
13	Bank Loan	\$0	\$131,620	\$20,000
	Total Revenues	\$508,858	\$612,670	\$525,550
<u>EXPENSES (cash out-flows)</u>				
<u>Administration</u>				
14	Bank/Visa/MasterCard Charges	\$1,013	\$1,638	\$1,700
15	Insurance - Office Contents	\$569	\$875	\$1,000
16	Telephone/Fax/Internet/Web	\$5,470	\$5,597	\$6,000
17	Legal (BCPC Lawyer)	\$19,132	\$16,957	\$23,000
18	Office (Supplies/printing/postage)	\$4,829	\$5,356	\$5,000
19	Office Equip Maint & Purchase	\$730	\$1,891	\$2,500
20	Wages/Benefits (CAO/Assistant)	\$60,528	\$63,225	\$70,000
21	Business Centre Operation	\$1,618	\$4,643	\$5,500
22	Leasehold Improvements (Office)	\$95,947	\$61,575	\$0
	Total Administration	\$189,836	\$161,757	\$114,700
<u>League Activities</u>				
23	Exec/Directors Meetings/Misc	\$1,940	\$1,678	\$2,000
24	Travel (Members/Reps/Exec/Directors)	\$32,259	\$41,233	\$25,000
25	Wings(8): SSC/League Travel/Meetings	\$2,947	\$1,817	\$13,000
26	League Member Training	\$0	\$1,536	\$2,500
27	Provincial AGM (Kamloops)	\$9,396	\$9,809	\$11,000
28	National ACL: AGM/SAGM	\$11,122	\$13,429	\$16,000
29	National ACL Funding	\$31,960	\$33,880	\$35,000
	Total League Activities	\$89,624	\$103,382	\$104,500

Note 1

Note 2

....page 2

....page 2 Budget 2012/13

<u>Line #</u>	<u>Actual</u> <u>2010/11</u>	<u>Actual</u> <u>2011/12</u>	<u>Cash</u> <u>Budget</u> <u>2012/13</u>
<u>Cadet Program Activities</u>			
30 Cadet Scholarship Selection Boards	\$9,067	\$6,503	\$7,000
31 Parades/Special Events/Competitions	\$337	\$999	\$1,000
32 Trophies & Awards	\$2,915	\$3,363	\$3,000
33 Public Relations/Recruiting	\$2,003	\$625	\$1,000
34 Effective Speaking & Competitions	\$10,123	\$6,483	\$9,000
35 Flying Awards - Batchelor/Astoria CFTAs	\$1,000	\$1,000	\$1,000
36 Glider Pilot Training Awards (GPTAA)	\$4,500	\$4,325	\$4,500
<u>Flying Program</u>			
37 L-19 Aircraft Maintenance/Parts/Support	\$72,432	\$27,764	\$10,000
38 Insurance: Cessna 182 aircraft (C-182 a/c)	\$3,409	\$5,160	\$9,000
39 Purchase C-182 a/c #2: C-FTUG	\$69,322	\$0	\$0
40 Purchase C-182 a/c #3: C-FTRY	\$2,535	\$77,023	\$0
41 Purchase C-182 a/c #4: C-FOAR	\$0	\$63,880	\$0
42 Purchase C-182 a/c #5	\$0	\$0	\$75,000
<u>Modifications/Refurbishments:</u>			
43 C-182 a/c #2: C-FTUG	\$94,353	\$115,437	\$0
44 C-182 a/c #3: C-FTRY	\$0	\$65,685	\$47,500
45 C-182 a/c #4: C-FOAR	\$0	\$5,865	\$175,000
46 "\$40M/yr New Aircraft Fund" Allocation	\$40,000	\$40,000	\$40,000
Total Cadet Program Activities	\$311,995	\$424,112	\$383,000
Total Cash Outflows	\$591,454	\$689,251	\$602,200
Surplus (Deficit)	(\$82,596)	(\$76,581)	(\$76,650)

Closing Cash Balance F/Y End 31 Aug 2012

(Excludes Externally Restricted Trust Funds)

47 Chequing/savings/Gaming Accounts	\$43,046	
48 Aircraft (Tow Fleet) Replacement Account	\$90,945	
49 National Funding Reserve Account	\$15,773	
50 National AGM 2016 Reserve Fund Account	\$4,041	
51 Aviation Awards Fund Account	\$1,875	
Cash Carry Forward to F/Y 2012/13	\$155,680	\$155,680

Estimated cash position at F/Y end 31 Aug 2013 (with Gaming) \$79,030

Note 1 Gaming Grant not assured. Less Gaming Grant (\$39,000)

Estimated cash position at F/Y end 31 Aug 2013 (without Gaming) \$40,030

Note 2 Includes allocation of \$3000/yr to "Nat 2016 AGM Hosting Reserve" Fund

EFFECTIVE SPEAKING COORDINATOR'S REPORT

Terri Slater

The Effective Speaking program in British Columbia continues to grow with a total of 241 Cadets. The high quality of speeches is a testament to the dedication of the trainers and mentors of the program.

This year the Provincial Effective Speaking Competition was held 21 April 2012 at the Boundary Bay Business Centre. The new centre has a good room for the Wing competitions but is small for the Provincial competitions. In 2013, we will go back to using the Abercorn Inn for the Provincials.

The Wing Completion winners this year were:

Vancouver Island -	FSgt Keiran Wilson, 89 Pacific, Victoria
Okanagan -	FSgt Taylor Little, 243 Ogopogo, Kelowna
Kootenay -	FCpl Charles Spencer, 552 Key City, Cranbrook
Fraser Valley -	Cpl Sophie Bryant, 521 Aurora, Mission
Lower Mainland -	Sgt Allan Lee, 655 Richmond, Richmond
Greater Vancouver -	Sgt Denny Lee, 888 Avenger, Vancouver
Metro Vancouver -	FSgt Tiffney Hsieh, 777 Neptune, Port Coquitlam
Northern -	WOII Paul Heim, City of Prince George, Prince George



The winner was Sgt. Allan Lee, giving him the opportunity to speak at the National Competition in Burlington, Ontario in June. Sgt. Lee had a wonderful experience but did not place. We are very fortunate to have the continuing support of Westjet Airlines who supplied the air fare for the National competitors and a guardian to fly to the competition. Sennheiser Canada presented each of the National competitors with a headset/earphone.

All the rules and regulations, including the current application form is available on the Air Cadet League of Canada website at www.aircadetleague.ca. The BC Provincial website has a direct link to the ACL website. Once on the website, go to information for Cadets and follow the links to competitions, effective speaking. Please ensure your squadron is using current information.

Effective speaking Topics for 2013

- A Famous Canadian Aviator.
- Why today's youth should "Stay in School".
- Canada's contribution to Aerospace.
- Simple things you can do daily to be green.
- Royal Canadian Air Force – 90 years of exemplary service.
- Modern Day Canadian Military Heroes since 2000.
- Which Air Cadet graduate has inspired you the most?
- How do you see the Effective Speaking program supporting your future aspirations?

Dates for Wing Competitions

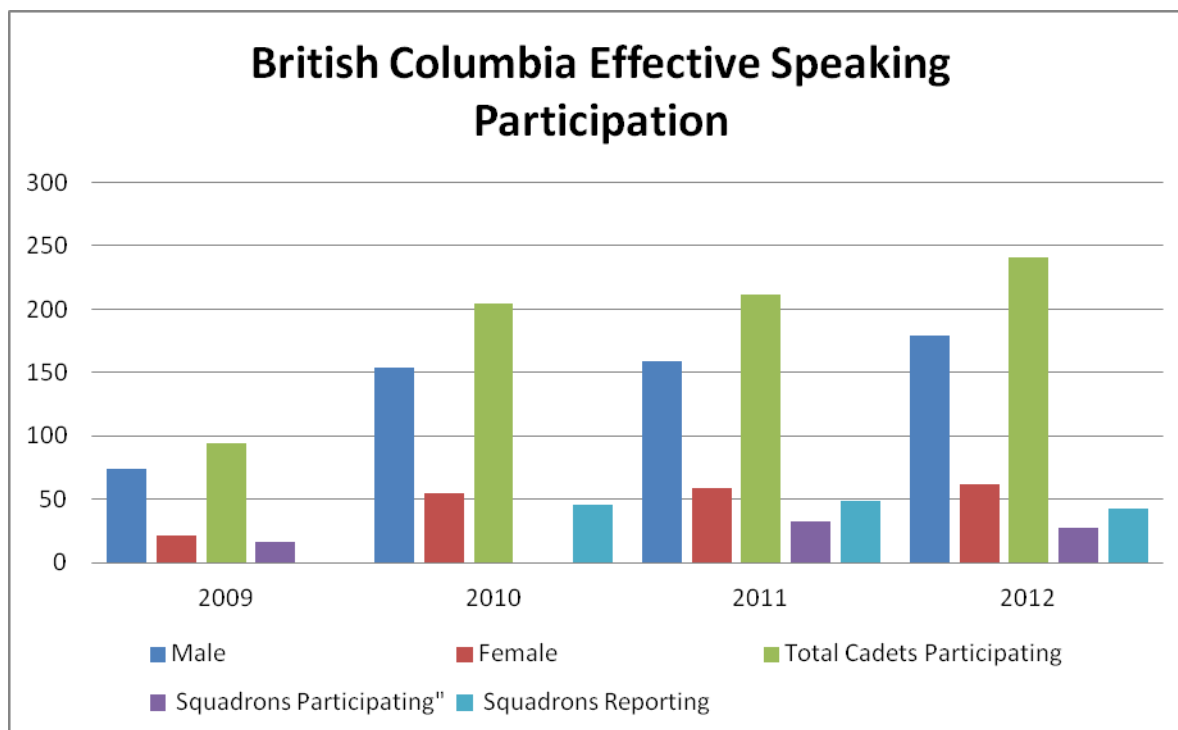
Northern	February 16	
Kootenay -	February 23	
Okanagan -	March 3,	Kelowna, 1 pm
Lower Mainland-	March 23 -	BCPC Business Centre, 9 am, Host TBA
Vancouver Island-	March 24 -	Ladysmith, 10 am, Host Parallel
Greater Vancouver -	April 6 -	BCPC Business Centre, 1 pm, Host TBA
Metro Vancouver -	April 7 -	BCPC Business Centre, 1 pm, Host TBA
Fraser Valley -	April 13 -	location and host TBA, 9 am,
BC Provincial Competition -	April 20 -	Abercorn Inn, Richmond, 1-5 pm

A squadron in each wing is needed to act as host for the Wing competitions. Please advise your Wing Chair as soon as possible if your Squadron would like to host.

Every year we gather data regarding the number of cadets who participate in the Effective speaking program. This is part of the National Strategic Plan (objective #C8-3). We need to know if you run the program or not. The majority, 43 of the 57 squadrons are very good about sending in the information but unfortunately, every year several squadrons do not respond to the requests. I would like the coming year to be more successful.

I request that all SSC's send in their squadron's information.

From the graph, you can see that British Columbia Cadets are becoming more involved in this wonderful program.



I would like to announce that Joan Irvine has stepped forward to help with the Provincial Effective speaking program. Joan previously ran the ES program at 609 Steveston RCAC.

We thank the BC Gaming Commission for their continued financial assistance to the Effective Speaking program. As well, a big thank you to all the volunteers from the squadrons and the communities who continue to make this program a success.

Respectively submitted
Terri Slater

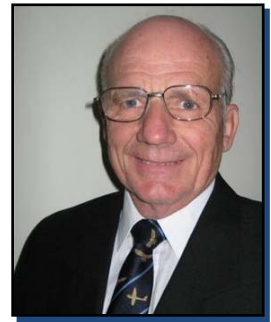


SGT ALLAN LEE at the National Competition with Mr. Bob Robert(Past President ACLC, Mr. Herb Spears, WestJet Representative, Mr. Keith Mann, ACLC Effective Speaking Chair.

PROVINCIAL AEROSPACE COORDINATOR

[Norm Lovitt](#)

Director/ BC Provincial Committee



Introduction

Norm Lovitt is the Aerospace Coordinator who along with Norm Chalmers form the BCPC Aerospace Committee. The committee is responsible to the President for developing and promoting a partnership between the BCPC and our Aerospace Industry partners. The main objective of this partnership is to obtain the direct involvement of the provincial aerospace industry in contributing their industrial expertise and resources to broaden and enrich the Air Cadet aerospace programs. The Aerospace Coordinator provides the League Industrial Partnership Committee (LIP) with periodic updates on a semi-annual basis at both the AGM and SAGM.

Cadet Work Experience Program

The Cadet Work Experience Programs provide senior cadets with the opportunity to fulfill the requisite 30 hour work experience requirement for their High School Graduation Transition Credit by working for a week either in an aircraft maintenance facility or at a regional airport.

Initially, this year's program suffered a setback with the loss of our main partner Aveos, however; through the continued support of our other aerospace partners we were able to find new industry sponsors, regionally expand the program and enjoy a successful year. A total of 13 cadets completed the work experience program with 5 cadets at Conair Abbotsford, 6 cadets at Kelowna Flight craft, one cadet at Langley Regional Airport and one cadet at RGS Comox.

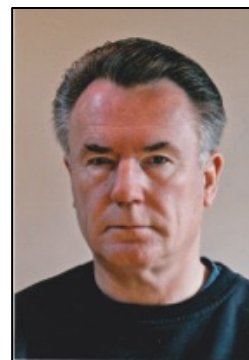
In the coming training year we hope to continue to expand and improve the program. All of our industrial partners were very impressed with the conduct and enthusiasm shown by our cadets and are intending not only to offer the program but possibly increase the number of participants in their 2011/2012 programs. Additionally, Norm Chalmers gave a presentation promoting the Cadet Work Experience Program to the members of the BC Aviation Council at their AGM in March. It was well received and we are following up with those attendees who expressed an interest in the program.

At the time of writing we have not finalized the 2012/2013 schedule but anticipated that all programs will be held in the March/April timeframe. SSC chairs and parents are reminded they can access the current information regarding program schedule, guidelines, and applications under the "Work Experience" tab on the BCPC League website.



BC PROVINCIAL AVIATION COORDINATORS REPORT

Chris Tuck



Introduction

The Provincial Aviation and Aerospace Coordinators are responsible for managing the BCPC's aviation resources and facilitating program development in cooperation with the Regional Cadet Support Unit (RCSU, in Esquimalt), Regional Cadet Air Operations (RCAOps, in Comox), the ACL National Flying Committee (NFC), and our Aerospace Industry partners. This year the Aviation and Aerospace Coordinator functions have begun to function separately, with Norm Lovitt carrying on as the Aerospace Coordinator and with Chris Tuck dealing with Aviation (i.e., Air Cadet Gliding Program) activities.

Familiarization Flying

The 2011/12 flying season was quite successful, despite several extended periods of poor weather. In 2011, a total of 1686 glider familiarization flights and over 1700 power famil flights (both tow plane and rental aircraft) were conducted. In the Lower Mainland/Fraser Valley Wings, weekend flying was augmented significantly by evening flights during the week. This option has proven to be successful and popular and will be continued. Other significant developments this past season include the introduction of winch operations at Comox and the deployment of the 182 to the Okanagan. Both of these developments are very popular and represent great strides in improving the familiarization flying experience. The annual Spring Gliding Week is another highly popular adjunct to the familiarization program which was conducted with great success during the Spring school break.

Regional Gliding School

The RGS concluded successfully on 17 Aug, with 38 of 45 GPS candidates and 38 of 40 PPS candidates successfully completing the Transport Canada requirements for a Glider or Private Pilot's Licence. While it is unfortunate that all the cadets could not successfully complete the courses in the prescribed time, the success rate this year is consistent with our historical average.

Tow Fleet Renewal Program

The program to progressively replace the venerable L-19 with refurbished Cessna 182s is reaching its midpoint ahead of the timeline and, most importantly, on budget. The first 182 C-FCGS, the prototype, was modified (re-engined) last winter by RCAOps maintenance engineers to bring it up to the fleet standard with a fuel-injected engine. The second aircraft, C-FTUG, joined the fleet last Aug and the third, C-FTRY was delivered during the last week in August. The fourth aircraft, C-FOAR, has been acquired and will be shipped to Victoria Air Maintenance for refurbishment later this year.

With over 600 flying hours in ACGP service, the 182 has proven to be an exceptional performer. For the second year, the 182s have proven their reliability during the intense RGS operations, and the aircraft's first "deployment" to the Okanagan last fall went off without a hitch. Ten pilots are now checked out and all of them are highly enthusiastic about its performance and capabilities.

Disposal of the L-19s at their current market value is an essential component of the fleet renewal program. The first L-19 has been sold to Atlantic Region and efforts have begun to "market" the remaining three aircraft, both within the ACGP and on the open market. While it would be beneficial to see all these aircraft remain within the ACGP, we nevertheless need to derive full market value for these aircraft to offset the cost of the 182 program.

It must be said that the current success of the tow fleet renewal program can be largely credited to the dedicated efforts of our RCAOps partners, specifically LCol Tony Appels, Maj Keith Stewart, MWO Jim Lowdon and MWO Henry Bonde. Without doubt, it is their knowledge, expertise and innovation that have allowed the program to progress so rapidly and so well.



Winch Launch Introduction

This past year has seen the introduction of the winch to Pacific Region glider ops (actually the re-introduction, after many years). A DND funded initiative, modern technology, diesel powered winches are being purchased and two have been allocated to BC. Winch operators and launch crews have been trained, launch procedures have been honed to perfection and almost 900 launches have been accomplished (all at Comox). Without a doubt, winching has great potential for our glider family program, as it has proven to be an exhilarating, new and very popular experience. Unfortunately, the winches themselves still have teething problems which will continue to inhibit their full implementation for some time.



National Flying Committee Issues

While responsible to the President of BCPC, the Provincial Aviation Coordinator must work within the guidelines and policies as set out by the National Flying Committee (NFC). All Provinces have representation on the NFC. The Department of National Defence (DND) is represented by the National Cadet Aviation Operations Office, and the National Technical Authority. The NFC, under the guidance of Chair, Jerry Elias, is responsible for making recommendations to the National Board of Governors in matters dealing with the national implementation of Air Cadet Flying Program. Formal meetings of the NFC were held in conjunction with each Semi-Annual General Meeting (SAGM) in November each year, and again at the National Annual General Meetings (AGM) in June.

Through the NFC and with the generous cooperation of the Ontario Provincial Committee, we have been able to "borrow" replacement wings from the OPC for glider C-FXGX, which was extensively damaged last spring. The damaged wings will be returned to the OEM for rebuilding under a national contract, then returned to the OPC. Another current NFC issue of interest to BC is the initiative to procure a "National" spare glider and possibly a spare L-19. Availability of these assets would alleviate the delays and risks which the regional PCs face each time they must replace an aircraft.

Respectfully submitted
Chris Tuck





CHIEF ADMINISTRATIVE OFFICER

[Ilona Turra](#)

Hello everyone welcome to the 2012/2013 Cadet Year!

BC Provincial Office:

Another year has come and gone! We have now been in our facility for a full year! Time flies when you are having fun! It has been a busy year getting settled and trying to organize the office and storage room, however I believe we are almost there...

Website

The BC Provincial Committee's website has been operating a full year and is easy to maintain I encourage all SSC's to send me photos of Squadron activities so that I can post these on our website...

FACEBOOK... we now have a BCPC Facebook page on the top right corner of the webpage that you can access... I post "League" related news, links to Cadet "news" articles, info re League Members such as the Queen's Golden Jubilee Medal recipients, etc... I welcome any

WEBSITE: www.bc.aircadetleagueofcanada.bc.ca

FACEBOOK: <http://www.facebook.com/BCProvincialCommittee>

Scholarship Applications

The Air Cadet League Scholarship application deadline date for all Squadrons is *December 14TH*. This date worked out very well for BCPC, RCSU, Squadrons and Squadron Sponsoring Committees insuring that all applications are in prior to the December holiday break.

ALL Scholarship applications will now be sent to the ACL/ BC Provincial Committee office (address is on the website) The following Scholarship Courses are to be boarded in 2013 are:

International Air Cadet Exchange

Power Pilot Scholarship

Glider Pilot Scholarship

AATC- Airport Operations

AATC- Aircraft Maintenance

Advance Aviation Aerospace

Oshkosh Trip

SSC Compliance

The British Columbia *Society ACT* requires all incorporated societies to file required information about the Society with the Corporate Registry office.

These filings are:

- 1) **FORM 11-Annual Report (include AGM Minutes) ANNUALLY**
- 2) **FORM 5 -Change of Address of Society (*only if address has changed*)**
- 3) **FORM 7 – Change in Directors (*only if directors change midyear*)**
- 4) **FORM 10 – Change in Constitution /Bylaws (*only if change is made*)**

These are the "key" forms that are related to the Society Business. The FORM 11 must be completed ANNUALLY, following the Annual General Meeting of the Society.

ACL/ BC Provincial Committee:

- 1) **Payment of SSC Assessment Fee to Provincial Committee**
- 2) **Completion and submission of the ACC9**
- 3) **Completion and submission of Members of the Society**
- 4) **Screening and registration of ALL Volunteers of the society.**

Volunteer Screening

Screening is **not an option** for Volunteers, it is a requirement.

1) ***A Volunteer makes application to the Society for membership.***

2) ***Screening package is handed to the Volunteer and completed.***

3) ***A copy of the MEMBERSHIP Application to the Society and the entire Screening Package, including the Police Records Check and Vulnerable Sector Screening must be sent to the BC Provincial office for processing. (All forms are available on the BCPC Website)***

Any questions may be forwarded your Squadron League Representative, Wing Chair or the BCPC office.

SOCIETY ANNUAL GENERAL MEETING:

A Society's Annual General Meeting (unless written otherwise in the Society's Constitution & Bylaws) must be held within 6 months of the Society's year end, August 31. (Completed by Feb 28)

When the AGM is complete and the Directors have been elected, the secretary will need to complete the "Form 11" (Listing of Elected Directors). The FORM 11- Annual Report, along with a copy of the Society's AGM Minutes and a \$25.00 filing fee (Cheque made payable to the ***Ministry of Finance***)

Form 11 and payment sent directly to:

Mary S. Stewart, Barrister and Solicitor

280 – 12340 Horseshoe Way

Richmond, BC V7A 4Z1

Thank you all for the great work you do as volunteers!

Good luck in the 2011/2012 training year!



Chief Administrative Officer
Air Cadet League of Canada
British Columbia Provincial Committee
#2-7630 Montreal Street, Delta BC V4K 0A7

ADMINISTRATIVE ASSISTANT

Gail Rique

Society Membership

Thank you to all SSC's for working with me to Insure the maintenance and the accuracy of the Membership of the Society. Changes to membership, whether new members or resigning, changes to executive etc. need to be recorded in your minutes, and the minutes then submitted to the BC Provincial office.

ACC9's

BC's submission rate to National was 100% for the third year. Congratulations Treasurers! Saying that, we still have some work to do. Accurate and timely submission of ACC9's still need improving with 26% submitted after the deadline of October 31st and 30% rejected requiring resubmission. This is a timely and frustrating exercise for all concerned. Should you require any assistance or have questions pertaining to the completion of the ACC9, please call or email the BCPC office so we can work together to get the rejection rate down to zero. **New versions of the ACC9 were uploaded to the National Website; please start using one of these version for the 2013 year.**



**GUEST SPEAKER
2011/2012 Annual General Meeting**

**Mr. Ken Higgins
President
Air Cadet League of Canada**

Ken Higgins started with the Air Cadet program in 1972 as a civilian instructor with a Richmond BC Squadron teaching the qualifying ground school course for Flying/Gliding scholarship candidates. In 1974 he became an officer in the CIL serving as Training Officer and then four years as Commanding Officer before retiring in 1984.

In 1985 he became a member of the BC Provincial Committee of the Air Cadet League of Canada serving two terms as Provincial Chairperson. In 2006 he was elected as a National Governor and in 2008 as a Vice President, 1st Vice President in 2011 and as President in 2012. In 2008 he was awarded a Certificate of Honor. He has chaired the Recruitment and Retention Committee and also the Members Committee.

He has had a long standing involvement with the Duke of Edinburgh's Award as an Area Representative for the Lower Mainland of BC, then as a member of the Board of Directors and two terms as President of the BC and Yukon Division. He was awarded the Queen's Golden Jubilee Medal for services to the program.

Ken Higgins was a member of the Vancouver Police Department for thirty years serving in a number of positions which included; a secondment as an Inspector to the BC Police Commission, Superintendent in charge of Strategic Planning and Deputy Chief Constable -Operations. He is a life member of the Canadian Association of Chiefs of Police

He is a graduate of the University of Waterloo with a BA in Psychology and of the Canadian Police College Ottawa Executive Development Course. Ken Higgins was a recreational pilot for many years and for twenty-five of them owned and greatly enjoyed flying a 1948 Tempco Swift. He and his wife, Ann, live in Coquitlam, BC



For the past several years, our glider flying program has received generous financial assistance from the BC Gaming Commission. This has covered a large portion of BCPC's aircraft maintenance costs. Another program that benefits from the Direct Access grant is the Effective Speaking Program. Since 2005 BC Gaming Commission has provided in excess of 60% of the Programs operating costs.



THE AIR CADET LEAGUE OF CANADA

British Columbia Provincial Committee

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