



Air Cadet League of Canada British Columbia Provincial Committee Annual Report 2019/2020



Air Cadet League of Canada
British Columbia Provincial Committee
Annual General Meeting Agenda
Via: BLUE JEANS Video Conference
October 4, 2020 9:00 am



Opening Guidelines and instructions on AGM BJNS Event

**** O'CANADA**

Welcome and opening remarks

Introduction of Board of Directors

Introduction of Guests/ Advisory Board

ACLC Representative remarks

RCSU Commander remarks

Declaration of Quorum

MOTION: to accept the agenda as presented

MOTION: approval of the minutes of ACLC/BCPC Oct 2019

Elections

Presentation of Financial Report

Review of Annual Report/ call for questions

Honours & Awards Committee presentations

Closing Comments

Time/Date of 2021 AGM

**** GOD SAVE THE QUEEN**

Adjournment

Don Doern
President's Report
79th Annual General Meeting
Air Cadet League of Canada,
British Columbia Provincial Committee



Welcome to this most challenging and unique 79th Annual General Meeting of the British Columbia Provincial Committee of the Air Cadet League of Canada (BCPC). My thanks go out all those who have taken the time to participate in this event – a virtual AGM. Although technological restrictions have minimized the number of individuals who can actually take part in the AGM this year, it goes without saying that each and every member of the SSC's, other members of BCPC and the multitude of volunteers are to be applauded for their efforts in persevering through this difficult time. Bravo Zulu to you all.

As you are all aware, BCPC underwent some significant structural and philosophical changes last year and we were in the process continuing to build on those changes this year when we, along with the rest of the country and the world, were struck by the COVID-19 pandemic. The speed with which this pandemic affected all facets of society was unprecedented in modern times and from the Canadian Cadet Movement (CCM) perspective had a devastating impact on our program operations. As you are all aware, all operations in the CCM were stood down early in 2020 and are still in a shut down mode at the time of this report being written. Plans are in place to restart the program in October 2020 providing the spread of the COVID-19 virus is showing signs of going into remission.

The effects of the pandemic and the resulting stand-down has had a profound effect not only on the cadets and their training but also the various support groups for the 57 Squadrons operating throughout the province and on BCPC itself. The restrictions imposed by the various Provincial Health officials, the Commander of the Canadian Cadet and Junior Ranger Support Group (CJCR Sp Gp) as well as our own National Air Cadet League eliminated the ability to conduct face to face training/meetings and forced all groups to adapt to a virtual reality format. For the vast majority of us this was a huge undertaking and everyone is to be congratulated on how well they have adapted and through exceptional effort have kept the CCM functioning. Again, Bravo Zulu to you all.

From the cadet's perspective, this pandemic has had a major impact on their careers. LHQ activities were totally shut down in the March timeframe leading up to and including the holding of all Annual Ceremonial Review Parades in May and June. Summer training programs were totally cancelled including the prestigious Glider Pilot Training Course, the Power Pilot Training Course and the International Air Cadet Exchange program. Many of the senior cadets accepted for these courses were in the twilight of their cadet careers and because of this will not have the opportunity to complete their dreams even when the program resumes operations. All cadets selected for other summer training courses were forced to accept the disappointment of not attending a training centre including those adult staff and cadets who had been accepted to work as training staff and Staff Cadets at the various centers. It is gratefully acknowledged that during this period, a herculean effort was made by our Military partners to establish a meaningful virtual training program for the cadets to partake in up to and including a virtual summer training program. A great many cadets took advantage of these opportunities. In addition, many adult staff and cadets were employed by CJCR Sp Gp throughout the

summer to provide manpower for a variety of projects and program development study groups. These were all done in a virtual format as well.

As previously mentioned, SSC 's and volunteer staff at the local levels were forced into a stand-down protocol as well with no face-to-face activities authorized. However, they were still expected to carry on with the normal day to day operational compliance requirements; virtual meetings, minutes and financial reporting. Quite a challenge, but one that all took on and for the most part kept the CCM machine running.

As we move forward into the 2020-2021 training year, we now have some concepts of how the program will operate. We know that it will not be "business as usual" and that we will be functioning in a new and daily evolving environment for the next undetermined period of time. This will require operational flexibility not only from the cadet's perspective but also from the SSC's as well. Activities will be different and yet the overall demands on the SSC's will be the same – to provide as much support for our various Squadrons as feasibly possible. This means continuing to operate as a business, generate funds and meeting all compliance requirements, yet still maintaining all safety obligations such as social distancing, minimal grouping numbers and providing a safe and sanitized work space. A challenge? Undoubtedly, but doable.

At the BCPC, the impacts of the COVID-19 pandemic have been challenging as well. The restrictions placed on gatherings eliminated the ability for your Director's and other supporting staff to meet in person and conduct the League's business. Office staff adjusted work schedules to minimize interactions and maintained social distancing when working in the office. Appropriate signage was posted and sanitation protocols were put in place.

The National Air Cadet League was forced to cancel their in-person AGM in June and so a virtual meeting was held instead. Fiscally this has had positives for BCPC but from an operation perspective it meant that fewer members were allowed to participate in the National meetings and provide input for the operation of the CCM. The same will hold true for the National Semi-Annual General Meeting scheduled for December which will also held in a virtual format. Following along these National League decisions, BCPC decided that holding this year's AGM in a virtual format was the only prudent way to go.

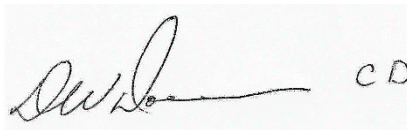
From an general operations perspective, all BCPC Committees have continued to function in a positive fashion. None more so than our Training and Education Committee which has over the past several months hosted several Training Courses for the SSC's and field personnel using BlueJeans telecommunications. BCPC personnel have developed and issued a Handbook for League Representatives to guide them in providing support to the SSC's. Our Advisory Council personnel have developed a Human Resources Handbook to better support our in-house employees and one that will later be expanded to include all League Members. Our Flying committee has been busy at the Regional and National Levels trying to ensure that when things do start back up again, we will have a serviceable fleet of Tow-planes and Gliders to provide flying for the cadets. All SSC's have been introduced to the requirement of developing a Risk Assessment Program for their individual units through our Risk Management Committee and work is progressing on developing an Affiliation Agreement to be established between BCPC and the SSC's similar to the one that exists between the National ACL and the Provincial Committees. Our Squadron Liaison committee has been extremely busy in coordinating with the RCSU staff to develop protocols for the scheduling of operations in October. These are but a few of the major activities of your BCPC Directors and members who in addition also dealt with the normal day-to-day business requirements.

Perhaps one of the most difficult areas to deal with to date was the determining of our financial obligations and requirements. The COVID-19 pandemic and subsequent restrictions have had a major impact on the financial wellbeing of the Squadron Sponsoring Committees and BCPC this year. The imposed changes in training activities plus some other cost saving activities have resulted in BCPC ending up with a relatively significant cash surplus for the year ending August 31, 2020. The Director's have expended a considerable amount of time and energy trying to reconcile how best to use these surplus funds for the overall betterment of the SSC's and the program. It was agreed to by all that one solution would be initially to provide a one-time grant back to the SSC's that would be used to offset their normal annual assessments to BCPC. By doing this, the pressure of raising funds at the start of the training year when the COVID-19 restrictions were still in place would be somewhat reduced. In addition to this, the rescheduling of payment dates to January and March 2021 should have a positive effect on the SSC's operations. To this end, a \$18.00 per cadet grant back was allocated to every SSC in the province. BCPC will continue to monitor its cash-on-hand position with a view to identifying other possible opportunities to further support the SSC's throughout this training year. The present uncertainty of major activities such as our flying program have made it virtually impossible to definitely establish expenditures for the present and near futures and we must be prepared for change at a moments notice.

While we do not have a clear view of the way ahead for the CCM or how long we will be operating in this "new world" format, rest assured that the BCPC will continue to support the SSC's to the limit of its capabilities. Work is ongoing between the League at all levels as well as with our military partners to provide the best possible solutions for our cadets during this unique period and maintain the integrity of the Canadian Cadet Movement and all that it stands for. We are confident that we will get through this pandemic and get back to a near-normal operation in the coming months. We are also confident that we can count on the outstanding efforts of our SSC's and volunteers to ensure that this will be the case.

In closing, I again want to applaud all individuals in this Region who have worked so diligently on behalf of the cadet program during this period of instability and uncertainty. We must never lose sight of what our target is, a solid and valuable program for our youth – the leaders of tomorrow.

Respectfully



Don Doern, CD

President

BCPC

Terri Hinton
1st Vice President's Report
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee



During the 2019 - 2020 year, my portfolio included Public Relations, National Summer Training Courses and Effective Speaking. Other responsibilities include updating of the Policy and Procedure Manual (ongoing process), Region Cadet Advisory Group (RCAG), National Communications Committee, National Effective Speaking Committee.

PUBLIC AFFAIRS

Public Relations has always been an important means of communication for the Air Cadet League. In the changing times of a global pandemic, public affairs communication has become crucial to have information out in a timely manner. From September 2019 to March 2020, the Regional Public Affairs Committee met monthly. From March until now, we are meeting virtually weekly. This committee consists of one member from each of the four leagues in BC and the Public Affairs officer RCSU (PAC).

From this meeting, I send out reports as needed to the BCPC Directors.

Our Facebook page is reviewed daily. This has been a huge success. Twitter has not been used much since the pandemic. It is more appropriate for in person events. The YouTube channel is being used by the Training and Education Committee to share training. We are sharing the National Air Cadet League's newsletter as well as the biweekly Pacific Express which is produced by RCSU (PAC). Both these newsletters are accepting articles from any SSC.

We do not have enough volunteers to create our own newsletter. If you know of anyone who would like this project, please contact the BCPC office.

2020 NATIONAL SUMMER TRAINING COURSES (NSTC)

Gail Elgert
BCPC NSTC Coordinator



Significant changes to the NSTC selection process were implemented for the summer of 2020. The application requirements and selection process are no longer processed through the BCPC office. All cadet application documentation and questions are to be forwarded to RCSU(PAC) office.

Cadets applying for International Air Cadet Exchange (IACE), Power Pilot Training Course (PPTC) and Glider Pilot Training Course (GPTC) are evaluated on their cadet file and a personal interview.

There were a limited number of interviews available in 2020. There were 122 cadet Interviews conducted throughout the Province: 14 for IACE, 49 for PPTC and 59 for GPTC.

All cadet file reviews and interviews were completed by February 14, 2020, and 77 BC cadets were selected to attend National Summer Training Courses as follows:

WING	IACE	PPTC	GPTC	TOTAL
FRASER VALLEY	0	8	10	18
LOWER MAINLAND	0	1	5	6
GREATER VANCOUVER	3	4	5	12
METRO VANCOUVER	3	7	5	15
VANCOUVER ISLAND	2	9	4	15
OKANAGAN	2	3	3	8
NORTHERN	0	1	1	2
KOOTENAY	0	1	0	1
Province of BC	10	34	33	77

Unfortunately, in March 2020, the global COVID-19 pandemic was ramping up and following recommendations from the World Health Organization, and the implementation of Public Health Measures, the decision was made by National Defence Headquarters to cancel ALL cadet activities for the foreseeable future, including summer courses, to ensure the safety of all participants in the cadet program.

A review of the 2020 National Summer Training Course selection process is underway by the Department of National Defence and the Air Cadet League of Canada. The BC Provincial Committee (NSTC Coordinator) did forward comments and recommendations for the review. BCPC is patiently waiting for the results of that review.

A report from National Defence Headquarters dated 06 July 2020, indicates ... no international travel for Exchanges prior to August 31, 2021. This will mean no IACE for the summer of 2021.

As we move forward in these unprecedented times, it remains unknown how and when the cadet program will be able to return to normalcy, and we can only follow the directives as they come from National Defence Headquarters.

Please remember the words of Dr. Bonnie Henry ...

“BE KIND, BE CALM, BE SAFE”

2019 - 2020 EFFECTIVE SPEAKING

Jermaine Chu

BCPC Effective Speaking Coordinator



This year has been eventful to say the least. It has been a pleasure to have met many Effective Speaking coordinators, SSC members, cadets and squadron officers throughout BC. My gratitude also goes to all the volunteers that support and ensure this program is a success. I am privileged to have Ms. Joan Irvine and Ms. Terri Hinton as my mentors as well as Ms. Katherine Chak as my right arm.

This 2020 Effective Speaking program year was cut short. No provincial competitions were held across Canada.

Thank you to the host squadrons of each wing and congratulations to the winners:

Northern:	396 City of Prince George RCACS (no competition was held)		
Fraser Valley:	861 Silverfox RCACS;	Winner -	FSgt R. Patch, 583 Coronation RCACS
Okanagan:	243 Ogopogo RCACS;	Winner -	Sgt M. Huston, 243 Ogopogo RCACS,
Kootenay:	552 Key City RCACS;	Winner -	WO2 K. Kinch, 531 City of Trail
Lower Mainland:	692 BCIT Aerospace RCACS;	Winner -	FSgt A. Xia, 655 Richmond RCACS
Greater Vancouver:	59 Vancouver RCACS;	Winner -	FSgt S. Sangha, 888 Avenger
Metro Vancouver:	808 Coquitlam RCACS;	Winner -	FSgt L. Ismail, 767 Dearman
Vancouver Island:	205 Collishaw RCACS;	Winner -	FSgt Y. Katiredy, 89 Pacific RCACS

BC Squadron Participation: 33 out of 57 squadrons participating; 292 cadets participating out of 4599 total cadets. Congratulations to all the cadets who participated.

Upcoming Provincial competition is scheduled for April 17, 2021.

2020 - 2021 Topics

Topics for the 2020-2021 Prepared Speech will be posted on the Air Cadet League of Canada's website (www.aircadetleague.com) in the near future. The BC Provincial website (<http://bc-aircadetleague.com>) has a direct link to the ACL website. Please ensure the current forms and information are being used.

2021 Wing Competitions

We are requesting host squadrons, venues and dates for the 2021 Effective Speaking Wing competitions. If you are interested or would like to learn more, please contact me at effectivespeaking.bcp@gmail.com.

We thank the BC Legion Foundation for its financial assistance this past year for the Effective Speaking program. As well, a big thank you goes to all the volunteers from the Squadrons and the communities.

“Never let a bad situation bring out the worst in you, choose to stay positive
and be the strong person you were created to be!”

Trevor Sandwell
Vice President's Report
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee



I believe that in the future we can look forward to developing programs that will enable cross-border co-operation between the CAP and our Squadrons.

CASARA: Canadian Air Search & Rescue Association. The anticipated cooperation between CASARA and Cadet Squadrons has not yet become a reality. League Representative Larry Calvert has been trying to build interest with a small amount of success. When the C-19 situation is eventually resolved the development of this opportunity will be continued.

Industry Liaison: The Boeing Canada Award announced at the 2019 BCPC AGM has not been actioned this year due to the award criteria not being formalized with Boeing Canada. It is expected to be completed within the next 6 months. However, the award will not be presented until the completion of the 2021/2022 training year.

For my report on the past years' activities of the National Air Cadet (NAC) and the National Aviation Committee (NAirC), I was anticipating that I would be able to provide good news and progress on the part of both committees.

Unfortunately, this is not to be! although yesterday (September 9th) a small but positive move on the part of the NAirC become known, details to follow later.

For this report, I start with the low denominator....

NAC: National Air Cadet Committee. A year of inaction and no communication at the National level.

However, on the Provincial level, our own League Representative Steve Wallace, a member of the US Civil Air Patrol (CAP) holding the rank of LCol is developing the lines of communication with the Washington Wing of the CAP.

National Aviation Committee (NAirC) In the Fall of 2019 a high-level committee was formed, co-chaired by Commander BGen Dave Cochrane, ACLC President Jim Hunter, ACLC Executive Director, Pierre Forgues, plus additional members of the CAF and ACLC as required.

One of the principal purposes of the NAC is to determine the tow plane aircraft type with the view of standardizing across all regions. This determination is still outstanding even after 3 decades of discussions within the ACLC.

BCPC is well ahead of the discussions and is a by-stander on these discussions. Our stand on the Tow Plane aircraft of choice is well known along with our proclamation that we will not agree to any move away from the Cessna C182 aircraft.

Looking back to our 2019 AGM and the proposed reduction in aircraft replacement assessments. As attendees will remember the proposal was met with very vocal opposition to the move. This has been taken as very positive support for the flying program that cadets enjoy here in British Columbia.

It also reflects on the progressive attitude by the folks at the Regional Flight Training Centre headed by Major Keith Stewart and Major Rob Allison and their staff.

These are trying times for all, as discussions and planning continue, any decisions regarding the flight training or operations will be conveyed in future communications.

Submitted by,

Trevor Sandwell,
Director/Vice President
Air Cadet League of Canada
British Columbia Provincial Committee



Doug Sutherland
Interim Treasurers Report
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee
For the year ending August 31, 2020



The financial statements for the period ending August 31, 2020, from Murphy & Murphy Chartered Professional Accountants follow this report.

This past year has presented us with many financial challenges and we can see those challenges continuing into the future. As mentioned by the President in his report, the directors have spent considerable time dealing with the financial changes that presented themselves over the past few months. In the budget that was presented at the AGM held in October 2019 a break even budget was forecast. However, due to the Covid 19 restrictions, many of the projected expenditures did not take place and we ended the year with a surplus as shown on the Statement of Operations.

Statement of Financial Position

The most significant item on this statement is the cash which has increased from \$241,961 to \$451,071, a positive variance of \$209,110. Refer to comments in League and Program Activities which details the increase in cash.

Income

A review of the income indicated we were close to budget. Interest income exceeded budget as the surplus cash was invested. Even though interest rates dropped dramatically, we did manage to show a small increase in our interest income. We reviewed all the federally funded programs related to Covid 19 but we found that the only one we qualified for was the 10% Temporary Wage Subsidy program. We received a federal grant of \$3,341 as shown in Miscellaneous Revenue.

Administration Expenses

The Administration expenses exceeded budget by \$9,500. Part of this variance was attributed to Wages and benefits exceeding budget due to a job reclassification of one of the staff positions. The remainder of the expenses in this category were very close to budget.

League Activities

As a number of League activities were suspended, we experienced cost reductions in this category. The Air Cadet League National AGM was held virtually resulting in a cost reduction of \$16,800. The proposed zone training program which was just getting underway in March was put on hold resulting in a further cost savings of \$24,000. I should mention that virtual training programs were put in place and continued throughout the balance of the training year. Travel was curtailed resulting in cost savings of \$17,000 which resulted in total cost reductions of \$63,000.

Program Activities

We saw further cost reductions in this category as programs and activities were cancelled. The main cost reductions were; Selection Boards, \$4,000, Scholarships and Awards, \$4,000, Effective Speaking, \$10,000 and Aircraft Repairs and Maintenance, \$80,000 resulting in total cost reductions in excess of \$102,000.

The net result of these cost reductions was a surplus for the year of \$136,878. If you add back the Amortization, non-cash expense of \$14,839, the cash surplus was \$151,717. On the Statement of Financial Position (above) a cash surplus of \$209,000 was identified, a difference of approximately \$58,000. The difference is the National Office funding expense which we have, in order to preserve our cash position, chosen to pay in two installments, one in November and one in February.

While cost reductions are normally viewed as a positive result, most of our cost reductions were from savings at the expense of cadet activities and programs which is certainly something we do not want to see. Hopefully this trend will reverse itself in the coming year but that is something over which we have no control.

Aircraft Replacement Fund

Due to the Covid 19 situation, the Board of Directors are again recommending that the contributions to this fund be suspended for the current financial year. The contribution for this year would have amounted to \$90,000.

We continue to be ineligible for the Gaming grant due to the internal restriction that has been placed on the Aircraft Replacement Fund. We did not receive the grant this year, nor was it budgeted for the 2020 / 2021 year.

Once again, BC had a 100% submission rate to the Air Cadet League National office for the ACC9's. That's great news and we would like to thank all our SSC's for your cooperation and assistance in maintaining our perfect record. It's that time again for ACC9 reporting and we're counting on you to continue our flawless track record. You can find the ACC9 spreadsheet on the BCPC website. Please use the most current version at the beginning of each year as there may have been changes to the older version. Should you require any assistance or information, please don't hesitate to call the office.

Budget Presentation

As identified in the president's report, the directors spent considerable time and energy developing the budget and providing a method to assist the SSC's in these trying times. We are also very aware of the difficulties faced by each SSC in developing their own budgets and plans for the upcoming training year, given the unknowns and uncertainties that have been presented to us. When preparing the budget and this report we went on the assumption that the cadet program was going to start up on October 1, 2020.

Considering that we experienced a surplus for the year of \$136,000, it was determined to return a portion (\$18.00 per cadet, \$81,000 in total) back to the SSC's by way of a reduction to the Annual Assessment which remains at \$115.00. Each SSC should have already received the invoice which shows the amount of the "Grant Back" and the net amount payable. To further provide assistance, the directors made the decision to defer payment dates to January and March 2021. DND have advised that they will be providing an update in early December as to the viability of the cadet program going forward into 2021. This will provide both BCPC and the SSC's the ability to reevaluate our financial positions and determine any future actions.

Income

The first item on the budget under Income is Surplus Carried Forward of \$81,000 from the current year's operations. The Assessment of \$436,385 is based on a cadet strength of 4,499 times the assessment of \$115.00 per cadet minus the "Grant Back" of \$81,000. The cadet strength numbers are provided to us by DND as at December 31 of the prior year. The remainder of the income items are straightforward as we have taken a conservative approach in estimating both donations and interest income.

Administration Expense

There are no significant changes to the administration expenses in relation to the prior year. Most of the expenses are of a fixed nature; salaries, rent, telephone and internet and other utilities. The lease for the BCPC premises is up for renewal this year and the budget for rent expense has been increased accordingly as well as Legal expense has been increased due to potential expenses related to Covid 19.

League Activities

Given the uncertainty of the coming year we have utilized the actual expenses from 2018 / 2019 in formulating the projections. The significant change is the cost for the AGM which will be held virtually this year. This results in a net saving of approximately \$30,000. We will be monitoring the league Activities category very closely as there could be reductions in this category depending on circumstances.

Program Activities

Again, this category provided a challenge in projecting expenses for the year. We anticipate that there could be cost reductions in this category but where they will appear is anyone's guess. It will certainly depend on what direction the cadet program takes, especially into 2021.

The budget, as presented, provides a surplus of \$17,516 for the ensuing year. This is our best estimate at this time but we will continue to monitor and revise where necessary.

Finally in closing, I would like to extend many thanks to our office staff who provide such excellent service to the Squadron Sponsoring Committees and the League volunteers.

Respectfully Submitted

D.G. (Doug) Sutherland CPA, CGA (Retired)

**AIR CADET LEAGUE OF CANADA
BRITISH COLUMBIA PROVINCIAL COMMITTEE**

FINANCIAL STATEMENTS

Unaudited - See Notice to Reader

AUGUST 31, 2020

AIR CADET LEAGUE OF CANADA
BRITISH COLUMBIA PROVINCIAL COMMITTEE

AUGUST 31, 2020

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Tsawwassen Office:

1226 A 56 Street,
Delta, BC V4L 2A4
T: 604.943.6507
F: 604.943.6528

White Rock Office:

#103 - 1548 Johnston Road,
White Rock, BC V4B 3Z8
T: 604.536.7222
F: 604.536.7230

NOTICE TO READER

On the basis of information provided by management we have compiled the statement of financial position of Air Cadet League Of Canada, British Columbia Provincial Committee, as at August 31, 2020 and the statements of operations and changes in net assets for the year then ended. We have not performed an audit or review in respect of these financial statements and, accordingly, we express no assurance thereon. Readers are cautioned that these statements may not be appropriate for their purposes.



Chartered Professional Accountants

Delta, BC
September 17, 2020

AIR CADET LEAGUE OF CANADA

BRITISH COLUMBIA PROVINCIAL COMMITTEE

STATEMENT OF FINANCIAL POSITION

Unaudited - See Notice to Reader

AS AT AUGUST 31, 2020

	2020	2019
ASSETS		
CURRENT		
Cash - (Note 2)	\$ 451,071	\$ 241,961
Accounts receivable	147	2,880
Inventory	6,131	5,917
GST receivable	1,127	1,097
Prepaid expenses	2,035	2,586
	460,511	254,441
LONG TERM		
Long term investments - (Note 3)	52,839	52,000
Tangible capital assets - (Note 4)	392,002	406,841
	444,841	458,841
	\$ 905,352	\$ 713,282
LIABILITIES		
CURRENT		
Accounts payable	\$ 61,217	\$ 3,718
Government remittances payable	3,238	2,459
Salaries and benefits payable	3,025	3,201
Deferred revenue	-	3,670
	67,480	13,048
	67,480	13,048
NET ASSETS		
Externally restricted net assets - (Note 2)	45,116	45,195
Internally restricted net assets - (Note 3)	52,839	52,000
Unrestricted net assets	739,917	603,039
TOTAL NET ASSETS	837,872	700,234
	\$ 905,352	\$ 713,282

Approved on Behalf of the Board

Director

The accompanying notes are an integral part of these financial statements.

AIR CADET LEAGUE OF CANADA

BRITISH COLUMBIA PROVINCIAL COMMITTEE

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS

Unaudited - See Notice to Reader

FOR THE YEAR ENDED AUGUST 31, 2020

	2020	Budget	2019
REVENUE			
Squadron assessments	\$ 507,725	\$ 510,715	\$ 425,199
Donations: CFTA/GPTAA	-	-	493
Donations: Other	2,107	1000	1,395
Donations: Tax receipts	5,495	6,000	7,188
Miscellaneous income	7,702	5,500	9,388
AGM registration fees	21,695	25,000	25,280
Rental	-	-	90
Sales	2,311	3,000	2,738
	547,035	551,215	471,771
EXPENSES			
ADMINISTRATION			
Accounting	2,500	4,500	2,254
Amortization	14,839	14,839	15,514
Bank and credit card charges	1,932	2,500	2,159
Bluejeans video conference system	1,367	1,500	1,327
Business centre operation	21,802	20,000	20,463
Cost of sales - inventory items	4,734	2,800	6,464
Legal	21,939	27,000	34,911
Office	7,085	6,200	5,535
Office equipment repairs and maintenance	3,961	4,000	873
Telephone and internet	7,452	7,200	7,374
Wages and benefits	135,419	123,000	101,750
	223,030	213,539	198,624
LEAGUE ACTIVITIES			
Meetings	1,267	3,500	3,387
National AGM meetings	1,180	18,000	14,571
National assessment fee funding	58,292	59,965	57,733
Provincial AGM	52,507	54,000	49,661
SSC training/screening	277	24,100	2,434
Travel	11,825	20,000	19,591
Wing travel and meetings	6,925	16,000	14,878
	132,273	195,565	162,255

The accompanying notes are an integral part of these financial statements.

AIR CADET LEAGUE OF CANADA

BRITISH COLUMBIA PROVINCIAL COMMITTEE

STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS

Unaudited - See Notice to Reader

FOR THE YEAR ENDED AUGUST 31, 2020

	2020	Budget	2019
PROGRAM ACTIVITIES			
Aircraft insurance	14,670	13,800	13,370
Cadet selection boards	5,995	10,000	10,295
Cessna 182 repairs and maintenance	6,595	68,450	35,795
Competitions/special events	1,939	3,800	3,684
Effective speaking program	1,786	12,000	9,507
Glider maintenance	15,825	34,400	-
Glider pilot training awards	2,725	4,000	4,900
Promotion and recruiting	4,359	6,000	2,715
Scholarship:continuation flying	500	-	500
Trophies and awards	460	4,500	978
	54,854	156,950	81,744
	410,157	566,054	442,623
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	136,878	\$ (14,839)	29,148
UNRESTRICTED NET ASSETS, BEGINNING OF YEAR	603,039		623,891
TRANSFER TO AIRCRAFT REPLACEMENT FUND	-		(50,000)
UNRESTRICTED NET ASSETS, END OF YEAR	\$ 739,917	\$	603,039

The accompanying notes are an integral part of these financial statements.

AIR CADET LEAGUE OF CANADA

BRITISH COLUMBIA PROVINCIAL COMMITTEE

NOTES TO FINANCIAL STATEMENTS

Unaudited - See Notice to Reader

AUGUST 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Tangible capital Assets

Tangible capital assets are recorded at cost. Improvements and upgrades are expensed on an annual basis. Amortization is not recorded on tangible capital assets except for computers, office equipment and leasehold improvements. Office equipment and leasehold improvements are amortized as follows:

Office equipment	20% straight line method
Leasehold improvements	10% straight line method; lease expires March 31, 2021.

2. CASH

	2020	2019
RBC chequing account	\$ 7,404	\$ 7,389
RBC gaming account	192	237
RBC savings account	-	3,072
RBC USD chequing account	-	66
RBC Premium Investment Account	298,169	186,002
GIC 5459-0002	100,190	-
	405,955	196,766
EXTERNALLY RESTRICTED TRUST FUNDS		
Wallace Jamieson PPS account	8,861	9,082
Stevens-Guille trust savings	23,383	23,282
Jim Campbell music savings	7,849	7,824
Boeing scholarship fund	5,023	5,007
	45,116	45,195
	\$ 451,071	\$ 241,961

The accompanying notes are an integral part of these financial statements.

AIR CADET LEAGUE OF CANADA

BRITISH COLUMBIA PROVINCIAL COMMITTEE

NOTES TO FINANCIAL STATEMENTS

Unaudited - See Notice to Reader

AUGUST 31, 2020

3. LONG TERM INVESTMENTS

Long term investments consist of equity shares held with RBC Dominion Securities reported at market value, original cost is \$50,000.

4. TANGIBLE CAPITAL ASSETS

	Cost	Amortization	Net 2020	Net 2019
Schweizer Gliders-nominal value	\$ 1	\$ -	\$ 1	\$ 1
Cessna 182C-FCGS Acquisition	46,778	-	46,778	46,778
Cessna 182C-FTUG Acquisition	69,322	-	69,322	69,322
Cessna 182C-FTRY Acquisition	74,731	-	74,731	74,731
Cessna 182 C-FOAR Acquisition	62,438	-	62,438	62,438
Cessna 182 C-GRGS Acquisition	49,561	-	49,561	49,561
Cessna 182C-FGZR Acquisition	70,390	-	70,390	70,390
Computers	2,070	2,070	-	-
Office equipment	9,855	3,942	5,913	7,884
Leasehold improvements: office	128,680	115,812	12,868	25,736
	\$ 513,826	\$ 121,824	\$ 392,002	\$ 406,841

5. COMPARATIVE FIGURES

Certain balances of the preceding period were reclassified to conform with the current year's financial statement presentation.

ACLC - BC Provincial Committee

Operating Budget

	2018/2019	2019/2020	2020/2021
	Actual	Actual	Budget
Cadet Effective Strength	4,252	4,441	4,499
REVENUE			
Income			
Surplus Carried Forward	0	0	81,000
Squadron Assessments (Net of "Grant Back")	425,200	507,725	436,385
AGM Registration Fees	25,280	21,695	0
CFTA/GPTAA Donations	493	0	0
Donations (Other)	1,395	2,107	0
Donations (Tax Receipts)	7,188	5,495	4,000
Gaming Commission Income	0	0	0
Interest Income	4,099	4,361	1,000
Inventory sales	2,738	2,311	2,500
Miscellaneous Revenue	5,379	3,341	0
Rental Revenue	0	0	0
TOTAL REVENUE	471,772	547,035	524,885
EXPENSE			
Administration Expenses			
Accounting fees	2,254	2,500	2,600
Amortization Expense	15,514	14,839	14,839
Bad Debts	0	0	0
Bank/Visa/Mastercard Charges	2,159	1,932	2,500
Blue Jeans	1,327	1,367	1,500
Business Centre Operation	21,579	21,802	26,000
Cost of Sales	6,239	4,734	5,000
Legal Expense	34,911	21,939	26,000
Office Equipment Maintce & Purchase	873	3,961	2,000
Office Expense	4,419	7,115	6,000
Telephone/Internet	7,374	7,452	8,000
Wages & Benefits	101,750	135,419	141,900
			0
Total Administration Expenses	198,399	223,060	236,339

ACLC - BC Provincial Committee

Operating Budget

	2018/2019	2019/2020	2020/2021
	Actual	Actual	Budget
League Activities			
Business Meetings/Meals Expense	3,444	1,267	4,000
Member/SSC Training	2,377	248	10,000
National ACL- AGM/SAGM	14,571	1,180	18,000
National Office Funding	57,733	58,292	58,630
Provincial AGM	49,661	52,507	3,000
Travel Expense	19,611	11,825	20,000
Wing Expense	14,964	6,925	15,000
Total League Activities	162,361	132,244	128,630
Program Activities			
Aircraft Insurance	13,370	14,670	16,000
Aircraft Replacement Fund	0	0	0
Cadet Selection Boards	10,414	5,995	7,500
Cessna 182 Repairs & Maint	10,099	6,595	64,700
Competition/Special Events	3,684	1,939	3,000
Effective Speaking Program	9,507	1,786	12,000
Flying Program Special Equipment	0	0	4,000
Glider Maintenance	25,697	15,825	20,700
Glider Pilot Training Awards/Scholarships	5,900	3,225	0
History Project	47	1,314	5,000
Promotion & Recruiting	2,667	3,045	5,000
Trophies & Awards	478	460	4,500
Total Program Activities	81,863	54,854	142,400
TOTAL EXPENSE	442,623	410,158	507,369
Surplus (Deficit)	29,149	136,877	17,516
Transfer to Aircraft Replacement Fund	-50,000		
Surplus (Deficit) after Transfer	-20,851	136,877	17,516
Unrestricted net Assets - beginning of year	623,891	603,040	739,917
Unrestricted net Assets - end of year	603,040	739,917	757,433

Michele Claveau
Squadron Liaison Report
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee



Over this past cadet year, I have been honoured to assume the position of Director – Squadron Liaison, and am energized in providing support to League Reps (LRs), SSCs, and coordinating with RCSU(P).

As with any year, there were ups and downs, and the struggle to find dedicated LRs continues. Group/Wing Chairs are double and triple-hatting to fill gaps, and many LRs have more than one squadron. To this end, a recruitment letter was provided to RCSU(P) for all retiring CAF in hopes of attracting members. Likewise, a similar letter is provided to SSC who have completed their term and perhaps are looking for a change yet still wish to remain engaged. A revised LR Handbook has also been produced that we hope is more “hands-on” useful and less policy. LRs are absolutely key to good communication and support from BCPC, and the SSCs deserve this support.

The training year certainly did not end the way any of us expected, but it was amazing to see the squadrons and cadets adapt and strive to hold ACRs virtually. It highlighted the ingenuity of cadets and the program, with some really great innovation emerging. “Virtual” is the new watchword.

For the SSCs, we recognize that some don’t “feel the love” from BCPC and are working to change that perception. While compliance may be viewed as a thorn, it is a necessary legality for all Societies, and it enables BCPC to ensure you have the right guidance needed to support your squadron and cadets. Compliance in general and ACC9s in particular are one yardstick by which the health of the SSC is measured. On a more positive note, the Training and Education Committee has rolled out LR and SSC virtual training, which I hope many are making use of and so far feedback is pretty good as we continue to improve upon delivery. This training and the communication network it enables aid all SSCs.

To help SSCs prepare their LHQ for the upcoming training year, BCPC produced a *COVID-19 SSC Facility Safety Plan Package* and delivered virtual training for this. Your CO’s have similar direction, and we cannot stress enough the importance of working together to ensure a safe parade facility for the cadets. We will continue to send out information and guidance as the situation and government protocols dictate. The program by necessity will look very different, but it will prevail. It is recognized at the highest levels the effect that curtailed fundraising may have on support to squadron activities, and if you (SSC) are struggling financially or for ideas, do not hesitate to reach out to BCPC.

Finally, I would like to acknowledge and thank the Group and Wing Chairs, League Reps and SSCs for your support to the squadrons and the cadets. Likewise thank you to the Officers, CIs and CVs for your dedication in delivering the program. The DND/League partnership is a body that needs both legs to run. Remember – if you are making it personal, you are not thinking of the cadets. Work together to keep the cadets safe.



Michele Claveau
bcpcsqnln@gmail.com
31 August 2020

Michael Kung
Director/Training & Education
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee



Under the direction of our President Don Doern, the Training and Education committee has divided the province in to four regions, Vancouver Island, Lower mainland, Kootenay and Northern BC. Each of the regions will have one or two training coaches to provide immediate assistance to the needs of the SSC. The committee also created programs to provide training for the league Representatives. When the pandemic happened ,no person to person contact was allowed, we decided to change gears and went with online training as our main focus. The League rep (LR)training date will be schedule for the third Tuesday of the month and SSC training will be fourth Sunday of the month, the time will be 7pm for one hour.

Following is the tentative training topics for the next 12 months.

For the SSC:

- How to run a successful executive meeting
- Membership screening
- Budgeting for training year
- Covid19 protocols for SSC
- How to run an AGM (Annual General Meeting)?
- How to run a successful tag day
- How to apply for gaming funds
- Fund raising/50-50/Licensing/other fund raising ideas
- GST rebate
- T3010 Charity status CRA filing
- LSA (Local support allocation)
- How to navigate BCPC and National website
- How to run an ACR (Annual Ceremonial review)?

For the LR and above:

- Managerial skill for LR
- Conflict resolution
- Compliance 1
- Compliance 2
- Compliance 3

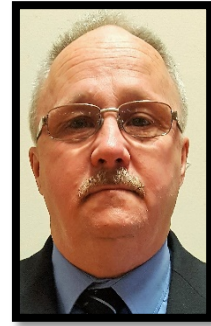
We welcome any comments and suggestions from you, so the committee can better serve your needs.

I would like to thank the office staff and members of the committee for their support. I am grateful for their help.

Respectfully submitted

Michael Kung
Director/ Education & Training

Norm Scott
Director/ Affiliation & Risk Management
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee



Over the last year the National Board of the Air Cadet League developed an Affiliation Agreement between the National League and the Provincial Leagues.

The intention of this document is to align the National Board and the Provincial Board to illustrate the relationship, duties and responsibilities between both parties. Now that this has been accomplished, the National League has instructed the Provincial committees to formulate an agreement between the SSC and Provincial Office. During the last few months, I have been looking at the Agreement and have been amending it to hopefully have ready for the fall of this year. Upon completion, the document will go to the BC Board of Directors for approval and then sent out to SSC's for your approval. If you have an interest in taking part in the formation of this document, then call the BCPC Office and leave your name and I will be in contact with you.

Well, since I have been appointed to the National Committee for Risk Management, we have had numerous meeting to where the committee have developed many tools for the League and SSC's to use. We have over the last few months, sent out questionnaires, power points, and links for documents that will guide you in developing a Risk Management plan, similar to the recently formatted guidelines for COVID-19 planning by Michelle Claveau.

All the resources can be found at the following link:

<https://www.dropbox.com/sh/gsvvwr3abcsqcko/AAA2UFrLAO6cc9Brx1pjoIDJa?dl=0>

What is Risk Management

- Risk management is a continuous process for understanding and actively managing uncertainty.
- The RM process uses a systematic approach to identify, assess, understand, act on, and communicate risk issues applicable to the ACL areas of responsibility.

Goals & Objectives of the Risk Management Committee

For 2020, the goal is to have 20% of SSCs complete and submit their Risk Registers. This is a goal of 88 Squadrons nationwide. Each PC can decide which Squadron Sponsoring Committees are able to participate in this exercise and when. In general, committee participants agreed this was an attainable goal, although some provinces indicated it may be in the last quarter or early 2021 as their "face to face" meetings and training sessions may be the best time to accomplish the task

Duties of the RMC

- a) Assist the BOG in articulating ACL risk appetite, risk tolerances, and acceptable risk levels within the organization.
- b) Develop and oversee a risk management programme to identify and deal with the risks faced by the ACL, its provincial committees, and local sponsors (collectively the “Group”) (including, without limitation, operational, legal, regulatory and financial risks) and amend and supplement this from time to time;
- c) Co-ordinate and promote Risk Management by ensuring that risk processes, including the identification, assessment and management of Strategic and Operational risks, are carried out efficiently and effectively.
- d) Provide a series of tools to allow all levels of the Group to perform risk assessments on areas inside its control.
- e) Promote a Risk Management culture at all levels of the ACL and ensure that risk is embedded in the ACL’s decision making and operation.
- f) Review and assess annually the effectiveness of the Group’s risk management programme, including the risk management framework, systems and the risk register;
- g) Ensure the controls are consistent with the risk acceptable level of the BOG;
- h) Act as the ACL’s co-ordinating body on all risk-related policies and procedures in conjunction with other standing committees;
- i) Receive information on incidents, assess trends and developments, and make recommendations for improvement.
- j) Review the Risk Management Strategy annually.
- k) Liaise with the appropriate DND representative to ensure the RMC’s processes harmonize with those applied by the CAF to the Canadian Cadet Organization.

Additional resource material recommended to all SSC’s is the Covid-19 Awareness course which is provided online by our DND Partner.

Move to Phase Three in a COVID Environment

<https://www.canada.ca/en/department-national-defence/services/cadets-junior-canadian-rangers/covid-19/phase3covid.html>

Please take advantage of the material that the Risk Management committee has developed on the COVID-19 Pandemic. You may also consult with Michelle Claveau, Director/ Sqn Liaison regarding the Covid-19 planning guide. This information can be obtained through the BCPC Office.

Stay Safe

Norm Scott
Director

Michael Symons
Director/BCPC Historian
79th Annual General Meeting
Air Cadet League of Canada
British Columbia Provincial Committee



Valuable and informative materials were reviewed and inserted onto each Squadrons memory stick as was discussed at last year's AGM. All was going well and most Squadron sticks were ready to be distributed, in the spring, to the local SSCs. Then, as we are all so aware Covid19 put a total stall on nearly all the opportunities to further gather, analyse and document your Squadron's history. Museums closed. Town and city archives closed and access to Squadron information at the LHQ was stopped. I have the sticks ready to issue to Squadrons but don't know if they would be useful to you and the History Project at this time.

As I indicated I have taken information from your ACR programs and incorporated it into the appropriate section of your history document and where I have found cross references have also added these to the appropriate Squadron History. I am also in possession of some scrap books with early Squadron photos from the 1950s and many of these pictures have been scanned and added to each Squadron's history stick. Where I have the information I have added captions to the pictures for your reference. I will continue to work on this phase of the project until such time as the sticks can be forward to you so you can start entering data

With the continuing Covid19 restrictions and the Directives coming for D. Cadets it is increasingly difficult to gather new information. I am hoping in the near future to be able to distribute, to each Squadron, their own Memory Stick and would ask that you review the information and start adding anything that you may have that is pertinent.

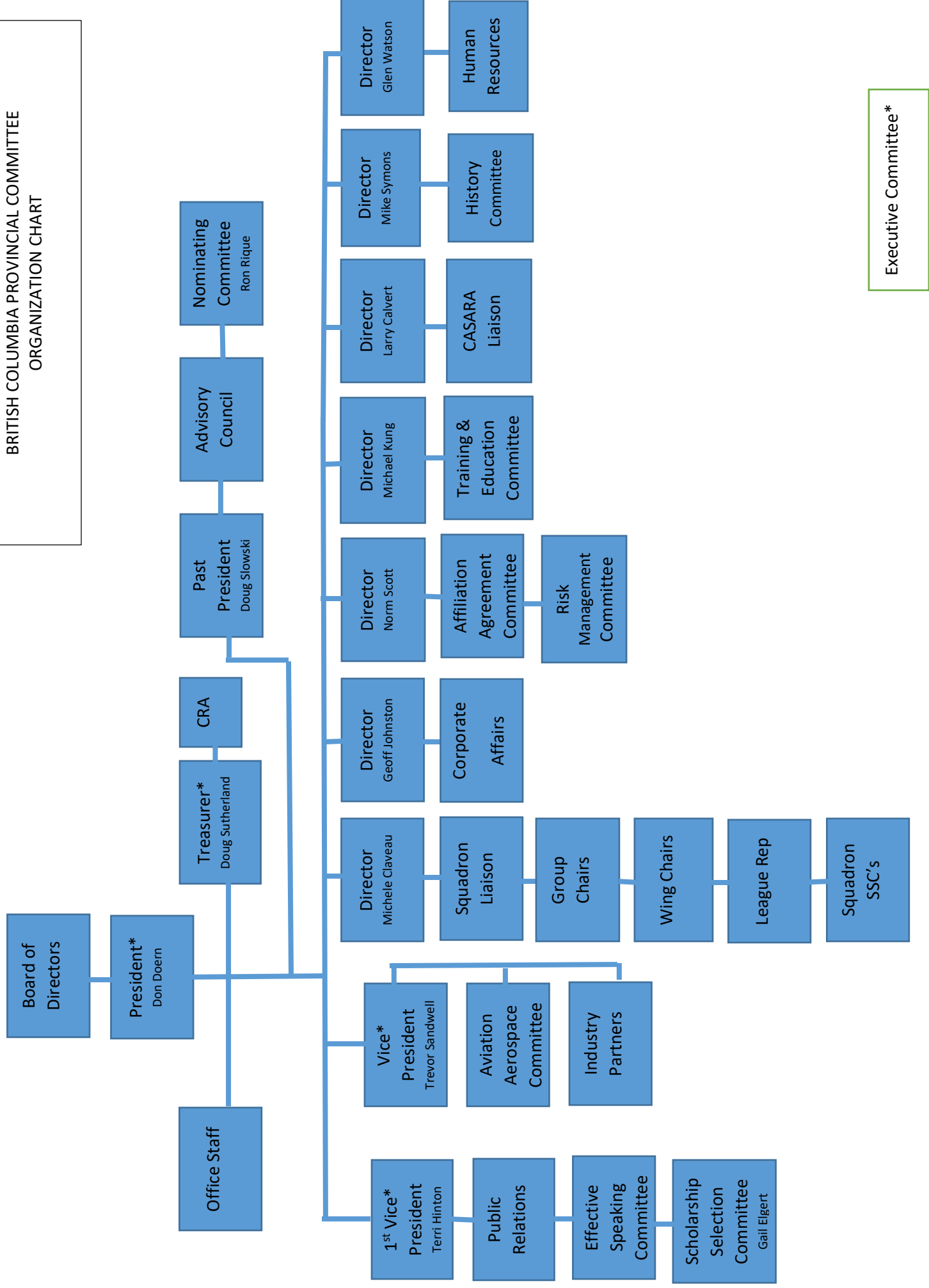
I continue to work through a number of boxes of old photos and documents. Each Squadron has its own file (paper and electronic) and all this information will eventually be returned to the BCPC office.

As with everything else this project is in a form of hiatus but will survive and be active again before too long we hope.

Stay Safe, Stay Well and care for ALL around you.

Mike Symons
Historian

AIR CADET LEAGUE OF CANADA,
BRITISH COLUMBIA PROVINCIAL COMMITTEE
ORGANIZATION CHART



Executive Committee*



*Air Cadet League of Canada
British Columbia Provincial Committee
acknowledges the commitment and dedication
of the Air Cadet Squadron Sponsoring Committees*

Thank you for all you do for the Cadets!

<i>22 Red Knight – Powell River</i>	<i>59 Vancouver – E. Vancouver</i>	<i>89 Pacific – Victoria</i>
<i>103 Thunderbird – North Vancouver</i>	<i>111 Pegasus – Vancouver</i>	<i>135 Bell Irving - Vancouver</i>
<i>147 Airwolf - Chilliwack</i>	<i>204 Black Maria- Kamloops</i>	<i>205 Collishaw - Nanaimo</i>
<i>222 Shuswap – Salmon Arm</i>	<i>223 Red Lion – Vernon</i>	<i>232 Big Horn – Oliver</i>
<i>243 Ogopogo - Kelowna</i>	<i>257 Parallel – Ladysmith</i>	<i>258 Little Giant – Chetwynd</i>
<i>259 Panther - Penticton</i>	<i>279 Elk Valley – Elkford</i>	<i>353 Mile Zero – Dawson Creek</i>
<i>363 Capt Brian Barker–Campbell River</i>	<i>386 Komox – Comox /Lazo</i>	<i>396 City of Prince George- PG</i>
<i>513 Hornet – New Westminster</i>	<i>521 Aurora – Mission</i>	<i>525 Pathfinder – West Vancouver</i>
<i>531 City of Trail – Trail</i>	<i>552 Key City- Cranbrook</i>	<i>561 Osprey – Nelson</i>
<i>581 Castlegar – Castlegar</i>	<i>583 Coronation – Maple Ridge</i>	<i>609 Steveston – Richmond</i>
<i>637 Arrow– South Burnaby</i>	<i>655 Richmond – Richmond</i>	<i>676 Kitty Hawk - Sidney</i>
<i>692 BCIT Aerospace – Richmond</i>	<i>744 Cowichan – Duncan</i>	<i>746 Lightning Hawk - Langley</i>
<i>747 Unicorn – Terrace</i>	<i>754 Phoenix – Port Moody</i>	<i>759 Falcon – North Burnaby</i>
<i>767 Dearman – Surrey</i>	<i>768 Jet Ranger - Quesnel</i>	<i>777 Neptune – Port Coquitlam</i>
<i>787 Banshee – Mackenzie</i>	<i>808 Coquitlam- Coquitlam</i>	<i>819 Skyhawk – North Delta</i>
<i>828 Hurricane – South Delta</i>	<i>835 Griffin – Squamish</i>	<i>848 Royal Roads – Victoria</i>
<i>858 Skookumchuck – Sechelt</i>	<i>861 Silver Fox – Abbotsford</i>	<i>888 Avenger – South Vancouver</i>
<i>893 Beaufort – Parksville</i>	<i>899 Vanderhoof – Vanderhoof</i>	<i>902 Summerland – Summerland</i>
<i>904 Kootenai – Creston</i>	<i>907 Black Knights - White Rock</i>	



Volunteers & Cadets in BC



744 Cadets & Volunteers working on their bottle drive!



**Mess Dinner service at its finest!
828 Hurricane Volunteers are the best!!**



909 SSC Committee members Supporting the local Legion



692 Cadet Ages out with a fond farewell from 692 SSC



*The heart of a volunteer is never measured in size,
but by the depth of the commitment to make
a difference in the lives of others.*

DeAnn Hollis



*Thank you to all the Volunteers who
keep our Cadets at the forefront of
the program!*

Together we will weather this storm...