

**AIR CADET LEAGUE OF CANADA**  
**British Columbia Provincial Committee**

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September 1, 2020

**TO: MEMBERS OF THE BRITISH COLUMBIA PROVINCIAL COMMITTEE  
OF THE AIR CADET LEAGUE OF CANADA AND  
CHAIRPERSONS OF SQUADRON SPONSORING COMMITTEES**

**NOTICE OF ANNUAL GENERAL MEETING**

Notice is hereby given of the Annual General Meeting of the Air Cadet League of Canada, British Columbia Provincial Committee via Bluejeans Video Conference (Virtual) on Sunday, October 4, 2020 beginning at 9:00 am.

The business of the meeting will include receiving reports, elections and the consideration of any other business that comes before the meeting.

Any **NOTICE OF MOTION** is to be emailed to the Air Cadet League of Canada, BC Provincial Office at #2- 7630 Montreal Street, Delta BC, V4K 0A7 by **September 15, 2020** for circulation prior to the meeting.

Email to [bcpc@aircadetleague.bc.ca](mailto:bcpc@aircadetleague.bc.ca)

A handwritten signature in black ink, appearing to read 'Ilona Turra', is positioned above the printed name.

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

**"BIRTHPLACE OF AIR CADETS"**

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

# Air Cadet League of Canada British Columbia Provincial Committee Annual General Meeting Minutes October 4, 2020 - Virtual VIA BJNS



Opening with O' Canada video

## 1) President, Don Doern - Thank You & Opening Remarks

Thanked everyone for attending our 1<sup>st</sup> Virtual AGM and asked everyone to be still for a moment of silence for those within the Canadian Cadet movement who parted in the last year.

Don congratulated everyone on the way they have been coping with this difficult challenge of supporting each squadron in this new world.

## 2) Introduction of Board of Directors of BCPC

**Don Doern**

Don paid a tribute to each of the Directors of BCPC;

Terri Hinton – 1<sup>st</sup> Vice President, Trevor Sandwell – Vice President, Geoffrey Johnston, Michele Claveau, Norm Scott, Michael Kung, Mike Symons, Glen Watson, Larry Calvert.

Treasurer - Doug Sutherland

**Advisory Board:** Ron Rique, Doug Slowski, Gail Elgert, Tom Holland

**Office Staff:** Ilona Turra, Vicky Briggs, Shannon Sayer

VIP's: Doug Slowski, Pierre Forges – National Office (Moderator), Commander Stephan Gresmak & Chief Warrant Officer 1<sup>st</sup> Class Mike Miller

### Members in attendance:

(Listed are the League Members and SSC Members in attendance)

<u>PRESENTERS</u>		<u>BCPC Attendees</u>	
DOERN	DON	LEPKE	BRIAN
SLOWSKI	DOUG	HAMPTON	CARL
SUTHERLAND	DOUG	LEE	CAROL
ELGERT	GAIL	DEAN	DARCY
JOHNSTON	GEOFFREY	CANN	DON
WATSON	GLEN	GRATRIX	GARY
CALVERT	LARRY	TSOI	JENNIFER
KUNG	MICHAEL	CHU	JERMAINE
SYMONS	MICHAEL	ARCHER	JOHN
CLAVEAU	MICHELE	CHAK	KATHERINE
CHAPMAN	NANCY	KEPKE	KEITH
SCOTT	NORM	LEIBEL	LINDA
DOERN	PENNY	SAULE	LORENZA
MEIJER	RICK	LUMLEY	LORI
RIQUE	RON	TING	LYDIA
HINTON	TERRI	CHENG	MAGGIE
HOLLAND	TOM	LANDSIEDEL	NANCY
SANDWELL	TREVOR	CASPERS	PATRICIA
		MIEDEMA	PETER
		FRANK	RANDY JOHN

<b>BCPC STAFF</b>		<b>FAIRHURST</b>	ROGER
BRIGGS	VICKY	<b>KUNG</b>	SHEILA
TURRA	ILONA	<b>GEIER</b>	SHELLEY
SAYER	SHANNON	<b>WALLACE</b>	STEVE
		<b>MIDGLEY</b>	SUSAN
<b>RCSU Guests</b>		<b>POWELL</b>	THOMAS
MILLER	CPO1 MIKE	<b>MIGLANI</b>	VIRENDRA
GRESMAK	CMD STEPHAN	<b>POULIOT</b>	MICHAEL
		<b>MEIJER</b>	RICK

<b>SSC ATTENDEES</b>					
<b>022</b>	BOYD	CHRISTINE	<b>637</b>	CHIU	AMY
<b>059</b>	LEE	ERICA	<b>655</b>	MOK	ERICA
<b>111</b>	STRANGWAY	PAUL	<b>676</b>	BOTTOMI	MAX
<b>135</b>	TRAN	CAROLINE	<b>695</b>	RASHID	NUSRAT
<b>147</b>	MEDWENITSCH	JENNIFER	<b>744</b>	KOSTAMO	STEVEN
<b>204</b>	CAMPBELL	CHRISTY	<b>747</b>	MOSS	GORDON
<b>205</b>	DEAN	GRACE	<b>754</b>	CUSHING	ANDREA
<b>222</b>	HAMLIN GRAVELLS	HEATHER	<b>759</b>	QUAN	SUSANNE
<b>243</b>	HOWELL	DAVID	<b>767</b>	ANDERSON	CARRIE
<b>258</b>	DAVIDSON	RAMONA	<b>777</b>	PENGELLY	BONNIE
<b>259</b>	BLADE	KELLY	<b>828</b>	MCGEE	NATHALIE
<b>278</b>	NAGI	GURDIT S.	<b>858</b>	GRAZELEY	VICTORIA
<b>279</b>	BARNUM	PAMELA	<b>888</b>	SIMBULAN	WYLMA
<b>353</b>	STUKL	NADIA	<b>893</b>	LADD	REBECCA
<b>363</b>	SHIELDS	TANJA	<b>902</b>	SMITH	MANDY
<b>521</b>	BURROWS REGO	LEE	<b>907</b>	MARSHALL	RON
<b>561</b>	EGAN	DIANNE	<b>909</b>	PETERS	SHANNON
<b>581</b>	ISMAY	KIRK	<b>888</b>	SELA	DOROTHY
<b>583</b>	MIYASHITA	DAVE			

#### 4) ACLC Representative Remarks

Doug Slowski spoke on behalf of National President Jim Hunter – Report Attached

Doug highlighted the following:

CAF / MOU – Signed June 2020 between (3) League National Presidents & Senior members of the CAF.

- Affiliation Agreement – between each of the Provinces and the Air Cadet league was signed at the Semi-Annual Meeting in 2019 – this establish responsibility for the Air Cadet League & Provinces linkages must be put in place and this will be led by the Governor John Nolan.
- Strategic Plan – updated and will be available on the National Website – focus will be on 6 goals over the next 3 years
- Screening & Registration – Policy and Procedures have been reviewed and validated and all Screening Documents are to be uploaded to the Secure National website over the next year. Legal advice is being perused to confirm that all Screening documents can be stored virtually.
- Scholarships – Sponsors agreed to re-assign scholarships as academic scholarships – as there was a reduction in awards – concerns on further reductions in the coming year
- International Air Cadet Exchange – no travel in Canada in 2021
- Selections – recommendations have been received and he is not sure at this time if implementations will be taken

- Finances – National Budget was approved in Sept. - reduction of National office staff members to 3, CRA compliance work is ongoing – all BC SSC are registered - ACC9 – received concerns and will advise guidance soon
- Aviation – National Committee created to provide guidance to the CAF staff – items are being addressed for now and into 2021

Normal activities will be well into the future

#### 5) RCSU Commander Remarks

**Stephan Gresmak**

Resumed Command in August 2020. Highlighted information from his report – attached.  
Restrictions Provincial wide – Flexibility required per Province & Day to Day. Focus for the Air Cadets will be on flexibility, fun and exciting in order to maintain interest and sustain the cadet population. Limited in person activities will be conducted at this time, and cadets who cannot complete aspects of the program will not be held back. LSA was a success and utilized adequately. No flying ops authorized for Fall 2020 and awaiting orders for Fall 2021. Virtual engagements have commenced – In person training / events may commence once approved by RCSU Co. RCSU Contacts provided.

Questions asked of Commander Gresmak:

Training – Rifle & target practice – on Hold until we can confirm range procedures - will advise

Question asked on RSA results due date – Dec 31<sup>st</sup>

Will best practices from squadron's that have been approved be shared – best practices must be submitted to the Area OC for approval

When are the flying scholarship examinations – to be advised

Is there any consideration given to successful scholarship applicants for 2021 should training resume – hopeful for flying in 2021 – once approval given focus will be on instructor pilots for toe pilot and glider fleet – hopeful for training by summer 2021, but the situation can change at any time.

#### 6) Declaration of Quorum

**Ilona Turra**

Ilona declared that there was a quorum with 76 attending - Including members & SSC's in attendance.

#### 7) ADOPTION of the Agenda as presented

**Don Doern**

**MOTION** to accept the agenda as presented by Terri Hinton (Director / 1<sup>st</sup> Vice President).

**All in favour, none opposed - approved**

#### 8) ADOPTION of the 78<sup>th</sup> AGM Minutes as presented

Ilona noted that the need for corrections were brought to her attention by Peter Miedema – the spelling of his name, and the inclusion of his name in the attendance roster. These (2) items were corrected in the minutes – dated Oct 3<sup>rd</sup>, 2020.

**MOTION** from the floor by Peter Miedema (BCPC) to accept the 2019 AGM minutes as amended. **All in favour, none opposed - approved as corrected**

## 9) Elections

**Ron Rique**

The Air Cadet League of Canada, British Columbia Provincial Committee (BCPC) is made up of ten elected Directors.

Each Director's term is two years. Five Directors are elected each year. One year terms are used whenever necessary to keep the Board membership balanced. Occasionally, through retirement and other circumstances, vacancies for new Directors on the BCPC occur.

These vacancies provide us opportunities to inject new blood/life into the program.

Directors may also be appointed mid-term to fill vacated positions when appropriate or necessary.

Through the Director Succession planning survey that was sent out to all BCPC Members, we were advised that two Directors will **not** be seeking re-election for the 2020-2021 term. BCPC President, Don Doern who completed the first year of the two-year term 2020-2021 and Michael Symons, BCPC Director and Historian, who completed the two-year 2018-2020 term.

On behalf of all members of the BCPC and the SSC's, please allow me this opportunity to thank Don and Michael for their many years of dedication and volunteer service to the Air Cadet Program. Both gentlemen will now be directing their vast knowledge of the Air Cadet program in BC to serve as members of the BCPC Advisory Board.

This year the Nominating Committee is presenting a slate of six preferred candidates on the 2020 BCPC Director Election Ballot.

If elected, five of the six candidates will serve as Directors for the two-year term 2020 – 2022, and one will serve a one-year term 2020-2021.

The Director term of office for the following four BCPC members has now expired and each has accepted their nomination to run for re-election.



Terri Hinton



Trevor Sandwell



Michele Claveau



Glen Watson

Joining these members to complete the slate of five Directors for the 2020-2022 term is:



Gary Gratrix



Gail Elgert

Thank you all for your volunteer contributions to the Air Cadet Program and for accepting your 2020 nominations.


To provide any BCPC member who wish to either self-nominate or to nominate another Member to the Ballot, nominations will be called for from the floor during the Annual General Meeting. If additional nominations are received an official election will take place. If no further nominations are put forward, the six preferred candidates will be declared to be elected by acclamation.

**CALL FOR NOMINATIONS** from the floor: Ron Rique called for Nominations from the floor three times, no further nominations received. Hearing no further nominations, Ron declared the slate as elected by acclamation.

The elected BCPC Board of Directors will meet following this meeting to elect the President of the BCPC for 2020/2021.

I will make myself available to answer any questions or to address any concerns with regard to this process.

Sincerely,



Ron Rique

BCPC Advisory Board/ DSPC Chair

#### 10) Presentation of Financials

**Doug Sutherland**

The Financial Report is found in the center of the BC Annual Report booklet & previously provided w/the AGM Documents).

Doug Sutherland reviewed the financial statements as presented in his Annual Report and highlighted the following from the Financials:

- BCPC received 100% of the ACC9's from last year – thank you to all
- Already received 70% of the ACC9's from the Squadrons for this year – Well Done – for the remaining Squadrons, please have your ACC9's into Vicky at the BCPC office as soon as possible.
- Disclosed that Murphy & Murphy Chartered Accountants have provided a compilation of BCPC's Account Statements
- Reviewed the Statement of Financial Position and highlighted the current cash increase – due to the Stand Down of the cadet program and many expenditures were cancelled
- Current Accounts payable has increased – Board elected to pay the National Assessment in (2) installments
- Revenues – no big changes
- Expenses – no big changes
- League Activities – savings due to stand down and cancelled activities
- Resulted in savings and surplus of cash.

Doug called for any questions related to the Financial statements – no questions brought forward.

**MOTION** by Doug Sutherland

“Moved that the Financial Statements for the fiscal year 2019 - 2020 be approved as presented”

Online poll taken – majority confirmed - passed



Doug Sutherland presented the 2020/2021 Operating Budget (report provided w/AGM documents) and noted that this year's Budget was a monumental task in light of the situation and the unknowns we are facing. Doug highlighted the following from the Budget:

- BCPC has used a portion of the surplus from the Financials & set aside the remainder for possible future needs
- As we wait on DND to advise the status of the cadet program – Directors agreed to “defer” assessment payments to January & March 2021
- Kept the assessment payments at \$115.00 per cadet but reduced the amount payable to BCPC by the squadrons
- Stressed that as times are so unknown, we need to budget for the expected and be flexible for the unexpected – wait and see.

Doug called for any questions related to the Budget – Question and answer period resulted:

**Q:** With the projected reduction in this year's expenses how will this reflect in 2020/21 assessment fee levied.

**A:** We do not know what the expense reductions will be this year which is why we are holding off until we have more information from DND as to how the program will be run

**Q:** Will money be allocated to glider pilot training awards if activity is resumed in 2021 –

**A:** Yes, if the program resumes money will be allocated to the awards.

**Q:** Selections – why are we going thru selections if no budget for scholarships –

**A:** Terri advised that at the CO's conference (Ottawa) decided that we will go thru the selections process just in case – we have no control over selections – this is up to the military

**Q:** Clarification that DND is considering the viability of the cadet program – this means that DND will assess what the program will look like next year – virtual or face to face which will have a bearing on the expenses for next year –

**A:** Terri noted that w/the new MOU we are in a firm position in ranking w/in the Canadian Forces

**Q:** Is it too late for assessing squadrons on this year's cadet enrolment –

**A:** BCPC has always used the previous year's enrollment as we do not know what the current enrollment will be...These numbers are also used to pay the National Assessment.

**Q:** Are there any opportunities for additional rebates in the assessment fee –

**A:** we only provided to the SSC's 2/3<sup>rd</sup> of the surplus and held back the rest to see what the new year will look like. Yes, there may be an opportunity for additional rebates in the future

This budget was created as a wait and see budget and President Don Doern stressed that the Executive Directors will do all in their power to assist and support the SSC's.

**MOTION:** by Doug Sutherland

Moved that the operating budget for 2020/2021 be approved as presented - no further discussion

Online poll taken – majority confirmed - passed



**MOTION:** by Doug Sutherland

Moved that the firm of Murphy and Murphy Chartered Professional Accountants be appointed to compile the financial statements of the ACLC BCPC for the year ending Aug 31, 2021.

Online poll taken – majority confirmed - passed

President Don Doern thanked Doug Sutherland for all the effort and time that he and his staff have provided over the year.

## **11) ACLC/ BC Provincial Committee Annual Report**

President Don Doern brought forward that each presenter will highlight their report, which was included in the AGM Annual Report, and there will be time for questions from the floor after each report.

### **Presidents Report – Don Doern**

As per the ACLC BCPC Annual Report 2019/2020

No questions asked

### **Vice Presidents Report - Terri Hinton**

Terri noted there was nothing further to add to her report.

Terri Highlighted the following: Effective Speaking National meeting to be held at the end of the month (Oct 2020) – information will be dispersed

No questions asked

### **1<sup>st</sup> Vice President Report – Trevor Sandwell**

Trevor highlighted that there is a move to provide ground school for the cadet flying program – more information will be provided in the coming months

Trevor noted that there was nothing further to add to his report

No questions asked

### **Treasurer's Report – Doug Sutherland**

Doug noted that there was nothing further to add to his report

### **Squadron Liaison Report – Michele Claveau**

Michele added to her report submitted in the ACLC BCPC Annual Report 2019/2020, the following information:

Penny Doern is retiring as the Interior Group Chair in the Kootenay Region – Michele expressed her gratitude and thanked her for her dedication, eloquence, and compassion as the Group chair.

Don Caan has stepped forward to take over this vacant position w/fresh energy and fresh ideas, and Michele thanked him for his assistance and presented Don as the new Group Chair for the Interior region.

No questions asked

### **Risk Management Affiliation Agreement– Norm Scott**

Norm highlighted off his Risk Management Report included in the ACLC BCPC Annual Report 2019/2020 that he included a link on the document for further information.

No questions asked

### **Training & Education – Michael Kung**

Michael highlighted off his report included in the ACLC BCPC Annual Report 2019/2020 the following information;

As per direction from President Don Doern, training has been provided virtually this past year. If any SSC's members have any suggestions regarding training topics, please reach out to Michael. All training will be made available to everyone – SSC Executive, members of the SSC and parents interested in joining the SSC.

President Don Doern thanked Michael for making the transition to online training and noted to the SSC's that the knowledge being offered will make our jobs in the field easier. Please come forward with ideas and thoughts for future training.

- Dorothy Sela – How will parents access training  
Ilona will send an e-mail to the SSC Chair who can communicate the training opportunities with the executive and the parents so they can access the link for the training  
Ron Rique noted that all training is recorded and converted to YouTube Videos that can be accessed by all at anytime
- Is the training live or recorded?  
It is both – we have live training's once a month (usually 4<sup>th</sup> Sunday at 7pm) which is recorded
- Can YouTube videos be placed on the BCPC website  
Yes...this is the plan, BCPC Office will look into this & have the videos uploaded in one area on the website
- Connectivity – probably Wi-Fi in your area – try logging out and in again & check to make sure all other WI-FI's are turned off & kids are not watching videos or gaming while you are online
- It was noted that once registered for training, BCPC will have your contact information and will include you automatically for future training
- ACC9 future training for SSC Treasurers? The ACC9 requires more intensive training and will take longer than the time allotted for these training sessions. Vicky will look into further training.
- Request for fundraising training was requested – Training for fundraising coming up in the following months
- Gaming Grant Training will be presented by Nancy Chapman – Oct 25<sup>th</sup>, 2020
- LSA Training will be offered in November by Michele Claveau – any questions on this training are to be directed to Michele

### **BCPC Historian – Mike Symons**

Mike highlighted from his report included in the ACLC BCPC Annual Report 2019/2020 that the History album will be going online and section 4 will have the individual squadron histories by squadron number accessible thru links. Mike expressed that he is stepping down as a Director but staying on as BCPC Historian. He will be in touch with each squadrons Chair.

### **NSTC Coordinator (Selection Committee) – Gail Elgert**

Highlighted from her report included in the ACLC BCPC Annual Report 2019/2020 that we are currently waiting on DND for further direction for Selections for the 2020/2021 year

### **Effective Speaking – Jermaine Chu**

Terri Hinton highlighted that there is a National Effective Speaking meeting taking place on Oct 18<sup>th</sup> and updates will be provided regarding DND's future involvement in the Effective Speaking Program.

President Don Doern asked if there were any further questions pertaining to any of the reports from ACLC BCPC Annual Report 2019/2020 Booklet

Ron Rique made a request on behalf of the Director Succession Planning Committee to all the League Members and SSC Members who are considering retiring from their positions on the SSC, to consider applying for the position of BCPC Treasurer as Doug Sutherland graciously took on this role **temporarily** about a year & a half ago and the Committee has been looking for applicants to fill this roll permanently – you are not required to be a Director if interested in taking on this position.

## **12) Honours and Awards**

**Ilona Turra**

Honours and Awards are an important method of recognizing valuable service to the Air Cadet Movement. The Air Cadet League of Canada could not exist without the thousands of volunteers who give freely of their time to support hundreds of Squadrons by serving on Committees, helping with fundraisers, transporting cadets, instructing cadets or by joining the CIC.

The BC Provincial Committee's Honours and Awards Committee is tasked to receive, review and approve all nominations for Honours and Awards. The President of the BCPC or his designate representative will serve as Chairman and be assisted by one or more current or former BCPC members.

All Nominations for the BC and National Air Cadet League Honours and Awards requiring provincial input will be made to the BC Honours and Awards Committee for approval through the BC Honours and Awards Committee.

The following awards are to be presented to deserving volunteers for 2020;

- Certificate of Merit
- Certificate of Recognition
- President's Award
- Certificate of Honour
- Volunteer Long Service Medal
- SSC Anniversary Certificates

Ilona presented each award as per the attached Honours & Awards booklet.

President Don Doern presented the following Scholarships and congratulated all the recipients:

CAE Post-Secondary Scholarships  
2020 ACL Foundation Post-Secondary Scholarship  
2020 RCAFA Post-Secondary Scholarship

***Closing Comments by Don Doern,***

President Don Doern thanked everyone for attending this virtual AGM this year and hopes that we will be able to meet as usual next October – the benefits of personal interaction cannot be duplicated virtually. Don thanked all presenters for all their work this past year and into the new year. As this is Don's last AGM as President he thanked everyone for their support and efforts to make this organization the best youth development program in Canada and making BCPC one of the jewels in the crown of the National Air Cadet League.

NEXT MEETING for 2021 will be in October, date to be announced.

Meeting adjourned at 11:35am with God Save the Queen

Minutes reviewed by

 CD

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Don Doern, President

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Minutes completed by

Shannon Sayer

Admin Assistant/ Screening & Registration



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Minutes reviewed and submitted by

Ilona Turra

Chief Administrative Officer

**Doug Sutherland**  
**Interim Treasurers Report**  
**79<sup>th</sup> 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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**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
<b>ASSETS</b>		
<b>CURRENT</b>		
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
<b>LONG TERM</b>		
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
<b>LIABILITIES</b>		
<b>CURRENT</b>		
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
<b>NET ASSETS</b>		
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
<b>TOTAL NET ASSETS</b>	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
<b>REVENUE</b>			
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
<b>EXPENSES</b>			
<b>ADMINISTRATION</b>			
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
<b>LEAGUE ACTIVITIES</b>			
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**

	<b>2020</b>	<b>Budget</b>	<b>2019</b>
<b>PROGRAM ACTIVITIES</b>			
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
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	136,878	\$ (14,839)	29,148
<b>UNRESTRICTED NET ASSETS, BEGINNING OF YEAR</b>	603,039		623,891
<b>TRANSFER TO AIRCRAFT REPLACEMENT FUND</b>	-		(50,000)
<b>UNRESTRICTED NET ASSETS, END OF YEAR</b>	\$ 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
<b>EXTERNALLY RESTRICTED TRUST FUNDS</b>		
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
<b>REVENUE</b>			
<b>Income</b>			
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
<b>TOTAL REVENUE</b>	<b>471,772</b>	<b>547,035</b>	<b>524,885</b>
<b>EXPENSE</b>			
<b>Administration Expenses</b>			
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
<b>Total Administration Expenses</b>	<b>198,399</b>	<b>223,060</b>	<b>236,339</b>

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**The Air Cadet League of Canada**  
**British Columbia Provincial Committee**

**HONOURS AND AWARDS**



**OCTOBER 4, 2020**

# The Air Cadet League of Canada

## British Columbia Provincial Committee

# HONOURS AND AWARDS

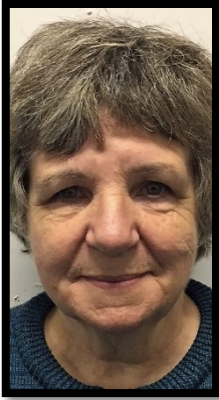
Honours and Awards are an important method of recognizing valuable service to the Air Cadet Movement. The Air Cadet League of Canada could not exist without the thousands of volunteers who give freely of their time to support hundreds of Squadrons by serving on Committees, helping with fundraisers, transporting cadets, instructing cadets or by joining the CIC.

The BC Provincial Committee's Honours and Awards Committee is tasked to receive, review and approve all nominations for Honours and Awards. The President of the BCPC or his designate representative will serve as Chairman and be assisted by one or more current or former BCPC members.

All Nominations for the BC and National Air Cadet League Honours and Awards requiring provincial input will be made to the BC Honours and Awards Committee for approval through the BC Honours and Awards Committee.

The following awards are presented to deserving volunteers for 2020;

- Certificate of Merit
- Certificate of Recognition
- President's Award
- Certificate of Honour
- Volunteer Long Service Medal



## **Citation**

### **Certificate of Merit**

### **Christine Boyd**

**Air Cadet League of Canada  
British Columbia Provincial Committee**

Christine Boyd became an active volunteer of 22 Powell River Squadron in September 1986 when her son joined the unit as a Cadet. She was active in organizing and supporting any and all events for the next four years. Annually these events would include, Mess Dinners, Jock Gall Shoots, Bottle Drives, Squadron Cook Book, March of Dimes and general maintenance and upkeep of the Sqn LHQ.

From 1990 through to 2009 Christine served in various capacities as a Civilian Volunteer, she took on the role of Administration Officer when no one else was available. Due to a lack of CAF personnel at the squadron, she held positions such as, Civilian Instructor, Admin O and Supply assistant. Her enthusiasm and determination to help in all areas led her to seek out available training, such as the annual 'Sharp Sensitization and Sharp Leadership Courses along with the CHAP Training just to name a few.

In 2009 Christine retired, only to step up again by joining the SSC in 2011 when her granddaughter joined the Squadron. Subsequently in 2012 she took the position of SSC Chair, and from 2013 to present day she has been the secretary – the “glue that holds it all together”

Christine has dedicated herself with passion and drive to support the Cadet Program and the League attending BCPC AGMs and ensuring that all compliance requirements are met year after year. Christine's inputs are constructive and wise; she personifies the “can-do” attitude.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award Christine Boyd with the Certificate of Merit in appreciation and acknowledgment of Christine's dedication and devotion to the Air Cadet Program.



## **Citation**

### **Certificate of Merit**

**Alice Zeng**

**Air Cadet League of Canada  
British Columbia Provincial Committee**

Alice Zeng joined the 111 Pegasus Squadron Sponsoring Committee (SSC) in 2015. The role of fundraising Director is a significantly time consuming position on the Sponsoring Committee because it requires contact with all of the businesses to prepare for tag days as well as managing cadet placement and return of funds from various tagging locations. She immediately jumped into the role and has been managing Squadron fundraising ever since. Without the significant time commitment put into the fundraising by Alice the Squadron would not have been in a position to offer the activities our Cadets rely on each year.

Alice has also been one of the first to put her hand up and offer assistance to other functions of the committee when required.

Alice has been a very valuable asset to the SSC over the years. The funds raised are critical to all Squadron activities. The attention to detail Alice has brought to fundraising dates and locations and ensuring that each event has been run safely and effectively while meeting Squadron fundraising requirements. The time and energy required to manage tagging locations for over 100 cadets per weekend twice per year is critical.

Alice's willingness to offer her skills and time to all other Squadron activities shows her dedication and passion for the Air Cadet Program.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award the Certificate of Merit to Alice Zeng for her time and commitment to the 111 Pegasus SSC and the Air Cadet Program.





## **Citation**

### **Certificate of Merit**

**Lorraine Lau**

**Air Cadet League of Canada**

**British Columbia Provincial Committee**

Lorraine Lau joined the 111 Pegasus Squadron Sponsoring Committee (SSC) in 2015. She offered to take on the role of Treasurer and since then has worked tirelessly to ensure that the SSC's books are up to date and the required financial reports are produced and shared in a timely manner. She has also ensured that CRA filings are completed and filed as needed. Managing the SSC books is not only time consuming but extremely critical to ensure regulatory compliance.

Lorraine is a very valuable asset to the Society, giving generously of her time and knowledge in one of the key SSC positions. She prepares all the report and maintains and informs the committee of the bank account status on a regular basis.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to recognize and acknowledge Lorraine Lau's dedication with the Certificate of Merit for her professionalism and passion to the Air Cadet Program and the 111 Squadron Sponsoring Committee.

# Citation

## Certificate of Merit

### Andrea Beable

ACLCL/ BC Provincial Committee



Andrea Beable joined the 552 Key City Squadron Sponsoring Committee when her son joined the Air Cadet Program in 2016.

Andrea had passion for life and didn't just sit and watch but would rather join in and help out when she could.

She made herself available to the Squadron Sponsoring Committee (SSC) helping out whenever she was could. She offered to pick up rockets for the Cadet while on a family trip. She enthusiastically supported the 552 Cheer Squad during the WASA triathlon, bringing coffee to everyone that was at the Triathlon. Andrea was dedicated and generous, she was a kind and caring when working with the volunteers of 552.

She gave her heart and her time expecting nothing in return other than the smiles on the Cadet's faces. She knew how to lead and how to entice productivity.

Andrea attended SSC meetings on a regular basis as she learned the workings of the Society. She would attend meetings in a wheelchair so that she could be helpful to the SSC and continued advising the Secretary via email even when she was in the hospital.

In 2018, Andrea needed to step down from the SSC as a member due to her deteriorating health. Sadly, she lost her battle with Cancer in November of 2019.

The 552 Key City Air Cadet Squadron Sponsoring Committee nominated Andrea for the Certificate of Merit to acknowledge and recognize her dedication to the Squadron and the volunteers. She was a truly selfless woman who strove to encourage Cadets to build upon themselves, each other, the Squadron and the community. She is deeply missed.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to posthumously award the Certificate of Merit to Andrea Beable for her dedication and passion to the volunteers and Cadets of 552 Key City Cranbrook Squadron.



## **Citation**

### **Certificate of Merit**

#### **Brandy Hlady**

**Air Cadet League of Canada  
British Columbia Provincial Committee**

Brandy started her 'Cadet' affiliation in September 2015 when her son joined the 787 Mackenzie Squadron.

Her passion for the Cadet program prompted her to take on the role of Squadron Sponsoring Committee Chair in 2016. Brandy continues in her role as SSC Chair even after her son graduated and moved away in 2019.

BC League Rep for 787, Virendra Miglani is quoted saying; "She is one of the most dedicated volunteers in Northern BC that I know of. She also substitutes as secretary and or treasurer when they are not available".

Brandy works hand in hand with the Squadron CO to make sure that the Cadets can get the best out of the program. Her passion always makes the events she plans special for the Cadets. In spite of her health issues, a very busy family and professional life, she has always been very quick to submit information, file reports to BCPC as required and finish any task she starts.

In her role as SSC Chair, Brandy has created many templates and procedures that have increased the efficiency of the Squadron Sponsoring Committee.

She has a great rapport with her fellow SSC members and parents alike. Brandy is an amazing asset to the Squadron Sponsoring Committee and the Squadron.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award the Certificate of Merit to Brandy Hlady a truly deserving and dedicated volunteer for the Air Cadet Program.



## **Citation**

### **Certificate of Merit**

#### **Jermaine Chu**

**Air Cadet League of Canada**

**British Columbia Provincial Committee**

Jermaine Chu began her volunteer career with the 59 Vancouver Air Cadet Squadron in 2014.

She was actively involved with the Squadron Sponsoring Committee sharing her previous years of volunteer skills from the PAC at Nootka Elementary School and Franklin Elementary School.

Jermaine is always there to assist and support local community organizations including Scouts and Vancouver Minor Hockey Association. She was actively involved as a volunteer with Dreams Take Flight Canada, a charity program that stretches children's minds to new dimensions by offering a trip of a lifetime to deserving special needs children. With all her skills and talents from her volunteering and work experience, Jermaine contributed and worked diligently with the 59 Squadron Sponsoring committee. Her ability to manage volunteers with grace and patience enabled her to lead her volunteer team as the SSC Chair.

Upon completing her tenure as SSC chair, Jermaine moved on to the BC Provincial Committee as a League representative. This gave her the opportunity to mentor and share her knowledge with other SSC Members.

Jermaine was asked to take on the role of Provincial Effective Speaking coordinator which she agreed to. This volunteer role provides Cadets the opportunity to learn speaking skills, develop self-confidence to be used in all their future endeavors.

Jermaine's ability to motivate volunteers to assist with the Effective Speaking program is a second to none, she has a passion for the Cadet program and especially the Effective Speaking portion of the program.

As quoted by Erica Lee, Chair of 59 SSC: "we were very fortunate and grateful to have Jermaine as part of the 59 family. We thank you for your support to the Air Cadet program and the community"!

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award the Certificate of Merit to Jermaine Chu in recognition of her passion and dedication to the Air Cadet Program.



## **Citation**

### **Certificate of Merit**

#### **Jim Lewall**

**Air Cadet League of Canada**

**British Columbia Provincial Committee**

Jim Lewall started with the Cadet organization as a volunteer wavy League of Canada. He moved on to volunteer with the Royal Canadian Sea Cadet Corp in Gibsons, BC. Jim went on to Grand Forks BC where he became a Civilian Instructor with the Air Cadet Program from there he enrolled as an Officer Cadet in May of 2005, subsequently taking on the role of Commanding Officer in November of 2005. Jim retired at the Rank of Captain in 2007.

After Jim's retirement from the Cadet Instructor Cadre, he stayed on at 841 Boundary Squadron as a Civilian Instructor, until 2019 when 841 Boundary Squadron and the Squadron Sponsoring Committee was disbanded.

Jim took on a key role in putting together the inventory list of the squadron, cleaning out the facility and turning back to the Grand Forks Legion, then distributing the balance of the Squadron's assets to other squadrons. His attention to detail and desire to maintain the historical information related 841 Boundary Squadron and preserving this information locally were a great asset to the BC Provincial Committee.

Jim was invited to join the Air Cadet League of Canada, BC Provincial Committee as a volunteer/ League representative. His many years of experience at the squadron level, as a volunteer and working closely with Squadron Sponsoring committees gave him a unique insight into being able to assist and mentor other SSC's. Currently Jim is the League representative for 561 Nelson SSC and 531 City of Trail SSC's.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award the Certificate of Merit to Jim Lewall for his dedication and passion for the Air Cadet Program.



## **Citation**

### **Certificate of Merit**

**Thomas Powell**

**Air Cadet League of Canada**

**British Columbia Provincial Committee**

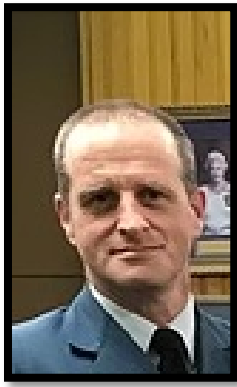
Tom joined the Air Cadet Movement in 1963 as a young Cadet with Powell River's 22 Red Knight Squadron. He was active in the cadet program attending summer camps at CFB Namao, Alberta and CFB Penhold, Alberta as well as CFB Borden, Ontario. He completed his Cadet career attaining the rank of FSgt in 1968.

Upon completing his schooling in Vancouver, Tom returned to Powell River in 1969 where he joined the Squadron Sponsoring Committee for 22 Power River for 2 years. In 1971 he became a civilian instruction and finally in 1972, an officer at 22 Squadron where, from 1972 to 1978 he held all positions except Commanding Officer from 1978 through to his retirement from the CIC in 2015, Tom served in various CIC capacities at 525 Pathfinder Sqn, West Vancouver, 103 Thunderbird Sqn, North Vancouver, then 692 Air Canada Sqn, Richmond and 655 Richmond Sqn.

After 42 year of service to the RCAC and the CIC, Tom was invited to join the Air Cadet League of Canada, British Columbia Provincial Committee where he currently is the League Rep for 59 Vancouver and 135 Bell-Irving Sqn.

Tom's dedication to the Air Cadet program and the Cadets is rare among Volunteers. He is dedicated to the SSC's that he represents, giving his time generously with guidance, wisdom and exceptional knowledge. To foster his mentorship skills, he attends all League training sessions, League events and SSC events when required without exception.

The Air Cadet League of Canada, BC Provincial Committee is pleased to award Tom Powell with the Certificate of Merit. A truly deserving gentleman and great asset to the Air Cadet Program.



## Citation

### Certificate of Recognition

#### **Ken Boyd, Captain**

**Air Cadet League of Canada  
British Columbia Provincial Committee**

Capt Ken Boyd first joined 22 Squadron as a cadet in 1986 at the age of 13, finishing with the rank of WO2. In his cadet years he participated in all the activities offered as well as all fundraising events, setting him on a path that has led to 25 years of support to 22 Sqn and the Air Cadet program. Upon aging out he became a CI and soon after a CIC Officer. At the age of 22 Ken was appointed as Commanding Officer for the first time, and over the quarter century he has held many positions with the Squadron, most of them as Commanding Officer.

Capt Boyd has worked the majority of summers as CTC staff in Cold Lake and Alberthead in a variety of positions, and trusted to be a calm leader; perfect mentor for senior cadets; and understanding guide for junior cadets. At Cold Lake CTC, he worked as Transportation Officer, OIC Training Camp Operations, and Course officer (many times) for General Training (GT), Basic Aviation Technology and Aerospace Course (BATA), and as Administration Officer and Course officer for the various courses. Whilst in Cold Lake he volunteered to work with the Basic Survival course in 2017, teaching orienteering.

Capt Boyd completed the Senior Officer Training Course (SOTC) in 2018, and impressed as a leader, marshaling a dysfunctional syndicate through to success. In 2019 he was specifically requested by the Alberthead CTC CO LCol Marchinko as one of her senior staff.

At Alberthead CTC he was GT Course Officer, BATA Course Officer, and volunteered to teach rocket propulsion and aerodynamics. In 2019 he was appointed to the rank of Maj at Alberthead CTC in the position of GT Sqn Comd. As stated by the CTC CO, he was instrumental in revamping CTC supervision. In 2020, prior to the stand-down of cadet activities, he was again appointed again to the rank of Maj for employment at Alberthead.

Ken is without doubt dedicated to the program, and very proud to be a member of 22 Squadron. Indeed, he is a fixture in the Powell River squadron and ensures the Air Cadet program thrives within this small and semi-isolated community. As a teacher he understands the values of the cadet program: his role as an educator perfectly complements, indeed enhances, his roles as a cadet leader - and vice versa. He encourages all cadets to enjoy the full range of opportunities, and takes the time to find out what their interests are and thus including them into the extra activities that the Squadron offers. Additionally, he makes time to include the cadet parents and family so that all can see their child's accomplishments.

Over the years many of the cadets have come back to the Squadron to thank Capt Boyd for all the support he gave them while they were at cadets. He is simply a legend in this small community and the Air Cadet program is so very fortunate to have him as one of their noted leaders. The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award the Certificate of Recognition to Capt. Ken Boyd acknowledging his dedication and commitment to the Air Cadet Program.

2020 September





## **Citation**

### **Certificate of Recognition**

### **Deborah Law, Captain**

**Air Cadet League of Canada  
British Columbia Provincial Committee**

Captain Law began her career as a CIC Officer with 787 Banshee Squadron in Mackenzie, BC in 2008. At that time the squadron was on probation and within a year of being closed down due to a shortage of staff, few cadets and lack of community support.

As a former Cadet with this Squadron, she committed herself to step up and focus on activities within the community to garner support for the Squadron. Deborah is involved in many community organizations enabling her to build the reputation of the squadron and promote the Air Cadet Organization within the community.

Her leadership skills are essential to her ability to mentor Officers with enthusiasm and patience. The squadron now participates in numerous activities such as; first aid, marksmanship, drill, orienteering and biathlon. In April 2017, the Squadron hosted the Northern Zone First Aid competition with over 20 community volunteers assisting, thus making the day a huge success. Along with the vast community support, the Squadron has also developed a very close and productive relationship with their Squadron Sponsoring Committee.

Her talents, energy and commitment to the program have touched the lives of hundreds of young adults and children throughout the region, leaving a lasting impact on Cadets and adults alike.

Captain Deborah Law has demonstrated exemplary personal dedication, passion and outstanding commitment to the Canadian Cadet Organization throughout her career as a Cadet and currently as a Cadet Instructor Cadre Officer.

Captain Law's commitment exemplifies the objectives of the Cadet program. The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to present the Certificate of Recognition to Capt. Deborah Law for her dedication, passion and commitment to the Air Cadet Program.





## Citation

### Certificate of Recognition

#### **Tanya Morin, Captain**

**Air Cadet League of Canada**

**British Columbia Provincial Committee**

Captain Tanya Morin joined the air cadet program as a volunteer with 61 and 588 RCACS's (Montreal area) as a CI in 2009. In 2011 she moved to Trenton and joined 704 RCACS as a CI and the Training Officer. In 2012 she began the process to enroll as a CIC officer and was attested in early 2013, continuing as the Training Officer and instructor for 704 until 2016 when she moved again to BC. From September 2016 to November 2017 she served as 89 RCACS Admin and Standards Officer, and in November 2017 to June 2018 moved to 848 RCACS as the DCO and Training Officer. In September 2018 to present she has served as 386 (Komox) RCACS as the Commanding Officer

Capt Morin is possessed with top-notch organizational skills and the infectious energy and enthusiasm indicative of excellent leaders. Since taking on the task of CO 386 RCACS in September 2018, the squadron has grown from less than 80 on parade to a steady +100 each night, with 109 now registered in Fortress. The much welcomed positive change was obvious in the demeanor and remarks of the SSC in the early stages of 2018/2019 cadet year. Her positive engagement with the SSC ensures smooth and open communications that directly benefit the cadets. Furthermore, she is the first to volunteer for SSC fund-raising and LHQ improvement events, demonstrating a cohesive partnership to her cadets and parents.

Capt Morin devotes not only the requisite one night/week, but the sqn now has activities that span every day of the week except Fri/Sat (unless there is a weekend sqn activity planned, then it is 7 days a week!) Her Staff happily engage regardless of the Volunteer time needed, due entirely to her effective leadership style. This is made easier given her adamant implementation of "cadets leading cadets" at all levels of the program within 386 Sqn.

Success since her appointment with 386 RCACS include:

Biathlon, Music, Community Parades, Service Clubs, Marksmanship-Range Team and Drill Team.

She has the ability to engage community supporters and volunteers to mentor these activities, so much so that Cadets on the newly formed drill team have been heard to openly state "I love drill!".

Capt Morin has brought new life to a mediocre squadron, making it a great squadron! She takes maximum advantage of the fortunate locale, and leaves no stone unturned to provide the best experiences for her cadets.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to award the Certificate of Recognition to Capt. Tanya Morin acknowledging her dedication and commitment to the Air Cadet Program.

2020 September



## Citation

### **PRESIDENT'S AWARD**

Air Cadet League of Canada

British Columbia Provincial Committee

**The Air Cadet League of Canada,  
386(Komox) Squadron Sponsoring Committee**

**Andrea Gilfillan (SSC Chair), Louisa MacLellan (Secretary/Treasurer) and  
Patti Wells (Screening Coordinator)**

Andrea Gilfillan (SSC Chair), Louisa MacLellan (Secretary/Treasurer) and Patti Wells (Screening Coordinator) have comprised the 386 SSC Since 2016. Previous to that, they were all parent volunteers, joining when their children started as cadets.

Together, these Directors form a highly organized and supremely functional team. All with senior cadets, and two with spouses that are Civilian Volunteers teaching cadets, it is particularly impressive that they are so effective without any interference with or from the Sqn Staff. This is a direct result of their cohesion and outstanding communications and relations with the CO and her staff. Capt Morin (CO) has remarked that they are the best SSC she has encountered in her 11-year involvement in Cadets across three Regions.

386 SSC has grown its membership exponentially over the past two years; another indication of their enthusiasm and efficiency. Each new cadet parent is approached tactfully to become volunteers, and new parent volunteers and members arrive almost monthly. They are swiftly screened and indoctrinated, and made to feel a valued part of the Squadron Team. This has enabled the board to concerns, and capitalize on what each has to offer. Consequently, their fund-raising efforts are truly impressive: from bottle drives to car washes and grocery bagging to poppy sales.

Likewise, they use all resources to foster supportive relationships with local businesses and organizations:

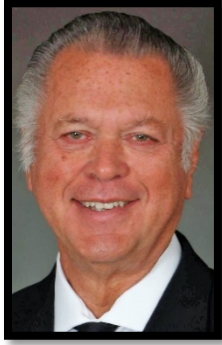
- Thrifty's, Superstore, Quality Foods and Costco providing for food events
- Ski Tak Hut providing expertise and support for the Biathlon team
- Brian MacLean Ford providing car wash space and major donations
- Return-it enabling direct donations to the Cadets

386 SSC organized many events such as; a recruiting booth at Comox Valley Farmer's market, Advertising booth at Comox Valley Airport events and fostering relations with the Airport Authority, always ensuring the RCAFA 888 Wing and the three Valley Legions are involved as well ensuring all possible valley dignitaries are invited to the ACRs.

They contribute to repairs and painting of the drill hall, music room, simulator class and storage shed, all with the happy cooperation and donation from their sponsoring – RCAFA 888 Wing

With respect to direct financial support to cadet activities, there is always appropriate discussion and communication: yet never an issue ensuring the cadets have what they need. This SSC has no ego, and keeps the cadets as the bottom line in everything they do. They are an absolute dream to work with, and highly deserving of every accolade.

The Air Cadet League of Canada, British Columbia Provincial Committee is pleased to recognize the exceptional skills and cohesive team work of the 386 (Komox) Squadron Sponsoring Committee Executive, specifically, Andrea Gilfillan, Louisa MacLellan and Patti Wells with the President's Award.



## **Citation**

### **Certificate of Honour**

#### **Don W Doern CD (LCol Ret)**

**Air Cadet League of Canada**

**British Columbia Provincial Committee**

Mr. Doern's involvement with the Canadian Air Cadet Movement started in 1972 when he joined the Cadet Instructors Cadre as an Officer. He served 37 years in uniform during which time he worked with two different cadet squadrons (396 City of Prince George in Prince George and 204 Black Maria Squadron in Kamloops, BC)

He spent 5 years as a Staff officer two(Air) at the Regional Cadet Support Unit(Pacific) in Victoria, serving 5 years as Commanding Officer of Albert Head Air Cadet Summer Training Centre in Victoria and 4 years as Commanding Officer of the Penhold Air Cadet Summer Training Centre in Penhold, Alberta.

Mr. Doern retired from the military in 2010 and immediately joined the British Columbia Provincial Committee of the Air Cadet League of Canada. In 2011 Mr. Doern became a Governor with the National Air Cadet League of Canada and moved into a Vice Presidency position in 2012. In 2014, Mr. Doern served as an Escort Officer traveling on the Exchange program, this time to England. In 2014, Mr. Doern became the 1<sup>st</sup> Vice President in the National Air Cadet League of Canada, and in 2015 was elected as the National President.

Following completion of his term as President, Mr. Doern became a member of the Advisory Council of the Air Cadet League of Canada. Mr. Doern has been awarded the Queen's Diamond Jubilee Medal and also the Cadet Instructor Cadre Lifetime Achievement Award for his service to the Canadian Cadet Movement. In 2017, Mr. Doern was elected to the British Columbia Provincial Committee as a Director and served in the capacity of Squadron Liaison.

Don was first appointed to the position of President in March 2019. In October 2019 at the Annual General Meeting Don was re-elected to the position of President.

Don's ability to communicate with our military partners is truly exceptional, his skills as a leader in guiding the BCPC members as they navigate the challenges of this Covid-19 year have given all of us strength and vision for better times ahead.

It is with deep gratitude that the Air Cadet League of Canada, British Columbia Provincial Committee bestows upon Don W. Doern the Certificate of Honour for his sincere dedication and passion for the Air Cadet Program.

# The Air Cadet League of Canada

## British Columbia Provincial Committee

### Volunteer Long Service Medal

The Air Cadet League of Canada Volunteer Long Service Medal is available to individuals who have provided ten years or more of service to the Air Cadet League. This service can be at the local level (Squadron Sponsoring Committee), Provincial level, National level or any combined of the three. The 10 years of volunteer service do not have to be consecutive or with the same Squadron / Provincial Committee.

The BC Provincial Committee is honoured to present the following Volunteers for Ten years of service to the Air Cadet Program.

Volunteer Long Service Medal Recipient	YOS
Christine Boyd - 22	34 Years
Jackie Yuan - 692	10 Years
Linda Leibel – BCPC	10 years
Susan Midgley – BCPC	10 Years

On behalf of the Air Cadet League of Canada, British Columbia Provincial Committee, we thank you for your years of dedication and service to the Air Cadet Program!



# The Air Cadet League of Canada

## Squadron Sponsoring Committee

### Anniversary Certificates



Squadron Sponsoring Committee	Anniversary Years
279 Elk Valley Squadron Sponsoring Committee	35 Years
521 Mission Squadron Sponsoring Committee	75 Years
525 Pathfinder Squadron Sponsoring Committee	75 Years
754 Phoenix Squadron Sponsoring Committee	55 Years
759 Falcon Squadron Sponsoring Committee	55 Years
888 Avenger Squadron Sponsoring Committee	10 Years

**Congratulations to all the Squadron Sponsoring  
Committee's celebrating milestone Anniversaries  
in 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**  
**79<sup>th</sup> Annual General Meeting**  
**Air Cadet League of Canada,**  
**British Columbia Provincial Committee**



Welcome to this most challenging and unique 79<sup>th</sup> 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.

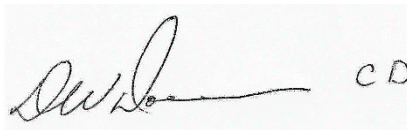
From an general operations perspective, all BCPC Committees have continued to function in a positive fashion. None more so than our Training and Education Committee which has over the past several months hosted several Training Courses for the SSC's and field personnel using BlueJeans telecommunications. 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**  
**79<sup>th</sup> 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:

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

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](http://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](mailto: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**  
**79<sup>th</sup> 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 9<sup>th</sup>) 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**  
**79<sup>th</sup> 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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**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
<b>ASSETS</b>		
<b>CURRENT</b>		
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
<b>LONG TERM</b>		
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
<b>LIABILITIES</b>		
<b>CURRENT</b>		
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
<b>NET ASSETS</b>		
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
<b>TOTAL NET ASSETS</b>	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
<b>REVENUE</b>			
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
<b>EXPENSES</b>			
<b>ADMINISTRATION</b>			
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
<b>LEAGUE ACTIVITIES</b>			
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**

	<b>2020</b>	<b>Budget</b>	<b>2019</b>
<b>PROGRAM ACTIVITIES</b>			
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
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	136,878	\$ (14,839)	29,148
<b>UNRESTRICTED NET ASSETS, BEGINNING OF YEAR</b>	603,039		623,891
<b>TRANSFER TO AIRCRAFT REPLACEMENT FUND</b>	-		(50,000)
<b>UNRESTRICTED NET ASSETS, END OF YEAR</b>	\$ 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
<b>EXTERNALLY RESTRICTED TRUST FUNDS</b>		
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
<b>REVENUE</b>			
<b>Income</b>			
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
<b>TOTAL REVENUE</b>	<b>471,772</b>	<b>547,035</b>	<b>524,885</b>
<b>EXPENSE</b>			
<b>Administration Expenses</b>			
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
<b>Total Administration Expenses</b>	<b>198,399</b>	<b>223,060</b>	<b>236,339</b>

# ACLC - BC Provincial Committee

## Operating Budget

	2018/2019	2019/2020	2020/2021
	Actual	Actual	Budget
<b>League Activities</b>			
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
<b>Total League Activities</b>	<b>162,361</b>	<b>132,244</b>	<b>128,630</b>
<b>Program Activities</b>			
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
<b>Total Program Activities</b>	<b>81,863</b>	<b>54,854</b>	<b>142,400</b>
<b>TOTAL EXPENSE</b>	<b>442,623</b>	<b>410,158</b>	<b>507,369</b>
<b>Surplus (Deficit)</b>	<b>29,149</b>	<b>136,877</b>	<b>17,516</b>
Transfer to Aircraft Replacement Fund	-50,000		
<b>Surplus (Deficit) after Transfer</b>	<b>-20,851</b>	<b>136,877</b>	<b>17,516</b>
Unrestricted net Assets - beginning of year	623,891	603,040	739,917
<b>Unrestricted net Assets - end of year</b>	<b>603,040</b>	<b>739,917</b>	<b>757,433</b>

**Michele Claveau**  
**Squadron Liaison Report**  
**79<sup>th</sup> 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**  
**79<sup>th</sup> 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

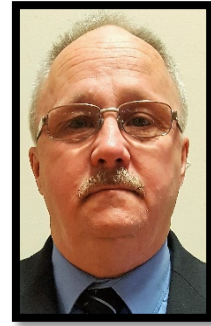
We welcome any comments and suggestions from you, so the committee can better serve your needs.

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**  
**79<sup>th</sup> 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**  
**79<sup>th</sup> 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.

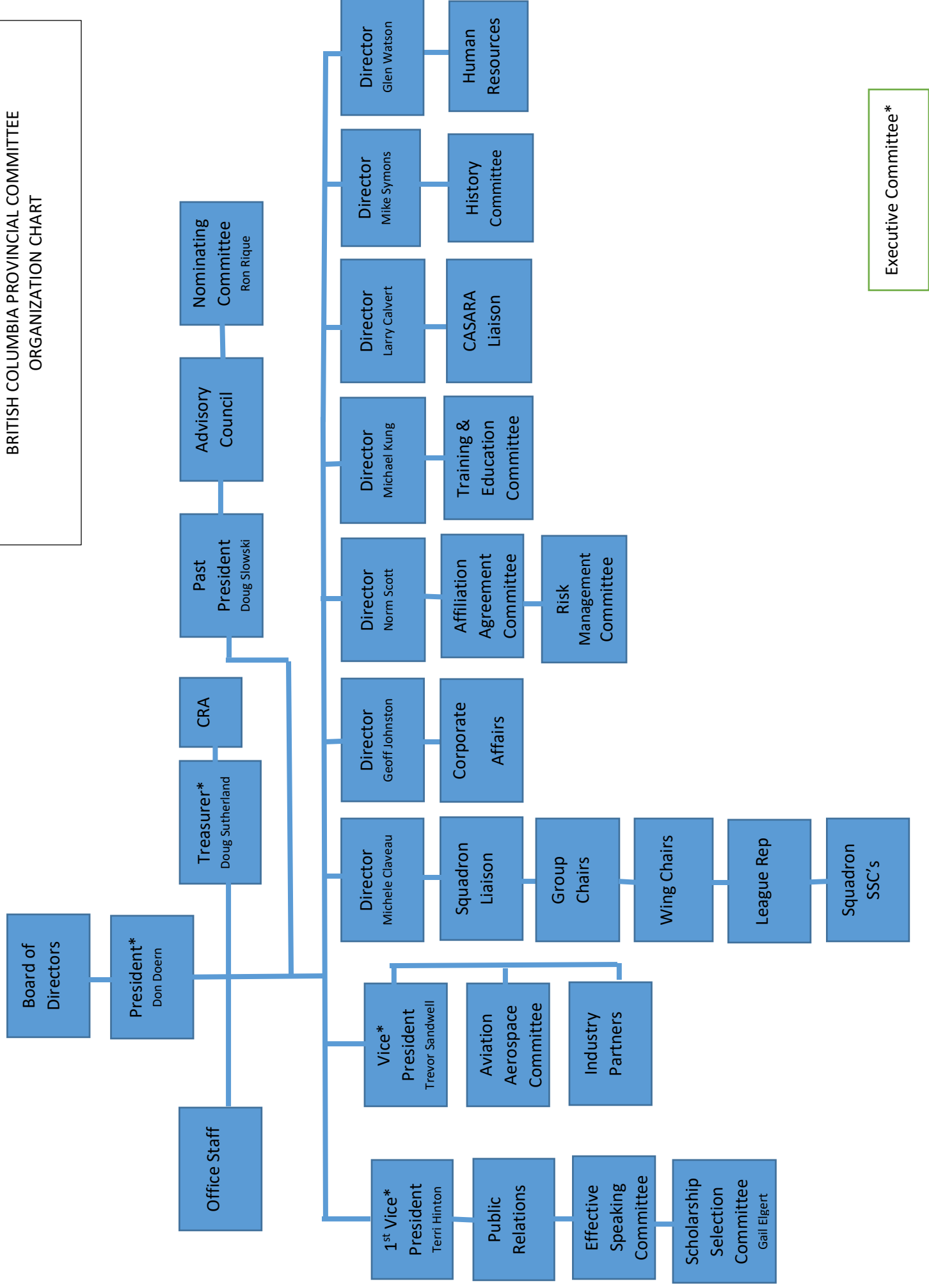
I continue to work through a number of boxes of old photos and documents. Each Squadron has its own file (paper and electronic) and all this information will eventually be returned to the BCPC office.

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...*

PROVINCIAL AGM

BCPC AGM 04 October 2020

NATIONAL PRIORITIES FOR 2020-21 – Doug Slowski, Governor

***Thank you, Mr. President,***

***Cmdr Gresmak CPO Miller, Special Guests, Ladies & Gentleman, Good morning everyone!***

***I bring you Greetings and very best wishes for a successful virtual AGM from Mr. Jim Hunter our National President, and the National Board of Governors. It is a pleasure to be here this morning to represent them.***

***What a difference a year makes!!! Last year at this time, we were just leaving a wonderful Buffet breakfast in the Kamloops hotel and settling down in the convention hall for our meeting. This year, we are staring at a computer screen in the comfort of our homes with zero travel.***

***Mr. Hunter had requested I brief you all on a number National Priorities for 2020 - 2021.***

***He just made my presentation very easy, as he e-mailed them to all members last night, So I will only highlight / comment on a few.***

### **CAF Partnership**

#### **1. MOU (Memorandum of Understanding)**

- A new MOU was signed in June 2020 between the 3 league national presidents and Senior members of the CAF (Canadian Armed Forces)
- It is a much higher-level document than the previous MOU dated 2005
- Shared responsibilities are identified in the document. These represent the League deliverables
- Does not include League aviation contract which is currently under review
- A 'Collaborative Framework' is called for in the MOU. This framework is under development and will establish how we communicate and work together as partners

#### **2. Affiliation Agreement**

- Affiliation agreements between each Prov Committees and ACL National were signed at SAM 2019 in Ottawa
- These agreements establish responsibilities for ACL National and Provinces
- Linkages must now be put in place between the provincial and local SSC's this will be led by Governor John Nolan, Ad Hoc Committee Chair

#### **3. Strategic Planning**

- The ACL strategic plan has been updated and is expected to be approved by the Board of Governors at the October meeting Next week.
- The plan will be available on the National website by end October
- Plan features 6 goals with each goal having a number of objectives for various National Committees over the next 3 years

#### **4. Screening and Registration**

- Screening and registration policy and procedures have been reviewed and validated
- Migration of data to a national, secure database has begun and will be completed over the coming year
- All current and past paper files will be digitized and uploaded to the national office server
- Current plan is to NOT retain paper copies – seeking legal opinion to confirm these are not required

#### **5. Scholarships**

- This year saw 120 applicants for 16 academic scholarships: 9 were the regular educational scholarships and 7 were flying awards that sponsors agreed to reassign as academic scholarships. But with no flying scholarships, this year saw a significant

reduction in awards and scholarships due to the pandemic. There is a concern that further reductions will occur in 2021. Positive engagement with industry partners will be required.

## **6. IACE**

- At present time, as you know, no international travel is authorized for 2021, However, I am aware some of the European Countries within their bubble may continue the exchange for 2021 (France, Belgium Germany, Switzerland, Holland)
- ACL will request that selection process take place nonetheless to be ready in case the situation changes

## **7. Selections**

- As of 2020, the CAF has taken the lead on National Selections
- Unlike the other two leagues, the ACL wishes to remain engaged in the design and execution of the national selection process
- 2020 Selections Lessons learned report prepared by the committee was submitted to the Comd but we have not received any indication which, if any of these recommendations will be implemented by the CAF
- A decision of the way ahead of Power and Glider Training Course will be made in the November timeframe and selection will take place in 2021 to be prepared if pilot training can resume in 2021

## **8. Finance**

- Budget. Austerity budget was approved by the Board in September
  - o Expenses reduced, such as virtual SAM 2020 and 2021, and virtual AGM 2021
  - o Reduction in staff at National Office (reduced to 3 )
  - o Increase reserves to the maximum extent possible
- CRA Compliance: Work is ongoing to create organizational structures for all SSCs that are compliant with the Income Tax Act
- New ACC9 template: We have received concerns regarding the new template and will provide direction/guidance shortly

## **9. Aviation**

- A National Steering Committee co-chaired by the Comd and the President was created in December to provide guidance to CAF staff and to the National Aviation Committee on all aviation issues
- Many items are being addressed in 2020-21, including but not limited to:
  - o CAF study on aircraft requirements (tow aircraft and gliders) in support of the air cadet flying program
  - o Famil flying with the RCAF
  - o Work on solutions for power and glider pilot course shortfalls

## **10. COVID-19**

The pandemic continues to have a profound effect on the program, and we will continue to work with our CAF partners to determine the way ahead. The Comd's letters and FRAGOs have begun to describe allowed activities and we expect more developments to unfold as time passes (e.g. the PPTC and GPTC announcement in November), What is clear, however, is that a resumption of "normal" activities is still well in the future and thus we must be flexible and forward thinking as we continue to deal with this unprecedented crisis.

**While there is much more in the Letter and document in the email, I will end it here.**

**Thank you Mr. President, I look forward to the balance of the AGM**





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Groupe de soutien national aux cadets et aux Rangers juniors canadiens



# Regional Cadet Support Unit (Pacific)

Update for BCPC AGM  
2020

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# Cadet Training Year 20/21

*An asymmetrical approach will be taken to provide each squadron with the flexibility required for their unique situation.*



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# Planning Principles



Canada 



# Tasking Order 002

- To begin the training year by conducting limited in-person activities that will:
  - ensure the safety of all participants;
  - avoid becoming a vector of transmission;
  - operate in an asymmetric environment nationwide;
  - enforce PHMs and provide a safe, challenging and fun program; and
  - support the objective of attracting and retaining cadets and adult staff.





## Approving Authorities

- Corps/Sqn CO – virtual engagement, optional training delivered virtually
- Area OC – virtual training (mandatory/complimentary or related to NDA/RDA)
- RCSU CO – All in-person training, events, or activities





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# Cadet Evaluation

## Key Messages:

*Cadets who cannot complete aspects of the program due to in-person activity limitations and/or virtual connectivity issues will not be penalized.*

*In order to ensure that no cadet is held back, waivers shall be granted as required.*



Canada 



# Current Status– Air Cadets

S T R A T  U P	RCSU(P)	Virtual Trg Approved	In-Person Parade Nights Approved	In-Person Day Activity Approved	Total Sq
	Interior	8	4	0	20
	Lower Mainland	16	0	0	27
	Vancouver Island	7	3	0	10
	<b>Totals:</b>	<b>31</b>	<b>7</b>	<b>0</b>	<b>57</b>

As of 30 Sept 20





# Facilities Report – Air Cadets

C A T E G O R Y	RCSU (Pac)	Green	Yellow	Red	Unknown	Total Sqn
	DND	6	1	0	0	7
	School	1	0	4	1	6
	Other	22	7	4	11	44
	<b>Totals:</b>	<b>29</b>	<b>8</b>	<b>8</b>	<b>12</b>	<b>57</b>

As of 28 Sept 20







## Local Support Allocation

- FY19-20 was an excellent success. All LSA was expended prior to 31 Mar 20 between all 3 elements.
- Air Cadet Squadrons spent 91% of their allocation prior to 1 Mar 20; a significant improvement over the last number of years. The remainder was redistributed to other Corps/Sqns

Allocation	Spent	Remaining
\$234,645	\$213,845	\$20,800

- Look to build on momentum and expend 100%.
- Have expenses submitted by 31 Dec 2020
- Contact S1 Noemi Brunet at [Noemi.brunet@forces.gc.ca](mailto:Noemi.brunet@forces.gc.ca) or MS Lilian Bae and [keumhee.bae@forces.gc.ca](mailto:keumhee.bae@forces.gc.ca)





# Air Ops

- No Flying Ops will be authorized for Fall 2020.
- Currently awaiting orders on 2021 ops.
- Expect very heavy emphasis on Force generation until at least fall 2021.
- Glider SIRP project is progressing well.
- C182 fleet is in good shape.





# Key Decisive Points

1 Sep 20	Virtual engagement may commence
1 Sep 20	Virtual training may commence once approved by Area OC
No Earlier Than 1 Oct 20	Limited in-person training/events/activities may commence once approved by RCSU CO
No Earlier Than 1 Nov 20	Direction & Guidance issued by NCJCR HQ with regards to CTC operations for 2021
No Later Than 15 Jan 21	Direction & Guidance issued by NCJCR HQ with regards to ACRs for 2021





# Tasking Order 002

- Corps/Sqns will not be able to deliver the regular training program
- Flexibility must be applied at all levels in order to:

***Effectively deliver a flexible, fun and exciting training program that maintains cadets' interest and sustains the cadet population.***





# Tasking Order 002

- No overnight activities
- No commercial air travel
- Limit travel to 1 hour distance to maximize parental drop off / pick up
- No familiarization flying
- No activities that require two people in a sail-boat, canoe, etc.
- No in-person fundraising involving cadets or adult staff





# RCSU(P) Contacts

## **Commanding Officer**

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## **Region CWO**

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## **Chief of Staff**

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