



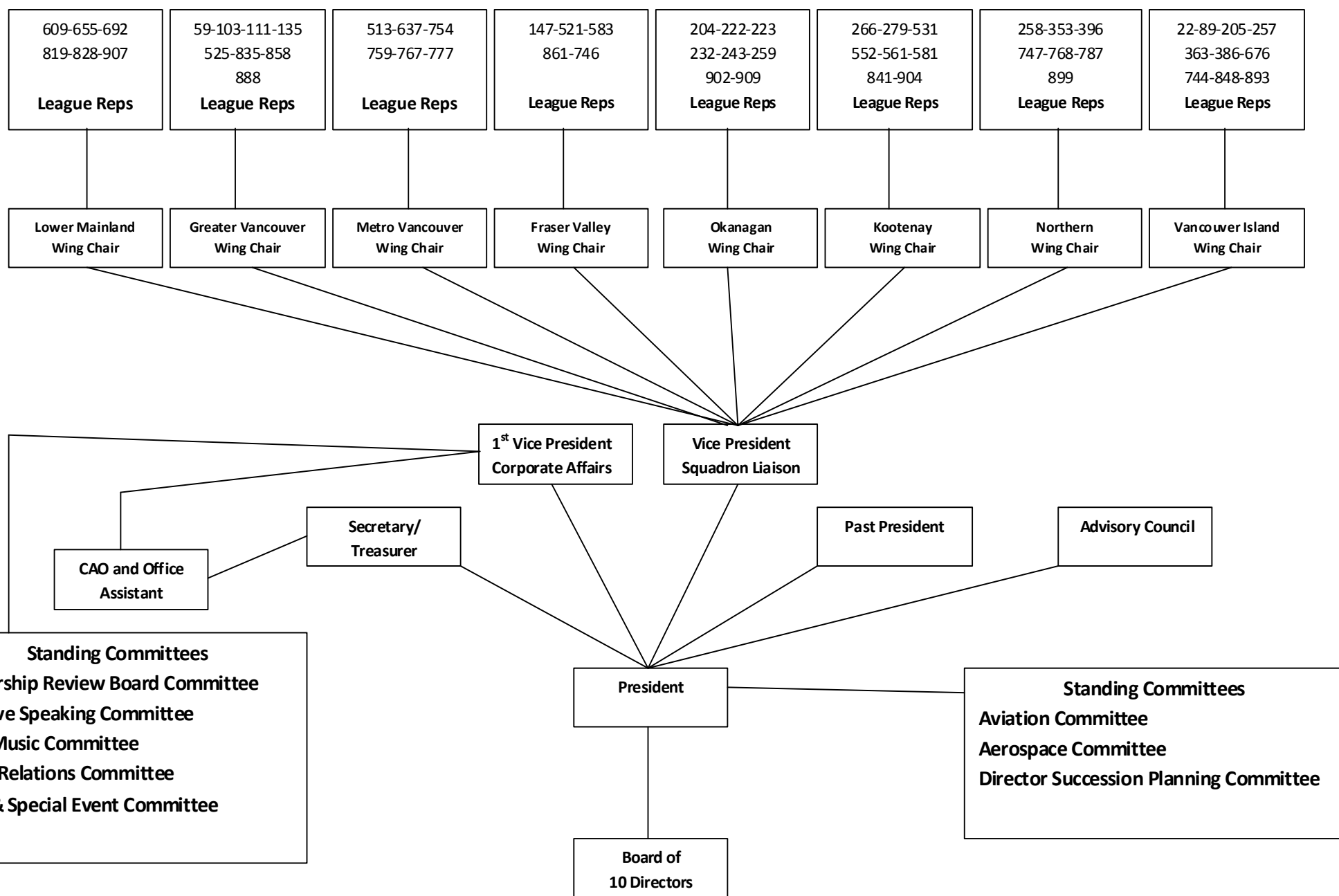
*Air Cadet League of Canada,  
British Columbia Provincial Committee  
2013/2014 Annual Report*



## ADMINISTRATIVE MANUAL

### SECTION 2.2.2

#### ORGANIZATION CHART



**The BCPC – Providing Support to Air Cadets in BC since 1941**

# WEEKEND AGENDA - Annual General Meeting and Training Seminar - 2014

## FRIDAY, OCTOBER 3, 2014

Time	EVENT	LOCATION & FACILITATOR
7:00-10:00 PM	Delegate Registration	Vista Room - 3rd Floor North Wing
7:00-10:00 PM	Friday Evening Social (SNACKS ONLY - dinner is not provided)	Vista Room - 3rd Floor North Wing

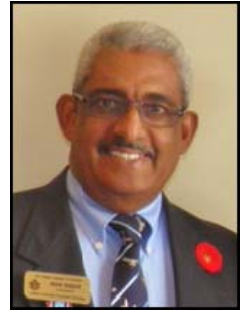
## SATURDAY, OCTOBER 4, 2014

6:30-8:00 AM	<b>BUFFET BREAKFAST</b>		FOYER- outside of Theatre
7:00 - 7:30 AM	<b>REGISTRATION</b>		FOYER -outside Ballroom
	<b>TRAINING SESSIONS</b>		
8:00 - 11:45	<b>GENERAL TRAINING</b>	SSC MEMBERS & OFFICERS	<b>THEATRE</b>
8:00 - 9:30	Welcome		<b>THEATRE</b>
	NSTC UPDATE		<b>THEATRE</b>
	First Aid /ST John's - LSA FUNDING(DND)		<b>THEATRE</b>
	Assessment /Registration Fee Policy		<b>THEATRE</b>
	Work Experience		<b>THEATRE</b>
	Blue Jeans		<b>THEATRE</b>
10:00	<b>COFFEE BREAK</b>		
9:30 - 11:50	Society Membership / Registration & Screening / Compliance		<b>SALON A/B</b>
9:30 - 11:50	ACC9 - Budgeting - Gaming		<b>THEATRE</b>
9:30 - 11:50	New SSC Members - Covering Roles & Responsibilities -		<b>COLUMBIA</b>
9:30 - 11:50	Effective Speaking - Sample lesson training/ Q& A		<b>Room 137</b>
9:30 - 11:50	<b>BC LEAGUE MEMBER TRAINING SESSION</b>		<b>MEZZANINE</b>
	- Training for all League Reps /Wing Chairs		
	<b>ANNUAL GENERAL MEETING</b>		<b>THEATRE</b>
12:45	Annual General Meeting	LEAGUE MEMBER/SSC MEMBERS/OFFICERS	
12:55	March on Flags (All Stand) / National Anthem		Ron Rique - President
	Moment of Silence (Remain Standing)		Ron Rique - President
	Declaration of Quorum		Ilona Turra - Chief Administrative Officer



	Welcome and Introduction of Head Table & Guests	Ron Rique - President
	Adoption of Minutes - 72nd Annual General Meeting	Ron Rique - President
	BCPC ELECTION - Nominations	Tom Holland - Director
	ADDRESS - National Air Cadet League Representative	Mr. Keith Mann, President
	ADDRESS - Director of Cadets and Junior Rangers	Col Conrad Namiesniowski
	ADDRESS - RCSU (Pac)	Commander Andy Muir
14:00	<b>COFFEE BREAK</b>	FOYER - outside Theatre
	AGM Resumes	THEATRE
	ADDRESS -RGS Aviation Program	L Col Keith Stewart
	ADDRESS - BCPC Aviation Program	Chris Tuck
	PRESENTATION - Financial Statement & Budget	Jack Henwood, Sec/Treasurer
	BCPC ELECTION Conclusion	Tom Holland - Director
	Cadet & SSC Awards Presentation	Ilona Turra - CAO
	DND Presentation	Major Brent Deck
	Announcements	Ilona Turra
	Conclusion of Annual General Meeting	Ron Rique - President
	<b>PRESIDENT'S DINNER AND AWARDS</b>	<b>BALLROOM A/B/C</b>
18:00	No Host Reception	
19:00	Dinner (to be seated by 7 pm)	Ilona Turra - MC
20:30	Awards Presentation	
	GUEST SPEAKER	Colonel Conrad Namiesniowski
22:00	CONCLUSION	
	<b>SUNDAY, OCTOBER 5, 2014</b>	
7:00- 8:30 AM	CANADIAN BREAKFAST	THEATRE
8:30 - 12:00	DND Meeting	Mezzanine
8:30 -9:45	Duke of Edinburgh Program Presentation	Fiona Rogan
10:00 - 12:00	Open discussion ( SSC Networking Session)	All SSC members/League Members
12:00 - 1:30	BCPC DIRECTORS MEETING - CLOSED	PRESTON'S RESTAURANT

## PRESIDENT'S REPORT



My report for the 2013/2014 training year will focus on BCPC activities at the provincial and national levels of the ACLC. Individual Director and Committee Chair Reports will be presented separately.

Since being appointed to the position of the President of the BCPC in June of 2012, my efforts and the efforts of the elected Directors of the BCPC have been directed towards completing projects and initiatives started by previous BCPC administrations.

In 2004, the BCPC developed a provincial funding formula to support the long-term viability of the Air Cadet Program in B.C. Contained in this formula were provisions to replace an aging fleet of tow aircraft over the long term, to partially fund the National Office of the ACLC, and to increase the level of administrative assistance provided to our Squadron Sponsoring Committees while continuing to grow the Air Cadet Program in BC.

Fast forward ten years to 2014; as directors elected by you, we continue to ask ourselves the following questions:

- Where are we now in relation to our master implementation plan?
- Where do we want to be in 1, 2, 3, 4, 5 years time?
- What resources do we require to get us there?

While some of these initiatives are ongoing, I am happy to report to you that, thanks to the efforts of teams of very dedicated individuals on both sides of the partnership, the acquisition aspect of the Tow Fleet Modernization Project is now complete. Tug #5 was delivered to the RGS (Pac) in February 2014. Tug #6 was purchased in June 2014 following the sale of the BCPC's last two L19s, and is currently being refurbished. Delivery of Tug #6 is expected in early 2015.

In 2013, our DND partners announced the introduction of the five-year "Renewal of the Cadet and Junior Rangers Program". Starting in 2013, the first of three phases was rolled out with goals of ensuring that all training programs offered are challenging, rewarding, safe and appealing, more resources are directed towards community-level programs and ensuring that the youth of Canada and their communities are strengthened by the benefits the various programs have to offer. More specific details of this program can be accessed online at <https://portal.cadets.gc.ca>. The BCPC is committed to be proactive at each of the three levels of the program (Squadron, Provincial and National), in preparing for changes that will be realized as a result of this Renewal Program.

In November 2013, five BCPC National Delegates and our three National Governors at that time attended various National Committee meetings during the Semi-Annual General Meeting of the Air Cadet League of Canada in Ottawa.

In March 2014, I attended an annual Provincial Tri League Presidents meeting with Cmdr. Muir at the RCSU (Pac) in Victoria, where several topics of mutual concern, along with options for resource sharing, were discussed. A follow-up meeting is scheduled for November 2014. The working relationship between the RCSU (Pac), the RGS (Pac) and the BCPC continues to be cooperative and supportive with all Chains of Command being followed/observed.

In June 2014, The BCPC was represented at the National ACLC Annual General Meeting in Whitehorse, Yukon, by our five voting delegates and our National Governors. Mr Geoffrey Johnson was re-elected to the Position of National Governor. WO2 Anne George of 819 Skyhawk Squadron North Delta was the recipient of the \$5000 2014 Young Citizens Foundation Scholarship Award and FSgt. Callista Ryan of 835 Griffin Squadron Squamish represented BC at the National Effective Speaking Competition. Fifteen other BC Air Cadets received National Scholarship Awards ranging in value from \$300 to \$2500

During the 2013/2014 Cadet Training year, the BCPC received \$55049.13 in donations from various service organizations and individuals. Of this figure, \$47182.13 was donated to the BCPC by Mr William (Bill) Chalmers, a past cadet of the original #59 Squadron in Vancouver. In May 2014, the BCPC office was contacted by Bill's Financial Advisor informing us that Bill was terminally ill and he wished to communicate with us to decide on how his donation could best be utilized. Via a teleconference with Bill, he shared with us his admiration for the Air Cadet Program by explaining how his time as a cadet influenced his adult life. Unfortunately, while arrangements were being made to meet with Bill in person, he passed away. At Bill's Celebration of Life, I offered his family two options. First, to use the funds to set up a perpetual Continuation Flying Award in Bill's name or, second, to apply the funds towards the purchase of our sixth Cessna 182, where his donation will be remembered by having his name painted on the Airplane as 'Donated in part to the BCPC by Mr William Chalmers'. Option #2 was selected by Bill's family.

In 2016, the Air Cadet League of Canada will be celebrating its 75<sup>th</sup> Anniversary. Committees have been struck at both the national and provincial levels to plan for and organize celebratory events for this historic milestone. The BCPC will have the honour of being the host Provincial Committee for the 2016 National Annual General Meeting and Effective Speaking competition. More details will be forthcoming.

The 2013/2014 Cadet Training Year had its share of challenges and successes. During the training Year, I visited seven of the eight BC Wings, attending Wing Meetings, Scholarship Review Boards, ACRs and providing training to SSCs. I certainly enjoyed visiting, meeting and working with the SSCs in an attempt to provide them with skills and tools needed to effectively manage their Committees.

Thanks to the volunteer efforts of the Squadron Sponsoring Committees, the Officers and Volunteer Instructors, the RCSU (Pac) and RGS (Pac) Staff, the BCPC Directors and Members, and our dedicated Office Staff, the Air Cadet Program in BC continues to grow and flourish.

As I approach the end of my two-year term as the President of the BCPC, I thank the Directors of the BCPC for the vote of confidence that I was given through their entrusting me with this responsibility. Looking forward, I will be happy to serve the BCPC in any capacity the Directors decide that my contributions will best benefit the BCPC.

**Ron Rique**  
**President**



## FIRST VICE-PRESIDENT'S REPORT



**Welcome to the 73<sup>rd</sup> Annual General Meeting of the Air Cadet League of Canada, British Columbia Provincial Committee.** I hope you will take away many new ideas, best practices and some new friendships by the end of the weekend. I regret that I cannot attend this AGM due to a family commitment.

The 2013-2014 cadet year was a very memorable year. On September 22<sup>nd</sup>, 2013, 257 Parallel Squadron, Ladysmith, held a Vancouver Island Wing Parade to celebrate its 70<sup>th</sup> Anniversary. Some of the notable VIPs were Admiral Truelove, Colonel Benninger and Commander Bates.

I had the privilege of attending a meeting of the 759 Falcon Squadron's SSC (North Burnaby) and its 759 Satellite Flight (East Vancouver) on March 12<sup>th</sup>, 2014. The SSC and Satellite Flight SSC presented to the BCPC and RCSU (Regional Cadet Support Unit) their proposal for the Satellite Flight to become its own Squadron. Their hard work and keen business proposal far and away exceeded our expectations. It was my honour to approve their request for charter on behalf of the BCPC. At 759's ACR on June 1<sup>st</sup>, 2014, President Ron Rique announced to those in attendance that 759's Satellite Flight would be parading as a Squadron in its own right come September. I'm very pleased to welcome **59 Vancouver Squadron** to this year's AGM. You are our 58<sup>th</sup> Air Cadet Squadron in the Province of British Columbia.

The 2013-2014 cadet year was also a momentous year for 111 Pegasus Squadron (Vancouver) as they celebrated their 75<sup>th</sup> year as a cadet squadron. Yes, that's right, 111 Pegasus Squadron was parading before the Air Cadet League of Canada was created in 1941. I had the distinct honour to be the League Inspector at its 75<sup>th</sup> Annual Ceremonial Review. Colonel Benninger was the Reviewing Officer for this very special occasion.

Please don't ever feel that your effort is not appreciated. You and your hard work are what make this program the incredible youth experience that it is. Without the countless selfless hours of you volunteers and Officers, this program would be a fraction of what it is today. Please accept my heartfelt gratitude for all that you do.

Remember any time you have questions or concerns, don't hesitate to contact your League Representative, Wing Chairperson or the two incredible ladies that work at our BCPC office (Ilona Turra and Gail Rique). No question is deemed insignificant; if you have a question, then it is important. It is through the collective efforts of you, the League Representatives, Wing Chairs, the Executive Committee and the BCPC Office that makes this program so successful.

### **Training**

Training is offered not only here at the AGM, but also by your Wing Chairperson, who will arrange training sessions to assist you throughout the training year. PLEASE participate in the training sessions. It will not only make your job easier, but you will have an opportunity to share best practices with the other SSCs. It also provides a great opportunity to network.

If there is any specific training you are looking for, contact your League Representative, Wing Chairperson or the BCPC and we will do our utmost to accommodate.

### **Succession Planning**

Remember to engage and recruit new parents/volunteers to help. Many hands make light work. If new volunteers appear to be overwhelmed by the job you do, give them small tasks and, as they grow more comfortable, you will be able to task them with additional jobs.



The knowledge and training you receive as members of an SSC are often lost when your cadet leaves the program and you follow. If becoming a League Representative is something that interests you, please contact your League Representative, Wing Chairperson or the BCPC office and we can provide you the necessary information and discuss next steps.

## Screening

We all know the importance of screening our volunteers. Screening ensures our cadets' safety and ensures the safety of our volunteers. Please continue your diligence in ensuring all your volunteers are screened. During the 2013-2014 cadet year, we screened over 400 volunteers.

## Compliance

I'm very happy to report we achieved 98.25% completion rate of the ACC9s –the Treasurer is diligently working on finalizing the completion. ***Thank you to all of you who took the time and made the effort to complete these tasks on time.***

Ensuring squadrons continue to be held in “good standing” with the BCPC is the responsibility of the SSC. What do you need to do to continue to be held in “good standing”? Here's a quick list:

- Filing of your Form 11 with the Lawyer's office (copying the BCPC)
- Filing of the Squadron Information Sheet
- Filing your monthly SSC Meeting Minutes with the BCPC
- Paying your Annual Assessment
- Filing a **balanced** ACC9 with the BCPC

We have a 99.8% achievement rate on the paid assessments – thank you! We are working with one squadron to determine the number of cadets on strength.

By way of reminder, the loss of “good standing” with the BCPC can result in penalties ranging from the Squadron and the SSC being put on probation, through to suspension, or even permanent closure. Rest assured all options will be explored before a decision is made by both the BCPC and our DND partners before a squadron would be permanently closed. Every reasonable effort will be made to assist the SSCs/Squadrons to regain their good standing status.

Other consequences for not being held in good standing with the Provincial and Federal Governments are losing the Squadron's Charitable Status and the inability to apply for Gaming monies.

## BCPC Webpage

Remember all the information you need can be found on our webpage: <http://bc.aircadetleagueofcanada.ca/>. If you haven't already done so, make sure you save this page in your favourites. All the information you need can be found on our webpage, including: dates of events (i.e. Scholarship Review Boards, various competitions including Effective Speaking, Band, Drill, Biathlon and Marksmanship); SSC Sponsoring Committee forms (under Business Information / BC Squadron Sponsoring Committee Forms); screening information; external high school credits (under Programs / Ministry of Education); BC High School Work Experience Program (which lists the international and regional airports in British Columbia that are our partners); and the “Incoming Chair's Survival Guide” (under SSC Training Resources).

## Acknowledgements

A “tip of the hat” to two gentlemen who have done so much work to ensure our cadets get as much educational credit possible through this wonderful youth program. Thank you to Mr. Leonard Jenks, Honorary Secretary of the Air Cadet League of Canada (National) and Life Member. Mr. Jenks was instrumental in the implementation of the revised



Graduation Credits Order. Due to his diligence and hard work in 1997, the Ministry of Education gave formal recognition to certain courses within the Air Cadet program to qualify for education credits.

Mr. Norm Lovitt, our Aerospace Coordinator/Advisory Council and Executive Committee member has worked tirelessly on the BC High School Work Experience Program. Part of the Graduation Transitions Program for high school students includes a work experience module. Mr. Lovitt has been working with many regional airports within the province as well as YVR to ensure our cadets have an organization within the aerospace industry to complete their mandatory 30 hours of work experience/community service.

## **Conclusion**

A thank you to our Military Partners (at all levels). Communication and partnership is the key. This program doesn't work effectively unless we are in constant communication. Supportive and positive communication articulated from both the ACL and DND enabled us to have another successful year.

Keep up the great work you are doing! Remember – if you have questions/concerns or need an ear, utilize your League Representative, your Wing Chair and the BCPC. We are here to make your job the easiest as possible.

Here's to an incredible 2014-2015 year!

**Christine Welch**

**First Vice-President**



## SECOND VICE-PRESIDENT'S REPORT



It is with pleasure that I am able to continue supporting all the amazing youth who join the Royal Canadian Air Cadets and I very much appreciate the confidence you have afforded me in trusting me with this position. The position of Squadron Liaison is, as the name applies, the Squadron Sponsoring Committee's first point of contact with the British Columbia Provincial Committee (after Ilona of course). My job is to step up and help when there are problems at the Squadron level that your League Representative and Wing Chair have not been able to solve with you. I sincerely hope that I am able to do this to the satisfaction of all parties with minimal fuss and bother.

Like many of us, I am the parent of an ex Air Cadet and have stayed here because of a love and admiration of this amazing program and the amazing young adults who graduate from it. One thing that we must not lose sight of is that we are all volunteers who give freely of our time for the betterment of our youth. I strongly believe that, at the Squadron level, even the CIC Officers are volunteers as the hours they put into this partnership far exceeds the pay they may receive. On behalf of myself, and I believe the Air Cadet League and BC Provincial Committee, I would like to thank all of you for your time and effort and assure you that it is not going unnoticed nor unappreciated.

### **Cadet Numbers**

As mandated by the Office of the Director of Cadets in Ottawa, the move is in place to increase the number of Cadets by 2016 to 70,000 in the three elements (Army, Sea and Air). This will mean that recruiting and, more importantly, retention are going to be very important over the next couple of years. One of the best ways to interest youth in our program is by word of mouth and social media. Squadrons should have a Facebook page or other outlets showing what their cadets do, to attract other young people, and have cadets talk to their friends. It is important to make people aware that we are not a recruiting tool for the Canadian Forces, but a youth group dedicated to Citizenship, Leadership, Self-respect and Discipline, Physical Fitness as well as generating an interest in the Air element of the Canadian Forces.

The table on the following page shows how we have been doing since 2008 and shows, by Wing, the increase or decrease over the 2012-2013 training year by numbers and percentage. If every Squadron worked diligently to increase its number by 10%, we would be well on our way to success. This should not be too hard to achieve as in rural areas it would mean an increase of between two and five cadets for many of the Squadrons.

As can be seen, only one Wing had a decrease in number, one remained stable and the other six increased by as much as just over 6%. Recruiting and retention are extremely important and, with due diligence, we should be able to see a continued growth throughout the province. A new Squadron is being added at the start of the 2014-15 training year. The Squadron has an historical number but one that is linked to its home squadron as 759 Falcon Squadron is being split with the creation of the new 59 Squadron that was originally 59 Vancouver Rotary Squadron, Chartered on December 29<sup>th</sup>, 1941, which paraded at Jericho Beach.

Cadet Numbers from Fortress for 2013-2014 Training Year by Wing

Wing	# of Sqns	2008	2009	2010	2011	2012	2013	2014	# + or (-) 2013-14	% + or (-) 2013-14
Vancouver Island	10	560	517	506	500	517	503	505	2	0.4%
Greater Vancouver	7	437	420	443	455	456	468	470	2	0.4%
Metro Vancouver	6	572	558	593	635	700	722	758	36	5.0%
Lower Mainland	6	633	629	650	727	825	844	833	-11	-1.3%
Fraser Valley	5	348	326	351	392	437	428	442	14	3.27%
Okanagan	8	279	259	271	299	281	274	274	0	0.0%
Kootenay	8	178	174	175	164	176	162	172	10	6.2%
Northern	7	234	230	207	216	175	174	179	5	2.9
<b>TOTALS</b>	57	3241	3113	3196	3388	3567	3575	3633	58	1.6%

### Sponsoring Committee Support

Support for the SSC starts with your League Representative who usually has experience and knowledge from working within the Air Cadet League family. The small chart below shows the “chain of command” for the BCPC and their DND counterparts starting at the Squadron Level. If issues arise that cannot be settled at the Squadron level, efforts to find a solution move up each level until a solution is found.



### League Positions and their DND Counterparts

BCPC	Squadron Sponsor Chair	League Representative	Wing Chair	2VP BCPC	President BCPC
DND	Squadron Commanding Officer	Squadron Commanding Officer	ACICO (Area Cadet Instructor Cadre Officer)	SO2 Air	CO - Regional Cadet Support Unit - Pacific

The table below sets out the names of the Wing Chairs and League Representative, by Wing. The League Rep should be known by the Board members and the Wing Chair by the board members and if not this whole group certainly by the SSC Chair.

Should the Squadron Sponsoring Committee want or need special training on any aspect of their roles and responsibilities, help is available from the BCPC. This training can be done in person at the Squadron location or with the new “BlueJeans” program that the BCPC now has installed in the office. This training can be carried out via Video Conferencing directly to the office of the SSC or one of the members’ homes as long as there is an internet connection and their computer has an internal or external web camera. (The BCPC uses this technology for our Board Meetings so instead of travelling to the BCPC office I am able to sit in my office at home and participate in the meeting just as if I was in the conference room at Boundary Bay). Don’t ‘flounder’; if you feel you are a little lost or confused please let us know and we can help you through any and all your issues big or small. We are here to help and want to make your job easier.

Wing	Wing Chair	League Representative
Vancouver Island	Mike Symons	<ul style="list-style-type: none"> <li>• Mike Symons</li> <li>• Doug Slowski</li> <li>• Al Walsh</li> <li>• Adelle Vos</li> <li>• Mike Pouliot</li> <li>• Don Hogan</li> <li>• Henri Rekers</li> <li>• Norm Scott</li> </ul>
Greater Vancouver	Sheila Kung	<ul style="list-style-type: none"> <li>• Sheila Kung</li> <li>• Pui Lan Kwong</li> <li>• Michael Kung</li> <li>• Paul Kusnir</li> </ul>
Metro Vancouver	Nancy Chapman	<ul style="list-style-type: none"> <li>• Dawn Retel</li> <li>• Christine Welch</li> <li>• Nancy Chapman</li> <li>• Bryan Lepke</li> </ul>
		<ul style="list-style-type: none"> <li>• Tina/Harry Doughty</li> <li>• Rebacca Poon</li> <li>• Grace Lim</li> </ul>

Lower Mainland	Gail Elgert	<ul style="list-style-type: none"> <li>• Norm Chalmers</li> <li>• Thomas George</li> </ul>
Fraser Valley	BCPC Office (Ilona Turra)	<ul style="list-style-type: none"> <li>• Barb Zurowski</li> <li>• Tom Holland</li> <li>• Joanne Hall</li> <li>• Vicky Briggs</li> </ul>
Okanagan	Penny Doern	<ul style="list-style-type: none"> <li>• Penny Doern</li> <li>• Maureen Woolliams</li> <li>• Larry Calvert</li> <li>• Donny McKay</li> <li>• Cheryl Fletcher</li> <li>• Mike Brazeau</li> </ul>
Kootenays	Keith Kepke	<ul style="list-style-type: none"> <li>• Keith Kepke</li> <li>• Lorenza Saule</li> <li>• Jenn Millington</li> </ul>
Northern	Scott Johnston	<ul style="list-style-type: none"> <li>• Scott Johnston</li> <li>• Sonja Bland</li> </ul>

One way for Sponsoring Committees to make their lives easier is to plan ahead. Start your planning well before an event so you are not 'surprised' when it is 'just around the corner'. An example would be your ACR. Start the process in January and get as much done as possible as soon as possible. Sponsor Chair, work on your annual report all the way through the year. In the report you need to list a number of items, and if you do this as they occur, when the end of the year comes (and you are really busy with your ACR) your Annual Report will be nearly complete. This can also be done with your ACR program. Think and plan ahead and life will be easier.

### Screening

Screening is not a hard task and should not take a lot of time. Have the forms filled out and ask the new members to list five or six references. This way, if you can't contact one, there are enough that you should be able to have the reference check done quickly and easily. If you are operating without screened members, the insurance that is held by the Provincial/National Leagues may be null and void, so your screening is VERY IMPORTANT. Remember, you need two screened people to do the interview, the Chair and League Rep or Wing Chair can do this and set it up to do as many as possible in one night. Good luck to you all and remember, we are here to help, so don't be shy – call if needed.

Thank you to all our volunteers, both SSC Members and Officer Staff. Without your dedication and time there would not be an Air Cadet Program.

*Nihil Magnum Nisi Bonum*

(Nothing is great unless it is good)

**Michael Symons**

**Second Vice-President**

## TREASURER'S REPORT: YEAR ENDING 31 AUGUST 2014



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

- **Schedule 1: Balance Sheet as at 31 August 2014**
- **Schedule 2: Operating Statement for year ending 31 August 2014** with a comparison to the 2013/14 Operations Budget
- **Schedule 3: Notes to Financial Statements**
- **Schedule 4: Tow-plane Fleet Renewal Program (Cessna 182 Project)** showing BCPC costs for replacement aircraft since program inception
- **Schedule 5: Proposed Cash Budget for F/Y 2014/15**

### **Schedule 1: Balance Sheet**

Schedule 1 is a summary of our "Assets" and "Liabilities" at the 31 August 2014. Amplification of some of the Schedule 1 items can be found in "Notes to Financial Statements" (Schedule 3).

### **Schedule 2: Operating Statement (1 Sept '13 – 31 Aug '14)**

Schedule 2 is the "Operating Income and Expense Statement" for F/Y 2013/14. It also shows the variance between the F/Y 2013/14 Budget that was presented and approved at our last BC Provincial AGM (October 2013). The following table summarizes Schedule 2:

<u>Account</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Operating Revenue	<u>\$508,251</u>	<u>\$470,950</u>	Favourable <u>\$37,301</u>
Administration Expense	\$137,857	\$139,500	Favourable \$1,643
League Member Activities Expense	\$98,892	\$110,170	Favourable \$11,278
Cadet Program Activities Expense	<u>\$261,024</u>	<u>\$325,000</u>	Favourable \$63,976
Total Cash Expenses	<u>\$497,773</u>	<u>\$574,670</u>	Favourable \$76,897



<b>Net Operating Cash Income</b>	<b>\$10,478</b>	<b>(\$103,720)</b>	<b>Favourable</b> <b>\$114,198</b>
<b>10% Leasehold Amortization (non cash)</b>	<b><u>(\$11,850)</u></b>	<b><u>(\$13,000)</u></b>	
<b>Net Operating Income</b>	<b><u>\$-1372</u></b>	<b><u>(\$116,720)</u></b>	<b>Favourable</b> <b><u>\$115,348</u></b>

From an "Operations" standpoint, we ended F/Y 2013/104 in a "favourable" overall position compared to the 2013/14 budget. This "favourable" position was due to a combination of receiving unexpected revenues of just over \$37,300 (primarily from the premature sale of our last L-19 aircraft) and that all major expense categories came in under budget. Amplification of some Schedule 2 items can be found in "Notes to Financial Statements" (Schedule 3).

### **Schedule 3: Notes to Financial Statements**

Interpreting and/or understanding of Financial Statement numbers can be perplexing. What I have tried to do in Schedule 3 is to anticipate questions/queries you may have on those "Line Items" noted.

### **Schedule 4: Tow Fleet Renewal Program (Cessna 182 Project)**

A brief update of the current status of the "Cessna 182 Project" is also contained in the "Aviation Committee Report" authored by Chris Tuck, BCPC "Cessna 182 Project" Contract Manager. Although the "Cessna 182 Project" initiative did not come into being until 2010/11, finding a replacement aircraft for our L-19 "Bird Dog" glider tow plane aircraft was a concern some eleven to twelve years ago (2001/02 time frame). Although our L-19s were maintained in excellent condition, the need for finding a suitable replacement was becoming a high priority, due primarily to the lack of parts and other support systems for the World War II era aircraft. Aside from its towing capability, a key feature of the selected replacement aircraft was that it has four seats (3-passenger capability), primarily to enhance the power flying component of our cadet Familiarization Flying program. In addition, a key attribute was that the aircraft provide a "utility" feature for deploying/recovering crews and gliders to/from glider flying sites throughout the Province. Late in 2010, the BCPC Board of Directors, in collaboration with our RCAOps military partners, approved a five-year plan to replace all our L-19s with modified Cessna 182Ps. The "Cessna 182 Project" became official with the formation of the "Joint Operational Implementation Working Group" (JOIWG) composed of members from RCA Ops (PAC): L/Col Tony Appels (now retired RCA Ops O), L/Col Keith Stewart (current RCA Ops O), Captain Jim Lowden (Engineering Officer), MWO Henry Bonde (DND Finance), and members of BC Provincial Committee (BCPC): Norm Lovitt, Chris Tuck, John Calderwood and myself. **Schedule 4** is a chronological summary of BCPC monetary commitment toward L-19 aircraft replacement over the past several years. With the completion of the refurbishment of replacement aircraft #5, Cessna 182 C- GRGS, in March of this year, we have completed over 80% of the project. With the acquisition of replacement aircraft #6, Cessna 182 (C-FGZR), in June of this year, and refurbishment completion expected in late December to early 2015, the aircraft replacement aspect of the "Cessna 182 Project" will be concluded...about one year ahead of schedule. However, after the completion of GZR, BCPC will still have a significant financial obligation to provide an inventory of Cessna 182 spare parts. Our obligation for this aspect is currently being discussed.

I would like to recognize and thank our RCA Ops military partners for their financial support in keeping the “Cessna 182 Project” within budget and ahead of schedule.

#### **Schedule 5: Cash Budget 2014/15**

The F/Y 2014/15 Cash Budget presented in Schedule 5 includes cash income and expenses relating to BCPC normal day-to-day operations as well as “Capital Cost/Revenue” items. For the purpose of comparison, I have also included both FY 2011/12 and F/Y 2012/13.

**The “Cash Budget for F/Y 2014/15” that is presented for your approval is based on maintaining the “Squadron Operating Assessment Fee” (SOAF) of \$100 per cadet.** Three principal factors were taken into consideration in SOAF:

- Cadet Effective Strength. The “Cadet Effective Strength” (CES) number is derived from Squadron attendance from 1 January to 31 December obtained from DND “Fortress” data-base system. In F/Y 2007/08, the SOAF was \$75/cadet with a CES of 2935 cadets. It was necessary to raise the SOAF to \$100/cadet in the following year (2009/10) to support an increase in Program activities (primarily in the Flying Program). Since 2007/08, the cadet enrollment (CES) has shown an annual increase of around 3%-4% to its current **3633** cadets for 2014/15. The SOAF is the primary source of our Operating revenues. A decline in our cadet enrollment with no corresponding decrease in our costs could necessitate an increase in future SOAF.
- Gaming Grant: Since 2004/5, we have applied for and have received \$456, 000 in BC Gaming Grants: \$420,000 for our “Flying Program” and \$36,000 for our “Effective Speaking Program”. Given the heavy cash demands that the “Tow Fleet Renewal Project” has on our Flying Program, the Gaming Grant funds have been one of the important factors in our holding the SOAF at \$100 since 2008. Although our Gaming Grant approval is not assured for 2014/15, based on our positive track-record experience with Grant applications over the past several years, I have included Gaming Grant revenues in our 2014/15 budget. However, if we are not successful in our 2014/15 Grant application, it could impact the SOAF structure for 2015/16.
- Royal Bank of Canada financing support: The “Tow Plane Replacement” initiative was undertaken with the proviso that suitable bank financing could be obtained to finance the undertaking. From a financial standpoint, continued RBC bank support for this venture has been, and will be, the primary factor in keeping the project viable without having to rely on the SOAF as the primary source for project funding. Although the current SOAF is adequate to handle the bank debt servicing component of the project, the five-year term of the loan facilitates spreading the financial burden of the project over recent past, current and future Sponsoring Committees.



## **ACC9s – submitted by Gail Rique**

BC's submission rate to National was 98.25% this year. Congratulations to all SSC Treasurers who submitted their squadron ACC9. This is an annual requirement. The BCPC office is working with the SSC treasurer to complete the one outstanding ACC9 needed to attain a 100% submission rating as in prior years. The accurate and timely submission of the ACC9 is improving each year: of the 56 received to date, 70% were received on time and in balance, 30% were rejected requiring resubmission. This is a time consuming and frustrating exercise for all concerned. Should you require any assistance or have questions pertaining to the completion of the ACC9, please call or email the BCPC office. We can work together to get the rejection rate down to zero.

**BCPC encourages you to use the ACC9 Multiversion which is on the National and BCPC Websites. This document is an accounting package and does not require squadrons to purchase any other accounting package.**

## **Air Cadet Foundation of British Columbia**

***The Air Cadet Foundation of British Columbia (the Foundation)*** was incorporated under the British Columbia Society Act in September 2006 as a means of establishing a long term funding source for the ***Air Cadet League of Canada, British Columbia Provincial Committee (BCPC)***. The purpose of the Foundation is to provide a suitable registered charitable structure to allow the creation of a permanent fund, with the interest revenue to be used to support the charitable activities and operation of the BCPC. While all donations, regardless of size or type are sought after, the Foundation, by way of its favorable "disbursement quota" requirements, is ideally suited to receive and administer donation bequests from "Planned Giving"; Gifts-in-Kind; Charitable Remainder Trusts; "special gifting"; "ten year gifting"; Life Insurance; and "Monthly Giving" charitable donations. As of 31 Aug 2014, the Foundation Fund balance was **\$9748**.

On behalf of the BC Provincial Committee, I would like to thank Sponsoring Committees for their timely submission of the Squadron Operating Assessment. This has been indispensable factor in BCPC financial management. We look forward to your continued support for 2014/15.

**Jack Henwood, BCom, MBA, CD2**

**Treasurer**



**The Air Cadet League of Canada  
British Columbia Provincial Committee  
Balance Sheet 31 August 2014**

**Schedule 1**

**ASSETS**

**Current Assets:**

**Cash Accounts:**

Unrestricted:

Chequing Account		\$4,430	
Savings Account		50,258	
Gaming Account		\$29	
USA\$ Account		\$380	
Investments: Investors Group Financial	Note 11	\$47,182	
National AGM 2016 Holding Account	Note 1	6,006	
<b>Total Unrestricted</b>			\$108,286

Restricted Trust Funds):

Philip H. Stevens-Guille Bursary Trust		23,054	
Jim Campbell Cadet Music Trust		9,528	
<b>Total Restricted</b>			32,583

**Total Cash Accounts** 140,868

**Other Current Assets**

Assessments Receivable		600	
GST Rebate Receivable		3,211	
Prepaid Expenses		2,785	
Inventories - Crests/Glider Models/Medals	Note 2	3,969	
<b>Total Other Current Assets</b>			10,565

**Total Current Assets** 151,433

**Fixed Assets**

Schweizer Gliders		1	
(5) Cessna 182P Aircraft (Acquisition Cost)	Note 3	373,218	
Leasehold Improvements (Office)			
	Total Renovation Costs	153,355	
	Less: Amortized/Expensed	49,390	
	<b>Net Leasehold Improvements</b>		103,965

**Total Fixed Assets** 477,184

**TOTAL ASSETS** ..... 628,617

**LIABILITIES**

**Current Liabilities**

Deferred Revenue	Note 11	47,182	
Cadet Flying Awards Payable		1,500	
<b>Total Current Liabilities</b>			48,682

**Long Term Liabilities**

Bank Loan	Note 4	91,656	
National 2016 AGM Hosting Reserve	Note 1	16,000	
Restricted Trust Funds		32,583	
<b>Total Long Term Liabilities</b>			140,239

**TOTAL LIABILITIES** 188,921

**EQUITY**

**Capital**

Retained Earnings		441,067	
Current Earnings (1Sept'13- 31 Aug '14)		-1,371	
<b>Total Retained Earnings</b>			439,696

**TOTAL EQUITY** 439,696

**LIABILITIES AND EQUITY** ..... 628,617

The Air Cadet League of Canada, BC Provincial Committee  
Operating Statement For Year ending 31 August 2014  
(With Comparison to Operating Budget)

Schedule 2

<b>REVENUE</b>		<b>Actual</b>	<b>Budget</b>	
<b>Line</b>		<b>to</b>	<b>2013-14</b>	<b>Variance</b>
<b>Item</b>	<b>Income</b>	<b>31-Aug-14</b>		
1	Squadron Assessments	356,700	356,700	0
2	Gaming Commission Grant	39,000	39,000	0
3	Donations: Tax Receipts	5,332	5,000	332
4	Donations: Other	2,535	1,250	1,285
6	Interest Income/Misc	1,170	2,000	(830)
8	Continuation Flying Awards Donation <b>Note 12</b>	5,014	2,000	3,014
9	Aircraft Disposal <b>Note 13</b>	98,500	65,000	33,500
10	<b>TOTAL REVENUE</b>	508,251	470,950	37,301 (Favourable)
<b>EXPENSE</b>				
<b>Administration</b>				
11	Bank Charges	2,497	2,000	497
13	Telephone/internet	5,624	5,500	124
14	Legal Expense	27,488	35,000	(7,512)
15	Office Expense	4,829	4,500	329
16	Wages & Benefits	70,715	75,000	(4,285)
17	Office Equipment Service/Purchase	2,119	2,500	(381)
18	Business Centre Operation	9,035	15,000	(5,965)
19	Bluejeans Video Conference System <b>Note 5</b>	15,550	0	15,550
	<b>Total Office Admin</b>	137,857	139,500	-1,643 (Favourable)
<b>League Activities</b>				
20	Meetings	1,702	3,500	(1,798)
21	Travel	15,370	16,000	(630)
22	SSC Training	2,310	1,500	810
23	Wing Travel & Meetings	12,966	25,000	(12,034)
24	Provincial AGM <b>Note 6</b>	15,310	11,000	4,310
25	National AGM Meetings <b>Note 1</b>	22,698	17,500	5,198
26	National Assessment Fee Funding	28,536	35,670	-7,134
27	<b>Total League Activities</b>	98,892	110,170	-11,278 (Favourable)

...page 2

....page 2 - Operating Statement

		<b>Actual</b>	<b>Budget</b>	
		<b>to</b>	<b>2013-14</b>	<b>Variance</b>
	<b>Program Activities</b>	<b>31-Aug-14</b>		
28	Cadet Selection Boards	9,054	7,000	2,054
29	Competitions/Special Events	158	1,000	(842)
30	Trophies & Awards	2,907	3,000	(93)
31	Promotion & Recruiting	655	1,000	(345)
32	Effective Speaking Program	7,817	12,000	(4,183)
33	Glider Pilot Training Awards (GPTAA)	4,550	5,000	(450)
34	Scholarship: Continuation Flying	1,000	1,000	0
35	Aircraft Insurance <b>Note 9</b>	10,375	10,000	375
36	Cessna 182 Maintenance/Modifications	155,572	210,000	(54,428)
37	L-19/Glider Maint'ce & Disposal <b>Note 7</b>	11,664	17,000	(5,336)
38	Flying Program Special Equipment <b>Note 8</b>	17,271	18,000	(729)
39	\$40K/yr Aircraft Replacement Fund <b>Note 10</b>	40,000	40,000	0
40	<b>Total Program Activities</b>	261,024	325,000	(63,976) (Favourable)
41	<b>TOTAL CASH EXPENSE</b>	497,773	574,670	-76,897 (Favourable)
42	<b>CASH OPERATING INCOME</b>	10,478	-103,720	114,198 (Favourable)
43	<b>Less: Leasehold Amortization (non-cas</b>	-11,850	-13,000	1,150
44	<b>NET INCOME</b>	-1,372	-116,720	115,348 (Favourable)

**The Air Cadet League of Canada, BC Provincial Committee**  
**Notes to Financial Statements 31 August 2014**

**Schedule 3**

**Note 1 "National 2016 AGM Fund Reserve"**

BC Committee will be "hosting" 2016 National AGM. Effective 2009/10, an annual budgeted amount of \$1500-\$2500 was to be expensed and put aside to accumulate a "Reserve" to off-set the 2016 costs. However, a recent (2014) development indicate that the "75th Air Cadet Anniversary" will also be combined with the 2016 AGM. Budget for this event is estimated to be \$40,000. I have increased the annual amount to be expensed and set aside to \$10,500 starting F/Y 2013/14.

Expensed F/Y 2012/13	5,500	
Expensed F/Y 2013/14	<u>10,500</u>	
"Long Term Liability" on Balance Sheet		<u>16,000</u>
<u>Summary: (Line Item #25 Operating Statement)</u>		
2013/14 BCPC League costs to attend National AGMs	12,198	
2016 AGM Expensed F/Y 2013/14 (above)	<u>10,500</u>	
Shown on Operating Statement	<u>22,698</u>	<u>22,698</u>
 Note: Cash in National AGM "Holding" Savings Account at 31 Aug 2014		 <u>6,006</u>
(\$10,500 will be transferred to our National Funding Savings account in September 2014)		

**Note 2 Inventories:**

Air Cadet Crests		
2-33 Glider Models	1,315	
Cadet Long Service Medals/Rosettes/Gold Bars	560	
	<u>2,094</u>	<u>3,969</u>

**Note 3 Fixed Assets**

<b>Schweizer Gliders</b>	(recorded at nominal value of 1\$)		<u><u>1</u></u>
 Cessna 182P Tow aircraft:			
	C-FCGS - Net Acquisition Cost	46,777	
	C-FTUG - Net Acquisition Cost	69,322	
	C-FTRY - Net Acquisition Cost	74,731	
	C-FOAR - Net Acquisition Cost	62,438	
	C-GRGS - Net Acquisition Cost	49,561	
	C-FGZR - Net Acquisition Cost	<u>70,390</u>	
		373,218	<u>373,218</u>

**Asset Insured Values as of 30 June 2014**

<u>Asset Insured Values as of 30 June 2014</u>			<u>Insured</u>	
(A)	<u>Aircraft Inventory</u>	<u>Reg #</u>	<u>Value</u>	<u>Total</u>
	<b>Tow Aircraft:</b>	<b>Cessna 182P</b>		
		C-FCGS	250,000	
		C-FTUG	250,000	
		C-FTRY	250,000	
		C-FOAR	250,000	
		C-GRGS	250,000	
		C-FGZR	<u>70,000</u>	
				1,320,000
	<b>Glider:</b>	<b>Schweizer 2-33A Glider</b>		
		C-GCLL	20,000	
		C-FJSN	20,000	
		C-GOQQ	20,000	
		C-GFMB	20,000	
		C-GLIT	20,000	
		C-GQRT	20,000	
		C-FXGX	20,000	
		C-GDXR	20,000	
		C-FABQ	20,000	
		C-GCLY	20,000	
		C-FWMT	20,000	
		C-FCLK	<u>20,000</u>	
	<b>Total Insured Value of aircraft</b>			<u>240,000</u>
				1,560,000
(B)	<b>Office:</b>	<b>"BCPC Business Center", Boundary Bay Airport</b>		153,355
		<b>Business Center Office Contents</b>		<u>50,000</u>
	<b>Total Asset Insured Replacement Value</b>			1,763,355

**Note 4 Royal Bank Loan Agreement secured to facilitate our Tow-plane Fleet Renewal Project**

Loan #1: \$125,000 5 yr Term, Variable rate - March 2013 - March 2018

Mthly Payments: (Prin) \$2084 plus (Int) RBC prime+2% (3+2%)

Balance 31 Aug 2014

91,858

Loan #2: \$100,000 Demand Loan - similar to "Line of Credit" that we can draw on and pay down if needed on an "as required" bases for short term cash needs.

0

**Note 5 Bluejeans Video Conference System**

Expenses to date for operation of Bluejeans. Monthly charge @\$599 USD

Approximately \$860/mth C\$ plus Video equipment purchase

Monthly payments 8,778

Equipment 8,772

15,550

15,550

**Note 6 Provincial 2013 AGM**

(held October F/Y 2013/14)

Registration fees

26,380

Venue Costs:

(For setting Registration Fee)

Meeting Rooms/Catering

26,869

Sub Total : Venue Cost over Reg Fees

489

Other Costs:

Prizes/supplies/Audio/Report Book etc

2,954

League Reps/Execs/Directors/Guests

11,867

Net Total Cost

14,821

15,310

15,310

**Note 7 L-19 Disposal/Glider Replacement & Maintenance**

Marketing cost for sale of remaining L-19s: C-FTAL/C-FKNK

2,960

Glider C-GCLB Replacement with C-GOQQ:

GCLB Insurance Claim revenue

18,000

GOQQ Glider Purchase from Tucson Arizona

-16,500

USD Exchange/import/Registration etc

-3,347

Total Costs

-19,847

Net CLB Replacement Cost

1,847

A Spare 13th Glider Fuselage (Serial #109) rebuilt at K&L Soaring Co. located in Cayuta, New York. Delivered to CFB comox June.

\$8,202 USD = \$6,857 C\$

6,857

11,664

**Note 8 Flying Program Special Equipment:**

Shipping Container purchased from "Container West" converted for use as Glider site Operations office

17,271

**Note 9 Insurance: Cessna 182 aircraft**

Under an agreement established several years ago between ACL of C and DND, DND are to pay insurance on League owned aircraft. This is in lieu of DND paying for rental of League aircraft during the conduct of the DND funded cadet Summer Glider flying Scholarship course.

However, this agreement was set in place prior to BCPC's "Cessna 182 Replacement Project" with a per aircraft insurance premiums limited to \$150,000 hull and 1 passenger Liability coverage which was based on the refurbished L-19 as setting the "standard" for tow a/c accepted by DND and as agree in the MIP (Master Implementation Plan). Each of our five (5) fully refurbished Cessna 182 aircraft are insured for \$250,000 hull plus 3 passenger liability coverage requiring an "excess" premium of \$2065 each to BCPC account.

10,375

C-FGZR (Tug#6) is currently on \$70,000 Ground coverage whilst on refurbishment

**Note 10 "\$40K/yr Aircraft Replacement Fund"**

Established in 2004/05 with AGM Membership budget approval of an annual \$40,000/yr fixed amount to be allocated to the replacement of our L-19 Tow-planes (C-182 Project).

Primarily for Project Bank Loan financing costs with balance toward "Cessna 182 Project"

Account Activity F/Y 2013/14:

Funds Available	40,000	
Interest Payments	5,287	
Bank Loan Principle payments	<u>25,008</u>	
	30,295	
To Cessna 182 Project	<u>9,705</u>	<u>40,000</u>

**Note 11 Donations: Estate**

Late March, \$47,000 + was donated to BCPC from William (Bill) Chalmers. Bill was an Air Cadet many years ago and passed away from cancer. The funds are being held and managed on our behalf by the "Investors Group Financial Managers". The wishes of Bill was to have his donation put toward the refurbish/modifications of Cessna 182 Tug#8 (C-FGZR). We plan to honour Bill's donation with recognition suitably painted on the fuselage of C-GZR.

Current Value of fund: 47,182

**Note 12 Glider Pilot Training Achievement Award (GPTAA) Donation**

Donation received from "YVR Vancouver Airport Authority" for GPTAA Program	4,000	
Other donations for GPTAA	<u>1,014</u>	
Total 2013/14		<u>5,014</u>

**Note 13 L-19 Sale: C-FTAL & C-FKNK**

Proceeds C-FTAL	51,000	
Proceeds C-FKNK	<u>47,500</u>	
	<u>98,500</u>	<u>98,500</u>



**Tow-Plane Fleet Renewal Project (TFRP)****Schedule 4****F/Y 2005/06****PZL "Wilga 2000" (Sold 2007/08)****274,500**(3 Passenger a/c Manufactured in Poland)  
(Funding facilitated by Bank loan financing)**F/Y 2008/09****Cessna 182 a/c #1: C-FCGS (Fully Operational)**Aircraft Purchase 197,100  
Mods and Refurbishment 45,300**Total Cost 242,400****Less:** Proceeds from sale of discontinued "Wilga 2000" -195,622**Net Cost to BCPC 46,778****F/Y 2010/11****Cessna 182 a/c #2: C-FTUG (Fully Operational)**Aircraft Purchase 69,322  
Mods and Refurbishment 210,820**Total Cost 280,142****Less:** Insurance claim L-19 C-FTGA -109,500  
HST Rebates -9,650**Net cost to BCPC 160,992****F/Y 2011/12****Cessna 182 a/c #3: C-FTRY (Fully Operational)**Aircraft Purchase 74,731  
Mods and Refurbishment (Net of Rebates) 112,854**Total Cost 187,585****Less:** Sale of L-19 TGA to Atlantic Region -32,000  
Sale of Parts credit -2,217**Net cost to BCPC 153,368****F/Y 2012/13****Cessna 182 a/c #4: C-FOAR (Fully Operational)**Aircraft Purchase 62,438  
Import C of A 5,865  
68,303  
Mods and Refurbishment (net of Rebates) 169,147**Total Cost 237,450****Less:** Insurance claim proceeds L-19 C-GRGS -93,000 **144,450****Net cost to BCPC****Cessna 182 a/c #5: C-GRGS (Fully Operational)**Aircraft Purchase 63,439  
**Less:** Sale of obsolete C-GRGS engine -14,200**Total Acquisition Cost 49,239****F/Y 2013/14**

C-GRGS Mods and Refurbishment 197,141

**Total Cost 246,380****Less:** Proceeds from Sale of L-19s C-FTAL/C-GKNK 98,500**Net cost RGS to BCPC 169,147****Cessna 182 a/c #6: C-FGZR**Aircraft Acquisition costs 70,390 **70,390****Total TFRP costs at end of F/Y 2013/14 674,735****F/Y 2014/15****Cessna 182 a/c #6: C-FGZR (undergoing mods & refurbishment)****(Forecast)**C-FGZR Mods and Refurbishment (estimated for BCPC) **220,000****Total Tow-plane Fleet Renewal Project Costs 894,735**

**The Air Cadet League of Canada, BC Provincial Committee**  
**Cash Budget 2014/2015**

Schedule 5

	Actual F/Y 2011/12	Actual F/Y 2012/13	Actual F/Y 2013-14	Budget F/Y 2014-15
Cadet Eff Strength	3388	3501	3567	3633
<b><u>Cash In-Flows</u></b>				
1 Squadron Assessments @ \$100/Cdt	\$338,800	\$348,710	\$356,700	\$363,300
2 Gaming Commission Grant	39,000	39,000	39,000	39,000
3 Donations: Tax Receipts	6,726	11,595	55,049	7,000
4 Donations: as Qualified Donee	27,483	1,553	0	0
6 CFTA/GPTAA Flying Awards Donations	2,121	3,378	5,014	5,000
7 DND Office Operation Cost Off-set	2,157	3,812	3,888	4,000
8 Interest Income	2,640	3,064	1,170	1,500
9 HST/GST Rebates	33,623	18,660	6,992	6,500
10 Glider Aircraft Insurance Claims	0	32,906	18,000	
11 L-19 Sale and/or Insurance Claim off-set	28,500	93,148	98,500	
12 Cessna 182 (C-GRGS) Engine Sale		14,205		
<b>TOTAL REVENUE (Cash in-flows)</b>	<b>481,050</b>	<b>570,031</b>	<b>584,313</b>	<b>426,300</b>
<b><u>Cash Out-Flows</u></b>				
<b>Administration</b>				
13 Bank Charges/Visa/MasterCard	1,638	1,193	2,497	2,000
14 Telephone/internet/WEB	5,597	4,906	5,624	5,500
15 Legal Expense	16,957	27,414	27,488	28,000
16 Office: (supplies, postage, equipment)	5,356	3,560	4,829	4,500
17 Wages/Benefits: C Adm O/Assistant	63,225	68,620	70,715	72,000
18 Office Equipment Service/Purchase	1,891	4,544	2,119	2,500
19 Business Centre Operation	5,518	12,291	12,915	15,000
20 "Bluejeans" Video conferance system			15,550	13,000
21 Business Center Improvements	61,575	1,924	0	0
<b>Total Office Admin</b>	<b>161,757</b>	<b>124,453</b>	<b>141,737</b>	<b>142,500</b>
<b>League Activities</b>				
22 Exec/Directors Meetings/Misc	1,678	3,549	1,702	2,000
23 League Rep/Member Travel	41,233	15,924	15,370	16,000
24 League Member/SSC Training	1,536	0	2,310	1,500
25 Wing Travel/Meetings (8 Wings)	1,817	21,949	12,966	15,000
26 Provincial AGM (Kamloops)	9,809	9,984	15,310	15,500
27 National: AGM/SAGM	13,429	18,725	22,698	25,000
28 National Funding Assessment Fee	33,880	35,010	28,536	29,064
<b>Total League Activities</b>	<b>103,382</b>	<b>105,141</b>	<b>98,892</b>	<b>104,064</b>

	Actual F/Y 2011/12	Actual F/Y 2012/13	Actual F/Y 2013-14	Budget F/Y 2014-15
<b>Program Activities</b>				
29 Cadet Selection/Review Boards	\$6,503	\$6,597	9,054	\$9,000
30 Competitions/Special Events	999	0	158	500
31 Trophies & Awards	3,363	2,924	2,907	2,500
32 Promotion & Recruiting	625	500	656	750
33 Effective Speaking Program	6,483	11,861	7,817	9,000
34 Glider Pilot Training Awards (GPTAA)	4,325	5,625	4,550	4,500
35 Scholarship: Continuation Flying	1,000	1,500	0	1,000
<b><u>Flying Program:</u></b>				
36 L-19/glider aircraft maintenance & parts	27,764	9,333	6,857	10,000
37 Glider C-GCLB Replacement with C-GOQQ			19,847	
38 L-19 Marketing Costs (C-GKNK/FTAL)			2,960	
39 Glider Site "Operations" Kiosks (2)			17,271	
40 Insurance Premium: Cessna 182 aircraft	5,160	7,314	10,375	12,000
<b><u>Tow Fleet Renewal (Cessna 182) Project:</u></b>				
41 Purchase Cessna 182 #3 (C-FTRY)	77,023			
42 Purchase Cessna 182 #4 (C-FOAR)	63,880			
43 Purchase Cessna 182 #5 (C-GRGS)		63,767		
44 Purchase Cessna 182 #6 (C-FGZR)			70,390	
45 Cessna 182 Modifications/Refurbishments	186,987	200,086	189,166	220,000
46 <b><u>\$40M/Yr Aircraft Replacement Fund:</u></b>				
Bank Loan Payments (Prin+Int)	357	31,790	30,295	30,000
To "Cessna 182 Project"	39,643	8,210	9,705	10,000
47 Total Cadet Program Activities	424,112	349,507	382,008	309,250
48 Total Cash Expenses (Outflows)	689,251	579,100	622,637	555,814
49 Net Cash In-Out Surplus ( Deficit)	-208,201	-9,070	-38,324	-129,514
50 Bank Loan Advance	131,620		0	25,000
51 Cash Surplus (Deficit) For Fiscal Year	-76,581	-9,070	-38,324	-104,514
*****				
52 Opening Unrestricted Cash Balance (1 Sept)	232,261	155,680	146,610	108,286
53 Closing Unrestricted Cash Balance (31 Aug)	155,680	146,610	108,286	3,772

September 9, 2014

The Directors

Air Cadet League of Canada

British Columbia Provincial Committee

We conducted a review of the Balance Sheet as at August 31, 2014 and the Operating Statement for Year Ending August 31, 2014 of the Air Cadet league of Canada, British Columbia Provincial Committee.

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

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

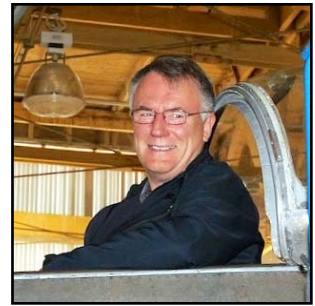
Respectfully Submitted

The Audit Committee

## AVIATION REPORT

### Introduction

The Provincial Aviation Coordinator is responsible for managing the BCPC's aviation resources and facilitating program development in cooperation with the Regional Cadet Air Operations (RCAOps, in Comox). He is also the BCPC representative on the ACL National Aviation Committee (NAC), and works closely with Norm Lovitt, the Provincial Aerospace Coordinator.



2014 is turning out to be a very significant year for the Air Cadet Gliding Program (ACGP), both provincially and nationally. There has been a complete change of management within the ACGP at both the national and local levels; our tow plane replacement program is essentially complete; and although it hasn't directly impacted our gliding operations yet, the Cadet Renewal Program is getting into high gear, with very significant changes on the horizon.

### Flying Operations

The personnel changes in Regional Cadet Air Operations have also been very significant, and we are particularly fortunate to have the three key supervisory positions now filled by Lieutenant Colonel Keith Stewart as the Regional Cadet Air Ops Officer, Major Rob Allison as his deputy and Captain Clarke Davidson as the new Standards Officer. These three individuals need no further introduction as they collectively have more than 95 years of service to the gliding program, all in BC. Their experience and intimate familiarity with the program has resulted in a seamless transition and efficient continuity of operations.

The 2013/14 glider familiarization program was moderately successful despite its inauspicious beginning with the glider roof-top landing in Langley. C182 Pilot Training continued throughout the year, but with the pace accelerating during the spring/summer timeframe. As more pilots became proficient on the 182, the pace of glider fam flying increased dramatically in the spring, with further increases anticipated this fall.

The annual Spring Break Gliding Camp was once again an unqualified success, with twelve cadets accomplishing their Annual Proficiency Checks as well as gaining essential solo time. They also received an hour-long flight in the high performance PW6 sailplane. And for the first time at SBG, a cadet attended as part of the Work Experience Program.

The fall glider familiarization program is, of course, currently underway, having commenced at Abbotsford on 23 August, Comox, Pitt Meadows and Oliver on 30 August and Prince George on 13 September.

### Regional Gliding School/Glider Pilot Scholarship

The RGS completed flying on 12 August, with 43 of 44 cadets graduating (one voluntarily ceased training in the first week). This is the highest success rate in over 20 years, and a testament to the strong team spirit achieved this year and through renewed emphasis on maintaining a positive, supportive and respectful learning environment, one focused on student success.

### Power Pilot Scholarship

This year, 35 out of 36 cadets successfully completed the requirements for a Private Pilot's License at the Victoria Flying Club, Coastal Pacific Aviation in Abbotsford and the Pacific Flying Club at Boundary Bay.



### **Tow Fleet Renewal Program**

The program continues to progress extremely well and is now firmly on track to be completed a full year ahead of the original plan. The program also remains on budget.

With the fifth 182 (C-GRGS) coming into service last spring, as well as the sale of the last two L-19s, glider towing ops have now transitioned into an all 182 fleet. The final aircraft, TUG 6, has been purchased and is currently undergoing refurbishment at Victoria Air Maintenance, with an anticipated delivery date in early 2015. The 182 tow plane fleet will now consist of:

TUG 1 - C-FCGS	(as in “Cadet Gliding School”)
TUG 2 - C-FTUG	(as in, well, “tug”)
TUG 3 - C-FTRY	(as in “try harder”)
TUG 4 - C-FOAR	(the “foarth” 182)
TUG 5 - C-GRGS	(in memory of its L-19 forbear)
TUG 6 - C-FGZR	(“geezer”- honouring of the BCPC)

The accelerated pace of the program necessitated the expeditious training and/or conversion of new tow pilots and, again, Keith Stewart and his staff handily met the challenge. There are now a total of 28 pilots qualified to fly the 182, nine of whom have been trained in 2014 (and with three more currently in training).

### **National Aviation Committee**

The National Aviation Committee, under the chairmanship of Jerry Elias (from Ontario) and composed of the various provincial aviation chairs or coordinators, is responsible for making recommendations to the National Board of Governors in matters dealing with the national implementation of the Air Cadet Flying Program. Last year, following the (perceived) threat of the elimination of the gliding program, an NAC sub-committee (composed of one rep from each Region) was formed to make clear recommendations regarding the future of the ACGP. The sub-committee unequivocally recommended the preservation of gliding as the best means of providing Air Cadets with a “meaningful aviation experience”, while recognizing the need to rationalize and modernize the current program.

The uncertainties with respect to the future of the Air Cadet Gliding Program which were rampant this time last year have now stabilized with new management within the Directorate of Cadets at NDHQ and the implementation of the Cadet Renewal Program. This fundamental review and restructuring of all cadet activities will take five years to fully implement, and will ultimately result in major changes to the ACGP, but not for the next two years.

**Chris Tuck**

**Provincial Aviation Coordinator**



## AEROSPACE REPORT



### Introduction

The Provincial Aerospace Committee is made up of Norm Lovitt, the Aerospace Coordinator, and Trevor Sandwell. The committee is responsible to the President for developing and promoting a partnership between the BCPC and our Aerospace Industry partners. The main objective of this partnership is to obtain the direct involvement of the provincial aerospace industry in contributing their industrial expertise and resources to broaden and enrich the Air Cadet aerospace programs.

### High School Graduation Transition Credit - Cadet Work Experience Program

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

This year, we successfully established a number of the programs with our aerospace partners. By January, the BCPC had reached sponsorship agreements with the Regional Glider School, Kelowna Flightcraft and five Regional Airports. This year saw an improvement in the number of cadet participants with 10 cadet applicants. However, Kelowna Flightcraft did not receive any cadet applicants for their six positions, which was a very disappointing and jeopardizes Kelowna Flightcraft's future participation in the program.

The following is a detailed program summary of this year's results:

	<u>OPENINGS</u>	<u>ATTENDED</u>
Regional Glider School – 1 cadet/month between Nov and Mar	5	2
Kelowna Flightcraft – 2 serials of 3 cadets in Mar and Apr	6	0
Langley Regional Airport – 1 cadet in Mar	1	1
Boundary Bay Airport – 1 cadet in Mar	2	2
Nanaimo Regional Airport – 1 cadet in Mar	1	1
Kamloops International Airport – 2 cadets in Apr	2	2
Pitt Meadows Regional Airport – 2 cadets in Mar	2	2
<b>TOTAL</b>	<b>19</b>	<b>10</b>

In the fall, BCPC met with representatives from all the school boards in the lower mainland to discuss the program. As a result of these discussions, the Ministry of Education was asked to clarify the current program guidelines. From the Ministry's response it was apparent that, because our program requires a Standard Work Site Agreement for a placement of only 30 to 40 hours of work experience, it does not fit within the current guidelines for either the Graduation Transition Program or the Work Experience 12A. This presents teachers with a problem regarding the procedure to follow to properly place the student, and is a source of some confusion within the school boards. Consequently, the manner in which applicants from our program are placed in their work experience setting varies significantly among school boards. This situation results in a great deal of frustration for the BCPC, the air cadets and educators, and significantly limits the program's level of acceptance and future growth.

In order to correct this situation, the BCPC has sent the Minister of Education a formal request 'PROPOSAL TO AMEND HIGH SCHOOL GRADUATIONTRANSITION/WORK EXPERIENCE PROGRAMS' and is engaging our industry association partner, the BC Aviation Council, to help lobby the Minister to institute the necessary changes.

If successful, it is hoped that this initiative will increase the awareness of the program among school boards and clarify the work placement procedure for teachers, parents and cadets.

At the time of writing, we have not finalized the 2014/2015 schedule with aerospace partners; however, all SSCs and parents can expect that the program dates will again be held in March/April 2015. SSC chairs and parents are reminded that the current information regarding the program schedule, guidelines, and applications will be on the BCPC League website under "Cadet Work Experience Program".

### **Corporate Donors**

The BCPC would like to acknowledge following Aerospace Partners and Corporate donors for their continued support of the Air Cadet Program:

- Boundary Bay Airport
- CAE
- Kamloops International Airport
- Kelowna Flightcraft
- Langley Regional Airport
- Nanaimo Regional Airport
- Pitt Meadows Regional Airport
- Vancouver International Airport

**Norm Lovitt**

**Provincial Aerospace Coordinator**

## 2014 NATIONAL SUMMER SCHOLARSHIP COURSES REPORT

322 Applications for NSTC Courses were eligible and processed this year.

308 Interviews were conducted throughout the Province. (14 applications were withdrawn at the last minute or were 'No Shows' at the Board.)

182 interviews in the LM/GV/MV/FV Wings, 54 on Vancouver Island, 44 in the Okanagan, 15 in the Kootenays, and 13 in the Northern Wing.



267 Male Cadet Applicants      - 96 Male Cadets Selected

55 Female Cadet Applicants      - 17 Female Cadets Selected

113 National Summer Scholarship Courses were awarded in BC, distributed throughout the Province as follows:

Wing	Glider	Power	IACE	AAC	AM	AO			TOTAL
FRASER VALLEY	3M	1F 2M	2M	2F	3M	1M			14
LOWER MAINLAND	2F 6M	1F 5M	1F 1M	1M	2M	2F			21
GREATER VANCOUVER	6M	4M	3M	1F	1M	0			15
METRO VANCOUVER	1F 11M	1F 6M	2M	2M	0	1F 1M			25
VANCOUVER ISLAND	8M	2F 5M	1M	2M	1M	1F 2M			22
OKANAGAN	4M	1F 6M	1M	0	0	0			12
NORTHERN	1M	2M	0	0	0	0			3
KOOTENAY	0	0	0	0	1M	0			1
Province of BC	42	36	11	8	8	8			113

Preparations are underway for the 2015 selection process.

The National Summer Scholarship Courses available for 2015 will remain the same:

IACE (International Exchange)

Glider Pilot

Power Pilot

Advanced Aerospace (AAC)

Aircraft Maintenance (AM)

Airport Operations (AO)

## **IMPORTANT DATES FOR 2015 NATIONAL SUMMER SCHOLARSHIP COURSES**

**Flying Exam** for all Glider and Power Pilot applicants will take place on:  
**Saturday, January 10, 2015**

**DEADLINE** for all National Summer Scholarship Courses

**Applications must arrive at the BCPC OFFICE by:**

**5 PM, Thursday, January 15, 2015**

(Please note – applications will **NOT** be accepted after this date)

**Board Interviews** for the **2015 National Scholarship Courses for the Eight Wings in BC:**

Northern Wing	January 31	Prince George
Okanagan Wing	February 7	Summerland
Vancouver Island Wing	February 15	Nanaimo
LM/GV/MV/FV Wings	February 21 & 22	Port Coquitlam
Kootenay Wing	February 28	Cranbrook

It is recommended all Squadrons hold Mock Review Boards to prepare cadets for their interviews. There are tools available to assist SSCs in preparing for Scholarship Boards. An Information Pamphlet is available on the BCPC Website under “National Scholarship Information”.

The National Scholarship Course application process is an important part of the Air Cadet Program, the self-confidence and skills that cadets gain during the process prepare them for future job interviews. An excerpt from a recent ‘thank-you’ email from an ex-cadet sharing his experience while applying for his chosen career:

*“... It was to my great relief and surprise on arrival for the panel interview that it was conducted almost identically to the review boards which are carried out by the Air Cadet League to vet candidates for scholarship courses. Because of my previous experience with the review board process, I was able to put myself at ease and confidently participate in the panel interview. After I had finished the interview, I received many comments from the interviewers about my ability to interact with the panel with confidence and that I had not gotten nervous when I did not know the answer to a question. I have no doubt that this outcome was a direct result of the training and experience I had received from participating in the review boards ...”*

THANK-YOU to all the BCPC League members and CIC Officers that volunteer their time to conduct the many interviews throughout the province, we could not do this program without your continued support!!

**Gail Elgert**

**BCPC - Coordinator for NTSC**



## EFFECTIVE SPEAKING REPORT

### *LOOKING BACK*

The Effective Speaking Program in British Columbia continues to be strong, with 249 Cadets participating in 38 Squadrons. The number of Squadrons participating this year increased by 5%, while the total number of participating cadets increased by 39%. However, five Squadrons that had a program did not report how many Cadets participated, so in actuality there were more than 250 Cadets in the program this year. And while the number of participating squadrons has increased, this is as a result of several new squadrons coming on board, while a number have dropped out.

### *By the numbers*

Every year we gather data regarding the number of cadets who participate in the Effective Speaking program. This is part of the National Strategic Plan (objective #C8-3). We need to know if you run the program or not, and how many Cadets participate. It also helps us with planning in BC, and providing resources where they are needed. Thank you to those squadrons who sent information when requested by your Wing Chair, your League rep, or by me.

### *Details for 2013-2014*

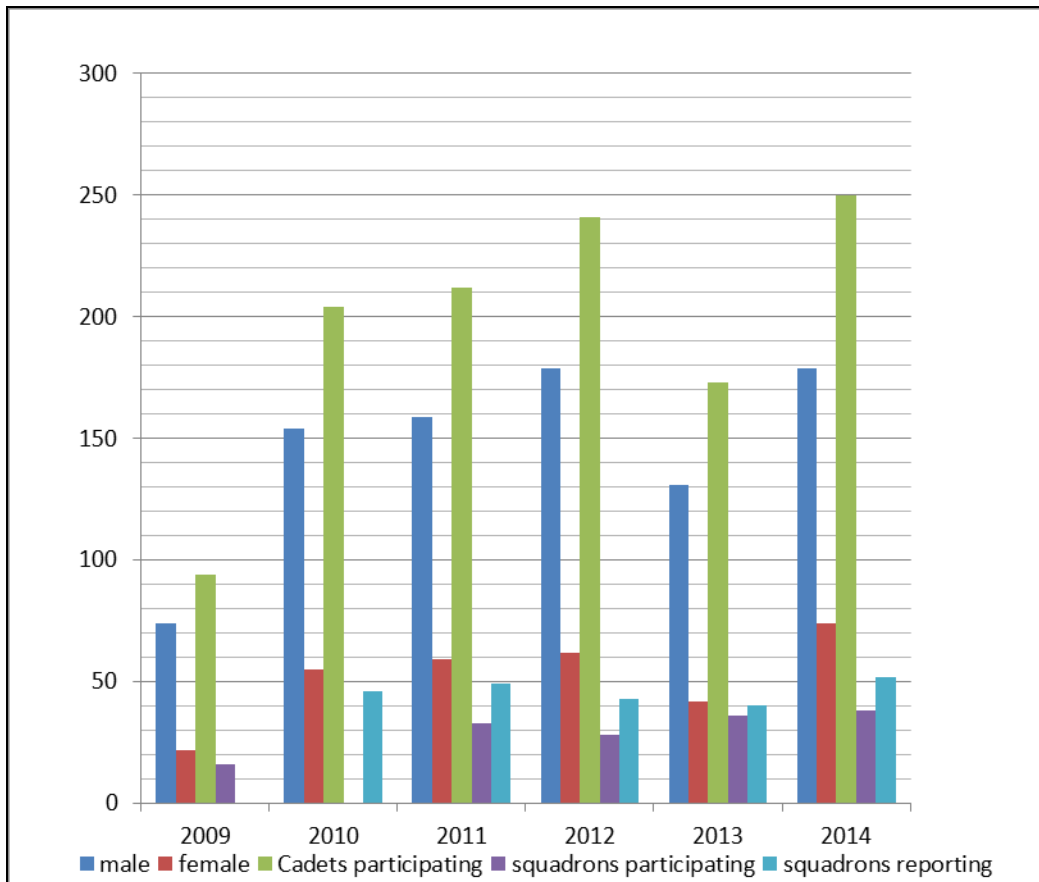
Number of Squadrons in BC	57	
Number of Cadets in BC	3591	(as per national spreadsheet, plus one adjustment)
Number of Squadrons reporting	52	[279, 396, 552, 561, 581 had a program, no numbers]
Number of Squadrons participating	38	[66%]
Number of Cadets participating	249	[7%] [plus those in non-reporting squadrons]

Wing	# of Cadets	# of Cadets in ES	% Cadet partic	# of Sqns	# Sqns with ES	% Sqn partic
Northern	230	(not all sqns reporting)	?	7	2	28%
Kootenay	245	(not all sqns reporting)	?	8	5	63%
Okanagan	284	25	8%	8	3	38%
Van Island	379	31	8%	10	6	60%
Metro Van	608	59	9%	6	6	100%
Greater Van	498	54	10%	7	5	71%
L Mainland	790	39	4%	6	6	100%
Fraser Valley	382	35	9%	5	5	100%

### *Further numbers of interest*

The Cadet strength per squadron is provided by the National ES Coordinator, and the numbers of Cadets in the program reported by the squadrons themselves. Among participating squadrons, the two with the fewest Cadets had the highest participation rates (22 RCACS – 100% and 902 RCACS – 70%, each with 12 Cadets participating). Participation rates in the remaining squadrons varied between 1% and 40%.

### *Year-by-year participation*



## ***Provincial Competition***

This year, the Provincial Effective Speaking Competition was held on 27 April 2014 at Steveston-London Secondary School in Richmond, BC. The school theatre provided an excellent setting for the speeches, and we were able to use two classrooms and the large foyer as well. I would like to thank Captain Jonathan Glaisher for his help in securing this venue at no cost, save for custodial services.

The Wing Competition winners this year were

Vancouver Island	Cpl Daniel Niles, 89 Pacific, Victoria
Okanagan	WO2 Savannah Groot, 259 Panther, Penticton
Kootenay	FSgt Dustin Brooks, 266 Kimberly
Fraser Valley	LAC Pria Munallal, 746 Lightning Hawk, Langley
Lower Mainland	Sgt Tristan Dyke, 819 Skyhawk, Delta
Greater Vancouver	FSgt Callista Ryan, 835 Griffin, Squamish
Metro Vancouver	FCpl Nicole Sosa, 637 Arrow, Burnaby
Northern	Sgt Samuel Sommerfeld, 396 City of Prince George

Thanks to our cadet Master of Ceremonies, WO1 Brett Lang, 259 Panther Squadron, Penticton, and our volunteers from 655 Richmond Sponsoring Committee, the Provincial Competition was a highly successful event. Thanks also go to Larry Spouler, for once again recording the event and producing such high quality DVDs which we provide to each competitor, and to those squadrons have program each year.

The winner this year was FSgt Callista Ryan, who was given the opportunity to speak at the National Competition in Whitehorse, Yukon, in June. We are very fortunate to have the continuing support of Westjet Airlines, who supplied the air fare for the national competitors and a guardian to fly to the competition. Sennheiser Canada presented each of the National competitors with a set of earphones.

A Workbook for Cadets and a Coach/Mentor Guidebook are in production, and will shortly be available from the BCPC office. They are intended to supplement the National Handbook, and the set of lessons that were made available last year, as resources to all squadrons, but especially those that are new to the program, or that do not have the benefit of assistance from outside professionals.

All the rules and regulations, including the current application form, are available on the Air Cadet League of Canada website at [www.aircadetleague.com](http://www.aircadetleague.com). The BC Provincial website (<http://bc.aircadetleagueofcanada.ca>) has a direct link to the ACL website. Once on the website, go to Information For Cadets and follow the links to Competitions, Effective Speaking. Please ensure your Squadron is using current information.

## ***LOOKING AHEAD***

Topics for the 2014-2015 Prepared Speech will be

- The 50<sup>th</sup> Anniversary of the Maple Leaf
- Positively Influencing your Peers
- The Importance of Teamwork and Effective Leadership
- First Responders – Canadian Heroes
- Education can Happen Outside the Classroom
- The Impact of Texting on Interpersonal Communication
- Mental Health Issues in Today's Society
- How Being a Cadet has Affected my Life



## Dates for Wing Competitions in the 2014-2015 Training Year

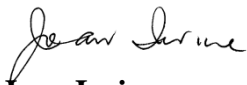
Northern	January 31
Okanagan	February 8
Kootenay	February 28
Lower Mainland	March 7, morning
Greater Vancouver	March 7, afternoon
Metro Vancouver	March 8, morning
Fraser Valley	March 8, afternoon
Vancouver Island	March 29

A Squadron in each Wing is needed to act as host for the Wing competitions. Please inform your Wing Chair as soon as possible if your Squadron would like to host. (Thank you to those squadrons that have already volunteered to host their Wing Competition – Greater Vancouver, Metro Vancouver, Lower Mainland, and Vancouver Island.)

I am looking forward to further growth in our program in the coming year. Thank you to all the SSCs, military staff and BCPC executive who have made my first year in this position such a positive one.

We thank the BC Gaming Commission for its continued financial assistance to the Effective Speaking program. As well, a big thank you goes to all the volunteers from the Squadrons and the communities who continue to make this program a success. You are helping Cadets to acquire a valuable skill that will serve them well throughout their lives.

Congratulations to all the Cadets who participated. You are now well on your way to success in everything you do.



**Joan Irvine**  
**Provincial Effective Speaking Coordinator**



## PUBLIC RELATIONS REPORT



Public Relations (PR) is a vital link in the success of the Air Cadet program. No area of activity is more vital to the success of the Air Cadet organization than the public information function. For this reason, every League member should assume responsibility for the continuing task of informing the Canadian public about the Air Cadet Movement – what it is and what it does.

I am pleased to report that the British Columbia Provincial Committee has had continued success in reaching the public through television, newspapers and social media. Several Squadron Sponsoring Committees have dedicated public relations personal. It seems we are getting more published than ever before. As the PR director, I have attempted to attend and then create press releases for major award presentations. As well, I am tasked with the BCPC Facebook page. I have found that not all squadrons have a page and several have closed groups. It would be appreciated if you would allow the BCPC to be a member of your group. The PR person then can add your cadet's achievements to our page to share with the community.

As a province, we are lucky to work with the full-time Public Affairs officer, Capt. Amélie Leduc. As well, during the summer training camps, other PA officers provide news articles throughout the province. I would appreciate receiving a copy of any PR your cadets and squadron obtain.

For the coming training year, please forward any changes with regard to your squadron's public relations contact. And for the squadrons that did not contact me last year, please also include the name of your community newspaper.

Remember to use the information in the Public Relations Handbook on the National Air cadet League Web pages. Use the following link to reach the public relations tool kit which contains many templates for your use.

<http://aircadetleague.com/for-cadets-squadrons/forms-documents/>

**Terri (Slater) Hinton**  
**PR Director**

TerriHinton.BCPC@shaw.ca





## Ilona Turra

CHIEF ADMINISTRATIVE OFFICER  
Air Cadet League of Canada  
British Columbia Provincial Committee

### From the CAO's desk...

**BJNS ...what** is this you ask???

BJNS is the acronym for:

### Blue Jeans Video Conferencing System

Quoted from the Blue Jeans website:

*This is a cloud-based video collaboration service, you can forget about needing any additional hardware or software. Simply combine a Blue Jeans account with a video-enabled device and Internet access, and you have a quick and easy formula for effortless video conferencing!*

It really is that simple... BC Provincial Committee has now set up this video conferencing system to enable better communication in a real time video conference setting. As the BCPC committee members live in various parts of the Province, we have tested and used the Blue Jeans Video conferencing system regularly, saving time, money, and travel costs, all the while providing face-to-face communication. It is important to note that the cost of Blue Jeans is approximately one third the cost of telephone conferencing, hence making this an attractive alternative. We are now sharing the system with the National office as well as the other Provincial committees across the country. So...stay tuned as your SSC may be invited to join a Blue Jeans conference call in the near future...

For more information, please check out their website.

BJNS offers a great selection of training videos:

<http://bluejeans.com/for/how-it-works>

### SOCIETY ANNUAL GENERAL MEETING:

The Society's Annual General Meeting (unless otherwise written in the Society's Constitution & Bylaws) must be held **within 6 months** of the Society's year end, August 31 (to be completed no later than Feb 28). Upon completion of the AGM, the Secretary is to complete the **"Society Annual Report (Form 11)"**

<http://www.bcregistryservices.gov.bc.ca/local/bcreg/documents/forms/0731bfill.pdf>

The Society Annual Report (Form 11), along with a copy of the Society's AGM Minutes and a \$25.00 filing fee (Check made payable to **MARY STEWART LAW CORPORATION**) is to be sent directly to:

**Mary Stewart Law Corporation**

**Mary Stewart Law Corporation**

**280 – 12340 Horseshoe Way**

**Richmond, BC V7A 4Z1**

### WEBSITE:

The BC Provincial Committee's website will be undergoing some updating this fall; unfortunately it won't be ready by the time this report is read. You can continue to use it as is... but stay tuned!

[www.bc.aircadetleagueofcanada.bc.ca](http://www.bc.aircadetleagueofcanada.bc.ca)



**FACEBOOK PAGE:** we are always posting... thank you to Terri Hinton, PR Director, who is helping me with the posting... actually, I am helping her... so please keep sending your photos, articles... news! We love to 'LIKE' and 'SHARE'!

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

### VOLUNTEER SCREENING & REGISTRATION

(This information is taken directly from the Air Cadet League of Canada's Policy and Procedure Manual)

[http://aircadetleague.com/wp-content/uploads/2014/09/PPM\\_AUG-2014.pdf](http://aircadetleague.com/wp-content/uploads/2014/09/PPM_AUG-2014.pdf)

**It is the Policy of the Air Cadet League of Canada that all persons on its Squadron Sponsoring Committees (SSCs), its Provincial Committees (PCs) and its members at the National Level, and all other non-DND persons, volunteer or otherwise, who work with, or could come in contact with Air Cadets under the auspices of the Air Cadet League of Canada shall be screened and registered successfully in accordance with Air Cadet League procedure. This policy includes the following requirements:**

1. Supervision of cadets is, at all times, the responsibility of the Commanding officer.
2. All Volunteers assisting with instruction and / or supervision of cadets are required to comply with military screening and registration guidelines as outlined in CATO 23.07 (Civilian Volunteers in Support of Cadet Duty), and other military regulations and guidelines as may be approved.
3. Persons who are invited to support air cadet by reason of being a guest trainer, public speaker or any other similar person not the Air Cadet Movement, need not be screened and registered, but the Air Cadets in their presence shall be strictly supervised in accordance with military regulations.
4. The Air Cadet League, in conjunction with its various provincial committees, is authorized to conduct random audits of Squadron sponsoring committees and volunteers to ensure that all individuals are properly screened and in possession of a valid League-issued identification card.  
It should be understood that if an individual decides not to be screened and registered in accordance with Air Cadet League Policy, he/she cannot participate in any capacity in the Air Cadet Movement.

**TO ALL OUR VOLUNTEERS...I offer a simple yet sincere "thank you" for all that you do!**

***"Volunteers do not necessarily have the time; they just have the heart." ~Elizabeth Andre***

*Ilona Turra*

2013-2014



May 25<sup>th</sup>, 2014

To whom it may concern,

Thank you for the opportunity to attend the Regional Gliding School this summer. This is a once-in-a-lifetime chance that I am very appreciative for. It is something I have really wanted to accomplish and now I follow in my family's footsteps.







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

