

**Minutes of the 62nd Annual General Meeting of the
Air Force Association of Canada held in the
Salle Borduas-Krieghoff of the Loews Hôtel le Concorde
Québec, QC, 15 to 16 October 2011**

Saturday – 15 October 2011

Serial	Item and Discussion	Decisions & Actions
	8:00 AM - Administrative Remarks	
I	Call to Order and National Anthem	
II	Appointment of Parliamentarian and Scrutineers. Members of the National Advisory Council were asked to serve in the capacity as Parliamentarian. Accepted.	
III	Acknowledgement of Notification of Annual Meeting. Moved by Mrs. Lyna Boivin-Smith, 306 Wing, seconded by Mr. Jocelyn Gagné, 302 Wing.	
IV	Adoption of the Agenda. Moved by Mr. Richard Valiquette, 338 Wing, and Mr. André Labelle, 394 Wing.	
V	Ratification of NEC Actions. Moved by Mr. Art Darnbrough, 413 Wing, seconded by Mr. Bill Grahlman, 447 Wing.	
VI	Recognition of Past National Presidents, Liaison and Contact Officers. Mr. Grant E. (Ted) Mahood, Mr. George McMahon, Sr., and Mr. Don W. McLeod were recognized. LCol Don McLeod and CWO Richard Lefebvre were also recognized by the Chairman.	
VII	Recognition of Members-at-Large. Mr. Gaston Cloutier recognized Mr. Gilbert Boulanger.	
VIII	Roll Call of Accredited Delegates and Quorum Check. The Secretary informed the Chairman of the possibility of 103 votes in the association, and the presence of 71 accredited delegates. Proxy forms were not included because they are not authorized.	
IX	Motion to Accept Minutes of the 61st Annual General Meeting. Mr. Robert J. Dimillo, 424 Wing, moved to accept the minutes. Mr. Stan Nichols, 422 Wing, seconded the motion. Approved.	
X	National President's Opening Remarks. Mr. Brian Darling drew the attention of the delegates to his written report contained on pages 46-50 of the information booklet and he stated that he had nothing further to add. He then	

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	moved to accept the remarks. Mr. Richard Valiquette, 338 Wing seconded the motion.	
XI	Honorary National President's Opening Remarks. Mr. Lloyd Campbell drew the attention of the delegates to his written report contained in the information booklet adding that he had no further comments to make.	
XII	First Call for Nominations for National President, 1 st and 2 nd Vice-presidents . The names Mr. Terry Chester, Mr. Greg Spradbrow and Mr. Alex Richards were offered up during the first call for nominations, respectively.	
XIII	Introduction of New NEC Member. The Chairman introduced Mr. Robert Roe, Alberta Group President, and returning NEC member Mrs. Jan Hogan, Pacific Group President, as well as an acknowledgement of outgoing NEC members.	
XIV	Reports of NEC Members and Motion to Accept Reports. Mr. John Melbourne moved to accept the reports most of which were contained in the information booklet, while others were made verbally. Mr. Greg Spradbrow seconded the motion.	
XV	Executive Director's Report. Mr. Black guided delegates through various sections of their information booklet, highlighting audit reports, membership, budget proposals, Trust Fund activities and the status of non-designated donations, the state of staff, education upgrades, the new Canada Not-for-profit Corporations Act, Airforce magazine and delays, and the new membership database status. Mr. Blair Buchanan, 200 Wing, moved to accept the Auditor's report. Mrs. Bette Coyle, 424 Wing seconded the motion. Mr. Jim King, 888 Wing, moved to accept the investment report. Mr. Keith Mann, 783 Wing seconded the motion.	
XVI	RCAF Association Trust Report. Mr. Ted Mahood, the Chairman of the Trust, presented his written report contained on pages 71 and 72 of the information booklet without further comment. Mr. Bill Grahlman, 447 Wing, moved to accept the report and the Auditor's statement. Mr. André Labelle, 394 Wing seconded the motion.	
XVII	Financial (Issues) Report <ul style="list-style-type: none"> • Motion to Accept Auditor's Report. (See above) • Motion to Appoint Auditors for 2011-2012. Mr. Bill 	

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	<p>Grahlman, 447 Wing moved to appoint the auditors as such. Mr. Keith Mann, 783 Wing, seconded the motion.</p> <ul style="list-style-type: none"> • Motion to Approve Operating Budget for 2011-2012. Mr. Ted Mahood moved to approve the operating budget for 2011-2012, seconded by Ms. Jan Hogan, Pacific Group President. 	
XVIII	<p>Motion to Accept the Report of the Membership Chairperson. Mr. Paddison, 883 Wing moved to accept the report. Mr. André Labelle, 394 Wing, seconded the motion. The 444 Wing president, Mrs. Cecile Thompson, criticized the national headquarters for publishing incorrect membership statistics which she seemed to claim caused her to pay more Group fees than she should have to. The Chairman acknowledged the complaint, and explained that the end-June membership report is merely a snapshot of the membership in the association on that particular day.</p> <p><i>Secretarial Note: the collection of Group fees is a confusing process authorization for which is not formalized in our constitution. Hence, the process lies outside the association's accountability framework at this time. In fact, Group dues are not subject to an annual audit, at the association level simply because they are not authorized. Booklet 113 refers to the process but this is merely an acknowledgement there is a need for such funds at the Group level. The Booklet does not serve as an approval. Solving this problem requires it be placed within the accountability framework desired, and subjected to audit procedures. This would suggest the national headquarters might better control the collection of Group dues by invoicing individual members and distributing the dues on behalf of the Groups themselves. This, however, does not change the basic fact that payment of Group dues is not something that can be mandated by the association; only when members agree to voluntarily pay Group dues along with his or her membership dues can the process be formalized, and this would require Group dues be treated as a budget line item with all other revenues and expenditures, for audit purposes. The authority to collect Group dues does not come from a membership tally produced by the Executive Director; to the contrary, and far more importantly, the authority to collect dues can only come from the members themselves when they voluntarily choose to</i></p>	

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	<i>pay those dues. It is strongly recommended that if Group dues remain essential, then members be individually invoiced, and the invoice must clearly state the member voluntarily pays these (membership, Wing and Group) dues understanding fully what they get for their dues, and if they see value in such payments to continue making such payments.</i>	
XIX	Chief of the Air Staff Briefing. MGen Yvan Blondin provided an update on the operations of the Royal Canadian Air Force.	
XX	Second Call for Nominations. The names Mr. Terry Chester, Mr. Greg Spradbrow and Mr. Alex Richards were offered up during the second call for nominations, respectively.	
XXI	Aviators of the Year Luncheon (12:00 to 1:20 PM) – A Tribute to the Aviator of the Year (Regular Force), Captain J.E. George Coté, and Sergeant J.F. (Joanne) Lewis, Air Reservist of the Year, was offered. Our Distinguished Veteran, Mr. Gilbert Boulanger, DFC, offered a message of congratulations to our two awardees.	
XXII	Greetings from the Royal Canadian Legion. Mr. Tom Eagles, Dominion Vice President, brought greetings to the assembled delegates, from the Royal Canadian Legion.	
XXIII	Greetings from ANAVETS. A representative was unable to attend. However, the Chairman informed the delegates that the National President of ANAVETS had sent his regrets and best wishes for a successful and productive meeting.	
XXIV	Air Cadet League of Canada Briefing. A representative was unable to attend. However, Keith Mann of 783 Wing who is also a National Vice-President of the Air Cadet League took the podium and brought greetings from the League’s National President, Bob Robert.	
XXV	Report of the NEC Meeting (Friday) and review of the SOCC/2 Report and 2015 Strategic Plan. Mr. Jim King, 888 Wing, moved to accept the report and the plan. Mr. John Wood, 888 Wing, seconded the motion. Carried.	
XXVI	Canada Not-for-Profit Corporations Act PowerPoint presentation (from Industry Canada): “How do I get there from here?” Mr. Black reviewed the latest information concerning the new Act. The President of 444 Wing asked when the new Act would be declared in force. Mr. Black	

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	<p>reflected on early communiqués that suggested January 2011, and then, more recently, “the Fall of 2011”.</p> <p><i>Secretarial Note: the new Act was formally declared in force on Monday 17 October 2011. The association has until 17 October 2014 to acquire a “Letter of Continuance” or be dissolved as an association with effect from that date.</i></p>	
XXVII	<p>Resolutions Committee Report.</p> <ul style="list-style-type: none"> • Mr. André Labelle, 394 Wing, moved to accept Quebec Group resolution 2011/01. Mr. Richard Valiquette, 338 Wing, seconded the motion. The resolution carried. Mr. Richard Valiquette, 338 Wing, moved to accept Quebec Group resolution 2011/02. Mr. Labelle, 394 Wing seconded the motion. The resolution carried. • Mr. Terry Chester offered a slide presentation on the resolutions process. The aim was to improve the resolutions process for the benefit of all members. An Ontario Group delegate interrupted the presentation to claim the NEC had no right, nor any power, to reject resolutions. Mr. Chester indicated his disagreement and there was no further discussion. <p><i>Secretarial Note: The complaint was timely and important, for it revealed yet another problem that has beset the process of resolutions for at least the past five or six years, and that concerns the fact at no time in the past five years has any effort been made to refer a resolution to the Resources & Projects Committee. Almost every resolution requires staff work and/or expenditure of financial resources, but the NRC has not ever forwarded resolutions to the committee for such an assessment, in the recent past. Furthermore, on the matter of who can or cannot reject resolutions, Booklet 103 (Meetings) states at article 9.2 on page 18 of 21:</i></p> <p>RESOLUTIONS AT ASSOCIATION MEETINGS</p> <p>5) Proposed resolutions <u>may be rejected or returned for amendment by the National Resolutions Committee</u>, if they are:</p> <p style="padding-left: 40px;"><i>a. unclear and ambiguous;</i></p>	

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	<p><i>b. vague and frivolous;</i> <i>c. inaccurate;</i> <i>d. of a local rather than of a National character;</i> <i>e. impossible of performance; or</i> <i>f. calculated to be an embarrassment to the Association or Canadian Forces; and</i> <i>g. repetitive of the substance of any resolution approved or rejected during the immediately preceding Annual General Meeting...</i></p> <p>7) <i>The Resolutions Committee will report to the sponsor as to whether a proposed resolution has been <u>recommended for consideration by the Annual General Meeting, rejected or referred back for amendment, giving reasons in each case.</u></i></p> <p>8) <i>Within its terms of reference the Resolutions Committee shall not decide on the merits of any proposed resolution; that decision is for the (AGM) meeting itself.</i></p> <p>9) <i>Any resolution put forward which involves the expenditure of money <u>is to be presented to the Resources and Projects Committee for budgetary consideration prior to being considered by the Resolutions Committee.</u> This is to ensure that sufficient funds are provided for in the proposed budget to meet the expenditure should the resolution be approved. Lacking this action the preparer of the resolution is to advise how the funds required are to be realized.</i></p> <ul style="list-style-type: none"> • 10) <i><u>The decisions of the Resolutions Committee may be appealed to the National Executive Council for review and final decision at the Council meeting on the day prior to the National Convention. Any such appeals will be referred to the Chairman of the Resolutions Committee for</u></i> 	

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	<p style="text-align: center;"><u>presentation to the NEC.</u></p> <p><i>Further discussions with the Ontario Group delegate revealed some of the underlying reasons for her complaint. In retrospect no single resolution has ever been rejected by the NRC nor the NEC for the past five years. The NEC, therefore, did not deserve the blame. All resolutions have either been approved or were withdrawn by the author. However, at least three resolutions have been rejected by Ontario Group since May 2008. Perhaps this explains why this complaint against the NEC came from someone in Ontario Group. The NEC is therefore investigating why a Group President would operate outside the scope of a Group’s responsibilities, mindful of the fact the lowest level at which the authority for rejecting resolutions is not the Group level but at the NRC level, where at least two Group presidents and a vice-president reside. Simply put, when a Group president rejects a resolution at a Group meeting, this is a breach of the governance tenet that stipulates NEC decisions must reflect the democratic principal of “the majority rules”. The rejection of a resolution by a single member of the NEC is meaningless and prohibited. It can also be harmful from a retention and recruiting point-of-view. No single member of the NEC has any executive authority by themselves. The executive authority (to reject resolutions and decide on other matters including the articulation of policy) is vested not in any single member but in the entire NEC, such is the nature of the association’s governance and accountability framework. These unilateral rejections or executive decisions being made by Group presidents are null and void since they are outside the accountability framework of the association.</i></p>	
	<p>4:00 PM Adjournment for the Day</p>	

Sunday – 16 October 2011

Serial	Items & Discussion	Decisions & Actions
XXVII (contd)	8:30 AM – Resolutions Committee Report (Continues if Required). Nothing more to report.	
XXIX	Third Call for Nominations and Elections of National President and 1 st and 2 nd Vice Presidents. The names Terry Chester, Greg Spradbrow and Alex Richards were offered up during the third call for nominations, respectively. In the absence of any other nominations, the three members were acclaimed in the appropriate offices, with the congratulations of all members of the association.	
XXX	New Business. LCol Don Mcleod brought greetings to the delegates from the Chief of the Air Staff Senior Contact (Liaison) Officer office. He further added that should he be moving into a certain position in the near future he will be working hard to promote the association at his level, and to further develop Defence Administration Orders and Directives (DAOD) dealing with the Air Force Association of Canada.	
XXXI	Future AGM Options and Locales (Proposals and Discussion). Mr. Louis Montreuil of 602 Wing Saskatoon offered to host the 2013 AGM in Saskatoon. Mr. Keith Mann of 783 Wing seconded the motion. Carried. The Association will thus hold its 2013 AGM in Saskatoon.	
XXVII	10:00 AM - Closing Remarks . The Chairman reiterated his appreciation to everyone for the support he had been given during the past two years as the National President. He also recognized the Executive Director Mr. Dean Black, the staff of the National Headquarters, the Ceremonial Director Mr. Tommy Thomas, 302 Wing, and 629 Kiwanis-Sillery Air Cadet Squadron for having made this Annual General Meeting and Convention such an outstanding success. He also acknowledged the excellent cooperation of the hotel staff during the past week.	



Dean C. Black, CD, CAE
Secretary

Approved/~~Not Approved~~



Brian W. Darling
National President

Annex A to
Minutes of the 62nd Annual General Meeting
Dated 02 December 2011

Prairie Group President's Report

- Prairie Group consists of the three Wings located in Manitoba and Saskatchewan: 500 Wing, Winnipeg; 600 Wing, Regina; and 602 Wing, Saskatoon. Combined, the three Wings have approximately 180 Regular Members, plus 50 Associate Members. The bulk of the Associate Membership is at 602 Wing in Saskatoon.
- All of the Wings have participated in the usual events of November 11, Decoration Day and have laid wreaths on behalf of the Wing and the AFAC. This is also excellent exposure for our cause.
- Winnipeg #500 Wing is also involved with the Wartime Pilots Association; Battle of Britain, and Decoration Day Parades. Wreaths were presented at these ceremonies.
- I am also pleased that #500 Wing had Colonel Bigaouette as guest speaker at their Wing meeting. The Colonel had returned recently from Afghanistan (and is currently serving as the Commander 15 Wing (Moose Jaw). In my recent consultations with #500 Wing President, Ed deCaux, I understand that they will be having a new liaison officer from the base for their Wing in the near future.
- Regina #600 Wing is involved with many fund raising events, which also are community 'flag raisers', promoting the AFAC and the organizations they help support. They have hosted the 'Snowbirds' with a 'Dining In' event, and also support Vintage Wings. They support the Veterans Association, and are having

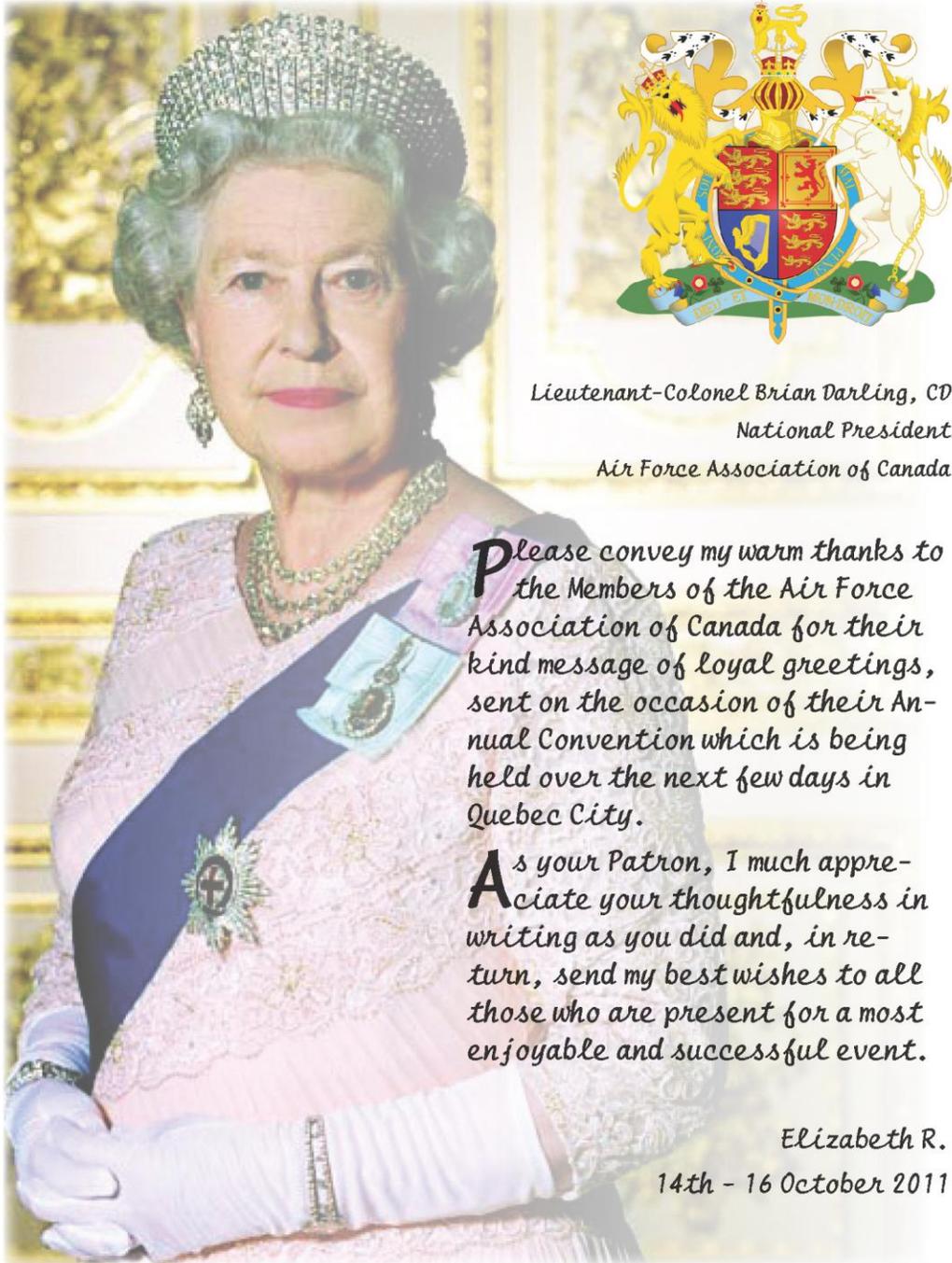
a 'Dining In' celebration re: The Battle of Britain. They have hosted several guest speakers who have served in Afghanistan.

- Saskatoon #602 Wing has, for many years, been the lone organization representing the Air Element in this area. Each year they conduct the 'Al Prystupa Invitational Golf Tournament', which the late Al started many years ago. This event is open to non-members, and is held at different venues each year. The golf tournament sponsored by the Provincial Committee of the ACLC is also attended by many of our Association members each year.
- The 'Silver Strings' music group are granted use of a hall once per week for their practice session, and the Pilots & Observers Organization use the same premise on a different day for their meetings. On behalf of the AFAC, a booth was set up for the Air Show, and I was happy to talk to many people, and hand out our AFAC booklets to many interested individuals.
- There is a private boxing club in Saskatoon to which #602 Wing presented a mat for the entire ring, in AFAC colours, c/w the large emblem of the Association in the centre
- In conclusion, I stress the fact that all three Prairie Group Wings support, and in some cases sponsor, Air Cadet Squadrons. I would draw everyone's attention to the fact that, when the Wings are involved in the Cadet units, many parents realize in part what the AFAC is doing for our young people, and some of the parents are likely to join the Wings. As well, many Cadets become Wing members when they age out.
- I have been in contact with the two Vice Presidents and the Wing Presidents throughout the months; I feel that personal (telephone) contact has a greater effect on comradeship and understanding of any problems, rather than e-mails.
- I thank the AFAC for my 48 years of membership, and the people I have had the honour of associating with during that time frame.

PER ARDUA AD ASTRA

Respectfully

Duncan L. Campbell, CD
Prairie Group President



*Lieutenant-Colonel Brian Darling, CD
National President
Air Force Association of Canada*

Please convey my warm thanks to the Members of the Air Force Association of Canada for their kind message of loyal greetings, sent on the occasion of their Annual Convention which is being held over the next few days in Quebec City.

As your Patron, I much appreciate your thoughtfulness in writing as you did and, in return, send my best wishes to all those who are present for a most enjoyable and successful event.

*Elizabeth R.
14th - 16 October 2011*

Annex C to
Minutes of the 62nd Annual General Meeting
Dated 02 December 2011

Advertisements and Sponsorship

The Air Force Association of Canada extends appreciation to the following sponsors and advertisers; without their support we would not have been able to achieve many of our objectives:

Mr. George Mitchell
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441 Wing
Pacific Group Air Force Association of Canada

Annex D to
Minutes of the 62nd Annual General Meeting
Dated 02 December 2011

Air Force Association of Canada – Strategic Plan

See attached documentation.

Annex E to
Minutes of the 62nd Annual General Meeting
Dated 02 December 2011

Preparing for the Canada Not-for-Profit Corporations Act

See attached documentation.

Annex F to
Minutes of the 62nd Annual General Meeting
Dated 02 December 2011

Operating Budget 2011-2012

See attached documentation.

Annex G to
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List of Attendees

See attached documentation.