



## 706 Ottawa Snowy Owl Squadron Squadron Sponsoring Committee – Minutes

**Date:** 15 November 2018

**Members Present:** Susan Grant (Chair), Rachel Mainville-Dale (1st Vice-Chair), Laura-Lee Balkwill (2nd Vice-Chair), , Patrice Carrière (Secretary), Sawan Goyal, Fred Schultz, Martin Bélanger (Directors)

**Regrets:** Greg Tzemenakis (Treasurer), Suman Roy, Sarmistha Roy (Directors)

**Observers:** Christopher Elliott-Davis,

**Air Cadet League (ACL) Squadron Advisor:** N/A

**Squadron Staff:** Capt Alex Bejenaru, Commanding Officer

Item	Presenter	Discussion	Action
1. Meeting Called To Order and Approval of Agenda	Sue	<ul style="list-style-type: none"> <li>• Called to order at 6:54 p.m.</li> <li>• The meeting was held at the Bravo Troop Shelter</li> <li>• Agenda addition (if time allows) Discussion of the SSC Holiday Social</li> </ul>	<p><b>Motion</b> to approve the agenda: Moved: Rachel 2<sup>nd</sup>: Laura-Lee <b>Carried</b></p>
2. Approval of Minutes - 25 Oct 18. Review of Action Items – Previous Meetings	Patrice	<ul style="list-style-type: none"> <li>• Minor change proposed and accepted.</li> </ul>	<p><b>Motion</b> to approve the Minutes Moved: Rachel 2<sup>nd</sup>: Sawan <b>Carried</b></p>
3. Chair's Update	Sue	<ul style="list-style-type: none"> <li>• A social update from Zdena Harder. The family is doing well and is actively involved in their local Air Cadet Sqn.</li> <li>• Fred has completed the required actions for the Fire Marshall Inspection. Item complete.</li> <li>• There are 2 A/C units in the Sqn trailer(#1 Brouillette). They belong to the Connaught Cadet Summer Training Centre. They are requesting to leave them in place over the winter to avoid damage related to their mounting/dismounting.               <ul style="list-style-type: none"> <li>o Fred will look into issues related to cold, caulking, etc.</li> <li>o Concern about what happens if there is damage to the trailer caused by any water infiltration.</li> <li>o Concern about cold for the staff over the winter.</li> <li>o Discussion related to the responsibility for the units;</li> <li>o Immediate short term concern about the weather tonight (significant snow forecasted overnight)</li> <li>o Goal will be to try and get them removed</li> </ul> </li> </ul>	Nil



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4. CO's Update	Capt Bejenaru	<ul style="list-style-type: none"> <li>● The CO had a productive meeting with the WOs this evening.</li> <li>● The CO mentioned that there were cadets that did not have parkas for the Remembrance Day parade. As a result, the Sqn was allocated 6000 extra points to order 30 new parkas.</li> <li>● There's talk of a Senior development weekend over the Holiday period. More to follow.</li> <li>● Sqn Cadet numbers are stable.</li> </ul>	Nil
5. Treasurer's Report	Sue (for Greg)	<ul style="list-style-type: none"> <li>● The current bank balance is \$49,147,</li> <li>● Upcoming expenses: first instalment of the ACL fees (50%), approx \$5500 as well as Sqn inventory insurance;</li> <li>● Greg did order cheques as approved at the last meeting;</li> <li>● A surprise donation of approx \$1400 CAD was received by CertainTeed Saint-Gobain;</li> <li>● HST Rebate: the SSC just received a letter from CRA stating that a \$3,149 HST refund was approved for the 2017/18 training year.. Greg will now apply for the previous two years;</li> </ul>	<p><b>Motion</b> to approve Treasurer's report to 14 November 2018.</p> <p>Moved: Sue 2nd: Sawan <b>Carried</b></p>
6. New Cannabis Policy	Sue	<ul style="list-style-type: none"> <li>● Sue presented the new National Cadet policy on the possession and use of cannabis;</li> <li>● The policy provides direction. In summary:             <ul style="list-style-type: none"> <li>○ the policy applies to Officers (COATS), Civilian Instructors (CIs), Cadets, contractors and <b>volunteers</b>;</li> <li>○ even though possession of cannabis (below certain quantities) may be legal in Canada, simple possession remains prohibited while attending ANY cadet activity;</li> <li>○ no consumption 8 hours prior to any cadet activity. This would apply to the SSC and volunteers if they are dealing with the cadets;</li> </ul> </li> <li>● There were questions from the SSC as to whether training would be given to identify signs of cannabis impairment. This is unknown at this time;</li> <li>● The policy really is no different than the current alcohol policy, though it is noted that the latter appears to be unwritten;</li> </ul>	Sue will send out email to screened volunteers to ensure aware of the policy



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		<ul style="list-style-type: none"> <li>It is suggested that we keep in mind that this new policy will apply mostly to the Staff, CIs and those in leadership positions.</li> </ul>	
7. Hike-a-thon Fundraiser	Pat	<ul style="list-style-type: none"> <li>A summary of the Hike-a-Thon revenue was provided (see attached report provided by Greg);</li> <li>There was a suggestion to put a donate button on the 706 website;</li> <li>Consider looking at Canada Helps next year;</li> <li>Consider also looking at CO for the day for the cadet with the most pledges;</li> <li>There was discussion about different types of incentives, including for those with the most individual donations, by Level, etc. The SSC recommends that next year's SSC consider having incentives for the cadet that makes the greatest effort (i.e. most pledges) as well as for the one that raises the most money.</li> <li>Sue mentioned that the change to awarding incentives at the end of the fundraiser resulted in most cash pledges/forms coming in at the end, which proved difficult to track the progress of the campaign/if any corrective action required</li> <li>The Hike itself went really well.</li> </ul>	
8. Website Hosting	Sue, Pat	<ul style="list-style-type: none"> <li>The 706 Squadron website is currently hosted by a local company that "inherited" the site when the owner of the previous web host passed-away a few years ago;</li> <li>Currently, the SSC is paying significantly more than what other web hosts are offering for better service. Our current hosting contract expires in mid-December;</li> <li>While the move to another host may cause a temporary inconvenience, this should save several hundred dollars to the SSC;</li> <li>Accordingly, agreement was sought to move the web site;</li> <li>Pat will propose options and discuss with Martin and Sawan. Once a decision is made, the entire SSC will be advised.</li> </ul>	<p><b>Motion</b>, to move the Sqn website to another web host.</p> <p>Moved: Martin 2nd: Sawan <b>Carried</b></p>
9. Pasta Diner update	Rachel	<ul style="list-style-type: none"> <li>At the last SSC meeting, it was decided that we would try and raise \$3000 at the pasta diner;</li> <li>First planning meeting was held last week to develop a framework to continue the planning;</li> </ul>	



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		<ul style="list-style-type: none"> <li>● We do not want to raise the money entirely from our families, rather we hope to get \$1000 through the silent auction and another \$2000 from sponsors;</li> <li>● The preferred date is 23 Feb 2019, several venues being explored, with St. Isidore Church on March Road being a promising option</li> <li>● The committee wants to use Souper Spag for the meal;</li> <li>● We will ask participants to vote on a theme during the save the date;</li> <li>● Next meeting at the end of November. Communications to follow shortly thereafter;</li> </ul>	
10. Sqn Buff purchase	Laura-Lee	<ul style="list-style-type: none"> <li>● Laura-Lee presented a sample buff from a company. The question is whether we use these as a fundraising opportunity;</li> <li>● The CO believes there would be interest, particularly from some Sqn teams</li> <li>● Suggestion that an order of 50 would be ok, but if a greater volume, we would have to survey the cadets prior to ordering;</li> <li>● The decision is to proceed with an initial order of 50 buffs using the same design as the existing one.</li> <li>● Suggestion to sell for \$10</li> </ul>	<p><b>Motion</b>, for an upset budget in the amount of \$300 for the SSC to purchase 50 buffs.</p> <p>Moved: Sawan 2nd: Martin <b>Carried</b></p>
11. Community Activity	Sue	<ul style="list-style-type: none"> <li>● Due to time constraints, the discussion was postponed to a future date.</li> </ul>	
12. SSC Holiday Social Event	Sue	<ul style="list-style-type: none"> <li>● Due to time constraints, the discussion was postponed to a future date.</li> </ul>	
13. Next Meeting	The next meeting will be at 6:45 p.m. on Thursday 13 December 2018 at Alpha Troop shelter, 89 Shirley Boulevard, Connaught Ranges.		



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<b>14. Motion to Adjourn</b>	The meeting adjourned at 9:00 pm.	<b>Motion</b> to Adjourn. Moved: Laura-Lee 2 <sup>nd</sup> : Rachel <b>Carried</b>
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### Outstanding Action Items

Meeting Date to Discuss	Action Item	Responsibility
TBA		

Original Signed by

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Susan Grant  
Chairperson - SSC 706 Squadron Air Cadets

Original Signed By

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Patrice Carrière  
Secretary - SSC 706 Squadron Air Cadets