



**51 Canada Aviation and Space Museum  
Air Cadet Squadron Squadron Sponsoring Committee  
11 May 2021-Committee Meeting 1830 to 2000 hrs**

**Attendance:**

Maureen Sirois (Chair)  
Kathleen Lemire (1st Vice Chair)  
Murray Theriault (Treasurer)  
Kim Petersen (Activity Director)  
Sophia Munawwar (Volunteer Coordinator)  
Robert Geiger (Secretary)  
Sue Grant (Squadron Advisor)

Sherry Hobbs (parent)

Captain Michelle Bergeron (Commanding Officer)

**1 - Introductions and Agenda.**

A motion to accept the agenda was raised by Kim Petersen, seconded by Kathleen Lemire; the agenda was approved and adopted.

**2.Approval of Minutes**

A motion to accept the minutes for the April 20, 2021 meeting was raised by Kathleen Lemire, seconded by Kim Petersen; the minutes were approved.

**3. Chairs report - Maureen Hamilton Sirois**

3.1- Activity tracker-update-in CO report as to new training opportunities (summer training) and changes to training into fall 2021.

3.2- Annual Ceremonial review May 30 at 2:00 pm via Facebook Live.

3.3 – Flex A Thon –(Kim) in Activities report. In progress, 10 participating cadets from 51 we have raised \$700.62 so far. Regional Squadron merchandise competition cancelled until the fall.

First payment was received, but not confirmed. An email was received with the amount, Murray Theriault will confirm deposit to our account.

Kathleen asked if flexathon was mandatory. Maureen said no, Captain Bergeron expanded to say the squadron was pushing max participation and advised that the senior cadets would be encouraging participation. Deadline extended to May 30th 2021.

3.4- Dymon Storage unit request for larger unit made. On standby

3.5- Elections date- Not set yet, before end of June.

3.6- Budget update meeting - to schedule with CO and SSC Treasurer, and Squadron Advisor -TBD.

3.7-Chair to meet with all SSC members in the month ahead individually to discuss roles for the new training year. E-mail and reminder sent out- Require intention of positions for SSC for next year.

3.8- WO1 Sirois acted as MC at the provincial Effective speaking competition that took place April 24. The event was a great success. In addition she has completed 3 weeks of the OV Cadet Interviews on Instagram live as OV Air Cadet Ambassador.

3.9- SSC representative Kathleen will sit on the WO1 Merit review boards. May 18th 2021

4.0- WO2 Mariko McAlear has had her interview for as the 51 Squadron candidate for the Provincial post secondary education bursary. Decisions on selected cadets will be announced shortly.

4.1- SSC participation in recommendations for end of year awards- not required this year due to the virtual training this year. Awards will be a bit different this year. Possibly adding Brent Banyard award? Submissions by May 20th

4.2- Rob has stepped up to assist with inventory to take place in June (TBD) Require 1 more SSC member and a squadron staff member to assist. Kim offered to help as well. Maureen to coordinate timing with Captain Bergeron.

4.3-Chair to attend- Regional meeting Saturday May 15

4.4 Chair to attend Provincial meeting May 26

#### **10.0- Sophia, Volunteer Director-Volunteer Status update and submission of documents.**

- Maureen has list of volunteers who have left during the training year
- Lisa and Rob to complete forms.

Sophia asked if we could create an e-script to fill forms online?

Sue Grant said the forms are currently available on league web site, but advised to finish this year with the current system and look at the new system next year.

#### **5. 1st Vice Report- Kathleen Lemire**

5.1- Flip give updates- new link available-sharing of link to squadron parents on web sight.

5.2- Web sight development and timeline for launch update.

Kathleen sent an email to Matt April 26, and will follow up with captain Bergeron to verify Matt's email

address

Murray asked when the new page will go live, Captain Bergeron will report later

## **6. Treasurers Report - Murray Theriault**

6.1- GST report to League-forms started

6.2-Monthly Finance Update and payments

No invoice yet for Bars and Medals

1 transition for merch item, item has arrived, no invoice yet. Still more outstanding items, they are in maureen's basement.

6.3- Discussion and miscellaneous

## **7.0 - Secretary's Report - Robert Geiger**

March minutes to be reformatted and loaded to site.

## **8.0- League Report - Sue Grant**

Hello from Tom in Resolute!

Elections:

- we need to think about next years roles
- Look for help from other parents
- Tom, Maureen, and Sue will assist the next Chair
- Please let Maureen know if you are interested in the position
- Maureen to give proper notice to parents for election (two weeks)

WO2 Mariko McAlear awarded study bursary

Inventory is due July 15, 2021 - Maureen to request extension at provincial meeting.

Treasurer should be receiving cheque from league approximately \$395 return of dues not used due to Covid expenditures are lower than expected.

## **9.0- CO's Report**

9.1-Squadron Training Update and new announcements regarding training.

- Job fair CSU East, approval not granted
- ACR May 30th 2:00pm on Facebook live
- Requesting plaques for cadet awards
- Brent Denison Award?
- ACR will also include pre-recorded portions - Direction General Civil Aviation

9.2- Update on - CI Lemieux (receipt submission-needed before end of training year) and Marksmanship and drone program virtual training.

9.3- Summer training opportunities, are all virtual - we are waiting for Aviation spots.

9.4- Requirements from the SSC

9.5- WO1 Boards date?

9.6-- Misc information.

- CI Limeux and CI Belanger will have site mock up by June and ready for live next training year.
- Medals have been shipped to Maureen and will be forwarded to Captain Bergeron
- Possible distribution of badges and medals in person in June pending Covid restrictions.

## **Committee Reports**

### **10.2- New Volunteer screening interviews**

### **10.3 - Activity Director - Kim Petersen - Flex-a-thon update**

- Late start (one week) extended to May 30th
- Cadet staff has info packs, still not mandatory, but strongly encouraged by captain Bergeron.
- New goal \$5000 (keeping expectations realistic)
- Easy to operate - quick response for receipts
- Should have preliminary results for ACR
- Sponsor ship boost on social media \$500.00, could be less.
- Race Roster will continue to be ideal even once in-person training resumes

**Fundraising Director, Social media director, Public Relations director, 2nd vice Chair-open positions**

**Next SSC Meeting June TBD, 2021 @6:30**

**Adjournment**