

755 Parkland Air Cadets SSC Parent Committee Meeting Minutes for Thursday, October 2, 2025

Meeting Called by: Squadron Sponsoring Committee (SSC) Directors

Location: Muir Lake Community Hall, Parkland County

Time: 7:02 PM

In Attendance: Kristina Millican, Wade Poitras, Barbara Fowler, Marlyn Romero, Capt. Lindsay Dye, Michelle Kincheloe, Erika Litvinchuk, James Fowler, Matt Gifford, Jeannine Panten, Tara Twidale, Melanie Bodnar, Rebecca Baglier, Joe O'Connor, Gord Morrison, Jennifer Lohner, Marlo Dowling, Meka Schroeder, Chantal & Christian Lambotte, Loida Hawkins, Jonathan Pilotte, Peter Reynolds, Martin Stoyanon, Jonathan Lalata, Kristen Allen, Laura VanDerZwan

1. **Called to order** at 7:02 PM

2. Approval of Previous Meeting Minutes

- Minutes from May 22, 2025 were approved by Melanie Bodnar and Rebecca Baglier with a minor correction regarding the vendor identification number, which was clarified to be a business number.

3. Introductions

- Kris Millican introduced herself as SSC Chair.
- Wade Poitras introduced himself as Vice Chair and volunteer staff.
- Marlyn Romero introduced himself as coordinator.
- Barbara Fowler introduced herself as secretary.

4. Commanding Officer's Report – Captain Lindsey Dye

- Cadets were reminded to use their chain of command, contacting flight staff and level officers for questions.
- Captain Read was noted as the Admin Officer in charge of registration and activity sign-up.
- CO reviewed the activity sign-up process via Cadet 365.

- Optional activities include band, drill team, marksmanship and effective speaking. There are only 10 spots for marksmanship and tryouts are expected. Rifle Safe Handling must have been completed to try out for the Marksmanship teams.
- Cadets are required to complete their four-week fitness tracker for level progression.
- Upcoming Uniform Day on Sunday, October 5th will teach cadets about uniform wear and drill.
- First cadet in nine years completed a private pilot license over the summer.

6. Upcoming Events

- **Wings Parade:** October 16, with promotions and level badges.
- **Aviation Weekend:** November 15–16 at Edmonton Airport, required for elemental instruction.
- **Bottle Drive:** October 25, from 10 AM to 2 PM at St. Thomas Aquinas Catholic School.
- **World's Finest Chocolate Fundraiser:** Begins in November, pick-up in early December.
- **Legion Veterans' Dinner:** November 9, parent volunteers needed.
- **Poppy Campaign:** Cadets to assist local Legions with poppy distribution.
- **Holiday Potluck:** December – further details to follow.

7. Fundraising Report – Wade Poitras & Marlyn Romero

- **Cash Calendar Fundraiser:**
 - 44 calendars sold out of 200 as of the meeting date.
 - Sales deadline is December 12, 2025.
 - Electronic payment options to be confirmed.
- **Oilers 50/50 Fundraiser:**
 - Needs 20 screened parent volunteers.
 - Possible collaboration with a preschool.
- **Casino Fundraiser:**
 - Application process ongoing. Happens every 2–3 years.
 - Timeline update requested.

- **Storage Unit Replacement ("The Beast"):**
 - Seacan at LHQ is rotting and needs replacement.
 - \$10,000 allocated for a new one.
 - Parkland School Division approval is pending.

8. Volunteer Needs

- Continued need for **screened parent volunteers** for:
 - Bottle drives
 - Oilers 50/50
 - Poppy campaign
- Parents were encouraged to get screening done as soon as possible. Once screened, the status is good for 5 years.

10. Open Questions

- Clarification needed on e-transfer options for calendar payments.
- Update requested on casino application process.
- Concerns raised over speed of Cadet 365 setup for new cadets — process still ongoing.
- Question about the role and usage of SharePoint for cadet documents and communication.
- Food arrangements for Uniform Day to be confirmed.

Meeting adjourned at 8:06 PM.