



## MONTHLY ROUTINE ORDERS

ISSUED BY

CAPTAIN D. RUEL

COMMANDING OFFICER

RCACS 205 COLLISHAW

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Order No. #09 2024/25

01 MAY 2025

Last Order No. #08 2024/25

Nanaimo, BC

### PART I - ADMINISTRATION

#### 1. DUTY ROSTER- PARADE NIGHTS

DATE	DRESS	DUTY OFFICER	DUTY NCO	DUTY FLIGHT
1 MAY 25	C1	CI Bereck	FSgt Qiu	Arrow Flight
8 MAY 25	C3A	Capt Bough	Sgt Li	Banshee Flight
15 MAY 25	C3A	Capt Mowry	WO2 Bereck	Canso Flight
22 MAY 25	C3A	Capt Bough	FSgt Qiu	Arrow Flight
29 MAY 25	C1	CI Bereck	Sgt Li	Banshee Flight

#### 2. TRAINING SCHEDULE

##### PARADE NIGHTS

1800 Armory opens /All Cadets arrive  
1800-1815 Attendance  
1815-1830 Fall-in & Inspections  
1830-1840 Opening Parade / Announcements  
1845-1920 1<sup>st</sup> Period  
1920-1925 Movements  
1925-1945 Canteen Break  
1945-1950 Movements  
1950-2025 2<sup>nd</sup> Period  
2025-2100 3<sup>rd</sup> Period / Classroom Clean-up  
2100-2115 Closing Parade / Announcements  
2115 Dismissal / \*Duty Flight clean-up  
2115-2130 \*Cadets assigned to Duty Flight will not be dismissed until 2130.  
2130 Armory Closed

##### CO'S PARADES

1800 Armory opens /All Cadets arrive  
1800-1820 Attendance, Parade Setup  
1820-1830 Fall-in & Inspections  
1830-1845 Opening Parade  
1845-1920 CO's Parade Practice  
1920-1930 Break  
1930-2010 CO's Parade, Announcements  
2010 Dismissal / \*Duty Flight clean-up  
2010-2030 \*Cadets assigned to Duty Flight will not be dismissed until 2030.  
2030 Armory Closed

**3. PERSONAL INFORMATION UPDATES**

- a. Any changes in personal information must be reported to the Admin Officer. This includes phone numbers (Home/Cell/Parents/Guardians), email addresses (Cadets/Parents/Guardians), and residential/mailling addresses. This allows Squadron's Staff and senior Cadets to contact Cadets effectively.

(AdmO)

**4. CADET ATTENDANCE & ABSENCES**

- a. Accurate attendance is important to ensure the safety of our Cadets and to ensure they receive credit for mandatory training requirements.
- b. Cadets are not permitted inside the buildings until they have reported to the Duty Cadet and checked off that they are present. For regular training nights, attendance will be taken at the entrance of the Armoury up till opening parade.
- c. Cadets who are late **MUST** immediately report to the Duty NCO and check in before they join their training groups.
- d. Any cadets who need to leave early **MUST** report to the Duty NCO before leaving.
- e. If you are going to be absent for illness or another reason, please complete the online excusal form at <https://205air.com/cadet-absence/>. Upon completing the form, your absence will be recorded as an excusal, versus absence without leave.
- f. Failure to submit an excusal form could affect future selections for training activities and/or summer camp opportunities.

(AdmO)

**PART II – OPTIONAL TRAINING****5. MARKSMANSHIP – SUNDAYS (1300-1600) – STOOD DOWN UNTIL SEPTEMBER**

- a. Open to all Cadets. Those interested in being on this year's Marksmanship Team must attend.
- b. Cadets will practice air rifle marksmanship at the Navy League Cadet Hall, located at 750 Fifth Street.
- c. OPI Capt Ruel

(Marksmanship O)

**6. HAM RADIO COURSE – EVERY OTHER MONDAY (1900-1930)**

- a. Cadets interested in completing the HAM Radio Certification Course are to speak with Capt Ruel for enrolment.
- b. Bi-Weekly meetings will take place virtually on GoogleMeets.
- c. The course requires self-paced learning modules to be completed by the Cadet at their own pace.
- d. OPI Capt Ruel

(CO)

**7. BIATHLON PRACTICES –TUESDAYS (1830-2000) – STOOD DOWN UNTIL SEPTEMBER**

- a. Cadets will practice to prepare for Biathlon competition.
- b. Open to all Cadets initially and the Biathlon Team will be selected from those who come out to practices.
- c. Practices take place at the Rotary Bowl, located at 355 Wakesiah Avenue.
- d. OPI CI Finch

(Biathlon O)

8. BAND & DRILL PRACTICE – WEDNESDAYS (1830-2030)

- a. Band is open to all Cadets; however, preference will be given to those with band experience. If you are interested in joining the band, please speak with the Sr. Band Cadet.
  - b. Drill team will practice for Remembrance Day activities, Flag Party, and Drill Competition. Drill Team is open to all Cadets.
  - c. Practices take place at LHQ.
  - d. OPI Band Capt Bough. OPI Drill Capt Mowry.
- (Band O/Drill O)

9. EFFECTIVE SPEAKING – FRIDAYS – **STOOD DOWN UNTIL SEPTEMBER**

- a. Effective speaking invites any Cadet wanting to build their public speaking skills and train for the Effective Speaking competition.
  - b. Open to all Cadets.
  - c. Practices take place at LHQ.
  - d. OPI CV DeBarros
- (Effective Speaking O)

10. ROYAL CANADIAN LEGION BRANCH 256 GENERAL MEETINGS – EVERY 4<sup>th</sup> SUNDAY OF THE MONTH (1200-1400)

- a. Selected Cadets will participate in flag party duties during the Legion's general meetings.
  - b. Event takes place at RCL256 Mt Benson, located at 1630 E. Wellington Road, Nanaimo.
  - c. OPI Capt Ruel
- (CO)

**PART III – UPCOMING EVENTS**11. CADET SUMMER TRAINING CENTRE INFORMATION

- a. Selections are under way by RCSU staff. Please be patient as this is a daunting process and the Squadron staff will let selected Cadets know as soon as we know.
- b. All applications for CSTCs were due by 28 MAR 2025. Late submissions can still be made; however, cadets will be waitlisted.
- c. CSTC training is open to all Level 2+ Cadets.
- d. Information on Summer opportunities can be found here:  
[www.canada.ca/en/departement-national-defence/services/cadets-junior-canadian-rangers/cadets/summer-training/courses.html?fbclid=IwZXh0bgNhZW0CMTEAAAR3LTI76tvSxEmbXMwa5bn0LC5V1I-TmBKtdHe7zrE-aRDzdzdAGgo4BfdFQ\\_aem\\_dsbdsobO-55FaFpIgXbxcQ](http://www.canada.ca/en/departement-national-defence/services/cadets-junior-canadian-rangers/cadets/summer-training/courses.html?fbclid=IwZXh0bgNhZW0CMTEAAAR3LTI76tvSxEmbXMwa5bn0LC5V1I-TmBKtdHe7zrE-aRDzdzdAGgo4BfdFQ_aem_dsbdsobO-55FaFpIgXbxcQ)

(AdmO)

12. BIATHLON STAGE III COMPETITION – 2-4 MAY 2025

- a. Selected Cadets for the 205 Collishaw Air Cadet Biathlon Team will compete in a Stage 3 Provincial Competition at CSTC Vernon.
  - b. Details will be distributed to selected athletes.
- (Biathlon O)

13. FAMILIARIZATION FLYING (POWER) – 2 & 3 MAY 2025

- Selected to have the opportunity to participate in Fam Flying.
- Parents are responsible for getting their Cadet to the Qualicum Airport. Cadets will meet at the Beaufort Air Cadet Squadron, located at 1000 Ravensbourne Ln, Qualicum Beach.
- Cadets will need to be on location half an hour (30 minutes) prior to their scheduled flying times below, and are to be picked up at the end of their scheduled times.
- Here is the list of Cadets and their scheduled timings for flying:

Saturday 03 May 2025			
Pilot - River Reid			
	Front Seat	Back Seat	Back Seat
0900 - 1015	WO2 Loretan	Cpl McElwain	LAC Gurr
1030 - 1145	FSgt Spry	LAC Cozak	LAC Panchal
1230 - 1345	Sgt Waugh	Cdt Minhas	LAC Paikada
1400 - 1515	LAC Sun, L		
Pilot - Steven Stackhouse			
	Front Seat	Back Seat	Back Seat
0915 - 1030	Cpl Collins, J	FCpl Matheson, M	LAC Matheson, C
1045 - 1200	FCpl Lander	LAC John	LAC Poh
1245 - 1400	FCpl Scott		
1415 - 1530	LAC Glurr	LAC Bergen	

Sunday 04 May 2025			
Pilot - River Reid			
	Front Seat	Back Seat	Back Seat
0900 - 1015	FSgt Qiu, M	LAC Qiu, B	LAC Ye
1030 - 1145	FCpl O'Keefe	Cpl Commandeur, A	LAC Commandeur, O
1230 - 1345	FSgt Jenkin	Cpl Kim	LAC Hansen
1400 - 1515	FSgt Bereck	Cpl Nguyen Khuong	Cpl Nguyen
Pilot - Steven Stackhouse			
	Front Seat	Back Seat	Back Seat
0915 - 1030		LAC Ying	Cpl Tran, B
1045 - 1200	FCpl Nuernberger	LAC Culp	LAC Wang
1245 - 1400	FCpl Joo	Cpl Carr	LAC Sinclair
1415 - 1530	FCpl Leus	LAC Doumont	

(TrgO)

14. SENIOR CADET MESS DINNER – 3 MAY 2025 (1700-1930)

- Senior Cadets from North Island Corps/Squadrons will participate in a joint mess dinner.
- This event is being hosted by 205 RCACS.
- Deadline to register was **23 APR 2025**. Talk to your training staff to register.
- Dress will be C2. If you do not have a black bow tie, please wear your normal uniform tie.

(CO)

15. REGIONAL DRILL COMPETITION – 10 MAY 2025 (0730-1730)

- a. Drill Team Cadets will participate in a Regional Drill Competition in Victoria.
- b. Transportation and lunch will be provided by RCSU. Drop off and pick up will be at the Navy League Cadet Hall located at 750 Fifth Street, Nanaimo.
- c. Details will be distributed to the Drill Team members.

(DrillO)

16. VICTORY IN EUROPE DAY (V-E DAY) CEREMONY – 10 MAY 2025 (0930-1230)

- a. Cadets will attend Royal Canadian Legion Branch 256 Mt. Bensen (1630 E. Wellington Road, Nanaimo) to participate in a ceremony to mark the 80<sup>th</sup> anniversary of the victory in Europe during WWII.
- b. Family are welcome to attend.
- c. Timings will be announced closer to the date.

(CO)

17. AWARDS AND PROMOTIONS NIGHT – 29 MAY 2025

- a. ALL Cadets will participate in the Awards and Promotions parade night.
- b. Eligible Cadets will receive their promotions, level qualifications, and year end awards prior to ACR. This allows them time to sew their new badges on their uniform prior to ACR.
- c. To allow for more space for this parade, we will be hosting this activity away from LHQ. Please bring your Cadets to the Beban Social Centre, Auditorium A, located at 2300 Bowen Road, Nanaimo.
- d. Parents and family are welcome to attend.

(TrgO)

18. ANNUAL CEREMONIAL REVIEW – 1 JUN 2025 (0800-1600)

- a. ALL Cadets will participate in the Annual Ceremonial Review to showcase their accomplishments this training year.
- b. Cadets and staff are to arrive for 0800 hours.
- c. Cadets are to arrive in civilian attire and bring all parts of their C1A uniform.
- d. Lunch will be provided to Cadets.
- e. Event is open to the public, so mark the date in your calendar for your family and friends. Guests to arrive for 1230 hours.
- f. Event should wrap up around 1500 hours. Cadets are asked to stick around and help with clean-up, which should be done by 1600 hours.

(TrgO)

19. YEAR END BBQ – 5 JUN 2025

- a. This event is our annual year end wrap up for the Cadets.
- b. Food and beverages will be provided by the support committee.
- c. Cadets are to wear civilian attire and can bring water guns should they want to partake in a water gun fight. Please dress appropriate to the weather and plan to get wet! Maybe bring a change of clothes in case.

(TrgO)

**PART IV – PERSONNEL****20. STAFF**

Capt Ruel, D. – Commanding Officer, Marksmanship Coach  
 Capt Bough, G., CD – TrgO/DCO, BandO, and Positive Space Ambassador  
 Capt Edwards, T., CD – SupO  
 Capt Hills, K., CD – GPTC/PPTC Mentor  
 Capt Mowry, J., CD – Instructor  
 CI Ruscoff, G., CD – AdmO  
 CI Finch, C. – Biathlon Coach  
 CI Bereck, M. – A/TrgO and ALP Coordinator  
 CV Barabash, G. – Chaplain  
 CV DeBarros, M. – Effective Speaking Coach  
 CV Finch, M. – Effective Speaking Coach  
 CV Ried, R. – Ground School Instructor  
 CV O’Keefe, R. – Level 1 Officer  
 CV Lamb, J. – Level 2 Officer  
 CV Buckham, C., CD – Level 3 Officer  
 CI Anacleto, R. – Level 4 Officer  
 CV Rausch, L. – Instructor

**21. CADETS**

SQUADRON STRENGTH: 104 Cadets.

**22. PROMOTIONS AND AWARDS**

- a. Promotions and awards are handed out during CO’s parade at the beginning of each month.
- b. Parents/Guardians and family are encouraged to attend CO’s parades to be there to support their Cadet and watch them receive recognition for their achievements.
- c. The following Cadets have met the training requirements and served the appropriate time in their previous rank to earn promotions. Congratulations on your accomplishments!

LAC COZAK, William  
 LAC PEEL, Nicholas  
 Cpl Ye, David  
 WO2 BERECK, Erika  
 WO2 JENKIN, Damien  
 WO2 KOLYBABA, Ryley  
 WO2 PODRITSKE, Dukane

**PART V – SQUADRON SPONSORING COMMITTEE (SSC)****23. MEMBERSHIP**

Chair – Mr. Bereck, Lance – [chair@205air.com](mailto:chair@205air.com)  
 Vice Chair – Mrs. Matheson, Erin – [vicechair@205air.com](mailto:vicechair@205air.com)  
 Treasurer – Mrs. Haapala, Allison – [treasurer@205air.com](mailto:treasurer@205air.com)  
 Secretary – Mrs. LeHue, Anita – [secretary@205air.com](mailto:secretary@205air.com)  
 Screening Director – Mrs. Schapp, Sandra – [screening@205air.com](mailto:screening@205air.com)  
 Public Relations Director – Mrs. Joo, Olivia – [pr@205air.com](mailto:pr@205air.com)  
 Web Coordinator – Mrs. Barabash, Linda – [website@205air.com](mailto:website@205air.com)

24. SSC MEETINGS – 3<sup>RD</sup> TUESDAY OF EACH MONTH 1830-2030

- a. Meetings take place at the 808 Wing Lounge above LHQ.
- b. Discussion topics include squadron budget, fundraising events, and socials.
- c. Open to all parents to attend.

25. RECRUITMENT

The cadet program is jointly run with members of the Canadian Armed Forces (instructors and core program) and volunteers on the local Squadron Sponsoring Committee (SSC).

The SSC is the local representation of the Air Cadet League of Canada, and provides support for 205 Collishaw Squadron by fundraising, providing facilities and promoting squadron activities. Members of the SSC are made up of parents/guardians of cadets and community members, with exception of the Air Cadet Squadron staff due to the conflict of interest.

If you are interested in making the difference between a basic cadet program and an amazing cadet program, or have any questions regarding the SSC, please contact the [chair@205air.com](mailto:chair@205air.com).

26. PANCAKE BREAKFAST – 18 MAY 2025 (0900-1130)

- a. Everyone is welcome to come out to our Pancake Breakfast fundraiser. Bring your family and friends.
- b. Please arrive at the 808 Wing Lounge above the Air Cadet LHQ. Event is drop-in between 0900-1130, no tickets or reservation required.
- c. Full breakfast for \$12 or half breakfast for \$7.
- d. Event takes place every 3<sup>rd</sup> Sunday of each month. Proceeds go toward the operating costs of the Air Cadet program.
- e. Any parents or Cadets who would like to volunteer for the event can speak with Capt Ruel.



D. Ruel  
Captain  
Commanding Officer

Annexes:

Annex A      Training Calendar

Order No. #09 2024/25

01 MAY 2025

Last Order No. #08 2024/25

Nanaimo, BC

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				<b>CO's Parade</b> Timings: 1800-2115 Dress: C1 Location: Armouries	<b>Biathlon Stage III Comp Day 1/3</b>	<b>Fam Flying</b> Timings: See schedule Location: Qualicum Airport Dress: Civilian  <b>Sr. Mess Dinner</b> Timings: 1700-1930 Location: RCL 256 Dress: Civilian  <b>Biathlon Comp Day 2/3</b>
4	5	6	7	8	9	10
<b>Fam Flying</b> Timings: See schedule Location: Qualicum Airport Dress: Civilian  <b>Biathlon Comp Day 3/3</b>			<b>Band &amp; Drill Practice</b> Timings: 1800-2100 Dress: Civilian Location: LHQ	<b>Regular Training</b> Timings: 1800-2115 Dress: C3A Location: Armouries		<b>Drill Competition</b> Timings: 0730-1730 Location: Amphion Dress: C1  <b>V-E Day Ceremony</b> Timings: 0930-1230 Location: RCL 256 Dress: C1
11	12	13	14	15	16	17
<b>MOTHER'S DAY</b>	<b>HAM Radio</b> Timings: 1900-1930 Dress: Civilian Location: Virtual		<b>Band &amp; Drill Practice</b> Timings: 1800-2100 Dress: Civilian Location: LHQ	<b>Regular Training</b> Timings: 1800-2115 Dress: C3A Location: Armouries		
18	19	20	21	22	23	24
<b>SSC Pancake Breakfast: 0900-1130</b> <b>Location: 808 Wing</b>	<b>VICTORIA DAY</b>	<b>SSC Meeting: 1830-2030</b> <b>Location: 808 Wing</b>	<b>Band &amp; Drill Practice</b> Timings: 1800-2100 Dress: Civilian Location: LHQ	<b>Regular Training</b> Timings: 1800-2115 Dress: C3A Location: Armouries		
25	26	27	28	29	30	31
<b>RCL 256 GM</b> Timings: 1200-1400 Dress: C1	<b>HAM Radio</b> Timings: 1900-1930 Dress: Civilian Location: Virtual		<b>Band &amp; Drill Practice</b> Timings: 1800-2100 Dress: Civilian Location: LHQ	<b>Awards &amp; Promotions Night</b> Timings: 1800-2100 Dress: C1 Location: Beben Social Centre		
1 JUN	2 JUN	3 JUN	4 JUN	5 JUN	6 JUN	7 JUN
<b>ACR</b> Timings: 0800-1600 Dress: C1 Location: Nanaimo Flying Club (Nanaimo Airport)				<b>Year End BBQ</b> Timings: 1800-2115 Dress: Civilian Location: Armouries		

"TO LEARN – TO SERVE – TO ADVANCE"