

TO: Board of Governors
c.c. Provincial Chairpersons
Advisory Board

FROM: Jean Mignault
Executive Director

DATE: 21 February 2000

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 16-02-00



| | | | |
|-------------------|--------------|--------------|------------------------------|
| Attendees: | Chairperson: | L.G. Jenks | President |
| | | M.W. Goldack | Past President |
| | | R. Ilko | First Vice-President |
| | | G. Cuerrier | Vice-President |
| | | R. Mortimer | Vice-President |
| | | J. Ash | Vice-President |
| | | | |
| | | J. Mignault | Executive Director |
| | | S. Clark | Chief Administrative Officer |

| ITEM | | ACTION | STATUS |
|------------|---|--------|--------|
| I. | ADMINISTRATION | | |
| 1.1 | President's Remarks A general welcome was extended. | N/A | N/A |
| 1.2 | New Items for Agenda a) Strategic Plan Questionnaire b) Way Ahead c) ACC9 Action d) Board of Governors Composition | N/A | N/A |
| 1.3 | Approval of Agenda MOTION: Moved/seconded by J. Ash/G. Cuerrier that the Agenda be approved as amended. Carried 6/0/0 | N/A | N/A |
| 1.4 | Approval of Record of Decisions 19 Jan 00 MOTION: Moved/seconded by R. Ilko/R. Mortimer that the Record of Decisions for the meeting of 19 January 2000 be approved as distributed. Carried 6/0/0 | N/A | N/A |

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| II. | BUSINESS ARISING Information | | |
| 2.1 | ATC Course Proposal - Response to Letter DCdts has confirmed that a response is being prepared, however, it has yet to be received. | Info | Pending |
| 2.2 | Operating Grant - Status No change - awaiting confirmation. | Info | Pending |
| 2.3 | DCdts Business Plan J. Mignault confirmed with LCdr Clarke that no Strategic Plan exists. | Info | Closed |
| 2.4 | Insurance The General and Extended Liability Policy coverage package has been marketed throughout the industry. Discussion ensued on the potential requirement for members to be registered before coverage could be extended. J. Mignault advised that prospective companies have been made aware of our process and concurred with R. Ilko's recommendation that blanket coverage would be the best option. | Info | Pending |
| 2.5 | National Fund Raising Campaign The January report was reviewed. It shall be distributed to committee members. Donations from the recent Canadian Air Traffic Controllers Association mailing are beginning to be received. | League HQ | Closed |
| 2.6 | CHAP for League Members - Clarification L.G. Jenks reported that Col R. Hardy has confirmed that the current CHAP program is for cadets only. The interpretation by some COs that all persons coming in contact with cadets must have completed that CHAP program is erroneous. An introduction to the program is being developed for volunteers; J. Mignault was tasked to determine projected date for completion of this CHAP program for volunteers. | Executive Director | Pending |
| 2.7 | CF Minimum Education Requirement It was confirmed that the minimum university education requirement for potential CF officers would not apply to CIC officer enrolments. | Info | Closed |

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| 2.8 Member Registration - Provincial Update J. Mignault had sent a reminder to Provincial Committees to provide an update on the status of registration within their province. A letter from the National President may be forthcoming. | National President | Pending |
| 2.9 Mail Vote - Update The deadline for ballot return has now expired. R. Logan shall compile the results on Thursday, 17 Feb 00. | League HQ | Pending |
| 2.10 Squadron Websites - Update DCdts IM/IT National Administrator had advised that the Central Region site has been re-activated and some Ontario squadron sites are again on-line. | Info | Closed |
| Action | | |
| 2.11 Change of Year-End Proposal J. Ash reported that comments received on this proposal were not favourable. Consensus was that this change shall not be pursued. | Info | Closed |
| 2.12 Member Registration - Grey Area Resolution J. Mignault has forwarded correspondence to LCol G. Merritt outlining the desire to develop a cooperative approach to resolve this matter. | Executive Director | Pending |
| 2.13 Linkage of SIRP Costs to Scholarships The recommendations of the NFC and Provincial Chairpersons Committee were discussed: <ol style="list-style-type: none"> 1. The name be changed from "Scholarship Assessment" to "SIRP Assessment"; 2. The yearly SIRP national budget be \$72.5K (\$63K plus 15% contingency) and be reviewed annually; 3. Base the SIRP Assessment to Provincial Committees on cadet parade strength as of the previous June; 4. Each Provincial Committee would decide on their method of assessing Sponsoring Committees for their portion of the national assessment. | Info | Closed |

MOTION: Moved/seconded by R. Ilko/M. Goldack that the recommendations of the NFC be approved.

Carried 6/0/0

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| <p>MOTION: Moved/Seconded by R. Ilko/M. Goldack that the new SIRP Assessment be effective for this summer and that the \$135.00 assessment for each cadet selected for Flying and Glider Scholarships be eliminated. Carried 5/1/0</p> | | |
| <p>2.14 Chain of Command Reminder L.G. Jenks reiterated that within the Air Cadet League, the national level only would take concerns to DCdts, VCDS or MND.</p> | Info | Closed |
| <p>2.15 60th Anniversary Response has been minimal re: ideas for this milestone. Suggestions have included a reunion (provincially) and the establishment of the Air Cadet Foundation. Provincial Committees were encouraged to submit ideas.</p> | Provincial Committees | Pending |
| <p>2.16 League Website - Translation This is underway and has been identified as a priority for the Headquarters.</p> | League HQ | Pending |
| <p>III NEW BUSINESS</p> | | |
| <p>Information</p> | | |
| <p>3.1 Millennium Youth Symposium Sixty cadets will join 30 Junior Canadian Rangers at Constance Lake First Nations community near Hearst, ON for a symposium 14-20 Aug 00. The theme shall be Honouring the Past to Prepare for the Future. Cadets shall apply through their Region HQ.</p> | Info | Closed |
| <p>3.2 Policy and Procedure Manual - Amendment Amendments are currently being reviewed by R. Mercer. Distribution is anticipated prior to the end of February.</p> | P&P Committee/League HQ | Pending |
| <p>3.3 DCdts/National Headquarters Re-location Although the Directorate of Cadets will commence a staggered move to 222 Bank Street in June 2000, all League Headquarters shall remain at their present locations.</p> | Info | Closed |

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| 3.4 | Budget 2000 / 2001 The draft budget was discussed. J. Ash was tasked to review the registration fees for meetings. MOTION: Moved/seconded by J. Ash/R. Ilko that the 2000/2001 Budget be approved. Carried 6/0/0 | Info | Closed |
| 3.5 | Member Replacement - Saskatchewan MOTION: Moved/seconded by M. Goldack/R. Ilko that the resignation of Jim Spencer of SK be accepted and that Milton Glaicar be approved as a replacement member for the duration of the 1999/2000 year. Carried 6/0/0 | Info | Closed |
| | The procedure for replacing members mid-year must be clarified. | P&P Committee | Pending |
| 3.6 | Strategic Plan Questionnaire R. Mortimer noted that this questionnaire had been circulated to all Members, Advisory Board and National Headquarters staff. Responses are due March 17 th . | Members / Advisory Board / League HQ | Pending |
| 3.7 | Way Ahead G. Cuerrier advised that all teams shall meet in Cornwall 19-20 Feb to discuss their future plans. R. Ilko suggested that an executive summary produced by the Way Ahead Strategic Team prior to such gatherings would have facilitated discussion by members. | Info | Closed |
| 3.8 | ACC9 Action J. Ash reported that seven squadrons have not submitted their ACC9 for three consecutive years. The President shall send a registered letter to each sponsor, cc to the Provincial Committee, advising that if the ACC9 is not received within 30 days, the unit will be placed on League probation. This probation will exclude the unit from having activities approved and prevent their cadets from attending summer training. DCdts had previously given their support for such action. | Executive Director | Pending |

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| 3.9 Board of Governors Composition J. Ash raised the point of whether the Past President, as an ex-officio member according to the By-Laws, should be a voting member of the Executive and Board of Governors. This matter was deferred until the March conference call. | | Deferred |
| IV CONCLUSION | | |
| 4.1 Vice-President's Reports G. Cuerrier noted that the limitation on the type of aircraft as per the current MOA has caused concern and expressed hope that the NFC would address this issue when renewing the agreement. | | |
| 4.2 Good and Welfare of the Air Cadet League J. Mignault questioned the status of Laurent Levesque. Although G. Cuerrier confirmed that he is no longer a member, League HQ has yet to receive any official notification. G. Cuerrier shall request same from M. Cataford. | N/A | N/A |
| 4.3 Date and Time of Next Meeting The next meeting of the Executive Committee shall be held on Wednesday, 15 March 2000 at 1030 hours. | N/A | N/A |
| 4.4 Adjournment There being no further business, the meeting was adjourned. | | |