

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

**FROM:** Jean Mignault  
Executive Director

**DATE:** October 31, 2000

**SUBJECT:** RECORD OF DECISIONS  
CONFERENCE CALL 18-10-2000



<b>Attendees:</b>	Chairperson:	R. Ilko	President
		L.G. Jenks	Past President
		G. Cuerrier	First Vice-President
		J. Ash	Vice-President
		G. Albert	Vice-President
		B. Wolfe	Vice-President
	Committee Chairs:	R. Clarke	Recruiting
		A. Courville	Fund Raising
		D. Schippers	Insurance
		J.R. Goudie	Partnership Team
		D. French	Education Credits
		R. Mercer	Policy & Procedures
		J. Mignault	Executive Director
		S. Clark (absent)	Chief Administrative Officer
		G. Merritt (absent)	SSO Strategic Planning

ITEM	ACTION	STATUS
<b>I. ADMINISTRATION</b>		
<b>1.1 President's Remarks</b> A general welcome was extended. Input will be requested at SAM on the value of having Committee Chairs sit in for periodic updates of their Committee Activities. Noted that only the 6 Executive Committee Members could vote during the call.	<b>Committee Chairs</b>	<b>N/A</b>
<b>1.2 New Items for Agenda</b> a) 60 <sup>th</sup> Anniversary Update (requested by G. Cuerrier)	<b>N/A</b>	<b>N/A</b>
<b>1.3 Approval of Agenda</b> <b>MOTION:</b> Moved/seconded by L. Jenks/B. Wolfe that the Agenda be approved as amended. <b>Carried 6/0/0</b>	<b>N/A</b>	<b>N/A</b>



ITEM	ACTION	STATUS
<p><b>2.6 Training Committee</b>  D. Betts working on issues before the Committee includes:</p> <ul style="list-style-type: none"> <li>• OPC Fire Fighter's Course proposal</li> <li>• CSARA (Search &amp; Rescue) training proposal</li> <li>• E-Pals virtual training – with DCdts</li> <li>• NavCanada support for Air Traffic Control Course</li> </ul> <p><b>2.7 Semi-Annual Meeting (SAM)</b>  LGen Heneault will be our guest of Honour at the meeting. Drafts agendas prepared and sent by HQ staff. Format change this year. – Thursday, 9-11 AM Shorter Executive Committee meeting, 11- 12 Noon – Lunch, 12 Noon – 5PM or later, detailed BOG Meeting. Air Canada passes available, please contact office.</p>	<p><b>Info</b></p> <p><b>Info Executive Committee/ Governors</b></p>	<p><b>N/A</b></p> <p><b>Pending</b></p>
<p><b>2.8 Cold Weather Training</b>  No response received J. Mignault to see if DCdts can respond before the next meeting.</p> <p><b>III NEW BUSINESS Information</b></p> <p><b>3.1 Treasury Board Guidelines</b>  All Executive members received a copy. Difficult to understand and assess impact on Leagues. B. Goudie noted that Grant recipients do not have to report how funds were spent, other than through the regular audited financial statements &amp; report. B. Mortimer to review guidelines and advise on the impact on the Leagues. DCdts to confirm their understanding of the impact on the Leagues. J. Mignault expects a lot of time will be needed in assisting DCdts in implementing measurement criteria.</p> <p><b>3.2 Quarter II Financial Results</b>  QII results sent to Executive and Members of Finance Committee.</p> <p><b>MOTION:</b> Moved/seconded by J. Ash/B. Wolfe that QII Financial statements as presented be approved and distributed.  <b>Carried 6/0/0</b></p> <p>R. Ilko asked that Q II Financial be distributed to all members in attendance at the SAM.</p>	<p><b>J. Mignault</b></p> <p><b>J. Mignault/ G. Merritt</b></p> <p><b>All</b></p> <p><b>J. Mignault</b></p>	<p><b>Pending</b></p> <p><b>Pending</b></p> <p><b>Closed</b></p> <p><b>Pending</b></p>

ITEM	ACTION	STATUS
<b>3.3 National Cadet Advisory Group (NCAG) Meeting</b> Meeting scheduled Nov. 28, to be attended by R. Ilko, G. Cuerrier and J. Mignault. Meeting may be a little difficult as many issues not dealt with adequately and Vice-Chief must be advised accordingly. R. Ilko to circulate his agenda items ahead of time. Anyone who has items for the Agenda should advise the HQ.	<b>Info</b>	<b>Pending</b>
<b>3.4 Fund Raising Follow-Up Campaign</b> Letters mailed to all members, should be signed and mailed by the dates indicated in the package information.	<b>Info</b>	<b>N/A</b>
<b>3.5 Modern Management Comptrollership Review</b> J. Mignault to attend an oversight committee meeting on Oct. 31, 2000 to monitor and assess the status of action plans identified in the Comptrollership Review. J. Mignault to report on this meeting and progress at the SAM.	<b>Info</b> <b>J. Mignault</b>	<b>Pending</b>
<b>3.6 Colonel Commandant</b> Discussion on the role and responsibilities of the Colonel Commandant. This is only available in the Army League now, although DCdts is looking after such an honorary position in the Air and Navy Leagues. L. Jenks to have this added to the Advisory Board Agenda for the SAM, and J. Mignault to obtain more information and a position on establishing such an honorary position in the Air Cadet League.	<b>J. Mignault/ G. Merritt/ L. Jenks</b>	<b>Pending</b>
<b>3.7 Upcoming Meetings – RCO’s Conference and RC Air Ops Officer’s Conference</b> Meeting scheduled for Nov. 13 –17, 2000. RC Air Ops Officers to review the Ad-Hoc Flying Study and their position versus the study, recommendations and action plans.	<b>Info</b>	<b>N/A</b>
<b>Action</b> <b>3.8 Insurance MOA</b> D. Schippers noted that a copy of a MOA had been received from JAG/D Law Claims, but it did not address the Insurance issue. He noted that for the insurer’s perspective they were interested in obtaining two pieces of information: copies of incident reports, lawyers letters and claims received and whether the activity had been duly authorized or not. D. Schippers reviewed the MOA and noted that it needs work, it needs to ensure a free-flow of information between the Crown, the Leagues and their	<b>Info</b>	<b>Pending</b>



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<p>amendments not used any more. R. Mercer to discuss with HQ staff at SAM.</p> <p><b>c. Employee Benefits</b> R. Ilko has prepared an Agenda of items for discussion at the Employee Benefits Committee meeting at SAM. Items to be discussed include Cost of Living Adjustment for staff and renewal of Executive Director's contract. Additional agenda items can be forwarded directly to R. Ilko.</p> <p><b>d. Education Credits Team</b> Chair had sent a letter to all Provincial Education Credits Committee members, but only received a response from Manitoba. Will follow-up to ensure information is available for a status report at the SAM. Chair also available to assist Provinces who are having difficulty making progress.</p> <p><b>e. League/DND Partnership</b> Refer to 2.4 above.</p> <p><b>f. Insurance</b> Refer to 3.8 above.</p> <p><b>g. Recruiting Committee Update</b> B. Clarke noted good support from his committee members and that they would be filing a report at the SAM. R. Ilko noted that during the BC Provincial Committee Annual Meeting, there were still comments on individuals still not completed the enrolment process after more than one year. He noted that given the recent recruiting campaign, this could have negative results and discourage applicants in the CIC. Still waiting for response from DCdts on this issue. J. Mignault to follow-up with DCdts on response to R. Ilko's letter outlining suggestion to have potential CIC officers unable to qualify for enrolment being referred as a League volunteer.</p>	<p><b>Info</b></p> <p><b>Info</b></p> <p><b>N/A</b></p> <p><b>N/A</b></p> <p><b>Info</b></p>	<p><b>N/A</b></p> <p><b>N/A</b></p> <p><b>N/A</b></p> <p><b>N/A</b></p>
<p><b>3.11 60<sup>th</sup> Anniversary Update</b> Message sent by Chair to all team members, no replies received. Suggestions from AGM distributed + details on national poster contest. No feedback, assuming Chair like the poster contest. R. Ilko stated that April not far away there is a need for a saleable program, with appropriate buy-on and this should be discussed with PC Chairs at the SAM in Ottawa.</p>	<p><b>Info</b></p>	<p><b>N/A</b></p>

ITEM	ACTION	STATUS
<b>IV CONCLUSION</b>		
<b>4.1 Vice-President's Reports</b>		
<p>G. Cuerrier advised of the slow progress of the Member Screening process in Quebec, less than 15% complete. BC and NFLD in pretty good shape. S. Moody to contact the Provinces and provide an update for the SAM.</p>	<b>Info</b>	<b>N/A</b>
	<b>S. Moody &amp; PC Chairs</b>	<b>Pending</b>
<p>G. Albert &amp; R. Mercer, concerned with the ACGP MOA, renewal for a 3 or 5-year period. Also noted concerns in certain provinces with the Ad-Hoc study, to be discussed at the SAM.</p>	<b>Info</b>	<b>N/A</b>
<b>4.2 Good and Welfare of the Air Cadet League</b>		
<p>MOA renewal and results of Flying Committee study for the SAM.</p>	<b>Info</b>	<b>N/A</b>
<b>4.3 Date and Time of Next Meeting</b>		
<p>The next meeting shall be held 23 November 2000 – 0900 hours – Delta Ottawa – Executive Committee Meeting 1200 hours (Noon) – Board of Governors Meeting</p>		
<b>4.4 Adjournment</b>		
<p>There being no further business, the meeting was adjourned.</p>		