

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

FROM: Jean Mignault
Executive Director

DATE: 25 January 2000

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 19-01-00



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

| ITEM | ACTION | STATUS |
|---|------------|------------|
| I. ADMINISTRATION | | |
| 1.1 New items for Agenda | N/A | N/A |
| a) 60 th anniversary | | |
| b) Squadron websites | | |
| c) Update on translation of website | | |
| 1.2 Approval of Agenda | N/A | N/A |
| MOTION: Moved/Seconded by Gilles Cuerrier/Bob Mortimer that the Agenda be approved as amended. | | |
| Carried | | |
| 1.3 Approval of Record of Decisions 25 Nov 99 | N/A | N/A |
| MOTION: Moved/seconded by Ron Ilko/Gilles Cuerrier that the Record of Decisions of 25 Nov 99 be approved as distributed. | | |
| Carried | | |
| 1.4 President's Remarks | N/A | N/A |
| Best wishes for the new year were extended. He expected that much work could be accomplished prior to the 2000 AGM. | | |

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| II. BUSINESS ARISING | | |
| Information | | |
| 2.1 IACEA Policy re: International Exchanges with non-Member Countries The IACEA does not permit exchanges with non-member countries. Squadrons wishing to exchange with a non-member country would fall under CATO 14-07. | Info | Closed |
| 2.2 ATC Course Proposal - Response to Follow-up Letter No response received from Col Hardy, who will be away from his office until end-January. It has been stated, however, that the enrolment increase to 30 cannot be supported and the quota shall revert to 24. | Info | Pending |
| 2.3 Operating Grant - Status No change - awaiting confirmation. | Info | Pending |
| 2.4 DCdts Business Plan R. Ilko had requested this plan to review the strategic planning portion - upcoming projects for the next five years. Further follow-up shall occur. | Executive Director | Pending |
| 2.5 Employee RRSP Plan - Update This plan commenced 1 January 2000; employees are reported as pleased with its flexibility. | Info | Closed |
| 2.6 Insurance J. Mignault reported that the tender package has been received for review prior to approaching potential insurers. What remains to be determined is the coverage and at what premium. Ensuing discussion questioned the coverage on members who had yet to register and be screened. While it was confirmed all members are currently covered, regardless of registration status, a new policy incorporating this stipulation may be necessary. J. Mignault will discuss this matter with our broker to ensure policy requirements are met. | Info | Pending |
| 2.7 National Fund Raising Campaign S. Clark reviewed the December donations report. Fund Raising packages have been forwarded to all Governors to assist with their efforts. | Info | Pending |

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| J. Mignault reported that he had developed a fund raising venture with the Canadian Air Traffic Controllers Association which saw all members solicited for donations with little cost to the League. | | |
| 2.8 CHAP for League Members - Clarification R. Mortimer reported that PACREG RCO has directed that personnel cannot have contact with cadets unless they have received CHAP training. This region has also issued a directive banning the billeting of cadets with host families. BCPC was asked to formally submit this issue to the President. L. Jenks shall discuss the matter with PACREG RCO. | National President | Pending |
| 2.9 Comptrollership Review of the Cadet Program This review, a finance and management report, has been completed. Most issues relate to DND. J. Mignault will forward comments on the report from L. Jenks, R. Mortimer and himself to LCol Charlebois (review OPI). | Executive Director | Closed |
| III. NEW BUSINESS | | |
| Action | | |
| 3.1 Change of Year-End Proposal The League's auditors have confirmed that a change from March 31 to August 31 would be permissible as long as no fiscal year during any transition exceeds 13 months. J. Mignault shall prepare an impact statement and will review the proposal with Revenue Canada re: regulations. | Info | Pending |
| Information | | |
| 3.2 Report From the NCAG Meeting Areas highlighted included: | Executive Director / S. Moody | Pending |
| a. Member Registration - no resolution of the grey area has transpired. J. Mignault shall discuss this with S. Moody to review potential solutions; | | |
| b. Linkage of SIRP costs to Scholarships - this is being discussed with the Provincial Chairperson's and National Flying Committees. Recommendations shall be forthcoming; | J. Johnson / W. Paisley | Pending |

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| c. A reminder shall be forwarded to Provincial Chairpersons and Offices echoing the displeasure of the VCDS with committees bypassing the chain of command in dealing with concerns. | Executive Director | Pending |
| 3.3 Mail Vote on Nominating Committee Proposal Ballots were mailed from League Headquarters in advance of the 15 January 2000 deadline with responses due 15 February 2000. R. Logan has been appointed as scrutineer. | Info | Pending |
| 3.4 Communication Cell - Update The new posters have been received at League Headquarters. A copy of the new pamphlet shall be forwarded to each Executive Committee member upon receipt. | Info | Closed |
| 3.5 Memorandum of Agreement / Fundraising CATCA An MOA with the Air Traffic Controllers Association has been drafted and awaits final approval. The fund raising effort was previously addressed. | Info | Closed |
| 3.6 Budget 2000 / 2001 J. Mignault reported that he has prepared a draft and will outline objectives to achieve some of the line items. This draft shall be finalized in one week; discussion shall occur in February with approval in March. | Executive Director | Pending |
| 3.7 60th Anniversary G. Cuerrier queried how to approach this milestone. L. Jenks shall forward a memo to each Executive Committee member and Provincial Chairperson requesting ideas and their thoughts on celebrating nationally or provincially. | Executive Director | Pending |
| 3.8 Squadron Websites R. Mortimer reported that squadrons were directed to shut down their sites by DND. If true, squadron sites could be sponsored by the League and re-activated. This matter shall be investigated. | League HQ | Pending |

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| 3.9 Translation of League Website A deadline date of end-March was set for the entire site to be translated. A progress report shall be on the agenda for February. | League HQ | Pending |
| IV CONCLUSION | | |
| 4.1 Vice-President's Reports | | |
| R. Mortimer BC DND in PACREG have experienced problems with lack of funds due to a miscalculation in recent staff pay raises. This funding problem impacts squadrons. | | |
| R. Ilko University education will be a minimum education requirement for CF officers commencing in 2002. Applicability to CIC officers will be queried to Col R. Hardy. | Executive Director | Pending |
| G. Cuerrier QC QPC has had a poor response to the member registration and screening process. J. Mignault shall request a progress report from each Provincial Committee. | Executive Director | Pending |
| 4.2 Good and Welfare of the Air Cadet League R. Mortimer has a copy of the strategic plan. R. Ilko has requested the Executive Summary. | N/A | N/A |
| 4.3 Date and Time of Next Meeting The next meeting of the Executive Committee shall be held on Wednesday, 16 February 2000 at 1030 hours. | N/A | N/A |
| 4.4 Adjournment There being no further business, the meeting was adjourned. | | |