

TO: Executive Committee
c.c. Provincial Chairpersons
Advisory Board
National Directors
Board of Governors

FROM: Jean Mignault
Executive Director

DATE: 31 January 2007

SUBJECT: RECORD OF DECISIONS
EC CONFERENCE CALL 20 JANUARY 2007, 1200 HOURS



Attendees:	Chairperson:	C. Hawkins	President
		L. Bourgeois	Past President
		M. Cataford	First Vice-President
		J. Johnson	Vice-President
		J. Reidulff	Vice-President
		G. Fabes	Vice-President
		F. Gaboury	DCdts – SSO Air
	Staff:	J. Mignault	Executive Director
		K. Banaszkiwicz	Assistant Ex Director
		S. Putinski	Communications & Media

	ITEM	ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks A general welcome was extended. C. Hawkins welcomed everyone on the call and thanked them for sparing some of their personal time on a Saturday afternoon.	Info	Closed
1.2	New Items for Agenda The following items were added to the Agenda: 2.11 ACL Escort Officer to the UK (G. Fabes) 3.5 Update Technical Training Course (C. Hawkins) 3.6 Update RCSU funding of Cadet Corps and Squadrons (C. Hawkins) 3.7 Status of the Chair of Chairs (J. Johnson) 3.8 AGM 2009 NL (J. Mignault)	N/A	Closed
1.3	Approval of Agenda MOTION: Moved/seconded by J. Reidulff / G. Fabes that the Agenda be approved. Carried 5/0/0	N/A	N/A
1.4	Approval of Record of Decisions N/A, the EC ROD of the Oct. 24, 2006 Conference Call, were approved at the SAM.	N/A	Closed
II	BUSINESS ARISING - INFORMATION		
2.1	SELECTIONS 2007 K. Banaszkiwicz noted that she was finalizing the MS Access Database for the 2007 CSTC courses. She noted that scoring sheets were completed and ready to go.	K. Banaszkiwicz	Pending

	ITEM	ACTION	STATUS
2.2	MEMBER REGISTRATION AND SCREENING K. Banaszkiewicz has received screening files from the following provinces: BC, AB, MB, ON, NWO, NS, NL. J. Mignault and K. Banaszkiewicz need to work with the Navy League to finalize the database for all of the screened ACL Members. C. Hawkins requested that K. Banaszkiewicz provide a list of Provinces who had not transmitted files as of yet to ensure there are no issues or problems.	K. Banaszkiewicz J. Mignault	Pending
2.3	NATIONAL FUND RAISING CAMPAIGN J. Mignault reported that the total donations received as of the 20 th of Jan 2007 was \$62,500, including \$10,000 from the WestJet/Air Canada donation.	J. Mignault	Closed
2.4	IACE REUNION OTTAWA A local individual residing in Ottawa who was on the very first Exchange to the UK is trying to organize a reunion of all cadets who went on Exchange for the last 60 years in Ottawa in July 2007. Discussion ensued. M. Cataford and G. Fabes are to come to Ottawa and meet with ret. Col. R. Cleminson to explore the feasibility of organizing such a reunion. A report will be provided to the BOG during the Feb. 17, 2007 BOG Conference Call. MOTION: Moved/Seconded G. Fabes/L. Bourgeois that the EC reviews the costs and benefits of holding such a reunion in the summer of 2007. Carried 4/1/0	J. Mignault M. Cataford G. Fabes	Pending
2.5	AFC PTAA'S All Pilot Training Achievement Award cheques and certificates were shipped to Brian Darling VP of the Air Force Association of Canada in early Jan. 2007. The AFAC will oversee the distribution of the awards through their various Wings across Canada.	N/A	Complete
2.6	LOAN NW ONT PROVINCIAL COMMITTEE As approved by the BOG at the SAM, a \$15,000.00 cheque was sent to the NWO PC in early December 2006.	J. Mignault	Complete
II	BUSINESS ARISING – ACTION		
2.7	APPROVAL OF REVISED TERMS OF REFERENCE FOR THE NOMINATING, EMPLOYEE COMPENSATION AND NATIONAL FLYING COMMITTEE: On behalf of W. Paisley, Chair of the National Flying Committee, L. Jenks Chair of the Nominating Committee and C. Hawkins Chair of the Employee Compensation Committee, J. Johnson requested approval of revised Terms of Reference for these three Committees. This is requested in line with the update to the National Policy and Procedures Manual. Discussion ensued, the EC felt that for the Nominating Committee, a "Nominations from the Floor" process needs to be added to this document. Subsequent updates to all Committee TOR's will be approved by an electronic vote by the BOG. 1) MOTION: Moved/Seconded J. Johnson / L. Bourgeois that the Terms of Reference of the NFC be approved as presented. Carried 5/0/0 2) MOTION: Moved/Seconded J. Johnson / M. Cataford that the Terms of Reference of the Employee Compensation Committee be approved as presented. Carried 5/0/0.	J. JOHNSON B. BURCHINSHAW AND ALL COMMITTEE CHAIRS	PENDING

	ITEM	ACTION	STATUS
2.8	APPROVAL OF THE MAINTENANCE PROCESS FOR THE POLICY AND PROCEDURES MANUAL B. Burchinshaw has prepared a P&P Manual Update process for which he is seeking approval. MOTION: Moved/Seconded J. Johnson / M. Cataford that the Update process in Section 3.1 of the P&P manual be approved as presented. Carried 5/0/0	B. BURCHINSHAW J. JOHNSON	COMPLETE
2.9	CHANGES IN STATUS OF THE P & P COMMITTEE FROM SELECT TO STANDING J. Johnson noted that given the renewal activities for the P&P Manual, time has come to change the status of the Committee. MOTION: Moved/Seconded J. Johnson / G. Fabes that the status of the Policy and Procedures Committee be changed from Select to Standing. Carried 5/0/0	B. BURCHINSHAW J. JOHNSON	PENDING
2.10	HONOURS AND AWARDS AMENDMENTS TO P & P MANUAL AND DUE DATE SUBMISSIONS L. Bourgeois notes that a change was needed to the deadlines of submission of annual H&A deadline from March 15 and for cadet awards (Dale and Birchall Scholarships and the royal Canadian Legion Air Cadet of the Year), the deadline should be May 1 of each year. In addition, the Committee will include in the P&P Manual other Provincial and National Awards (i.e. in addition to League awards). Finally the Committee is looking at defining and establishing clear criteria for awarding the Presidential Citation.	L. BOURGEOIS	PENDING
2.11	ACL IACE ESCORT OFFICER TO THE UK MOTION: Moved/Seconded L. Bourgeois / J. Johnson that G. Fabes would be appointed the ACL League escort to the UK. Carried 5/0/0	G. FABES	COMPLETE
III	NEW BUSINESS		
3.1	SENIOR CADETS TO ATTEND WORKSHOPS SPONSORED BY VIATION/AEROSPACE PARTNERS DCdts confirmed that there are no problems sending senior cadets on Industry sponsored workshops and activities, as long as requisite approvals were done with the parents and the Squadron staff. This would include written parental permission. G. Fabes to advise PC Chairs of the requirements.	C. HAWKINS G. FABES	PENDING
3.2	RESPONSE TO REQUEST FROM DCDTS – PAYING STAFF CADETS TO WORK AT GLIDING CENTRES DCdts replied to a request from the NFC for employing staff cadets at Gliding Centres. As per the enclosed note, this was not accepted. Col Perron wrote: “. I acknowledge the ACLC concerns in regard to the retention of gliding and power cadets in the Air Cadet Gliding Program. Unfortunately, I cannot support your recommendation to providing an appropriate training allowance to selected flying scholarship graduates in each Region as this would create a dangerous precedent since it is not in our mandate to provide extra funding to cadets during the local training year. The other two elements would also have similar demands and this would create a financial burden that we cannot afford. With the investment in the tune of about \$20K that the CCO has already made in these cadets as most of	W. PAISLEY C. HAWKINS NFC	PENDING

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	<p>them go on both scholarships, it would be expected that the cadets would feel committed to continuing their involvement in the ACGP. Perhaps, this fact should be iterated to the different cadets applying for these scholarships at the time of the selection boards. We need to get some sort of commitment from these cadets as we are making a substantial investment in their training compared to the other training opportunities.</p> <p>It is also in the mandate of the ACLC to provide funding when DND is not able to provide such funding. I would welcome the ACLC to look at the possibility of providing financial assistance or perhaps seeking financial assistance through the different MOUs that you have recently signed with the Aviation Associations”.</p>		
3.3	<p>PROPOSAL FOR LIFE MEMBERSHIPS IN THE ACL</p> <p>Past President L. Jenks submitted the following proposal – “With recent/current reviews/updates of the Constitution and By-Laws (CB), PPM, H&A, the topic of Life Membership has entered the discussion, but it has yet to be resolved in terms of usage.</p> <p>It seems to me that we have two kinds of Life Members:</p> <p>a. Honorary Life Member (non-voting) that comes under the purview of the HAC to nominate; and,</p> <p>b. Life Member (voting).</p> <p>The Honorary Life Membership category is part of the range of honors and awards, and it falls within the purview of the HAC to manage. In terms of status, this honor comes above the Certificate of Honor and below the Medal of Honor. Although the award was no doubt intended for outstanding League members, it has been used <u>only</u> twice, and upon <u>both</u> occasions it was presented to long-term retiring Executive Directors - excellent people, but employees rather than members. I know that HAC Chair Lionel wishes to have further discussion on the place and use of this significant award.</p> <p>The second category does not exist officially; however, all Past-Presidents, by virtue of being members of the Advisory Board, are voting Life Members. Should the CB, section 2.3.iii be amended to state that "All Past-Presidents shall be National Life Members of the Air Cadet League of Canada, with full voting rights at any meeting of National Members, or on any committee upon which they serve"? Part of the handover from President to President could be the granting of Life Membership (and the Certificate that comes with it). Discussion ensued, there did not seem to be any disagreement. L. Bourgeois requested to respond to L. Jenks and note that this change would require a Bylaw change and Notice of Motion at the AGM.</p>	L. BOURGEOIS	PENDING
3.4	<p>DRAFT BUDGET FISCAL YEAR 2007/08</p> <p>An advanced version of the Budget had been circulated by J. Mignault. MOTION: Moved/Seconded J. Johnson / L Bourgeois that the Budget as presented be approved for final approval by the BOG during the Feb 2007 Conference Call. Carried 5/0/0</p>	J. MIGNAULT	PENDING
3.5	<p>UPDATE TECHNICAL TRAINING COURSE</p> <p>Contracting authorities at DND would not accept the submissions of private colleges this year due to bidding regulations. As such the Tech courses may be held at Borden again this year.</p>	C. HAWKINS	PENDING

	ITEM	ACTION	STATUS
3.6	UPDATE RCSU FUNDING OF CADET CORPS AND SQUADRONS DCdts is working on a CATO for a change in the contingency and band grants. DCdts are proposing alternate funding of \$15 per cadet + \$600 per unit per training year.	DCDTS C. HAWKINS	PENDING
3.7	STATUS OF THE PC CHAIR OF CHAIRS The situation of the current Chair of PC Chairs must be resolved as the current Chair is no longer the Chair of his PC. SK must thus make a change to their allotted numbers. C. Hawkins will review the situation with current Chair of Chairs, E. Callow and report at the BOG teleconference.	C. HAWKINS	PENDING
3.8	AGM 2009 – ST JOHN’S NL J. Mignault noted that B. parsons had found only one Hotel in St. John’s, which was suitable to host the AGM. The Holiday Inn has thus proposed a contractual arrangement for meeting rooms at \$1,500 for all three days of the meeting and \$135.95 + taxes for the bedrooms. Discussion ensued and the EC agreed that a contract should be signed as soon as possible. MOTION: Moved/seconded J. Johnson/M. Cataford that the proposal from the Holiday Inn be accepted and a contract signed ASAP. Carried: 5/0/0	J. MIGNAULT	PENDING
IV	CONCLUSION		
4.1	Reports from the Vice-Presidents g. Fabes noted that the QPC were having their first meeting on the 2008 AGM in Quebec City. No other comments or reports were made by the VP’s.	N/A	N/A
4.2	Comments from DCdts F. Gaboury noted the upcoming CPU Conference in Trenton, Feb. 12 –15, 2007. ACL League Reps will be L.. Bourgeois and K. Banaszkiewicz. J. Redidulff noted that he was making some progress with the Northern Squadrons; as a matter of fact he noted that two Squadrons were looking at having three cadets for the Effective speaking competition, education credits in the North and also on other optional training through CBAA..	K. BANASZKIEWICZ L. BOURGEOIS	PENDING
4.3	Good and Welfare of the League No Good and Welfare of the League items were discussed.	N/A	N/A
4.4	Date and Time of Next Meeting The next teleconference of the Board of Governors shall be held on Saturday Feb. 17, 2007 – 1200 hours Noon.	N/A	N/A
4.5	Adjournment There being no further business, the Chairperson adjourned the meeting.	N/A	N/A