

**NATIONAL BOARD OF GOVERNORS MEETING**  
**RECORD OF PROCEEDINGS**  
**Wednesday, 13 November, 2019**  
**1900 hrs ET**



**IN ATTENDANCE**

President	Jim Hunter
Past President	Merv Ozirny
1 <sup>st</sup> Vice President	Hille Viita
Vice President	Tom Taborowski
Vice President	Marc Lacroix
Vice President/Treasurer	Sue Madden
	Russell Gallant
	Thomas Sand
	Roch Leblanc
	Doug Slowski
	Kevin Robinson
	Don Berrill
	Jerry Elias
	Jacquie Pepper-Journal
ED/Secretary	Pierre Forgues

Missing: Howard Mar, Marc Lacroix (1<sup>st</sup> hour only)

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**I. ADMINISTRATION**

**1.1 Opening Remarks:** President welcomed everyone to the meeting.

**1.2 New Items for Agenda:** None.

**1.3 Approval of Agenda:**

**Motion to approve the agenda:**

**Moved by:** Merv

**Seconded by:** Russell

**Carried.**

**1.4 Approval of NEC ROP – 11 Sept 19**

**Motion to approve the of NEC ROP – 11 Sept 19:**

**Moved by:** Sue

**Seconded by:** Marc

**Carried.**

**1.5 Receive NEC ROP 16 Oct 19 (draft)**

**Motion to receive the NEC ROP 16 Oct 19 (draft):**

**Moved by:** Sue

**Seconded by:** Tom S.

**Carried.**

**II. INFORMATION**

**2.1 Report from Insight Consulting Group/NRGC**

Scott was not available for the meeting but provided a written report.

**Motion to accept the report:**

**Moved by:** Merv

**Seconded by:** Hille

**Carried.**

**2.2 President's Report**

Jim will be calling General Cochrane to discuss the status of the partnership. In particular, the letter on ITB was not coordinated with the League before being released and fleet replacement as a priority was not identified as a priority. The planning and deployment of the new National Selections process was characterized by a heavy-handed approach.

**Motion to accept the report:**

**Moved by:** Jim

**Seconded by:** Marc

**Carried.**

**2.3 Treasurer's Report**

Sue highlighted that overall finances are in good shape. Excess cash has been moved into short term investments. PC assessments of \$42K were received in October. Only 4 PCs have outstanding fees due. Career Expo in BC revenue and expenses are still being calculated. Legal fees budget for the year have already been spent.

**Motion to accept the report:**

**Moved by:** Sue

**Seconded by:** Doug S.

**Carried.**

## **2.4 Executive Director's Report**

Pierre provided highlights of his written report.

Pierre requested a motion for the amendment of PPM 5.6.1 to give SSC the option of using an embroidered or regular Air Cadet Squadron banner.

**Motion to accept amendment:**

**Moved by:** Jerry

**Seconded by:** Tom S.

**Carried.**

Pierre reported that all is going well for SAM planning and noted that communication sent to Committee Chairs to confirm agenda items. Pierre asked members sent him slides if required. He noted that they would like to spend majority of meeting time to open the floor on dialogue and new issues vs reports.

Pierre reported that two gliders have been donated and we will be picking them up next week. We are working on logistics to complete the donation and border crossing process. The donated gliders will be used as strategic spares.

ADM RS Evaluation: Pierre had an interview with Project Officer for evaluation. They will be primarily looking at how well the partners are supporting the program. Interview went well and the survey to Provincial Committee and SSCs will be released any day now. The main item in the survey will be asking SSCs how well PCs are supporting them in various areas.

Pierre stated that the Risk Management Committee report was not added to agenda, as Ron did not have anything significant to report. Risk Management committee won't meet again until the new year, however update will be provided at SAM.

**Motion to accept the report:**

**Moved by:** Tom S.

**Seconded by:** Russell

**Carried.**

### III CRITICAL PATH UPDATES

#### 3.1 Affiliation Agreements

Don provided written reports. The ED has distributed final versions of the agreements for signature. He noted that they have addressed the difference in QC law and made the appropriate changes. They are waiting for QC to sign and send back. Jim noted that that SK passed the agreement at the SK AGM. Sue said NB was passed as well. Hopefully all will be signed by the SAM.

#### 3.2 MOU Working Group

The DND demeanor does make it difficult to make progress on some initiatives. Discussion on responsibilities in QR Cadets is nearing completion (see attached version 5.1). Financial issues have been passed on to League Costing WG but are taking time to surface.

#### 3.3 League Costing Working Group

Lack of personnel resources have hampered progress but key discussions such as fees, cost of facilities, etc. need to be informed by the analysis of the financial data provided. Jim thanked Don for the outstanding work.

**Motion to accept Don's reports at item 3.1, 3.2, and 3.3**

**Moved by:** Merv

**Seconded by:** Doug

**Carried.**

#### 3.4 CRA Update

Pierre presented Ernie's report which outlined recent activity. The highlight is that we've made great progress re: 200 unregistered/unreported SSCs.

**Motion to accept the report:**

**Moved by:** Russell

**Seconded by:** Kevin

**Carried.**

### IV COMMITTEE REPORTS

#### 4.1 PC Chairs Committee

Hille reported that the committee met last week. Many are concerned about the new selections process. Chairs requested that common messaging be developed. Per Pierre, time is on the agenda for this issue to be discussed at SAM.

**Motion to accept the report:**

**Moved by:** Hille

**Seconded by:** Roch

**Carried.**

**4.2 Air Cadet Committee**

Kevin has reviewed the TOR for the Air Cadet committee and feels that to adhere to the TOR, he would need to sit in on several other committees. Jim questioned if there is a need for this committee since many TORs are being covered by other committees. Previous Chairs have had similar thoughts. The consensus is that the mandate is very broad and in need of revision. This will be discussed more at SAM.

**Motion to accept the report:**

**Moved by:** Kevin

**Seconded by:** Marc

**Carried.**

**4.3 Music Committee**

Howard was absent from the meeting. Marc relayed that the national competition is going well.

**Motion to accept the report:**

**Moved by:** Marc

**Seconded by:** Doug S.

**Carried.**

**4.4 Finance Committee**

Sue provided a written report. Fundraising report will be provided at the end of third quarter. ACC9s are being received. Budget input from committee chairs are required by the end of November.

**Motion to accept the report:**

**Moved by:** Sue

**Seconded by:** Hille

**Carried.**

**4.5 Resource Generation Committee**

Tom provided a written report. A marketing plan needs to be developed to sell Franklin prints and promote the President's Club. Tom would like the National Office to take this on.

Tom has received news from Scott that a webinar is scheduled with Pratt & Whitney to discuss purchasing an executive package at \$25,000 for our next career expo.

**Motion to accept the report:**

**Moved by:** Tom

**Seconded by:** Merv

**Carried.**

#### **4.6 Aviation Committee**

Jerry gave his report. NW operations is causing a great deal of concern. Jerry will advise PCs that tow plane replacement is on hold until the National committee is formed and issues guidance.

The Maintenance conference will be going on the same week of SAM. Mark Brickwood will represent Jerry at the meeting.

Jerry reported that the Ops meeting in Halifax is coming up. Edgar Allain has asked to represent us at that meeting.

Jerry is concerned about the lack of information coming from Quebec re: acquisition of tow planes. Roch said there will be a special meeting on Nov 30<sup>th</sup> and they will decide with the Chairs at that time how to move forward.

**Motion to accept the report:**

**Moved by:** Jerry

**Seconded by:** Tom S.

**Carried.**

#### **4.7 International Air Cadet Exchange Committee**

Doug provided a written report. International partners have expressed concern with Canada's demands.

**Motion to accept the report:**

**Moved by:** Doug

**Seconded by:** Sue

**Carried.**

#### **4.8 National Selections Committee**

Roch provided the report. Comments on the new Selection process was requested from the PCs. The new interview guide will become available in the coming days.

**Motion to accept the report:**

**Moved by:** Roch

**Seconded by:** Jacquie

**Carried.**

#### **4.9 Members Committee**

Doug will assume chairmanship of the committee while a permanent replacement is sought. Pierre stated that the Nominating Committee has indicated that Christian Stumpf is interested in assuming the Chair of the committee if he joins the Board.

**Motion to accept the report:**

**Moved by:** Doug

**Seconded by:** Jacquie

**Carried.**

#### **4.10 Communications Committee**

Tom is looking at synchronizing the ACL communication plan with the CAF plan. Increased participation from PCs is required on the committee. Merv suggested the Advisory Council could be approached. Anthony and Stephanie at the National Office are handling marketing.

**Motion to accept the report:**

**Moved by:** Tom

**Seconded by:** Doug

**Carried.**

#### **4.11 Effective Speaking Committee**

Raquel provided a written report.

**Motion to accept the report:**

**Moved by:** Tom

**Seconded by:** Kevin

**Carried.**

#### **4.12 Policy, Procedures & Bylaws Committee**

Russell provided a written report. He thanked the Board for the opportunity to have a pre-SAM meeting on 4 Dec. They have many items to go over, including the mission statement.

**Motion to accept the report:**

**Moved by:** Russell

**Seconded by:** Merv

**Carried.**

#### **4.13 Strategic Planning**

Jacquie reported that she has studied the current strategic plan and has identified the need for some validation and alignment of objective, mission and vision.

**Motion to accept the report:**

**Moved by:** Jacquie

**Seconded by:** Tom T.

**Carried.**

#### **4.14 Advisory Council, Nominations, Honours & Awards, Scholarships**

Merv has submitted recommendations to the PPBLC.

**Motion to accept the report:**

**Moved by:** Merv

**Seconded by:** Hille

**Carried.**

### **V NEW BUSINESS**

#### **5.1 Nominating Committee TOR**

The Board reviewed the proposed amendments to PPM 3.2.2 and PPM 3.4.8 and moved the following changes:

1. Russell moved that in PPM 3.4.8, Authority, paragraphs (b), (c), and (d) be deleted, seconded by Jerry. Carried.
2. Russell moved that membership paragraph be deleted and replaced with "Membership will be in accordance with bylaw 8.01", seconded by Tom S. Carried.
3. Russell moved that the wording in paragraph (m) of the "Responsibilities" section of PPM 3.4.8 be deleted and replaced with "the committee shall complete the nomination process by providing the nomination slate to the Board of Governors for approval at their May meeting. At the discretion of the Board of Governors, the slate will be approved as presented or amended. The final slate approved by the Board of Governors will be published in the AGM book as a report from the President", seconded by Hille. Carried.

**Motion to accept the proposed amendments to PPM 3.2.2 and PPM 3.4.8 with the above three changes.**

**Moved by:** Russell

**Seconded by:** Tom S.

**Carried.**

#### **5.2 Screening Policy (PPM 3.2.7 & Handbooks)**

Pierre gave the report. There is some confusion among PCs about the current wording of the screening procedure in the handbook. To clarify the procedure, Pierre requested a motion to amend the handbook to state that "if using a 3<sup>rd</sup> party provider, Sterling must be used."



**Motion to accept the report:**

**Moved by:** Russell

**Seconded by:** Jerry

**Carried.**

**5.3 SAM Agenda**

Pierre provided the SAM agenda. Deadline for feedback to the agenda draft to be sent to Pierre by one week's time.

**5.4 Members Terms of Office (PPM 3.2.6)**

Pierre provided the materials for this report. The Board considered the option of establishing the term of the President to two years. The primary reason would be to establish continuity. Jim requested a motion that the Nominating Committee will be expected to serve two one-year terms as a norm, subject to re-election.

**Motion to accept the motion:**

**Moved by:** Kevin

**Seconded by:** Tom T.

**Carried.**

**5.5 PC Logos**

Discussion surrounding the issue of SK rebranding and the legal opinion from the TM lawyer against doing so. Thomas Sand suggested an ACL branding manual be drafted.

**VI CONCLUSION**

**6.1 Closing Remarks**

**6.2 Good and Welfare of the ACL**

Hille stated she attended the ceremonies at the National War Memorial this past Monday and we were well represented.

Sue attended the NB AGM and it went well.

Doug S. attended a celebration of life for Jack Hanwood, a founding member of ACL.

Russell attended PEI AGM and it went well, but their by-laws need rewriting. Barry Rone, a long-time volunteer has left. The PEI affiliation agreement will be signed before SAM.

**6.3 Date & Time of Next Meeting: SAM – 6-7 Dec**

**6.4 Adjournment**

**Motion to adjourn:**

**Moved by:** Jerry

**Seconded by:** Sue

**Carried.**