



AIR CADET LEAGUE OF CANADA

BOG Meeting ROPs

02 November 2016

MEETING INFORMATION

Meeting Date: 02 November 2016

Start Time: 1900 hrs EDT

Teleconference

ATTENDANCE

Don Berrill	Merv Ozirny	Jim Hunter	Eva Martinez	Sarah Matresky, ED
Marcel Bineau	Ernest Wiesner	Geoffrey Johnston (regrets)	Tom Taborowski	Penny Doern, MAL (regrets)
Don Doern	Jerry Elias	Marc Lacroix	Ken Todd	
Darlene LaRoche	Russell Gallant	Howard Mar	Hille Viita	

1. Administration

1.1. President's Opening Remarks – D. Berrill

D. Berrill thanked everyone for their participation and welcomed everyone to the meeting.

1.2. New Items for the Agenda – D. Berrill

4.5 Working Groups, 4.6 Hon. Commandant

1.3. Approval of the Agenda – D. Berrill

MOVED BY: M. Ozirny

SECONDED: D. LaRoche that *the Agenda be approved as presented.*

CARRIED

1.4. Approval of the ROPs 24 Aug 16 – D. Berrill

MOVED BY: J. Elias

SECONDED: M. Ozirny that *the 24 Aug 16 ROPs be approved as presented.*

CARRIED

2. Information / New Business

2.1 President's Report – D. Berrill

D. Berrill provided a series of executive summaries on a number of items of importance within the ACL which included:

- The proposed changes to the national delegate allocation passed at the most recent AGM and the requirement to call a Special Meeting at the SAM to reconsider the motion.
- The CRA Amalgamation Proposal – summary of the outcomes from the recent teleconference and the way ahead and the expectation that the amalgamation will take place after this fiscal year (i.e. Sep17)
- Negotiations regarding the MOU and how discussions have stalled as the proposed MDs have not been signed by the Minister, but that adjustments will be made to the current MOU to deal with some pressing issues such as Cadet Insurance.
- Insurance and Risk Management – ACL is in the middle of an independent review with a report due from the consultant just prior to the SAM.
- National Screening and Registration Committee Recommendations and the way ahead with the Next Generation Plan.
- Chain of Authority (Responsibility) confirmation – Proposal to enter into Affiliation Agreements with the Provincial Committees and in turn the SSCs.
- NCR Cadet Squadrons and a potential move from Eastern Region to Central Region.

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- CPMC Meeting: It was decided that CI's will be screened and registered with the RCSU instead.
- LSA & RDA's approved.
- Need to push the Positive Youth Development and Program Outreach training within the organization.

MOVED BY: E. Wiesner

SECONDED: M. Bineau that *the President's Report be received as presented.*

CARRIED

2.2 Executive Director's Report – S. Matresky

S. Matresky reported on the following points:

- Air Cadet Committee report was circulated by email.
- Attended the Back Brief on Growth and Sustainability last Friday
- Attended a portion of the RCSU CO's Conference last week. Gave presentation on CRA information and Affiliate agreements and it was received with great interest.
- New hire T. McGaugh starts on Monday in the Finance/Screening position
- ED Meeting yesterday with Colonel. Raised concern in NL about CO's from other elements not rebadging.

MOVED BY: H. Viita

SECONDED: M. Ozirny that *the ED's Report be received as presented.*

CARRIED

2.3 Finance Report– E. Wiesner

E. Wiesner indicated that his report was circulated as part of the supporting material. He gave a summary of the expenses and what is to be expected for the line items. The IACE budget may go over budget and the travel items were also over budget. Cash flow stable, but it will get tighter towards the end of the calendar year. S. Matresky and E. Wiesner will be looking into the investments in the coming weeks. The Committee will be holding a teleconference next week to discuss some items prior to the SAM.

MOVED BY: E. Wiesner

SECONDED: J. Hunter that *the Finance Report be received as presented.*

CARRIED

2.4 Advisory Council Report– D. Doern

D. Doern reported that C. Hawkins is now the new chair of the Nominating Committee. New forms have been created and circulated to the Board Members in an effort to be more efficient in gathering information for the nomination process. The Awards committee was looking into some Canada 150 initiatives with more information to follow and the TORs for the Scholarship Committee were approved and they now sit as a stand-alone committee.

MOVED BY: D. Doern

SECONDED: J. Elias that *the Advisory Council Report be received as presented.*

CARRIED

3 Business Arising

3.1 Proposed Changes to the National Delegate Allocation – D. Berrill/S. Matresky

S. Matresky indicated that this item will be brought forward for consideration at the Special Meeting of Members. The document included in the supporting material is how it will be presented and will be circulated Thursday morning in order to meet the 21 day deadline according to the ACL bylaws.

3.2 CRA Amalgamation Proposal – D. Berrill/S. Matresky

D. Berrill gave an update on the communication with CRA and the upcoming SSC amalgamations. It was confirmed that SSC's who are already incorporated will continue as is with periodic reviews. Every other unit that has a sub number will cease to exist, but can exist under the Provincial Committee as long as they are in good standing. The other 162 unit that are not registered or incorporated would have to be amalgamated as a sub under the provincial number. Incorporated SSCs would be treated differently

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than the amalgamated ones and the PCs need to know exactly which ones to report on the T3010. Property owned by the amalgamated SSCs will be owned by the PC and held in trust by the SSC (like a church). As well, incorporated SSCs will still have agreements with PC to follow their direction (and ACL direction). S. Matresky added that there is a PPT presentation included in the BOG's supporting material which will be presented to the membership at the SAM. It is currently being reviewed by the CRA. S. Matresky has also asked that the CRA provide the League with a letter outlining the need for the amalgamation initiative.

3.3 ACL Independent Risk Management Report – S. Matresky

S. Matresky indicated that a draft report was made available by the consultant for the Board's consideration. S. Matresky made a few remarks in the digital document circulated and noted that a few of the points made were slightly inaccurate. She will address them with G. Finch-Noyes. D. Berrill indicated that the BoG had not been afforded enough time to comment on the Risk Management report and as such it will be reviewed more in depth at the next meeting. A global summary will be provided to the membership at the SAM and the final document shared with the other two Leagues.

3.4 Chain of Authority: Affiliation Agreements – D. Berrill/S. Matresky

S. Matresky included a slide show presentation in the supporting material that will be presented to the membership at the Semi-Annual Meeting. She attached an email from the lawyer which included a checklist of terms that National and the Provincial Committees must discuss and on which they must come to a consensus before proceeding. A draft example of an Affiliation Agreement was also included for consideration. Discussion ensued and it was agreed that the Board would proceed with the discussion with the Provincial Committees at the SAM.

3.5 Renewal/WG Update – S. Lawson

S. Lawson expanded on the report he submitted on the status of the various Working Groups in which the Air Cadet League has been involved. He has been collecting feedback and submitting the League's recommendations to DND. J. Hunter and J. Elias will not be available for the CAF Familiarization WG and therefore D. Doern will participate in their place. The first meeting will take place Nov 14-18. There is one action item that S. Lawson indicated still needs attention – the survey to the PCs for the SAM has not been submitted by all participants to date. A discussion will need to take place at the Semi-Annual meeting to determine how everything will fit together in regards to Gen. Woiden's recent memo. The Board will also need to determine what requires action now, and what needs to be actioned at a later date. S. Lawson will be providing a summary of the update to the membership at the SAM in the coming weeks.

3.6 Next Generation Screening Plan Adoption by Membership – G. Johnston (regrets)

S. Matresky reported that she has updated the flow chart for the Next Generation Screening plan based on some conversations she had with G. Johnston. Discussion ensued about the committee's proposal and how with so much happening in real-time in regards to Renewal, not all of the items are as relevant as they once were when originally proposed. The Board confirmed that they are not against what is being proposed, but with new information coming out of the Working Groups, it is becoming less clear how some of the items would be carried out considering that the WG proposals are leaning to more League involvement, which would require members to have a VSS. An individual vote was conducted to determine if, in principle, Governors were for or against supervising cadets. Twelve were in favour with one additional Governor in favour (provided proper insurance was confirmed to be in place).



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4 New Business

4.1 IACE Chair and IACEA Conference – D. Berrill

D. Berrill informed the BOG that based on his experience at the most recent IACEA conference, it is very important that Canada be represented in a consistent manner at these meetings. As such, he believes that it would be most appropriate to send the IACE Chair on an annual basis. Currently the representative's spouse's travel has also been covered under the national budget as it is expected that delegates attend the conference with their spouses. E. Wiesner indicated that he will inform the Finance Committee and it will be written into the budget in a more formal manner.

MOVED BY: M. Bineau

SECONDED: D. LaRoche that *the either the President & Chair of the IACE or someone else approved by the BOG, attend as League representatives to the IACEA conference on an annual basis and will be financed under the National Budget.*

CARRIED

4.2 Five Highest Risks to the ACL as Provided to DND – D. Berrill

D. Berrill summarized what he considers to be the five highest risks related to the Air Cadet League. They include 1. Insufficient funding 2. Loss of Charitable Status 3. 'Black Swan' type incidents 4. Lack of understanding/training as it relates to League Operations/relationships. He asked the BOG to take a look at the 5 Risks as the WG associated with Risk Management did not fully utilize these items. The Board concurred that these are the 5 that the ACL will go forward with in their negotiations with DND in the future. K. Todd indicated that he used this information at the most recent WG he attended and will continue to use as a working document. The information will be shared with the other two Leagues.

4.3 Clarification: Voting Items SAM & New Structure – D. Berrill

D. Berrill confirmed that the following items will be up for decision/discussion at the SAM: 1. CRA Amalgamation Proposals, 2. Next Generation Screening Plan, 3. Affiliation Agreements with PCs, 4. National Delegate Allocation, 5. President's Term of Office.

S. Matresky added that the supporting material included the information that would be forwarded to the membership in advance of the Special Meeting for consideration. D. Berrill added that there will be a new structure for the SAM in that there will be a BOG meeting at the beginning and at the end of the conference (to deal with any items coming out of the Special Meeting). The BOG and PC Chairs will also not meet at the same time. A working dinner will be provided for the EC during their Thursday evening meeting.

MOVED BY: M. Ozirny

SECONDED: D. LaRoche that *the items listed above be confirmed for decision/discussion at the SAM.*

CARRIED

4.4 President's Term of Office 3.2.6 – D. Berrill

D. Berrill noted that he would like the Board of Governors to review the policy 3.2.6 *Members' Term of Office* where it states that the President can only serve for one year. He suggested that it be revised to read that it is permissive for a President to serve more than one year, but that it is not mandatory. Discussion ensued about revisions to the proposed amendment were as follows:

Suggestion 1:

Members may be re-elected or re-appointed to a position or office. Except with the permission of the membership ~~and the concurrence of the candidate~~ a president can serve no more than 2 consecutive terms of office.

Suggestion 2: *...Except that a president with the permission of the members but not mandatory may serve no more than two consecutive 1 year terms of office.*

Suggestion 3: *... the president may be considered for an extension of one year under special circumstances and the acquiescence of the president.*

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MOVED BY: D. LaRoche

SECONDED: M. Ozirny that *the proposed amendment should read as follows:*

Members may be re-elected or re-appointed to a position or office, except that a president may serve not more than two consecutive one-year terms of office with the permission of the membership and the acquiescence of the incumbent president.

CARRIED

4.5 Uniform Working Group – M. Bineau

M. Bineau provided an update on the Uniform Working Group that will be commencing in the coming weeks. He added that Maj. Caron would be the OPI for the initiative. Currently the position is the Air Cadet League does not want a working uniform (field uniform), however, should one be offered, then the ACL would support it (worn with the wedge).

4.6 Honorary Commandant – D. Berrill

The topic of Honorary Commandant came up at the CPMC meeting as the Army Cadet League requested that the Honorary Colonel for the Army Cadets be renewed. The funding for the Honorary Colonel comes out of the CCO envelope and the question was raised as to whether or not there should be one for the Air Cadets. When someone was appointed a few years ago they had difficulties meeting their obligations and attending engagements. The Governors agreed that the Honorary President of the Air Cadet League fulfills a similar role already and it is working out very well. As such, they would not be in favour of an Honorary Commandant at this time.

5 Committee Reports

5.1 Staff Management Committee – D. Berrill

S. Matresky indicated that the Finance Officer/National Screening Manager's position has been filled by Mrs. Tammy McGaugh and she will be reporting to work on Monday. There will be some upcoming turnover as S. Raoelimanohisoa has submitted her resignation (February 24, 2017) and J. Gray will be retiring at the end of December. The Staff Management Committee will therefore be

5.2 Policy Procedure and Bylaw Committee – R. Gallant

R. Gallant noted that he has been updating some outstanding items including bylaw item 2.3.1.

5.3 Provincial Chairs' Committee – M. Ozirny

M. Ozirny noted that the minutes from the PC Chairs' meeting were included in the supporting material circulated to the Board. He added that the issues discussed at tonight's meeting will be discussed at an upcoming teleconference scheduled later in the month before more pressing items are brought forward to the membership at the SAM. S. Lawson will participate on the call as secretary/note taker and will forward an agenda.

5.4 Communications Committee – D. LaRoche

D. LaRoche gave an update on the recent social media activities of the League. A recent video that aired on ATV News in Nova Scotia about the gliding program was received and posted to Facebook will be made available for viewing at the SAM if possible.

5.5 National Resource Generation Committee – T. Taborowski

T. Taborowski provided a written report and summarized the following information:

- W. Hough has been working diligently to migrate data from Giftworks to Sumac
- Staff time has been focused on the AGM and the office relocation.
- S. Lawson working on grants with various insurance companies
- He and D. Berrill met with Hamilton Watches to look at a specialty watch program and fundraising initiatives.



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5.6 League Industry Partnerships Sub-Committee – E. Martinez

E. Martinez reported that she and W. Hough met in Ottawa on 17 Aug 16 while she was in town for another commitment. They discussed the Air Canada Jazz opportunity and other grant applications and the 90 day focus plan between LIP and NRG. E. Martinez is pleased with the direction in which the committee is headed and looks forward to working with W. Hough on some upcoming initiatives.

5.7 Aviation Committee – J. Hunter

J. Hunter reported that the L19 exemption letters have been received by Transport Canada and are now in place. This alleviates the prior concerns with aircraft in the Eastern and Atlantic Regions. The next steps for the committee will be to continue to look at the future of the gliding program. A presentation to the BOG on a motorized glider concept will be given at the SAM and afterwards the committee would be looking for a letter of support on the item after consideration.

5.8 IACE Committee – H. Viita

H. Viita reported on a successful IACE Exchange this summer. S. Matresky represented National at the closing dinner earlier this month. The IACEA Conference will be held the second week of September and everything is currently on track for the event. A PowerPoint Presentation of the Atlantic Region exchange will be made at the Semi-Annual Meeting.

5.9 Music Committee – H. Mar

Nothing further to report at this time.

5.10 Effective Speaking Committee – P. Doern

P. Doern included a written report on the changes discussed at the AGM. Topics for the 2016-17 competition were presented. Planning for the year will include updating the handbook to ensure clarity and improve communication with the PCs to see that more squadrons are involved in the program.

5.11 National Members Committee – K. Todd

K. Todd circulated a report as part of the supporting material. The report summarized specific items on which the committee wishes to focus (member recruitment, vehicles of support, retention etc.). These will then be reviewed by the core team at a September meeting and will be further developed and refined. He added that the only contentious issue at this time is the capacity of the core team to complete the work.

5.12 Air Cadet Committee – J. Elias

Information on activities were provided as part of the supporting material. J. Elias indicated that he spoke with T. Sandwell, A. Snowie and T. Joyce and recommends the ACL provide both Vimy Flight and A Nation Soars partnership an opportunity to make a presentation at the SAM in November as part of the Air Cadet Committee contribution. With Air Cadets - Past, Present & Future being heavily involved, he believes the ACLC should step up to the plate and offer all the assistance that can be given. Discussion ensued and the BOG agreed inviting both parties to the meeting at the SAM.

5.13 Selections Committee Report – M. Lacroix

Darlene Laroche discussed the National Selection packages and the delay, with Captain Paul Bousigard, our DND counterpart. He is waiting for each region to give him the available billets so he can plug those numbers into the quotas for each squadron. This delay, he told her is mainly due to the change in the formation and everyone getting onboard with what needs to be done and when. A couple of years ago, it was standard to have this info in September but lately it has been a challenge getting the billet availability to Sp Group formation, so they can complete the package. It is a high priority and he is reminding those that need to feed him the numbers that this information is urgently required. Paul B. will be issuing a statement via email in the next day or so to explain this. Last year numbers were confirmed in December. It creates problem to regions with their selection committees for each zone of their province hold at the beginning until the end of February 2017.



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5.14 Screening and Registration Committee Report – G. Johnston

Covered above.

6. CONCLUSION

6.1 Reports of the Vice-Presidents– D. Berrill

Nothing further.

6.2 Good and Welfare of the ACL– D. Berrill

Nothing further.

6.3 Date and Time of Next Meeting– D. Berrill

The next meeting will take place in October (September meeting has been cancelled).