

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

**FROM:** Jean Mignault  
 Executive Director

**DATE:** 16 Jan 03

**SUBJECT:** RECORD OF DECISIONS  
 CONFERENCE CALL 15 JAN 03



**Attendees:** Chairperson: J. Ash President  
 B. Wolfe First Vice-President  
 G. Cuerrier Past President  
 G. Albert Vice-President  
 L. Bourgeois Vice-President  
 C. Hawkins Vice-President

J. Mignault Executive Director  
 S. Clark Chief Administrative Officer

LCol F. Gaboury SSO Corporate Services

	ITEM	ACTION	STATUS
<b>I</b>	<b>ADMINISTRATION</b>		
<b>1.1</b>	<b>President's Remarks</b> The President extended best wishes for the New Year to all members.	<b>N/A</b>	<b>N/A</b>
<b>1.2</b>	<b>New Items for Agenda</b> No new items were added.	<b>N/A</b>	<b>N/A</b>
<b>1.3</b>	<b>Approval of Agenda</b> <b>MOTION:</b> Moved/seconded by B. Wolfe/G. Albert that the Agenda be approved as amended. <b>Carried 5/0/0</b>	<b>N/A</b>	<b>N/A</b>
<b>1.4</b>	<b>Approval of Record of Decisions 15 Nov 02</b> <b>MOTION:</b> Moved/seconded by B. Wolfe/G. Cuerrier that the Record of Decisions of 15 Nov 02 be approved as distributed. <b>Carried 5/0/0</b>	<b>N/A</b>	<b>N/A</b>
<b>1.5</b>	<b>Approval of Record of Decisions 18 Dec 02</b> <b>MOTION:</b> Moved/seconded by L. Bourgeois/B. Wolfe that the Record of Decisions of 18 Dec 02 be approved as distributed. <b>Carried 5/0/0</b>	<b>N/A</b>	<b>N/A</b>

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<b>II</b>	<b>BUSINESS ARISING</b>		
<b>2.1</b>	<p><b>Queen's Jubilee Medal</b></p> <p>The five additional names to replace original recipients who received medals through another source were accepted and their medals have already been forwarded to the respective Provincial Committee. These members are D. Sutherland, B. Burke, D. Odell, M. Kantymir and R. Patton.</p> <p>The President expressed thanks to G. Cuerrier, L. Jenks and all committee members for their work with this award program.</p> <p>The names of the 12 cadets shall be forwarded to B. Burke</p>	<b>Info</b>	<b>Closed</b>
<b>2.2</b>	<p><b>AGM 2004</b></p> <p>The Best Western Hotel in Truro has been selected as the host location for this meeting – 17-20 Jun.</p>	<b>Info</b>	<b>Closed</b>
<b>2.3</b>	<p><b>CASARA Package</b></p> <p>The information to distribute has now been received and will be forwarded soon to each squadron through the Provincial Committees.</p>	<b>Info</b>	<b>Closed</b>
<b>2.4</b>	<p><b>Email for League Members</b></p> <p>A standardized email address for League members would be beneficial for identification purposes. It was proposed the format be: Family name.initial@aircadetleague.com. This is currently available to the Executive Committee. The use of the ACL email, provided free-of-charge, would be optional.</p>	<b>Info</b>	<b>Closed</b>
<b>2.5</b>	<p><b>Preaching Cloth</b></p> <p>No progress to report.</p>	<b>Info</b>	<b>Pending</b>
<b>2.6</b>	<p><b>Aircraft Rental Rates</b></p> <p>DND has agreed to fund the additional \$21K resulting from the reduced hours in 2001/02. Discussions are on-going with the NFC Chair and DCdts with respect to a revised formula for determining payments for rental fees. Current proposal is for DND to absorb 100% of the aviation insurance policy cost plus 100% of the SIRP fees (\$72,500 for each of the last three years). The Provincial Committees would still be responsible to pay any accident deductible, as required.</p> <p>Discussion ensued on this proposal. G. Cuerrier stated that as owners of the fleet, the ACL should be responsible for insurance and repairs. He further questioned how other related costs – winches, autos, engine replacement – would be funded.</p> <p>L. Bourgeois stated that the money would still be referred to as a rental payment but would be based not on flying hours but actual insurance costs, providing a guarantee against increasing insurance and SIRP expenses. As owners of the aircraft, the Provincial Committees must decide this issue.</p>	<b>League HQ</b>	<b>Pending</b>

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	<p><b>MOTION:</b> Moved/seconded by L. Bourgeois/C. Hawkins that the proposal be forwarded to the Provincial Committees for each to return their decision on support for this DND initiative.</p> <p style="text-align: right;"><b>Carried 4/1/0</b></p>	<b>PC Chairs</b>	<b>Pending</b>
<b>III</b>	<b>NEW BUSINESS</b>		
<b>3.1</b>	<b>Resignation – D. Odell</b>		
	<p><b>MOTION:</b> Moved/seconded by C. Hawkins/B. Wolfe that the resignation of D. Odell as a National Director be accepted and that MB be requested to recommend the name of a replacement.</p> <p style="text-align: right;"><b>Carried 5/0/0</b></p>	<b>MBPC</b>	<b>Pending</b>
<b>3.2</b>	<b>Aviation Insurance</b>		
	<p>J. Mignault recently approved the underwriting submission for the renewal. Marsh Canada will be going to market with the account and will provide various proposals with respect to amounts of liability coverage. Another 15-20% increase is expected in spite of claims-to-date of less than \$30K.</p>	<b>Info</b>	<b>On-going</b>
<b>3.3</b>	<b>2003 SAM</b>		
	<p>League HQ conducted site inspections on eight hotels.</p>	<b>Info</b>	<b>Closed</b>
	<p><b>MOTION:</b> Moved/seconded by C. Hawkins/B. Wolfe that the 2003 SAM be held at the Hampton Inn, 13-15 Nov. <b>Carried 5/0/0</b></p>		
	<p>The Hampton Inn is a member of the Hilton family of hotels. The Friday evening Reception and President’s Dinner will again be held at the RCAF Officer’s Mess.</p>		
<b>3.4</b>	<b>Possible League HQ Move</b>		
	<p>League HQ has been advised by DCdts that a move of the national office may occur within the next 6-12 months. Subsequent discussions between J. Mignault and Public Works officials indicated that the move may only involve the Army and Navy Leagues.</p>	<b>Info</b>	<b>Pending</b>
<b>3.5</b>	<b>Budget 2003-04</b>		
	<p>J. Mignault and C. Fauvelle shall prepare a draft budget to be distributed in advance of the February teleconference with approval to be sought during that meeting.</p>	<b>Info</b>	<b>Pending</b>
<b>3.6</b>	<b>League HQ Operating Grant</b>		
	<p>J. Mignault, in concert with the other two League Executive Directors, shall be preparing a business case to request an increase in the headquarters operating grant (\$90-100K). This would include funding for a full-time PR staff member.</p>	<b>Info</b>	<b>On-going</b>

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<b>IV</b>	<b>CONCLUSION</b>		
<b>4.1</b>	<b>Comments From DCdts</b> No issues to report	<b>N/A</b>	<b>N/A</b>
<b>4.2</b>	<b>Good and Welfare of the Air Cadet League</b> C. Hawkins summarized his progress with the Volunteer Contribution Survey and expects to have a draft distributed in advance of the February teleconference.	<b>Info</b>	<b>N/A</b>
	C. Hawkins outlined his plan to have a revised ACC9 distributed to Provincial Treasurers in advance of the 2003 AGM.	<b>Info</b>	<b>N/A</b>
	A fund raising teleconference shall take place on Friday, 17 Jan 03.	<b>Info</b>	<b>N/A</b>
<b>4.3</b>	<b>Date and Time of Next Meeting</b> The next meeting shall be Wednesday, 19 February 2003.	<b>Info</b>	<b>N/A</b>
<b>4.4</b>	<b>Adjournment</b> There being no further business, the Chairperson adjourned the meeting.		