

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

FROM: Jean Mignault
Executive Director

DATE: 17 September 1999

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 15-09-99



Attendees:	Chairperson:	R. Ilko	First Vice-President
		M. Goldack	Past President
		J. Ash	Vice-President
		G. Cuerrier	Vice-President
		R. Mortimer	Vice-President
		S. Moody	Chairperson, Volunteer Screening
		J. Mignault	Executive Director
		S. Clark	Chief Administrative Officer

	ITEM	ACTION ITEM NAME	STATUS OF ITEM
1.	NEW ITEMS FOR AGENDA Four new items were identified: a. Special Meeting at the Semi-Annual Meeting; b. ACC9; c. Billing of cadets; d. Distribution of League selection forms	N/A	N/A
2.	APPROVAL OF AGENDA Motion: Moved/seconded by Max Goldack/Gilles Cuerrier that the Agenda be approved as amended. Carried	N/A	N/A
3.	APPROVAL OF THE RECORD OF DECISIONS 18 AUGUST 1999 Motion: Moved/seconded by Bob Mortimer/Gilles Cuerrier that the Record of Decisions of 18 August 1999 be approved as distributed. Carried	N/A	N/A
4.	FIRST VICE-PRESIDENT'S REMARKS Ron Ilko extended a welcome to Max Goldack and the League's best wishes for a complete recovery.	N/A	N/A

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5.	<p>BUSINESS ARISING FROM THE PREVIOUS MEETING</p> <p>a. Volunteer Screening:</p> <ul style="list-style-type: none"> i. Steve Moody reported that the policy and forms had been distributed to the Provincial Committees with the direction to screen those members of the Sponsoring Committees. Provincial Committees should have distributed these forms to the squadrons by this time; ii. Steve Moody confirmed that the League must screen the members of the Sponsoring Committees, however, other volunteers would be the responsibility of the military; iii. Jean Mignault advised that information from the National Crime Prevention Bureau regarding available grants is en route. <p>b. Responses to Letters:</p> <ul style="list-style-type: none"> i. It was reported that the VCDS has decreed that the current CATO 14-07 would be revoked with a joint DND/League working group to be formed this fall to re-write this CATO. Governors were asked to contemplate their position regarding this matter while remaining cognizant of risk management issues in their recommendations. Each request shall be reviewed on its individual merits until the new policy has been written. An update shall be provided during the next conference call; ii. No response has been received from the ATC Course proposal submitted to DCdts. Jean Mignault did relate the difficulties in securing qualified instructors for this course. He added that potential applicants are strongly recommended to have, as a minimum, Grade 10 mathematics with an A or B average. An update shall be forthcoming; iii. Jean Mignault reported that the League Headquarters operating grant increase has been approved by VCDS and now requires final approval from Treasury Board. Ron Ilko offered congratulations to Jean Mignault for his success. <p>c. Responses to queries:</p> <ul style="list-style-type: none"> i. Jean Mignault advised that CATO 18-25 covers acquisition of vehicles from Crown Assets. Contact must be made with the RCO. He noted that the League may given preference in acquiring such vehicles but nothing less than fair market value can be paid; 	<p>Provincial Committees</p> <p>Information</p> <p>J. Mignault</p> <p>Governors</p> <p>J. Mignault</p> <p>J. Mignault</p> <p>Information</p>	<p>On-going</p> <p>N/A</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>N/A</p>

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	<p>ii. Jean Mignault noted that this issue with the High Flight soaring program is insurance. He shall approach Maj Jerry Elias to request his position on Air Cadet participation;</p> <p>iii. Jean Mignault reported that the new squadron in Alberta was now operational;</p> <p>iv. It was noted that the number of summer training vacancies was based on 70,000 cadets from all elements and no increases would be contemplated until that number was exceeded. Jean Mignault shall request documentation outlining that policy. He shall also investigate the result should Air Cadet enrolment increase and the others decrease;</p> <p>v. Provincial Committees were requested to advise League Headquarters by 24 Sep 99 of their preferred method of distribution of the application forms for 2000 selections. A follow-up to those committees yet to respond shall occur.</p> <p>d. Steven Clark reported that the web site has been updated. The Policy and Procedure manual shall be available in PDF format (showing pagination, allowing downloading of the entire manual, and printing of specific pages) by 20 Sep 99. All League forms contained within Part 4 of the manual are now available on-line, more than one year ahead of schedule. The development of a mirror site in French is planned for completion by 31 Dec 99.</p> <p>e. Gilles Cuerrier provided an update on the Way Ahead Process. Jean Mignault added that the Army Cadet League and Regions have yet to name representatives to the Partnership Action Team. A local committee member from NW Ontario had been recommended as the Air Cadet League's final member. He relayed that a meeting for mid-October is being planned.</p> <p>f. Recommendation: It was recommended that the Board of Governors meeting at the 2000 AGM take place on Thursday evening and early Friday morning, if required. The Chair of the Provincial Chairperson's Committee will be invited to meet with the Governors on Thursday evening.</p>	<p>J. Mignault</p> <p>N/A</p> <p>J. Mignault</p> <p>Provincial Committees</p> <p>S. Clark</p> <p>Information</p> <p>Governors</p>	<p>Pending</p> <p>Closed</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> <p>N/A</p>

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	NEW BUSINESS a. Pension Plan Update: Jean Mignault reported that a meeting with the actuary had taken place. The actuary, Sylvain Parent, will now forward a letter to Dick Logan confirming his options at the time of retirement. An annuity shall not be purchased at the present time. In response to a query from Ron Ilko, it was noted that the previous surplus of funds in the pension plan has declined due to lower interest rates and a lower return on investment. Chantal Fauvelle, as the other member of the current plan, shall be presented with the option of remaining in the existing plan or converting to a defined contribution plan (recommended). The Employee Benefits Committee must now compile a package and make recommendations regarding pension/RRSP plans, expected to occur prior to the 1999 Semi-Annual Meeting. Jean Mignault spoke of the importance of consulting with the employees.	J. Mignault/ Finance Committee	Pending
	b. President's Travel: This matter was referred back to the National Finance Committee. Jim Ash shall prepare a review on how to better serve the President (financially) for the next conference call.	Employee Benefits Committee	Pending
	c. Insurance Review: Jean Mignault noted problems with acceptance by JAG/Department of Justice re: liability by the crown. No established process exists. Our insurers, therefore, have recommended a review of coverage which could result in increased rates. The three Leagues have written to DCdts with their concerns and have requested a meeting with DCdts, JAG, the Leagues and our insurance company. This matter will become an item for NCAG if not resolved quickly.	Finance Committee	Pending
	d. Ron Ilko issued a call for NCAG agenda items.	J. Mignault	Pending
	e. Ron Ilko noted that DCdts had received word that QPC were billing cadets/squadrons and that if such bills were not paid, participation in the famil gliding program would be blocked. Gilles Cuerrier noted that the billing was to squadrons that had declined to participate in the	Governors	Pending
		M. Cataford	Pending

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	<p>annual lottery fundraiser and no connection with gliding was made. It was recommended that Michel Cataford discuss this matter with Col Rick Hardy to prevent it from becoming an NCAG item.</p> <p>f. Jean Mignault reported that DCdts plans a full disclosure of their expenditures to the Leagues, outlining costs by region and element. The same information would be requested from the Leagues. The Air Cadet League is well prepared and this information can be obtained with minimal effort.</p>	Information	N/A
7.	<p>VICE-PRESIDENTS' REPORTS</p> <p>YK/NT: Ron Ilko noted he had been invited to this Meeting, however, transportation costs are exorbitant. Assistance from DND has been requested.</p> <p>ON: Bob Mortimer relayed their displeasure with the change in the number of National members, the feeling that transfers of members between Provincial Committees could be handled better and their contention that the Chair of the Provincial Chairperson's Committee be a member of the Board of Governors.</p>	<p>League HQ</p> <p>Information</p>	<p>Pending</p> <p>N/A</p>
8.	<p>GOOD AND WELFARE OF THE AIR CADET LEAGUE</p> <p>The timing of the special meeting to discuss changes to the By-laws was questioned. It was felt that contrary to the Record of Decisions, a special meeting would be held by letter and confirmed at the 1999 Semi-Annual Meeting. The process shall be clarified upon the return of the President.</p> <p>The issue of penalties for non-submission of ACC9s was debated. It was reiterated that policy dictates that the Provincial Chairperson must first investigate the financial situation of such a squadron.</p>	<p>League HQ</p> <p>Provincial Committees</p>	<p>Pending</p> <p>On-going</p>
9.	<p>DATE AND TIME OF NEXT MEETING</p> <p>The next conference call of the Executive Committee shall be held Wednesday, 20 Oct 99 at 1030 hours eastern.</p>	Governors	N/A
10.	<p>ADJOURNMENT</p> <p>There being no further business, the Chairperson adjourned the meeting.</p>	N/A	N/A