

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

**FROM:** Jean Mignault  
Executive Director

**DATE:** 18 January 2001

**SUBJECT:** RECORD OF DECISIONS  
CONFERENCE CALL 17 JAN 01



<b>Attendees:</b>	Chairperson:	R. Ilko	President	
		L.G. Jenks	Past President	
		G. Cuerrier	First Vice-President	
		J. Ash	Vice-President	
		G. Albert	Vice-President	
		J. Mignault	Executive Director	
		S. Clark	Chief Administrative Officer	
		G. Merritt	SSO Strategic Planning	

ITEM		ACTION	STATUS
<b>I. ADMINISTRATION</b>			
<b>1.1</b>	<b>President's Remarks</b> R. Ilko noted that all committees should work to complete their mandate. Committee priorities were identified as Insurance (legal situation, MOA protocol, insurance coverage, incorporation and liability issue), Partnership, Member Registration and Screening, 60 <sup>th</sup> Anniversary, Strategic Planning (possible seminar at 2001 AGM) and the proposed NFC Flying Study.	<b>Committee Chairs</b>	<b>On-going</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 L. Jenks/J. Ash that the Agenda be approved as distributed. <b>Carried 4/0/0</b>	<b>N/A</b>	<b>N/A</b>
<b>1.4</b>	<b>Approval of Record of Decisions 12 Dec 00</b> <b>MOTION:</b> Moved/seconded by J. Ash/G. Cuerrier that the Record of Decisions for the meeting of 12 Dec 00 be approved as distributed. <b>Carried 4/0/0</b>	<b>N/A</b>	<b>N/A</b>

	ITEM	ACTION	STATUS
<b>II.</b>	<b>BUSINESS ARISING</b>		
	<b>Action</b>		
<b>2.1</b>	<b>Approval for signing of MOA</b> All provinces except NF and QC agreed with the signing of the MOA for a five-year period. G. Cuerrier relayed QC's concern regarding future changes to the MOA. R. Ilko concluded that gliding is a national program and it must be operated as such in concert with our partners. G. Merritt advised that all flying programs have been set up for 2001 and all contracts shall be honoured. He further noted that the response from DCdts regarding the Joint Study Committee has been prepared but military participation would be contingent on the signing of the MOA.	<b>J. Mignault</b>	<b>Pending</b>
	<b>AMENDMENT TO MOTION:</b> Moved by G. Cuerrier that the MOA be valid for one year only to permit further study to occur. Not seconded.		
	<b>MOTION:</b> Moved/seconded by L.G. Jenks/J. Ash that the Executive Director be authorized to sign the five-year MOA on behalf of the Air Cadet League of Canada.		
	<b>Carried 3/1/0</b>		
<b>2.2</b>	<b>Joint Study Committee - NFC</b> Response update from DCdts noted above.	<b>Information</b>	<b>Pending</b>
<b>2.3</b>	<b>Future Semi-Annual Meetings</b> The Air Force Officer's Mess has been reserved for 2001. Hotel accommodation shall be investigated.	<b>J. Mignault</b>	<b>Pending</b>
<b>2.4</b>	<b>60<sup>th</sup> Anniversary Pin</b> G. Merritt advised that a positive response could be expected from DCdts regarding permission for Air Cadets to wear the 60 <sup>th</sup> anniversary pin on their uniform. J. Mignault shall speak with OPC to ensure the ability of ON squadrons to purchase and wear this pin on an individual squadron basis.	<b>J. Mignault</b>	<b>Pending</b>
	G. Merritt agreed to place the poster contest information on the cadet net for quick notification. League HQ will follow up with a mailing.		

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2.5	<b>Director and Officer Liability – Status and Coverage</b> J. Mignault noted that our insurer would provide D & O liability policies for unincorporated Provincial Committees and squadrons. Rates would differ from those for incorporated bodies. The incorporation status of squadrons shall be determined. J. Mignault shall request a copy of Letters Patent from all incorporated Provincial Committees. R. Ilko noted he has planned for a presentation on this issue at the 2001 AGM.	J. Mignault	Pending
III.	<b>NEW BUSINESS</b>		
	<b>Action</b>		
3.1	<b>2001-2002 Call for Budget</b> J. Mignault issued a call for budget items. He shall prepare a forecast to end-December to determine if the proposed 2001-02 budget is reasonable. A capital budget has also been prepared and will be submitted. The inclusion of a provision for legal fees was questioned.	Committee Chairs / J. Mignault	Pending
	<b>Information</b>		
3.2	<b>Aviation Insurance</b> J. Mignault shall negotiate the aviation insurance with Marsh Canada 22-23 Jan 01. Provincial Committees shall be asked to identify assets/spare parts to be insured. An increase is anticipated.	J. Mignault / Provincial Committees	Pending
3.3	<b>Communications</b>		
	a. Cadets Canada Booklet: a booklet providing information about the CCM is being prepared by DCdts. It shall be distributed to all corps and squadrons on 1 April 2001. The Air Cadet League of Canada has requested 25,000 for Provincial Committee and PR/Fund Raising use. b. National Cadet Photo Contest: the winners have now been selected. Winning photos are being mounted and shall be provided to the League and winning cadet. The respective CO RCSU shall make presentations. c. Portable Displays: portable displays, 8' x 10', suitable for backdrops at exhibitions and other PR events are being constructed (2 per region). These displays will be available through the Region HQ. d. <i>Cadence</i> Magazine: <i>Proud To Be</i> and the CIC Newsletter are being combined into one publication aimed at leadership in the CCM – CIC Officers, CIs, Cadets and League	Information	N/A

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3.4	<b>60<sup>th</sup> Anniversary – Air Training Corps</b> The Air Cadet League of Canada and DCdts have accepted the invitation to send two Air Cadets and one escort officer to London England for the celebration of the 60 <sup>th</sup> anniversary of the ATC. A full itinerary shall be available, including a formal mess dinner, church parade and a meeting with HRH The Prince Philip. A joint gift from ACL/DCdts shall be made to the ATC.	<b>Information</b>	<b>N/A</b>
3.5	<b>National Fund Raising Campaign</b> J. Mignault reported that the target for 2000-2001 would probably not be met – a revised achievable target should be set for next year. He reported on the recent insert in the COPA magazine and was pleased to note that League HQ had exceeded their target by over 50%. R. Ilko reminded all Governors to work towards their set goal during the next two months.	<b>Fund Raising Committee / Governors</b>	<b>Pending</b>
3.6	<b>Policies and Procedures Manual</b> The manual is being revised to include all past amendments. It shall be re-issued on CD to all squadrons in February.	<b>League HQ</b>	<b>Pending</b>
<b>IV</b>	<b>CONCLUSION</b>		
4.1	<b>Good and Welfare of the Air Cadet League</b> <ul style="list-style-type: none"> <li>• G. Albert reported no feedback on the draft poster contest information. It shall now proceed.</li> <li>• R. Ilko noted that there has been no movement re: insurance claims protocol. G. Merritt noted that a meeting with the three League Executive Directors and D Law Claims to address staffing of claims shall be scheduled.</li> <li>• It was reported that M. Bineau has re-enrolled in the CIC. If correct, his resignation as a Governor and member shall be requested in accordance with By-Law V (f).</li> <li>• J. Mignault notified all present of the recent passing of Jim Devaney, former Executive Director of the Army Cadet League of Canada, on Wednesday morning, 17 Jan 01.</li> </ul>		
4.2	<b>Date and Time of Next Meeting</b> The next meeting of the Executive Committee shall be 21 February 2001 at 1030 hours Eastern time.		
4.3	<b>Adjournment</b> The Chairperson adjourned the meeting at 1120 hours.		

