

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

FROM: Jean Mignault
Executive Director

DATE: 22 Aug 03

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 20 AUG 03



Attendees:	Chairperson:	B. Wolfe	President
		J. Ash	Past President
		G. Albert	First Vice-President
		L. Bourgeois	Vice-President
		M. Cataford	Vice-President
		C. Hawkins	Vice-President
		J. Mignault	Executive Director
	Absent:	S. Clark	Chief Administrative Officer

ITEM	ACTION	STATUS
I ADMINISTRATION		
1.1 President's Remarks		
- B. Wolfe welcomed everyone on the first call and noted that he hoped the teleconference could be completed in the allotted one hour time period.	Info	Closed
1.2 New Items for Agenda		
The following items were added to the Agenda:	N/A	N/A
3.6 Northern Region Update – C. Hawkins		
3.7 Finance/Funding Activities Report – C. Hawkins		
3.8 Partnership Working Group Update – L. Bourgeois		
3.9 Committee Reports by Vice Presidents – B. Wolfe		

ITEM	ACTION	STATUS
1.3 Approval of Agenda		
MOTION: Moved/seconded by J. Ash/C. Hawkins that the Agenda be approved as circulated. Carried 5/0/0.	N/A	N/A
1.4 Approval of Record of Decisions 19 Mar 03		
MOTION: Moved/seconded by L. Bourgeois/J. Ash that the AGM record of Decisions for the meeting held 19 Jun 03 in Thunder Bay, Ont. be approved. Carried 5/0/0.	N/A	N/A

II BUSINESS ARISING INFORMATION

- | | | | |
|-----|--|-----------------------------|--------------------------|
| 2.1 | Airforce Magazine Proposal
J. Mignault confirmed that AFAC Ex. Director B. Tracy and Airforce magazine editor V. Johnson would welcome the opportunity to re-instate the cadet pages, however, he recommended initially buying the two full pages. C. Cataford requested J. Mignault get back to AFAC to enquire on the possibility of re-instating the two pages at no cost to the ACLC. | J. MIGNAULT | Pending |
| 2.2 | Meeting with CCRA
Follow up to the May 2003 meeting with CCRA, to be scheduled by J. Mignault. Not expected until late September to October 2003. | J. Mignault | Pending |
| 2.3 | National Fund Raising Campaign
Fund raising results to June 30/03 are materially less than 2002. To assist, a mailing to parents of cadets selected for national courses was completed in July 2003. Approximately 4,500 letters were sent. Returns are average and are being monitored separately by National HQ. This was a follow-on and expanded campaign to past mailings to Flying, Gliding and IACE recipients. | Info | On-going |
| 2.4 | Reimbursement of SIRP Fund
Calculations of refund amounts completed by J. Mignault on Aug. 20, 2003. Refund cheques to be issued as soon as possible. Amount to be refunded on cadet per-capita basis is \$70,106.36. Cheques mailed on Aug. 22, 2003. | J. Mignault/
C. Fauvelle | Completed
Aug. 21, 03 |
| 2.5 | Revised Renewal Date for Air Cadet Insurance
Discussions with Insurance Broker and Insurance Companies for Sept. 1, 2003 renewal, are well under way. Currently no major advantage to be gained by earlier renewal. Will be discussed with Insurance Committee for 2004 renewal. | Info | Pending |

BUSINESS ARISING ACTION

- | | | | |
|-----|--|--------|-----------|
| 2.6 | Renewal of Auditor's Contract
MOTION: Moved/Seconded by L. Bourgeois/C. Hawkins that Boyer and Boyer proposal for financial audit services (next 5 fiscal years) be accepted as submitted. Carried. 5/0/0.
2005 – 2007 - \$2,869 + Taxes (3 years)
2008 – 2009 - \$2,997 + Taxes (2 years) | Action | Completed |
|-----|--|--------|-----------|

ITEM	ACTION	STATUS
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III NEW BUSINESS

- | | | | |
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| 3.1 | IACEA – Summer 2003
Inbound and Outbound Exchanges were successful. There are few major issues for discussion at the IACEA Conference in Ankara, Turkey in Sept. 2003 (attended by B. Wolfe and LCol F. Gaboury). Most outbound cadets appeared to have purchased out-of-country travel/medical insurance. This issue may be resolved through DCdts, waiting for final confirmation that DND will provide requisite medical services/support in future. Issues for discussion at IACEA conference are: 3 | Exec. Dir.
B. Wolfe
M. Cataford
F. Gaboury | Pending |
|-----|--|---|---------|

countries not adhering to agreed schedule (departure date) and travel itineraries late or not received at all. Internal issues are clothing, travel/medical insurance and other issues as noted in escort officer post-exchange reports.

F. Gaboury thanked the League for their support with the 2003 Exchange and in particular in ensuring most cadets were informed of the need to purchase the accident/trip insurance. In some cases, the Provincial Committees absorbed the cost. Thanks were extended to the PC's for their support with this request.

3.2 Mail Vote

J. Ash and J. Johnson are in process of planning the mail vote. J. Ash and J. Johnson will prepare mail vote for bylaw changes on/or before the next teleconference (Sept. 17, 2003).

**J. Ash/
J. Johnson**

Pending

3.3 Legal Defence Fund

J. Mignault noted that support is needed from all PC's to assist with legal fees for two legal claims, i.e. which we are unable to obtain the support of League insurance companies. Executive Committee agreed that a \$1 per cadet insurance levy specially for legal fees, court costs, etc. has merit and should be considered. J. Mignault to approach and explain situation to D. MacNeil, Chairperson of Chairs Committee, with a view to obtaining concurrence from all PC Chairs. B. Wolfe is requesting a teleconference with all PC Chairs (and others as needed) on **Sept. 3, 2003** to confirm the serious issue facing National HQ budget and also to obtain a majority approval by PC Chairs for this special assessment. J. Mignault to provide all PC Chairs with full details of the issues and proposal before the teleconference (including details of legal fees and damages in Navy League Capt. Vancouver case). Time of teleconference to be confirmed.

**B. Wolfe
J. Mignault**

Pending

3.4 BC Flying Committee Wilga Evaluation Trial

MOTION: Moved/Seconded by L. Bourgeois/C. Hawkins, that the BC PC Flying Committee be allowed to trial the Wilga tow plane at no cost to the League and subject to Sealand (aircraft owner), BC Committee and BC Air OpsO meeting all insurance company requirements of Canadian Aviation Managers (Aviation Insurer) and Global Aerospace (non-owned aircraft insurer), i.e. as identified by League Aviation Brokers, Marsh Canada.

Action

Closed

Carried. 5/0/0

3.5 Provincial/Branch Committee Funding Proposal (Army Cadet League initiative)

B. Wolfe has received and reviewed a lengthy Army Cadet League presentation binder for this proposal. He commends Army Cadet League for a very good job on materials provided. F. Gaboury noted that DCdts have not seen a copy of the binder and would appreciate seeing it. Executive Committee members are each to receive a copy of the Binder. B. Wolfe noted that Army League requested a letter of support from ACL to ensure continued buy-on with this proposal and negotiations with officials in the Federal government. B. Wolfe noted that ACL would issue such a letter after: 1) ensuring DCdts have had an opportunity to view the proposal 2) all Executive Committee members have read the binder and are all in agreement.

**Action
J. Mignault
Executive
Committee**

Pending

3.6	Update League Contacts with Northern Region ACL C. Hawkins noted that he is in regular contact with B. Mackay, Chair of NWT/YK/Nunavut and that some reports and financial information has been received, indicating increased League involvement in the North. C. Hawkins to investigate obtaining funding from Gov. departments/agencies, for a possible visit to the North and/or to allow Northern Chair to attend League SAM and AGM meetings.	C. Hawkins	Pending
3.7	Funding Activities Report (C. Hawkins) C. Hawkins circulated this report by email to as many members as possible. He noted the importance of sharing this information with PC Chairs, PC Treasurers and to reinforce the importance of local fund raising initiatives. B. Wolfe thanked all those who participated in the study and encouraged the inclusion of the financial value of volunteer hours - in dollars, in this report.	Info	Pending
3.8	Partnership Working Group Update (L. Bourgeois) L. Bourgeois noted concerns with reports received from B. Goudie and the Working Group, with respect to insurance, member definitions and "casual volunteers". This may have an impact on Member Registration and Screening. A draft package is nearly ready for distribution. It will be circulated to all members and is critical in redefining the working relationship with DND in the future. DCdts will also circulate same, to the Regions for their input and feedback. The final report will need to be reviewed carefully to ensure ACL can operate within the proposed new framework.	Action All members	Pending
3.9	Committee Reports B. Wolfe noted concerned that all members should feel that they belong and are contributing. He is encouraging all members including Advisory Board members to belong to at least one committee. B. Wolfe requested all VP's regularly contact the committee chairs for which they were assigned a supervisory/monitoring role, including individual PC's and report in bullet form progress to-date during each monthly Executive Committee teleconference.	Info	Ongoing
IV	CONCLUSION		
4.1	Comments from DCdts LCol F. Gaboury noted that a new/new DCdts has just been appointed. He is Col Robert Perron (bio to be sent by F. Gaboury). B. Wolfe asked to meet Col Perron and Gen. Pepin, when in Ottawa.	Info	N/A
	Col. Gaboury alluded to a fifth glider accident in Ontario. Not a great year, 2 possible write-offs in Ontario, one in Quebec, one in Atlantic and major damages to the 5 th glider in Ontario. DND Director of Flight Safety are involved, this is to be discussed at the Oct. 2003 RCAir OpsO Conference. He also noted another incident at one of the flight schools by a Flying Scholarship Cadet. On the positive side, no serious injuries or fatalities.	Action Flying Committee RCAir OPS O's	Pending
	Reports from IACEA escort officers noted concerns with clothing, mainly buttons falling off blazer.	Action J. Mignault/Top Marks	Pending
	M. Cataford advised F. Gaboury of the need to better communicate significant events that have actual and/or potential to be relayed in the media. He noted the situation in	Info	Closed

Quebec where a Staff Cadet at a Sea Cadet CSTC allegedly abused junior cadets. This issue received extended media coverage in Quebec media, but QPC officials were not aware until enquiries were received about these events and/or came to light when seen in the media. While DND PAFFO's may well be briefed and have media responses prepared, League members faced with media enquiries are "in the dark".

4.2	Comments from the Vice-Presidents There were none.	Info	N/A
4.3	Good and Welfare of the Air Cadet League J. Mignault noted that the office was impacted by Power outage and would only be operational in the AM for the entire week ending Aug. 22, 2003	Info	Closed
	B. Wolfe noted the great performance of the Cadets on the SLC Course and the very good reception he received. As he had extra time overnight, he noted that he also attended the Grad Parade for the Survival Instructor Course (SIC). He noted that all Presidents attending the SLC Grad parade should also stay for the SIC graduation, as they really appreciated the effort and visit.	Info	Closed
	J. Mignault also noted that Insurer Economical were likely to deny coverage for a legal claim for bodily injuries to a cadet (injury date Aug. 2000). This was confirmed in the afternoon following the call. J. Mignault has hired a layer to represent the League at League expense. (refer to comments at 3.3 Legal Defense/Insurance Fund).	Action J. Mignault	Pending

	ITEM	ACTION	STATUS
4.4	Date and Time of Next Teleconference The next teleconference shall be on – 17 Sep 03 at 1030 hrs.	Info	Closed
4.5	Adjournment There being no further business, the Chairperson adjourned the meeting.	Info	Closed