

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

FROM: Jean Mignault
Executive Director

DATE: 26 Jan 04

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 21 JAN 04



Attendees:	Chairperson:	B. Wolfe J. Ash G. Albert L. Bourgeois M. Cataford LCol F. Gaboury J. Mignault S. Clark	President Past President First Vice-President Vice-President Vice-President Chief of Staff, DCdts Executive Director Chief Administrative Officer
	Guest:	B. Goudie	Advisory Board
	Absent:	C. Hawkins	Vice-President

	ITEM	ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks B. Wolfe extended best wishes of the New Year to all.	Info	Closed
1.2	New Items for Agenda		
	1.5 Report from the NCC WG	N/A	N/A
1.3	Approval of Agenda MOTION: Moved/seconded by J. Ash/M. Cataford that the Agenda be approved as amended. Carried	N/A	N/A
1.4	Approval of Record of Decisions 10 Dec 03 Item 3.11 was amended to read Honours and Awards Committee Terms of Reference. MOTION: Moved/seconded by L. Bourgeois/G. Albert that the Record of Decisions for the BOG meeting of 10 Dec 03 be approved as amended. Carried	N/A	Closed
1.5	Report – NCC WG – League/DND Partnership B. Goudie reported on the latest committee meeting with the new Legal Advisor, Lily St-Marie, who shall review the work thus far to ensure that it is reasonable and possible. Suggestions shall be forthcoming regarding the matrix – more the way things are expressed rather than substance changes. The next meeting is 20 Feb 04.		

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	<p>Also discussed was the inter-relationship with the Provincial Committees (each being a committee of national or separate entities) and the relationship re: aircraft (ownership and insurance). J. Mignault confirmed that a copy of the P&P Manual and By-laws would be provided.</p> <p>B. Goudie confirmed that the issues of indemnification and the definition of servant of the Crown shall be placed on the agenda for 20 Feb 04.</p> <p>The reimbursement to Provincial Committees for their cost in obtaining insurance coverage for IACE cadets shall be resolved soon.</p>	J. Mignault	Closed
II	BUSINESS ARISING		
2.1	<p>Insurance</p> <p>J. Mignault and LCol F. Gaboury met recently with the insurers and broker; premiums shall follow; an increase is expected. The broker expressed reluctance to increase the liability insurance to \$5M per incident but agreed to provide a quotation.</p> <p>J. Mignault relayed his concern over the insurance reserves for injured CIC officers, even though they are not covered by our policy. He received assurance that our account will be re-assessed for hull claims only.</p>	Info	Pending
2.2	<p>Web Site Changes – Catalogue</p> <p>The cost to provide the on-line catalogue in its current form, based on 219 sales totalling \$22K last year, is \$1197; using Simply Web Store, the cost would be \$1790. It is believed that the increase in fees would be offset by reduced internal administrative and accounting costs. The overall objective is better customer service. A recommendation shall be forthcoming. No changes are planned for fiscal year 2003/04.</p>	Info	Pending
2.3	<p>ACLHQ Staffing – Secretary Position</p> <p>A welcome was extended to Laureen Nickerson, the new Secretary at ACLHQ.</p>	Info	Closed
2.4	<p>ACL IACE Escort Officer</p> <p>A report shall be presented during the February teleconference. LCol F. Gaboury agreed to forward the criteria for selecting CIC escort officers for reference. B. Wolfe stressed that this would be an in-house process, with visible guidelines for the selection.</p>	G. Albert M. Cataford	Pending
2.5	<p>MRSC – Rejection Letter</p> <p>J. Ash noted that screening will come under review as part of the by-laws revision. He shall respond to the MRSC regarding this letter.</p>	J. Ash	Pending

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2.6	ACL Tie J. Mignault shall provide digital photos of the ties to L. Bourgeois for follow-up with the Air Museum.	J. Mignault L. Bourgeois	Pending
2.7	Legal Defence Fund Discussion arose regarding process – distributing draft information to PC Chairs before the Executive Committee could review contravened acceptable practice. L. Bourgeois noted that three different papers are currently addressing this issue: Legal Defence Fund, the model for funding the national level and the Ad Hoc Committee on insurance and funding. The Executive Committee needs to decide what gets distributed.	All	Closed
2.8	Terms of Reference – Honours and Awards MOTION: Moved/seconded by J. Ash/L. Bourgeois that the draft Terms of Reference for the Honours and Awards Committee be accepted and adopted. Carried	N/A	Closed
2.9	Legal and Insurance Issues: CIs and Staff Cadets LCol F. Gaboury reported that this issue would be a priority for the DGRC Legal Advisor.	Info	Pending
2.10	Death Benefit – Cadets – AD&D Policy J. Mignault confirmed that this benefit shall remain unchanged at \$10K.	Info	Closed
III	NEW BUSINESS		
3.1	Déry Initiative Financial Pro-forma The Army Cadet League has developed a model which will support a Provincial Branch structure that mirrors the military Regions: An office in: <ul style="list-style-type: none"> • St John's NF, for NF and NL • Shearwater (Halifax) for NB, NS and PEI • Valcartier for Quebec • Toronto for Ontario • Regina for Prairie (MB, SK and AB) • Vancouver, for Prairie Region • Yellowknife for Northern Region • the National Office in Ottawa It was decided that the ACL would not concur with this model but would support a committee office in each province. J. Mignault shall ask T. Whitty, Executive Director of the Army Cadet League, to re-allocate funds by province, based on the ACL's share of the total.	J. Mignault	Pending
3.2	OPC By-Laws - Amendments MOTION: Moved/seconded by J. Ash/G. Albert that the amendments to the OPC By-laws be approved. Carried	ACLHQ	Pending

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3.3	Financial Results – November 2003 Results to date to 30 November 2003 identify a surplus of \$11,834 versus \$12,431 last year.	L. Bourgeois	Closed
3.4	Budget 2004/05 A draft budget was presented. Members requested detail on actual expenditures prior to approving the submission. J. Mignault shall distribute this, with members to return their decision on the budget by email.	J. Mignault Exec. Comm.	Pending
3.5	National Fund Raising Committee J. Mignault predicted that the target would not be met but expected a better result than last year.	Info	Closed
3.6	MRSC – Process and the New PIPEDA It was noted that the process shall be reviewed officially but that the ACL shall not stop or change the current process at this time. J. Ash shall follow-up with Volunteer Canada to determine any new considerations.	J. Ash	Pending
3.7	Report: Ad Hoc Committee on Insurance and Legal Defence Funding L. Bourgeois previously distributed an updated report as of 15 January 2004 to all members. The situation with No. 502 squadron was updated.	Info	Pending
IV	CONCLUSION		
4.1	Reports of the Vice-Presidents NFC: L. Bourgeois reported that NW ON PC have now purchased a glider PR and Image: L. Bourgeois had sent the ACL's PR Plan to DCdts and is waiting a response. G. Albert: J. Mignault confirmed that the money for Atlantic Region aircraft was forwarded to J. Walker; each PC has received their share of the funds for the gliders. J. Ash: All PC Chairs were encouraged to submit names for Honours and Awards.	Info	N/A
4.2	Comments from DCdts LCol F. Gaboury reported that Air Cadet week would be 18-24 Jan 05, with its focus to be increasing cadet retention. An article was recently published that contained inaccurate information. G. Albert suggested that the PR and Image Committee review the content of articles prior to publication. Members may also refer to the Media Tool Kit section of the P&P Manual.	Info	Closed
4.3	Good and Welfare of the Air Cadet League D. Gladney recently underwent surgery and is now recovering at home. Best wishes were extended.	Info	Closed

	ITEM	ACTION	STATUS
4.4	Date and Time of Next Meeting The February teleconference will be on Wednesday, 18 February 2004 at 1030 hrs eastern.	Info	Closed
4.5	Adjournment There being no further business, the Chairperson adjourned the meeting.	Info	Closed