

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

FROM: Jean Mignault
Executive Director

DATE: 30 Oct 03

SUBJECT: RECORD OF DECISIONS
CONFERENCE CALL 23 OCT 03



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

ITEM		ACTION	STATUS
I	ADMINISTRATION		
1.1	President's Remarks B. Wolfe spoke on his recent tri-League President meeting in Montreal, which dealt with the NCC Agenda and D�ry Initiative.	Info	Closed
1.2	New Items for Agenda 3.7 Allocation of Gliders.	N/A	N/A
1.3	Approval of Agenda MOTION: Moved/seconded by C. Hawkins/M. Cataford that the Agenda be approved as amended. Carried	N/A	N/A
1.4	Approval of Record of Decisions 20 Aug 03 MOTION: Moved/seconded by L. Bourgeois/C. Hawkins that the Record of Decisions for the meeting of 20 Aug 03 be approved. Carried	N/A	Closed
1.5	Approval of Record of Decisions 17 Sep 03 C. Hawkins was erroneously listed as absent for this meeting. Please ink amend.	All	Closed
	MOTION: Moved/seconded by M. Cataford/L. Bourgeois that the Record of Decisions for the meeting of 17 Sep 03 be approved as amended. Carried	N/A	Closed

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II	BUSINESS ARISING		
2.1	Airforce Magazine Proposal No decision to report.	Exec. Dir. / PR & Image	Pending
2.2	Mail Vote The mail vote on By-law revision was distributed electronically on 13 Oct with a 30-day vote return deadline. The results will be announced at the SAM.	Info	Pending
2.3	Provincial Committee Funding Proposal The Volunteer Contribution Report has been forwarded to the Army Cadet League to ensure that all figures are accurate. A letter has also been forwarded to the National President, Army Cadet League of Canada outlining the support of the Air Cadet League of Canada for the funding proposal for Provincial Offices, stressing, however, that any funding must come from "new money" and not the existing DCdts budget.	Info	Pending
2.4	Canadian Volunteer Service Medal This issue shall be reviewed by the Honours and Awards Committee. R.G. Dale has noted that a medal by this name currently exists, awarded for service in the military in WWII. Another name needs to be suggested.	Info	Pending
2.5	Legal Claim – Economical Insurance No decision to report. It should be noted, however, that a recent second legal opinion supports the position of the Air Cadet League with respect to commencing a legal action against Economical for failure to defend the ACL. J. Mignault outlined the status of other pending lawsuits.	Info	Pending
2.6	COPA Fund Raising Mailing A last-minute direction from COPA indicated that the cost of inserting the four League items was not \$1000 total as originally advised but \$100 per 1000 per piece (distribution of 18,000 for a total cost of \$7200). To save \$5400, ACLHQ staff collated and stapled all 18,000 packages, then considered one item. This required four days of uninterrupted office time and considerable overtime during the Thanksgiving weekend to complete by the deadline. J. Mignault shall report on the cost and revenue regarding this mailing, once figures are available	Ex. Dir.	Pending
2.7	Semi-Annual Meeting Committee reports and agenda items were due 17 Oct. Any outstanding reports and agenda items are now overdue and must be submitted as soon as possible. Reports/Agendas received after Oct 31 will not be included in the meeting book.	Committee Chairs	Pending

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	LCol F. Gaboury has requested that items/issues to be addressed by DCdts be forwarded no later than Nov 1 st . As such, members are to forward points for consideration to B. Wolfe as soon as possible.	All	Pending
	LCol F. Gaboury requested time for Mr. D. Gervais, Director and Senior Counsel for Claims and Civil Litigation from the office of DND/CF Legal Advisor, to discuss legal liability matters. Specific questions/issues to be addressed are to be forwarded to League HQ by Nov. 1 st . To accommodate this important discussion, the start time for the individual committee meetings of the Governors, Advisory Board and Provincial Chairs shall be moved from 1100 hours to 1300 hours.	All	Pending
	LCol F. Gaboury confirmed that the insurance matter regarding IACE cadets has been resolved as DND will provide medical insurance for Canadian cadets.	Info	Closed
2.8	RCAOpsO Conference J. Henwood has agreed to represent the ACL at this conference. MOTION: Moved by L. Bourgeois/C. Hawkins that the ACL shall reimburse J. Henwood for receipted travel (ferry and gas) expenses to a maximum of \$200. Carried This is an exception to ACL policy as an exchange of cheques is the normal practice rather than reimbursing travel expenses.	J. Henwood	Closed
III	NEW BUSINESS		
3.1	National Fund Raising Strategic Plan – Prospect Search A phase approach to researching prospective donors has been proposed. Support for this approach, including funding, is sought. <ul style="list-style-type: none"> • Phase I: Introductory (5 hours) • Phase II: Research Phase (120 hours) • Phase III: Review (10 hours) • Total Hours: 135 hours • Hourly Wage: \$15/hr • Estimated Cost: Approximately \$2000 • Phase IV – Preparing the Request for Funding (Approximately 2-3 weeks. Not costed) Discussion centred on the potential overlap with PC fundraising donor lists. C. Hawkins noted that before prospects would be approached, coordination with each PC must occur to avoid duplication of requests. MOTION: Moved by C. Hawkins that the ACL approve the spending of \$2000 to commence the phased prospect search. Defeated This issue shall be placed on the PC Chairs' agenda for discussion prior to consideration of expenditure approval.	PC Chairs	Pending

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3.2	Honours and Awards There is a distinct lack of ACL persons nominated for the Order of Canada and Provincial Orders. For discussion at the SAM.	All	Pending
3.3	Committee on Legal Liabilities The committee on Legal Liabilities is in need of inputs from Provincial Committees and comments from all. L. Bourgeois shall report at the SAM.	Info	Pending
3.4	August 31st Financial Results J. Mignault reported that the ACL remains in a deficit position, although improvement has been made. He anticipates recovery in the third quarter. B. Wolfe noted that the Wednesday EC meeting at the SAM shall focus on League finances and potential areas to cutback.	Info	Closed
3.5	Court Appearance for the Chicoutimi Injury Case J. Mignault reported that the ACL was successful in having this case moved to Gatineau (possibly under appeal from the defence). The next step shall be having the ACL removed as a defendant.	Info	On-going
3.6	NCC (Formerly NCAG) Agenda Items Agenda items must be submitted ASAP. Items already received include: CIC MOC update; the matrix; indemnity issue; D Law Claims issues; the D�ry Initiative for Provincial Committee funding.	All	Pending
3.7	Allocation of Gliders J. Ash advised that NWONPC is now ready to purchase a glider. L. Bourgeois noted that a priority list had been established but new acquisitions must first be directed to those provinces that lost gliders due to accidents. He is actively searching for additional gliders. LCol F. Gaboury noted that his office would agree to SIRP new gliders, if found, in addition to those already scheduled. This would depend on the region's ability to handle the extra work.	Info	On-going
IV	CONCLUSION		
4.1	Reports of the Vice-Presidents B. Wolfe stressed the importance of maintaining regular contact with the PC Chairs.	Info	N/A
4.2	Comments from DCdts 1. Briefing on legal liability will be conducted at the SAM; 2. Air Cadet Week: an assessment will be done to determine if the activities were worthwhile. Although expected, DCdts received no support from CAS PR personnel. Fewer cadets than expected participated in the national activities; it has been suggested that future weeks focus on local events and that the timing be switched to January.	Info	Pending

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<p>L. Bourgeois reported that every squadron in NL conducted an activity and had a proclamation by their town's mayor. He will ask B. Burke for reports and recommendations from each PC.</p>	B. Burke PC Chairs	Pending
<p>3. Cadet Ball: DCdts has expressed concern about the magnitude of this event and potential liability. It is being promoted as a cadet activity, where the ACL and DND would be liable, however, this is not an approved function. Also of concern is the pre-and post-event activities.</p>	J. Mignault 706 Sqn	Pending
<p>4. Honours and Awards: A proposal was received from RCSU (A) requesting establishment of a cadet pin for VCDS Commendation recipients. DCdts supports this suggestion.</p>	National DCdt/League H&A Comm.	Pending
<p>4.3 Good and Welfare of the Air Cadet League No items.</p>	Info	Closed
<p>4.4 Date and Time of Next Meeting The November teleconference is cancelled due to the SAM.</p> <p>The December teleconference will be on Wednesday, 10 December 2003 at 1030 hrs eastern.</p> <p>The January teleconference will be on Wednesday, 21 January 2004 at 1030 hours eastern.</p>	Info	Closed
<p>4.5 Adjournment There being no further business, the Chairperson adjourned the meeting.</p>	Info	Closed