

**Minutes of the 170th Meeting
of the
National Executive Council held on
Friday 12 October 2018
at the Hotel Arts, Calgary Alberta**

Present

Stephen MacDonnell, P.Eng – Chairman and National President
 André Deschamps, CMM, CD, LGen (Ret) – Honorary National President
 Terry Chester, CD, Col (Ret)
 Michael Roy, CD, CWO (Ret)
 Henri Levasseur, CD, LCol (Ret)
 Robert DiMillo
 Greg Spradbrow, CD
 Don Hogan, CD, Maj (Ret)
 Herb Harrison, CD, Maj (Ret)
 Dean Black, CD, CAE, SMP, LCol (Ret) – Secretary

Absent

Evelyn Gauthier-Campbell

Serial	Item and Discussion	Actions
I	Opening Actions and Remarks	
	Call Meeting to Order – Opening Ceremony. The Chairman called the meeting to order at 8:04 AM, and proceeded with the opening ceremony process.	
	The Chairman requested a motion to accept the agenda	Terry Chester so moved and Don Hogan seconded the motion, which carried.
	Appointments to NEC. The Chairman acknowledged the hasty election that took place inside Prairie Group, recently, and moved to appoint Mr. Herb Harrison to the NEC, as Group President Prairie Group, until the next formal election at the Group level takes place (Spring 2019). <i>Secretarial Note: Mr. Harrison’s terms of service expire 30 June 2019. Prairie Group members will be expected to hold elections at their next Group meeting in the Spring.</i>	Bob DiMillo moved to accept Herb Harrison as a member of the NEC, and Henri Levasseur seconded the motion, which carried.
	Approval to appoint new Honorary Group President Quebec Group (Marc Bigaouette,	Don Hogan seconded the motion, which carried.

Serial	Item and Discussion	Actions
	Col (Ret), Bell Helicopter). Mr. Henri Levasseur motioned for the NEC to approve the appointment of Col (Ret) Marc Bigaouette to the Honorary Group President position.	
	Approval of Minutes of Previous General Meetings (2). The Chairman delivered a motion requesting approval of the previous minutes.	Michael Roy seconded the motion, which carried.
	Approval of Awards Criteria	Greg Spradbrow moved to accept the criteria; Herb Harrison seconded the motion, which carried.
	Correspondence. The Chairman shared recent correspondence including the letter from our patron, Her Majesty Queen Elizabeth II.	
II	Reports	
	<p>NEC Reports:</p> <p>Chairman/President’s Report</p> <p>Honorary National President’s Report/ Advocacy Committee. LGen Deschamps described the most important issues concentrating the mind of the Commander RCAF. Shipbuilding, the fighter file, retention being among the more important issues. There are 26 air force trades; six for officers. Five of the six are “in the red.”</p> <p>Vice Chairman/Vice President’s Report</p> <p>CFO’s Report/Financial Update (Greg) – Mr. Spradbrow reviewed decisions made during the May NEC meeting, reiterating the NEC’s decision to bring staff salaries up-to-date by 11.6% over two periods (5.6% for the period 1 July 2018 to 30 June 2019 and an additional 6.0% during the period 1 July 2019 to 30 June 2020), and to raise membership dues by \$5.00 for fiscal year 2019-2020, beginning with the Spring 2019 membership campaign.</p>	<p>All reports were accepted, seconded and motions carried. Motions offered provide permissions to present reports to the assembled delegates to the BGM.</p> <p>“In the absence of a nomination Bob Seconded the motion to ask Guy Vallières if he would accept an appointment.</p> <p>Greg Spradbrow motioned to accept the CFO report; Don Hogan seconded the motion, with carried.</p> <p>Greg Spradbrow moved to accept the auditor’s report; Henri Levasseur seconded the motion, which carried.</p> <p>Greg Spradbrow moved to appoint Ted Lupinski as the auditor for next (current) year; Bob DiMillo seconded the motion, which carried.</p>

Serial	Item and Discussion	Actions
	<p>Approval of Audit Report (Greg) – Mr. Spradbrow reviewed the auditor’s report and sought motions for their acceptance and presentation to the assembled delegates.</p> <p>RCAF Trust Report. The Chairman mentioned Mr. John Murphy will be present during Saturday’s business session to present the Trust Report.</p> <p>Executive Director’s Report. Mr. Black described the contents of the program booklet, encouraging NEC members to review the reports found therein. Specifically, he drew the attention of directors to the membership report, financial reports and the executive director’s report focused on “What do we Do?”</p> <p>2018 Host Committee Briefing (Pat Sulek, Chair). Ms. Pat Sulek briefed the NEC on the weekend’s preparations and sequences.</p> <p>Veterans’ Liaison (No report submitted).</p> <p>Membership (Don Hogan). Mr. Hogan criticized the membership report prepared by the Executive Director, complaining statistics for two of the Wings were not accurate. The scope of the two errors was not shared or specified by Mr. Hogan; specific details were not offered. Mr. DiMillo added to the criticism explaining his wife had to phone the national office three times to make sure they had received information on a deceased member, as the member’s last posting seemed not to have appeared in Airforce magazine. The specific name of the member in question was not provided.</p> <p>Discussions regarding the establishment of a membership committee continued, in light of some who indicated boosting membership should be part of our 5-year countdown to 2024. Amongst the ideas that were raised,</p>	<p>Greg Spradbrow moved to accept the budget report and forecast; Terry Chester seconded the motion, which carried.</p>

Serial	Item and Discussion	Actions
	<p>was the purchase of another membership database license which would presumably be used by the membership committee. This idea was not explored in any depth.</p> <p>Aviation Heritage (Henri Levasseur). Henri Levasseur spoke briefly about the Bagotville Museum.</p> <p>A discussion was initiated by Terry Chester asking for confirmation of Guy Vallières' status. Terry Chester moved to extend an appointment to Guy Vallières after the election is held. Bob DiMillo seconded the motion, which carried.</p> <p>Air Cadets (Greg Spradbrow). Greg Spradbrow confirmed John Scott had not yet delivered files on the air cadet program, following his resignation. Consequently, Mr. Spradbrow had no Air Cadet report on which to expand.</p> <p>Stephen MacDonnell asked about the effectiveness of the Air Cadet medal. Dean Black was asked to provide a brief explanation of the program. Mr. Black explained the program continues to be very successful, with ten medals issued every year.</p> <p>Ceremonial (Michael Roy). Mr. Roy briefed members of the NEC on activities anticipated throughout the General Meeting and the weekend ahead.</p>	
	<p>Group Reports. Group Presidents provided reports on activities and events in their regions. Don Hogan dwelled on the importance of recovering charters from failing Wings; he mentioned 801 Wing has only eight members. Mr. Hogan also mentioned his work at SCAN seminars. Bob DiMillo shared that 444 Wing has folded, and their banner should be installed in Trenton in the near future; 410 Wing is</p>	

Serial	Item and Discussion	Actions
	<p>working on a W.G. Barker project. Herb Harrison described activities in the three Prairie Wings, and also mentioned activities underway in Moose Jaw. There was a lengthy discussion of tasks, principles, and “Focus 2024”, being the project to prepare for the centenary of the RCAF. Henri Levasseur mentioned Quebec Group currently boasts of approximately 220 members; that membership is a concern.</p> <p>Terry Chester proposed turning the General Meeting into a training vehicle for Wing Presidents. There is a strong consensus that overall knowledge of governance processes, and the association’s purpose is so low, that something constructive must be done to strengthen the RCAF Association.</p> <p>Bob DiMillo raised the issue of the 420 Wing letter, and Dean advised he had not yet been advised of the NEC’s formal decision. While two or three directors had responded to Mr. MacDonnell’s request for a vote, there seem to be no indications the other directors have yet to respond. LGen Deschamps emphasized the letter should make clear the members have to take some sort of action. A passive (non-reaction) outcome cannot work. The Chairman explained he developed a policy paper for incidents like this one, thus deferring a decision on 420 Wing to later during the meeting. The paper may be found at Annex A to these minutes. (NEC Motion 18-10-01).</p>	
III	Old Business	
	Strategic Planning	The Chairman presented an update to the strategic planning work introduced in May.
	Membership - Virtual Wings / other MAL. LGen Deschamps shared some ideas regarding incentives and enticements that could be offered to help build up membership. He stressed the importance of seeking the Commander’s support and	

Serial	Item and Discussion	Actions
	encouraged the NEC to consider ideas that would link the five-year lead up to the centenary of the RCAF to membership recruitment and retention efforts.	
	Constructs - AIAC Corporate Membership	
	<p>Governance – Terry Chester moved to move forward on the association’s commitment to contuance, by calling on the Wings and Groups to align their governance processes and structures in keeping with the constitution and by-laws of the association. Some of the key points include the elimination of all “Vice-President” positions in favour of simply referring to all positions as “Directors”, and emphasizing the term “board” rather than the term “executive council.”</p> <p>Dealing with problem wings; Dealing with recalcitrant members. (See Annex A)</p>	<p>Terry Chester’s motion seconded by Don Hogan, motion carried.</p> <p>The Chairman shared a policy brief on how the NEC should deal with problem Wings.</p>
	Roll out timeline and actions for implementing Canada Not-for-Profit Corporations Act (CNCA) on Wings/Groups	The NEC agreed full implementation of the new constitution and other processes affected by the new Canada Not-for-Profit Corporations Act should no longer be delayed; that, by 1 July 2019 all Wings and Groups are to align their processes with those of the RCAF Association.
IV	New Business	
	NEC Nominations/Elections	
	Resolution(s) (Prairies Group submission)	Two resolutions had been shared by Prairies Group earlier in the Year. The first (automatic Life Membership on the occasion of a member’s 100 th birthday) had received immediate approval when first suggested. The second (concerning initiation of discussions with Alberta Group on the idea of merging the two Groups together) was still in discussions.

Serial	Item and Discussion	Actions
	Sponsorship issues – advocacy events in Ottawa	
	RCAF liaison challenges	The NEC acknowledged RCAF liaison officers have not been seen for some time.
	RCAF 2024. We want to leverage where we have good bricks and mortar connections.	The idea of a five-year countdown to 1 April 2024 was introduced, and the NEC discussed certain steps and processes that should be taken to help facilitate the RCAF Association’s response to this countdown period.
	Future BGM format / Expressions of interest: 2020, 2022 (Issue not discussed).	
V	Upcoming National Events	
	Vimy Dinner – 2 Nov 2018	
	National Ceremony Remembrance Day – 11 Nov 18	
	Air Force Day on the Hill – 28 Nov 18 (deferred from May)	
VI	Conclusions	
	Set next NEC General Meeting (Teleconference – Nov 2018)	
	Set dates for next focus group meetings/committee meetings	
VII	Closing	
	The meeting was adjourned at 4:12 PM, with the Chairman conducting the Closing ceremonies.	

Dean C. Black, CD, CAE, SMP
Executive Director

Approved/Not Approved

Stephen MacDonnell, P.Eng
Chairman and National President RCAF Association

**Annex A to
Minutes of the 170th Meeting of the NEC 12 October 2018**

NEC Motion 18-10-01:

That the NEC adopt the following actions when at the recommendation of the GEC concerned or as decided by the NEC following investigation and reporting by the Executive Director or a special committee of the NEC formed to review the wing's activities:

First action is to inform the WEC members individually by written letter of the matter at hand and the NEC's direction in rectifying the issue(s). The WEC will have 30 days to develop a response and a satisfactory solution and propose same to the NEC through the Group President.

Second action is to inform the WEC and all association members affiliated with that wing by letter of the temporary suspension of the wing's charter. Since the wing's charter is in suspension all WEC positions are also in suspension. Any number of the association members affiliated with the wing may collectively form a response directly to the NEC informing the NEC of any plan to reconstitute the WEC and successfully carry out the mission of the association to the satisfaction of the NEC. The NEC will direct if a new election is to be held for the WEC and what supervisory conditions will apply to that election. This suspension will be for a time determined by the NEC but not to exceed 60 days. Should the wing be reactivated, any failure on the part of the wing to achieve acceptable performance or if there should be a relapse to a similar or worse situation, then this will result in the NEC taking final action.

Third and final action is to inform all members of the wing of the cancellation of the wing's charter. The charter will be ordered to be surrendered and all symbols and word marks ordered removed from any premises the wing owns or leases. Individual association members affiliated with that wing will have the opportunity to transfer their association membership to the wing of their choice or to MAL status. Wings with business operations, physical assets or real property will be directed to satisfy all legal requirements thereto in accordance with the wing's bylaws and the societies' act of the province having jurisdiction.

Note: If at any time the NEC deems it necessary, the NEC may start or escalate the above described actions to/at a higher level.

Background

1. The intransigence shown toward the association by some WECs, individual executive of certain wings and from time to time individual members is something we can no longer abide.
2. The cavalier attitude around the wing elections, abuse of staff and group or NEC executive is truly troublesome. We have wings where our symbols and word marks (our brand elements) are in use and quite frankly are not shown the respect they and the association deserve. Many of the embarrassing situations we have encountered involve wings where a large proportion of the local membership is in the form of associate (social) members. These folks are not association members and should not be able to get into a situation where they can misrepresent our brand to other association members, military members, officials or the community at large. It is even more regrettable when our association members affiliated with wings do similar things. Training and communication has been tried but we are now at the point where the limited resources of those trying to maintain our good association can no longer be distracted by the reactions, stress and time required managing these issues. Sadly they seem to be occurring at an increasing rate. It is for these reasons that a simple, clear and rational directive must be sent to the wing leadership in the form of the recommended actions listed above.

3. The above recommendations emphasize the need to write to all wing members advising them of our directions. The letter to all members, by its very nature, should appeal to their good graces and commitment to the association and respectfully request that they strive to be full and active participants in this process as laid out for them. Complete transparency on our part is essential here to both set a good example and to ensure there is no misinterpretation of our communication. Every wing has great members, even the troubled ones. It is those members who are our lifeblood.

