

AGENDA

May 17, 2022

Meeting Commenced at 19:07

Attendance – Meredith Brewer, Ian Cameron, Mike Blizzard, Matt Cassidy, Tim Houlahan, Gerry Snodgrass

Previous Minutes – Discussion to accept (not all received far enough in advance). Minutes accepted as presented. Ian moves for acceptance, Gerry seconds. In future recordings of meetings to be forwarded.

Secretary – Nothing pressing. Simply questions about previous discussion of changing role of secretary (adding).

President's report – Transitioned with Ian, Gerry and Mike. Annual report filed with Ian's help. Remember TO has a vote. No signed leases for the zones. Request sent to national for held back funds. Responded to request for representation on GSAR Advisory Committee. (Randy and Matt representing us). May 7 Aviation Participation day – great day with all 3 zones there. Will use TMMS photo criteria for ID cards. Social media outreach - website on national will be ready for review and launch for June 17. Cindy Hackett (graphic artist / social media person) in Zone 4 wants to do social media. Meredith set up a trial WhatsApp group – allows people to know what group is doing. Looking into email addresses for within zones and particular members (positions) – have consistency nationally. Recruitment and succession – Miramichi has issues with people working during the day and vaccination status. Richard Mann will accompany Meredith to Winnipeg. Held info session and BBQ with Fredericton Flying Club. Samantha Grant taking on Zone Administrator role in Fredericton and creating SOPs. Called out 3 times by squadron in Miramichi with one mission happening. Worked on plan with Herb Marr for Miramichi membership.

Treasurer Report – Bank account at \$589.59. If requested funding comes, 2 flights will wipe out remaining balance. Slightly over 52% of funds to date have been spent on flying. May have to pare back on flying due to gas cost. Provincial SAREX in August, Mike will have to do budget.

Training Officer – Updated policy for RPAS, reviewing and providing feedback. Will share with Michel. No restrictions for night flying – suggesting one training flight should be at night. No further info on RPAS insurance. Updated Spotter Guide is out for review (mainly corrections from previous.....Mike will distribute). NB SAREX August 13 – 14 (Saint John). Need to know early if crews are going to participate. Ground and air teams. Will Miramichi have a plane available? OP Eval – possibly August for Miramichi but Mike suggesting fall. When will Fredericton be ready? CASARA Handbook – on national website but not most recent, national wants format changes – Mike will not participate in committees going forward as all their work is being altered after the fact.

National Directors – Agenda out for national meeting. Any questions BOD wants brought up? Copy of agenda requested by BOD. Meredith will send.

Miramichi – Need for help for Herb. Have core of members willing to participate but need to get members current and aircraft running. John Butler availability on weekends (get back to Mike)?

Fredericton – Evening with flying club (generates interest). 15 active members, couple new on tap. 1 new spotter certified. RPAS operator with second in training. Member taking on SOPs. Service pin (20 year) awarded. Supporting other zones as needed.

Saint John – Gerry still involved despite stepping down as TO. Scheduled for training every weekend through July 11 with goal for all members green by then. If not current, not eligible for on call time so no tax credits.

RPAS working committee – Still getting info from national. Moncton has restriction for entry due to federal building. Would have to rent out facility to do training.

Business arising from previous meeting – Tim emailed info re first aid kit requirements. Transport Canada guidelines supersede WorkSafe. ACTION – Matt to send first aid kit info to zone TO.

Matt is updating info in Emergency Response Plan – TABLED.

Change Section 9 of bylaws (need to be in line with member organization) – can't do anything until next AGM.

On various RPAS items, still waiting (insurance, training, etc.).

Ops Manager job duties – TABLED

Sign off on familiarity with bylaws, policies and procedures, Ian drafting something – TABLED

Website / social media coming out, could documents be accessed there? - TABLED

MO responsible for own policies and to file with Winnipeg (CISM)- TABLED

MOTION (Ian) - 1.09 Safety Officer definition be accepted in the policy manual. Matt seconded. All showed digital hands of support.

Meredith received request whether a Zone Commander can attend BOD meeting. Under bylaws the Chair has the option to invite anyone. Members OK as observers only.

CASARA jackets – Numbers wanted for end of month. 2 options available. Discussion re appearance TABLED.

Reminder re years of service pins. Look at your zones and give out pins. 5, 10, 15, 20, 25, 30, 35 years. Pins available on Swap Shop at national. Has to be ordered through Provincial Director. Tim to speak with Herb (Brian Bowes due 15 year).

Meeting adjourned at 20:41 hours. Next meeting July 11, 2022.

