



## CFAMEA Board Meeting October 22, 2017 - Marriott Hotel, Ottawa

### In Attendance:

Uli Huber, President CFAMEA  
Bob Rorison, President Pacific AME Association, VP CFAMEA  
Jarrah Elhalabi, President Western AME Association  
Rod Fisher, Delegate Western AME Association (Observer)  
Mike McCartan, President Central AME Association  
Sam Longo, President Ontario AME Association  
Steve Farnworth, VP Ontario AME Association (Observer)  
Owen Duffley, Treasurer Atlantic AME Association

### Absent:

NIL

Meeting started 08:45

1. **Opening remarks** were briefly made by Uli Huber, welcoming all delegates. No volunteers were stepping forward of taking the meeting minutes and it was decided that I would attempt to keep track of the comments, assisted by Owen Duffley.
2. **The minutes** of the last Board Meeting of Oct 16, 2016 were reviewed and open items were brought forward to the current board meeting. 2016 Minutes were accepted. Motion 1- Mike McCartan, 2<sup>nd</sup> Bob Rorison
3. **The minute Book** for 2016 meeting was signed by all directors present.
4. **Budget:** The presented Budget was discussed and analyzed with the final decision to delay final approval after an accurate membership count can be established at the end of 2017. This will give us the opportunity to calculate the transfer of money from each regional association. The president will submit a Budget in early January to all directors for final approval. Motion 1 Mike McCartan, 2<sup>nd</sup> Sam Longo
5. **Website;** The CFAMEA website has been moved to the new hosting company WHC (Web Hosting Canada). We will have improved security and also secured the .ca Domain name. Either the .com or .ca will link to our website. We also agreed to retain our current webmaster to manage our website on an annual basis. Motion 1 – Uli Huber, 2<sup>nd</sup> Sam Longo.
6. **President's notes:** I had multiple inquiries from outside of Canada for information. These inquiries were from Japan, Thailand, India, and United Arab Emirates and were from Licensed and unlicensed AME's. Some wanted to know what the requirements are to become an AME, others needed information what they would have to do in order to get their Countries issues AME license accepted in Canada. Some needed information to support their VISA application. This was interesting to me as I had to go through a similar process when I emigrated from Switzerland many, many, too many years ago!!



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7. **Hall of Fame:** Sam and Steve reported on the progress of the move of the Awards to the Canadian Warplane Heritage Museum. The administrators of the museum are in favour of hosting the AME Awards, but the Bio's of the recipients have to be 250 words or less.
  - a. At this time we are not absolutely certain if we have all nominations on hand and a review of the nominations is required. To Be Continued..
8. **UAS (Drones):** Transport Canada has released an interim order NO.8 for the use and operation of UAS. <http://www.gazette.gc.ca/rp-pr/p1/2017-07-01/html/notice-avis-eng.html#ne6>. No Maintenance standards are in effect yet, unless a UAS will be issued a Registration and therefore will be manufactured to an Aviation Standard. These UAS are most likely heavily modified and altered civilian aircraft and probably fall within existing maintenance standards.
9. **Standing Committee on Transport, Infrastructure and Communications:** the Canadian House of Commons has initiated a study on the topic of Aviation Safety. CFAMEA's director Steve Farnworth volunteered to make a presentation to the committee. During the allotted 5 minutes, he highlighted the importance of having Transport Canada representation at our regional symposiums, level of service is slow and can create operational issues for ferry permits, Amendments to Maintenance Policy Manuals, Maintenance Control Manuals, etc. Updated curriculums are required for Approved Training Organizations to deal with changes in aircraft maintenance and to prepare students for obtaining their license. – All full report is available on CFAMEA's website. [www.cfamea.ca](http://www.cfamea.ca)
10. **Regional Reports:**
  - Pacific;** Bob Rorison reported that the PAMEA is still providing one day seminars in different areas of BC at corporate sponsor's facilities. These training seminars are very successful and have a good attendance. Bob has not been able to establish contact with the airlines to try to coordinate a combined symposium.
  - Western;** Jarrah Elhalabi reported on a good symposium that was held in conjunction with the airlines. There were fewer displayers than anticipated and the cost of the symposium is also a concern. The management of the association and the symposium are administered by an outside management company and Jarrah is looking for ways to reduce operating cost.
  - Central;** Mike McCartan reported that the AME Association is holding their symposium together with the Manitoba Aviation Council. This venue provides good training sessions which are very well attended. They also have a good interaction with the Red River College.
  - Ontario;** Sam Longo invited all board members to the Ontario Maintenance Symposium that was held 10 days after our board meeting. This symposium was held again in conjunction with an Air Canada Training Seminar. The association was also busy in attending various Aviation related functions to raise awareness of the association. They had representation at the Wings Aviation Career fair, PAC committee meetings at all Ontario Community Colleges, Ontario Skills Competition & Brampton Flying Club Fly-in, presented a Scholarship at the Centennial College Awards ceremony. Ontario was also mentoring the directors of the Quebec AME Association after many years of inactivity. Sam also reported an increase in their membership of individuals and corporations. A new computer based program (Silkstart) to keep track of the membership was purchased and he has expressed his satisfaction with the simplified process and ease of use.



**Quebec:** yes, you read correctly! The acting president Xavier Pallares of the Quebec AME Association was not able to attend, but he has provided us with a written summary. Xavier has thanked CFAMEA for the \$1,000 dollars funding to get started and the money was used to setup and purchase the website [www.ame-tea.com](http://www.ame-tea.com), purchase of stationary, pamphlets, banners, etc. One of the new members has designed the association logo and over the next few months, they will establish a board of directors with representation from all aviation sectors. The association was given a free display booth at the Airline's AME conference in Montreal and the Quebec Association was awarded with a good signup of new members.

**Atlantic:** Owen Duffley made his presentation and mentioned that the HPIAM (Human Factors) training course held a day prior to the ST. John's Symposium was a great success. Norbert Belliveau has put together the revamped course and has incorporated fresh material with more recent cases for analyzes. The Symposium had technical sessions including an interesting one by Boyd Parsons, General Manager, Excellence 5.0, at Air Canada Maintenance. He led a session of interest focused on the professionalism of, and training for, the Aircraft Maintenance Engineer (AME). We also hosted a Golf Tournament with 36 players in attendance and we had a good numbers of sponsors of this event. We are hoping to work with the airlines at our next symposium to be held in Halifax on April 18-20, 2018.

- 11. Association Boundaries:** The answer to the question of "can a potential new member select the region he wants to become a member of?" was a clear YES. All members can freely select the Association he/she wants to become a member of and serve on that board in any capacity.
- 12. Mentorship:** Some association's directors take on the roll of a Mentor to an individual that is enrolled in an Aviation Maintenance Program and this was acknowledged as a very positive action by all board members. It was decided that it is not a task for CFAMEA to take on and it is each individual's decision to what level he/she wants to get involved in.
- 13. National AME Organisation:** Ontario and Atlantic had sent out a survey to canvas the members to get a feeling for the "urgency" of this move. The results showed a good level of satisfaction with the current model of 'regional associations' with CFAMEA as the Canada wide voice with Transport Canada on a national level. A good numbers of returned surveys had no objection to a higher membership fee if CFAMEA would become a more visible National Association. Ontario has expressed interest to work with CFAMEA towards a National association, rather than go it there one way. The decision was made to use a structured approach to establish our next moves. Mike McCartan will provide us with some literature that his company used to substantiate any major changes.
- 14. Membership:** Various regions don't issue membership cards to its members. It is an administrative burden to mail out these cards and it is each regions decision how to administer that. Yet, we were all in agreement that we would extend the same membership privileges to other regions member, should they attend a symposium or training session.
- 15. Scholarship:** Some Regions (Atlantic, Ontario, Pacific) currently have a generous monetary Scholarship program in place. This program is funded by the regions with hard work and determination to raise that money to support a deserving student in the



career path. The switch of this award to CFAMEA, would lose that spirit and dedication, so we decided to have each region proceed with what works best for them. A CFAMEA Scholarship is just not possible as we don't have the money at this time.

- 16. CFAMEA representation at Regional Symposiums:** As much as everybody is in favour of this, the expense of Hotel and Travel becomes a limiting factor. We encourage that each region would reach out to the neighbouring association if that CFAMEA representative could make a presentation.
- 17. Auditor:** Our obligations to the *Corporations Canada Not-for-profit Corporations Act* are to keep our Corporations address and 'acting directors up to date. Filing of a financial report "applies only to "soliciting" not-for-profit corporations, which are generally those that receive public donations and/or government grants in excess of \$10,000 in a single financial year. Corporations Canada makes the financial documents of soliciting not-for-profit corporations available to the public. **You are required to send financial documents every year.**" I come to the conclusion that CFAMEA is receiving less than the \$10k from the regions (approx.\$7,500) and therefore does not have to submit a financial report. This results in about \$600 saving of our budget.
- 18. CCAA Canadian Council for Aviation and Aerospace:** CFAMEA is listed under the *Boards and Committees* as an active participant with Dennis Lyons listed as the CFAMEA representative. None of the CFAMEA Board members has ever seen or heard anything from Dennis for years. Since he is listed on CCAA 's Board of Directors, I would expect some feedback and regular updates to CFAMEA. Mike McCartan is looking into this and will talk with Dennis. Mike will advise the board of the outcome of the conversation.
- 19. An agenda** was prepared for the TCCA meeting on Monday

Meeting adjourned Oct 22, 2017 at 16:30

Minutes noted by Uli H. Huber  
President CFAMEA Association