

Present: David Lutz, Brian diCenzo, Debbie Flanagan, Gord Gauvin, Roger Theriault, Kaneena Vanstone, Michelle Matte-Stotyn, Judy Renaud. Izzy Perry via skype

Meeting called to order: 9:00 a.m.

1. **EMPLOYEE CONTRACTS:**

Michelle and Judy left for these discussions

2. **IN-CAMERA DISCUSSION**

3. **MOTION:** To present draft IPC conduct policy and draft conduct policy for all Chairs, Committee Members and Volunteers of CSPA to the lawyers to be refined and sent to BoD for approval. Upon approval, form to be signed at AGM 2019 if possible.

Moved: DF

Seconded: GG

Carried

4. **PIM 5 REVISIONS:**

Tabled for afternoon discussions.

5. **CoP EXAM REVISION REVIEW AND APPROVAL:**

**Motion:** To accept all revisions to all CoPs.

Moved: DL

Seconded: GG

Carried

6. **IN-CAMERA DISCUSSION:**

Lunch: 12:25 – 1:50 p.m.

7. **AGM UPDATES:**

- Year one of a two-year trial for water waiver has come and gone. No issues to report.
- Jump Pilot adhoc committee – no updates have been received so far. Brian to contact Joe Chow for updates to present at AGM.

8. **TC ADVISORY ON CREW PERSONNEL:**

Transport Canada are implementing a new pilot operations system that will be mandatory for all dropzones.

Gord and Pat Floyd will contact their local Transport Canada Representative and go over the necessary information that will be required and make a template which can be sent to all dropzones for them to complete and send to their local Transport Canada Representative.

Deadline for the information to be received at Transport Canada is January 31, 2019. An 18-month window may be implemented. Gord to keep BoD updated so forms can be sent to all current dropzones.

9. **INCREASING REPACK CYCLE TO 6+ MONTHS:**

Tabled for the new T&SC once formed. Pat Floyd to be involved as well.

10. **PIM 5 REVISIONS:**

BoD reviewed and made revisions to manual.

Meeting adjourned: 5:00 p.m. ET