

CFAMEA

2015 AGM October 4-5, 2015

Pacific Gateway Hotel Vancouver Airport

Meeting call to Order: 8:50 am

Members Present: Rod Fisher, WAMEA
Bob Rorison, PAMEA
Uli Hubert, Atlantic
Ole Nielsen, Ontario CFAMEA President
Steve Farnworth, Ontario Pacific proxy for Sam Longo

Observers/Guests: Gord DuPont, Pacific
Geoff Poulin WAMEA

Members Absent: Mike McCartan, Central

Recording minutes: Geoff Poulin, WAMEA

Item 1: Opening Remarks

- Brief discussion about current events and recent AME activity.
- Support from the regions would be appreciated

Item 2: Introductions of Delegates and Guests

Item 3: Review of 2014 AGM Minutes

3a: New Business arising from the minutes. Bob Rorison re Symposium

- Conjoining efforts with the AME Conference in an effort to align intentions, decide a delegate from each region to start working with the Airline representative, possibly start a committee and initiate action steps to create dialogue with regional Airline reps.
- Set up a meet with delegates from the groups.
- Conjoin Eastern and Western symposiums and alternate locations

***Motion to accept:** 2014 minutes Steve Farnworth, 2nd Bob Rorison, motion passed, subject to approval vote from Central region representative.

Item 4: Review of Post 2014 CFAMEA Commitments

1: Training requirements CCAA; Technical training at symposiums, Rod Fisher to follow up on contacting

2: Signing authority for Uli Huber; Ole Nielson to arrange, add Sam Longo from the Ontario as well.

3: Ole advised Lawyer to include debated bylaws in new NFP articles. Action completed. Only one revision made, received continuance certificate.

Amendments:

Amend 8.05, participation at meetings, should read: Participation at meetings of members **may** be by telephonic, electronic or other communication facility.

Amend 8.06, Members' Meeting Held by Electronic Means, should read: Meetings of members may be held entirely by telephonic, an electronic or other communication facility.

***Motion to amend 8.05 & 8.06:** created by Uli Huber, 2nd Rod Fisher, all attending in favor, motion passed, subject to approval vote from Central region representative.

4: Ole to liaise with AEI on mutual coordination efforts. Action is ongoing.

5: Steve to reduce Bill Peplars Hof bio to 120 words. Action is ongoing.

6: Ongoing liaison with webmaster for content changes. Action is ongoing; to change Central association to CAMEA.ca, Bylaws & PPM to be published on website.

-15 minute break, reconvened at 10:30-

7: CFAMEA name change. Ole was to investigate a name change that includes aviation maintenance community. Action ongoing; suggestion is to remove “Engineer” association and replace with “Professional”.

8: Ben to write to Jeff Phipps re MCM/MPM approval requirements. Action completed. Ole to forward reply to each region.

9: CFAMEA to be represented at NTA annual meeting. Action is ongoing.

Item 5: Sign Minutes Book

Item 6: New By-Laws post transition

Amend 8.03, Quorum at Members’ Meetings should read: The presence of **no less than four** Directors in person or represented by proxy shall constitute a quorum in any meeting of the Board, and no business shall be transacted at any meeting unless the requisite quorum shall be

***Motion to amend 8.03:** Created by Rod Fisher, 2nd Steve Farnworth, motion passed, subject to approval vote from Central region representative.

Item 7: Regional Comparison Chart

Review completed, Ole to update draft and circulate.

-Break for Lunch, reconvened at 13:00-

Item 8: Aircraft Engineers International

Maintain dialogue, suggest closest director to attend.

Item 9: How can we be an effective advocate for the AME with TCCA Ottawa

Initiate a common ground with TC representatives, reopen the communication lines among all regional associations.

CFAMEA to discuss with Jeff Phipps on best method to initiate getting CARS back on the Transport Canada website. Make searching in CARS more user friendly.

Item 10: How do we increase regional AME membership numbers?

Corporate Memberships, start from the top, work with employers to incentivize AMEs' to get involved.

Reduced rate training, organize training sessions in larger groups to minimize cost.

Solicit ourselves, share the word, promote and advertise. AME Association update circular in industry magazines?

Perks! "What's in it for me?" Useful and relevant, Perkopolis.com

Airline discounts? Work with Airlines to promote industry appreciation perks.

Word of mouth, letting other industry colleagues know.

Bulletin posters with QR code scan to website.

Legal Defense fund, Insurance discounts

Free admissions to industry attractions, e.g. Aerospace museums, Boeing, etc.

Item 11: UAS update

Nothing to update, regulations have remained the same.

Do they require an AME for aircraft repair/maintenance? Manufacturer specifications, scheduled inspections, no regulation at this time. Do they require an Airworthiness Certificate? SFOC UAV does not at this time.

CFAMEA needs a representative to liaison with TC regarding the creation of UAS regulations.

Item 12: What does CFAMEA provide for members?

A need exists to identify our function and raison d'être. How do we better represent ourselves in Ottawa? This is a carryover from 2014.

It would be nice to have a representative to be able to go to Ottawa on short notice

Item 13: Hall of Fame Nomination

***Motion:** Bob Rorison nominated Gordon DuPont for the award, Steve Farnworth 2nd the nomination, motion passed, subject to approval vote from Central region representative. Congratulations from CFAMEA President to Gord for the Prestigious Nomination.

Item 14: Hall of Fame display at National Aviation Museum Update (Ole Nielsen)

Re writes required for old inductees, (120 words or less) task lies with a member from the region that the member resides. Museum is switching to electronic Bio's.

Item 15: CFAMEA Website Management, regional contribution to the site, newsletters, coming events, recommended additions to the site

Link to Aviation Job postings website on webpage.

Photo Gallery for individuals to add/post aviation related photographs

Jon Waterman is Webmaster, waterman@nl.rogers.com

Item 16: CFAMEA name Change (AME Canada? ...or similar)

Already discussed in Item 4.7, WIP.

Item 17: Financial Report, Prepare Budget for the 2016 year. (Hand-outs)

***Motion to accept:** budget presented as written, created by Steve Farnworth, 2nd Bob Rorison, motion passed, subject to approval vote from Central region representative.

-Coffee break, reconvened at 15:30-

17a. Delinquent dues and liability insurance

17b. Concept of interim dues payments, i.e. 2 payments in lieu of 1. First in January followed by second in June

Not required at this time, remain status quo.

Item 18: Regional Reports. Regions are requested to have prepared handouts to be presented at meeting.

Tabled until 10/5

Item 19: Western Region items; a need exists to have CFAMEA rep at most meeting of industry and TC where AMEs could be affected. Examples;

CCAA meeting

TCCA Policy meeting & rule making, e.g. UAS

HAC and COPA

Item 20: Level of Service, in regards to response times from TC, is it appropriate?

Item 21: Agenda items from Delegates

Covered in Item 22

Item 22: Prepare agenda for TCCA Meeting

Completed

Item 23: Select auditor for 2014 financial statement

***Motion:** To retain Deveaux accounting as accountant for 2015 CFAMEA books, created by Ole Nielsen, 2nd Bob Rorison, and Motion passed subject to approval vote from Central region representative.

Item 24: Establish Date and Venue for 2016 AGM

***Motion:** To host 2016 AGM in Ottawa, created by Ole, 2nd by Rod, Motion passed subject to approval vote from Central region representative.

***Motion:** To host all subsequent CFAMEA AGMs in Ottawa, created by Ole Nielsen, motion Tabled for discussion at 2016 AGM.

Item 25: Adjourn meeting until Monday, Oct 5, 2015

Meeting Adjourned at 16:30

Monday October 5 2015 8:00am

Meeting with TC; Ryan Henniger & Jeff Phipps

-Next Years' CFAMEA meeting in Tower C at TC building

-Aircraft Certification group moved from Tower C to Cleopatra Drive

Items for discussion:

1: Inspector Reviews of Manuals; Two Review groups, Services & regulatory requirements. No further update, no outcome. Level of service 90 day completion window. Working group on level of service, no action step at this time as group is expecting to have resolution by this time next year. Each region has a standards coordinator, for time sensitive matters, call direct. Communications center: services@tc.gc.ca if you are a stakeholder and have a sensitive factor, call direct.

2: Approach TC to recognize UAV maintenance as an applicable experience on AME licensing; still at infant stage, no regulations/requirements, going to grow very fast. Nowhere near talking about AME, owner maintained same as homebuilt or ultra light. Will be determined once type design threshold has been drawn. May need a separate category for licensing. Owner maintained until further notice. Rule making group in Ottawa has been formed, expecting to have rules in place by April 2016. SFOC is operating non-certified less than 25 kilograms. UAV's over 25kgs will most likely not require AME licensing. Will provide update on greater than 25kgs working groups.

3: AME Training requirements and Logbook Records; Remove curriculum from 566, put into AC, 1.5 - 2 year process, work with NTA to update curriculum, easier to amend. Working groups need Industry counter parts, CFAME is well suited to be involved. Last meeting was isolated case, scheduling discrepancy. Log Book Record, review of the logbook is inspector judgment rather than following procedure, very subjective based on area of experience. Several complications, no update, a lot of internal guidance on interpretation applicability, gets complicated when AMO's & employers restrict what the apprentice can and cannot do. Best way to tackle problem is continual guidance.

4: SMS update 702, 703 & 704: may result in 703 & 704, not sure, could be years away. SMS cannot be implemented for all AMO's across Canada. Next group will most likely be 561 under Manufacturing. The only SMS requirement is for aircraft rated AMO's. No ICAO requirement for repair stations. If they develop for 702, and AMO is required, the AMO would most likely require SMS. 702 will most likely get dropped from the list.

5: CARAC Modernization Project Update; Completed. Has it been implemented and does it work? Preliminary Issue Complications Assessment; like super NPA, all inclusive. Consult Marie Anne Chief of Regulatory of affairs marie-anne.dromaguet@tc.gc.ca ph. 613-990-1184 will send flow chart of the new PICA process. Advantage is no more technical sub committees creating back logs. 1 PICA at this time for ELT. Regulatory review project Beverly Caminsky, thru CARAC side. Standards Branch, no Industry Consultation at this time. If old NPA needs to be changed, will have to route thru new PICA Process. Remain an open item on agenda. Stakeholders will always be consulted on backlog NPA's as the new system demands it. Nothing is being scrapped, all backlog NPA's are being looked at and triaged.

6: Better Search Engine on TC Website for CARS; New Tool- Civil Aviation Document Collection, for Inspectors only. Best way for everyone else is to Google it, if you want latest CARS, have to go to DOJ website. Civil Aviation Document Collection should be made public, need to lobby the Minister of Transport to get access. Why has all the funding been cut from having a booth and representatives at the associations' events across Canada?

Specification from ICAO Annex 1; Redesigning the regulation. TC is no longer printing the AME licenses, Operational Support Services now printing. Currently 0 back log, renewal is a matter of days, in the mail within a week. Items to change; credential is not Govt. Issue ID photograph is to be removed. Fee will triple in next couple of years, new security features to prevent Fraud, address is not mandatory and to be removed, 10 year expiry date, magnetic strip will be removed. Will need to remove CARS 566.04 + 566.06, New Credential to start printing in April 2016. CFAMEA needs to provide positive feedback on the matter.

Item 18: Regional Reports. Regions are requested to have prepared handouts to be presented at meeting.

Western: What are we here for? Support and communication from Regional to Federal levels for industry related concerns.

Pacific: Training sessions for AME's, mini workshops, great networking, very successful, cost less than \$500.00 Symposium would be nice but cannot compete with Aviall. Membership and pocket book is increasing tenfold. Back in Black, good vision with purpose and cause.

Atlantic: Main focus is Symposium, 142 registrations, 80 students. 2 Technical programs, Venue was Westin Hotel, good conference, most financially successful. AGM took place during symposium. Next year will be in Moncton, April 6-8 2016. Membership is still a tough one, same as other regions. Level of service with MCM amendment a concern brought forward from region.

Ontario: plenty of handouts and T-Shirts. Just had symposium, sold over 50 booths, 300-400 people attended. Meet monthly. 6 Aviation Colleges in Ontario, on all of the advisory committees, give out Bursaries. Free Memberships to 2nd year students. 26 Corporate Memberships, cost is \$250.00 each. Online Renewal helps to cut costs.

Next Meeting to be scheduled, around October 17 2016

Closing remarks: Very productive meeting! Please forward issues to be discussed prior to next meeting to allow time to prepare, thank you for a good AGM, disappointed that Central Region did not have a representative. Appreciate those attended and their input, and thank you for consuming the lunch!

Motion to Dismiss: Bob Rorison, Rod Fisher 2nd. All in favor... Meeting adjourned 11:30.