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Parliamentary Procedure for Air Traffic Controllers

At Convention, the role of the chair is to facilitate discussion on all matters brought before the assembly. Where it is not inconsistent with CATCA policy, *Robert's Rules of Order Newly Revised* (Eleventh Edition) shall be used to provide structure for the meeting. The following is a brief summary of the rules that will be in place:

Delegates must obtain the floor (be recognized by the chair) before speaking. Only one person may speak at one time, and only one motion may be dealt with at any one time. Delegates should be courteous in their department, and address their remarks to the chair. Personalities should never be brought into the debate.

All matters before the assembly are dealt with in the form of a motion. There are four basic types of motions. In order of procedural priority, from lowest to highest, they are: Main Motions, Subsidiary Motions, Privileged Motions, and Incidental Motions.

Main motions bring forward items for membership consideration. These are the motions used to introduce or amend CATCA policy on various matters. They cannot be made while any other motion is on the floor, and yield to all other types of motions. **Subsidiary motions** may change the main motion or affect how the main motion is handled. This could include an amendment to the substance of a pending main motion, or to postpone discussion on that motion. **Privileged motions** bring forward urgent or important matters unrelated to the business before the assembly, such as a move to recess. **Incidental motions** question the procedures concerning other motions and must be considered first. Such motions include points of order or an appeal of the decision of the chair.

Beyond these basic types of motion is a special class of motion that would "Bring a Question Again before the Assembly". Of particular note is the motion to reconsider a previously concluded motion. This particular motion may only be brought forward by someone who voted with the prevailing side of the previous debate, and only on the same day or the next day.

At a CATCA Convention, there are three kinds of votes: Show of hands; Division of the House (Roll Call); and Secret Ballot. Where a show of hands does not provide a clear outcome of the debate, the chair may order a roll call vote, or it may be requested by ten (10) delegates.

What is a point of Order? If a delegate believes the process being followed by the assembly is incorrect, they should address the chair stating they have a point of order. A point of order may interrupt the current debate. The chair will enquire as to the details of the point being expressed and immediately rule on the validity of the point, making any corrections deemed to be necessary.

What if I disagree with the decision of the chair? If a delegate believes the chair has erred in a particular decision, they should address the chair stating they wish to appeal the decision. This appeal may interrupt the current debate. The chair will request the details of the appeal. If the chair does not agree with the delegate, the matter will be put to a vote of the assembly for a final decision on the validity of the appeal.

I like the general concept of the matter at hand, but not the specifics. If a delegate accepts the general concept being proposed, but not the specifics, they may propose an amendment to the motion at hand. They may not interrupt the present discussion, and require a seconder for the amendment to be discussed. Once seconded, the amendment will be debated and decided before the main motion.

I am not sure what is meant/intended by the motion being debated. If a delegate is unsure about the meaning of a particular motion, they should address the chair indicating they request a point of information. The delegate may interrupt the current debate. The delegate may then seek the information required from the mover. This process is not to be used to debate the question on the floor.

I believe the decision on a previous question was made in haste and/or without sufficient information. If a delegate believes a previous decision was made too hastily and/or with incorrect or insufficient information they may move to reconsider the previous question. The delegate may not interrupt debate on a current question. The delegate putting forward a move to reconsider must have voted on the prevailing side during the previous debate.

Debate on this matter has gone on for too long. There are two ways to deal with a matter that has, in the opinion of a delegate, gone on for too long. The delegate may move to lay the current question on the table. This motion may not interrupt the current debate, and requires a seconder and majority decision. If successful, this motion would put the current decision aside, allowing debate on other matters. The delegate may also move the previous question (call the question). This motion may not interrupt current debate, requires a seconder and a 2/3 majority decision. If successful, this would cause an immediate vote on the pending motion.

Motions and Their Attributes
Listed in Order of Priority of Type

Type	Motion	Interrupt	Second	Debate	Amend	Vote
Incidental	Point of Order	Yes	No	No	No	Nil
	Appeal Decision of the Chair	Yes	Yes	Varies	No	Majority
	Suspend the Rules	No	Yes	No	No	2/3
	Avoid the Question	Yes	No	No	No	2/3
	Division Of a Question	No	Yes	No	Yes	Majority
	Division of the Assembly	Yes	No	No	No	Nil
	Parliamentary Inquiry	Yes	No	No	No	Nil
	Point of Information	Yes	No	No	No	Nil
Privileged	Adjourn	No	Yes	No	No	Majority
	Recess	No	Yes	No	Yes	Majority
	Question of Privilege	Yes	No	No	No	Nil
	Call for the Orders of the Day	Yes	No	No	No	Nil
Subsidiary	Lay on the Table	No	Yes	No	No	Majority
	Previous Question	No	Yes	No	No	2/3
	Limit or Extend Debate	No	Yes	No	Yes	2/3
	Postpone to a Certain Time	No	Yes	Yes	Yes	Majority
	Refer to Committee	No	Yes	Yes	Yes	Majority
	Amend	No	Yes	Yes	Yes	Majority
	Postpone Indefinitely	No	Yes	Yes	No	Majority
Main	Main Motion	No	Yes	Yes	Yes	Majority
Bring Again	Take from the Table	No	Yes	No	No	Majority
	Rescind	No	Yes	Yes	Yes	2/3
	Reconsider	No	Yes	Varies	No	Majority

In solidarity,

Gordon Howe
Convention Chairman, CATCA 2016



**Agenda: 2016 National Convention April 6 – 8, 2016
Marriott Halifax Harbourfront, Halifax, NS**

Office: Atlantic Suite

Tuesday, April 5, 2016

12:00 - 18:30 Registration (Halifax Foyer)

20:00 - 01:00 Meet & Greet – Alexander Keith's Brewery

Wednesday April 6, 2016

07:00 Registration (Halifax Foyer)

08:00 Training Sessions (Rooms TBD)

08:00 Session 1

09:15 Session 2

10:15 Coffee Break

10:30 Session 3

11:30 Lunch (Halifax Room)

12:15 Session 4

13:30 Session 5

14:30 Coffee Break

15:00 President's Welcome (Nova Scotia ABCD)
& Annual General Meeting

- a. Reading of Notice of Annual Meeting
- b. Review of 2015 - 2016 audited annual financial statements
- c. Appointment of Auditors for 2015 - 2016
- d. Setting of Auditor's Fees for 2015 - 2016

15:30 Handover of Convention to Convention Chairman

- a. Roll Call of Delegates by President
- b. Minute of Silence for Deceased Members
- c. Approval of 2013 Convention Minutes
- d. Review of Business Procedures and Rules of Order

16:00 Reports (Board of Directors and Committees)

17:00 Adjourned

18:15 Meet in Lobby

18:30 - 21:30 Lobster Dinner – Murphy's Cable Wharf

22:00 – 1:00 Hospitality Suite (Sable ABCD)

Thursday April 7, 2016 (Nova Scotia ABCD)

08:00 By-Law Amendments
09:45 Coffee Break
10:15 By-Law Amendments cont'd
11:30 Lunch (Halifax Room)
12:15 Policy Resolutions
14:45 Coffee Break
15:00 Resolutions cont'd
15:30 Fireside Chat and Q&A, International Panel
21:00 Hospitality Suite (Sable ABCD)

Friday April 8, 2016 (Nova Scotia ABCD)

08:00 Resolutions cont'd
09:30 Coffee Break
09:45 Guest Speakers
11:30 Lunch (Halifax Room)
13:00 Guest Speakers cont'd
15:30 Wrap Up and Closing
18:00 Cocktails and Hors D'oeuvres (Halifax Foyer)
19:00 Final Banquet (Nova Scotia ABCD)
21:00 Hospitality Suite (Sable ABCD)

President Convention Report – Halifax 2016

These past two years have been, without a doubt, the most challenging two years of my life career wise. The travel schedule alone has been an enormous undertaking. Canada is a big country and when you set out to see all the members coast to coast, you get an appreciation for just how big that is!

Early in 2015, I made a commitment to the Union membership that I would visit every Branch in the country that year. I came within one Branch of accomplishing that goal. I did visit every ACC and every Tower, our members in the National Capital Region, and our units in Goose Bay where we represent SERCO employees. The only Branch I was not able to visit, oddly enough, was in Ottawa, though I did visit our transport inspectors this past January.

I can say without a doubt that the greatest part of being a leader in CATCA is meeting the members. There is no greater honour and nothing to be prouder of than representing Canada's Air Traffic Controllers.

As the end of my first term as President comes to a close and as I write this report, I know I will run for the office of President again and I hope members support me in my bid.

When I took on the role of President, I promised to improve the communication between CATCA and its membership. Together with executive Vice President Doug Best and the entire CATCA Board of Directors we hope you are seeing positive change. In addition to making myself available to all members through Branch visits, I have taken to social media and use Twitter, Facebook and a Blog to try to bring our membership greater transparency about what we do on a daily. For the first time ever, I can also say I am proud of our website. It now reflects the professionalism of this Association. We have also brought Tania Calverley onto our office staff as Director of Communications. As we move forward Tania will develop a communications strategy in collaboration with the Board. We are only going to get better at letting you know what we are doing.

CATCA has been through a lot in the last few years, and we have many more challenges to face together. Of all the issues we've dealt with, the pension plan has been the most contentious and has caused our members the most grief. Is that issue over? I do not believe so. I believe NAV Canada will continue to look for changes to our plan, but CATCA will stand firm in its position that no further change is necessary.

Staffing

Have noticed we have a problem? I ask that tongue-in-cheek because of course we have. Members across the country have clearly expressed their frustration in working short-staffed. We have had several meetings with NAV Canada about this issue and we

are committed to doing everything we can to resolve the issues facing our members at units where staffing has become a major issue.

Classification

Now there's a topic that fills me with frustration. There are major flaws in our system and members have endured them for far too long. The membership is aware of our Classification Committee – a working group that has been aiming to improve our current classification system. The Committee has worked tirelessly on our members' behalf and a presentation on their work to date will be made at Convention. I understand our member's frustration with the amount of time this project is taking. My hope is that the presentation will give you a better understanding of the complexities this group has been facing. To Mark Bernard, Jerry Fry, Randy Hepner, Gord Howe and Jason Rose, thank you for the work you are doing on this issue.

Collective Bargaining

Of course, at CATCA our most important role is collective bargaining. In 2015, we were scheduled to go to the bargaining table and secure a new collective agreement on behalf of our members. After exhaustive discussions amongst the Board and our external advisors and the elected Contract Committee, it was decided that a contract extension would be the best option for our members. The term "extension" is used because it accurately reflects what happened – it is a new one-year contract with a 2.5% wage increase and no other changes. In 2016 we will prepare for another round of bargaining and the process will begin again at summer's end. At Convention, the members will tell us whether we return with the same Contract Committee or if they wish to elect a new one.

The office of President is one that is extremely busy, extremely challenging and it requires more personal sacrifice than I ever imagined. I would not be able to do this job without my team. "My team" are words that are extremely important to me. I often say to people that as leaders "we don't have to be experts on everything, we just have to surround ourselves with experts and listen to their advice".

When we had pension issues, we hired Michael Mazzuca, one of Canada's top pension lawyers to provide us with advice. When we need arbitration advice we turn to our long-time advisor, Abe Rosner, or our newly acquired legal council, Lewis Gottheil, two of Canada's most prominent labour consultants. We always ensure we are working with the best advisors before we make decisions that affect you.

When I talk about "My Team" nothing is more important to me than the CATCA Board of Directors and our National Office staff. The members you have elected as RVP's are exemplary and they represent you to the very best of their abilities every day. Their dedication to the membership is something to be marveled at. Executive Vice President Doug Best always makes sure all the monies collected from your dues are accounted for and spent wisely. The Board is a well-oiled machine and I believe we couldn't have a

better group of people representing the interests of the members. Add to that the support we receive from our Financial Assistant Miriam, our Executive Assistant Sarah and our Director of Communications Tania, and you have the most dedicated individuals you can imagine serving our members. Each of you works so hard every day on the members' behalf, and for that I thank you. This job would be impossible without your continued support.

Of course, it goes without saying that the core strength of CATCA is our volunteers coast to coast and we will honour some of those members this year at Convention. To everyone across the country who volunteers their time to make this Association great, my heartfelt thanks.

I look forward to meeting and speaking with members at Convention, to lively debate on the Convention floor and to our members providing us with direction on key issues as we move forward to face the coming years. You are the ultimate governing body of CATCA.

In Solidarity,

Peter Duffey,
President

Executive Vice President Convention Report – Halifax 2016

Almost two years ago CATCA made some forward-thinking decisions that have made us stronger as a Union. We did it because we were reeling from the Picher Award decision – a decision that will leave scars for a very long time.

The first order of business under the new leadership was a discussion about surrounding ourselves with the right people to be successful. The Board made the decision to hire Abe Rosner as our labour relations consultant. We have all heard his name mentioned in one discussion or another. His input to date has been invaluable.

A little over a year later we added Lewis Gottheil as legal counsel. This was another win for CATCA. Lewis has been practicing labour law for 30 years and his union activism brings a much-needed edge to CATCA.

Last fall we hired Tania Calverley as CATCA's Director of Communications. Tania brings years of experience in the marketing and communications fields. Her style, energy and ability to quickly learn who CATCA is have been a very welcomed addition to our team. The addition of all three people has been critical in our successes as an Association for now and for the future.

Although my position has me wearing many hats, my passion still lies on the finance side. Over the past three years, I can report that CATCA is in a healthy financial position. We continue to meet our financial forecasts while providing the best service we can to our members. I want to thank the Board of Directors, the Board of Trustees and the National Office staff for their conscientious efforts in holding the Association's dues in the highest regard. During the first day of Convention there will be presentations by the Board and once again I will be presenting the financial position of the Union.

Last fall, after very careful consideration and understanding the difficulties we faced, the Board made a decision to move forward with collective bargaining in an attempt to reach a quick monetary deal that would put us in a better position for the future. We presented this to the newly elected Bargaining Committee and, after healthy debate, it was unanimously accepted, going to the members for ratification. The agreement was highly ratified by the membership. We will serve notice to bargain again in December of this year.

Since 2009, we have had a Classification Committee working on solutions to the issues with certain aspects of the Deloitte system developed in 2005. As most of you know, the system was developed with the hope it would last forever – however it didn't take long to realize there were flaws and inconsistencies. Although there have been some recommendations implemented to date, the work continues. In February, the Board was briefed by Randy Hepner (WG ACC) and Gord Howe (KZ Tower) on the progress of possible solutions. At Convention Randy will present an overview of where the group currently stands.

Over the past three years, using the new process developed for the NAV Canada Joint Council (NCJC) Allowances Committee, the group was able to re-write the Isolated Post Allowance Guideline, the Travel Directive and the Relocation Directive. This project was no small undertaking. The entire Committee and a technical writer we employed to assist were able to work together, making the documents less legalese. This was done in addition to the quarterly meetings where we discussed and solved issues brought forward to the group. The next cyclical review for the Committee will take place in 2017 with a call for proposals in the fall of this year.

At the July 2014 Board meeting, it was determined that the Policy Manual needed a major review and edit. A Committee was struck and consisted of Bryan Healy (Chair, EG ACC), Brad Rach (VR ACC), Louis-Philippe Loiselle (UL ACC), Sophie Noel (Standards and Procedures) and Roger Soucy (QX ACC).

After a year-long project, the document was presented to the Board for review and accepted as information. The Manual, now split into three documents, will be presented at Convention for debate. The Board and I want to thank the entire Committee for their efforts.

To close, I will take the opportunity to thank a few people. First and foremost, my family, who have made many sacrifices over the years. Without those sacrifices, my job would be impossible. Next is the National Office staff. Your day in and day out commitment to the membership is second to none. Thank you also to our Committee members and local representatives who volunteer their time. You make a difference! And to the current CATCA Board of Directors who, over the last two years, have come together to not only make a difference to our membership but have made this job enjoyable again. Finally, the membership. I am still humbled to represent you every day – the professionals who give it everything they have every day to make this thing work!

Better Together,

Doug Best
Executive Vice President

RVP Atlantic Convention Report – Halifax 2016

The dominant theme for this report focuses on the changes and challenges our members have endured and prepare for in the upcoming years. Each Branch in Atlantic Region has experienced change since convention 2013. Whether it was a change in management, staffing, technology, systems, or training we have all had some experience in the past three years and certainly face continued change and challenges in the future. The Atlantic region continues to be comprised of members employed by three different employers, Nav Canada, Serco Facilities Management Inc., and Transport Canada; each governed by distinct collective agreements. The climate of change and challenge is evident to all our members, regardless of employer.

SERCO – Goose Bay Branch

Over the last three years, our members in Goose Bay have had to deal with an uncertain future on a daily basis. This Branch regularly faces the prospect that their employer has to compete to continue providing a service to the government and their positions intact. In 2013, the Federal government changed its' bid procurement methods for DND sites like Goose Bay and moved from long-term 10-year contracts with suppliers to shorter 2-year contracts with 1-year extensions attached. When these changes took place in 2013, there was a reduction in the type of ATC service and hours of operation included in Serco's contract resulting in five CATCA members receiving layoff notices. Since then, full service has been restored and our members returned to their positions. The federal government is currently engaged in the procurement process with potential service providers (Serco and competitors) for a contract beginning in 2017. A successful Serco bid will mean continuity and stability for our members; we will face many challenges otherwise.

From the operational perspective, our members in Goose Bay experience the same issues as other branches in the region. An understaffed unit, lack of recruitment, lack of training, and as mentioned, an uncertain plan for the future, have all been the daily issues. A change in the management team has taken place in the last year and we are seeing efforts in recruitment and training, as well as improvements in communicating and consulting with CATCA. Through all the uncertainty and experiences of the last three years, our Branch in Goose Bay continues to be proud, strong, and supportive CATCA members.

Transport Canada Branch

The Transport Canada Branch and CATCA are currently engaged in the collective bargaining process with Treasury Board. Those of you who remember dealing with Treasury Board will know how agonizingly slow it can be especially as this bargaining unit is the smallest in government. The Branch members are now centralized in Ottawa and continue with the many challenges they have before them. I will not go into any more details as Branch chair Steve Dryden will be presenting at convention giving you all a thorough briefing on his Branch, what they do, and what lies ahead.

Gander FIR

Since last Convention, the Gander ACC Branch has experienced a perpetual cycle of introduction and implementation of new systems, projects, and procedures combined with the associated training and adaptation. From R-Long to space-based ADS-B and a myriad of other projects, this arduous cycle continues for the foreseeable future and is exacerbated by dwindling staffing numbers in certain specialties. Like many units nationwide, Gander has experienced a lack of training initiatives and a minimal infusion of new licenses over the past number of years, no specialty more so in Gander than high level, which using current projections, will not gain a new license until late 2017. Within the last year or more recruitment and training has gained higher priority in Gander, but the challenge of providing appropriate instructors and staffing from our depleted ranks is a struggle for the Branch.

Gander ACC has a revamped management team that is including the Branch in discussions and planning aimed at mitigating the shortages ahead; supplying controllers for operational positions, supplying instructors and course developers, while at the same time maintaining access to vacations and time off. In the face of the staffing adversity, traffic numbers continue to climb to historic new heights adding to the challenges that lay ahead for our members. I commend the ACC Branch for the work they have done and the work that lies ahead in ensuring that our members have access to their benefits in a fair and equitable manner while awaiting the arrival of new licenses.

Our VFR Branches, Gander and St. John's Towers, have struggled with staffing for the past number of years. Starting in January of 2016, a dedicated VFR simulator was installed in Gander and a course of four students began. By 2017, the current and ensuing courses, and their successful checkouts will begin to address our existing shortages and the projected retirements and relocations. Traffic numbers for both Towers remain constant to slightly increasing. St. John's and Gander Towers entered into Appendix G schedule arrangements which significantly reduced the hours of single stand time at each unit.

Moncton FIR

Moncton FIR has endured a tumultuous three years. An almost wholesale change in the management team over the last two years has resulted in an adjustment for our Branches in the way business is conducted and the new approach to staffing and training. Similar to Gander's experience, Moncton ACC has endured a drought in the staffing process combined with attrition in the current membership. The challenge for the Branch now is the ability to adjust to the influx of training while our numbers decline. In my 2013 convention report, I relayed the announcement of an amalgamation plan for Halifax terminal and Moncton Low level into one specialty. Exactly three divisive and acrimonious years later, that plan has been reversed and the two specialties revived.

After a prolonged absence from the seniority bid process, Moncton ACC is participating and providing opportunities for bidders. The ability to bid to Moncton is welcomed nationally but also for our local Towers where we now see some movements resulting. The ACC has seen growth in traffic numbers as well as ongoing changes to systems and procedures.

The region's three Towers have had different experiences over the past three years. Halifax Tower, in general, has been most stable in terms of staffing and traffic numbers, and projections are that stability will continue. Moncton Tower is seeing a return of flying school activity since its' exodus several years ago; a steady increase in traffic numbers resulting. As mentioned earlier, the availability of seniority bid opportunities has triggered the staffing/training process in Moncton for the foreseeable future. Fredericton Tower has experienced dramatic year over year traffic increases while struggling with a lack of available licenses. The maximization of trainees dedicated to Fredericton has resulted in several licenses and some relief, however, the cycle of constant training will continue as the seniority bid/staffing process unfolds and traffic increases.

Region

On the whole, the past few years have been very busy and trying times on the labour relations front in the Atlantic region. We hit some very low points in our relationships with management and our frustrations with and within our union. Having said that we currently have only one outstanding grievance from the region. Within the last year and a half, we have seen a change in management and vision in both Nav Canada and Serco. I am experiencing more approachable and accessible managers and I see the same for most of my Branch chairs.

We have argued and asked for staffing and training for years and are now being answered with aggressive and optimistic plans to address our concerns.

In Solidarity,

Gary Roach

RVP St-Laurent Convention Report – Halifax 2016

As I come to the end of my first term as the RVP for the St-Laurent Region, it has certainly been a learning experience for me, with the change of leadership during this mandate it was sure to make things very interesting for us. I must admit that this new leadership of inclusion, honest discussion and respect for diverging opinions was refreshing. I strongly believe that our union is better because of it, I want to take this opportunity to thank Peter and Doug for their support during this mandate and to thank all my fellow RVP for making us a strong team. I want to thank Miriam Rode for her patience through my learning process and Sarah Macmaster for her ongoing support. Thanks to Peter 's vision of surrounding our team with the outside help we need, I also want to thank Tania and Lewis for their contribution, most of all I want to thank Abe Rosner for helping me read between the lines and remind me that there is a lot of gray areas in labor relation and as much as we would like it to be, it's not always black and white.

STAFFING

The St-Laurent region is plagued with staffing issue, St-Hubert, Quebec, Ottawa Tower and Dorval and most of the specialties at the ACC are short staff, some below the 75%, and even if they have ramped up training to a level never seen before, it will take at least 3 to 5 years before we see some light at the end of the tunnel. Overtime is the only thing keeping things running with little or no restrictions. That overtime is taking its toll has more people want to do less of it or request time off in lieu of pay. The new approach by management to aim for 100% will help but we are still years away before reaching those targets.

LABOR RELATIONS

2 new LERMS in 3 years made the transition a bit challenging, there is very little trust between the GM and me, we do manage to get things done and solve problems but often we need to go through the grieving process to get what is right. The talk of merging more specialties after the hardship we endured with the last merger was definitely not welcome, the leadership of Doug Best was really appreciated in this process, he and Peter help me and local union members put this project on the back burner for at least a couple of years. This will be part of an ongoing battle to eliminate position within our group and will be a hot topic during my next mandate.

The Contract "Extension" was an interesting process, to say the least, the expanded size of the committee proved to be somewhat challenging but the outcome was, in my opinion, the best we could do for our members at the time. Now we will be challenged in the coming years to fix all that needs to be fixed in our collective agreement, I hope I get the opportunity to do just that. Care and nurturing, staffing, ops vs. non-ops, TOIL are just to name few of the issues my region had to face hardship with, we need to really sit down with the employer and find solutions so that our members can benefit fully from the programs offered.

CLASSIFICATION

After several years of long and tedious battle, the change of airspace classification in St-Hubert airport finally gave them the ATC 3 level they had been requesting. I believe the work is not yet done, we need to address the STI issue with the Towers so that our members can get paid for all their movements and not just a fraction of them. This has been a long process and I hope to help in finding solutions in my next mandate.

PENSION

No doubt this was the most talked about topics during my first term, not only is the issue one of the most important to our members but it is also one of the most complex. The arbitration placed us in a delicate and fairly rigid position to join the company in seeking relief, after months of back and forth, the issue may have moved back a bit but it is far from over, the next round of bargaining will be crucial in protecting our current benefits and even try to bring the option "B" back to option "A".

ELECTION

It's an election year, I would like to remind everyone the St-Laurent RVP position is up for election in a few short months. I would like to take this opportunity to inform everyone that I will seek re-election. I am extremely proud of the work CATCA has done on behalf of our membership over the past 3 years. I am also proud of the work I have done within my region and the relationships I have built with my Branches and their members. If the members of this region see fit, I would be honoured to continue to serve and represent them as the St-Laurent Region Vice President. I also hope that the membership sees fit to keep this Board of Directors intact for the next 3 years, I firmly believe we are moving in the right direction, we are keeping the employer on their toes and they are fully aware that we are not about to back down on the issues that are important to us. It would be in the interest of all our members to keep some stability for a few years.

In closing I want to thank all the members of my region that supported me over that last 3 years, I look forward to serving you again for 3 more years. I look forward to seeing and welcoming all of the attendees at CATCA 2016. Let's make it a great one.

In solidarity,

Eric Vezina,
RVP St-Laurent

RVP Central Convention Report – Halifax 2016

This is my first report to Convention as RVP Central, being elected less than two years ago when Peter Duffey became our President. It has been a busy two years with both National and Regional issues taking the spotlight at different times.

I'll leave most of the National issues to our President and EVP to report, but, needless to say, the work last year on the pension plan issues from collective bargaining in 2013 and bargaining itself in 2015 kept the Board very busy. Peter and Doug have been fantastic at involving the RVPs at the National level and our team is stronger because of it.

On the regional side of things, I am fortunate to have a good working relationship with the managers in my region. I know this cannot be said at different times for many of the other regions. I work at keeping the Branches informed of the current issues through regular communication with the Branch Executives including conference calls, regular attendance at all Branch meetings, and unit visits wherever possible including scheduled weekly visits to Toronto ACC. I am proud of the work the Branch Execs are doing in their units, as many issues are resolved before they need my attention, and in particular, I commend the work of the YYZ ACC Chairman Paul Berry and previously Shawn Hill over the past two years. As a volunteer in a unit of 285 members, the work can be overwhelming at times and I appreciate what you have and are doing.

Since the start of 2016, my work has been non-stop with the exception of a one-week holiday where I managed to take my wife on a quick winter vacation. I've been to Ottawa five times. Three Board meetings, unit visits, and various meetings for committee work and grievances kept my schedule full. The Delegates at Convention will see the work the Board has been doing to prepare for Halifax 2016.

Within the region, staffing is the number one concern. As you will see in the unit updates, there are few places where this is not an issue. I am concerned about the summer and burn out for many of the units, but somehow we always seem to work through it. By the time Convention comes around, the country will have seen four or five seniority bids and, at least, one competition posted from within Central region.

Here's an overview of the region:

Sault Ste Marie – The Tower had a few issues over the last year, but things are calming down. Traffic has increased and by Convention time, they will have two trainees at the Tower who won't be ready in time to help them this summer. A workplace assessment and a termination had me travelling to the Soo quite a bit last fall.

Windsor – A recent seniority bid resulted in one deferred offer. One controller on extended absence has left the unit short-staffed. We hope the controller will be returning in time for the summer.

London – Training continues and at the time this report was written an interim seniority bid was out for the Tower. Local traffic has decreased in recent years, but the staffing has decreased as well. With staffing at 78%, it is one of the top three units who need controllers in the region. A NOSS (Normal Operations Safety Survey) will soon be conducted between London and Waterloo.

Waterloo – Depending on the fate of Buttonville, Waterloo's staffing problems could soon be over. Recent retirements could make for a busy summer this year, though. Our members in KF watch and wait as their new Tower is being built. It is projected to be open in 2017.

Hamilton – Several retirements have necessitated an interim seniority bid for HM. This is the only unit in Central Region on an Appendix G schedule. The reviews have been very good toward their 7/7 schedule.

Buttonville – Could there be light at the end of the tunnel? The ultimate fate of KZ was sealed years ago when the airport property was sold to a developer. The question has always been when. With our members wanting to make plans in their life and not knowing when the Tower is closing it has been frustrating. Recent news indicates this may be the last year for KZ. The good news is that people can get on with their lives, and several Towers in the region will benefit in staffing.

Oshawa – Currently short staffed with two trainees, Oshawa is poised to see a gain in traffic with the closure of Buttonville.

Toronto Island – Billy Bishop has grown significantly over the past few years with the success of Porter Airlines. Unfortunately, at 75% it remains the worst staffed Tower in the Region. Training continues and hopefully, some improvement will be seen later this year. The Liberal government has essentially killed any prospect of opening up the airport to jet traffic.

Toronto Pearson – The latest staffing numbers don't tell the whole story for YYZ. At 90% this unit is in dire need of more controllers. Forecast attrition outpaces the current qualification rate, and it's already difficult to fill the shifts. Traffic continues to grow and a recent audit shows over 60,000 ground movements unrelated to arrival and departure traffic for which there is no recognition. A recent staff meeting included management representation up to the VP level where staffing issues and solutions were highlighted. Tense relations with local management have allowed many issues to go unresolved. YYZ is one of my current priorities within the region.

Toronto ACC – As I mentioned earlier in my report, with 285 members, there is no shortage of issues in the ACC. Overall, it is doing very well. Although they need more staff, it is one of the best-staffed units in the country, and that's a sad statement when they won't be able to fill shifts this summer. An uneasy relationship with local management has allowed more issues to appear than there should be, and technological projects have also been a problem.

Two recent deaths took everybody by surprise. Stan Roy (Shift Manager and previous YYZ ACC controller) and Robert Fradenburgh (DSC) will be missed by many.

Outaouais - The ever growing world of technology has our members in OSR very busy, not to mention the downsizing of OST and the extra work that has passed on to both OSR and the DSCs. A recent review of their classification denied the group recognition of what they actually do and has been cause for the second grievance from Central in recent months.

Bytown – Often overlooked for the work Standards and Procedures do, the recent release of MATS is a product of a very long project from this group. This Branch has very few issues in great part because of the work their Chair, Sophie Noel has done.

Tom Roberts – With the downsizing of Operational Systems Training last year, this Branch was dissolved and its four remaining members joined the Outaouais and Bytown Branches.

David Doerksen,
Regional Vice President, Central Region

RVP The Prairies Convention Report – Halifax 2016

It has been an extremely busy first 9 months. The Prairie Region is both the biggest in size geographically and in population, spread from Yellowknife to Thunder Bay. During my election campaign, I visited 10 of the 11 towers and both centres over a two-week period. Unfortunately, due to time and financial constraints, I was unable to visit Thunder Bay Tower. However, since commencing my position, I am proud to say I have had an opportunity to visit every site in the region!

I have met many tremendous people and reacquainted with old friends. No matter how busy this job gets, I love it! Being the past Branch Chair from YEG ACC (209 members) has prepared me greatly for the tasks at hand for the Prairie RVP (515 members). I have made a point to be available 7 days a week and answer my phone and/or email as soon as possible. I take great pride in the remarks from my Branch Chairs on the service they have received and the quality of my work. My tenacious work ethic will not falter in the future and you can expect the same hard work to continue until the very end of my term.

Staffing

Staffing is the number one issue in the Prairie Region. NAV Canada has as well admitted this issue as the major priority to fix going forward. Previously, NAV Canada planned on staffing with overtime; this is no longer seen as an effective method of staffing. Certain areas of growth can not be kept up with and the training schools are not well equipped for quick staffing resolutions. Calgary Terminal (68% staffed, the lowest in the country) has seen low checkout rates and long training periods; Arctic High may be the longest full checkout in the country (currently 10 partially trained staff are still in a queue to receive further training to receive full qualification). Winnipeg Centre is trying to run their simulator at full capacity to catch up to the low staffed West Low, North Low and to a lesser degree Winnipeg Terminal and West High. There is no doubt in my mind that we are playing catch up at this point.

Calgary Tower has seen improved training success recently and is no longer struggling. Paring Calgary Tower salaries and premiums to YEG ACC was a great move and there are plenty of members wanting to work in the new tower as attested by the large subscription on the seniority bid list. Edmonton Tower with their upgrade to an ATC4 and, in my opinion, the most beautiful tower in the country are doing splendid. Edmonton's training is highly successful and is a point of pride and envy to other towers and units.

Winnipeg Tower has finally been upgraded to an ATC4 and I hope this begins to fix some of the major issues in the tower. Winnipeg has severe staffing issues to start with, and little to no interest from seniority bid leaves them to train Ab Initio's in a moderate density complex tower. This is not an easy task and further to this many members have transfers to the nearby Winnipeg ACC. I foresee Winnipeg Tower being a major staffing issue for the next 5 to 7 years.

Fort McMurray and Yellowknife are at critical staff with a large list of current controllers waiting to seniority bid out. Fort McMurray being upgraded to an ATC2 in 2015 may help keep some controllers in the fastest growing city in Alberta. Yellowknife being the only tower in the Prairie Region with Isolated Posting Allowance helps out financially but still numerous controllers want to transfer south leaving the tower critically staffed.

Regina, Thunder Bay, and St. Andrews are in a fair staffing situation and have good retention of staff. Villeneuve, Saskatoon and Springbank are in an enviable position of being at staff or slightly above staff. This will obviously allow these towers to seniority bid with ease if they prefer to do so.

Overall, tower training has to accelerate to meet the demands of the Prairie Region in the future.

Changes and Projects

NAV Canada has successfully implemented more automation than could have ever had been expected. NAV Canada now has extra revenue streams from becoming a world leader in ATC automation. Our membership has been reduced by the successful implementation of numerous world leading ATC automation. We currently have approximately 1900 CATCA members as compared to 2300 members in 1996. CAATS, Electronic Flight Strips, ADS-B, CPDLC and EXCDS have all reduced the human resource requirements for Air Traffic Controllers. However, with traffic constantly growing, NAV Canada can no longer expect to have automation keep up with Air Traffic Controller attrition and ever-growing traffic demands.

NAV Canada owns a majority share in two large technology corporations. Searidge Technologies is a domestic and international corporation that is a leader in Tower automation. Searidge Technologies is currently developing a system for a fully automated Tower.

Aireon is the other corporation of which NAV Canada holds a majority share. Aireon is a satellite division of the parent corporation Iridium. Iridium is the world leader in global communications and is soon to have ADS-B coverage worldwide. Aireon has to successfully launch two more satellites for the satellite constellation to become fully operative and have complete world coverage. One satellite is being launched from California and the other from Russia and are forecasted to be fully operative by the end of 2017. Future projects between NAV Canada and Aireon include worldwide aircraft communication with push-to-talk capabilities.

These corporations will change the way ATC is performed in Canada and around the world. These are positive changes for both CATCA and NAV Canada - with better technology comes added safety and higher revenues for NAV Canada. Those higher revenues should be shared with CATCA members as we work in concert with NAVCanada. As your CATCA leader, I will endeavor to make sure that we are never left behind and always stay in front of all major corporate initiatives. CATCA needs a strong voice more than ever in the next decade.

Labour Relations

As of March 2016, the Prairie Region has only one major issue that may go to grievance. It is the partial checkout of Air Traffic Controllers and the rules surrounding it. We have been allowing partial checkouts for over a decade in the centres without proper national rules and guidelines. The CATCA policy manual states to not allow partial checkouts, however since we have been dilatory in the previous decade it is hypocritical of us to demand them to stop allowing partial checkouts immediately. We are working hard to get concrete provisions and parameters in place that will ensure fair treatment across Canada for this type of training.

Communication

My true strong point! If anyone ever needs to talk, please call, email or text. To date, I have given out 440 business cards to my Prairie Region members. My wife took on the task at Christmas to bake 440 delicious chocolate chip cookies and put them in Christmas bags with a bow and my business card attached. This took great effort and a better part of a week to execute. I apologize to the towers that we didn't get to and hope to keep up the open communications and witty ways of keeping Prairie Region members engaged.

Collective Bargaining

CATCA signed a one-year extension and will be back at the bargaining table later this year in November 2016. I greatly look forward to it, as the company is backing off on their stance that our pension plan is a tremendous money issue to them. NAV Canada's revenue is at an all-time high and they may even lower their fees to the airlines this fall. This puts CATCA in a perfect position to bargain and receive real gains. As well, I feel the pressure from my Prairie Region members that they are sick of hearing excuses from NAV Canada and are ready to bargain and bargain long and hard. I am excited and cautiously optimistic for this round of bargaining.

Jerry Brodt,
RVP, The Prairies

RVP Pacific Convention Report – Halifax 2016

As I sit down to prepare this report for CATCA 2016, I once again get an opportunity to reflect on the many accomplishments of our union. However, one thing I have learned over the last 10 years is that there will always be something more to accomplish. Today is no different. We continue to face challenges both in the short and long term. I can assure the membership with confidence CATCA is prepared and ready to face these challenges.

The faces of the Board of Directors have once again changed. Peter has moved into the President's chair and spent a great deal of time meeting and communicating with the members. I applaud this new Presidential attitude as do most of the members I talk to. Since the addition of the newly elected RVPs, the Board of Directors has gelled together to form a high-functioning, collaborative, and respectful team. We have also become a group who is focussed on serving the membership and fighting for our member's rights and the recognition we deserve.

Staffing – The Company seems to have finally realized what we have been telling them for years. Across the country, staffing levels in many Towers and ACCs are already or may in the near future be at crisis levels. There is now a sense of urgency within the management ranks which may lead to some outside the box thinking. While we welcome management's plan to staff units properly, some of these new staffing initiatives may not be in the best interest of the membership as a whole and, therefore, we all need to remain vigilant and report any concerns to our Branch rep or RVP.

The staffing situation within the region varies between well staffed to concerning. NAV Canada's staffing plan of intentionally short staffing units has continued to cause problems for our members. These problems include excessive overtime, inability to release seniority bid candidates, and reduced access to time off via annual leave and TOIL. While the new GMFIR is receptive to our feedback and indicates his intention to bring units up to staff, there are still going to be difficulties filling the current and future vacancies left by the approaching retirement wave.

Labour Relations – I welcomed the arrival of the new GMFIR from Winnipeg last year. Local labour relations had become strained over the past couple of years and had led to an increase in the number of grievances which needed to be filed. With the assistance of the local LERM, John Reid and I have been able to work together to solve most complaints and problems without resorting to the Grievance process. I am pleased to report I have no outstanding grievances in our region.

As I mentioned earlier, the change in the dynamic of the CATCA Board of Directors has resulted in a change in our National Labour Relations. I believe this resetting of the relationship has been beneficial. We continue to have a cordial, respectful and healthy relationship; however, there should always be a definite line between management and the union. It must be clear that we are not "partners" in running NAV Canada – CATCA has its goals (as outlined in our

mission statement) which differ and sometimes conflict with NAV Canada's. We are less than a year away from returning to the bargaining table with NAV. I anticipate the union will need to defend our pension once again. It is frustrating to hear our new CEO speaking of how well NAV Canada is doing financially (even during an economic downturn), with no mention of funding their pension liabilities.

While I know raising rates or just leaving them as is and increasing funding of the Pension Plan would not solve the long-term threat to the Pension Plan it certainly would send a message that the company is trying to solve its pension problems. I am confident this would almost certainly increase employee engagement. There are examples of companies which have increased funding of their plans (in excess of regulatory requirements) instead of demanding concessions from employees. We have heard loud and clear this is our membership's number one priority and will fight to protect our pension plan at all costs. In addition, I expect NAV to attempt to limit member's rights to increased time off. Obviously, this counters our members continued requests for access to more time off. Hopefully, NAV Canada will realize members request for a better Work/Life Balance is not only a requirement but a benefit to both parties.

Recognition - I would like to take the time to recognize the work of the volunteers of our union – the Branch Chairs, Branch Reps, Stewards and Committee members. These are the thankless but necessary positions that make our union what it is. I would not be able to do my job without your time, energy and enthusiasm. I would like to personally thank you as well as on behalf of the entire membership.

This year, the CATCA Board of Directors instituted the CATCA Volunteer Service Awards. These awards are meant to recognize the great contributions our members have made to the association. It is unfortunate I am only allowed to nominate one person as I know there are many worthy candidates in the Pacific Region. I look forward to presenting the inaugural award to this year's winner at the closing banquet.

The staff in National office continues to work hard to support the work of our union. These people's contributions often go unnoticed. Thank you Sarah, Miriam and Tania - for your support, dedication and hard work.

CATCA 2016 - I look forward to seeing and welcoming all of the attendees of CATCA 2016. I know the Convention organizing committee has some fun and exciting plans for the social events. I am especially looking forward to very successful business sessions in which the delegates and members provide the guidance and direction to ensure the continued success of our union.

Safe travels and see you in Halifax.

Scott Shields,
RVP, Pacific

Board of Trustees Convention Report – Halifax 2016

The Board of Trustees consists of four members that are appointed by the CATCA Board of Directors; current members are:

- James Legein, Vancouver ACC
- Tony Zaychuk, Edmonton ACC
- Brad Carter, Toronto ACC
- Terry Ross, Moncton ACC

The Board of Trustees typically meets in-person twice per year – once in the spring and once in the fall. They will also meet by conference call if required.

The main objectives of these meetings are to review the finances of the Association (budgets, current accounts and investments) and to discuss the financial statements with the Auditor. The Auditor's Report is also reviewed in detail when presented. Additionally, the Board of Trustees may make recommendations to the Board of Directors on key issues discussed with the Executive Vice President.

Meetings Held

2013

- May 29 (phone conference)
- October 16 (in-person)

2014

- January 10 (phone conference)
- February 26 (in-person)
- October 3 (in-person)
- October 7 (phone conference)

2015

- May 5 (in-person)

2016 (to date)

- January 4 (phone conference)

Significant issues and recommendations to arise from these meetings were:

1. 2014 recommendation to permanently reduce dues to 1.5%
2. Discussion surrounding changes to not-for-profit status for the Association
 - A detailed presentation will be made at Convention in Halifax
3. Recommendation to the Board of Directors to review all CATCA Committees and Boards with a focus on the value derived to the membership (i.e.: cost vs. benefit)
4. Recommendation to the Board of Directors to analyze the benefits of purchasing vs. leasing office space
 - CATCA currently leases office space and the lease expires January 31, 2017
 - A detailed presentation will be made at Convention in Halifax

In general, the Board of Trustees is pleased with the fiscal responsibility shown by the Board of Directors. All financial affairs of the Association have been found in good order and are accepted as such by the Board of Trustees.

RVP Election Committee Convention Report – Halifax 2016

Electronic Voting

During 2015 and the beginning of 2016 the Elections committee investigated electronic voting, to see whether it would be a fit for CATCA. The motivation was simple, to help ensure voter confidentiality, and prevent stuffing or the accusation thereof. Initially, the task seemed daunting however once we dug into the providers of such a service things became clear in a hurry.

Of the online providers for such a service the best match to meet our needs was called [Simply Voting](#). This company provides very good customer service and was happy to work with us and answer any questions in a prompt manner. It turns out they actually manage elections for some governments, their security isn't an issue. Pricing information was requested for a membership sized such as ours and the figures were very reasonable. Based on the figures Simply Voting provided us, CATCA should be able to run up to 10 elections a year on-line for less than two thousand dollars. Our EVP has a copy of the email with this information as does the Committee.

Obviously very important is the ability for electronic voting to be inclusive of everyone and since we could have members without email (the best forum for this to work) we needed to be sure that mail outs were possible, and that condition has been satisfied. Further, we need the ability to use a run-off ballot style election, and again that isn't an issue. A trial service is available and was utilized in order to confirm the viability of this provider. The trial included the entire BOD as well as the Elections committee members. The results from the demo/trial election were very positive. The system was flawless and everyone seemed to enjoy the experience.

In closing, it is obvious to the Elections Committee that our membership is due for an update to our election process. Moving forward with this format will best serve the membership because of the increased confidentiality associated with their casting of ballots. The system outlined above (Simply Voting) is a great match for CATCA's needs, provides everything we should need and they look forward to hearing back from us in the future.

It is the recommendation of the Elections Committee that CATCA move forward and officially adopt electronic voting provided by Simply Voting as the method of choice for our Union's elections.

Sincerely,

Chad Watt
Chairman Elections Committee

Occupational Safety and Health Policy Convention 2016

Submitted by Mark Bernard

The Canada Labour Code (Part II) requires employers with three hundred (300) or more employees to establish a Health and Safety Policy Committee. This committee must be comprised of managers and employees, with at least half the members being employees. The Code also defines duties required by this committee.

Currently, the NCOSHPC (Nav Canada OSH Policy Committee) has employee members representing each union except IBEW, which has had a separate OSH PC. As of late 2012, the CATCA representative on the committee also represents ACFO, at ACFO's request.

The committee meets quarterly. was required by the Code. Currently, the meetings alternate between in-person and teleconference.

The most significant changes since the last convention concern AED's and First Aid Attendants.

AED's have been installed in many more sites, and others are progressing towards a launch.

First Aid Attendants are required any time there are 6 or more employees working. In the past, only the ACC's were in compliance. There was a lot of first aid training in early 2015, and by now all units should be in compliance.

SECTION II: BY-LAWS

A: BY-LAW NO. 1

1. NAME

1.1 The name of this organization is Canadian Air Traffic Control Association.

2. CORPORATE SEAL

2.1 The seal, an impression whereof is stamped in the margin hereof, shall be the seal of the Association until changed by the Board.

2.2 The seal shall be in the custody of the President and shall be affixed to all documents required to be sealed on behalf of the Association.

3. HEAD OFFICE

3.1 The Head Office of the Association shall be in the City of Ottawa, in the Province of Ontario, Canada.

4. PURPOSE, OBJECTS AND PRINCIPLES

Purpose

4.1 The Association is a national association and is a Canadian non-share capital corporation incorporated under the Canada Corporations Act, RSC 1970, Chapter C-32 as amended. Its purpose is to provide a national structure to present and pursue issues of common concerns and interest to its members and to support the activities of bargaining units composed in whole or in part of persons who are members of the Association.

Objects and Principles

4.2 The objects of the Association are as follows:

- a. To promote safety and efficiency in the control of air traffic;
- b. To promote the unsurpassed professionalism and performance of members with a view to improving the status of the Air Traffic Control services;
- c. To promote the welfare of the members of the Association.

4.3 English and French shall be the official languages of the Association.

5. DEFINITIONS

5.1 "Active Member" means all employees employed in the provision of air navigation services and falling within a bargaining unit represented by the Association and not having been previously suspended or expelled from membership.

SECTION II: BY-LAWS

- 5.2 "Member in Good Standing" means an active member who is not in arrears in payment of any membership fees or other monies to the Association. (Conv. 2004)
- 5.3 "Associate Member" means a person referred to in Sub-Article 6.7.
- 5.4 "Association" means the Canadian Air Traffic Control Association.
- 5.5 "Board" means the governing body of the Association, the Board of Directors. The Board shall be comprised of the President, the Executive Vice President, and the Regional Vice Presidents, subject to Article 8.
- 5.6 "By-Law" means A: BY-LAW NO. 1 which shall govern the Members.
- 5.7 "Corporate Affiliate Member" means an entity referred to in Sub-Article 6.10.
- 5.8 "Delegate" means an individual identified in writing as a person entitled to attend and participate at the National Convention or a Special General Meeting held in accordance with Article 15.
- 5.9 "Director" means an individual who has been appointed to the Board pursuant to Article 8.
- 5.10 "Honorary Member" means a person referred to in Sub-Article 6.9.
- 5.11 "Member" shall include Active, Associate, Honorary, Retired and Corporate Affiliate Members.
- 5.12 "Officer" means the officers of the Association who shall be the President and Executive Vice President.
- 5.13 "Regions" means those Regions initially identified by the Board pursuant to Article 9 and such other Regions as may be determined from time to time thereafter by the Board.
- 5.14 "Retired Member" means a person referred to in Sub-Article 6.8.

6. MEMBERSHIP

- 6.1 All Active Members shall be entitled to active membership in the Association upon filing an application with the head office of the Association and upon payment of the required membership and/or initiation fee.
- 6.2 Notwithstanding Sub-Article 6.1, where in the opinion of the Board, an Active Member has ceased to be employed in the provision of air navigation services, or within a bargaining unit represented by the Association, directly or indirectly as a result of any activity relating to the interests of the Association, such a person shall continue to be qualified as an Active Member of the Association and the Branch/Facility to which s/he belonged prior to the termination of his/her employment or his/her leaving the Bargaining Unit. This right is subject only to such restrictions on voting matters relating to collective bargaining as may be required by any Act of the Parliament of Canada.

SECTION II: BY-LAWS

- 6.3 Where any applicant for membership has been previously suspended or expelled from membership for non-payment of dues or for any other cause, such application shall be submitted to the Board for consideration and membership shall only be granted where, in the opinion of the Board, it is expedient to do so and upon such conditions as the Board may require.
- 6.4 Only Active Members who are in good standing, subject to Sub-Article 6.5, are entitled to the rights and privileges of the Association and are eligible to serve on committees and vote on any matter affecting the Association as hereinafter provided. (Conv. 2004)
- 6.5 Subject to the Director eligibility requirements outlined in Sub-Article 8.7, Active Members shall be entitled to hold any elected office within the Association.
- 6.6 No Active Member may hold more than one (1) elected office at any given time. Should an office holder decide to run for a vacancy of another office and win that position, s/he shall be required to resign from the office s/he initially held. An appointment by the Board, and a corresponding election to fill the subsequent vacancy, will then be carried out pursuant to Article 8.
- 6.7 Any person not qualified to be an Active Member but wishing to support the aims and objects of the Association may, at the discretion of the Board, be admitted to membership as an Associate Member. Any Active Member of the Association who becomes excluded from their bargaining unit on the basis of occupying a managerial or confidential position shall be automatically transferred to Associate Member status, providing that such transfer is not contrary to any Act of the Parliament of Canada.
- 6.8 Any Active Member of the Association who retires shall automatically cease to be an Active Member and shall have the option of becoming a Retired Associate Member.
- 6.9 The Board may grant membership to any person as an Honorary Member for outstanding contributions to the Air Traffic Control Service or to the Association.
- 6.10 The Board may grant membership as a Corporate Affiliate Member to any corporation or other business entity that has an interest in the promotion of safety and efficiency in air traffic control. Corporate Affiliate Members shall designate a representative who shall officially represent such Member.
- 6.11 Associate Members, Retired Associate Members, Honorary Members, and Corporate Affiliate Members shall be entitled to all the rights and privileges of the Association except that they may not hold elective office or participate in or vote on any matter connected with any aspect of collective bargaining or consultation provided for by any Act of Parliament of Canada or with employer/employee relations or any other matter affecting the Association. Where the Board decides to do so, it may limit the rights of Associate Members, Retired Associate Members, Honorary Members and Corporate Affiliate Members to participate in Association insurance programs. Where in the opinion of the Chairperson of any meeting the interests of the Active Members so require, Associate Members, Retired Associate Members, Honorary Members and Corporate Affiliate Members may be excluded from such meeting.

SECTION II: BY-LAWS

- 6.12 Any Member may withdraw from membership in the Association by submitting notice in writing to the Executive Vice President or to the Board who shall remove the name from the list of Members and notify the affected Branch/Facility. Any Member withdrawing from membership shall continue to be liable for payment of arrears of dues and there shall be no reimbursement of dues paid in advance.

7. DUES AND ASSESSMENTS

- 7.1 The Board shall have the authority to establish dues from time to time and to implement any rules regarding the payment of dues. The dues shall become effective at the date designated by the Board in its sole discretion.
- 7.2 The Board may, in its sole discretion, waive all or any portion of a Member's dues for any specified period of time.

8. BOARD OF DIRECTORS

General

- 8.1 The Board shall be initially comprised of the President, the Executive Vice President, and five (5) Regional Vice Presidents.
- 8.2 The Board shall be composed of a minimum of five (5) and a maximum of nine (9) Directors at any time.

Functions and Duties of the Board

- 8.3 The Board is a continuing entity and shall exercise the authority of, and act on behalf of, the Association on all matters, subject to the By-laws and to policy decisions of Convention. The Board, without limiting the generality of the foregoing, may:
- a. Govern, determine, control and administer the affairs of the Association;
 - b. Enter into or make or cause to be entered into or made, contracts or agreements which the Association may lawfully enter into or make;
 - c. Authorize committees of the Board to exercise and carry out any of the powers conferred by this By-law;
 - d. Establish Membership fees, if any;
 - e. Expend such monies as it considers necessary to conduct the affairs of the Association;
 - f. Propose By-laws and enact Regulations for the exercise and carrying out of powers and without limiting the generality thereof may make rules respecting:
 - the management of the Association and the appointment of members to committees;
 - the representation from other organizations, groups, associations and committees on the Board;

SECTION II: BY-LAWS

- the expenses to be paid to officers of the Association;
 - the conduct of the affairs of the Association, Board and committees including the duties to be performed by the officers and members thereof.
- g. Prescribe such rules and regulations not inconsistent with this By-law relating to the management and operation of the Association as it deems appropriate, provided that such rules and regulations shall be confirmed at the next National Convention and in default of such confirmation shall cease to have force and effect.

Term of Office – Directors

- 8.4 Directors shall serve for a term expiring at the end of day immediately preceding the turn-over date next following their appointment or election, or until his/her successor is appointed or elected in accordance with the By-law.
- 8.5 Upon expiration of the term, a Director shall be eligible for re-election.
- 8.6 The turnover date means June 30, 2004 (or June 30, 2003 in the case of an initial 2-year term described in SECTION II: A: 8.18) and every three years henceforth.
- 8.7 Upon expiration of the term, a Director shall be eligible for re-election.

Director Eligibility

- 8.8 Any Director elected in accordance with the By-law must satisfy the following prerequisites:
- a. Must be an individual; be at least eighteen (18) years of age; and have the power under law to contract;
 - b. Must have been an Active Member in good standing of the Association for a period of at least one (1) year prior to the date of nomination.

ELECTION PROCEDURES

General

- 8.9 The Board, or its designate shall establish, election procedures for all elected offices, provided that such procedures are not in conflict with the By-law.
- 8.10 A candidate must receive a majority of the votes cast to be declared elected.
- 8.11 In the event no candidate receives an outright majority of votes cast, the candidate receiving the lowest number of votes shall be eliminated and the voting process or where a single preferential ballot is used in the counting process shall be repeated until such time as a candidate has received a majority of the eligible votes cast.
- 8.12 The Board shall not less than sixty (60) days prior to the expiration of the term of any Director's position, call for nominations for that Board position, from the appropriate Branches and Facilities. The notice shall require such nominations to be filed with the Board within seven (7) days thereafter. Unsuccessful candidates for the President and Executive Vice President positions shall not be bound by the time restrictions detailed in Sub- Article 8.11 should they elect to run for a Regional Vice President position in the same election year. (Conv. 2004)

SECTION II: BY-LAWS

- 8.13 All voting shall be conducted by secret ballot.
- 8.14 If the same number, or fewer candidates, are nominated than the number of positions to be filled, the Executive Vice President, or a designate of the Board of Directors shall declare those candidates to be elected.

The President

- 8.15 The President shall be elected only by the Active Members.
- 8.16 Voting for the office of President shall take place on or before June 15 in the year in which the term of the incumbent President expires.

Executive Vice President

- 8.17 The Executive Vice President shall be elected only by the Active Members.
- 8.18 Voting for the office of Executive Vice President shall take place on or before June 15 in the year in which the term of the incumbent Executive Vice President expires.

Regional Vice Presidents

- 8.19 The Regional Vice President shall be elected only by the Active Members from within the Represented Region. During his/her term of office, a Regional Vice President must be a member of a Branch/Facility from within the Represented region.
- 8.20 The term of office for Regional Vice Presidents shall be as outlined in Sub-Article 8.4 and 8.5, or in the event a Region is eliminated, the date established for the elimination of the Region.
- 8.21 Voting for the office of Regional Vice Presidents whose terms coincide with those of the President and Executive Vice President shall take place within thirty (30) days after the conclusions of the elections of the President and Executive Vice President

VACANCY AND REMOVAL FROM OFFICE

General

- 8.22 Upon the occurrence of a vacancy on the Board, a successor, who has the authority to fill the unexpired term of the Director, shall be appointed by the Board within thirty (30) days. The Board shall conduct an election to replace the Director thereafter and in no circumstances later than ninety (90) after the vacancy occurs.
- 8.23 Notwithstanding Sub-article 8.22, should any Board position become vacant, for any reason, in the last six (6) months of the term, the Board shall not be required to conduct an election and the appointment may stand until the expiration of the term.
- 8.24 In the interim, during the vacancy, the Directors remaining in office may exercise all powers of the Board provided that a quorum of Directors remains in office.
- 8.25 A Director, shall not be eligible to continue to hold office as a Director in the following circumstances:

SECTION II: BY-LAWS

- a. If the Director dies;
- b. If a Director resigns, by delivery of a written resignation to the Board of the Association;
- c. If a Director is found by a legal Court to be of unsound mind;
- d. If a Director is found guilty of an indictable offence and a majority of the Board determines that such conviction justifies the removal of the Director from office;
- e. If a Director ceases to be an Active Member in good standing of the Association.

President

- 8.26 The President may be removed from office upon the unanimous vote of all of the Directors, other than the President, at a special meeting of the Directors called for that express purpose. Upon the occurrence of such a unanimous vote, the Directors shall forthwith require the matter to be put to a vote by the Active Members of the Association. A vote of at least seventy (70%) percent of the Active Members of the Association shall be required in order to remove the President from office for the balance of his or her term.
- 8.27 A referendum may also be called to determine whether the President should be removed from office in the instance of the Board receiving a petition containing at least the names of forty (40%) percent of the Active Members of the Association. Upon the Board receiving a petition containing at least the names of forty (40%) percent of the Active Members of the Association calling for such a vote as to whether the President should continue for the balance of his or her term, the Board shall forthwith call a referendum for that express purpose. To be successful, a vote of at least seventy (70%) percent of the Active Members of the Association shall be required in order to remove the President from office for the balance of his or her term.

Executive Vice President

- 8.28 The Executive Vice President may be removed from office upon the unanimous vote of all of the Directors, other than the Executive Vice President, at a Special Meeting of the Directors called for that express purpose. Upon the occurrence of such a unanimous vote, the Directors shall forthwith require the matter to be put to a vote by the Active Members of the Association. A vote of at least seventy percent (70%) of the Active Members of the Association shall be required in order to remove the Executive Vice President from office for the balance of his or her term.
- 8.29 The Executive Vice President may be removed by means of a referendum, which referendum shall be called by the Board upon receipt of a written petition containing the names of forty percent (40%) of the Active Members of the Association. If the Board receives such petition, then the Directors shall forthwith require the matter to be put to a vote by the Active Members of the Association. A vote of at least seventy percent (70%) of the Active Members shall be required in order to remove the Executive Vice President from office for the balance of his or her term.

Regional Vice President

- 8.30 A Regional Vice President may be removed from the Board by means of a referendum, which referendum shall be called by the Board upon receipt of a written petition containing the names of forty (40%) percent of the Active Members of the Region, which

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elected the Regional Vice President. If the Board receives such a petition, then the Directors shall forthwith require the matter to be put to a vote by the Active Members of the Region from which the Regional Vice President was elected. A vote of at least seventy (70%) percent of the Active Members of the Region shall be required in order to remove the Regional Vice President from office for the balance of his or her term.

Remuneration of Regional Vice-Presidents

8.31 The Board shall reimburse each Regional Vice-President for reasonable expenses incurred in the execution of his/her duties.

9. REGIONS

- 9.1 The Association shall consist of five (5) Regions: Atlantic; St. Laurent; Central; Prairie; and Pacific. The Board shall have the authority to make all determinations relating to the composition of the Regions and to eliminate or create new Regions as it may in its discretion deem advisable, provided that in no circumstance shall a Region consist of less than one hundred (100) Active Members.
- 9.2 The Regions shall be made up as follows:
- a. The Atlantic Region shall be comprised of Moncton ACC, Gander ACC, and the Gander, Moncton, St. John's, Fredericktown and Halifax and Goose Bay towers and the Transport Canada Branch.
 - b. The St.-Laurent Region shall be comprised of Montreal ACC, Ottawa TCU, and the Dorval, Quebec, Ottawa, St. Honoré, St. Hubert, and St. Jean Towers;
 - c. The Central Region shall be comprised of Toronto ACC and the Toronto, Oshawa, Kitchener, Windsor, Sault Ste Marie, Buttonville, Hamilton, London, Toronto Island Towers and the Bytown and Outaouais.
 - d. The Prairie Region shall be comprised of the Edmonton ACC, Winnipeg ACC and the St. Andrews, Thunder Bay, Edmonton International, Edmonton City Centre, Villeneuve, Winnipeg, Yellowknife, Saskatoon, Regina, Calgary, Fort McMurray and Springbank Towers.
 - e. The Pacific Region shall be comprised of the Vancouver ACC and the Vancouver, Victoria, Vancouver Harbour, Boundary Bay, Abbotsford, Prince George, Pitt Meadows, Langley, Kelowna, and Whitehorse Towers.
- 9.3 The Regional Vice President for the St. Laurent Region shall be bilingual. Any member of the Association requiring Bilingual services may obtain those services from the St. Laurent Regional Vice President by first contacting their own Regional Vice President.
- 9.4 Should the number of Active Members shown on the membership roll for the previous January confirm the number of Active Members in any Region to be less than 100 and should that situation continue for a period of one full year, then the Directors shall take the necessary steps to eliminate the Region and to transfer and/or assign all members of the Region to other existing Regions, in consultation with the region's members.

SECTION II: BY-LAWS

Should the Directors deem that any branch or facility is more suited to a Region other than its own; the Directors shall take the necessary steps to transfer and/or assign all members of the branch or facility to the other Region, in consultation with the branch or facility members.

10. BRANCHES

- 10.1 The Regional Vice President shall have the authority to establish a Branch of the Association at any location having at least seven (7) Active Members in good standing. The establishment of separate Branches, representative of occupational specialties, is permissible, however no more than one Branch which is representative of such an occupational specialty shall be authorized within the same building.
- 10.2 The Board may establish a branch on a nationwide basis. Such branches would report to a Regional Vice President as decided by the Board.
- 10.3 If the Regional Vice President does not establish a Branch for any group of members who may qualify to be constituted as a Branch, or where the location has less than seven (7) Active Members, the Regional Vice President shall after consultation with the members concerned, assign the members to a Branch/Facility within the Region.
- 10.4 Members who are participating in the Retraining portion of the Early Retirement Program are not assigned to any Branch/Facility but their records are held separately by the National Office.
- 10.5 Each Branch shall have a Branch Executive consisting of a Chairperson, one Vice-Chairperson or more, a Secretary and a Treasurer. The positions of Secretary and Treasurer may be either combined or cancelled providing that the responsibilities of the position(s) are redistributed among the other members of the Branch Executive.
- 10.6 Members of the Branch Executive shall also be known as Office Holders. Such Office Holders must be employed within the Branch, except for members of the Branch whom the Board has found pursuant to Sub-Article 6.2 to be entitled to continue to be Active Members of the Association.
- 10.7 The Branch Executive shall take such action as will ensure that the directives established by the National Convention and the Board, and the resolutions of the Branch will be effected. The Branch Executive will also ensure that there are a sufficient number of stewards to serve the needs of the Branch.

11. FACILITIES

- 11.1 The Regional Vice President shall have the authority to establish a Facility of the Association at any location having less than fifteen (15) Active members in good standing. The establishment of separate Facilities, representative of occupational specialties is permissible, however no more than one Facility which is representative of such an occupational specialty shall be authorized within the same building.

SECTION II: BY-LAWS

- 11.2 The Board may establish a facility on a nationwide basis. Such facilities would report to a Regional Vice President as decided by the Board.
- 11.3 If the Regional Vice President does not establish a Facility for any group of members who may qualify to be constituted as a Facility, or where the location has less than seven (7) Active Members, the Regional Vice President shall after consultation with the members concerned, assign the members to a Branch/Facility within his/her Region.
- 11.4 Each facility shall have a Steward.
- 11.5 The Facility Steward shall also be known as an Office Holder. Such an Office Holder must be employed within the Facility, except for members of the Facility whom the Board of Directors has found pursuant to Article 6.2 to be entitled to continue to be Active Members of the Association.
- 11.6 The Facility Steward shall take such action as will ensure that the directives established by the National Convention and the Board of Directors and the resolutions of the Facility will be effected.

12. OFFICERS

- 12.1 The Officers of the Association shall be the President and the Executive Vice President.

DUTIES OF OFFICERS

President

- 12.2 The President or his/her designate, shall act as Chair at all meetings of the Board.
- 12.3 The President shall be an ex officio member of all committees.
- 12.4 The President shall be responsible for liaison with other agencies, associations, government bodies, and individuals, when necessary or relevant for promoting the purpose or goals of the Association or the interests of its members.
- 12.5 The President or his/her designated alternate shall oversee and direct employees in the head office.

Executive Vice President

- 12.6 The Executive Vice President shall be responsible to carry out the affairs of the Association under the supervision of the President and shall attend all meetings of the Board and act as a clerk thereof and record all votes and minutes of all proceedings in the books to be kept for that purpose. The Executive Vice President shall give or cause to be given notice of all meetings of the Board. The Executive Vice President shall also give or cause to be given notice of Annual Meetings, the National Conventions and Special General Meetings. The Executive Vice President shall perform such other duties as may be specified by the president or determined by the board as a whole.
- 12.7 The Executive Vice President shall be the chief financial officer of the Association and shall perform the duties incidental to the office of Treasurer. The Executive Vice

SECTION II: BY-LAWS

President shall keep or cause to be kept custody of the funds and securities of the Association and shall keep or cause to be kept full and accurate accounts of all assets, liabilities, receipts and disbursements of the Association in the books belonging to the Association and shall deposit or cause to be deposited all monies, securities and other valuable effects in the name and to the credit of the Association in such chartered bank or trust company, or, in the case of securities, in such registered dealer in securities as may be designated by the Board from time to time. The Executive Vice President shall disburse or cause to be disbursed the funds of the Association in accordance with direction given and shall render to the President and the Board, at the regular meetings of the Board, or whenever required otherwise, an accounting of all transactions and a statement of the financial position of the Association.

- 12.8 The Executive Vice President shall be required to live in close proximity to the Head Office of the Association, during the term of office.

13. COMMITTEES

- 13.1 The Board may establish or terminate, by resolution, committees on such terms and conditions as the Board deems appropriate, whose members will hold office at the discretion of the Board or as otherwise determined by the Board. The following are mandatory requirements:
- a. Committee chairs and committee members shall be appointed by resolution of the Directors or by the President with the approval of the Board;
 - b. The Board may from time to time establish policies concerning the responsibilities and membership of the committees, which policies shall be consistent with the By-law;
 - c. Meetings of the committees shall be held at a time and place to be determined by the members of the committee;
 - d. Each committee shall report to the Board concerning all matters upon which it has acted;
 - e. Notice of all meetings of committees shall be given to the members thereof, not less than twenty (20) days, except as otherwise provided, prior to the meeting, and to the President, whom shall have the right to attend and participate in the deliberations of all committees;
 - f. A majority of the members of each committee shall constitute a quorum for the transaction of business;
 - g. The act of a majority of the members of any committee present in person at a meeting at which a quorum is present shall be the action of the committee.

14. MEETINGS OF THE BOARD

- 14.1 There shall be at least two (2) meetings of the Board during the calendar year: one in spring and one in fall. (Conv. 2004)
- 14.2 A meeting of the Board may be called by the President in his/her sole capacity when required, and must be called by the President per 14.1.
- 14.3 A majority of the Board members may require that the President convene a meeting of the Board.
- 14.4 Directors shall be given at least four (4) weeks notice, except as otherwise required, of the time, place and purpose of all Board meetings.
- 14.5 A Director may, with the consent of the majority of the Directors present, participate in a meeting of the Board by means of a telephone, which will permit all participants to hear each other simultaneously. A Director participating in the meeting by such a means is deemed to be present in person at the meeting and shall be entitled to vote by means of the telephone.
- 14.6 Where, for any reason, a Regional Vice President is not able to attend a Board Meeting, a designated replacement who meets the eligibility requirements as described in this By-law and who is an Active Member, in good standing, from the applicable Region, shall be entitled to attend and participate in the Board Meeting. A designated replacement shall enjoy all of the rights and privileges of the Regional Vice President whom s/he replaces. In order to vote, the designated replacement shall be required to file with the Board a written proxy from the Regional Vice President confirming the designated replacement is empowered to vote in his or her place at the particular meeting.
- 14.7 The presence of at least sixty (60%) percent of Directors shall constitute a quorum for the transaction of business at any meeting of the Directors.
- 14.8 When there is no quorum present within thirty (30) minutes after the time for which the meeting was called, the meeting may be adjourned by a majority of the Directors present at such meeting.
- 14.9 Each Director shall be entitled to exercise one (1) vote at meetings of the Board. Except as expressly provided herein and unless otherwise required by the Canada Corporations Act (the "Act"), or by law, at all meetings of the Board, every question shall be determined by a majority of votes cast at the meeting. In the event of an equality of votes, the President shall have a casting vote.

15. MEETINGS OF THE MEMBERS

Annual Meeting

- 15.1 There shall be an annual meeting of the Association held in each year.
- 15.2 At the annual meeting, auditors shall be appointed for the ensuing year. The auditors shall hold office until the next annual general meeting and shall be eligible for re-

SECTION II: BY-LAWS

appointment. At least once every year and as soon as possible after the fiscal year end, the accounts shall be examined and the correctness of financial records be ascertained. At the annual meeting, the Executive shall present the results of the previous fiscal year. Provision shall be made for a question period. (Conv. 2004)

National Convention

- 15.3 Every three (3) years there shall be a National Convention which shall be held at a time and place determined by the Board. In no circumstances shall the National Convention take place later than the end of June in the year the National Convention is to be held.
- 15.4 Voting at National Conventions shall be by representation. Each Branch/Facility shall have a number of votes that is equal to one (1) vote for every eight (8) Active Members or portion thereof, based upon the number of Active Members shown on the membership roll for the previous January.
- 15.5 All Members of the Board shall attend such National Conventions and be entitled to participate therein but shall not be entitled to vote.
- 15.6 The Board shall determine the delegate entitlement of each Branch based on the number of Active Members shown on the membership roll of each Branch as at the previous January.
- 15.7 Each Facility shall be entitled to send to the National Convention one (1) delegate.
- 15.8 A quorum at any session of a National Convention shall be at least 60% of the delegates.

Special General Meetings

- 15.9 A Special General Meeting shall be called whenever it is:
- deemed necessary by the Board; or
 - the Board is requested to do so by at least forty percent (40%) of the Active Members.
- 15.10 At a Special General Meeting each Branch/Facility shall cast the same number of votes as it would be entitled to cast at a National Convention. Each Branch/Facility shall be entitled to send one (1) delegate.
- 15.11 A quorum at any session of a Special General Meeting shall be at least sixty (60) percent of the delegates.

Branch/Facility Meetings

- 15.12 Branch meetings shall be held at least once per year at the call of the Chairperson of the Branch. Any additional meetings may be called by the Chairperson, or upon the written request of fifty (50) percent of the members of the Branch, or ten (10) members, where the number of members in the Branch exceeds twenty (20). A Branch meeting so requested by the members shall be held within fifteen (15) days of the date on which the request was made.
- 15.13 A quorum at any session of a Branch meeting shall be at least fifteen (15) percent of the Branch members, or four (4) members of a Branch, whichever number is greater.

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15.14 A quorum at any session of a Facility meeting shall be at least three members of the Facility.

16. REFERENDUM

16.1 All referendums shall be under the authority of the Board.

16.2 Except as provided in Article 21, the majority of the votes cast shall determine the question submitted to a referendum vote.

16.3 All Active Members shall be entitled to cast one (1) vote.

17. INDEMNIFICATION OF DIRECTORS AND OTHERS

17.1 The Association shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, other than an action by or in the right of the Association, by reason of the fact that he/she is or was a Director, Officer, member of a committee, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee, or agent of another Association, partnership, joint venture, trust or other enterprise, against expenses, including legal fees, judgments, fines and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit, or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Association, and, with respect to any criminal action or proceeding had no reasonable cause to believe his/her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order or settlement, shall not, of itself, create a presumption that a person did not act in good faith and in a manner which he/she reasonably believed to be in or not opposed to the best interests of the Association, and, with respect to any criminal action or proceeding had reasonable cause to believe that his/her conduct was unlawful.

17.2 The Association shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Association to procure a judgment in its favour by reason of the fact that he/she is or was a Director, Officer, member of a committee, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise. The Association shall indemnify against expenses including legal fees, actually and reasonably incurred by him or her in connection with the defence or settlement of the action or suit if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Association, except that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudicated to be liable for negligence or misconduct in the performance of his/her duty to the Association unless and only to the extent that the court in which the action or suit was brought determines upon application that, despite the adjudication of liability and in view of all the circumstances of the case, the person is fairly and reasonably entitled to indemnity for such expenses which the court shall deem proper.

SECTION II: BY-LAWS

- 17.3 To the extent that a Director, Officer, member of a committee, employee or agent of the Association has been successful on the merits or otherwise in defence of any action, suit or proceeding referred to in Sub-Articles 17.1 and 17.2 of the present Article, or in defence of any claim, issue or matter therein, he/she shall be indemnified against expenses, including legal fees, actually and reasonably incurred by him in connection with the action, suit or proceeding.
- 17.4 Any indemnification under Article 17, unless ordered by a court, shall be made by the Association only as authorized in the specific case upon a determination that indemnification of the Director, Officer, Member of the Committee, employee or agent is proper in the circumstances because he/she has met the applicable standard of conduct set forth in this Article. The determination shall be made by the Board by a majority vote of a quorum consisting of Directors who were not parties to the action, suit or proceeding, and if such a quorum is not obtainable, or even if obtainable a quorum of disinterested Directors so directs, by independent legal counsel in a written opinion, or by the members.

18. INSURANCE

- 18.1 The Association shall be required to purchase and maintain insurance on behalf of each and every one of its Directors, Officers, former Directors and former Officers against any liability incurred or alleged to have been incurred by them by reason of being or having been Directors or officers of the Association. The Association shall purchase insurance in respect of potential liabilities of the Directors and Officers whether or not the Association would have the power to indemnify them against any such liability.

19. BANKING AND SIGNING OFFICERS

- 19.1 All bonds, debentures, instruments under seal and other indentures shall be executed on behalf of the Association under the hand of two (2) officers of the Association as designated by the Board of Directors.
- 19.2 The Association shall not, without prior approval by the Board make any capital expenditures which, either alone or in conjunction with other capital expenditures in any given financial year of the Association exceed in the aggregate Fifty Thousand (\$50,000.00) Dollars.

20. FINANCIAL YEAR

- 20.1 The Financial Year of the Association shall be from July 1 through June 30, unless otherwise prescribed by the Board.

21. AMENDMENT OF BY-LAWS

- 21.1 Any Active Member of the Association may submit proposed amendments to the By-laws of the Association to a meeting of his/her Branch/Facility and, if approved by two-thirds (2/3) of the members voting at that Branch/Facility meeting, they shall be submitted by the Branch Chairperson/Facility Steward to the Board.

SECTION II: BY-LAWS

- 21.2 All proposed amendments to the By-laws of the Association must be submitted to National Office sixty (60) days prior to the next National Convention, or Special General Meeting for approval except that where the Board or 20% of the membership-at-large consider it expedient to do so, such By-law may be submitted for approval by way of referendum.
- 21.3 Any amendment to the By-laws of the Association shall be on a vote of the membership as follows:
- a. By two-thirds (2/3) of the votes cast by delegates in National Convention or at a Special General Meeting;
 - b. By seventy-five percent (75%) of the votes cast in a referendum vote.
- 21.4 All proposed amendments shall be distributed to each Branch/Facility of the Association in their original form and in the form designed by the Board as proper for incorporation into the By-laws of the Association at least thirty (30) days prior to any voting being conducted pursuant to Sub-Article 21.3.
- 21.5 Once a proposed By-law amendment has been through the process outlined in Sub-Article 21.1 to 21.4, it may be amended by the National Convention if at least two-thirds (2/3) of the delegates are in favour of the amendment and the Branch proposing the amendment agrees.
- 21.6 Notwithstanding other provisions of Article 21, the Board shall have the authority to propose amendments to current By-laws or propose new By-laws for consideration by National Convention, referendum or a Special General Meeting, whichever the Board deems appropriate, if approved by two-thirds (2/3) of the Board members voting.
- 21.7 Notwithstanding other provisions of By-law 21, but subject to 21.8, the Board shall have the authority to create or amend By-laws in order to conform with the Canada Corporations Act (CCA). Such By-laws would be subject to ratification by the next Convention or referendum, whichever it deems appropriate.
- 21.8 Any amendment to the By-laws shall, unless otherwise specified, take effect upon their filing with the Minister of Industry and Science, and the receipt of notification of his/her approval.

**22. GENERAL
Implementation**

- 22.1 All general By-laws and amendments thereto of the Association are hereby repealed and the foregoing By-law No. 1 substituted therefore.
- 22.2 Such repeal shall not affect the previous operation of any By-law so repealed or affect the validity of any act done or right, privilege, obligation or liability acquired or incurred under any such By-law prior to its repeal.
- 22.3 During the first year following the implementation of the By-law, the Board may, make non-substantive amendments to the By-laws and every amendment after approval by the Active Members shall be signed by the President and Executive Vice President and shall be sealed with the seal of the Association.
- 22.4 Notwithstanding the repeal of former By-laws of the Association, all resolutions of the Board respecting the management and operation of the Association shall remain in full force and effect unless inconsistent with the By-law.

B: BY-LAW NO. 2

A By-law affecting the completion of the merger of CATCA and UNIFOR Canada.

BE IT ENACTED as a By-law of CATCA that the merger be approved under the following terms and conditions:

Effective July 1, 2001 (the "Effective Date") CATCA shall transfer to UNIFOR Canada all of the rights, privileges and duties of CATCA under the *Canada Labour Code* and/or *Public Service Staff Relations Act* and/or under Collective Agreement (s);

All other terms and conditions of the Merger Agreement signed June 19, 2000 as amended by the amending agreement dated May 27, 2001 and shall be implemented.

2016 TRIENNIAL NATIONAL CONVENTION

PROPOSED BY-LAW AMENDMENTS

The following by-law amendments have been submitted to the National Office for debate by the delegates to CATCA '16. Each is identified with the party that submitted it and comments are printed in bold under the By-law to which they refer.

Your attention is directed to Section II, Statutes, Article 21 of the CATCA Unifor Local 5454 Policy Manual as they concern the distribution of by-law amendments.

21 AMENDMENT OF BY-LAWS

21.1 Any Active Member of the Association may submit proposed amendments to the By-laws of the Association to a meeting of his/her Branch/Facility and, if approved by two-thirds (2/3) of the members voting at that Branch/Facility meeting, they shall be submitted by the Branch Chairperson/Facility Steward to the Board.

21.2 All proposed amendments to the By-laws of the Association submitted by a Branch/Facility to the Board shall be presented to the next National Convention, or Special General Meeting for approval except that where the Board or 20% of the membership-at-large consider it expedient to do so, such By-law may be submitted for approval by way of referendum.

21.3 Any amendment to the By-laws of the Association shall be on a vote of the membership as follows:

(a) by two-thirds (2/3) of the votes cast by delegates in National Convention or at a Special General Meeting;

(b) by seventy-five percent (75%) of the votes cast in a referendum vote.

21.4 All proposed amendments shall be distributed to each Branch/Facility of the Association in their original form and in the form designed by the Board as proper for incorporation into the By-laws of the Association at least thirty (30) days prior to any voting being conducted pursuant to Sub-Article 21.3.

21.5 Once a proposed By-law amendment has been through the process outlined in Sub-Article 21.1 to 21.4, it may be amended by the National Convention if at least two-thirds (2/3) of the delegates are in favour of the amendment and the Branch proposing the amendment agrees.

21.6 Notwithstanding other provisions of Article 21, the Board shall have the authority to propose amendments to current By-laws or propose new By-laws for consideration by National Convention, referendum or a Special General Meeting, whichever the Board deems appropriate, if approved by two-thirds (2/3) of the Board members voting.

21.7 Notwithstanding other provisions of By-law 21, but subject to 21.8, the Board shall have the authority to create or amend By-laws in order to conform with the Canada Corporations Act (CCA). Such By-laws would be subject to ratification by the next Convention or referendum, whichever it deems appropriate.

21.8 Any amendment to the By-laws shall, unless otherwise specified, take effect upon their filing with the Minister of Industry and Science, and the receipt of notification of his/her approval.

BY 1 Toronto Tower

Reference: Article 4.2

Objects and Principles

4.2 The objects of the Association are as follows:

- a. To promote safety and efficiency in the control of air traffic;
- b. To promote the unsurpassed professionalism and performance of members with a view to improving the status of the Air Traffic Control services;
- c. To promote **the health, safety** and welfare of the members of the Association.

Rationale:

- To consider all aspects of a member's wellbeing.

Comments:

Opinion:

PASSED

DEFEATED

BY 2 CATCA Board of Directors

Reference: Section 2, article 8.0

ADD NEW: BY-LAW AMENDMENT – NON-COMPETE / NON-DISCLOSURE

Whereas CATCA Local 5454 has the lawful and statutory duty to fairly represent the interests of all members of the Local;

Whereas that lawful duty of the Union is met, fulfilled and surpassed principally, though not exclusively by a senior leadership team consisting of a President, Executive Vice President, and five Regional Vice Presidents;

Whereas each of the aforesaid Officers of the Union make up the Board of Directors of the Union;

Whereas each of the aforesaid Officers has access to and obtains, through various means internal to the Union, confidential information pertaining to the collective bargaining, labour relations and internal political strategies of the union, as well as financial information regarding the expenditures and costs of the Union;

Whereas each of the aforesaid Officers, individually and collectively, have a fiduciary duty to act solely for the benefit of the membership and the Union as a whole, without any hint or prospect for personal gain or advantage arising from his/her representative functions, responsibilities and office;

Whereas the integrity and interests of the Union as a collective bargaining agent and independent institution may be compromised or reasonably appear to be compromised if any member of the Board of Directors receives a personal advantage, benefit, or gain from NAV Canada, without the concurrence of the Union;

IT IS RESOLVED that the By-laws of CATCA/Unifor Local 5454 be amended by adding the following provision to the end of the current article 8.

“All incumbents on the Executive Board of as of July 1, 2016 and all candidates for office on the Executive Board thereafter, shall sign the agreement attached hereto and marked as Appendix A forthwith after July 1, 2016, or before taking office, respectively. A failure to sign the agreement shall disqualify the candidate or incumbent as the case may be, from assuming or holding office.”

IT IS FURTHER RESOLVED that article 8.8 of the bylaws of CATCA/Unifor 5454 be amended by adding the following subparagraph (c):

“must sign the agreement attached hereto and marked as Appendix A, as a condition for running for office.”

Appendix A

Agreement Concerning Confidentiality and Non-Disclosure;

Agreement Regarding No Future Employment with NAV Canada in a Non-Bargaining Unit Position for One Year

Whereas CATCA/Unifor Local 5454 has the lawful and statutory duty to fairly represent the interests of all members of the Local;

Whereas that lawful duty of the Union is met, fulfilled and surpassed principally, though not exclusively by a senior leadership team consisting of a President, Executive Vice President, and five Regional Vice Presidents;

Whereas each of the aforesaid Officers of the Union make up the Board of Directors of the Union;

Whereas each of the aforesaid Officers has access to and obtains, through various means internal to the Union, confidential information pertaining to the collective bargaining, labour relations and internal political strategies of the union, as well as financial information regarding the expenditures and costs of the Union;

Whereas each of the aforesaid Officers, individually and collectively, have a fiduciary duty to act solely for the benefit of the membership and the Union as a whole, without any hint or prospect for personal gain or advantage arising from his/her representative functions, responsibilities and office;

Whereas the integrity and interests of the Union as a collective bargaining agent and independent institution may be compromised or reasonably appear to be compromised if any member of the Board of Directors receives a personal advantage, benefit, or gain from NAV Canada, without the concurrence of the Union;

General Declaration and Undertaking

I declare and agree that I have voluntarily stood for election to the Board of Directors of the Union understanding the obligations spelled out below which I accept and agree to adhere to during and after my tenure as a member of the Board of Directors of the Union and as part of the executive leadership team.

Part A: No future employment, consulting, or work relationship for gain with NAV Canada

During my tenure in office, and for a period of one year after ceasing to hold office as a Director of CATCA/Unifor Local 5454 (hereinafter "the Union") I agree that I shall not seek, apply for, or accept employment with NAV Canada in a non-bargaining unit position, nor shall I engage in a consulting or other non-bargaining unit work/professional relationship with NAV Canada, (outside of my work, activities and duties as a Union Official) , for personal gain, compensation, or profit.

Part B: Non-Disclosure of Confidential Information

I understand and agree that during my tenure in office as a Director, and for the purpose of fulfilling my duties and role as a Union Representative, I will be provided confidential information, not disclosed to the public or to any person outside of the Board of Directors about the collective bargaining, labour relations, dispute resolution, institutional strategies, and internal deliberations of CATCA Unifor Local 5454 and its leadership team of Directors. I understand and agree that I will also be furnished confidential information about the financial status of the Union, its expenditures, activities, costs and internal deliberations about these matters.

I agree that I shall keep such confidential information in the strictest of confidence and will not use such information for any purpose other than the conduct of my duties and responsibilities as a Director of the Union. I agree that I shall not, in any circumstance, during my tenure as a Director, or at any time thereafter, disclose such information to any non-bargaining unit employee or Officer or agent of NAV Canada without the Union`s consent, unless required by law and or unless such disclosure is in furtherance of my duties as a Union representative fulfilling the purposes of the Union.

I agree that such confidential information is and will remain the exclusive property of the Union. I agree that upon ceasing to hold office I shall return to the President of the Union (in the case of the President to the Executive Vice President) all paper, digital or electronic media or other material containing such confidential information.

I understand and agree that if I violate or breach any of the commitments made in this undertaking I may be subject to liability for damages and or injunctive relief in a legal action that may be brought against me. The covenants of this Agreement shall be severable, and if any of them is held invalid because of its duration, scope of area or activity, or any other reason, the parties agree that such covenant shall be adjusted or modified by the court to the extent necessary to cure that invalidity, and the modified covenant shall thereafter be enforceable as if originally made in this Agreement.

I understand and agree that this agreement shall be governed by the laws of the province of Ontario.

Name (Print) _____

Signature _____

BoD Position _____

For CATCA/Unifor Local 5454

Name (Print) _____

Signature _____

BoD Position _____

Signed this _____ of _____ in the city of _____ .

Rationale:

- The addition speaks to the issue of incumbents signing the non-compete agreement and as well as to the signature of the agreement as a condition of running for and or assuming a position on the Executive Board.

Comments:

Opinion:

PASSED

DEFEATED

BY 3 CATCA Board of Directors

Reference: Section 2, article 8.0

ADD in "Election Procedures: General" (before 8.9)

- Nominations for Board of Director candidates shall run for seven (7) days and shall close two (2) weeks prior to Convention.

- The elections for all Board of Director positions shall be completed no later than June 30 of the Convention year.

REMOVE in 8.12

~~Remove the line "Unsuccessful candidates for the President and Executive Vice President positions shall not be bound by the time restrictions detailed in Sub-Article 8.11 should they elect to run for a Regional Vice President position in the same election year."~~

REMOVE all of 8.21

~~"Voting for the office of Regional Vice Presidents whose terms coincide with those of the President and Executive Vice President shall take place within thirty (30) days after the conclusions of the elections of the President and Executive Vice President"~~

Rationale:

Both National Executive officers and all 5 RVPs would be elected at the same time, eliminating the current 6-week offset as well as staggered terms. This change would:

1. Improve the strength, cohesion, and consistency of a single national team over a 3-year common mandate.
2. Be consistent with accepted democratic procedures for national bodies in general (e.g. parliaments).
3. Reduce the workload of branch executives by running only one balloting process.
4. Maintain and enhance the ability of the members, via their convention delegates, to acquaint themselves with national candidates, while allowing greater flexibility for the scheduling of conventions during (e.g. the month of May) than is currently possible.

Comments:

Opinion:

PASSED

DEFEATED

BY 4 CATCA Board of Directors

Reference: NEW – Corporate By-laws

Be it resolved that the corporate By-laws circulated to the membership via the March 7, 2016 B&F by the CATCA BoD for review be accepted as written so that CATCA conforms to changes mandated under Federal law.

Rationale:

- Rationale was circulated independently to the membership via the March 7, 2016 B&F.

Comments:

Opinion:

PASSED

DEFEATED

BY 5 CATCA Board of Directors

Reference: NEW – Union By-laws

Be it resolved that the Union By-laws circulated to the membership via the March 7, 2016 B&F by the CATCA BoD for review be accepted as written.

Rationale:

- Rationale was circulated independently to the membership via the March 7, 2016 B&F.

Comments:

Opinion:

PASSED

DEFEATED

BY 6 CATCA Board of Directors

Reference: NEW – Policy Book

Be it resolved that the Policy Book circulated to the membership via the March 7, 2016 B&F by the CATCA BoD for review be accepted as written..

Rationale:

- Rationale was circulated independently to the membership via the March 7, 2016 B&F.

Comments:

Opinion:

PASSED DEFEATED

2016 CATCA NATIONAL CONVENTION RESOLUTIONS

The following resolutions have been submitted to the National Office for debate by the delegates at CATCA 2016. The submissions have been arranged by subject matter in order to facilitate discussion and each is identified by the submitting party.

Where constitutional authorities have offered comments, these are printed in bold under the Resolution to which they refer. Any further Branch resolutions, which may reach the National Office prior to April 6, 2016, will be circulated to Delegates at the Convention.

Your attention is directed to the following paragraph, 11.8 of Section III of the CATCA/Unifor Local 5454 Policy Manual, as they concern the submission of resolution.

11.8 Convention Resolutions

Where possible, Resolutions will be submitted to the National Office at least sixty (60) days prior to the National Convention and will be compiled and circulated to the Branches/ Facilities, thirty (30) days prior to the Convention. Resolutions from the floor of the Convention dealing with the policy of the Union must be presented in writing to the Executive Vice President or alternate within twenty-four (24) hours of the opening of the Convention. These resolutions must have been passed at a Board Meeting or a Branch/Facility Meeting, or a Branch Council Meeting. Any other policy resolutions from the Convention floor will require a one-third vote in favour before being brought before the assembly. (Conv. 1991)

Introduction

I 1 Toronto Tower

Reference: Guiding Principles

C: GUIDING PRINCIPLES

CATCA/CAW LOCAL 5454 will promote the **health, safety and** welfare of the membership.

Rationale:

- To consider all aspects of a member's wellbeing.

Comments:

Opinion:

PASSED

DEFEATED

I 2 Toronto Tower

Reference: Mission Statement

B: MISSION STATEMENT

To promote the status, working conditions, compensation, **health, safety** and security of the membership and to promote aviation safety.

Rationale:

- To consider all aspects of a member's wellbeing.

Comments:

Opinion:

PASSED

DEFEATED

Administration

A 1 CATCA Board of Directors

Reference: Section 3, article 7.0 BoD Election Procedures

New wording for 7.2 National Executive

c. The call for nominations shall be issued by the Returning Officer, through the National Office, three (3) weeks prior to Convention and run for seven (7) days.

- Remove "~~on the 1st Wednesday in April of the final year of the term of office. Nominations as prescribed in these procedures above must be received in the National Office not later than 1200 Eastern Daylight Time fourteen days later.~~"

d. The nomination period shall close two (2) weeks prior to Convention.

f. Elections for both National Executive positions shall be completed no later than June 30 of the Convention year.

- Remove: "~~Voting shall commence on the 1st Wednesday in May of the final year of the term of office and be completed fourteen days later.~~"

New wording for 7.3 Regional Vice President

c. The call for nominations shall be issued by the Returning Officer, through the National Office, three (3) weeks prior to Convention and run for seven (7) days.

- Remove: "~~on the 1st Wednesday in April of the final year of the term of office. Nominations as prescribed in these procedures above must be received in the National Office not later than 1200 Eastern Daylight Time fourteen days later.~~"

d. The nomination period shall close two (2) weeks prior to Convention.

f. Elections for all Regional Vice President positions shall be completed no later than June 30 of the Convention year.

- Remove: "~~Voting shall commence on the 3rd Wednesday in June of the final year of the term and be completed fourteen days later.~~"

Rationale:

- To align the election procedure policies with the proposed Election By-law amendment.

Comments:

Opinion:

PASSED

DEFEATED

A 2 YYC Tower

Reference: Section 11: Convention - Convention 2019 Banff Bid Calgary Tower and Edmonton ACC

The Prairie region has been collaborating with Edmonton centre, Winnipeg centre, Winnipeg Tower, Fort McMurray Tower, Yellowknife Tower, Saskatoon Tower and our future host Calgary Tower, we came up with Banff 2019 (Co Hosted by Calgary Tower and Edmonton ACC) as host bid.

Rationale:

- The Rim Rock Resort meets all the Resort requirements with a 60,000 sq foot convention area, multimedia, free wifi and bilingual interpretation. The world class resort exceeds all requirements that CATCA policy manual requires. As well as the pricing that is exceptional on any metric.
- Volunteers of Nick Jordan (YYC Tower) and Scott Loder as leads. As well Todd Gabel (YYC Tower), Liam McNish (YEG ACC) and Scott Williams (YEG ACC) as the core team of volunteers. With 250 other members to draw from we expect to turn back volunteers and expect to have 15 additional volunteers selected in late 2018.
- Our core committee will be responsible for establishing and maintaining the accounting records and keep the accurate minutes for the meetings and provide records to National office. As will ultimately be responsible for the execution of the companion program and social events and engagement. The hospitality suite will be staffed by volunteers and all promotional items and the design of the logo will be the organizing committee. Any concern of busing people to and from Banff will be completely done by our volunteer team.
- Banff is Canada's first National Park and a world UNESCO site. Calgary is one of the most accessible airports in Canada, for our members this will greatly reduce the flight costs of the convention. As well, the price of the Rim Rock Resort has reduced for us.

Comments:

Opinion:

PASSED

DEFEATED

A 3 Toronto Tower

Reference: Workplace Policies, Article 12.10

The policy of this Union is to support, **and actively work on as needed**, any proposed upgrading of individual positions or groups of positions within the bargaining unit on the basis that advances made in one area may provide justification for a general upgrading of working controllers. **The union will also not hold any member, group or unit back from any upgrade out of fear of reprisals from any member, group or unit.**

This policy shall provide for different classifications of ACC's.

Rationale:

- To enhance the membership's belief that the union should always be working at advancing and improving the classification and potential rewards received from those gains.

Comments:

Opinion:

PASSED

DEFEATED

A 4 Winnipeg ACC

Reference: Workplace Policies, Article 12.11

Be it resolved that CATCA more strictly enforces its policy against partial qualification(s) (12.11) where local branches are not experiencing the advertised benefits of this company initiated program.

Furthermore, in locations where there are significant benefits to controllers where using partial qualifications, CATCA will endeavour to secure full ATC-6 status from the time of initial licensing.

Rationale:

Administratively, for all members in a unit/specialty partial qualifications can create an undue hardship. While Branches can work with local management to mitigate these issues (Overtime, leave, scheduling, currency, time in position/breaks between training, break rotation, etc.), we are often experiencing substantially diminishing returns for the membership at large. Furthermore, the official CATCA National Policy (12.1) is against part-time employees and partial qualifications come very close to being such. This also violates CATCA's National Policy (12.9) against having more than one pay grade inside the same ATC unit.

The partially qualified controller works as an ATC5, and is only considered to be on "acting type" status when working on their own license where they then receive ATC6 "back pay". The partially qualified controller is not accruing increments towards their ATC6 salary nor eligibility towards FAM flights. Partial qualifications earning comp time while working as ATC 6 have it paid out at ATC 5. Further to that, there is no tracking for activity while earning Lieu days throughout the year but all Lieu days are paid out at ATC 5 even if they'd worked as ATC 6 on the day it was earned.

Comments:

Opinion:

PASSED

DEFEATED

A 5 Winnipeg ACC

Reference: Workplace Policies, Article 12.35

Propose removing from the reference below, "VHF/DF" and replacing with, "other surveillance technologies such as MLAT."

"12.35 Provision of Radar Equipment for VFR Operations

In the interests of flight safety, considering the wide divergence of types of aircraft involved and the mix of IFR and VFR operations, CATCA/Unifor Local 5454 supports the necessity of radar displays being available in all control towers where there is adequate radar coverage. At those control towers where there is inadequate radar coverage, CATCA/Unifor Local 5454 supports the installation of a VHF/DF. (January 1991)"

Rationale:

- VHF/DF is not a supported technology. MLAT, fusion etc. are and the policy manual should keep up with the times. CATCA should support and endeavor to have proper surveillance tools available to ALL Tower controllers.

Comments:

Opinion:

PASSED

DEFEATED

A 6 Winnipeg ACC

Reference: Workplace Policies, Article 12.39

NOTE : Reference is to an old Policy manual – this reference to MANOPS no longer exists in current manual

Editorial Change- Propose removing the reference to "MANOPS" and replace with, "company documentation" from the below reference.

CATCA National Policy: "MISCELLANEOUS"

12.39 Lunch Room Standards/Provision of Lockers

The following standard has been approved as the minimum standard recommended by CATCA/Unifor Local 5454 for lunch room facilities in Canadian ATC units.

The minimum requirement for lunch room facilities, to be supplied by the Employer at ATC Units as described in MANOPS company documentation and at Regional and Air Services Training Schools, will be as follows:"

Rationale:

- MANOPS is being replaced by MATS.

Comments:

Opinion:

PASSED

DEFEATED

A 7 Toronto Tower

Reference: Workplace Policies, Article 12.46

12.46 The Union will insist that the company install and maintain an appropriate number of Automated External Defibrillator (AED) devices in all units. With the intention of having at least 1 unit in the operational area and at least 1 more in other area(s) of the facility. Training for this equipment is to be provided by the company to all employees.

Rationale:

- To consider all aspects of a member's wellbeing.

Comments:

Opinion:

PASSED

DEFEATED

A 8 Toronto Tower

Reference: Workplace Policies, Article 12.47

12.47 The Union will insist the company to ensure all members receive First Aid training at no cost to the employee.

Rationale:

- To consider all aspects of a member's wellbeing.

Comments:

Opinion:

PASSED

DEFEATED

Admin 9 Winnipeg ACC

Reference: Workplace Policies, NEW ADDITION

The Union's policy is opposed towards operational controllers interacting with or developing any form of synthetic voice or artificial human ATC system – whether for training purposes or operational use. Further, as these forms of technology are at odds with the stated goals of the Union in that their use and/or development could conceivably replace human controllers, the Union will take steps to ensure its members do not contribute to the development of synthetic-like controller replacement technologies.

Rationale:

Technology that supports the Controller in their duties and/or decision-making process should be supported (COPR, CA, MTCD, MSAW etc.). This is in keeping with ICAO principles related to how technology interacts with humans and is not dissimilar to the ACAS/ ATC responsibility distinction.

Technology that makes decisions for the controller to monitor, or that in any shape could be considered a "synthetic" controller (such as voice recognition), should not be developed or supported by CATCA members.

It is our firm belief NAV CANADA is working as fast as is possible on technologies with the intent to convert many Air Traffic Controllers into Air Traffic Managers. This was in fact the stated goal espoused by the CEO during a 2007 cross Canada tour. The new VP Operations, Rob Thurgur seems to echo those commitments in his latest address to operations. With the launch of Aieron and NAV Canada's heir apparent to provide ADS-B to the world, the influence our operations and decisions will have to our brothers and sisters world-wide should not be understated. We believe voice recognition technology/software and the latest company push for expansion and development of, are not essential to the training process nor in the best interests of controllers.

Comments:

Opinion:

PASSED

DEFEATED

A 10 Springbank Tower

Reference: Article 11 Convention Requirements, NEW ADDITION

Management attendance at Convention
CATCA Convention attendance and participation are limited to past and current CATCA members that are not currently employed as Managers with NAV Canada.

Rationale:

- While we are all NAV Canada employees, members should be free to discuss CATCA issues freely and openly without concern of Management in attendance, including at social events.

Comments:

Opinion:

PASSED

DEFEATED

A 11 Springbank Tower

Reference: Article 8 National Executive and Vice Presidents, NEW ADDITION

All candidates running for CATCA Vice President or National Executive positions must sign a declaration that they will not accept a Management position during their elected term or within 1 year of leaving their position. Current Board Members will not be bound by this new policy and it will take effect at such time a new member is elected to a role, whenever that may take place.

Rationale:

Members can, and have developed a lack of trust for past leadership due to the acceptance of Management positions. We elect our leaders to act in good faith for CATCA first and entrust that they stand for election to improve our union, not for personal gain. While every member should have the opportunity to improve their income and career opportunities, Board of Director positions should be held to the highest standard of accountability and respect for the members that elected them to those positions. We believe that our current Board of Directors have those values and should be grandfathered as such in good faith.

Comments:

Opinion:

PASSED

DEFEATED

A 12 Edmonton ACC

Reference: Article 8 National Executive and Vice Presidents, NEW ADDITION

The Union RVP's, President, and VP National specifically agrees that for a period of 12 months after their office is vacated or no longer elected to CATCA National office, the Union official will not engage, directly or indirectly, as a manager for NAV Canada or known entities. Compensation for this clause is a one-time stipend of \$100.00. Penalty of breach, 12 months' previous pay to the union official will be rescinded and must be repaid within 30 days of vacating office or no longer elected to CATCA National office.

The covenants of this Agreement shall be severable, and if any of them is held invalid because of its duration, scope of area or activity, or any other reason, the parties agree that such covenant shall be adjusted or modified by the court to the extent necessary to cure that invalidity, and the modified covenant shall thereafter be enforceable as if originally made in this Agreement. National Union officials agree that the violation of any covenant contained in this Agreement may cause immediate and irreparable harm to the Union. Union members have the right to equitable relief by injunction and or in addition all other rights and remedies afforded by law.

Rationale:

A Non-Compete Agreement is a contract between two parties, where one party agrees not to compete with the other for a period of time. The Agreement is often entered into at the end of employment or the end of a business relationship, but it can also be a pre-condition to a business relationship. The Agreement lessens the possibility that knowledge gained by an employee or business partner will be used in the future to compete against them. In exchange for not competing, the party is paid a fee (or it's a condition of their engagement). In most cases, the Non-Compete Agreement would prevent someone who signed it from competing directly, or from working for a competitor. This agreement outlines the duration of the agreement, any geographical limitations, and what subjects or markets it covers.

Comments:

Opinion:

PASSED

DEFEATED

A 13 Winnipeg ACC

Reference: Section 3 Admin, Part 12 Workplace policies

NEW: "Undesirable" Non-Op Positions

Be it resolved that CATCA endeavour to attain equitability in terms and conditions of employments for all ATC by:

1. Potentially the elimination of the non-operational concept for the IPS and UPS positions; or
2. Through consultation with NAV Canada, making adjustments to classification, hours of work, pay, pension, shift-work premiums and Lieu days for Lieu days worked.

Rationale:

Non-Operational support positions are critical to Air Traffic Controllers from an operational assistance perspective as well as a career advancement/change opportunity. We should desire and entice our most qualified members into these positions and they should not be penalized financially or schedule wise in doing so. While controllers exercising the privileges of an ATC License should always receive the highest TOTAL compensation, that does not mean there aren't avenues to make these other positions more desirable and penalty free.

Concepts to explore such as but not limited to:

- Higher shift premiums for controllers controlling
- Higher classification for support positions (equal to a Supervisor?)
- Elimination of pension penalties (if maintaining a LVC?)
- Hours of work - 34 Hour work week
- Receiving Lieu Days for Lieu Days worked

Comments:

Opinion:

PASSED

DEFEATED

A 14 Toronto ACC

Reference: Section 3 Admin, part 12.42 Workplace policies - Pension Plan (New)

With regard to any and all pension-related issues, CATCA shall consider each group as separate for the purposes of contract negotiations. Additionally, in order to ensure one group or the other isn't unfairly represented, despite potentially disproportionate membership in a given plan, each group will have the exclusive right to ratify their particular pension changes. This will restrict members from voting on pension changes that do not affect them, allow members to vote in their own best interest without pressure to do otherwise, and guarantee that each group will not be undermined by the other in collective bargaining.

Rationale:

StatsCan has confirmed what we already know to be the case in Canada, unions are on the decline. As of 2012, only 30% of workers in Canada are now unionized, down from 38% in 1981. With that said, CATCA has remained one of the strongest voices in Canadian labour and that is a testament to the intestinal fortitude of the membership, as well as a reflection of the unique and important service we provide. In a time of diminishing returns for unions, CATCA has continued to seek, and get, favourable agreements with the company and made no noteworthy concessions. No noteworthy concessions that is, but one: a two-tiered pension plan. While this was an unfortunate necessity, my concern is that as the demographic within our union changes, this could become the single most divisive issue ever to have faced this union and may ultimately break us if we are not careful. This has opened the door to something that the company can use in the future to pit two distinct groups within our union against each other. To that end, I would like to propose the following amendment

Comments:

Opinion:

PASSED

DEFEATED

Finances

F 1 Hamilton Tower

Reference: Branch/Facility Rebates, Article 2.1 Monthly Amount

Branches and Facilities which have less than 40 members receive a fixed amount of \$200.00 and Branches with 40 or more members receive \$5.00 per member. This monthly amount to be paid every three months beginning in January of each year.

Rationale:

- Increase from \$175.00 to \$200.00 as the cost of running a branch has increased over the last 17 years.

Comments:

Opinion:

PASSED

DEFEATED

F 2 Toronto ACC

Reference: Article 7 NEW: Pensionable Salary

Be it resolved that CATCA supports the premium paid to the President, Executive Vice President, and Regional Vice Presidents as being part of the pensionable salary for the position.

Rationale:

- All members should be afforded the opportunity to maximize their pension regardless of whether they have an elected position or not. This will hopefully encourage people to step forward and take a more active role in our Association.

Comments:

Opinion:

PASSED

DEFEATED

Communications and Public Relations

C-PR 1 Vancouver Tower

Reference: Public Relations, Article 3.2 CATCA Scholarships

Change "son or daughters" and "sons and daughters" to dependent children.

A Scholarship Award Program, sponsored by CATCA/Unifor Local 5454, provides financial assistance to **dependent children** of Active Members of the Union who are in pursuit of full-time post-secondary education or undertaking NAV Canada ATC training (Fall 2009). The program will be open to **dependent children** of Active Members who are in good standing Eligible students must be enrolled in a full-time post-secondary educational program or the NAV Canada ATC Training program.

Rationale:

- Family dynamics have changed significantly; this change will simply take those changes into account ensuring the intent of the Scholarship program is carried forward for our Members.
- Excerpt from NAV Canada Scholarship Application:
Definition of Dependant
For the purpose of this scholarship application, a dependant is defined as your child or child in the custody of your spouse living with you, including an adopted child, a stepchild, or a child for whom you or your spouse is the legal guardian.

Comments:

Opinion:

PASSED

DEFEATED

Collective Bargaining

CB 1 CATCA Board of Directors

Reference: Section 7, article 1.0 (NEW)

- Proposed wording: The Contract Committee that was elected for the 2015 round of collective bargaining shall remain in place for the next round of collective bargaining. Any member who is no longer eligible for the seat they held, or who chooses not participate again, shall be re-elected as necessary.

Rationale:

The CATCA BoD feels the committee that was elected by the membership did not fulfill the roles and responsibilities of a typical bargaining team due to the contract extension being negotiated. Since we will return to the bargaining table in one year's time, the CATCA BoD feels the same team should return.

The decision for whether this team should return rests with the membership. If this resolution is not passed, the contract committee will be elected for the next round following normal procedure.

Comments:

Opinion:

PASSED

DEFEATED

CB 2 Toronto Tower

Reference: Section 7, article 2.1

- Add a #21: Complex Towers (CYUL, CYYZ, CYXC, CYVR)
- (Remove the Towers from the ACC listings)

Rationale:

- To provide a unique voice and representation for the issues faces by complex towers.

Comments:

Opinion:

PASSED

DEFEATED

CB 3 Toronto Tower

Reference: Section 7, article 5.1

5.1 National Pay Scale: It is the policy of this Union that it will bargain only on a national level and for a national pay scale, **as well as to maintain at least one available pay scale and premium level(s) above the highest scale and or level(s) in use at the beginning of bargaining. The union will also develop a pension credit system for high-density unit operational time.**

Rationale:

- To make it a priority to protect members from a “glass ceiling” situation where they are approaching a new level that is not there. As well as to recognize the work performed in high-density units and sectors across the country.

Comments:

Opinion:

PASSED

DEFEATED

2013

**2013 National Convention
Minutes**



Mary Catharine

Canadian Air Traffic Control Association

4/19/2013

**2013 National Convention
Radisson Saskatoon
Saskatoon, Saskatchewan
April 17-19, 2013**

The meeting was convened at 14:25 on April 17th, 2013

1. HANDOVER OF CONVENTION

President Greg Myles, handed over the remainder of the convention proceedings to John Redmond Retired Associate, CATCA 2013 Convention Chairman, who declared the 2013 Triennial Convention open.

2. ROLL CALL OF DELEGATES

Roll call of the delegates was conducted by the President.

Atlantic Region

CATCA National
Steve Dryden (1)

Fredericton Tower
John Way (2)

Gander ACC
Craig Kelly (6)
Robert (Greg) King (4)
Dennis Mitchell (2)
Dwayne Puddister (2)
Jeffrey K. Saunders (2)
Paul Turner (4)

Gander Tower
No Delegate

Goose Bay
Shawn Brown (3)

Halifax Tower
Donald Power (3)

Moncton ACC
Cory Champion (4)
Brian (Mike) O'Rourke (3)
Chris Robichaud (1)
Ian Thomson (3)
Chris Wonnacott (5)

Moncton Tower
Blair Rowbotham (2)

St. John's Tower
Robert Evans (2)

St-Laurent Region

Dorval Tower
Alistair Hull (2)
Genevieve St-Pierre (2)

Montreal ACC
Mathieu Caissy
Nicole Hawley (3)
Sylvain Laforest (3)
Jean-François Raymond (3)
André Roy (3)
Stéphane Roy (4)
Benoit Vachon (7)

Ottawa Tower
Jean Cote (3)

Québec Tower
Simon Richard (3)

St-Honore Tower
No Delegate

St-Hubert Tower
Louis Bellefeuille (3)

St-Jean Tower
François Pelletier

Central Region

Buttonville Tower
Gordon Howe (2)

Bytown
Sophie Noel (1)

Hamilton Tower
Kenneth Burley (2)

Kitchener Tower
No Delegate

London Tower
Jerome Christon (2)

Oshawa Tower
Peter Marshall (2)

Outaouais
Jacques Lemire (3)

Sault Ste Marie Tower
Jim Van Benthem (1)

Tom Roberts Branch
Dennis Wyche (1)

Toronto ACC

George Avola (3)
 Paul Berry (3)
 David Doerksen (5)
 Cliff Durrwachter (4)
 Kevin Gauthier (3)
 Tricia Haegeman (4)
 Christopher Kenny (3)
 Penny Reid (4)
 Lindsay Shearer (4)
 Scott Spracklin (3)

Toronto City Center Tower

Josh Tone (2)

Toronto International Tower

Graham Scott (3)
 Catherine Thebeau (4)

Windsor Tower

Brad Parsons (2)

Prairie Region**Calgary Tower**

Todd Gabel (5)
 Mark Jones (5)

Edmonton ACC

Jerry M. Brodt (3)
 Jordan Cherkewich (2)
 Melissa Coulter (5)
 Matt Lepage (2)
 Robert McKinnon (3)
 Liam McNish (5)
 Clark Piercey (5)
 John Tomkinson (3)

Foothills

David Hartwick (2)

Fort McMurray

Stephanie Penney (2)

Gateway Branch

Jerry Fry (3)

Great Slave

Kevin Youmans (2)

Regina Tower

Eric Deutcher (2)

Saskatoon Tower

Paul Mongeau (2)

St. Andrews Tower

Karl Schnablegger (2)

Thunder Bay Tower

Robert Smith (2)

Villeneuve Branch

Patrick Annetts

Winnipeg ACC

Michael Carriere (5)
 Charles Langston (5)
 Randal Murray (5)
 James Russell (2)
 Garvin Taylor (3)
 Jeffrey Timmy (2)

Winnipeg Tower

Ken Carter (3)

Yellowhead

Dalin Woolley (2)

Pacific Region**Abbotsford Tower**

Tom Frederick (2)

Cariboo Branch

Matt Handford (1)

Boundary Bay Tower

Desmond Lowden (2)

Harbour Tower

Tanya Trester (1)

Kelowna Tower

Eric Sorensen (2)

Klondike

Ryan Mannen (1)

Langley Tower

Darrin Linders (2)

Pitt Meadows Tower

Steven Pawluck (1)

Vancouver ACC

Mark Bernard (4)
 Trevor Day (4)
 Mike Harrington (3)
 James C. Legein (4)
 Maureen Pottinger (3)
 Anthony Schollen

Vancouver Tower

Robert Harris (3)
 James Houlton (3)

Victoria Tower

Brian Peterson (3)

The Convention Chairman declared a quorum established. ¹

3. MINUTE OF SILENCE FOR THE DECEASED MEMBERS

¹ Attached as Appendix A is a list of Board Members and other officials in attendance at the Convention.

The Convention Chairman recognized all of the members that had passed away since the previous convention, and a moment of silence was observed in their memory.

4. APPROVAL OF 2010 CONVENTION MINUTES

RESOLUTION **Be it resolved that the minutes of the previous convention be accepted.**
No.3

Moved by: Kevin Gauthier, Toronto Area Control Center

Seconded by: Gord Howe, Buttonville Tower

CARRIED UNANIMOUSLY

5. REVIEW OF THE BUSINESS PROCEDURES AND RULES OF ORDER

The Convention Chairman reviewed the handout he had prepared at an earlier date, regarding *Roberts Rules of Order*. He answered all questions.

6. REPORTS

President – Greg Myles - No amendments – received as information
Executive Vice President – Doug Best – No amendment - received as information
Vice President Pacific Region – Scott Shields – No amendments – received as information
Vice President Prairie Region – James Krause – No amendments – received as information
Vice President Central Region – Peter Duffey – Amendment to his report, since it was filed the outstanding grievance in the central region was settled. – received as information
Vice President St-Laurent Region – Pierre Gaumont – Acting Vice President, no amendments were made to the report – received as information
Vice President Atlantic Region – Gary Roach – No amendments – received as information
National Occupational Health and Safety Policy – Mark Bernard – No amendments – received as information
Board of Trustees – Tony Zaychuck – No amendments – received as information
Young Controllers Councils – Nick Jordan – Update: recent meeting with Maggie Martin, Director of Operational Training – received as information

The president congratulated the YCC on recent achievements, highlighting the recent video release on the CATCA website.

The meeting was adjourned at 16:00 on April 17th, 2013.

The meeting re-convened at 9:10 on April 18, 2013.

The president welcomed the delegates to TCU place, the site for the remainder of the business sessions. He also took the opportunity to introduce the other invited guests

The Convention Chair instructed attendees that the next order of business was the by-law amendments.

7. BY-LAW AMENDMENTS

BY 1 Membership - Outaouais

BY-LAW Reference: Section II, By-law No. 1, Article 6.1

Current Wording:

6.1 All Active Members shall be entitled to active membership in the Association upon filing an application with the head office of the Association and upon payment of the required membership and/or initiation fee.

Modify to read:

6.1 Membership applicants shall be entitled to Active Membership in the Association upon acceptance of their completed "Active Member" application and payment of the required membership and/or initiation fee.

Rationale:

The wording seems contradictory in that to become an active member you must make application and pay a fee, therefore an "Active Member" would have been deemed to have already done this.

Withdrawn

BY 2 Board of Directors – Outaouais

BY-LAW reference: Section II, By-Law No. 1, Article 8.1 & 8.2

Current wording:

8.1 The Board shall be initially comprised of the President, the Executive Vice President, and five (5) Regional Vice Presidents.

8.2 The Board shall be composed of a minimum of five (5) and a maximum of nine (9) Directors at any time.

Modify to read:

8.1 The Board shall be comprised of the President, the Executive Vice President, and five (5) Regional Vice Presidents. Remove 8.2.

Rationale:

8.1 The Board shall be initially comprised of the President, the Executive Vice President, and five (5) Regional Vice Presidents. 8.2 The Board shall be composed of a minimum of five (5) and a maximum of nine (9) Directors at any time. These two clauses seem contradictory. 8.1 specifically names 7 board members and yet in 8.2 it permits the board to be formed by as few as 5 members as many as 9. It appears that the Board is only composed of the 7 members representing The President, Executive Vice President and 5 Regional Vice Presidents.

Defeated

BY 3 Regions - Outaouais

BY-LAW Reference: Section II, By-Law No.1, Article 9.2

9.2 The Regions shall be made up as follows:

(a) the Atlantic Region shall be comprised of Moncton ACC, Gander ACC, and the Gander, Moncton, St. John's, Halifax and Goose Bay towers,

(b) the St.-Laurent Region shall be comprised of Montreal ACC, Ottawa TCU, and the Dorval, Quebec, Ottawa, St. Honore, St.Hubert, and St. Jean Towers;

(c) the Central Region shall be comprised of Toronto ACC and the Toronto, Oshawa, Kitchener, Windsor, Sault Ste Marie, Buttonville, Hamilton, London, Toronto Island Tower, and the Bytown and Outaouais branches.

(d) the Prairie Region shall be comprised of the Edmonton ACC, Winnipeg ACC and the St. Andrews, Thunder Bay, Edmonton International, Edmonton City Center, Villeneuve, Winnipeg, Yellowknife, Saskatoon, Regina, Calgary, and Springbank Towers.

(e) the Pacific Region shall be comprised of the Vancouver ACC and the Vancouver, Victoria, Vancouver Harbour, Boundary Bay, Abbotsford, Prince George, Pitt Meadows, Langley, Kelowna, and White Horse Towers.

(f) the members forming the Transport Canada Branch are represented by National Office.

Rationale:

Houskeeping - Realignment of Outouais, Bytown, Transport and Goose Bay branches and deactivation of Seaway branch.

Withdrawn

8. POLICY RESOLUTIONS

ADMINISTRATION

A 1 Data Systems Coordinator - Outaouais

Reference: Section III, Article 12.7

New Title: Automated Systems and Technical Support

CATCA supports the continued provision of Operational Systems Requirements (OSR) Specialist and Data System Coordinator (DSC) expertise from within the ATC group. CATCA promotes the continuing education of the general membership in the current and planned state of automation in the control environment. To that end CATCA supports the conduct of regular Technical briefings at CATCA Regional Training Seminars. These briefings will be coordinated by CATCA Technical Committee and be conducted by the OSR Branch and selected Regional DSC's as required.

Rationale:

We believe that in the intervening 30 years since a very enlightened and forward thinking convention accepted this clause in 1983 there has been considerable evolution in technical and automated systems and the role they play in the day to day delivery of service that our members provide. We believe it is time to update this clause, and present a vision for the future of CATCA involvement and support of our Members' education and involvement within our increasingly automated work environment.

AMENDMENT #1 CATCA supports the continued provision of Operational Systems Requirements (OSR) Specialist and Data System Coordinator (DSC) expertise from within the ATC

group. CATCA promotes the continuing education of the general membership in the current and planned state of automation in the control environment. To that end CATCA will conduct of regular Technical briefings at CATCA Regional Training Seminars.

Moved by: Chris Kenny – Toronto ACC

Seconded by: Mike O'Rourke – Moncton ACC

CARRIED

A discussion ensued, Steve Malloy, Invited guest – CTC Chair, stated that he was oppose to the both the resolution and the amendment.

CARRIED AS AMENDED

A 2 Vacation Leave Bidding - YUL ACC

Reference: Section: New Paragraph: New

Be it proposed that a nationwide policy be adopted, ensuring that CATCA seniority be the only method used in determining the process by which vacation leave is chosen.

Rationale:

This new policy will facilitate the movement of controllers from one unit or facility to another, without having to worry about losing certain privileges ref. Vacation leave.

Comments:

The Board is opposed to this resolution.

A lengthy discussion ensued where many of the delegates presented examples of how this would conflict with local policy. Most delegates were opposed to changing the policy due to unforeseen consequences at the local level.

DEFEATED

A 3 Convention 2016 Host - Winnipeg ACC

Reference:

Be it resolved, Winnipeg ACC host the 2016 national convention.

Rationale:

WITHDRAWN

A 4 Location of Convention 2016 - Winnipeg ACC

Reference:

Be it resolved, Winnipeg ACC host 2016 national convention in Las Vegas, Nevada

Rational:

While the general membership may see this as an undeserved benefit for volunteer union representatives, the significant cost savings provided to the union should more than offset this concern. Furthermore, if hosted in a desirable location, there is an opportunity to attract members who have otherwise been uninvolved in union dealings and convention until this time.

REFERENCE - Winnipeg ACC presentation at convention

Opinion:

The Board of Directors is opposed to this resolution.

DEFEATED

COMMUNICATION/PUBLIC RELATIONS

C-PR 1 Scholarships - Halifax Tower

Reference: Section V, Communications/Public Relations, Article 3.2

Modify to read:

The first paragraph of Section V, part 3.2, should be worded as follows:

A Scholarship Award Program, sponsored by CATCA/CAW LOCAL 5454, provides financial assistance to sons or daughters of Active or Former Members of the Union who are in pursuit of full-time post-secondary education or undertaking NAV Canada ATC training (Fall 2009). Former Members must have served a minimum of 20 contiguous years within the Union and must have left the Union from a position in which they could earn a pension, including those who took commuted value.

The first sentence of Paragraph 3 of the same part should read:

The program will be open to sons and daughters of Active Members who are in good standing or Former Members as described in Paragraph 1 of this part, above.

Rationale:

While this situation is a bit of a rarity, some people wait until later in life to have children. This occurred in Halifax with one member who is affected this year. He retired after 37 years of service with children who had not yet graduated high school. We believe that it is unfair to have paid 37 years of union dues and not be able to take advantage of this program. Provided a member has left the union in good standing and is in a position to earn a pension (including those who took commuted value), there is no reason that he or she should not qualify for this program. The wording should incorporate a member who dies after 20 years of service as well.

The Board of Directors is in favour of this resolution

CARRIED UNANIMOUSLY

Collective Bargaining

The Chair noted that they would be addressing C 1, C2, C3, and C4 in one discussion as the rational is made with the same intention.

C 1 Contract Committee - Gander ACC

Reference: Section VII, Article 2.1

Propose that IFR Atlantic be divided into two separate positions, IFR Gander and IFR Moncton and IFR Prairie be divided into two separate positions, IFR Winnipeg and IFR Edmonton.

Rationale:

All of these units have their own unique desires and needs from collective bargaining and yet two of these units can never have a representative on the bargaining team due to having fewer votes than the other. It also results in undesired animosity between the units.

Amendment #1 Propose that IFR Atlantic be divided into two separate positions, IFR Gander and IFR Moncton and IFR Prairie be divided into two separate positions, IFR Winnipeg and IFR Edmonton. Divide the Toronto Tower and Toronto ACC position as well into two separate positions Toronto Tower and Toronto ACC.

Moved by: David Doerksen – Toronto ACC

Seconded by: James Houlton, Vancouver International Tower

Amendment #2 Propose that IFR Atlantic be divided into two separate positions, IFR Gander and IFR Moncton and IFR Prairie be divided into two separate positions, IFR Winnipeg and IFR Edmonton. Divide the Toronto Tower and Toronto ACC position as well into two separate positions Toronto Tower and Toronto ACC. Further to divide the Vancouver Tower and Vancouver ACC position as well into two separate position Vancouver Tower and Vancouver ACC.

Moved by: Kevin Gauthier – Toronto ACC

Seconded by: Chris Kenny, Toronto ACC

AMENDMENT DEFEATED

Paul Berry, recommended that the delegation propose to have the board make a recommendation post-convention.

The resolution stands as the following

Propose that IFR Atlantic be divided into two separate positions, IFR Gander and IFR Moncton and IFR Prairie be divided into two separate positions, IFR Winnipeg and IFR Edmonton.

The Chair called the house to question and declared a Division of the house.

Resolution No.4 Be it resolved that the rules be suspended.

Moved by: Chris Wonnacott, Moncton Area Control Center

Seconded by: Cliff Durrwachter, Toronto Area Control Center

CARRIED

MOTION C1, C2, AND C3 WERE WITHDRAWN

Resolution No.5 Be it resolved that the rules be reinstated.

Moved by: Paul Berry, Toronto Area Control Center

Seconded by: Gord Howe, Buttonville Tower

CARRIED

Resolution No.6 Be it resolved that the Board of directors be charged to form a committee to review and recommend to the board a revised contract committee structure to be implemented by the Board of directors for the next round of Collective Bargaining this must be completed by December 31, 2013. The committee should include the Board of directors and sufficient members to ensure transparency.

Moved by: Paul Berry, Toronto Area Control Center

Seconded by: James Houlton, Vancouver International Tower

RESOLUTION ACCEPTED TO THE FLOOR

Amendment #1 Proposed that the committee comprise of representatives from 5 regions 1 IFR, 1 VFR, and one Non-Op nationally.

Moved by: Andre Roy, Montreal Area Control Center

Seconded by: Chris Wonnacott, Moncton Area Control Center

Amendment #2 Proposed that the committee be comprise of representatives from the 7 ACCs, One VFR from each CATCA region, and one Non-Op nationally.

Moved by: James Houlton, Vancouver International Tower

Seconded by: Jerry Brodt, Edmonton Area Control Center

AMENDMENT #2 WITHDRAWN

Amendment #3 Be it resolved that the Board of directors be charged to form a committee to review and recommend to the board a revised contract committee structure to be implemented by the Board of directors for the next round of Collective Bargaining this must be completed by December 31, 2013. Proposed that the committee comprise of

representatives from 5 regions 1 IFR, 1 VFR, an YCC member, and one Non-Op nationally.

Moved by: David Hartwick, Springbank Tower

Seconded by: Nick Jordan, Calgary Tower

DEFEATED

The resolution was stands as the following

Be it resolved that the Board of directors be charged to form a committee to review and recommend to the board a revised contract committee structure to be implemented by the Board of directors for the next round of Collective Bargaining this must be completed by December 31, 2013. Proposed that the committee comprise of representatives from 5 regions 1 IFR, 1 VFR, and one Non-Op nationally.

CARRIED

Finances

F 1 Transportation – Edmonton ACC

Reference Section IV, Article 2

Original:

- (a) Where air transportation is available, travel will be scheduled via scheduled air carrier at the most economic air fare available. Should alternate means be used the cost must not exceed the lowest available airfare. The President may utilize business class transportation.

Proposed Amendment:

- (a) Where air transportation is available, travel will be scheduled via scheduled air carrier at the most economic air fare available. Should alternate means be used the cost must not exceed the lowest available airfare. The National executive shall utilize the most flexible flight option required at the lowest cost.

Rationale:

Although the requirement to maintain flexible travel options is an important requirement in the job a president, business class travel is no longer required to achieve that requirement. The proposed amendment does not exclude the possibility of business class as long as there are no lower cost, flexible options available.

DEFEATED

X1 - Resolution For Appendix G – Board of Directors

Whereas appendix G gives individual work locations the right to enter into consultation between CATCA representatives and management representatives regarding work schedules, and;

Whereas such consultations may result in the commencement of a trial that modifies hours of work and shift schedules for a work location;

*Be it resolved that a minimum of XX% * of the branch membership must give approval before any Appendix G trials are commenced.*

*note, convention Saskatoon 2013 shall set the required percentage that must be attained

Rationale:

Because Appendix G has the potential to change people's hours of work and shift schedules, a branch should first obtain XX% approval of the branch members to enter into such trials. Such approval could be sought through a branch meeting, a branch vote or a combination of both.

Timelines should be considered to allow all members to see and discuss the proposed schedule changes before a meeting or vote is held.

Possible Scenarios:

- In the event of a branch meeting, the proposed trial schedule and hours of work shall be available for examination by branch members for a period of not less than X days. The subsequent branch meeting shall not occur until the X day examination period has passed.
- In the event of a branch vote, the proposed trial schedule and hours of work shall be available for examination by branch members for a period of not less than X days. The subsequent branch vote shall be held over a period of not less than X days and shall not commence until the X day examination period has passed and a branch meeting has been held to debate the proposed scheduling changes.

Reference For Consideration

Canada labour Code – Modified Hours Of Work

Modified Work Schedule

- An employer may establish or modify a work schedule which alters standard hours and maximum hours
Example: Agreement reached with employees to work 4 days per week with standard hours of 10 hours per day. Overtime is due after employee works in excess of 10 hours per day or 40 hours per week, whichever is greater.
 - Modification must be agreed to by union or,
 - Where there is no collective agreement, the modification must be approved by 70% of the affected employees.

Amendment #1 BOD Resolution For Appendix G

Whereas appendix G gives individual work locations the right to enter into consultation between CATCA representatives and management representatives regarding work schedules, and;

Whereas such consultations may result in the commencement of a trial that modifies hours of work and shift schedules for a work location;

Be it resolved that a minimum of XX of the branch membership must give approval before any Appendix G trials are commenced, as well as XX to opt out of the trials.

Moved by: James Russell, Winnipeg Area Control Center

Seconded by: Catherine Thebeau, Toronto Tower

AMENDMENT CARRIED

Amendment #2 **BOD Resolution For Appendix G**

Whereas appendix G gives individual work locations the right to enter into consultation between CATCA representatives and management representatives regarding work schedules, and;

Whereas such consultations may result in the commencement of a trial that modifies hours of work and shift schedules for a work location;

Be it resolved that a minimum of XX of the branch membership must give approval before any Appendix G trials are commenced, as well as YY to opt out of the trials.

*note, convention Saskatoon 2013 shall set the required percentage that must be attained

Moved by: Melissa Coulter, Edmonton Area Control Center

Seconded by: Michael Cariere, Winnipeg Area Control Center

AMENDMENT CARRIED

Resolution No.7 Be it resolved that X1 be tabled until April 19th, to allow delegates to further consider the implications of the motion.

Moved by: Chris Kenny, Toronto Area Control Center

Seconded by: David Hartwick, Springbank Tower

CARRIED

The meeting was recessed at 4:30

The meeting reconvened at 9:00 April 19th, 2013

Appendix G Presentation by the president, and all questions answered.

Amendment #3 BOD Resolution For Appendix G

Whereas appendix G gives individual work locations the right to enter into consultation between CATCA representatives and management representatives regarding work schedules, and;

Whereas such consultations may result in the commencement of a trial that modifies hours of work and shift schedules for a work location;

Be it resolved that a minimum of 70% of votes cast must give approval before any Appendix G trials are commenced, as well as 50+1% to opt out of the trials.

Moved by: Chris Kenny, Toronto Area Control Center

Seconded by: Ken Burley, Hamilton tower

AMENDMENT DEFEATED

Amendment on the floor

Whereas appendix G gives individual work locations the right to enter into consultation between CATCA representatives and management representatives regarding work schedules, and;

Whereas such consultations may result in the commencement of a trial that modifies hours of work and shift schedules for a work location;

Be it resolved that a minimum of 70% of the branch membership must give approval before any Appendix G trials are commenced, as well as 50%+1 to opt out of the trials.

Resolution No. 10 Be it resolved that the rules be suspended.

Moved by: Chris Kenny, Toronto Area Control Center

Seconded by: Gord Howe, Buttonville Tower

DEFEATED

AMENDMENT CARRIED

Resolution No. 11 Move to reconsider the following: Whereas appendix G gives individual work locations the right to enter into consultation between CATCA representatives and management representatives regarding work schedules, and;

Whereas such consultations may result in the commencement of a trial that modifies hours of work and shift schedules for a work location;

Be it resolved that a minimum of 70% of the branch membership must give approval before any Appendix G trials are commenced, as well as 50%+1 to opt out of the trials.

Moved by: Gord Howe, Buttonville Tower

Seconded by: Cliff Durrwachter, Toronto Area Control Center

DEFEATED

X2 – Voting Realignment - Board of Directors

Whereas the RVP St. Laurent position is vacant

And

Whereas an election is required less than a year since the previous election

And whereas this will require 3 elections in 3 years in this region and potentially 4 different RVPs in the period;

And in order to provide a period of stability

Be it resolved that the term of office for the St. Laurent region be a three year term commencing July 01, 2013 and every 3 years thereafter.

Amendment #1 Whereas an election is required less than a year since the previous election
And whereas this will require 3 elections in 3 years in this region and potentially 4 different RVPs in the period;

And in order to provide a period of stability

Be it resolved that the term of office for the St. Laurent region be a three year term commencing July 01, 2013 and every 3 years thereafter.

Be it further resolved that the term of office for the regional vice presidents Prairie and Atlantic beginning 1 July 2015 be extended by one year to expire on June 30, 2019, after which the term of office will revert to the prescribed duration of three years beginning July 1, 2019

Moved by: Gord Howe, Buttonville Tower

Seconded by: Ken B???, Hamilton, Tower

AMENDMENT CARRIED

CARRIED AS AMENDED

9. Selection of Host for CATCA 2016

Resolution No.7 Be It Resolved that CATCA National Host CATCA 2016 in Halifax.

Moved by: Donald Power, Halifax Tower

Seconded by: Cliff Durrwachter, Toronto Area Control Center

CARRIED

Kevin Gauthier, Toronto ACC moved to adjourned; Gord Howe of Buttonville Tower seconded the motion.

CARRIED

The Chairman thanked the delegation.

CATCA 2010 adjourned at 16:30 April 19, 2010.



Greg Myles
President

Doug Best
Executive Vice-President

CC: Board of Directors
Branches and Facilities
Lemire + Morin + Tremblay, CA

DRAFT

**BOARD MEMBERS AND OTHER OFFICIAL ATTENDEES
AT THE 2013 TRIENNIAL CONVENTION**

Greg Myles
President

Doug Best
Executive Vice President

Gary Roach
Vice President Atlantic Region

Pierre Gaumond
Acting Vice President St-Laurent Region

Peter Duffey
Vice President Central Region

James Krause
Vice President Prairie Region

Scott Shields
Vice President Pacific Region

Ron Smith
CAW National Representative

John Redmond
Convention Chairman

Rick Marsh
Convention Director

**CANADIAN AIR TRAFFIC CONTROL ASSOCIATION
ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN**

**INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS
RAPPORT DE L'AUDITEUR INDÉPENDANT ET ÉTATS FINANCIERS**

June 30, 2014

30 juin 2014

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN**

FINANCIAL STATEMENTS

ÉTATS FINANCIERS

June 30, 2014

30 juin 2014

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Changes in Net Asset	4	Évolution de l'actif net
Cash Flows	5	Flux de trésorerie
Financial Position	6	Situation financière
Schedule 1	7	Annexe 1
Notes to the financial statements	8 - 15	Notes complémentaires



Raymond Chabot Grant Thornton

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INDEPENDENT AUDITOR'S REPORT

To the Executive Committee and Members of the Canadian Association of Air Traffic Controllers.

We have audited the accompanying financial statements of the Canadian Association of Air Traffic Controllers, which comprise the statement of financial position as at June 30, 2014, and the statements of revenue and expenditures, changes in net asset and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

RAPPORT DE L'AUDITEUR INDÉPENDANT

Au Comité exécutif et aux membres de l'Association canadienne du contrôle du trafic aérien.

Nous avons effectué l'audit des états financiers ci-joints de l'Association canadienne du contrôle du trafic aérien, qui comprennent l'état de la situation financière au 30 juin 2014, et les états des revenus et dépenses, de l'évolution de l'actif net et des flux de trésorerie pour l'exercice terminé à cette date, ainsi qu'un résumé des principales méthodes comptables et d'autres informations explicatives.

Responsabilité de la direction pour les états financiers

La direction est responsable de la préparation et de la présentation fidèle de ces états financiers conformément aux Normes comptables canadiennes pour les organismes sans but lucratif, ainsi que du contrôle interne qu'elle considère comme nécessaire pour permettre la préparation d'états financiers exempts d'anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs.

Responsabilité de l'auditeur

Notre responsabilité consiste à exprimer une opinion sur les états financiers, sur la base de notre audit. Nous avons effectué notre audit selon les normes d'audit généralement reconnues du Canada. Ces normes requièrent que nous nous conformions aux règles de déontologie et que nous planifions et réalisons l'audit de façon à obtenir l'assurance raisonnable que les états financiers ne comportent pas d'anomalies significatives.

Un audit implique la mise en oeuvre de procédures en vue de recueillir des éléments probants concernant les montants et les informations fournis dans les états financiers. Le choix des procédures relève du jugement de l'auditeur, et notamment de son évaluation des risques que les états financiers comportent des anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs. Dans l'évaluation de ces risques, l'auditeur prend en considération le contrôle interne de l'entité portant sur la préparation et la présentation fidèle des états financiers afin de concevoir des procédures d'audit appropriées aux circonstances, et non dans le but d'exprimer une opinion sur l'efficacité du contrôle interne de l'entité. Un audit comporte également l'appréciation du caractère approprié des méthodes comptables retenues et du caractère raisonnable des estimations comptables faites par la direction, de même que l'appréciation de la présentation d'ensemble des états financiers.

Nous estimons que les éléments probants que nous avons obtenus sont suffisants et appropriés pour fonder notre opinion d'audit.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Canadian Association of Air Traffic Controllers as at June 30, 2014, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Budget data has not been audited.

Other matter

The financial statements of the Canadian Association of Air Traffic Controllers for the year ended June 30, 2013 were audited by another auditor who expressed an unmodified opinion on those statements on October 16, 2013.

Opinion

À notre avis, les états financiers donnent, dans tous leurs aspects significatifs, une image fidèle de la situation financière de l'Association canadienne du contrôle du trafic aérien au 30 juin 2014, ainsi que des résultats de ses activités et de ses flux de trésorerie pour l'exercice terminé à cette date, conformément aux Normes comptables canadiennes pour les organismes sans but lucratif.

Les données budgétaires n'ont pas fait l'objet d'un audit.

Autre point

Les états financiers de l'Association canadienne du contrôle du trafic aérien pour l'exercice clos le 30 juin 2013 ont été audités par un autre auditeur qui a exprimé sur ces états financiers une opinion non modifiée en date du 16 octobre 2013.

Raymond Chabot Grant Thornton LLP

Licensed Public Accountants
Ottawa, October 7, 2014

Raymond Chabot Grant Thornton S.E. N.C. R. L.

Expert-comptables autorisés
Ottawa, le 7 octobre 2014

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION
REVENUE AND EXPENDITURES
Year ended June 30, 2014**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN
REVENUS ET DÉPENSES
Exercice terminé le 30 juin 2014**

	Budget	2014	2013	
Revenue				Revenus
Dues	\$ 3,411,660	\$ 3,406,579	\$ 3,395,935	Cotisations
Other income (note 9)	132,500	101,656	288,286	Autres revenus (note 9)
Net investment income	110,000	100,363	134,220	Revenus de placement net
	<u>3,654,160</u>	<u>3,608,598</u>	<u>3,818,441</u>	
Expenditures				Dépenses
Administration expenses (schedule 1)	1,173,850	961,241	1,017,577	Frais administratifs (annexe 1)
Convention	90,000	0	357,472	Congrès
Interest and bank charges	0	11,430	3,631	Intérêt et frais de banque
Scholarship fund	16,000	16,000	16,000	Bourses d'études
Union business (schedule 1)	2,506,500	2,356,587	2,367,764	Affaires syndicales (annexe 1)
	<u>3,786,350</u>	<u>3,345,258</u>	<u>3,762,444</u>	
NET RESULT	<u>(132,190)</u>	<u>263,340</u>	<u>55,997</u>	RÉSULTAT NET
Appropriations / transfers from (to) appropriated net asset:				Affectations / virements de (à) l'actif net affecté :
Accommodation	0	10,071	(50,691)	Locaux
Collective Bargaining	0	183,818	123,893	Négociation collective
Contingency	0	(20,843)	(17,028)	Prévoyance
Convention	0	(92,517)	363,474	Congrès
Relocation	0	(5,083)	(6,860)	Relocalisation
Venture Fund	0	(22,339)	11,487	Fonds d'investissement - FCCST
	<u>0</u>	<u>53,107</u>	<u>424,275</u>	
UNAPPROPRIATED NET ASSET FOR THE YEAR,				ACTIF NET NON AFFECTÉ DE L'EXERCICE,
EXCLUDING AMORTIZATION	<u>\$ (132,190)</u>	<u>\$ 316,447</u>	<u>\$ 480,272</u>	EXCLUANT L'AMORTISSEMENT

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION
CHANGES IN NET ASSET
Year ended June 30, 2014**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN
ÉVOLUTION DE L'ACTIF NET
Exercice terminé le 30 juin 2014**

	2014	2013	
UNRESTRICTED NET ASSET			ACTIF NET NON AFFECTÉ
Balance, as previously reported	\$ 1 067 188	\$ 1 263 958	Solde déjà établi
Prior period adjustment (note 14)	71 706	0	Redressement sur l'exercice antérieur (note 14)
Balance, as restated	<u>1 138 894</u>	1 263 958	Solde après changement
Net result	263 340	55 997	Résultat net
Amortization	10 619	10 617	Amortissement
Receivable from appropriated net asset	0	(615 953)	Recevable de l'actif net affecté
Internally imposed appropriations	(371 565)	(118 906)	Affectations d'origine interne
Internally imposed transfers	<u>424 672</u>	<u>543 181</u>	Virements d'origine interne
Balance, end of year	<u>\$ 1 465 960</u>	<u>\$ 1 138 894</u>	Solde à la fin
NET ASSET INVESTED IN CAPITAL ASSETS			ACTIF NET INVESTI EN IMMOBILISATIONS
Balance, beginning of year	\$ 33 597	\$ 44 214	Solde au début
Internally imposed appropriations	0	0	Affectations d'origine interne
Amortization	<u>(10 619)</u>	<u>(10 617)</u>	Amortissement
Balance, end of year	<u>\$ 22 978</u>	<u>\$ 33 597</u>	Solde à la fin
APPROPRIATED NET ASSET RESTRICTED FOR:			ACTIF NET AFFECTÉ À DES FINS DE :
CONTINGENCY			PRÉVOYANCE
Balance, beginning of year	\$ 594 319	\$ 577 291	Solde au début
Internally imposed appropriations	37 780	17 028	Affectations d'origine interne
Internally imposed transfers to operation	<u>(16 937)</u>	0	Virement aux opérations d'origine interne
Balance, end of year	<u>\$ 615 162</u>	<u>\$ 594 319</u>	Solde à la fin
CONVENTION			CONGRÈS
Balance, beginning of year	\$ 321 002	\$ 684 476	Solde au début
Internally imposed appropriations	92 517	11 697	Affectations d'origine interne
Internally imposed transfers to operation	0	(375 171)	Virement aux opérations d'origine interne
Balance, end of year	<u>\$ 413 519</u>	<u>\$ 321 002</u>	Solde à la fin
COLLECTIVE BARGAINING			NÉGOCIATION COLLECTIVE
Balance, beginning of year	\$ 793 253	\$ 917 146	Solde au début
Internally imposed appropriations	166 566	28 117	Affectations d'origine interne
Internally imposed transfers to operation	<u>(350 384)</u>	<u>(152 010)</u>	Virement aux opérations d'origine interne
Balance, end of year	<u>\$ 609 435</u>	<u>\$ 793 253</u>	Solde à la fin
RELOCATION			RELOCALISATION
Balance, beginning of year	\$ 362 057	\$ 355 197	Solde au début
Internally imposed appropriations	7 277	6 860	Affectations d'origine interne
Internally imposed transfers to operation	<u>(2 194)</u>	0	Virement aux opérations d'origine interne
Balance, end of year	<u>\$ 367 140</u>	<u>\$ 362 057</u>	Solde à la fin
VENTURE FUND			FONDS D'INVESTISSEMENT - FCCST
Balance, beginning of year	\$ 411 735	\$ 423 222	Solde au début
Internally imposed appropriations	38 339	4 513	Affectations d'origine interne
Internally imposed transfers to operation	<u>(16 000)</u>	<u>(16 000)</u>	Virement aux opérations d'origine interne
Balance, end of year	<u>\$ 434 074</u>	<u>\$ 411 735</u>	Solde à la fin
ACCOMODATION			LOCAUX
Balance, beginning of year	\$ 1 155 420	\$ 1 104 729	Solde au début
Internally imposed appropriations	29 086	50 691	Affectations d'origine interne
Internally imposed transfers to operation	<u>(39 157)</u>	0	Virement aux opérations d'origine interne
Balance, end of year	<u>\$ 1 145 349</u>	<u>\$ 1 155 420</u>	Solde à la fin
APPROPRIATED NET ASSET, END OF YEAR	<u>\$ 3 584 679</u>	<u>\$ 3 637 786</u>	ACTIF NET AFFECTÉ À LA FIN

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION
CASH FLOWS
Year ended June 30, 2014**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN
FLUX DE TRÉSORERIE
Exercice terminé le 30 juin 2014**

	2014	2013	
OPERATING ACTIVITIES			ACTIVITÉS DE FONCTIONNEMENT
Net result	\$ 263,340	\$ 55,997	'Résultat net
Non-cash items			Éléments hors caisse
Amortization of capital assets	17,313	17,311	Amortissement des immobilisations corporelle
Amortization of deferred contributions	(6,694)	(6,694)	Amortissement des apports reportés
Changes in non-cash items of working capital			Variation nette des éléments hors caisse du fonds de roulement
Accounts receivable	48,242	(48,251)	Débiteurs
Prepaid expenses	(2,005)	24,716	Frais payés d'avance
Creditors and accrued liabilities	(43,841)	(118,822)	Créditeurs et frais courus
	<u>276,355</u>	<u>(75,743)</u>	
INVESTING ACTIVITIES			ACTIVITÉS D'INVESTISSEMENT
Current portion of investments	(636,809)	926,882	Portion courante des placements
Appropriated funds	330,517	(231,949)	Fonds affectés
	<u>(306,292)</u>	<u>694,933</u>	
FINANCING ACTIVITIES			ACTIVITÉS DE FINANCEMENT
Provision for sick leave	(277,410)	40,271	Provision pour congés de maladie
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(307,347)	659,461	AUGMENTATION (DIMINUTION) DE LA TRÉSORERIE ET ÉQUIVALENTS DE TRÉSORERIE
CASH, BEGINNING OF YEAR	<u>1,313,924</u>	654,463	ENCAISSE AU DÉBUT
CASH, END OF YEAR	\$ <u>1,006,577</u> \$	1,313,924	ENCAISSE À LA FIN

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION
FINANCIAL POSITION
As at June 30, 2014**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN
SITUATION FINANCIÈRE
Au 30 juin 2014**

	2014	2013	
ASSETS			ACTIF
CURRENT			COURT TERME
Cash (note 4)	\$ 1,006,577	\$ 1,313,924	Encaisse (note 4)
Accounts receivable	35,731	83,973	Débiteurs
Prepaid expenses	16,145	14,140	Frais payés d'avance
Current portion of investments (note 4)	636,809	0	Portion courante des placements (note 4)
	<u>1,695,262</u>	1,412,037	
APPROPRIATED FUNDS (note 4)	3,715,683	4,046,200	FONDS AFFECTÉS (note 4)
CAPITAL ASSETS (note 5)	40,272	57,585	IMMOBILISATIONS (note 5)
	<u>\$ 5,451,217</u>	<u>\$ 5,515,822</u>	
LIABILITIES			PASSIF
CURRENT			COURT TERME
Creditors and accrued liabilities	\$ 229,302	\$ 273,143	Créditeurs et frais courus
Deferred contributions (note 6)	17,294	23,988	Apports reportés (note 6)
	<u>246,596</u>	297,131	
PROVISION FOR SICK LEAVE (note 7)	131,004	408,414	PROVISION POUR CONGÉS DE MALADIE (note 7)
	<u>377,600</u>	705,545	
NET ASSET			ACTIF NET
Unappropriated	1,465,960	1,138,894	Non affecté
Invested in capital assets	22,978	33,597	Investis en immobilisations
Appropriated	3,584,679	3,637,786	Affecté
	<u>5,073,617</u>	4,810,277	
	<u>\$ 5,451,217</u>	<u>\$ 5,515,822</u>	

ON BEHALF OF THE ASSOCIATION

Président _____
Vice-President _____

AU NOM DE L'ASSOCIATION

Président
Vice-Président

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION**
SCHEDULE 1
Year ended June 30, 2014

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN**
ANNEXE 1
Exercice terminé le 30 juin 2014

	Budget	2014	2013	
ADMINISTRATION EXPENSES				FRAIS ADMINISTRATIFS
Accommodation expenses (note 8)	\$ 125 000	\$ 132 489	\$ 123 661	Frais afférents aux locaux (note 8)
Administration expenses	25 000	17 244	20 268	Frais administratifs
Association promotion	70 000	68 895	67 836	Promotion de l'Association
Audit and accounting fees	10 000	11 865	7 345	Audit et comptabilité
Board meetings	60 000	100 093	35 912	Réunions du conseil
Board of Trustees	15 000	23 157	11 507	Comité des fiduciaires
Communications	15 000	16 122	7 347	Communications
Elections Committee	10 000	76	207	Comité des élections
Equipment	45 000	18 813	27 054	Équipement
Executive meetings	2 500	586	441	Réunions de l'exécutif
Legal fees	10 000	16 937	0	Frais juridiques
Miscellaneous meetings	10 000	4 549	9 438	Réunions diverses
Postage and courier	3 350	3 850	2 035	Postes et messageries
Salaries and benefits	682 000	631 859	634 519	Salaires et avantages sociaux
Sick leave provision	0	(145 866)	(14 057)	Provision pour congés maladies
Stationery and office supplies	13 000	8 570	7 903	Papeteries et fournitures
Subscriptions and books	1 000	257	15	Abonnements et livres
Telephone and facsimile	38 000	30 948	38 111	Téléphone et télécopieur
Training - Board and Executive	19 000	16 795	34 637	Formation des membres du conseil / exécutif
Training - Staff	10 000	2 260	0	Formation des employés
Translation	10 000	1 742	3 398	Traduction
	<u>\$ 1 173 850</u>	<u>\$ 961 241</u>	<u>\$ 1 017 577</u>	
UNION BUSINESS				AFFAIRES SYNDICALES
Branch rebates	\$ 190 000	\$ 177 910	\$ 179 515	Remises de cotisations
Collective bargaining	200 000	66 543	167 647	Négociation collective
Consultation	35 000	43 163	23 429	Consultation
Final level meetings and hearings	15 000	8 878	12 704	Auditions et réunions de dernier niveau
IFATCA and international meetings	55 000	77 400	64 912	IFATCA et assemblées internationales
Meetings Unifor	25 000	11 536	17 877	Réunions Unifor
NJC / NCJC	12 000	8 806	6 407	CNM / CMNC
OSH Policy Committee	1 500	882	371	Comité de santé et sécurité au travail
Regional Business	155 000	203 400	141 342	Affaires régionales
Technical Committee	8 000	2 085	2 700	Comité technique
Training Seminars	70 000	0	0	Séminaires de formation
Unifor dues	1 680 000	1 690 738	1 703 058	Cotisations - Unifor
Young Controllers Council	60 000	65 246	47 802	Comité des jeunes contrôleurs
	<u>\$ 2 506 500</u>	<u>\$ 2 356 587</u>	<u>\$ 2 367 764</u>	

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
June 30, 2014**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN
NOTES COMPLÉMENTAIRES
30 juin 2014**

1. NATURE OF THE ASSOCIATION

The Association is incorporated under the Canada Companies Act without share capital. It has been established to promote safety and efficiency in the control of air traffic, to promote the efficiency and conduct of members with a view to improving the status of the air traffic control service and to promote the welfare of members. The Association is classified as a labour organization and is tax exempt under the Income Tax Act.

2. SIGNIFICANT ACCOUNTANT POLICIES

Financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations and take into consideration the following significant accounting policies:

Recognition of revenue

The Association follows the deferral method of accounting for contributions.

Net investment income

Investment transactions are recorded on the transaction date and resulting revenues are recognized using the accrual method of accounting. Net investment income includes interest income, gains and losses on disposal of investments.

Contributed services

Members contribute voluntarily many hours each year to assist the Association. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Capital Assets

Capital assets are recorded at cost and amortized using the

Leasehold improvements 10 % and 20 %

Assets costing less than \$15,000 are recorded as expenses in

1. DESCRIPTION DE L'ASSOCIATION

L'Association est une société sans capital-actions constituée en vertu de la Loi sur les corporations canadiennes. Elle a été établie dans le but de favoriser la sécurité et l'efficacité du contrôle de la circulation aérienne, d'inciter ses membres à une efficacité et à une conduite qui accentuent la qualité des services de contrôle de la circulation aérienne et de travailler au bien-être de ses membres. En vertu de l'article 149 de la Loi de l'impôt sur le revenu, elle est définie comme une organisation syndicale et est exempte d'impôt.

2. PRINCIPALES CONVENTIONS COMPTABLES

Les états financiers sont dressés selon les Normes comptables canadiennes pour les organismes sans but lucratif et tiennent compte des principales conventions comptables suivantes :

Constatation des revenus

L'Association applique la méthode du report pour comptabiliser les apports.

Revenus de placement net

Les transactions de placement sont comptabilisées à la date de la transaction et les revenus sont constatés selon la méthode de la comptabilité d'exercice. Le revenu de placement net comprend les revenus d'intérêt, les gains et pertes sur cession de placements.

Apports en services

Des membres apportent chaque année une contribution bénévole à l'Association. En raison de la difficulté de déterminer leur juste valeur marchande, ces apports ne sont pas constatés dans les états financiers.

Immobilisations corporelles

Les immobilisations corporelles sont comptabilisées au coût et

Améliorations locatives 10 % et 20 %

Les immobilisations ayant un coût de moins de 15 000 \$

2. SIGNIFICANT ACCOUNTANT POLICIES (CONTINUED)

Impairment of long-lived assets

A long-lived asset is tested for recoverability whenever events or changes in circumstances indicate that its carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the undiscounted cash flows resulting from its use and eventual disposition. The impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value.

Provisions

Provisions are long-term liabilities accrued over a reasonable period prior to anticipated dates of payment. The Sick leave provision accrues at the rate of 15 days per year of service for officers and directors. Any outstanding balance is payable upon retirement at half its value at the time.

Use of estimates

The preparation of these financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. These estimates are reviewed periodically and adjustments are made to income and expenditures as appropriate in the year they become known.

Cash and cash equivalents

The Association's policy is to disclose bank balances under cash and cash equivalents. Term deposits and appropriated bank balances are excluded from cash and cash equivalents.

2. PRINCIPALES CONVENTIONS COMPTABLES (SUITE)

Dépréciation d'actifs à long terme

Les actifs à long terme sont soumis à un test de recouvrabilité lorsque des événements ou des changements de situation indiquent que leur valeur comptable pourrait ne pas être recouvrable. Une perte de valeur est comptabilisée lorsque leur valeur comptable excède les flux de trésorerie non actualisés découlant de leur utilisation et de leur sortie éventuelle. La perte de valeur comptabilisée est mesurée comme étant l'excédent de la valeur comptable de l'actif sur sa juste valeur.

Provisions

Les provisions sont des passifs à long terme courus sur une période raisonnable avant leurs dates prévues de paiement. La provision pour les congés de maladie est cumulée à raison de quinze jours par année de service pour les membres du conseil d'administration et les officiers de l'Association. Le solde de cette banque de congé est monnayable au départ à la retraite à la moitié de sa valeur à ce moment.

Utilisation d'estimations

La préparation des états financiers conformément aux Normes comptables canadiennes pour les organismes sans but lucratif exige que la direction procède à des estimations et pose des hypothèses qui ont une incidence sur le montant présenté au titre des actifs et des passifs, sur l'information fournie à l'égard des actifs et passifs éventuels à la date des états financiers et sur le montant présenté au titre des produits et des charges au cours de la période considérée. Ces estimations sont révisées périodiquement et des ajustements sont apportés au besoin aux résultats de l'exercice au cours duquel ils deviennent connus.

Trésorerie et équivalents de trésorerie

La politique de l'entité consiste à présenter dans la trésorerie et les équivalents de trésorerie les soldes bancaires. Les dépôts à terme et les soldes bancaires affectés ne sont pas inclus dans la trésorerie et les équivalents de trésorerie.

2. SIGNIFICANT ACCOUNTANT POLICIES (CONTINUED)

Financial instruments

Measurement of financial instruments

The Association initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions. It subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, accounts receivable and investments.

Financial liabilities measured at amortized cost include creditors and accrued liabilities.

3. DESCRIPTION OF APPROPRIATED NET ASSET

Contingency. Expenditures may be made from these Appropriated Net Asset only on approval of seventy-five percent of the Board of Directors.

Convention. The Appropriated Net Asset for Convention were established to amortize the future convention costs over the three-year period preceding the convention based on the Board's estimate of the expenses to be incurred for the convention. Funds are appropriated from the net assets of the year.

Relocation. The Appropriated Net Asset for Relocation were established to amortize the costs of relocation of the permanent officers over the three-year period preceding elections of the Executive based on an estimate of the expenses to be incurred for the relocation. Funds are appropriated from the net assets of the year.

Collective bargaining. The Appropriated Net Asset for Collective Bargaining were established to amortize the cost of Collective Bargaining over three years. Funds are appropriated from the net assets of the year.

Venture Fund. Appropriated from the net asset of the year for Education, Training, Advancement of Technology and other related issues.

Accommodation. Appropriated from the proceeds of disposition of the building and invested according to the established policies of the Association. The income generated by these net assets is used to cover rental and accommodation

2. PRINCIPALES CONVENTIONS COMPTABLES (SUITE)

Instrument financiers

Évaluation des instruments financiers

L'Association évalue initialement ses actifs financiers et ses passifs financiers à la juste valeur, sauf dans le cas de certaines opérations qui ne sont pas conclues dans des conditions de concurrence normale. Elle évalue ultérieurement tous ses actifs et passifs financiers au coût après amortissement.

Les actifs financiers évalués au coût après amortissement se composent de l'encaisse, des débiteurs et des placements.

Les passifs financiers évalués au coût après amortissement se composent des créditeurs et frais courus.

3. DESCRIPTION DE L'ACTIF NET AFFECTÉ

Prévoyance. Des déboursés ne sont autorisés qu'avec l'approbation des trois quarts des directeurs.

Congrès. Des actifs nets sont affectés au congrès en vue d'en répartir les frais, selon l'estimation qu'en fait le conseil, sur les trois années le précédant. Les sommes affectées sont virées des actifs nets de l'exercice.

Déménagement. Affectation servant à répartir les frais de déménagement, selon l'estimation qu'en fait le conseil, sur les trois années précédant l'élection des membres de l'Exécutif. Les sommes affectées sont virées des actifs nets de l'exercice.

Négociation collective. Affectation servant à répartir sur trois années, les frais de négociation collective. Les sommes affectées sont virées des actifs nets de l'exercice.

Fonds d'investissement - FCCST. Affectation à partir des actifs nets de l'exercice servant à des fins d'éducation, formation, progrès technologique et causes sociales apparentées.

Locaux. Affectation à partir du produit de disposition de l'immeuble et placés selon les politiques de l'Association en vigueur. Les revenus générés par ces actifs nets sont utilisés pour défrayer les dépenses afférentes aux locaux.

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
June 30, 2014**

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN
NOTES COMPLÉMENTAIRES
30 juin 2014**

4. APPROPRIATED FUNDS

As at June 30, 2014, appropriated funds amounted to \$4,036,894 (\$4,046,200 in 2013). The foregoing are supported by the following assets:

Assets	2014	2013
Cash and equivalents	\$ 1 006 577	\$ 1 604 479
Deposit note	180 546	181 542
Bonds, stripped bonds and coupons from federal and provincial governments, public utilities and banks	4 171 946	3 574 103
	<u>\$ 5 359 069</u>	<u>\$ 5 360 124</u>

Allocations in the statement of financial position

Cash	\$ 1 006 577	\$ 1 313 924
Current portion of investments	636 809	0
Appropriated funds	3 715 683	4 046 200
	<u>\$ 5 359 069</u>	<u>\$ 5 360 124</u>

Appropriated funds and the provision consist of the following:

Provision for sick leave	\$ 131 004	\$ 408 414
Accommodation	1 145 349	1 155 420
Collective Bargaining	609 435	793 253
Contingency	615 162	594 319
Convention	413 519	321 002
Relocation	367 140	362 057
Venture Fund	434 074	411 735
	<u>\$ 3 715 683</u>	<u>\$ 4 046 200</u>

5. CAPITAL ASSETS

	2014			2013	
	COST	ACCUMULATED AMORTIZATION	NET VALUE	NET VALUE	
	COÛT	AMORTISSEMENT CUMULÉ	VALEUR NETTE	VALEUR NETTE	
Leasehold improvements	\$ 124 678	\$ 84 406	\$ 40 272	\$ 57 585	Améliorations locatives

4. FONDS AFFECTÉS

Au 30 juin 2014, les fonds affectés totalisaient 4 036 894 \$ (4 046 200 \$ en 2013). Ceux-ci sont supportés par les actifs suivants :

Actif
Encaisse et équivalents
Billet de dépôt
Obligations à coupons détachés et coupons détachés de gouvernements fédéral et provinciaux, de sociétés de services publics et de banques

Répartition à l'état de la situation financière

Encaisse
Portion courante des placements
Fonds affectés

Les fonds affectés et la provision sont constitués de la façon suivante :

Provision pour congés de maladie
Locaux
Négociation collective
Prévoyance
Congrès
Relocalisation
Fonds d'investissement - FCCST

5. IMMOBILISATIONS CORPORELLES

6. DEFERRED CONTRIBUTIONS

The deferred contribution represents a rent inducement which served to cover expenses related to the acquisition of leasehold improvements. The deferred contribution is amortized at the same rate as leasehold improvements, 20 % linear.

	2014	2013
Balance, beginning of year	\$ 23 988	\$ 30 682
PLUS : amount received related to future years	0	0
LESS : amount recognized in the year	(6 694)	(6 694)
Balance, end of year	\$ 17 294	\$ 23 988

7. PROVISION FOR SICK LEAVE

	2014	2013
Balance, beginning of year	\$ 408 414	\$ 439 850
LESS : Appropriations	(145 866)	(14 057)
LESS : Payments during the year	(131 544)	(17 379)
Balance, end of year	\$ 131 004	\$ 408 414

8. ACCOMODATION EXPENSES

The Association has incurred the following expenses related to its office space:

	2014	2013
Amortization of capital assets	\$ 17 313	\$ 17 311
Rent	42 532	40 860
Insurance	4 289	4 184
Maintenance and repairs	52 083	50 247
Management fees	4 972	4 806
Parking expense	5 085	5 085
Building upgrades	6 215	1 168
	\$ 132 489	\$ 123 661

6. APPORTS REPORTÉS

L'apport reporté représente un incitatif de location qui a servi à couvrir les charges reliés à l'acquisition d'amélioration locative. L'apport reporté est amorti au même rythme que l'amélioration locative, soit 20 % linéaire.

Solde au début de l'exercice

PLUS : Montant reçu pour les périodes suivantes
MOINS : Montant constaté à titre de produit de l'exercice

Solde à la fin de l'exercice**7. PROVISION POUR CONGÉS DE MALADIE****Solde au début**

MOINS : Affectations
MOINS : Versements de l'exercice

Solde à la fin**8. FRAIS AFFÉRENTS AUX LOCAUX**

L'Association a encouru les dépenses suivantes afférentes à ses locaux :

Amortissement des immobilisations corporelles
Loyer
Assurances
Entretien et réparations
Frais de gestion
Frais de stationnement
Modernisation de l'immeuble

**CANADIAN AIR TRAFFIC
CONTROL ASSOCIATION**
NOTES TO THE FINANCIAL STATEMENTS
June 30, 2014

**ASSOCIATION CANADIENNE DU
CONTRÔLE DU TRAFIC AÉRIEN**
NOTES COMPLÉMENTAIRES
30 juin 2014

9. OTHER INCOME**9. AUTRES REVENUS**

	Budget	2014	2013	
Convention registration fees	\$ 0	\$ 0	\$ 22 950	Droit d'inscription à la convention
Directors' fees	7 500	3 750	7 500	Honoraires de direction
Other income	125 000	97 906	250 082	Autres revenus
Lawrence & Co. Labor-sponsored sponsorship fee	0	0	7 754	Honoraires de commandite du Fonds Lawrence & Co.
	<u>\$ 132 500</u>	<u>\$ 101 656</u>	<u>\$ 288 286</u>	

10. SEVERANCE PAY**10. INDEMNITÉS DE CESSATION D'EMPLOI**

The employment contracts of the Association include severance packages payable under specific circumstances. The amount accumulated as at June 30, 2014 totalled \$10,496 (\$10,290 as at June 30, 2013). This amount has not been recorded in the Financial Statements.

Les contrats d'emploi de l'Association prévoient des indemnités de cessation d'emploi à verser dans certaines situations. Les montants cumulés au 30 juin 2014 totalisent 10 496 \$ (10 290 \$ au 30 juin 2013). Ces montants ne sont pas inscrits aux états financiers.

11. COMMITMENTS**11. ENGAGEMENTS**

The Association has minimum future operating lease commitments of \$81,455 and the minimum annual commitment over the next two years is as follow :

L'Association s'est engagée en vertu de baux à verser des paiements minimaux de 81 455 \$ et les versements minimaux annuels au cours des deux prochains exercices sont les suivants :

2015	39 987 \$
2016	41 468 \$

12. COMPARATIVE FIGURES**12. CHIFFRES DE L'EXERCICE PRÉCÉDENT**

Certain figure for 2013 have been reclassified to make their presentation identical to that adopted in 2014.

Certains chiffres de l'exercice 2013 ont été reclassés afin de rendre leur présentation identique à celle de l'exercice 2014.

13. FINANCIAL INSTRUMENTS

Risks and concentrations

The Association is exposed to various risks through its financial instruments, without being exposed to concentrations of risk. The following analysis provides a measure of the Association's risk exposure at the statement of financial position date.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association is exposed to this risk mainly in respect of its creditors and accrued liabilities.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Association's main credit risks relate to its accounts receivable.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The Association is mainly exposed to the interest rate risk.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Association is exposed to interest rate risk on its fixed and floating interest rate financial instruments. Fixed-interest instruments subject the Association to a fair value risk while the floating rate instruments subject it to a cash flow risk.

Carrying amount of financial assets by category

The carrying amount of the Association's financial assets that are measured at amortized cost totals \$5,394,800 (\$5,444,097 as at June 30, 2013).

14. PRIOR PERIOD ADJUSTMENT

During the year, the Association has discovered that certain items

13. INSTRUMENTS FINANCIERS

Risques et concentrations

L'Association, par le biais de ses instruments financiers, est exposée à divers risques sans pour autant être exposée à des concentrations de risques. L'analyse suivante indique l'exposition et les concentrations de l'Association à la date de l'état de la situation financière de l'exercice courant.

Risque de liquidité

Le risque de liquidité est le risque qu'une entité éprouve des difficultés à honorer des engagements liés à des passifs financiers. L'Association est exposée à ce risque principalement en regard à ses créiteurs et frais courus.

Risque de crédit

Le risque de crédit est le risque qu'une partie à un instrument financier manque à l'une de ses obligations et amène de ce fait l'autre partie à subir une perte financière. Les principaux risques de crédit pour l'Association sont liés aux débiteurs.

Risque de marché

Le risque de marché est le risque que la juste valeur ou les flux de trésorerie futurs d'un instrument financier fluctuent en raison de variations des prix du marché. Le risque de marché inclut trois types de risques : le risque de change, le risque de taux d'intérêt et le risque de prix autre. L'Association est principalement exposée au risque de taux d'intérêt.

Risque de taux d'intérêt

Le risque de taux d'intérêt est le risque que la juste valeur où les flux de trésorerie futurs d'un instrument financier fluctuent en raison des variations de taux d'intérêt du marché. L'Association est exposée au risque de taux d'intérêt en ce qui concerne ses instruments financiers à taux d'intérêt fixe et à taux d'intérêt variable. Les instruments à taux d'intérêt fixe assujettissent l'Association à un risque de juste valeur et ceux à taux variable, à un risque de flux de trésorerie.

Valeur comptable des actifs financiers par catégorie

La valeur comptable des actifs financiers de l'Association qui sont évalués au coût après amortissement totalise 5 394 800 \$ (5 444 097 \$ au 30 juin 2013).

14. REDRESSEMENT SUR L'EXERCICE ANTÉRIEUR

Au cours de l'exercice, l'Association a découvert que certains

in the prior year financial statements contained discrepancies, as they did not reflect certain decisions taken by the Executive committee. To correct the situation, the 2013 financial statements were adjusted as follows: the expense line item " Sick leave provision " was reduced by \$71,706 and the net result was increased by \$71,706. The provision for sick leave was reduced by \$71,706 and the unrestricted net asset was increased by \$71,706.

postes aux états financiers de l'exercice précédent comportaient des écarts étant donné qu'ils ne reflétaient pas certaines décisions prises par le Comité exécutif. Afin de corriger la situation, les états financiers de 2013 ont été ajusté tel que décrit : La ligne de dépense « Provision pour congés de maladies » a été réduite de 71 706 \$ et le résultat net a été augmenté de 71 706 \$. La provision pour congés de maladies a été réduite de 71 706 \$ et l'actif net non affecté a été augmenté de 71 706 \$.

**Canadian Air Traffic Control Association
Association canadienne du contrôle du trafic aérien**

**Independent auditor's report and financial statements
Rapport de l'auditeur indépendant et états financiers**

**June 30, 2015
30 juin 2015**

Draft for discussions

Canadian Air Traffic Control Association
Association canadienne du contrôle du trafic aérien

États financiers
au 30 juin 2015

Financial Statements
June 30, 2015

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Rapport de l'auditeur indépendant

Au Comité exécutif et aux membres de
l'Association canadienne du contrôle
du trafic aérien

Nous avons effectué l'audit des états
financiers ci-joints de l'Association
canadienne du contrôle du trafic
qui comprennent l'état de la situation
financière au 30 juin 2015 et les
états des résultats, de l'évolution de
l'actif net et des flux de trésorerie pour
l'exercice terminé à cette date, ainsi
qu'un résumé des principales
méthodes comptables et d'autres
informations explicatives.

Responsabilité de la direction pour les états financiers

La direction est responsable de la
préparation et de la présentation fidèle
de ces états financiers conformément
aux Normes comptables canadiennes
pour les organismes sans but lucratif,
ainsi que du contrôle interne qu'elle
considère comme nécessaire pour
permettre la préparation d'états
financiers exempts d'anomalies
significatives, que celles-ci résultent
de fraudes ou d'erreurs.

Independent Auditor's Report

To the Executive Committee and
Members Air Traffic Control Association

We have audited the accompanying
financial statements of the Canadian
Air Traffic Control Association, which
comprise the statement of financial
position as at June 30, 2015 and the
statements of operations, changes in
net assets and cash flows for the year
then ended, and a summary of
significant accounting policies and other
explanatory information.

Management's responsibility for the financial statements

Management is responsible for the
preparation and fair presentation of
these financial statements in
accordance with Canadian
accounting standards for not-for-profit
organizations and for such internal
control as management determines is
necessary to enable the preparation
of financial statements that are free
from material misstatement, whether
due to fraud or error.

Responsabilité de l'auditeur

Notre responsabilité consiste à exprimer une opinion sur les états financiers, sur la base de notre audit. Nous avons effectué notre audit selon les normes d'audit généralement reconnues du Canada. Ces normes requièrent que nous nous conformions aux règles de déontologie et que nous planifiions et réalisons l'audit de façon à obtenir l'assurance raisonnable que les états financiers ne comportent pas d'anomalies significatives.

Un audit implique la mise en œuvre de procédures en vue de recueillir des éléments probants concernant les montants et les informations fournis dans les états financiers. Le choix des procédures relève du jugement de l'auditeur, et notamment de son évaluation des risques que les états financiers comportent des anomalies significatives, que celles-ci résultent de fraudes ou d'erreurs. Dans l'évaluation de ces risques, l'auditeur prend en considération le contrôle interne de l'entité portant sur la préparation et la présentation fidèle des états financiers afin de concevoir des procédures d'audit appropriées aux circonstances, et non dans le but d'exprimer une opinion sur l'efficacité du contrôle interne de l'entité. Un audit comporte également l'appréciation du caractère approprié des méthodes comptables retenues et du caractère raisonnable des estimations comptables faites par la direction, de même que l'appréciation de la présentation d'ensemble des états financiers.

Nous estimons que les éléments probants que nous avons obtenus sont suffisants et appropriés pour fonder notre opinion d'audit.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

À notre avis, les états financiers donnent, dans tous leurs aspects significatifs, une image fidèle de la situation financière de l'Association canadienne du contrôle du trafic aérien au 30 juin 2015 ainsi que des résultats de ses activités et de ses flux de trésorerie pour l'exercice terminé à cette date, conformément aux Normes comptables canadiennes pour les organismes sans but lucratif.

Les données budgétaires n'ont pas fait l'objet d'un audit.

Expert-comptables autorisés
Ottawa
Le xxx

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Canadian Air Traffic Control Association as at June 30, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Budget data has not been audited.

Licensed Public Accountants
Ottawa
xxx

Draft for discussion

**Association canadienne du
contrôle du trafic aérien**
Résultats

pour l'exercice terminé le 30 juin 2015

**Canadian Air Traffic Control
Association**
Operations

Year ended June 30, 2015

	Budget	2015 \$	2014 \$	
Produits				Revenues
Cotisations	3 412 716	3 163 354	3 406 579	Dues
Autres revenus (annexe A)	228 750	318 020	101 656	Other income (schedule A)
Produits nets de placements	80 000	108 042	100 363	Net investment income
	<u>3 721 466</u>	<u>3 589 416</u>	<u>3 608 598</u>	
Charges				Expenses
Frais administratifs (annexe B)	1 152 932	1 107 413	961 241	Administration expenses (schedule B)
Congrès	90 000	4 571		Convention
Intérêts et frais bancaire		10 162	11 430	Interest and bank charges
Bourses d'études	16 000	16 000	16 000	Scholarship fund
Affaires syndicales (annexe C)	2 663 500	2 563 044	2 356 587	Union business (schedule C)
	<u>3 922 432</u>	<u>3 701 190</u>	<u>3 345 258</u>	
Excédent (insuffisance) des produits par rapport aux charges	<u>(200 966)</u>	<u>(111 774)</u>	<u>263 340</u>	Excess (deficiency) of revenues over expenses

 Les notes complémentaires et les annexes font partie
intégrante des états financiers.

 The accompanying notes and schedules are an integral
part of the financial statements.

**Association canadienne du contrôle
du trafic aérien**

Évolution de l'actif net

pour l'exercice terminé le 30 juin 2015

Canadian Air Traffic Control Association

Changes in Net Assets

Year ended June 30, 2015

	2015		2014		
	Affecté/ Restricted (Note 8) \$	Non affecté / Unrestricted \$	Total \$	Total \$	
Solde au début	3 607 657	1 465 960	5 073 617	4 810 277	Balance, beginning of year
Excédent (insuffisance) des produits par rapport aux charges	(12 130)	(99 644)	(111 774)	263 340	Excess (deficiency) of revenues over expenses
Affectation d'origine interne	358 238	(358 238)			Internal restriction
Solde à la fin	3 953 765	1 008 078	4 961 843	5 073 617	Balance, end of year

Les notes complémentaires et les annexes font partie intégrante des états financiers.

The accompanying notes and schedules are an integral part of the financial statements.

**Association canadienne du
contrôle du trafic aérien**
Flux de trésorerie

pour l'exercice terminé le 30 juin 2015

**Canadian Air Traffic Control
Association**
Cash Flows

Year ended June 30, 2015

	<u>2015</u>	<u>2014</u>	
	\$	\$	
ACTIVITÉS DE FONCTIONNEMENT			OPERATING ACTIVITIES
Excédent (insuffisance) des produits par rapport aux charges	(111 774)	263 340	Excess (deficiency) of revenues over expenses
Éléments hors caisse			Non-cash items
Amortissement des immobilisations corporelles	18 824	17 313	Amortization of tangible capital assets
Amortissement des produits reportés	(6 694)	(6 694)	Amortization of deferred revenues
Provision pour congés de maladie	2 621	(145 866)	Provision for sick leave
Variation nette d'éléments du fonds de roulement			Net change in working capital items
Débiteurs	(48 653)	48 242	Accounts receivable
Frais payés d'avance	(5 602)	(2 005)	Prepaid expenses
Comptes fournisseurs	51 034	(43 841)	Trade payables
Flux de trésorerie liés aux activités de fonctionnement	<u>(100 244)</u>	<u>130 489</u>	Cash flows from operating activities
ACTIVITÉS D'INVESTISSEMENT			INVESTING ACTIVITIES
Acquisition d'immobilisations corporelles	(21 298)		Acquisition of tangible capital assets
Variation nette des placements	430 873	(306 292)	Net variation of investments
Flux de trésorerie liés aux activités d'investissement	<u>409 575</u>	<u>(306 292)</u>	Cash flows from investing activities
ACTIVITÉS DE FINANCEMENT			FINANCING ACTIVITIES
Remboursement de congés de maladie		(131 544)	Reimbursement of sick leave
Flux de trésorerie liés aux activités de financement		<u>(131 544)</u>	Cash flows from financing activities
Augmentation (diminution) nette de l'encaisse	309 331	(307 347)	Net increase (decrease) in cash
Encaisse au début	<u>1 006 577</u>	<u>1 313 924</u>	Cash, beginning of year
Encaisse à la fin	<u><u>1 315 908</u></u>	<u><u>1 006 577</u></u>	Cash, end of year

 Les notes complémentaires et les annexes font partie
intégrante des états financiers.

 The accompanying notes and schedules are an integral
part of the financial statements.

**Association canadienne du
contrôle du trafic aérien**
Situation financière
au 30 juin 2015

**Canadian Air Traffic Control
Association**
Financial Position
June 30, 2015

	<u>2015</u>	<u>2014</u>	
	\$	\$	
ACTIF			ASSETS
Court terme			Current
Encaisse	1 315 908	1 006 577	Cash
Encaisse grévée d'affectation	1 040 833		Appropriated bank balances
Débiteurs	84 384	35 731	Accounts receivable
Frais payés d'avance	21 747	16 145	Prepaid expenses
Placements encaissable à court terme (note 4)	<u>1 257 687</u>	<u>636 809</u>	Current portion of investments (Note 4)
	3 720 559	1 695 262	
Long terme			Long-term
Placements (note 4)	1 623 099	3 715 683	Investments (Note 4)
Immobilisations corporelles (note 5)	<u>42 746</u>	<u>40 272</u>	Tangible capital assets (Note 5)
	5 386 404	5 451 217	
PASSIF			LIABILITIES
Court terme			Current
Comptes fournisseurs	280 336	229 302	Trade payables
Produits reportés (note 6)	10 600	17 294	Deferred revenues (Note 6)
Provision pour congés de maladie (note 7)	<u>133 625</u>	<u>131 004</u>	Provision for sick leave (Note 7)
	424 561	377 600	
ACTIF NET			NET ASSETS
Investi en immobilisations	32 146	22 978	Invested in capital assets
Affecté	3 921 619	3 584 679	Restricted
Non affecté	<u>1 008 078</u>	<u>1 465 960</u>	Unrestricted
	4 961 843	5 073 617	
	5 386 404	5 451 217	

Les notes complémentaires et les annexes font partie
intégrante des états financiers.

The accompanying notes and schedules are an integral
part of the financial statements.

Pour le conseil / On behalf of the Board,

Administrateur / Director

Administrateur / Director

**Association canadienne du
contrôle du trafic aérien**
Notes complémentaires
au 30 juin 2015

**Canadian Air Traffic Control
Association**
Notes to Financial Statements
June 30, 2015

**1 - STATUTS ET OBJECTIF DE
L'ASSOCIATION**

L'Association, constituée en vertu de la Loi canadienne sur les organisations à but non lucratif, a été établie dans le but de favoriser la sécurité et l'efficacité du contrôle de la circulation aérienne, d'inciter ses membres à une efficacité et à une conduite qui accentuent la qualité des services de contrôle de la circulation aérienne et de travailler au bien-être de ses membres. En vertu de l'article 149 de la Loi de l'impôt sur le revenu, elle est définie comme une organisation syndicale et est exempte d'impôt.

**2 - PRINCIPALES MÉTHODES
COMPTABLES**

Base de présentation

Les états financiers de l'Association sont établis selon les Normes comptables canadiennes pour les organismes sans but lucratif.

Estimations comptables

Pour dresser les états financiers, la direction de l'Association doit faire des estimations et poser des hypothèses qui ont une incidence sur les montants présentés dans les états financiers et les notes y afférentes. Ces estimations sont fondées sur la connaissance que la direction possède des événements en cours et sur les mesures que l'Association pourrait prendre à l'avenir. Les résultats réels pourraient être différents de ces estimations.

Actifs et passifs financiers

Evaluation initiale

Lors de l'évaluation initiale, les actifs et les passifs financiers de l'Association sont évalués à la juste valeur qui est, dans le cas des actifs financiers ou des passifs financiers qui seront évalués ultérieurement au coût après amortissement, majorée ou diminuée du montant des commissions et des coûts de transaction afférents.

**1 - GOVERNING STATUTES AND PURPOSE OF
THE ASSOCIATION**

The Association, incorporated under Canada Not-for-profit Corporations Act, has been established to promote safety and efficiency in the control of air traffic, to promote the efficiency and conduct of members with a view to improving the status of the air traffic control service and to promote the welfare of members. The Association is classified as a labour organization and is tax exempt under the Income Tax Act.

2 - SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The Association financial statements are prepared in accordance with Canadian accounting standards for not-for-profit Organizations.

Accounting estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the amounts recorded in the financial statements and notes to financial statements. These estimates are based on management's knowledge of current events and actions that the Association may undertake in the future. Actual results may differ from these estimates.

Financial assets and liabilities

Initial measurement

Upon initial measurement, the Association's financial assets and liabilities are measured at fair value, which, in the case of financial assets or financial liabilities that will be measured subsequently at amortized cost, is increased or decreased by the amount of the related financing fees and transaction costs.

**Association canadienne du
contrôle du trafic aérien**
Notes complémentaires
au 30 juin 2015

**Canadian Air Traffic Control
Association**
Notes to Financial Statements
June 30, 2015

**2 - PRINCIPALES MÉTHODES
COMPTABLES (suite)**

Evaluation ultérieure

À chaque date de clôture, les actifs et les passifs financiers de l'Association sont évalués au coût après amortissement (incluant toute dépréciation dans le cas des actifs financiers).

Les coûts de transaction relatifs aux actifs financiers évalués au coût après amortissement sont amortis selon la méthode de l'amortissement linéaire sur la durée de l'instrument financier correspondant.

En ce qui a trait aux actifs financiers évalués au coût après amortissement, l'Association détermine s'il existe des indications d'une possible dépréciation. Dans l'affirmative et si l'Association détermine qu'il y a eu, au cours de l'exercice, un changement défavorable important dans le calendrier ou le montant prévu des flux de trésorerie futurs d'un actif financier, une réduction sera alors comptabilisée à l'état des résultats à titre de moins-value. La reprise d'une moins-value comptabilisée antérieurement sur un actif financier évalué au coût après amortissement est comptabilisée aux résultats au cours de l'exercice où la reprise a lieu.

Constatation des produits

Apports

L'Association applique la méthode du report pour comptabiliser les apports. Selon cette méthode, les apports affectés à des charges d'exercices futurs sont reportés et constatés à titre de produits au cours de l'exercice où sont engagées les charges auxquelles ils sont affectés. Les apports non affectés sont comptabilisés à titre de produits lorsqu'ils sont reçus ou lorsqu'ils sont à recevoir si le montant à recevoir peut faire l'objet d'une estimation raisonnable et que son encaissement est raisonnablement assuré.

**2 - SIGNIFICANT ACCOUNTING POLICIES
(Continued)**

Subsequent measurement

At each reporting date, the Association measures its financial assets and liabilities at amortized cost (including any impairment in the case of financial assets).

Transaction costs relating to financial assets that are measured at amortized cost are amortized on a straight-line basis over the term of the related financial instrument.

With respect to financial assets measured at amortized cost, the Association assesses whether there are any indications of impairment. When there is an indication of impairment, and if the Association determines that during the year there was a significant adverse change in the expected timing or amount of future cash flows from a financial asset, it will then recognize a reduction as an impairment loss in operations. The reversal of a previously recognized impairment loss on a financial asset measured at amortized cost is recognized in operations in the year the reversal occurs.

Revenue recognition

Contributions

The Association follows the deferral method of accounting for contributions. Under this method, contributions restricted for future period expenses are deferred and are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

**Association canadienne du
contrôle du trafic aérien**
Notes complémentaires
au 30 juin 2015

**Canadian Air Traffic Control
Association**
Notes to Financial Statements
June 30, 2015

**2 - PRINCIPALES MÉTHODES
COMPTABLES (suite)**

Produits nets de placements

Les opérations de placement sont comptabilisées à la date de transaction et les produits qui en découlent sont constatés selon la méthode de la comptabilité d'exercice.

Les produits nets de placements incluent les produits d'intérêts ainsi que les gains et pertes sur cession de placements.

Les produits d'intérêts sont constatés en fonction du temps écoulé et incluent l'amortissement linéaire des primes et des escomptes sur les placements en obligations.

Immobilisations corporelles

Les immobilisations corporelles acquises sont comptabilisées au coût. Les immobilisations ayant un coût de moins de 15 000 \$ sont comptabilisées comme dépenses dans l'année de l'achat.

Amortissement

Les immobilisations corporelles sont amorties en fonction de leur durée probable d'utilisation selon la méthode linéaire et les taux annuels suivants :

	<u>Taux</u>
Améliorations locatives	10 % et 20 %

Réduction de valeur

Lorsque l'Association constate qu'une immobilisation corporelle n'a plus aucun potentiel de service à long terme, l'excédent de la valeur comptable nette de l'immobilisation corporelle sur sa valeur résiduelle est comptabilisé en charges à l'état des résultats.

**2 - SIGNIFICANT ACCOUNTING POLICIES
(Continued)**

Net investment income

Investment transactions are recorded on the transaction date and resulting revenues are recognized using the accrual method of accounting.

Net investment income includes interest income gains and losses on disposal of investments.

Interest income is recognized on a time apportionment basis and includes the straight-line amortization of bond investment premiums and discounts.

Tangible capital assets

Tangible capital assets acquired are recorded at cost. Assets costing less than \$15,000 are recorded as expenses in the year of purchase.

Amortization

Tangible capital assets are amortized over their estimated useful lives according to the following straight-line method and annual rates:

	<u>Rates</u>
Leasehold improvements	10 % and 20 %

Write-down

When the Association recognizes that a tangible capital asset no longer has any long-term service potential, the excess of the net carrying amount of the tangible capital asset over its residual value is recognized as an expense in the statement of operations.

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**2 - PRINCIPALES MÉTHODES
COMPTABLES (suite)**

Trésorerie et équivalents de trésorerie

La politique de l'Association est de présenter dans la trésorerie et les équivalents de trésorerie les soldes bancaires. Les dépôts à terme et les soldes bancaires affectés ne sont pas inclus dans la trésorerie et les équivalents de trésorerie.

3 - DESCRIPTION DE L'ACTIF NET AFFECTÉ

Prévoyance. Des déboursés ne sont autorisés qu'avec l'approbation des trois quarts des directeurs.

Congrès. Des actifs nets sont affectés au congrès en vue d'en répartir les frais, selon l'estimation qu'en fait le conseil, sur les trois années le précédant. Les sommes affectées sont virées de l'actif net de l'exercice.

Déménagement. Affectation servant à répartir les frais de déménagement, selon l'estimation qu'en fait le conseil, sur les trois années précédant l'élection des membres de l'Exécutif. Les sommes affectées sont virées de l'actif net de l'exercice.

Négociation collective. Affectation servant à répartir sur trois années, les frais de négociation collective. Les sommes affectées sont virées de l'actif net de l'exercice.

Fonds d'investissement - FCCST. Affectation à partir de l'actif net de l'exercice servant à des fins d'éducation, formation, progrès technologique et causes sociales apparentées.

**2 - SIGNIFICANT ACCOUNTING POLICIES
(Continued)**

Cash and cash equivalents

The Association policy is to present in cash and cash equivalents bank balances. Term deposits and appropriated bank balances are excluded from cash and cash equivalents.

**3 - DESCRIPTION OF RESTRICTED NET
ASSETS**

Contingency. Expenditures may be made from the restricted net assets only on approval of seventy-five percent of the Board of Directors.

Convention. The restricted net assets for Convention were established to amortize the future convention costs over the three-year period preceding the convention based on the Board's estimate of the expenses to be incurred for the convention. Funds are restricted from the net asset of the year.

Relocation. The restricted net assets for Relocation were established to amortize the costs of relocation of the permanent officers over the three-year period preceding elections of the Executive based on an estimate of the expenses to be incurred for the relocation. Funds are restricted from the net assets of the year.

Collective bargaining. The restricted net assets for Collective Bargaining were established to amortize the cost of Collective Bargaining over three years. Funds are restricted from the net assets of the year.

Venture Fund. Restricted from the net asset of the year for Education, Training, Advancement of Technology and other related issues.

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**3 - DESCRIPTION DE L'ACTIF NET AFFECTÉ
(Suite)**

Locaux. Affectation à partir du produit de disposition de l'immeuble et placés selon les politiques de l'Association en vigueur. Les revenus générés par ces actifs nets sont utilisés pour défrayer les dépenses afférentes aux locaux.

4 - PLACEMENTS

	<u>2015</u>	<u>2014</u>
	\$	\$
Billet de dépôt		180 546
Obligations, obligations à coupons détachés et coupons détachés	<u>2 880 786</u>	<u>4 171 946</u>
	<u>2 880 786</u>	<u>4 352 492</u>
Portion encaissable à court terme	<u>1 257 687</u>	<u>636 809</u>
	<u>1 623 099</u>	<u>3 715 683</u>

5 - IMMOBILISATIONS CORPORELLES

	<u>2015</u>	<u>2014</u>
	\$	\$
Coût		
Améliorations locatives	145 976	124 678
Amortissement cumulé		
Améliorations locatives	<u>(103 230)</u>	<u>(84 406)</u>
Valeur comptable nette	<u>42 746</u>	<u>40 272</u>

6 - PRODUITS REPORTÉS

	<u>2015</u>	<u>2014</u>
	\$	\$
Solde au début	17 294	23 988
Montant constaté au résultats	<u>(6 694)</u>	<u>(6 694)</u>
Solde à la fin	<u>10 600</u>	<u>17 294</u>

**3 - DESCRIPTION OF RESTRICTED NET
ASSETS (Continued)**

Accommodation. Restricted from the proceeds of disposition of the building and invested according to the established policies of the Association. The income generated by these net assets is used to cover rental and accommodation expenses.

4 - INVESTMENTS

	<u>2015</u>	<u>2014</u>
	\$	\$
Deposit note		180 546
Bonds, stripped bonds and coupons	<u>4 171 946</u>	<u>4 352 492</u>
	<u>4 352 492</u>	<u>4 352 492</u>
Current portion of investments	<u>636 809</u>	<u>636 809</u>
	<u>3 715 683</u>	<u>3 715 683</u>

5 - TANGIBLE CAPITAL ASSETS

	<u>2015</u>	<u>2014</u>
	\$	\$
Cost		
Leasehold improvements	145 976	124 678
Accumulated amortization		
Leasehold improvements	<u>(103 230)</u>	<u>(84 406)</u>
Net carrying amount	<u>42 746</u>	<u>40 272</u>

6 - DEFERRED REVENUES

	<u>2015</u>	<u>2014</u>
	\$	\$
Balance, beginning of year	17 294	23 988
Amount recognized in operations	<u>(6 694)</u>	<u>(6 694)</u>
Balance, end of year	<u>10 600</u>	<u>17 294</u>

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7 - PROVISION POUR CONGÉS DE MALADIE

7 - PROVISION FOR SICK LEAVE

	<u>2015</u>	<u>2014</u>	
	\$	\$	
Solde au début	131 004	408 414	Balance, beginning of year
Montant constaté au résultats	2 621	(145 866)	Amount recognized in operations
Montant décaissé au cours de l'exercice		(131 544)	Amount paid during the year
Solde à la fin	<u>133 625</u>	<u>131 004</u>	Balance, end of year

8 - ACTIF NET AFFECTÉ

8 - RESTRICTED NET ASSETS

	<u>2015</u>	<u>2014</u>	
	\$	\$	
Investi en immobilisations			Invested in capital assets
Solde au début	22 978	33 597	Balance, beginning of year
Excédent (insuffisance) des produits par rapport aux charges	(12 130)	(10 619)	Excess (deficiency) of revenues over expenses
Affectations d'origine interne	21 298		Internal restriction
Solde à la fin	<u>32 146</u>	<u>22 978</u>	Balance, end of year
Prévoyance			Contingency
Solde au début	615 162	594 319	Balance, beginning of year
Affectations d'origine interne	18 947	20 843	Internal restriction
Solde à la fin	<u>634 109</u>	<u>615 162</u>	Balance, end of year
Congrès			Convention
Solde au début	413 519	321 002	Balance, beginning of year
Affectations d'origine interne	95 592	92 517	Internal restriction
Solde à la fin	<u>509 111</u>	<u>413 519</u>	Balance, end of year
Négociation collective			Collective bargaining
Solde au début	609 435	793 253	Balance, beginning of year
Affectations d'origine interne	211 930	(183 818)	Internal restriction
Solde à la fin	<u>821 365</u>	<u>609 435</u>	Balance, end of year
Relocalisation			Relocation
Solde au début	367 140	362 057	Balance, beginning of year
Affectations d'origine interne	5 361	5 083	Internal restriction
Solde à la fin	<u>372 501</u>	<u>367 140</u>	Balance, end of year

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8 - ACTIF NET AFFECTÉ (Suite)

Fonds d'investissement - FCCST

Solde au début	434 074
Affectations d'origine interne	(5 196)
Solde à la fin	<u>428 878</u>

Locaux

Solde au début	1 145 349
Affectations d'origine interne	10 306
Solde à la fin	<u>1 155 655</u>

Actif net affecté

3 953 765

9 - INSTRUMENTS FINANCIERS

Risques financiers

Les principaux risques financiers auxquels l'Association est exposée sont détaillés ci-après.

Risque de crédit

L'Association est exposée au risque de crédit relativement aux actifs financiers comptabilisés à l'état de la situation financière. L'Association a déterminé que les actifs financiers l'exposant davantage au risque de crédit sont les débiteurs, étant donné que le manquement d'une de ces parties à ses obligations pourrait entraîner des pertes financières pour l'Association.

Risque de marché

Les instruments financiers de l'Association l'exposent au risque de marché, plus particulièrement au risque de taux d'intérêt, lequel découle des activités d'investissement :

8 - RESTRICTED NET ASSETS (Continued)

Venture fund

Balance, beginning of year	411 735
Internal restriction	22 339
Balance, end of year	<u>434 074</u>

Accommodation

Balance, beginning of year	1 155 420
Internal restriction	(10 071)
Balance, end of year	<u>1 145 349</u>

Restricted net assets

3 607 657

9 - FINANCIAL INSTRUMENTS

Financial risks

The Association's main financial risk exposure is detailed as follows.

Credit risk

The Association is exposed to credit risk regarding the financial assets recognized in the statement of financial position. The Association has determined that the financial assets with more credit risk exposure are the accounts receivable since failure of any of these parties to fulfil their obligations could result in financial losses for the Association.

Market risk

The Association's financial instruments expose it to market risk, in particular, to interest rate risk, resulting from its investing activities:

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9 - INSTRUMENTS FINANCIERS (Suite)

– Risque de taux d'intérêt :

L'Association est exposée au risque de taux d'intérêt relativement aux actifs et passifs financiers portant intérêt à taux fixe et variable.

Les placements en obligations portent intérêt à taux fixe et exposent donc l'Association au risque de variations de la juste valeur découlant des fluctuations des taux d'intérêt.

Risque de liquidité

Le risque de liquidité de l'Association est le risque qu'elle éprouve des difficultés à honorer des engagements liés à ses passifs financiers. L'Association est donc exposée au risque de liquidité relativement à l'ensemble des passifs financiers comptabilisés à l'état de la situation financière.

Valeur comptable des actifs financiers par catégorie

Les actifs financiers de l'Association, totalisant 5 321 911 \$ (5 394 800 \$ au 31 mars 2014), ont tous été classés dans la catégorie des actifs financiers évalués au coût après amortissement.

10 - ENGAGEMENTS

L'Association s'est engagée en vertu de baux venant à échéance en janvier 2017 à verser une somme de 81 455 \$ pour la location d'un bâtiment. Les paiements minimums exigibles pour les deux prochains exercices s'élèvent à 39 987 \$ en 2016 et à 24 190 \$ en 2017.

9 - FINANCIAL INSTRUMENTS (Continued)

– Interest rate risk:

The Association is exposed to interest rate risk with respect to financial assets and liabilities bearing fixed and variable interest rates.

The bond investments bear interest at a fixed rate and the Association is, therefore, exposed to the risk of changes in fair value resulting from interest rate fluctuations.

Liquidity risk

The Association's liquidity risk represents the risk that the Association could encounter difficulty in meeting obligations associated with its financial liabilities. The Association is, therefore, exposed to liquidity risk with respect to all of the financial liabilities recognized in the statement of financial position.

Carrying amount of financial assets by category

The Association's financial assets, totalling \$5,321,911 (\$5,394,800 as at March 31, 2014), have all been classified as financial assets measured at amortized cost.

10 - COMMITMENT

The Association has entered into a long-term lease agreement expiring on January 2017 which calls for lease payments of \$81,455 for the rental of a building. Minimum lease payments for the next two years are \$39,987 in 2016 and \$24,190 in 2017.

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11 - INDEMNITÉS DE CESSATION D'EMPLOI

Les contrats d'emploi de l'Association prévoient des indemnités de cessation d'emploi à verser dans certaines situations. Les montants cumulés au 30 juin 2015 totalisent 11 776 \$. Ces montants ne sont pas inscrits aux états financiers.

12 - CHIFFRES DE L'EXERCICE PRÉCÉDENT

Certains chiffres de l'exercice 2014 ont été reclassés afin de rendre leur présentation identique à celle de l'exercice 2015.

11 - SEVERANCE PAY

The employment contracts of the Association include severance packages payable under specific circumstances. The amount accumulated as at June 30, 2015, totalled \$11,776. This amount has not been recorded in the Financial statements.

12 - COMPARATIVE FIGURES

Certain figure for 2014 have been reclassified to make their presentation identical to that adopted in 2015.

Draft for discussion

**Association canadienne du
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Annexes

pour l'exercice terminé le 30 juin 2015

**Canadian Air Traffic Control
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Schedules

Year ended June 30, 2015

ANNEXE A

	Budget	2015	2014
		\$	\$
Autres revenus			
Honoraires de direction	3 750	9 000	3 750
Autres revenus	225 000	300 816	97 906
Honoraires de commandite du Fonds Lawrence & Co.		8 204	
	<u>228 750</u>	<u>318 020</u>	<u>101 656</u>

SCHEDULE A

Other income

 Directors' fees
 Other income
 Lawrence & Co. Labor-
 sponsored sponsorship fee

ANNEXE B

	Budget	2015	2014
		\$	\$
Frais administratifs			
Frais afférents aux locaux	125 292		
Amortissement des immobilisations corporelles		18 824	17 313
Loyer		44 209	42 532
Assurances		4 452	4 289
Entretien et réparations		51 615	52 083
Frais de gestion		5 060	4 972
Frais de stationnement		5 085	5 085
Modernisation de l'immeuble		13 593	6 215
	<u>125 292</u>	<u>142 838</u>	<u>132 489</u>

SCHEDULE B

Administration expenses

 Accomodation expenses
 Amortization of capital assets
 Rent
 Insurance
 Maintenance and repairs
 Management fees
 Parking expense
 Building upgrades

Frais administratifs	15 000	5 935	17 244	Administration expenses
Promotion de l'Association	60 000	60 064	68 895	Association promotion
Audit et comptabilité	10 000	10 453	11 865	Audit and accounting fees
Réunions du conseil	80 000	69 319	100 093	Board meetings
Comité des fiduciaires	15 000	20 832	23 157	Board of Trustees
Communications	25 000	18 139	16 122	Communications
Comité des élections	2 500	2 115	76	Elections Committee
Équipement	45 000	18 378	18 813	Equipment
Réunions de l'exécutif	1 500	782	586	Executive meetings
Frais juridiques	10 000	12 471	16 937	Legal fees
Réunions diverses			4 549	Miscellaneous meetings
Postes et messageries	2 500	842	3 850	Postage and courier
Salaires et avantages sociaux	682 000	694 787	631 859	Salaries and benefits
Provision pour congés maladies		2 621	(145 866)	Sick leave provision
Papeteries et fournitures	13 000	6 476	8 570	Stationery and office supplies
Abonnements et livres	1 000		257	Subscriptions and books
Téléphone et télécopieur	28 640	25 490	30 948	Telephone and facsimile
Formation des membres du conseil / exécutif	19 000	9 384	16 795	Training - Board and Executive
Formation des employés	10 000	1 132	2 260	Training - Staff
Traduction	7 500	5 355	1 742	Translation
	<u>1 152 932</u>	<u>1 107 413</u>	<u>961 241</u>	

 Les annexes font partie intégrante des
 états financiers.

 The accompanying schedules are an integral part of the
 financial statements.

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Year ended June 30, 2015

ANNEXE C	Budget	2015	2014	SCHEDULE C
		\$	\$	
Affaires syndicales				Union business
Remises de cotisations	190 000	174 665	177 910	Branch rebates
Négociation collective	350 000	200 296	66 543	Collective bargaining
Consultation	25 000	24 063	43 163	Consultation
Auditions et réunions de dernier niveau	15 000	58 238	8 878	Final level meetings and hearings
IFATCA et assemblées internationales	55 000	61 607	77 400	IFATCA and international meetings
Réunions Unifor	20 000	11 180	11 536	Meetings Unifor
CNM / CMNC	12 000	14 152	8 806	NJC / NCJC
Comité de santé et sécurité au travail	1 500	923	882	OSH Policy Committee
Affaires régionales	185 000	188 652	203 400	Regional Business
Comité technique			2 085	Technical Committee
Séminaires de formation	70 000	68 020		Training Seminars
Cotisations - Unifor	1 680 000	1 701 504	1 690 738	Unifor dues
Comité des jeunes contrôleurs	60 000	59 744	65 246	Young Controllers Council
	<u>2 663 500</u>	<u>2 563 044</u>	<u>2 356 587</u>	

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