

## **34th MEETING OF THE CANADIAN AMATEUR RADIO ADVISORY BOARD (CARAB)**

Date: April 29, 2010

Time: 0900 - 1200

Place: Ottawa, Ontario

Chair: Mr. Gilles Rathier  
Manager, Operational Policy  
Industry Canada

Radio Amateurs of Canada (RAC):

Geoff Bawden VE4BAW, President  
Richard Ferch VE3KI, Vice President Regulatory Affairs  
Norm Rashleigh VE3LC, Vice President Industrial Liaison  
J. T. (Mitch) Mitchell VE6OH, Director, Alberta / Northwest Territories / Nunavut  
Derek Hay VE4HAY, Director, Midwest  
Special Advisors: Jim Dean, VE3IQ

Industry Canada (IC):

Gilles Rathier, Manager, Operational Policy  
René Guerrette, Director, Amateur Radio Service Centre  
Gary Steckly VE3ZGS, Technical Policy Analyst, Operational Policy  
Joanne Poulin, Technical Policy Analyst, Operational Policy

### **1. Welcome and Introductions**

Gilles Rathier welcomed everyone to the 34<sup>th</sup> meeting of CARAB and advised the group that Peter Hill, Director, Spectrum Management Operations was supposed to chair the meeting but had a last minute schedule change. Gilles thanked RAC for their participation in Spectrum 20/20 as well as the Spectrum Roundtable. RAC thanked IC for the invitation to participate. We then proceeded to the introduction of participants at the CARAB meeting.

### **2. Review and Approval of the Agenda**

The agenda was accepted as presented.

### 3. Acceptance of the 21 October, 2009 Meeting Minutes

The minutes were accepted as presented.

### 4. Review of Action Items:

We reviewed the outstanding action items from the 20 May 2009 and the 21 October, 2009 meetings. The following action items have been assigned numbers and will be included in a separate table at the end of the minutes in the future.

#### From the 20 May, 2009 Meeting:

Action Item No.	Subject	Action Item	Update
32.1	Reciprocal Operating Arrangements	Amend RIC-3 to indicate that visitors from countries that don't have reciprocal arrangements must apply to the ARSC for special authorization.	Gary to submit to publishing, should be completed soon.
32.2	Use of the Amateur Satellite Service	RAC to review the IARU guidelines and advise IC if they support the adoption of these said guidelines.	RAC does support the IARU guidelines.
32.3		RAC will form a working group to discuss this issue. IC needs a response as soon as possible. Richard Ferch to get back to Paul Lajoie directly for both action items.	Richard to follow-up with Paul Lajoie.
32.4	CARAB Terms of Reference	RAC to consider different options for the CARAB Terms of Reference and discuss with their stakeholders. The Terms of Reference are to be revised/updated and passed around for comment. A decision on the updated Terms of Reference is to be made at the next CARAB.	To be discussed today.
32.5	Meeting with Helen McDonald	RAC has requested a visit with Helen McDonald at the next CARAB meeting.	Helen McDonald leads a very busy schedule however RAC would still like to meet her,

		IC will look into this.	introduce themselves and explain their roles. IC advised RAC that they should contact her office directly and that the summertime would be the best time.
<b>32.6</b>	Previous CARAB meeting minutes	Gary to find the old minutes for Richard and to provide Richard with the link for the minutes on the Industry Canada website.	Gary should be able to provide these to RAC next week. He will go back as far as he can. The mid-90's were very important years so we should strive to find them. RAC and IC will both look for old minutes.

**From the 21 October, 2009 Meeting:**

<b>Action Item No.</b>	<b>Subject</b>	<b>Action Item</b>	<b>Update</b>
<b>33.1</b>	Emergency Communications and Interoperability	IC to consider further clarification of footnote C11 in RIC-3. Will consider the extent to which special authority can be granted to Amateurs under disaster situations.	Footnote C11 already incorporated into the RIC-3 draft. Gary to find contact for Emergency group so that RAC can contact them directly to set up a meeting.
<b>33.2</b>	Reciprocal operating arrangements	Gary and René to clarify in section 5.2.3 of RIC-3 to indicate procedure to address existing bilateral agreements (DFAIT) vs. case by case (other countries).	<u>Section 5.2.3. of RIC-3</u> : Non-CEPT countries to go to ARSC and director needs to get approval from Regional Director. CEPT countries do not need anything from the Centre, but if they insist, the Centre could, operational requirements permitting. This should be clarified in section 5.2.3. Any country that does not have an agreement to operate in another country should contact the Centre. When in doubt, go to the Centre (not a week before, get in ahead of time). This is already in Gary's draft of RIC-3, however he may clarify more.

			FYI: International Amateur Licence (like Driver's Licence). Ken Pulfer is on WRC cub-committee. Technical issues to be considered worldwide.
<b>33.3</b>	Olympics Radio Communications	Joanne to contact an IC representative in Vancouver to address these concerns. It would be ideal to receive an answer prior to November 15, 2009 which is the deadline for the next issue of The Canadian Amateur Magazine (TCA).	Completed
<b>33.4</b>	Meeting with Helen McDonald	RAC has requested a visit with Helen McDonald at the next CARAB meeting. IC will look into this.	RAC to take care of scheduling an appointment with her office.
<b>(see Action Item 32.6)</b>	Previous CARAB meeting minutes	Gary to find the old minutes for Richard and to provide Richard with the link for the minutes on the Industry Canada website.	(see Action Item 32.6)

## 5. Administration of the Amateur Service Centre

RAC requested a status update of the Callsign Database. IC advised them that the RAQI contract was extended to November 2011. The current website is not compliant to the Common Look and Feel for the Government of Canada which is an issue with the RAQI contract. IC is building a new database for Amateur and Professional certificates as well as creating a web portal to allow limited automated requests. IC is currently testing modules and has started building the web portals. There are many stages to building this product, especially when it is to go on the web such as risk assessments and sensitivity assessments. The new website/internal software will allow a call sign search, lots of automated features, built-in geographical restrictions etc. It will be more flexible for call sign prefixes for future policy changes.

Call signs for Special Events: If IC can go fully automated, there is the possibility that IC can change policy to remove fee in the future. As it stands now, we cannot allow exchange of money over the internet. Flat file still available to RAC for displaying.

The Centre will now be taking care of Amateur and Professional Certificates. The Manager at the Centre is Lisa Beaulieu who works for Jacques Filiatrault. They've just hired 3 new clerks for the Centre which one is an amateur. No stats were available at the meeting.

Silent Keys: It is status quo for the time being. It is possible that with more operators in the Centre, more effort can be put towards silent keys. Mass mailouts do not work.

## **6. Presentation by RAC on Request for Spot Frequencies at 5MHz**

Richard Ferch presented a Power Point presentation about the background and request for 5MHz submitted to Guy Mitchell (DGTP) on March 31, 2010. Backgrounder included in proposal and since given to DGTP.

Questions emerged about using these frequencies for emergencies but not setting restricted modes of operation and such (power, etc.) to facilitate easier emergency communications. RAC would like the flexibility of following the US if they designate a certain channel a certain way (ie. Digital) without having to go through the entire process with IC again.

IC is looking into some operational issues such as incumbents, DND's concerns etc. (Gilles and Gary met with DGTP yesterday). DND (CFARS – Canadian Forces Affiliated Radio Service) is currently doing tests on one 5MHz frequency therefore this should be looked at.

Temporary Authorities for testing on 5MHz have already been issued for the past 3-4 years.

**Action Item 34.1: IC to set up meeting with DND (Jacques Cholette) to see if the proposed channels are being used by DND and determine their concerns. Invite Richard to meeting.**

**Action Item 34.2: IC to look at their own database for incumbents on the proposed channels.**

## **7. CARAB Terms of Reference**

The proposed amended Terms of Reference were discussed. To be included is the ability for Chairs to call another meeting if there is a matter to be discussed, form working groups and for CARAB to provide direction. Terms of Reference to be recirculated. The signing of the Terms of Reference does not require that it be done with both IC and RAC present at the same time but it would be preferable to coordinate a joint signing. Although the Terms of Reference have not been finalized, we will adopt them now until signed.

**Action Item 32.4: Richard to amend proposed Terms of Reference and send to Joanne for comments.**

## **8. Status report on 500 kHz experiments (RAC)**

This item is in preparation for WRC-12 in February 2012 (preparation meeting February 2011). There are 4 people testing and things are going well. No one testing in the Arctic as they hoped they might. All licences have been renewed. Contacts with other countries are not as they hoped due to lack of bi-lateral agreement. They are not sure if they should extend testing period past March 31, 2011 due to preparation meeting having already taken place. No interference reported so they can go until March 31, 2012 if they want. They are getting great support from IC, especially when trying to get callsign suffixes to match their amateur callsign. There currently are licences in Newfoundland, Nova Scotia, Ontario and British Columbia.

## **9. Status Report on Foundation licence proposal (RAC)**

RAC wants to do some research about Foundation licences to put together a proposal for IC. RAC can contact Gary and Joanne to ask questions as they put their proposal together.

Both parties discussed issues raised in the past about Foundation licences:

- There may be problems with 4 letter suffixes and expiration dates. Maybe the new software will be able to handle this?
- Concerns with the new syllabus, exam generator etc. are all within the Foundation licence proposal. As it stands now, the current Exam Generator is not CFL 2.0 compliant and may eventually be removed from the IC website.
- The Foundation licence may even take the form of a Basic Exam with a lower pass mark, even if it's just temporary. Possibility of revisiting exam questions.
- The idea of the Foundation Licence is to get more people interesting in Amateur Radio , people who might want to take part in ARES (Husband/Wife teams etc.).

RAC wanted to know IC's vision of what the Amateur Service is for the next 25 years? RAC was advised that they may want to ask IC formally.

## **10. Revisions to IC documents**

RBR-4 and RIC-3: IC would like to publish them at the same time. Gary hopes to publish soon, hopefully within the next month. RBR-4 must be gazetted for a 30-day comment period followed by a re-publishing with changes. Aiming to be ready to gazette by the end of May. RIC-3 to be published at the same time as RBR-4.

## 11. Other Business

Emergency Communications: our documents currently indicate that Amateurs cannot operate out of band even in an emergency. RAC would like it to be reworded to say “unless instructed by a Peace Officer, Mayor etc...” similar to the Australian Regulations. They would like to see change in RBR-4.

Enforcement: IC (René Guerrette) had to answer a ministerial inquiry relating to a rogue operator in Victoria, BC. The reply spoke about not giving the operator an audience to encourage them, and that the operator has been investigated by the Victoria IC office.

Commercial Radio users on Amateur Frequencies: There is an Alberta Company using amateur radios on Amateur frequencies. The case was issued to Edmonton IC office. They’ve been approached by Amateurs and IC employees. A similar case happened in Ottawa and the radio installer was fined.

**Action Item 34.3: Mitch to send email to Joanne and she will forward to Edmonton District Office for an update.**

Gas Well Lighters: RAC would like to see a letter to remind them that old ones create noise in the spectrum. ICES issue.

Power Line noise: Education about power line noise from power line companies. Reminder that they are responsible to eliminate noise (ICES Standards). RAC might want to send a letter to the local District Offices.

**Action Item 34.4: To be mentioned at TeleSOC.**

## 12. RAC News

Geoff Bawden is the new President. J.T. (Mitch) Mitchell is the new Regional Director for Alberta/NWT/NU and Chris Petrie is the new Regional Director for Ontario South. The new Secretary is Paul Burggraaf and the new Treasurer is Margaret Tidman.

## 13. IC News

Fiona Gilfillan is the new Director General replacing Mike Connolly. Fiona comes to IC from the CRTC. Bill McCrum will retire soon.

**14. Preparation for the 35<sup>th</sup> CARAB Meeting**

It would be preferred to schedule the 35<sup>th</sup> CARAB Meeting at the same time as the RAC Board meeting in 2011.

**Action Item 34.5: Jim to get back to us with dates.**

**15. Preparation of Post-CARAB Communiqué**

A post-CARAB communiqué will be prepared by Richard Ferch for publication. Deadline November 15, 2009.

**Action Item 34.6: Richard will send communiqué to Joanne for comments prior to the mid- May publication deadline.**

**16. Adjournment**



## Summary of Outstanding Action Items

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<b>34.3</b>	Commercial Radio users on Amateur Frequencies	Mitch to send email to Joanne and she will forward to Edmonton District Office for an update	
<b>34.4</b>	Power Line noise	To be mentioned at TeleSOC	
<b>34.5</b>	Preparation for the 35 <sup>th</sup> CARAB Meeting	Jim to get back to us with dates.	
<b>34.6</b>	Preparation of Post-CARAB Communiqué	Richard will send communiqué to Joanne for comments prior to the mid-May publication deadline.	