

OTTAWA POWER AND SAIL SQUADRON
55th Annual General Meeting 2006

AGENDA

1. Call to Order and Roll Call

- i) Introduction of Guests, Past Commanders and Bridge Members

2. Notice of Meeting

- i) Notice of Meeting according to Article 11.3
- ii) Report of Nominating Committee Published

3. Approval of the Minutes of the 54th AGM

4. Business Arising from the Minutes

5. Officers Report

Commander- Cathie Johnstone
Past Commander– Bernie Goulet
Executive Officer – Gord Abry
Training Officer – Bryan Carroll
Secretary – Sue Baker
Treasurer – Nelson Guillemette
ATO/Advanced & Elective – Dave Omond
ATO/Boat Pro - Steve Highstead
ATO/Supply - Monique Vallieres
Membership – Robert Milburn
Social Activities – Fred Cameron
Communications – Ken Killingbeck
MAREP – Bill Kerr
Mailing – Guy Ladouceur
Public Relations / Marketing Officer - Vacant
Ripples Editor – Vacant
Regalia Officer - Vacant

6. Unfinished Business

7. Presentation of Commander's Trophy

8. Presentation of Merit Marks

9. Report of the Nominating Committee

10. Election of Officers

11. Change of Watch

12. Presentation of Flags

13. New Business

Appointment of the Auditor and Squadron Examiner

14. Adjournment

**** Coffee will be served after the meeting**

OTTAWA POWER and SAIL **SQUADRON**

Minutes *of the* **54th Annual General Meeting**

Ottawa/Hull Naval Association Hall
Victoria Island

Tuesday, April 26th, 2005, 1908hrs

1. CALL TO ORDER AND ROLL CALL

Before the introduction of guests, Cdr Bernie welcomed and thanked everyone for coming. It was noted that we had more people in attendance than last year.

Cdr Bernie Goulet called the AGM to order at 1906, noting that there was a quorum present (about 45 people present). He introduced P/C John Richard and his wife Wilma, plus the following Past Commanders; P/C Frank Keating, P/C Ros Weisbrod, P/D/C Evelyn Clue, and P/C Don Tanner. It was noted that all of the Bridge was in attendance.

2. NOTICE OF MEETING - Tanner

The Chairman, Bernie, advised that the Notice calling this Annual General Meeting was duly sent out by April 4th in accordance with Article 11.3.

Also noted was that the report of the Nomination Committee was distributed in accordance with Article 9.14 of the Squadron regulations. An amendment, dated April 23rd, 2005 was made to the original Nominating Committee report to change Bryan Carroll from Marketing to Training Officer. The position of Marketing Officer has been deleted. Guy Ladouceur has been nominated to the position of Mailing Officer.

3. APPROVAL OF THE MINUTES OF THE 53rd MEETING

**MOTION: That the Minutes of the OPSS AGM be adopted as published.
Moved by Wally Bilous, seconded by Wendy Meikle. CARRIED**

4. **BUSINESS ARISING FROM THE MINUTES** – Goulet

There was no business arising from the Minutes of the 53rd AGM.

5. **OFFICERS REPORTS**

The follow Officers provided written and verbal reports. The written is attached to these minutes and is held by the Secretary. In addition, the following things were stated;

5.1 **Commander** – Bernie Goulet

Cdr Bernie stated that he had been fortunate to have worked with the Bridge, that they had been a great help and had great dedication.

He went on to say that the Training Department has done extremely well. We live by this department and yes, we have increased our numbers if only by a few, at least, we are going up. We have a very dedicated set of Instructors and Proctors. Don't forget that the quality of our training is repeated by word of mouth from our present students to new ones.

Thanks go to our Membership Officer, Robert Milburn, who has tracked our lost sheep giving us true membership numbers. We are progressing well in every area.

Our City and our District have been chosen for the 2007 National AGM. The Chairman, Frank Keating, will talk later but remember that he will need lots of volunteers. The major people are in place, but as the time gets closer, we will need people everywhere. Talk to Frank, volunteer, and join a good team.

Don't forget the Power of One Program (POOP). If each one of us brought in one new member each year, our membership would be healthy so go POOP on someone.

5.2 **Past Commander** – Don Tanner

Don mentioned that we had 75 attend the Annual Squadron Dinner and who thoroughly enjoyed the evening. He has a busy year being Past Commander of our Squadron, the District Treasurer, Chairman of the Nominating Committee, and the Treasurer for the 2007 National AGM Committee.

5.3 **Executive Officer** – Cathie Johnstone

Cathie, also, encouraged volunteers, not only for the Bridge, for the Squadron, but for the 2007 AGM. It is lots of fun.

5.4 **Training Officer** – Ken Pritchard

This is his 1st and last year. During the year, we have –

- fixed the on-line registration back to automatic to manual transferring of info which seems to work much better,
- Developed a set of guidelines for cutting off registration which are now in place,
- had 159 students this year, no including the VHF and BoatPRO courses,
- had some classes that were too large.

He thanked everyone for their help, stating that he had lots of fun. The meetings were never boring!

5.5 Treasurer – Jim Dean

Jim stated that he must be important because he had 5 pages in the Officers' Report booklet. He complimented the Training, membership and Regalia Officers on bringing lots of money, as well as everyone, on the Bridge, saving (using the Squadron money as if it was their own). He also noted that it was riveting reading!!

Of the \$21,793.49 in our account, there is \$12,000 in emergency funding. We have not touched this in this or the last 2 years. We don't owe anything. We spent \$4300 for Squadron Burgees as the Company over produced and we ordered extra. In the "Other" column, we spent \$7880 for telephone, the website and Credit cards. Also, we have to remember that we have loaned \$3000 to the 2007 National AGM Committee. All in all, we only lost \$802, including the extra expenses above, even though, we budgeted a loss of \$1000 for this year.

Thank you, Anne Richer, who again, audited the books. She has done a super job and ends her term this year.

5.6 ATO Advanced/Elective – Dave Omond

Since writing his report, the results of Marine Maintenance has arrived. Three people got 100%. He thanked the Instructors and Proctors, who experienced a good year, even if we only ran 3-4 courses. He hopes to have enough students to run the Celestial Navigation course again next year.

5.7 ATO BoatPRO – Steve Highstead

It has been as busier year than ever. We held 3 courses in April. 1 last September plus will have 3 in May, and 1 in June. He thanked his Instructors, saying that the majority of the marks were between 80 and 90%.

5.8 ATO/Supply – Monique Vallieres

Although she didn't get a report into print, she said that she had enjoyed an interesting and challenging year. She thanked Fred Cameron for leaving things so organized and looks forward to working on the Bridge again next year.

- 5.9 **Secretary** – Sue Baker (that’s me)
Again, Cdr Bernie asked me to keep it short so briefly, I thanked everyone for a good year and mentioned that although the Treasurer had 5 pages, I had less than ½ page in the Officers Reports. I look forward to next year.
- 5.10 **Membership** – Robert Milburn
This is his 4th year at this and he rated 2 pages so declared that he was the runner-up for space, to the Treasurer. It noted that our Squadron was one of the strongest in the country thanks to the Bridge and the membership. He corrected Cdr. Bernie, saying that our membership had actually decreased to 533. We gained from the Boating Courses and retention but lost 90 during the year. The social program is changing so we might find member returning.
- 5.11 **Ripples Editor** – Gord Abry
He has enjoyed his 4 years on the Bridge, and his 1st and last as Editor. There have been 6 issues, finding it easy to incorporate the articles sent to him. He noted that we might have 2 articles from the Ripples, reprinted in the Porthole in September. He was concerned about the numbers clamoring, behind him, for his job. It has been fun and a great year.
- 5.12 **Communication** – Ken Killingbeck
He has been doing the job for 4 months and thanked Gord for all his help. Gord did double duty this past year, Communications and Editor. We have 533 members, and 331 emails. This past month he has handled 350 emails plus spam. He steers a lot of folks towards the Boating Course. If you want to be added to the email list, contact him at info@cps-ottawa.com.
- 5.13 **Regalia Officer** –
No report was submitted but details have been in our Bridge Meeting Minutes.
- 5.14 **Marketing** – Bryan Carroll
He has been taking many steps to set this up. We distributed a large number of our new brochure at the Cottage and Boat Show. The OPP sent lots of folks our way at the show. They realize the value of the CPS. He has arranged to put brochures in Marinas, Parks, and the Canal Lock Stations north of Smiths Falls.
- 5.15 **MAREP and Safety Officer** – Bill Kerr
Nothing Further
- 5.16 **Environmental Officer** – Nick Baets
Nothing further
- 5.17 **Archivist** – Monique Pritchard

This position is open and we are looking for someone.

- 5.18 **Mailing Officer** – Wendy Meikle
She thanked Gord for highlighting her position, and Gord and Robert for their help during the years. It's been a pleasure.

6. **UNFINISHED BUSINESS**

Nil

7. **COMMANDER'S TROPHY** – Goulet

I am giving this to someone in our Squadron that works hard and has been dedicated for years. To get a Merit Mark, one has to donate 20 hours in a year. I think this person has done this in a week. For the past 15 years, he and Pierre have been running and teaching the VHF courses. The award goes to P/C Paul Weisbrod. Accepting was his wife, P/C Ros Weisbrod. Paul has had surgery today and is up walking but unavailable for the meeting. The Trophy was to be awarded to him in the hospital tomorrow.

8. **MERIT MARKS** – P/C/C John Richard and Cdr Bernie Goulet

P/C/C John was presented with his 39th Merit Mark before they both handed out credit to those who had worked from 1 to 37 years. Well done everyone.

Life Memberships were presented to Lt/C Cathie Johnstone and Rick Aubrey. Congratulations.

Before taking the floor for the Nominating Committee, P/C Don Tanner presented Cdr. Bernie Goulet with the Past Commodore's Plaque. Bernie has served as Secretary, Social, Executive Officers and then, Commander. Well done.

9. **NOMINATING REPORT** – P/C Don Tanner

Don stated that the report was published on the 25th of March, 2005 and amended the 23rd of April, 2005.

The amended report was presented by the P/C and Chairman of the Nominating Committee. Each nominee has agreed to stand. The current Bridge was asked to step down with the exception of the Secretary. Jim Dean was named as Auditor – Thanks Jim

The nominations for 2004-2005 are as follows;

Commander	Cathie Johnstone
Past Commander	Bernie Goulet (S)
Executive Officer	Gord Abry (P)
Training Officer	Bryan Carroll
Treasurer	[Jim Dean (S) Acting]

ATO Advanced/Elective	Dave Omond (JN)
ATO BoatPRO	Steve Highstead
ATO Supply	Monique Valliere
Secretary	Sue Baker (CN)
Membership Officer	Robert Milburn
Ripples Editor	
Communication Officer	Ken Killingbeck
Regalia Officer	
Social Activities Officer	Fred Cameron
Public Relations Officer	
Archivist	
Mailing Officer	Guy Ladouceur
MAREP	Bill Kerr (S)

10. ELECTION OF OFFICERS

There were no other nominations for any Bridge positions so the Secretary cast a single vote to duly elect the new Bridge, as amended.

11. CHANGE OF WATCH

The new Bridge was asked to step forward. P/C/C John Richards pledged Cdr. Cathie Johnstone (the 3rd in her family. One left to go!) and then the entire Bridge Officers were pledged.

12. PRESENTATION OF FLAGS

A P/C flag were presented to Bernie. Others will be presented at the next Bridge Meeting, May 3rd.

13. NEW BUSINESS

None. The Auditor was covered in the Nomination Report

14. ADJOURNMENT @ 2024

Note: All emails, correspondence and reports referred to in the Minutes have been attached to the Secretary's copy.

*Respectfully submitted by Sue Baker
Secretary*