

OTTAWA POWER AND SAIL SQUADRON

ANNUAL GENERAL MEETING



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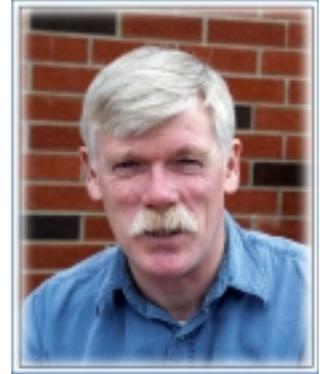


COMMANDER'S REPORT

Cdr. Don Tanner, AP

The first year as the Commander of the Ottawa Power and Sail Squadron has passed very quickly. The position has been a challenge that I have enjoyed very much. As a result, I very much look forward to the upcoming year.

I have had the opportunity to view Canadian Power and Sail Squadrons (CPS) from a different perspective than that of our Squadron. As a member of District Council, I have met a number of members from other Squadrons within Rideau District and have listened to their viewpoints concerning various matters. In addition, I travelled to Kelowna, British Columbia in October 2001 to attend the National Conference. These opportunities have provided me with a better appreciation of CPS and, as I have previously indicated, one has to be very impressed with the level of effort on the part of our volunteer organization.



We have continued our effort to promote CPS and Ottawa Squadron through our participation in the Flotilla during the Tulip Festival, the Gloucester Santa Claus Parade and the Ottawa Sportsman and Boat Show. Our Web Site has been further developed and through its use, we have significantly reduced our mailing costs for the Ripples. Literature has been distributed to various outlets in the region and we have developed a vehicle window sticker to advertise our boating courses and Web Site.

Ottawa Squadron is an active Squadron and we have been extremely successful in our endeavours over the past year. Our course registrations in September 2001 and January 2002 more than met our expectations. Consequently, the Squadron is in an excellent position financially. In addition, our social events have been very well attended. A highlight during the year was the Graduation Banquet in January 2002, when our special guests for the evening, Herbert and Diane Steumer, spoke to a capacity crowd.

Other highlights during the year include the completion of the writing of our Squadron's history over the first fifty years and the approval of our longevity pennant by Governing Board at the National Conference 2001.

It takes a great deal of work to run a squadron as successful as ours. Our members participate on the Bridge and on committees. Within the training program, they assist on course registration nights, instruct, proctor and mark exams. They organize social activities and other activities. There are too many members and their families to mention any names specifically. If I attempted to do so, I would, no doubt, leave some out. Instead, I would just like to sincerely thank all those who participated, over the past, for making this Squadron what it is.

Respectfully Submitted,

Don Tanner, AP
Commander



Past Commander's Report

P/C Frank Keating, AP



As my first year as the Past Commander of the Ottawa Power and Sail Squadron, comes to a close, I know I have left the Squadron in good hands. This Squadron, the finest in the country, depends on numerous people to ensure its efficient operation and the great volunteers that continue to come forward continues to bring "new blood" and "new ideas" to the Squadron. For that I thank you all.

As your Past Commander, my functions are to provide the Bridge with advice and guidance and to be a source of continuity. I also have taken on a few small projects:

Coordinating the Squadron entry in the Annual Tulip Festival.

I would like to thank those who assisted with and participated in the event last spring. Additionally, I would like to thank Ross St Germain for providing his vessel, "Naut Home II", to be the Squadron "Float", and

"50th Anniversary Pennant"

Following the last AGM, I took on the task of completing the documentation, and the submission of the "50th Anniversary Pennant" proposal to the Governing Board for approval, as well as the production of the Pennant in time for our AGM.. Approval of the submission was received in February and the production is underway. The "50th Anniversary Pennant" will be available at the AGM, if all goes according to plan. - I wish to thank P/Cdr Jean-Francois Milotte for his fantastic design, and 1st Lt. Phil Mason for his tireless efforts in the preparation of the computer renditions of the submission and production of the colour separations. Without the efforts of these two members, this project would never have been completed. The comments received from National and District have been very complimentary and I have been advised by the Chairman of the Flag & Etiquette Committee, that we are the first Squadron to have a "50th Anniversary Pennant" approved.

I thank all of you for your support of the Squadron and wish the Squadron well as it enters its 50th year. We have a significant number of special events planned for the year, and I encouraged all members to assist with, and participate in, the celebration of 50 years of dedicated service to the boating community.

Respectfully Submitted,

Frank Keating, AP, P/Cdr



Executive Officer's Report

Lt/C Don Cruickshank, JN

The "Executive" had a busy year, one way and another. At year's end, however, I am having difficulty remembering what it was that made it so. The Commander required neither assistance nor interference from his X.O., handling the administrative functions of the Squadron and external affairs (at the District and National levels) with a deft touch.

Perhaps it was that frightening sub-section which rounds out the job descriptions of all who aspire to Bridge positions, which reads "..... and such other duties as shall from time to time be prescribed" that did me in! Suffice it to say that one way or another either I found ways to keep busy or my colleagues found ways for me. There are seldom enough hands on deck to man the pumps quite as we would wish or as the Squadron's activities require. It is a very small and dedicated group who "carry the ball" and I would take this opportunity to emphasise that your executive are always keen to hear from those willing to participate as members of this team. We all have talents of various kinds and the old adage that many hands make light work is as true in the context of the Squadron as it is elsewhere. So my plea to you all is that you consider seriously offering your services in whatever capacity you can, and let any member of the Bridge know of your interest. If you can't do it now but expect to be in a position to do so in the fall or next spring please say so. That way we will know of your interest and keep you in mind as opportunities develop.

I am stepping down from this lofty perch to make way for an officer who will be able to take over as Commander a year from now. Since we have not been able to identify a replacement for the Editor post, I will carry on in that capacity for a further



year, by which time I will have earned the title of “spent match”. Hopefully by the spring of 2003 we will have established a new communications strategy and found capable hands and minds to carry the program forward.

Respectfully submitted,
Don Cruickshank, JN • Executive Officer



The Training Officers’ Report

Lt/C Bill Kerr, S • 1st Lts Nick Baets & Ken Rose

The 2001 year was fairly successful year from the Training viewpoint. This section deals mainly with the Boating classes which are still the mainstay of the Organisation, other aspects of the Training Programme were dealt with by our two Assistant Training Officers (ATO), Nick Baets and Derek Ansell.

Four Boating classes, two in Winter/Spring 2001 and two in the Fall drew a total of sixty students, this number is slightly down due to one class being cancelled for lack of numbers.

Application was made in June for the permit for the use of Hillcrest High School, this is not processed until late August or thereabouts and covers the period September to June the following year, I am not sure what I said to them, but Jim Dean our Treasurer told me it was less than the year before.

Two Training planning meetings were held during the year, one in August 2001 for the Fall session and one in November for Winter/Spring 2002. Items discussed at those meetings usually carry us through events in that particular session. Any minor items that came up were again settled over the phone or via E-mail. One item that took up a fair bit of time was preparing and correcting pages for the new website, my thanks to John Courtney Jnr. for his knowledge and expertise in helping to put everything in it’s place.

In closing this short report I wish to record my thanks especially to the Training Team of Derek Ansell, Nick Baets and Fred Cameron for their wonderful support and cooperation throughout the year, also to all the Instructors and Proctors without whose dedication we would be nothing.

Respectfully Submitted,
Bill Kerr

Report of the Assistant Training Officer - Advanced & Elective Courses

1st. Lt Nick Baets

The year 2001 saw the first significant impact of squadron having an improved web-site. More and more members and non members show up on registration evenings with a printout of the courses and schedules and they have figured out exactly what they want to take. It never ceases to amaze me how great the co-operation is from people who take their own time and invest it in instructing or proctoring for the OPSS members. The Advanced and Elective courses, together with the Ripples, are surely the most visible benefits derived from membership. This effort is of course supported behind the scene by the national CPS organization who provide the course material and many very knowledgeable individuals who do the marking of the exams. Here follows a summary of the topics covered in 2001 and number of members who followed each course:



Marine Maintenance	11	AP	13
Piloting	12	Sea Power	5
Electronic Nav.	18	Offshore Sail	8
Piloting	10	Fundamentals of Weather	14

Course materials have improved significantly, but so have printing cost, hence the price increases last year. The new Weather



course has been a great success, this and in the previous year. Two dozen or so members have since completed module 1, "Fundamentals of Weather". These souls (including myself) are still awaiting module 2, "Global Weather". However, the responsible CPS staff must still be on a trip around the world preparing it because there is no sign of it yet. Following improvements in technology and the proliferation of affordable navigation tools and software (GPS, electronic charts, plotters, etc.) in the market, we have seen a complete shift from Celestial to Electronic Navigation. During the past two years I have had only one person register for the CN course, while Jim MacLeod has had to split classes to keep up with the EN course demand. Not surprising when a GPS can be had for the same price as a half decent plastic sextant. One is instantaneous and accurate within metres whereas the use of a sextant also requires an accurate time piece (chronometer) and an up to date set of tables to only after 10 minutes of calculations come to a position that is at best accurate to a mile. We will see what the impact is going to be over time. In closing I wish to sincerely thank all Instructors and Proctors who spend much of their time in preparation and in the classroom for the benefit of their fellow member. Finally a special thanks to Bill Kerr who was always there for advice and a shoulder. Safe boating to all,

Report of the Assistant Training Officer - BoatPro Courses 1st.Lt Derek Ansell

My thanks go to Ken Rose for his help in easing me into the role of ATO Boat Pro.

Final results for calendar year 2001 showed we had a fair year although not as strong as year 2000. A total of 145 successful candidates received their Pleasure Craft Operators Cards (PCOC) in year 2001, down 25% from the previous year. The majority of cards issued were earned by students who attended our Boat Pro courses at Hillcrest High School, however we also conducted one course at the Loblaws (Vanier Market) as well as two off site courses for special groups of students, namely Scouts Canada and Sonshine Families. In addition, a number of candidates chose home study prior to 'challenging' the Coast Guard PCOC exam. The numbers were as follows:

Number of Courses Conducted at Hillcrest	10	Total Students= 94
Number of Off Site Courses:	3	Total Students= 39
		Number of Home Study PCOC 'Challengers': 12

Revenues from Boat Pro activities are estimated to exceeded \$7,100 while Expenses (includes cost of Student manuals and exam costs but excludes Hillcrest classroom costs) were approximately \$2,200 for a net income of about \$4,900.

Success of the Boat Pro training program is primarily due to the terrific contributions of the Instructors, namely Rolly Nantel, Ken Rose, Rick Aubrey and Ryan Statham, with additional support provided by Bill Kerr and Jim MacLeod. Feedback from Boat Pro students supports the writer's sentiment that our Squadron is truly fortunate to have such enthusiastic, knowledgeable and capable instructors in our training program. In addition, special thanks are extended to the Supply Officer for his support during the past year.

So far the number of students registering for Boat Pro in year 2002 is disappointing. There are numerous other vendors offering their services to those wishing to 'challenge' the Coast Guard PCOC exam, including offerings via the internet. Also, we have successfully persuaded a number of prospective Boat Pro students that our Boating course would better meet their needs.



Squadron Secretary's Report

1st Lt Lucie Dubeau



It has been a pleasure to serve as Secretary to the Squadron Bridge during the past year. I hope to hold this position again in the upcoming year. Anyone taking interest is welcome to attend our monthly meetings as advertised in the Squadron newsletter, Ripples.

Minutes of Meetings of the Bridge and of the Annual General Meeting for the year 2001-2002 have been recorded and filed in the Squadron Archives. No amendments were made to Squadron bylaws. The Squadron continues to meet District and National requirements and our Charter is secure and in good standing.

Respectfully submitted,
Lucie Dubeau, AP, Secretary





Membership Officer's Report

1st Lt Robert Milburn

As of March 03, 2002 the Ottawa Power and Sail Squadron's membership is as follows.

Regular Members	412	Lady Associates	33
Family Members	86	Others Members	28
Life Members	8		

Total Voting Members	506	Total Active Membership	567
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A program has been conducted to identify and contact members who, over they last two years, have allowed their membership to lapse. The results are reflected in the decline in the membership numbers for March 2002, at which time we deleted the records of those who have indicated they do not want to renew or for whom we have lost contact. There are 42 former members, not counted in the Active Membership above, who have either expressed interest in rejoining, or from whom we are still awaiting replies. Rejoin applications are sent to those interested in renewing.

A monthly statistics report for the past year is at Table III.

Respectfully submitted,
Robert Milburn, Membership Officer

Public Relations Officers' Report

1st Lt Bruce Penniston, AP



Last year the job duties of Public Relations Officer became mine for the year. A piece of cake, I thought. This should be easy. A couple of ads here and there, call a few radio personalities, shouldn't take too much time.

Rude awakenings - It's not that easy. The goal is to make the Canadian Power Squadron a household name. That's easier said than done for a lad with the writing skills of a stump. The only one that found my writing interesting were my dogs, and then only for the tear-it-up value. A very humbling criticism, I can tell you. The first thing was to find an appropriate bit of wording, and to get it out to the public. Don Cruckshank, the stalwart XO, came to the rescue for the first of many times, and found a brochure created by the Rideau District squadron, He asked me if I minded participating in a small bit of the sincerest form of flattery. Thanks to having their work to copy from, we now had a new OPSS brochure that explained what we are about, what we offer, and where and how to reach us. Naturally the OPSS web site went into the brochure as a "must have" bit of info.

Along about the same time as that brochure was created came some suggestions from Fred Cameron, the squadron's supply officer. Fred is constantly on the prowl, for interesting and useful material for publicizing the OPSS, and has assisted with both the supply of colour brochures, the distribution of them in his neck of the woods, and a host of other ideas. To make a long story short, over the summer we distributed approx. 3000 brochures around the Ottawa area. Some to libraries, some to the Rideau Lock stations, some to businesses, banks, hardware stores, Canadian Tire stores, Community Halls, and several marinas. A list of the drop-off points and contacts is now available to pass onto future PR Officers.

In the fall we also asked people that registered for courses where they had heard about the CPS - "from friends" was the most prevalent answer. So much for all the copying, stuffing, driving, and distribution, I thought. Then I asked myself - maybe we should have asked a different question - "Where did you hear about registration night ?" I vowed to set that as the question for the next round of registration nights.

Radio announcements were also tried. There are some websites where you can send in announcements for upcoming events, such as registration nights. Two were used - Y105 and Majic 100. Another avenue that was tried around Christmas, was to send in e-mail notices to the "OUR TOWN" events in the Ottawa Citizen, as well as to a similar column in the Ottawa Sun.



When the January registration came around, Lo and Behold, many registrants showed up and this time many of them said they had heard about registration night by reading the Sunday Citizen - the OURTOWN events page. Progress - a great feeling !

After investigating several means and ways of doing advertising, I now have a few e-mail addresses noted down, and have a better idea of which types of advertising are simply cost prohibitive. As well, I'm learning what attracts media attention from a variety of sources, one of the most important being Don Cruckshank, who has much experience in the field of public relations.

What to do for next year ? The brochures are still a good idea; there's no sure way of measuring just how the word gets around and the brochures may be doing more than we think. As well they're fairly inexpensive. Newspaper "community events" columns will also be used.

We also need to publicise more "events" and the 50th Anniversary of the OPSS should provide several good opportunities. A very solid attempt will be made to attract as much media attention as possible. In the coming year I'll be doing my best to make those attempts as fruitful as possible.

Respectfully submitted,
Bruce Penniston, AP - 1st Lt - Public Relations Officer.



Supply Officer's Report

1st Lt Fred Cameron

This year's report has been changed to reflect the amalgamation of the educational supplies and the regalia.

The performance of the educational material position has again improved over the previous year, in spite of several adverse influences. The just-in-time principles that were initiated last reporting year, continue to reduce our current on hand inventory this year. The numbers reflected in the educational material include some items that were not captured in previous reporting years. BoatPro materials, which are held by the Assistant Training Officer, BoatPro, were not previously reported as part of our overall inventory. This year they are incorporated into the overall numbers.

Secondly, the items, mentioned in last year's report, as not being included in the inventory figures, were replaced by CPS Supplies and are now reflected in this year's numbers. The course materials in question were updated to the new "Celestial Navigation" course. This represented an increase of just over \$1000.00 to our inventory. We also experienced an unexpected cost increase of approximately 10% this year in educational supplies and this is reflected in the current inventory cost.

I have just recently assumed the duties of the Regalia Officer and can only report the on hand inventory position as of the February turn over date. I cannot provide any additional information on Regalia at this time.

Respectfully submitted,
Fred Cameron • Squadron Supply Officer.

Squadron Archivist's Report

P/C Rosine Weisbrod



Having taken on this portfolio part way through the year there is not a lot to Report. As Paul and I had much of the material for research on the Squadron History, the mid-term handover was relatively easy and the material in good order. I did respond to requests regarding historical information about the 25th Anniversary Cruise, in preparation for the 50th Anniversary Cruise, and for information for the web site. The Squadron History is now available and a copy is in the archives.

Respectfully Submitted,
P/C Rosine E. Weisbrod



Acting Editor's Report

Lt/C Don Cruickshank, JN



At this time last year I recall using my allotted two minutes at the podium to deliver an impassioned address on the importance to the continuing wellbeing to the squadron of sound communications policies and practices. While some may have considered this to be a shade self-serving, I continue to maintain the validity of the thesis. This is so, both internally among our membership and externally to those whom we would attract to the fold, and particularly to our potential course students. Compellingly interesting, entertaining and relevant communications should in my humble opinion remain a high priority for the incoming Bridge and for the membership at large.

So convinced have I been of the necessity for this degree of commitment that, in the absence of a volunteer willing to take on the role of Squadron Editor, I passed up the opportunity to assume command of the Squadron a year ago, and will now step down from the lofty perch of Executive Officer to continue devoting myself to the production of Rideau Ripples for one further year. At that time I am happy to report that we have finally identified an experienced member who is willing to step into this important position. Finding this candidate has been a long and exhaustive process, but those who persist do eventually earn their rewards.

We also reviewed at this time last year the steps which had been taken to bring our communications program costs under better control, making use of the latest telecom technologies. The Webmaster will doubtless have more to say in this regard. Using the power of the internet as the primary distribution mechanism has saved a great deal in printing and postage expenses. As has been pointed out, appointing a less verbose Editor would likely contribute further substantial savings and that will hopefully happen in the fullness of time. For now we are working away at various possible ways to compress our files which make up the content of Ripples and divide the packaging of the document in ways which will make the web downloading exercise less tedious for those wishing to read or print articles contained therein.

One matter which may be surprising to some is our discovery that a significant number of recipients of Rideau Ripples have stated a preference for receiving hard copy in the mail rather than either reading it on screen or downloading and printing it from the Web Site. Those questioned indicated that they treated the hard copy as a "coffee table item" and that several people other than the addressee would read it each month. These respondents also made the point that the physical presence of the Squadron in the form of the Newsletter arriving in the home periodically reinforces the feeling of "belonging to the squadron", which is not exactly duplicated by visiting a Web Site, despite the ability to print the document directly from there ... and in colour to boot! Accordingly, serious consideration is now being given to introducing a different distribution pattern, with several issues (perhaps four) each year going out in hard copy as well as Web format and in the remaining months publishing a summary update or bulletin, distributed just on the web for subscribers thereto, and by mail to those not participating in Internet.

We will keep working at this and hopefully will continue to provide timely and informative communications for the membership.

I would be remiss if I allowed the opportunity to thank publicly all those who participated this year in our communications activities in a variety of ways. We have been blessed by fine accounts of cruising experiences contributed by several members with universally high standards of writing skills, and we thank them for preventing our newsletter from becoming simply a community notice board. The publication would benefit from more unsolicited input from the membership and I urge you to run your ideas up the proverbial flagpole via the "letters to the Editor" page or by way of a yarn you would enjoy sharing with a like minded crowd. I can't guarantee there will always be room to include all material received, but that has not been a problem to date!

While singling out one particular individual for having contributed in a particularly meritorious fashion to the benefit of this department is ever dangerous, I doubt if any readers will quarel with the judges' decision this year to award the Editor's Prize for 2001-2 to Margaret Copeland, First Made of the good ship "Smiles". Her lively account of the passage of the motor sailer piloted by Captain Miles and Mate Margaret from Ivy Lea Ontario to Titusville, Florida over three summers was both entertaining and inspiring for those who long one day to do likewise.

Respectfully submitted,
Don Cruickshank, JN • Acting Newsletter Editor and Executive Officer.



Webmaster's Report

1st Lt John Courtney Jr.



As part of an attempt to reduce long term costs associated to "The Rideau Ripples" (Ripples) production and distribution OPSS decided to increase it's web presence. A Bridge Webmaster position was created and John Courtney was appointed as the OPSS Webmaster.

The Webmaster's primary function while recognizing costing was to promote boating safety, improve the timeliness of communications with OPSS members and promote public participation in OPSS courses.

The new webmaster identified the hardware and software requirements and presented a budget to the OPSS Bridge. The Bridge approved the budget and the first release of the new web site was introduced to cyber space in the last quarter of 2001.

The OPSS web site is currently located at <http://www.cps-ottawa.com> and/or <http://www.ecp-ottawa.com>.

The current site contains over 150 pages of content with pictures and line art throughout. In Feb 2002 a second edition of the web site was released to improve upon the "look and feel" of the initial release. At this time on-line registration for courses, with the exception of the VHF course in French, were introduced.

Since the launch of the web site we have found that as the public becomes aware of our site we are seeing increased readership and direct participation in our course portfolio. The new web site readership is in the order of 500 readers/month and growing. To further web readership/participation the Webmaster formed a Webmasters working group. The Webmasters working groups' mandated is to examine and explore OPSS communications with the goal of promoting readership, boating safety and direct participation in OPSS. The Webmasters working group met for the first time in early March. Findings are expected to be tabled at the next Bridge meeting.

While general readership increases are of interest, we must also work towards retaining readers. By retaining readers we can continue to promote general boating safety, our course portfolio and CPS membership. To this end in addition to keeping web content current, we may in 2002 introduce video streaming to our web site. While the working group is examining Video the possibility of safety and/or cruise location/destination/available service videos are tangible technological targets. More details about the OPSS communication strategy will probably be announced directly at the later this year.

It's going to be an interesting time!

Restfully submitted,
John Courtney, Webmaster.





Environmental Affairs Report

1st Lt Philip Mason, AP

Your Environmental Affairs Officer has been pleased to continue in this position for yet another year and finds this position on the Bridge to be both interesting and stimulating.

The matters concerning the water levels in the St Lawrence River, Lake Ontario and periphery the Ottawa and Rideau systems have been monitored reported on and inputs made that bring forward the interests and needs of the recreational boaters using these bodies of water. Simplifying this task has been the establishment of the International Water Levels Consortium, a body recognized by the International St. Lawrence River Board of Control with participants from boaters and the boating industry (marinas etc.) on both sides of the border. There continues to be better acceptance and responsiveness to the needs of the recreational boater as is reflected in improved water levels and flow control strategies. A revisit to the design criteria for control has been planned and awaits funding input from both national governments.

The annual meetings of the Rideau Canal have been attended and representation to and feedback from made and obtained on behalf of OPSS. Inputs and representation have also been made into the Management Plan redesign.

Also undertaken has been involvement with the selection of the new 50th Anniversary Pennant and the subsequent preparation of the artwork from which the silkscreens were made. Ancillary to environmental matters, your officer still continues to maintain and house the Squadron's sextants and to provide, hopefully useful, input on matters at the regular Bridge Meetings.

Respectfully submitted,
Philip L. Mason • Environmental Affairs Officer.

Port Captains' Reports

P/R/C Evelyn Clue

with Rick Avery • P/C Jean Francois Milotte



The Port Captains program is still very active in the summer in Canada and the United States. During the winter months in some parts of the Country and in particular the Rideau District, there is little call for our help.

The summer months are quite active and there are numerous inquiries from visiting members for information concerning local attractions, grocery stores, dockage, fuel and pump out facilities.

The complete list for all Port Captains nationally is now accessible through the CPS web site. at www.cps-ecp.ca. CPS members can access this information using their certificate number and postal code as their password into the secure area of the national web site. Once there, it is just a matter of clicking on the Port Captain file, and they are given access to an on line Roster complete with live links to email addresses where supplied.

After some discussion at the National Level, due to security concerns, this list will not be made available to the public.

Respectfully submitted,
P/R/C Evelyn P. Clue AP • Ontario Coordinator • Port Captains



Mailing Officers' Report

1st Lt. Rachel Morgan

The number of Ripples mailed since the summer has increased from 161 to 176. The cost of mailing per issue depended on number of pages ranged from .75cents to \$1.00.

As of March 30, 2002 there were no stamps on hand. Last issue of Ripples 176 were mailed at .77 cents. This number will probably increase as some who receive the Ripples by E-mail may elect to receive it again byPost.

Respectfully submitted,
Rachel Morgan
Mailing Officer



Squadron Treasurer's Report

for Fiscal Year Ending March 31, 2002

1st Lt James Dean



The Squadron's budget for the period April 1, 2001 to March 31, 2002 forecast operational expenses and income of \$38,236 and \$38,889 respectively, with a projected surplus of \$653.

In actual fact, operational expenses for the period were \$44,088 or \$5,852 in excess of budget. Significant among the causal factors were the late payment of a large invoice for additional classrooms relating to the previous training year, a higher than projected printing run for the

Squadron History Project booklet and full payment for the production of 100 new Squadron burgees. Mitigating these over-expenditures were the continuation of "Just-in-Time" procurement of course materiel, the negotiation of a significant reduction again this year, in the training classrooms' rental rate and substantially reduced production and mailing costs of "Ripples" due to the enhancements to the Squadron's website.

Actual revenue was \$45,405 or \$6,516 above budget, due mainly to the successful efforts put forth by the training staff who made the full range of training courses available, where numbers warranted and ensured delivery by experienced professionals in appropriate learning environments, the diligent persuasion of Boating and BoatPro graduates to become Squadron members and the very successful social calendar presented with a cost recovery philosophy in mind.

The overall result is an actual surplus of \$1,317 at March 31 2002, which is \$664 in excess of the \$653 projection.

Adding this amount to the Cash and Investment balance at April 1, 2001 leaves a Cash and Investment balance as at March 31, 2002 of \$16,498, up from \$15,181 just one year ago.

When the value of course material inventory is added in, the Squadron's Net Worth increases \$1,057 from last year's figure of \$18,233 to \$19,290 as at March 31, 2002.

Respectfully submitted,

Jim Dean
Treasurer



Social Affairs Officer's Report

1st.Lt Bernard Goulet



The Social calendar of the Ottawa Power and Sail Squadron is indeed a busy and interesting one. I will briefly outline our events of the past year.

1. May – Annual Tulip Festival Flotila.
2. June – Annual Squadron Picnic at Long Island.
3. Sept. – Annual Fall Dinner Cruise aboard the Paula D
4. Nov. – Wine and Cheese and a visual presentation of “Lies from the Georgian Bay Cruise”
5. Dec. – Christmas Dinner at the Naval Club
6. Jan. – Annual Graduation Banquet dinner with a presentation by the Stuemers.
7. Feb. – Sleigh ride and dinner.
8. April - AGM with sandwiches and cheese platter and dessert.

As you can see the OPSS enjoys having a good time. But the success of these functions would not be possible without the help of numerous people in the Squadron, and for fear of forgetting someone I would like to thank them all for their assistance. The year 2002-2003 will be the 50th year the Squadron has its Charter. The planning has already started and we are presently working on approx. 12 events that will occur over the year. You see these predicted events in the November issue of Ripples. My new duties on the Bridge will be as XO and a new Social Activities Officer will be assuming her duties later this evening. I will continue to assist the Soc. Activities Officer with the preparation of all of these functions to assure a continuity.

In order to make any of these functions a success we need the participation of everyone in the Squadron, particularly the Bridge Members. The more people attend these functions the greater the success.

Respectfully submitted,
Bernard N Goulet • Social Activities Officer

Nominating Committee Report

P/C Robert Morgan, N



In accordance with article 9.14 of the Squadron Regulations of the Ottawa Power and Sail Squadron, the Nominating Committee, which is comprised of Past Commander Robert Morgan (N) (chair), Commander Frank Keating (AP) and Cdr Don Tanner (AP), proposes and seconds the nomination of the following members for office as indicated hereunder for consideration, and if thought fit, election at the Annual General Meeting of the Ottawa Power and Sail Squadron to be held on Tuesday, April 16th, 2002:

Commander	Donald Tanner, (<u>AP</u>)	Supplies & Regalia	Fred Cameron
Past Commander	Frank Keating (<u>AP</u>)	Social Activities	Karole Marois
Executive Officer	Bernard Goulet	Enviromental Affairs	Philip Mason (<u>AP</u>)
Training Officer		Mailing	Robert Morgan
Assistant Training - B/P	Ken Pritchard	Public Relations	Bruce Penniston (<u>AP</u>)
Assistant Training - A/E		Archivist	Monique Pritchard
Communications Officer	Gordon Abry	Roster Editor	
Treasurer	James Dean (S)	Advertising Sales	Claude Legacy
Secretary	Lucie Dubeau	Marep & Safety	Bill Kerr
Editor	Don Cruickshank, JN	Webmaster	John Courtney Jr.
Membership	Robert Milburn	Auditor	Anne Richer

The Squadron Nominating Committee for 2002-2003 is comprised of Past Commander Robert Morgan, N, Past Commander Frank Keating, AP and Commander Don Tanner (AP). Each nominee has agreed to stand for election.

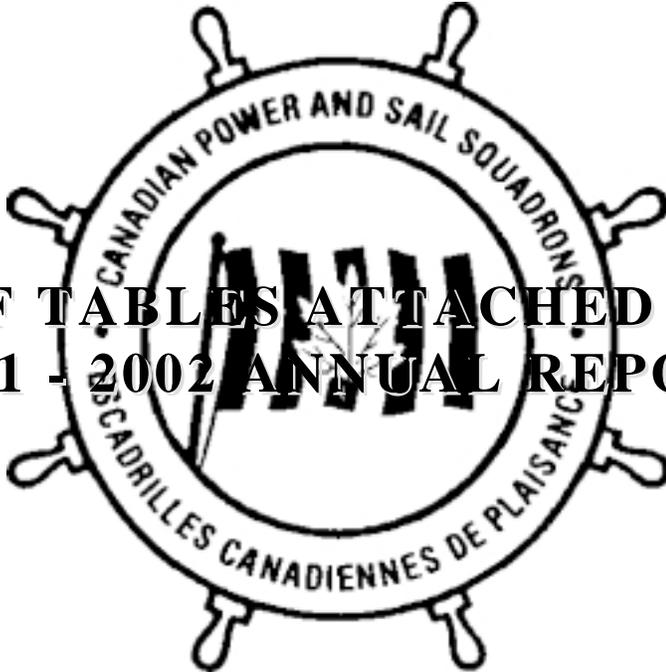
Respectfully submitted

10 March, 2002

P/C Robert Morgan ♦ Nominating Committee Chair







LIST OF TABLES ATTACHED TO THE 2001 - 2002 ANNUAL REPORT

Supply Officer's Inventory Record	Table I	Page 16
Regalia Inventory Record	Table II	Page 17
Membership Statistics • Monthly	Table III	Page 18
Statement of Receipts & Disbursements -	Table IV	Page 19
Balance Sheet	Table V	Page 20

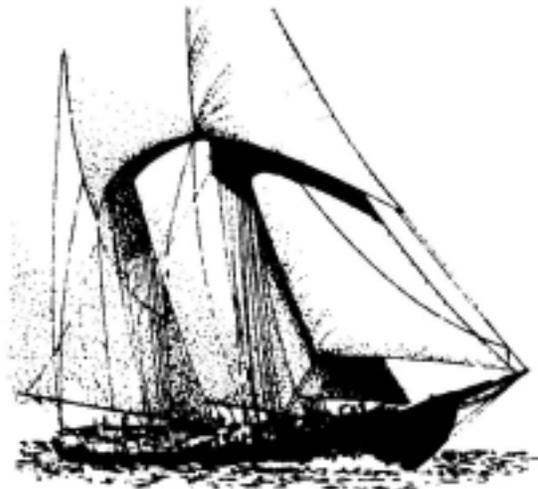


TABLE OF SUPPLY INVENTORY

TABLE I

COURSE MATERIALS	NUMBER	UNIT PRICE	TOTAL
BOAT PRO			
Student kits	43	\$12.00	\$516.00
Le Manual Nauti Pro	9	\$12.00	\$108.00
BOATING			
Instructors notes	5	\$15.00	\$ 75.00
Other misc course materials			\$324.50
CELESTIAL NAVIGATION			
Student kits	10	\$81.40	\$814.00
Instructors kits	2	\$73.70	\$147.40
Misc course materials			\$120.00
FUNDAMENTALS OF WEATHER			
Instructors kits	1	\$46.20	\$ 46.20
PILOTING			
Student kits	1	\$46.20	\$ 46.20
Spousal kits	1	\$19.50	\$ 19.50
Other misc course materials			\$ 33.00
EXTENDED CRUISING			
Student kits	1	\$51.70	\$ 51.70
MARINE ELECTRONICS			
Student kits	1	\$51.70	\$ 51.70
SEAMANSHIP SAIL			
Student kits	1	\$51.70	\$ 51.70
Instructors notes	1	\$16.50	\$ 16.50
SEAMANSHIP POWER			
Student kits	4	\$51.70	\$206.80
ADVANCED PILOTING			
Student kits	2	\$62.70	\$125.40
Spousal kits	1	\$19.50	\$ 19.50
ELECTRONIC DEPTH SOUNDER	1	\$ 7.70	\$ 7.70
AUXILIARY EQUIPMENT	1	\$ 7.70	\$ 7.70
THE ENVIRO BOATER GUIDE	1	\$ 3.50	\$ 3.50
TOTAL COURSE MATERIALS			\$2792.00
OTHER MATERIALS			
Emergency & Survival Manual	131	\$ 5.00	\$655.00
TOTAL ALL MATERIALS			\$3447.00



INVENTORY OF REGALIA

TABLE II

Stock on hand March 28th, 2002

REGALIA INVENTORY

DESCRIPTION	QUANTITY	TOTAL \$ VALUE
CLOTHING		
Cardigan, mens, red, flag	1	\$ 27.95
Blue denim shirt, L/S, flag	1	\$ 34.00
Sweatshirt, blue	1	\$ 27.95
Golf shirt, white, CPS	4	\$140.00
Turtle neck, white CPS	5	\$160.00
T shirt, S/S, white, helm	9	\$135.00
Sweatshirt, white, L/S, helm	4	\$124.00
Golf shirt, S/S, white, helm	3	\$105.00
Sweatshirt, gray, L/S, helm	9	\$279.00
Sweatshirt, gray, L/S, hooded, helm	7	\$210.00
Mens CPS tie	2	\$ 50.00
Ladies CPS scarf	1	\$ 21.00
Cap, embroidered, corduroy	1	\$ 12.00
Cap, officers, embroidered, cotton	1	\$ 10.00
CPS Boaters hat	1	\$ 14.00
Cap, CPS, two-tone	1	\$ 16.00
OTHER REGALIA ITEMS		
Document holder	1	\$ 22.00
Portfolio	1	\$ 26.00
Heavy duty tote	1	\$ 19.00
Lapel pin	4	\$ 24.00
Ladies gold leaf brooch	5	\$ 25.00
Ottawa Sqn burgee lapel pins	31	\$ 93.00
ASSORTED FLAGS		\$628.00
ASSORTED UNIFORM INSIGNIA		\$303.50
TOTAL REGALIA INVENTORY VALUE		\$2506.40



Membership Report - Monthly Statistics

Table III

Ottawa Power and Sail Squadron
Membership Report – Monthly Statistics for the Year Ending Mar 2002
(Excludes Jul and Aug)

<i>Month</i>	<i>Regular</i>	<i>Family</i>	<i>Life</i>	<i>Lady</i>	<i>Complmty</i>	<i>Other</i>	<i>Total</i>
Apr 01	443	90	7	33	11	33	617
May 01	445	90	7	33	11	33	619
Jun 01	455	93	7	33	11	34	633
Sep 01	454	92	7	33	12	35	633
Oct 01	458	92	7	33	12	35	637
Nov 01	463	92	7	33	12	35	642
Dec 01	462	92	7	33	12	36	642
Jan 02	467	91	8	33	12	38	649
Feb 02	461	92	8	33	13	39	646
Mar 02 *	412	86	8	33	13	28	580

* Mar 2002 reflects the result of confirming and clearing lapse members from Squadron records.



TABLE IV

CPS 11

Canadian Power and Sail Squadrons

STATEMENT OF RECEIPTS & DISBURSEMENTS

From 1 April 2001 to 31 March 2002

		<u>OTTAWA Squadron</u>		
		<u>RIDEAU District</u>	Current	Previous
		<u>12 - 08 HQ Code</u>	Year	Year
1.0 DISBURSEMENTS (Totals for year)				
1.1	Courses		\$ 17245.05	10,935.39
1.2	Meetings & Events		7 374.08	4 775.50
1.3	Regalia		880.80	1 791.99
1.4	Newsletters		9 464.29	8 006.28
1.5	National Dues		1 360.99	2 030.99
1.6	District Contributions		0	1 422.00
1.7	Public Relations & Donations		1 035.71	515.24
1.8	Other		6 727.34	1 797.07
1.9	TOTAL DISBURSEMENTS for YEAR (including GST)		<u>\$ 44 088.26</u>	<u>31 274.46</u>
1.10	TOTAL GST PAID		<u>1 670.56</u>	<u>1 064.14</u>
2.0 RECEIPTS (Totals for year)				
2.1	Courses		\$ 28 550.35	22 565.50
2.2	Meetings & Events		5 068.22	3 655.26
2.3	Regalia		887.00	863.00
2.4	Interest & Other		2 153.73	2 644.50
2.5	Dues or Contribution		8 745.83	10 668.58
2.6	TOTAL RECEIPTS for YEAR		<u>\$ 45 405.13</u>	<u>40 396.84</u>
3.0	SURPLUS OR (DEFICIT) (subtract line 1.9 from 2.6)		<u>1 316.87</u>	<u>9 22.38</u>
4.0	CASH & INVESTMENTS - Beginning of Period		<u>\$ 15 181.16</u>	<u>6 058.78</u>
5.0	CASH & INVESTMENTS - End of Period (Add line 3.0 and 4.0)		<u>\$ 16 498.03</u>	<u>15 181.16</u>

Approved **Jim Dean** **2 April 2002**
Treasurer

Dave Cudmore **2 April 2002**
Auditor

Donald Tanner AP **2 April 2002**
Commander



TABLE V

CPS 12

Canadian Power and Sail Squadrons

BALANCE SHEET
As at 31 March 2002

OTTAWA Squadron
RIDEAU District
12 - 08 HQ Code

CURRENT ASSETS

A	CASH INVESTMENTS (Totals from Journal Columns)			
	on hand and in bank account	5.1	\$ 14,498.03	
	account at HQ if any 5.2		\$ 0.00	
	investments (at cost) with Banks, Trusts, etc	5.3	\$ 2,000.00	
	Subtotal cash and investments (add 5.1 + 5.2 + 5.3)			A \$ 16,498.03
B.	ACCOUNTS RECEIVABLE (amounts owing to you)			B \$ 0.00
C	INVENTORIES (course material, postage, etc)			C \$ 2,792.00
D	TOTAL CURRENT ASSETS (add A + B + C)			D \$ 19,290.03

CURRENT LIABILITIES

E	ACCOUNTS PAYABLE (owed by you)			E \$ 0.00
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NET WORTH

F	NET WORTH (subtract D - E)			F \$ 19,290.03
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Approved

Jim Dean
Treasurer

2 April 2002

Dave Cudmore
Auditor

2 April 2002

Donald Tanner
Commander

2 April 2002

