



# VANCOUVER ISLAND NORTH DISTRICT CANADIAN POWER & SAIL SQUADRONS

<http://www.vind.org/>

## VIND Council Meeting Minutes

13 January, 2019

Beban Social Centre Room 1

1. The meeting was called to order by D/C Ion Barnes at 1005. There were 15 members present.
2. A moment of silence was held for deceased member Ralph Hagen of Gabriola Island.
3. D/C Barnes carried out the squadron Roll Call. All squadrons were represented apart from Mount Brenton and Port Alberni.
4. Special guests were welcomed.
5. Moved/seconded Don Butt/Bob Wheadon that the minutes of the Council meeting of August 26, 2018 be approved as circulated. **Motion carried.**
6. Business arising from the minutes – None
7. District Officers Reports:
  - Executive Officer - Wayne Smiley - No report
  - Educational Officer - Alexa Stochmal – written – (attached to the minutes)
  - Secretary - Sheila Boutcher – Many thanks to all who submitted reports before the meeting.
  - North Star Editor - Sheila Boutcher – A North Star will be issued with the AGM notice later in the spring
  - Membership Officer Nichol Miller – (absent) – VIND Membership is currently 1154, down from 1220 in April 2018
  - Financial Officer - Carol Green (absent) - written (attached to the minutes)  
**Moved/seconded Carol Green/Alexa Stochmal that the Treasurer's Report and Financial Statements be accepted. Motion carried.**
  - Past Commander – Barry Ensign (absent) No report
  - Privacy Officer - Don Butt - written (attached to the minutes)
  - Commander - Ion Barnes - written (attached to the minutes)  
**Moved/seconded Don Butt/Charles Hawkswell that the Officers' Reports be accepted. Motion carried.**
9. Squadron Commanders Reports
  - Cape Lazo – Charles Hawkswell – written (attached to the minutes)
  - Cowichan - Bob Wheadon - written (attached to the minutes)
  - Gabriola Island - Mike Hoeninghaus - written (attached to the minutes)
  - Mt. Brenton - John Davis - written (attached to the minutes)
  - Nanaimo - Wally Wells - written (attached to the minutes)
  - Nanoose - Jim Dutton – written (attached to the minutes)
  - Port Alberni - Ken McKinnon – No report
  - Ripple Rock – Brian Cruise – written (attached to the minutes)

**Moved/seconded Alexa Stochmal/Don Butt that the Squadron Commanders' Reports be accepted. Motion carried.**

## 10. New Business

a) **National Update** – Peter Bolton, National Executive Officer. Peter informed the meeting of a number of issues, including:

- Merit Marks – should now be entered into WBAS - they will be transferred when New IT launches
- This year - 60 Anniversary for Cowichan and Ripple Rock
- New IT System - Oasis Data problems, now going through Volunteer System Testing,
- Marketing Local and National - Boat Shows – using the phrase “Canada’s Boaters”. Grant Thornton Marketing will provide marketing suggestions
- CPS Board Director Applications please if you want to get involved - by 31 March - application on website
- Membership numbers – current CPS total 15969 down from 17076 in Sept 2018
- RVCC and Lifejackets for the North - get out there press the flesh/ find good used LJs
- Instructor Toolkit - Eileen Germain will be touring CPS-ECP Squadrons with demo videos – coming to Vancouver Island soon.
- Outreach - Online B2 classes can be run if not enough students to run a classroom class - handled by National Office, standard price, mentor fees to squadrons
- Volunteer Committee set up to help sickly squadrons (no succession plan, pride, independent, no classes) - let Dave Peebles know before it is too late to help

b) **Strategic Plan** – There was some discussion about the Strategic Plan. One suggestion that it should be a rolling plan with regular updates each year. What does “squadrons should be more accountable to D/C and National” mean? Peter stressed that we need improved communication throughout CPS in all directions.

11. Moved Wally Wells that the meeting be terminated at 1250.

### Upcoming Meetings

April 28 in Nanaimo

## **District Officers' Reports**

### **District Commander – Ion Barnes**

I have had a busy time since our last meeting of the Council Aug 26. I attended the Ottawa National AGM after traversing the continent. The event was very cordial, and there was much anticipation over the state/arrival of the new I.T. system. The D/C meeting was excellent, with much dialogue about the state of the Squadrons and National. I was asked to speak to my report about the various issues that hamper the squadrons, which I informed the District of, prior to my leaving for Ottawa. While we did not get any one reason, I think it was true that we have different reasons for each district.

Other items discussed were individual training ideas, using the strategy plan for squadron revival, and long distance training concepts. Later Robert Pepin stopped it to speak briefly and I asked about changing the Strategic Plan to a rolling plan to maintain continuity and Robert thought this might be a good item for the Board of Directors to consider.

My wife, Lois and I meet Brenda Cochran, D/C of Western Canada District & daughter of Sue and Bryan Loveless, and we had lots to talk about. Later, in early January, Brenda organized a meeting with Gary Clow (PMD), Brent England (VIND) to view an app for smart phones that is being developed with assistance from SAR and CPS (Walter Kowalchuk and John Gullick). The app is a virtual trip plan that includes prompts for adjusting, closing or initiating a distress call. We will hear more about this later in the year.

I also attended several Christmas events Gabriola, Cape Lazo, and Nanaimo. I find these events to be relaxing and you can establish contact or research for new ideas. Cape Lazo was very unique in that the students handed out their own certificates to the instructors. Sorry I cannot remember most of them but Peter Bolton (NEO), who taught the portion about the compass was given the nickname "The Cardinal" with suitable anecdotal information.

Moving forward, we have to look at the strategic plan and how we should respond to the questions. There is much information that the squadrons should review. I apologize for not having this available before now; it was issued in 2015 but was poorly distributed. Now that each squadron has it, there should be more discussion to be had.

### **District Educational Officer – Alexa Stochmal**

My report is primarily based on the December 5, 2018 Educational Department webinar. These webinars are held every 3 months and are a good way to keep us up with what is going on with National and at Headquarters.

Of interest is the fact that a trial audit process for the Boating 1 Course and exam as well as the Maritime Radio Course and exam is under way for 2019. John Gullick and Transport Canada are hoping to use the surveys on the back of the Answer Sheets as the basis for the audit. This will provide a paper trail sufficient to meet Transport Canada's audit requirement. For this reason it is imperative that your students complete this Evaluation Form. It is only 15 questions long and is multiple choice with a space allowed for comments at the bottom. These questions were designed and approved by Transport Canada. Of the submissions John reviewed in 2018 only 30% of the Squadrons or RPs appear to have asked for the form to be filled out. However of that 30%, 60% of their students have complied. Apparently that is considered to be a very good representation of what is going on in the field. If you do not want to see my smiling face in your classroom every 4 years, please remember to ask your students to help by taking a couple of minutes to complete the form after they have filled out the Answer Sheet. Assuring them their grading and comments will not affect their marks might help. To date the only really negative comment seems to be that the course has been too short.

I *think* I heard John state the new exams are good for 5 years. Please check them for the expiry date. No orders for exams will be filled until Headquarters has been assured that all old exams have been destroyed by the Squadron or RP. As of the webinar only 28 Squadrons had completed the Declaration of Destruction forms.

Also on PCOC exams, the new exams are 50 multiple choice questions and have a 60 minute time limit. I have questioned John Gullick on the time limit and he is adamant about the time. These are still open book exams for all students who took the course and closed book for anyone challenging the exam or doing home study.

New application forms for the Maritime Radio Course students will include a box to tick off showing official government photo ID has been checked.

At this time ALL English speaking RI's and RE's are to have completed the Refresher Course by March 31, 2019. This is found on WBAS under Officer Home, Training, and Instructor Services. This is, of course, for those who have had or will have their designation expire in the very near past or future. If in doubt as to a person's status, ask John Gullick or check in WBAS.

Instructor Development is being redone and will be called Instructor Toolkit in the future. This is currently being worked on by Murray Richmond and Eileen Germain. There will be a new focus on having short video presentations and not as much text. The way forward will not rely as heavily on PowerPoint presentations and more on engaging the students.

IF your Squadron is wanting to add RE's or RI's to your roster at this time the only way to go about it is to get the person to take the Refresher Course and promise to take the Instructor Toolkit when it is available. The projected date for availability is March 31 of this year. A temporary RI or RE status will be issued by NEO J R Lavergne.

There was a minor change to the Price List with some items added and some taken off as of December 31, 2018. There were no price changes. There will be a new Boating 7 from USPS available this month. If you are interested in getting the On Water Boat Handling materials they are available from Gary Clow directly. Technically this is still in beta testing.

Revisions to the Sail Course are starting soon. Electronic Navigation is under review. Much of the material comes from other courses to maintain consistency. There will be new multifunctional displays, weather shown on chartplotters, etc. They will be raising the reading level two , removing inconsistencies in terminology, modernizing graphics and removing factual errors.

Maritime Radio Course is currently being rewritten. No more CDs, hold the applause, please, and no more 2 Modules. We have been working on this since February, 2018 and currently "meet" twice a week. The text is done and will be 10 sections with 6 appendices. Exams have been done with approximately 20% new questions. The new Online Study Guide has been reviewed and we think it is ready to go one the security has been agreed on. New powerpoint presentation are now the focus. NOT to worry about materials you may have on hand. They will be valid until stock has been depleted. However, it will NOT be possible to hold a class with some students having our current Maritime Radio Course Student Notes and some having the new Maritime Radio Manual.

Seminars currently available are AIS, Paddling & Boarding Smart and Chart Reading for Beginners. Coming seminars are Introduction to Collision Regulations, Celestial Navigation Introduction, Weather for Boaters and Tropical Weather for Winter Boaters.

Our upcoming webinars are February 6, June 5, September 4 and December 4. Our next Educational Department in Toronto is March 22 – 24. Our National Conference and AGM is being held in Victoria from October 16 – 20.

### **Financial Officer – Carol Green**

Since the last report of July 31, 2018, we have received funds totaling \$1,427.73, including the reimbursement from VISD and have recorded expenses of \$2,020.03 which consisted of costs to attend the USPS meeting, PM district meeting, April VIND meeting and cancellation fees from the Rendezvous. Surplus to date is \$615.28 with total cash in bank of \$28,261.19.

### **Privacy Officer – Don Butt**

There has been no issue to address since last report. I await the promised new web system to see how a roster is designed.

## **Squadron Commanders' Reports**

### **Cape Lazo – Charles Hawkswell**

The switch back to the White Spot for our monthly “Dine and Learn” seems to be working but only one session which was full 45 attendees, took White Spot people by surprise.

The Christmas Grad Ceremony and Dinner was very well received no complaints from anybody. Ion even managed to escape from the storm and made his way to the safety of the Comox Valley for the presentations after the meal.

Membership is holding steady at 167

We have a distant learning student in Powell River we are mentoring, can all be done online, or maybe he can attend a one on one if he is visiting the valley.

We have completed a PCOC course; some showed up who had registered but no record and some could not register, guess the saga with WEBASS continues, several attendees joined and or signed up for our Boating 2 Course starting on Tuesday

We have a full slate of courses planned for spring season: Boating 2 to Boating 5, EN and Radar, Weather, Engine Maintenance.

Continue with ongoing Administrative items, including Merit marks.

### **Cowichan – Bob Wheadon**

It is my pleasure to serve as the Cowichan Squadron Commander. I thank all those in District Squadrons our Cowichan Squadron and the Vancouver Island North District who have given so freely of their time and wisdom.

Educational Officer Nancy Dower had to cancel Boating Basics in September, we ran Boating 2 Boating 3 and Maritime radio in the fall with a total of 29 students. We plan on running Boating 1, 2, 3, 4 and Maritime Radio starting in January. We have 7 students registered for Boating 1, 8 students registered for Boating 2 and 8 students registered for Seamanship. We are talking with the local Fire Stations about teaching Boating 1 and Maritime Radio so they can operate their new rescue vessels.

Under the direction of Administrative Officer Colin Hall we had an excellent Christmas Dinner/Dance, plans are being looked at for a member's night on February 14th and planning has started for our Mother's Day Rendezvous May 10th-12th.

Our Membership Officer Ian de Verteuil reports that our membership currently is 192 which is 10 members less than it was last June. Ian is also our Communication Officer.

Our Nomination Committee chaired by P/Comdr. Vogel began meeting on the 6<sup>th</sup> of December.

Wayne MacDonald our Financial Officer reports cash on hand is approximately \$21000. That said our financial position remains sound.

Our new web page is ready to go live and has been since Sept but has been sitting in flux for several reasons. The latest being to see if the National site will be hosting our webpage if so our webmaster will direct the webpage from Uniserve to WordPress with the same domain name.

Our AGM is scheduled for April 24<sup>th</sup> planning has begun.

### **Gabriola Island – Mike Hoeinghaus**

Gabriola Squadron completed its fall combined Boating 2 & 3 courses in December with 5 students, all passed. Our Spring courses started Jan 9<sup>th</sup> with PCOC and will be followed by Combined Boating 2 & 3. We will also conduct a one day Maritime Radio course in February and a few one day seminars later in the Spring.

Our Squadron membership is holding steady at 62 members and we are financially sound with just over \$4200 in the bank.

Our Nominating Committee is hard at work to put together a slate of Officers for the coming year to be inducted at our AGM scheduled for April 28<sup>th</sup>. As of this time, we have no candidate for Commander. We will also be replacing our Educational Officer.

### **Mount Brenton – John Davis**

After a busy Spring season in 2018 where the Squadron presented four courses, we had a quiet Fall due to instructors being occupied with other activities and the fact that in our small community we get our best response from students in the Spring. A highlight recently, was the co-sponsorship of the Christmas Parade of Lighted boats with the Ladysmith Yacht Club. Twelve lighted vessels assembled in the Harbour and proceeded along the waterfront on the evening of December 8<sup>th</sup>, accompanied by the RCMSAR Station 29 rescue vessel as a safety patrol craft. The City and local service group representatives put on a huge bonfire at Transfer Beach for residents and the Yacht Club hosted a reception for members, Squadron participants and the rescue vessel crew. The event provided great exposure for the Squadron and was very ably organized by our Cruise Master Mary Marcotte, working closely with skipper/husband Barry, vessel operators, and Yacht Club representatives.

We are now planning our Spring 2019 Courses and will offer Electronic Navigation from April 30-May 28<sup>th</sup> and a one day Maritime Radio ROC(M) course on June 22<sup>nd</sup>, 2019. Doing the radio course in one day will be new to us and we would benefit from being able to observe another squadron delivering the course in this manner. We explored putting on Boating 2 and 3 but after a frustrating past experience where we had to cancel these courses twice, we decided that the very high cost of materials, the high cost to students of the courses, and lack of response in the past suggested this was a bad idea.

The Squadron is in sound financial condition and while we don't have a Commander, we are operating by Committee and keeping our costs down by meeting at Bridge member's homes. Membership as of June of last year was 67 members. As an experiment, and in the interest in presenting a more social event for members, we are discussing doing our Spring AGM in the form of an informal BBQ at Sue and Bryan Loveless's residence on Sunday April 28<sup>th</sup>, 2019.

## **Nanaimo – Wally Wells**

I am pleased to report on the status of our squadron and our current activities. Our membership is stable with a loss of 7 member but then we made up for that with new members signing up from training courses. Our current membership is approximately 320.

We have a couple newer members on our bridge, one with journalism experience, one with marketing expertise and one with an I.T. background. WE have a well-rounded bridge with significant CPS and boating background as well as these other skills that allow us to continue to move forward.

We are re-establishing our newsletter in a new more exciting format. We have agreement from Search and Rescue in Nanaimo as well as the Port Authority of Nanaimo to provide material for the newsletter. FOR our boaters updated on harbor activities and changes will be particularly useful. We hope the newsletter will help attract new members as well as retain existing ones. We also are redoing and updating our Squadron website.

We treated our members and guests to a very successful Christmas dinner at the Nanaimo yacht club. Approximately 65 people participated in greeting the holiday season. Barry Ensign and this group provided live entertainment. Our annual general meeting will be April 9. Our appreciation dinner will be April 26<sup>th</sup> and we plan an early summer BBQ for members on June 4.

Our Squadron has a booth at the Nanaimo Boat show to be held April 4-7. As this is a regional show, we have already contacted Nanoose Squadron to participate with us and will be contacting Gabriola and Mount Brenton.

We are very busy with training both in boating and radio courses. All our notices for registration through our spring sessions have been posted in public areas and on our website.

## **Nanoose – Jim Dutton**

- Winter / 2019 Courses are scheduled, 2 Radio (a 1 day & a 4 evening), Radio, RADAR, Electronic Navigation. Hopefully the very poor student registration that we experienced during the Fall courses does not continue into a downward trend.
- Membership is 178, while this is a decrease of 25 over the year it is still higher than the 10 year average for the Squadron.
- Financial report is attached.
- Social events are well attended and monthly members' nights continue to be scheduled, details are on our website, you are all welcome to attend.
- We continue to advertise our courses with posters, sandwich boards, newspaper ads. and Facebook (Nanoose Network). At our last Executive meeting we felt that broader advertising could be done by the District similar to the Mainland District advertisements in Pacific Yachting. While the CPS newsletter gives members information on the benefits of members discounts with various businesses, we felt that if this information was provided to the public through advertising it may encourage new memberships.
- We continue to work closely with Schooner Cove Yacht Club on joint interest items.

## **Ripple Rock – Brian Cruise**

Firstly, thanks to Past Commander Kevin Kavanaugh for his leadership of Ripple Rock Squadron over the past few years and for the support of the rest of our Bridge officers.

Unfortunately, we didn't have enough students to run a fall Boating 2 & 3 course, however we started a new session last week with 13 students. We will follow up this course with an ROC-M offering which we expect to be quite a large group. We've had trouble filling our fall course in the past and plan to start in October next year instead of early September. Campbell River doesn't seem to have a large enough population to support two sessions a year.

Our social calendar was full this fall with a members' night each month. We had great evenings of underwater photography and a night of learning about ropes and splicing sponsored by Redden Net. Our social calendar was capped off with a well attended Christmas brunch.

Our winter/spring calendar is filling up with more members nights and our season-opening cruise in May with the Campbell River Yacht Club. Our destination this year will be Gorge Harbour on Cortes Island.

As you make your summer boating plans, think of coming up our way and remember to fly your CPS pennants proudly so we can identify fellow members. We look forward to seeing you in our local waters.