

Meeting of the CMOS Ottawa Centre Executive
Wednesday, 17 May 2017
Rideau Canal Junior Ranks Mess
4 Queen Elizabeth Dr., Ottawa

Present: Martin Gauthier (Chair), Dawn Conway (Vice-Chair), Ann McMillan (past Chair), Yvon Bernier (Treasurer), Bob Jones (Centre webmaster, Archivist, Member-at-Large), Paul Pestieau (Member-at-Large), John Stone (Member-at-Large), Bruce Angle (LAC Chair, 2020 Congress), Greg Steeves (student representative, U. Ottawa), Leslie Malone (Secretary).

Unable to attend: Denis Bourque (Member-at-Large), Sheila Bourque (education liaison), Marc Quintaneiro (student representative, Carleton).

The meeting was called to order at 11 AM.

Proceedings:

1. Agenda

The agenda was adopted as written.

2. Minutes of April meeting

The minutes from the 26 April session were approved with minor changes.

ACTION: Leslie Malone will revise the April minutes as agreed and provide the final version to Bob Jones for posting.

3. Twenty-five year pins

At the 26 April meeting, six 25-year pins were handed out, to the following recipients: Lou Ranahan, Ken Macdonald, Bill Hogg, Barry Goodison, Marie-France Gauthier, and Len Barrie. Martin Gauthier will present a pin today to François Lemire. Photos of these seven recipients can be found at: <http://cmosarchives.ca/Ottawa/25yearpins.html>.

Bob Jones will mail pins to other recipients, namely: Konrad Gajewski (from U of O), Ken Sato, Ian Black (CBC); Murray Cameron (StatsCan); Gilles Fournier (DFO); John McCaughey (Queens U. Kingston); Michael Stacey (RMC Kingston, formerly part of CMOS National Executives); Robert Keeley (recent retiree from DFO); Ron Wilson (formerly head of MEDS, DFO); Stan Siok (Met Tech, formerly Ottawa Weather Office) and Rob Cross (formerly MSC, ADM's Office). Ken Morris (Cornwall - former instructor) is also eligible to receive the pin, but could not be contacted. No further action is anticipated in this regard.

With the mailing of the pins to the eligible parties, this action will be completed and closed.

4. Congress 2020 Congress – update from LAC Chair

Financial matters: Bruce Angle presented a preliminary financial forecast for the 2020 event (see **Annex 1**). The analysis was based on a projected attendance of 700, and

relied on recent cost figures from the 2010 event and the 2017 event in Toronto. The figures so far suggest a potential shortfall, so the LAC and CMOS Executive will have to look at ways to increase participation and control costs. Paul Pestieau recalled that in 2010, Ottawa had a \$50K contingency fund. That event was coupled with the AGU event and for a while it seemed likely that the contingency would need to be spent – in the end there was no shortfall from the 2010 Congress.

The LAC: The LAC is not yet organized, but a number of volunteers have come forward already. Bruce is likely to convene the LAC in autumn 2017.

Venue options: Bruce will visit several venues with Katie Dolan (Ottawa Tourism) on 7 June. Bruce Ramsay will also advise on bids from various suppliers. Amongst the venues to consider are the new Government Conference Centre (a rebuild of the old train station), the Palais de Congres (Gatineau) and the University of Ottawa. All have known risks (the new conference centre is not yet completed; the Palais de Congress is across the river – there is public transit, but it may be considered by some to be less convenient; and the U. Ottawa would probably not be a ‘contained’ venue, requiring people to move around different parts of the campus). The decision on venue must be in place by January 2018.

5. Proposed 2017-2018 CMOS Ottawa Centre Executive

Ann McMillan spoke with Martha Anderson and Helen Joseph. Martha has only recently retired and declined (at least for now) the invitation to join the Ottawa Executive. Helen Joseph is pleased to come on board. Ann McMillan will continue to reach out to the proposed candidates to find another new member-at-large.

6. Analysis of flooding events by CMOS

John Stone had raised the issue of having CMOS make a statement (aimed at the media and the public) on the recent flooding events, to put events into historical context and tie into the climate change discussion. Following discussion, it was concluded that it would not be easy to organize CMOS (national, or Ottawa Centre) to make an authoritative statement in a timely manner, but that it would be good if CMOS were able to engage in situations like this and help the public (and the media) better understand the meteorological and (with appropriate partners) hydrological contributions to the flooding. It was noted that while a populist assessment or statement could be useful, there were serious risks. In such events as the current flooding, there are multiple sources of information – from Federal and provincial authorities, emergency management groups, insurance companies, Water Survey of Canada, etc. – and potential litigation, so any errors or oversights could have negative repercussions for CMOS.

One possibility would be to develop a forward-looking piece, which could include what other countries are doing regarding floods, and possibly a discussion promoting the engagement of the meteorological (and hydrological communities) with other stakeholders in Canada on future flooding risks. Environmental prediction has come a long way and by 2020, the models here will include hydrology, the potential benefits of which could be outlined.

A proposal was made that a possible theme for the 2020 Congress could be risks to infrastructure (or maybe meteorological/hydrological risks to society more broadly) and that in preparation for the 2020 session, the same theme could possibly be factored into the selection of speakers for the monthly luncheons.

It was decided that Bob Jones will raise the issue of CMOS timely engagement in discussions on extreme events at the meeting of Centre Chairs that will take place at the 2017 Congress in Toronto.

7. Ottawa Regional Science fair – Trophy status

There was no new information on updating the trophy.

8. Background flyer of CMOS Ottawa

Greg Steeves continues his efforts to develop the flyer (see actions from the March and April meetings).

9. Lunch speakers

For today's talk, Paul Pestieau will introduce Gilbert Brunet, and will present the gift (a book) after the question period. It was noted that all arrangements are in place for the joint session with CACOR for Gordon McBean's talk in June.

Discussion on identification of potential speakers for the 2017-2018 season was deferred to the June meeting.

10. Other Business

11. Adjournment

It was moved by Martin Gauthier that the meeting adjourn at 11:50 AM. All were in agreement.

Luncheon speakers, January-June 2017

Date	Speaker	Proposed by	Status
26 January	David Scott, Polar Knowledge Canada	Martin Gauthier.	Completed
22 February	none		
22 March	Mike Manore MSC New Plans for Monitoring	Ann McMillan	Completed
26 April	CMOS Tour speaker, Dr. Richard Dewey, Ocean Networks Canada, University of Victoria, on 'Recent Pacific Anomalies: Oscillations, El Nino, and The Blob'.	Martin Gauthier	Completed 25-year pins were handed out to 6 persons.
17 May	Gilbert Brunet Seamless climate and weather forecasting	Ann McMillan	Present session. One 25-year pin is to be handed out.
14 June	Gordon McBean A joint CACOR CMOS meeting on Transdisciplinary Science for a Sustainable Future Earth.	Ann McMillan and Madeleine Aubrey.	Venue is confirmed. Abstract is available.

NB: All the above-noted dates for 2017 are booked and confirmed with the Rideau Canal Junior Ranks Mess, 4 Queen Elizabeth Drive, Ottawa.

For CMOS archive of past speakers: <http://cmosarchives.ca/Ottawa/ottawapastspeakers.html>

Annex 1

Financial Forecast 54th Canadian Meteorological and Oceanographic Society (CMOS) Congress Sunday May 24, 2020 to Thursday May 28, 2020 (tentative)

Registrations

The forecast attendance is 700 and uses the following breakdown as evidenced in 2010 and using figures from the Toronto Congress. Although there is an escalating cost for registration, for the purposes of this forecast, an average figure was used.

Full registration			
CMOS members	160	\$650	\$104,000
Non-members	160	\$700	\$112,000
Students	100	\$300	\$30,000
Retired	30	\$300	\$9,000
Day passes*	150	\$200	\$30,000
Complimentary	100		
Total	700		\$276,900

- Single day fees include a mix of CMOS members, students and retirees which have variable costs but averaged to \$200

Food and beverage

Full registration includes the costs for the icebreaker, Patterson-Parsons luncheon and banquet.

Icebreaker	350 people	\$40 pp	\$14,000
Luncheon	550 people	\$50 pp	\$27,500
Banquet	550 people	\$75 pp	\$41,250
Coffee breaks	500 people	\$15 pp X 2 X 4 days	\$60,000
Volunteer meals (includes snacks)	20 people	\$25 pp X 4 days	\$2,000
Total			\$144,750

This preliminary analysis illustrates approximately a \$70k shortfall; my understanding is that all Congresses must be revenue neutral or make a profit.

Budget		Comments
Paid attendance	600	
Complimentary attendance	100	
Total attendance	700	

REVENUE

Registration fees	276,900.00	See breakdown
Abstract fees	35,000.00	
Congress sponsors	60,000.00	
Coffee sponsors	4,000.00	
Program book sponsors, ads	-	Will request in kind support from Feds / others
Exhibitors	20,000.00	
Other revenue	3,000.00	From 2010; no analysis of sources
Total revenue	398,900.00	

EXPENSES

pre-promotion	6,000.00	
room rental	126,000.00	Shaw Centre reduces by 20% with \$100k food and beverage
food & beverage	144,750.00	See breakdown - 2010 - \$150k
posters, brochures, signs	3,000.00	
program book	12,000.00	
promotional items (e.g. bags)	7,000.00	

name tags/lanyards	2,000.00	
A/V equipment - telecom - internet	40,000.00	Toronto - \$48k
poster session expenses	7,000.00	
Teachers' Day	3,000.00	
student travel bursaries	20,000.00	
plenary speaker travel/accommodation	15,000.00	
security	2,000.00	
office expenses	1,500.00	
support services	-	Request in kind support from Feds
translation	4,000.00	
exhibit related expenses	4,000.00	
website	250.00	
entertainment	5,000.00	
photography	1,500.00	Suggest hiring a professional
volunteer expenses	6,000.00	
local centre compensation	7,500.00	
HQ computer/database	1,450.00	These next items are from 2010 Congress
HQ secure web site and internet services	3,000.00	
HQ staff & exec travel to Congress	13,500.00	Much lower in 2010 ~\$1500
HQ staff time for registration	9,000.00	
HQ staff time for abstracts and software mods	2,000.00	
HQ expenses for credit card processing	15,000.00	
HQ expenses, other (printing, mailing, courier)	800.00	
contingency	9,500.00	
GST-rebate		

Total Expenses

471,750.00