

**Meeting of the CMOS Ottawa Centre Executive
Tuesday, 24 October 2017
Rideau Canal, Junior Officers Mess
4 Queen Elizabeth Drive, Ottawa**

Approved Minutes

Present: Martin Gauthier (Chair), Dawn Conway (Vice-Chair), Ann McMillan (past Chair), Yvon Bernier (Treasurer), Denis Bourque (Member-at-Large), Sheila Bourque (education liaison), Paul Pestieau (Member-at-Large), Helen Joseph (Member-at-Large), Greg Steeves (student representative, U. Ottawa), Michael Steeves (Member-at-Large), Bruce Angle (LAC Chair, 2020 Congress).

Bob Jones (Centre webmaster, Archivist, Member-at-Large), for final agenda items.

Unable to attend: John Stone (Member-at-Large), Leslie Malone (Secretary)

The meeting was called to order at 11:00 A.M.

Proceedings:

1. Agenda

The agenda was adopted after addition of a presentation by the student representative, as item 3.

2. Minutes of September meeting

The revised minutes from the 20 September meeting were approved.

3. Presentation of publicity material by Greg Steeves

Steeves presented the postcard on CMOS, which had been developed for distribution at workshops, talks and other events to inform students about CMOS and the benefits of membership. He noted that the postcard can be modified for use at specific events. GAIA (the Geography and Environmental Studies Student Association) will have supplies for distribution at the University; other departments and student associations are being approached to carry copies for distribution.

Members thanked Steeves and acknowledged the effort taken to develop this publicity tool.

One member raised the issue of continuing free student membership in CMOS during 2018. Students will be referred to the CMOS website for information on this.

4. Schedule of lunch meetings

Conway confirmed that the November 16 talk would be on Arctic cruise operations and given by Alana Faber (Director, Operations) of Adventure Canada. The CEO, Cedar Swan will also attend.

Conway proposed that the December talk be on the Franklin Expedition.

ACTION: Conway to look into potential speakers from Parks Canada or one of their partner organizations.

The March 28, 2018 speaker will be the CMOS Tour speaker, Gilbert Brunet.

ACTION: Gauthier to confirm invitation to Brunet, who could address launching of the Special Observing Period, for the Year of Polar Prediction.

Joseph noted progress on an Integrated Oceans Observing System. She will look into identifying a DFO person to talk to this.

5. Congress 2020 Congress – update from LAC Chair

Bruce Angle has met with Gordon Griffith, Executive Director of CMOS, regarding the choice of the Delta Hotel as the venue for the 2020 Congress. CMOS currently has the contract for signature and the first down payment is due by the end of the year. He also commented on the availability of student housing at the University of Ottawa.

Angle is moving to populate the organizing committee, and to update federal departments about Congress plans, as appropriate.

ACTION: Members will send Angle the names and email addresses of DGs and Directors of relevant SBDAs¹.

6. Financial matters

a) Payment of gratuity for meals at the Junior Officers' Mess

Pestieau reviewed the pros and cons of paying a gratuity. Members noted the good service provided and the financial implications of paying gratuity. Following discussion it was moved (Pestieau) and seconded (M. Steeves) that the Ottawa Centre Executive pay the gratuity as billed. **Approved** unanimously.

b) Cash on hand and maturing GIC

Bernier reviewed the Centre's financial situation noting it currently has \$4K in its bank account; will receive an annual subvention from CMOS of \$880; and has a GIC of \$5K maturing in November 2017. A decision is required on the GIC.

Funds are available to allow the Centre to respond if a student or teacher makes a strong case for student travel support for an expedition.

ACTION: Bernier to propose action, such as reinvestment of the GIC, at the November meeting of the Executive.

7. Student representative from Carleton University

McMillan had written to the student editor of Carleton's environmental magazine (IZUMA) and awaits a response.

ACTION: McMillan to continue to follow up on this.

8. Summary of the last CMOS Centre Chairs meeting

Gauthier reported on meetings held in September and October, noting that Ottawa is the most active CMOS centre. Recent Chairs meetings have covered the CMOS tour speaker and other business.

¹ Science Based Departments and Agencies

9. Adding new persons to the mailing lists/outreach

Pestieau suggested we determine how to distribute information more widely, and how to allow people to update the lists to which they subscribe. McMillan commented on how lists are managed at DFO and Environment and Climate Change Canada.

It was agreed that a mechanism is needed so people can both subscribe and unsubscribe. S. Bourque suggested a link on CMOS' Facebook Page, which Jones could put up.

ACTION: Members will consider what can be done and report back at the November meeting.

10. Science Fairs

Item deferred to the next meeting

11. Other business – none

12. Adjournment

Gauthier moved adjournment. All agreed.

Luncheon speakers, September 2017 - May 2018

Date	Speaker	Proposed by	Status
20 September Wednesday	Ian Black		
24 October Tuesday	Geoff Strong		confirmed
16 November Thursday	Alana Faber (Adventure Canada)	Dawn Conway	confirmed
12 December Tuesday	TBD		
24 January Wednesday	TBD		
28 February Wednesday	TBD		
28 March Wednesday	TBD		
25 April Wednesday	TBD		
23 May Wednesday	TBD		

NB: All the above-noted dates for the 2017-18 season 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>