



Informal Meeting of the CMOS Ottawa Centre Executive

Thursday, 10 August 2018

Approved Minutes

Venue: Irene's Pub, 885 Bank Street, Ottawa

Call to Order: 12:00 noon

Chair: Dawn Conway

Ottawa Centre Executive: See **Table 1**

Present: Dawn Conway, Barry Goodison, Yvon Bernier, Leslie Malone, Bob Jones, Denis Bourque, Sheila Bourque, Michael Steeves, Ray Desjardins, Greg Steeves

Regrets: Martin Gauthier, Bruce Angle, Ann McMillan, John Stone, Paul Pestieau, Helen Joseph, Brie Morrison

1. Dawn welcomed the new members on the Executive and launched a round of introductions.
2. **Agenda:** Adopted with several additions under 'other business'.
3. **Minutes from 22.05.2018 meeting:** Not distributed. Discussion is deferred to September.
4. **Financial Update:** Yvon Bernier presented the financial statement for the Ottawa Centre covering the period 30 June 2017, to 30 June 2018 (See **Annex 1**). He noted:
 - a. that for several years, income has been less than revenues, so the year-end balance each year is declining. Year end (30 June) balances for 2014, 2015, 2016, 2017 and 2018 were \$18336.36; \$16377.49; \$14856.56; \$13488.90; and \$11584.60, respectively. This has been a deliberate strategy and is largely achieved through subsidizing the costs of the monthly luncheons*, including discounting student costs. We expect to continue to lose about \$2000 per year by subsidizing luncheons.
 - b. that the prizes for the Ottawa and Outaouais science fairs are each \$300. The Centre pays \$300 towards the organization of the Ottawa events, but Hydro Quebec pays this amount for the Outaouais events.
 - c. that each GIC is cashable on the anniversary date of the investment.

*The average shortfall per luncheon for 2017-18 was \$206.92:

- the cost of a meal at the Junior Officer's Mess is \$15.95 plus 13% HST (\$18.02);
- we pay a service fee of \$125 for the use of the Harmony Room and \$46 for bartender wages, both subject to HST (total \$171);
- we pay a gratuity of 15%, making the average true cost per luncheon to be \$26.12.
- there was an average of 29.6 participants per luncheon – 23.6 members (@ \$20), 3 non-members (@\$25), 2 students (@\$10) and the speaker (\$0).

In discussion, the Executive recognized that the average attendance at the luncheons has been declining, and that this might continue. It seems the Centre has not been attracting new members. Few non-members or students attend. The Treasurer, post-meeting, provided a breakdown of participation for the period 2012-2018 (see **ANNEX 3**). December is on average the best month for attendance, and there is somewhat less participation in January, March and April. Over the recent 6 years, average participation stayed relatively steady until 2017-18 when there was a clear drop. At the recent Congress in Halifax, other centres also reported declining participation.

The reasons for the patterns shown are not clear. In general, the luncheons attract civil servants, retirees, students and members of the private sector and occasionally, the public. It would be good to increase membership overall and student participation in particular.

5. **Meeting schedule for fall meetings:** Ray Desjardins and Barry Goodison are working on arrangements for the September talk – Dr Brian Gray will open the fall programme on 27 September. The topic and title are still under discussion, but it might be of interest that Dr Gray discuss, in part, his experience in private sector, EC, NRC and AgCan and his views on an interdisciplinary approach for services or possibly food security issues. **ACTION:** Ray will provide topic and title, as well as an abstract and brief bio to Bob Jones for advertising the session, as soon as possible.

For the other talks for the 2018-19 season, the following suggestions were made:

- Approach Inuit Tapiriit Kanatami (ITK, based in Ottawa) to present on how the North works (fall 2018) – Sheila to follow up.
- Look for potential speakers amongst the presenters at the Halifax Congress – Denis to follow up.
- Approach Reinsurance companies for a talk on their work in climate variability, extremes and climate change (maybe for a joint session with CACOR in spring 2019) – no volunteer.
- Focus a session on risk management/reduction and adaptation (fall 2018) – Dawn to follow up.
- Approach ICAO to discuss the role of commercial aircraft in measurements – Len to follow up.
- Approach Stephanie Meakin, Chief Science Advisor for Inuit Circumpolar Council (ICC) to talk about climate and traditional knowledge, or the needs of aboriginal people for climate information – Barry to follow up.
- Approach Jackie Dawson to talk about her recent work – Barry to follow up.
- Approach other Profs at U. Ottawa to explore possibilities – Greg to follow up.

6. **2020 Congress Update:** Bruce Angle informed (by email) that he was planning a September kick-off meeting of the LAC at the Delta hotel so the LAC could tour the facilities. He requested input from the Centre Executive on possible meeting space with teleconferencing facilities for future meetings. In addition, he advised establishing the Scientific Programme Committee (SPC) as an important first step in advertising the 54th Congress, in identifying plenary speakers and marketing to national and international concerns.

It was noted that having student volunteers would be very beneficial to the running of the Congress – The student representatives on the Centre Executive would be very helpful in that regard.

The details of how the SPC would be organized and interact with the LAC and a theme selected for the Congress were not clear. Post-meeting Bob Jones provided the CMOS Guidelines. Relevant sections are provided in **ANNEX 4**. With that in mind, the Centre Executive, as host of the 2020 event, did agree to suggest possible SPC leads and Congress themes for consideration by the LAC.

ACTION: Members of the Ottawa Centre Executive will provide suggestions for SPC chair and possible themes for the 2020 Congress, by Friday, 24 August. Dawn will coordinate a discussion and develop recommendations from the Centre Executive to the LAC for consideration at its September meeting.

7. **Discussion on abolition of the Ontario Science Advisor position:** Ontario had established a position for a Science Advisor. The person in the position was dismissed by Mr Ford when he became Premier. The Executive considered whether it would be appropriate to communicate to Mr Ford our views on the value of having a science advisor. It was not clear from the discussion that there was consensus on the matter, but some felt that the role of CMOS, as a learned society, would include raising CMOS-relevant issues to the provincial government and would include advocating for evidence-based decision-making to support effective policy on weather, water, climate, ocean and environmental matters. As well, the members agreed that a first step would be to discuss this with the Toronto Centre, and with CMOS National. **ACTION:** Dawn will contact the Toronto Executive to discuss whether they would consider joining Ottawa in writing a letter to the provincial government on this matter.

In further discussion, it was noted that the Kanata area MPP, Merilee Fullerton, had been appointed as Minister of training, colleges and universities in the new cabinet¹ and that attempts to discuss the matter with her had so far gone unanswered.

8. **Other business:**

- **Speaker for a PROBUS meeting:** The speaker that had been scheduled to give a talk to the PROBUS group on 26 September had to withdraw, so Martin Gauthier asked for suggestions. Len Barrie agreed tentatively to step in. **ACTION:** Dawn will contact Martin to get details of venue, type of audience, duration of the talk, etc. and provide these to Len.
- **Suggestions for CMOS Tour speaker:** it was agreed that the deadline for providing input had passed.
- **Cooperation between CMOS and CGU:** Gordon Young, former Executive Director of the Canadian Geophysical Union (CGU) had been instrumental in planning the upcoming meeting of the IUGG in Montreal next year. The 53rd CMOS will be part of that event. The Centre Executive agreed that it would consider discussing potential collaboration between CMOS and CGU at a later date in the 2018-19 schedule.
- **September meeting:** The group agreed to begin the September meeting of the Executive at 10:30 due to the number of items on the agenda.

Closure: Dawn moved to close the session at 14:15 AM. All were in agreement.

¹ <https://www.ontario.ca/page/ministries>

Table 1: Ottawa Centre Executive (see also <http://cmosarchives.ca/Ottawa/ottawaexecs.html>)

Chair	Dawn Conway
Vice Chair	Barry Goodison
Treasurer	Yvon Bernier
Recording Secretary	Leslie Malone
Membership and Archives	Bob Jones
Education Co-ordinator	Sheila Bourque
Past Chair	Martin Gauthier
LAC Chair, 2020 Congress	Bruce Angle

Member-at-large	Denis Bourque
Member-at-large	Helen Joseph
Member-at-large	Paul Pestieau
Member-at-large	Michael Steeves
Member-at-large	John Stone
Member-at-large	Ray Desjardins
Member-at-large	Len Barrie
Member-at-large	Ann McMillan
Student rep., U. Ottawa	Greg Steeves
Student rep. Carleton U.	Brie Morrison

Table 2: Speakers, Sept 2018- May 2019

Date	Speaker	Proposed by
27.09.2018	Dr Brian Gray	Barry Goodison and Ray Desjardins
XX.10.2018	TBD	
XX.11.2018	TBD	
XX.12.2018	TBD	
XX.01.2019	TBD	
XX.02.2019	TBD	
XX.03.2019	TBD	
XX.04.2019	TBD	
XX.05.2019	TBD	

Archive of past speakers: <http://cmosarchives.ca/Ottawa/ottawapastspeakers.html>

NB: All the above-noted dates for the 2018-19 season will be booked and confirmed with the Rideau Canal Junior Ranks Mess, 4 Queen Elizabeth Drive, Ottawa.

ANNEX 1**CMOS OTTAWA CENTRE FINANCIAL STATEMENT FOR 2017/2018
(JUNE 30, 2017 TO JUNE 30, 2018)**

Balance as of June 30, 2017	\$13,488.90
Plus Income	
Luncheons (9 meetings)	5075.00
CMOS Annual Subvention	887.00
Matching Grant from CMOS for Science Fairs	450.00
Interest Earned on GICs during the period	149.93
Total Income	\$6561.93
Minus Expenses	
Luncheons (9 meetings)	6947.28
Ottawa Regional Science Fair	600.00
Expo-sciences de l'Outaouais	300.00
Travel expenses for SCOR Speaker (Karen Kohfeld)	275.98
Travel expenses for Geoff Strong	177.08
Engraving on Science Fair Trophy	113.00
Engraving on Science Fair Plaque	37.29
Stamps and Envelopes	3.50
Bank Service Charge	12.10
Total Expenses	\$8466.23
Balance as of June 30, 2018	\$11,584.60
Balance made up of:	
Cash and bank deposit	1398.80
GIC #13 (matures in Feb. 2021) worth on June 30, 2018	4127.09
GIC #15 (matures in Nov. 2022) worth on June 30, 2018	3030.11
GIC #16 (matures in Nov. 2019) worth on June 30, 2018	3028.60
Total	\$11,584.60

ANNEX 2

Statistics re participants in luncheons, CMOS Ottawa Centre

2012/2013	Sept.	Oct.	Nov	Dec.	Jan.	Feb.	March	Apr.	May	June	Avg
# Members	17	15	23	32		26	16	28	17		21.8
#Non-members	7	9	16	9		17	5	10	4		9.6
#Students	7	0	4	2		7	2	0	1		2.9
#Speakers	1	1	1	1		1	1	1	2		1.1
Total	32	25	44	44		51	24	39	24		35.4
2013/2014											
Members	40	24	19	38	22	18	16	20	24		24.6
Non-members	0	8	2	0	5	10	5	3	10		4.8
Students	1	2	2	2	1	2	3	2	3		2.0
Speakers	1	1	1	1	1	1	2	1	1		1.1
Total	42	35	24	41	29	31	26	26	38		32.5
2014/2015											
Members	19		28	50	21	20	18	26	28		26.3
Non-members	3		14	8	3	2	3	9	10		6.5
Students	0		8	4	1	2	3	4	3		3.1
Speakers	1		1	2	1	1	1	1	1		1.1
Total	23		51	64	26	25	25	40	42		37.0
2015/2016											
Members	17	26	29	27	27	24	14		25		23.6
Non-members	1	1	9	11	3	10	4		7		5.8
Students	5	8	5	2	4	13	2		1		5.0
Speakers	1	1	1	1	1	1	1		1		1.0
Total	24	36	44	41	35	48	21		34		35.4
2016/2017											
Members	38	26	20	28	28		31	25	33	24	28.1
Non-members	5	3	0	3	4		8	1	5	9	4.2
Students	6	2	1	2	1		3	1	4	2	2.4
Speakers	1	1	1	1	1		1	1	1	1	1.0
Total	50	32	22	34	34		43	28	43	36	35.8
2017/2018											
Members	26	32	21	29	23	21	23	16	21		23.6
Non-members	1	0	3	4	3	3	4	6	3		3.0
Students	5	2	2	1	1	1	2	2	1		1.9
Speakers	1	1	1	1	1	1	1	1	2		1.1
Total	33	35	27	35	28	26	30	25	27		29.6

CNC/SCOR tour speaker

CMOS Tour speaker (Feb 2016: Zwiers; Apr 2017: Dewey; Mar 2018: Brunet)

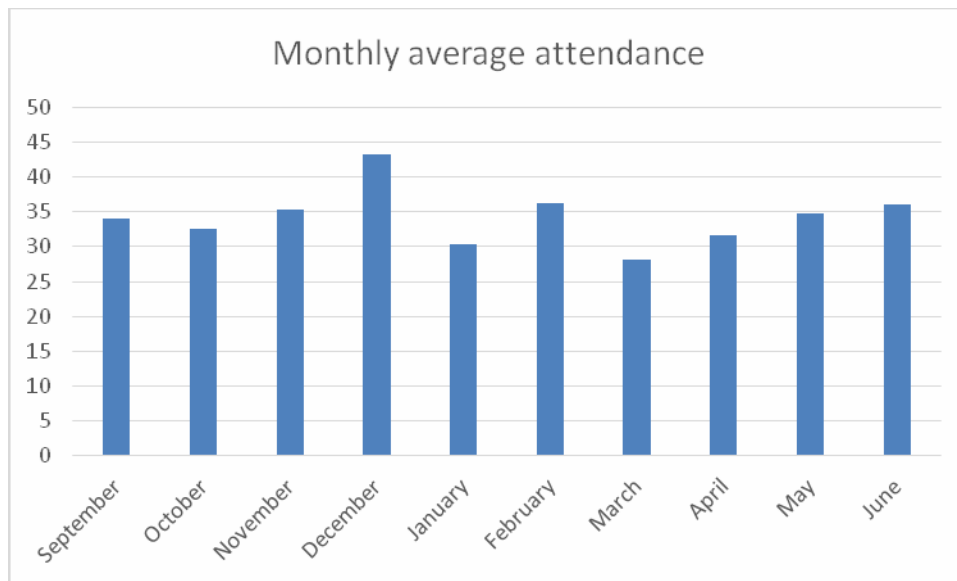
Joint with CACOR

MEOPAR tour speaker

ANNEX 3

Average number of participants per month over the six years: 2012/2013 to 2017/2018

September	34.0
October	32.6
November	35.3
December	43.2
January	30.4
February	36.2
March	28.2
April	31.6
May	34.7
June	36.0



December is better attended than the other months. January, March and April are least well attended.

ANNEX 4

Excerpts from the CMOS Annual Congress Guidelines

From section 2.1, LAC Composition and Duties, a typical LAC would include the following positions and responsibilities:

Chair, Local Arrangements Committee, responsible for:

- Acting as Overall Chair of the Congress;
- Maintaining an overview of the preparations of the Congress and ensuring action is taken if and when needed;
- Calling and chairing LAC meetings;
- Ensuring needs of the SPC and the National Executive are met;
- Serving as spokesperson for the program locally;
- Liaising with CMOS Executive/Council/Executive Director;
- Producing the Congress final report.

Chair, Scientific Program Committee, responsible for:

- Recommending the Congress Theme and scientific program;
- Issuing the Call for Papers;
- Setting up a scientific committee, selecting session chairpersons;
- Adjudicating papers including those from students who have applied for a travel grant;
- Determining who should receive student travel bursaries and ensuring that payment is made;
- Liaising with the National Office re the abstract submission and management system.

From section 3.1, SPC Composition and Duties, the National Executive approves the nomination of the Chairperson of the SPC based on a recommendation by the LAC. The Chairperson nominates the other members of the SPC for appointment by Council. Note that it is not necessary for the SPC Chairperson to be from the host Centre. Following approval by Council, the name of the SPC Chairperson and the Congress theme should be announced at the time of the preceding Congress (note that it must be selected much beforehand for inclusion on posters and other advertising). A theme for the Congress is usually recommended by the LAC in consultation with the SPC Chairperson for approval by the Executive/Council.

The SPC is responsible for all aspects of the scientific program, soliciting themes for individual sessions, inviting theme plenary speakers, advertising the scientific program, sending out the call for papers, selecting session chairs, judging abstracts and arranging them into sessions, scheduling sessions, deciding upon the split between oral and poster sessions, adjudicating applications for student travel bursaries, adjudicating awards for best student (poster) paper, etc.