

Officer and Committee Reports for the Annual General Meeting of the Gabriola Island Squadron

April 24, 2016

Commanders Report

For the Annual General Meeting
April 24th, 2016

We've come to the end of another excellent year for the Gabriola Power and Sail Squadron. Our dedicated and enthusiastic Bridge Officers collectively put in hundreds of hours of work in support of the Squadrons' activities. The Squadron hosted PCOC, Essentials, and Marine Radio Operator Certificate (ROC(M)) courses in the both the Fall and Spring sessions. "Lil Gabe" attended several events around the Island and we hosted six social evenings with educational guest speakers covering topics ranging from Ancient Mariner Navigation to Vessel Stability.

This year, the Squadron changed venues for our courses and activities from the Recreation Center to the Rollo Center. This move has proved to be an ideal fit for our Squadron and we will continue to make it our home for the next year. The small room at the Rollo fits our smaller class sizes much better and the larger room is perfect for our social evenings. We also have rented a storage locker in the new storage facility at the Rollo providing a central location for the Squadrons' materials.

Our Squadron Education Officer, Bert terHart, set up the course schedules and was the principle instructor for them all. His boating experience and excellent teaching ability resulted in all of our students attaining passing marks in every course. In addition, Bert hosted students aboard his boat, set up a flare demonstration exercise, and in partnership with Don Butt, set up a "walking" navigation exercise for the students at Drumbeg Park. This "walking" exercise taught students how to take bearings using a hand held compass, then plot those bearings to obtain "fixes" and determine course and speed over the walked course. These extracurricular exercises took extra time in planning and coordination and the students got the benefit of putting to use the material presented in the course material and classroom.

The Social Committee, chaired by Jude Briscoe, with committee members Elaine Pearce and John van Praet, kept us entertained with the social evenings, the Christmas Party and the barbecue at our Shoreline Cleanup event. They put in a lot of hours to put the events together and do the set up and clean up. Although our attendance numbers were lower than hoped for, everyone who came out enjoyed the evenings.

Our new Public Relations Officer George Myette and our Communications Officer Don Butt have done an exceptional job of getting information on our activities out to the public and Squadron membership. New advertising ideas and

much time spent promoting the Squadron have kept us in "public eye" here on the Island.

This coming year we hope to continue the successes we enjoyed this past year. It is always a challenge to get students for the courses, relevant speakers for the socials, and to carry on the administration of the Squadron. Our long time Secretary, Webmaster and Past Commander Robert Derksen is retiring as of this AGM. Bob had wanted to retire last year, but agreed to stay on one more year to assist the new Bridge and to provide the past experience and knowledge to get us through a year which saw a lot of changes at the National level in how Squadron administration is carried out and how courses are set up. Bob kept us up to date on how the changes affected our Squadron and kept us on the right course. We will miss his presence and knowledge on the Bridge.

Respectfully submitted,

Mike Hoeinghaus

EXECUTIVE OFFICER AND POLICY COMMITTEE CHAIR REPORT

EXECUTIVE OFFICER'S REPORT

A contribution by the Executive Officer has been chairing and working with the other members of the Squadron Policy Manual Committee in early 2016, as reported on separately below.

The Executive Officer has also represented the Commander at the VIND Council meeting held on January 17, 2016 at the Beban Centre, Nanaimo, where the emphasis on members' needs and community outreach were especially salient.

POLICY COMMITTEE

A Policy committee was set up on January 21, 2016 by the Bridge. The purpose was for the Committee to develop and propose to the Bridge a draft Gabriola Squadron Policy Manual. This Policy Manual would offer guidelines for the Squadron Executive (= Bridge) for the running of the organization throughout the year. Duly appointed members were: XO Jean Van Praet, chair, SEO Bert terHart, Communications Officer Don Butt and Secretary Bob Derksen.

Thanks to the great work of Secretary Bob Derksen, and the valuable input of its members, a draft Policy was completed in a minimum of time and presented at the Bridge Meeting of March 24, 2016. A motion that the Squadron Policy Manual be accepted for submission to the CPS-ECP Committee on Rules was carried unanimously.

The Policy Manual will be reviewed annually as a minimum at either the September or October meeting of the Bridge.

The Policy Manual has four sections:

Section 1 deals with the **SQUADRON YEAR**, i.e. what a typical Squadron year consists of.

Section 2 deals with **SQUADRON COMMUNICATIONS**, including the Squadron's website, the Newsletter Scuttlebutt, Communication with members, and communication with the media.

Section 3 deals with the BRIDGE (or Executive) , i.e. who the Bridge Members are, and a description of responsibilities for each.

Section 4 deals with **THE SQUADRON IN ACTION**, dealing with the courses offered by the Squadron, awards, and social events.

Respectfully submitted,

Jean Pierre Van Praet, Policy Manual Committee Chair, Executive Officer

Educational Officer's Report

This past winter we've had a successful run of courses. January saw 3 students obtain their PCOC cards, February saw 8 students obtain their ROC-M with DSC cards and currently, we have 4 students nearing the end of the Essentials Course.

Fall 2016 the Squadron will be introducing Boating (PCOC), Boating 2 – Beyond the PCOC and Boating 3 – Introduction to Navigation. Exactly how these courses will be taught will under consideration as I would wish to ensure that we are teaching material that is relevant for our particular locale. Future course offerings for Maritime Radio will remain unchanged.

I have provided spring Seamanship Refresher Workshops details to the Squadron Webmaster and the editor of Scuttlebutt. For convenience, I've included those details below. They are:

Gabriola Power Squadron will be conducting a series of Seamanship Refresher Workshops running the week of May 9 -13, 2016.

These workshops are intended as practical, on-the-water exercises to help mariners brush up on at least some of the skills necessary to kick-off the boating season with confidence. We're planning:

1. May 9 – MOB: We'll be reviewing the skills, drills and procedures you need to know to safely recover (heaven forbid) someone who falls overboard. We'll review and practice a number of different ways to maneuver a power or sail-driven vessel in order to effectively return and/or search for a MOB as well as the different methods that can be employed to get them back on board.
2. May 10 – Docking: We'll be practicing the essential skills necessary to safely leave and return to a slip. We'll be warping the boat onto and off the dock, how to use wind and current to your advantage, how best to deploy crew and when, if ever, you should use dock-side help.
3. May 11 – Anchoring: We'll review anchoring in general, including a gear inspection, followed by a practical demonstration of single, tandem and double-anchoring, Bahamian mooring, setting a drudging anchor, setting a stern anchor, using a counter-balanced trip line, choosing and setting snubber, using a kelleet and using an anchor bridle. We'll discuss retrieving a fouled anchor and lastly, anchor etiquette.
4. May 12 – Sail Handling: We'll review mast and rig tuning, sail controls, sail inspection and repair and then head out onto the water to hoist, set, trim and reef the main, genoa, jib, staysail, Code Zero, drifter, asymmetrical spinnaker and symmetrical spinnaker. We'll review trim characteristics of each and how to get the most out of each sail.
5. May 13 – Weather: A practical review of what to look for and how to interpret what's going on in the skies and with the wind and barometer so that you can form a very good idea of what the next 2-24 hours is going to bring.

Note that MOB, Docking, Anchoring and Sail Handling are limited to 8 persons for each session. For these workshops, we'll be leaving from and returning to Page's Marina each day. Workshops will start at 2pm. The weather workshop is not limited to 8 and we will be starting and finishing at Orlebar Point.

Depending on interest on the above Workshops, it is possible that additional dates the following week could be added.

Lastly, we did have an Boating Essentials with PCOC student attempt the course via Skype. This student eventually dropped both portions of the course due to technical difficulties. I suspect that we will have more students attempting or at least asking

about taking courses remotely. I think this topic should be formally addressed prior to our Fall 2016 course offerings.

Respectfully submitted,
Bert terHart
Squadron Educational Officer

Secretary's Report

The Secretary attended all but one Executive meetings, produced notices of the meetings, agenda, officers reports and wrote up the minutes.

The Squadron Secretary is also responsible for dealing with correspondence, of which there is usually very little, if any. This last year was no exception.

A far more time consuming task was keeping up with Squadron regulations and CPS regulations. That took up a lot of time this last year since in October 2014 CPS phased out one set of regulations, the Model Regulations and brought in a new set, entitled Board Regulations. Over the last year and a half the Secretary has been attempting to interpret the Board Regulations and put them into practice. As well, the Secretary was involved in the writing of the Squadron's new Policy Manual (see the XO's report above).

Respectfully submitted,
Bob Derksen, Secretary

Membership Officer's Report

There are currently 77 active members in the Gabriola Power & Sail Squadron. Our squadron has been experiencing a very contentious period in the past few years. I believe the politics are out of our system now. We are seeing larger turnouts at our social evenings and generally an upbeat positive feeling on our Bridge and in the general membership. It feels good!

Respectfully Submitted
Elaine Pearce
Membership Officer

Public Relations Officer Year End Report

As Public Relations Officer for the Gabriola Island Power and Sail Squadron, I am pleased to submit this, my first year end report. Following my appointment, subsequent to last year's elections, I was assisted by members of the Bridge to assume the responsibilities of PRO and to manage the external communications and public relations of the Squadron. This primarily consists of publicizing the activities and events of the Gabriola Squadron through media channels and displays such as our sandwich sign boards, L'il Gabe and social media. Accordingly, and with assistance from Commander Mike Hoeinghaus, we placed L'il Gabe at the Village Market, on the corner of Lochinvar and North Road for a couple of weeks in early January. I also had placed announcements in The Sounder with regards to our Shoreline Cleanup in the fall and The Flare Training/disposal exercise conducted by Education Officer Bert ter Hart. Our sandwich sign boards and banner were on display on ferry hill, Silva Bay and Taylor Bay road to announce our training courses for PCOC, Boating Essentials and Maritime Radio Restricted Operator's certificate in the fall and again in the winter. During the balance of this year we will have L'il Gabe on display at various community events.

With the permission of the Bridge, I set up a Gabriola Power Squadron page on Facebook to announce and advertise our courses, speaker evenings at the Rollo Centre and news events. This allows us to have a regular presence on the Gabriola Community Bulletin Board pages and generally raise our profile to the public. To date, the feedback on the page has been quite positive, given the "likes" and comments that have been received.

This past winter, an issue was raised with Islands Trust by members of the community regarding the existing sign by-law which is generally not enforced on Gabriola. I was tasked by the Bridge to attend the public meeting in January in order to make a submission on behalf of the Squadron regarding the importance of being able to place our sandwich board signs at various locations to publicize our education programs. This matter is still outstanding at present.

During the coming year, we will be looking at ways and means to have more interaction with our community through educational/social events and will be reaching out to potential community partners to achieve this goal. Since the promotion of safe boating practises is our primary objective, we will be building our agenda around this.

In closing, I would like to thank the members of the Bridge for their support and encouragement in carrying out my role as Public Relations Officer. I would also invite any comments or suggestions from the membership which might be helpful in better delivering our message to the public at large.

George Myette - PRO

Webmasters

The website saw record activity in 2015-16. This is a reflection of the very active life of the Squadron.

We posted the usual Executive meeting agenda, minutes and reports. You will find a record, mostly in photos, of the numerous activities that the Squadron engaged in, from the 2015 summer boating trip and our participation in Gabriola's community celebrations to the fall social and Christmas party and our two winter socials that rounded out the year.

We changed the look and feel of the web site, a project that took many hours. The home page was given a completely new look and role to reflect changing fashions in the world of web design and to take into account, more than ever, mobile technologies.

As usual, we revised quite a few pages to bring Squadron members the most up-to-date information. We added a new page to house the Squadron's Policy Manual and another one for the Squadron's Privacy Policy. The Upcoming Events page was changed many times over the course of the year, reflecting how active the Squadron has become. Every two months we added a new edition of Scuttlebutt to our Newsletters page. Most important of all, the web site played a very active part in promoting the Squadron's course offerings and providing the ability for potential students to register and pay online for their courses, which most of them did. Information regarding the latest course offerings was always to be found on the Courses page. Additionally, your webmasters maintained the online registration pages on the CPS boating courses web site, which could be accessed from our own Gabriola site.

Respectfully submitted,
Bill Kalbfleisch, Bob Derksen

Communications, Privacy, Scuttlebutt Ed.

Scuttlebutt was published bimonthly as usual, apart from the summer, when we should be on the water. It was circulated to members and published on the web. Special thanks to Bob Derksen for the second pair of eyes catching my typos and to Cdr Mike Hoeinghaus and SEO Bert terHart for regular reports, and to those who contribute articles. An extra copy was published to accommodate the notice of the AGM and Nominating Committee report.

Now for a challenge: Anyone who has had an interesting experience relative to boating this summer, please tell me and send photos. It would be great to have a section of summer stories in the upcoming editions.

Communications Committee – I've sent out notices to the members about our social events as well as publicizing them in Scuttlebutt and attempted to market the events in a way that people just could not stay home. I'm happy to report we had a good measure of success in stimulating attendance at the excellent social events. Special thanks to Bob Derksen, George Myette and others who contributed to the Communications activities.

Privacy – nothing to report

Respectfully submitted

Don Butt

Social Committee

The Social Committee had a very busy year. With supporting members Mike Hoeninghaus, John Van Praet, Elaine Pearce, George Myette, Don Butt and Robert Derksen ,many venues were planned to benefit our community.

Our events started October with a BBQ at Twin Beaches to coincide with the Squadron's planned Beach Cleanup. A special thanks to Village Foods for donating burgers, buns and condiments. Many other goodies were provided by participants too.

December 5 was our Christmas Party and Potluck at the golf course. Despite the stormy weather, the celebration was well attended. Village Foods donated a turkey and fixings. Door Prizes were provided by Silva Bay Shipyard, Jude Briscoe, Surf Pub and Arbutus Building Supply. With Don Butt's leadership and Hiromi's accompaniment on piano, a good time was had by all.

Our Social evenings at the Rollo were well attended by members, community and Yacht Club. Speakers and topics included Dr. Bill Weller (Ancient Navigation), Doug Harrison (Working West Coast through art and stories), Ivan Bullock (illustrated narration on the history of the light houses), and Sean Lewis (stability issues). All speakers were a tremendous success and we thank them very much.

Honourariums of leathers coasters with the power squadron flag embossed in them by Oh MY God Leather (Terry McFarlane) were provided for each speaker.

Our final event planned for the 2015-2016 year is the AGM to be held at the Rollo Centre, April 24 2016. Our AGM meeting will be preceded by a light supper for members and guests.

Respectfully submitted by Jude

Boat Safety Check Report 2015-2016

Boat Checks were provided to local and visiting boaters on July 4, 2015. Safety checks were conducted at page's Marina, Silva Bay, Silva Bay Inn Boatelle, and Degnen Bay (to include both private and public docks). Volunteers included Bill Kalbfleishch, Mike Hoinghaus, Don Butt, Robert Derksen, Bob Wood and myself. Of the 16 boats inspected, 15 were successful. The boater of failing test was pleased with the information provided to him as he was just beginning his venture into safe boating.

As a team, it was decided that the 2016-2017 Safety Boat Checks will be conducted in early May to better target local boaters as they prepare for a safe boating season. Our information meeting will be right after the AGM in April.

Respectfully submitted by Jude

Boat Launch Ramp Initiative

Last summer the Power Squandrom Executive agreed to pick-up an earlier project of identifying and assisting in the creation of a public boat ramp which had begun the previous year. John Woods toured the Island and viewed 11 different sites after discussions with and on suggestions received from Corporal Muneter of the RCMP, Fire Chief Rick Jackson, Randi Young, who heads a local group of neighbours in the Whalebone area, and of course his own general knowledge. He also contacted Howard Houle, our RDN representative, after Mr. Houle indicated a certain interest in exploring a boat ramp in Descanso Regional Park. This location was not included given the staff feed back Mr. Houle received and shared with Mr. Woods.

The 11 potential sites were visited and notes taken with photos where the site showed some potential. All the notes and the photos were then uploaded to a site call Trello on the internet. Here the Power Squandrom Executives where invited to view and comment on the different sites offering their own perspectives.

After several months of this dialogue all were asked to to go back to the Trello and vote on their preferred site based on their own knowledge and the discussions which had transpired on the site. Through this process the list of 11 was reduced down to 2 of equal interest.

The next step of the process will be to reach out to the broader community who may have some interest in this project as well as to those government agencies who may have some jurisdiction. This will allow a plan to be put together by a board coalition to address the fact that on an Island with both a large local boating community as well as a significant tourist population we have no real public boat ramp.

Respectfully submitted,

John Woods, Member at Large

Nominating Committee Report

The Squadron Nominating Committee, made up of Ralph Hagen, Chair, and members Mike Hoeinghaus and Robert Derksen recommend the following nominees for positions on the 2016-17 Squadron Executive. The nominees have confirmed that they will stand for the officer positions shown:

Commander	Mike Hoeinghaus
Executive Officer	Jean van Praet
Educational Officer	Bert terHart
Secretary	Carole Lemieux
Financial Officer	Jude Briscoe
Web Master	Bill Kalbfleisch
Membership Officer	Elaine Pearce
Public Relations Officer	George Myette
Communications/Privacy	Don Butt
Member-at-Large	John Woods
Member-at-Large	John Bullas

Ralph Hagen is the Past Commander. The Past Commander's position is not an elected one but held by virtue of being the immediate Past Commander of the Squadron.

Respectfully submitted,
P/C Ralph Hagen, Chair