



Property Annual Report 2019-2020

Chairperson: Leslie Markey

PORTFOLIO OBJECTIVE 2019-2020

- Maintain inventory of property and assets owned by the Ottawa Branch.

PROPERTY AND ASSETS

- Inventory holdings are updated with the assistance from several people involved in their handling and storage.

RCSCC Falkland Instruments

Instrument	Quantity
Snare Drum Silver	4
Bass Drum Black	1
Quads Black and white	1
Cymbals Gold	1
Drum Major Mace Black/gold/brown	4
Piccolo Silver/black	2
Flute Silver	7
Clarinet Black	7
Alto Sax Gold	2
Tenor Sax Gold	1
Baritone Saxophone Gold	1
Trumpet Gold and Silver	7
French Horn Gold	1
Euphonium Gold	3
Trombone Gold	6
Tuba Gold	1
Claves Brown	1
Windchime Silver and light brown	1
Cabasa Brown and silver	1
Tambourine Beige and silver	2
Drum pads Assorted colours	6
Mallots & drumsticks light brown pairs	8
Ratchet Beige	2

NLCC Vice Admiral Kingsmill Uniform Supply

- Inventory count was started and will be completed when Covid-19 restrictions are lifted.

NLOB Vessels

- MV HOWARD, Boston Whaler, Zodiac and 8 canoes.
 - The HOWARD is maintained and put to good use for training, ceremonial occasions, and establishing NLC presence on the Rideau River and canal system. The future of the Howard will be decided over the summer of 2020 with the Chair of Boats and Sailing Program.
 - The Boston Whaler is no longer considered safe for use and its disposal is pending. A plan to replace it, likely with a zodiac style boat, as a safety boat is in progress.
 - It will be stripped of useable parts, in particular a 50hp outboard motor that will go on inventory until the need for its further use or disposal is determined.
- The canoes are serviceable but display a range of wear and tear appropriate for their age.
- Within the trailer are a number of paddles and boat safety kits appropriate for use in on-water operations, in addition to the PFDs and Marine handheld radios used by the Branch.

Ottawa Navy League Supply

Item	Quantity
BBQ	1
Covered trailer	1
Tent 10' x 10'	2
Personal Floatation Device	~24
Refrigerator	1
Cooler	4
Coffee Urns	2
Wine Decanter	4
Metal rolling shelving unit	1
Metal shelving unit	1
Plastic shelving unit	2
Wood shelving unit	1
Parade marker	13
Provincial Flag and case	1
Sling	15
Lateral filing cabinet	3
Full size metal cabinet	3
Full size metal cabinet with lock bar	1
First aid kit	2

Plastic drawer unit	2
White board	1
Vinyl tarps (for range)	3
Podium	1
Folding table (grey)	3

Ship's Office

Item	Quantity
Photocopier	1
Multi-function copier/printer	1
Bookcase	1
Metal cabinet	1
Lateral filing cabinet	1
Sound System	1

RECOMMENDATION

- Inventory to be updated for 2020 when deemed appropriate due to Covid-19 restrictions.

Respectfully yours,

Leslie Markey