

For Leader Eyes Only



Memorandum

12 June 02

Distribution List

3 CP SCOUTS CANOE TRIP 05-08 JULY 02

General

1. 3 CP Scouts will be going on a canoe trip Algonquin Park from Friday 05 July till Monday 08 July 02. This document will provide all required information to fulfill the needs of the Scouts Canada Outdoor Activity Guide.

Aim

2. The aim of the canoe trip is to provide the Scouts with an interior canoe camping experience, permitting the senior scouts an opportunity to exercise leadership and entire troop confirm essential Scouting skills. Survival skills will be emphasized in a one-night challenge event.

Scope

3. The trip will be conducted in four phases
- a. Phase 1 Road move to site and establishment of predatory camp;
 - b. Phase 2 Canoe trip and survival training;
 - c. Phase 3 Complete canoe trip and camp; and
 - d. Phase 4. Redeployment and road move home.

Coordination

4. Participation. This Camp will be for Scouts only, this is an advanced training event and Cubs or siblings will not have received the pre-requisite training prior to the event. Scout leaders, Cub leaders, Group Committee and Parent volunteers are welcome to attend. The following persons are anticipated to attend:

	<u>Name</u>	<u>Title</u>	<u>Role</u>
a.	John Eygenstein	Scouter	Scouter In charge
b.	Jim Britton	Scouter	Camp coordinator
c.	Jacques Campbell	Scouter	Equipment manager
d.	Byron Hamersley	Cub leader	Rations supervisor
e.	Mark Dobson	Cub leader	Safety staff
f.	Heather Britton	parent helper	supervisor
g.	Bruce Carpentier	parent helper	supervisor
h.	Angela Britton	Scout	Waterfront supervisor
i.	Chris Eygenstein	Scout	
j.	Geoffrey Low	Scout	

k.	Sylvie Campbell	Scout
l.	Pat Williams	Scout
m.	Marcus Low	Scout
n.	Patrick Britton	Scout
o.	Tyler Rovas	Scout
p.	Marcel Campbell	Scout
q.	Patrick McLaughlin	Scout
r.	Mat Carpentier	Scout
s.	Russel Heibseh	Scout
t.	Allison kirlpatrick	Scout
u.	Zack Dobson	SCub
v.	Josh Hamersley	SCub

5. Timings. Timings will be as listed below:

a.	Initial camp co-ordination	-Tue 23 April 02 1900-2000 (Scout hall);
b.	Final camp co-ordination	-12 June 02 loc Jim's house'
c.	Advance party depart	-Fri 05 July 02;
d.	Main Body depart	-Fri 05 July 02 1200 hrs;
e.	Arrive at put in point	-Fri 05 July 02 1600 hrs;
f.	Short canoe trip in to first camp	-Fri 05 July 02 1700 - 1900 hrs;
g.	Long canoe and portage	-Sat 06 July all day;
h.	Surprise Survival	-Sat 06 July 02 1800 to Sun 04 July 02 0830 hrs;
j.	Short canoe trip to final Camp	-Sun 07 July 02 0900-1400;
k.	Final canoe trip to put out point	-Mon 08 July 02 0900-1200
k	Road move back	-Mon 08 July 02 1200-1500 hrs;
l.	Meet at school, equipment maintenance	-Mon 08 July 02 1500-1530 hrs; and
m.	Parent pick up	-Mon 08 July 02 1530 hrs.

6. Training Enabling Objectives. These objectives will be achieved in this trg:

- a. PH 1 this will see us deploy to Algonquin Park and establish a base camp. A review of canoe skills will be given and equipment will be prepared for the trip. An advance party will pre deploy to establish the next nights activities;
- b. PH2 On Saturday morning we will depart on a canoe trip that will end at a portage point. The Scouts will be briefed for the first time, that they are now in a survival situation and will be tasked to move across land to a pick-up rendezvous point. They will move independent of leaders and will be required to establish a camp after having found a food and equipment cash.
- c. PH 3 On Sunday we will rejoin with the scouts to continue the trip. The leaders and parents will have moved the canoes to a rendezvous point. A short canoe trip to a final departure point and a relaxed rest/play session will culminate the training package.
- d. PH 4 On Monday we will move by canoe down the Barron river cannon, a short hike up the Barron river trail followed by lunch and departure from the car park and re-deploy for Carleton Place. On arrival we will commence equipment maintains and cleanup. Stores will be accounted for and placed in storage for the rest of the summer.

7. Itinerary and Key Locations. See the attached map, which corresponds to the Phases identified in paragraph 6. A road move route map is attached to indicate the route to and from the camp area.

8. Groupings and tasks:

- a. Patrols: -as broken down prior to departure
- b. Advance party: 1 adult
-task: -drive to Algonquin Park to pay and coordinate out site registration.
- c. Drivers: Drivers are identified as fol, additional vehicles to be forwarded to John:
-Require veh and insurance info to John NLT 21 June.
-Jim pax 4 Canoe trailer
-John 4 Stores trailer
- Jacques 4
-Byron 4
-Bruce 4
- d. Stores: Quarter master Scouter Jacques
task: -Secure and load all stores
-Check serviceability
-Over see return of stores and pack for storage.
- f. Rations procurement: Scouter Byron
task: -Establish menu
-Form shopping list
-Purchase supplies
-Prep load plan for food
- g. Training: Scout Jim
-Confirm Scout wishes
-Prep canoe basic training
-Plan Survival event
-Coordinate stores requirements
-Oversee training safety requirements
- i. Road move: Scouter John
-conduct route recce
-prep road map for all drivers
-collect veh /insurance info
-collect permission slips

9. Coordination instructions:

- a. Rations The meal plan and menu is to be prepared by Scouter John .
- b. Water We will bring in drinking water 4 x jugs and 3 water purifier pumps
- c. Fuel Scouter Jacques to ID fuel requirements for cooking
- d. Administration Scouter Jim to prep and submit Scout out-door guide to group and district.
- e. Finance Scouter Jim to prep budget in conduction with Scouter Leslie and submit request to Group for \$600.00, camp expenses over this amount will be divided evenly by participants.

10. Coordination meeting: There will be a meeting on Wed 02 July at Jim's house the fol pers are requested to attend (bring your copy of this instruction):

John Eygenstein	Jim Britton	Heather Britton
Joe Young	Byron Hamersley	Bruce Carpenter
Jaques Campbell	Mark Dobson	

11. Safety Instructions:

- a. Waterfront Safety. A waterfront safety supervisor will oversee all events.
- b. Canoe Safety. There will be a designated safety Canoe for the trip.
- c. Leader Qualifications:

	Name	First aid	CPR	Basic Canoe	Boat rescue	Bronze cross
i.	John	X	X	X	X	
ii.	Jim	X	X	X	X	
iii.	Jacques	X	X	X		
iv.	Byron	X	X	X		
v.	Mark	X	X	X	X	
vi.	Angela	X	X	X	X	X

- d. Permission Forms. Will be issued with parent letter and collected prior to departure.
- e. Physical Fitness Certificates. Will be taken for all and held in Leader safety car.
- f. Emergency phone numbers.
 - i. Algonquin Park (705) 633-5572
 - ii. Pembroke General Hospital (613) 732-2811
 - iii. OPP 911
- g. Direction to nearest Hospital. Move to Pembroke Gen , 705 Makay St, Pembroke ON. by exiting the park Through the Achray access point to highway 17 south to Pembroke exit.
- h. Communications Plan. Move to Achray Access Point gate and use Algonquin Park Phone. Use Cell phones held in Safety vehicle once in range.
- i. Evacuation Plan. While on canoe trip move by shortest possible route to the Achray access point road. Move to Parking lot at Achray and pickup all cars.
- j. Accident reporting procedure.
 - i. Assess nature of accident
 - ii. Direct leaders to call for appropriate assistance
 - iii. Treat and oversee treatment
 - iv. Evacuate if possible or direct assistance to evacuate
 - v. Document and report incident
- k. First Aid kits. 2 Kits will be carried, one in the safety boat and one in the front leader boat.
- l. Action Plan:
 - i. Tipped Canoe. Use Canoe over canoe drill
 - ii. Lost youth. Stop all training. Identify exact location, Advise all leaders, organize immediate cursory search, contact for assistance, organized detailed search.
 - iv. Damaged Canoe. Fix if possible, if not, transfer kit and persons to other canoes and tow canoe into camp.

12. Comms.

- a. 2x cell phones to be taken to camp.
- b. Scout phone list callout to be completed NLT 18 June
- c. Final confirmation of participants to Jim NLT 20 June.
- d. 4x radio are required for the survival training and exercise safety.

- 13. Camp dir. Scouter John
- 14. Camp coord. Scouter Jim

J.R. Britton
Scouter
3 CP Scouts
253-2424

Attachments Draft Budget
 Troop Stores list
 Individual Kit List
 Menu
 Route Map

Distribution List (by EM)

John Eygenstein, Jim Britton, Phil Low, Byron Hamerslie, Jaques Campbell, Joe Young, Christina Cunningham
Mark Dobson

3CP SCOUTS CAMP BUDGET

For SCOUT Canoe Camp of 05 - 08 July 02

12 June 02

<i>ITEM</i>	<i>AMOUNT</i>	<i>EXPENSES</i>	<i>INCOME</i>	<i>BALANCE</i>
	Based on; 15 youth 4 adults 6 leaders			
<i>Rations</i>	<i>\$18 ea x 25 pers</i>	<i>\$450.00</i>		
<i>Misc camp supplies</i>	<i>Gas</i>	<i>\$20.00</i>		
	<i>Rope</i>	<i>5.00</i>		
	<i>Misc</i>	<i>40.00</i>		
<i>Accommodations</i>	<i>\$30 ea x8 tents</i>	<i>\$240.00</i>		
<i>Camp fee</i>	<i>\$15 ea x 19 pers</i>		<i>\$285.00</i>	
<i>Transportation</i>	<i>\$20ea leader car x5</i>	<i>\$100.00</i>		
<i>Group funds</i>			<i>\$500.00</i>	
	<i>TOTAL:</i>	<i>\$855.00</i>	<i>\$785.00</i>	<i>-\$70.00</i>

Scouter Jim Britton

3CP SCOUTS TROOP STORES LIST

For SCOUT Canoe Camp of 05- 08 July 02

12 June 02

ITEM	QTY	PACK LOCATION	WHO WILL GET	REMARKS
CANOE	8		Jim	From work
Canoe	4			
2 burner stove	2			
Cooking supplies	1 Box			
Vests	25			
Paddles	20		Jim	4 extra paddles
Paddles	8			
Throw ropes	15			
Tents Scout	6			
Tents other	3			
Tarps	2			
Lanterns naphtha	2			
Gas can	2			
Dry Barrels	5		Jim	
Rope	4x 50"			
Bailers	14			
Whistle	25			
Radio	4			W spare battery
Water Can	4			
Water filter	3			
Toilet paper	4			
Matches				
Dish Soap				
Dish cloths				
Garbage bags	1 bx			
First Aid Kit	2			
Axe	1			
Saw	1			

3CP SCOUTS INDIVIDUAL KIT LIST (not issued, use as a packing guide for leaders)

For SCOUT Canoe Camp of 05- 08 July 02

12 June 02

Note: All items of personal kit are to be labeled or marked with child's name and packed in luggage that is big enough to hold all items and still be "close-able". We have found that permanent marker or nail polish works best on clothing and eating utensils.

Bedding

- Ground sheet (a plastic or rubber sheet at least the same size as the sleeping bag)
- a foam pad or air mattress
- Sleeping bag or bed roll (min 1 sheet, 2 blankets) Bedding should be rolled and lashed in a waterproof cover. **Do Not Use Garbage Bags.**
- Pajamas (two pairs)

Mess Kit

- knife, fork, spoon, plate, bowl, cup (unbreakable Plastic)
- Ditty Bag - Mess kit must be in a ditty bag. for sanitary reasons.

Toilet Kit

- Two towels, one bath and one hand:
- soap in a container;
- comb, metal mirror;
- Tooth Brush and tooth paste;
- Toilet kit to be stored in a container similar to the ditty bag.

Clothing

- Underwear (at least 4 pair);
- Socks (5 pairs)
- T-Shirts (three or four)
- Long pants (2 pairs)
- Shorts (3 pairs)
- Sweater and a light jacket;
- Baseball style cap;
- Bathing suits;
- Sneakers or other footwear (one old pair to wear swimming and an every day pair),
- any additional items you deem necessary.

Misc

- Poncho or raincoat;
- Rubber boots or other wet weather footwear;
- Campfire blanket;
- Flashlight, pencil and paper, pocketknife
- Mosquito repellent - NO AEROSOL SPRAY.
- Sun screen 45 or above.

Notes:

1. The uniform will not be worn to and from camp.
2. Knives; Sheath or pocket knife to be brought , Scout must inform the leader
3. **Remember, Medications must be turned into the Scouter John on arrival.**

3CP SCOUTS MENU

For SCOUT Canoe Camp of 05- 08 July 02

12 June 02

MEAL	COURSE	FRIDAY	SATURDAY	SUNDAY	MONDAY	REMARKS
Breakfast	Main dish	NIL				
	Drink					
	Veg					
	Condiments					
Lunch	Main dish					
	Drink					
	Veg					
	Condiments					
Supper	Main dish		Surprise		NIL	
	Drink		Surprise			
	Veg		Surprise			
	Condiments		Surprise			
Snack					NIL	
Mug Up					NIL	

3CP SCOUTS Camp Canoe Route

For SCOUT Canoe Camp of 05- 08 July 02

12 June 02

