

19 Wing Comox

5950-1 (19WCYC-Cmdre)

11 June 2024

Distribution List

**MINUTES OF THE 19 WING COMOX
YACHT CLUB EXECUTIVE COMMITTEE MEETING
HELD AT THE CLUBHOUSE 19:00 HRS 8 JULY 2024**

Chair:	LCol Fil Bohac	Commodore	Elected
Secretary:	(Commodore)		
Present:	Mr. James Hollis	Rear Commodore/Comms	Elected
	Maj Marc Archambault	Keelboat Capt	Elected
	Maj Greg Boyd	Treasurer	Elected
	Mr. Graham Edwards	Kayak Captain	Elected
	MCpl Andrew Fraser	Dinghy Captain	Elected
	Mr. Alan Phillips	Foreshore Officer	Elected
	Ms. Paulette Hendry	Membership Officer	Elected
	Ms. Kelli Ballantyne	Rear Commodore Asst	Appointed
	MWO Frank Duchesneau	Asst Foreshore	Appointed
Absent:	Sgt Derrick Mondry	Secretary	Elected
	Maj Kevin Stevens	Vice Commodore	Elected
	Capt Fahim Awan	Training Officer	Elected
Guests:	Mr. David Weaver	Member	

ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 19:00 hrs. A quorum was present. Division reports were provided in advance via the shared Google Drive, noting that a number of members have been on leave and travelling and couldn't contribute reports in advance. Reports are attached at Annex A of the minutes.
2	ADDITIONAL AGENDA ITEMS
	Nil
3	APPROVAL OF MINUTES OF PREVIOUS MEETING



	Previous minutes are available on the website in draft, but not yet signed by NPF staff.
4	TREASURER'S REPORT
	Greg had no significant updates to provide. Financial info from April was briefed, with no concerns expressed. Electronic financial transactions are moving to the Square system (keelboat rentals, and in the fall berthage payments) – invoices created and paid online by members. Interac e-transfer remains another option to the 2407-Comox-Yacht-Club@ email address.
5	DIVISION REPORTS
	a. <u>Rear Commodore</u> – no discussion.
	b. <u>Communications</u> – no discussion.
	c. <u>Dinghy</u> – no additional discussion.
	d. <u>Foreshore</u> – (1) Executive discussed dinghies on docks with no identification, and endorsed moving them off the docks to the clubhouse grass in order to ensure that active club members with berthage have dinghy dock space available (2) Foreshore will continue discussions with Capt Boyd about the floating shed, and will inquire about the small storage building on the floats for possible cleanup/use by club. (3) Commodore requested any additional review of ByLaw changes. Draft ByLaws will be made available to all members by 1 Sep so that those seeking Berthage next year will know what the proposed requirements and process will be well in advance. ByLaw changes will be presented for approval at AGM 2025. (4) Executive discussed the boats over 40' and left it as a factor that will influence new applications in order to maximize berthage space (vessels over 40' will normally have a lower priority).
	e. <u>Paddlesports</u> – no additional discussion.
	f. <u>Keelboat</u> – (1) The executive discussed the approximately \$5500 in damages incurred as a result of the BSC. The requirement for instructor training before next season was endorsed. (2) Access to the keelboat shed (behind clubhouse) has led to a few items disappearing. Henceforth, the key will be in the possession of only the Keelboat Capt, Foreshore, and other key members. (3) Extensive discussion about the appropriate path forward WRT Keelboats that the club should own, based on the challenges

	<p>encountered with maintenance, in particular this year. The expected upcoming maintenance on Peter Duck in particular was a concern. As a result, a motion was proposed to <u>sell Peter Duck at the earliest opportunity</u> in order to allow maintenance focus on vessels that support the club's mandate of training and local sailing first, then cruising/rental vessels for extended trips. The motion was unanimously carried.</p> <p>(4) This motion prioritizes the following actions for the club:</p> <ol style="list-style-type: none"> i. Purchase training day-sailer (Martin 242 via extant CER) ii. Dispose of Peter Duck via sale iii. Procure cruising vessel when possible <p>(5) Accountability was discussed as a concern, and the executive endorsed returning to a duty-bosun system during the rental period to ensure vessel condition and equipment can be tracked and accountability is upheld. This could only apply to a cruising vessel if capacity is limited. A paid summer student via PSP was proposed, along with using recent BSC graduates as a commitment resulting from the course. These will be discussed further in the fall.</p> <p>(6) Several other accountability proposals were discussed: charging renters for repairs directly, and providing specific incentives for OPIs who maintain vessels, such as free and/or preferred rentals.</p> <p style="text-align: center;">[Open Action: All Exec to review proposed ByLaw changes and provide feedback to Keelboat Captain as Committee chair]</p>
	<p>g. <u>Membership</u> –</p> <p>(1) Two Associate Memberships, as proposed in Membership Officers' report, were discussed and approved by the Executive.</p>
	<p>h. <u>Training</u> –</p> <p>(1) No discussion, Trg O absent.</p>
	<p>i. <u>Bar</u> –</p> <p>(1) Bar well used by COATS instructors on Wednesdays and Saturdays.</p>
6	OLD BUSINESS
	nil
7	NEW BUSINESS
	<p>a. Commodore requested comments on the Dock Plan, and endorsed the draft being sent out for review.</p> <p>b. Executive discussed options to ensure space on dinghy docks is available for those who have berthage at the club, especially in the summer where access to a boat on a mooring is required. Refurbishment of utility float was endorsed as a maintenance expense, with its availability for additional dinghy storage supported.</p> <p>c. Foreshore was directed to come up with a plan to use or dispose of the</p>

	handful of concrete blocks on the foreshore.
8	OPEN DISCUSSION
	Nil
9	CLOSING REMARKS
	Commodore thanked everyone for their contributions to good, if long, meeting.
10	NEXT MEETING DATES
	No meeting in August Monday 9 September 24, 1900 Monday 7 October 24, 19:00
11	Adjournment
	Meeting adjourned at 21:45

F. Bohac
LCol
Commodore
250-218-1973

FOT
D. Mondry
Sgt
Secretary
7992

RECOMMENDED/NOT
RECOMMENDED

APPROVED/ NOT APPROVED

K. Elmore
Mgr. FS&R
8542

A.C. Moorhead
Snr Mgr. PSP
8246

Distribution List:

Info:

D/W Commander

Sr Mgr. PSP

Recreation Coordinator

NPF Accounting Manager

Comms O (for website)

Annex A – Division Reports

(Rear Commodore / Communications / Dinghy / Foreshore / Paddlesports / Keelboat /
Membership / Training / Bar)

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Annex A – Division Reports

Communications / Rear Commodore Report

Capt (Ret) James Hollis – Rear Commodore / Communications Officer

Communications:

1. NSTR

Rear-Commodore:

1. Screen door will be replaced and RP Ops is still working on side door replacement from ant damage.

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Annex A – Division Reports

Dinghy Division Report

MCpl Andrew Fraser – Dinghy Captain

1. Wi-Fi extender will be in place by the end of July, with a unique SSID and the same password as existing club WiFi.
2. Repairs on second Dinghy continue; the first Dinghy is seeing good use.
3. Andrew is supporting invoicing using the Square system due to his experience with it.
4. Adventure training by 19OSS to Della Falls with club equipment was a great success.

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Annex A – Division Reports

Foreshore Report

Alan Phillips - Foreshore Officer

1. Mooring Raft build, any comments/suggestions welcome
2. Dinghies with no identification to be removed from dinghy dock. Where should we put them?
3. We have been in contact with the Sea Cadet Liaison Ken Boyd about acquiring the quarantined floating shed, on going.
4. - Approximately 27 boats @ 960 Linear ft 2024/25 compared to 1208 Linear ft in 2023/24
5. - Approximately \$7055.00 revenue for berthage 2024/25

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Annex A – Division Reports

Paddlesports Division Report

Graham Edwards – Paddlesports Captain

1. 19 OSS adventure training kayak safety for 11 pers. They will be using all kayaks and the trailer 14-20 Jul.
2. Tracking down slow leaks on inflatable SUPs.
3. Surf ski has been delivered. Just waiting to stencil on club markings. A training will be arranged but it's ready to use, local only.
4. All kayak safety training will be at the Spit until mid September. (Need to advertise on FB and newsletter to have people contact me directly.

Near future

5. Soldier-on will be in town for paddlesports Kayak/SUP/canoe 29-31 Aug, all equipment will be used as well as 3 canoes from PSP.
6. Follow on Soldier On event at beginning of Sep.
7. Old Kayaks by the container to be disposed.

Long Range

8. Still need deputy, asst trainer and maintenance.

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Annex A – Division Reports

Keelboat Division Report

Maj Marc Archambault – Keelboat Capt

1. *Against the Wind* is back in service and on charter. Many thanks to Jonathan and his team for the rigging repair and Mark Lunny for getting her ready and cleaned up.
2. Still sorting out payment / billing system for rentals.
3. *Peter Duck* needs parts for the shifter mechanism, which dealers are struggling to locate. Boat OPI is away and will tackle plumbing repairs (macerator, fresh water) and electrical troubleshooting upon their return. Also requires minor sail repairs, battens and extensive dodger repairs.
4. Some equipment has been removed from Keelboat shed. We likely need to change the lock or remove the key from the freezer.
5. *Against the Wind* mast repair cost \$3991 (BSC incident), plus 38 hrs of volunteer labour; propose mandatory on-water training for all keelboat instructors in 2025.
6. Someone has been using the club accounts at vendors to gain preferential terms (PST exempt). One vendor had the items charged to account and are left with a loss.
7. As per previous years, the maintenance team is tired, but the charter season has just started. Suggest that we divest from diesel keelboats and refocus training and rentals on sub 30 foot outboard powered sailboats to reduce maintenance burden and keep rental costs low.

Example:

https://www.facebook.com/marketplace/item/416527954700813/?ref=saved&referral_code=null

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Annex A – Division Reports

Membership Report

Paulette Hendry – Membership Officer

1. Membership Report provided July 8th,2024
2. Book King shows 353 members
3. Our Excel program shows 358 (some have omitted family members when paying PSP)
 - a. 37 Associates
 - b. 3 Honorary
 - c. 22 Ordinary
 - d. 293 Regular

 - e. Paddlesports- 53 members
 - f. Dinghy sport- 20 members
4. 5 applicants have not paid yet – and are therefore not members (have been sent an email as a reminder)

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Annex A – Division Reports

Training Division Report

Maj Fahim Awan - Training Officer

1. NSTR