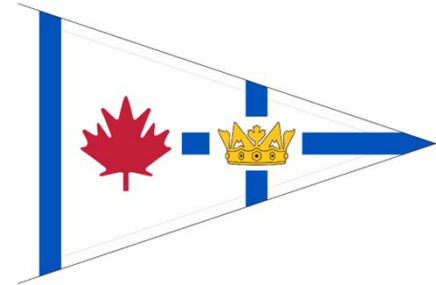
A black and white photograph of a sailboat's mast and sails. The sails are white with a grid of dark lines. The number '1B1' is printed in large, bold, black letters on the right-hand sail. The mast is a vertical pole in the center. The background is a cloudy sky.

19 Wing Comox Yacht Club Annual General Meeting

28 Feb 2024

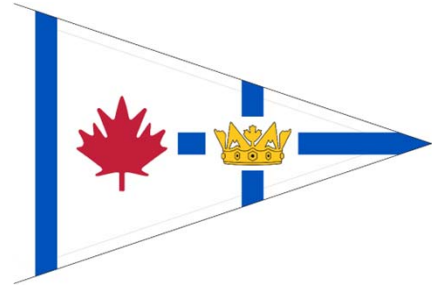


Agenda

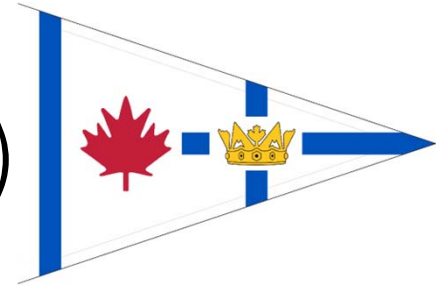


- Introductory Remarks
- Establishment of a quorum
- Introduction of Executive
- Approval of Agenda and previous Minutes
- Treasurer's Report – Budget Approval
- Division Reports
- Proposed changes to Constitution and By-Laws
- Strategic Plan
- Election of Executive
- Open Discussion
- Adjournment

Quorum

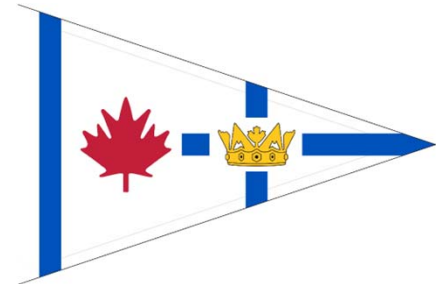


Introduction of Executive (Elected)



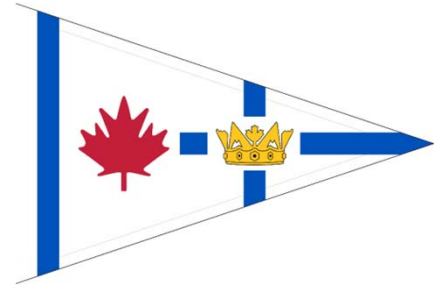
- Commodore – LCol Fil Bohac
- Vice Commodore - Maj Kevin Stevens
- Treasurer* – MCpl Shannon Green
- Secretary – MCpl Derrick Mondry
- Membership Officer - Ms. Paulette Hendry
- Rear Commodore – **Mr. James Hollis**
- Keelboat Captain* - Maj Ian Golding
- Dinghy Captain - MCpl Andrew Fraser
- Paddlesports Captain – Mr. Graham Edwards
- Foreshore Officer – Mr. Alan Phillips
- Training Officer – Maj Fahim Awan

Introduction of Executive (Appointed)



- Communications Officer - Mr. James Hollis
- Bar Officer* – Mr. Ben Douglas
- Assistant Training Officer – Mr. Robert Thompson
- Assistant Foreshore Officer – Mr. Marcel Rivest
- Assistant Keelboat Captain* – (vacant)
- Assistant Paddlesports Captain* – (vacant)
- Assistant Dinghy Captain – (vacant)
- Volunteer Coordinator* – (vacant)

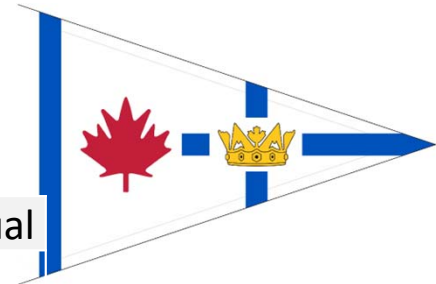
Agenda and previous Minutes



- Last AGM – 22 Feb 23
- No Open Actions

Vote 1

Treasurer's Report: FY23/24



	23/24 budget	*23/24 actual
Memberships	\$ 13,000	
Programs	\$ 8,400	
Rentals	\$ 10,100	
Berthage	\$ 5,900	
Sub-Total	\$ 37,400	
Depreciation	\$ 15,000	
Entertainment	\$ 4,500	
Programs	\$ 5,800	
Maintenance - Keelboats	\$ 5,500	
Maintenance - Paddlesports	\$ 3,500	
Maintenance - Dinghies	\$ 1,000	
Misc (Fees, utilities, supplies, telecom, reciprocals, etc)	\$ 10,590	
Sub-Total	\$ 45,890	
TOTAL \$	(8,490.00)	

Update

*To Dec 2023
\$14K not yet reported

Treasurer's Report: FY24/25

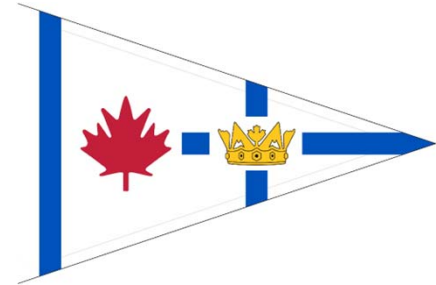


	23/24 budget	23/24 actual	24/25 Budget
Memberships	\$ 13,000		\$ 14,000
Programs	\$ 8,400		\$ 8,400
Rentals	\$ 10,100		\$ 12,650
Berthage	\$ 5,900		\$ 7,745
Sub-Total	\$ 37,400		\$ 42,795
Depreciation	\$ 15,000		\$ 14,479
Entertainment	\$ 4,500		\$ 4,500
Programs	\$ 5,800		\$ 5,000
Maintenance - Keelboats	\$ 5,500		\$ 10,000
Maintenance - Paddlesports	\$ 3,500		\$ 3,500
Maintenance - Dinghies	\$ 1,000		\$ 1,000
Misc (Fees, utilities, supplies, telecom, reciprocals, etc)	\$ 10,590		\$ 12,090
Sub-Total	\$ 45,890		\$ 50,569
TOTAL	\$ (8,490)		\$ (7,774)

Update

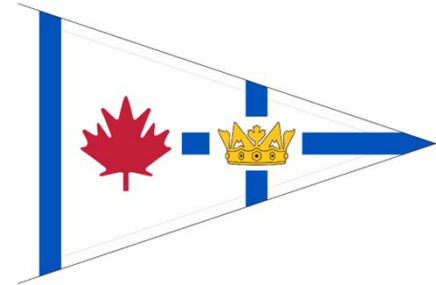
Vote

Treasurer's Report - Balance



- Unencumbered Balance: \$182K (to end-Dec)
 - +14K not yet in PSP system
 - Growing every year until 2023
 - Intend to benefit membership → Capital expenses and maintenance
- Capital expenses (via CER) will be added to the final budget
- Intent is to maintain balance between \$75K and \$100K

Treasurer's Report - Capital

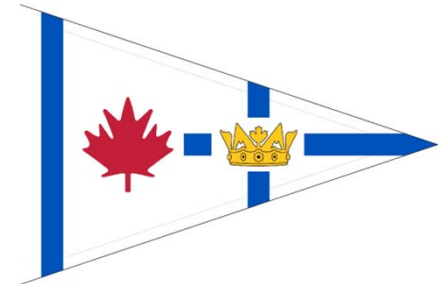


- Closed CERs
 - Awning for Clubhouse
 - Sea-Can Storage Container
 - Replace patio furniture
 - Lightweight Kayaks
 - Kayak Trailer
 - Inflatable Tenders for Keelboats
 - Peter Duck Engine Replacement and refit (ongoing)
- Extant CERs (\$103K)
 - Safety Vessel
 - New Keelboat
- Proposed Capital Expenditures (\$16K)
 - SurfSki (kayak) - \$5K
 - Bar Ice Machine - \$5K
 - Lightweight Single Kayak - \$3K
 - Fuel Polishing System - \$3K

Vote

Membership

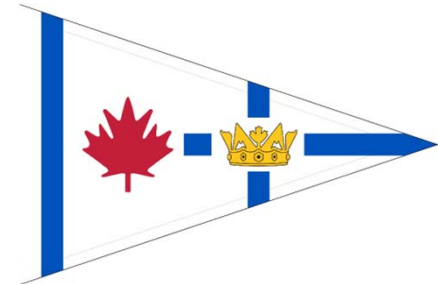
Memberships / Individuals	216 / 478
Regular	173
Ordinary	15
Associate	26
Honourary	2



Dinghy – 26
Paddlesports - 74

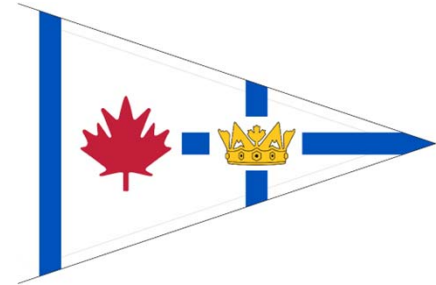
- Membership year starts 1 April
- Member Info Collection
 - Electronic form completed online & sent to Membership O
 - Membership O approves proceeding to payment
- Payment & Waivers
 - Thru PSP at Fitness and Rec Centre (FS&R)
 - Waivers signed when you pay
- Security / Access
 - Commissionaires: Check ID and confirm valid member → access granted to HMCS QUADRA
 - Vehicle Decals are a convenience

Division Report: Rear Commodore



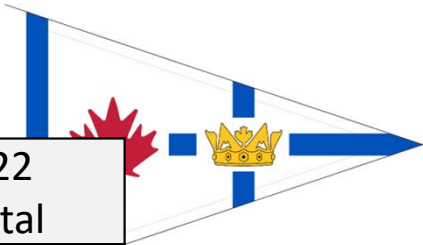
- Clubhouse use:
 - 30 external events (RCMP, RCM-SAR, 4 CRPG, 19 AMS, 442 Sqn, 21 CF H Svcs, RPOps, Military Reunions, RCNA, Quilters, Community Groups, Retirement/Birthday Parties & More! ...)
- Clubhouse status/issues
 - Beautiful new awning system installed for \$3k below budget - wholesale-direct supply from the manufacturer in Ontario (Local vendors quoted \$6k more)
 - Both dishwashers replaced by high-end Bosch models – quiet and working well!
 - All-new commercial-grade patio chairs and tables bought and delivered
 - New large bar fridge bought & installed, old unit & stand sold for \$800
 - Upon side-door replacement project, found Carpenter Ant issue – remediated this Spring
- Square Payment System
 - Procured, being installed and trialed
 - FOC: 1 April 24
- Bar Ice Machine to be procured upon approvals
- No fee for event use (member/military); \$100 Damage Deposit

Division Report: Keelboat



- Maintenance
 - *Peter Duck* – New Engine, Sail Repair, Standing Rigging, Electrical
 - *Against the Wind* – Sail Repair
 - *Wildside* – engine service
- New Keelboat Procurement
- Sale of *Wildside* (after BCC)
- Structural changes from 2022 generally successful
 - Assistant Keelboat Captain essential to support rental season

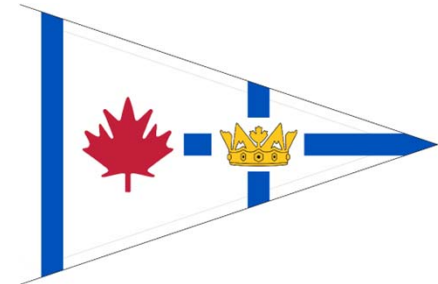
Usage Statistics



	2023 Training	2023 Rental	2022 Training	2022 Rental
Mar	100	1	106	-
April				-
May		5		3
June		22		4
July		32	-	26
August		39	-	34
September		21 + 3	-	12
October		2 + 3	-	-
November		-	-	-
December		-	-	-
Total	100	128	106	72
Grand Total	228 sorties		178 sorties	

<i>Peter Duck: 120 (97)</i>	<i>Against the Wind: 44 (58)</i>	<i>Wildside: 65 (30)</i>
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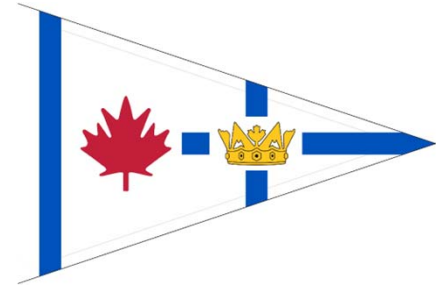
Division Report: Foreshore Officer



- Currently 27 vessels on docks
- Implement Marine Liability Insurance requirement
- Additional inspection requirement to be in force this year
 - Pleasure Craft Courtesy Inspection – approved at AGM 23 and in ByLaws
 - Standard among Yacht Clubs in BC
 - Inspection available for free from RCM-SAR, RCMP, CPS
 - Mass Inspection for vessels Sept-Oct
- Update to Berthage application process during 2024

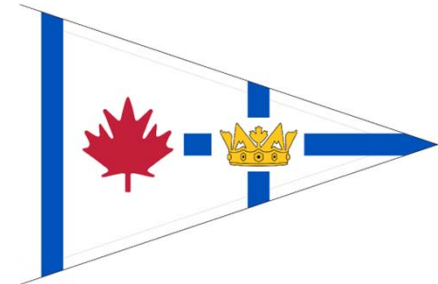


Division Report: Training Officer



- Basic Cruising Course
 - 1 April to mid-June
 - 24 Students (30 possible if 3 vessels)
- Advanced Course / Tech Nights
 - “Beyond the Bay” – anchoring, weather, charts, planning
 - Free, non-certified ‘course’

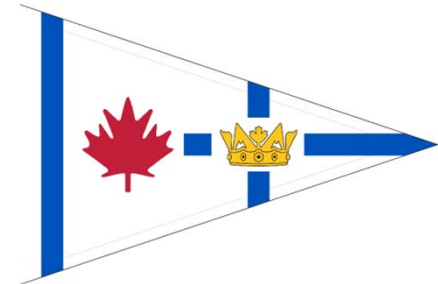
Division Report: Dinghy



- 26 Dinghy members; 10 new personnel trained in 2023.
- Purchased two new Club 420s in 2019
 - 2 boats on docks
 - 2 older hulls on land for rigging training
- Purchased two new covers (winter/summer) – not ideal, looking for alternate solution
- Recapitalization of lines and sheets this spring
- Currently providing rigging ‘how-to’ and basic familiarization
- Plan to provide more formal instruction
- Desire to participate in fun races with CBSC



Division Report: Paddlesports

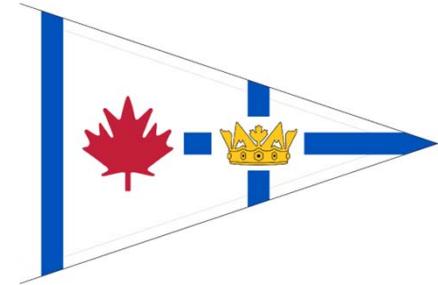


- Kayaks: now (planned)
 - 16 (12) Singles
 - 2 (1) touring doubles
 - 1 (0) 'play double'
 - 1 (1) Day trip double
- SUPs:
 - 3 (3) solid
 - 7 (7) inflatable
- Canoes: 2 (2)

- Accessories – recapitalize, PFDs, throw bags ...
- Dispose of surplus kayaks, old PFDs
- Purchase Lightweight Single Kayak and Surfski
- Maintenance – trailer deck/box, SUP rack in container

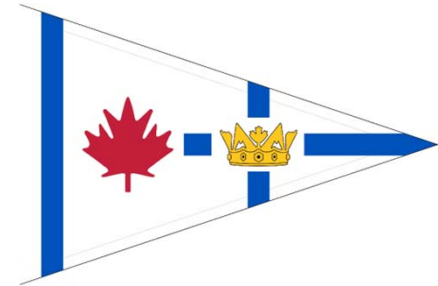


Division Report: Paddlesports



- Training
 - 4 pool sessions in Spring (April/May, dates TBD)
 - Summer training at QUADRA (June-Sep)
 - Advanced training available (roll clinic, etc)
- Events
 - Soldier-On – 2 events this summer
 - Keelboat & Kayak BBQ at Tree Island in June/July
 - ‘Paddle & BBQ’ weekends
- Assistant Paddlesports volunteer needed!

Division Report: Communications



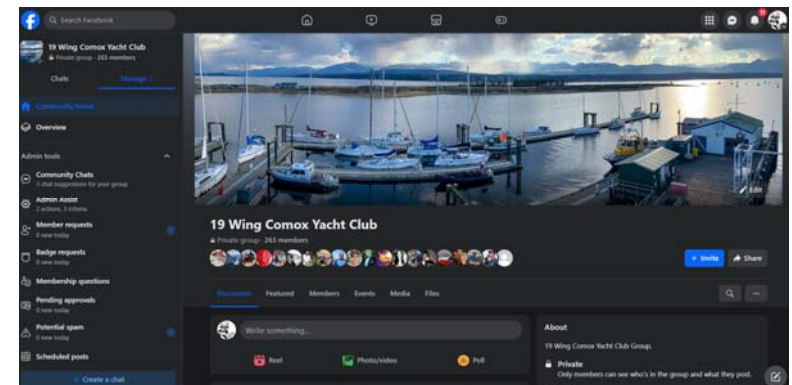
- Website

- Endeavour to maintain up-to-date:
 - Contact info
 - Constitution and Bylaws
 - Membership forms and info
 - Executive meeting minutes (monthly)

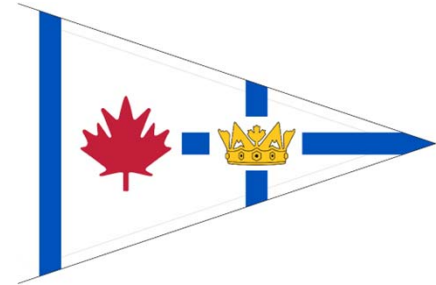
- Facebook

- Members-Only closed group (263)
- Build sense of community
- Events, activities, requests for volunteers

- Email Newsletter



Strategic Plan

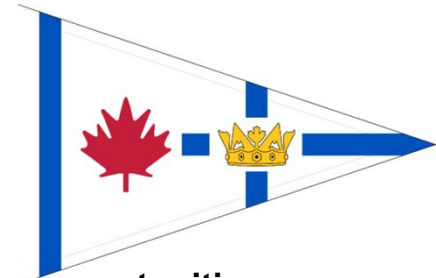


- Survey - Club (2022):
 - 25 responses, new and long-time members
 - Highlights:
 - Interest in larger cruising sailboat
 - Interest in organized events (paddle, sail)
 - Opportunity to crew for trip/racing
 - BBQs tied to events (paddle, sail)

“Make it more of a club instead of a rental agency that has TGIFs”

- Survey - Volunteer (2023):
 - 26 responses
 - Support for minimum volunteer expectation
 - “I’m interested but don’t know what is needed” was a theme
 - Perks for volunteering, no penalties for not volunteering

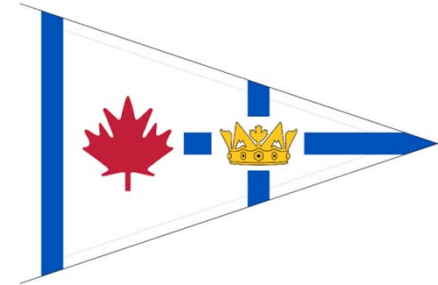
Constitution: Article III - Purpose



The primary purpose of the Club is to **promote recreational and organized sailing and kayaking opportunities** for serving and former members and their families, consistent with applicable regulations and orders. Specific objectives include, but are not limited to, provision of:

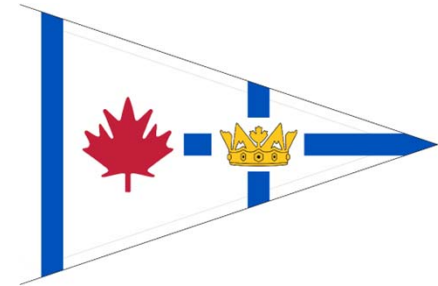
- a. Sail Canada (formally Canadian Yachting Association) and/or International Power and Sail Association (ISPA) and Transport Canada approved training in sailing, kayaking, seamanship, and pilotage, with an emphasis on water safety;
- b. Organized sailing activities** including participation in CISM and Sail Canada sponsored regattas, **locally sponsored races, cruising and adventure training under sail;**
- c. Organized kayaking activities and adventure training;**
- d. Safe facilities, recreational sailing, and other boating activities;
- e. Liaison between Club members and other CAF sailing clubs, boating organizations or sailing associations in Canada, the Commonwealth and elsewhere;
- f. A library of sailing and nautical information including books, charts, etc., and
- g. A Club Business Plan which forms the basis for realistic and sustainable Club growth.

Strategic Plan



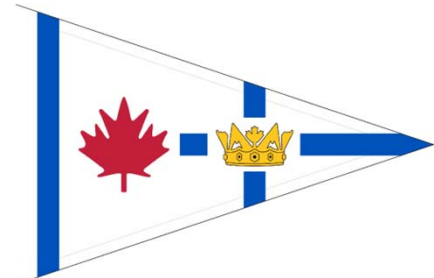
- Recapitalize Keelboats, better serve membership desires
 - 2024 - Purchase Cruising Keelboat
 - 2025 - Purchase smaller Day-Sailer / Racer
- Ensure Paddlesports equipment supports member interests
- Increase events based on on-water activities
 - Dinghy
 - Paddlesports
 - Keelboat
- Promote sense of pan-club community – free BBQs, events, activities
- **Promote volunteer engagement**
 - Self-Reporting of volunteer points
 - Pilot Program - Incentive for volunteers:
 - Priority/Discount/Free Keelboat rentals
 - Gift Card draws, other perks/rewards
 - Membership Discount on renewal?

Berthage Changes



- Current berthage application favours long-time, retired members who have time to contribute at their leisure (not serving members with jobs and young families)
- Currently all applications can be accommodated – may not be the case in future
- Want to avoid making it an annual ‘competition’ – if you’re on the dock, you get to stay as long as ... ?
- Refer jointly to ByLaws Committee and Foreshore Committee
- Propose amended approach for Membership Vote via Extraordinary General Meeting (Summer 2024)

Fee Changes

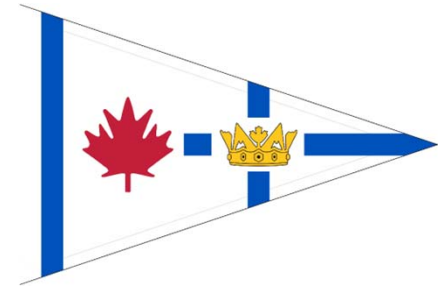


Item	Old	New
Membership		
Regular	\$60	\$75
Ordinary	\$65	\$80
Associate	\$85	\$100
Dinghy	\$30	\$60
Paddlesports	\$60	\$60
Keelboat (Full- / Half- / Multi-day)		
<i>Peter Duck</i>	\$110 / \$70 / \$115	\$150 / \$100
<i>Wildside / Against the Wind</i>	\$70 / \$50 / \$75	\$100 / \$75

Vote*

*IAW 19WCYC ByLaws Para 16.c

Proposed changes: Constitution and By-Laws



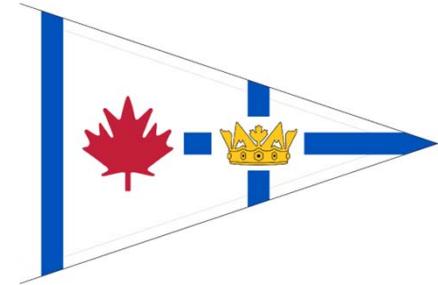
- Proposed wording distributed and posted in Feb 24
- 4 x Constitution amendment; 13 x By-Laws amendment
- Plus minor wording changes of no substantive impact in both documents

Constitution:

1. Para 14 – members that ~~reside~~ **have a primary residence** within...
2. Para 22 – wording regarding monthly Exec meetings
3. Para 25 – Quorum for AGM to be ~~33%~~ **25%** of membership.
4. Para 35 – update of CFMWS harassment policy

Vote

Proposed changes: Constitution and By-Laws

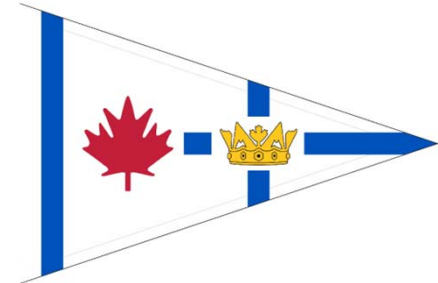


By-Laws:

1. Para 11 d/e/f – remove Newsletter editor and Points Representative positions
 - Comms O can have an appointed assistant IAW para 11
 - Points Representative can be automated or not required
2. Para 11 – establish Cruise Captain (appointed) position
 - Responsible for planning and organization of keelboat activities and events (cruises)
3. Para 12 a – Foreshore Committee to include Foreshore O, Vice Commodore, and ~~Points Representative~~ **one other member endorsed by the Commodore**

Vote

Proposed changes: Constitution and By-Laws

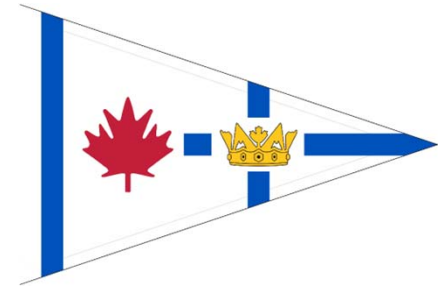


By-Laws (cont'd)

4. Para 15 b – update of financial authorities:
 - i. Commodore: not exceeding ~~\$1000~~ **\$2000**.
 - ii. Executive Committee: not exceeding ~~\$1000~~ **\$5000**
 - iii. Membership (AGM Approval): exceeding ~~\$2000~~ **\$5000**
 - iv. The Executive Committee, in consultation with the FS&R Director or his/her delegate, may authorize exceptional recurring and non-recurring expenditures of both a capital and non-capital nature greater than ~~\$2000~~ **\$5000** and not exceeding ~~\$5000~~ **\$10,000** for any one item or project only when the expenditure is deemed urgent and essential by said Committee, to the continuation of the club activities or preservation of assets.
5. Para 15 c – CERs in excess of \$15,000 must be ~~submitted to~~ **endorsed by** the Executive Committee ~~in writing and with detailed substantiation at least 90~~ **30** days prior to an AGM...

Vote

Proposed changes: Constitution and By-Laws



By-Laws (cont'd)

6. Para 21 – Security/Key Control – add text on access via Keycode
7. Para 22 – Facility users to provide a \$100 deposit, to be refunded on confirmation by Rear Commodore or his delegate (via Square)
8. Para 26 – clarification regarding signature of waivers
9. Para 41 b – A copy of ... **\$2M Marine Liability Insurance (including a pollution clause)** shall accompany all berth requests...
10. Para 41 c – no longer restrict vessels over 40' (delete sentence)
11. Para 42 – minor wording on how points are provided to Foreshore
12. Para 57 b and c – amend sail plan process to remove Commissionaire and allow electronic transmission.
13. Removed Annex A – Keelboat Rental Policy from ByLaws – will be a standalone document available on Website.

Vote

Election of Executive

Commodore – LCol Fil Bohac

Vice-Commodore – Maj Kevin Stevens

Treasurer – Maj Greg Boyd

Secretary – MCpl Derrick Mondry

Membership Officer - Ms. Paulette Hendry

Rear Commodore – **Mr. James Hollis**

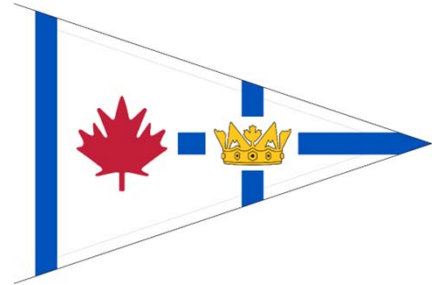
Keelboat Captain - Maj Marc Archambault

Dinghy Captain - MCpl Andrew Fraser

Paddlesports Captain – Mr. Graham Edwards

Foreshore Officer – Mr. Al Phillips

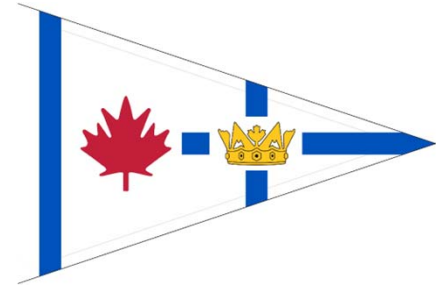
Training Officer – Maj Fahim Awan



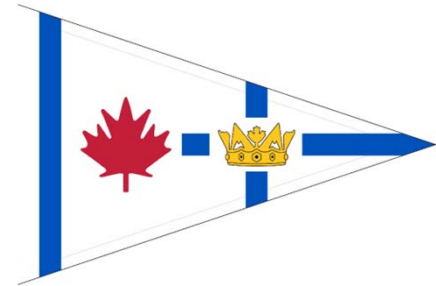
Vote

Appointed Executive

- Communications Officer - Mr. James Hollis
- Bar Officer – **Mr. Ben Douglas**
- Assistant Training Officer – Mr. Robert Thompson
- Assistant Foreshore Officer – **Capt Al Rydman**
- Assistant Keelboat Captain – **WO Matt Davidson**
- Assistant Paddlesports Captain – (vacant)
- Assistant Dinghy Captain – (vacant)
- Volunteer Coordinator – **Cpl Kassandra Lowe**

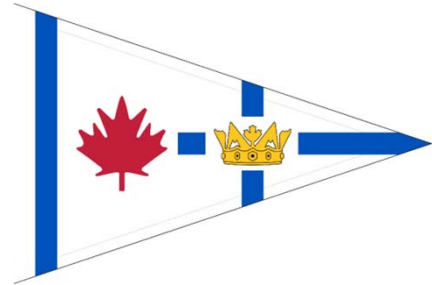


Open Discussion



- Items from the membership

Closing Remarks



Adjournment

Vote