

19 Wing Comox

5950-1 (19WCYC-Cmdre)

4 June 2024

Distribution List

**MINUTES OF THE 19 WING COMOX  
YACHT CLUB EXECUTIVE COMMITTEE MEETING  
HELD AT THE CLUBHOUSE 19:00 HRS 3 JUNE 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
	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
	MCpl Andrew Fraser	Dinghy Captain	Elected
	Mr. Alan Phillips	Foreshore Officer	Elected
	Ms. Paulette Hendry	Membership 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, which seemed to function well and will continue moving forward. 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 updates to provide, due to a lack of financial information sent to him thus far. No concerns were expressed,
5	DIVISION REPORTS
	a. <u>Rear Commodore</u> – no discussion.
	b. <u>Communications</u> – (1) Survey that was part of last Newsletter email will be sent out separately as a 'Survey Email.
	c. <u>Dinghy</u> – no additional discussion.
	d. <u>Foreshore</u> – MWO Duchesneau was standing in for AI due to illness. (1) Berthage Applications – i. Discussion around 5 vessels who are long-time members but have not put in berthage applications. Frank will reach out directly and point out deadline has passed, safety inspection requirements, and 'vessel use' requirements being implemented for next year ii. Discussion around member not meeting membership requirement while wishing to keep vessel at 19WCYC. Several options were proposed and Foreshore will discuss with member (Commodore offered to take on discussion if required) (2) KFN potential request for dock space was confirmed as not impacting club (3) Additional Dinghy Docks was discussed. Motion to procure up to \$10K in additional floating dinghy dock was approved by Executive. CER will be submitted by Commodore. Repairs and reconfiguration of existing docks will be funded as a maintenance expense. <b>[Action: Commodore to gather info and submit CER]</b> (4) Budget item was proposed to allocate \$2K for next FY as 'Foreshore maintenance' item. <b>[Action: Treasurer to note for Budget]</b> (5) A member requested a berthage discount for only using a small portion of annual berthage allocation (purchased a boat this spring). Exec agreed to offer a 'half-rate' in this circumstance, but not make it a standing item or by-law as berthage is cheap already. (6) Commodore endorsed purchase of an appropriate ammeter by Foreshore to execute safety inspection as per discussion at last meeting. Inspection details have been added to Safety Checklist.
	e. <u>Paddlesports</u> – no additional discussion.

	<p>f. <u>Keelboat</u> –</p> <p>(1) Offer on <i>Wildside</i> was discussed, and ongoing discussion with member will continue.</p> <p>(2) Initial Survey results were discussed. Exec agreed that an expensive new keelboat and resulting higher (\$400/day) rental may make it less desirable. Executive agreed to consider prioritizing the purchase price of a boat that ensures it can be rented for \$200-\$250 per day. More survey responses will be sought/</p> <p>(3) Executive endorsed further upgrades to Peter Duck to bring it up to a desirable cruising standard, as it serves well as both a training and a cruising boat for the medium term.</p> <p>(4) Executive is requested to review Constitution and Bylaw committee meeting minutes and proposed ByLaw changes (<u>located here</u>). ByLaw committee will meet again to review further, especially with input from other Exec. Changes will be presented at next AGM in early 2025.</p> <p><b>[Action: All Exec to review proposed ByLaw changes and provide feedback to Keelboat Captain as Committee chair]</b></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) Update provided verbally by Marc. It was noted that Ian Dennis may have limited availability for examinations after 15 June – will need to be addressed if an issue.</p>
	<p>i. <u>Bar</u> –</p> <p>(1) NSTR.</p>
6	OLD BUSINESS
	nil
7	NEW BUSINESS
	Nil
8	OPEN DISCUSSION
	Nil
9	CLOSING REMARKS
	Commodore thanked everyone for a good meeting.
10	NEXT MEETING DATES

	Monday 8 July 24, 19:00 No meeting in August Monday 9 September, 1900
11	Adjournment
	Meeting adjourned at 21:05

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F. Bohac  
LCol  
Commodore  
250-218-1973

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FOT D. Mondry  
Sgt  
Secretary  
7992

RECOMMENDED/NOT  
RECOMMENDED

APPROVED/ NOT APPROVED

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K. Elmore  
Mgr. FS&R  
8542

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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. Next external group booking is 21 June (21 CFHS);
2. Previous booking for 418 Sqn 27 June is now cancelled; and
3. Ice machine is ordered, paid-for and arrived 2 June. Awaiting installation and finish carpentry.

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Annex A – Division Reports

### Dinghy Division Report

MCpl Andrew Fraser – Dinghy Captain

1. Card is coming in, will be purchasing Wi-Fi extender and dinghy repairs.
2. Dinghy repairs, new main halyard, centerboard lines, autobailer, trapezing bungie, fiberglass, gelcoat, workhorses, plastic sheets for inside the shed.
3. One Dinghy fully rigged and ready to be used.
4. Wi-Fi extender should be ready, end June latest end July.
5. Tried to find info on tempest displaying cameras and found nothing.
6. Waiting on PSP about payments of rentals and berthage, once confirmed we are taking them should be no more than a day to get an account step up under [keelboatrentals@19wcyc.com](mailto:keelboatrentals@19wcyc.com) for invoicing.
7. Della Falls Adventure Training from 19 OSS has started classes on June 3rd and 12th for the canoes. 16-21st for the main event.

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Annex A – Division Reports

Foreshore Report

Alan Phillips - Foreshore Officer

1. Electrical grounding test incorporated into the Safety Checklist. That said, a clamp on ammeter is required which ranges between \$75 (Mastercraft) to \$275 (Milwaukee). There's a mid-range option at \$125 (Klein Tools). Requesting approval/informing the Exec of this required expenditure.

2. 25 berthage applications received by COB May 31<sup>st</sup> (23 applicants\* = \$5,985):

i. 20 complete\*;

ii. 3 still need to provide insurance renewals\*;

iii. 1 is not meeting Art VI – Membership Restrictions of our constitution; and

iv. 1 will decide when draft dock plan is published (financial penalty at current marina).

Note: Based on the above numbers, we should have some flex space which is recommended. That said, we have not received applications from: Ossuna, Callaloo, Summer Dawn, Catspaw, Scope Wizard.

3. 1<sup>st</sup> Draft: 0 qualified applicants, 2<sup>nd</sup> Draft: all applicants. No foreseen issues until late applications start rolling in. Then volunteering points will come into effect under the oversight of?

4. Expect a disclaimer when slips are assigned due to the uncertain situation with land/dock space claim by the K'Ómoks FN.

5. Foreshore, with the cooperation of Keelboat and a few identified boat owners, is working at shuffling a few boats to allow space for the dinghy dock.

6. Need to clarify berthage payment options.

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Annex A – Division Reports

Paddlesports Division Report

Graham Edwards – Paddlesports Captain

1. Purchase of Surf Ski is underway. invoice forwarded to Treasurer and PSP
2. Soldier-on is planning 2 events one in July another in September. This will be involving Kayaks, Canoes, SUPs and keelboat/dinghies. More details TBC.
3. Due to timing, only one pool training session has been run, safety training will be moving to Goose Spit shortly.
4. Five excess kayaks have been identified and are ready for sale.
5. Two 19Wing units are planning adventure training using club kayaks and trailer.
6. Trailer has been reinsured for the current year, ownership still needs to be resolved.



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Annex A – Division Reports

### Keelboat Division Report

Maj Marc Archambault – Keelboat Capt

**Peter Duck:** In service with the Basic Sailing Course. Will require 1-2 weeks of repairs once the course is complete (dodger, plumbing, finish fuel tank install, etc....)

**Against the Wind.** Mast is being repaired. Plumbing repairs and electrical upgrades ongoing. Vessel will require bottom cleaning and probably paint this year. In addition to the spreader damage caused during the Basic Sailing Course, the mast step, wiring and masthead light were found to be damaged. The broken mast step caused the mast to contact a member's vessel while it was being lowered (descended at an angle instead of straight towards the stern). Minor damage to the member's vessel will be repaired by the club.

**Wildside.** Has received interest from one club member. Awaiting member decision prior to listing for sale. If not confirmed by mid-week, will be listed on Facebook Marketplace.

Survey has been sent to members to gauge interest in day sailing and cruising keelboats. 8 responses so far. Highlights:

- Respondents are ok with making duty bosun or a minimum number of volunteer hours a requirement for keelboat rentals
- Respondents would be interested in a fixed fee unlimited day sailing rental (like kayaks)
- A basic, affordable boat is the priority for those interested in cruising, dodger and anchor windlass being the two key amenities

We should consider either refitting Peter Duck (estimated \$20 000) or lowering the target price for a new keelboat to keep the rental price affordable (less than \$300 per night / purchase less than \$60 000).

The Constitution and Bylaws committee met in May. Meeting notes and proposed Bylaw amendment included in separate cover.

Membership Report

Paulette Hendry – Membership Officer

1. Membership Numbers: 28 Associates, 22 Ordinary, 266 Regular, 2 Honorary; Total 319
2. 90 members signed up for kayak- 3 have not paid yet, have sent reminders  
35 members signed up for dinghy- 8 haven't paid yet, have sent reminders
3. Book King shows 330 valid members, I have 338 on my roster. 12 emails have been sent as reminders. 4 have just joined and haven't paid as of yet. I still have discrepancies with PSP since some members have not sent forms for their partners or some have not told PSP they have partners!
4. I will be sending a roster sheet to each exec for their information. Club Capts can find their volunteers on this excel sheet.
5. I have had two requests for Associates members to join:

A) One from Pat Douglas regarding Melissa and Kevin Clarke:

Kevin and Melissa would like to join 19WCYC. They have had considerable sailing experience. Prior to 2012 they owned their own boat and spent five winters in the Caribbean with their two teenage sons where they were home-schooled. Kevin is a keen kayaker and loves to use his hydrofoil at Goose Spit in high winds.

Kevin is a helicopter pilot and works out of town a lot but would be interested, when available, in helping with boat maintenance. Melissa is a bookkeeper. She has lots of experience on different committees and would like to help out with social events.

I would like to put them forward for membership.

Yours sincerely,  
Pat Douglas

B) Second request was from Gary MacLean, an Associate member, for a Charlie and Judi Aitken. Andrew Fraser had also sent me a conversation with Darryl Bedard, Reg force member, who is not a yacht club member, but asked about how to get the Aitken's to join our club.

Gary asked Ray Uhl to be their sponsor, and he has accepted.

*Hi Paulette,*

*Just to clarify, Ray Uhl will sponsor him and I will vouch for him.*

*As to his intentions, he owned the Roystown Pub and has his "serving it right" certificate. He will volunteer for bartender services and owns a Bayliner 388 so will not require dock space or rentals.*

*Many thanks, Gary*

My vote on these people to join our yacht club would be yes.

I will not be present tomorrow night, if you have any questions, feel free to email me.

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Annex A – Division Reports

Training Division Report

Maj Fahim Awan - Training Officer

1. No report provided; verbal SITREP on BSC provided by Keelboat Capt.