

19 Wing Comox

5950-1 (19WCYC-Sect)

11 Sept 2024

Distribution List

**MINUTES OF THE 19 WING COMOX  
YACHT CLUB EXECUTIVE COMMITTEE MEETING  
HELD AT THE CLUBHOUSE 19:00 HRS 9 SEPT 2024**

Chair:	LCol Fil Bohac	Commodore	Elected
Secretary:	Sgt Derrick Mondry	Secretary	Elected

Present:

Maj Marc Archambault	Keelboat Capt	Elected
Maj Greg Boyd	Treasurer	Elected
Capt Fahim Awan	Training Officer	Elected
MWO Frank Duchesneau	Asst Foreshore	Appointed
MCpl Andrew Fraser	Dinghy Captain	Elected
Mr. Graham Edwards	Kayak Captain	Elected
Ms. Paulette Hendry	Membership Officer	Elected
Ms. Kelli Ballantyne	Asst Rear Commodore	Appointed
Mr. Ben Douglas	Bar Officer	Appointed
Mr. James Hollis	Rear Commodore/Comms	Elected
Mr. Alan Phillips	Foreshore Officer	Elected

Zoom:	Ms. Paulette Hendry	Membership Officer	Elected
	Mr. Paul Hendry	Keelboat Purchase Committee Chair	

Absent:	Maj Kevin Stevens	Vice Commodore	Elected
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Guests:	Mr. David Weaver	Member	
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ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 19:00 hrs. A quorum was present.  Some Division reports were provided as requested in advance via the shared Google Drive. Reports are attached at Annex A of these minutes.
2	ADDITIONAL AGENDA ITEMS
	Commodore will not be able to sign these minutes but will review and annotate as needed.

3	APPROVAL OF MINUTES OF PREVIOUS MEETING
	Previous minutes have been circulated in draft, and signature is in progress with PSP.
4	TREASURER'S REPORT
	Greg Boyd has not received the latest financials from NPF yet.  Payments can be sent to 2407-comoxyachtprmts@cfmws.com (treasurer will receive a confirmation email)
5	DIVISION REPORTS
	a. <u>Rear Commodore</u> – (1) See Annex A.
	b. <u>Communications</u> – (1) NTR.
	c. <u>Dinghy</u> - (1) See Annex A
	d. <u>Foreshore</u> – (1) Dinghy space on floats is an issue. (2) Reciprocals budgeted for \$2400 are now at \$2061.25 (3) Expect dock space in 24/25 for approx. 22 boats. (4) Club member used club mooring all summer despite original expectation to be off the mooring months ago. Foreshore will reach out through Ben Douglas to open a discussion. (5) “On the Docks” get together tentatively scheduled for 22 Sept.
	e. <u>Paddlesports</u> – (1) Annex A
	f. <u>Keelboat</u> – (1) Annex A. (2) Item 7 - Marc proposed a MOTION, seconded by Andrew, to charge a \$300 per annum fee with renters able to book 1 day at a time and up to two 1 night overnight trips in the local area. (3) Item 12 – Marc proposed rental rate for <i>Pacific Green</i> : \$250 off season and \$300 July to Sep Long Weekend. Rentals will be limited to experienced sailors. BSC grads subject to number of day sails, local overnights and taking the advanced course. This ‘pathway’ from BSC graduate to a qualified user able to rent <i>Pacific Green</i> needs to be clearly identified. <b>[Action: Fahim and Marc]</b> (4) Exec voted to place a lock on the Club Dinghy to prevent unauthorized use.
	g. <u>Membership</u> –

	<p>(1) Paulette presented verbal report on Zoom.</p> <p>(2) She is planning to meet with Andrew to reconcile membership totals between applications.</p> <p>(3) Executive voted to approve new Associate Member Daryl and Mary McIntyre.</p>
	<p>h. <u>Training</u> –</p> <p>(1) The club has formally endorsed naming the course Basic <u>Sailing</u> Course (BSC) vice Basic <u>Cruising</u> Course (BCC). Documents will catch up in due course.</p>
	<p>i. <u>Bar</u> –</p> <p>(1) Ben is still patiently awaiting a replacement Bar Manager and an assistant in the interim. <i>[Cmdre note – Ceilidh Curtis has offered to step into this role]</i></p> <p>(2) Old cash register needs to be written off and disposed of <b>[Action: Andrew]</b></p>
6	OLD BUSINESS
	<p>Outstanding and proposed bylaw amendments will be finalized in draft format for the end of September by Marc, Paul and Francois, with an aim to be distributed by 1 Oct to membership as a ‘here’s what will be voted on at the AGM’</p>
7	NEW BUSINESS
	<p>Future meetings will plan to use a Zoom option for those not in the local area, using the clubhouse laptop/smart screen and PSP Zoom account.</p>
8	OPEN DISCUSSION
	Nil
9	CLOSING REMARKS
	Nil

10	NEXT MEETING DATES
	Monday 7 Oct 24 @ 19:00 Monday 4 Nov 24 @ 19:00
11	Adjournment
	Meeting adjourned at 21:12

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F. Bohac  
LCol  
Commodore  
250-218-1973

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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)

Communications / Rear Commodore Report

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

Communications:

Rear-Commodore:

1. Ice machine has been installed and is operational. An offer by another member to construct an integral vanity and cupboard system wasn't materializing; Ben Douglas built a floor stand and he and I installed the unit.
2. RPOps finally engaged with the side door replacement project last week. As when the crew first removed the sill plate last December, a significant infestation of carpenter ants was found. A spray insecticide was applied and the RPOps carpentry team removed siding and affected structural wood to rebuild the damaged areas. Main contributing factor of the ant infestation appeared to be an incorrectly poured external ramp slab, the top of which was higher than the sill plate. This resulted in water ingress, which rotted the wood and created an open invitation to the ant colonies.
3. Volunteers for Clubhouse cleaning continue to be a challenge, with large scheduling holes still left unfilled. The majority of the Clubhouse cleaning schedule has been filled by a very small number of volunteers who have been continuously stepping up. There appears to be a disconnect between volunteer service and the privileges that many members are taking full advantage of.
4. Report of one of the passage sets in the Clubhouse washroom not locking. I was able to get some very high quality Taymor Commercial sets that Slegg was clearing out for 80% off, so both doors enjoy matched hardware at a cost of \$40 to the Club.
5. Freshly purchased raw rations supplied for REXPO Open House and set-up and supervised the hospitality throughout the day. Anticipated feeding for up-to 100 persons and approximately 60 burgers and dogs served. Post-service, the barbeque was fully cleaned to near-new levels (cleaner than the last group left it). To assist in cleaning the barbeque, plan is to buy an electric pressure washer; as a commercial unit, the barbeque is designed for that kind of cleaning. With the potential for vermin/other critter infestation, mold, etc, critically important for the barbeque to be fully cleaned after each use. Unlikely user groups will ever be willing or able to properly clean the unit. Recommending that the Club consider a usage fee for external users and that the fee be used to offset cleaning costs. Other messes on the Wing who have similar barbeques have run into challenges because of maintenance neglect.

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Annex A – Division Reports

Dinghy Division Report

MCpl Andrew Fraser – Dinghy Captain

1. Berthage bills went out with Square
2. Clubhouse network will be online shortly
3. Square for boat rental?? Account needs to be setup for keelboat (3 accounts)
4. Dinghy repair scheduled this fall

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Annex A – Division Reports

Foreshore Report

Alan Phillips - Foreshore Officer

MWO Francois Duchesneau, Asst Foreshore O

1. Decals for dinghy ID for the boats that are on the dock berthed for the winter to ensure space for everyone. Dinghies not berthed, pay a user fee.
2. Comox Harbour authority 2nd invoice of the year for \$1529.33. The prior invoice was \$531.92. Year total \$2061.25. Budgeted \$2400.00 for 2024 season.
3. Berthage allocation had to be modified due to spacing and boats that cancelled their spot for the upcoming season.
4. Steve Bunyan still on the club mooring and has been on our mooring ball all summer. I suggest billing him for the use of the ball and a letter from the Commodore directing him to move. If refusal to move, then suggest club action like revoking membership. Member has refused to reply to emails from the Foreshore Officer. Suggest billing \$5.00 per day or \$25.00 per week or \$50.00 per month for the time he has been on the mooring.
5. Safety Inspection/Dock Party open boat mid to late Sept.
6. 2024/2025 dockage plan had to be amended. Will probably need to decrease our numbers to 22 boats in the future (+3 club boats).
7. Club purchasing a new 35ft boat and Peter Duck still here. Did not allow for an extra boat. Move PD to Mooring ball?

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Annex A – Division Reports

Paddlesports Division Report

Graham Edwards – Paddlesports Captain

1. Western.Canada Soldier-On 4-6 Sep. 8 attendees
2. Local Soldier-On 29-31 Jul. 6 attendees used canoes, kayaks and Sups in the local area and Comox Lake.
3. Two Adventure training events supported, 19 OSS and 19 AMS
4. Surf-Ski is getting used by an increasing number of individuals.

Discussion:

1. Next year plan is to start replacing the inflatable SUPs with foam core ones. The inflatable SUPs are rarely transported deflated and too much time is spent on finding and fixing leaks.
2. As usage of the Surf-Ski increases a future purchase of a second will be proposed.
3. Signing out equipment and not washing on return is an ongoing issue. Unsure how to resolve this at this point.



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Annex A – Division Reports

Keelboat Division Report

Maj Marc Archambault – Keelboat Capt

1. Against the Wind steadily rented throughout the summer, minor electrical repairs completed. Will require DC electrical panel replacement next winter;
2. Hawk (Martin 242) at our docks, new running rigging ordered, will need minor standing rigging repair (turnbuckles);
3. Parts received for Peter Duck, next steps: clean up and list for sale to members;
4. 1997 Beneteau 351 purchase, subject to final payment to seller this week. Estimated parts and labour to get it ready for rental \$20 000. Needs: refrigeration, engine mounts, windlass, anchor and rode, rebed two windows.
5. Drafted contract for Salty Dog mechanic for engine maintenance and general marine repairs.
6. Cleaned up inside and outside keelboat shed. 3 pickup loads taken to the dumpster. Members are dropping off their donations (garbage) and leaving it outside the shed.

Discussion:

7. Should we make the day sailing keelboats (< 30') a \$300 per annum fee, with renters able to book 1 day at a time and up to two 1 night overnight trips in the local area? Unlimited use @ \$300 is probably easier to justify than \$100 each day for new sailors?
8. Not many of the Basic Sailing Course students are renting boats. Some students may have taken the course out of general interest vice having the intent to sail with the club. Should we make the course \$550 per student and include their day sailer fees for the summer?
9. Do we have a plan to complete training for the 2-3 students that could not test in June?
10. Pending finalization of the new keelboat purchase, I'd like to offer an Advanced Course for BSC grads that have at least 5 days of day sailing under their belt. 3-4 days, away from Comox with an instructor, 2-3 students. \$400 per student (and they provide the food!). This would check them out on the larger boat.
11. outline written for advanced course 3 to 4 day, overnight sail with 2 to 3 students. Propose \$250 - 300 per student, min 2 students, students cover food and marina fees?
12. Require rental rates for Pacific Green. Propose \$250 off season and \$300 July to Sep Long Weekend. Rentals will be limited to experienced sailors. BSC grads subject to number of day sails, local overnights and taking the advanced course.
13. Require rental rates for Hawk. Propose \$60 per day.

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Annex A – Division Reports

14. Propose including day sailing membership in the Basic Sailing Course: \$550 per person. Propose limiting to 18 students this year and mandatory instructor training this fall next winter prior to on water teaching.

15. Propose that renters must contribute min 10 hrs volunteer time towards keelboats to book vessels in calendar year (Jan to Dec).

- a. Duty Bosun for Pacific Green
- b. Work parties
- c. Bottom paint
- d. Wash / wax
- e. etc...

Membership Report

Paulette Hendry – Membership Officer

1. We have had one request from Don Ferguson, who just rejoined our club last month as a regular member. He has asked that his son-in-law and daughter join our club as associate members.

Daryl (son-in-law) wrote me this email:

*Hello,*

*My wife Mary and I are hoping to become associate members of the 19 Wing Yacht club. We are being sponsored by her Dad and my father in law, Don Ferguson.*

*We have attached our application form. Although Mary grew up here in the Comox Valley, we are newly retired here after many decades in Alberta. To that end, we are hoping to expand our social sphere and would be active volunteers in the club. Thank you and look forward to hearing from you soon.*

*Daryl McIntyre*

I vote yes for their request of Associate membership

2. We have 383 members on our roster. A few have joined and have not paid yet. Some sent in their membership earlier this year but have not gone to pay. Emails have been sent but no change in their status!

316 Regular

41 Associates

23 Ordinary

3 Honorable

Book king shows 367 members. Andrew and I need to get together so we harmonize Book king with our Excel program.

3. 40 members have signed up for kayak/SUP rentals  
22 members have signed up for dinghy rentals

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Annex A – Division Reports

Treasurer

Maj Greg Boyd, Treasurer

payments can be sent to [2407-comoxyachtpmts@cfmws.com](mailto:2407-comoxyachtpmts@cfmws.com)

treasurer will receive a confirmation email

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Annex A – Division Reports

Training Division Report

Maj Fahim Awan - Training Officer

1. 19WCYC is now registered with Sail Canada/Sail BC as an accredited sailing school through the Checklick program. This is how all student evaluations will be registered from now on. Paper forms are no longer acceptable.
2. 3 students were unable to finish the keelboat course this summer due to unforeseen circumstances. Are we able to put on a quick refresher for them 3-4 lessons and have Ian do an evaluation? We can make them one crew if we can find an instructor and allow the boat to be used for that purpose.
3. Marco Coda had been renegades for Docking and Coastal Nav courses and we can expect dates to be finalized shortly. Tentatively Sep 25 and Oct 09 for now.
4. As discussed by keelboat not enough of our students have rented to justify a beyond the bay course this year but the advanced course plan may be a good way forwards.