

19 Wing Comox

5950-1 (19WCYC-Secretary)

3 Nov 2025 (second draft)

Distribution List

MINUTES OF THE 19 WING COMOX YACHT CLUB
EXECUTIVE COMMITTEE MEETING
HELD AT THE CLUBHOUSE, 1900 HRS 3 NOV 2025

Chair:	LCol Fil Bohac	Commodore	Elected
Secretary:	(absent)	(Cmdre took minutes)	
Present:	LCol Genevieve Vallieres	Vice-Commodore	Elected
	Mr. Alan Philips	Foreshore Officer	Appointed
	Mr. James Hollis	Rear-Commodore	Elected
	Mr. Graham Edwards	Paddlesports Captain	Elected
	MWO Francois Duchesneau	Interim Keelboat Captain Asst. Foreshore Officer	Appointed
	Ms. Paulette Hendry	Membership Officer	Elected
	Ms. Christie Kiers	Interim Comms Officer	Appointed
Absent:	Mr. Jonathan Juteau-Berlinguette	Dinghy Captain	Appointed
	Maj. Greg Boyd	Treasurer	Elected
	Mr. Paul Atterton	Secretary	Elected
	Ms. Allison Caughey	Communications Officer	Appointed
Guests:	none		

ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 1905 hrs. A quorum was present. Reports in Annex A were provided in advance and discussed. Relevant discussion are in the body of the minutes.
2	ADDITIONAL AGENDA ITEMS
	Three items were placed on the agenda for discussion in advance of the minutes.
3	REVIEW OF MINUTES and ACTION ITEMS

	Minutes were previously endorsed and provided before meeting for reference. Action Items were updated by Commodore and no discussion on them was needed.
4	TREASURER'S REPORT
	Written report submitted (See Annex A) No discussion regarding budget.
5	DIVISION REPORTS
	<p>1. <u>Rear Commodore</u> No written report Some planned clubhouse usage in fall. No concerns.</p>
	<p>2. <u>Communications</u> See Annex A Christie clarified some content for Basic Sailing Course solicitation and Instructor Solicitation, as well as wording to seek interest in overnight paddling trips in 2026.</p>
	<p>3. <u>Dinghy (absent)</u> Nothing to report Fil has discussed with Jonathan; Dinghy still in use by Jonathan so he has secured it and will be storing it later in November.</p>
	<p>4. <u>Foreshore</u> See Annex A Additional point made on change of design for winch replacement for work float; Foreshore will discuss with exec in future.</p>
	<p>5. <u>Paddlesports</u> See Annex A No other points discussed.</p>
	<p>6. <u>Keelboat</u> See Annex A</p> <ul style="list-style-type: none"> - Exec discussed point 3 – removal and painting of ATW mast is a low priority and will only be done as a ‘target of opportunity’ if other mast stepping is underway or other mast work on ATW is called for. - Purchase of new sails for <i>Hawk</i> was endorsed. - Proposed Volunteer of the Year was agreed. Commodore asked Exec to identify other possible volunteers for recognition (more is better) - Survey for Daysailers was discussed and endorsed; a separate survey for Cruising was deemed un-necessary, but a cruising related question was added to existing survey.
	<p>7. <u>Membership</u> Verbal report provided Paulette will be away for a few months over the winter – will have email access but not be able to process new members.</p>

6	OLD BUSINESS
7	NEW BUSINESS
	<p>Sailing Course plans for 2026</p> <p>Commodore and Keelboat Captain provided overview of the proposed changes to the BSC, which has been endorsed for Training Officer to pursue.</p> <ul style="list-style-type: none"> - Training and Qualification of instructors would be by Canadian Recreational Yachting Association (CRYA) - Qualification will ensure all instructors meet the same standard, achieving one of the key changes required within the club (the other is meeting a TC requirement to have instructors be qualified) - Allows qualified instructors to assess/certify students based on their ability to meet criteria - Improved flexibility – courses can be offered as a '4-day block' or once-weekly basis, with no need to rely on a final test being delivered by a separate tester. - Instructor qualification to be paid for by the club with expectation of instructor commitment to the program - First Aid is a requirement; will investigate efficient way to deliver the course to instructors <p>Exec discussed and generally endorsed the proposed approach. Action is with Marc and Fil to continue to tune the plan. Solicitation of instructors and students, and contact with CRYA are the next steps.</p> <p>Reciprocals</p> <p>Exec discussed plan for reciprocals. Commodore endorsed continued reciprocal partnership with CVYC for 2026, but this will be discussed more fulsomely at a future Exec meeting and either decided by Exec or voted on at AGM.</p> <p>Gate Access at Goose Spit</p> <p>Commodore provided an update regarding the gate access procedures, and his request for clarification since it seems that Yacht Club members are the only ones following the rules promulgated by 19OSS. More to Follow when a reply is received.</p>
8	OPEN DISCUSSION
	No additional items raised
9	CLOSING REMARKS
	None.

10	NEXT MEETING DATES
	8 Dec 2025, 1900 12 Jan 2026, 1900 2 Feb 2026, 1900 (groundhog day) AGM in late Feb or early Mar
11	ADJOURNMENT
	Meeting adjourned at 2038 hrs

LCol F. Bohac
Commodore
250-218-1973

Paul Atterton
Secretary
(signed on behalf of)

RECOMMENDED/
NOT RECOMMENDED

APPROVED/ NOT APPROVED

FS&R Manager
252-8542

Sr. Manager PSP
252-8246

Distribution List:

Info:
D/W Commander
Sr Mgr. PSP
Recreation Coordinator
NPF Accounting Manager
Comms O (for website)

Annex A – Division Reports
(Treasurer / Comms / Foreshore / Keelboat)

4 Treasurer's Report

Maj Greg Boyd, Treasurer

Slightly improving trend on net income. Rental revenue remains (and will remain) largest shortfall from budget.

Reciprocal agreement; my vote is cancel. Not value for money for our members. Currently would be much cheaper to just pay the few users when they do manage to find a spot.

Balance Sheet Summary YTD September 2025

Total Assets: \$232 943.89
Unencumbered Cash: \$74 910.47

Income Statement Summary YTD End September 2025

Bar Summary
Bar Actual Gross Profit: \$3 405.66
Bar Budget Gross Profit: \$4 460.00

Revenue Summary
Actual: \$24 462.57
Budget: \$43 930.00

Expenses Summary
Actual: \$36 344.82
Budget: \$45 688.42

Net Income YTD
Actual: **\$ -8476.59**
Budget: \$2701.58

5.c Communications Office Report

Christie Kiers, Communications Officer

1. November Newsletter Publication & Content Submission Status

- The **November newsletter** is scheduled for release on **November 5, 2025**.
- Email for content sent to Exec email distribution list October 29th
- **Received:** One submission from **Keelboat Captain**.
- **Outstanding:** No additional submissions have been provided by other departments or activity leads.
 - Please **email any upcoming events, classes, or activities** for inclusion in the November newsletter immediately
 - Final newsletter content will be locked by **November 4, 2025 at 11:00am** to meet the publication deadline.
 - Emailed **Simone** for upcoming club social event details; no response received to date.

2. Wing Wide Email Content Request

- An email from **CFMWS** requesting November submissions for **Wing Wide Email** was forwarded to the Executive email distribution list on **October 23, 2025**.
 - Deadline for submissions was **October 29, 2025**.
 - No submissions were provided by other departments or activity leads.
- If **BSC registration details** are to be broadcast in the Dec **Wing Wide Email**, please ensure these are submitted to **communications19wcyc@gmail.com** by **November 17, 2025**.

3. Day Sailer Survey:

- **Day Sailer Survey:** Completed and submitted for review to the Executive email distribution list on **October 30, 2025**.
- Keelboat Captain to distribute to Day Sailer club members upon final approval from Exec

4. Action Items for Executive Board

- Please **email any upcoming events, classes, or activities** for inclusion in the November newsletter immediately: Deadline **November 4, 2025 at 11:00am**
- BSC registration details to be submitted to **communications19wcyc@gmail.com** by **November 17, 2025** for inclusion in **Wing Wide Email** from **CFMWS**

5.d Foreshore Report:

Mr. Alan Phillips, Foreshore Officer

1. Water turned off at the dock
2. Reciprocal Agreement! More conversation required to highlight the pros and the cons. I will be there for Dec meeting and can talk to it at that time. In short I still believe it is something that is not utilized or available when member's want to use it so the \$2000.00 is a waste of money. I have not looked into the possibility of piggy banking off of Esquimalt if possible, yet. Will send out another request for information on who used this benefit and explain we are thinking of stopping it. CVYC has solicited there members for input and have published there findings:

CVYC

A Reciprocal Survey was done to help plan next year's budget. Rear Commodore Bev Campbell reported that 33 members responded, of which 18 didn't use reciprocals, primarily because they traveled north. 67% of respondents had used recip's previously & 85% felt they are a benefit as they attract new members & give us a presence in the West Coast boating community. Thank you to all who participated!! (29 Oct 2025)

As our club is more diversified with kayak/SUP, dinghy and keelboat compared to the CVYC that is just keelboat, I believe budgeting \$2000.00+ each year is not in the best interest of all members. Especially when only a small amount of keelboaters are actually taking advantage of the reciprocal or able to get on the dock when attempting to use a reciprocal. I do not believe that it would be a deterrent in attracting new members, as the attraction is the berthage cost, which is low enough for keelboat owners to pay for berthage when visiting another marina, based on money saved from our low berthage fees.

3. Designated dinghy spots seem to work well and there were minimal complaints.
4. Two club mooring balls were moved. Scope on the one closer to J Float needs to be decreased; and
5. Outboard on barge will soon be removed for the winter.

5.e. Paddlesports Report

Graham Edwards, Paddlesports Captain

1. Equipment is still being used, at least on the nice days.
2. The new lockbox is working well and the old deadbolt is in the clubhouse.
3. Volunteers have come forward to check on serviceability of inflatable SuPs, make new sup racks and wash stands.
4. Once the inflatable SUPs have been checked, those that don't hold air, and don't have obvious repairs, will be put up for sale/disposal to members.
5. Once the new SUPs racks are in place, the two SUPs on the dock will be removed for the winter.
6. Pool sessions have yet to be confirmed, only 1 individual has asked for it. I need 2-4 to make it viable.
7. I anticipate the next major event involving paddlesports will be Snow To Surf in April.

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3 Nov 25

Annex A – Division Reports

5.f Keelboat Division Report

MWO Francois Duceseau, Interim Keelboat Captain

1. ATW and Hawk have been winterized;
2. PG requires a sea trial to fix the singing prop (currently scheduled mid-Nov);
3. Jonathan Blanchard offered to paint ATW's mast
4. New sails (300 series Dacron 5oz) for Hawk quoted at \$2,500. Still looking to find some used sails but would almost cost the same;
5. VOTY suggestion; and
6. Survey to help us quantify numbers of BSC sailors wanting to cruise.
7. Pool of PG renters/volunteers remains small. Need to better identify a stream of potential renters.

5.g. Membership Report

Ms Paulette Hendry, Membership Officer

1. There has been little activity with membership.
2. Since last meeting we have had three people join, all regular members, bringing our total membership to 288.
3. All have indicated they wanted paddle sports and dinghy rentals. I have informed them that dinghies have been put away for the winter.