

19 Wing Comox

5950-1 (19WCYC-Secretary)

2 Feb 2026

Distribution List

**MINUTES OF THE 19 WING COMOX YACHT CLUB
EXECUTIVE COMMITTEE MEETING
HELD AT THE CLUBHOUSE, 1900 HRS 2 FEB2026**

Chair:	LCol Fil Bohac	Commodore	Elected
Secretary:	(Commodore acting)		
Present:	Maj. Greg Boyd	Treasurer	Elected
	Mr. James Hollis	Rear-Commodore	Elected
	Mr. Francois Duchesneau	Interim Keelboat Captain Asst. Foreshore Officer	Appointed
	Mr. Graham Edwards	Paddlesports Captain	Elected
	Ms. Christie Kiers	Interim Comms Officer	Appointed
	LCol Genevieve Vallieres	Vice-Commodore	Elected
	Mr. Alan Philips	Foreshore Officer	Elected
	Mr. Matthew Davidson	Volunteer Coordinator (new)	Appointed
Absent:	Mr. Paul Atterton	Secretary	Elected
	Mr. Jonathan Jutuea-Berlinquette	Dinghy Captain	Appointed
	Ms. Paulette Hendry	Membership Officer	Appointed
	Ms. Allison Caughey	Communications Officer	Appointed
Guests:	Mr. Dave Weaver		

ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 1900 hrs. A quorum was present. Reports in Annex A were provided in advance and discussed. Relevant discussions are in the body of the minutes.
2	ADDITIONAL AGENDA ITEMS
	Nil

3	REVIEW OF MINUTES and ACTION ITEMS
	Minutes of the 12 Jan 2026 meeting were provided in advance of the meeting and endorsed with no changes.
4	TREASURER'S REPORT
	<p>Written report submitted (See Annex A) <i>*Note: Budget has been updated since this report with Depreciation, and corrected Paddlesports and Dinghy Revenue.</i></p> <p>A CER for the currently budgeted Winch replacement will need to be staffed [Action: Commodore to submit CER for Winch with input from Foreshore]</p> <p>Additional storage for paddlesports was discussed, and a second Sea Can was endorsed as a purchase later in the FY.</p>
5	DIVISION REPORTS
	a. <u>Rear Commodore</u> .
	b. <u>Communications</u>
	c. <u>Dinghy (absent)</u> No report.
	d. <u>Foreshore</u> See Annex A
	e. <u>Paddlesports</u> See Annex A The new
	f. <u>Keelboat</u> See Annex A Francois provided some additional thoughts after the 12 Jan meeting (sepcor)
	g. <u>Membership</u> No report. Paulette still travelling and will catch up on her return in late Feb.

6	OLD BUSINESS
	<p>A discussion on Berthage increases followed on to last month's discussion on the topic, with a reconsideration of whether increasing all berthage or establishing a different berthage rate for the non-volunteering members. The exec unanimously endorsed increasing the berthage rate for those members who are in the 4th Draft (Returning vessel owners in good standing who have not contributed a minimum of 35 hrs of volunteer time to the club). A rate <u>double the base rate</u> was endorsed. Due consideration will need to be given to whether this applies to a returning member who submits a late application, which would place them in the 5th draft, without penalizing a new application in the 5th draft. This will replace berthage rate increases across the board, which was seen as penalizing those who are the main volunteers of the club and particularly the Keelboat Division.</p>
7	NEW BUSINESS
	<p>Fil walked through AGM presentation and solicited Divisional input to slides.</p> <p>Exec endorsed the trial use of Calendly as a booking platform after testing the platform in advance of the meeting. A monthly or annual subscription will be required [Action: James to seek approval to pay for Calendly from NPP]</p> <p>Exec discussed how waivers for guests will be managed. Waivers are available electronically or can be filled out and scanned/photographed and can be sent to the Secretary for retention on file.</p> <p>Matt Davidson introduced himself as the Volunteer Coordinator, laid out his vision on increasing volunteer engagement, and asked for a few minutes at the AGM to make this pitch to the membership. [Action: Fil/Alison: Ownership of Volunteer Coord Spreadsheet will be passed to Matt] [Action: James to set Matt to be set up with <u>Volunteer.Co-ord@19WCYC.com</u> email]</p> <p>Executive endorsed a Lifetime membership (name to be released at AGM)</p> <p>It was noted that all executive positions are available to be elected if a new member is interested (not just those who we are advertising for).</p>
8	OPEN DISCUSSION
	No additional items raised
9	CLOSING REMARKS
	None.

10	NEXT MEETING DATES
	25 Feb 2026, AGM date set at Wednesday 25 Feb, Officers Mess, 1830 bar, 1900 start 2 Mar 2026, 1900 13 April 2026, 1900
	ADJOURNMENT
	Meeting adjourned at 2109 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

19 WCYC Simple Budget 26/27

Revenues		Expenses	
Memberships	\$13,800	Depreciation	\$18,000?
Keelboat Rentals	\$9,000	Keelboat Maintenance	\$10,200
		Keelboat Contingency	\$6,000
Basic Sailing Course + Adv SC	\$8,700	Course Costs	\$8,400
Dinghy	\$600	Dinghy	\$600
Kayak / Paddleboards	\$500	Kayak / Paddleboards	\$3,600
Dockage	\$7,100	Foreshore	\$5,100
Other (interest, corp card, etc)	\$3,100	Other (credit card fees, licenses, CFCF levy, rentals, internet, travel, etc)	\$4,100
Bar Sales	\$12,000	Bar Supplies	\$5,300
		TGIF, Clubhouse, BBQ, etc	\$6,800
Total	\$59,300	Total \$	68,100 \$50,100

Balance Sheet Summary YTD End December 2025

Total Assets: \$218 854.48
 Unencumbered Cash: \$69 772.10

Income Statement Summary YTD End December 2025

Bar Summary
 Bar Actual Gross Profit: \$3967.77
 Bar Budget Gross Profit: \$6240.00

Revenue Summary
 Actual: \$31 060.22
 Budget \$49 395.00

Expenses Summary
 Actual: \$49 460.37
 Budget: \$58 742.63

Net Income YTD
 Actual: \$-14 272.72
 Budget \$-3 107.63

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Annex A – Division Reports

5.a Rear Commodore Report

Mr. James Hollis, Rear Commodore

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Annex A – Division Reports

5.b Communications Office Report

Christie Kiers, Communications Officer

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Annex A – Division Reports

Dinghy Division Report

Mr Jonathan Juteau-Berlinguette, Dinghy Capt

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Annex A – Division Reports

5.d Foreshore Report:

Mr. Alan Phillips, Foreshore Officer

MWO Francois Ducheseau, Assistant Foreshore Officer

- New winch project, ongoing.
- Would like 5 min at AGM to talk a little bit about Reciprocals and how everyone can use them and to track the usage.
- Applications accepted as of 01 April for berthage 2026/2027 season and dinghy allocation.

5.e. Paddlesports Report

Graham Edwards, Paddlesports Captain

Volunteers.

I have had some folks step forward to help out.

WO Jerome Bourget will be helping out with equipment maintenance. He is a reservist working at the survival school.

Toni Kennedy and partner will leading local easy paddles during the summer months.

Projects.

SUP racks are almost complete

Wash rack is waiting for dry weather to paint

Kayak container will be getting additional vents installed

Re-Org of storage of PFDs, pumps, paddles etc to be started

Other.

The budget in the slide deck shows revenue from the paddlesports division of only \$500. Not sure what this represents as our only revenue is membership in the division, which should be significantly more than \$500. With at least 60 (I fell asleep counting) family memberships it should be more than \$3600.

The way it's presented it looks like the division loses the club significant coin (5x revenues) which isn't correct.

5.f Keelboat Division Report

MWO Francois Ducheseau, Interim Keelboat Captain

1. Future of PG, should 19WCYC continue offering a cruiser? Decision required post 2026 sailing season?

2. Propose status quo on keelboat rental rates due to incomplete data from previous season:

BOAT	HIGH SEASON	LOW SEASON	SECURITY DEPOSIT
Cruiser	\$315/night	\$265/night	\$300
Day Sailers	\$300/season	\$300/season	n/a

3. Require endorsement of the proposed Keelboat Maintenance Volunteering structure as presented. PG and ATW's Team Lead positions have been claimed.

4. Allow more than one booking at a time vs. expending geographical boundaries for day sailer (ATW)?

5. January keelboat expenses: second payment made for Hawk's new sails (\$807); isin glass cleaner and polisher (\$80).

Upcoming expenses: Parts and labour Salty Dog (~\$1,400); parts and labour Blanchard Rigging (~\$400); ISED Licence Renewal; and ATW's bottom paint.

6. Decisions required on CTOW membership (\$210).

7. Require marine insurance policies renewals.

(From Greg)

1. Should give PG another year of rental/use data before making a big decision I think.

2. Agree with status quo on prices but pool users need to support this one.

3. Support new maintenance volunteering structure.

4. I support the exec decision Monday either way. I would lean toward letting 2 bookings and expanding area but see the problems with both.

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Annex A – Division Reports

5.g. Membership Report

Ms Paulette Hendry, Membership Officer

1.