19 Wing Comox

5950-1 (19WCYC-Secretary)

06 Jul 2026

Distribution List

MINUTES OF THE 19 WING COMOX YACHT CLUB
EXECUTIVE COMMITTEE MEETING
HELD AT THE CLUBHOUSE, 1900 HRS 06 JUL 2026

Present	Name	Position	
Voting Members			
✓	LCol Fil Bohac	Commodore (Chair)	Elected
✓	Mr. Paul Atterton	Secretary	Elected
	Maj Jen Boswall	Vice-Commodore (new)	(appointed interim)
✓	Maj. Greg Boyd	Treasurer	Elected
✓	Mr. James Hollis	Rear-Commodore	Elected
✓	Mr. Graham Edwards	Captain - Paddlesports	Elected
✓	Mr. Francois Duchesneau	Captain - Keelboat Deputy Foreshore Officer	Elected Appointed
✓	Mr. Martin Letourneau	Captain - Dinghy	Appointed
	Mr. Alan Philips	Foreshore Officer	Elected
	Ms. Paulette Hendry	Membership Officer	Elected
Non-Voting Members			
✓	Ms. Christie Kiers	Assistant Comm O	Appointed
	Capt Ceilidh Curtis	Bar Officer	Appointed
	Maj. Marc Archambault	Training Officer (Keelboat)	Appointed
	Mr. Robert Thompson	Assistant Training Officer	Appointed
	Mr. John Dekkers	Assistant Keelboat Captain	Appointed
	WO Jerome Bourget	Assistant Paddlesports Captain	Appointed
	Vacant	Assistant Dinghy Captain	Appointed
	Ms. Kelli Ballantyne	Assistant Rear Commodore	Appointed
	WO Matt Davidson	Volunteer Coordinator	Appointed
(Guest)			

ITEM	DISCUSSION
1	INTRODUCTORY REMARKS
	The meeting was called to order at 1911 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 01 Jun 26 meeting and Addendum to 01 Jun 26 were provided in advance of the meeting and endorsed with no changes. Action Items were reviewed, updated, and closed where needed. See hyperlink below to view the outstanding items by person responsible Clarification of voting members at Exec Meetings and determination of Quorum. **Executive Meeting Attendance and Quorum:** Voting Executive members are required to attend Executive meetings. Assistant Captains and Assistant Division Heads are optional attendees, unless they are substituting for an absent Division Head. There are 10 elected Executive members; therefore, quorum is 6 voting members. If attendance falls below 6 during a meeting, including if a member leaves early, quorum is lost and any motions must be postponed. 19WCYC Action Item Tracker - Sorted by Person Responsible
4	TREASURER'S REPORT
	(Greg) See Annex A
5	DIVISION REPORTS
5 a.	Rear Commodore (James) Verbal report Summer Cadet Bartender Update – Cadets have not shown interest in volunteering as bartenders during Cadet Socials. However, Ben Douglas has offered to volunteer on Wednesday and Saturday nights when requested by

	the Cadets. **[Motion: James, Greg, and Carried agreed that James is authorized to spend up to $600 to replace the returns shed.]**
5 b.	Communications (Christie) See Annex A (report submitted after Exec Meeting reflecting action items) Next newsletter to come out by Thursday, Items to include Volunteer day accomplishments Update on August 3rd evening Fireworks social and link to Comox Nautical Days Follow up with 2nd newsletter for July only, including reminder for August 3rd and Treasurer position vacancy Only 1 newsletter for August, unless special requests by division heads and publish if needed
5 c.	Dinghy (Martin See Annex A New agenda items: Request for outboard engine for dinghy training. **[Motion: Martin/Greg/Carried (Frank voted against) that Martin be approved to purchase a Honda BF2.3 air cooled outboard to a maximum cost of $2000.]** Dinghy division will be responsible for the maintenance and security of the outboard. The outboard will be available for Against the Wind when not reserved. Request for dinghy trailer in the amount of $1500. It was recommended that Martin prepare and present a comprehensive business plan at the next meeting.
5 d.	Foreshore (Allan) See Annex A **[Action: Allan to provide detailed proposal of winch replacement to Fil. Fil will complete CER.]**

5 e.	Paddlesports (Graham) See Annex A Graham will ask Matt to arrange cage installation above the POL locker to ensure it stays clear. **[Action: Graham will assign all Exec members by position in the Master Lock Vault system.]** Contact Graham for basic kayak training.
5 f.	Keelboat (Francois) See Annex A **[ACTION: Francois to provide list of names, addresses and amounts to Greg to process Security Deposit refunds via cheque.]** No update from training attached.
5 g.	Membership (Paulette) See Annex A The proportion of Voting Associate Members to Total Voting Members was under 20%, as required by the constitution. Exec accepted Diego Hartmann, Regular Member to sponsor Jordon Debaie as an associate member. Jordon has expressed an interest in volunteering. He has experience in welding, carpentry, fabrication, fiberglass repairs, inflatable repairs and patching, landscaping, general maintenance in addition to being a Cormorant helicopter mechanic for past 14 years.
5 h.	Volunteer Coordinator (Matt) See Annex A

6	OLD BUSINESS
7	NEW BUSINESS
	Paul proposed shifting our exec meetings to the second Monday of each month at 7:00 PM for the rest of the year, except October 19 (Thanksgiving), unless otherwise noted. This change allows the Treasurer more time for financial reports. The proposal was accepted.
8	OPEN DISCUSSION
9	CLOSING REMARKS
	None.
10	NEXT MEETING DATES
	Unless otherwise notified, all meetings are scheduled for 1900 hours. Sep 14, 2026 Oct 19, 2026 Nov 09, 2026 Dec 14, 2026 Jan 11, 2027 Feb 08, 2027 Mar 08, 2027
11	ADJOURNMENT
	Meeting adjourned at 2045 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 / Rear Commodore / Dinghy / Foreshore / Paddlesports / Keelboat / Membership / Volunteer)

4 Treasurer's Report

Maj Greg Boyd, Treasurer

June is not finalized, End May screenshot of Balance Sheet

	MAY26-27
PC/IMPREST	300.00
BANK ACCOUNT (OVERDRAFT)	53,531.77
ACCOUNTS RECEIVABLE	
AR MANUAL	827.06
INVENTORY	2,255.97
PRE PAID EXPENSE	
CURRENT ASSETS	**56,914.80**
WORK IN PROGRESS	
FIXED ASSETS	133,558.41
OTHER ASSETS	**133,558.41**
TOTAL ASSETS	**190,473.21**
ACCOUNTS PAYABLE	-186.96
ACCRUED LIABILITIES	
UNEARNED REVENUE	11,797.98
CURRENT LIABILITIES	**11,611.02**
TOTAL LIABILITIES	**11,611.02**
RETAINED EARNINGS	209,057.32
PRIOR YEAR ADJUSTMENTS	-7,952.32
+ NET INCOME / - LOSS FOR THE YEAR	-22,242.81
RETAINED EARNINGS	**178,862.19**
TOTAL EQUITY	**178,862.19**
TOTAL LIABILITY+EQUITY	**190,473.21**
Unencumbered Cash	**53,718.73**

Income Statement

	MAY26-27						
	Actual Month	Budget Month	Actual PY Month	Actual YTD	Budget YTD	Actual PY YTD	Budget Total Year
SALES - CONSUMER	796.27	1,000.00	1,005.96	2,742.47	2,000.00	1,549.61	12,000.00
SALES	**796.27**	**1,000.00**	**1,005.96**	**2,742.47**	**2,000.00**	**1,549.61**	**12,000.00**
COGS	**474.29**	**440.00**	**407.14**	**1,417.94**	**880.00**	**856.17**	**5,280.00**
GROSS PROFIT	**321.98**	**560.00**	**598.82**	**1,324.53**	**1,120.00**	**693.44**	**6,720.00**
ENTERTAINMENT REV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FEES REV	0.00	75.00	0.00	0.00	150.00	18.80	900.00
MEMBERSHIPS	772.20	1,150.20	983.79	1,444.83	2,300.40	1,852.86	13,802.40
INTEREST/INVESTMENTS REV	0.00	0.00	0.00	0.00	0.00	0.00	2,400.00
PROGRAMS REV	-4,190.48	3,200.00	0.00	-4,190.48	6,560.00	9,428.58	8,660.00
RENTAL REV	1,086.13	1,517.76	232.89	1,405.17	2,535.52	413.83	15,213.12
SERVICES REV	650.44	650.44	638.66	1,279.90	1,300.88	994.82	7,805.28
SUPPLIES REV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISC REV	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER REVENUE	**-1,681.71**	**6,593.40**	**1,855.34**	**-60.58**	**12,846.80**	**12,708.89**	**48,780.80**
DEPRECIATION	2,764.78	2,732.00	1,654.26	5,477.58	5,464.00	3,308.52	32,244.00
ENTERTAINMENT EXP	55.98	300.00	461.61	238.84	600.00	701.07	3,200.00
FEES EXP	382.47	76.00	25.60	488.01	152.00	65.90	1,412.00
INTEREST/INVESTMENTS EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER EXP	-3.77	0.00	-3,971.16	-4.92	0.00	-7.43	0.00
PROFIT SHARING/DISTRIBUTION EXP	1.99	3.00	2.51	6.86	6.00	3.87	36.00
PROGRAMS EXP	0.00	1,080.00	541.50	8,380.48	4,080.00	576.78	8,350.00
RENTAL EXP	0.00	50.00	0.00	0.00	100.00	0.00	600.00
REPAIR/MAINTENANCE EXP	3,666.47	2,000.00	1,110.83	7,380.03	4,000.00	3,922.03	24,000.00
SERVICES EXP	291.01	600.00	887.71	291.01	1,200.00	1,151.46	5,100.00
SUPPLIES EXP	0.00	20.00	0.00	980.50	40.00	0.00	240.00
TELECOMMUNICATION EXP	133.97	150.00	117.82	268.37	300.00	548.18	1,800.00
TRAVEL EXP	0.00	50.00	0.00	0.00	100.00	0.00	600.00
UTILITIES EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WAGES EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISC EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EXTRAORDINARY EXP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER EXPENSES	**7,292.90**	**7,061.00**	**830.68**	**23,506.76**	**16,042.00**	**10,270.38**	**77,582.00**
NET INCOME	**-8,652.63**	**92.40**	**1,623.48**	**-22,242.81**	**-2,075.20**	**3,131.95**	**-22,081.20**

Cheers,
Greg

G.S. Boyd
Treasurer, 19 Wing Comox Yacht Club

5.a Rear Commodore Report

Mr. James Hollis, Rear Commodore

No report

5.b Communications Officer Report

Christie Kiers, Assistant Comm O

Dinghy Division Report

Mr. Martin Letourneau, Dinghy Capt

Good day All,

Following is the dinghy report:

Thanks to the volunteering, we got the dinghies cleaned, and 1 more dinghy rigged and at the dock.

Jonathan from Blanchard rigging is getting a quote for some new rigging for the 420 as the lines.

We have a 19 Wing Dinghy WhatsApp group to organize dinghy sailings. (Paulette, would it make sense to forward dinghy members to that once they sign up? We can discuss tomorrow.) https://chat.whatsapp.com/EYIAlt6XV1nJ4FBL3mm085?mode=gi_t

That's all for now.

Cheers,

Martin

5.d Foreshore Report:

Mr. Alan Philips, Foreshore Officer

Foreshore.

- boats off the docks, went well.

- New dinghy dock allocations for this season done.

- As of right now it looks like we can get all boats on to the dock in Sept who applied, including Fahim.

- Mooring barge waiting new winch and install, not ordered yet.

Alan
Foreshore@19wcyc.com

5.e. Paddlesports Report

Graham Edwards, Paddlesports Capt

Kayak report

It's been a slow start to the paddling season but that is certain to change soon. Usage is still good but not at the same level as last year.

Paddlesports shed re-organize is complete, thanks to Marcel and Mark Lunny.

2x SUPs and 2x Kayaks are back on the dock for the summer. A sign out sheet and all gear is also over there so no need to go to the Paddlesports shed. - just splash and go.

No adventure training or Soldier-on planned at this time.

Those members still needing kayak "wet exit and recovery" training to contact Paddlesports and we will conduct training at goose spit.

Need to work on Paddlesports section of webpage regarding numbers of assets, procedures. Minor corrections. I will be sending a link to the page to new division members for info.

Graham
613 854 5066

5.f Keelboat Division Report

Good morning,

First and foremost, a big shout out to Christie for getting us up and running for the rental season!

From keelboat:

1. PG's selling process has officially begun.

2. Slow start to rental season (daysailers). Weather?

3. Security deposits for PG. There seems to be an issue refunding renters who rolled over their 2025 security deposits.

4. Outstanding paperwork: marine insurance renewal for 2026 and gel coat repair person (Andrew Sponagle notified).

5. Dock shed not for long term storage or disposal of unwanted items.

Update from training.

See you Monday evening,

Francois

5.g. Membership Report

Ms. Paulette Hendry, Membership Officer
Membership report July 06, 2026
-New members are still registering with one from HMCS Quadra enrolled for the summer.
-We have 288 members paid up and in with PSP's roster.
-The membership categories are as follows:

Membership Types:		
Regular	291	
Ordinary	30	10.3%
Associate	39	13.4%
Honorary	0	
Lifetime	6	
Total Members:	**366**	
Paid Membership Types:		
Regular	223	
Ordinary	26	
Associate	33	
Honorary	0	
Lifetime	6	
Total Paid Members:	**288**	
Division Members:		**Paid**
Keelboat	167	140
Dinghy	56	36
Paddlesports	162	112
Clubhouse	194	159

-Note the percentage of Associates. We have an associate that wishes to join our club. His sponsor is Diego Hartmann and his name is Jordon Debaie. I have attached his email to this report. Please let me know if we agree to let him join. Looks like he's willing to volunteer!
"I'm still very interested in volunteering at the yacht club, with the goal of working toward a membership through my volunteer hours. I've been a helicopter mechanic on the Cormorant for the past 14 years, and I believe I could be a valuable asset to the club.
I have experience with welding, carpentry, fabrication, fibreglass repairs, inflatable repairs and patching, landscaping, general maintenance, and tackling a wide variety of hands-on projects. I'm always happy to pitch in wherever help is needed.
Diego has offered to continue as my sponsor, and he'd also be volunteering alongside me.
If there are any volunteer opportunities available, I'd really appreciate being considered.
Please let me know what the next steps would be.
Thank you for your time, and I look forward to hearing from you."
Respectfully submitted
Paulette Hendry

Membership Officer

Here's the break down by paid Membership types.

Regulars: 103
Associates:17 (14%)
Ordinaries:14
Life timers:4
Total paid membership is 138 (all paid categories)
Total paid membership is 121 (without Associates)
Associates are at 14% of membership at this time.

Cheers,
Paulette Hendry
Membership Officer
19WCYC
membership@19wcyc.com

5.h. Volunteer-Coordinator Report

All,

Attempting to make it to Squamish for a week for training, here are some points:

1. Volunteer Day went very well, outreach from Communications directly is the best way to reach the larger audience. Need a short write up from divisions on tasks completed otherwise I know what they mostly were and will just email Christie.

2. Request all divisions update the tracking sheet here asap. Priority tasks will be captured at the top of the sheet and go to the exec and separate email notification each month.

3. Going to follow up with the dive club as yet a response for boat cleaning. Regardless, will plan to offer two informal days worth with boats pulling up to the barge in the bay. Earliest ETA end July and again in early October.

4. Priority Volunteer Activities:

a. Shed Door Repair (Keelboat, Clubhouse) - repair door frame on keelboat shed behind clubhouse

b. Kayak trailer storage (Paddlesports) - new storage box on front of trailer

c. Parking signs (Foreshore) - update, install (in progress)

Matt