



# CEDAR ISLAND YACHT CLUB

MONDAY, APRIL 3, 2023

7:00 P.M.

## MINUTES (IN CAMERA)

*EXECUTIVE MEMBERS MUST DECLARE A CONFLICT OF INTEREST  
BASED ON THE AGENDA OR ANYTHING OCCURRING DURING THE MEETING*

*Although items were not discussed in sequential order, the minutes reflect the agenda order of business.*

Attendees: Lloyd Ayotte, John Blackmore, Paul Cairoli, Walter Cooper, Beth Graham, Mike Lippmann, Kristyn Pearce, Sandy Wright  
Absent: Frank Foote

### 1. Approval of Agenda

**MOTION:** That the agenda for Monday, April 3, 2023 be approved with additions

P. Cairoli/L. Ayotte  
**CARRIED**

### 2. Approval of the Minutes

**MOTION:** That the Minutes of the Executive Meeting for March 13, 2023 be approved.

W. Cooper/P. Cairoli  
**CARRIED**

### 3. Reports

#### a) Commodore \*

##### i) Upper Canada's Commodore Meeting

Paul had a couple of comments in regards to the Upper Canada's Commodore's Meeting. There is no such thing as an Ontario Sailing Crew Card. Perhaps it's being confused with the Maple Leaf Fund. He talked to Glen Lethbridge from Ontario Sail about it and it is set up for racers/sailors that don't have a club and want to sail under the Racing Rules of Sailing. When racing sailors are not under the Ontario Sailing Code of Conduct, they are under the individual club's code of conduct.

John suggested that it is difficult getting crew members and to charge them for doing so would be a detriment.

Also Ontario Sail has no knowledge of board members having to have a Police Clearance unless, at the meeting of the Upper Canada's Commodores, they were referring to sailing schools.

After a discussion as to whether we should post late payments on the bulletin board, it was decided that it would be an infringement on members' privacy. It was suggested that we bring this up at the Annual Meeting and ask members about posting outstanding accounts. Mike asked that Kristyn send him a list of outstanding accounts following the April 15 due date so he knows if there are any boats that should not be launched. Friday night before launch, Mike will go around and mark boats that are not to be launched.

##### ii) Commodores' Ball

Kristyn is to let Sandy know if everyone has paid for the Commodore's Ball. If anyone has donations and/or gift cards for the silent auction, please let Sandy know.

##### iii) Several responses to the survey regarding expertise/talent have come into Kristyn.

##### iv) **MOTION:** That we go back and continue to use the traditional Commodore and Past Commodore flags that have been recognized across Canada since Flags were established.

W. Cooper/J. Blackwood  
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Flags to be given out at the Commodores' Ball will be sorted out between Walt, Warren and Paul before the Commodore's Ball.

- v) New Docks - John Bedford has been given information on docks. Sandy is hoping that he will have a meeting soon.
- vi) Breakfast/Lunch for Launch  
Sandy might skip breakfast if she doesn't have a volunteer. We will have a soup contest for lunch.
- vii) To-do list for Open House: Need volunteers for Youth Sail Booth with 'Raise a Sail' and other kids stuff, New Full and Social Membership Booth, Adult Learn to Sail, Merchandise Booth/Food Ticket sales, Shelley Lamoureux is in charge of Vendors, hot dogs or hamburger, prepping and cleaning property for Open House, Invite Politicians and Media for Trillium Grant recognition at noon. Live music by Ian Smith is confirmed.

Paul reported that everything is in place for Youth Sailing. Might be able to get whistles from Glen Lethbridge to give to kids.

- viii) Sandy thanked Walter and Rachel Park for sitting down and sorting out ONCA. She also thanked Paul for putting on an incredible seminar on Sunday.
- ix) Implementation of Strat Plan postponed for the moment (too many things on the go at the moment)
- x) Sandy suggested that we need a place for members to share their ideas. There is a lack of communication with the membership. Paul suggested a forum on the website that would be monitored by a moderator. John feels that most members would not use it and it would be difficult to manage. Might be easier to just have a suggestion box.

b) Vice Commodore/Property\*

Price for the new shed is \$3,703.86 including HST from Affordable Sheds in Leamington. It is 8 x 8 and will arrive after launch. The existing shed will be moved south so this shed will sit beside it.

Mark Woodrow will continue to do lawn maintenance. There will be an increase of \$15. Which will bring the amount to \$95/service.

Green Marine - Five gallon containers for coolant and oil have been purchased and are ready in the garbage area. It was suggested that the containers be set on a pad. Members will be notified that the containers are available but they should be encouraged to take their used oil home for recycling. A notice should be placed in CIYC News.

There will be a Spring Clean-up on May 13th from 8 am - 1 pm. A notice should be put in CIYC News.

As far as clubhouse cleaning, Lloyd will create a schedule and post it in the clubhouse for members to sign up. It will indicate what needs to be done and the number of hours allotted for each job. Lloyd owned and managed a janitorial company and has a good idea how much to allot for each job.

Ontario Food Premises Regulation requires that ingredients and who prepared the food be recorded. Lloyd will prepare a sheet to be posted for members to fill out when food is served at the Club. The same is required if food is brought in and/or sold on the property.

Lloyd has called 75% of the new members and most are willing to help out. Sandy has come up with a chart and will include information gathered through the survey sent out by Kristyn. Sandy will email it to all the Executive Members so they can pursue it. Following this it can be posted on the bulletin board.

Lloyd's work hours suggestion would not work because we have dropped the initiation fee. Paul suggested that we need to monitor the number of work hours that are being claimed and the number of people involved with the particular job. We need to eliminate the abuse of work hours being claimed. Work hours must be pre-approved by the Director and supervised.

The weather radio has been purchased. It was noted that we had decided not to purchase one. Since it has been purchased it will be kept.

c) Treasurer\*

- i) Kristyn spoke to Rachel Park. She has spoken to the insurance company and we can claim the sewer back issue from last summer for \$15,000. After a brief discussion and considering our deductible of \$2,500, our rates going up over the next five years, and HST being included in the \$15,000 a  
**MOTION:** That we do not put in a claim.

W. Cooper/P. Cairol  
**CARRIED**

Last fall when we talked to Brent from our insurance company, he thought we were under insured. The building is evaluated at \$300,000. Mike suggested that we increase that amount. Kristyn will get a quote from Brent for \$350,000 and \$400,000.

Kristyn is looking into a better way of billing members so it isn't so confusing.

d) Secretary

- i) Job Description for the secretary submitted.\*

e) Adult Sail Director

Absent

f) Dock Director

Dock layouts for 2023 will be posted this week. We have 6 empty wells, 4 docks will handle 25' boats and one 30' boat.

A floating kayak launch has been ordered and should be here this week. It will be placed on the outside of the main floating dock.

Any modifications to mast racks will be done once we have boats here.

Mike asked if we have a contact name for the ERCA cradle storage area. Kristyn has never seen a bill for that. Beth pulled up an agreement from 1985.

John noted that we need some adjustments on the trailer used for moving cradles. The long trailer is still too short. All the weight is at the back of the axles. Mike will look into it.

g) Dredging Director

Walter had a meeting and he has talked to Melton's about putting a depth sounder on the work boat. Melton's pointed out that there is a depth sounder on the boat but it doesn't work when dredging. Mike pointed out that there are actually two depth sounders on Toot.

Melton's suggested that a gate be put on each side of the boat. Walter suggested that the boat be painted in black and white "traditional" colours. Melton's said it is not necessary to do oil samples on a diesel motor if everything is running smoothly. Melton's also said that sandblasting is not necessary before painting.

h) Race Director

Sailing instructions have been published. John will send a list of events to Beth to be posted in CIYC News.

i) Youth Sailing Director

The six weeks of Youth Sailing is almost full.

We will be having a meeting with the counsellors in May Committee of the Whole to review our Strategic Plan with them. That has come about, because the new counsel is not quite as yacht club friendly as the old one.

Walter added that one of the stories he heard, while meeting with the Town's lawyer, was that they are looking at whether they want to renew the contract with the Federal Government to keep control/ownership of the channel, because that is an expense. If they don't they can walk away from dredging, all the docks along the south wall and the gas docks which a lot of Town members will be upset about.

**4. Miscellaneous**

i) Bob & Lee Gurr Founders Award

Paul thought this was to be given out at the Commodores' Ball. Beth was asked to put another ad out in CIYC News to see if we have any more nominations. Blessing of the Fleet would be a good time to hand out the Award. In the end, it was suggested that it not be given out this year and it be discussed at our next meeting. Beth is to send the wording of the Award out to the Executive before our next meeting.

ii) Meeting with the Town\*

The information was just a nudge to the Town.

**5. New Business**

Mike mentioned that if anyone is planning to go up the Detroit River this summer that they should be aware that the River will be closed for days at a time because of the construction of the Gordie Howe Bridge.

**Adjournment** - 8:57 pm Mike

NEXT MEETING - May 1, 2023

*(\*denotes attachments)*

ADJOURNMENT

Responsible	Meeting Date	ACTION/TASK LIST	Due Date
Dock Committee	AGM 2021	A couple of outlets do not work at the docks.	ASAP

Executive		Review two year probationary memberships for: Don & Brenda Bauder (Aug 13/22) - F Gary & Alana Beemer (Oct 20/22) S until Oct 31/23 Nancy Cristofoli (Oct 20/22) S until Oct 31/23 Pete & Erin Earls (Aug 8/22) - S Marcy Fogal (Mar 7/22) - S Bachir & Rola Ghssoub (June 23/22) - F Robert Goodman (Sept 20/22) - F Julie Hoy (Oct 20/22) - S Todd & Sarah Johnson (June 27/22) - F Jeongsoo & Sookhee Kim (July 11/22) - F Andrew & Gianna Lawrance (Mar 7/22) - F Derek & Christina Lawrence (June 23/22) - S until Oct 31/23 Jonathan Lissoos (June 23/33) - S Sue Markham (Oct 20/22) - S Chris McCurdy (Oct 22/22) - F Dean McDougall & Sasha Finley (July 11/22) - F Sal Peralta (Oct 20/22) - F Leslie Omstead (Oct 20/22) - S Tenille Reimer (Sept 12/22) - F Louis & Marthie Resendes (Oct 20/22) - F Mike & Michelle Sealy (Nov 14/22) - F Ian Stephens & Gina Lord (Aug 8/22) - S Ludo Valette & Isabelle Stein (Aug 8/22) - F	Beginning of the year
Docks		Revamp mast racks to accommodate larger boats for Paddle Pass Program	ASAP
Docks		Purchase of kayak launch system and rack by April 30	ASAP
Officers/Beth	Dec 21/22	List of members on committees	April meeting
Walter		Up date memorial plaques - Liz Norris (Jan 22),	Ongoing
Sandy	Jan 16, 2022	Survey to Member - Skills Inventory	ASAP
Executive		Mayor's Golf Tournament - t-shirt, hat, etc. for door prize	September
Mike	Feb 6/23	Quote for fence in Shark Alley	ASAP
Executive	Feb 6/23	Executive Members who have completed Safe Sport - Paul Cairoli, Walter Cooper, Frank Foote, Beth Graham, Mike Lippmann, Sandy Wright	ASAP
Commodore	March 13/23	Social Membership Brainstorming	
Lloyd Ayotte	March 13/23	Book for recording food served at Club events	
Commodore	April 3/23	Share skills list with Executive Members before posting	Annual Meeting
Secretary	April 3/23	To be included in the Agenda of the next Annual Meeting - Consensus from Members regarding posting outstanding accounts of the bulletin board - Make Members aware of the Safe Sports Policy	Annual Meeting

RESPONSIBLE	STANDARD OPERATING PROCEDURES	WHEN	COMPLETED
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Executive/ Warren	Orientation of new members	Monthly, if we have new members	
Secretary	Send letter to residence on Lorna Street	May	
Commodore/ Treasurer	Register Officers of the Club with Not-for-Profit Organization	Following ratification of the Executive at the AGM	
Vice-Commodore	Send out the reciprocal letter to ILYA	April/May	
Commodore/ Secretary	Updated Membership Information with Ontario Sailing	Annually	
Property/Health & Safety	Inspect fire extinguisher	Annually	
Docks	Annual Service and Inspection of the Gin Pole	Before launch	
Race	Annual notification to Coast Guard regarding race markers	May	
Treasurer	Update the Maintenance of the Club Channel, section 3.04(b) of our Operating Agreement with Catalina Cove every 10 years - Copy of agreement is on the Drive/ Legal/ Catalina	Completed in June 2022	√
Commodore/ Vice-Commodore/ Member at Large	Form a Nominating Committee - See Nominating Committee under the Bylaws	July/August	
Dredging	Update the 5 year plan for Little Toot with Melton's	Annually	
Health & Safety/ Docks	Inspect docks in the Spring	Spring	
Rachel & Paul	Strategic Plan - Every Five Years	Completed 2022	√
Executive	Mayor's Golf Tournament - donate club shirt	September	
Executive/Social	Hold Open House each year	June	