

APPROVED MINUTES
Dartmouth Yacht Club (DYC)
Management Committee Meeting
July 14th, 2026

Present

Tyler Rutledge
 Barry White
 Marco Plasse
 Brian Donohue
 Rob Bozin

Paul Mackley
 Terry Hickey
 Tom Sancton
 David Duncan

In Attendance: Mary Ridgewell Recording Secretary, Angela Chisholm General Manager
 Stephen Whitefield Trustee

Regrets: Bill Thomey

The meeting was called to order at 7:00 p.m.

No.	Description	Action																																								
1.	Approval of Agenda Motion: Moved by Brian, seconded by Marco, that the agenda be approved as distributed. Motion carried.																																									
2.	Approval of Minutes June 9th, 2026 Motion: Moved by Barry, seconded by David, that the minutes be approved as distributed. Motion carried.																																									
3.	Management Reports Treasurer – Terry Hickey Summary of Financials Statement of Profit and Loss – November to June YTD <table><tr><td></td><td>YTD</td><td>Previous YTD</td><td>(Change)</td><td>% + or -</td></tr><tr><td>Total Revenue</td><td>\$1,352,505</td><td>\$1,274,882</td><td>\$77,623</td><td>6.09%</td></tr><tr><td>Total Expenses</td><td>\$1,025,398</td><td>\$983,816</td><td>\$41,582</td><td>4.23%</td></tr><tr><td>Net Income/Surplus</td><td>\$327,107</td><td>\$291,066</td><td>\$36,041</td><td>12.38%</td></tr></table> Balance Sheet to end of June <table><tr><td></td><td>2026</td><td>2025</td><td>(Change)</td><td>% + or -</td></tr><tr><td>Cash</td><td>\$630,654</td><td>\$641,256</td><td>-\$10,602</td><td>-1.65%</td></tr><tr><td>Capital Deferment Fund</td><td>\$156,873</td><td>\$181,671</td><td>-\$24,798</td><td>-13.65%</td></tr><tr><td>Accounts Receivable</td><td>\$51,351</td><td>\$26,704</td><td>\$24,648</td><td>92.3%</td></tr></table> Terry asked the members of the committee to review their budgets and where they are to date. Any questions should be directed to the office. Rear Commodore, Racing, Regattas – Barry White Skippering a Race Workshop- Sunday, July 12th, 10:00 -15:30 The “Skippering a Race Workshop” facilitated by expert sailing instructors, was the “brainchild” of Jaymi Cormier, a long time DYC crewmember and a member of our Race Committee. This workshop presented a unique opportunity for experienced crew members to receive in-classroom, and on-water instruction taking on the role of skipper covering starting strategies and tactics. The concept was initiated with a specific focus on participation by		YTD	Previous YTD	(Change)	% + or -	Total Revenue	\$1,352,505	\$1,274,882	\$77,623	6.09%	Total Expenses	\$1,025,398	\$983,816	\$41,582	4.23%	Net Income/Surplus	\$327,107	\$291,066	\$36,041	12.38%		2026	2025	(Change)	% + or -	Cash	\$630,654	\$641,256	-\$10,602	-1.65%	Capital Deferment Fund	\$156,873	\$181,671	-\$24,798	-13.65%	Accounts Receivable	\$51,351	\$26,704	\$24,648	92.3%	All
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women at DYC who have been racing for a number of years as crew, but have not had the opportunity or the inclination/confidence to skipper races. Note that the original premise does not preclude male crew members' participation. The objective was that crew members take advantage of this opportunity to have experienced Captains guide them in confidence at the helm. 16 participants signed up for the inaugural session, and using 5 boats, with 5 Instructor Captains, and 3 "Skipper Trainees" on each boat in addition to the boat owner who provided guidance regarding the boat's setup. This program was well received. Wednesday and Monday night Racing Wednesday night racing is well underway with 25 boats registered, and a few more to come. Monday night Races now have 20 boats registered, with additional boats expected to join shortly. Lady skippers Monday night had 9 registered. Convoy Cup Weekend The final pieces for the Convoy Cup weekend events are coming together. Communication with the Coast Guard and Halifax Fire by Convoy Cup Weekend Lead Organizer Tony Mountenay confirms that both the Coast Guard Inshore Rescue vessel Cape Hare, and the Halifax Fireboat are scheduled, subject, of course, to their operational requirements. Our request for participation by the RCAF through 14 Wing Shearwater, for a Cyclone helicopter to lead the parade in a low level hover, has been approved by RCAF Command in Winnipeg, and is now awaiting approval by HRM City Council. Thanks to Marco Plasse and Bill Thomey, for literally getting it off the ground. The final approval by HRM is now being guided by DYC Club member Bob Stewart. Similar to last year, the Convoy Cup weekend begins with the Sailpast salute past the stern of HMCS Sackville, followed by Two Convoy Cup coastal races. On Sunday Aug 30th the Veteran's Cup Basin Races take place in the afternoon, followed by awards presentations and a table service dinner, with invited special guests at a head table, Unveiling Sailpast Salute Wall Mural and Steiner's Plaque On June 25th, the Sailpast Salute wall mural was installed, as was the bronze plaque honouring Steiner Engeset. The official unveiling of both took place the following day in a ceremony attended by DYC members and special guests from the Convoy Cup Board including the Guest of Honour, Steiner Engeset, Board Chairperson, Debbie Mountenay, Board Members Peter Stoffer, Goeff Regan, and CCF Recording Secretary Tony Goode. Commodore Tyler Rutledge formally opened proceedings with an introductory explanation of the significance of the event. Family Fun Races The first Family Fun Race scheduled for July 4th was cancelled due to a lack of registrations. We will double down on our promotional efforts with the hope that the August 2nd event will be a success, Overnight Cruise for Sail and Power The proposed overnight cruise has been scheduled for the weekend of Saturday July 25 and 26, and will be led by Grant Gordon. This short summer cruise will be similar to the one we did two years ago. This time, the destination is the anchorage behind Pig Island near Prospect and Rogue's Roost. This will be a great opportunity for those who haven't spent much time outside the harbour to extend their navigation range. Crew Matching Boats Database The proposed online Crew matching Boats Database internal to only DYC has advanced to a point that it should be in place and active shortly. Thanks go to Shannon Tilly and John Lahey for their work in putting this together. Hard copy New Members Package Barry recently had a discussion with a prospective new member. He inquired about the cost	Barry Barry Barry Barry
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and process of becoming a senior member with a boat. The office advised there is no formal information package available. Perhaps we should have something that responds to serious inquiries. Barry extracted some information from the website for the prospective member. He feels that, although the information is on the website, searching for it was necessary. Barry suggested a pre-set hardcopy package, as we had in the past, that can be passed to individuals making inquiries. Barry asked when the #1 mooring buoy for the committee boat would be deployed. This is on the list for staff to do.	
Marina, On Water Assets – David Duncan Marina Wi-Fi Issue: Reports of poor or no WIFI signal from members at various locations on the dock. Approach: Board discussion determined that a DIY approach would be more in line with our budget. Update: WiFi Completed on all docks, ordered additional APs to remove legacy equipment in the clubhouse and junior sail.	David
Mooring Maintenance Issue: Determine the best approach for ongoing maintenance of the mooring field. Approach: Using Connors Diving to survey moorings and report on required repairs. UPDATE: Staff indicated 3 remaining moorings that require repair.	David
DYC Dinghy Dock Reconfiguration Issue: Reconfigure dinghy dock to accommodate mooring field dinghies. Approach: Create a new dinghy dock along the seawall with a 90 degree gangway extending down to the docks from the seawall walkway. UPDATE: First segments installed. Seawall segment to be completed, inquired on completion date.	David
ESD and AC Stray Current Issue: Take necessary steps to detect AC current around the docks to prevent ESD. Approach: Provide testing documentation to ensure that AC systems (dockside and boat) are safe. Acquire a portable testing device that detects stray AC current. UPDATE: Provided testing documentation to staff – Training to be completed this week.	
David has had requests for the stray current to be checked around some members' boats. This will be done as soon as David is able to give a training session to the yard staff.	David
It was noted the F dock appears to be tilted to one side. David suggested this could be mussel growth. Matter will be checked.	David
Boatyard Operations, Environment – Rob Bozin Yard & Environment Report Health and Safety Gap Analysis The third-party health and safety gap analysis has now been completed. The site review was conducted on April 29, 2026, with the final report issued June 9, 2026. The assessment identified several areas where DYC's existing policies, procedures, training records and operational controls require updating to achieve stronger compliance with Nova Scotia occupational health and safety requirements. The findings should now be converted into a prioritized corrective-action plan, with immediate compliance and high-risk operational items addressed first. The report also recommends that safety become a standing item at management and board meetings Operational Safety The gap analysis confirmed that DYC requires more formal documentation and control of	Rob

high-risk yard and marina activities. Priority procedures include travel-lift operations, vessel launching and haul-out, vessel blocking, cradle placement, pressure washing, fuel handling, pump-out operations, hot work, lockout/tagout, working near water and environmental spill response. The Club must also ensure that required annual and pre-use inspections are documented for equipment such as the travel lift, Bobcat and lifting forks, telehandler, jack stands, lifting chains, chain hoists, mast rack and other lifting equipment. Corrective actions arising from inspections should be formally recorded and tracked through completion. The gap analysis specifically identified inconsistent incident-reporting templates and inadequate procedures for documenting and investigating property damage, injuries and near misses. Mast Crane and Mast-Rack Safety The mast crane and mast-rack remain an area requiring focused operational control. Until the required procedures, inspection records and training controls are confirmed, mast-crane operations should remain restricted to authorized and competent personnel. Hazardous Waste and Environmental Controls The proposed hazardous-waste storage project was previously deferred pending completion of the safety gap analysis. The completed report now confirms the need for a clearly designated and posted hazardous-material disposal area, together with documented procedures for waste handling, fuel spills and environmental reporting. It also calls for immediate housekeeping improvements and removal of accumulated hazardous waste and garbage from yard areas. The objective should be a controlled hazardous-waste station supported by written procedures, rather than simply creating additional storage capacity. Current Status and Next Steps The gap analysis is complete and provides the basis for the next phase of work. Management should review the findings, assign responsibilities and develop a risk-ranked implementation schedule. Immediate attention should be directed toward statutory compliance, incident reporting, high-risk equipment, mast-crane controls, hazardous-waste management, emergency preparedness and documented training. All other Yard & Environment items previously reported are considered closed at this time unless new information or deficiencies are identified. The previous management report recorded the safety audit, gap analysis and yard-trailer incident report as the principal outstanding matters. Rob reported that the club should have a Safety Committee with documentation kept up to date. Communications, Member Services – Brian Donohue Brian advised there is nothing to report at this time. One member noted that new members do not appear to be on the online members' list. David will advise the office of the procedure to have these added and uploaded. Fleet Captain Sail, Sail Training – Marco Plasse Marco reported the following: Adult Training On June 27/28, DYC hosted eight (8) Soldier On members for an introduction to Sailing session. The Start Keelboat sailing course was completed on July 4/5.	Rob Rob Rob Rob Rob Rob Rob Brian
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	Marina/On-Water Assets: • Remaining mooring repairs and installations continued. • Marina operations continued with launches, arrivals, and member services supported by staff. Yard/Environment: • Bobcat experienced two mechanical breakdowns during June and remains under repair. • Yard operations continued with staff managing seasonal workload throughout the month. Communications/Member Services: • Email correspondence monitored throughout June to ensure timely responses to member inquiries and operational matters. • Regular communication maintained with staff, Management Committee, members, and external stakeholders while working off-site. Sail GP – Marine Assets Program: • Successfully supported SailGP Halifax event delivery throughout June in the role of Technical Site Operations Manager. • Continue coordination between Sail GP, Sail Nova Scotia, Dartmouth Yacht Club, suppliers, contractors, and marine asset owners. Coming Up in July: • Full return to on-site General Manager responsibilities. • Continued delivery of Junior Sail programming. • Summer facility and marina maintenance. • Peak season event delivery and member programming. • Poker Run, BAMSE Cup, Convoy Cup planning and volunteer coordination. • Ongoing sponsorship stewardship and member engagement. • Continued monitoring of equipment repairs, including the Bobcat. • Mid-season operational review and planning for August programming.	
5.	New Member Applications A discussion was held regarding applicants with boats wishing to join. It was agreed that we will pause more applications with boats. Tanya Boutilier-Power - Social Zack Chaisson - Social Bradley Porter - Social Jack Whalen - Social Chris MacPherson - Social Shawn Perry - Social Devan Howell - Social Neil Tramble – Social Paul Moors – Sail, Senior Tim Aulenback – Power, Senior Brad Rowe – Power, Senior Motion: Moved by Terry, seconded by Rob, that all above applications be approved subject to final verification by the General Manager with the Commodore’s review and final approval. Motion carried.	
6.	Suggestion Box The Suggestion Box was empty.	

7.	Correspondence During the Skippering Workshop, a winch handle from a member's boat was lost overboard. Discussion followed. It was agreed that the members' winch handle should be replaced.	Barry
8.	In Camera Session An in-camera session will be held after the meeting ends.	

Unfinished Business

9.	Stray Current Issue See David's report in #3.	David
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Ongoing Projects

10.	No ongoing projects at this time.	
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New Business

11.	No new business at this time.	
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Date of Next Meeting

Tuesday, August 18, 2026 at 7:00 p.m.

Meeting Termination

Motion: Moved by David, seconded by Tom, to terminate the meeting. Motion carried. Time 8:26 p.m.