

13 Feb 2026

Distr List

MESS EXECUTIVE MTG
HELD AT THE NORMANDY
OFFICERS' MESS – 21 JANUARY 2026

Chairperson: LCol J.Day, 2 CER, PMC

Committee:

PMC: LCol Jeffrey Day, 2 CER	Present
VPMC: Maj Chris Mack, 2 CER	Present
Finance: Maj Jessica Decaire, 4 CDSG Corp Svcs	Present
Infrastructure: Capt Brian Plinke, H Svcs	Present
Living-In: Capt Felix Pham, 2 Fd Amb	Present
SOF: Capt Pamela Turney	Absent
Navy: SLt Lindsay Little	Absent
Subbie: Capt Alaa Elfoulie	Absent
Family:	Vacant
Secretary:	Vacant
Air Force:	Vacant
IT:	Vacant
Entertainment & Sport:	Vacant

Mess Manager: Erin McCarthy Present

Quorum Met: S4.4: 'minimum of 5 members' of the executive committee 'chaired by PMC or VPMC'

ITEM	DISCUSSION	ACTION
I.	1. PMC (LCol Day): Call the Meeting to Order and Welcome The PMC called the meeting to order at 1006h. 2. Review of Old Minutes No significant points of discussion. Maj Declaire <u>motioned</u> to accept the previous meeting minutes. Capt. Pham <u>seconded</u>. All present were in favor and the motion <u>carried</u>.	PMC

III.	NEW BUSINESS 8. Meeting Frequency The chairperson proposed that Executive meetings be held monthly, at minimum. Members unanimously agreed. 9. AGM The AGM is scheduled to be held March 2026 on the 11th or 12th depending on the date decided for the NOM Hockey Tournament (intent to deconflict the two). The membership is to be notified (at minimum) one month prior to meeting & roll call is to be conducted prior to commencing the meeting. 10. 2026/2027 Budget It was discussed that, for the coming fiscal year, the executive would like a more balanced budget than the previous one (43K budget deficit). It was discussed that a deficit of 5-10K would be acceptable for the entertainment budget. There are to be multiple COAs presented at the AGM. Regarding sports tickets, it was decided that hockey, golf, and ski passes should be included in the next fiscal budget. It was noted that the football tickets for the group event were not particularly well received by the membership and that football tickets should be shifted to season passes, if the budget allows. It was proposed that, in the breakdown of mess dues, \$0.25 be reallocated from entertainment to gift fund. This is to be voted on at the AGM. 11. Building Infrastructure There is to be a proposal at the AGM to vote for patio improvements up to \$15K including: • Lighting • Cushions • Additional Furnishings Wallpaper replacement was discussed. It was noted by infra rep that wallpapering would require 1-2 weeks of mess closure. This was tabled until the patio project is complete.	VPMC PMC PMC Mess Manager Infra Rep

	12. Event Planning & Annual Calendar The following calendar was proposed for 2026: • February: Mardi Gras • March St. Patrick's Enhanced TGIT & AGM • May: Cinco de Mayo • July: Patio Unveiling Party • August: Back to School Enhanced TGIT or TGIF • September: Meet & Greet • Oktober: Oktoberfest • Nov: Remembrance Day • Dec: PMC Holiday Event Additional calendar considerations that were brought up: • Events following Iron Warrior or Olympian Bear to be considered • Spring Mess Dinners main scheduled • It was confirmed that the base commander has a plan for a base level mess dinner/spring ball and that he will not request the NOM to plan it 13. Bartender Hours & Unit Allocations The PMC proposed that each unit receive 6 hours of 'free' bar service that would be covered by the NOM budget. This is to be used for unit events held at the NOM for members. Mess Manager raised a concern that it would have to be for events that all commissioned officers in the unit are invited to, ensuring mess resources are distributed fairly. It was decided that this would be proposed at the upcoming AGM and that the number of hours allotted to each unit be decided based on budget constraints.	
IV.	OPEN DISCUSSION The PMC brought up the possibility of 33 CER satellite unit being included in the mess membership in the future & paying dues. There was a discussion about membership access as well as potential bar hours on parade nights. It was noted that this is not something that would come to fruition in the near future and that it should be rediscussed once there is a more definitive date on the unit being posted to Petawawa.	PMC
V.	ADJOURNMENT Motion to Adjourn: Moved by Capt Plinke, Seconded by Maj Decaire. Meeting Adjourned.	PMC

MACK,
CHRISTOPHER
945

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CHRISTOPHER 945
Date: 2026.03.04 09:08:54
-05'00'

Erin McCarthy
2 March, 26

DAY,
JEFFREY
701

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DAY, JEFFREY 701
Date: 2026.03.03
10:27:26 -05'00'

C. Mack (Date)
Maj
Acting as Mess Secty

E. McCarthy (Date)
Mess Manager

J.N. Day (Date)
LCol
PMC eff 20 June 2025

REMARKS:

**Brendan
Cunliffe**

Digitally signed by
Brendan Cunliffe
Date: 2026.03.09
11:07:23 -04'00'

B. Cunliffe (Date)
Deputy Mgr PSP

RECOMMENDED / NOT RECOMMENDED

Lane, Nathan

Digitally signed by Lane,
Nathan
Date: 2026.03.09 13:39:47
-04'00'

N. Lane (Date)
Sr. Mgr PSP

APPROVED / ~~NOT APPROVED~~

[Signature] 15/03/2026
S.D.C Trenholm (Date)
Col
Comd 4 CDSG

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