

5545-1 (Jr Rank's Mess)

June 2021

Distribution List

**JR RANK'S EXECUTIVE MESS COMMITTEE  
MEETING HELD 08 June 2021 AT 1100HRS IN ASTRA LOUNGE**

**In Attendance:**

MS Mckellar	PMC
MCpl Thompson	VPMC
Cpl Lamont	Vice-Secretary
Danielle Soucy	Mess Manager
Amy Dawson	Assistant Mess Manager
MCpl Roy	Vice-Finance
MCpl Hunt	Housing Chair
MCpl Bosse	Advertising Chair
Cpl Orr	Finance Chair
Cpl Lipinska	Vice Finance
Cpl Attwood	Vice E-Sports
Cpl Magallanes	Sports Chair
Cpl Encil	Vice Housing
Melissa Gallant	Mess Clerk
Avr Freitas	Living in Rep
Pte Philpott	Sports Volunteer
Bruce Doyle	Associate Rep
Paul Butt	PSP Rep
Cpl Macfarlane	Entertainment Volunteer

**Absent:**

CWO Hansen	Honorary PMC
Cpl Abdelatty	Sponsorship & Donation Rep
MCpl Melaragno	Secretary

**Vacant Position:**

Vice Sports X2  
Entertainment x2  
Vice Advertising

<b>I</b>	<b><u>INTRODUCTORY REMARKS</u></b>	<b>Info</b>
	<ol style="list-style-type: none"><li>1. MS Mckellar begins meeting at 1102</li><li>2. PMC introduces Avr Freitas as new Living in Rep voted in last meeting.</li></ol>	
<b>II</b>	<b><u>COMMITTEE REPORTS / OLD BUSINESS</u></b>	<b>Info/ Action</b>
	<ol style="list-style-type: none"><li>3. PMC inquires the status of all chair holders having a credit card.</li><li>4. PMC advises of the 3 members interested in Vice Sports position. Opens the floor to committee members who can vouch for the members interested. Cpl Encil vouches for Cpl Berquist, Pte Philpott vouches for MCpl Hughes.</li><li>5. Cpl Magallanes suggests having Pte Philpott as 1<sup>st</sup> sports vice – all in favour, I – all opposed, Nil. Motion passed.</li><li>6. Cpl Berquist is proposed at 2<sup>nd</sup> Sports vice. All in favour – I, all opposed- nil. Motion passed.</li><li>7. PMC motions to move Cpl Macfarlane to the Entertainment chair position. All in favour – I, all opposed, nil. Motion passed.</li></ol>	

<p>8. Vice Secretary advises committee members that all agenda points must be submitted 1 week prior to meeting &amp; will no longer be tracking people down to get them.</p> <p>9. Vice Secretary inquires about the status of our JR Mess email account, PMC advises it is almost fixed &amp; still working with TISS to rectify the sending issue.</p> <p>10. Vice Secretary inquires about the associate application from Melissa Cylbuski, PSP staff are not tracking and PMC will be in touch with the member.</p>	
<p><b>III    <u>NEW BUSINESS</u></b></p> <p><b>E-Sports</b></p> <p>11. Cpl Attwood advises that we will be dropping down to 1 event per month for the summer and resume 2 events per month in September.</p> <p><b>Sports</b></p> <p>12. Cpl Magallanes advises we have 24 people participating in the virtual squat challenge.</p> <p>13. Golf passes are up on CAF Connection and people are getting them.</p> <p>14. No Sports events planned for the summer other than fishing derby at some point, more details to follow.</p> <p>15. Pte Philpott inquires about out of area prizes ex: Day pass to Canada's Wonderland. PMC advises we have to follow base policy and keep in mind COVID-19 environment.</p> <p><b>Entertainment</b></p> <p>16. Cpl Macfarlane inquires about the opening date for the JR Mess, PMC advises the official date is 17 June.</p> <p>17. Cpl Macfarlane advises that the vendors are requesting more lead time before TGITs as our order have been so large – they are requesting a min of 1 week before the date of TGIT in order to gather the necessary supplies &amp; schedule staff.</p> <p>18. Cpl Macfarlane advises he wishes to book the entire months TGIT at one time so we can have the advertisements up and distributed.</p> <p>19. Paul Butt suggest we have all the next months advertisements out by the second week of the month.</p> <p>20. Danielle Soucy advises she had a meeting with the new PMC from the Sgt/WO mess &amp; they are suggesting we have a 'Mega TGIT' on the 8<sup>th</sup> of July to celebrate the messes opening back up.</p> <p><b>Finance</b></p> <p>21. Finance wishes to discuss the lack of communication between committee members and that we need to work on that especially when purchasing.</p> <p><b>Housing</b></p> <p>22. Paul Butt advises that he had submitted a self help request in Aug of 2020 &amp; has followed up every month since then with no response. He will be bringing it to the WCWO when he meets with him next. (Meeting held and WCWO is looking into request)</p> <p>23. Housing requests clear list of what housing can &amp; cannot do.</p> <p>24. Power output needs to get check &amp; documented/upgraded what we require for our video game systems before purchase.</p>	<p><b>Info/ Action</b></p>

<p>25. Housing inquires as to what rounds &amp; ground do and what we are responsible for. There is some equipment but unsure who it belongs to.</p> <p>26. Paul Butt mentions a quick way to know if items are Public or NPF is to see if it is attached to or supports the facility. "if it is attached it is public and is the responsibility of RP OPS, if it moves it is NPF.</p> <p>27. Cpl Encil advises after doing measurements, some of the arcade systems we were looking at do not fit through any doors in the building.</p> <p>28. Housing rep to get a key for the doors required.</p> <p>29. PMC advises anyone that has any keys to return them so we can properly issue keys with a Loan Card and track appropriately.</p> <p><b>Advertising</b></p> <p>30. MCpl Bosse advises members of committee to have all submissions for events/request for advertising submitted to him NLT the committee meeting 1 month prior to event. Ie all August events must be submitted by July's Exec meeting.</p> <p>31. July's Bingo will be in person at the mess.</p> <p><b>PMC</b></p> <p>32. Members inquire about the 'unit reps' and sub committee members. We should be utilizing them more for events &amp; assistance. Secretary advises there is a list attached to our committee nominal roll with some names, however they have not been active for quite some time. PMC to look into them.</p> <p>33. PMC advises credit card holders that purchases are to be cleared through either PMC or Mess manager before purchase.</p>	
<p><b>IV <u>OPEN DISCUSSION</u></b></p> <p>34. Secretary to create a google calendar where all committee members can access and input their names into to schedule for events/TGIT so we know we have the staff required to run events. If members of committee are no longer able to committee to the event, they are required to find a replacement.</p> <p>35. VPMC inquires what is left for patio clean up, housing advises of the tasks left and one more work party to get tables &amp; chairs set.</p> <p>36. VPMC inquires about running a Facebook giveaway to promote our Facebook page that Cpl Salter suggested. Advised to wait until September after posting season is over.</p> <p>37. Vice Secretary asks PMC to send a reminder to all JR mess members that the committee is working as hard as we can, and this is a secondary duty therefore we are not available at all times and the rude &amp; unprofessional manner some members speak to us is unacceptable. PMC will send email.</p>	<p><b>Info/ Action PMC</b></p>

<b><u>AJOURNEMENT</u></b>	
<ol style="list-style-type: none"> <li>1. Next meeting will Tues July 6, 1100hrs.</li> <li>2. Meeting adjourned at 1256hrs</li> </ol>	

Distribution List  
Executive Committee members via e-mail  
Unit Reps via e-mail

---

MS Mckellar  
PMC  
3772

---

Cpl Lamont  
Vice-Secretary  
4243

---

Todd Peddle  
Civ  
Sr Mgr PSP  
3079

Recommended/Not Recommended

---

J. P. D. Baulne  
CWO  
WCWO  
2475

Recommended/Not Recommended

---

J. R. Kennedy  
LCol  
D/WComd  
3301

Recommended/Not Recommended

---

R. J. Deming  
Col  
WComd  
3300

Approved/Not Approved

Distribution List  
Action  
WNPf