

5545-3 (GTWSM PMC)

11 June 2026

Distribution List

MINUTES OF THE GARRISON TORONTO
WARRANT OFFER AND SERGEANTS' MESS
ANNUAL GENERAL MESS MTG 11 JUNE 2026

References: A. Personnel Support Programs Policy Manual

B. A-FN-105-001/AG-001 – Policy and Procedures for Non-Public Property (NPP) Accounting

C. A-PS-110-001/AG-002 – Morale and Welfare Program and Non-Public Property Vol 1

D. Garrison Toronto Warrant Officer and Sergeants' Mess Annual General Mess Meeting Agenda

Mess Committee:

PMC (executive)	Sgt J.F. Gilliland
VPMC(executive)	Sgt R.J.A. Butterfield
Finance	PO1 K.L. Au
Secretary & Media	Vacant (PO1 K.L. Au for purposes of AGM)
Housing	MWO P.M. Aviado
Entertainment & Sports	WO S. Emes
Mess Manager	Ms. Judy Du (ex-officio member)

Not present: Adrian Parkes, DMgr, PSP sat in place

<u>INTRODUCTORY REMARKS</u>	<u>ACTION BY</u>
Meeting start: 11 June 2026 at 1230 hrs	
1. PMC addressed the membership.	
2. Attendance. Out of total membership of 231, 4 members present over MS Teams and 51 members in-person. As per para 43 of Chap 9-4 of the PSP Policy Manual, " <i>the CO or delegated authority may authorize a lesser percentage as constituting a quorum at a particular meeting</i> ". Quorum was confirmed by the Chair prior to proceeding with the meeting.	
3. Presentation of executive members.	
4. Review of meeting agenda.	
5. Motion to waive reading of minutes from the last general mess meeting. (passed) Constitution and by-laws were not ratified.	Motion 5: WO Byers 2 nd : Sgt McMillan

6. Finance member went over financial information pertinent to the Mess continuing to have a positive cash flow. All information covered can be found here: GTWSM AGM 5 Jun 26 Fin Rep Presentation.pptx 6.1. Motion was made to raise mess dues by 25% to \$24.90 a month, starting 1 July 2026. Motion passed. 6.2. Motion was made to have no TGIT or Coffee hour from now (11 June 2026) until Sept 2026 with exception of 18 June Mugout. Motion also included to have no TGIT or Coffee hour for month of December 2026. Motion passed. 6.3. PSP was requested to look into sports tickets for only part of the season to save on expenditure.	Motion 6.1: WO Emes 2nd: WO Byers Motion 6.2: WO Emes 2nd: WO Byers
<u>OLD BUSINESS</u>	
7. No old business was brought forward	
<u>NEW BUSINESS</u>	
8. With posting season and the 4 Div move, several council members are going to leave Denison Armoury and will need replacement. This will include the PMC, Treasurer/Finance Rep, Sports Rep and Entertainment, and Secretary. 8.1. Motion was put forward for Sgt Liddell to be Sports and Entertainment Rep. Motion passed. 8.2. All other positions did not receive any nominations. All other positions above will be vacant within 3 months.	Motion 8.1: Sgt Liddel 2nd: WO Byers
9. A motion was made to nominate retired CPO2 Conas Allen as an associate member of the mess. 9.1. Motion passed	Motion 9: WO Byers 2nd: WO Emes
10. A motion was made to renew all memberships for all current associate members. 10.1. Motion passed	Motion 10: WO Emes 2nd: PO1 Au
11. All members in attendance were reminded of the Mugout on 18 June 2026 for all members in 4 Div who are departing the armory soon.	
12. Member brought up that bugs were found near the kitchen area of the mess, PSP staff stepped in to say the matter has already been brought to their attention and they are handling it.	Motion 12: WO Byers 2nd: Sgt McMillan

OLD BUSINESS

13. The following items have not been address during this AGM, however, are still outstanding as business items

13.1. Dart board still not mounted

13.2. Billiard cues still not repaired

13.3. Patio chairs damaged/broken and need replacement.

13.4. Some of the furniture in the mess may need repair or replacement (possible injury)

13.5. We may require a picture of the King

14. Motion to adjourn meeting. Motion passed

15. Meeting adjourned 1315 hrs 11 June 26.

GILLILAND, JOHN

387

Digitally signed by GILLILAND,
JOHN 387
Date: 2026.07.02 07:29:00 -04'00'

Sgt J.F. Gilliland
PMC

Comment /No Comment


Judy Du Adrian Parkes 07 July 26
~~Mess Manager~~ Deputy Manager. PSP

Comment/No Comment



Cindy Zhou
Senior Manager PSP

Recommended/Not Recommended

Capt Paul Krahn
2IC Ops Svcs GTA Det / OIC Denison Armoury

Approved/Not Approved

R. Ryan
Maj
Officer Commanding
4 CDSG GTA Detachment

List of Annexes

Annex A – FY 26/27 GTWSM Annual Budget

Distribution List

GTWSM Mess Committee Members

Senior Manager PSP

Deputy Manager PSP

Mess Manager

NPF Accounting

Information

GTWSM Members Distribution List