

Fleet Club Atlantic – Junior NCMs Mess, CFB Halifax

Constitution

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This Constitution was ratified at a General Mess Meeting of Fleet Club Atlantic – Junior NCMs Mess, CFB Halifax on the 29th day of April, 2026.

Recommended/~~Not Recommended~~

Approved/~~Not Approved~~

President of the Mess Committee

A/Base Commander, CFB Halifax

T. Hodgins

T. Berryhill

Master Sailor

Commander

PART I – CONSTITUTION

Name

1. The name of the institute is Fleet Club Atlantic – Junior NCMs Mess, Canadian Forces Base Halifax, hereinafter referred to as “the mess”.

Authority for Establishment and Operation

2. The mess is established under authority of QR&O 27.01 and DAOD 5045-0. It shall be operated in accordance with regulations and orders governing the operation of messes in the CAF and the instructions contained in this constitution. The by-laws will amplify it.

Purpose

3. The purpose of the mess is to operate and administer mess facilities for the provision of goods, services and amenities to the members. The mess shall receive and account for all revenue and expenditures which apply.

Constitution and By-Laws

4. The constitution outlines the authorized principles under which the mess is formed and governed.
5. The by-laws amplify the constitution.

Membership

6. Every CAF member shall clear into their respective messes upon arrival to a new posting. Mess dues are automatically deducted from a member’s pay each month.
7. Every effort will be made to ensure that mess dues have been started, however, it is the responsibility of the CAF member to check their pay statement to ensure dues have been started.
8. The membership of the mess shall consist of Ordinary, Associate, and Honorary members.
9. The following persons are Ordinary members of the mess:
 - a. All MCpl/MS and below members of the Regular Force, Primary Reserve (including those Primary Reserve on annuitant break); members of the armed forces of other countries who are on exchange with, or on loan to, the Canadian Armed Forces (CAF) and who are employed at a base, station, unit or ship served by the mess; and members of the Reserve Force when performing Class B or C Reserve Service at a Regular Force establishment.
10. Associate members of the mess may comprise the following categories:
 - a. Veterans (former members of the Canadian Armed Forces (CAF) who have successfully completed basic military training and have been honorably discharged at the rank of MCpl/MS and below);

- b. Serving and retired Department of National Defence (DND) civilian employees, NPF, MFRC, DRDC, CSE, DCC and serving RCMP;
 - c. Other civilians similarly employed at, or in connection with, the unit or other element served by the mess;
 - d. Members of the Canadian Cadet organization, Canadian Rangers and Cadet Organization Administrative and Training Service;
 - e. Serving members of the armed forces of other countries serving in the vicinity of the unit or other element served by the mess; and
 - f. Personnel, other than those mentioned in sub-paragraphs a to e, who may be admitted to membership for a term not exceeding one year, without prejudice to renewal thereof for further one year terms, and upon the recommendation of the mess committee, the majority vote of those present at a general mess meeting and the approval of the Base Administration Officer.
11. Priority for associate membership should be given in the order that the categories are listed in paragraph 8.
12. Associate membership is not transferable from one mess to another. However, a person may have associate membership in more than one mess but shall pay dues in each mess.
13. An associate member shall be accorded with the privileges of the mess but may not serve on the mess committee. An associate member may assist the mess committee or subcommittee, but by doing so assumes no responsibility.
14. Honorary members comprise the following:
- a. Members of the Canadian Regular Force or Primary Reserve are honorary members of every mess appropriate to their rank, except in the mess in which they are ordinary or associate members and in seagoing ships.
 - b. Any distinguished person may be invited to become an honorary member of a mess for a term not exceeding one year, without prejudice to renewal of membership for further one-year terms, and upon recommendation of the mess committee, majority vote of those present at a general mess meeting and approval of the Base Administration Officer.

Mess Committee

15. The mess shall be administered by a committee appointed by the Base Commander and/or Administration Officer/BCPO or elected by and from the ordinary members at a General Mess meeting.
16. The mess committee shall consist of the following:
- a. A President (PMC);
 - i. Shall normally be the Fleet Master Sailor (MS)
 - b. A Vice-President(s) (VPMC);
 - c. A Secretary;
 - d. A Treasurer/Finance member;
 - e. An Entertainment member; and
 - f. Other members as required.
17. The duties and responsibilities of committee members shall be as set out in the by-laws Annex A.

Meetings

18. Meetings shall be held as follows:
 - a. Mess committee meeting as required but minimum of once every two months; and
 - b. General mess meetings at least once during each six-month period.
19. Mess committee meetings will be held as required to consider:
 - a. Approval of expenditures which come within committee authority;
 - b. Approval of financial statements; and
 - c. Any other matters concerning the operation of the mess.
20. General mess meetings are called to consider:
 - a. Financial matters;
 - b. Proposed mess activities;
 - c. Election of committee members; and
 - d. Any other business concerning the mess.

Amendments

21. Proposals to amend the mess constitution shall be made in writing to the PMC or their designate.
22. Proposals shall be posted on the local mess websites and/or sent electronically. Provided the notice has been posted for thirty (30) days or more, the proposal shall be considered at the next general mess meeting. Amendments will be approved by a majority vote, and be confirmed by the Base Commander, CFB Halifax prior to taking effect.