

**79th ANNUAL GENERAL MEETING
THE NAVAL ASSOCIATION OF CANADA - L'ASSOCIATION
NAVALE DU CANADA**

Tuesday 18 June 2024, Ottawa via teleconference, 1200ET

79.1 Welcome by the National President

Bruce Belliveau called the 79th AGM to order at 1205ET and welcomed all attendees, particularly new members.

79.2 Moment of Silence for Departed Comrades

The members held a moment of silence for departed comrades as provided in the annex to the agenda.

79.3 Quorum Confirmation

The Executive Director, Kevin Goheen, confirmed that there was a quorum.

79.4 Approval - Agenda

Motion: to approve the agenda.

Moved: Gerry Powell; Seconded: John Anderson; Carried.

Hearing no additions or edits to the agenda, Bruce Belliveau advised the agenda is approved, as presented.

79.5 Approval - Minutes of the 78th Annual General Meeting

The minutes of the 78th AGM were presented for amendment and approval.

Motion: that the minutes of the 78th AGM be approved.

Moved: John Anderson; Seconded: Barry Walker; Carried.

79.6 Business Arising from 78th AGM

Kevin Goheen noted that there was none.

79.7 2023 Report by the National President

Bruce Belliveau thanked the National Board members for their time and effort to strengthen the NAC, the Branch Presidents and volunteers for their work to keep the NAC alive in the communities across Canada, National Office staff Kevin Goheen and

Nora Kennedy, and members for their continued support of the NAC and our mission to educate Canadians on the requirement for a capable maritime force. He also acknowledged all Veterans as well as current members of the Royal Canadian Navy, particularly those who are on deployed missions.

Bruce Belliveau reminded all that, as approved at the previous AGM, NAC implemented a shared membership matrix and dues structure for 2024; the 2024 membership drive went well and the same terms will apply for 2025. He said while Branches may request a fee waiver if needed, the membership process works and he encourages all to adopt it moving forward.

Bruce Belliveau explained that while the Governance Committee embarked on an ambitious work plan for the year, including the development of a National Board manual, unfortunately, the committee Chair withdrew from the Board unexpectedly, and thus far draft Terms of References have not been written for committees and positions. Bruce added that he is acting as the interim Chair.

Bruce Belliveau complimented the Ottawa Branch volunteers on their tremendous work on the 2024 Battle of Atlantic Gala this year. He added that the sponsorship received and the efforts made to reduce costs meant it was an effective fundraiser, noting that the enthusiasm and interest in sponsorship means that the defense contracting community is engaged and willing to support the NAC.

Bruce Belliveau shared the NAC recently published a Naval Affairs strategic paper, which evolved considerably after the November 2023 workshop at the Center for Strategic and Military Studies at the University of Calgary, as witnessed by the final title, “Canada in Extremis: Rebalancing the Canadian Armed Forces and Rebuilding the Canadian Navy”. The focus of the workshop was to brainstorm ideas for the next RCN Lead Mark, as the current (2016) version is now dated given the current global geopolitical situation. Bruce Belliveau added that there has been great feedback on that paper and he encourages everyone to read and promote it.

Bruce Belliveau shared that Adam Lajeunesse’s submission of a MINDS grant request was successful. NAC will partner with St Francis Xavier University, the University of Calgary, and other Canadian and international organizations to launch the Canadian Maritime Security Network (CMSN). This will allow further funding for conferences, travel, and publications in areas deemed critical to Canada’s maritime security which is very positive and reflective of NAC’s mission to educate Canadians.

Bruce Belliveau noted the openings on the National Board and encouraged everyone to think about serving as a Director or nominating others.

Bruce Belliveau shared that the Council of Presidents was re-introduced in 2022, bringing Branch Presidents together on a quarterly basis to share happenings with Branches and the National Board, to share best practices, and work together to overcome challenges. He is buoyed by all of the work that is happening across the country, adding that Branches are returning to normal post-pandemic with in-person events, and he appreciates the community work to promote the Sea Cadets, support the reserve divisions and Veterans, and to get the NAC message to the Canadian public.

Bruce Belliveau thanked the Endowment Committee and Chair Admiral John Anderson (Ret'd) for their great job again this year, adding that this year they received a demand of \$79,450 and through deliberations determined that \$47,500 of those requests would be funded to various organizations and projects (detailed report included).

Bruce Belliveau noted international news (including the Middle East, the Sudan, the South China Sea, Putin's visit to Korea and the upcoming US election) emphasizing that the instability in the world and challenge to the rule of law and are “why our voice and the voice of other like-minded organizations are so important”, adding his thanks for all in showing their commitment.

79.8 Treasurer’s Report

Dave Colbourne reported that 2023 proved challenging but unlike recent years, expenses did not outpace revenues for NAC. 2023 ended with a small surplus for the NAC due to the success of the 2023 Battle of the Atlantic Gala (\$30,000 in surplus), the substantial \$88,800 gift from the estate of Marjorie Hodgson (received at the end of 2022), and the purchase of outstanding children’s book inventory by the RCN and Canadian Forces Morale and Welfare Services.

Dave Colbourne added that 2024 is looking successful with a forecasted surplus of \$66,000, due in large part to the tremendous work of the volunteers. A copy of the 2024 budget has been provided for the membership to review and reflects the forecasted success of the 2024 Battle of the Atlantic Gala, as well as forecasted costs for support staff, the Naval Affairs program, and other NAC programs.

Dave Colbourne also noted that, as discussed at the last AGM, the holdings with RBC on the West Coast have been consolidated with others in Ottawa and all are with BMO Nesbit Burns, Ottawa.

79.8.a Acceptance of Interim Financial Statement 2023

Motion: that the draft Naval Association of Canada Financial Report dated

December 31, 2023 be approved in principle, with the proviso that if there is no appreciable changes submitted following the review of the accounting firm, the Board of Directors, can approve on behalf of the membership.

Moved: Dave Colbourne; Barry Walker; Carried

79.8.b Appointment of Reviewer

Motion: that the accounting firm Allen & Krauel Inc. of Victoria BC be appointed and approved as reviewers for 2024.

Moved: Dave Colbourne; Anthony Colucci; Carried.

79.9 NAC Directors

See attached background and motion provided in the annex to the agenda.

Motion: that the size of the NAC National Board for 2024/2025 is confirmed as nine (9).

That the Report of the Nominations Committee be approved;

Resolved that the following individual is recommended to the Members for re-election to the NAC National Board: Gerry Powell be re-elected to three (3) years ending 2027;

Resolved that the following individual is recommended to the Members for election to the NAC National Board: Bob Boutilier – election for a three (3)-year term ending 2027

Resolved that the following members of the Board will continue to serve in their first three (3)-year terms ending 2025: Cathy Flemming and David Colbourne

Resolved that the following members of the Board will continue to serve in their second three (3)-year terms ending 2026: Bruce Belliveau and Tim Addison

Moved: Bill Smallman; Seconded; King Wan; Carried.

Bruce Belliveau asked for nominations from the floor but none were received. There are currently three (3) vacancies on the NAC National Board.

79.10 Reports

79.10.a Membership

King Wan spoke to his report, as attached, and thanked all members of the committee for their participation. He noted his resignation from the Board after 10 years of service, as well as other vacancies on the committee and asked for

participation.

King Wan noted that at last year's AGM NAC approved a single category of NAC membership with a shared fee matrix (*Secretarial note: Three (3) fee classes (Regular members at \$70 per annum (National's levy is \$40), Serving members at \$50 per annum (National's levy is \$25), Introductory members - \$0 in the first year for new members (National's levy is \$0)*). He noted that the new rates were applied to the 2024 financial year and will continue for 2025.

Bruce Belliveau said that retaining and growing NAC's membership continues to be a challenge and asked each member to strive to find two (2) new members to join annually. He added that Branches' innovative and effective ways to increase their membership are being shared at the Council of Presidents meetings,

Bruce Belliveau thanked King Wan for his dedicated service to the National Board and in particular over the last few years as the chair of the Membership Committee.

79.10.b Naval Affairs

Tim Addison tabled his report, as attached, noting the highlights Bruce Belliveau shared earlier.

Tim Addison encouraged all to share potential guest speakers, especially from outside Ottawa, for the Speakers Program, a program lead by the Ottawa Branch leads but is open to all to attend virtually. There were seven (7) speaker events in 2023, and the highlight was Admiral Topshee's presentation in December 2023.

Tim Addison also encouraged anyone who feels that they are a subject matter expert to consider being a spokesperson for the NAC, as Naval Affairs is asked for spokespeople on occasion.

Tim Addison noted that both the 2023 and 2024 Battle of the Atlantic Galas were very successful, and he thanked the volunteers in the Ottawa Branch. He will pursue the possibility of a 2025 Gala based on past success and the positive feedback and inquiries from sponsors.

Tim Addison asked for nominations for the Admiral's Medal, as outlined on the navalassoc.ca website.

79.10.c Governance Committee

Bruce Belliveau tabled his report, as attached, and spoke to it during his earlier report.

79.10.d Endowment Fund

Admiral John Anderson (Ret'd) shared that again in 2023, requests to the Endowment Fund surpassed the Fund's abilities. The list of projects supported is included.

Admiral Anderson highlighted a change in approach to the Endowment Fund's request for donations by adding an electronic message, as well as using Canada Post. He thanked Nora Kennedy for assistance with the mailings and Kevin Goheen for sending the original email via Wild Apricot, and then again on Giving Tuesday, and he believes they will continue with this approach in 2025.

Admiral Anderson stated that while actual measurement of success is difficult, there was an 8% growth in the number of donors, noting this is juxtapositioned with a 7% drop in the NAC membership over the same period, and a remarkable 16% increase in the average donation per donor.

Admiral Anderson noted the Trustees have an objective to nudge the total holdings of the Endowment Fund beyond \$1.25M. They saw good improvement in 2023, ending the year at \$1.178M, and as of the end of March 2024, the fund is over \$1.25M, driven by market forces, while recognizing planned giving donations received from the estates of members, as well as donations made through corporate sponsorship of the Battle of the Atlantic Galas.

Admiral Anderson noted his great interest and appreciation of the efforts that are now being made to present all NAC communications in a bilingual format, adding that the Endowment Fund has been doing so for several years with the support of Yves Trottier.

Bruce Belliveau thanked Admiral Anderson for raising bilingual communication, explaining that the NAC is beginning to make the website bilingual, and will start communicating bilingually noting it is important as a national organization to do so.

Bruce Belliveau thanked Admiral Anderson for the work he continues to do and the grants that the Endowment Fund provides.

79.11 New Business

Kevin Goheen confirmed that no new business had arisen.

79.12 AGM 2025

Bruce Belliveau said that the National Board will set a date for the 2025 AGM, and he is hopeful that in later years, NAC might return to hosting an in person Annual General Meeting as part of an annual convention conference.

79.13 Concluding Remarks – President

Bruce Belliveau thanked everyone for their contributions today.

Bruce Belliveau shared that he is proud that the NAC is being recognized for great work, noting that the enthusiasm for sponsorship proves that the defense industry supports the NAC, that the government continues to ask the NAC for reports to committees, etc..., adding that the NAC supports Canadians in their need for a robust and capable maritime force for Canada.

Bruce Belliveau looks forward to continuing to work together to increase the strength and influence of the Naval Association of Canada across the country.

79.14 Adjournment

Motion: that the 79th AGM be adjourned.

Moved: Patrick Hunt; Seconded: John Anderson; Carried.

The AGM was adjourned at 1255ET.

Submitted:
Kevin Goheen
Secretary

Approved:
Bruce Belliveau
President, NAC



Naval Association of Canada
Association navale du Canada

**Naval Association of Canada – National AGM
18 June 2024**

Consolidated AGM Reports

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**THE NAVAL ASSOCIATION OF CANADA
L'ASSOCIATION NAVALE DU CANADA
79th ANNUAL GENERAL MEETING
Tuesday 18 June 2024
COMMENCING AT 1200 (Ottawa)
AGENDA**



1. Welcome by National President – National President
2. Moment of Silence for Departed Comrades (Annex A) - Secretary
3. Quorum Confirmation – Secretary
4. Approve Agenda - Secretary
5. Approve Minutes of the 78th AGM held 20 June 2023 – Secretary
6. Business Arising from 78th AGM minutes - Secretary
7. 2023 Report by the National President – National President
8. Treasurer's Report:
 - a. Acceptance of Interim Financial Statement 2023 (Interim) – Treasurer
 - b. Appointment of Reviewer (Allen & Krauel Inc. of Victoria BC) - Treasurer
9. NAC Directors –
 - a. Note Board of Directors names for 2024/2025
 - b. Table Motion to elect NAC BOD members (see Nominations Committee Report on the ballot and proxy form)
10. Reports (to be tabled)
 - a. Membership, with 2025 dues rates and exception process – King Wan
 - b. Naval Affairs – Tim Addison
 - c. Governance – Bruce Belliveau
 - d. Endowment Fund – John Anderson
11. New Business
12. AGM 2025 - President
13. Concluding Remarks - President
14. Adjournment – President

ANNEX A to 2024 NAC National AGM

NAC IN MEMORIUM

LCdr[Maj(PLT)] Peter Norman BEY, CD**, RCN(Ret'd)
Cdr Peter Godwin CHANCE, CD*, RCN(Ret'd)
Cdr Lorenzo Arthur CORMIER, CD, RCN(R)(Ret'd)
Surg Capt David Bigelow COULSON, KStJ, CD*, RCN()(Ret'd)
Lt(S) Eric Victor Ambrose. DeBecker, RCN(R)(Ret'd)
LCdr(Ret'd) Francis James DUFFY, CD**
LCdr Victor Garry ERNST, CD*. RCN(Ret'd)
LCdr John GOUDY, CD. RCN(RET'D)
Cdr Douglas Arthur HENDERSON, CD**, RCN(Ret'd)
Capt Stanley Everett HOPKINS, CD*, RCN(Ret'd)
Surg RAdm Charles Joseph KNIGHT, CMM, OStG, CD**, RCN(Ret'd)
Cdr(NR)(Ret'd) John David KYLE, CD
Lt David Gordon LONGMUIR, RCN
LCdr Geoffrey Robert MEEK, CD*, RCN(Ret'd)
Capt(N)(Ret'd) J.A.Y. PLANTE, CD
LCdr George Stanley SCHOBBER, CD*, RCN(Ret'd)

FORMER Members

Joanne DELAMERE

Capt Peter Charles NEWMAN, CC, CD**, RCN(R)(Ret'd)
Cdr Kenneth Burwell TOWERS, CD, RCN(R)(Ret'd)

ASSOCIATE MEMBERS

NAC Awards 2023

On behalf of your National President and NAC National Board of Directors, we are pleased to announce the following NAC Medallion Awards for 2023.

Our sincere congratulations to all of you who have worked so hard to support NAC activities and our organization.

NAC Gold Medallion

None in 2023

NAC Silver Medallion

John Millar - NACO

NAC Bronze Medallion

Ray Coutu – NACO

Gilles Hainse – NAC NS

Arthur Hastings – NAC BC

Presidential Letter

C. Robert Lucas – NAC NL

Peter Haydon – NAC NS

Sherry Richardson – NAC NS

Richard Guitar – NACO

Treasurer's Report to the NAC 2024 Annual General Meeting

2023 Statement of Operations

Financial results in 2023 showed an improvement over past years in that NAC generated a net surplus. While the 2023 financial review is still being completed, it is expected that the 2023 operations will result in a \$20,000 surplus. This is compared with a forecasted deficit of \$96,200. The major difference between the forecasted performance and actual results is due in large part to a substantial donation to NAC from the estate of Marjorie Hodgson. NAC had produced children's books in 2022 and a large number was sold in early 2023, namely to the RCN and Military Family Services for distribution to families via Military Family Resource Centres. Additionally, The BOD maintained the approach of significantly reducing its expenses by reducing travel to zero and implemented reductions to Naval Affairs program.

2024 NAC Budget

The 2024 NAC budget is carrying on with the posture of minimizing expenses. Once again, there is no travel planned for conference attendance and the Naval Affairs Program is carrying on with a reduced staffing level. As a result of a successful 2024 BOA Gala, NAC is forecasting a net surplus in 2024 of \$66,050.

BOA Gala

The 2023 BOA Gala was a financial success and generated a net surplus of \$30,000. In May of this year, the BOA Gala was a tremendous success, with sponsorship up and overall, a net surplus of approx. \$170,000 is expected. This inject of funds will be instrumental in funding the NAC programs as well as return funds to NAC's investments.

NAC Holdings

In July 2023, NAC transferred holdings from RBC Dominion Securities to BMO Nesbitt Burns so that now all holdings reside with one firm. A total of approx. \$118,500 was transferred. Total holdings (cash and investments) are approximately \$739,000 as of 8 June 2024.

Bank Balance- Cash Approx \$241,000
BMO Nesbitt Burns Approx \$498,000

Included in this report is a draft of the unaudited statement of operations management

report for the 2023 calendar year. Until the report from NAC's accounting firm is available, this will serve as an approximation of financial performance in 2023. Also included is the 2024 NAC budget that was approved by the NAC BOD in May 2024.

Respectfully submitted,

David Colbourne, National Treasurer
8 June, 2024

Hold for: PDF Naval Association of Canada (1 page)
Statement of Operations
For the year ended 31 December 2023

Hold for: PDF Naval Association of Canada (1 page)
2024 Budget

**REPORT OF THE NOMINATIONS COMMITTEE – 2023 NAC National AGM
Submitted for review and consideration by Jeff Topping, Chair 11 June 2024**

1. Resolved that the size of the NAC National Board for 2024/2025 is confirmed as nine (9).
2. Resolved that the following individual is recommended to the Members for re-election to the NAC National Board:
 - Gerry Powell – re-election to three (3) years ending 2027
3. Resolved that the following individual is recommended to the Members for election to the NAC National Board:
 - Bob Boutilier – election for a three (3) -year term ending 2027
4. The following members of the Board will continue to serve in their first three (3) -year terms ending 2025:
 - Cathy Flemming
 - David Colbourne

The following members of the Board will continue to serve in their second three (3) -year terms ending 2026:

- Bruce Belliveau
- Tim Addison

5. There are currently three (3) vacancies on the NAC National Board.

Motion prepared by Jeff Topping, Chair, Nominations Committee:

MOTION PROPOSED:

That the Board size for 2023/2024 be confirmed as nine (9).

That the Report of the Nominations Committee be approved.

That Gerry Powell be re-elected for a three (3)-year term.

That Bob Boutilier be elected for a three (3)-year term.

That Board members Cathy Flemming and David Colbourne will continue to serve in their first three (3)-year terms ending 2025.

That Board members Bruce Belliveau and Tim Addison will continue to serve their second three (3)-year terms ending in 2026.

Membership Committee Report to the NAC 2023 Annual General Meeting
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Membership Committee Report to the NAC 2023 Annual General Meeting
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Membership Committee Report to the NAC 2023 Annual General Meeting
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Hold for Naval Affairs Report page 1/8

Hold for Naval Affairs Report page 2/8

Hold for Naval Affairs Report page 3/8

Hold for Naval Affairs Report page 4/8

Hold for Naval Affairs Report page 5/8

Hold for Naval Affairs Report page 6/8

Hold for Naval Affairs Report page 7/8

Hold for Naval Affairs Report page 8/8

Governance Committee Report to the NAC 2024 Annual General Meeting

This past year marked some progress in the work plan we discussed that the 2023 AGM.

Draft Terms of Reference for board committees have been developed and are being edited and reviewed.

Other priority initiatives are likely to include the development of a Skills Matrix to ensure a suitable range of board- related experience at the table, as well as an annual board self-assessment process to facilitate its continuous improvement.

Over the course of the next one to two years, your National Board through its Governance Committee, will be developing a comprehensive Board Policy Manual. Concurrent with this will be a review of our existing Bylaw No. 1, to ensure that the two documents complement each other, and to provide for more Board discretion in some matters currently enshrined in the Bylaw.

Your Governance Committee has successfully advocated for board meeting minutes to be more succinct and action-oriented. The Board Chair has also adopted the use of a “Consent Agenda” to improve the efficiency of board meetings.

Your Governance Committee has much work ahead. We look forward to reporting our progress towards improvements in NAC’s board governance at the 2025 AGM.

Respectfully submitted,

Bruce Belliveau (Acting Chair)
10 June 2024

Hold for Endowment Fund Report page 1 / 3

Hold for Endowment Fund Report page 2 / 3

Hold for Endowment Fund Report page 3 / 3

Summary of Motions

79th Annual General Meeting of the Naval Association of Canada 16 June 2024

Motion: to approve the agenda.

Moved: Gerry Powell; Seconded: John Anderson; Carried.

Hearing no additions or edits to the agenda, Bruce Belliveau advised the agenda is approved, as presented.

Motion: that the minutes of the 78th AGM be approved.

Moved: John Anderson; Seconded: Barry Walker; Carried.

Motion: that the draft Naval Association of Canada Financial Report dated December 31, 2023 be approved in principle, with the proviso that if there is no appreciable changes submitted following the review of the accounting firm, the Board of Directors, can approve on behalf of the membership.

Moved: Dave Colbourne; Barry Walker; Carried

Motion: that the accounting firm Allen & Krauel Inc. of Victoria BC be appointed and approved as reviewers for 2025.

Moved: Dave Colbourne; Anthony Colucci; Carried.

Motion: that the size of the NAC National Board for 2024/2025 is confirmed as nine (9).

That the Report of the Nominations Committee be approved;

Resolved that the following individual is recommended to the Members for re-election to the NAC National Board: Gerry Powell be re-elected to three (3) years ending 2027;

Resolved that the following individual is recommended to the Members for election to the NAC National Board: Bob Boutilier – election for a three (3)-year term ending 2027

Resolved that the following members of the Board will continue to serve in their first three (3)-year terms ending 2025: Cathy Flemming and David Colbourne

Resolved that the following members of the Board will continue to serve in their second three (3)-year terms ending 2026: Bruce Belliveau and Tim Addison

Moved: Bill Smallman; Seconded; King Wan; Carried.

Motion: that the 79th AGM be adjourned.

Moved: Patrick Hunt; Seconded: John Anderson; Carried.