



FOUNDED  
DARTMOUTH N.S.  
1982  
FOUNDING MEMBERS  
Andre Desrochers  
Leo Gossie  
Sam Sempie  
Michael Walsh  
Stanley E. Watts

10TH CNDA NATIONAL MEETING AGENDA

Dartmouth, Nova Scotia - September 2012

1. Call to Order - hrs
2. Approval of Previous Minutes
3. Correspondence - In  
- Out
4. Reports - President
  - Vice President
  - Public Relations Director
  - Membership Director
  - Secretary
  - Treasurer
  - Directors
5. Old Business(A) Revised Constitution - Review & Approval
  - (B) Website/Webmaster - Annual Fees
  - (C) DIPPERS DIGEST
  - (D) Saleable Goods & 5 Year GIC
  - (E) Chapter Membership Numbers
  - (F) Vote for President
  - (G) Appoint Secretary/Treasurer
  - (H)
6. New Business(A) Reunion Photograph - Take on Friday or Saturday?
  - (B) Queen Elizabeth II Diamond Jubilee Medals
  - (C) Membership Dues - Increase?
  - (D) Deceased Members - Burial and Support
  - (E)
  - (F)
7. Next Meeting
8. Adjournment



FOUNDED  
HALIFAX, N.S.  
1981

FOUNDING MEMBERS

Glenn Adams P. Eng  
André Desrochers  
Leo Goneau  
Terry Havlik  
Michael Walsh

First President  
Stanley F. Watts

**MINUTES OF THE 10<sup>TH</sup> CNDA BOARD OF DIRECTORS MEETING  
13 SEPTEMBER 2012**

1. In the absence of the National Chairman, Norm Herd being incapacitated, the National Secretary/Treasurer, Chuck Rolfe called the meeting to order at 1900 hrs on 13 September 2012 in the Super 8 Hotel in Dartmouth, Nova Scotia. Representatives attending were:

Andre Desrochers(Eastern Chapter)

Wally Green(Ottawa Chapter)

Dale Silvester(Eastern Chapter)

Milton Skaalrud(Western Chapter)

Chuck Rolfe(National Secretary/Treasurer)

Also attending as spectators were:

Jim Balmforth, Jim Walker, Red Larsen, Doug Hinchliffe and Tony Dubois

2. The Minutes of the 9<sup>th</sup> Board of Directors Meeting held on 11 September 2009 at Paul's Motor Hotel In Victoria, British Columbia was motioned for acceptance by Milt Skaalrud, seconded by Andy Desrochers – Carried.
3. The National Secretary handled all incoming and outgoing correspondence to the National Office, forwarding any to the appropriate Directors or Chapters, as required.

#### 4. REPORTS

The Secretary's and Treasurer's reports are as shown in Annex "A"

Motioned by Andy Desrochers, seconded by Dale Silvester that the Financial report be accepted as presented – Carried.

No other reports were presented.

#### 5. OLD BUSINESS

(A) The National Secretary/Treasurer, in accordance with the directive from the 9<sup>th</sup> Board of Directors meeting Minutes, Paragraph 5(E) reviewed and amended the CNDA CONSTITUTION to bring it into agreement with the new requirements of Membership approval by Chapters, and revising the necessary financial policies relating thereto. The Directors reviewed these changes, made a few more amendments, then approved it for the National Secretary/Treasurer to publish and distribute upon affixing signatures by him and the CNDA President. See Annex "B" for amendments to the CONSTITUTION.

(B) The Webmaster, Tim Flath, of the website navydiver.ca has been very active since being appointed to this position at the Board of Directors meeting on 11 September 2009 in Victoria BC. He has brought the Association forward immeasurably, showing the way ahead for our future in administrative and communication policy. All Chapter's membership information is now available to the Directors(only) at the click of a button, likewise for the entire collection of the DIPPERS DIGEST's, and "IN MEMORIUM's", with information available to the public concerning Naval Diving activities. There is an annual fee (\$80.00 last year) for the website to be operated through a Canadian Web Hosting company, for which the National Association foots the bill, paying annually through our Webmaster. The Board of Directors

thank our Webmaster, Tim Flath and his wife for all the time and effort they have expended on behalf of their fellow Divers.

(C) Tim Flath has also done a bang-up, very professional job as the Editor of the DIPPERS DIGEST. He has, with the approval of the Directors, set up a procedure whereby only paid up Members may access the current DIPPERS DIGEST's, through a password approval authorized by the Chapters, so that it will bring more Members into CNDA. Many great comments have been received, so kudo's are in order!

(D) All National Saleable Goods are taken care of by the National Secretary/Treasurer, providing them for sale at Reunions, and between Reunions from his residence. Should a Chapter not take on this task at their Reunion, CNDA National will obtain and offer for purchase all saleable goods in their place. From these saleable goods, your Treasurer, through diligent work, has been able to invest monies in a 5 year GIC(maturing in October 2014), which then benefits all CNDA Members.

(E) The National Membership Numbers for each Chapter are:

Eastern Chapter - 118 Members

Ottawa Chapter - 28 Members

Western Chapter - 36 Members

(F) With our President, Norm Herd having health problems, Andy Desrochers nominated Wally Green for President. With no further nominations, and acceptance by Wally, he was unanimously approved as the new CNDA President. A letter thanking Norm Herd for all he has accomplished during his 15 year tenure in the position, will be sent by Wally Green in the near future.

(G) Requests for nomination to the National Secretary/Treasurer position were called, and Red Larsen said he would like to do it, however he had second thoughts, and declined. The Directors then appointed Chuck Rolfe to continue in that position.

## 6. NEW BUSINESS

(A) A Member had requested we review the policy of when we should take the Official Reunion Photograph, being either at the Friday Meet & Greet, or just before the Saturday Dinner/Dance. If it was at one standard time and place every Reunion, people would know exactly when to go there for it. The Directors concluded that it would be the Reunion Chapter's decision as to when and where the Official Photo is to be taken. In the case of the current Reunion, Eastern Chapter will have the Official Photo of just the Navy Divers at the Meet & Greet in front of "Y" Hangar, plus another with all the attendee's in it right after. There will also be another one taken of all attendee's at the Dinner/Dance. These photo's can be purchased at a cost of \$10.00 each, with the Meet & Greet photo's being available on Saturday for pick up at the Dinner/Dance. The Dinner/Dance photo in your good duds will be mailed to you.

(B) Chuck Rolfe, selected to be the Co-ordinator to the National Council of Veteran Associations(NCVA), who are awarding 2 Queen Elizabeth II Diamond Jubilee Medals, provided a detailed background of what occurred in the distribution of the medals from the Governor Generals Chancellery. In previous years the Chancellery provided a large number of medals to NCVA, who then distributed a specific number of them to each of the 56 Member Veteran Associations. This time the Chancellery Committee "selected"(unbeknownst to us) 31 Veterans organizations(we were not one of them) to get a large number of medals, which they could then award to their own members, and cut out a lot of medals

going to NCVA for their distribution, and that is why only two of CNDA's Members were selected to be awarded the medal. When Chuck Rolfe talked to the Chancellery about this being quite unfair, they said "Too bad, we **selected** the 31 Veteran organizations in the Fall of 2011, and absolutely no additions will be made now". See Annex "C" for all the details. In any case, the two medals to us through NCVA were authorized to Norm Herd and Tim Flath:- BZ to these deserving Members!!

(C) A proposal to increase membership Dues was put forward by the Eastern Chapter. The main reason for this was that administrative, handling and operative costs have increased exponentially, from our inception in 1981 to the present day, yet the original Dues of \$10.00 have not kept pace. After a very thorough discussion, the Chairman called for the vote. Andy Desrochers moved, seconded by Wally Green that the Association membership Dues be increased to \$15.00 per member, per annum, effective 1 January 2013 – Carried. The vote was two to one, with Western Chapter voting against the Motion.

(D) A "Temporary Policy – Support for Deceased Member" was drafted by the National Secretary/Treasurer on 7 July 2011 in response to a request for support of a deceased Member's family on the West Coast. This temporary policy is now brought forward for approval by the Directors, and reads as follows:

*"When a CNDA Member passes away, and assistance may be required, or requested of the Association, it may be supported by the Chapter(s) involved and/or CNDA National, within reason.*

*When considering what reasonable response might be, by CNDA, consideration should be given to the following, specially as it relates to a Reception:*

1. *The family's wishes*
2. *How the Chapter's may contribute*
3. *Who and where the people organizing the event are*
4. *The time the deceased was a CNDA Member*

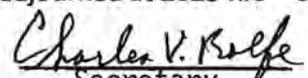
*While there are no hard and fast rules as to financial contributions by the Association, it is suggested funds in the amount between \$100.00 and \$300.00 may be appropriate, giving consideration to items 1 to 4 above, i.e. the family may look after all requirements, etc.*

*For information concerning what the Canadian Military requirements are for official Burial at Sea of former Members, go to our Website [navydiver.ca](http://navydiver.ca) and click on **In Memorium**, scroll down to the bottom of the page and click on **Funerals, Burials and Grave Registrations**, up will come **CFAO 24-5** which provides all data necessary to apply for Burial at Sea by the deceased Member's family."*

Moved by Milt Skaalrud, seconded by Wally Green that the foregoing be accepted as CNDA policy – Carried.

7. The 2015 CNDA Reunion is tentatively scheduled to be held on the West Coast, with an approximate date being September 2015, at which time the 11<sup>th</sup> Board of Directors will convene for a meeting.

8. There being no further business, it was motioned by Dale Silvester, seconded by Milt Skaalrud that the meeting be adjourned at 2025 hrs – Carried.

  
Secretary

  
Chairman

### SECRETARY'S REPORT

All correspondence to the National Office was answered by myself, or forwarded for action to the appropriate Director. The Secretary, Chuck Rolfe also fulfilled orders for CNDA saleable goods, and deposited all monies derived therefrom in the CNDA National Account. All saleable goods are held in the Secretary's home. The Secretary and the President represented CNDA at Doug and Vi Hughes interment in 2011 at the family plot in the cemetery in Bowmanville, Ontario. Chuck Rolfe and the Ottawa Chapter President, Wally Green drove over to the Perth Military Museum, located in the local Legion building, to affirm that the CDBA apparatus was in fact that – it was. What little Naval diving equipment they had on display, was deemed to be quite inadequate, so Chuck donated some of his old RCN uniform gear together with a set of double 72" cylinders, double hose regulator, knife, wetsuit, mask, fins, snorkel, etc, etc, etc, to make what they have on exhibit much more representative of the 1950's to 1970's RCN diving scenario. The Secretary also completed a full review and amendment of the CNDA CONSTITUTION, which will be approved at this Board of Director Meeting. Upon the passing away of one of our members, we were queried about our Association providing some financial assistance for any memorial reception that may be requested. Since we had no policy regarding this, the Secretary drew up a "Temporary Policy – Support for Deceased Member", which is now on the Agenda for approval. Additionally, Tim Flath, Webmaster has included in our website navydiver.ca, on the "In Memorium" file, the CFAO 24-5 which details exactly what support is available from the Canadian Forces for Funerals, Burials & Grave Registrations for the deceased member's family to consider. Your Secretary was invited in 2011 to meet with the CEO and Curator of the Elgin Military Museum, Ian Raven in St. Thomas, Ontario for advice and assistance concerning the Museum obtaining the decommissioned ex RCN submarine HMCS OJIBWA for mounting and display on land in Port Burwell, Ontario. After passing on methods to obtain Federal/Provincial Government financial assistance, it was decided that a Naval Diving Exhibit would definitely enhance this PROJECT OJIBWA, therefore Chuck Rolfe and Norm Herd gathered up their old RCN diving equipment they had, and donated it for display with the submarine at its site in Port Burwell, Ontario.

### TREASURER'S REPORT

As of 31 August 2012, the National Bank Account holds a total of \$2,633.82. I have been able to increase the financial state of the Association considerably, due to having saleable goods available for sale to our members at Reunions, and via the website, thereby deferring any membership fee increases from our Chapters' to National. As per the 9<sup>th</sup> CNDA Board of Directors Minutes of 11 September 2009, Treasurer's Report, your Treasurer, Chuck Rolfe invested \$7,000.00 at 3.65% compounded annually, in a five year Term Deposit with Manulife Investments. It is guaranteed to pay \$8,374.23 (a profit of \$1,374.23) at maturity on 7 October 2014 – a tidy profit! Because of Chuck Rolfe's wise investments, National has had no need to request any funding from member Chapters, in fact, he has increased the capital funds from the very beginning of his time as the Treasurer. In October 2014, a decision will be made as to any further investment of these capital funds. Co-signers of this investment, and the National Account are Chuck Rolfe, Treasurer and Wally Green, President.