

**ROYAL CANADIAN LEGION KINGSWAY BRANCH #175**  
**MINUTES OF THE EXECUTIVE EMERGENCY MEETING**  
**TUESDAY MARCH 25, 2020**

The President opened the meeting by ritual at 1:00 p.m.

**ROLL CALL:**

**Present:** Comrades R. Wills, Forner, C. Wills, Deugau, R. Torrie, O'Brien, Huziek, Criss, Hunter, Werner, Ferguson, Fecteau

**Call in:** Comrades Earles (Sick), Kerel, Kuervers, Rimmer

**Excused:** Comrades Wiebe, Earles

**Absent:**

**Guests:**

**OPERATION OF LEGION DURING THE COVID-19 PANDEMIC**

**Background:**

The Health Minister of Canada recommends events with more than 50 people be cancelled. We have a class C licence and can remain open if we don't exceed the 50 people in a room. If the card leagues wish to come out and play, we can put them in the Past Presidents Room.

Command stated Branches are recommended to shut down. Recommend NOT mandatory.

After much discussion on the Pros / Cons of staying open the following motions were made.

**Motion:** Comrade O'Brien moved that the Branch remain open for member and their guest.  
Seconded by Comrade Fecteau **CARRIED**

**Motion:** Comrade Criss moved that the Branch hours of operation to be Mon to Sat 08:00 am - 5:00 pm. Closed Sun  
Seconded by Comrade Burton **CARRIED**

**Motion:** Comrade Huziek moved that we offer a limited menu to make use of the food supplies on hand.  
Seconded by Comrade Deugau **CARRIED**

**Motion:** Comrade Wills moved that layoff all casual staff and provide with a ROE so they can apply for EI.  
Seconded by Comrade Werner **CARRIED**

As a result of the staff layoff most members of the Executive Team have volunteered to pick up the slack and preform their duties.

**DEFERRED PAYMENTS DURING THE PANDEMIC**

Comrade Wills reported that the following monthly bills have or can be deferred:

Servus Credit Union - Deferred for 90 days. Interest will be accrued during the deferred period

Edmonton City Taxes – Deferred until Aug 31 with no interest charges

WCB - 2020 WCB premiums deferred to 2021. When we resume invoicing for 2020 premiums in 2021, small- and medium-sized private sector employers will have 50 per cent of their 2020 premiums waived.

Direct Energy – Deferred until 18 Jun with no interest charges.

EPCOR - Three-month deferrals will be penalty and interest-free

Source Deduction - GST/HST remittances can now be deferred until June 30, 2020. Defer, until after August 31, 2020, the payment of any income tax amounts that become owing on or after March 18 and before September 2020.

The following contracts have been placed on hold until we required:

- Janitorial
- Garbage

**Motion:** Comrade Wills moved that layoff all casual staff and provide with a ROE so they can apply for EI.

Seconded by Comrade Werner

**CARRIED**

**STAFF WAGE INCREASE**

**Motion:** Comrade Wills moved that we give a 3% raise to the Office Manager, effective date Feb 2, 2019 as well we direct the Financial Committee to integrate said changes into the next budget.

Seconded by Comrade Criss

**CARRIED**

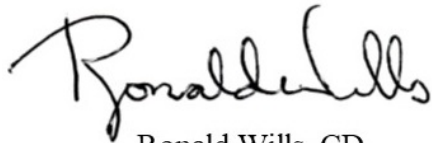
**COMMENTS FOR THE GOOD & WELFARE OF KINGSWAYS BRANCH # 175**

Comrade Wills announced that he has purchased the WWII 75<sup>th</sup> Anniversary Lapel Pin for all members of the Executive.

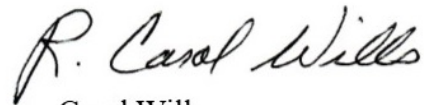
**Motion:** To adjourn was made by Comrade Fecteau

The President closed the meeting by ritual.

The meeting adjourned at 1:50 P.M.



Ronald Wills, CD  
President  
Kingsway Legion Br. # 175



Carol Wills  
Executive Secretary  
Kingsway Legion Br. # 175