

**ROYAL CANADIAN LEGION KINGSWAY BRANCH #175**  
**MINUTES OF THE EXECUTIVE MEETING**  
**TUESDAY MAY 26, 2020**

The President opened the meeting by ritual at 2:00 p.m. Comrade Fecteau chaired the meeting.

**ROLL CALL:**

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

**Excused:** Comrade Kerel (medical), Wiebe

**Absent:**

**Guests:**

<u>NAME</u>	<u>AGE</u>	<u>LAST POST</u> <u>DECEASED</u>	<u>SERVICE</u>
SHAMP, Daniel		25/2/2020	
ROBINS, Paul	96	24/3/2020	
MALIN, Ken	73	6/4/2020	
MacDONALD, Ken	77	15/4/2020	Army

**MOTION TO ACCEPT THE AGENDA:**

Motion to accept the agenda were made by Comrade Ferguson  
Seconded by Comrade Earles

**CARRIED**

**MINUTES OF THE EXECUTIVE MEETING DATED 17 MARCH 2020:**

**Motion:** To accept the minutes was made by Comrade Rimmer  
Seconded by Comrade O'Brien

**CARRIED**

**ERRORS OR OMISSIONS:** None

**BUSINESS ARISING:** None

**Motion:** To adopt the minutes was made by Comrade Forner  
Seconded by Comrade Huziek

**MINUTES OF THE EMERGENCY EXECUTIVE MEETING DATED 25 MARCH 2020:**

**Motion:** To accept the minutes was made by Comrade Earles  
Seconded by Comrade Ferguson

**CARRIED**

**ERRORS OR OMISSIONS:** None

**BUSINESS ARISING:** None

**Motion:** To adopt the minutes was made by Comrade Forner  
Seconded by Comrade O'Brien

**COMMITTEE REPORTS**

**FINANCE:** Comrade Forner reported: As per the presented financial report, I so move my report.

Seconded by Comrade Kuervers

**CARRIED**

**Motion:** Comrade Kuervers motioned that we accept the financial statements for Kingsway Legion for the year ending Dec 31, 2019 as presented by Jaime Araujo of Ellis Group LLP  
Seconded by Comrade Kuervers

**CARRIED**

**WAYS AND MEANS:** Comrade Criss reported the following: I submitted CIP Project Base grant on May 15, 2020 for \$57,520.00. The grant process is on hold for now, so will take some time before hearing anything back. Currently I am working on the New Horizon For Seniors grant due sometime later June. Just waiting for the website to be updated so can fill out the form. Still waiting to hear back from Shell and Imperial Oil to get our name added so we can apply for grants there.

Due to the demand for the Mexico raffle the draw date has been extended to December 31, 2020. There will be new tickets made up and for those that has already purchased tickets can contact Steve Criss at 780-278-1263 or at [steve.criss@kingswaylegion.ca](mailto:steve.criss@kingswaylegion.ca) for either a refund or to swap the old ticket for a new one. Ticket sales will be available as of June 1, 2020.

Due to Covid 19 grants for the near upcoming future will probably be low or on hold. So, if there is any member that has any ideas for raising money please contact Steve Criss. I so move my report.

Seconded by Comrade Earles

**CARRIED**

Discussion: Comrade Wills just a point on the New Horizon grant for \$25,000, they have released an email advising us we can use that money towards the seniors for communication etc. What we did was purchase two laptops and we made them available for Senior Centres to borrow them so that they can skype with family and friends. Once Covid 19 is over the laptops will be coming back to the Legion.

**MEMBERSHIP:** No report

**PUBLICITY:** Comrade Wills the website is up to date and by tomorrow I will update it again with the latest decisions we make at this meeting. I so move my report.

Seconded by Comrade

O'Brien

**CARRIED**

**SPORTS:** Comrade Ferguson reported that she received our Command sports for next year and District 2 is up for the Shuffleboard Mixed and Seniors as well as the 8 Ball Singles Pool. I will be forwarding our application for both. If we get Shuffleboard, I have already made arrangements to bring in 4 more shuffleboards to be brought in. I so move my report.

Seconded by Comrade

Deugau

**CARRIED**

**BUILDINGS AND GROUNDS:** Comrade R. Torrie reported thanks to Comrade Huziek and family, and volunteer members, the grounds have been cleaned, the shrubs and trees have been trimmed. The parking lot has been swept at a cost \$1040.00. I have gotten some asphalt to fill in the potholes near the front door. Within the building, I must thank the volunteers, led by the President as they have cleaned the whole building, kitchen was scoured from top to bottom including all equipment. Comrade O'Brien, Comrade Huziek and his grandchildren cleaned carpets and chairs. Geoff Biddscombe installed all the new door stops and handicap signs have been installed in parking lot. I so move my report.

Seconded by Comrade Rimmer

**CARRIED**

**HISTORIAN:** Comrade Deugau we are still on hold with any future displays, I am contact Steve Kuervers as to what is going in the cases. I so move my report.

Seconded by Comrade Kuervers

**CARRIED**

**SICK AND VISITING:** Comrade Hunter, since the lock down there has been very little activity. No report

**ENTERTAINMENT & SPECIAL EVENTS:** Comrade Huziek we are currently working with all artists and agents to review future possibilities. I have tentatively re-scheduled Garth Brooks to July 26, with the same show that we had on the April 26 poster (SUBJECT TO AHS RULES THAT MAY PREVAIL AT THAT TIME). Alan Jackson Tribute has tentatively been re-scheduled to Aug 16.

At this time, we will consider "Requested Refunds" but the owner must surrender the tickets that have been purchased to get the refund. All refunds must be done in person and must be done between the hours of 11 am and 5pm, Monday through Saturday. We will contact all ticket purchasers who have not requested refunds and advise them of the new tentative date. We will advertise on our website and regular posters at our usual facilities the re-scheduled show date. Thursday night Jamborees and Friday and Saturday Canteen Dances are suspended until further notice, also subject to AHS rules.

Shows that are still scheduled pending further guideline provided by AHS:

1. July 26 Garth Brooks, Decision date - June 1.
2. Aug 16 Alan Jackson, Decision date June 15
3. Sept 13, Elvis Presley and Roy Orbison. Decision date July 15.
4. Oct 5, Everly Bros Experience Decision Date Aug 15.
5. Oct 18, Twilight Time, a tribute to the Platters and Doo Wop Decision Date Aug 15
6. Nov 11, Remembrance Day, activities- Decision date – Nov 5
7. CCR Tribute Feb 14, 2021, Decision date- Dec 15
8. Eagles Tribute, March 21, Decision date- JAN 15.
9. Negotiations currently underway for:
  - a) Big Band Tribute Dinner and Dance
  - b) Johnny Cash
  - c) George Strait
  - d) July 1, it is our intent to theme Canada Day celebrations as a “Corona Victory Party”. We are in the planning stages.
  - e) 0900-1100 Pancake Breakfast -\$2
  - f) 11:00-1700 Steak Dinner with trimmings - \$6. We will purchase a reasonable amount of Steaks to accommodate. We will sell advance Steak Tickets for those who wish to secure their dinner. In addition, tickets will be available that day while supplies last.
  - g) The above prices will only be available to our members and their guest. We will make a limited effort to attract outside guests and children at this time.
  - h) THE MEMORIES BAND is tentatively booked to play from 1300 to 1700.
  - i) Last call for Alcohol at 1800 and no food served after 1800.
  - j) Facilities will close at 1900. All plans subject to AHS Rules.

I so move my report

Seconded by Comrade Forner

**CARRIED**

**POPPY:** Comrade O’Brien reported that we have a separate phone line being set up for the Poppy and Wreath Offices. I so move my report

Seconded by Comrade Ferguson

**CARRIED**

**POPPY TRUSTEE REPORT:** Comrade Wills – No Report

**RESOLUTIONS & BYLAWS:** No report

**HONOURS & AWARDS:** No Report

**CORRESPONDENCE:** No Report

**CADET LIAISON OFFICER:** Comrade Baxter has stepped down and Comrade Criss has stepped forward to be Cadet Liaison

**SERVICE OFFICER'S REPORT:** Comrade Earles I have completed two requests for assistance from the Poppy Fund, three referrals to Command for assistance and two requests for information

I so move my report.

Seconded by Comrade Torrie

**CARRIED**

**Motion:** Section 401 – Support to Veteran and Family \$300.00 in grocery cards.

Seconded by: Comrade Torrie

For client 175-19-040 – **Approved**

**Motion:** Section 401 - Support to Veteran and Family \$200.00 in grocery cards.

Seconded by: Comrade Kuervers

For client 175-19-041 - **Approved**

**SGT-AT-ARMS:** No Report

**MANAGER'S REPORT:** We have lost approximately \$6000 in deposits, not including the Garth Brookes show, approximately \$51,000 in sales and we may lose about \$700 in Beer, because expiration date is May and June. I don't know what we lost in food Comrade Wills is looking after that. We may have a problem with the bar as it has always been self-serve so we need to block it off somehow so that people don't come up to the bar. All staff are willing to come back to work. Comrade Torrie moved the Manager's report

Seconded by Comrade Criss

**CARRIED**

**Discussion:** We will block off the front of the bar and a waitress will be going to tables for orders. We are arranging outside tables and chairs so that members can sit outside with food a volunteer will take the orders and bring out their food.

**BUSINESS MANAGERS REPORT:**

1. The Kingsway Legion has been approached for office space rental by the Sierra Leone Community Association. They lost their current accommodations due to Covid. The Legion has made an offer to them. We are expecting to hear their decision by May 29. If successful, this deal is worth \$2100 to \$4200 for 12 months with a potential additional \$8000 in upcoming larger events and Canteen purchases by their membership. We spent a fair amount of time crafting the proposal to make it fair for all.
2. Volunteer Appreciation Voucher program has been updated to one for 20 hours but the program is being suspended until further notice due to Financial Hardship.
3. Currently in discussion with Alberta Sign Rentals. They sent us a bill for April and May but did not respond to any phone calls or e-mails. They have been asked to rescind the bill for April and May.

## OPERATIONAL PLANNING FOR RE-OPENING

### Recommendations:

1. Review our current Rental Contracts to reflect that the Legion “Not Liable” for anyone contracting the disease. Contracts should also include that the Client identify by name of the person that will maintain “Social Distancing” or other AHS requirement for the event and the sole responsibility rests with the Client.
2. When the “Re-opening” of business is approved, we should ensure that Front Desk staff is immediately available before our “Go” date to secure calls for Celebrations of Life and Weddings. We should accept multiple bookings for the same date at different times. We will work with volunteers to ensure the transitions between events.
3. We should consider renting all 3 rooms for Sundays and Mondays, even if we need to go to 2 bookings per date.
4. We should determine the Farmers Market needs on the Sundays going forward and let Jana know. I so move my report.

Seconded by Comrade Forner

**CARRIED**

### **PRESIDENT’S REPORT:** Comrade Wills

**Motion:** that Comrade Wills apply for the Canada Emergency Business Account (CEBA).

Seconded by Comrade Kuervers

**CARRIED**

**Motion:** that Comrade Wills apply for the Canada Wage Subsidy when we open

Seconded by Comrade Forner

**CARRIED**

Insurance Coverage for Business Interruption – we applied for and were denied coverage for business interruption. I so move my report.

Seconded by Comrade Ferguson

**CARRIED**

**OLD BUSINESS:** Comrade Wills stated, I recently got an email from Command advising us that the MLA Representative for Leduc/Belmont is planning to table the municipal taxation exemption for Legions.

Tax Status with City of Edmonton, Comrade Kuervers stated he is still looking at whether we adjust our business licences to allow us to do on demand liquor licences which would reduce our tax amount, similar to how the Shaw Conference Centre is doing. They only pay taxes on the day they have liquor licence in a room. If we pull the licencing from our rooms here, and we do it by event, we will only pay taxes on the days we run events and we could tie our costs to that event.

This is on hold until the City returning to some sort of semblance and normal operation.

Legion IT Support Non-Profit Status – on going

**NEW BUSINESS:** None

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

Operation of Legion during the Covid-19, Comrade Wills would like to open our doors on June 1<sup>st</sup>, the staff is willing to come back, and the room is set up for spacing. We are receiving a lot of calls in regard to when we are opening. We are applying for the wage subsidy, so I am proposing we give it a try and see how it fairs out. I will post on the website as well for all restrictions.

The consensus was confirmed to open.

We will open June 1<sup>st</sup>, operating Monday – Saturday, 11 am to 7 pm. Closed Sundays Outside patio tables will work as take out service. A volunteer will be needed to take orders and serve as well as clean tables. Two volunteers per shift will be needed to help with service for the first little while.

Farmer’s Market is opening on June 7<sup>th</sup>.

Mortgage – is due July, we owe three months, we are deferring the three payments to the July mortgage.

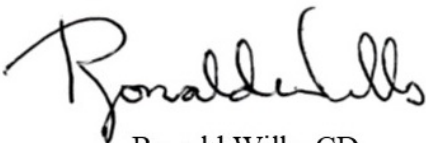
**Motion:** that we apply for a grant from Alberta Command to offset our utility expenses.  
Seconded by Comrade Criss

**CARRIED**

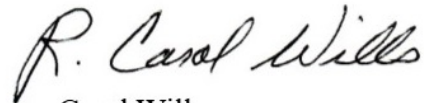
**Motion:** To adjourn was made by Comrade Forner

The President closed the meeting by ritual.

The meeting adjourned at 3:30 P.M.



Ronald Wills, CD  
President  
Kingsway Legion Br. # 175



Carol Wills  
Executive Secretary  
Kingsway Legion Br. # 175