

Royal Canadian Legion
Three Sisters Branch No. 3
Executive Meeting – October 13th, 2026

Attendance

6 of 8 Directors present.

Name	Position	Attending	Absent
Chris Wyman	President	☒	☐
Linda Cooper	1 st Vice President	☒	☐
Christopher Kean	Secretary	☒	☐
Anne Kean	Treasurer	☒	☐
Sally Garen	Exec. Member – Marketing	☒	☐
Karen Anglis	Exec. Member - Volunteers	☒	☐
Derek Hanson	Exec. Member	☐	☒
Andrew Alderson	Sergeant of Arms	☒	☐
Michael Kearns	Service Officer	☒	☐
		☐	☐
		☐	☐

Guests

Name	Organization / Guest Of	Attending
		☐
		☐
		☐
		☐

1. Welcome / Call to Order

The meeting was called to order at 18:00 hrs. Quorum was achieved with 6 of 8 Directors present.

2. Approval of Agenda

- **Additions:**
- Veterans Dinner
- **Motion – 26.10.01:** Moved by Sally Garen seconded by Linda Cooper, that the agenda be adopted with the addition of the Veterans Dinner - **CARRIED**

3. Approve Minutes from Previous Meeting

- No Meeting Minutes Available – September 8th, 2026

4. Review of Actions Log (Refer to Attachment for Updates)

5. Membership (C. Kean)

- No Updates to Members or Transferred / Re-Instated Members.

6. Treasurer's Report – Anne Kean

- Financial Documents Attached (August Income Statements by Class and Months, and the August Balance Sheet)
- Updating Processes for Cheque Signing (Invoice to be Attached prior to Signature) and Payroll
- In August our net income was \$ 70,945, including the \$ 60,865 in Casino income
- Bank Balances as of October 9th is as follows:
 - Poppy Fund \$ 75,201.82
 - Other Accounts \$ 151,864
- Sales of Equipment of \$ 10,000 at the Highland Games in September, will be split between General Account and Reserve Fund (50 / 50)
- Additional Donations of \$ 1,000 Cheque, \$ 800 Band, and \$ 1,200 Miners to be added to the Reserve Fund
- Confirmed with AGLC that our reporting is current

7. Correspondence

- None

8. Standing Committees

A. Entertainment / 100th Anniversary / History - C. Wyman / D-L. McArthur / S. Garen

- Refer to Attachment No. 4 – History and Marketing Update

B. House (Main Building) – D. Webster

- No Updates

C. Membership – C. Kean

- No Updates

D. Sports – D. Hanson

- No Updates

E. Poppy – L. Cooper

- Confirmed M. Kearns for the Field of Honour
- School and Veterans Dinner – Colour Party has been confirmed
- Remembrance Day – Looking for an MC for the event

F. Marketing / Website – S. Garen

- Refer to Attachment No. 4 – History and Marketing Update

G. By- Laws – C. Kean

- By-Laws approved at General Meeting on August 17th, 2026, and have been Approved by Command on August 25th, 2026.

H. Redevelopment – C. Wyman / R. Edwards

- Initial meetings are now starting

I. Food Service – C. Wyman / K-A. Best

- No Updates

9. New Business

1) **Snow Contract** – C. Wyman

- **Sidewalk and Steps** - Approached 4 Companies for the cleaning of just the Sidewalks and Steps, Terrakata Enterprises was the only company that replied and offered several options of clearing. The chosen option was one with a 2 cm Accumulation (Min.), No planned scraping, but Ice Melt would be added as needed. Cost for doing this on a Bi-Monthly basis was \$ 520, with an additional cost of ~ \$ 26.00 / Month for the Ice Melt.
- **Motion – 26.10.02:** Moved by Karen Anglis seconded by Sally Garen that we proceed with awarding the Sidewalks and Steps contract to Terrakata Enterprises

at a cost of \$ 520 Bi-Monthly with an added \$ 26.00 / Month for Ice Melt –
CARRIED

- **Parking Lot** - Clear Vu was once again contacted for clearing the Parking Lot (we have used them for the last 4 years). They agreed to hold the price of \$ 230 / Per Snowfall > 5 cm of accumulation, along with \$ 75 / time for sanding. This contract was reviewed and approved via email on October 14th, 2026.

2) **Mad Dog (Update)** – C. Wyman

- Contract is completed as of October 15th

3) **Peak Eats Contract** – C. Wyman

- Discussed and agreed that the following items would be included in the Contract
 - ❖ Any Security Alarm Incidents would be to their account
 - ❖ No EV Car Charging is permitted
 - ❖ Responsible to remove all excess material currently in Hallways
 - ❖ Contract Term 1 year, with renewal in nine (9) months
 - ❖ Contract Amount (\$1,800 + GST) – same as last year

4) **Games Room Games** – C. Wyman

- Discussed adding some additional games (Golf, Basketball, Etc.) into the Room, and it was decided to just try one – Golf and see how that goes
- Profits from Game would be split 50 / 50 with the Legion

5) **Cabinet Location / Additional Cases** – S. Garen

- Need to develop a location plan for our Cabinets and Display Cases (Early Nov.)
- Front Entranceway Cases – needs to be removed (unsafe) and area cleaned up
- For the History Display – will be in place for 6 months, intended location in Main Bar Area (SW Corner), as a result it was agreed to reduce the # of Christmas Tables for the Bazaar by 5
- As the Front Entranceway Case is not useable, it was agreed to purchase one additional case for the Mannequin Display – Cost \$ 735 + GST
- **Motion – 26.10.03:** Moved by Linda Cooper, seconded by Sally Garen that we proceed with the purchase of one (1) Mannequin Display Case at a cost of \$ 735 + GST – **CARRIED**

6) **Hockey Room** – C. Wyman

- It was agreed to get Contractor quotes to refurbish the room so that it could be used for a Meeting Space – **Action Item**

7) **Meeting Room – Rental Pricing** – C. Wyman

- To be posted on the Website

8) **ATB Funding Status** – S. Garren

- ATB would like to do a photo shoot when presenting the Cheque (\$2,500) to the Legion
- **Action Item** – Karen Anglis will approach Darcy-Lynn to help make the arrangements for this

9) **Staffing Update** – C. Wyman

- Looking to recruit additional Bartenders for Legion, starting Salary \$ 17.00 / hr

10) **October General Meeting** – S. Garen

- Confirmed the date and time to be October 19th, at 7:00 pm

11) **November 11th Food** – L. Cooper

- Confirmed that there will be food – Kristi and C. Wyman will be working the details

12) **November 21st (5:00 pm to 7:00 pm) Celebration Event** – L. Cooper

- Linda agreed to lead this event, which is intended to be a 100th Anniversary Celebration, with a general invite to all Legion members, with emphasis on new members
- Plan is just to serve Appetizers, and just utilize the Jukebox for music
- **Action Item** – Request for interested Volunteers at the October 19th General Meeting

13) **December 13th – Children's X-Mas Party** – S. Garen / L. Cooper

- Plan to have a Santa present (B. Volek)
- Colouring Books and Candy Canes for the Children, along with Face Painting
- **Action Item** – Request for interested Volunteers at the October 19th General Meeting

14) **Veteran's Dinner** – A. Alderson

- Plans are moving well for the dinner which will be hosted at the Malcolm Hotel
- Confirmed that we would fund a ¼ Page add in the Rocky Mountain Outlook for October 22nd

10. Next Meeting & Adjournment

- Next Executive Meeting: Proposed - Tuesday, November 10th at 16:30 hrs.
- Meeting adjourned at 20:15 hrs.