

# Royal Canadian Legion – Three Sisters Branch No. 3 - General Meeting

*Meeting Minutes – 05.25.26*

## Opening

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- Meeting opened with a land acknowledgement recognizing the traditional territories of the Treaty Seven region and the Metis District Four.
- A moment of silence was observed for fallen comrades and members who have passed since the last meeting.
- A community academy representative was welcomed and thanked for attending.

## Agenda & Minutes

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- Agenda approved as presented.
- Minutes of the previous general and executive meetings were approved.

## Membership

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- No new members, transfers, or reinstatements this cycle.
- Membership list clean-up is nearly complete: new email addresses and phone numbers have been added, and follow-up is underway to collect emails from members who do not yet have one on file.

## Financials

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- Financial report was not available for this meeting.
- The branch has been let down by its bookkeeper; two prospective replacements have expressed interest, and the branch will proceed with hiring.
- Bank balance has been slowly increasing; a payroll run is due shortly.
- A member questioned an \$11,000 donation figure shown on the March profit & loss statement; it was clarified this represented multiple smaller donations received, not a single \$11,000 gift — the branch caps single donations it accepts/grants around \$10,000 without additional approval, and had not applied to Command/District for a donation of that size.
- Gaming/casino revenue was also discussed: the branch retains 60% of ticket/gaming income through its casino partner (referred to as “Indigo”), with the remainder going to the operator.
- Reduced restaurant/kitchen hours were implemented because food service was losing money (roughly \$50/day in food sales); bar operations remain the branch's consistent revenue source.
- Feedback on the (paused) dining service was mixed: pricing was seen as very competitive, but food quality was inconsistent.
- Discussion on drink pricing: the branch pours 20 oz pints but charges the same as venues in town that pour 16–18 oz, suggesting room to raise prices without losing competitiveness.

## Motion — Drink Pricing

**Motion 26-05-02:** *To move to a 20 oz pour standard and increase the price by a minimum of \$1.00–\$2.00. Carried.*

- A member discount for non-happy-hour pricing (e.g., Friday evenings) was also proposed as a way to reward active members and drive traffic.

## Operating Hours

- Proposed hours: Tuesday–Wednesday 4–8 pm, Thursday–Friday 4–10 pm, Saturday 2–10 pm, Sunday 2–8 pm, pending confirmation of adequate staffing with Gary.
- Rollout would not begin until after that weekend's casino event, since some staff are committed to working the casino.
- Branch will be open on Canada Day (Wednesday).

## Fundraising — Chase the Ace

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- The Chase the Ace fundraiser was raised, with Karen offering guidance on running it; volunteers are being sought to help operate it.
- A possible additional Wednesday opening was discussed in connection with this fundraiser, alongside the broader hours schedule.

## Events & Bookings

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- July is shaping up to be a strong events month: a 75-person meet-and-greet wedding, a 50–60 person event, and a 90th birthday party are booked.
- Focus is now shifting to booking June, August, and September (historically a popular wedding month).
- The main hall is rated for 126 people.
- A room-rental pricing structure has been developed and will be posted to the branch website.
- Opportunity identified to better advertise room rentals and event space given high local demand for wedding/event venues; the branch recently gained a social media volunteer to help with this.
- Canada Day entertainment is still being finalized: a performer named Larry has been discussed (pending contact/phone number), alongside other local acts; reported pricing details were inconsistent in discussion.

## Correspondence

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- The Skyhawks (national military skydiving team) are expected to jump into Canmore, tentatively July 6; coordination with the Town is ongoing regarding use of the field.
- Cadet inspection is scheduled for June 13; an ordinary (military) member is still needed to conduct it — members were asked to help identify a volunteer.

## Volunteer / Vacant Positions

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- Multiple executive and volunteer positions remain vacant, including house person, staff support roles, and a liaison position.
- Members interested in volunteering were asked to email the branch office.

## Bylaws

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- The branch's submitted bylaws were not approved by Command and were returned for corrections; the branch's last approved bylaws date to 2022 (bylaws are required to be reviewed every three years).
- Until updated bylaws are approved, the branch is governed by Command's (Dominion's) default bylaws.
- A dedicated special meeting focused solely on bylaws was proposed, using a generic Command template as the starting point, with branch-specific items added as house rules.

**Motion 26-05-03:** To hold a special bylaws-only meeting, proposed for June 22; members recommended forming a summer working committee so a finalized draft is ready for approval in September.

## Annual General Meeting (AGM)

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**Motion 26-05-01:** To hold the Annual General Meeting on Monday, June 29 at 7:00 pm. Carried.

## Veterans Dinner & Poppy Fund Motions

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- Discussion on hosting a Veterans Dinner, tentatively November 8, 2026.
- Both motions below were presented by the President on behalf of members who could not attend the meeting.

**Motion 26-05-04:** To use the branch's Poppy Fund reserve to make a donation to the Canmore Air Cadets.

*Note:* Audio quality for this motion was poor; the amount was heard as approximately \$780, but this should be confirmed against the branch's official minutes/records before being relied upon.

**Motion 26-05-05:** To approve posting/holding a Veterans Dinner event, per Command's benefit-standard process (a motion to post the event, not to pre-approve a specific dollar amount; expenses are reimbursed after the event, up to \$35 per veteran/spouse/caregiver).

**Motion 26-05-06:** To allocate up to \$3,500 from the Poppy Fund reserve toward the 2026 Veterans Dinner grant.

- Feedback: some members felt the traditional roast beef dinner format is uninspired and suggested a more engaging format (e.g., a guest chef) to better attract attendance without necessarily increasing cost significantly.
- Discussion clarified the dinner's purpose is to serve and connect with the broader veteran community (including veterans from outside the branch and non-Legion members), not solely to fundraise or promote the Legion.
- A lower-cost, informal alternative (“Coffee Buddy” — coffee and donuts with veterans) was suggested as an expensable, easy way to build connections between dinners.

## Legion Redevelopment / Community Partners

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- The branch has been approached by potential partners (referred to generically as “community partners” to avoid naming a specific party) offering to prepare a pro-bono development feasibility study for the Legion's land, valued at approximately \$30,000.
- The proposed scope would model potential revenue scenarios permitted under Town zoning, potentially including market and non-market/veteran and senior housing, plus commercial, office, and club space for the Legion.
- Partners have stated they want no involvement in construction, redevelopment, or internal operations, and want any proceeds from development to remain with and benefit the Legion.
- Several members raised concerns about transparency, given a similar redevelopment proposal was rejected by the membership roughly a decade ago, partly due to lack of early communication; members emphasized informing the general membership early and regularly this time.
- Legal/structural questions were raised about what would happen to the branch's non-profit assets/proceeds in the event of a future sale or redevelopment; it was noted the branch (not Command) owns the building and land, and any sale would require Command's permission, with proceeds directed per non-profit rules.

## Motion — Community Partner Discussions

**Motion 26-05-07:** That the meeting authorizes the committee to conduct consultative discussions on a pro bono basis with community partners regarding a redevelopment feasibility study, and to report back to the general membership on a regular basis, with no binding decisions to be made without further membership consultation. Carried by show of hands.

## Action Items

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| #  | Action Item                                                                                                                               | Owner                           | Notes                                                                                                         |
|----|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------------------------------------------------------------------------------------|
| 1  | Continue email follow-up to collect email addresses from members who do not yet have one on file.                                         | Sally / Membership              | Part of membership list clean-up project.                                                                     |
| 2  | Proceed with sourcing and hiring a replacement bookkeeper from the two interested candidates.                                             | Executive / Carrie Anne         | Current bookkeeper has not been delivering financials.                                                        |
| 3  | Confirm staffing availability (including casino commitments) and finalize extended/seasonal operating hours.                              | Chris / Gary                    | Proposed Tue–Sun schedule; rollout to start after the branch's casino weekend.                                |
| 4  | Implement 20 oz pour standard and apply minimum \$1–\$2 price increase.                                                                   | Bar Management                  | Per motion carried at this meeting.                                                                           |
| 5  | Evaluate and implement a member discount for non-happy-hour visits.                                                                       | Bar Management                  | Proposed as a way to reward active members.                                                                   |
| 6  | Finalize and post room-rental pricing on the branch website.                                                                              | Chris / Sally (web support)     | Room is rated for 126 people; aimed at increasing event bookings, especially wedding season (June–Oct).       |
| 7  | Identify a web-design volunteer to improve the branch website and event marketing.                                                        | Open — volunteer needed         | Current update capability is limited.                                                                         |
| 8  | Follow up with Larry directly (once a phone number is obtained) to confirm Canada Day entertainment.                                      | Chris                           | Comparing cost against other local acts; pricing details discussed were inconsistent.                         |
| 9  | Finalize Town coordination for the Skyhawks jump event (tentatively July 6).                                                              | Pierre / President              | Includes field-use permissions.                                                                               |
| 10 | Identify an ordinary (military) member to conduct the cadet inspection on June 13.                                                        | Membership / Executive          |                                                                                                               |
| 11 | Recruit volunteers for vacant positions (house person, staff support, liaison, marketing/wedding coordination, Chase the Ace).            | General Membership              | Interested members to email the branch office.                                                                |
| 12 | Hold a dedicated special meeting to review and finalize branch bylaws.                                                                    | Executive / Bylaws Committee    | Proposed date: June 22; work through summer toward September finalization.                                    |
| 13 | Form a bylaws working committee.                                                                                                          | Executive                       | To prepare a finalized draft ahead of the special bylaws meeting.                                             |
| 14 | Hold Annual General Meeting.                                                                                                              | Executive                       | Confirmed for Monday, June 29 at 7:00 pm.                                                                     |
| 15 | Plan and organize the Veterans Dinner, including exploring an improved format/menu.                                                       | Organizing Committee (TBD)      | Tentatively November 8, 2026; up to \$3,500 allocated from Poppy Fund reserve.                                |
| 16 | Confirm and process the Poppy Fund donation to the Canmore Air Cadets.                                                                    | Executive / Treasurer           | Presented as an absentee motion; exact amount unclear from recording (~\$780) — confirm from minutes/records. |
| 17 | Proceed with pro bono consultative discussions with community redevelopment partners and report back to the general membership regularly. | President / Executive Committee | Per motion carried; no binding decisions without further membership approval.                                 |

