



The Royal Canadian Legion  
Branch 632 (Orleans)  
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## EXECUTIVE MEETING

10 May 2022

**Present:** Comrades Ken Green, Dianne Higgins, Len MacPherson, Sherri McInnis, Wyn Fournier, Kim Levesque, Jim Grant, Jeanine Mader, Blaine Kiley, Wayne Edwards, Lucie Goderre, Bob Elrick, Marty Keates, Rae Green, Tim Parsons, Joyce Bisson, Mike Adams, Frank Stacey (Past Zone Comd), Richard Guitar (Incoming Poppy Chair), Nancy Fisher (Incoming Treasurer) and Lucie Lafontaine (Incoming Secretary).

**Excused:** Comrades Rita Pitre, Melanie Delorme, Valerie Cyr, Marta Nuijten, Joe McNulty, Andre Fournier, Peter Walsh, Doc Hopper and Daunette Tucker.

**Absent:** Comrades Bill Reggler, Robert Patchett and Bernard Laberge.

### **1. OPENING CEREMONIES AS PER LEGION RITUAL**

#### **Chairman:**

- a. The meeting will come to order
- b. **Comrades, please stand**
- c. Before we proceed to the consideration of the business that has brought us together, let us pause to think reverently of those of our comrades who by sea, by land and in the air, laid down their lives for their Sovereign and their country. Their sacrifice will ever inspire us to labour on, to the end that those who survive and need our aid may be assured of our assistance, and that the country in which we live, and for which they died may ever be worthy of the sacrifice they made.
- d. During The Silence, we will remember our fallen comrades and those who have passed on since we last gathered together. (The names of the persons are to be spoken)
- e. **The Silence (Moment of Silence)**
- f. **The Act of Remembrance**

#### **Chairman:**

They shall grow not old, as we that are left grow old;  
Age shall not weary them, nor do the years condemn.  
At the going down of the sun and in the morning  
We will remember them.

**Members:** We will remember them.

**Chairman:** Please be seated, I now declare the meeting open.

Comrade Ken Green called the meeting to order at 6:53 PM.

## **2. ROLL CALL**

Comrade Sherri McInnis called the roll. 17 of 29 Branch Officers and elected Standing Committee Members were present.

This **DID** constitute a quorum.

## **3. DEVIATION**

Comrade Peter resigned his position 3 May 2022, and this was accepted by Comrade Dianne Higgins so he will no longer be in the position of 2<sup>nd</sup> Vice President for the upcoming year. That means that Comrade Jeanine Mader will move up to 2<sup>nd</sup> Vice President and the Comrade Joyce Bisson has agreed to step into the position of 3<sup>rd</sup> Vice President.

Motion:

It was moved by Comrade Jeanine Mader and seconded by Comrade Dianne Higgins that Comrade Joyce Bisson be appointed as 3<sup>rd</sup> Vice President by the President. This motion passed.

Installations for the following positions were completed by Comrade Frank Stacey/Past Zone Commander:  
1<sup>ST</sup> Vice President – Comrade Wyn Fournier  
3<sup>rd</sup> Vice President – Comrade Joyce Bisson  
Secretary – Comrade Lucie LaFontaine.

## **4. MINUTES OF THE PREVIOUS EXECUTIVE MEETING - Comrade Sherri McInnis**

The minutes of the March 2022 meeting were sent out to the executive before final signatures and all applicable changes were approved.

*Moved by Comrade Sherri McInnis and seconded by Comrade Wayne Edwards that the minutes from the March 2022 meeting be accepted as presented.*

**CARRIED**

## **5. BUSINESS ARISING FROM THE PREVIOUS MEETINGS**

There was no business arising from the last Executive meeting.

## **6. CORRESPONDENCE– Comrade Sherri McInnis**

This will be my last meeting as your secretary, and I have enjoyed my time working with all the different members of the many executives I have served with. I would like to welcome our new secretary Lucie Lafontaine and I know she will get great pleasure out of working with all of you. I will still be taking care of the weekly broadcasts, so I won't be totally gone.

All items received have been forwarded to Senior Executive and updates sent to members via a branch email broadcast. All items have been stored on the off-site thumb drive.

## **7. PRESIDENT'S REPORT – Comrade Ken Green**

Comrade Ken Green thanked everyone for all their assistance and help during his time as President.

## **8. TREASURER/FINANCIAL OFFICER REPORTS – Comrade Rita Pitre (Presented by Comrade Nancy Fisher)**

This is the last meeting I will attend as the Treasurer so; I would like to thank all the Comrades I worked with, mainly Nicky, Mike, and Melanie with whom I had regular contact.

I also thank the Senior Executive under which I served. A special thank you goes to Joe McNulty who was so good at getting people involved for donations, grants and getting money for our coffers throughout the Covid-19 years. Marty, you were an essential person in getting through all those applications for grants and the bottle drive. Thank you to everyone who donated money or got involved as volunteer.

We managed to stay afloat during Covid and pay down our commercial loan which now stand at \$140,000. You made my life a lot easier as Treasurer. Thank you!

This is the results for the month of April 2022. Due to Covid-19 we have little continuity or comparison in our Financial Statements.

We have a net income of \$6,900 with a year-to-date loss of (\$27,200). There is no longer any money coming in from the bottle drive and practically no donations. The bar operation provided us with a Gross Profit of \$12,100 and our Operating Expenses totaled \$17,400. We received \$10,000 from the Small Business Relief from the province, and it is the only reason we have a small profit.

Our cashflow is what makes this Legion a going concern, so it is a major factor and requires immediate attention.

Before signing off, I wish the new Treasurer, Nancy Fisher all the very best and assure her of my full cooperation in transferring duties.

Financial Statements attached at the end of these minutes.

*Moved by Comrade Sherri McInnis and seconded by Comrade Wayne Edwards that the financial statement be accepted as presented subject to audit.*

**CARRIED**

## **9. CHAIRPERSON REPORTS UNDER THE PRESIDENT - Comrade Ken Green**

### **a. BRANCH ADMINISTRATOR – Comrade Melanie Delorme (Presented by Comrade Ken Green)**

Hall rentals are doing really well. We have been booked almost every weekend. As well, we have a couple of groups that will be renting the space a couple times through the year. We have the Ministry of Transportation renting the facility twice a month for the next few months. Elections Canada will be using the lower hall again for the upcoming elections. As well we have a Golf show being held here this month and another show again in August.

**b. SERGEANT-at-ARMS – Comrade Andre Fournier**

No report.

**c. REMEMBRANCE ACTIVITIES – Comrade Dianne Higgins**

Comrade Dianne Higgins has already started working on the upcoming Remembrance Day and will be looking for volunteers.

**d. SERVICE OFFICER – Comrade Doc Hopper and Robert Patchett (Presented by Comrade Ken Green)**

The major activity during this period was the visit of the Provincial Service Officer to conduct interviews on 12 April. 13 interviews of members were completed.

The easing of some COVID restrictions has resulted in a small increase in activity.

Four claims have been initiated through Ontario Command Service Officer: one MH, two musculoskeletal and one Hearing loss.

There have been no new draws on Poppy or Benevolent funds from Service Officers during this period.

There are none awaiting action by the Branch. Any new claims will be passed to Robert Patchett for action.

D.R. Hopper,  
613-837-0806

**e. MEMORIAL WALK – Comrade Peter Walsh**

No report.

**f. LADIES AUXILIARY – Comrade Valerie Cyr (Presented by Comrade Ken Green)**

The Ladies Auxiliary has resumed our regular scheduled meetings after the long hiatus endured by all. We are looking forward to planning our usual fund-raising events and lending our support to The Branch and serving our Veterans. Four of our members attended the G-6 Zone Meeting held at Kanata Branch this past weekend. This was the first time for our LA to gather with the other Auxiliaries in our new Zone. It was an interesting meeting enjoyed by all. Also, recently, Comrades Lise Mack and Jeanine Mader were on duty running the coat room for the RCAF Mess Dinner. Always a pleasure to help The Knights of the Round Table! Normally, we would be holding our election of Executive Officers in May, but it was decided to do so in June in order to give members more time in considering nominations. We are looking forward in planning a new season of exciting events and returning to what we do best serving our Branch and supporting with our fund-raising projects.

Yours in Comradeship, Valerie Cyr/President Ladies Auxiliary Br. 632

**g. HONOURS AND AWARDS – Comrade Marty Keates**

One Life Membership and three Meritorious Service Medals have been awarded since the last Honours and Awards in 2019. Posters will be out shortly for the Legionnaire of the year for 2019-2020, 2020-2021 and 2021-2022. We are a bit behind because of all the lockdowns and reduced capacities.

**h. LEADERSHIP DEVELOPMENT – Comrade Marty Keates**

I have prepared packages for the Senior Executive and will distribute them after tonight's meeting.

**i. WEBSITE – Comrade Marty Keates**

Just a reminder that items for posting should be 'ready to be posted' on the website and must include the date the item should come off the site.

*Moved by Comrade Ken Green and seconded by Comrade Jeanine Mader that the reports of the committees under the President be accepted as presented.*

**CARRIED**

**10. REPORTS UNDER THE PAST PRESIDENT – Comrade Joe McNulty (Presented by Comrade Ken Green)**

**FUTURE PLANNING AND ELECTIONS – Comrade Joe McNulty**

We had elections and I would like to thank all who served the last few years and wish great success to the new president and executive.

**11. CHAIRPERSON REPORTS UNDER THE 1<sup>ST</sup> VICE-PRES. – Comrade Dianne Higgins**

**a. BURSARY – Comrade Daunette Tucker (Presented by Comrade Sherri McInnis)**

We had 21 applications and \$17, 900 has been awarded. Letters will be sent to the recipients in the very near future.

**b. HOUSING – Comrade Mike Adams**

Hot Water Tank – The hot water tank has been replaced with a larger unit as the old tank was not capable of supplying enough hot water for both kitchens at the same time. The new tank will be at an additional cost of \$88/month.

Door Replacement – Contract has been signed for the replacement of the doors and the work should begin once the carpenters strike is over. Cost was approximately \$46,000 that is covered by grants money.

Automatic Door Openers – This will be the second phase of work to be completed.

Podiums – We now have two podiums: one for the downstairs and one for the upstairs.

Parking Lot Cleaning – I would like to thank Councillor Matt Luloff for getting the City of Ottawa to have our parking lots cleaned.

Toilets – Repairs have been done to some of our toilets.

Butt boxes - 3 new boxes installed at ground floor entrances.

**c. ASSET INVENTORY – Comrade Peter Walsh**

No report.

**d. HOSPITAL VISITING – Comrade Dianne Higgins**

No report.

**e. MEMBERSHIP & VOLUNTEER CO-ORD – Comrade Kim Levesque**

**Membership Report – May 2022**

**New Members (10):**

|                       |                           |
|-----------------------|---------------------------|
| Patricia Buckley (AS) | Cheryl MacIntosh (AS)     |
| Peter Ferrigan (OR)   | Shruti Sinha-Prachar (AS) |
| Donald Hunt (OR)      | Paul Sobering (OR)        |
| John McCallan (OR)    | Derek Tilson (AS)         |
| Therèse Landry (AS)   | Melissa Norton (AS)       |

**Transfers (3):**

|                          |                        |
|--------------------------|------------------------|
| Phillip Whitehead (OR)   | Katherine Winters (AS) |
| George Winters (Life/OR) |                        |

**Deceased Members since the previous meeting:**

|                        |                    |
|------------------------|--------------------|
| Frances Hammersly (OR) | John Makichuk (OR) |
|------------------------|--------------------|

**Volunteer Report:**

For those of you who had volunteers working with you (Remembrance Day, Poppy Campaign, bottle drive, events, etc.), please provide me with their names for the 2021/2022 Volunteer Appreciation Plaque.

**f. CONSTITUTION AND BY-LAWS, and TRAINING – Comrade Blaine Kiley**

The Platinum Jubilee Pin was approved for wear on the Legion Blazer along with the Support Our Troops Pin at the last DEC meeting.

The pins should be worn on the right lapel of the Legion Blazer, parallel to the Legion badge, beside each other with the Platinum Jubilee Pin on the inside and the Support Our Troop Pin on the outside.

FYI – Comrade Nancy Fisher has ordered 5 Jubilee Pins from the Monarchist League (store.monarchist.ca) for \$8.00 postage (5 is the maximum per order).

**g. CADET LIAISON – Comrade Rae Green**

No report.

*Moved by Comrade Dianne Higgins and seconded by Comrade Jeanine Mader that the reports under the 1<sup>ST</sup> Vice President be accepted as presented.*

**CARRIED**

**12. CHAIRPERSON REPORTS UNDER THE 2<sup>ND</sup> VICE-PRES – Comrade Len MacPherson**

Firstly, I would like to pass along my sincere thanks to those who have worked alongside of me throughout the past few tumultuous years. Your dedication to duty has given me a new meaning of ‘roll with the punches’ - COVID style.

Since being elected in 2019, I have been fortunate enough to have served as 3rd Vice and A/2nd Vice, however, with the turmoil we have experienced, I do not remember when one stopped and the other began so I will try to summarize my involvement.

## **The Webpage**

Marty Keates and I worked with the website designer to create the new website we have today. Being a new platform for Marty and me, there was a steep learning curve, however, we persevered and today you have a more well thought out website which I hope makes it easier for members and visitors alike to obtain the information they require.

## **Backup**

Served as a backup for Marty for the webpage and Joyce for the Facebook page. My rudimentary knowledge of both allowed me to assist from time to time. As having a backup is important, I would ask anyone who is interested to contact either Marty or Joyce.

## **Social Media Posting Police**

Maybe because of my background, President Ken Green asked if I would assume the responsibility for reviewing and approving non-routine posting on our website and Facebook page. In a nutshell, this entailed reviewing posts before they were published to ensure the Branch's best interests were taken into account.

## **Competitions**

During my tenure, I had the privilege in participating in a number of hiring competitions and assisting in writing the job descriptions.

## **Contracts**

Also, during my tenure, I have written countless contracts. I am not a lawyer, however, my experience in government and actually understanding what words like 'whereas', 'notwithstanding', 'heretofore' means, helped me greatly but also destroyed my ability to write something personal of heartfelt.

## **Closing**

When I first joined the Senior Executive Committee, I informed then President Joe McNulty and later President Ken Green that because I do not have a driver's licence and I am heavily involved with another association, I would not be a frequent visitor to the Branch. It was agreed that my involvement would be in the background and that is why I have not met many of you here tonight.

With that, my name is Len and I was your A/2nd VP.

Thank you.

### **a. POPPY CHAIR – Comrade Wyn Fournier**

The Volunteer list will be finalized and sent to the Membership Chair in the next few days.

Handover has started and should be finished before the end of the month.

Thank you to all who have supported me in the last 5 years as Poppy Chair. I hope you will continue the same level of support to Richard.

Reminder to use the new poppy chair email: [rcl632poppy@gmail.com](mailto:rcl632poppy@gmail.com)

### **b. POPPY TRUST FUND – Comrade Lucie Goderre**

Poppy Trust Fund – Treasurer Report – May 2022

|                                      |              |
|--------------------------------------|--------------|
| Bank Balance – October 1, 2021       | \$ 77,293.13 |
| Income from Campaign & Other Sources | \$103,836.95 |
| Donations to Various Organizations   | \$ 46,165.40 |
| Army & Air Cadets                    | \$ 8,000.00  |
| Campaign Expenses & Other Expenses   | \$ 22,938.76 |
| Bank Balance – As of May 9, 2022     | \$104,025.92 |

Lucie Goderre/Poppy Trust Fund Treasurer

**c. LEGION SENIORS – Comrade Robert (Bob) Elrick**

Assessing possibility of hosting a party for 80+ years Branch members. Seeking ideas for activities not duplicated by existing groups in the Branch.

**d. VETERANS AND AGING – Comrade Robert (Bob) Elrick**

Updating records of over-65 Veteran population in the Branch territory; feasibility of visit to the Branch of Perley & Rideau residents, plan is to use additional volunteers.

**e. BANNER – Comrade Marta Nuijten and Comrade Marty Keates**

A reminder to all the organizers that you should be documenting events and forwarding articles/photos including names of participants, if possible, for the Banner to Comrades Marta Nuijten or Marty Keates as soon as possible after each event to allow for formatting and editing time. Aiming for September 2022 to have the next banner published.

**f. PUBLIC RELATIONS – Comrade Joyce Bisson**

No report.

**g. NEVADA – Comrade James Grant**

21 Apr 2022

Royal Canadian Legion BR 632 – Orleans Nevada Fun

Ref: Nevada License Number M820423

This report will cover the period from 01Oct 2021 to 31Mar 2022

Due to Covid 19/closures and resulting poor sales, I have asked and have been granted a new extension on this license to March 2023.

Bank Balance as of 30 Sep 2021 **\$528.68**

Banking fees for this period **\$48.00**

Donation/Cheque Number 313 - Orleans/Cumberland Food Bank **\$300.00**

Total Sales for this period **\$2321.00**

Total Redeemed for this period **\$1392.00**

Total profit for this period **\$929.00**

Bank Balance as of 31 Mar 2022 **\$188.68**

Nevada Trust Fund as of 31 Mar 2022 **\$1,160.00**

Total Funds on hand as of 31 Mar 2022 **\$1,348.68**

*Moved by Comrade Len MacPherson and seconded by Comrade Mike Adams that the reports under the 2nd Vice-President be accepted as presented.*

**CARRIED**

**13. CHAIRPERSONS REPORTS UNDER THE 3<sup>rd</sup> VICE-PRESIDENT – Comrade Peter Walsh  
(Presented by Comrade Ken Green)**

**a. KITCHEN OPERATIONS – Comrade Peter Walsh**

No report.



**b. BAR OFFICER – Comrade Wayne Edwards**

A thank you goes out all who have helped in the past for their work doing the inventory.

**c. ENTERTAINMENT AND SPECIAL EVENTS – Comrade Tim Parsons**

A list of upcoming entertainment is posted on the wall at the branch. We need to seriously be looking to book for New Years eve as available entertainment is quickly being booked.

**d. SPORTS – Comrade Bernard Laberge**

No report.

**e. YOUTH EDUCATION – Comrade Jeanine Mader**

No report.

*Moved by Comrade Ken Green and seconded by Comrade Kim Levesque that the reports under the 3<sup>rd</sup> Vice President be accepted as presented.*

**CARRIED**

**15. GENERAL AND NEW BUSINESS AND MOTIONS**

Branch Horseshoe League is starting 17<sup>th</sup> May 2022.

**16. ADJOURNMENT:**

*Moved by Comrade Wayne Edwards and seconded by Comrade Rae Green that the meeting be adjourned.*

**CARRIED**

**17. CLOSING CEREMONY**

Chairman:

a. The meeting will stand at attention.

b. The business of this meeting being concluded let us, as we part, remember our duty to our Branch, our comrades, our country and our Sovereign. May we ever strive to promote unity and the spirit of comradeship, never forgetting the solemn obligations we have assumed as members of the Royal Canadian Legion and remembering them, may we ever pray.

Members:

c. Lord God of Hosts,  
Be with us yet,  
Lest we forget,  
Lest we forget.

Chairman:

d. I now declare this meeting closed.

**The meeting was adjourned with the closing ceremony at 7:44 PM.**

  
Sherri McInnis  
Branch Secretary

  
Ken Green  
Branch President

**Voting Elected Members:**

|    |   |    |
|----|---|----|
| 1  | President – <b>Ken Green</b>  | P  |
| 2  | 1st Vice/Remembrance Day Activities – <b>Dianne Higgins</b>         | P  |
| 3  | 2nd Vice/Hospital Visiting – <b>Len MacPherson</b>                  | P  |
| 4  | 3rd Vice/Housing/Asset Inventory/Memorial Walk – <b>Peter Walsh</b> | EX |
| 5  | Treasurer – <b>Rita Pitre</b>                                       | EX |
| 6  | Secretary – <b>Sherri McInnis</b>                                   | P  |
| 7  | Past President/Future Planning and Elections – <b>Joe McNulty</b>   | EX |
| 8  | Remembrance Activities/Poppy Chair – <b>Wyn Fournier</b>            | P  |
| 9  | Membership/Volunteer Coordinator – <b>Kim Levesque</b>              | P  |
| 10 | Nevada – <b>Jim Grant</b>   | P  |
| 11 | Youth Education – <b>Jeanine Mader</b>                              | P  |

**Members Appointed by the President**

|    |  |    |
|----|--|----|
| 1  | Branch Administrator – <b>Melanie Delorme</b>                          | EX |
| 2  | Sgt-at-arms – <b>Andre Fournier</b>                                    | EX |
| 3  | Branch Padre – <b>Bill Reggler</b>                                     | A  |
| 4  | Service Officer – <b>Doc Hopper</b>                                    | EX |
| 5  | Service Officer – <b>Robert Patchett</b>                               | A  |
| 6  | Constitution and By-Law – <b>Blaine Kiley</b>                          | P  |
| 7  | Sports – <b>Bernard Laberge</b>  | A  |
| 8  | Bar Officer – <b>Wayne Edwards</b>                                     | P  |
| 9  | Bursaries – <b>Daunette Tucker</b>                                     | EX |
| 10 | Banner – <b>Marta Nuijten</b>  | EX |
| 11 | Ladies Auxiliary – <b>Valerie Cyr</b>                                  | EX |
| 12 | Poppy Trust – <b>Lucie Goderre</b>                                     | P  |
| 13 | Legion Seniors/Veterans and Aging – <b>Robert (Bob) Elrick</b>         | P  |
| 14 | Leadership Development/Banner/Honours and Awards – <b>Marty Keates</b> | P  |
| 15 | Cadet Liaison – <b>Rae Green</b>                                       | P  |
| 16 | Entertainment – <b>Tim Parsons</b>                                     | P  |
| 17 | Public Relations – <b>Joyce Bisson</b>                                 | P  |
| 18 | Housing – <b>Mike Adams</b>  | P  |

| ROYAL CANADIAN LEGION ORLEANS          |                                |                  |                 |                  |                   |                  |                  |
|--|--------------------------------|------------------|-----------------|------------------|-------------------|------------------|------------------|
| Comparative Income Statement           |                                |                  |                 |                  |                   |                  |                  |
|  |                                | Apr 2022         | Apr 2021        | Variance         | YTD Apr 2022      | YTD Apr 2021     | Variance         |
| <b>OPERATING INCOME</b>                |                                |                  |                 |                  |                   |                  |                  |
| <b>BAR, HALL &amp; KITCHEN REVENUE</b> |                                |                  |                 |                  |                   |                  |                  |
|  | Beer/Liquor Sales              | 15,840.56        | 1,419.59        | 14,420.97        | 130,617.69        | 51,914.36        | 78,703.33        |
|  | Snack and Coffee Sales         | 1,457.60         | 92.58           | 1,365.02         | 13,676.04         | 3,897.65         | 9,778.39         |
|  | Kitchen Income                 | 1,175.00         | 35.00           | 1,140.00         | 4,390.00          | 930.00           | 3,460.00         |
|  | <b>Total</b>                   | <b>18,473.16</b> | <b>1,547.17</b> | <b>16,925.99</b> | <b>148,683.73</b> | <b>56,742.01</b> | <b>91,941.72</b> |
| <b>COST OF SALE</b>                    |                                |                  |                 |                  |                   |                  |                  |
|  | Beer/Liquor Purchases          | 5,346.36         | 1,131.09        | 4,215.27         | 51,742.88         | 20,863.02        | 30,879.86        |
|  | Snack and Coffee Purchases     | 198.83           | 64.00           | 134.83           | 4,866.51          | 1,705.31         | 3,161.20         |
|  | Bar & Kitchen Supplies         | 355.62           |                 | 355.62           | 2,812.19          | 580.01           | 2,232.18         |
|  | B & K Spoilage                 | 25.72            |                 | 25.72            | 959.26            | 986.55           | (27.29)          |
|  | Cash Variances                 |                  |                 |                  | (786.37)          | (181.66)         | (604.71)         |
|  | B & K Inventory Adjustments    |                  |                 |                  |                   | 1,475.16         | (1,475.16)       |
|  | B & K Equipment Maintenance    | 461.34           |                 | 461.34           | 3,151.06          | 1,328.00         | 1,823.06         |
|  | B & K Dishes, Glassware, Equip |                  |                 |                  | 994.46            | 1,191.86         | (197.40)         |
|  | <b>Total</b>                   | <b>6,387.87</b>  | <b>1,195.09</b> | <b>5,192.78</b>  | <b>63,739.99</b>  | <b>27,948.25</b> | <b>35,791.74</b> |
|  | <b>GROSS PROFIT</b>            | <b>12,085.29</b> | <b>352.08</b>   | <b>11,733.21</b> | <b>84,943.74</b>  | <b>28,793.76</b> | <b>56,149.98</b> |
|  | Hall Rentals                   |                  |                 |                  | 21,810.23         | 3,305.50         | 18,504.73        |
|  | Hall Setup                     | 210.00           |                 | 210.00           | 3,024.50          | 60.00            | 2,964.50         |
|  | Hall Rental - Net              | (210.00)         |                 | (210.00)         | 18,785.73         | 3,245.50         | 15,540.23        |
| <b>OTHER OPERATING INCOME</b>          |                                |                  |                 |                  |                   |                  |                  |
|  | Facilities Usage Fee Income    | 750.00           |                 | 750.00           | 5,338.00          |                  | 5,338.00         |
|  | Membership Dues                | 491.23           | 2,035.78        | (1,544.55)       | 26,718.94         | 25,467.47        | 1,251.47         |
|  | Branch Pool Tables             | 186.00           | 34.00           | 152.00           | 1,032.00          | 1,036.00         | (4.00)           |
|  | <b>Total</b>                   | <b>1,427.23</b>  | <b>2,069.78</b> | <b>(642.55)</b>  | <b>33,088.94</b>  | <b>26,503.47</b> | <b>6,585.47</b>  |
|  | <b>TOTAL OPERATING INCOME</b>  | <b>13,302.52</b> | <b>2,421.86</b> | <b>10,880.66</b> | <b>136,818.41</b> | <b>58,542.73</b> | <b>78,275.68</b> |
| <b>OPERATING EXPENSES</b>              |                                |                  |                 |                  |                   |                  |                  |
| <b>WAGES &amp; EMPLOYEE BENEFITS</b>   |                                |                  |                 |                  |                   |                  |                  |
|  | Wages                          | 7,587.03         | 3,230.85        | 4,356.18         | 81,248.75         | 47,801.89        | 33,446.86        |
|  | CEWS                           |                  | (3,292.33)      | 3,292.33         | (11,688.97)       | (30,287.12)      | 18,598.15        |
|  | Vacation Pay                   | 374.94           | 147.74          | 227.20           | 4,055.94          | 1,955.06         | 2,100.88         |
|  | EI Expense                     | 168.08           | 71.44           | 96.64            | 1,876.15          | 1,087.25         | 788.90           |
|  | CPP Expense                    | 311.83           | 31.58           | 280.25           | 2,380.40          | 1,686.27         | 694.13           |
|  | WSIB Expense                   | 36.45            | 15.84           | 20.61            | 525.66            | 240.92           | 284.74           |
|  | <b>Total</b>                   | <b>8,478.33</b>  | <b>205.12</b>   | <b>8,273.21</b>  | <b>78,397.93</b>  | <b>22,484.27</b> | <b>55,913.66</b> |
| <b>OFFICE &amp; ADMIN EXPENSES</b>     |                                |                  |                 |                  |                   |                  |                  |

|  |                                       |                   |                   |                 |                    |                    |                   |
|--|---------------------------------------|-------------------|-------------------|-----------------|--------------------|--------------------|-------------------|
|  | Printing, Postage, Supplies, etc.     | 29.25             | 79.99             | (50.74)         | 2,624.47           | 1,475.79           | 1,148.68          |
|  | Licences: Food, Alcohol, City, etc.   |                   |                   |                 | 2,550.97           | 1,573.95           | 977.02            |
|  | Professional Fees                     |                   |                   |                 |                    | 2,698.55           | (2,698.55)        |
|  | Entertainment Expenses                | 1,100.00          |                   | 1,100.00        | 9,313.62           |                    | 9,313.62          |
|  | <b>Total</b>                          | 1,129.25          | 79.99             | 1,049.26        | 14,489.06          | 5,748.29           | 8,740.77          |
|  |                                       |                   |                   |                 |                    |                    |                   |
|  | <b>UTILITIES</b>                      |                   |                   |                 |                    |                    |                   |
|  | Hydro                                 | 1,893.04          | 1,318.29          | 574.75          | 20,601.80          | 14,453.16          | 6,148.64          |
|  | Gas & Heat                            | 817.08            | 459.60            | 357.48          | 8,606.32           | 6,114.87           | 2,491.45          |
|  | Telephone                             | 327.20            | 492.88            | (165.68)        | 4,889.31           | 5,913.72           | (1,024.41)        |
|  | Water                                 |                   |                   |                 | 3,600.80           | 2,858.66           | 742.14            |
|  | Television Network                    | 71.71             |                   | 71.71           | 398.91             | (21.40)            | 420.31            |
|  | <b>Total</b>                          | 3,109.03          | 2,270.77          | 838.26          | 38,097.14          | 29,319.01          | 8,778.13          |
|  |                                       |                   |                   |                 |                    |                    |                   |
|  | <b>BUILDING MAINTENANCE</b>           |                   |                   |                 |                    |                    |                   |
|  | Cleaning Supplies                     | 21.00             |                   | 21.00           | 1,689.75           | 1,676.75           | 13.00             |
|  | Waste Removal                         |                   | 251.01            | (251.01)        | 2,031.05           | 1,937.87           | 93.18             |
|  | Ground Maintenance                    |                   | 1,545.00          | (1,545.00)      | 10,350.00          | 9,145.00           | 1,205.00          |
|  | Building Cleaning                     | 2,044.05          | 151.60            | 1,892.45        | 16,247.83          | 8,138.20           | 8,109.63          |
|  | Building Security Services            |                   |                   |                 | 359.40             | 834.40             | (475.00)          |
|  | Building Insurance                    | 951.68            | 912.66            | 39.02           | 10,390.44          | 9,709.77           | 680.67            |
|  | Building Furniture & Equipment        | 29.98             | 1,184.34          | (1,154.36)      | 2,018.27           | 5,267.67           | (3,249.40)        |
|  | Building Maintenance & Repairs        | 893.20            | 149.76            | 743.44          | 17,992.65          | 7,685.82           | 10,306.83         |
|  | <b>Total</b>                          | 3,939.91          | 4,194.37          | (254.46)        | 61,079.39          | 44,395.48          | 16,683.91         |
|  |                                       |                   |                   |                 |                    |                    |                   |
|  | <b>FINANCIAL EXPENSES / (INCOME)</b>  |                   |                   |                 |                    |                    |                   |
|  | Bank Charges                          | 284.52            | 185.12            | 99.40           | 3,070.79           | 2,147.64           | 923.15            |
|  | Interest Expenses                     |                   |                   |                 |                    | 1,709.01           | (1,709.01)        |
|  | Commercial Loan Interest              | 433.73            | 781.53            | (347.80)        | 2,441.62           | 7,157.95           | (4,716.33)        |
|  | ATM Revenue                           |                   | (9.00)            | 9.00            | (151.00)           | (217.50)           | 66.50             |
|  | <b>Total</b>                          | 718.25            | 957.65            | (239.40)        | 5,361.41           | 10,797.10          | (5,435.69)        |
|  |                                       |                   |                   |                 |                    |                    |                   |
|  | <b>TOTAL OPERATING EXPENSES</b>       | <b>17,374.77</b>  | <b>7,707.90</b>   | <b>9,666.87</b> | <b>197,424.93</b>  | <b>112,744.15</b>  | <b>84,680.78</b>  |
|  |                                       |                   |                   |                 |                    |                    |                   |
|  | <b>NET OPERATING INCOME</b>           | <b>(4,072.25)</b> | <b>(5,286.04)</b> | <b>1,213.79</b> | <b>(60,606.52)</b> | <b>(54,201.42)</b> | <b>(6,405.10)</b> |
|  |                                       |                   |                   |                 |                    |                    |                   |
|  | <b>OTHER BRANCH INCOME/(EXPENSES)</b> |                   |                   |                 |                    |                    |                   |
|  | <b>SPECIAL EVENTS</b>                 |                   |                   |                 |                    |                    |                   |
|  | Veterans' Dinner                      |                   |                   |                 | 2,400.00           |                    | 2,400.00          |
|  | New Year's Eve                        |                   |                   |                 | 25.00              |                    | 25.00             |
|  | Banner & TV Advertising               |                   |                   |                 | 432.00             | 288.00             | 144.00            |
|  | Donations                             | 597.00            | 1,495.91          | (898.91)        | 9,296.25           | 41,165.00          | (31,868.75)       |
|  | Grants                                | 10,000.00         |                   | 10,000.00       | 10,000.00          | 15,481.00          | (5,481.00)        |
|  | GoFundMe                              |                   |                   |                 |                    | 555.62             | (555.62)          |
|  | Breakfast Club                        |                   |                   |                 | 1,321.00           | 972.00             | 349.00            |
|  | Poppy Storage                         | 350.00            |                   | 350.00          | 350.00             |                    | 350.00            |
|  | Bottles & Cans Drive                  |                   | 1,203.70          | (1,203.70)      | 17,629.67          | 24,723.40          | (7,093.73)        |
|  | Interest Income                       |                   |                   |                 | 287.11             | 64.42              | 222.69            |

|  |                          |                 |                   |          |                    |                  |                    |
|--|--------------------------|-----------------|-------------------|----------|--------------------|------------------|--------------------|
|  |                          |                 |                   |          |                    |                  |                    |
|  | Honours & Awards         |                 |                   |          | (396.77)           |                  | (396.77)           |
|  | Legion Articles          |                 |                   |          | (952.15)           | (2,517.34)       | 1,565.19           |
|  | Hospitality              |                 | (19.00)           | 19.00    | (1,072.80)         | (404.10)         | (668.70)           |
|  | Branch Functions         |                 |                   |          | (5,880.45)         | (275.00)         | (5,605.45)         |
|  | <b>Total</b>             | 10,947.00       | 2,680.61          | 8,266.39 | 33,438.86          | 80,053.00        | (46,614.14)        |
|  |                          |                 |                   |          |                    |                  |                    |
|  |                          |                 |                   |          |                    |                  |                    |
|  | <b>NET INCOME (LOSS)</b> | <b>6,874.75</b> | <b>(2,605.43)</b> | 9,480.18 | <b>(27,167.66)</b> | <b>25,851.58</b> | <b>(53,019.24)</b> |

| <b>Royal Canadian Legion, Branch 632<br/>Orleans</b> |              |            |
|--|--------------|------------|
| <b>Balance Sheet As at 2022-03-31</b>                |              |            |
|  |              |            |
|  |              |            |
| <b>ASSET</b>   |              |            |
|  |              |            |
| <b>CURRENT ASSETS</b>                                |              |            |
| Cash on Hand   | 4,248.99     |            |
| Petty Cash   | 393.28       |            |
| ATM Machine  | -22.00       |            |
| Bar Change - Back Room Boxes                         | 4,400.00     |            |
| Bartender Float                                      | 2,095.00     |            |
| Total Cash   |              | 11,115.27  |
| Scotia Bank - General                                | 14,881.94    |            |
| Scotia Bank - Allocated                              | 9,238.78     |            |
| Scotia Bank - Savings                                | 3,434.62     |            |
| Total Bank   |              | 27,555.34  |
| Short-Term Investments - GIC's                       |              | 84,931.32  |
| Bar Inventory  |              | 4,637.79   |
| <b>TOTAL CURRENT ASSETS</b>                          |              | 128,239.72 |
|  |              |            |
| <b>CAPITAL ASSETS</b>                                |              |            |
| Land   |              | 75,075.00  |
| Adjacent Lot   |              | 107,001.50 |
| Building   | 1,761,516.37 |            |
| Acc. Deprec. on Building                             | 1,317,202.09 |            |
| Net Building   |              | 444,314.28 |
| Bar & Kitchen Equipment                              | 10,168.61    |            |
| Acc. Deprec. Bar & Kitchen Equip.                    | -8,739.78    |            |
| Net Bar & Kitchen Equipment                          |              | 1,428.83   |
| Furniture & Fixtures                                 | 9,969.84     |            |
| Acc. Deprec. Furniture & Fixtures                    | -8,173.73    |            |
| Net Furniture & Fixtures                             |              | 1,796.11   |
| Computer Equipment                                   | 1,450.00     |            |
| Acc. Deprec. Computer Equipment                      | -1,450.00    |            |
| Net Computer Equipment                               |              | 0.00       |
| <b>TOTAL CAPITAL ASSETS</b>                          |              | 629,615.72 |
|  |              |            |
| <b>TOTAL ASSET</b>                                   |              | 757,855.44 |
|  |              |            |
| <b>LIABILITY</b>                                     |              |            |
|  |              |            |
| <b>CURRENT LIABILITIES</b>                           |              |            |
| Visa Scotia Bank                                     |              | 2,088.84   |

|                                     |           |            |
|-------------------------------------|-----------|------------|
| HST Recoverable                     | -6,936.33 |            |
| HST Payable                         | 7,072.55  |            |
| Total HST Payable                   |           | 136.22     |
| Unearned Hall Rentals-Deposits      |           | 3,127.75   |
| EI Payable                          | 293.97    |            |
| CPP Payable                         | 735.10    |            |
| Income Tax Payable                  | 862.36    |            |
| Payroll Deductions Payable          |           | 1,891.43   |
| Vacation Payable                    | 869.08    |            |
| WSIB Payable                        | 101.02    |            |
| Total Payroll                       |           | 970.10     |
| Memorial Walk                       | 1,067.62  |            |
| Nevada Fund                         | 1,160.00  |            |
| Command, Zone, District Tax Payable | 3,908.67  |            |
| RCAF Dinner                         | 6,977.00  |            |
| Mixed Darts                         | 600.00    |            |
| Total Money Held in Trust           |           | 13,713.29  |
| <b>Total Current Liabilities</b>    |           | 21,927.63  |
|                                     |           |            |
| <b>LONG TERM LIABILITIES</b>        |           |            |
| Commercial Loan                     |           | 143,268.34 |
| <b>Total Long-Term Liabilities</b>  |           | 143,268.34 |
|                                     |           |            |
| <b>DEFERRED CONTRIBUTIONS</b>       |           |            |
| Deferred Contribution               |           | 136,263.08 |
| <b>Total Deferred Contributions</b> |           | 136,263.08 |
|                                     |           |            |
| <b>TOTAL LIABILITY</b>              |           | 301,459.05 |
|                                     |           |            |
| <b>EQUITY</b>                       |           |            |
|                                     |           |            |
| <b>EARNINGS</b>                     |           |            |
| Retained Earnings                   |           | 490,438.80 |
| Current Earnings                    |           | -34,042.41 |
| <b>TOTAL EARNINGS</b>               |           | 456,396.39 |
|                                     |           |            |
| <b>TOTAL EQUITY</b>                 |           | 456,396.39 |
|                                     |           |            |
| <b>LIABILITIES AND EQUITY</b>       |           | 757,855.44 |

| <b>Royal Canadian Legion, Branch 632 Orleans</b> |               |            |  |
|--|---------------|------------|--|
| <b>Balance Sheet As at 2022-04-30</b>            |               |            |  |
|  |               |            |  |
|  |               |            |  |
| <b>ASSET</b>                                     |               |            |  |
|  |               |            |  |
| <b>CURRENT ASSETS</b>                            |               |            |  |
| Cash on Hand                                     | 7,784.20      |            |  |
| Petty Cash                                       | 335.63        |            |  |
| ATM Machine                                      | -22.00        |            |  |
| Bar Change - Back Room Boxes                     | 4,300.00      |            |  |
| Bartender Float                                  | 2,095.00      |            |  |
| Total Cash                                       |               | 14,492.83  |  |
| Scotia Bank - General                            | 14,928.71     |            |  |
| Scotia Bank - Allocated                          | 8,618.79      |            |  |
| Scotia Bank - Savings                            | 3,534.62      |            |  |
| Total Bank                                       |               | 27,082.12  |  |
| Short-Term Investments - GIC's                   |               | 84,931.32  |  |
| Accounts Receivable                              |               | 6,020.00   |  |
| Bar Inventory                                    |               | 4,637.79   |  |
| <b>TOTAL CURRENT ASSETS</b>                      |               | 137,164.06 |  |
|  |               |            |  |
| <b>CAPITAL ASSETS</b>                            |               |            |  |
| Land   |               | 75,075.00  |  |
| Adjacent Lot                                     |               | 107,001.50 |  |
| Building   | 1,761,516.37  |            |  |
| Acc. Deprec. on Building                         | -1,317,202.09 |            |  |
| Net Building                                     |               | 444,314.28 |  |
| Bar & Kitchen Equipment                          | 10,168.61     |            |  |
| Acc. Deprec. Bar & Kitchen Equip.                | -8,739.78     |            |  |
| Net Bar & Kitchen Equipment                      |               | 1,428.83   |  |
| Furniture & Fixtures                             | 9,969.84      |            |  |
| Acc. Deprec. Furniture & Fixtures                | -8,173.73     |            |  |
| Net Furniture & Fixtures                         |               | 1,796.11   |  |
| Computer Equipment                               | 1,450.00      |            |  |
| Acc. Deprec. Computer Equipment                  | -1,450.00     |            |  |
| Net Computer Equipment                           |               | 0.00       |  |
| <b>TOTAL CAPITAL ASSETS</b>                      |               | 629,615.72 |  |
|  |               |            |  |
| <b>TOTAL ASSET</b>                               |               | 766,779.78 |  |
|  |               |            |  |
| <b>LIABILITY</b>                                 |               |            |  |
|  |               |            |  |
| <b>CURRENT LIABILITIES</b>                       |               |            |  |
| Visa Scotia Bank                                 |               | 1,541.39   |  |
| HST Recoverable                                  | -8,534.16     |            |  |



|                                     |          |            |  |
|-------------------------------------|----------|------------|--|
| HST Payable                         | 9,299.55 |            |  |
| Total HST Payable                   |          | 765.39     |  |
| Unearned Hall Rentals-Deposits      |          | 6,448.25   |  |
| EI Payable                          | 288.15   |            |  |
| CPP Payable                         | 623.66   |            |  |
| Income Tax Payable                  | 799.43   |            |  |
| Payroll Deductions Payable          |          | 1,711.24   |  |
| Vacation Payable                    | 1,232.27 |            |  |
| WSIB Payable                        | -33.13   |            |  |
| Total Payroll                       |          | 1,199.14   |  |
| Memorial Walk                       | 1,067.62 |            |  |
| Nevada Fund                         | 274.00   |            |  |
| Command, Zone, District Tax Payable | 3,567.23 |            |  |
| RCAF Dinner                         | 8,754.23 |            |  |
| Mixed Darts                         | 600.00   |            |  |
| Total Money Held in Trust           |          | 14,263.08  |  |
| <b>Total Current Liabilities</b>    |          | 25,928.49  |  |
|                                     |          |            |  |
| <b>LONG TERM LIABILITIES</b>        |          |            |  |
| Commercial Loan                     |          | 141,317.07 |  |
| <b>Total Long-Term Liabilities</b>  |          | 141,317.07 |  |
|                                     |          |            |  |
| <b>DEFERRED CONTRIBUTIONS</b>       |          |            |  |
| Deferred Contribution               |          | 136,263.08 |  |
| <b>Total Deferred Contributions</b> |          | 136,263.08 |  |
|                                     |          |            |  |
| <b>TOTAL LIABILITY</b>              |          | 303,508.64 |  |
|                                     |          |            |  |
| <b>EQUITY</b>                       |          |            |  |
|                                     |          |            |  |
| <b>EARNINGS</b>                     |          |            |  |
| Retained Earnings                   |          | 490,438.80 |  |
| Current Earnings                    |          | -27,167.66 |  |
| <b>TOTAL EARNINGS</b>               |          | 463,271.14 |  |
|                                     |          |            |  |
| <b>TOTAL EQUITY</b>                 |          | 463,271.14 |  |
|                                     |          |            |  |
| <b>LIABILITIES AND EQUITY</b>       |          | 766,779.78 |  |