

Zone G6 Convention Meeting Minutes
Sunday March 08, 2020
Branch 95 Smiths Falls

1. The meeting was called to order by Zone Chair, Dave Cormier at 12:25 hrs.
2. Opening ceremonies were performed by Zone Commander, Rob Madore.
3. The meeting was declared open for business by Zone Chair Dave Cormier.
4. Move to adopt the agenda and permit any deviation by Dave Cormier, seconded by Peter Schaffer. Carried.
5. Zone Commander Rob Madore welcomed us to the convention. He hoped it would a be quick and productive afternoon and that everyone would enjoy the day.
6. President Branch 95, Ken Manwell welcomed us to Smiths Falls and thanked us for coming out and hoped we would enjoy ourselves and had enjoyed our meal.
7. Chairman Dave introduced all Veterans, Legion Members and Guests.
8. Acceptance of the minutes of the spring convention held Sunday, March 11, 2019 was moved by Claire Husson, seconded by Stan Lasenba and carried. There was no business arising.
9. The motions from the previous council meeting **“to be eligible to host any Zone G 6 Sports Event, a Branch must have participated in at least two Zone Sports Events in the previous (12) months”**. All in favour. Carried
10. Secretary, Claire Husson preformed the roll call: Attendees were Rob Madore, Ken Manwell, Robert Atkinson, Marilyn Devlin, Dave Cormier, George Dolan, Jim Wilson, Stan Lasenba, Gerry Dore, Jim Jenkins, Bogdan Procyk, Fr. David Andrew, Lorraine Lapensee, Barry Pascoe, Peter Schaffer, Darleen Sargeant and Claire Husson. Also in attendance were: Bob Day, Don Buker, Robin Black, Norma Melanson, Bill Molner, Paul Waters and Ken Heagle.
11. Zone Commander, Rob Madore introduced the Guest speaker District 1st Deputy Commander Ken Heagle. Comrade Ken delivered a report from District Commander Joel VanSnick. A copy of this report is attached to these minutes.
12. Ken Manwell thanked Ken for his words and for taking time to attend our meeting.
13. There was no correspondence.

14. Zone Commander, Rob Madore moved his report on page 2, seconded by Bogdan Procyk. Carried.
15. Deputy Zone Commander, Ken Manwell moved his report on page 3, seconded by Jim Jenkins. Carried.
16. Immediate Past Zone Commander, Robert Atkinson had no report.
17. Ladies Auxiliary Zone G 6 Commander, Marilyn Devlin read her report, moved her report, seconded by Peter Schaffer. Carried.
18. Zone Treasurer, Claire Husson moved her report on page 4, seconded by Robert Atkinson. Carried.
19. Chairman Dave Cormier had no report.
20. Zone Public Speaking Chair, Lorraine Lapensee summarized and moved her report, seconded by Jim Wilson. Carried.
Motion #1 – Moved by Lorraine Lapensee, seconded by Ken Manwell that \$800.00 be allocated for Zone Public Speaking for the upcoming year. Carried.
21. Zone Posters, Poems and Essays Chair, Dr. David Andrew moved his report on page 5, seconded by Stan Lasenba. Carried.
Motion #2 – Moved by Fr. David, seconded by Lorraine Lapensee that \$1,400.00 be allocated for Zone Public Speaking for the upcoming year. Carried.
22. Zone Constitution and Laws Chair, Jim Wilson had no report.
23. Zone Membership Chair, Jim Wilson summarized and moved his report, seconded by Bogdan Procyk. Carried.
24. Zone Honours and Awards Chair, Jim Wilson had no report.
25. Zone Sports Chair, Stan Lasenba moved his report on page 6, seconded by Peter Shaffer. Carried. Comrade Stan presented a cheque to Zone for \$500.00
26. Zone Service Bureau Officer, Jim Jenkins had no report.
27. Zone Poppy Chair, Bogdan Procyk moved his report on pages 7 & 8, seconded by Ken Manwell. Carried.
28. Zone Resolutions Chair, Gerry Dore presented the resolution and it was decided to carry on the discussion under new business.

29. Zone Seniors Chair, Gerry Dore moved his report on page 9, seconded by Bogdan Procyk. Carried.
30. Leadership & Development Chair, Rob Madore had no report
31. Bursary Chair, George Dolan had no report.
32. Training & Organizational Development Chair, Rob Madore had no report.
33. Bursary Chair, George Dolan had no report.

5 minute Comfort Break

34. President Br 95 Smiths Falls, Ken Manwell moved his report on page 10, seconded by Jim Jenkins. Carried.
35. President Br 174 Arnprior, Peter Walsh was absent, Claire Husson moved his report on page 11, seconded by Peter Schaffer. Carried.
36. President Br 192 Carleton Place, Peter Schaffer moved his report on pages 12, 13, seconded by Barry Pascoe. Carried.
37. President Br 240 Almonte, Rob Madore moved his report on page 14, seconded by Paul Waters. Carried.
38. 1st Vice President Br 244 Perth-Upon-Tay, Bob Day moved their report on pages 15, 16, seconded by Marilyn Devlin. Carried.
39. President Br 395 Lanark, Darleen Sargeant moved her report on page 17, seconded by Peter Schaffer. Carried.
40. President Br 616 West Carleton, George Dolan presented his report, seconded by Jim Wilson. Carried.
41. 1st Vice President Br 638 Kanata, Bill Molner moved their report on page 18, seconded by Barry Pascoe. Carried.

42. New and General Business

Resolution was put forward by Branch 638 to change the Poppy Accounting Fiscal Year from 1 Oct. to 30 Sept. be changed to the Legion standard fiscal year of 1 June to 31 May year. A show of hands was taken with 10 ayes and 4 nays. Resolution carried. The resolution was signed by the Zone Commander and passed on to District.

Motion #3: Moved by Fr. David Andrew, seconded by Peter Schaffer that starting with our next Spring Council/Convention Meetings, the Council will commence at 1100 and the Convention will commence at 1230. Carried.

43. Next meeting: Sunday March 14, 2021 at 1230 at Branch 174 Arnprior.

44. Comrade Bob Madore thanked everyone for coming out.

45. Motion for adjournment by Dave Cormier. Carried.

46. Comrade Rob Madore performed the closing ceremonies.

Zone Command
Rob Madore

Secretary
Claire Husson

Chair
Dave Cormier

Attachment
District Commander's
Speaking Notes

Comrade Chair Comrade President, Head Table, Comrades All.

District Points

- We bring you greetings from Provincial Command and District G Commander.
- Since PAC is the weekend of 6 – 8 March and no points have been identified as of yet, the following are the District Commander's Points:
- Stemming from the 2019 Annual Inspection, District G have identified 14 Branches that require a Branch Advisory and or Branch visit and 4 Branches that are slated for a Board of Trustees. This is unacceptable and time consuming hence the following comments:
- **Zone Commander's** have to be more pro-active and continually check in with the Branches within their Zone, leadership by example;
- On time Reporting at the Branch level, Annual Inspection is not new, this happens every year at the same time so what is the problem? Why do some Branches feel that they have all the time in the world, the reporting schedule must be followed. No excuse for late reporting.
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- Branch reporting year is from June 1st to May 31st (year end), the branch then has approx. 6 weeks to collect all Documents and reconcile all accounts prior to sending all documents to an outside agency for Review or have the Branch Review Committee go over the Documentation....**All reviews shall be completed NLT 30 Sept. of every year...With Annual Inspections to begin Oct. 1 of every year and to be completed by Dec. 15 of every year;**
- Annual Review **shall** consist of a **Branch Visit** and completing the inspection form with the up to date form. All up to date forms are on the Web;
- All Branches that are indicating they have **Contractor Workers shall indicate the Contractor's Number** no exceptions. It is the responsibility of the Contractor to pay their Income Tax and CPP, if this is not done CRA will be contacted as failure to pay one's taxes is against the Law. Branches are not allowed to pay anyone under the table, this is illegal.
- All invoices for work being completed shall have a **HST number**, no exceptions.
- All financial reporting shall consist at a minimum of a WSIB remittal form (when required), HST Remittal form is a must, the front page of Insurance Policy with Branch Ins. Number, Directors Ins., and Volunteer Insurance, Income and Expense Statement, Balance Sheet, Profit and Loss and comparative statement. The same goes for all Lottery accounts, or annotate what is not applicable to the Branch.

- All Branches are to submit the Latest Bank Statement at the time of Inspection.

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- Poppy reporting, the same applies. Poppy reporting year is from Oct. 1st to Sept. 30th. If all Branch Ledgers are properly maintained the Poppy reporting is a breeze...Branch Poppy Annual Inspections shall be completed **NLT Dec. 15**
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- Poppy forms are as follows: Poppy Inspection Check list, a Branch Status Report (BSR), a Poppy Trust Breakdown sheet, a ledger of all expenses, Box Top report and a review form. **This is without exception**
- Poppy Special Use forms must be used in accordance to the Poppy Manual and a copy of the latest bank statement shall be submitted at the time of the inspection.
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- Remember it may be that they way you were or are doing business may be antiquated and outdated, so it behooves all Branch Presidents to keep up to the applicable standards. **Presidents you will be held accountable.**
- Donations, when in doubt in reference to donations, please check with your Zone or District Commander, and remember your SUF forms, read the DO's and DONT's of the Poppy Manual. Donations are a critical part of our organization, so donate wisely.

Provincial Points

- Dominion Convention will be held in Saskatoon the last week of August. The First Call will be out soon. **All Branch Presidents shall without exception submit their credentials** to Ontario Command once they receive the call.
- Membership is everyone's responsibility. Below are some of the stats Dominion Stats

| CATEGORY | 2020 MEMBERSHIP TARGETS | YEAR TO DATE RESULTS |
|--------------------------|-------------------------|----------------------|
| RENEWALS | 89.00% | 74.40% |
| BRANCH RATES | 100.00% | 92.40% |
| MEMBER EMAILS | 50.00% | 34.20% |
| BRANCH PORTAL PROCESSING | 75.00% | 62.30% |
| AUTO RENEWALS | 7.00% | 3.40% |

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- **Renewal Direct Mail:** Between Feb.. 18th-25th, 58,820 lapsed members received a Direct

Mail piece encouraging them to renew. All members in our system by April 1st will receive a change at a \$500 Visa gift card – one for themselves and one for their branch.

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- **Communication** still remains a problem. Emails are sent to Branches and they are not relayed to the membership, most of our complaints from members is that they never hear of the Legion Initiatives until it's too late or gone by ... Branch Presidents please check emails and relay at the general meeting or use your Branch email list.
- **Public Service Announcements:** Year to date our TV Commercial has aired 4,357 times and the Radio Commercial 2,210 times. These spots are provided free of charge to The Legion. Below are some of the initiatives where the monies raised through the Recognition Book initiative were spent so far:

| | |
|---|--------------|
| 1. Project Trauma Support | \$40,000.00 |
| 2. Project Healing Waters | \$10,000.00 |
| 3. Operational Stress Injury Spouses Retreats | \$450.00 |
| 4. Heroes Mending on the Fly | \$13,000.00 |
| 5. Warrior Adventure Canada | \$10,200.00 |
| 6. Veterans Transition Work | \$120,000.00 |

In closing, we at District Council would like to thank you all for the invite...Cheers