



BRANCH 641 BARRHAVEN

GENERAL MEETING AGENDA May 20th, 2025

1. Call to Order
2. Opening Ceremony Presentations
3. Motion to Deviate from the Agenda
4. Adopt Minutes of the General Meeting of April 16th, 2025
5. Business Arising from Minutes and Unfinished Business Dress code
6. President's Report Lyle Brennan Report is in the package
7. Treasurer's Report Diane Craig Provided
8. Sergeant at Arms' Report Paul Leadston No report
9. Correspondence Secretary Pam Hall
10. General Welfare of the Branch/Legion **Motions**
 - Motion: Moved by Lyle Brennan Donations to 3 Cadet Units \$5000 each**
 - Motion: Moved by Richard Lynn Donation to the Canada Day Senior's Breakfast**
 - Motion: Moved by Richard Lynn Donation to the cause Warriors**

11. Reports of Mandatory Standing Committees

Committee	Chair	
a. Membership	Joe Guitard	In the Package
b. Poppy Campaign	Kevin Brown	In the Package
c. Public Relations	Debi Sereda	In the Package
d. Legion Seniors	Richard Lynn	In the Package
e. Sports/Track & Field	Michelle Guitard	In the Package
f. Poppy Trust Fund	Bert Boehme	No Report
g. Leadership & Development	Bert Boehme	No Report
h. Youth Education/Bursary	Carol Anne Marleau	No Report
i. Veterans Service Officer	Anne Cole	No Report

12. Reports of Other Standing Committees and Standalone Positions

Committee	Chair	
a. Bar	Dave Cole	
b. Constitution & Laws	Stephane Guy	No Report
c. Cadets & Scouts	Robert MacNichol & Anne Cole	
d. Entertainment & Hospitality	Angele Guy	
e. Finance	Bert Boehme	No Report
f. Grants & Assistance	Richard Lynn	
g. Honours & Awards	Ed Schelenz	
h. Hospital Visits	Richard Lynn	No Report
i. Housing	Dave Cole	
j. Long Range Planning	Stephane Guy	No Report
k. Community Liaison Officer	Dave Sereda	
l. Ways & Means	Dave Sereda	
m. Technology Officer	Kevin Brown	
n. Chaplain Report	Robert MacNichol	

Next Executive Meeting: Tuesday, 2025- June 3rd 7 pm
Next General Meeting: Tuesday, 2025-June 17th 7 pm

13. General & New Business
14. Motion for Adjournment: Moved by:
15. Closing Ceremony



The Royal Canadian Legion Barrhaven Branch 641

Minutes of General Meeting April 15th, 2025

Legend P = Present R = Regrets A = Absent OA = On Assignment AR = Attached Report NR = Nil Report VR = Verbal Report

Branch Officers (8)

President	Lyle Brennan	P
Past President	Ed Schelenz	P
1st Vice President	Bert Boehme	P
2nd Vice President	Angele Guy	P
3rd Vice President	Richard Lynn	P
Secretary	Pam Hall	P
Treasurer	Diane Craig	P
Sergeant-At-Arms	Paul Leadston	P
Chairperson	David Cole	P
Chaplain	Robert MacNichol	P

OTHER CHAIRS (15)

Dave Cole	P	Stephane Guy	R	Angele Guy	P
Bert Boehme	P	Richard Lynn	P	Ed Schelenz	P
Robert MacNichol	P	Anne Cole	P	Kevin Brown	P
Carol Anne Marleau	P	Will Read	P	Debi Sereda	P
Joe Guitard	P	Michele Guitard	P	Dave Sereda	P

Item	Subject	Action
1.	Call to Order The meeting was called to order by Dave Cole 51 in attendance	
2.	Indigenous Land Acknowledgement Dave Cole	
3.	Opening Ceremony Performed By: Lyle Brennan	
4.	Motion to deviate from the agenda Moved by: Dave Cole Seconded by Jennifer Dunham	Carried
5.	Introduction of Election Chairman Tim Blanchard	

Item	Subject	Action
6.	Investment of Executive and Committee Members was performed.	
7.	Minutes of the last General Meeting March 18th 2025, are in the package Moved by Dave Cole Seconded by Kim Krueger	
8.	Business arising from the minutes & unfinished business None	
9.	President's Report Lyle Brennan - Report is in the package. Moved by Lyle Brennan Seconded by Ernie Hughes	Carried
10.	Treasurer's Report Diane Craig Report is provided Moved by: Diane Craig Seconded by: John Bowden	Carried
11.	Sergeant-At-Arms Paul Leadston No Report	
12.	Correspondence Thank you letter for donation to Dave Smith Youth Treatment Centre	
13	General Welfare of the Branch/Legion Motions Motion: Moved by Dave Cole, Seconded by Angele Guy Branch 641 match the funds raised by Trivia night in aid of the Land and Building Fund. Background: This has been a branch practice to match funds, and we will therefore transfer money from the General account to the Land and Building	Carried
14.	Reports of Mandatory Standing Committees: Membership: Joe Guitard Report is in the package Moved by Joe Guitard Seconded by Carol Anne Marleau Poppy Campaign: Kevin Brown No Report Public Relations: Debi Sereda No Report Legion Seniors: Richard Lynn Report is in the package Moved by Richard Lynn Seconded by June Dale Sports/Track & Field Michelle Guitard Report is in the package Moved by Michelle Guitard Seconded by Diane Craig Poppy Trust Fund: Bert Boehme No Report Leadership & Training: Bert Boehme No Report Remarks: Branch 641 has had full participation at conventions. He advised those who are interested to check out the minutes of the Zone and District Meetings to keep up to date on Legion business Youth Education & Bursary: Carol Anne Marleau No Report Remarks: We had entries this year what placed 2 nd and 3 rd in the district. Veteran Service Officer: Anne Cole No Report	Carried Carried Carried
15.	Reports of Other Standing Committees and Standalone Positions: Bar: Dave Cole No Report Constitution & Laws: Stephane Guy No Report Cadet Corps & Scouts: Robert MacNichol & Anne Cole Report is in the package Moved by Robert MacNichol Seconded by John Bowden Remarks: 2332	Carried

Item	Subject	Action
	<p>replaced their banner and the retired one joins a former banner in a special shadow box.</p> <p>Entertainment, Hospitality & Special Events: Angele Guy Report is in the package</p> <p>Moved by: Angele Guy Seconded by Graham Forrest</p> <p>Finance: Bert Boehme No Report</p> <p>Grants & Assistance: Richard Lynn No Report</p> <p>Honours & Award: Ed Schelenz No Report</p> <p>Hospital Visits: Robert MacNichol No Report Remarks: Richard Lynn - Member Ellie Schelenz is recovering from a fall</p> <p>Housing: Dave Cole No Report</p> <p>Long-Range Planning Stephane Guy No Report</p> <p>Community Liaison: Dave Sereda No Report</p> <p>Ways & Means: Dave Sereda No Report</p> <p>Technology: Kevin Brown No Report</p> <p>Chaplain Report: Robert MacNichol No Report Remarks: Legion tribute and celebration of life for Olive Este is on April 22nd.</p>	<p>Carried</p> <p>Carried</p>
16.	<p>General and New Business including matters respecting the welfare of the Legion and Branch</p> <p>Ernie Hughes introduced the topic of dress code for executive members and particularly for investment in their positions. He advocates full dress uniform for participation in events. A brief discussion followed between Dave Cole and Ernie. In addition, some rules and regulations were introduced into the conversation. This is to be continued.</p> <p>Branch Celebrations on April 25th for the 20th Anniversary were announced and highlighted.</p> <p>A Class Action Suit for all insured Royal Canadian Legions across Canada was filed against Aviva Insurance in 2020 for denying coverage of lost business income because of Covid 19. This was explained and noted by Bert Boehme. A claim for loss for this branch has been submitted and the hearing is April 26th 2025</p> <p>.</p>	
17.	Motion for Adjournment Moved by Jen Dunham	
18.	<p>Closing Ceremonies</p> <p>Presided over by Lyle Brennan and the meeting adjourned</p>	

i.

ii.

iii.

iv. MEMORIAM EORUM RETINEBIMUS

v. God Save the King

Comrade Lyle Brennan
President

Comrade Pam Hall
Secretary



THE ROYAL CANADIAN LEGION
BARRHAVEN LEGION BRANCH 641

President's Report

Executive & General Meetings May 2025
Lyle Brennan, President

As I prepare to close out my term as President, I want to take this opportunity to express my heartfelt thanks to each and every one of you. Serving in this role has been an incredible honour, and I am filled with gratitude for the support, dedication, and camaraderie of our exceptional team of volunteers.

Over the past term, we have continued to demonstrate what makes our Legion so special — a strong sense of community, a spirit of service, and a genuine care for one another and this branch. Together, we've created a welcoming, inclusive environment that supports our Veterans, uplifts our Seniors, and engages and supports our Youth while promoting Remembrance. These are not just checkboxes on a mission statement — they are the reason we exist, and I'm proud of how we continue to live up to them.

There are so many examples of how 641 thrives, some obvious and some behind the scenes, that our patrons and members may not realise. Whether it was organizing events, the heavy lifting during Poppy Campaign, bartending, hospitality, cleaning and maintenance, hall rentals, improving our technology, tracking finances and prepping the floats, the secretarial duties and Public Relations, offsite involvement like the bingo volunteers, hospital visits, Legion Tributes, golf tournament, helping the food cupboard or our flag party proudly representing us in the community. All with an emphasis on supporting our veterans and providing financial support to many other great causes. Of course, we can't forget the significant efforts made towards raising funds for our land and building trust to secure our future location — I truly appreciate every second of every minute that people contributed to moving the yardstick forward. Our volunteers are what make 641 a true community.

I've been fortunate to work alongside such a committed and compassionate group, and recently marking our 20th Anniversary, I know the branch is in great hands as we look to our future with the new President Dave Cole and his executive team. Thank you for your trust, your teamwork, and for

everything you've done to make this branch stronger. I will of course remain engaged with the Legion, as I have accepted new responsibilities as the Zone G5 Deputy Commander and I look forward to continuing to support the Barrhaven Branch as your Immediate Past President in any way I can.

With sincere appreciation,

"Lest we forget"

I move my report



THE ROYAL CANADIAN LEGION
BARRHAVEN LEGION BRANCH 641

PROPOSED MOTION

Executive Meeting date: May 6, 2025

Moved by: Lyle Brennan

Seconded by: Robert MacNichol

Executive Meeting: **Carried Yes**

General Meeting date: May 20, 2025

Moved by: Lyle Brennan

Seconded by:

General Meeting: **Carried Yes / No**

Background:

Branch 641 is in regular contact with 8 area cadet units who support us in various capacities. We officially support 5 of them through our poppy trust. The other 3, as well as special requests from the main 5 are considered support case by case as required.

Annual Donations:

The Poppy Trust is permitted to donate up to 20% of the balance on September 20th of the previous Calendar year. In order to achieve our goal of donating 5K annually to the five (5) supported units through poppy trust (approved via SUF), we need to top up the amounts from Lottery or Bingo as described in the table below.

Case by Case:

75 SQN is the largest cadet unit in the city. With close to 400 cadets they truly benefit from additional support separate from the annual donation. We have been approached seeking funds to support their music program so they can maintain and purchase new instruments. They asked us to consider support ranging from \$2000 to \$5000 to reach their goal. We recommend \$5000.

925 SQN was opened in Barrhaven last September and has had successful growth and is the cities only Francophone air cadet squadron. They remain ready to provide cadets to support our needs and would benefit greatly with an annual donation from 641. We recommend \$5000 matching the other Annual Donations.

I move that we donate the following as presented in the tables below:

Annual Donation (supplementing poppy trust)

Cadet Unit Name	Amount
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• 40 Falkland Sea Cadets,	\$1500
• 75 Barrhaven Air Cadet Squadron	\$1500
• 2332 Major Holland E.J.G VC Army Cadets, 16.	\$1500
• (2958) RCAC Manotick Cadet Corps	\$1500
• 640 Camerons Army Cadets	\$5000

One time case by case donation:

Cadet Unit Name	Amount
• 75 Barrhaven Air Cadet Squadron	\$5000
• 925 Edmond-Lanthier Air Cadet Squadron (Barrhaven)	\$5000
• 742 National Capital Air Cadet Squadron	\$1000
• 2317 Field Artillery Army Cadets	\$1000

Secretary Signature:

President's Signature.....



THE ROYAL CANADIAN LEGION
BARRHAVEN LEGION BRANCH 641

PROPOSED MOTION

PRESENTING MEMBER Richard Lynn

Executive Meeting Date 2025-05-06

Moved by: Richard Lynn

Seconded by: **Robert MacNichol**

Executive Meeting Carried:

Yes

General Meeting Date 2025-05-20

Moved by: Richard Lynn

Seconded by:

General Meeting Carried:

Yes / No

Secretary Signature

MOTION

1. I move that we donate \$5,000.00 to Warriors Canada Adventures from the Poppy Fund.

BACKGROUND

2. The requester is a volunteer with Warrior Adventures Canada (WAC), based out of Carleton Place, Ontario. They are a peer support organization which takes retired/serving military and first responders on backcountry adventure trips.
17. A little about the requester: he retired from the CAF in March 2024, after spending 23 years in the military. The last seventeen years of service were with CANSOFCOM, at Dwyer Hill Training Centre. This summer he is leading a Men's Only Algonquin paddle adventure, which takes participants through seven days of canoeing and portaging in beautiful Algonquin Park. Any awarded funding will be shared among other trip leaders and will help to alleviate the financial burden on participants.
18. He would like to note that WAC founders and several guides all live in the area (Carleton Place, Almonte), and portions of funding will directly impact them. All the funding money goes towards executing programs, as no one in the WAC leadership receives a paycheck – we are all volunteers.



THE ROYAL CANADIAN LEGION
BARRHAVEN LEGION BRANCH 641

PROPOSED MOTION

COMMITTEE OR POSITION IDENTIFIER

PRESENTING MEMBER Richard Lynn

Executive Meeting Date 2025-05-06

Moved by: Richard Lynn

Seconded by: Carol Anne Marleau

Executive Meeting Carried:

Yes

General Meeting Date 2025-05-20

Moved by: Richard Lynn

Seconded by:

General Meeting Carried:

Yes / No

Secretary Signature

MOTION

3. I move we donate \$5,000.00 to Canada Day in Barrhaven from the Bingo Account.

BACKGROUND

4. This is important to our Legion as the Seniors / Family Breakfast Meal is one of our biggest events that we sponsor every year to show our support for our Community.

Membership Report
Joe Guitard

Membership total -711

New members

Aaron Tomlinson-Ordinary
Jean-Marc Lavigne- Ordinary
David James Simser- Associate

Transfer In

Helene Anderson- Associate
Peter Douglas- Associate

Members who passed

Hartland Mulcany -Ordinary
Barry Holman - Associate

I move my report

Poppy and Remembrance Chair Report

1. The 2025 Poppy Campaign will be one of the shortest possible, with Halloween falling on Friday, making the campaign dates from Friday October 31st through Tuesday, November 11th. The Remembrance Dinner will be held on Saturday, November 8.
2. The regular slate of volunteers for the standard Poppy Campaign positions will need to be confirmed, with the availability of a few individuals already known to be more limited than in past years. There will also be a few changes to some of the "duties" for different positions. Some new Guides and Terms of Reference will be submitted for review, before being adopted in time for the 2025 Poppy Campaign.
3. A thorough review of the traplines, stores and re-confirmation of the schools will begin in June.
4. Dominion Command is "excited to announce the return of National Legion Week for its third year as a national initiative, taking place from September 21 to 27, 2025."
5. During the RCL Ontario Command Convention it was brought to the attention of participants that there "should" be new/different Tap2Pay boxes for the 2025 Poppy and Remembrance Campaign, however they will only have one single \$5 option, and the fees associated with their use have not been determined yet.

I move my report.

Report from Public Relations – Executive and General Meetings May 2025

Following recent “In Memorium” donations to Branch 641 from the families of Leonard Lee and Bob and Ann Rochford, we have created a new Memorial Brick, The Legacy Brick, to recognize donations in excess of \$10,000. A new, larger brick has been added to each side of the Memorial Wall and future large donations will be recognized in a similar way.

Previous large donations to the branch have been corporate donations from local banks and Molson's, and these have been recognized on the Memorial Wall but will not be part of the Legacy Brick initiative.

I move my report

Debi Sereda

Public Relations Officer

Seniors Report:

Plans for the Veterans' Luncheon are underway with Anne Cole and myself leading the way for June 18/2025.

Request for funding of the Veterans' Luncheon sent to MPP Tyler Watt's Office with reply saying they are moving into their constituency office and will advise us after.

Sign-up Poster for the Legion will be put up this week.

Sports / Track and Field Report

On Saturday May 10th RCL 641 hosted the Zone Mixed Dart Tournament. I would personally like to thank Terry Claessan, Mike Joanis, Gary Cunningham, Joe Guitard, Dave Cole, Debi Sereda, Mindy Robertson for helping in prepping and take down of the event as it took a lot of effort/muscle to do this. Also, the bartenders on duty, Diane Craig, Gary Cunningham, Sharon McCarthy and Lorna MacIsaac for having to deal with the large group of enthusiastic players.

We will be sending two teams to district in Merrickville on May 24th. Doubles team Dwayne Hordij and Mindy Robertson as well as the foursome of Matt Dixie, Renee Muisee, Jim Cusick (subbing for Bill Carpenter) and Sue Ellis. Good luck to you all.

Sign up for washer toss is closed and we'll be sending three teams to compete May 31st in Bells Corners.

Corn holes sign up sheet is in the lounge as well as District Horseshoes.

I'm completing my first year as Sports Officer and looking forward to my second year with hopefully less hiccups along the way.

Please pay attention to the Legion Facebook page and the Mailer lite emails that go out for upcoming sporting events. The RCL641 Sports Bulletin Board in the Lounge will always be your main go to for upcoming events.

I move my report.

Michelle Guitard
Sports Officer

Cadet Report for Executive & General meetings.

1. Received email from 2317 Cadet Corps support committee expressing their sincere gratitude for Angel Guy outstanding efforts managing food preparation etc... for the Cadet 2317 spaghetti fundraising dinner held at Br641 Valour Hall
2. Robert will be stepping away from Cadet Liaison for three months as he is getting his knee surgery in May, Anne will be taking over all Cadet Liaison in Roberts absence.
3. Gord Carpenter is no longer with Ontario Command, send request for Cadet Medal of Excellence to resale@on.legion.ca
4. I want to thank Anne, Kevin, Lyle and Stephane for covering cadet liaison during my recovery from surgery. It is greatly appreciated
Robert MacNichol

Entertainment and Hospitality Report

Executive & General Meeting May 2025

- The attendance for the Friday Night Dinners and other events is really good lately. Almost sold out every time.
- April was a busy month for Hospitality. It was challenging and exciting as new events came our way, but we got them done. Thanks to my wonderful team of Volunteers.
- Friday, April 25, 2025 we celebrated the 20th Anniversary of the Branch and it was a complete success. We had 122 people come and they enjoyed their evening with food, speeches and music. We had a Silent Auction, and we raised \$825.00 for the Land & Building Fund. The cost for the food and decorations, was only \$950 approximately.
- Sunday, April 27, 2025, Hospitality, did the Spaghetti Dinner for The Cadet Corps 2317. A 1st time for this event and it was a success. It cost me \$325.27 for the food. After voting a budget of \$500.00 and it didn't cost that, are we going to donate the rest to the Cadet Corps 2317.
- Sunday, May 4, 2025 is Volunteer Appreciation BBQ, and I expect over 65 people to attend. That is great!

What is happening in Hospitality in the month of May:

- Friday, May 2, 2025, Cinco de Mayo New price: Member: \$30.00 Non-Member: \$35.00 Band: Hey Neighbour 7-11pm Sold out at 62 people

- Sunday, May 4, 2025 Volunteer Appreciation BBQ 11am-3pm
- Friday, May 9, 2025 NO MEAL/NO BAND
- Saturday, May 10, 2025 Mix Darts Food available at the Poppy Café
- Wednesday, May 14, 2025 Open Mic 12pm- 2 Food available at the Poppy Café from 12pm to 2pm and music 12:30pm to 3pm
- Friday, May 16, 2025, Meal: Steak Band: Silas New band 7-11pm
- Friday, May 23, 2025, Meal: Salmon OR Chicken Band: Albert and The Collection 7-11pm
- Sunday, May 25, 2025, High Tea 2-4pm \$25.00 per person Sold out at 70 people
- Wednesday, May 28, 2025, Open Mic 12pm- 2 Food available at the Poppy Café from 12pm to 2pm and music 12:30pm to 3pm
- Friday, May 30, 2025 Meal: Roast Beef Band: Hallman & Hoffman 7pm to 10:30pm

Hope to see everyone at these events.

I move my report

Angel Guy

2nd Vice President

Entertainment/Hospitality Chair

Barrhaven Legion Branch 641

Grants & Assistance Report:

Grants & Assistance Report:

The 2 x \$5000.00 Donations past at the Executive Meeting need to be past at the General Meeting now. Canada Day in Barrhaven from Bingo Fund and Warriors Adventure Canada from Poppy Trust Fund.

Report for Executive & General Meetings May 2025

RCL BR 641 Honours /Awards & Special Recognition (HA&SR) Committee

Comrades: Please check the table below for the Medals and Bars that the President will present to you during our last General meeting for this committee on May 20, 2025. Please let me know if I have missed anyone or any awards.

Executive Medals & Bars for 2024 -2025 Term

Name	Medal	Bars	Bars
Lyle Brennan		Past Pres	Past Pres Pin
Angel Guy		2nd VP	
Kevin Brown	Past Off	Executive	Poppy
Richard Lynn		3rd VP	
David Sereda		Ways & Means	
Joe Guitard		Membership	
Michelle Guitard	Past Off	Executive	Sports
Will Read	Past Off	Executive	
Robert MacNichol		Parade Comd	

Track &
Field

Ed Schelenz CD

HA&SR Committee Chairman

May 6, 2025

Executive and General Meetings for May

Ways and Means

I would like to thank some people that helped to make our events successful.

Carol Anne Marlow, Nancy Rule, Gary Cunningham, Linda Laframboise, Michelle Guitard and Sheila Sielatycki
Great people to work with.

These people worked hard to help make our events successful for our members we want them to have a great time. For me it is not always about the money it is great seeing being having a great time.

With outside donations also helped make our events successful Our team worked 4 events this past year.

Our most successful event was the Pig roast over \$1,800.00 in profits people enjoyed our second pig roast there is a possibility that it maybe a repeat event.

Grey Cup and Super Bowl brought out good crowd at both sporting event \$800.00 and

\$ 600.00 Profit.

Breakfast with Santa was a event brought to you in combination of Hospitality, Ways and Means and the BFC. We had hoped for more kids for the breakfast about 100 should up profit of \$160.00 for the Legion and \$ 160.00 for BFC. The Kids had a great time.

Many compliments came from the parents and hoping that we would do this again... special thanks to SANTA CLAUSE (Dave Cole) he kept the kids entertained.

I move my report

Dave Sereda Ways and means

Technology Report

1. It has been a busy year of progress and changes with the Branch 641 technology:
 - a. successful transition to Rogers Business Internet and Telephone service.
 - b. upgrades to the Point-of-Sale system hardware, security and accessibility.
 - c. upgrades to the camera security system, with better resolution, wider coverage and easier remote access.
 - d. new sound system audio that improves connectivity in Valour Hall.
 - e. New hardware for the Accounting Team, as well as improved connectivity with the M365 platform.
2. The M365 Platform implementation across the "business operations" of the Branch is gradually gaining traction with a growing understanding beyond just the "branded" emails and cloud storage of business records.

3. A few projects remain in various stages of planning or execution.

I move my report.

Chaplain report.

Conducted Legion Tribute for Olive Este
The President and executive will conduct
Legion Tributes as acting Chaplain while I am recovering
Robert MacNichol

New Business

1. During the RCL Ontario Command Convention a presentation was made to available delegates about the new Ontario-specific "Fortunato 5" tickets. A pilot project will be run in the near future, and more information will be provided to the full branch membership by means of a MailerLite dispatch, however here are some of the highlights:
 - a. 246 tickets in a "sub-set"
 - b. Each ticket costs \$10.
 - c. 5 "play" sections
 - i. 3 chances at 4 card matches
 - ii. 1 chance for the Super-draw raffle
 - iii. 1 chance for an Instant Win
 - d. Winning numbers of the first four play sections will be done once every few months during a "televised" (live stream) event.
 - e. Branch 641 has been entered as a potential candidate to participate in the pilot series.
 - f. Please see attached photo of sample ticket.
 - g. Questions by email to nevada@rcl641.ca

