

**Minutes of the Executive Meeting
Lacombe Legion Branch No. 79
Of the Royal Canadian Legion**



Date: September 17, 2026

Time: 6:30 p.m.

Location: Lacombe Legion

1. Call to Order

The regular meeting was called to order by President Kathy Hobbs at 6:30 p.m.

2. Attendance

Executive Officers in Attendance:

- Kathy Hobbs, President
- Susan Churchill, Past President
- Joe Whitbread, Second Vice President
- Shayla Radtke, Treasurer
- Cherry Baird, Secretary

Executive Members in Attendance:

- Joann Swarbrick
- Janet Hall
- Arnie MacAskill
- Tom Kentz
- Lillian Gillis

- Calvin Bennefield

Appointed Executive in Attendance:

- Dwight Baird
- Calvin Swarbrick
- Gary McCaffrey
- Judy Lemieux
- Lynn Farrell

Absent:

- Rick Grinham
- Chris Contenti

3. Additions to the Agenda

- **Policy Committee**
- **Fence (under Hall and Building report)**
- **Food Handling Certificate**
- **Crib payments**
- **Quarter-beef meat raffle**

4. Approval of Previous Minutes

Call for errors or omissions: None.

Motion:

Moved by Cherry Baird that the minutes of the July 2026, Executive Meeting be approved as printed.

Seconded by: Joe Whitbread

All in Favour: Carried

5. Business Arising from the Minutes

Fall Rally – Kathy Hobbs

Chris Contenti, Lillian Gillis, Kathy Hobbs and Gary McCaffrey attended.

Information from the meeting:

- Remembrance Day posters and essays will be controlled and marked as received and picked up this year, as some were lost last year.
- Poppy Trust Fund request during Remembrance season will be delayed as it is a busy time.

Budget- Janet Hall

Committee chairs are asked to prepare budgets and submit them to Janet Hall.

6. Correspondence

- **Mech Mavericks** – request for sponsorship for the robot software development team.

No action taken.

- **Flags of Remembrance** – invitation to 2026 Flags of Remembrance at Sylvan Lake Saturday, September 19th at 11 am
 - **Election** – information regarding employment opportunities at ops@elections.ab.ca
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7. New Business

Candlelight Vigil-Susan Churchill

Looking for an organizer for this event that happens late September. Susan can give guidance to those interested.

Remembrance Day Visits to Schools- Gary McCaffrey

Gary would like the Colour Party to visit schools this year.

Cherry will contact the schools to see if there is interest in our attendance at their Services.

Policy/Procedure Review Committee - Cherry

Cherry suggested that we form a committee that reviews all our policies and procedures (including the Executive Manual) and brings recommendations to the executive.

Calvin Swarbrick, Susan Churchill, Cherry Baird will be on this committee.

Food Handling Certificate- Shayla Radtke

This certificate is up for renewal. Shayla Radtke will take care of the renewal.

Crib- Shayla Radtke

A fee of \$3.00 is paid by each sports player. Of this, \$2.00 goes directly to the Legion sports program and \$1.00 is for the teams to use at their discretion (e.g. food for celebrations, prizes, trophies, etc.). It is problematic and time consuming to track and access the \$1.00 collected from each player. It was decided we will keep it separate, and the procedure manual will change to reflect this practice.

¼ beef Raffle Fundraiser – Tom Kentz

Tom suggested we have a raffle fundraiser for the Legion with a quarter of beef as the prize. Tom has been in contact with Big Ben Market and \$1,800.00 is the approximate amount that the beef would cost.

Calvin Swarbrick would work with Tom to apply for the raffle license. It was suggested that we sell 50 books of tickets, books would contain 20 tickets each and the cost per ticket be \$10.00.

The draw would happen around mid-December, possibly at the Legion Christmas party.

It was also suggested that we ask the beef supplier if they would also donate some other items for the raffle, possibly gift cards. Joe said he could talk to the supplier about this donation.

Motion:

Moved by Tom Kentz that we spend up to \$2,500.00 to purchase ¼ side of beef for a meat raffle.

Seconded by: Arnie MacAskill

All in Favour: Carried

8. Treasurer's Report- Shayla Radtke

Statement of Receipts and Expenditures – August 2026

STATEMENT OF RECEIPTS & EXPENDITURES
August 2026

ACCOUNTS	OPENING BALANCE	DEPOSITS	CHEQUES	CLOSING BALANCE	O/S CHEQUES	SIMPLY BALANCE	SAVINGS	GIC	TOTAL FUNDS
General	\$20,726.87	\$7,424.58	\$7,983.37	\$20,168.08	\$ 955.16	\$19,212.92	\$57,335.44		\$76,548.36
Sunset	\$44,620.33	\$19,914.64	\$20,651.33	\$43,883.64	\$ 7,965.64	\$35,918.00	\$78,139.48	\$293,360.51	\$407,417.99
Bingo	\$7,714.56	\$0.00	\$0.00	\$7,714.56	\$ -	\$7,714.56			\$7,714.56
Pull Ticket	\$9,129.14	\$1,200.00	\$816.24	\$9,512.90	\$ 2,415.58	\$7,097.32			\$7,097.32
Casino	\$10,582.70	\$0.00	\$762.17	\$9,820.53	\$ -	\$9,820.53			\$9,820.53
Totals	\$92,773.60			\$91,099.71		\$79,763.33	\$135,474.92	\$293,360.51	\$508,598.76

All the gaming money has been moved from the saving to the casino accounts.

August financial was presented, but there are errors that Shayla is still sorting out.

The categories in Square are not aligned with Sage. This causes reporting discrepancies and will need to be corrected.

We also need to be mindful of our bookkeeper's time and reduce interruptions.

Employee pay schedules will change to Fridays due to the timing of processing the file with the bank.

Invoices will continue to be sent to Veteran's Voices of Canada

9. Committee Reports

Archives (Susan Churchill):

Susan has been in contact with the Lacombe Museum. They do not have the budget to do the banners this year but will try for next year.

The cost of the banner is \$134.13 each from Strand. There are 89 names on the Cenotaph. The cost for all would be around \$12,000.00.

Next year they will look at starting with WW1, which would cost about \$2,280.00.

Awards (Susan Churchill):

No report

Bingo – (Judy Lemieux /Lynn Farrell):

Bingo started on Monday; there were 27 participants.

Bylaw -

No report

Campground (Tom Kentz):

Motion:

Moved by Tom Kentz that all discounts from open sites offered at the campground be removed.

Seconded by: Shayla Radtke

All in Favour: Carried

Motion:

Moved by Tom Kentz that we Increase the camp fees for the open sites from \$33.00 to \$35.00 per night plus gst.

Seconded by: Arnie MacAskill

All in Favour: Carried

Motion:

Moved by Tom Kentz that campground attendants operate the Campspot application under the supervision and operational oversight of the Legion Campground Committee (specifically finance.) All rules and policies regarding the app must be approved by the Campground Committee.

Seconded by: Shayla Radtke

Majority in favour 1 opposed: Carried

It was suggested that we have the attendants sign confidentiality waiver.

Motion:

Moved by Tom Kentz that the existing golf cart be replaced with an EV mini truck manufactured by Chery Group of Companies, sourced from Rundle Bike Company in Calgary, for a total purchase price of \$10,500 (gst included.)

Seconded by: Shayla Radtke

All in Favour: Carried

Tom noted that there is a one-year bumper to bumper warranty, as well as a three year or 80,000 km warranty for the drivetrain and battery.

Motion:

Moved by Tom Kentz that two radar speed signs be purchased and installed at the campground at a cost up to \$2,000.00.

Seconded by: Dwight Baird

All in Favour: Carried

Motion:

Moved by Tom Kentz that the exterior of the campground kitchen be renovated using metal siding, with an allocated budget of \$25,000.00.

Seconded by: Arnie MacAskill

All in Favour: Carried

Motion:

Moved by Tom Kentz that an annual budget of \$2,000.00 be established for campground signage repair and replacement.

Seconded by: Shayla Radtke

All in Favour: Carried

Motion:

Moved by Tom Kentz that the campground 2027 Seasonal Site Rental Contract be revamped.

Seconded by Gary McCaffrey

All in Favour: Carried

Seasonal Sites

Five seasonal rental site contracts will not be renewed for 2027. These sites will be offered to new lessees on the waiting list.

Equipment replacement: options are being evaluated to replace the current campground tractor, as it is undersized for required operations.

Site Security: options for installing a new entrance security gate at the campground are currently being explored.

Casino (Calvin Swarbrick):

2027 will be our next Casino.

Chase the Ace (Calvin Swarbrick):

Chase the Ace was won.

\$9,700.00 was the profit for the Legion.

Coffee Time (Joann Swarbrick):

Barb Quirion and Joann are handling Coffee Time, it is going well.

Finance (Janet Hall):

Sunset report submitted.

There were questions:

- contract caretaker's line: \$5,500.00.
- insurance costs

Motions:

Moved by Janet Hall that beginning January 2027 Louise's work schedule be changed so Mondays are dedicated to campground. Tuesdays will be dedicated to Legion.

Seconded by Calvin Swarbrick

All in Favour: Carried

Hall & Building (Chris Contenti):

There are some issues with OnSide. Chris is working on clearing these up.

We have humidity issues in the downstairs hall. Tom has a dehumidifier running.

The upper hall lift is not working properly. On Friday a repair person is coming to look at it.

The fence is in poor shape. \$3,000.00 is the cost to replace the current wood fence with chain link and black slides.

Element Precast will donate half the cost of a chain link fence.

Motion:

Moved by Tom Kentz that we replace the parking lot fence with a chain link fence at a cost of no more than \$3,000.00.

Seconded by Joe Whitbread

All in Favour: Carried

Hall Rentals (Joann Swarbrick):

Summer rentals were slow.

September has picked up.

October bookings:

1st General Meeting – upper hall

3rd District Crib

Kinsmen the 2nd and 4th Fridays – lower hall

10th – tentative booking

13th – West Country Trappers – upper hall

22nd – Executive meeting -lower hall

Bar & Lounge (Dwight Baird):

The lounge has been very busy, credit to Chase the Ace.

Everything is going well.

Membership (Kathy Hobbs):

We have 316 paid members,
102 Centenary members for a total of 418
72 Affiliates, 203 Associates, 34 Ordinary and 7 Lifetime

Motion:

Moved by Kathy Hobbs that we approve the following Centenary Members:
Colleen Campbell, Colleen Smith, Alvin Brooks, Kyle Leduc, Maggi Merkel, Emma Schmitz,
Shawna Wallace, Ross Campbell, Erwin MacLennan and Jocelyn Szmaciars.
Seconded by: Janet Hall

All in Favour: Carried

Poppy Trust Fund (Susan Churchill):

An organizational meeting will be held on September 29th at 7:00 in the lounge.

Publicity – (Joe Whitbread):

Website has been revamped. Please review information to ensure accuracy.

Pull Tickets (Cherry Baird):

No report

Sgt-at-Arms (Gary McCaffrey):

Working on schools and colour party training.

Service Officer (Rick Grinham absent):

No report

Sick & Visiting:

No report

Social (Lillian Gillis):

Music is booked for the 26th of September in the lounge.
December 19th was chosen for the Christmas Party. We will have a supper.

Sports (Arnie MacAskill):

Crib and Euchre start Wednesday 23rd at 7 pm in the lounge.
October 3rd is District Legion Crib here at the branch.
Arnie would like to see any tournaments we host happen on Sundays, to alleviate busyness in the lounge.
The Lee Smith Golf tournament was very successful. Total profit made was \$4,111.79.

10. Adjournment

Motion:

Calvin called for adjournment at 9:26 p.m.

All in Favour: Carried

Prepared by:

Cherry Baird, Secretary

Approved by:

Kathy Hobbs, President