



**BRANCH REGULATIONS TO  
THE GENERAL BY-LAWS FOR BRANCHES  
OF ONTARIO PROVINCIAL COMMAND**



|                                   |                 |
|-----------------------------------|-----------------|
| Limestone City                    | ONTARIO NO. 560 |
| ROYAL CANADIAN LEGION BRANCH NAME | BRANCH NUMBER   |

| ✓ | Section Identifier | Regulation Wording | Branch Approval Date<br>(YYYY-MM-DD) |
|---|--------------------|--------------------|--------------------------------------|
|---|--------------------|--------------------|--------------------------------------|

|                          |                         |                                                                                                                                                                                      |  |
|--------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <input type="checkbox"/> | S. 404. (2)<br>Item (1) | A voting Member, to be eligible for election to Office, must have attended a minimum of _____ (_____) General Meeting(s) during the _____ prior to the date of the Election Meeting. |  |
|--------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**OR**

|                          |                         |                                                                                                                                                                                                   |  |
|--------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <input type="checkbox"/> | S. 404. (2)<br>Item (2) | A voting Member, to be eligible for election to Office, must have attended a minimum of _____ percent (____%) of the General Meetings during the _____ prior to the date of the Election Meeting. |  |
|--------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

|                          |         |                                                   |  |
|--------------------------|---------|---------------------------------------------------|--|
| <input type="checkbox"/> | S. 409. | The Branch Term of Office shall be two (2) years. |  |
|--------------------------|---------|---------------------------------------------------|--|

|                                     |             |                                                                           |            |
|-------------------------------------|-------------|---------------------------------------------------------------------------|------------|
| <input checked="" type="checkbox"/> | S. 501. (1) | The Branch shall elect three (3) Vice-Presidents at the Election Meeting. | 2010-11-16 |
|-------------------------------------|-------------|---------------------------------------------------------------------------|------------|

|                                 |                         |                                                                                                                   |  |
|---------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------|--|
| <input type="checkbox"/><br>*** | S. 501. (2)<br>Item (1) | The following additional Office(s) shall be elected at the Election Meeting:<br>_____<br>_____<br>_____<br>_____. |  |
|---------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------|--|

|                                            |                         |                                                                                                                                                                                                                                                                  |            |
|--------------------------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| <input checked="" type="checkbox"/><br>*** | S. 501. (2)<br>Item (2) | The following additional Office(s) shall be appointed by the President after the start of the new Term of Office: <u>Branch Service Officer, Chaplain (2)</u><br><u>Ladies Auxiliary Liaison, Secretary, Sergeant-at-Arms, and Treasurer.</u><br>_____<br>_____. | 2025-01-21 |
|--------------------------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|

|                                            |         |                                                                                  |            |
|--------------------------------------------|---------|----------------------------------------------------------------------------------|------------|
| <input checked="" type="checkbox"/><br>*** | S. 502. | The Branch shall elect a total of _____ eight ( 8 ) Executive Committee Members. | 2010-10-16 |
|--------------------------------------------|---------|----------------------------------------------------------------------------------|------------|

## BRANCH REGULATIONS CONTINUED

| ✓                                          | Section Identifier | Regulation Wording                                                                                                                                                                                                                                                                                                                                            | Branch Approval Date<br>(YYYY-MM-DD) |
|--------------------------------------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/><br>^^^ | S. 513. (1)        | A Member of the Branch Executive Committee shall be appointed in the new Term of Office at the _____ Executive _____ Meeting of the Branch in the month of _____ June _____ by the President to act as the Liaison Officer to the Ladies' Auxiliary to the Branch.                                                                                            | 2010-11-16                           |
| <input checked="" type="checkbox"/><br>^^^ | S. 513. (2)        | The Executive Committees of the Branch and its Ladies' Auxiliary shall hold two (2) joint Meetings a year on the _____ third Tuesday _____ in the months of _____ June _____ and _____ January _____ starting at _____ 6 : 30 p . m.                                                                                                                          | 2025-01-21                           |
| <input type="checkbox"/>                   | S. 513. (3)        | The total amount of funds held by the Ladies' Auxiliary to the Branch at the end of each fiscal year shall not exceed _____ dollars (\$ _____).                                                                                                                                                                                                               |                                      |
| <input checked="" type="checkbox"/><br>*** | S. 601. (3)        | The President shall appoint a <u>Chair</u> , after the start of the new Term of Office, for each of the following <u>Optional Standing Committee(s)</u> : <u>Bar, Branch Regulations and By-Laws, Entertainment, Health and Safety, Honours and Awards, Housing and Property, Lottery, and Ways and Means.</u><br>_____<br>_____<br>_____<br>_____.           | 2025-01-21                           |
| <input checked="" type="checkbox"/>        | S. 601. (4)        | The President shall appoint a <u>Member</u> , after the start of the new Term of Office, to each of the following <u>Standalone Position(s)</u> not provided for elsewhere within these Branch Regulations: <u>Cadet Corp Liaison Officer, Kitchen Liaison, Legion Villa Liaison, and Sick and Visiting Coordinator.</u><br>_____<br>_____<br>_____<br>_____. | 2025-01-21                           |

## BRANCH REGULATIONS CONTINUED

| ✓                                   | Section Identifier          | Regulation Wording                                                                                                                                                                                                                                                          | Branch Approval Date<br>(YYYY-MM-DD) |
|-------------------------------------|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/> | S. 703. (3) (a)             | The _____ Membership Chair _____ shall be responsible for ensuring that all new Members receive a Legion Badge and a document containing the current Internet Website addresses of both Dominion and Provincial Commands.                                                   | 2025-01-21                           |
| <input type="checkbox"/>            | S. 703. (3) (b)<br>Item (1) | The _____ shall be responsible for ensuring that all new Members receive a current copy of The General By-Laws of the Ontario Provincial Command / The General By-Laws for Branches of the Ontario Provincial Command.                                                      | _____                                |
| <b>OR</b>                           |                             |                                                                                                                                                                                                                                                                             |                                      |
| <input checked="" type="checkbox"/> | S. 703. (3) (b)<br>Item (2) | The _____ The Membership Chair _____ shall be responsible for ensuring that all new Members receive a current copy of The General By-Laws of The Royal Canadian Legion.                                                                                                     | 2025-01-21                           |
| <b>OR</b>                           |                             |                                                                                                                                                                                                                                                                             |                                      |
| <input type="checkbox"/>            | S. 703. (3) (b)<br>Item (3) | The _____ shall be responsible for ensuring that all new Members receive current copies of The General By-Laws of the Ontario Provincial Command / The General By-Laws for Branches of the Ontario Provincial Command and The General By-Laws of The Royal Canadian Legion. | _____                                |
| <input checked="" type="checkbox"/> | S. 703. (4)                 | The Branch shall maintain the Records which fall under the responsibility of the Secretary in an electronic format with a back-up copy stored in a separate and secure location.                                                                                            | 2025-01-21                           |
| <input type="checkbox"/>            | S. 704. (2)                 | The Branch shall maintain the Records which fall under the responsibility of the Treasurer in an electronic format with a back-up copy stored in a separate and secure location.                                                                                            | _____                                |
| <input type="checkbox"/>            | S. 708.                     | The Additional Duties listed on the Attachment Form(s) numbered _____<br>_____ contained on Page(s) numbered _____                                                                                                                                                          | _____                                |

# **BRANCH REGULATIONS CONTINUED**

| ✓                                          | Section Identifier  | Regulation Wording                                                                                                                                                                                                                          | Branch Approval Date<br>(YYYY-MM-DD) |
|--------------------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
|                                            |                     | shall provide additional governance re the Branch Office(s) identified therein.                                                                                                                                                             |                                      |
| <input type="checkbox"/>                   | S. 709.             | The Duties and/or Terms of Reference listed on the Attachment Form(s) numbered _____ contained on Page(s) numbered _____ shall govern the Committees and/or Branch Position(s) identified therein.                                          |                                      |
| <input type="checkbox"/>                   | S. 710.             | The following Organized Group(s) within the Branch consisting of <b><u>only Legion Members</u></b> shall be administered by the Branch: _____<br>_____<br>_____.                                                                            |                                      |
| <input checked="" type="checkbox"/><br>*** | S. 802. (1)         | The Branch shall hold its monthly General Meetings on the <u>third Tuesday</u> of each month.<br>_____<br>_____<br>_____ starting at <u>7</u> : <u>30</u> p. m. The month(s) of <u>July and August</u><br>_____<br>_____ shall be excluded. | <u>2010-11-16</u>                    |
| <input checked="" type="checkbox"/><br>*** | S. 804.             | The Order of Business included on the Attachment Form(s) numbered <u>8a and 11a</u> contained on Page(s) numbered <u>9, and 10</u> shall govern at the General Meeting(s) identified therein.                                               | <u>2025-01-21</u>                    |
| <input checked="" type="checkbox"/><br>*** | S. 807.<br>Item (1) | The Annual General Meeting shall be held in conjunction with the General Meeting held in the month of <u>May</u> .                                                                                                                          | <u>2010-11-16</u>                    |
| <b>OR</b>                                  |                     |                                                                                                                                                                                                                                             |                                      |
| <input type="checkbox"/><br>***            | S. 807.<br>Item (2) | The Annual General Meeting shall be held on the _____<br>_____<br>_____ starting at _____ : _____ . m.                                                                                                                                      |                                      |



## BRANCH REGULATIONS CONTINUED

| ✓                                          | Section Identifier      | Regulation Wording                                                                                                                                                                                                     | Branch Approval Date<br>(YYYY-MM-DD) |
|--------------------------------------------|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <input checked="" type="checkbox"/><br>*** | S. 808.                 | The Order of Business included on the Attachment Form(s) numbered <u>9a</u><br>_____ contained on Page(s) numbered <u>11</u><br>_____ shall govern at the Annual General Meeting(s) identified therein.                | 2025-01-21                           |
| <input type="checkbox"/><br>***            | S. 809. (1)<br>Item (1) | A quorum for all Meetings of the Branch shall be five percent (5%) of the total eligible voting Membership as recorded on the files of Command at the end of the preceding calendar year.                              | _____                                |
| <b>OR</b>                                  |                         |                                                                                                                                                                                                                        |                                      |
| <input checked="" type="checkbox"/><br>*** | S. 809. (1)<br>Item (2) | A quorum for all Meetings of the Branch shall be <u>twice</u> the number of Members from the Executive Committee <u>present</u> at the Meeting plus one (1) additional eligible non-Executive Committee voting Member. | 2025-01-21                           |
| <b>OR</b>                                  |                         |                                                                                                                                                                                                                        |                                      |
| <input type="checkbox"/><br>***            | S. 809. (2)             | A quorum for all Meetings of the Branch <u>with less than twenty (20) active Members</u> shall be the total number of Members on the Executive Committee plus _____ (_____) additional eligible voting Member(s).      | _____                                |
| <input checked="" type="checkbox"/><br>*** | S. 810.<br>Item (1)     | In the event that any scheduled Meeting of the Branch falls on a recognized Statutory Holiday, it shall be rescheduled to the <u>same day the following</u> week.<br>_____ starting at <u>7</u> : <u>30</u> p .m.      | 2025-01-21                           |
| <b>OR</b>                                  |                         |                                                                                                                                                                                                                        |                                      |
| <input type="checkbox"/><br>***            | S. 810.<br>Item (2)     | In the event that any scheduled Meeting of the Branch falls on a recognized Statutory Holiday, it shall be rescheduled to the _____<br>_____ starting at the same time as the original scheduled Meeting.              | _____                                |
| <input type="checkbox"/><br>***            | S. 1001.<br>Item (1)    | The Election Meeting shall be held on the _____<br>_____<br>_____                                                                                                                                                      | _____                                |

## BRANCH REGULATIONS CONTINUED

| ✓                                          | Section Identifier   | Regulation Wording                                                                                                                                                                                                                        | Branch Approval Date<br>(YYYY-MM-DD) |
|--------------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
|                                            |                      | _____ starting at ____:____. m. and the Order of Business included on the Attachment Form numbered _____ contained on the Page numbered _____ shall govern at this Meeting.                                                               |                                      |
| <b>OR</b>                                  |                      |                                                                                                                                                                                                                                           |                                      |
| <input type="checkbox"/><br>***            | S. 1001.<br>Item (2) | The Election Meeting shall be held in conjunction with the General Meeting held in the month of _____.                                                                                                                                    |                                      |
| <b>OR</b>                                  |                      |                                                                                                                                                                                                                                           |                                      |
| <input checked="" type="checkbox"/><br>*** | S. 1001.<br>Item (3) | The Election Meeting shall be held in conjunction with the Annual General Meeting held in the month of <u>May</u> .                                                                                                                       | <u>2010-11-16</u>                    |
| <input type="checkbox"/>                   | S. 1002.<br>Item (1) | The Nomination Meeting shall be held on the _____<br>_____<br>_____ starting at ____:____. m. and the Order of Business included on the Attachment Form numbered _____ contained on the Page numbered _____ shall govern at this Meeting. |                                      |
| <b>OR</b>                                  |                      |                                                                                                                                                                                                                                           |                                      |
| <input checked="" type="checkbox"/>        | S. 1002.<br>Item (2) | The Nomination Meeting shall be held in conjunction with the General Meeting held in the month of <u>April</u> .                                                                                                                          | <u>2010-11-16</u>                    |
| <b>OR</b>                                  |                      |                                                                                                                                                                                                                                           |                                      |
| <input type="checkbox"/>                   | S. 1002.<br>Item (3) | The Nomination Meeting shall be held in conjunction with the Annual General Meeting held in the month of _____.                                                                                                                           |                                      |
| <input type="checkbox"/>                   | S. 1005.             | An advance poll shall be held on the day of the Election Meeting starting at _____                                                                                                                                                        |                                      |

## BRANCH REGULATIONS CONTINUED

| ✓                                          | Section Identifier   | Regulation Wording                                                                                                                                                                                                                                                                                                                                                                                                   | Branch Approval Date<br>(YYYY-MM-DD) |
|--------------------------------------------|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
|                                            |                      | _____:_____. m. and continuing until the start of the said Meeting.                                                                                                                                                                                                                                                                                                                                                  |                                      |
| <input checked="" type="checkbox"/>        | S. 1008.             | All unsuccessful candidates shall be automatically nominated for the next subordinate Senior Elected Offices.                                                                                                                                                                                                                                                                                                        | 2010-11-16                           |
| <input checked="" type="checkbox"/>        | S. 1101. (1)         | A one-time enrolment fee of _____ seven fifty _____ dollars (\$ <u>7</u> . <u>50</u> ) shall be payable with the applicable Annual Dues by all persons at the time of the submission of their application for Membership in the Legion.                                                                                                                                                                              | 2010-11-16                           |
| <input checked="" type="checkbox"/><br>*** | S. 1201. (1)         | The party or parties identified herein, who shall not be Members of the Executive Committee or employees of the Legion or organization thereof, shall complete a Financial Review of all financial accounts of the Branch: <u>Chartered Accountant Firm or Legion Member(3)</u><br>_____<br>_____.                                                                                                                   | 2025-01-21                           |
| <input checked="" type="checkbox"/><br>*** | S. 1202.             | The party or parties appointed by the President to complete a Financial Review shall be approved at the _____ Executive _____ Meeting of the Branch held in the month of _____ June _____.                                                                                                                                                                                                                           | 2010-11-16                           |
| <input checked="" type="checkbox"/><br>*** | S. 1204.<br>Item (1) | The persons designated and authorized to initiate and complete any financial transaction by cheque or electronic funds transfer for Branch Accounts, <u>excluding the Poppy Trust Fund Account</u> , shall be the following as identified by their Office or Position held: <u>President, First Vice President, Second Vice President, Third Vice President, Manager, and Treasurer.</u><br>_____<br>_____<br>_____. | 2025-01-21                           |
| <input checked="" type="checkbox"/><br>*** | S. 1204.<br>Item (2) | The persons designated and authorized to initiate and complete any financial transaction by cheque or electronic funds transfer from the Poppy Trust Fund Account shall be the <u>Poppy Committee Chair, President</u><br><u>First Vice President, and Poppy Trust Fund Treasurer.</u>                                                                                                                               | 2010-11-16                           |

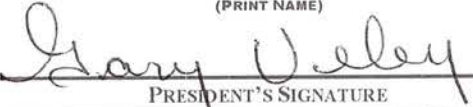
## BRANCH REGULATIONS CONTINUED

| ✓                                          | Section Identifier   | Regulation Wording                                                                                                                                                                                                                                                                                   | Branch Approval Date<br>(YYYY-MM-DD) |
|--------------------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <input type="checkbox"/>                   | S. 1204.<br>Item (3) | The voting Member(s) of the Branch appointed to administer the Poppy Trust Fund of a Poppy Campaign known as the _____<br><br>_____ and conducted by a group of Branches, or a Branch or group of Branches in conjunction with any other organization, shall be the _____<br><br>_____<br><br>_____. | _____                                |
| <input checked="" type="checkbox"/><br>*** | S. 1207. (1)         | All accounts payable by the Branch in excess of _____ One Hundred _____ dollars (\$ 100 . 00 ) shall only be paid by cheque, or an automatic pre-authorized online withdrawal by electronic funds transfer.                                                                                          | 2025-01-21                           |
| <input checked="" type="checkbox"/><br>*** | S. 1208. (1)         | The financial authority of the Executive Committee shall not exceed One Thousand _____ dollars (\$ 1000 . 00 ).                                                                                                                                                                                      | 2025-01-21                           |

**Legend**

\*\*\* - Mandatory Section for all Branches

^^^ - Mandatory for all Branches with a Ladies' Auxiliary

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>I certify the above information to be true and correct.</b></p> <p style="text-align: center;">Gary Veley</p> <hr/> <p style="text-align: center;">PRESIDENT<br/>(PRINT NAME)</p> <p style="text-align: center;"></p> <hr/> <p style="text-align: center;">PRESIDENT'S SIGNATURE</p> <p style="text-align: center;">January 21, 2025</p> <hr/> <p style="text-align: center;">CURRENT DATE OF PRESIDENT'S SIGNATURE</p> | <p><b>I certify the above information to be true and correct.</b></p> <p style="text-align: center;">Kathleen O'Connor</p> <hr/> <p style="text-align: center;">SECRETARY OR SECRETARY-TREASURER<br/>(PRINT NAME)</p> <p style="text-align: center;"></p> <hr/> <p style="text-align: center;">SECRETARY'S OR SECRETARY-TREASURER'S SIGNATURE</p> <p style="text-align: center;">January 21, 2025</p> <hr/> <p style="text-align: center;">CURRENT DATE OF SECRETARY'S OR SECRETARY-TREASURER'S SIGNATURE</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|



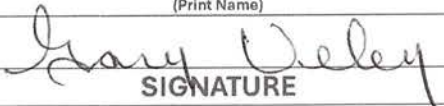
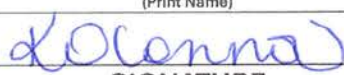
**BRANCH REGULATIONS CONTINUED – ATTACHMENT – FORM No. 8a**

Limestone City  
Royal Canadian Legion Branch Name

ONTARIO NO. 560  
Branch Number

**ORDER OF BUSINESS****GENERAL MEETINGS**

CREATED UNDER SECTION 804, OF THE GENERAL BY-LAWS FOR BRANCHES  
OF THE ONTARIO PROVINCIAL COMMAND

| ITEM DESCRIPTION                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Call to Order                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                       |
| a. Land Acknowledgement                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                       |
| b. Introduction of Guests (If Necessary)                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                       |
| c. Opening Ceremony                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                       |
| d. Welcoming Ceremony                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                       |
| 2. Chair Address/Rules of Procedure                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                       |
| 3. Motion to Deviate and Approve the Agenda                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                       |
| 4. Correspondence                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                       |
| 5. Presentation of Past Minutes                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                       |
| 6. Reports                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                       |
| a. Presidents Report                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                       |
| b. Treasurers Report                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                       |
| c. Branch Service Officer Report                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                       |
| d. Standing Committees Reports                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                       |
| e. Stand alone Reports                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                       |
| f. Special Committee Reports                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                       |
| 7. Old Business                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                       |
| a. Business carried over from Previous Meeting                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                       |
| 8. New Business                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                       |
| a. New Business arising from General Discussion                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                       |
| b. Notice of Motions (If Necessary)                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                       |
| 9. General Discussion                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                       |
| 10. Adjournment/Closing Ceremony                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                       |
|                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                       |
| I certify the above information to be true and correct<br>Gary Veley<br>President<br>(Print Name)<br><br>SIGNATURE<br>21 January ,2025<br>CURRENT DATE OF SIGNATURE | I certify the above information to be true and correct<br>Kathleen O'Connor<br>SECRETARY OR SECRETARY-TREASURER<br>(Print Name)<br><br>SIGNATURE<br>21 January ,2025<br>CURRENT DATE OF SIGNATURE |

**BRANCH REGULATIONS CONTINUED – ATTACHMENT – FORM No. 11a**

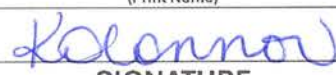
Limestone City  
Royal Canadian Legion Branch Name

ONTARIO NO. 560  
Branch Number

## **ORDER OF BUSINESS**

### **GENERAL MEETINGS AND NOMINATIONS**

CREATED UNDER SECTION 804, OF THE GENERAL BY-LAWS FOR BRANCHES  
OF THE ONTARIO PROVINCIAL COMMAND

| <b>ITEM DESCRIPTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Call to Order                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| a. Land Acknowledgement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| b. Introduction of Guests (If Necessary)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| c. Opening Ceremony                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| d. Welcoming Ceremony                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 2. Chair Address/Rules of Procedure                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 3. Motion to Deviate and Approve the Agenda                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 4. Correspondence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 5. Presentation of Past Minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6. Reports                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| a. Presidents Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| b. Treasurers Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| c. Branch Service Officer Report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| d. Standing Committees Reports                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| e. Stand alone Reports                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| f. Special Committee Reports                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 7. Old Business                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| a. Business carried over from Previous Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 8. New Business                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| a. New Business arising from General Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| b. Notice of Motions (If Necessary)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| c. Nominations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| i. Order of Nominations                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| a) President                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | d) Third Vice President                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| b) First Vice President                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | e) Executive Committee Members                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| c) Second Vice President                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9. General Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 10. Adjournment/Closing Ceremony                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <div>I certify the above information to be true and correct</div> <div style="text-align: center;">Gary Veley</div> <div style="text-align: center;">President</div> <div style="text-align: center;"><small>(Print Name)</small></div> <div style="text-align: center;"><br/><b>SIGNATURE</b></div> <div style="text-align: center;">21 January, 2025</div> <div style="text-align: center;"><small>CURRENT DATE OF SIGNATURE</small></div> | <div>I certify the above information to be true and correct</div> <div style="text-align: center;">Kathleen O'Connor</div> <div style="text-align: center;">SECRETARY OR SECRETARY-TREASURER</div> <div style="text-align: center;"><small>(Print Name)</small></div> <div style="text-align: center;"><br/><b>SIGNATURE</b></div> <div style="text-align: center;">21 January, 2025</div> <div style="text-align: center;"><small>CURRENT DATE OF SIGNATURE</small></div> |

# BRANCH REGULATIONS CONTINUED – ATTACHMENT – FORM No. 9a

Limestone City  
Royal Canadian Legion Branch Name

ONTARIO NO. 560  
Branch Number

## ORDER OF BUSINESS GENERAL MEETINGS AND ELECTIONS

CREATED UNDER SECTION 804, OF THE GENERAL BY-LAWS FOR BRANCHES  
OF THE ONTARIO PROVINCIAL COMMAND

| ITEM DESCRIPTION                                                                    |                                                                                      |
|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 1. Call to Order                                                                    |                                                                                      |
| a. Land Acknowledgement                                                             |                                                                                      |
| b. Opening Ceremony                                                                 |                                                                                      |
| c. Welcoming Ceremony                                                               |                                                                                      |
| d. Introduction of Guests (If Necessary)                                            |                                                                                      |
| 2. Chair Address/Rules of Procedure                                                 |                                                                                      |
| 3. Motion to Deviate and Approve the Agenda                                         |                                                                                      |
| 4. Correspondence                                                                   |                                                                                      |
| 5. Presentation of Past Minutes                                                     |                                                                                      |
| 6. Reports                                                                          |                                                                                      |
| a. Presidents Report                                                                |                                                                                      |
| b. Treasurers Report                                                                |                                                                                      |
| c. Branch Service Officer Report                                                    |                                                                                      |
| d. Standing Committees Reports                                                      |                                                                                      |
| e. Stand alone Reports                                                              |                                                                                      |
| f. Special Committee Reports                                                        |                                                                                      |
| 7. Old Business                                                                     |                                                                                      |
| a. Business carried over from Previous Meeting.                                     |                                                                                      |
| 8. New Business                                                                     |                                                                                      |
| a. New Business arising from General Discussion;                                    |                                                                                      |
| b. Notice of Motions; (If Necessary)                                                |                                                                                      |
| c. Elections – Introduction of Election Chair and Meeting Turnover;                 |                                                                                      |
| d. Nominations from Previous General Meeting;                                       |                                                                                      |
| e. Nominations reopened from the floor;                                             |                                                                                      |
| f. Voting Order of Elections                                                        |                                                                                      |
| i. President                                                                        | iv. Third Vice President                                                             |
| ii. First Vice President                                                            | v. Executive Committee Members (8)                                                   |
| iii. Second Vice President                                                          |                                                                                      |
| g. Installations                                                                    |                                                                                      |
| 9. General Discussion                                                               |                                                                                      |
| 10. Adjournment/Closing Ceremony                                                    |                                                                                      |
| I certify the above information to be true and correct                              | I certify the above information to be true and correct                               |
| Gary Veley                                                                          | Kathleen O'Connor                                                                    |
| President                                                                           | SECRETARY OR SECRETARY-TREASURER                                                     |
| (Print Name)                                                                        | (Print Name)                                                                         |
|  |  |
| SIGNATURE                                                                           | SIGNATURE                                                                            |
| 21 January, 2025                                                                    | 21 January, 2025                                                                     |
| CURRENT DATE OF SIGNATURE                                                           | CURRENT DATE OF SIGNATURE                                                            |