



Edmonton Salutes

Agenda
VIA - Google Meet - Calendar
9:00am - 11:00am
October 27, 2023

Committee Mandate: To recognize the value of the contributions made by military personnel, veterans and their families who reside within the city and surrounding communities.

Item	To Speak
1. Call to Order	Chair
2. Introductions and Housekeeping.....	Chair
3. Determination of Quorum	City Admin
4. Approval of Agenda	Chair
5. Approval of September 22, 2023 Meeting Minutes.....	Chair
6. Guest Speaker - TBD.....	Guest
7. Reports	
7.1. Chair Report	Chair
7.2. Administration Report	City Admin
7.3. Members/Sector Reports	CAF
7.4. Subcommittee Reports.....	Subcommittee Chairs
7.5. Other Reports	All
8. New Business	Chair/ All
9. Next Meeting.....	Chair
10. Adjournment	Chair



Upcoming events (See [Calendar](#) for all Events):

- November 4, 2023 - Dance to Remember; No Stone Left Alone Gala Fundraiser
- November 8, 2023 - Indigenous Veterans Day Ceremony at City Hall
- November 11, 2023 - Remembrance Day - Various ceremonies in the city and region

Attachments (and included below):

- [September 22, 2023 Meeting Minutes](#)
- [Dance to Remember Gala Funding Request](#)
- [Hot Chocolate for Beechmount Ceremony Funding Request](#)
- [Updated ESC Budget 2023](#)



Edmonton Salutes

Minutes **DRAFT**

Edmonton Garrison Officers' Mess Conference Room

10:00 - 11:30 A.M.

September 22, 2023

Committee Mandate: to recognize the value of the contributions made by military personnel, veterans and their families who reside within the city and surrounding communities.

In Attendance - Voting Members

- Alexander Tsang, Edmonton United Services Institute
- Carolyn Patton, Canadian Forces Liaison Council
- Dan Derouin, Sturgeon County
- Darren Krill, Community Member
- Dave McRae, Town of Redwater
- Kaetlyn Corbould, Community Member
- Katie Berghofer, Strathcona County
- Lacey Laing, Town of Bon Accord
- Laurie Hackett, Community Member
- Lorne Strachan, Community Member
- Mike Killick, City of St. Albert
- Nicole Goehring, Community Member
- Rick Palfrey, Community Member
- Steve Maybee, Edmonton International Airports
- Fred Malott, Town of Legal
- Justin Wright, MLA, GoA Military Liaison

Guests

Military

- LCol Shawn Thompson, CFB Edmonton
- Khalil Mraiche, GoA
- Rebecca Balanko, Town of Mornville

Regrets

- Brian Hodgson, CHAIR
- Sarah General, HMCS Nonsuch
- Maj Graham Kallos, 408 Tactical Helicopter Squadron
- Georgette L'Hirondelle, Canada Lands Company
- Haydar Al Dahhan, Edmonton Chamber of Commerce
- Roza Parlin, Military Family Resource Centre
- Jibs Abitoye, City of Fort Saskatchewan
- Karen Principe, City of Edmonton
- Mac (Robert) Torrie, Edmonton Legion
- Amber Harris, Town of Gibbons
- Ziad Aboutaif, MP
- Tom McIntyre, Elks
- Scott Lundy, Community Member

City of Edmonton Staff/Secretariat

- Natasha Weber
- Olena Hlaskova

Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Interim Chair L. Strachan called the meeting to order at 10:06 am.	Meeting called to order at 10:06 am. Chair opened the Committee's meetings with Land Acknowledgement.
2.	Introductions	
	2.1 Introductions/ Welcome Guests	<p>The Chair welcomed all members in attendance. Noted and thanked:</p> <ul style="list-style-type: none"> • LCol Shawn Thompson for organizing the meeting location at the Base; • Col Robin Dove, Base Commander of 3 CDSG for hosting the Committee at the Luncheon; • LCol Hans Brink who was in attendance to discuss the Last Post Fund. <p>The Chair provided Col Dove and LCol Brink with a short overview of Edmonton Salutes and the Committee's mandate, followed by a quick round of introductions.</p> <p>Chair reminded that only voting members could vote and motion for action, and that the meeting would end 30 mins earlier to accommodate the Business Luncheon.</p> <p>LCol Thompson welcomed the Committee members to the Base and went over the housekeeping items on the agenda as well as a seating plan for the Luncheon.</p> <p>N. Weber introduced K. Corbould and excused her absence due to connectivity issues.</p>
3.	Determination of Quorum	
	3.1 - Quorum of at least 13 members was confirmed by administration Y/N?	Yes
4.	Approval of Agenda	
	4.1 - N. Goehring MOVED to approve the agenda for Edmonton Salutes Meetings of September 22, 2023	Carried
5.	Approval of Meeting Minutes	

	5.1 - L. Hackett MOVED to approve the Edmonton Salutes Meeting Minutes from June 23, 2023	Carried
6.	Guest Speaker	
	6.1 - LCol Hans Brink presented the Last Post Fund, a program to assist veterans who cannot afford decent burial services	<p>The Last Post Fund is a non-profit national organization mandated to deliver the Veterans Affairs Canada Funeral and Burial Program.</p> <p>LCol Hans Brink covered the mission of the program, the qualifying criteria, and ways to connect with the program. He also answered questions from the Committee members/guests.</p>
7.	Reports	
	7.1 - Chair Report	<p>The Interim Chair provided a verbal report. Key items included:</p> <ul style="list-style-type: none"> ● Attendance of Subcommittee meetings - Strategic Action and Budget Subcommittees ● Attendance of: <ul style="list-style-type: none"> ○ Day Sail with HMCS Edmonton ○ Military Cup Tournament ○ Executrek hosted by the Grizzly Defendor ● Chair thanked those Committee members who attended on behalf of Edmonton Salutes various events over the summer. ● Chair called for members to join subcommittees that were down members: <ul style="list-style-type: none"> ○ Bylaw & Policy (1) and ○ Membership & Orientation (1). ● Chair also thanked R. Palfrey for joining the Budget Subcommittee.
	L. Laing MOVED to approve the Chair's report.	Carried.
	7.2 - Administration Report	<p>Admin provided a verbal report. Key updates are as follows:</p> <ul style="list-style-type: none"> ● Reorganization at the City ● Coordinating and supporting all the Subcommittee meetings ● Chair and Vice Chair Election Process ● Tulip Fundraiser for the RCAF ● Budget update: <ul style="list-style-type: none"> ○ Balance is at the end of September: \$38,083.08 <p>Admin also reminded about the upcoming events, particularly</p>

7.4 Subcommittee Reports	
7.4.1 Strategic Action	No updates as the Committee is scheduled to meet after the main Committee meeting.
7.4.2 Budget Subcommittee S. Maybee MOVED to approve the Committee's funding of the CFLC Reservist Luncheon in the amount of \$2,000.	S. Maybee provided an update of the latest Budget Subcommittee meeting and its recommendations regarding the Committee's funding of the Reservist Luncheon with the CFLC: <ul style="list-style-type: none"> • It was recommended that the Committee awards the CFLC \$2,000 to offset some of the luncheon's cost. <ul style="list-style-type: none"> ◦ C. Patton recused herself from this vote. Carried.
7.4.3 Bylaw and Policy L. Strachan MOVED to include Morinville to the Committee member list.	N. Weber provided an update of the latest Bylaw & Policy Subcommittee meeting on K. Courbold's behalf: <ul style="list-style-type: none"> • Gave context of the request for Morinville to join the Committee. • Requested a motioner for Morinville to be added to the Committee member list. Carried
7.4.4 Membership & Orientation Subcommittee C. Patton MOVED to accept verbal reports provided by the Subcommittee chairs.	No updates. Carried.

8.	Other Reports	
		<p>Alex Tsang provided the following update:</p> <ul style="list-style-type: none"> ● 2,000 drones were provided to Ukraine with the help of the EUSI ● A symposium will be held in spring on anti-drone weapons. <ul style="list-style-type: none"> ○ An advanced researcher in the field is expected to deliver a speech at the symposium. ○ A funding request may be coming to the Committee to fund the speaker's flight/accommodation. <p>C. Patton provided the following updates:</p> <ul style="list-style-type: none"> ● Thanked the Committee members for attending the Executrek in August ● Provided the upcoming Reservist Luncheon update <ul style="list-style-type: none"> ○ Tickets may be purchased through the Chamber's website ● November 08: Indigenous Remembrance Day ● November 16: Reservists Luncheon in Calgary ● C. Patton's change in role with the CFLC
9.	Next Meeting	
	9.1 Next Meeting	October 27, 2023 - Virtual
10.	Adjournment	
	D. Krill MOVED to adjourn the meeting at 11:21 a.m.	Carried. Meeting ended at 11:21 a.m.
<p>Upcoming Committee Meetings:</p> <ul style="list-style-type: none"> ● October 27, 2023 ● November 24, 2023 		

2023 Edmonton Salutes: January 1, 2023 to December 31, 2023

Event / Item	2022 Actual	2023 Budget	Committed	Funds Remaining
Edmonton Salutes Committee				
Annual Budget		\$64,000.00		
Recognition				
Edmonton Salutes Ads/marketing	\$595.24	\$1,000.00	\$625.00	\$375.00
Sponsorship of a Military Family Event (Like Citadel Theater Christmas Events)	\$19,575.38	\$20,000.00		\$20,000.00
Community and Military Relations				
Winspear Centre Support to the Royal Canadian Artillery Band Christmas Concert	\$3,000.00	\$3,000.00		\$3,000.00
Edmonton Salutes Community Grants	\$9,900.00	\$11,500.00	\$4,894.28	\$6,605.72
Military Family Resource Centre (MFRC) Yellow Ribbon Gala	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00
Community Event Expenses and Admin (Examples: Tickets for Chair to attend community events, business cards, courier services)	\$566.02	\$1,500.00	\$276.67	\$1,223.33
Military Relations and Appreciation Events		\$5,000.00	\$2,795.92	\$2,204.08
Committee Expenses				
Edmonton Salutes Volunteer Appreciation Event	\$1,082.00	\$2,000.00		\$2,000.00
Edmonton Salutes Monthly meetings - hosting	\$0.00	\$500.00	\$207.90	\$292.10
Parking - Monthly meetings and other events	\$21.59	\$250.00	\$11.43	\$238.57

Salutes Merchandise	\$0.00	\$250.00		\$250.00
Honorariums and expenses (added in 2022 to the \$102k budget)		\$4,000.00	\$2,425.00	\$1,575.00
Total projects to date - ESC	\$49,740.23	\$64,000.00	\$27,811.20	\$36,188.80
Remaining Budget		0.00	36,188.80	

Regional Municipal Partner Contributions to Edmonton Salutes 2017 - 2023		
Balance:		12,750.00