

## Edmonton Salutes

Minutes

VIA - Google Meet - Calendar

9:00 - 10:30 A.M. March 25, 2022

*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**

Brian Hodgson, CHAIR  
Katie Berghofer, Strathcona County  
Wes Brodhead, City of St. Albert  
Dan Derouin, Sturgeon County  
Nicole Goehring, Community Member  
Laurie Hackett, Community Member  
Darren Krill, Community Member  
Lacey Laing, Town of Bon Accord  
Fred Malott, Town of Legal  
Dave McRae, Town of Redwater  
Deanna Miyauchi, Edmonton Chamber of Commerce

Steve Maybee, Edmonton International Airports  
Roza Parlin, Military Family Resource Centre  
Karen Principe, City of Edmonton  
Lorne Strachan, Community Member  
Mac (Robert) Torrie, Edmonton Legion  
Alexander Tsang, Edmonton United Services Institute  
Justin Yaassoub, Community Member

### **Guests**

#### Military

Capt David Parker, 408 Tactical Helicopter Squadron  
L Cdr Leslie Yewer-Stacey, HMCS Nonsuch

#### Government

Sebastian Farkas, Assistant to MLA Brad Rutherford, Government of Alberta Military Liaison to the Canadian Armed Forces

### **Regrets**

Amber Harris, Town of Gibbons  
L Col Harpal Mandaher, CFB Edmonton  
Lisa Makin, City of Fort Saskatchewan  
Marvin Neumann, Canada Lands Co.  
Sarah Patterson, City of Edmonton Staff

Carolyn Patton, Canadian Forces Liaison Council  
Brad Rutherford, MLA, Government of Alberta Military Liaison to the Canadian Armed Forces

### **City of Edmonton Staff/Secretariat**

Pat Hutchison  
Kristin Lewis  
Natasha Weber



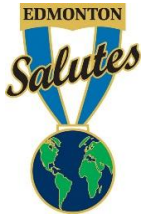
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Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Chair Brian Hodgson called the meeting to order at 9:03 a.m.	
2.	Introductions	
	Introduction/Welcome Guests	Chair Hodgson noted the situation in Ukraine. He spoke of the courage, tenacity and resolve of the Ukrainian military, the spirit of the Ukrainian people and the inspired leadership of Mr Zelensky. He noted to the committee that we ought to be ever mindful of their struggles.
3.	Determination of Quorum	
	3.1 - Quorum of at least 12 members was confirmed by Kristin Lewis Y/N?	Y
4.	Approval of Agenda	
	4.1 - R. Parlin MOVED to approve the Agenda for Edmonton Salutes Meeting of March 25, 2022.	Carried
5.	Approval of Meeting Minutes	
	5.1 - S. Maybee MOVED to approve the Edmonton Salutes Meeting Minutes from February 25, 2022.	Carried
6.	Presentation	
	6.1 - Presentations from: <ul style="list-style-type: none"> <li>Lt. Cdr. Yewer-Stacey on Royal Canadian Navy in Edmonton</li> </ul>	Lt. Cdr. Yewer-Stacey presented information and visuals on the Canadian Navy in Edmonton. Noted sails with the HMCS



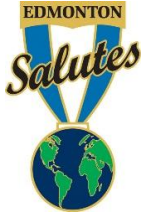
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	<ul style="list-style-type: none"> <li>• Captain D. Parker on 408 Tactical Helicopter Squadron</li> </ul>	<p>Edmonton can be scheduled through her and her commanding officer.</p> <p>Captain D. Parker presented information and visuals on the Canadian Air Force and the 408 Tactical Helicopter Squadron that services Western and Northern Canada.</p>
7.	Reports	
	7.1 - Chair Report - Chair Brian Hodgson	<p>Chair provided a verbal report. Key action items were identified as follows:</p> <ul style="list-style-type: none"> <li>• Recruitment: Provided a shortlist of candidates to the City of Edmonton's Executive Council Committee for review at their meeting on March 18. Will await the results of their decision, with the expectations that we will be onboarding new members in April or May.</li> <li>• Subcommittee meetings: All four Subcommittees have now met.</li> <li>• Communication Plan: City staff have been asked to explore options to resource a communications plan for the committee in order to establish a presence and get involved in the community as activities are resuming.</li> </ul> <p>Carried</p>



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	<p>F. Malott MOVED to accept verbal report of Chair for information</p>	
	<p>7.2 - Administration Report - Kristin Lewis</p> <p>L. Hackett MOVED to accept verbal report provided by Administration.</p>	<p>Kristin Lewis provided a verbal Administration report. Key items include:</p> <ul style="list-style-type: none"><li>• Freedom of the City Request from 41 Service Battalion - working on confirming an October 2022 date.</li><li>• Budget update: The municipal contributions are now listed in the ESC budget. ESC received the MFRC yellow ribbon gala request which was supported by the endorsed budget. We have paid the legion ad for this year and a request came in for support for the 408 Tactical Helicopter Squadron 80th Anniversary which the Budget Subcommittee discussed.</li></ul> <p>Carried</p>



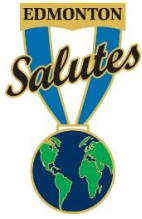
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	7.3 - Members/Sector Reports - Military	Lt Col Mandahar sent his regrets. ESC Chair read his update from the Military. See below for written update.
	<p>7.4 - Subcommittee Reports</p> <p>7.4 (a) Strategic Action Subcommittee</p> <p>D. Krill MOVED that the ESC endorse the Strategic Action Subcommittee Terms of Reference.</p> <p>7.4 (b) Funding (Budget) Subcommittee</p>	<p>Subcommittee reports were as follows:</p> <p><u>Strategic Action</u> Strategic Action Subcommittee Chair, Darren Krill updated the committee on the work of the Subcommittee, as follows:</p> <ul style="list-style-type: none"> <li>● Event identification and involvement with the ESC.</li> <li>● Working on a communication strategy and tactics to increase ESC presence and recognition. Some ideas considered include: scholarship, Elks games, engaging the media, etc.</li> <li>● Updated terms of reference</li> </ul> <p>Carried</p> <p><u>Funding committee</u> Funding Subcommittee Chair Steve Maybee updated the committee on the work of the Funding Subcommittee, as follows:</p> <ul style="list-style-type: none"> <li>● Governance and processes. Changes to the Terms of Reference to reflect an increase in scope. Including changing the name of the subcommittee to be the Budget Subcommittee.</li> <li>● Reviewing the Budget and upcoming spending</li> <li>● Discussed the Municipal Contributions. Subcommittee is recommending that more process is needed around how this money is spent.</li> </ul>



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	<p>S. Maybee MOVED that the ESC endorse the updated Budget Subcommittee Terms of Reference</p> <p>S. Maybee MOVED that the Funding Subcommittee develop criteria for the allocation of funding from regional municipal contributions to the Edmonton Salutes Committee.</p> <p>S. Maybee MOVED that the ESC support the \$2,500 Funding Request for the 408 Tactical Helicopter Squadron 80th anniversary.</p> <p>7.4 (c) Membership and Orientation Subcommittee</p> <p>L. Strachan MOVED that the ESC endorse the updated Membership and Orientation Subcommittee Terms of Reference.</p> <p>7.4 (d) Bylaw and Policy Committee</p>	<ul style="list-style-type: none"> <li>Discussed the 408 Tactical Helicopter Squadron 80th anniversary funding ask</li> </ul> <p>Carried</p> <p>Carried</p> <p>Carried</p> <p><u>Membership and Orientation Subcommittee:</u> Membership and Orientation Subcommittee Chair Lorne Strachan updated the committee on the work of the Membership and Orientation Subcommittee, as follows:</p> <ul style="list-style-type: none"> <li>Updated the Terms of Reference to include orientation activities</li> <li>Reviewing and updating orientation process.</li> <li>Analyzing membership composition, skills and expertise</li> </ul> <p>Carried</p> <p><u>Bylaw and Policy Subcommittee:</u> Bylaw and Policy Subcommittee Chair Mac Torrie updated the committee on the work of the Bylaw and Policy Subcommittee, as follows:</p>
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	R. Torrie MOVED to accept verbal reports of Subcommittees for information	<ul style="list-style-type: none"> <li>Noted the bylaw is very new, and will likely not need changes at this point. But the subcommittee will consider any changes or policy updates as needed.</li> </ul> <p>Carried</p>
	7.5 Other Reports	<p>Councilor Principe noted her visit to the Homes for Heroes site. There are a total of 9 people living there right now. Three people have already moved on from temporary housing to permanent housing. Councilor Principe discussed having a BBQ or a pancake breakfast with this site and the community and asked ESC to consider supporting and/or attending.</p> <p>Nicole Goehring extended an invite to the legislature to the ESC. Will work with the Chair to confirm a date.</p> <p>Dan Derouin noted that Sturgeon County Council had an in person meeting with the CFB Edmonton 3rd Canadian Division Commanding Officer and staff. Newly elected Council members had a chance to meet our Support Base members. Sturgeon County has a strong relationship with our neighbours and both sides work at maintaining that relationship.</p>
8.	Old Business	
	8.1 - March 5 EUSI Symposium Update	Alex Tsang and Brian Hodgson provided an update on the EUSI Symposium on March 5, 2022.



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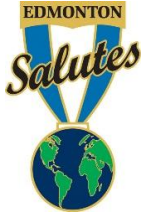
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9.	New Business	
	9.1 Visit to CannaConnect	Justin Yassaub provided a description of the CannaConnect building and wellness lounge area for military, veterans and their families. He offered to host the ESC for either an upcoming meeting or a visit to the lounge. The Chair asked that Administration work to schedule a date for ESC members to visit the lounge.
10.	Other Business	
	10.1 - Winspear Centre Event  10.2 No stone left alone - There are many events scheduled around this initiative.	Mac Torrie noted that he is working with the Winspear on an upcoming event and may come to the ESC for sponsorship.  No stone left alone initiative was briefly discussed. Justin Yaassoub noted Operation Restoration is included in these events. Last year, with the help of community youth, they cleaned off 1200 tombstones and will be doing the same again this year.
11.	Next Meeting	
	11.1 - The next Committee meeting is scheduled for April 29, 2022, at 9 a.m.	
12.	Adjournment	
	12.1 - R. Parlin MOVED to adjourn the meeting at 10:22 a.m..	Meeting ended at 10:22 a.m.
<p>Upcoming Events:</p> <ul style="list-style-type: none"> <li>• 408 Tactical Helicopter Squadron 80th Anniversary, June 17-19</li> <li>• Mess Luncheon - May 27th</li> </ul>		





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### Upcoming Committee Meetings:

- ESC April 29; May 27; June 24
- Strategic Actions Subcommittee April 12
- Membership and Orientation Subcommittee April 14
- Bylaw and Policy Subcommittee May 27

Update from Lt. Col Mandahar (Manny) for March 25 Edmonton Salutes Meeting:

- The 3rd Canadian Division Change of Command planning has started. There are no firm dates at this time. Information will be shared as it comes available.
- MAPLE RESOLVE will not be visited this Spring. The troops undergoing training are all from Eastern Canada. We'd rather Edmonton Salutes and municipal leaders visit when the training audience is from the Edmonton Area. There will be training exercises in the Fall and we will coordinate a visit.
- The Business Lunch is scheduled for 27 May at the Edmonton Garrison Officers' Mess (EGOM). Once the event coordinator provides an update, I will reach out to Edmonton Salutes to coordinate invitations.
- There are two other activities of potential interest to ES: Base Charity Golf Tournament and the Base Family Day. Dates and details to follow for the next ES meeting.