



Edmonton Salutes

Agenda
VIA - Google Meet - Calendar
09:00am - 11:00am
May 19, 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.

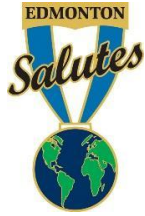
Item	To Speak
1. Call to Order	Chair
2. Introductions.....	Chair
3. Determination of Quorum	City Admin
4. Approval of Agenda	Chair
5. Approval of April 28, 2023 Meeting Minutes.....	Chair
6. Reports	
6.1. Chair Report	Chair
6.2. Administration Report	City Admin
6.3. Members/Sector Reports	CAF
6.4. Subcommittee Reports.....	Subcommittee Chairs
7.5. Other Reports	All
7. New Business	Chair/ All
8. Next Meeting - June 23, 2023	
9. Adjournment	Chair

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

- Garrison Base Lunch - May 19
- Annual Pride Parade on the Base - June 02
- Elks Military Appreciation Event - June 11

Attachments (and included below):

- [April 28, 2023 Meeting Minutes](#)
- [Funding request for the Elks Military Appreciation Event](#)
- [Funding request for 1 Field Ambulance 125th Anniversary](#)
- [Updated ESC Budget 2023](#)



Edmonton Salutes

Minutes **DRAFT**

In-person Meeting

10:00 - 12:00 A.M.

April 28, 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

- Darren Krill, Community Member
- Dave McRae, Town of Redwater
- Justin Yaassoub, Community Member
- Alexandra Hryciw, Edmonton Chamber of Commerce
- Lacey Laing, Town of Bon Accord
- Joel Mullan, Ministerial Assistant on behalf of Brad Rutherford, MLA and Provincial Liaison to the CAF
- Fred Malott, Town of Legal
- Karen Principe, City of Edmonton
- Laurie Hackett, Community Member
- Lorne Strachan, Community Member
- Mike Killick, City of St. Albert
- Roza Parlin, Military Family Resource Centre
- Katie Berghofer, Strathcona County
- Scott Lundy, Community Member

Guests

Military

- Maj. Phil Paradis, CFB Edmonton
- Cdr Leslie Yewer-Stacey, HMCS Nonsuch
- Sarah General, HMCS Nonsuch

Elks

- Tom McIntyre, Account Executive
- Derek Yeomans, Director of Ticketing

Regrets

- Alexander Tsang, Edmonton United Services Institute
- Brian Hodgson, CHAIR
- Carolyn Patton, Canadian Forces Liaison Council
- Kaetlyn Corbould, Community Member
- Georgette L'Hirondelle, Canada Lands Company
- Steve Maybee, Edmonton International Airports
- Maj Graham Kallos, 408 Tactical Helicopter Squadron
- Dan Derouin, Sturgeon County
- Mac (Robert) Torrie, Edmonton Legion
- Nicole Goehring, Community Member
- Amber Harris, Town of Gibbons
- Jibs Abitoye, City of Fort Saskatchewan

City of Edmonton Staff/Secretariat

- Kate McIntosh
- Natasha Weber
- Olena Hlaskova

Item	Agenda Item	Action
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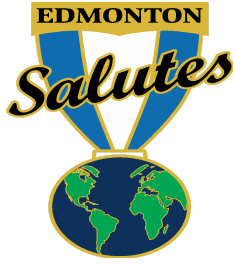
1.	Call to Order	
	1.1 - Chair Roza Parlin called the meeting to order at 10:08 am.	Meeting called to order at 10:08 am.
2.	Introductions	
	<p>2.1 Introductions/ Welcome Guests</p> <p>D. McRae moved to observe a minute of silence for the National Day of Mourning at 11 am.</p>	<p>The Chair welcomed all members in attendance. Noted guests that this was the last meeting for three of the Committee's members and thanked them for their membership and contributions to the Committee's work.</p> <ul style="list-style-type: none"> ● J. Yaassoub stepped down as a community member. ● L. Col. P. Paradis stepped down as the Army guest. ● Commander L. Yewer-Stacey as the Navy guest. <p>New members were introduced:</p> <ul style="list-style-type: none"> ● Sarah General is to represent HMCS NONSUCH in lieu of L. Yewer-Stacey. She will be attending meetings on behalf of the Navy. <p>Noted guest speakers from the Elks organization.</p> <ul style="list-style-type: none"> ● Tom McIntyre, Account Executive ● Derek Yeomans, Director of Ticketing <ul style="list-style-type: none"> ○ The guests were invited to stay for the whole meeting if their schedule permits. <p>A quick round of introductions was done to introduce new people.</p> <ul style="list-style-type: none"> ● The Chair tabled a suggestion to recognize the National Day of Mourning at 11:00 with a minute of silence. <p>Carried.</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 - D. McRae MOVED to approve the agenda for Edmonton Salutes Meetings of April 28, 2023	Carried
5.	Approval of Meeting Minutes	
	5.1 - F. Malott MOVED to approve the Edmonton Salutes Meeting Minutes from March 24, 2023.	Carried

6.	Presentation by the Edmonton Elks	
	<p>6.1 - Tom McIntyre and Derek Yeomans from the Elks Organization</p>	<p>D. Krill introduced the representatives from the Elks and the guests spoke about the Elks' intentions to support the military community.</p> <p>The purpose of the presentation was identified as soliciting the Committee's input on best ways to recognize and celebrate the military.</p> <p>The key points of the Committee's discussion post-presentation were as follows:</p> <ul style="list-style-type: none"> ● Military-supporting merchandise and opportunities to tie profits back to the military community. ● Committee's recognition at the games. ● Elks tentatively proposed the following model to support military families: <ul style="list-style-type: none"> ○ Children attend for free - corporate partners cover the spouses' ticket cost - military members' cost to be covered by allocated funds. ● Veterans Food Bank to attend the Fan Day on June 10, 2023 <p>The following suggestions were tabled:</p> <ul style="list-style-type: none"> ● a later home game date to align w/military dates and availability; ● seek opportunities to better coordinate sport events among different teams/organizations, i.e., golf clubs; ● improve communication regarding military recognition events to avoid overlaps; ● JumboTron QR Code to share information on related charities and/or partnering organizations; ● Explore the idea of Edmonton Salutes to set up a booth at the June 11th game & sponsor tickets.
7.	Reports	
	<p>7.1 - Chair Report</p>	<p>Chair provided a verbal report. Key items included:</p> <ul style="list-style-type: none"> ● Updates on the presentation to the Council on April 19, 2023, where B. Hodgson presented the Committee's annual report and highlighted the Committee's focus on military families. <ul style="list-style-type: none"> ○ At the Council, the Mayor asked about unhoused veterans. City Admin is working with Brian to respond to the Mayor's questions and will be highlighting what we learned about the Veterans Association Food Bank, Veterans Affairs and Homes for

	<p>S. Lundy MOVED to approve the Chair's report.</p>	<p>Heroes.</p> <ul style="list-style-type: none"> ● Recruitment Update, confirming that all community members who applied for re-appointment will be continuing with the Committee for another two years. <ul style="list-style-type: none"> ○ The Committee will also be welcoming L. Col Rick Palfrey to the Committee in May. ● Attendance of the MFRC Yellow Ribbon Gala, commenting on the event's success. ● Update on the EUSI Symposium and Dinner in March, noting the importance of the event's topic. ● Chair's attendance of the following events on behalf the Committee: <ul style="list-style-type: none"> ○ Loyal Edmonton Regiment Greisbach Dinner ○ The MFRC Gala ○ The Queen's Platinum Jubilee Medal ceremony which saw members of the Loyal Edmonton Regiment and the South Alberta Light Horse receive Queen's Platinum Jubilee Medals from the Honorable Lois Mitchel ● Upcoming and important events, which are captured in the ESC Event Calendar. <p>Carried.</p>
	<p>7.2 - Administration Report</p>	<p>Admin provided a verbal report. Key updates are as follows:</p> <ul style="list-style-type: none"> ● an update from HMCS Edmonton as they have returned from their mission in the Caribbean. Future Edmonton Garrison Business Luncheon. ● solicited names of attendees for the May 19th Business luncheon. Names to be submitted by May 3 as well as information regarding the purchasing of tickets. ● a presentation on the Committee's processes review and recommendations on improving those will be delivered in June and expected to be implemented in September. ● Admin provided a Budget update and highlighted the following expenses: <ul style="list-style-type: none"> ○ ESC Committee expenses, i.e., refreshments ○ Business Luncheon - Military Outreach ○ MFRC Gala ○ Committee received one community grant which will be reviewed and presented at the

	<p>L. Strachan MOVED to accept the verbal report provided by the administration.</p>	<p>next meeting.</p> <ul style="list-style-type: none"> ○ A reminder that the grant application must be filled out by all applicants ○ Balance is at the end of April: \$43,833.03 <ul style="list-style-type: none"> ● May meeting will be back to virtual <p>Carried.</p>
	<p>7.3 - Members/Sector Reports - Military</p>	<p>L. Col. Paradis for CFB spoke about the upcoming events and updates:</p> <ul style="list-style-type: none"> ● May-June redeployment from Operation Latvia on a smaller scale; ● S. Thompson to connect re: opportunities to welcome ● Op Unifier in UK: troops training Ukrianians ● Kuwait, Iraq, Iran - 300 people ● Edmonton Garrison Business Luncheon on May 19th ● June: 2nd Annual Pride Parade, including RCMP (on the base), a closed event, but S. Thompson to confirm if ESC members may attend ● Canada Day: open to community, there may be a Flag pass ● Garrison Open House in the Fall: open to the community ● Highlighted the importance of planning trip time to get to the base due to the ongoing strike. <p>Lt Col Paradis thanked the Committee for his tenure.</p> <p>Lt. Cdr L. Yewer Stacey for Navy provided an update and highlighted a few events at NONSUCH:</p> <ul style="list-style-type: none"> ● End of training year, so back to regular work. ● Battle of the Atlantic - the longest battle of WWII, first Sunday in May (overshadowed by the coronation) ● Kicked off the Naval experience program for 1yr commitment as a recruitment event: basic training, guaranteed visit to both Canadian coasts and 1 foreign port, salary, room & board. <p>Lt Cdr Yewer-Stacey thanked the Committee for her tenure.</p> <p>Maj Graham Kallos for Air Force / 408 Tactical</p>

	L. Yewer-Stacey MOVED to accept verbal reports provided by the Military.	<p>Helicopter Squadron - sent his regrets and had no updates to share at this time.</p> <p>It was suggested that the Committee:</p> <ul style="list-style-type: none"> • put together welcoming packages to re-deployed soldiers, and • have a booth during the Canada Day event at the Base. <p>Carried.</p>
	<p>7.4 Subcommittee Reports</p> <p>7.4.1 Membership and Orientation</p> <p>L. Strachan MOVED to add Elks to the Standing Guest List of the Committee for a limited term of one year.</p>	<p>L. Strachan provided an update of the latest M&O Subcommittee's meeting and voiced the Subcommittee's recommendation regarding Elks, given their interest in supporting the military community and their position as a veteran-supporting organization.</p> <p>Carried.</p>
8.	Next Meeting	
	<p>8.1 Next Meeting</p> <p>K. Berghofer motioned to move the May meeting to May 19th.</p>	<p>Committee voted to change the May meeting to May 19th to accommodate several members who will not be able to attend on the 26th.</p> <p>Carried</p> <ul style="list-style-type: none"> • Next meeting - May 19, 2023 - Back to Virtual
9.	Adjournment	
	9.1 F. Mallot MOVED to adjourn the meeting at 10:29 a.m.	Carried. Meeting ended at 10:29 a.m.
<p>Upcoming Committee Meetings:</p> <ul style="list-style-type: none"> • May 19, 2023 		



PROJECT FUNDING REQUEST

Please provide the following information. Delete the Instructions that are in *Italic*. Should not exceed five pages.

Project Title:	Edmonton Elks Military Appreciation Night
Date of Application:	May 10, 2023
Summary of Ask	
<ul style="list-style-type: none"> On June 11, 2023, the Edmonton Elks will host a Military Appreciation Night for members of the military and their immediate families. A special price point ticket of \$17 will be charged to each attending military member. In exchange, the tickets for their spouse and children will be provided complimentary by the Elks. This event supports our mandate of recognizing military members and their families in the community. Edmonton Salutes Committee Mandate: to recognize the value of the contributions made by military personnel and their families who reside within the city and surrounding communities. 	
Details of Request	
<p><i>Please provide the following information:</i></p> <ul style="list-style-type: none"> <i>Goals and outcomes: to promote the many good things our military members do for the community and recognize their service.</i> <i>Timelines: Game day is Sunday June 11, 2023. Upon approval of funding distribution points for tickets will be announced and stocked.</i> <i>Partners: the Elks and the MFRC</i> <i>No support from Edmonton Salutes has been provided in the past 5 years.</i> 	
Budget	
<ul style="list-style-type: none"> <i>We are requesting \$2000.</i> <i>The funds will be required immediately following the approval of the request by the full Committee on May 19, 2023</i> 	
Organization Information	
<p><i>Please provide the following information:</i></p> <ul style="list-style-type: none"> <i>The Edmonton Elks are a community-owned organization that has a long history of excellence in representing the City. They have been proud supporters of the local military community.</i> <i>Organizational chart: President - Victor Cui.</i> 	

- *Authorized representative of the organization: Tom McIntyre, Account representative; Derek Yeomans, Ticketing manager*
- *Darren Krill, Chair of Strategic Action Subcommittee, dkrill@shaw.ca*

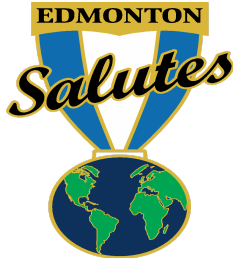
Evaluation

Please acknowledge that the committee may ask for a short report on the outcomes and how they were achieved after the event and/or activity for which funds were received.

Yes I am aware that the Edmonton Salutes Committee may ask for a report on the outcomes and expenses of my event, project or activity for which the funds were received.

For questions or more information, please contact Edmonton Salutes at Edmontonsalutes@edmonton.ca

Thank you from Edmonton Salutes.



PROJECT FUNDING REQUEST

Please provide the following information. Delete the Instructions that are in *Italic*. Should not exceed five pages.

Project Title:	1 Field Ambulance 125th Heritage Celebration
Date of Application:	10 April 2023
Summary of Ask	
<p>Funding will support celebratory events honouring our unit's history and heritage, to include a 1 Field Ambulance (1 Fd Amb) Reunion and Mess Dinner to bring our alumni and current members together in a social and traditional setting, a Military Skills competition to garner competition and esprit de corps within our unit and other health services units throughout Canada, and a Freedom of the City Parade in St. Albert to reaffirm the unit's close ties to the City of St. Albert and to showcase our military traditions within the community.</p>	
Details of Request	
<p>Funding support will allow 1 Fd Amb the opportunity to 'welcome home' our alumni from around the country with a first-class setting of friendship and fellowship. It is important for our alumni and current members to meet and share stories. This further builds our history, our resilience, and our place in the community.</p> <p>Our Mess Dinner will encompass age-old traditions while establishing new ones. Welcoming spouses, alumni, and other guests to our dinner will build new friendships and reaffirm our relationships within the community. Support will allow individual ticket costs to be kept at a reasonable level, especially for our alumni travelling from out of the area, and our junior members who otherwise may feel financial constraints.</p> <p>Our Reunion will allow alumni and currently serving members and their families the opportunity to socialize in a relaxed/ family-oriented setting. Funding will allow us to provide musical entertainment, refreshments, and children's activities for the day. This will allow us to recognize the dedication and support of our families.</p> <p>Many members of our unit have called St. Albert home since 1997. As dedicated members of the community we are fortunate and humbled to be granted Freedom of the City. We will hold heads high as we march with our Colours proudly flying through the City of St. Albert. This opportunity will allow our neighbours to come out and see us at our best while we also recognize the many residents of St. Albert who paid the ultimate price defending our country. Funding will allow a celebratory reception / meet and greet for alumni, unit members and families, as well as dignitaries following the event, to be held at the Arden Theatre.</p> <p>Our timeline of events are as follows: Friday, July 28: Mess Dinner. Initial downpayment for reserving the venue is underway.</p>	

Confirmation of funding by late May or sooner will allow ticket prices to be established.

Saturday, July 29: Military Skills competition / Reunion. Confirmation of funding by late May or sooner would allow us to agree to contracts with the musical entertainment and begin planning for refreshments that can be provided vice refreshments that would be for sale.

Sunday, July 30: Freedom of the City parade: coordination is presently underway with venue secured. Confirmation of funding by late May or sooner would allow us to begin the planning process for refreshments being made available at the reception.

Presently, the only financial support obtained has come from alumni donation. Other partners at present include: The City of St. Albert (allowing Freedom of the City), the Arden Theatre (hosting venue for reception). The Wyndham Hotel and Conference Centre (Mess Dinner venue), and Lonely Cars Vehicle Storage (providing water and pizza for participants of the military skills competition). Additional guidance and planning support has been provided by Ms Carolyn Patton, the Military Family Resource Centre, and the Edmonton Chamber of Commerce.

As this is the largest and most impactful event 1 Fd Amb has endeavored to execute, we have not previously requested funds from Edmonton Salutes.

Budget

To achieve our goals listed above, 1 Fd Amb is requesting a grant of \$10,000. Receiving confirmation of this support by late May or sooner would allow us to proceed with our current plans.

Organization Information

1 Fd Amb is western Canada's largest and only Regular Force combat medical unit. We are responsible for providing medical support to all units within 3rd Canadian Army Division in training or international operations. In addition to this, we maintain readiness year round to support Canadians during disasters and other domestic events. Currently, our unit is represented in Latvia, Poland, the UK, Kuwait, Jordan, and Lebanon. As of July 1st, those who are currently in Canada will begin training with expectations to return to Europe in support of NATO in 2024.

1 Fd Amb command team:

Commanding Officer: LCol Joseph (Josh) Robinson (joseph.robinson@forces.gc.ca)

Regimental Sergeant-Major (primary contact for this project): CWO Tim Stackhouse (timothy.stackhouse@forces.gc.ca)

Deputy Commanding Officer (secondary contact for this project): Maj Jason Lefler (jason.lefler@forces.gc.ca)

Adjutant: Capt Alex Moore (alexandria.moore@forces.gc.ca)

Evaluation

I am aware that the Edmonton Salutes Committee may ask for a report on the outcomes and expenses of my event, project or activity for which the funds were received.

For questions or more information, please contact Edmonton Salutes at Edmontonsalutes@edmonton.ca

Thank you from Edmonton Salutes.

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

Event / Item	2023 Budget	Actual 2023	Notes - include description of expense, data approved and total amount
Edmonton Salutes Committee			
Annual Budget	\$60,000.00		
Recognition			
Edmonton Salutes Ads/marketing	\$1,000.00	\$625	Annual ad in the Legion Annual Military Service Recognition Book Publication
Sponsorship of a Military Family Event (Like Citadel Theater Christmas Events)	\$20,000.00		Tickets for Military families to attend an event like A Christmas Carol Production by the Citadel
Community and Military Relations			
Winspear Centre Support to the Royal Canadian Artillery Band Christmas Concert	\$3,000.00		Last year of 3 year commitment
Edmonton Salutes Community Grants	\$11,500.00		Funding Request Forms Required
Military Family Resource Centre (MFRC) Yellow Ribbon Gala	\$15,000.00	\$15000	Platinum Sponsorship
Community Event Expenses and Admin (Examples: Tickets for Chair to attend community events, business cards, courier services)	\$1,500.00		ESC representation at community events, cadets in K Days parade, colour party, Oilers appreciation and other events. Includes Mileage if applicable
Military Relations and Appreciation Events	\$5,000.00	\$175	This would include events like Maple Flag/Resolve Training, Troop Return and Base Luncheons
Committee Expenses			
Edmonton Salutes Volunteer Appreciation Event	\$2,000.00		Includes event for all members and gifts for outgoing members
Edmonton Salutes Monthly meetings - hosting	\$500.00		For in-person meetings - refreshments may be provided
Parking - Monthly meetings and other events	\$250.00		Members must submit their parking receipts
Salutes Merchandise	\$250.00		
Total projects to date - ESC	\$60,000.00	\$15,800	
Remaining Budget	0.00	\$44,200	