



Edmonton Salutes

Agenda

Virtual - Google Meet - Connection Link Below

9:00am - 11:00am

February 23, 2024

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.

Virtual Meeting Information:

Video call link: <https://meet.google.com/rtt-wvca-jse>

Or dial: (CA) +1 778-746-9174 PIN: 266 499 292#

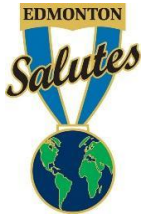
Item	To Speak
1. Call to Order	Chair
2. Introductions and Housekeeping.....	Chair
3. Determination of Quorum	City Admin
4. Approval of Agenda	Chair
5. Approval of January 26, 2024 Meeting Minutes.....	Chair
6. Guest Speakers.....	N/A
7. Reports	
7.1. Chair Report	Chair
7.2. Administration Report	City 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):

- March 9:
 - EUSI Symposium
 - MFRC Donor and Sponsor Appreciation Open House
 - ExecuTrek Domestic Juno

Attachments (and included below):

- January 23, 2024 Meeting Minutes
- [ESC Budget/Resources 2024](#)



Edmonton Salutes

Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

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
- Amber Harris, Town of Gibbons
- Brian Hodgson, CHAIR*
- Carolyn Patton, Canadian Forces Liaison Council
- Dan Derouin, Sturgeon County
- Darren Krill, Community Member
- Dave McRae, Town of Redwater
- Fred Malott, Town of Legal
- Georgette L'Hirondelle, Canada Lands Company
- Jibs Abitoye, City of Fort Saskatchewan
- Kaetlyn Corbould, Community Member
- Lacey Laing, Town of Bon Accord
- Laurie Hackett, Community Member
- Lorne Strachan, Community Member
- Mike Killick, City of St. Albert
- Nicole Goehring, Community Member
- Rebecca Balanko, Town of Morinville
- Rick Palfrey, Community Member
- Roza Parlin, Military Family Resource Centre
- Scott Lundy, Community Member
- Steve Maybee, Edmonton International Airports
- Rebecca Balanko, Town of Morinville
- Karen Principe, City of Edmonton

Guests

- Colonel (Retd) J Paul de B Taillon
- Dean Ervin, Edmonton International Airports
- Military
- LCol Shawn Thompson, CFB Edmonton

City of Edmonton Staff/Secretariat

- Natasha Weber
- Megan Tam

Regrets

- Katie Berghofer, Strathcona County (in Ottawa for a Board of Directors' meeting)
- Sarah General, HMCS Nonsuch
- Justin Wright, MLA, GoA Military Liaison
- Haydar Al Dahhan, Edmonton Chamber of Commerce
- Maj Graham Kallos, 408 Tactical Helicopter Squadron
- Mac (Robert) Torrie, Edmonton Legion
- Ziad Aboultaif, MP



Edmonton Salutes

Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Chair Brian Hodgson called the meeting to order at 9:00 am	Meeting called to order at 9:00 am Chair opened the Committee's meetings with Land Acknowledgement.
2.	Introductions	
	2.1 Introductions/ Welcome Guests	The Chair welcomed all members in attendance. Noted and thanked: <ul style="list-style-type: none">• Introductory comments.• Natasha introduced Megan Tam
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 - MOVED to approve the modified Agenda for Edmonton Salutes Meeting of January 26, 2024	Carried



Edmonton Salutes

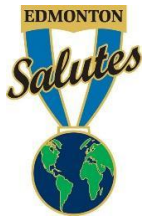
Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

5.	Approval of Meeting Minutes	
	5.1 - MOVED to approve the Edmonton Salutes Meeting Minutes from November 24, 2023	Carried
6.	Guest Speaker	
	6.1 - No guest speaker this month	
7.	Reports	
	7.1 - Chair Report	<p>The Chair provided a verbal report. Key items included:</p> <ul style="list-style-type: none"> ● Re-appointment of members: K. Corbould and S. Lundy. No new community members this year. ● Annual Report is due to council on Feb 9. Admin is helping draft. ● Vision for 2024 <ul style="list-style-type: none"> ○ Strategic plan for 2025-2027 ○ Building partnerships and networks ○ Ask Strategic Action subcommittee to recommend a process ● Municipal funds: would like the strategic action subcommittee to discuss what we can do with those funds.
	MOVED to accept the verbal report provided by the Chair of the Committee.	Carried.
	7.2 Administration Report	<p>Admin provided a verbal report. Key updates are as follows:</p> <ul style="list-style-type: none"> ● Budget update: \$60,0000 ● Funding request process reminder ● In-person meetings for the year <ul style="list-style-type: none"> ○ May & September ○ Christmas function



Edmonton Salutes

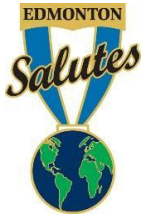
Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

	<p>MOVED to accept the verbal report provided by admin.</p>	<ul style="list-style-type: none"> ○ Possible strategic planning ● Update to Bylaw - scheduled for end of the month <ul style="list-style-type: none"> ○ To include Mornville as 26th member ○ Was scheduled, but might be rescheduled <p>Carried</p>
	<p>7.3 - Members/Sector Reports - Military</p> <p>MOVED to accept the verbal reports provided by the Military.</p>	<p>Updates provided by:</p> <ul style="list-style-type: none"> ○ Lieutenant-Colonel Shawn Thompson from CFB ○ Lieutenant Sarah General for Navy/HMCS Nonsuch ○ Maj Graham Kallos for Air Force / 408 Tactical Helicopter Squadron <p>Carried.</p>
	<p>7.4 Subcommittee Reports</p> <p>7.4.1 Strategic Action</p> <p>7.4.2 Budget Subcommittee</p>	<p>No subcommittees have met since last time.</p> <p>No reports from Strategic Action</p> <p>Congratulations L. Hackett on stepping up to be chair</p> <p>Budget updates:</p> <ul style="list-style-type: none"> ● Increase to the community grants due to RCA Band funding not yet distributed this year ● Royal Canadian Artillery Band: will need to reapply this year. Funds will not be automatically set aside. ● Approved the 2024 budget ● Approved that EUSI annual symposium will not be funded this year. Members will attend. ● 700 Wing RCAF 100 Anniversary request



Edmonton Salutes

Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

	<p>7.4.3 Bylaw and Policy</p> <p>7.4.4 Membership and Orientation</p>	<ul style="list-style-type: none"> ○ Motion carried to support the anniversary with \$5000 ● AVGS request (Note L. Strachan will recuse himself) <ul style="list-style-type: none"> ○ \$2000 request ○ Motion carried to fund \$1000 from the community grants <p>No reports from Bylaw and Policy</p> <p>No reports from Membership and Orientation</p>
7	7.5 Other reports	<p>Councillor Principe: Acknowledged and thanked the veteran who took down the intruder at City Hall this week</p> <p>Community Members:</p> <ul style="list-style-type: none"> ● CFLC is organizing Domestic Juno on March 9. Focus: natural disaster and response ● Tasha to inform ELT ● EUSI Symposium is also on March 9. Details are in the Events Calendar ● 700 wing is interested in the committee and has already been in communication with Tasha <p>Municipal Members</p> <ul style="list-style-type: none"> ● D.McRae will be unable to attend February meeting <p>Sector Reports</p> <ul style="list-style-type: none"> ○ Training: predeployment; unit fire; operation renaissance ○ Will be busy deployment year ○ JPMRC will last a month <ul style="list-style-type: none"> ■ 9 helicopters to Alaska ○ Hockey tournament this week ○ Next week regional women's team



Edmonton Salutes

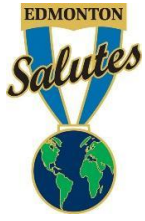
Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

	<p>MOVED to accept the verbal report provided by sector.</p>	<p>Carried.</p> <ul style="list-style-type: none"> ○ March 8: IWD, info booth, guest speakers <ul style="list-style-type: none"> ■ Tasha will receive info ○ 408 Tactical: <ul style="list-style-type: none"> ■ 3 chinooks flying out on monday; 450 squadron ■ Tasha requested to share video for ESC landing page ■ Nicole Goehring requested the media release
8.0	New Business	
	8.1 No new business	No new business
9.0.	Next Meeting	
	9.1 Next Meeting	February 23, 2024 - Virtual
10.	Adjournment	
	10.1 MOVED to adjourn the meeting at 9:53a.m.	Carried. Meeting ended at 9:53a.m.



Edmonton Salutes

Minutes - **DRAFT**

VIA - Google Meet - Calendar

9:00am - 11:00am

January 26, 2024

Upcoming Committee Meetings:

- February 23, 2024 - 9:00 to 11:00

2024 Edmonton Salutes
January 1, 2024 to December 31, 2024

Event / Item	2023 Actuals	2024 Budget	Committed	Budget Remaining	YTD Actuals	Variance	Frequency	Notes - include description of expense, date approved and total amount
Edmonton Salutes Committee								
Annual Budget		64,000.00						
Recognition								
Edmonton Salutes Ads/marketing	595.24	1,000.00		1,000.00		0.00	Ad hoc	
Sponsorship of a Military Family Event (Like Citadel Theater Christmas Events)	45,357.86	20,000.00		20,000.00		0.00	Yearly	
Community and Military Relations								
Winspear Centre Support to the Royal Canadian Artillery Band Christmas Concert	3,000.00					0.00		
Edmonton Salutes Community Grants		16,000.00		16,000.00		0.00	Ad hoc	
Military Family Resource Centre (MFRC) Yellow Ribbon Gala		15,000.00		15,000.00		0.00	Yearly	
Community Event Expenses and Admin (Examples: Tickets for Chair to attend community events, mileage, meals, etc.)	2,838.62	800.00		800.00		0.00	Ad hoc	
Military Relations and Appreciation Events	1,894.28	4,000.00		4,000.00		0.00	Ad hoc	
Committee Expenses								
Edmonton Salutes Volunteer Appreciation Event	767.97	2,000.00		2,000.00		0.00	Yearly	
Edmonton Salutes Monthly meetings - hosting	944.04	500.00		500.00		0.00	Ad hoc	
Parking - Monthly meetings and other events	511.86	250.00		250.00		0.00	Ad hoc	
Committee Admin (ex. business cards, courier services)		200.00		200.00		0.00	Ad hoc	
Salutes Merchandise		250.00		250.00		0.00	Ad hoc	
						0.00		
Honorariums and expenses (added in 2022 to the \$102k budget)	4,200.00	4,000.00		4,000.00		0.00		
Total projects to date - ESC	60,109.87	64,000.00	0.00	64,000.00	0.00			
Remaining Budget		0.00	64,000.00					

Regional Municipal Partner Contributions to Edmonton Salutes 2017 - 2023		
Balance:		16,750.00