



Edmonton Salutes

Agenda

VIA - Google Meet - Calendar

9:00 - 11:00 A.M.

May 23, 2025

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/tzk-nteq-bij>

Or dial: (CA) +1 647-736-6997 PIN: 922 955 776#

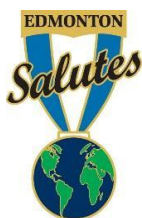
Item	To Speak
1. Call to Order.....	Chair
2. Introductions and Housekeeping.....	Chair
3. Determination of Quorum.....	City Admin
4. Approval of Agenda.....	Chair
5. Approval of Apr 25, 2025 Meeting Minutes.....	Chair
6. Reports	
6.1. Chair Report.....	Chair
6.2. Administration Report.....	City Admin
6.3. COE Councillor Report.....	CLlr Karen Principe
6.4. Members/Sector Reports.....	CAF
6.5. Subcommittee Reports.....	Subcommittee Chairs
6.6. Other Reports.....	All
7. New Business.....	Chair/All
8. Next Meeting.....	Chair
9. Adjournment.....	Chair

Upcoming Events

- May 31, 2025
 - EUSI Annual Symposium - focusing on the 30th anniversary of the Bosnian War.
- June 23, 2025
 - CFB Change of Command for the new Base Commander

Attachments (part of the agenda package below)

- [April 25, 2025 Meeting Minutes](#)
- [Calendar for all Events](#)
- 700 Wing Funding Request
- Google Contact Form



Edmonton Salutes

Minutes - **DRAFT**

VIA - Google Meet

9:00am - 11:00am

April 25, 2025

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.

Voting Member Attendance

- | | |
|--|---|
| <input checked="" type="checkbox"/> Jon Dziadyk, Edmonton United Services Institute | <input checked="" type="checkbox"/> Karen Principe, City of Edmonton |
| <input checked="" type="checkbox"/> Willis Kozak, Town of Gibbons | <input checked="" type="checkbox"/> Katie Berghofer, Strathcona County |
| <input checked="" type="checkbox"/> Brian Hodgson, CHAIR* | <input checked="" type="checkbox"/> Lacey Laing, Town of Bon Accord |
| <input checked="" type="checkbox"/> Dan Derouin, Sturgeon County | <input checked="" type="checkbox"/> Laurie Hackett, Community Member |
| <input type="checkbox"/> (Vacant), Community Member | <input checked="" type="checkbox"/> Lorne Strachan, Community Member |
| <input checked="" type="checkbox"/> Dave McRae, Town of Redwater | <input type="checkbox"/> Mac (Robert) Torrie, Edmonton Legion |
| <input checked="" type="checkbox"/> Dean Ervin, Edmonton Regional Airports Authority | <input checked="" type="checkbox"/> Mark Humphreys, Canadian Forces Liaison Council |
| <input checked="" type="checkbox"/> Fred Malott, Town of Legal | <input checked="" type="checkbox"/> Mike Killick, City of St. Albert |
| <input checked="" type="checkbox"/> Georgette L'Hirondelle, Canada Lands Company | <input checked="" type="checkbox"/> Nicole Goehring, Community Member |
| <input type="checkbox"/> Heather Thomson, Edmonton Chamber of Commerce | <input checked="" type="checkbox"/> Rebecca Balanko, Town of Morinville |
| <input checked="" type="checkbox"/> Jibs Abitoye, City of Fort Saskatchewan | <input checked="" type="checkbox"/> Rick Palfrey, Community Member |
| <input type="checkbox"/> Justin Wright, MLA, GoA Military Liaison | <input checked="" type="checkbox"/> Roza Parlin, Military Family Resource Centre |
| <input checked="" type="checkbox"/> Kaetlyn Corbould, Community Member | <input checked="" type="checkbox"/> Scott Lundy, Community Member |

Military Guests

- ☐ Maj. Graham Kallos, 408 Tactical Helicopter Squadron
- ☒ Lieut. Christopher Favrin, HMCS Nonsuch
- ☐ Lt.-Col. Craig Butler, CFB Edmonton

Other Guests

City of Edmonton Staff/Secretariat

- | | |
|--|---|
| <input checked="" type="checkbox"/> Julie Elford | <input checked="" type="checkbox"/> Clare Muruatetu |
|--|---|

Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Chair B. Hodgson called the meeting to order at 9:07am	Meeting called to order at 9:00am The Chair opened the Committee's meeting with a Land Acknowledgement.
2.	Determination of Quorum	
	3.1 - Quorum of at least 14 members was confirmed by administration Y/N?	Yes
3.	Approval of Agenda	
	4.1 - N. Goehring MOVED to approve the Agenda for Edmonton Salutes Meeting of April 25, 2025	Carried
4.	Approval of Meeting Minutes	
	5.1 - R. Balanko MOVED to approve the Edmonton Salutes Meeting Minutes from March 28, 2025	Carried
5.	Reports	
	5.1 - Chair Report	<p>The Chair provided a verbal report. Key items included:</p> <ul style="list-style-type: none"> • King's Coronation Medal South Alberta Light Horse • Canadian Forces Liaison Council luncheon • Regimental Association Social Function <p>The Vice Chair provided a verbal report on Teal Up Days:</p> <ul style="list-style-type: none"> • Teal Up Day - update <p>Discussions:</p> <ul style="list-style-type: none"> • The event was well received and ESC was recognized

	R. Balanko MOVED to accept the verbal report provided by the Chair and Vice Chair of the Committee.	during the event. Carried.
	5.2 - Administration Report	<p>Admin provided a verbal report. Key updates are as follows:</p> <ul style="list-style-type: none"> • Upcoming Events <ul style="list-style-type: none"> ◦ April 26 - HMCS Nonsuch Change of Command Ceremony ◦ May 4 - 80th Liberation of the Netherlands (Light Horse Park) ◦ June 6 - 408 Tactical Helicopter Squadron Change of Command ceremony • Committee Meetings: <ul style="list-style-type: none"> ◦ June 27 @ MFRC 9:30 am start time ◦ September 26 @ Kingsway Legion 9:30 am start time; ◦ More details to come on both, including parking. Time will be taken at the September meeting to have a facilitated conversation around annual planning. ◦ Looking for a date and location for the December Lunch. • Subcommittees: <ul style="list-style-type: none"> ◦ Invitation for those interested in joining a subcommittee to reach out to the subcommittee chairs or admin. The TOR was shared with the current member list for information. ◦ Budget and Finance meet the most (based on funding requests), and the other subcommittees currently are meeting 2-3 times per year. • Budget update: <ul style="list-style-type: none"> ◦ The balance is: \$54,303 remaining • Other Items: • Funding Request Form updated with recommendations from the March Meeting. Also have a new Funding Report Form we have been working on with the Budget and Funding Subcommittee that we are now testing. • Contact Google Form for members to fill out will be sent

	<p>R. Balanko MOVED to accept the verbal report provided by the admin.</p>	<p>out over the next few weeks - part of Civic Agencies audit and Membership and Orientation Subcommittee work.</p> <ul style="list-style-type: none"> • Name Tags: Design will be a white background with the ESC logo in colour. <p>Discussion:</p> <ul style="list-style-type: none"> - Name tags should include individuals' names. - With the upcoming elections, possibility of new members coming in a suggestion was made to hold off on printing nametags, share the cost breakdowns. <ul style="list-style-type: none"> • Connection with Internal Employee Resource Network Armedforces@theCity <ul style="list-style-type: none"> ○ On April 30th, they will attend the Career Fair at CFB Edmonton to promote Edmonton as an employer, part of the With Glowing Hearts program which the City of St. Albert is also a part of. ○ Supporting the RuckSack March in October: https://globalnews.ca/video/4585019/wounded-warriors-22-km-rucksack-march-for-remembrance-in-edmonton and Website: https://ruck4remember.wordpress.com/ <p>Comment:</p> <ul style="list-style-type: none"> • Chair Hodgson would like to attend a meeting - Admin to share more info <p>Carried.</p>
	<p>5.3 - COE Councillor Report</p>	<p>The Councillor provided a verbal report. Key Items included:</p> <ul style="list-style-type: none"> • Change of command HMCS Nonsuch • Loyal Edmonton Regiment dinner • Teal up day was well attended by ESC, appreciating the support and turnout. The day before the LERM had a concert at Guthrie School - always looking to do a free concert and should note this for future events. • Reservists Luncheon

		<ul style="list-style-type: none"> • 80th Anniversary of the Liberation of the Netherlands at Lighthouse park • May 10th, the mayor of BergZoom will be hosting him at City Hall - meet and greet. Welcoming the members to come and participate if they would like to join.
5.4 - Members/Sector Reports - Military	<p>Updates provided by:</p> <p>Lt.-Col.Craig Butler, CFB Edmonton:</p> <ul style="list-style-type: none"> • N/A <p>Lieut. Christopher Favrin for Navy/HMCS Nonsuch:</p> <ul style="list-style-type: none"> • Change in command April 26 - New incoming CEO, Lt. Commander Cusack. Previously Commanding Officer of Nonsuch will be introduced to committee in May. • Battle of Atlantic May 4th. • Members are going out to the coasts for training and will bring their skills and newly acquired knowledge back to Nonsuch. <p>Maj Graham Kallos for Air Force / 408 Tactical Helicopter Squadron: (Emailed report by Maj Kallos)</p> <ul style="list-style-type: none"> • EROTO 2 the Op REASSURANCE is out the door • 408 continues to be busy with work up training and other tasks • Thanks the ESC for the support over the RCAF centennial last year. 	
<p>5.5 - Subcommittee Reports</p> <p>membership list</p> <p>5.5.1 - Strategic Action</p> <p>D. Ervin MOVED to accept the report provided by the Strategic Action subcommittee.</p>	<p>Reports from Strategic Action (Report by R. Palfrey)</p> <ul style="list-style-type: none"> • Recap of meeting with admin and plan for May 13 meeting, including preparing for 2026 Work plan. • Member clarification requested on the inclusion of Veterans in the mission. Veterans are included in the ESC mandate. The Vision and Mission were developed for the 2021-2024 strategic plan and require a refresh to also include Veterans. Using a mission in the annual report to City Council can reinforce the mandate and feed into the Committee's goals. 	

5.5.2 - Budget Subcommittee

Reports from Budget Subcommittee (Report by L. Hackett)

- Recap of meeting: Chair has been re-elected and remains L. Hackett.
- Review of TORs - admin answering questions on bylaws.
- EUSI Funding Request - reminder to recuse. Clarity offered on funding form, EUSI requested \$850, in addition to 6 tickets like last year of \$600. Dinner will not be held this year. Therefore, a recommendation was made to host the Luncheon for just under \$1500.
- Policy on alcohol - not covered was confirmed.

L. Hackett MOVED to fund the EUSI Symposium to a max value of \$1500 to cover the luncheon, with the condition that no alcohol is purchased with these funds.

Carried (none opposed)

J. Dziadyk recused
G. L'Hirondelle Seconded

L. Strachan MOVED to accept the report provided by the Budget and Funding subcommittee.

Carried.

5.5.3 - Bylaw and Policy

No reports from Bylaw and Policy.

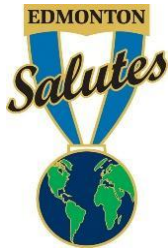
5.5.4 - Membership and Orientation

Membership and Orientation Updates:

- Ongoing work on profiles
- Update orientation package - Lorne to reach out to new member and schedule the member orientation
- TOR review
- Requesting members to share bios and pictures for updates

L. Hackett MOVED to accept the

	report provided by the Membership and Orientation subcommittee.	<ul style="list-style-type: none"> New member filling Daren's position. May 1, 2025 - April 30, 2027. <p>Carried.</p>
6	6.1 Other reports	<ul style="list-style-type: none"> Councillor Principe noted that Council has passed a new bylaw establishing a maximum of 8 consecutive years for terms. St. Albert will recognize the Netherlands on Monday, May 5th with a Cenotaph march and ceremony. The Veterans Guitar Spring Strings Event is scheduled for May 14th. The Juno Beach Center will have a ceremony on the 8th of May to commemorate the 80th anniversary of the E day in Europe.
8.0	New Business	
	8.1 - No new business	None
9.0.	Next Meeting	
	9.1 - Next Meeting	May 23, 2025 - Virtual
10.	Adjournment	
	10.1 - F. Malott MOVED to adjourn the meeting at 9:59 AM	Carried. Meeting ended at 9:59 AM
Upcoming Committee Meetings: <ul style="list-style-type: none"> May 23, 2025 June 27, 2025 September 26, 2025 October 24, 2025 November 28, 2025 		



ESC MILITARY / COMMUNITY EVENTS CALENDAR 2025

January	February	March	April
		*Annual Reporting to Council	Military Child Month
<p>January 7 -Strategic Action Subcommittee Meeting(Rescheduled**)</p> <p>January 14 -Budget and Funding Subcommittee Meeting</p> <p>January 24 -Monthly ESC meeting</p>	<p>February 11 -Strategic Action Subcommittee Meeting *canceled</p> <p>February 28 -Monthly ESC meeting -CAF Health Services Business Luncheon (RSVP deadline Feb 13)</p>	<p>March 7 -Alex Tsang service at Kingsway Legion @ 11am</p> <p>March 4 -Member and Orientation Subcommittee Meeting</p> <p>March 10 & 12 -Annual Reappointments, and Report & Workplan Presented to Council by Chair/ViceChair</p> <p>March 11 -Strategic Action Subcommittee Meeting *canceled</p> <p>March 14</p>	<p>April 3 Flag Raising Ceremony</p> <p>April 4</p> <ul style="list-style-type: none"> • CFLC Award Ceremony and Executrek • Reservists Events(Only for CAF Members) <p>April 11</p> <ul style="list-style-type: none"> • Teal Up Day - Guthrie School • Per Services Farewell Business Luncheon, 11 Apr 2025 <p>April 17 -Budget and Funding Subcommittee Meeting</p>

		<p>- 408 Sqn Business Luncheon</p> <p>March 21 -Bylaw and Policy Subcommittee Meeting *canceled</p> <p>March 28 -Monthly ESC Meeting</p>	<p>April 25 -Monthly ESC meeting</p> <p>April 26 HMCS Nonsuch Change of Command Ceremony.</p>
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May	June	July	August
<p>May 4 -80th Anniversary Liberation of Netherlands (Light Horse Park)</p> <p>May 5 Royal Canadian Navy Commemorates 79th Anniversary of the Battle of the Atlantic</p> <p>May 13 -Strategic Action Subcommittee Meeting</p>	<p>June 6 408 Tactical Helicopter Squadron Change of Command</p> <p>June 10 -Strategic Action Subcommittee Meeting</p> <p>June 20 -Bylaw and Policy Subcommittee Meeting</p> <p>June 23 CFB Change of Command for the new Base Commander</p>	<p>July 2 Change in Command Ceremony</p> <p>July 24 - 26 - 125th Reunion & Anniversary of the Lord Strathcona's Horse (Royal Canadians)</p>	

<p>May 7 <i>-Member and Orientation Subcommittee Meeting</i></p> <p>May 14 AVGS - Spring Strings Rock Social</p> <p>May 23 <i>-Monthly ESC meeting</i></p> <p>May 31 Annual Symposium - focusing on the 30th anniversary of the Bosnian War.</p>	<p>June 27 <i>-Monthly ESC meeting (in-person at MFRC with a Hybrid Option)</i></p>		
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September

October

November

December

*Begin Annual Planning	* Annual Membership Review	* Annual Report & Work Plan	
September 2 -80th Anniversary of The End of World War II	October 7 -Strategic Action Subcommittee Meeting	November 5 -Member and Orientation Subcommittee Meeting	December xx(TBD) -RCA Band Christmas Concert @Francis Winspear Centre
September 9 -Strategic Action Subcommittee Meeting	October 14 -Budget and Funding Subcommittee Meeting	November 8 -Indigenous Veterans Day	December xx (TBD) -ESC Volunteer Appreciation Lunch @ [location] @ 12 PM
September 19 -Bylaw and Policy Subcommittee Meeting	October 24 -Monthly ESC meeting	November 11 -Strategic Action Subcommittee Meeting	
September 26 -Monthly ESC meeting (in-person)	Sept/Oct xx (TBD) -Yellow Ribbon Gala @ Edmonton Garrison Officers' Mess	November 11 -Remembrance Day Celebration	
		November 28 -Monthly ESC meeting	
		November xx(TBD) -A Christmas Carol @Citadel Theatre	

