



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC
Microsoft Team-Calendar
9:30 - 11:30 A.M.
June 27, 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 type="checkbox"/> Karen Principe, City of Edmonton
<input type="checkbox"/> Amber Harris, 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 checked="" type="checkbox"/> Jose Areekadan, Community Member	<input checked="" type="checkbox"/> Lorne Strachan, Community Member
<input checked="" type="checkbox"/> Dave McRae, Town of Redwater	<input checked="" type="checkbox"/> Mac (Robert) Torrie, Edmonton Legion
<input 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"/> Akanksha Bhatnagar, Edmonton Chamber of Commerce	<input checked="" type="checkbox"/> Rebecca Balanko, Town of Morinville
<input type="checkbox"/> Jibs Abitoye, City of Fort Saskatchewan	<input checked="" type="checkbox"/> Rick Palfrey, Community Member
<input checked="" type="checkbox"/> Justin Wright, MLA, GoA Military Liaison	<input checked="" type="checkbox"/> Roza Parlin, Military Family Resource Centre
<input 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

City of Edmonton Staff/Secretariat

- Julie Elford
- Clare Muruatetu

Other Guests

Maj. Jenn McGregor



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Chair B. Hodgson called the meeting to order at 9:30am	Meeting called to order at 9:30am The Chair opened the Committee's meeting with a Land Acknowledgement.
2.	Determination of Quorum	
	2.1 - Quorum of at least 14 members was confirmed by administration Y/N?	Yes
3.	Approval of Agenda	
	3.1 - N. Goehring MOVED to approve the Agenda for Edmonton Salutes Meeting of June 27, 2025	Carried
4.	Approval of Meeting Minutes	
	4.1 - R. Balanko MOVED to approve the Edmonton Salutes Meeting Minutes from May 23, 2025	Amendment to - Georgette L'Hirondelle attendance at the May 23 meeting. Carried
5.	Reports	
	5.1 - Chair Report	The Chair provided a verbal report. Key items included: • Housekeeping: The Vice-Chair provided general



Edmonton Salutes

Minutes

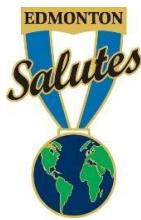
Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

	<p>F. Malott MOVED to accept the verbal report provided by the Chair of the Committee.</p>	<p>housekeeping information.</p> <ul style="list-style-type: none">ABC's Honorarium Increase: The Chair informed the committee about an increase in honorarium for ABC's including its members, as of 2026.408 Squadron Change of Command: This event was well-attended. The Chair also shared statistics on the 408 Squadron, highlighting their limited numbers and the significance of sacrifice and remembrance.EUSI Symposium: The symposium was well-attended and organized, and it acknowledged the passing of former president Alex Tsang.Online Governance Review: Civic Agencies conducted an online governance review, with materials to be distributed soon. <p>Carried.</p>
	<p>5.2 - Administration Report</p>	<p>Admin provided a verbal report. Key updates are as follows:</p> <p>Admin</p> <ul style="list-style-type: none">Today's Meeting: MFRC was thanked for hosting and offering tours.Upcoming Events:<ul style="list-style-type: none">July 2: Change of Command Ceremony 3rd Division Support Group Commander (limited capacity, invites not sent to full committee).July 24-26: 125th Reunion & Anniversary of the Lord Strathcona's Horse (Royal Canadians).September 2: 80th Anniversary of The End of World War II.September 5: Base Commanders Golf Tournament.



Edmonton Salutes

Minutes

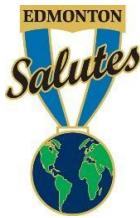
Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

M. Torrie MOVED to accept the verbal report provided by the admin.		<ul style="list-style-type: none">○ September 27: No Stone Left Alone.○ October 18: MFRC Gala.● Committee Meetings:<ul style="list-style-type: none">○ Next meeting: September 26, 2025, in person at the Legion.○ November: Chair and Vice Chair elections. More details will be provided in September; members should consider nominations.● Summer Break Mid Year Updates:<ul style="list-style-type: none">○ 10 subcommittee meetings held this year○ 8 funding requests received, 2 completed, 1 report shared (part of the new process).○ ESC attended 15 events, some supported and funded by the committee.○ 3 new members and 1 returning member were welcomed.● Budget Update: \$7,260 remaining, including committed funds.● Other Items: Honorariums update to be shared via mail. <p>Carried</p>
5.3 - COE Councillor Report		<ul style="list-style-type: none">● No update provided.



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

5.4 - Members/Sector Reports - Military

D. Derouin MOVED to accept the verbal report provided by the Sectors.

Updates provided by:

Maj. Jenn McGregor, CFB Edmonton:

- Appreciation was expressed for the increased support.
- At a strategic level, units are being mobilized to Latvia and Ukraine to support various teams.
- The CAF is conducting a deep dive to restructure for combat readiness in 2025 and beyond.
- Focus is on the resilience and readiness of individual families to navigate difficult times.
- Commanders Golf Tournament - September 5th with opportunities to sponsor the event or donate prizes.

Action:

- Roza to share sponsor packages with admin to disseminate.
- Note - ESC members have a reduced rate.

Lieut. Christopher Favrin for Navy/HMCS Nonsuch:

- Nonsuch Homecoming: Tentatively scheduled for September 27th.
- Niobe Ball/Nonsuch 50th Anniversary Celebration: Tentatively scheduled for October 25th.
- Invitations for both events will be extended over the summer (late July/August).
- Military Exhibition at K-Days (The Edmonton Exhibition): July 18th - 27th, 2025.

Maj Graham Kallos for Air Force / 408 Tactical Helicopter Squadron:



Edmonton Salutes

Minutes

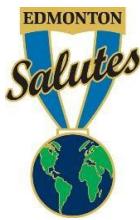
Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

		<ul style="list-style-type: none">• No update provided. <p>Carried.</p>
5.5 - Subcommittee Reports	5.5.1 - Strategic Action	<p>Reports from Strategic Action (Report by R. Palfrey):</p> <ul style="list-style-type: none">• The subcommittee has met several times to develop the Strategic Planning process.
5.5.2 - Budget Subcommittee		<p>Reports from Budget Subcommittee (Report by L. Hackett):</p> <ul style="list-style-type: none">• Funding Request: One request did not meet the committee's criteria. <p>Motion 1: L. Hackett MOVED that ESC approve the purchase of a flag for up to \$200 for the Veterans Food Bank.</p> <p>Seconded: None Recused: None Opposed: None Carried</p> <p>Motion 2: L. Hackett MOVED that ESC approve RCA Band additional funding of up to \$1,000 totalling the amount of \$4,000 non recurring for subsequent years.</p> <p>Discussion RCA Band Funding:</p> <ul style="list-style-type: none">• The event is free for people to attend.• The RCA Band's funding requests an increase to this year's funding to accommodate three shows instead of



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC
Microsoft Team-Calendar
9:30 - 11:30 A.M.
June 27, 2025

one and increases to the venue costs.

- The subcommittee suggested offering support to connect to other sponsors as they do not currently have any.
- A question was raised about increasing the standing amount to \$4,000 if a similar request might occur next year.
- It was noted that the current financial situation differs from previous years, and the RCA Band does not require funding this year.

Motion tabled for further discussion. Action: Attending CAF members will discuss funding with the RCA Band.

Carried.

K. Berghofer MOVED to accept the report provided by the Budget and Funding subcommittee.

5.5.3 - Bylaw and Policy

N. Goehring MOVED to accept the report provided by the Bylaw and Policy subcommittee.

Bylaw and Policy Updates (Report by j. Elford and R. Parlin):

- Review of policies was complete at the last meeting with the primary goal to align these policies with those of other City Council Committees:
 - Expense Policy
 - Event Attendance Policy
 - ESC Chair Role
 - City of Edmonton Councillor Role
 - Communication Guidelines
- Discussion:



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

- J. Areekadan has volunteered to join this committee.
- Terms of Reference (TORs) of subcommittee composition: A decision is needed on whether to review these.
 - Voting members: Clearly identify who the voting members are; others may attend.
 - Amendments: Suggestions are being made to increase the number of votes within subcommittees.
- Items for the September meeting: The ESC Chair Role, City of Edmonton Councillor Role, and Communication Guidelines will undergo review by the communications and civic agency teams before being presented to the committee in September.
- Items for committee acceptance today:
 - Event Attendance Procedure
 - Expense Policy

R. Parlin MOVED to accept the updated Event Attendance Procedure and update Expense Policy as presented.

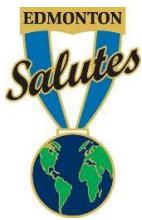
Opposed: None

Motion Carried

5.5.4 - Membership and Orientation

Membership and Orientation Updates (Report by L. Strachan):

- In Person orientation meeting was cancelled, aiming to reschedule for November after council appointments.
- Moodle updates are ongoing and more updates will be made when the new strategic plan comes out.
- Access granted to everyone to Moodle to access the



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

materials.

L. Laing MOVED to accept the report provided by the Membership and Orientation subcommittee.

Carried.

6

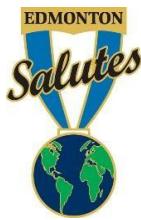
6.1 Other reports

MFRC Updates:

- Active outreach planned for K-Days and St. Albert Farmers Markets, including July 29th.
- A successful presentation in Sturgeon County resulted in increased engagement from military families.
- Attended the Veterans Memorial Park Official opening attended by Councillor Principe.
- June 18th saw a change of command for the Health Services Group
 - a. Discussion arose regarding clarity on invitation protocols for change of command ceremonies.
 - b. J. McGregor proposed creating a standardized invitation list for army wings to ensure all stakeholders are included in future events, fostering stronger relationships.
 - c. The Public Affairs Officer will be responsible for coordinating all communications, recommendations to work with them to streamline invitations

Other Points:

- The Canadian Forces Liaison Council serves as a community link, with "Glowing Hearts" supporting



Edmonton Salutes

Minutes

Hybrid-In-Person-MFRC

Microsoft Team-Calendar

9:30 - 11:30 A.M.

June 27, 2025

		<p>transitioning veterans.</p> <ul style="list-style-type: none">• Executrek in July noted.• Suggestion to invite Ranger to discuss their role and activities to the ESC.
7.0	New Business	
	Strategic Planning	<p>Off camera for a strategic planning session (time 11:15-11:35am)</p> <p>R. Palfrey MOTION to create an ad hoc working group to work on the Strategic Plan between June - December 2025.</p> <p>Carried</p>
8.0.	Next Meeting	
	8.1 - Next Meeting	September 26, 2025 - In Person at the Kingsway Legion
9.	Adjournment	
	9.1 - D. Mcrae MOVED to adjourn the meeting at 11:40 AM	Carried. Meeting ended at 11:40 AM

Upcoming Committee Meetings:

- September 26, 2025 - In Person at the Legion
- October 24, 2025 - Virtual
- November 28, 2025 - Virtual