



Edmonton Salutes

Minutes

Hybrid-In-Person - Legion

Virtual - Google Meets

9:30 - 11:30 A.M.

September 26, 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 Members In Attendance

Brian Hodgson, CHAIR*

Jose Areekadan, Community Member

Dave McRae, Town of Redwater

Dean Ervin, Edmonton Regional Airports Authority

Fred Malott, Town of Legal

Georgette L'Hirondelle, Canada Lands Company

Kaetlyn Corbould, Community Member

Karen Principe, City of Edmonton

Katie Berghofer, Strathcona County

Lacey Laing, Town of Bon Accord

Laurie Hackett, Community Member

Lorne Strachan, Community Member

Mac (Robert) Torrie, Edmonton Legion

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

Voting Members Absent

Jon Dziadyk, Edmonton United Services Institute

Amber Harris, Town of Gibbons

Dan Derouin, Sturgeon County

Akanksha Bhatnagar, Edmonton Chamber of Commerce

Jibs Abitoye, City of Fort Saskatchewan

Justin Wright, MLA, GoA Military Liaison

Mark Humphreys, Canadian Forces Liaison Council

Scott Lundy, Community Member

Military Representatives in Attendance

Maj. Graham Kallos (408 Tactical Helicopter Squadron)

LCdr James Davies (HMCS Nonsuch)

LCol. John Southen (CFB Edmonton)

Maj. Jenn McGregor (CFB Edmonton)

Military Representatives Absent

Lieut. Christopher Favrin (HMCS Nonsuch)

City of Edmonton Staff/Secretariat in Attendance

Julie Elford

Clare Muruatetu

Item	Agenda Item and Motion	Notes and Action
1.	Call to Order	
	1.1 - Chair B. Hodgson called the meeting to order at 9:34am	Meeting called to order at 9:34am The Chair opened the Committee's meeting with a Land Acknowledgement.
2.	Introduction and Housekeeping	
	2.1 - Chair B. Hodgson welcomed Legion Host to provide venue orientation	
3.	Determination of Quorum	
	3.1 - Quorum of at least 14 members was confirmed by administration Y/N?	Yes
4.	Approval of Agenda	
	4.1 - D. McRae MOVED to approve the Agenda for Edmonton Salutes Meeting of September 26, 2025	Carried
5.	Approval of Meeting Minutes	
	5.1 - R. Balanko MOVED to approve the Edmonton Salutes Meeting Minutes from June 27, 2025	Carried
	5.2 L. Strachan MOVED to approve the Edmonton Salutes Meeting Minutes from September 12th, 2025	Carried

6.	Chair Statement	
	<p>6.1 Chair B. Hodgson provided a statement.</p> <p>N. Goehring MOVED to include a discussion on this subject in new business.</p>	<p>The Chair addressed emails circulated in August and encouraged members to first direct questions and concerns through the Chair on committee matters for investigation.</p> <p>Carried</p>
7.	Reports	
	7.1 - Chair Report	<p>The Chair provided a verbal report. Key items included:</p> <p>Event Attendance:</p> <ul style="list-style-type: none"> • July 2 - 3 Canadian Division Support Group Change of Command • July 23 - Dinner lecture by Lt Gen Derek Macauley, OMM, MSM, CD Deputy Commander United Nations Command, Korea • July 25 - Lord Strathcona's Horse (Royal Canadians) Change of Command • August 20 - Regimental Association Social • September 4 - Groundbreaking Veterans' House • September 5 Military Cup Golf Tournament • September 8 - Visit Colonel-in-Chief South Alberta Light Horse HRH The Duchess of Edinburgh • September 9 - Civic Agency Governance Review • September 11 - Civic Agency Roberts' Rules of Order training for Committees of Council Chairs • September 16 - Armed Forces at the City Monthly meeting <p>Other Updates:</p> <ul style="list-style-type: none"> • Governance Review - update • Robert's Rules of Order - training • Update on Membership and Orientation chair step down - invite volunteers to join/chair • No questions or comments. <p>Carried.</p>

	M.Torrie MOVED to accept the verbal report provided by the Chair of the Committee.	
	7.2 - Administration Report	<p>Admin provided a verbal report. Key updates are as follows:</p> <ul style="list-style-type: none"> ● Upcoming Events (attached events calendar): <ul style="list-style-type: none"> ● September 27 - No Stone Left Alone (all tickets accounted for) ● September 27 - Nonsuch Homecoming ● October 18 - Yellow Ribbon Gala tickets as part of ESC sponsorship. ● November 22, 2025 - Christmas Carol - Poster and social media used for promotion and outreach, to allow for the fairest way possible, organize a draw - 5 dollars a ticket. ● November 28 (9am-12pm) - Concordia University of Edmonton (CUE) hosting a Canadian Armed Forces (CAF) Meet and Greet, They hope to explore opportunities for collaboration, celebrate CUE becoming an official member of the Canadian Military, Veteran and Family Connected Campus Consortium (CMVF3C)). RSVP attendance directly to CUE by November 20th. ● Committee Meetings: <ul style="list-style-type: none"> ● Regular Meetings October 24th, November 28th. ● Annual in-person Lunch - December 5th. Will require a motion to break for December. ● Budget update: <ul style="list-style-type: none"> ● Total = \$25,860 of which is ESC regular budget and municipal funds. ● Main ESC regular budget \$10,110 remaining. ● Municipal Contributions \$15,750 remaining.
	R. Parlin MOVED to break for December.	Carried
	L. Strachan MOVED to accept the verbal report provided by the admin.	Carried
	7.3 - COE Councillor Report	<ul style="list-style-type: none"> ● Cllr Principe expressed appreciation for the committee

		<p>members, reiterating members can return as community members appointed by City of Edmonton Council.</p> <ul style="list-style-type: none"> • Sept 4 - Groundbreaking Veterans' House • Sept 14 - MFRC Fall Fest • Sep 18 - Echelon Wellness grand opening - military, vets and RCMP • Sep 27 - HMCS Nonsuch Homecoming Tea - presenting certificate of recognition.
	7.4 - Members/Sector Reports - Military	<p>Updates provided by:</p> <ul style="list-style-type: none"> • Major Jennifer McGregor/LCol John Southen, CFB Edmonton: <ul style="list-style-type: none"> ○ Army Sports Day today. ○ Units in the field undergoing readiness training, improvements being made across the board. ○ Fundraising events Yellow Ribbon Gala and attending NSLA DTR. • Lieut. James Davis, HMCS Nonsuch: <ul style="list-style-type: none"> ○ 27th September Homecoming Tea, 50th anniversary since recommissioning in 1975. ○ 25th October Niobe Ball - invitation to be sent out. ○ November community engagement. • Maj Graham Kallos for Air Force / 408 Tactical Helicopter Squadron: <ul style="list-style-type: none"> ○ Friday celebration of life for a member. ○ Battle of Britain parade Sunday. ○ Deployment updates.
	K. Corbould MOVED to accept the verbal report provided by the Sectors.	Carried.
	7.5 - Subcommittee Reports	
	7.5.1 - Strategic Action	<p>Reports from Strategic Action (Report by R. Palfrey):</p> <ul style="list-style-type: none"> • Strategic Action Phase 2 - June meeting was held to review the Strategic Plan.

	<ul style="list-style-type: none"> Reviewed Vision Mission and Goal, developed key themes and aligned to mandate. Ad hoc group met 3 times over the summer and recognized the efforts of everyone in the team. Clarifying to committee members how these decisions were made - deliberations around clarifying and focusing the pillars/goals to clearly state what is the ESC focus. Emphasis was made that the role of the military in Edmonton had evolved and so the pillars were amended to match the role now.
<p>J. Areekadan MOVED to accept the report provided by the Budget and Funding</p>	<p>Carried.</p>
<p>7.5.2 - Budget Subcommittee</p>	<p>Reports from Budget Subcommittee (Report by L. Hackett):</p> <ul style="list-style-type: none"> General update on budget lines. Funding for Beechmount. Motion to provide NSLA \$7,750 for funding of the event to support the acts of remembrance - Beechmount Educational Event/Program.
<p>L. Hackett MOVED to provide NSLA \$7,750 for funding of the event to support the acts of remembrance - Beechmount Educational Event/Program. Seconded: J. Areekadan</p>	<p>Recused: None Opposed: None</p> <p>Carried.</p>
<p>7.5.3 - Bylaw and Policy</p>	<p>Bylaw and Policy Updates (Report by K. Corbould):</p> <ul style="list-style-type: none"> Meeting canceled over summer, however a meeting with Admin was held. Reviewed Chair and Vice Chair roles on hold with ongoing governance review by Civic Agencies.
<p>K. Corbould MOVED that the Chair and Vice Chair elections be postponed until after the</p>	<p>Carried.</p>

<p>municipal election and outcome of the review of the Civic Agencies is known, and that it will take place no later than the end of Q1 2026.</p> <p>N. Goehring MOVED to accept the report provided by the Bylaw and Policy subcommittee.</p> <p>7.5.4 - Membership and Orientation</p> <p>R. Balanko MOVED to accept the report provided by the Membership and Orientation subcommittee.</p>	<p>Carried.</p> <p>Membership and Orientation Updates:</p> <ul style="list-style-type: none"> • L. Stratchan stepped down, holding off election of a chair for this subcommittee until the election next year. <p>Carried.</p>
<p>7.6 Other reports</p>	<ul style="list-style-type: none"> • MFRC Update (R. Parlin): ESC welcome to participate in Fall Fest and other events: Dec 6th Holly Jolly, April 2026 Teal Up Day Guthrie School. • Legion (M.Torrie): 150 Strathcona removed from poppy event. • St Albert (M. Killick): Renamed the St. Ann road veterans way, unveiling new name Veterans Way, permanent recognition for all veterans in and out of the region. Nov 7th, 11 o'clock, not open to the public. • Strathcona County (K. Berghofer): Oct 7th at 10am, unveiling a giant poppy structure, entrance into the cenotaph. • Community (L. Strachan): Alberta Veterans Guitar Society (AVGS) Oct 29th 6pm Open house, strings and a meal.

8.0	New Business	
		<p>Opening of discussion as per motion to discuss the email/communication.</p> <ul style="list-style-type: none"> • The importance of following ESC mandate and SOPs was raised. Communication guidelines in progress and could potentially address this. • Procedure were discussed. According to the Bylaw no context is needed to call an extraordinary meeting. Recommendation that future communication should include additional information. • Discussion of committee items and procedures should be confined to committee meetings.
9.0.	Next Meeting	
	9.1 - Next Meeting	<ul style="list-style-type: none"> • October 24, 2025 - Virtual
10.	Adjournment	
	10.1 - K. Corbould MOVED to adjourn the meeting at 11:14 AM	Carried. Meeting ended at 11:14 AM

Upcoming Committee Meetings:

- October 24, 2025 - Virtual
- November 28, 2025 - Virtual