

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.

lt€	em			To Speak			
1.	Call to (Order		Chair			
2.	Introductions						
3.	Determination of QuorumCity Admir						
4.	Approv	al of Ag	genda	Chair			
5.	Approv	al of Me	eeting Minutes	Chair			
	5.1.	Octo	ober 21, 2022 meeting minutes				
	5.2.	Octo	ober 28, 2022 special meeting minutes				
6.	Reports						
	6.1.	Chai	r Report	Chair			
	6.2.	Adm	inistration Report	.City Admin			
		6.2.1.	2022 Budget Update				
	6.3.	Mem	bers/Sector Reports	Military			
	6.4.	Subc	ommittee Reports	Chair			
		6.4.1.	Strategic Action Subcommittee	D. Krill			
		6.4.2.	Membership and Orientation Subcommittee	L. Strachan			
		6.4.3.	Budget Subcommittee	S. Maybee			
		6.4.4.	Bylaw and Policy Subcommittee	R. Torrie			
	6.5.	Othe	er Reports	All			
		6.5.1.	ESC Member attendance at Remembrance Day Events				

7.	New Bus	inessChair/ All
	7.1.	Town of Morinville Request to Join Edmonton Salutes CommitteeChair
8.	Next Me	eting - December 12, 2022 Luncheon
9.	Adjournr	mentChair

Upcoming events:

- Citadel Production for Military Families sponsored by ESC November 26, 2022
- RCA Band Christmas Concert December 12, 2022

Upcoming meeting dates: 2022

- December Luncheon December 12, 2022, Sorrentino's Restaurant
- January 27, 2023 Virtual

Attachments (and included below):

- ESC October 21, 2022 Meeting Minutes
- ESC October 28, 2022 Special Meeting Minutes
- <u>2022 Budget</u>
- 2022 Subcommittee Membership
- Town of Morinville Request to join ESC

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Minutes DRAFT
VIA - Google Meet
9:00 - 11:00 A.M. October 21, 2022

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
- Brian Hodgson, CHAIR
- Carolyn Patton, Canadian Forces Liaison Council
- Dave McRae, Town of Redwater
- Georgette L'Hirondelle, Canada Lands Company
- Justin Yaassoub, Community Member

- Karen Principe, City of Edmonton
- Katie Berghofer, Strathcona County
- Laurie Hackett, Community Member
- Lorne Strachan, Community Member
- Mac (Robert) Torrie, Edmonton Legion
- Roza Parlin, Military Family Resource Centre
- Steve Maybee, Edmonton International Airports

Guests

<u>Military</u>

- Maj. Phil Paradis, CFB Edmonton
- Capt David Parker, 408 Tactical Helicopter Navy Squadron
- Cdr Leslie Yewer-Stacey, HMCS Nonsuch

Government

 Sebastian Farkas, Assistant to MLA Brad Rutherford, Government of Alberta Military Liaison to the Canadian Armed Forces

Regrets

- Alexandra Hryciw, Edmonton Chamber of Commerce
- Amber Harris, Town of Gibbons
- Brad Rutherford, MLA and Provincial Liaison to the CAF
- Dan Derouin, Sturgeon County
- Darren Krill, Community Member
- Fred Malott, Town of Legal

- Kaetlyn Corbould, Community Member
- Lacey Laing, Town of Bon Accord
- Lisa Makin, City of Fort Saskatchewan
- Nicole Goehring, Community Member
- Scott Lundy, Community Member
- Wes Brodhead, City of St. Albert

City of Edmonton Staff/Secretariat

- Kristin Lewis
- Natasha Weber

Sarah Patterson

Edmonton Salutes

Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Chair B. Hodgson called the meeting to order at 9:00 a.m.	Meeting called to order at 9:00 a.m.
2.	Introductions	
	2.1 Introduction/Welcome Guests	Chair welcomed Committee members
3.	Determination of Quorum	
	3.1 - Quorum of at least 12 members was confirmed by administration Y/N?	Yes
4.	Approval of Agenda	
	4.1 - L. Strachan MOVED to approve the Agenda for the Edmonton Salutes Committee Meeting of October 21, 2022.	Carried
5.	Approval of Meeting Minutes	
	5.1 - R. Torrie MOVED to approve the Edmonton Salutes Meeting Minutes from September 28, 2022.	Carried
6.	Field of Crosses for Edmonton/Northern Alberta	
	6.1 Presentation by Ms. Kelley Abercrombie	Ms. Kelley Abercrombie presented an idea on establishing a Field of Crosses for Edmonton/Northern Alberta.

Edmonton Salutes

		She noted that the idea is very preliminary at the exploratory stages with initial discussion happening with the city on potential sites, and a request to Edmonton Salutes Committee for input and ideas on connections and networks in order to move forward with the initiative. Committee members noted general support for the concept, and the importance of finding a high visibility location for the temporary time that it is erected. Suggestions included locations like Warehouse Park. There was a note that grant funding may be available through sources such as: • the Government of Canada Commemoration division: https://www.canada.ca/en/canadian-herita ge/services/funding/commemorate-canada .html • Memorial grants for nonprofits through Veterans Affairs Canada: https://www.veterans.gc.ca/eng/remembra nce/commemorative-events/commemorative-partnership/community-war-memorial Action: B. Hodgson noted that conceptually ESC supports it, and asked Administration to circulate contact details so that members can connect with her.
7.	Reports	
	7.1 - Chair Report	 Chair provided a verbal report. Key items included: Continuing to move forward with inquiries and conversations on the potential for a Military Tattoo. He has spoken with the City Manager and others around support and funding. B. Hodgson indicated that there could be

Edmonton Salutes

Minutes DRAFT
VIA - Google Meet
9:00 - 11:00 A.M. October 21, 2022

- provincial funding available up to \$75,000 subject to certain criteria.
- Ukraine Situation The Budget Committee is considering options as to how we might support Ukraine. Chair has been connected with Ret. Gen Paul Wynnyck, who has a connection and insights for support.
- Updating the Edmonton Salutes Landing page Video - funding was approved over the summer. Administration is currently coordinating.
- Chair attended the Queen's Platinum Jubilee Medal Presentation, which took place just before the passing of Her Majesty
- Chair attended Hon. Doug Mitchell funeral.
- Chair attended Global Business Forum Sept 22-23
- R.Torrie was recognized at the Oilers Opening Game
- Chair will be attending the Loyal Edmonton Regiment Association dinner on Saturday.

A question was asked on what happens with the Feasibility Study for the Military Tattoo once it's done? It would come to committee for consideration.

Discussion took place on recognition for the military at the Edmonton Elks last home game and whether ESC has a role. It was identified that there is a potential opportunity to connect with the Elks - Darren Krill has connections, and Maj Paradis can make sure that it is connected back to ESC (though administration) when 3CDSG is aware of events.

L. Yewer Stacey MOVED to accept verbal report of Chair for information

Carried



Minutes DRAFT
VIA - Google Meet
9:00 - 11:00 A.M. October 21, 2022

7.2 - Administration Report - Natasha Weber/Kristin Lewis

Administration provided a verbal report. Key items included:

- Pleased to host HMCS Edmonton crew and passed along their appreciation
- ESC Promotional Item Inventory shared the list and asked ESC members to advise if they want any for attending events.
- December Volunteer Appreciation Luncheon is in the process of being planned. Looking at date options.
- There has been a change in the Mileage Policy so that community members can Expense for mileage when they are travelling to attend events on behalf of Edmonton Salutes. Note: Mileage cannot be claimed when traveling to and from ESC in-person meetings.
- Remembrance Day a list of events has been provided to members with a request for members to advise on events they will attend and if they need an ESC wreath to lay at the event.
- Live streaming meetings new regulations in place through the Council Procedures bylaw that meetings must be livestreamed, if they are virtual meetings. Will be implementing this at the next ESC meeting. ESC will need to decide if recordings are kept.
- Veterans Park the City has identified this space for potential revitalization and safety concerns. Considering options for it to be an inclusive, Indigenous Park. It was suggested that the City could connect with Metis Crossing to learn more about the approach for this revitalization.
- The Freedom of the City Event planned for October 22, 2022 has been canceled based on a directive from the Department of National Defense to redirect efforts toward readiness and training activities instead of parades and

Salutes (

Edmonton Salutes

	 ceremonial events. Research on Cemeteries took place to confirm that the Maintenance and responsibility for markers is up to owners, and is not taken care of by any public service entities. A proposal for the purchase and distribution of tickets for military families to attend a performance of A Christmas Carol, sponsored by ESC, was brought forward for review and approval by the committee.
L. Strachan MOVED to accept the recommended approach for Christmas Carol Ticket purchase.	Carried
S. Maybee MOVED to accept the verbal report provided by Administration.	Carried
7.3 - Members/Sector Reports - Military	Lt Col Paradis was unable to attend the reporting portion of the meeting, and has provided a written report to update the Committee (below). Key updates included:
	 Captain Parker provided a verbal report for the 408 Tactical Helicopter Squadron. Business as usual - units are in Wainwright for a 2 week training exercise The gunners are in from CFB Shilo with the 777 Air Cadets
	 Cdr. Yewer-Stacey provided a verbal report for the Navy. HMCS Nonsuch is supporting a number of events and activities for Veterans Week CO and Cox'n to attend No Stone Left Alone Ceremony

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G. L'Hirondelle MOVED to accept verbal reports provided by the Military	 Nonsuch is participating in the CFL Salute at the Elks Game, Friday Oct 21. The key focus for Nonsuch is getting people out to both coasts during the holidays Carried
7.4 Subcommittee Reports	Subcommittee reports were as follows:
7.4 (a) Strategic Action Subcommittee 7.4 (b) Membership and Orientation Subcommittee	 Strategic Action Subcommittee: The Strategic Action Subcommittee did not meet since the last ESC meeting. However, Chair D. Krill developed a proposal for the committee to consider increasing presence and recognition for ESC on Remembrance Day. N. Weber provided an update in the absence of D. Krill. The proposal is looking to gather up veterans and ESC members to participate in radio and TV shows on Remembrance Day. Membership and Orientation Subcommittee The Membership and Orientation Committee The meeting that a number of ESC members are up for reappointment in April, and the Subcommittee will support the recruitment if needed. The Subcommittee will reach out to determine member interest for continuing with the committee, develop an evaluation process for continuing members.
	 The Subcommittee has also identified work related to how municipal representatives are currently named in the Edmonton Salutes Bylaw (all members are specifically named, which creates challenges for new or exiting members). The Membership and Orientation Committee will connect with the Bylaw and Policy committee to discuss this flag.

Edmonton Salutes

Minutes DRAFT
VIA - Google Meet
9:00 - 11:00 A.M. October 21, 2022

 The Subcommittee is also looking to proactively send out information for any organizations/municipalities to inform member organizations about the ESC if they are considering a change in representation.

7.4 (c) Budget Subcommittee

Budget Subcommittee

- The Budget Subcommittee did not meet since the last ESC meeting; however, key items to report include:
 - Chairs of the Budget and Strategic Action Subcommittees met to discuss a few items including support for Ukraine, Municipal contributions, and Remembrance Day Ideas
 - Representatives of the Budget
 Subcommittee will meet with Deputy
 Minister (and Retired General) Paul
 Wynnyck. The meeting has been
 rescheduled to next Tuesday, October 25
 (due to provincial government Cabinet announcements conflicting with the originally planned October 21 meeting).
 - The Budget Subcommittee is looking at what ESC promotional items may be available to promote the ESC presence in the community, and what items may need to be restocked.

Bylaw and Policy Subcommittee No report.

7.4 (d) Bylaw & Policy Subcommittee

Carried.

Edmonton Salutes

	G. L'Hirondelle moved to accept reports of subcommittees.			
	7.5 Other Reports	A. Tsang noted that next year is the 75th anniversary of the cease fire in Korea. A monument will be erected in Calgary, and an exhibit is planned on the Korean War at the Aviation Museum. Looking for financial support for the exhibit and shipment of photos. Projecting approx \$5,000. Alex has asked for information which will be forwarded to the Budget Subcommittee for review.		
		C. Patton wanted to thank ESC for the grant for the Chamber/Canadian Forces Liaison Council luncheon event. The event had a good turnout, and great comments from Andre Corbould for his reflection on his service and the importance of reservists. They hope to repeat the event in Calgary.		
		C. Patton also attended the Veterans Food Bank event and was very impressed with it. They provide a lot of support and advice connecting with Veterans Affairs and their work is beyond just delivery of food.		
		R. Torrie noted that the Royal Canadian Legion and CMS will present the Lest We Forget musical tribute on November 6 at Festival Place in Sherwood Park.		
8.	New Business			
	8.1 Remembrance Day Events	Chair B. Hodgson will lay a wreath on behalf of ESC at City Hall		

Edmonton Salutes

Minutes DRAFT
VIA - Google Meet
9:00 - 11:00 A.M. October 21, 2022

	8.2 Queen Elizabeth II Platinum Jubilee Medals	Action: Discussion took place on the nomination process for the Queen Elizabeth II Platinum Jubilee Medal. B. Hodgson will check into whether other organizations can be added to the list of partners who can nominate.
9.	Next Meeting	
	9.1 Next Meeting	Next meeting is November 25, 2022.
10.	Adjournment	
	10.1 R. Parlin MOVED to adjourn the meeting at 10:45 a.m.	Carried. Meeting ended at 10:45 a.m.

Upcoming events:

- Military Training Exercise (observation) Fall 2022
- Remembrance Day Events November 2022
- Volunteer Recognition December 2022

Upcoming Committee Meetings:

Next ESC meeting will be November 25, 2022. (Virtual)

Report from Lt. Col Phillip Paradis (for 3CDSG Activities):

Key dates:

October & November:

- training for deployments and fall training in Wainwright
- Redeployments (Op IMPACT, Op REASSURANCE)
- Remembrance Activities 28 Oct 11 Nov (dispersed to various communities and Schools for attendance or Speaker participation)

December

- 8 Dec I have tentatively booked the Edmonton Garrison Officers' Mess and the Div Comd BGen Graham for the potential ESC Luncheon.
- Holiday and Christmas Events (Dinners for the troops and other activities are still being defined to scope and number of activities)



Minutes DRAFT VIA - Google Meet 9:00 - 11:00 A.M. October 21, 2022

Interest Points:

- There is some interest to have uniformed personnel speak at schools on why they joined the military, which would feed into both a retention and providing insight into the opportunities within the military.
- Future Community Relations (COMREL) events, such as Freedom of the city parades and the like will be looked at in the future to support the Recruitment and Attraction components of reconstitution.



Minutes DRAFT VIA - Google Meet - Calendar 9:00 - 9:15 A.M., October 28, 2022

Special Meeting

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

- Brian Hodgson, CHAIR
- Carolyn Patton, Canadian Forces Liaison Council
- Dave McRae, Town of Redwater
- Georgette L'Hirondelle, Canada Lands Company
- Justin Yaassoub, Community Member
- Fred Malott, Town of Legal
- Scott Lundy, Community Member
- Kaetlyn Corbould, Community Member
- Lacey Laing, Town of Bon Accord

- Karen Principe, City of Edmonton
- Laurie Hackett, Community Member
- Lorne Strachan, Community Member
- Steve Maybee, Edmonton International Airports
- Darren Krill, Community Member
- Nicole Goehring, Community Member

Guests

Military

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

Regrets

- Alexandra Hryciw, Edmonton Chamber of Commerce
- Amber Harris, Town of Gibbons
- Brad Rutherford, MLA and Provincial Liaison to the CAF
- Dan Derouin, Sturgeon County
- Alexander Tsang, Edmonton United Services Institute
- Capt David Parker, 408 Tactical Helicopter Navy Squadron
- Sebastian Farkas, Assistant to MLA Brad Rutherford, Government of Alberta Military Liaison to the Canadian Armed Forces
- Mac (Robert) Torrie, Edmonton Legion
- Roza Parlin, Military Family Resource Centre
- Wes Brodhead, City of St. Albert
- Lisa Makin, City of Fort Saskatchewan
- Katie Berghofer, Strathcona County

City of Edmonton Staff/Secretariat

- Kristin Lewis
- Natasha Weber

Sarah Patterson

Item	Agenda Item	Action
1.	Call to Order	
	1.1 - Chair B. Hodgson called the meeting to order at 9:02 a.m.	Meeting called to order at 9:02 a.m.
2.	Determination of Quorum	
	2.1 - Quorum of at least 13 members was confirmed by administration Y/N?	Yes
3.	Approval of Agenda	
	2.1 - F. Malott MOVED to approve the Agenda for the Edmonton Salutes Committee Meeting of October 28, 2022.	Carried
4.	Funding Request	
	4.1 Funding Request - A Dance to Remember, No Stone Left Alone	Chair B. Hodgson discussed the upcoming event, <i>A Dance to Remember</i> which supports and raises funds for the No Stone Left Alone non profit organization. Chair also noted the the importance of No Stone Left Alone for the military community and how they incorporate education and youth into their work.
		Budget Subcommittee Chair S. Maybee asked that the committee approve the Budget Subcommittee's recommendation to sponsor two soldiers at the "Dance to Remember" Gala at a \$1000 each, totalling \$2000. The sponsorship will include tickets and recognition for ESC, which will raise the profile of the committee.
		A question was raised about whether the soldier they wish to sponsor can attend with their partner.
		Action: B. Hodgson said he would inquire with No Stone Left Alone about the tickets and soldier sponsorship.

	S. Maybee MOVED that the Edmonton Salutes Committee provide funding of \$2,000 to No Stone Left Alone for "recognize a soldier" sponsorship of 2 soldiers at their upcoming Dance to Remember Gala.	Carried
5.	Adjournment	
	5.1 B. Hodgson MOVED to adjourn the meeting at 9:12 a.m.	Carried. Meeting ended at 9:13 a.m.

2022 Edmonton Salutes January 1, 2022 to December 31, 2022

Event / Item	Date Approved	Commitment	Actual	Variance	Frequency	Notes	
Edmonton Salutes Committee							
Annual Budget		60,000.00					
Maple Flag/Maple Reserve		2,500.00	0.00	2,500.00	Normally once a year	As the primary training exercise for the armed forces, many committee members are new, and viewing this exercise will be a valuable opportunity if its being held this year	
Troop Returns		2,000.00	0.00	2,000.00	Can be multiple times per year	Returns take place when 3 Can Div are the lead formation. Supply water and a small gift bag to each member. Approx \$1,000 per grouping, normally multiple groupings in a normal year	
Edmonton Salutes Community Grants		10,000.00	8,500.00		Total allocation of \$10,000 for the year	Funding Subcommittee is charged with reviewing and recommending potential community projects to support the advancement of the Edmonton Salutes committee, within this budget - payment of \$2,500 for 408 Tactical Helicopter Squadron 80th Anniversary June 2022 - payment of \$1,500 for Edmonton Chamber/CFLC Luncheon endorsed at August 4 Budget Subcommittee meeting - payment of \$2,500 for Operation Restoration - Payment of \$2,000 for the Dance to Remember Gala with No Stone Left Alone.	
Edmonton Salutes Volunteer Appreciation Event		3,000.00	2,000.00	1,000.00	Once per year	2021 costs at \$60/person for 40 guests (member + 1 for guests) which resulted in \$660 overbudget. Recommendation from committee to look at cost reductions to stay within budget in order to hold this event in 2022. - Quote approx \$1,700 for 2022 luncheon	
Military Family Resource Centre (MFRC) Platinum Sponsor of the Annual Yellow Ribbon Gala		15,000.00	15,000.00	0.00	Once per year	Annual sponsorship at the MFRC Yellow Ribbon Gala - request received and paid in March 2022	
Winspear Centre Support to the Royal Canadian Artillery Band Christmas Concert		3,000.00	3,000.00	0.00	Once per year	Approved for three years - was supposed to end in 2021, but not awarded in 2020 or 2021. Invoice for \$3,000 sponsorship for facility booking costs	
Citadel Theatre Tickets for Military families to attend A Christmas Carol Production		20,000.00	19,550.00	450.00	Once per year	Annual commitment to support event - main recognition/support event for committee - \$19,500 <u>Invoice</u> for tickets - \$50 for Courier (not yet received)	

2022 Edmonton Salutes January 1, 2022 to December 31, 2022

Event / Item	Date Approved	Commitment	Actual	Variance	Frequency	Notes
Edmonton Salutes Ads/marketing		1,200.00	595.24	604.76	Once per year	Annual ad in the Legion Annual Military Service Recognition Book Publication (\$610) (invoice March 4, 2022) plus other costs for building awareness of committee online (videos/social media)
Edmonton Salutes Monthly meetings - hosting		600.00		600.00	Monthly	Meetings will be virtual for the first several months of the year. Estimate ~6 meetings (once per month meetings) at \$100 per meeting for coffee/muffins
Parking - Monthly meetings and other events		480.00	12.67	467.33	~6 meetings in person	Estimating \$80 per meeting - parking expense for September in person meeting
Honorariums and expenses - ESC representation at community events, cadets in K Days parade, colour party, Oilers appreciation and other events		1,500.00	280.08	1,219.92		Budgetted to account for Gala costs for an ESC rep to attend and for participation in larger community events. - March 10, 2022 invoice for Chair attendance at EUSI Gala \$100 - May 16, 2022 invoice for new member orientation of \$180.08 - Courier Service for ESC Wreath (~25) - Mileage for attending evets outside of meetings in the capacity of an ESC rep (~100)
Salutes Merchandise		0.00		0.00		
Total projects to date		59,280.00	48,937.99	10,342.01		
Remaining Budget		720.00	11,062.01			

Regional Municipal Partner Contributions to Edmonton Salutes 2017-21					
Balance:		11,250.00			

Event / Item	Date Approved	Commitment	Actual	Variance	Frequency	Notes
Military Liaison						
Annual Budget		45,000.00				

2022 Edmonton Salutes January 1, 2022 to December 31, 2022

Event / Item	Date Approved	Commitment	Actual	Variance	Frequency	Notes
Remembrance Day		22,665.00	15,576.00	7,089.00	Once per year	As of November 17, still need City Hall costs
Freedom of the City Parades		7,500.00	0.00	7,500.00	can be 2-3 per year	\$7,500 each - October 22, 2022 Traffic Operations - road closure and EPark Zone closure: Approximately \$500 - \$750 TBC, AV technician - 5 hours x outside regular hours: \$650 City Hall Plaza Rental Fee - \$87
Edmonton Salutes/Military Business Networking Lunches		800.00	0.00		estimating 6 months at \$25 per person (up to 6 attendees)	May 2022 event spionsored by 3CDSG; no other costs invoiced for attendance at later events
HMCS Edmonton Day Sail/inbound visit hosting/crew		1,500.00	4,047.69	(2,547.69)	Once per year	Visit September 26-30, 2022
Total projects to date Military Liaison		32,465.00	19,623.69	12,841.31		
Remaining Budget		12,535.00	25,376.31			
Total Budget (ESC and Military Liaison)		91,745.00	68,561.68	12,841.31		

2022 Sub-Committee Membership List

Endorsed at January 21, 2022 meeting

Updated March 3, 2022 as a result of subcommittee organizational meetings (to select chairs)

Sub-Committee	Chair	Members
Funding	Steve Maybee (confirmed February 15, 2022 meeting)	Marvin Neumann Lorne Strachan Laurie Hackett Justin Yaassaub Brian Hodgson
Membership and Orientation	Lorne Strachan (confirmed March 2, 2022 meeting)	Leslie Yewer-Stacey Wes Brodhead Roza Parlin Karen Principe Brian Hodgson
Bylaw and Policy	Mac Torrie (confirmed March 1, 2022 meeting)	Roza Parlin Dave MacRae Kaetlyn Corbould Brian Hodgson
Strategic Action	Darren Krill (confirmed February 9, 2022 meeting)	Mac Torrie Amber Harris Deanna Miyauchi Carolyn Patton Brian Hodgson Scott Lundy Alex Hryciw



November 14, 2022

Edmonton Salutes Committee Attn: Chair Brian Hodgson

Sent via Email edmontonsalutes@edmonton.ca

Dear Mr. Hodgson:

At Council's Organizational Meeting held on October 25, 2022, Council directed Administration to contact the Edmonton Salutes Committee indicating Council's desire to rejoin the committee. Council's previous participation on Edmonton Salutes includes:

Paul Krauskopf (2012-2013); Nicole Boutestein (2014-2015); Barry Turner (2015-2017); and Lawrence Giffin (2017-2019).

Morinville is home to hundreds of military families and we have a proud history of recognizing them. Earlier this year, the Rotary Club of Morinville Sturgeon unveiled the LAV III Monument at the Morinville Leisure Centre. This Monument gives local and regional communities a permanent memorial they can visit year around to honour the many sacrifices that members of the Canadian Armed Forces have made while protecting and defending Canada. In 2018 we renewed and celebrated Freedom of the City with 1 Service Battalion and look forward to fostering that relationship.

Please accept this as formal notice of Council's wish to rejoin the committee. Thank you for your consideration and look forward to hearing from you.

Best regards,

Naleen Narayan

Chief Administrative Officer

Cc: Morinville Council