



# Edmonton Salutes

Agenda  
VIA - Google Meet - Calendar  
9:00 - 10:30 A.M.  
April 29, 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.

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<b>Item</b>	<b>To Speak</b>
1. Call to Order .....	Chair
2. Introductions	
Welcome Guests .....	All
3. Determination of Quorum .....	Secretary
4. Approval of Agenda .....	Chair
5. Approval of March 25, 2022 meeting minutes .....	Chair
6. Guest Presentations.....	Chair
7. Reports	
7.1 Chair Report .....	Chair
7.2 Administration Report .....	Secretary
7.3 Members/Sector Reports .....	Military (M)
7.4 Subcommittee Reports.....	Chair
7.4 (a) Strategic Action Subcommittee.....	D. Krill
7.4 (b) Membership and Orientation Subcommittee.....	L. Strachan
7.4 (c) Budget Subcommittee .....	S. Maybee
7.4 (d) Bylaw and Policy Subcommittee .....	R. Torrie
7.5 Other Reports .....	All
8. Old Business .....	Chair
9. New Business .....	All

9.1 Visit to CannaConnect; May 10, 2022.....	J. Yassaub
9.2 Support for Ukraine .....	Chair
9.3 Other Business .....	All
10. Next Meeting - May 27, 2022	
10.1 Summer meetings / break? .....	Chair
11. Adjournment .....	Chair

**Upcoming events:**

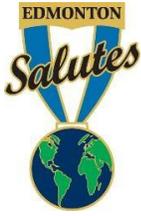
- Military Business Networking Lunch (1st of 2022) - May 27, 2022
- Military Family Resource Centre Yellow Ribbon Gala Dinner June 4
- 408 Tactical Helicopter Squadron 80th Anniversary, June 17-19
- Edmonton Garrison Charity Golf tournament - September 9, 2022
- Soldier for a Day - September 16, 2022
- Maple Resolve - Fall 2022

**Upcoming meeting dates: 2022**

- May 27; June 24; July/August (TBD)

**Attachments** (and included below):

- [ESC March 25, 2022 Meeting Minutes](#)
- [ESC Recruitment - New Members](#)



# Edmonton Salutes

Minutes **DRAFT**

VIA - Google Meet - Calendar

9:00 - 10:30 A.M. March 25, 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

Brian Hodgson, CHAIR  
Katie Berghofer, Strathcona County  
Wes Brodhead, City of St. Albert  
Dan Derouin, Sturgeon County  
Nicole Goehring, Community Member  
Laurie Hackett, Community Member  
Darren Krill, Community Member  
Lacey Laing, Town of Bon Accord  
Fred Malott, Town of Legal  
Dave McRae, Town of Redwater  
Deanna Miyauchi, Edmonton Chamber of Commerce

Steve Maybee, Edmonton International Airports  
Roza Parlin, Military Family Resource Centre  
Karen Principe, City of Edmonton  
Lorne Strachan, Community Member  
Mac (Robert) Torrie, Edmonton Legion  
Alexander Tsang, Edmonton United Services Institute  
Justin Yaassoub, Community Member

## Guests

### Military

Capt David Parker, 408 Tactical Helicopter Squadron  
L 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

Amber Harris, Town of Gibbons  
L Col Harpal Mandaher, CFB Edmonton  
Lisa Makin, City of Fort Saskatchewan  
Marvin Neumann, Canada Lands Co.  
Sarah Patterson, City of Edmonton Staff

Carolyn Patton, Canadian Forces Liaison Council  
Brad Rutherford, MLA, Government of Alberta Military Liaison to the Canadian Armed Forces

## City of Edmonton Staff/Secretariat

Pat Hutchison  
Kristin Lewis  
Natasha Weber

Item	Agenda Item	Action
1.	Call to Order	

	1.1 - Chair Brian Hodgson called the meeting to order at 9:03 a.m.	
2.	Introductions	
	Introduction/Welcome Guests	Chair Hodgson noted the situation in Ukraine. He spoke of the courage, tenacity and resolve of the Ukrainian military, the spirit of the Ukrainian people and the inspired leadership of Mr Zelensky. He noted to the committee that we ought to be ever mindful of their struggles.
3.	Determination of Quorum	
	3.1 - Quorum of at least 12 members was confirmed by Kristin Lewis Y/N?	Y
4.	Approval of Agenda	
	4.1 - R. Parlin MOVED to approve the Agenda for Edmonton Salutes Meeting of March 25, 2022.	Carried
5.	Approval of Meeting Minutes	
	5.1 - S. Maybee MOVED to approve the Edmonton Salutes Meeting Minutes from February 25, 2022.	Carried
6.	Presentation	
	6.1 - Presentations from: <ul style="list-style-type: none"> <li>• Lt. Cdr. Yewer-Stacey on Royal Canadian Navy in Edmonton</li> <li>• Captain D. Parker on 408 Tactical Helicopter Squadron</li> </ul>	<p>Lt. Cdr. Yewer-Stacey presented information and visuals on the Canadian Navy in Edmonton. Noted sails with the HMCS Edmonton can be scheduled through her and her commanding officer.</p> <p>Captain D. Parker presented information and visuals on the Canadian Air Force and the 408 Tactical Helicopter Squadron that services Western and Northern Canada.</p>
7.	Reports	
	7.1 - Chair Report - Chair Brian Hodgson	<p>Chair provided a verbal report. Key action items were identified as follows:</p> <ul style="list-style-type: none"> <li>• Recruitment: Provided a shortlist of candidates to the City of Edmonton's Executive Council Committee for review at their meeting on March 18. Will await the results of their decision, with the expectations that we will be onboarding new members in April or May.</li> <li>• Subcommittee meetings: All four Subcommittees have now met.</li> <li>• Communication Plan: City staff have been asked to explore options to</li> </ul>



<p>S. Maybee MOVED that the ESC endorse the updated Budget Subcommittee Terms of Reference</p>	<ul style="list-style-type: none"> <li>• Governance and processes. Changes to the Terms of Reference to reflect an increase in scope. Including changing the name of the subcommittee to be the Budget Subcommittee.</li> <li>• Reviewing the Budget and upcoming spending</li> <li>• Discussed the Municipal Contributions. Subcommittee is recommending that more process is needed around how this money is spent.</li> <li>• Discussed the 408 Tactical Helicopter Squadron 80th anniversary funding ask</li> </ul> <p>Carried</p>
<p>S. Maybee MOVED that the Funding Subcommittee develop criteria for the allocation of funding from regional municipal contributions to the Edmonton Salutes Committee.</p>	<p>Carried</p>
<p>S. Maybee MOVED that the ESC support the \$2,500 Funding Request for the 408 Tactical Helicopter Squadron 80th anniversary.</p>	<p>Carried</p>
<p>7.4 (c) Membership and Orientation Subcommittee</p>	<p><u>Membership and Orientation Subcommittee:</u> Membership and Orientation Subcommittee Chair Lorne Strachan updated the committee on the work of the Membership and Orientation Subcommittee, as follows:</p> <ul style="list-style-type: none"> <li>• Updated the Terms of Reference to include orientation activities</li> <li>• Reviewing and updating orientation process.</li> <li>• Analyzing membership composition, skills and expertise</li> </ul>
<p>L. Strachan MOVED that the ESC endorse the updated Membership and Orientation Subcommittee Terms of Reference.</p>	<p>Carried</p>
<p>7.4 (d) Bylaw and Policy Committee</p>	<p><u>Bylaw and Policy Subcommittee:</u> Bylaw and Policy Subcommittee Chair Mac Torrie updated the committee on the work of the Bylaw and Policy Subcommittee, as follows:</p> <ul style="list-style-type: none"> <li>• Noted the bylaw is very new, and will likely not need changes at this point. But the subcommittee will consider any changes or policy updates as needed.</li> </ul>
<p>R. Torrie MOVED to accept verbal reports</p>	

	of Subcommittees for information	Carried
	7.5 Other Reports	<p>Councilor Principe noted her visit to the Homes for Heroes site. There are a total of 9 people living there right now. Three people have already moved on from temporary housing to permanent housing. Councilor Principe discussed having a BBQ or a pancake breakfast with this site and the community and asked ESC to consider supporting and/or attending.</p> <p>Nicole Goehring extended an invite to the legislature to the ESC. Will work with the Chair to confirm a date.</p> <p>Dan Derouin noted that Sturgeon County Council had an in person meeting with the CFB Edmonton 3rd Canadian Division Commanding Officer and staff. Newly elected Council members had a chance to meet our Support Base members. Sturgeon County has a strong relationship with our neighbours and both sides work at maintaining that relationship.</p>
8.	Old Business	
	8.1 - March 5 EUSI Symposium Update	Alex Tsang and Brian Hodgson provided an update on the EUSI Symposium on March 5, 2022.
9.	New Business	
	9.1 Visit to CannaConnect	Justin Yassaub provided a description of the CannaConnect building and wellness lounge area for military, veterans and their families. He offered to host the ESC for either an upcoming meeting or a visit to the lounge. The Chair asked that Administration work to schedule a date for ESC members to visit the lounge.
10.	Other Business	
	<p>10.1 - Winspear Centre Event</p> <p>10.2 No stone left alone - There are many events scheduled around this initiative.</p>	<p>Mac Torrie noted that he is working with the Winspear on an upcoming event and may come to the ESC for sponsorship.</p> <p>No stone left alone initiative was briefly discussed. Justin Yaassoub noted Operation Restoration is included in these events. Last year, with the help of community youth, they</p>

		cleaned off 1200 tombstones and will be doing the same again this year.
11.	Next Meeting	
	11.1 - The next Committee meeting is scheduled for April 29, 2022, at 9 a.m.	
12.	Adjournment	
	12.1 - R. Parlin MOVED to adjourn the meeting at 10:22 a.m..	Meeting ended at 10:22 a.m.
Upcoming Events:		
<ul style="list-style-type: none"> <li>• 408 Tactical Helicopter Squadron 80th Anniversary, June 17-19</li> <li>• Mess Luncheon - May 27th</li> </ul>		
Upcoming Committee Meetings:		
<ul style="list-style-type: none"> <li>• ESC April 29; May 27; June 24</li> <li>• Strategic Actions Subcommittee April 12</li> <li>• Membership and Orientation Subcommittee April 14</li> <li>• Bylaw and Policy Subcommittee May 27</li> </ul>		

Update from Lt. Col Mandahar (Manny) for March 25 Edmonton Salutes Meeting:

- The 3rd Canadian Division Change of Command planning has started. There are no firm dates at this time. Information will be shared as it comes available.
- MAPLE RESOLVE will not be visited this Spring. The troops undergoing training are all from Eastern Canada. We'd rather Edmonton Salutes and municipal leaders visit when the training audience is from the Edmonton Area. There will be training exercises in the Fall and we will coordinate a visit.
- The Business Lunch is scheduled for 27 May at the Edmonton Garrison Officers' Mess (EGOM). Once the event coordinator provides an update, I will reach out to Edmonton Salutes to coordinate invitations.
- There are two other activities of potential interest to ES: Base Charity Golf Tournament and the Base Family Day. Dates and details to follow for the next ES meeting.

## Edmonton Salutes Committee (ESC) - Appointment Recommendations

<b>(Council Appointed) Members Appointment Term</b>	
<b><u>Appointment (2)</u></b>	
Kaetlyn Corbould	May 1, 2022 to April 30, 2024
Scott Lundy	May 1, 2022 to April 30, 2024

Here is a brief public introduction as provided by the new appointees:

### **Kaetlyn Corbould**

A veteran of the Australian Armed Forces and the spouse and mother of Canadian veterans, Kaetlyn has a keen insight into the unique military lifestyle. A passionate advocate for military families she has spent the past 19 years as a member of the board of directors at the Edmonton Military Family Resource Centre (MFRC). More recently Kaetlyn co-chaired the review into the governance model of the 32 MFRC located across Canada and currently chairs the Advisory Council to the Department of National Defence on issues as they relate to military families. Her Edmonton community connections will directly advance the objectives of the Edmonton Salutes committee.

### **Scott Lundy**

Scott Lundy is a former Canadian military officer who served at home and abroad in various operational and strategic roles for 20 years. He is an experienced public relations professional who has worked with local, provincial and federal governments, an airport authority, a utility company, and a science and technology organization.

Scott and his family have lived in Edmonton for nearly 20 years. He is an enthusiastic community builder and volunteer who is committed to helping make the Edmonton Metropolitan Region a place people are proud to call home. Scott looks forward to helping military members and their families feel welcome, supported, and valued.