



City of Hamilton
HAMILTON VETERANS COMMITTEE
AGENDA

Meeting #: 21-007
Date: October 25, 2022
Time: 4:00 p.m.
Location: YouTube Channel Streaming for Virtual Meetings
All electronic meetings can be viewed at:
City's YouTube Channel:
<https://www.youtube.com/user/InsideCityofHamilton>

Christopher Redford, Heritage Presentation Coordinator (905) 546-2424 ext. 4688

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1. CEREMONIAL ACTIVITIES	
1.1. Moment of Silence	
1.2. Land Acknowledgement	
2. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
3. DECLARATIONS OF INTEREST	
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6. DELEGATION REQUESTS	
7. CONSENT ITEMS	
8. PUBLIC HEARINGS / DELEGATIONS	
9. STAFF PRESENTATIONS	

10. DISCUSSION ITEMS

10.1. Wreath Project

10.2. Presentation Banner Stands

10.3. 2023 Procedural Handbook for Citizen Appointees

10.4. Gore Park Cenotaph Vandalism

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10.5. Remembrance Day - Friday November 11

10.6. Garrison Parade – Sunday, November 13

11. MOTIONS

12. NOTICES OF MOTION

13. GENERAL INFORMATION / OTHER BUSINESS

14. PRIVATE AND CONFIDENTIAL

15. ADJOURNMENT



Hamilton

MINUTES Hamilton Veterans Committee

Meeting #22-006
September 27, 2022
4:00 p.m.
WebEx – Virtual Platform

Present: Chair: Michael Rehill
Vice Chair: Ed Sculthorpe
Members: Dave Baldry, Rod Paddon, Don Jackson, Terry Ryan, Robert Fyfe, Steve Waldron

Absent with Regrets: Councillor Ferguson

Also Present: Councillor Brenda Johnson, Christopher Redford (Staff Liaison), Carolyn King (Curatorial Assistant, Hamilton Military Museum)

1. CEREMONIAL ACTIVITIES

- (i) Moment of Silence
- (ii) Land Acknowledgement

2. APPROVAL OF THE AGENDA

(Rod Paddon/Dave Baldry)

That the agenda for the September 27, 2022 meeting of the Hamilton Veterans Committee be approved with the following additions:

- 5.1 Parks North – Re: Argyll Memorial Pavilion Pier 4
- 5.2 Resignation of committee member David Steckham
- 9.1 Budget Update
- 10.8 Creating a record of memorials held in local churches

CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING (Item 4)

4.1 June 28, 2022

(Ed Sculthorpe/Terry Ryan)

That the Minutes of the June 28, 2022 meeting of The Hamilton Veterans Committee be approved, as presented.

CARRIED

4. COMMUNICATIONS (Item 5)

(i) Parks North – Re: Argyll Memorial Pavilion Pier 4 (Item 5.1)

Christopher Redford reports that the steps need repair and has consulted the Conservator who indicates the work will not be possible this year. Michael Rehill suggests bringing this item forward again in May when work is more likely to be possible. Staff have provided guidance and advice to the Argylls regarding interpretive signage at the Pavilion they wish to donate. This has been passed on and Parks North will assist with the installation when ready.

(ii) Resignation of Committee Member David Steckham (Item 5.2)

Michael Rehill recalls that David was a welcoming and valued member of the Committee and wishes him well.

(Bob Fyfe/Dave Baldry)

That the resignation of David Steckham be accepted by the committee.

CARRIED

5. STAFF PRESENTATIONS (Item 9)

(i) Budget Update (Item 9.1)

Christopher Redford reports that costs for events have risen since the pandemic and the cost for items such as road closures have gone up roughly 25%. The cost for the recent Dieppe ceremony saw a 40% increase in budget. The committee will request an increase from the current \$43,000 base budget to \$55,000 moving forward. For 2023, a one-time transfer of \$12,000 from the reserve (which grew during Covid restrictions on events) will be requested to achieve the \$55,000. But if the request is approved by council, transfers of reserve funds will not be required in 2024 and beyond to obtain \$55,000 base funding.

(Ed Sculthorpe/Terry Ryan)

9.1 That the Hamilton Veterans Committee 2023 base budget request be approved with an increase from \$43,000 to \$55,000 and be referred to the 2023 Budget process for consideration. And that a one-time transfer of \$12,000, from the Hamilton Veterans Committee reserve be used to off-set the increase in base budget for 2023.

CARRIED**6. DISCUSSION ITEMS (Item 10)****(i) Dieppe Memorial Post-event Discussion (10.1)**

Michael Rehill comments that the event ran smoothly. Terry Ryan suggests Committee members should be more easily identifiable at events. The committee decides red armbands with white lettering will be most appropriate and Christopher Redford will acquire them.

(ii) Wreath Project (10.2)

Christopher Redford reports that two schools have already signed up to participate in both the Hamilton Military Museum educational program as well as the Remembrance Day ceremony at Gore Park.

(iii) Presentation Banner Stands (10.4)

Christopher Redford will complete the graphics in the next week. Once complete, he will circulate them to all Committee members. Ed Sculthorpe inquires as to whether the Committee can also have a large banner outside of City Hall – this will be investigated and Councillor Johnson offers assistance.

(iv) Hamilton Veterans Committee Terms of Reference, Roles and Responsibilities (10.5)

This document was circulated to enable members to offer suggestions for amendment. There was a question as to how long a chair can serve – the clerks were consulted and replied that a new chair should be appointed each January, and so long as appointed each January, the same individual may serve 4 consecutive years. It was noted however that the document states (item 4.3) that the chair may serve a maximum of two consecutive years. Christopher Redford will investigate.

(Dave Baldry/Rod Paddon)

10.5 That, if possible, the Hamilton Veterans Committee Terms of Reference, Roles and Responsibilities be amended to clarify that a chair may serve a maximum of four years, being appointed in January of each year.

CARRIED**(v) Remembrance Day – Friday November 11 (10.6)**

Plans discussed including: This is the civic ceremony at Gore Park. Dave Baldry and Councilor Johnson will be unable to attend this year. Two members will be required to assist with the laying of wreaths to facilitate the suggestion to improve the process of approaching the cenotaph from both sides. Military Museum staff or volunteers will also be on hand to

assist. Bob Fyfe will read the veterans' prayer. Bob Fyfe will read the veterans' prayer. A Padre has been booked. Michael Rehill notes the cadet recitations will need to be added to the program. Two large screens and the sound system have been booked. Don offers suggestions for acquiring screen for 2023.

Christopher Redford reports that Cable 14 will create a fifteen-minute video using interviews from the Dieppe service and footage which will serve as an introduction to the televised service.

(vi) Garrison Parade – Sunday, November 13 (10.7)

Plans discussed including: Rod Paddon will be the Parade Marshall, Terry Ryan will be the Colour Party Marshall. Bob Fyfe will read the veterans' prayer. Bob Fyfe will read the Veterans' Prayer. The Committee is still in need of a padre for the Garrison parade service. RHLI band will perform.

Michael Rehill suggests reaching out to cadet groups and the Legions to inform them of the garrison parade. The committee members will all participate in contacting groups thorough email, phone calls and an official letter from the Committee using the Resource Manual as a source. This will be completed in the next couple of weeks.

(vii) Churches with Military Memorials

Terry Ryan reports that there are many military memorials in local churches and it would be prudent to identify and create a master list of these items, especially as several churches with memorials have closed recently. As this is a large undertaking, members will pool their knowledge and the Museum will help down the road. Michael Rehill suggests that members send anything they are aware of to him to start the list and perhaps a letter campaign can be launched in the new year.

7. ADJOURNMENT (Item 15)

(Rod Paddon/Ed Sculthorpe)

15.1 That, there being no further business, the meeting be adjourned at 4:42 p.m.

CARRIED



