



Hamilton

MINUTES

Hamilton Veterans Committee

Tuesday, May 13, 2014

10:00 a.m.

City Hall – Room 192

Present:	Chair: Bob Fyfe Members: David Steckham, Bill Eisan, Art Tompkins, Councillor Pasuta, Councillor Merulla
Absent with Regrets:	Gerry Rattray, Harry McEwen
Also Present:	Anna Bradford, Director, Tourism and Culture Fern Viola, Resource member Geordie Elms, Special Assistant to the Mayor-Military Heritage and Protocol Jen Anisef, Cultural Projects Specialist Sarah Ehmke, Cultural Projects Specialist Rebecca Oliphant, Minute Taker, Staff Liaison, Tourism and Culture Joey Coleman, Hamilton's Local Journalist

CHAIR'S REMARKS: Remembrance of Fallen Comrades

1. CHANGES TO AGENDA

Move Agenda Item 5.1 – Decoration Day to the beginning of the Agenda to accommodate staff schedules.

Move Agenda Items 5.2 – Dieppe Memorial and 5.3 – East Hamilton Decoration Day to immediately follow Item 5.1 to accommodate staff schedules.

2. DECLARATION OF INTEREST

None declared.

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING
(Steckham / Eisan)**

3.1 Hamilton Veterans Committee Meeting Minutes, dated 8 April 2014.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

4.1 Role & Function of Hamilton Veterans Committee

Report was approved at May 12 meeting of the Emergency & Community Services committee.

4.2 Fields of Honour

Report was approved at May 12 meeting of the Emergency & Community Services committee.

4.3 HVC Events Information / Procedure Manual

Update: David Steckham

Forwarded to staff, waiting for input.

4.4 Parking for Veterans in Hamilton

Councillor Merulla's motion was carried at the May 12 meeting of the Emergency & Community Services committee.

David's presentation was excellent as it made Councillors look at the parking issue differently than they had previously. Council must ratify on May 14. Councillor Merulla will ask for an amendment at Council in order for the report to come back to GIC rather than ECS or Planning. Staff will prepare report which will go back to committee for debate and approval. Councillor Merulla would like Dave to present again when the report comes back to GIC.

4.5 Veterans Place at Gore Park - Gore Park Pedestrianization

Update: Geordie Elms

Advisory committee will be meeting with artist in next few weeks to share her initial ideas. Expectation is that HVC will have something to review in June.

Federal government announced it will be giving battle honours to Afghanistan. Advisory committee should be asked to add this to Veterans Place at Gore Park.

(Steckham / Tompkins)

Recommendation that staff be asked to review existing monuments as to how we can add Afghanistan.

CARRIED

4.6 Mini decoration days

Update: Art Tompkins

Decoration Sunday – Discussion: encourage people to go to their local cemetery and decorate, need to get buy-in from interested parties, make it a gradual process, encourage others to decorate other cemeteries, then move towards mini-days with everyone gathering at one larger event afterwards, add this to letter that we would be sending to schools, smaller groups of interest that becomes a bigger thing.

4.7 Battle of the Atlantic Parade – April 24

Bob Fyfe

Art and Bob inspected the cadets at HMCS Cougar. Commanding Officer was appreciative of their participation. Art is going back on May 31.

4.8 National Day of Honour – Afghanistan – May 9

Geordie Elms

Over 65 veterans came out for the well-done, simple ceremony. Thank you to Joey Coleman for assisting with the sound system. This will not become an annual event but will become part of annual Remembrance Day Services.

Comment: It is important that at all of the Remembrance events we remember to honour those that came home, not just those who did not.

4.9 Honorary Member – Bill McCulloch

Tabled until Councillor Merulla is available to speak to this.

4.10 Invitation to Minister of Veterans Affairs

Report to Emergency & Community Services attached.

Approved at the May 12 Emergency & Community Services meeting with amendment that it come from Council. Staff to confirm with Clerks as to how this is accomplished.

5. STANDING ITEMS (includes all HVC hosted events)

5.1 Decoration Day – Woodland Cemetery

Guest: Sarah Ehmke, Cultural Projects Specialist

Sunday, June 8, 2014

Event Checklist review – request has been put in for HSR buses, sound is confirmed, meeting with Cemetery staff is set for May 28.

Program – HVC confirmed staff person distributes the programs at the event. HVC asked if the program could be made less boring. To save space in the program remove all but the first and last verses of St. Anne's and the first two of Abide with Me as that is all that is sung. Draft Program distributed for review, new format so print could be larger, more fulsome description of Decoration Day, Geordie to assist

Staff to confirm first aid.

Saluting Officer – Geordie Elms,

Parade Marshall – not necessary for this particular event

Act of Remembrance – Bill Eisan

Buglers – Gerry is resigning from HVC, will not be in Ontario for Decoration Day. Bob unable to attend so he will speak to Laura Jean Falla today.

Piper – Doug Tulloch from Branch 58, Bob will contact.

In response to questions from Reverend Chisholm HVC confirmed Decoration Day is always under the auspices of HVC and Her Majesty's Army and Navy usually invites everyone back for a reception afterwards.

Wreaths to be removed by staff later on that date after everyone has left

Letters of invitation – OK'd by HVC, should go out this week.

Will prepare a media release/PSA, no funds for formal advertising

Lions Head date?

5.2 Dieppe Memorial

Guest: Jen Anisef, Cultural Projects Specialist

Tuesday, August 19, 2014

Event Checklist review

Piper is not necessary, vocalist is not applicable, Bob will speak to bugler, but may need to go to Regimental bugler.

Rev. Robinson has retired, clergy choice is a planning sub-committee decision.

Had a request for public toilets, cost is approx. \$90, Anna asked that one accessible toilet be ordered. Committee and staff will need to determine location.

Hamilton Police Services have been contracted to assist with traffic and crossing the road from parking.

Public Works contacted for park preparation.

Reception afterwards at RHLI Veterans association.

Will ensure there is a City representative to lay the City's wreath.

Planning meeting at RHLI regarding this event, Saturday, May 24. Bob will confirm for Jen in order for her to attend if possible.

Joey Coleman will be live for this event. He asked that XLR feeds be available for media.

5.3 East Hamilton Decoration Day

Guest: Jen Anisef, Cultural Projects Specialist

Sunday, August 24, 2014

VSL (Veteran Service League) will be the host this year.

Require 20 chairs. HVC asked that tents be secured this year in case of high winds again. Cemetery staff will put flags on gravesites and will be asked to check condition of large flags.

Staff to contract Dundas Concert Band for another three years.

Will contact HSR now that VSL is confirmed as host.

Fern will be in attendance, he will lead hymns.

Sound has been booked.

Wreaths are in storage.

Rev. Chisholm will be asked to officiate.

Act of Remembrance – Bill Eisan

Piper – Doug Tulloch

MC – Bill Eisan

If Mayor is able to attend he should be asked to speak.

Invitations will be brought to HVC before they are sent out.

Will bring program for review to a later meeting.

Opportunity to build participation, invite young people (cadets) to decorate graves.

Invitation should come from Chair, Dave will assist.

5.4 Remembrance Day

Garrison Parade – Sunday, November 9, 2014

Decided it will be a drumhead service

City Service – Tuesday, November 11, 2014

Will use the flag pole as a central location for drumhead service

Other site logistics will need to be determined at a later meeting

Joey offered his services for audio/visual assistance, intends to broadcast live for all ceremonies, if you have a pool feed it provides better sound

General events discussion

Looking for buglers, another opportunity to engage young people.

Renew discussion about dates for Decoration Day events in particular to involve students, scouts, cadets.

Jen's contact info

Jen Anisef, Cultural Projects Specialist

Lister Bldg, 28 James St. North, 2nd floor

(905)546-2424, Ext. 7612

Jen.Anisef@Hamilton.ca

5.5 BUDGET Review

- **Event Expense Review**

To date staying within budget

5.6 WWI Anniversary Commemorations

November 11th after the service

5.7 Upcoming Events

- **Yellow Ribbon/Support the Troops Event - June 4**

Invitation to Chair distributed. Bob is unable to attend. Members to contact him if they are available.

10:00 a.m. at Central Police Station

6. NEW BUSINESS

6.1 Resignation of Gerry Rattray

Has resigned verbally to Bob, will forward letter to RO.

Bob spoke to a corporal (reservist and Afghan veteran) at May 9 event who expressed an interest in the HVC.

Staff to check on next steps if the revised Terms of Reference and Membership are approved at Council on Wednesday. Prospective members can attend any of the general meetings. If they wish to speak they can do so with permission of the Chair.

7. ADJOURNMENT

The meeting adjourned at 11:45 a.m.

Next Meeting: Bob is away, Gerry is resigning, Harry is ill so we will not have quorum. Staff to investigate changing to following Tuesday, June 17.

June 10, 2014

10:00 a.m. to Noon

City Hall – Room 192