



Hamilton

MINUTES

Hamilton Veterans Committee

Tuesday, October 13, 2015

10:00 a.m.

City Hall – Room 192

Present:	Chair: Bob Fyfe Members: Fern Viola, Art Tompkins, Bill Eisan, Dave Steckham, Councillor Pasuta
Absent with Regrets:	Councillor B. Johnson
Also Present:	Anna Bradford, Director, Tourism and Culture Division Kristen Kerr, Cultural Projects Specialist Mike McAllister, Project Lead, Hamilton and Scourge Keven Ellis, North Wall Riders Dan Muir, President, United Council of Veterans Kathy Drewitt, Executive Director, Downtown BIA Kerry Jarvie, Downtown BIA Paula-Ann Simon, Branch 163, Royal Canadian Legion Michael Leatham, Hamilton Signals Association Rebecca Oliphant, Staff Liaison to HVC, Tourism and Culture Division

CHAIR'S REMARKS: Remembrance of Fallen Comrades

1. CHANGES TO AGENDA

Item 5.4 will be moved to the beginning of the Agenda to accommodate staff schedules.

Item 4.12 will follow immediately after 5.4 to accommodate staff schedules.

2. DECLARATION OF INTEREST

None declared

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

- 3.1** Hamilton Veterans Committee Meeting Minutes, dated 08 September 2015.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

4.1 HVC Events Information / Procedure Manual

Staff will continue to update.

4.2 Parking for Veterans in Hamilton

Update: Councillor Pasuta emailed Marty Hazell, Senior Director, Municipal Law Enforcement, Councillors Merulla and B. Johnson expressing his concern about what was approved at Council and the subsequent pilot program put forward by Parking Services. Marty clarified that the City permit system had to be maintained as Council had excluded the RCMP. There was no other way of determining if the Veterans plates belonged to an RCMP officer. Councillor Pasuta will continue to have discussions with Councillors Merulla and B. Johnson and voice the HVC concerns to all of Council. The issue is not dead.

4.3 Veterans Place at Gore Park – Security

Bob will contact Inspector Worster about having the siting of the surveillance cameras changed to better capture any activity at the Cenotaph. The senior conservator is having the safeguards installed to deter skateboarding. They will be placed so as not to impede the sentry placement during Remembrance Day services.

4.4 Mini decoration days

Tabled until 2015-2018 committee is selected.

4.5 Invitation to Minister of Veterans Affairs

Invitation will be re-sent when 2015-2018 committee is selected.

4.6 Adding Afghanistan to existing monuments

Federal grant application was successful. All of the cenotaphs and memorials should have these added prior to November 11.

4.7 Afghanistan Memorial

Update: Anna has not had the opportunity to speak to the Ward Councillor yet. The current Minister of Veterans Affairs spoke to General Fraser. Acquiring the LAV for the site has been put on hold until the first installation has been assessed. They want to fully understand the impact and cost of these types of memorial installations.

- 4.8 Change of meeting day discussion**
Tabled until 2015-2018 committee is selected.
- 4.9 Status of City's Volunteer Advisory Committees**
Review of Roles, Responsibilities and Expectations of new members.
The information session for interested applicants to the City's Advisory Committees is Tuesday, December 15 from 5 to 7p.m. at City Hall. The Roles document will be made available to potential members.
- 4.10 Web presence for HVC**
Staff investigating.
- 4.11 Military Personnel Recognition revisions to Facility Naming Policy**
Update: Corporate Assets & Strategic Planning staff will advise when the report is going forward.
- 4.12 Hamilton and Scourge Memorial – August 2016**
Guest: Mike McAllister, Project Lead
Since 2008 this memorial has been presented in many different ways. The feedback has been generally positive and appreciative of the low-key memorial but a more traditional memorial would be appreciated as well. Dan Muir provided Mike with contacts.
The current budget for the memorial is about \$1,000. The US Navy does not contribute funds as the City owns and manages the vessels. The memorial has been kept 'in-house' although the participation of the US Consul and the American Legion branch in Burlington is appreciated. The 2016 memorial will be held at the Naval Memorial Garden in Confederation Park the same weekend in August.
Mike will ask Dan Muir to investigate traditions that we should be following for this particular style of ceremony.
- 4.13 Endorsement Letter 150th Anniversary Battle of Ridgeway – June 4, 2016**
To date the draft endorsement letter has not been received from Mr. Vronsky.

5. STANDING ITEMS (includes all HVC hosted events)

- 5.1 Decoration Day – Woodland Cemetery (Lower Field) – Sunday, June 12, 2016**
- Staff to attend Spring 2016
- This may change if the 2015 – 2018 HVC decides on only one Decoration Day.
Recap for guests: Dwindling attendance has caused thought by the current membership about having only one Decoration Day and make it more educational. Perhaps alternating locations or having cadets or other volunteers at more locations.
- 5.2 Dieppe Memorial – Wednesday, August 19, 2016**
- Staff to attend Spring 2016

5.3 East Hamilton Decoration Day – Sunday, August 28, 2016

- Staff to attend Spring 2016

5.4 Remembrance Day

Garrison Parade – Sunday, November 8, 2015

City Service – Wednesday, November 11, 2015

Staff Lead: Kristen Kerr

New site map developed after Sep 29 site visit was distributed for information. Podium will be raised to accommodate the sign language interpreters engaged for the service. Rails for both sides of risers to be requested for ease of ascending and descending by speakers. A few extra chairs will be requested for those requiring sight lines to sign language interpreters. Costs for the sign language interpreter are covered through the City's Access & Equity office. Planning manual / template has been updated.

Have not confirmed officiant for November 11 service. If required, Kristen will contact Rev. Chisholm or his daughter.

Jeff Tessier, photographer, has been confirmed to take some updated photos during the service as this is the first service in the renovated venue. Bev McGraw is confirmed as the Silver Cross Wearer for the service. Once Dan Router, RHLI, has completed the parade order invitations will be mailed out on October 16. Dan is organizing the bugler and piper for November 8 Garrison Parade. Kristen will send the draft program to Bob by October 16.

The 11 Remembrance Day services throughout the city will be listed in the City's advertising. November 6 there will be an advertorial focusing on Veterans Place at Gore Park. November 7 there will be a small ad for the service downtown only.

Bill and Art are to accompany the saluting officer. A Darts bus will be available for the Garrison Parade.

As requested at the last meeting, the Remembrance Day budget now includes costs that were previously covered under the former grants program (policing and road closure costs).

Staff have investigated the Community Engagement Program through the federal government. The City qualifies as a municipality and may receive up to \$2,500 to assist with our Remembrance Day service. Deadline to apply is September 6.

Motion

(Fyfe / Tompkins)

That staff apply through the federal government Community Engagement Program for funds to assist with 2016 Remembrance Day services.

CARRIED

Anna will have an off-line discussion with the Mayor's office as these events are held under the auspices of the Mayor, as to the protocol of asking MPs and MPPs to donate to the cost of the events.

Motion

(Steckham / Fyfe)

That staff from the Revenue Generation Division of the Corporate Services Department be invited to attend a future meeting.

CARRIED

5.5 BUDGET Review

- Event Expense Review – see Item 5.4
- 2016 Budget Submission – \$30,000 request approved by committee. Staff report will go to Emergency and Community Services Committee on December 8 requesting consideration of the budget request during annual budget deliberations.

5.6 WWI Anniversary Commemorations

This will remain on the Agenda in anticipation of future anniversary commemorations.

5.7 Upcoming Events

6. NEW BUSINESS

6.1 Relocation of Gore Park Promenade – Summer 2016

Guest: Kathy Drewitt, Executive Director, Downtown BIA
Kerry Jarvie, Downtown BIA

Downtown Promenade happens Wednesday, Thursday and Friday from the 1st of June to Labour Day. Approximately 1500 people visit displays and food trucks, play games and enjoy entertainment each day.

The second phase of the Gore Park revitalization around the fountain area happens in 2016 so the area will not be available for the Downtown Promenade.

Downtown BIA is proposing they use the road allowance adjacent to Veterans Place at Gore Park. (proposed layout provided) Volunteer staff and students would be on-site each day from 10 a.m. to 5 p.m. Their presence on Promenade days may alleviate some of the issues with security at the Cenotaph, at least during the day.

HVC concern is cleanliness of the area. Downtown BIA hires student ambassadors each summer. Their duties include picking up litter. As well the food trucks must provide litter containers.

Hope is that the self-guided tours of Veterans Place in partnership with the Library will be up and running for 2016.

HVC is also welcome to share information / messaging about the Cenotaph and Veterans Place at Gore Park during the Promenade days.

The Hamilton Veterans Committee supports the proposed plan for the 2016 Downtown Promenade adjacent to Veterans Place at Gore Park.

6.2 Decision about November meeting

There will be a November meeting.

6.3 Hamilton Signals Association update

Guest: Michael Leatham

HSA is restoring a communications truck to display at events around the City as a moving memorial. Former Signallers will be with the truck to share information. Hope to acquire a radio van.

7. ADJOURNMENT

The meeting adjourned at 11:45 a.m.

Next Meeting: **November 10, 2015**
10:00 a.m. to Noon
Room 192, 1st floor, City Hall