



# Hamilton

## **MINUTES**

**Hamilton Veterans Committee**

**Tuesday, July 25, 2017**

**4:00 p.m.**

**2<sup>nd</sup> Floor Boardroom, City Hall**

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<b>Present:</b>	Chair: Dave Steckham Vice Chair: Ed Sculthorpe Members: Dan Muir, Keven Ellis, Rod Paddon
<b>Absent with</b>	Councillor Pasuta, Councillor Johnson, Geordie Elms, Art Tompkins, Marko Babic
<b>Regrets:</b>	
<b>Also Present:</b>	Fern Viola, Resource Member Michael Leatham - Guest Bob Fyfe - Guest Brydie Huffman, Staff Liaison to HVC, Tourism and Culture Division Rebecca Oliphant, Tourism and Culture Division Julie Richards-Bramhill, Admin Assistant, Tourism and Culture Division

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**CHAIR'S REMARKS:** Remembrance of Fallen Comrades.

Reminded members that there was another meeting at 6 p.m. so meeting needed to finish on time.

- 1. CHANGES TO AGENDA**
- 2. DECLARATION OF INTEREST**  
None declared.
- 3. APPROVAL OF MINUTES OF PREVIOUS MEETING**

**(Sculthorpe/ Muir)**

**3.1** Hamilton Veterans Committee Meeting Minutes, dated 23 May 2017.

**CARRIED**

#### **4. BUSINESS ARISING FROM THE MINUTES**

##### **4.1 Veterans Place at Gore Park – Security**

There is nothing outstanding and nothing of concern or issues at this time. Police are still monitoring the park.

##### **4.2 Invitation and Agenda for meeting with Minister of Veterans Affairs**

Can this be removed from the Agenda?

Remove.

##### **4.3 Web presence for HVC**

Update: Ed Sculthorpe/Marko Babic

Facebook page is up. It is called the “Hamilton Veteran’s Advisory Committee” on Facebook. Asking members, guests and staff to go to the page and “Like” it.

##### **4.4 Artillery Pieces**

Update:

Therese and the Armoury contacts need to meet to discuss the storage/display of the pieces at the armoury.

##### **4.5 Revised Terms of Reference**

Approved at Council June 14, 2017.

Reviewed a copy of the Emergency and Community Services Committee Report. It was noted that to “maximize the engagement of youth” has been added to the HVC mandate. The HVC can now move forward with efforts to engage youth. Staff noted any new initiatives would require workplans.

##### **4.6 Flagpoles at Veterans Place**

Update: Flagpoles have been ordered. A contractor hired and they will be installed prior to Remembrance Day.

#### **5. STANDING ITEMS (includes all HVC hosted events)**

##### **5.1 Decoration Day–Eastlawn Cemetery–Sunday, June 11, 2017**

Brydie Huffman

Review of ceremony / Brydie Huffman noted a few issues.

- the parade started earlier than scheduled. The importance of the schedule will be shared with future Parade Marshalls.
- In 2016 the HVC agreed to rotate the roles of various participants – Parade Marshall, Colour Commander, etc in order to familiarize more people with the roles. Going forward, it will be made clear that participant roles could change from year to year. It is not the HVC’s intention to exclude anyone, but rather to ensure more people are familiar with the roles enabling them to step in, in case of emergency.

Not every host club has a colour party and therefore a commander. Those who do should use them and alternate. Host clubs want Hamilton Veteran’s Committee to make those decisions. Staff will review with host before each

event as the expectation of the host clubs is that the HVC will make the decisions for each event.

Note regarding protocols: Colour Marshall is the only person giving commands to colour party and Parade Marshall is the only person giving commands to the Parade. For further discussion during Remembrance Day planning.

Dave noted that the host club often offers a reception after the event in anticipation of business going back to their club. Not very many attended after the June event, perhaps because the host was so far away from the site and buses were based at City Hall. In future, would like to see that the bus leaves from and returns to the host location.

Think Going forward only one bus may be necessary as many participants and guests used their own transportation. Note: changing the number of buses may be premature as the plan is to increase attendance at the Decoration Day event.

General discussion re: Decoration Day event:

Encourage families to attend.

Make the event more interactive

- Volunteer Cavalry
- Engage youth in acts of remembrance such as children painting poppies on rocks and placing around the Cenotaph.
- have Cadets laying a flag on grave sites and if flags are already at headstones, volunteers could read a role call and cadet would answer for that person's name.

This takes volunteers, planning and communication

### **Motion (Ellis/Paddon)**

That the Hamilton Veterans Committee hold a brainstorming meeting in January 2018 to develop a plan in anticipation of the 100<sup>th</sup> anniversary of Decoration Day in 2019.

**CARRIED**

## **5.2 Dieppe Memorial – Saturday, August 19, 2017 – 75<sup>th</sup> Anniversary**

Update: possible participation of Calgary Unit - King's Own Cavalry Regiment.

Marko was unable to attend the June 24 Dieppe Memorial planning meeting so there is no update about the King's Own Cavalry attendance.

North Wall Riders Association will be hosting the Candlelight Vigil in Dieppe Park at 7:30pm on the 18<sup>th</sup> of August. The last two veterans of Dieppe will be there, Ken Curry and Fred Englebrecht.

Brydie reported everything is ready to go. The Dieppe Committee asked her to ensure the Memorial was cleaned and any wax residue was removed. The Parks Division will be there at 7:30am. New flags will be in place. Portable toilets and First Aid services will be available. Brydie to ask

equipment suppliers to ensure the front row is back far enough to ensure the Vets are out of the sun during the ceremony.

### **5.3 Remembrance Day**

**Garrison Parade** – Saturday, November 11, 2017

**City Service** – Saturday, November 11, 2017

Brydie discussed road closures for that day and the need to communicate with shop keepers on the route.

Brydie has been contacted by a local French school choir that is interested in participating in the ceremony.

#### **Motion**

#### **(Paddon/Sculthorpe)**

That staff confirm the local French School for this year's ceremony.

**CARRIED**

### **5.4 BUDGET Review**

- Event Expense Review –
- Draft budgets for 2017 events – Reviewed with members. Ed would like to see the breakdown for the sound costs. Ed is available as a resource.

### **5.5 WWI Anniversary Commemorations – 2014-2018**

## **6. NEW BUSINESS – HAMILTON VETERANS COMMITTEE**

No new business.

## **7. ROUNDTABLE** (Items that members feel may be of interest to the committee such as upcoming events, updates on Afghan memorial, etc.)

- Art Crawl Remembers  
Ed will create a notice for and will invite art galleries and schools to participate in late August or early September Need to develop a workplan if this event is going to be added to the HVC's annual calendar. Work plan needs to address budget, staff resources, marketing, timelines, etc.
- Veterans' free parking  
Is there a plan to make public aware of the new Veterans' rules? Dan will inform clubs through the United Council of Veterans Ed will post on the Facebook page.  
Staff will reach out to Council to determine if signage can be added at entrances to the City – Hamilton welcomes Veterans with free parking.
- Annual Korean War Veterans Memorial Ceremony
- July 27<sup>th</sup> in Mississauga, Fern Viola will sing the Korean national anthem.. Ed will post the HVC Facebook page.
- Afghan Memorial, Kevin reported that the dedication went very well.

**8. ADJOURNMENT**

**(Paddon / Ellis)**

The meeting adjourned at 5:30 p.m.

Next Meeting: **Tuesday, September 26, 2017**  
4:00 p.m. to 6:00 p.m.  
**Room 192, 1<sup>st</sup> floor, City Hall**