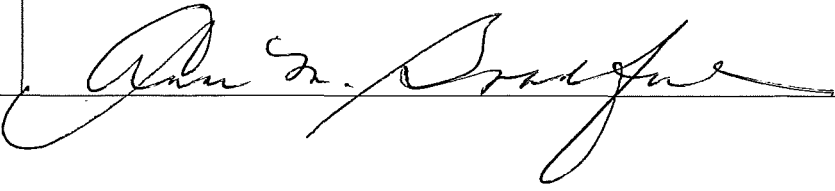




**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Tourism and Culture Division**

<b>TO:</b>	Chair and Members Emergency and Community Services Committee
<b>COMMITTEE DATE:</b>	December 7, 2017
<b>SUBJECT/REPORT NO:</b>	City of Hamilton Veterans Committee 2018 Budget Submission (PED17212) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Brydie Huffman (905) 546-2424 Ext. 4122
<b>SUBMITTED BY:</b>	Anna M. Bradford Director, Tourism and Culture Planning and Economic Development Department
<b>SIGNATURE:</b>	

### RECOMMENDATION

That the Hamilton Veterans Committee 2018 base budget submission, attached as Appendix 'A' to Report PED17212, in the amount of \$30,000, be approved and referred to the 2018 Budget process for consideration.

### EXECUTIVE SUMMARY

The Hamilton Veterans Committee (HVC) oversees the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton. When directed by Council, the Committee will provide input on projects and issues that are of concern to Hamilton Veterans. The Committee also acts as a liaison between the City and its Veterans.

The Hamilton Veterans Committee is requesting the amount of \$30,000 (the same as 2017) to coordinate various Veterans' activities throughout the year. These events include but are not limited to Remembrance Day, Decoration Day ceremonies and Youth Education initiatives. Costs associated with policing these events are covered through the Tourism and Culture Division, Events Office operating budget. The remaining safety factors such as road closures, traffic warning signs and fencing for members of the public are covered through the Hamilton Veterans Committee approved budget.

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*OUR Vision: To be the best place to raise a child and age successfully.*

*OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.*

*OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.*

Other expenses for the events that the Hamilton Veterans Committee coordinates include wreaths, chairs and equipment, sun protection, appropriate sound systems, program printing, and programming elements such as warbird "fly past" services.

In June 2017, Council approved the revised mandate of the Hamilton Veterans Committee to include the objective to maximize the engagement of youth in the act of Remembrance through projects and events. It is anticipated that additional funds will be required in order to meet this objective in the future.

Working with the Hamilton Veterans Committee, staff closely monitors the Advisory Committee budget to determine if future increases will be necessary as each year the Hamilton Veterans Committee is asked to support an increasing number of Remembrance and Commemoration events throughout the City of Hamilton.

***Alternatives for Consideration – Not Applicable***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

**Financial:** For 2018, the Hamilton Veterans Committee has asked for their annual base budget of \$30,000.

**Staffing:** N/A

**Legal:** N/A

**HISTORICAL BACKGROUND**

The City of Hamilton Veterans Committee was first appointed by the Council of The Corporation of the City of Hamilton in February 1972. At that time the responsibility of the Committee was to:

- i) Act as liaison for the Veterans of the City of Hamilton and the Hamilton Parks Board (re: Cenotaph); and the Hamilton Cemetery Board (re: Field of Honour, Woodland Cemetery);
- ii) Co-ordinate all parades in the City involving Veterans; and,
- iii) Deal with all other matters directly relating to or of concern to Veterans.

In July of 2015, City Council established the Hamilton Veterans Committee for the 2014-2018 Term of Council. The mandate of the Hamilton Veterans Committee continues to include overseeing the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton. When directed by Council,

the Committee provides input on projects and issues that are of concern to Hamilton Veterans.

Since 2001, military remembrance and commemoration activities have included organizing the City of Hamilton Remembrance ceremonies in addition to assisting with the coordination of annual ceremonies in Ancaster, Dundas, Glanbrook, Stoney Creek and Waterdown. Other annual events include the Dieppe Memorial Ceremony and Decoration Day. The Hamilton Veterans Committee also led the coordination of one-time events that included the 60<sup>th</sup> Anniversary of D-Day in 2004 and the 60<sup>th</sup> Anniversary of VE Day in 2005.

#### **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

N/A

#### **RELEVANT CONSULTATION**

- Hamilton Veterans Committee: The HVC Annual Advisory Committee Budget Submission is attached as Appendix 'A' to Report PED17212.
- Financial Coordinator, Financial Planning, Administration and Policy Division, Corporate Services Department: Provided reserve balance for Hamilton Veterans Committee.

#### **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

There is an expectation from the citizens of Hamilton for Remembrance services to be provided in order to properly honour the sacrifices made by our veterans and those currently serving. Without adequate funding provided by Council, these expectations cannot be met.

#### **ALTERNATIVES FOR CONSIDERATION**

N/A

#### **ALIGNMENT TO THE 2017 – 2025 STRATEGIC PLAN**

##### **Community Engagement & Participation**

*Hamilton has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community.*

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**Healthy and Safe Communities**

*Hamilton is a safe and supportive city where people are active, healthy, and have a high quality of life.*

**Culture and Diversity**

*Hamilton is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.*

**APPENDICES AND SCHEDULES ATTACHED**

Appendix 'A' to Report PED17212 – Hamilton Veterans Committee 2018 Budget Submission

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# **CITY OF HAMILTON**

**2018**

**ADVISORY COMMITTEES**

**BUDGET SUBMISSION**

**"HAMILTON VETERANS COMMITTEE"**

## **PART A: General Information**

### **ADVISORY COMMITTEE MEMBERS:**

<b>Dave Steckham, Chair</b>	<b>Ed Sculthorpe (Vice-Chair)</b>
<b>Marko Babic</b>	<b>Keven Ellis</b>
<b>(Robert) Geordie Elms</b>	<b>Dan Muir</b>
<b>(Victor) Rod Paddon</b>	<b>Art Tompkins</b>
<b>Councillor Brenda Johnson</b>	<b>Councillor Robert Pasuta</b>

### **MANDATE:**

"Provide the Advisory Committee's mandate"

Reporting to council, the Hamilton Veterans Committee oversees the planning and delivery of military remembrance and commemoration activities on behalf of the City of Hamilton.

When directed by Council, the Committee provides input on projects and issues that are of concern to Hamilton Veterans.

## **PART B: Strategic Planning**

### **STRATEGIC OBJECTIVES:**

"Indicate the Advisory Committee's goals and objectives, how they will be achieved and who will benefit"

#### **Goals and objectives:**

Act as a liaison for the veterans of the City of Hamilton on all matters that fall within Council's jurisdiction.

Coordinate Decoration Day and Remembrance Day Parades and Memorial Services.

Maximize the engagement of youth in the act of Remembrance through projects and events.

#### **How will they be achieved:**

Coordinate the remembrances for significant anniversaries such as Decoration Day, Remembrance Day, VE Day and including but not limited to parades and memorial services.

Administer all other matters directly relating to or of concern to Hamilton Veterans that fall within Council's jurisdiction.

Oversee the criteria for burial of veterans in the Field of Honour (Woodland Cemetery)

Veterans Committee advises on the use and care of the cenotaph – Veterans Place at Gore Park including but not limited to the placement of wreaths.

Present opportunities for the engagement of youth in acts of Remembrance in the City of Hamilton.

#### **Who will benefit:**

All citizens of the City of Hamilton as well as local Veterans. Several thousand people attend the Remembrance Day services and parades coordinated by the Veterans Committee.

All residents of Hamilton will have the opportunity to show respect for Veterans' service to our country.

The youth of Hamilton will be given the opportunity to be engaged with Acts of Remembrance outside of the classroom setting.

**ALIGNMENT WITH CORPORATE GOALS:**

Please check off which Council approved Strategic Commitments your Advisory Committee supports			
1) Community Engagement & Participation	✓	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	✓	4) Clean & Green	
5) Built Environment & Infrastructure		6) Culture & Diversity	✓
7) Our People & Performance			

**PART C: Budget Request****INCIDENTAL COSTS:**

Meeting Costs: <ul style="list-style-type: none"> <li>- postage, printing, parking</li> <li>- 7 regular meetings, 4 event planning meetings and 1 meeting with all Veteran Organizations within the City of Hamilton</li> <li>- Name tags and arms bands</li> </ul>	\$2,000
<b>SUB TOTAL</b>	<b>\$2,000</b>

**SPECIAL EVENT/PROJECT COSTS:**

Ceremonies/Services: <ul style="list-style-type: none"> <li>- Hamilton (Gore Park Cenotaph), ceremony and garrison parade</li> <li>- Remembrance Day Ceremonies (Ancaster, Glanbrook, Dundas, Stoney Creek, Waterdown)</li> <li>- Dieppe Veterans' Memorial Service</li> <li>- Decoration Day</li> <li>- Communications and Marketing</li> </ul>	\$14,100 \$4,200 \$3,000 \$4,500 \$2,200
<b>SUB TOTAL</b>	<b>\$28,000</b>

<b>TOTAL COSTS</b>	<b>\$30,000</b>
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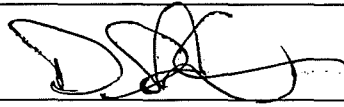
Funding from Advisory Committee Reserve ( only available to Advisory Committees with reserve balances)	\$
TOTAL 2018 BUDGET REQUEST (net of reserve funding)	\$30,000
PREVIOUS YEAR (2017) APPROVED BUDGET (2017 Request \$ )	\$30,000

**CERTIFICATION:**

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

**Representative's Name:** David Steckham

**Signature:**



**Date:**

17 Nov 2017