



Hamilton

MINUTES

Hamilton Veterans Committee

Tuesday, October 23rd, 2018

Room 192 – City Hall

Present: Chair: Dave Steckham

Members: Vice Chair: Ed Sculthorpe, Dan Muir, Bob Fyfe, Geordie Elms, Rod Paddon, Keven Ellis

Absent with Regrets: Councillor B. Johnson, Councillor Pasuta, Art Tompkins

Also Present: Mike Leatham, Brydie Huffman, Staff Liaison to HVC, Tourism and Culture Division Lee-Anne Dantzer, Admin Assistant, Tourism and Culture Division, Kristen Kerr

1. CHANGES TO AGENDA –

2. DECLARATION OF INTEREST

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(Fyfe/ Ellis)

That the Hamilton Veterans Committee Minutes dated September 25th, 2018 be approved, as presented.

(CARRIED)

4. BUSINESS ARISING FROM THE MINUTES

5. STANDING ITEMS (includes all HVC hosted events)

5.1 Remembrance Day

Garrison Parade – parade orders, Marshall roles, confirm routes.

City Service – program review, confirmation of roles, back-up staff.

- Kristen Kerr- will be second in command on Remembrance Day
- Staff Report to HVC – Brydie Huffman
 - **Parade Orders**

- Numerous attempts have been made with RSM of the RHLI who is to be the lead on the parade this year. Still have not received orders, been told they are “in the works”
- Need to clarify VIPs, band, padre, silver cross, OPP escorts
- Requested planning meeting with units – was told “ it was in the works”, nothing confirmed to date
- Was informed on October 18th that the STAR band is heading to Toronto this year and another band must be coordinated. Alerted the RHLI RSM on October 19th.
 - o **Service: - please see attached “Parade Roles”, “Working Budget”, “RD 2018 Map”**
- SEAT application submitted and approved (for six services throughout the City)
- Cable 14 will be live streaming the service on LED video screens this year. Have confirmed commentator to be Michael McAllister (served 7 years with QOR and currently is assistant curator within the City of Hamilton)
- Enlisted City staff to assist with the day (wreath assistants, runners, VIP check in etc)
- Road closures submitted – was told the cost was double, waiting on quote for multiple companies
- PDOs requested from HPL but un able to confirm availability
- Soundbox Audio services have been contracted for tech
- Coordinated CHML live radio broadcast, may need bodies for interviews
- Confirmed 9pdr Field Gun for service, need to send out noise warnings to all residents
- Need to clarify route for wreaths, can often be congested
- Need to confirm missing roles for the parade
 - o Other notes
- Saluting stand required for Colonel Kennedy.
- RHLI band to play.
- Two City staff members will assist with wreath lying.
- Field Battery to test gun for Friday. Gun with be in place before service starts.
- Armoured vehicles will assist with closure. March back up James St. after service has ended. Police to hold the roads closed. Unit commanders will dismiss their troops. Special instructions can be made by Dave Steckham (Emcee) at the end of the service.

- **“Poppies in the Park” – Public Art project**

- Coordinated with local artist Nancy Benoy and Ryerson Elementary school to undertake this youth engagement initiative
- Students have been asked to create large poppy art pieces which will be installed on the rod iron fences in Gore park on the Friday before the service
- Students have also been booked on a field trip to the Hamilton Military Museum, where Brydie will give presentation on the purpose of the work and the history of the poppy in Canada

- **Misc Logistics:**

- Website has been updated with all City of Hamilton services for 2018
- Media release with quote from mayor will be sent out first week of November
- Coordinated with local churches about the Legion’s Bell’s project
- Did live interview on Cable 14 promoting the history of the downtown service
- Formal invitations sent to all members of council – only a few have responded due to election calendar
- Also running lead coordination on services in Glanbrook and Ancaster. (road closures, SEAT applications, invitations, participants, musicians, community meetings, media releases etc)

- **Hamilton Remembrance Day roles:**

- Map handout (see attached) – Note: Cable 14 changes- one screen this year facing toward the public. Field gun and media truck far right. Space in front of podium for Cable 14 direct line of view.
- Programme discussion- See attached Programme

5.2 City of Hamilton Updates

- **Committee Selection-** cannot make motions or changes until next year. Looking for new members.
- **Updated Advisory Committee procedural Handbook-** available for email or printed if requested.

6. NEW BUSINESS – HAMILTON VETERANS COMMITTEE

6.1 NO STONE LEFT ALONE- Spoke with Cemetery re: use of bus for students. No word back yet.

7. ROUNDTABLE - HVC meeting dates for 2018

- Meeting with RHLLI to be confirmed. TBD
- 2019 meetings to be set in the New Year.
- November 27th room is booked. - Post event debrief, 2019 meeting dates, and committee groups discussion.

8. ADJOURNMENT

(Muir/ Sculthorpe)

That there being no further business, the Hamilton Veterans Committee meeting be adjourned at 6:00 p.m.

(CARRIED)

Next Meeting: **November 27th, 2018**

4:00 p.m. to 6:00 p.m.

Room 192, 1st floor, City Hall