



EDMONTON SALUTES COMMITTEE (ESC)

2022 Annual Report and 2023 Work Plan

RECOMMENDATION

That the April 19, 2023, Office of the City Clerk report OCC01721, be received for information.

Report Purpose

Information only.

The Chair of the Edmonton Salutes Committee, Brian Hodgson, will be in attendance at the April 19, 2023, City Council - Non-regular meeting.

REPORT

Mandate

The mandate of Edmonton Salutes Committee (ESC) is to:

- provide advice to Council on appropriate official civic recognition initiatives for the military, veterans, and their families;
- provide leadership as champions of the military, veterans, and their families; and
- provide recognition of military members and veterans, and their families, by championing causes and sustaining meaningful collaborations with public, private, and non-profit organizations.

The ESC promotes and recognizes the value of our local military community contributions, both at home and abroad, toward world peace, security and stability. It further reinforces the message that military personnel, their families, and veterans are valued members of the Edmonton Capital Region.

Activities (Annual Report) - Attachment 1

The Annual Report provides a summary of events and work completed by ESC in 2022. In 2022, ESC

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implemented several actions related to the goals of their 2021-24 Strategic Plan, including:

- Sponsoring, supporting and attending events and activities that supported key partnerships with the Military, Navy, Air Force, community organizations and municipal neighbours.
- Building relationships with the local military and community. ESC also engaged with new partners like Operation Restoration and Treble Victor.
- Implementing amendments from Bylaw 19018 - Edmonton Salutes Committee Bylaw, which entailed forming subcommittees, determining priorities and updating the terms of reference.

Work Plan - Attachment 2

The Work Plan outlines ESC's mandate and provides a summary of ESC's planned activities and events for 2023, including:

- Continued implementation of ESC's 2021-24 Strategic Plan by attending and sponsoring events that recognize and support military members, veterans and their families and seeking new opportunities to reach out to military families as a priority for 2023.
- A summary of the 2023 tentative ESC quarterly schedule of meetings/committee work and events/sponsorships.
- An overview of how ESC plans to allocate its 2023 budget of \$60,000, which was approved at the end of January 2023.
- The connection between ESC's strategic goals and associated activities and events to City priorities described in the City Plan and Connect Edmonton. Namely, alignment to the City's goals to be a healthy community and a prosperous regional partner, along with the City Plan's values, Belong and Preserve.

Budget Information - Attachment 3

ESC has provided the 2022 budget of \$59,280 and 2022 actuals of \$49,740, along with the 2023 budget of \$60,000.

Annual Report and Work Plan Requirements

Annual Report and Work Plan requirements for the ESC are outlined in:

- Bylaw 18156 - Council Committees Bylaw
 - Section 4(2): All Council Committees will report to Council at least annually.
 - Section 10 requires that:
 - At least annually, a Council Committee must approve a work plan that aligns with its mandate and identifies its anticipated resource requirements.
 - During its annual report to Council required by section 4(2), a Council Committee

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must present its work plan for the current year and summary of its most recently completed work plan.

- Council Policy and Procedure C575D - Agencies, Boards, Committees and Commissions
 - Section 5 specifies that City Agencies will annually report to a City Council meeting with:
 - activities;
 - annual work plan aligned to strategic objectives and mandate; and
 - budget information.

ATTACHMENTS

1. Edmonton Salutes Committee (ESC) - Annual Report
2. Edmonton Salutes Committee (ESC) - Work Plan
3. Edmonton Salutes Committee (ESC) - Budget Information