



**Meeting:** Terrace Lodge Redevelopment Fundraising Committee  
**Date:** October 29, 2019  
**Time:** 2:00 pm  
**Location:** Terrace Lodge Long Term Care Home, Chapel

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**Attendees:** Dominique Giguère, Township of Malahide  
Pete Barbour, Town of Aylmer  
Kay Haines, Terrace Lodge Auxiliary  
Muriel Carrel, Community Member  
Ruth Anne Perrin, Community Member

**Staff:** Julie Gonyou, Elgin County Chief Administrative Officer  
Michele Harris, Director of Homes and Seniors Services  
Lisa Penner, Administrator, Terrace Lodge  
Tanya Noble, Manager of Program and Therapy Services  
Jenna Fentie, Legislative Services Coordinator

**Regrets:** Fiona Roberts, Municipality of Central Elgin  
Susan Chilcott, Municipality of Bayham

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## **MINUTES**

### **1. Call to Order**

The Terrace Lodge Redevelopment Fundraising Committee met this 29<sup>th</sup> day of October, 2019 at Terrace Lodge, in the Chapel. The meeting was called to order at 2:00 p.m.

### **2. Review of Agenda**

Moved by: Kay Haines  
Seconded by: Dominique Giguère

Resolved that the agenda for October 29, 2019 be approved.

- Motion Carried.

### **3. Appointment of Chair**

Moved by: Muriel Carrel  
Seconded by: Ruth Ann Perrin



Resolved that Dominique Giguère be appointed Chair of the Terrace Lodge Redevelopment Fundraising Committee.

- Motion Carried.

#### **4. Adoption of Minutes**

Moved by: Pete Barbour

Seconded by: Kay Haines

Resolved that the minutes from the July 11, 2019 meeting be adopted.

- Motion Carried.

#### **5. Review of Donations Policy**

The Committee reviewed the Draft Donation/Gift Acceptance Policy. This policy provides a process by which donations are accepted and does not limit the sources of donations.

Moved by: Ruth Ann Perrin

Seconded by: Pete Barbour

Resolved that the Committee reviewed and provided feedback on the Donation/Gift Acceptance Policy and recommended that the draft policy be forwarded to Elgin County Council for review and approval.

- Motion Carried.

#### **6. Presentation: Michele Harris**

- a. Terrace Lodge Redevelopment Project Update
- b. Butterfly Homes Tour Recap

##### Terrace Lodge Redevelopment Project Update

Michele Harris, Director of Homes and Seniors Services, informed the committee that the preliminary plan for the Terrace Lodge Redevelopment Project was submitted to the Ministry in August 2019. Work with the architect is ongoing, and the timeline remains on track.



Muriel Carrel inquired about the location of the second elevator, and Michele clarified that the elevator will be off of the staff parking lot and will be in close proximity to the kitchen. The elevator will go directly to the serveries on each floor and will provide efficiencies for staff as well as more mobility for residents.

### Butterfly Homes Tour Recap

Michele Harris provided an overview of the Butterfly Care Model and shared photos and observations from a recent tour of Malton Village Long-Term Care Home. The tour was attended by four (4) Elgin County Councillors, as well as multiple staff members. The presentation highlighted the statistics of people living with dementia, features of the Butterfly Care Model, as well as potential fundraising opportunities (see presentation material attached).

Michele shared two videos showcasing the Butterfly Care Model and the ABBY program. The videos can be accessed through the links below.

Butterfly Home video link <https://www.youtube.com/watch?v=ge6D7XdhflQ>

Abby short video link <http://www.ambientactivity.com/abby/>

## **7. Visioning**

### a. Fundraising Goal (big ticket items):

The Committee directed staff to create a draft gift registry style catalogue of value-added items for the next meeting. The catalogue will include items with pricing in order to develop enthusiasm from prospective donors. Staff will also provide costing information for printing the catalogues, website etc, and a proposal for the Terrace Lodge Redevelopment Steering Committee seeking funds to support the initiative.

### b. Meeting Structure and Staff Deliverables

Staff will continue to prepare agendas, send meeting invitations, with committee members able to submit agenda items. Staff will provide floor plans at the next meeting, and will continue to provide significant project updates (i.e. pricing or scheduling changes) as necessary.

## **8. New Business**

None.



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## **9. Next Meeting Date**

Meetings will be held once a month, as much as possible. The next meeting will be held on Thursday, November 21, 2019 at 3:30 p.m. Committee members are invited to attend a fundraising webinar before the meeting from 1pm-3pm. Details will be sent out via email. A survey will be sent out with options for future regular meetings (i.e. first Wednesday of the month, etc.)

## **10. Adjournment**

Moved by: Pete Barbour

Seconded by: Kay Haines

Resolved that the meeting adjourn at 3:45 p.m. to meet again on November 21, 2019 at 3:30 p.m.

- Motion Carried.

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Chair.