

**Corporation of the County of Elgin****TERRACE LODGE REDEVELOPMENT FUNDRAISING COMMITTEE****MINUTES****For Monday, May 16, 2022, 7:00 p.m.**

The Terrace Lodge Redevelopment Fundraising Committee met this 16<sup>th</sup> day of May 2022. The meeting was held in a hybrid format with Committee members and staff participating as indicated below:

**Attendees:** Dominique Giguère, County of Elgin Councillor, Chair (Council Chambers)  
Amarilis Drouillard, Municipality of Dutton Dunwich Councillor (virtual)  
Pete Barbour, Town of Aylmer Councillor (virtual)  
Jim Jenkins, Community Member (virtual)  
Ruth Anne Perrin, Community Member (virtual)  
Richard Kisuule, Community Member (virtual)

**Staff:** Katherine Thompson, Manager of Administrative Services/Deputy Clerk (Council Chambers)  
Jennifer Ford, Director of Financial Services (Council Chambers)  
Christine Leonard, Administrator, Terrace Lodge (virtual)

**Regrets:** Jamie Chapman, Community Member  
Fiona Wynn, Councillor, Municipality of Central Elgin  
Kay Haines, Community Member  
Julie Gonyou, Chief Administrative Officer  
Michele Harris, Director of Homes and Seniors Services  
Tanya Noble, Manager of Program Therapy Services

**1. CALL TO ORDER**

The meeting convened at 7:00 p.m. with Councillor Giguère in the Chair.

**2. APPROVAL OF THE AGENDA**

Moved by: Richard Kisuule  
Seconded by: Ruth Anne Perrin

RESOLVED THAT the agenda for the May 16, 2022 meeting of the Terrace Lodge Redevelopment Fundraising Committee be approved as presented.

### Recorded Vote

	Yes	No	Abstain
Amarilis Drouillard	X		
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

- Motion Carried.

The Chair introduced Amarilis Drouillard, Councillor – Municipality of Dutton Dunwich as the newly appointed member of the Terrace Lodge Redevelopment Fundraising Committee.

### 3. ADOPTION OF MINUTES

Moved by: Pete Barbour  
Seconded by: Jim Jenkins

RESOLVED THAT the minutes of the meeting held on February 7, 2022 and the Discussion Notes of the meeting held on March 7, 2022 be approved.

### Recorded Vote

	Yes	No	Abstain
Amarilis Drouillard			X
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>5</b>	<b>0</b>	<b>1</b>

- Motion Carried.

### 4. DISCLOSURE OF PECUNIARY INTEREST OR THE GENERAL NATURE THEREOF

None.

### 5. DELEGATIONS

None.

## **6. BRIEFINGS**

### **6.1 Donation Update – Director of Financial Services**

The Director of Financial Services presented the report updating the Committee on the amount of funds received since the Committee's last meeting (attached). In 2022, the donations to the campaign have increased by \$111,620.

Moved by: Amarilis Drouillard  
Seconded by: Ruth Anne Perrin

RESOLVED THAT the report titled "Fundraising Financial Update" from the Director of Financial Services dated May 13, 2022 be received and filed.

#### **Recorded Vote**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Amarilis Drouillard	X		
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

- Motion Carried.

### **6.2 Revised Terms of Reference and Committee Recruitment**

The Chair informed the Committee that County Council approved a revised terms of reference in February 2022 to allow for additional members from the community to be added to the Committee. The Chair reminded members to continue to recruit interested members of the public to the Committee.

## **7. Fundraising Strategies**

### **7.1 Website Update/Status**

The Manager of Administrative Services/Deputy Clerk has updated the website to feature recreation items. Work is ongoing regarding updating the full catalogue that will be posted on the website.

### **7.2 Action Items from February 7, 2022 Meeting – Updates from Members**

The Manager of Administrative Services/Deputy Clerk informed the



Committee that brochure holders have been purchased for the legacy brochures. Brochures will be available at the Elgin County Libraries and Long-Term Care Homes.

**7.3 New Strategies, Events to Attend, Promotional Materials Needed**

Elgin County Tourism Services have provided a list regarding upcoming events taking place this summer in the County. The Manager of Administrative Services/Deputy Clerk will distribute the list to the Committee. Tourism Services is in the process of hiring summer students to attend the events, and have agreed to place the campaign brochures at the event booth. The Chair suggested that members of the Committee or other volunteers attend the events to promote the campaign with incentives to attract people to the booth and to donate. The Committee discussed different types of incentives as potential options for attracting the public to the booth (lottery, 50/50 tickets, food items, music, prize draws, etc.). Councillor Drouillard suggested that the Committee members reach out to local businesses for donations for draw items. Follow-up conversations will be held with the Economic Development department regarding requirements for attending events and more information will be presented at the next Committee meeting.

The Manager of Administrative Services/Deputy Clerk will follow-up with the Manager of Program and Therapy Services regarding the potential of additional printing of copies of the "These Hands – Touching Memoirs of Seniors Living in our Communities" book to sell at events.

**8. OTHER BUSINESS**

**8.1 Warden's Charity Gala: Results – Councillor Giguère**

The Manager of Administrative Services/Deputy Clerk presented the report informing the Committee that \$27,757 was raised in support of the Terrace Lodge Redevelopment Fundraising Campaign at Warden French's Charity Gala on April 29, 2022. Total donations received from the event are still being reviewed and finalized.

**9. CORRESPONDENCE**

None.

**10. CLOSED SESSION**

Moved by: Richard Kisuule  
Seconded by: Jim Jenkins

RESOLVED THAT we do now move into closed session in accordance with Municipal Act Section 239 (2) to discuss the following matter:

In-Camera Item #1

*(b) personal matters about an identifiable individual, including municipal or local board employees – Donor Outreach Update*

**Recorded Vote**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Amarilis Drouillard	X		
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

- Motion Carried.

**11. MOTION TO RISE AND REPORT**

Moved by: Jim Jenkins

Seconded by: Ruth Anne Perrin

RESOLVED that we do now rise and report.

**Recorded Vote**

	<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Amarilis Drouillard	X		
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

- Motion Carried.

Moved by: Jim Jenkins

Seconded by: Amarilis Drouillard

RESOLVED THAT the confidential report titled "Donor Outreach Update" from the Manager of Administrative Services/Deputy Clerk be received and filed.

### Recorded Vote

	Yes	No	Abstain
Amarilis Drouillard	X		
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

- Motion Carried.

### 14. DATE OF NEXT MEETING

The Terrace Lodge Redevelopment Fundraising Committee will meet again on Monday, June 20, 2022 at 7:00 p.m.

### 15. ADJOURNMENT

Moved by: Pete Barbour  
Seconded by: Ruth Anne Perrin

RESOLVED THAT we do now adjourn at 8:04 p.m. to meet again on Monday, June 20, 2022 at 7:00 p.m.

### Recorded Vote

	Yes	No	Abstain
Amarilis Drouillard	X		
Pete Barbour	X		
Jim Jenkins	X		
Ruth Anne Perrin	X		
Richard Kisuule	X		
Dominique Giguère, Chair	X		
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

- Motion Carried.



Julie Gonyou,  
Chief Administrative Officer.



Dominique Giguère,  
Chair.