

Corporation of the County of Elgin

TERRACE LODGE REDEVELOPMENT FUNDRAISING COMMITTEE

MINUTES

For Monday, August 22, 2022, 7:00 p.m.

The Terrace Lodge Redevelopment Fundraising Committee met this 22nd day of August 2022. The meeting was held at the Masonic Centre of Elgin, 42703 Fruit Ridge Line, St. Thomas in a hybrid format with Committee members and staff participating as indicated below:

Attendees: Dominique Giguère, Elgin County Councillor, Chair (in-person)
Amarilis Drouillard, Municipality of Dutton Dunwich Councillor (in-person)
Kay Haines, Community Member (in-person)
Jim Jenkins, Community Member (virtual)
Richard Kisuule, Community Member (virtual)
Jamie Chapman, Community Member (in-person)

Staff: Jennifer Ford, Director of Financial Services (virtual)
Michele Harris, Director of Homes and Seniors Services (virtual)
Tanya Noble, Manager of Program & Therapy Services (virtual)
Jenna Fentie, Manager of Administrative Services (in-person)
Stefanie Heide, Legislative Services Coordinator (in-person)

Regrets: Fiona Wynn, Councillor, Municipality of Central Elgin
Pete Barbour, Town of Aylmer Councillor
Ruth Anne Perrin, Community Member
Brigitte Clark-Carmichael, Community Member
Julie Gonyou, Chief Administrative Officer
Christine Leonard, Administrator, Terrace Lodge

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: Amarilis Drouillard
Seconded by: Jamie Chapman

RESOLVED THAT the agenda for the August 22, 2022 meeting of the Terrace Lodge Redevelopment Fundraising Committee be approved as presented.

- Motion Carried.

3. ADOPTION OF MINUTES

Moved by: Kay Haines
Seconded by: Jamie Chapman

RESOLVED THAT the minutes of the meeting held on July 18, 2022 be approved.

- Motion Carried.

4. DISCLOSURE OF PECUNIARY INTEREST OR THE GENERAL NATURE THEREOF

None.

5. DELEGATIONS

None.

6. BRIEFINGS

6.1 Fundraising Financial 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).

Moved by: Richard Kisuule
Seconded by: Jim Jenkins

RESOLVED THAT the report titled "Fundraising Financial Update" from the Director of Financial Services dated August 20, 2022 be received and filed.

- Motion Carried.

6.2 Overview of 2022 Items to be Purchased: Recreation Programming

The Manager of Program & Therapy Services provided an overview of items that are available for purchase during the recreation-themed campaign. K. Haines inquired about the pricing of some of the items and asked whether items will be locally sourced. The Manager of Program & Therapy Services noted that some of the items have specialized features that adds to the cost, such as specialized grips, the ability to be washed in an industrial dishwasher, etc. The Chair noted that during the time of procurement, considerations will be given to locally sourcing the items.

R. Kisuule inquired about the plans for the pool at Terrace Lodge. The Manager of Program & Therapy Services noted that there are plans to use it again in the future for programming, but circumstances are unknown at this

time.

7. Fundraising Strategies

7.1 Events Booth

Chair Giguère provided an update on the events attended so far by the Committee. The Chair thanked the Aylmer Express for the quick turnaround of the design and production for the items for the booth. The colouring kit proved to be a success and of interest to children and families. The glitter tattoo station was very popular. A thank you note will be sent to Dotsy the Clown for the donation of the stencils, and to Keri for the generous donation of her time at the Aylmer Fair. Committee members will coordinate attendance and logistics for the remaining events.

7.2 Launch of Christmas Catalogue/Donor Recognition Event

The Committee discussed ideas for a Donor/Committee Member Recognition event. Suggestions included hosting a live and silent auction, a sneak peek of the construction either through a pre-recorded video or live viewing, or photos of the progress for viewing. The Director of Homes and Seniors Services will inquire about filming the construction and report back to the Committee. The Committee considered holding an event at a local hall with refreshments. Staff will gather pricing for different locations within the County.

7.3 Telethon

R. Kisuule will continue to work on the proposal to hold a Telethon in 2023.

8. OTHER BUSINESS

The Committee discussed providing a concrete example of a desired item at the event booth in order to generate more donations. The Manager of Program & Therapy Services suggested having one of the interactive therapy animals at the booth, and will put together a package for the event kit.

9. CORRESPONDENCE

None.

10. CLOSED SESSION

Moved by: Jamie Chapman
Seconded by: Kay Haines

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

In-Camera Item #1

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

In-Camera Item #2

(k) a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Funding Strategy

- Motion Carried.

11. MOTION TO RISE AND REPORT

Moved by: Amarilis Drouillard
Seconded by: Richard Kisuule

RESOLVED that we do now rise and report.

- Motion Carried.

Moved by: Jim Jenkins
Seconded by: Jamie Chapman

RESOLVED THAT the confidential report from the Manager of Administrative Services be received and filed.

- Motion Carried.

14. DATE OF NEXT MEETING

The Terrace Lodge Redevelopment Fundraising Committee will meet again at the call of the Chair.

15. ADJOURNMENT

Moved by: Jim Jenkins
Seconded by: Richard Kisuule

RESOLVED THAT we do now adjourn at 8:27 p.m.

- Motion Carried.


Julie Gonyou,
Chief Administrative Officer.


Dominique Giguère,
Chair.