



June 10, 2020

Municipality of West Elgin  
22413 Hoskins Line  
Rodney, ON N0L 2C0

Dear West Elgin Council,

**Subject: Recruitment of Members for the Terrace Lodge Redevelopment Fundraising Committee**

I am pleased to share the exciting news that after a short delay, Elgin County will restart work on the Terrace Lodge Long-Term Care Home Redevelopment Project. The highly anticipated \$30M redevelopment project, funded by the County and the Province of Ontario, will involve extensive renovations to the existing 100-resident spaces. The project will include an addition and will be completed over three (3) phases of construction activity. As each phase of construction is completed, residents will benefit from a refreshed setting that meets current design standards including enhanced accessibility, private bathrooms, additional lounges and dining areas. The anticipated completion date for this project is November 2023.

The funding committed to this project covers the costs associated with base construction, equipment and furnishings. It does not include any “value added” components. Funds raised through the community will be used for project and service enhancements that will directly support quality of life improvements for all residents and will help make Terrace Lodge feel like “home” for our residents and their families.

The Fundraising Committee, which is Chaired by County Councillor Dominique Giguère (Deputy Mayor, Township of Malahide), is actively seeking additional committee members. On behalf of the Terrace Lodge Fundraising Committee, I am writing to request your help to identify community members who might be interested in serving as a member of the Terrace Lodge Fundraising Committee. The Committee has eight (8) vacancies with spots available for representatives from local service groups, local businesses and local citizens.

I have every confidence that this dedicated committee will engage the community in the redevelopment of Terrace Lodge. If you know of someone who is interested in being involved in this very exciting and worthwhile project, I encourage you to share the attached advertisement and application form. This is a great opportunity to make a difference in the lives of our seniors' community.

If you have any questions, please do not hesitate to contact me.

Yours truly,

Warden Mennill

cc: Terrace Lodge Redevelopment Fundraising Committee  
Terrace Lodge Redevelopment Steering Committee

**County of Elgin**  
450 Sunset Drive  
St. Thomas, Ontario  
N5R 5V1 Canada  
Phone: 519-631-1460  
[www.elgin-county.on.ca](http://www.elgin-county.on.ca)



## 2020-2022 Application for Citizen Appointments to Boards and Committees

### GET INVOLVED IN AN ELGIN COUNTY BOARD OR COMMITTEE

Volunteering on a board or committee is a great way to share your ideas, expertise and enthusiasm with your local government. As a member, you will be able to provide advice to County Council and staff and contribute to the development of policies, programs and initiatives that will help enhance Elgin County. Whatever your area of interest, there is a board or committee that would benefit from your input and involvement.

Residents and Business Owners of Elgin County are encouraged to apply for the following Boards or Committees:

<b>COMMITTEE: Terrace Lodge Redevelopment Fundraising Committee</b>	<b># Vacancies: 8</b>
<p>Assist the Terrace Lodge Redevelopment Project Steering Committee to meet its project targets, including working with staff and volunteers to recommend goals and objectives of the fundraising initiatives, including, but not limited to:</p> <p>Recommend and draft a Fundraising plan that supports and encourages community engagement with Terrace Lodge Redevelopment Project both in the short and long-term, for approval by the Terrace Lodge Redevelopment Steering Committee;</p> <p>Support the staff and volunteers to identify, research, solicit, foster and steward major perspective donors to build project specific support;</p> <p>Assist with the development and cultivation of mutually supportive fundraising partnerships with local community groups and organizations;</p> <p>Monitor and evaluate progress in meeting fundraising targets</p> <p>Review policies and procedures associated with fundraising activities so that they are conducted in accordance with County of Elgin Policies;</p> <p>Recommend fundraising policies that ensure fundraising best practices are maintained and that the committee's program is donor-centric;</p> <p>Promote and support fundraising events/activities by attending, volunteering and/or giving in kind assistance to the level that committee members are able; and</p> <p>Review and recommend levels of sponsorship recognition and evaluate methods of donor recognition and stewardship opportunities so that all donations of time and money are recognized appropriately</p> <p><b>Skills/Qualifications:</b></p> <p>Must be a community member or representative of either a local business or service group within East Elgin municipalities. Citizen appointments to Committees listed in this By-Law must be at least 18 years or older, a landowner/business owner in the County of Elgin, and be one of the following:</p> <ul style="list-style-type: none"> <li>(i) A Canadian Citizen; or</li> <li>(ii) Permanent Resident, a person who has been given permanent resident status by immigrating to Canada but is not a Canadian Citizen, and has resided in Elgin County for at least one year;</li> <li>(iii) Appointees must maintain residence in the County of Elgin for the duration of their term of Committee</li> </ul>	

ALL APPLICATIONS MUST SUBMITTED TO:

**Corporation of the County of Elgin  
c/o County CAO/Clerk**

**450 Sunset Drive, St. Thomas, ON. N5R 5V1**

**Phone: 519-631-1460 Fax: 519-633-7661**

**or e-mail to: [cao@elgin.ca](mailto:cao@elgin.ca)**

ON OR BEFORE 4:30 P.M. on Tuesday, March 31, 2020



**2020 - 2022  
Application for Citizen  
Appointments to Boards and  
Committees**

**COMMITTEE & POSITION**

**APPLICANT INFORMATION**

Name:
Address:
Home Phone:
Email Address:
Are you a resident or business owner in Elgin County? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No

**QUESTIONNAIRE**

Why are you interested in becoming a member of Terrace Lodge Redevelopment Fundraising Committee?
Briefly describe your current and past community or volunteer involvement.
Briefly describe skills or experience relevant to Terrace Lodge Redevelopment Fundraising Committee.

What strengths will you bring to the Terrace Lodge Redevelopment Fundraising Committee?

Additional Information

Please attach any additional information/comments to the application form.

I hereby consent to the release of my address and telephone number(s).

- Yes
- No

I hereby understand that information on this form and any supplementary information provided as part of this application is collected under the authority of the Municipal Act and is used to evaluate the qualifications of Citizen Appointees to Elgin County Committees or Boards and will become part of the public record. Direct inquiries to the CAO/Clerk at the address noted below. By submitting this form, applicants consent to discussion of their personal information at open meetings of Council.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this application form to the attention of:

**Corporation of the County of Elgin**  
**c/o County CAO/Clerk**  
**450 Sunset Drive, St. Thomas ON N5R 5V1**  
**Phone: 519-631-1460 Fax: 519-633-7661**  
**e-mail: cao@elgin.ca**

Personal information on this form is collected under the authority of the Municipal Act, S.O. 2001, c.25 and will be used to evaluate the qualifications for citizen appointees to the County of Elgin Boards and Committees