

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE AGENDA
TUESDAY, MARCH 5TH, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX**

SUBJECT	PAGE	LEAD	ACTION
Call to Order & Adoption of Agenda			
Recommendation: THAT the agenda for the March 5 th , 2024, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed.		Chair Burke	Resolution
Welcome New Wellington North Team Members			
<ul style="list-style-type: none"> • Manager Community & Economic Development. • Community Development Coordinator 		Mandy Mike	
Welcome Corporate Donor Program Volunteers			
<ul style="list-style-type: none"> • TBD 		Ray	
Declaration of Pecuniary Interest		Chair Burke	
Minutes of Previous Meeting			
Accepted by Council at the February 12 th , 2024 Meeting of Wellington North Council Recommendation: THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the Minutes from the January 30 th , 2024, committee meeting.	001	Chair Burke	Resolution
Staff Report			
Review and Approval of Corporate Donor Program Fundraising Materials Recommendation: THAT the Mount Forest Aquatics Ad Hoc Committee receive Report C&ED 2024-007 on the Corporate Donor Program Fundraising Materials; AND THAT the Committee approve the Canvassing Guide, Donor Presentation and Corporate Donor Brochure as presented; AND THAT the Committee provide Staff direction on which quote to accept for the printing of the Corporate Donor Brochure as well as for the printing of presentation folders; AND FURTHER THAT funds to cover these expenses will come out of the Mount Forest Ad Hoc Advisory Committee Bank Account.	004	Mike	Resolution

Business Arising from the Minutes			
Corporate Donor Update		Ray	
<ul style="list-style-type: none"> Schedule visits & Next Steps 			
Update on Community Donor Programs		Al Vern Jessica	
<ul style="list-style-type: none"> Draft & Finalize Community Donor Brochure Discuss & Finalize 2024 plans: 			
Items for Consideration			
Financial Update			
<ul style="list-style-type: none"> January Bank Statement attached. 			
Donations received since last meeting.			
<ul style="list-style-type: none"> Update since last meeting 	048	Chair Burke	Resolution
Recommendation: THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the verbal financial update.			
Other Business/Roundtable			
<ul style="list-style-type: none"> Finalize Date for Council presentation & attendees 		All	
Next Meeting Dates			
<ul style="list-style-type: none"> Tuesday March 26th @ 7:00pm (to include LMH Foundation if able) Tuesday April 23rd @ 7:00pm 		Chair Burke	
Adjournment			
Recommendation: THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of March 5 th , 2024, be adjourned at p.m.		Chair Burke	Resolution

001

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
January 30, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX.

Committee Members Present:

Sherry Burke, Councillor, Chairperson
Penny Renken, Councillor
Jessica McFarlane, Public Member (Arrived at 7:24pm)
Vern Job, Lions Member
Al Leach, Lions Member
Laurie Doney, Public Member

Regrets:

Brooke Lambert, Chief Administrative Officer
Andy Lennox, Mayor
Shelley Weber, Public Member
Ray Tout, Lions Member

Staff Present:

Dale Small, Economic Development Officer
Madalyn Ellis, Administrative Assistant

CALLING THE MEETING TO ORDER

Chair Burke called the meeting to order at 7:01 p.m.

ADOPTION OF THE AGENDA

RESOLUTION:

Moved: Member Job
Seconded: Member Doney

THAT the agenda for the January 30, 2024, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed.

CARRIED

DISLCOSURE OF PECUNIARY INTEREST

No pecuniary interest declared.

Minutes of Previous Meeting

Received by council at the November 6, 2023, Meeting of Wellington North Council

RESOLUTION: MFA 2023-031

Moved: Member Renken
Seconded: Member Leach

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the Minutes from the October 24, 2023, committee meeting.

CARRIED

Move into Closed Session

Move Back into Open Session

002

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
January 30, 2024 @ 7:00 P.M.
MEETING ROOM, MOUNT FOREST & DISTRICT SPORTS COMPLEX.

BUSINESS ARISING FROM THE MINUTES

Status update on Fundraising Program and Schedule

- **Donations Process**
 - Tax receipts process
 - 3-year pledge vs 5-year
 - Investment of Fundraising Donations
- **Grant Applications**
 - Hydro One
 - Ontario Trillium Foundation
- **Fundraising Materials**
 - Canvassing Guide
 - Corporate Presentation
 - Corporate Donor Brochure
 - Community Donor Brochure

Staff provided an update surrounding the donation process. The Township of Wellington North will provide tax receipts to donations over \$25.

Clarification surrounding 3-year pledge vs 5-year pledge was providing, stating that the committee is only able to accept 3-year pledges. A 3-year pledge correlates with the 2027 construction timeline whereas 5-year pledges would continue past the 2027 timeline resulting in the pool already being open, and 5-year pledges being not eligible for tax receipts.

Staff provided an update from the finance team regarding investment of fundraising donations. Finance team will invest donations received by June 2024 into a GIC or other appropriate account. What is remaining of the \$2.5 million goal in October will also be invested in a GIC or other appropriate account. The committee will continue discussion about investing closer to June.

Staff submitted a grant application to the Hydro One Grant, which has a maximum grant of \$25,000. Staff was able to provide notable information about the project within their application. The committee should have a decision from Hydro One within the next 6 months. Research was done regarding the Ontario Trillium Foundation. Application for this grant would be more beneficial in 1-2 years as the funds received need to be spent within 12 months. The committee would not be eligible if we put in an application right now. This grant also has 2 intakes per year. Discussion around other grant opportunities occurred. CW Community Foundation, Bruce Power, United Way, and Canada Post are all possible grants staff can investigate.

Mandy Jones and Mike Wilson will be joining the committee as staff, and moving forward they will replace Dale and Tasha.

Shelley Weber has resigned from her position as a Public Member on the committee.

Update on Community Donor Programs

- **Nov 18th Christmas Craft Sale**
- **Nov 25th Christmas Flocking Holiday Home Tour**

THE CORPORATION OF THE
TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
January 30, 2024 @ 7:00 P.M.
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003

- **Other plans for Fundraiser Update**

Both the Lions Christmas Craft Sale and the Christmas Flocking Holiday Home Tour were a success. The committee received a lot of great feedback about the home tour. The committee had good swag sales and provided a lot of awareness to the community.

Member McFarlane expressed some concerns about continuing the Holiday Home Tour in 2024. The committee would need to begin organizing this event earlier than last year as many of businesses that participated do their Christmas ordering in January. Member McFarlane stated that more assistance in organizing a 2024 Home Tour would be appreciated. Efforts towards corporate donations should be at the forefront before focusing on small community events. Chair Burke recommended continuing small events as it allows the committee and pool project to continue momentum and awareness.

ITEMS FOR CONSIDERATION

Financial Update

The current bank account balance is at \$15,400 and change. Home Tour and swag sales brought good deposits since October. Committee should continue to grow the balance.

RESOLUTION: MFA 2023-032

Moved: Member McFarlane

Seconded: Member Renken

THAT the Mount Forest Aquatics Ad Hoc Advisory Committee receive for information the verbal financial update.

CARRIED

OTHER BUSINESS/ROUNDTABLE

NONE

NEXT MEETING

Tuesday March 5th @ 7:00pm

Tuesday March 26th @ 7:00pm

Tuesday April 23rd @ 7:00pm

ADJOURNMENT

RESOLUTION: MFA 2023-033

Moved: Member Leach

Seconded: Member Doney

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of January 30, 2024, be adjourned at 7:51 p.m.

CARRIED



TOWNSHIP OF WELLINGTON NORTH

TO: Mount Forest Aquatics Ad Hoc Committee

DATE: 2024-03-05

MEETING TYPE: Open

SUBMITTED BY: Mike Wilson, Community Development Coordinator

REPORT #: C&ED 2024-007

REPORT TITLE: Corporate Donor Program Fundraising Materials

RECOMMENDED MOTION

THAT the Mount Forest Aquatics Ad Hoc Committee receive Report C&ED 2024-007 on the Corporate Donor Program Fundraising Materials;

AND THAT the Committee approve the Canvassing Guide, Donor Presentation and Corporate Donor Brochure as presented;

AND THAT the Committee provide Staff direction on which quote to accept for the printing of the Corporate Donor Brochure as well as for the printing of presentation folders;

AND FURTHER THAT funds to cover these expenses will come out of the Mount Forest Ad Hoc Advisory Committee Bank Account.

PREVIOUS REPORTS/BY-LAWS/RESOLUTIONS

N/A

BACKGROUND

At the October 24, 2023 and January 30, 2024 meetings, Mount Forest Aquatics Ad Hoc Committee meeting, the committee reviewed the Fundraising Materials – Canvassing Guide, Corporate Presentation, Corporate Donor Brochure, and Community Donor Brochure.

The Canvassing Guide includes a plethora of information for committee members and fundraising volunteers can use to answer any questions about the project, tips on how to meet with prospective donors, as well as job descriptions for the various positions on the fundraising committee.

The Corporate Presentation is a 13-slide PowerPoint presentation that can be used by Committee Members who are making a presentation to an organization. This presentation includes information about the project, benefits of a new outdoor pool, how to donate, and donor recognition program information.

The Corporate Donor Brochure is a tri-fold document that provides a high-level overview of the project, includes donor recognition information, and information on how to donate.

The Community Donor Brochure is a single-fold document that, like the Corporate Donor Brochure, includes donor recognition information and information on how to donate.

These documents are attached as appendices to this report. Please note the Community Donor Brochure is draft only and will be finalized with the committee later this spring.

ANALYSIS

As part of the review process of these documents by Staff, it was determined that a presentation folder would be necessary to professionally present these fundraising documents to potential donors. Staff can colour print the Canvassing Guide and Corporate Presentation however the recommendation is that the Corporate Donor Brochure and presentation folder be professionally produced.

A draft of this folder is attached as Attachment E.

Staff reached out to two printers for quotes to print the presentation folder and documents – Print One in Mount Forest, and ampersand (a strategic partner of Innovative Print, formerly of Harriston). The quotes below include printing 500 copies of the presentation folder and delivery.

Quoting Company	Price
Print One	\$1,500 plus HST
ampersand (formerly Innovative Print)	\$1,178 plus HST *

* When ampersand returned its quote, the company offered a 50 per cent discount on the printing of the presentation folders to contribute to the project, on the condition that the back of the folder contains language stating, "Printed by ampersand." Including that offered discount, the quote would be \$589 plus tax.

While Staff appreciate the offer from ampersand to support the Committee, there is a concern surrounding the optics of making presentations to local service clubs, organizations, and corporate citizens. Staff are uncertain how these local groups and businesses would react to seeing the proposed language on the back of the presentation folders, considering a downtown Mount Forest business offers the same services.

However, from a financial standpoint, ampersand does provide the lowest quoted price for the requested services.

Staff also asked both Print One and ampersand for quotes to print the Corporate Donor Brochure. The quotes include printing of 500 copies in full colour, folding and delivery.

Quoting Company	Price
Print One	\$390 plus HST
ampersand (formerly Innovative Print)	\$298 plus HST

CONSULTATION

Mandy Jones, Manager of Community & Economic Development

Dale Small, Economic Development Officer

FINANCIAL CONSIDERATIONS

Capital - none

Operating – Funds to cover these expenses will come out of the Mount Forest Ad Hoc Advisory Committee Bank Account. Amount depends on the direction provided to Staff.

Staffing Implications - none

ATTACHMENTS

Attachment A – Canvassing Guide

Attachment B – Corporate Presentation

Attachment C – Corporate Donor Brochure

Attachment D – (DRAFT ONLY) Community Donor Brochure

Attachment E – Presentation Folder

Attachment F – Email quotes from Print One

Attachment G – Email quotes from ampersand

STRATEGIC PLAN 2024

- Shape and support sustainable growth
How:
- Deliver quality, efficient community services aligned with the Township's mandate and capacity
How:
- Enhance information sharing and participation in decision-making
How:

N/A Core-Service

Approved by: Mandy Jones Manager Community & Economic Development



FUNDRAISING CANVASSING GUIDE

Ray Tout

Fundraising Officer, Corporate Donor Relations
Mount Forest Aquatics Ad-Hoc Advisory Committee

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BACKGROUND

The Mount Forest Aquatics Ad-Hoc Advisory Committee and Township staff support this fundraising plan and believes it provides us with the best chance of success. The fees associated with external fundraising support are beyond the scope of this committee and would still heavily rely on internal efforts. Focusing on the ideals from the fundraising professionals, the committee, Township Council, and Staff have recommended moving forward with a fully internal approach, while utilising the ideals presented by professional fundraisers. This approach involves an 18-month cycle to accomplish the goal of raising \$2.5 Million to contribute to the construction of a new outdoor pool in Mount Forest.

TIMELINE

Fall 2023	Township Council reviews detailed design, updated cost estimate and approves committee recommended Internal Fundraising approach.
December 2023	Council confirm taxpayer financial contribution as part of the 2024 Capital Budget process
Winter 2024	Council confirm taxpayer financial contribution for 2025 and future Capital Budgets.
At the Oct. 10, 2023, meeting of Wellington North Council it was approved that once 80% of the \$2.5 million Fundraising Target has been met, the Mount Forest Aquatics Ad-Hoc Advisory Committee would initiate a motion to council, to direct staff to:	
TBD Fall 2024	Instruct Architect to complete construction design and specification for tendering package. (Approximate 4-month task to complete.)
TBD Spring 2025	Council decision on increased financial funding from the original \$5.3 million cost estimate based on the updated cost estimate
Also, at the Oct. 10, 2023, council meeting it was approved that once 100% of the \$2.5 million Fundraising Target has been met, the Mount Forest Aquatics Ad-Hoc Advisory Committee would initiate a motion to council for the following to take place.	
TBD Spring 2025	Council decision for final financial contribution for future capital budget
TBD Summer/Fall 2025	Tender to be issued
TBD 2026	Construction to commence
TBD 2026	Completion of Construction
TBD 2027	New Mount Forest Outdoor Pool and Aquatics Centre opens for its inaugural season.

KEY INFORMATION

LOCATION

The future home of the new outdoor pool is east of the Mount Forest & District Sports Complex, 850 Princess Street, Mount Forest. Parking will be shared with the Mount Forest Sports Complex, east-lot.



WHAT WE ARE BUILDING

The new pool will provide an accessible beach entry, lap swimming, a diving tank, and a kids' play area, as well as areas for swim lessons and aquafit classes. Activities can be observed from new shaded social areas on the deck, as well as spectator seating areas. The new bathhouse will include fully accessible shower and change room facilities as well as staffing and guard areas.



HISTORY

In 2018, The Recreation Master Plan defined the need for a new outdoor pool in Mount Forest. Discussions began on where the location would be, what the new pool would look like, and why the old pool could not be adequately repaired to fit the community's needs.

While plans began to develop, they came to a quick halt in 2020 when COVID struck. All focus was now centered on getting through the pandemic and then recovery.

Our Lion Roy Grant Pool also felt the effects of the pandemic. The two years of remaining closed further damaged the pool structure and when it came time that we could re-open, there was no way to do so safely for the public.

Once the pool was deemed unsafe, staff, community, and council put new focus on the need for a new outdoor pool and plans began once again for this capital project.

During the winter and spring of 2022, staff worked with Architects Tillmann Ruth Robinson Inc. to develop conceptual designs. This brought about three conceptual drawings that were put to public consultation through a survey in April of 2022. The survey had more than 120 community responses, which ultimately led staff and council to choose the current design.



Building on the success with the MacDonald-Schwindt Lions Splash Pad, the Mount Forest Aquatics Ad-Hoc Advisory Committee helped to lead discussions for community input and involvement and to provide design recommendations and are now taking the lead on the fundraising program.

CURRENT STATUS OF THE PROJECT

On Oct. 10, 2023, Wellington North Council received a report from Tillman Ruth Robinson Architects which provided an update on the detailed design and costing for the project. The present construction cost is estimated at \$5,372,860.

At the same meeting council approved an 18-month internal led fundraising plan as supported by the MF Aquatics Committee. Timeline/schedule follows:

July – September 2023 (three months) Pre-campaign planning

- Research external/professional fundraising approaches.
- Investigate grant opportunities & discussion with GrantMatch.
- Draft donor recognition scales
 - Corporate Donations Brochure
 - Friends/Community level under design
- Study preparations, finalize detailed design and updated costs.
 - Various fundraising approaches considered.
 - Detailed design and updated costs completed.
- Finalize assignment & approval of key positions for Campaign Committee
 - Councillor Burke: Fundraising Director
 - Ray Tout: Fundraising Officer – Corporate Donor Relations
 - Vern Job, Al Leach, & C.O. Fundraising Officers – Community Donor Relations
 Shelley Weber
 - Jessica McFarlane Media & Social Media Coordinator
- Council approve staff/committee recommended fundraising plan and next steps including recruitment of a Community Development Coordinator to support.

October – December 2023 (three months) Preparation Phase

- Complete recruitment of volunteers and training of Corporate Donor Relations Team, finalize job descriptions, roles, and responsibilities.
- Develop & Finalize:
 - Corporate Donor Presentation
 - Corporate Donation Program Recognition Brochure
 - Donations process and tax receipts/corporate donation receipt
 - Volunteer canvassing guide.
 - List of donors to be approached.
 - Campaign schedule/plan and budget,

Jan. 2024 – December 2024 (12 months) Campaign Implementation

Expectation is that the campaign implementation/canvassing phase will take place over a 12-month period. During the “silent phase”/first six months we will focus on Corporate/Potential large donors. The Corporate Donor Relations team will canvass all donors to be approached for major level donations. This targeted approach will be critical to the success of the overall campaign and the more open/public phase of the campaign, led by the Community Donor Relations Team will commence summer 2024.

FAQs THAT YOU MIGHT RECEIVE DURING CANVASSING

1. Why is the price tag so big?

Pool construction is a special trade with a limited number of contractors to bid and complete the work. Construction costs, including materials, has inflated substantially over the last number of years.

For comparison's sake, the City of Burlington just rebuilt their outdoor pool, at the price of nearly \$7 million. This pool is bigger than the outdoor pool proposed in Mount Forest but did not include any buildings. The \$7 million is for the pool and pool deck only.

Similarly, the City of Welland is reconstructing their outdoor pool at a cost of \$6.57 Million, for the pool and deck only.

2. Why is it an outdoor vs an indoor pool?

In terms of indoor pools, the closest public facilities are located in Fergus, Wingham, and Hanover, generally a 20 to 30-minute drive for most residents. Despite some interest expressed by residents through the online survey, indoor pools are seldom provided by small to mid-sized communities. Municipal indoor pools require annual subsidies typically ranging > \$500,000* depending on the type of pool and the market it serves. Furthermore, depending on site and pool design, construction costs could exceed \$10 million*.

One alternative that has been raised by the public is the potential long-term enclosure of an outdoor pool; this option has been studied by many municipalities, and very few projects have been found to be financially or operationally feasible.

In either case, the development of an indoor swimming pool would require substantial fundraising and would result in a sizable tax increase for residents. From our experience, the Township lacks the population and tax-base to offset these substantial costs, especially the ongoing operating costs, thus an indoor pool is not being considered.

*Based on data from 2018.

3. Why can't the old pool be fixed?

Quick Answer: Due to the extent of the repairs required to the pool itself, the complete rebuild required for the building, the lack of a parking lot and parking space, and the previous decisions and opinions from the public, council and staff members, the decision was made to rebuild the pool in a more suitable location that could adhere to all safety and accessibility standards.

More Detail: The original pool was built in the late 1950s. There was an addition to the pool and upgrades made in 1967 with the assistance of funding provided by the Mount Forest Lions Club.

The pool and bathhouse have surpassed their functional lifespan.

In January 2016, concerns about the Mount Forest Lion Roy Grant Pool were reported on, primarily the condition, engineering concerns, and repairs that were required. Discussions began in April 2016 about rebuilding the pool in an alternate location.

As part of the 2018 Recreation Master Plan, recommendation 36 provides the following: Replace the Lion Roy Grant Pool with a new outdoor pool in Mount Forest, potentially at the Campbell deVore Park / Mount Forest & District Sports Complex, with the assistance of community fundraising.

Further to the Recreation Master Plan recommendation, at the March 11, 2019, meeting of Council, the following resolution was carried:

THAT the Council of the Corporation of the Township of Wellington North approve the location for the new Mount Forest Pool as east of the Mount Forest and District Sports Complex, off Princess Street, as outlined on the attached aerial image.

In 2021, at the March 8, 2021, meeting of Council, Council received the minutes of the March 2, 2021, of the Recreation, Parks, and Leisure Committee which included:

THAT Council of the Corporation of the Township of Wellington North direct staff to proceed with a request for proposal for the design of the Mount Forest Outdoor Pool as recommended by the Recreation, Parks, and Leisure Committee.

The existing pool cannot pass a public health inspection, it would require a rebuild and update to the machinery. On June 7, 2022, Wellington-Dufferin Guelph Public Health conducted an inspection of the Mount Forest outdoor pool. During this inspection three major violations were reported, resulting in a high-risk rating. These infractions were:

1. General Area - Deck and walls maintained in a sanitary condition and free from potential hazards [Sec. 6(6)]

Public Health advises pool not to open until a structural assess of the integrity of pool under and behind liner to assess safety concerns of pool structure.

Maintain wall surfaces free from potential hazards.

Remove hazards immediately.

2. General Area - Pool deck, sanitary facilities, dressing and locker rooms, water closets, showers and adjoining areas kept in a safe and sanitary condition [Sec. 11(1)]

Maintain pool and deck free from hazardous obstructions.

3. Operation / Circulation - All components of the pool are maintained in proper working order [Sec. 6(3) and Sec. 6(6)]*

PHI noted past problems with return skimmers in shallow end which adversely affects the turnover rate and filtration of the shallow area of the pool.

Confirmation must be provided to indicate that water volume of pool is turned over four times every 24 hours in all parts of the pool.

Ensure the recirculation system is maintained in good working order.

Ensure the pool is treated with chlorine, a chlorine compound, or a bromine compound by means of a chemical feeder, and is maintained so that the minimum water chemistry requirements are met in every part of the pool at all times during the daily use period [Sec. 7(8)]

* Item 3 cannot be tested until the pool liner is repaired.

Requirements for municipal buildings to adhere to accessibility standards would have made the building at the old pool unusable by 2024. The building would have had to be torn down and rebuilt.

There is no parking available at the old site. It is also located between two busy highways, Highway 6 and Highway 89, which could pose a safety risk for young patrons.

4. How much of the property tax increase is for the pool?

Based on a \$300,000 home, which is the average MPAC assessment of Wellington North residential dwelling, the tax increase that is specific to the pool is \$60 per year.

The tax increase that relates to the pool will vary with MPAC assessments. If the property is assessed lower than \$300,000, the levy dedicated to the pool will be lower than \$60 per year and vice versa, if higher than \$300,000 the increase will be higher than \$60 per year.

FUNDRAISING STRATEGY AND BUILDING RELATIONSHIPS

1. Understand Your Goal: All members of the Corporate Donor Relations team need to clearly understand the detailed design of the new pool as well as the cost estimates. You may be asked why the pool is “so much” at \$5.3 million. You may also be asked why it is an outdoor pool as opposed to an indoor pool, or even why do need a pool at all. Ensuring that you have the knowledge and understanding to answer these questions, and any others that may come up, is essential. Our goal is to provide our community with an aquatics facility that will, through programming, provide physical, mental, social, and rehabilitation, for the overall wellbeing of the community. Our goal is to raise \$2.5 million by the end of 2024 to ensure that the outdoor pool will open for the 2027 season.

2. Research Potential Donors: The first step involves creating a list of potential donors. This can be done through social media platforms, referrals, and local business directories. Once the team has identified potential donors, research is required to better understand their interests in aquatics and philanthropic priorities. This will help the team tailor our pitch to show how supporting the new MF Aquatics Centre aligns with their values and interests. You should also have an awareness of their capacity to donate, this will help you decide the amount that you will ask of the donor.

3. Develop a Proposal: Create a compelling, tailored proposal that clearly outlines why a new pool is necessary and how the donor’s support will advance the mission for the construction of the pool. Be clear about what you’re asking for. By using a targeted, personal approach, fundraisers significantly increase the likelihood of securing meaningful contributions as well as fostering long-term relationships with constituents.

4. Make the Ask: Arrange a meeting with the decision-makers at the corporation or organization. In most cases this should be an in-person formal presentation or an in-person informal conversation regarding the new MF Aquatics Centre. Use this opportunity to present our proposal and explain why their support is crucial to our community.

5. Follow Up: Within a few days after the meeting, follow up with the potential donor with an email or phone call to thank them for their time and consideration. This is an opportunity to reiterate the key points of your proposal as well as answer any questions. If you don’t hear back from, don’t give up! Be consistent and provide regular updates on the progress, achievements, and challenges. You want to ensure that potential donors are kept engaged and informed, showing your excitement for this project.

6. Maintain the Relationship: When receiving a donation, ensure you keep the donor updated on how their donation is making a difference. With large donations, you will need to work with the donor to ensure that the proper recognition is identified. All potential donors and donors alike, need to keep updated on the progress of the project and fundraising efforts. This could be through regular reports, newsletters, or personal emails. This helps maintain a positive relationship and could lead to future support. You should always highlight how donations will benefit the community.

JOB DESCRIPTIONS

1. Fundraising Officer - Corporate Donor Relations (Ray Tout):

Job Description: The Fundraising Officer – Corporate Donor Relations is responsible for developing and implementing strategies to secure donations from corporations and potential large donors. They manage relationships with corporate partners and identify new potential donors.

Acting as the Fundraising Officer for the Mount Forest Aquatics Fundraising Steering Committee, the Corporate Donor Relations Officer (CDRO) will promote awareness of the Aquatics Committee mission while planning, coordinating, and executing the delivery of the fundraising program. The Officer will develop and implement a corporate fundraising strategy and will identify potential corporate donors and conduct outreach. They will coordinate and execute fundraising campaigns to meet the MF Aquatics fundraising targets.

The ideal candidate is a motivated person, who possesses excellent communication, interpersonal, research, customer service, and organizational skills and is well known within the Northern Wellington & Southern Grey business community. The individual will be passionate about the MF Aquatics Centre Fundraising Goal and will represent the team to internal and external stakeholders with professionalism and integrity. This person must also be able to collaborate equally well with Wellington North council, staff, and fundraising Steering Committee.

Responsibilities:

- Develop & implement corporate fundraising strategy for the MF Aquatics Centre
- Recruit Fundraising Volunteers for the Corporate Donor Relations Team
- Oversee a small team of volunteer fundraisers and provide leadership & direction.
- Ensure proper training is provided to the volunteer fundraisers.
- Approve the Canvassing Guide, Corporate Donor presentation and all other written fundraising and outreach materials.
- Identify potential corporate and large donors and conduct outreach.
- Research Potential Donors & develop a corporate contact strategy.
- Conduct outreach & schedule in-person meeting.
- Develop The Proposal/presentation & Make The Ask
- Follow Up, Maintain the Relationship.
- Maintain a database of donors, track gifts, and fulfill reporting requirements to all stakeholders.
- Develop and build relationships with key partners, supporters, donors, and potential funders to maximize opportunities for income generation.
- Coordinate with the finance team to process donations and generate reports.
- Prepare and deliver reports and presentations.
- Proactively pursues alternative sources of funding opportunities.
- Represent the MF Aquatics Fundraising Team at corporate events and meetings.

2. Fundraising Volunteers - Corporate Donor Relations Team:

Job Description: The Fundraising Volunteers – Corporate Donor Relations Team (CDRT) are part of a crucial role for the Mount Forest Aquatics Fundraising Team. The Corporate Donor Relations Team will assist the Fundraising Officer in securing donations from corporations and large donors.

The Fundraising Volunteers help in various fundraising activities and events. Aligning with the MF Aquatics Fundraising plan, they will also support the Fundraising Officer Corporate Donations in looking / prospecting for new grants and other opportunities to generate donations.

The Fundraising Volunteers will assist in identifying potential corporate donors. They will update and manage the fundraising grants and foundations database. In support of the Fundraising Officer, they will also participate in corporate presentations and fundraising meetings.

The ideal candidate is a motivated person, who possesses excellent communication, interpersonal, research, customer service, and organizational skills and is well known within the Northern Wellington & Southern Grey business community. The individual will be passionate about the MF Aquatics Centre Fundraising Goal and will represent the team to internal and external stakeholders with professionalism and integrity.

Responsibilities:

- Attend and complete all training as requested by the Fundraising Team
- Attend meetings organized by the Corporate Donor Relations Fundraising Officer to identify and research potential corporate and large donors.
- Become familiar with the techniques of solicitation either by attending a group or one-on-one orientation with members of the Corporate Donor Relations Team.
- Keep in communication with the Corporate Donor Relations Fundraising Officer regarding progress of fundraising calls.
- Suggest new prospects of volunteer canvassers on an on-going basis.
- Working with and in support of the Corporate Donor Relations Fundraising Officer
 - Conduct outreach, schedule and participate in in-person meeting.
 - Develop The Proposal/presentation & Make The Ask
 - Make appropriate follow-up with prospective donors after The Ask to ensure all questions are answered and the donation received.
 - Ensure donors are provided with the proper recognition as per the Donor Brochure and Recognition Program
- Coordinate with the finance team to process donations and generate reports.

SUCCESSFUL FUNDRAISING

“A good fundraiser requires three-character traits as much as any set of skills. These traits are first, a **belief** in the cause for which you are raising money and the ability to maintain that belief during defeats, tedious tasks, and financial insecurity; second, the ability to have **high hopes** and low expectations, allowing you to be often pleased but rarely disappointed; and third, **faith** in the basic goodness of people. While fundraising is certainly a profession, people who will raise money for any kind of group are rarely effective. Fundraising is a means to an end, a way to promote a cause, a very necessary skill in achieving goals and fulfilling missions.” – Kim Klein, Grassroots Fundraising

Align the interest of each individual donor and incorporate into the personalized pitch. For example, if a potential donor is interested in youth development, highlight how aquatics programs help young people build confidence, teamwork, and leadership skills. If they are interested in health and fitness, talk about how aquatics is a great way for people of all ages to stay fit and healthy. If they are interested in community development, discuss how your aquatics programs bring the community together and provide opportunities for local youth. If they are interested in education, explain how participation in aquatics can lead to scholarships or other educational opportunities.

Remember, fundraising is about building relationships. Be patient, persistent, and always communicate the impact of their donation on our community.

MEETING WITH POTENTIAL DONORS

Arranging a meeting with potential donors and presenting your proposal effectively is a crucial part of the fundraising process. Here are some steps to guide you:

1. Initial Contact: Reach out to the potential donor via email or phone call. Express your admiration for their work or philanthropic efforts and mention that you believe they might be interested in the benefits that a new outdoor pool in Mount Forest brings to the community. Ask for a meeting to discuss potential collaboration.

2. Scheduling the Meeting: If they agree to a meeting, be flexible with the timing and location. Make it as convenient as possible for them. Confirm the date, time, and location in writing (via email).

3. Preparing for the Meeting: Before the meeting, prepare your proposal and practice your presentation. Make sure you can clearly articulate the mission of your aquatics program, its impact, and how the potential donor's support can make a difference.

4. During the Meeting: Start by thanking them for their time. Briefly introduce your organization and its mission. Present your proposal, focusing on the aspects that align with the donor's interests. For example, if they're interested in community development, highlight how your aquatics program brings the community together.

5. Explaining Benefits: Explain how supporting your Aquatics Committee can benefit them. This could include positive publicity, fulfilling corporate social responsibility, tax benefits (if applicable), and the opportunity to make a tangible difference in the community.

6. Addressing Questions or Concerns: Be prepared to address any questions in relation to the construction of the pool or concerns they might have. Provide clear, concise answers.

7. Closing the Meeting: End the meeting by expressing your appreciation for their time and consideration. Let them know you'll follow up with them and provide any additional information they need.

Be genuine, passionate about your cause, and respectful of the potential donor's time and interests.

HOW TO MAKE A DONATION

Single Payment Donations:

- Cheque Payable to the Township of Wellington North
- E-transfers to accounting@wellington-north.com

Note: include “**donation to MF Aquatics**” in e-transfer message/cheque memo

Multiple Payment Donations:

- Donations greater than \$10,000 can be made over a three-year period. Post dated cheques, in equal payments, can be made as follows:
 - 2024 payment when pledge is made.
 - 2025 payment dated March 15, 2025.
 - 2026 payment dated March 15, 2026.
 - Cheque Payable to the Township of Wellington North

All donations over \$25 are eligible for a donation receipt. Personal donations will receive an income tax receipt and corporate donations will receive a corporate donation receipt. To receive a donation receipt and/or to have donations recognized, the Donor Team requires certain information. This information can be provided on the form on the back of the donor recognition brochure and mailed to The Township of Wellington North, 7490 Sideroad 7 West, P.O. Box 125, Kenilworth, ON, N0G 2E0.



Current Pool Status

The Mount Forest Aquatics Ad-Hoc Advisory Committee was formed to help lead discussions for community input and involvement, provide design recommendations, and lead the fundraising initiatives of a new outdoor pool in Mount Forest.

Now that there is a Council-approved location and design for the pool, we, the Ad-Hoc Advisory Committee, are commencing fundraising initiatives to ensure the completion of this vital community asset. **We are counting on your generosity to help us reach our \$2.5 million goal!**

“Giving is not just about making a donation. It is about making a difference.”
– Kathy Calvin



Donor Recognition

All donations over \$25 are eligible for a tax receipt alongside a thank you card. Donations greater than \$1,000 are eligible to receive additional recognition as follows:

Value	Scale	Recognition
\$1,000 – \$9,999	Friends	Friend of Aquatics Centre Name Plaque
\$10,000 – \$24,999	Bronze	Choice of Item from Bronze Level Scale *
\$25,000 – \$49,999	Silver	Choice of Item from Silver Level Scale *
\$50,000 - \$99,999	Gold	Choice of Item from Gold Level Scale *
\$100,000 +	Platinum	Choice of Item from Platinum level scale **
\$500,000 +	Diamond	Name on Aquatics Centre **

* For 20 years or the lifespan of the item, whichever is shorter.
** 20-year agreement.

Level Scales

Bronze Level

\$10,000 - \$24,999

- Service Lane
- Trellis
- Bathhouse
- Planting Bed(s)
- Sunshades (5)
- Perimeter Tree Plant(s)

Silver Level

\$25,000 - \$49,999

- Beach Entry
- Pathway to Bleachers
- Shower Deck
- Pathway to Complex
- Pool Stairs
- Parking Lot

Gold Level

\$50,000 - \$99,999

- Bleachers
- Changerooms (2)
- Guard Chairs (2)
- Diving Board

Platinum Level

\$100,000+

- Swim Lane 1
- Swim Lane 2
- Swim Lane 3

SOCIAL MEDIA AND FUNDRAISING

1. Importance of social media in fundraising:

Reach and Engagement: Social media platforms have a wide reach and high engagement rates, making them effective tools for spreading awareness about your cause and engaging with potential donors.

Cost Effective: social media is a cost-effective way to reach a large audience. It allows you to share updates, stories, and appeals for donations with just a few clicks.

Building Relationships: Social media allows for two-way communication with supporters. You can respond to comments, answer questions, and engage in conversations that build relationships and foster a sense of community.

2. Creating engaging content:

Share Stories: Share stories about the people who benefit from the Aquatics Committee. This could include success stories, testimonials, or profiles of participants.

Visual Content: Aquatics lends itself well to visual content. Share photos and videos from your programs, competitions, or events.

Calls to Action: Encourage followers to get involved with the construction of the pool. This could be an appeal for donations, an invitation to an event, or a request to share your post.

Updates and Achievements: Regularly share updates about your programs and celebrate achievements. This helps supporters see the impact of their donations.

3. Monitoring social media metrics:

Engagement Metrics: Monitor likes, shares, comments, and other forms of engagement on your posts. High engagement rates indicate that your content resonates with your audience.

Reach Metrics: Keep track of the number of people who see your posts. If your reach is low, you might need to adjust your posting schedule or invest in social media advertising.

Conversion Metrics: Track how many donations or other desired actions result from your social media posts. This helps you understand which types of content are most effective at driving donations.

Remember, social media is a powerful tool for fundraising, but it requires strategy and consistent effort. Keep experimenting with different types of content and strategies to see what works best for your organization.

Mount Forest Aquatics Fundraising Program



01 Goals

Detail of how much money we aim to fundraise and how these funds will be used.

02 Call to Action

We encourage you to contribute. We make it clear how you can donate and what impact your donation will have.

03 Thank You!

We express our gratitude for your time and consideration

01

Fundraising Goals

But first, a little introduction!

Introduction

It's happening! The Mount Forest Aquatics Ad-Hoc Advisory Committee have worked with the Township of Wellington North Council and Staff to lead discussions for community input and now lead the fundraising initiatives to build a new outdoor pool in Mount Forest.

Members of this committee are:

Councillor Sherry Burke	Councillor Penny Renken
Ray Tout	Al Leach
Jessica McFarlane	Vern Job
Laurie Doney	

The location of the new Mount Forest outdoor pool will be east of the Mount Forest & District Sports Complex on Princess Street.





The new pool will provide an accessible beach entry, lap swimming, a diving tank, and a kids' play area, as well as areas for swim lessons and aquafit classes. Activities can be observed from new shaded social areas on the deck, as well as spectator seating areas. The new bathhouse will include fully accessible shower and change room facilities, as well as staffing and guard areas.

Our Goals



On October 10, 2023, the final detailed design and update on costs was presented to Wellington North Council. The current cost estimate is \$5,372,680.

During the 2023 budget process Wellington North Council established the fundraising goal at \$2.5 million. We are counting on your generosity to help us meet this goal.

Pool construction (aquatics projects) is a special trade with a limited number of contractors to bid and complete the work. Construction costs, including materials, has increased substantially over the last number of years.

For comparison's sake, the City of Burlington just rebuilt their outdoor pool, at the price of early \$7 million. This pool is bigger than what we have planned but did not include any buildings. Similarly, the City of Welland is reconstructing their outdoor pool at a cost of \$6.57 million for the pool and deck only.

02

Call to Action

Your chance to help make the new pool a reality is here!

Aquatics is a great way for people of all ages to stay fit and healthy. Our aquatics programs bring the community together and provide opportunities for local youth. Participation in aquatics could lead to scholarships or other educational opportunities.

The establishment of a swimming facility contributes significantly to the enhancement of health and fitness levels, stimulates community growth, and promotes educational advancement. This assertion underscores the multifaceted benefits that such an amenity can offer.

Even More Benefits

Having a strong aquatics program can help with...

promoting physical health, providing safe and constructive activities for youth, fostering community spirit and cooperation, and even potentially increasing local business!

The new pool will also be more environmentally conscious...

The advanced filtration system will recycle over 125,000 gallons (473,176 litres) of water per season! The old pool would have sent this water to waste during the cleaning and filtration process. This means that in the first 10 years of operation over 1 million gallons (3,785,412 litres) of water will be saved!

How to make a donation

Single payment donations:

- Cheque Payable to the Township of Wellington North*
- E-transfers to accounting@wellington-north.com*
- * include "Donation to MF Aquatics" in e-transfer message/cheque memo

Multiple Payment donations:

- Donations greater than \$10,000 can be made over a three-year time frame. Post dated cheques, in equal payments, can be made as follows:
 - 2024 payment when pledge is made
 - 2025 payment dated March 15, 2025
 - 2026 payment dated March 15, 2026

All donations over \$25.00 are eligible for a donation receipt. Personal donations will receive an income tax receipt and corporate donations will receive a corporate donation receipt. Donations greater than \$1,000 are eligible for public recognition.

To receive a donation receipt and/or to have donations recognized, certain information is required by the Donor Team.

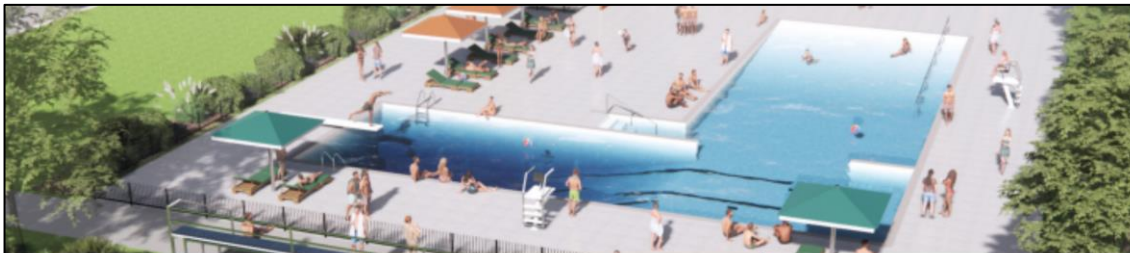
This information can be provided on the form on the back of the donor recognition brochure and mailed to:

The Township of Wellington North, 7490 Sideroad 7 West, P.O. Box 125, Kenilworth, ON, N0G 2E0

Or the document may be scanned and emailed to: accounting@wellington-north.com

Members of the Donor Team would also be pleased to fill this information in for you and deliver it to the Township office.

Donor Recognition Program



Current Pool Status

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Now that there is a Council-approved location and design for the pool, we, the Ad-Hoc Advisory Committee, are commencing fundraising initiatives to ensure the completion of this vital community asset. **We are counting on your generosity to help us reach our \$2.5 million goal!**

"Giving is not just about making a donation. It is about making a difference."
– Kathy Calvin



Donor Recognition

All donations over \$25 are eligible for a tax receipt alongside a thank you card. Donations greater than \$1,000 are eligible to receive additional recognition as follows:

Value	Scale	Recognition
\$1,000 – \$9,999	Friends	Friend of Aquatics Centre Name Plaque
\$10,000 – \$24,999	Bronze	Choice of Item from Bronze Level Scale *
\$25,000 – \$49,999	Silver	Choice of Item from Silver Level Scale *
\$50,000 - \$99,999	Gold	Choice of Item from Gold Level Scale *
\$100,000 +	Platinum	Choice of Item from Platinum level scale **
\$500,000 +	Diamond	Name on Aquatics Centre **

* For 20 years or the lifespan of the item, whichever is shorter.
** 20-year agreement.

Level Scales

Bronze Level

\$10,000 - \$24,999

Service Lane	Trellis
Bathhouse	Planting Bed(s)
Sunshades (5)	Perimeter Tree Plant(s)

Silver Level

\$25,000 - \$49,999

Beach Entry	Pathway to Bleachers
Shower Deck	Pathway to Complex
Pool Stairs	Parking Lot

Gold Level

\$50,000 - \$99,999

Bleachers
Changerooms (2)
Guard Chairs (2)
Diving Board

Platinum Level

\$100,000+
Swim Lane 1
Swim Lane 2
Swim Lane 3

03

Thank you!

We are counting on your generosity to help us reach our \$2.5 million goal!

“Giving is not just about making a donation. It is about making a difference.” – Kathy Calvin

We appreciate all the time and consideration you have provided us with.

CONTACT US

Councillor Sherry Burke

Fundraising Director

Email: sburke@wellington-north.ca

Phone: 519-321-1533

Raymond Tout

Fundraising Officer, Corporate Donor Relations

Email: raymondtout@gmail.com

Phone: 519-323-7794



How to Make Your Donation

Please complete and return to the Township's Kenilworth Office to receive a tax receipt (for donations \$25 or more) issued to the name and address below:

E-Transfer

Please Transfer Payments to:

accounting@wellington-north.com

Include **Donation to MF Aquatics** in e-transfer message

..... OR

Cheque

Please Ensure Cheques are Made Payable to:

The Township of Wellington North

Include **Donation to MF Aquatics** in e-transfer message

7490 Sideroad 7 W.,
Kenilworth, ON

PO Box 125
NOG 2E0

NAME: _____

AMOUNT: \$ _____

EMAIL: _____

PHONE: _____

ADDRESS: _____

TOWN/CITY: _____

POSTAL CODE: _____



For more information please visit:
wellington-north.com

Mount Forest Aquatics Centre

Contact Information

Sherry Burke

.....
Fundraising Director

519-321-1533

sburke@wellington-north.com

Raymond Tout

.....
Fundraising Officer

Corporate Donor Relations

519-323-7794

raymondtout@gmail.com

Corporate Donation Program



Current Pool Status

The Mount Forest Aquatics Ad-Hoc Advisory Committee was formed to help lead discussions for community input and involvement, provide design recommendations, and lead the fundraising initiatives of a new outdoor pool in Mount Forest.

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\$1,000 – \$9,999	Friends	Friend of Aquatics Centre Name Plaque
\$10,000 – \$24,999	Bronze	Choice of Item from Bronze Level Scale *
\$25,000 – \$49,999	Silver	Choice of Item from Silver Level Scale *
\$50,000 - \$99,999	Gold	Choice of Item from Gold Level Scale *
\$100,000 +	Platinum	Choice of Item from Platinum level scale **
\$500,000 +	Diamond	Name on Aquatics Centre **

* For 20 years or the lifespan of the item, whichever is shorter.
 ** 20-year agreement.

Level Scales

Bronze Level

\$10,000 - \$24,999

- Service Lane
- Trellis
- Bathhouse
- Planting Bed(s)
- Sunshades (5)
- Perimeter Tree Plant(s)

Silver Level

\$25,000 - \$49,999

- Beach Entry
- Pathway to Bleachers
- Shower Deck
- Pathway to Complex
- Pool Stairs
- Parking Lot

Gold Level

\$50,000 - \$99,999

- Bleachers
- Changerooms (2)
- Guard Chairs (2)
- Diving Board

Platinum Level

- \$100,000+
- Swim Lane 1
- Swim Lane 2
- Swim Lane 3



Issuing Receipts

Please complete and return to the Township's Kenilworth Office (7490 Sideroad 7 W., Kenilworth) to receive a tax receipt for donations (donations \$25 or more are eligible) issued to the name and address below:

NAME: _____

AMOUNT: \$ _____

EMAIL: _____

PHONE: _____

ADDRESS: _____

TOWN/CITY: _____

POSTAL CODE: _____

Contact Information

Sherry Burke

Fundraising Director

519-321-1533

Sburke@wellington-north.ca

Raymond Tout

Fundraising Officer

519-323-7794

raymondtout@gmail.com



Mount Forest Aquatics Centre

Friends Level
Donation Program

For more information about this project, visit www.wellington-north.com

All donations over \$25 are eligible for a Recognition eligibility

General Donations

Any and all donations will be accepted and greatly appreciated



Friend of Aquatics Centre

Commitment of \$1,000 per year - for a 3-year period
Special Display



Engraved Brick

Contribution of \$250 - \$999
Your Personal Message



AQ Centre Room Dedication

Contribution of \$1,000 - \$2,499
Special Room Display



tax receipt alongside a thank you card. is as follows:

Defined Element Funding

Contribution of \$2,500 - \$3,999
Equipment, Furniture, Cabinetry, Benches, Displays
Recognition on Donated/Funded Items



Event support/sponsor

Contribution of \$4,000 - \$5,999
Golf Tournament Raffle Prizes
Silent Auction Fundraising event



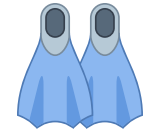
Perimeter Fence

Contribution of \$6,000 - \$7,499 (per unit of fence)
Sectional Branding/Your Personal Message



Community Room

Contribution of \$7,500 - \$9,999
(Limited to 30 Sponsors)
Distinguished Branding/Signage/
Your Personal Message



How to Make Your Donation

E-Transfer

Please Transfer Payments to:
accounting@wellington-north.com

Include MF AQ Centre
in e-transfer message

OR



Cheque

Please Ensure Cheques are
Made Payable to:
The Township of Wellington North
Include MF AQ Centre
on Cheque Memo



Donations can be mailed to:

7490 Sideroad 7 W.,
Kenilworth, ON

PO Box 125
N0G 2E0





Mount Forest Aquatics Centre

Mike Wilson

From: John Bennis <jbennis@wightman.ca>
Sent: February 20, 2024 4:42 PM
To: Mike Wilson
Subject: quote

Hi Mike,

We are pleased to submit the following job.

Brochures
8.5" x 11"
printed 2 sides full colour
folded either way

500 @ \$390.00 1000 @ \$580.00

Thanks John

Print One
112 Main St. N., Mount Forest
NOG2L0
(519)323-4858
jbennis@wightman.ca

Thanks for reaching out. We are pleased to submit the following quotation.

Presentation Folders

9" x 12"

2 - 3" Pockets with BC slits

printed full colour one side

14pt stock

250 @ \$1,400.00

500 @ \$1,500.00

Thanks John

Print One

112 Main St. N., Mount Forest

N0G2L0

(519)323-4858

jbenns@wightman.ca



999 York Road
Guelph, Ontario, N1E 6Y9

p 519 836 8800
t 800 560 5027

ampersand.ca

Mount Forest Aquatics Ad-Hoc Committee

Mike Wilson

Quotation No. 33236

Thursday, February 15, 2024

ON

We are pleased to present our quotation to produce your **Presentation Folders** based on the following specifications:

Product: Presentation Folders
****50% Discount Sponsor Option****

Supplied: Print ready PDF files.
Prepress: File Preflight, PDF Proof, Plates
Size: 9.0 x 12.0 Finished, 18 x 16 Open
Colour: Process Colour 1 Side: 4/0
Substrate: 12.0pt Tango C1S Cover
Finishing: Score, Die-Cut 2 Standard 4" Pockets (Business Card Slits available) (164A), Fold & Glue, Final Fold, Pack In Cartons

Shipping Local Delivery

Price:	250 Copies	\$1,029.00
	500 Copies	\$1,178.00

Due to ongoing supply chain disruption, paper is in short supply. Price is subject to review at time of order. We cannot guarantee the availability of materials used to generate this price.

Every effort has been made to provide you with an accurate, clear and competitive quote. Please review the specifications carefully for errors or omissions.

Sales taxes & postage extra, if applicable.

Terms COD

Kaitlyn Gerber
kgerber@ampersand.ca

Prices are subject to review to reflect changes in raw material costs and availability when order is placed. Customer supplied material is also subject to review. Customer alterations will be charged for any required re-ripping and re-proofing.



999 York Road
Guelph, Ontario, N1E 6Y9

p 519 836 8800
t 800 560 5027

ampersand.ca

Mount Forest Aquatics Ad-Hoc Committee

Mike Wilson

Quotation No. 33253

Friday, February 16, 2024

ON

We are pleased to present our quotation to produce your **Donor Brochures** based on the following specifications:

Product: Donor Brochures - Corporate
\$298.00

Supplied: Print ready PDF files.
Prepress: File Preflight, PDF Proof, Plates
Quantity: 500 copies
Size: 3.7 x 8.5 Finished, 11.0 x 8.5 Open
Colour: Process Colour 2 Sides: 4/4
Substrate: 80lb Gloss Text
Finishing: Final Trim, Fold, Pack In Cartons

Product: Donor Brochures - Community
500 pcs - \$199.00
1000 pcs - \$381.00

Supplied: Print ready PDF files.
Prepress: File Preflight, PDF Proof, Plates
Quantity: 500 / 1,000 copies
Size: 5.5 x 8.5 Finished, 11.0 x 8.5 Open
Colour: Process Colour 2 Sides: 4/4
Substrate: 80lb Gloss Text
Finishing: Final Trim, Fold, Pack In Cartons

Shipping Local Delivery

Price:	1,000 Total Copies	\$497.00
	1,000 Copies	\$381.00

Due to ongoing supply chain disruption, paper is in short supply. Price is subject to review at time of order. We cannot guarantee the availability of materials used to generate this price.

Every effort has been made to provide you with an accurate, clear and competitive quote. Please review the specifications carefully for errors or omissions.

Sales taxes & postage extra, if applicable.

Terms COD

Kaitlyn Gerber



ROYAL BANK OF CANADA
P.O. BOX 4047 TERMINAL A
TORONTO ON M5W 1L5

Business Account Statement

RBDDA30000_3060402 E D 00202 00055

THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD HOC ADVISORY COMMITTEE
7490 SIDEROAD 7 W
PO BOX 125
KENILWORTH ON N0G 2E0

December 29, 2023 to January 31, 2024

Account number: [REDACTED] [REDACTED]

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal[®]2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada

199 GEORGE ST-PO BOX 190, ARTHUR, ON N0G 1A0

Opening balance on December 29, 2023	\$15,422.50
Total deposits & credits (1)	+ 70.08
Total cheques & debits (0)	- 0.00
Closing balance on January 31, 2024	= \$15,492.58

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			15,422.50
02 Jan	Deposit interest		70.08	15,492.58
	Closing balance			15,492.58

Deposit Interest Earned: \$70.08