



TOWN OF GODERICH 2027 BI-CENTENNIAL COMMITTEE AGENDA

Wednesday, May 6, 2026

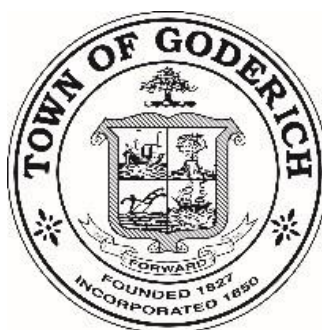
2:00 PM

Meetings are broadcasted, recorded and livestreamed, and are available on the Internet. All meetings are hybrid format (both electronic platform and in-person at the Town Hall, Council Chambers)

If you wish to attend this hybrid meeting by audio or video conference, please contact Jess Stoecker at jstoecker@goderich.ca or 519-524-8344 Ext. 204, Town Hall, Council Chambers

	Pages
1. CALL TO ORDER	
2. DISCLOSURE OF PECUNIARY INTEREST	
3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES	
3.1 Approval of Agenda	
Moved by: _____	
Seconded by: _____	
That the Town of Goderich 2027 Bicentennial Committee hereby accepts the May 6, 2026, Agenda, as presented.	
3.2 Adoption of Minutes	3
Moved by: _____	
Seconded by: _____	
That the Town of Goderich 2027 Bicentennial Committee hereby adopts the April 23, 2026, Minutes, as printed.	
4. DELEGATIONS AND PRESENTATIONS	
4.1 Phil Main re: Goderich Bicentennial Podcast Promotion Project	
5. PUBLIC COMMENTS RELATING TO AGENDA ITEMS	
6. STAFF REPORTS	
7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE COMMITTEE IS REQUIRED	
7.1 Don Hagle re: Truck Restoration	6
8. CORRESPONDENCE RECEIVED FOR INFORMATION	
Moved by: _____	
Seconded by: _____	
That the correspondence be received for information.	

8.1	Susan O'Brien, History and Culture Sub-Committee re: Draft Proposal	7
8.2	Garry LaRose, Marketing and Promotion Sub-Committee re: Billboard Signage	10
8.3	Lori Rounds and Marion Goodman, Sponsorship and Fundraising Sub-Committee re: Sponsorship Letter and Levels	15
8.4	David Yates re: 2026 Founders Day Presentation	17
8.5	Draft RFP - 2027 Bicentennial Merchandise	23
9.	CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED	
10.	UNFINISHED BUSINESS	
10.1	Marketing and Promotions Sub-Committee - Appointment of Committee members that will share insights on Goderich Bicentennial's Podcast Project - presented by Phil Main's "A Life That's Good" company - Refer to item 4.1	
11.	NEW BUSINESS	
12.	WORKPLAN	30
13.	FUNDING/IMPLEMENTATION STRATEGY	
14.	MOTIONS AND NOTICE OF MOTIONS	
14.1	Bicentennial Merchandise	
	That the Bicentennial Committee recommend to Goderich Town Council that an expenditure in the amount of \$50,000 be authorized for the purchase of bicentennial merchandise;	
	And that the funds be taken from the Special Events Reserve.	
15.	CLOSED SESSION	
16.	REPORTING OUT OF CLOSED	
17.	ADJOURNMENT	
	Moved by: _____	
	Seconded by: _____	
	That the Town of Goderich 2027 Bicentennial Committee does now adjourn at ____ PM to meet again at the next Regular Meeting scheduled for Wednesday, June 3, 2026, at 2 PM.	



Town of Goderich 2027 Bicentennial Committee

**Thursday, April 23, 2026
2:00 PM**

Present Liz Petrie, Council Representative
Laura Herman, Member
Susan O'Brien, Member
Garry LaRose, Member
Lori Rounds, Member
Marion Goodman, Member
Nancy Hughes, Member
Clare Day, Member
Chris Garnier, Member

Absent Faith Wilson, Member
Vlorat Vitija, Member

Staff Present Janice Hallahan, Chief Administrative Officer
Andrea Rowntree, Administrative Assistant to the Director of
Legislative Services/Clerk

Others Present David Yates

- 1. CALL TO ORDER**
- 2. DISCLOSURE OF PECUNIARY INTEREST**
- 3. CONFIRMATION OF THE AGENDA AND ADOPTION OF MINUTES**

3.1 Approval of Agenda

Moved By: Member Herman
Seconded By: Member LaRose

That the Town of Goderich 2027 Bicentennial Committee hereby accepts the April 23, 2026, Agenda, as presented.

CARRIED

3.2 Adoption of Minutes

Moved By: Member O'Brien
Seconded By: Member Goodman

That the Town of Goderich 2027 Bicentennial Committee hereby adopts the April 8, 2026, Minutes, as printed.

4. DELEGATIONS AND PRESENTATIONS

5. PUBLIC COMMENTS RELATING TO AGENDA ITEMS

Christie Peever and Debbie Sanford from the Maitland Golf Club provide a verbal to the Committee surrounding the events that the Golf Club plan on hosting during the 2027 Bicentennial celebrations. The Yacht Club is open to the idea of a boat parade on the Saturday, with a rain day of Sunday. Maitland Golf Resort will host a Golf Tournament on the Friday to celebrate the Bicentennial and would encourage participants of the golf tournament to wear period dress sportswear that day. Member Herman will follow-up with Christie Peever on the events at the Maitland Golf Resort.

6. STAFF REPORTS

7. CORRESPONDENCE RECEIVED AND COPIED FOR WHICH THE DIRECTION OF THE COMMITTEE IS REQUIRED

8. CORRESPONDENCE RECEIVED FOR INFORMATION

9. CORRESPONDENCE RECEIVED AND RECOMMENDED ACTION NOTED

10. UNFINISHED BUSINESS

10.1 History and Culture Sub-Committee - David Yates re: Establishment of an Airmen's Memorial

Moved By: Member Herman
Seconded By: Member Hughes

That the Town of Goderich 2027 Bicentennial Committee recommend to Goderich Town Council that the Airmen's Memorial Project be considered as a legacy project from the 2027 Bicentennial.

CARRIED

10.2 Marketing and Promotions Sub-Committee - Appointment of Committee members that will share insights on Goderich Bicentennial's Podcast Project - presented by Phil Main's "A Life That's Good" company - May 6, 2026, meeting

10.3 Marketing and Promotions Sub-Committee - Bicentennial Merchandise - Town Procurement Policy

The Committee received a verbal update from Chief Administrative Officer Hallahan on the Town's Procurement Policy. As the procurement of Bicentennial goods (hoodies, t-shirts, cups, etc.) will be a value between \$20,000 - \$100,000, as per the Town's Procurement Policy, the Town will require a RFP/RFQ to be issued on these items. Invitations for quotations and/or proposals will be sent to known qualified, potential bidders in addition to advertising to ensure the best possible response and price.

11. MOTIONS AND NOTICE OF MOTIONS

12. NEW BUSINESS

13. WORKPLAN AND BUSINESS PLAN

14. FUNDING/IMPLEMENTATION STRATEGY

- 15. **CLOSED SESSION**
- 16. **REPORTING OUT OF CLOSED**
- 17. **ADJOURNMENT**

Moved By: Member Rounds
Seconded By: Member O'Brien

That the Town of Goderich 2027 Bicentennial Committee does now adjourn at 3:25 PM to meet again at the next Regular Meeting scheduled for May 6, 2026, at 2 PM.

CARRIED

CHAIR, Liz Petrie

SECRETARY, Janice Hallahan

From: don hagle <donhagle@gmail.com>

Sent: Monday, April 20, 2026 9:29 PM

To: Town Hall <townhall@goderich.ca>

Subject: 2027 Bicentennial

to the attention of: MAYOR TREVOR BAZINET & Bicentennial Committee

Mr. Mayor.

I have recently come across an advertisement on Facebook Marketplace for a piece of Goderich's history that is for sale near Tillsonburg, Ont. When I saw the ad, I first thought "how cool is that!", but then I remembered that in 2027 the Town of Goderich will be celebrating a 200 year Bicentennial. Wouldn't it be right and fitting that a piece of the Town's history be returned to take up residence where it's life began in 1949. Reg McGee, founder of McGee Motors and a former Dodge dealer sold the Town a brand new Dodge fire truck equipped with a Bickle - Seagrave fire truck body. When the truck was retired from service some years later, the Town had Reg McGee look after the sale which was to a farmer who bought it to use as an irrigation pump for his crops.

I know this would be a large undertaking to purchase and restore this truck to its original shape but it would make a wonderful parade vehicle and special ride for sports teams after a successful season (rather than tying up a piece of current working apparatus). I'm sure there are ways for citizens and businesses to contribute to its restoration. Perhaps the Townships that the Town helped to provide fire protection for may be interested in helping out (Colborne & Goderich Townships). I'm also pretty sure if a person were to dig around, there might even be a few older mechanics that could be interested in volunteering to rebuild any mechanical portions of the truck and pumps that need repair or rebuilding. Body work would likely be the largest cost and would require the services of a fully equipped truck body & paint shop.

Please see below for pictures.

I would be pleased to discuss this further with you at your convenience.

Sincerely

Don Hagle

36579 Dunlop Dr.,

Goderich, Ontario N7A 3Y1

donhagle@gmail.com

226-963-1062

DRAFT PROPOSAL: History and Culture Sub-Committee

Goal: to provide participants with events and artifacts that bring the history and heritage of Goderich to life through engaging activities; and to provide opportunities to showcase our community culture.

1. Legacy Project(s)

- **Item: Commonwealth Airmen Memorial**

Collaborate with David Yates to dedicate a memorial to airmen lost during Commonwealth Air Training Exercises

- *Require:* Council approval to install memorial; decide on location; may require additional fundraising initiatives; Town assistance to complete grant proposals. Need to arrange for commemorative ceremony.
- **Cost: \$20,000** estimate plus town responsible for permits, base, etc. (some funding generated by book sales. Complete grant proposal for additional government funding.) Waiting on David for final numbers for monument)
- We discussed the memorial being placed in Bingham Park (overlooks the Lake, which is appropriate).
- Proposed Date: Sunday, September 19, 2027
- *Questions:*
- **Meeting with David Yates and Liz Petrie March 10**

- **Item: Bicentennial Monument**

Located in Lions Harbour Park, the place where it all began, a monument commemorating Goderich's Bicentennial.

- *Require:* commission monument. Permission from Park's Commission for location and installation. Need to choose date and arrange for commemorative ceremony.
- **Cost: \$20,000 estimate**
 - Memorial / Engraving / Installation / Design: \$16,379.00
 - Foundation (4 ft depth, including removal of fill): \$1,348.00
 - HST: \$2,304.51
 - Total: \$20,031.51
- *Questions:* size and design? Can we get a sponsor for the memorial? Location?

- **Item: Time Capsule**

Solicit items that represent the Town of Goderich at 200 and create a time capsule to be opened in 50 years (2077). Suggested artifacts: student-generated art, items from local businesses and service clubs, personal letters, memorabilia, etc.

- *Require:* partner with schools, local businesses, service clubs for artifacts, etc. Arrange for commemorative ceremony including Mayor and members of Town Council.
- **Cost: \$939 USD** from Heritage Time Capsules (plus shipping costs)
- *Questions:* Where would we keep it?

- **Item: Indigenous Art Installment**
 - We want to honour the Indigenous history, culture, and presence that predates Goderich by thousands of years through original artwork.
 - *Require:* Commission a piece of artwork by a local Indigenous Artist to be displayed at the Goderich Town Hall. We would need to schedule an unveiling with the Mayor and members of Town Council (?).
 - **Cost: \$2000**
 - *Questions:* I spoke with Mark Heinritz from 33 East Street Gallery, who has put me in touch with Jerry Elliott, a local artist. Discussions are ongoing.
 - **Meeting: April 27th**

2. Bicentennial Weekend Events and Activities

- **Item: Goderich Little Theatre Bicentennial Walkabout**
GLT to present series of vignettes depicting the history of Goderich.
 - *Require:* partnership with GLT
 - **Cost: TBD**
 - *Questions:* If weather is a factor, will more from locations around The Square to The Livery. Will collaborate with GLT and The Livery on this project
- **Item: The Livery Presents *The Tiger's Lion***
An original play by Tim Cumming (Date TBD)
 - *Require:* partnership with The Livery
 - **Cost: TBD**
 - *Questions:* discuss partnership agreement for funding/proceeds
- **Item: Heritage Walking Tours**
This is an existing activity with 4 Heritage Walking Tours and accompanying audio podcasts that we can promote as part of the Bicentennial Events.
 - *Require:* existing booklets
 - **Cost: N/A**
 - *Questions:* ?
- **Item: Circulating Characters**
Engage local volunteers representing local historical figures to circulate throughout events in costume interacting with participants in character (think *Behind The Bars*)
 - *Require:* costumes, determine local characters to represent, create biographies, need volunteer performers (Can we partner with the Museum or The Livery for costumes?)
 - **Cost: TBD**
 - *Questions:* determine historical figures?
- **Item: Podcast with Phil Main**
Create a series of 10 podcasts to be available monthly beginning June 2026. Podcasts will feature local people talking about the history and culture of Goderich.
 - *Require:* Phil to create podcasts and post on hosting site (TBD)
 - **Cost: \$3500** (\$350 per episode for 10 episodes)

- *Questions:* Phil wants to interview committee members. Will need people to volunteer to participate.
- *Meeting with Phil and Garry LaRose March 16th*

Additional thoughts

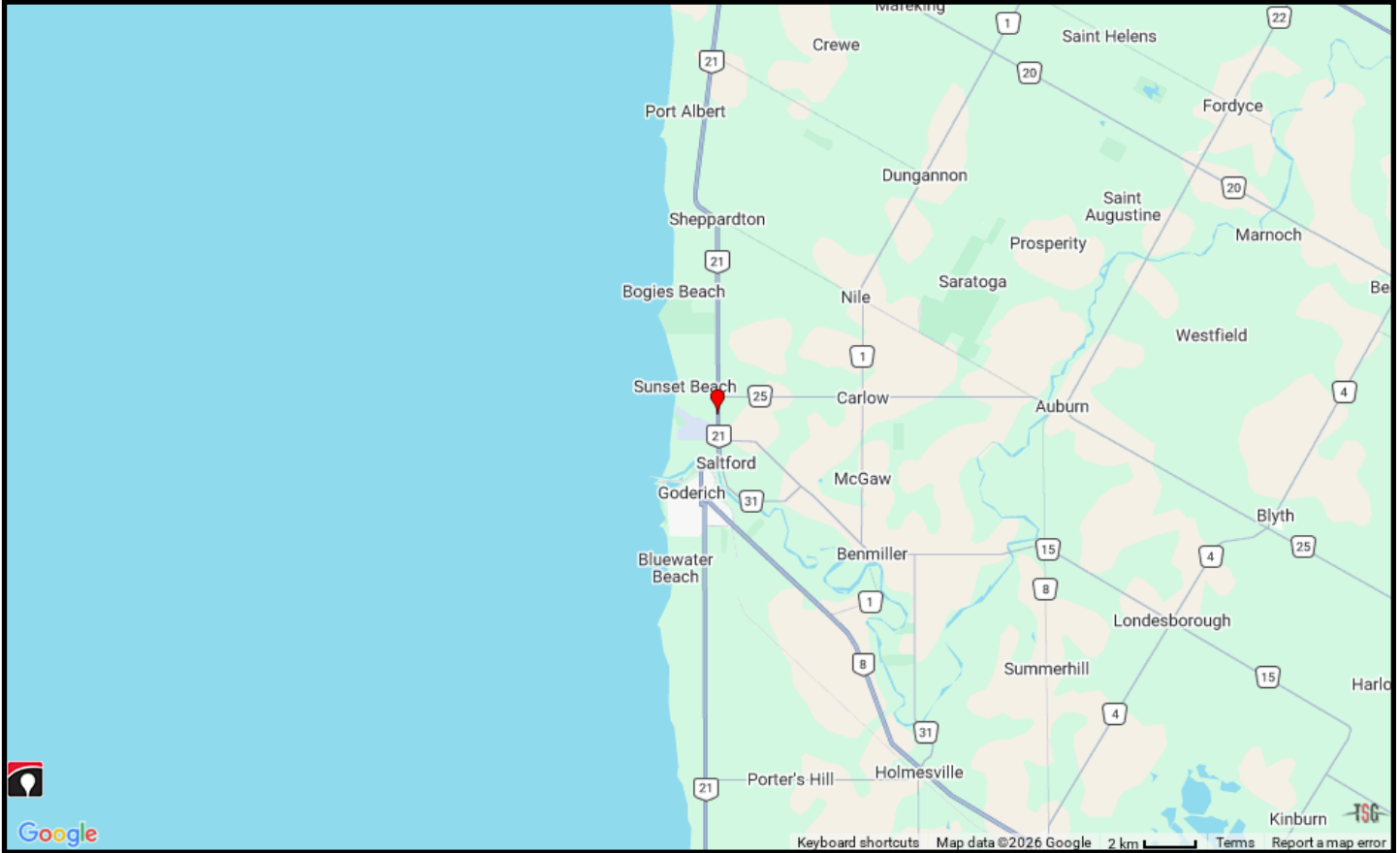
- The Lancaster – possible event at Sky Harbour (The Legion is looking into this already)
- If there is a TVO episode, and we can access it, we may be able to run it on a loop for visitors to view. Would need a tent and seating to run the video, if we have permission from TVO)
- Jeremy Hansen visit?
- Doors Open Goderich? (Ticketed weekend event for local heritage buildings. Would the IODE be interested in hosting, similar to the Christmas Tour of Homes?)
- Local Business Passport
- Local Breweries to create Bicentennial Brew (Consider discussing with Square Brew, East Street Cider, others?)

Partnerships:

1. The Legion - Branch 109
2. The Huron County Museum
3. The Huron Public Library
4. The Goderich Little Theatre and The Livery
5. Ojibway Nation of Saugeen (ONS)
6. Huron County Heritage Society (plans for bus tour link with Guelph) **Meeting April 8th*
7. COPA: Heritage Air Show **Meeting March 11th*
8. Goderich Writer's Guild (Author panel and readings, book fair) **Meeting on May 20th*

Market: Goderich **Product:** **Contact Info:**

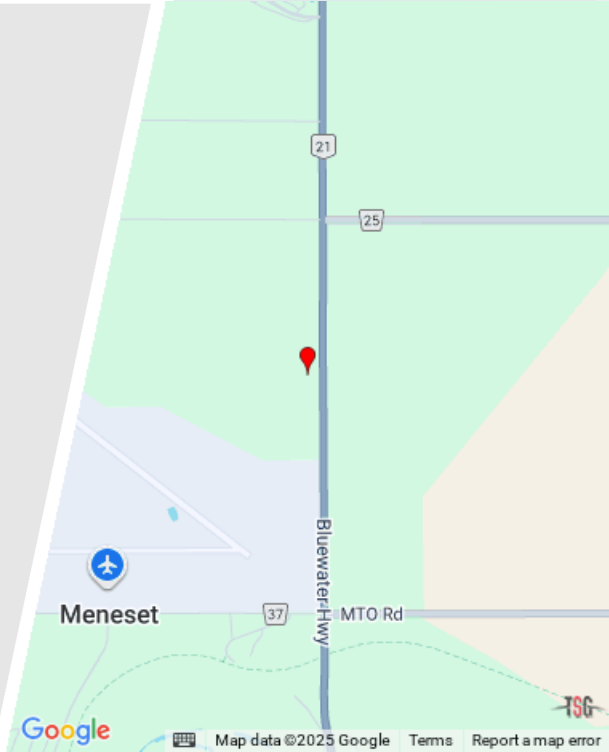
Notes:



Icon	#	Unit	Location Description	Media
	1	LN09530B	Highway 21 1km N/O Airport Rd WS F/N	Horizontal Posters
	2	LN09530A	Highway 21 1km N/O Airport Rd WS F/S	Horizontal Posters

Horizontal Posters

LN09530B



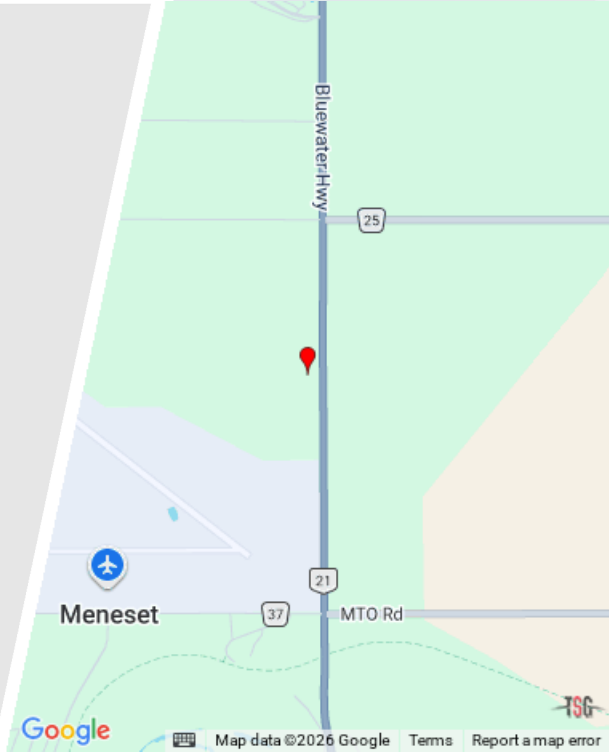
Location: Highway 21 1km N/O Airport Rd
WS F/N

Contact your PATTISON Account Executive for more information.



Horizontal Posters

LN09530A



Location: Highway 21 1km N/O Airport Rd
WS F/S

Contact your PATTISON Account Executive for more information.

From "Edward Jones" <EJones@pattisonoutdoor.com>
To "Kevin/Garry" <astoria_83@sympatico.ca>
Date 4/21/2026 12:38:14 PM
Subject RE: Re[2]: [EXTERNAL] Re: Goderich Billboard Inquiry

Not a pain at all!

LN09530A/B are still the only two spots available. The A side has open availability in 2027. The B side is available Feb. 22nd onward.

Thanks,

Eddy Jones

Account Executive – SW Ontario

PATTISON Outdoor Advertising

ejones@pattisonoutdoor.com

Mobile: 519-520-4559

From: Kevin/Garry <astoria_83@sympatico.ca>
Sent: Tuesday, April 21, 2026 10:11 AM
To: Edward Jones <EJones@pattisonoutdoor.com>
Subject: Re[2]: [EXTERNAL] Re: Goderich Billboard Inquiry

This is an EXTERNAL email

Hate to be a pain Eddy but what about 2027? What is available then?

Thanks

Garry

----- Original Message -----

From "Edward Jones" <EJones@pattisonoutdoor.com>
To "Kevin/Garry" <astoria_83@sympatico.ca>
Date 4/20/2026 4:38:22 PM
Subject RE: [EXTERNAL] Re: Goderich Billboard Inquiry

These dates are for 2026 heading into 2027.

Thanks!

Eddy Jones

Account Executive – SW Ontario

PATTISON Outdoor Advertising

ejones@pattisonoutdoor.com

Mobile: 519-520-4559

From: Kevin/Garry <astoria_83@sympatico.ca>
Sent: Monday, April 20, 2026 4:24 PM

To: Edward Jones <EJones@pattisonoutdoor.com>
Subject: [EXTERNAL] Re: Goderich Billboard Inquiry

This is an EXTERNAL email

Thanks Eddy for your prompt response.
One question....are these dates for 2026 or 2027? Please clarify.
Thanks,
Garry

----- Original Message -----

From "Edward Jones" <EJones@pattisonoutdoor.com>
To "astoria_83@sympatico.ca" <astoria_83@sympatico.ca>
Date 4/20/2026 12:53:54 PM
Subject Goderich Billboard Inquiry
Hi Gary,

Thanks for taking the time to connect this afternoon!

I have attached billboard in Goderich that has availability for this year and next.

As for pricing you are looking at a 4-week rate of \$950-1200 + HST. Price varies based on the length of the campaign, number of spots booked, etc..

LN09530A is available any time EXCEPT for Jun. 29th to Aug. 9th. LN09530B is available Sept. 7th x 8-weeks, Nov. 30th x 8-weeks and Feb. 22nd onward.

Thanks,
Eddy Jones
Account Executive – SW Ontario
PATTISON Outdoor Advertising
ejones@pattisonoutdoor.com
Mobile: 519-520-4559

Goderich Bicentennial Committee
57 West St
Goderich, ON N7A 2K5

Re: Bicentennial Sponsorship

Dear

The Town of Goderich will be turning 200 in 2027. This is a very exciting time for the residents of the Town. There will be many amazing events for everyone to enjoy and we are hoping to attract many people to our beautiful town!

We are reaching out today to invite you to be a sponsor for the Bicentennial Celebration! There are many sponsorship opportunities available to be able to highlight your business during the celebration events. We have attached a copy of the levels available.

Please contact Lori Rounds at rounds@hurontel.on.ca or Marion Goodman at megoodman213@gmail.com if you have any questions.

Thank You!

Goderich Bicentennial Committee

Sponsorship Levels	Flyers/Posters	Signage	Featured Ads	Event Naming	Legacy Naming
\$250-\$500	x				
\$501-\$1,000	x				
\$1,001-\$1,500	x	x			
\$1,501-\$2,000	x	x	x		
\$2,001-\$5,000	x	x	x	x	
\$5,001-\$9,999	x	x	x	x	
\$10,001 +	x	x	x	x	x
Letters to be sent to all businesses in the Town of Goderich offering sponsorship opportunities					
Advertising - flyers to be delivered to all households in Goderich which would list all the events and all the s					
Signs to be created for the major events showing the sponsors to be displayed at the events					
If possible to find one sponsor that will be named as the major sponsor for the entire event					
Possible budget					
Amout	# of sponsors	Total			
\$ 250	15	\$ 3,750.00			
\$ 500	10	\$ 5,000.00			
\$ 1,000	5	\$ 5,000.00			
\$ 1,500	1	\$ 1,500.00			
\$ 2,000	2	\$ 4,000.00			
\$ 2,500	1	\$ 2,500.00			
\$ 3,000	1	\$ 3,000.00			
\$ 4,000	1	\$ 4,000.00			
\$ 5,000	2	\$ 10,000.00			
\$ 10,000	1	\$ 10,000.00			
		\$ 48,750.00			

Goderich Bicentennial Committee

St. George's Day-2026

In consultation with Councillor Liz, it is proposed that I give a series of talks on Goderich history

Some possible topics?

- The Founding of Goderich
- The Salt Industry
- The Hangman come to

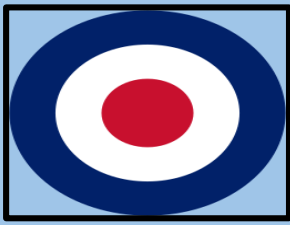
Goderich

- Houses of Ill-Repute
- Goderich goes to war
- Goderich's most perilous day

Other topics that might be of

interest: open to suggestions????





Airmen's Memorial

Goderich Bicentennial Committee

23 April 1945



“Known Unto the Sea”

For thirteen Commonwealth airmen who lost their lives while stationed in Huron County no monument marks their final resting place. No flowers will ever be placed on their graves for they have 'no grave but the sea.'



“That Freedom Might Survive”



Agenda Page 19 of 35

At least 65 BCATP airmen were killed in crashed while stationed in Huron County. Twenty-two were lost on L. Huron.

Thirteen of their remains are still out there. For them, they have “No Known Grave but the Sea” (There were another two lost on the Atlantic Ocean while stationed at Port Albert.

In 2027, Goderich’s bicentennial, we intend to give names to those who made the Supreme Sacrifice with a monument or cenotaph honouring their sacrifice.



“No Grave but the Sea”



Flt Sgt J G Jones,

LAC Joseph Clarkson,

LAC Douglas Evans,

Corp. Clifford Bradbury

Flt Sgt Joseph Shaw

Flt Sgt Robert Brown

W/O William Addis

A/Bdr Cecil Jones

Flt Sgt George Dawson

Sgt George McLeod

LAC Fred Ovenden

LAC Vivian Edwards

LAC Stanley Lazaru

Bingham Park (aka Butterfly Park) location.....

It is proposed to place a small stone monument or cenotaph (empty tomb) in Bingham Park overlooking the lake with the names of 13 airmen lost (+2 on the Atlantic Ocean).

An inscription on the reverse from Flt Lieut John McGee's poem "High Flight".....

"O' I have slipped the surly bonds of Earth.....and Reached Out and touched the face of God."

Total cost of project estimated at \$20,000. Your support for this memorial would be greatly appreciated.



Writer's Guild Involvement

At the April 15 meeting of the Huron County Writer's Guild or Author's Group, it was enthusiastically mentioned that the Writer's group would like to be involved in some way.

Possible suggestions were readings on fiction and non-fiction books set in the Goderich area? A Book Booth?





Request for Quotation

Title: Town of Goderich 2027 Bicentennial Merchandise

Closing Date:

Closing Time: 12:00 PM (Late submissions will not be accepted)

Location:

Town of Goderich

57 West Street

Goderich, ON, N7A 2K5

Attention: **Andrea Fisher**

Director of Legislative Services/Clerk

Email: afisher@goderich.ca

Submission: Proposals sent electronically in one PDF

Total Price:

1. Introduction

The Town of Goderich is soliciting quotations for the supply of merchandise for the 2027 Bicentennial for the year 2027 as specified in the attached merchandise list.

2. Project Overview

To supply merchandise for the Town of Goderich 2027 Bicentennial.

3. Quotation Requirements

There will be two (2) separate parts to the Suppliers Bid, Part 1 for Apparel and Part 2 for Specialty Products. Suppliers have the option of submitting a bid for either apparel, specialty products or both. The apparel and speciality products shall be delivered to 57 West Street, Goderich. Each box shall be clearly labelled with the product name and colour.

The bid shall provide itemized pricing (unit price) for each item, and include the cost associated to set-up fees, artwork charges, and shipping costs.

Additionally, the Suppliers Bid shall provide a production timeline and submit a sample of similar souvenir work.

No substitutions or/and alterations of merchandise will be permitted without the approval of the Town.

The Town of Goderich reserves the right to reject all or part of the shipment if the quality is not to the Town's satisfaction.

4. Instructions to Proponents

Each proponent is required to submit a certified cheque in the amount of 10% of the quotation. Photocopies or faxed copies of bid deposits will result in the bid being rejected. The cheque of the successful proponent will be held until all product has been delivered.

Lowest or any quotation not necessarily accepted.

Any questions can be emailed to _____ or by calling _____.

Please supply the Town with your quotation via email to Andrea Fisher, Director of Legislative Service/Clerk at afisher@goderich.ca and copied to abanting@goderich.ca on or before _____ by 12 PM.

5. Evaluation Criteria

TOWN OF GODERICH PROPOSAL CRITERIA		MAXIMUM TOTAL POINTS
COMPANY EXPERIENCE		
A description of the Proponent's past experiences relevant to souvenir merchandise for community celebrations		10
A minimum of two (2) reference projects of similar scope, including the name of the client		10
	15%	
DELIVERY TIMELINES		
A timeline chart shall be included by the bidder showing the milestone dates for filling the order.		10
	25%	
QUALITY OF PRODUCTS		
Proponent shall submit samples of similar souvenir Work (PDF) in their bid package		10
	30%	
REFERENCES		
Each Proponent is requested to provide two (2) references, that are within Ontario, for similar projects held within the last five (5) years. The reference checks will be completed for the highest scoring Proponent only. Should the highest scoring Proponent receive one or more negative reference(s), the Town, at its discretion, may remove the Proponent and proceed to the next highest Proponent.	Pass/Fail	Pass
Each reference should include the following:		
<ul style="list-style-type: none"> • Company name • Description of work provided • Approximate value of the work • Contact name and title • Phone number • Email address 		
The Town and/or staff that are currently employed with the Town, and any individual employed within the past three years should not be listed as client references or utilized to provide letters of recommendation, letters of acknowledgement or any similar documentation meant to provide the same information		

	Pass/Fail
PRICE	
Price will be evaluated with the lowest proponent price, scoring as 10 points, next 8 points, etc. If there are more than 5 Proposals, then only the 5 lowest Bids are to receive points, and the remaining higher prices will be given 0.25 points. Prices within a small differential will be scored as equal.	10
	30%
Total Score	50

6. General Terms and Conditions

The Town of Goderich reserves the right to accept or reject any proposals and to waive irregularities at its own discretion. The Town will not necessarily accept the lowest bid and reserves the right to negotiate terms with the successful supplier. Should the Town not receive any submissions satisfactorily to the Town of Goderich in its sole and absolute discretion, the Town reserves the right to re-tender.

Proposals and all accompanying documents become the property of the Town of Goderich once submitted and are subject to the Freedom of Information and Protection of Privacy Act. The Town may cancel or amend the RFQ process without liability prior to the contract award.

7. Branding Guidelines

Blue PMS 280 coated C: 100 M: 94 Y: 31
 K: 20 R: 34 G: 45 B: 101
 HEX: 002169



Calibri Light
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz 1234567890
Calibri Light Italic
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz 1234567890
Calibri Italic
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz 1234567890

- Red PMS 185 coated C: 0 M: 100
 Y: 92 K: 0 R: 231 G: 24 B: 44
 - Hex: ea0029



Calibri Bold
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz
 1234567890
Calibri Bold Italic
 ABCDEFGHIJKLMNOPQRSTUVWXYZ
 abcdefghijklmnopqrstuvwxyz
 1234567890

- Logos must ultimately be supplied as vector artwork (AI, .EPS, or .SVG)
- Submission must not contain offensive, discriminatory, or inappropriate content

8. RFQ Schedule

The RFQ process will be governed according to the following schedule. Although every attempt will be made to meet all dates, the Town reserves the right to modify any or all dates at its sole discretion:

Release of RFQ:	May 7, 2026
Deadline for Submitting Inquiries:	May 14, 2026
RFQ Submission Deadline:	May 20, 2026
Suppliers Presentations of pre-production sample branded merchandise (sweatshirt, t-shirt, hat and mug) to the Bicentennial Committee	June 3, 2026
Notification of Contract Award:	June 3, 2026

Work Plan Item	Topics	Committee Member Project Lead*
1 Sponsorships & Donations		Lori Rounds & Marion Goodman
2. Marketing & Promotion		Gary LaRose
3. Ticketing & Information		
4. Dances		Laura Herman & Logistics Coordinator
5. Entertainment		Laura Herman
6. Decorations		
7. Set up & Tear down		Vlorat Vitija
8. Souvenirs		Gary LaRose
9. Socials		Staff, Faith Wilson, Garry LaRose
10. Special Events		Laura Herman & Faith Wilson
11. Bar		Laura Herman
12. Children's Programs		Laura Herman
13. Senior Events		Laura Herman & Faith Wilson
14. History		Susan O'Brien & Nancy Hughes
15. Livery/Theatre		Chair Petrie, CAO Hallahan

Work Plan Item	Topics	Committee Member Project Lead*
16. Website		Town Staff
17. Fireworks		Laura Herman and Town Staff
18. Parade		Laura Herman and Town Staff
19. Support		Vlorat Vitija
20. Vendors		
21. Meals		Laura Herman
22. Sanitation		
23. Security		
24. Parking & Transportation		
25. Grant Opportunities	Building Communities through Arts and Heritage and other grants as they are announced.	Staff
26. Volunteer Coordinator position		Vlorat Vitija
27. Logistics and Operations Coordinator position		Faith Wilson
28. Service Club Involvement		Chair and all Committee Members
29. Airmen's Memorial Legacy Project		Susan O'Brien
30. Logo Competition	logo competition to choose the official brand of the Bicentennial Celebration	Staff

Work Plan Item	Topics	Committee Member Project Lead*
31. Slogan	Slogan ideas to choose the official slogan of the Bicentennial Celebration	Committee

Time Interval in 2026	Status	Notes
	Draft Workplan created	Requested funding policies for information Sent draft template sponsor letters
	Draft Workplan created	
	RFQ to be issued	
ongoing	Facebook account created January 9, Instagram created January 29, posting is ongoing Draft Workplan Created	
	Draft Workplan created, eorking with various Service Clubs, organizations to finalize Workplan	
	Laura Herman working with various Service Clubs (Kinsmen)	
	Laura Herman working with the Optimistic Club to finalize Children's Programs	
	Draft Workplan created	
	Livery Bicentennial production planned for June 2027, Walkabout planned for Bi	

Time Interval in 2026	Status	Notes
ongoing	live, information being added	https://www.goderich.ca/en/stay-and-play/goderich-bicentennial.aspx#
	Laura Herman working on this with Town Fireworks vendor	
	Laura Herman working on coordination of parade details with Town Tourism staff	
	Laura Herman working with various service clubs to secure details surrounding r	
	Items must be provided to the To	Building Communities through Arts and Heritage (approval of Council to proceed) and Community Anniversaries Grant (staff currently reviewing criteria - will require Council authorization if proceeding)
	Completed	
	Completed	Require Committee appointment and will work closely with Special Events Coordinator
	In progress	David Yates lead contact - recommended motion on the May 4 Council Meeting
Winner to be announced February 10, 2026	Completed	Council approval received on February 9, 2026

Time Interval in 2026	Status	Notes
	Completed	Slogan: "Making Waves Since 1827" approved at the March 4, 2026, meeting