

**MOUNT FOREST BUSINESS IMPROVEMENT ASSOCIATION
MEETING MINUTES
JANUARY 14, 2020 @ 8.00 A.M.
LEISURE ROOM, MOUNT FOREST SPORTS COMPLEX
850 PRINCESS STREET, MOUNT FOREST**

Members Present: Dwight Benson, Andrew Coburn, Bill Nelson
Councillor Burke, Peter Mohr, Callee Rice
Murray Townsend

Members Absent: Kayla Morton, Jeanean Mousseau

Staff Present: Mike Givens, Dale Small, Karren Wallace

CALLING TO ORDER – Bill Nelson; Current Chair Mount Forest BIA

ADOPTION OF THE AGENDA

RESOLUTION: BIA MF2020-001

Moved: Callee Rice

Seconded: Peter Mohr

THAT the Agenda for the January 14, 2020 meeting of the Mount Forest Business Improvement Association be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

None

ADOPTION OF MINUTES

N/A

ITEMS FOR CONSIDERATION

1. Karren Wallace, Director of Legislative Services/Clerk of the Township of Wellington North led a discussion on the following By-laws applicable to the BIA. Copies of the by-laws had been included in the agenda package distributed to all Board Members prior to the meeting:
 - Procedure By-law 120-19
 - By-law 115-19 designating the BIA Area within Mount Forest
 - By-law 117-19 appointing the members of the BIA Board of Directors
 - By-law 119-19 to establish a Board of Directors

2. **Appointment of Chair**

RESOLUTION: BIA MF2020-002

Moved: Dwight Benson

Seconded: Murray Townsend

THAT the Mount Forest Business Improvement Association appoint Andrew Coburn as Chair of the Mount Forest Business Improvement Association for the term of Council (December 2022)

CARRIED

3. **Appointment of Recording Secretary**

After some discussion it was agreed that this position would stay vacant at this point in time and that Chair Andrew would work towards finding a Board Member to take it on.

4. Appointment of Treasurer

RESOLUTION: BIA MF2020-003

Moved: Dwight Benson

Seconded: Callee Rice

THAT the Mount Forest Business Improvement Association appoint Murray Townsend as Treasurer of the Mount Forest Business Improvement Association for the term of Council (December 2022)
CARRIED

5. Mount Forest BIA statement of operations

Bill Nelson presented the Draft Statement of Operations for the period ended December 31, 2019 and a copy is attached to this report. Some minor corrections need to be made to the statement and will be represented for acceptance at the next meeting and then submitted to the Council of the Township of Wellington North

6. 2020 Budget & Plans

As time was running short a brief discussion took place on the 2020 budget and workplans. From a budget perspective council has approved a 2020 BIA Tax levy of \$30,000, (\$361.45/property) so the important item moving forward is to determine how best to utilize these funds. A list of suggestions from Kayla Morton was also shared. Potential opportunities include:

Maintenance and Flowers	Planters and benches
Wifi in our downtown	Digital Main Street, etc.
Blade Signage	New Christmas displays/decorations
More events in our downtown (support to Retail Committee/downtown.mountforest group)	BIA sponsor purchase of Bistro Tables/Chairs
New Light Poles South of 6 & 89	Marketing & Promotions
Street Cleaning	Closer partnership with Chamber
Bubble Art in vacant store windows	

As time was running short and Directors had to leave it was recommended by the Chair that another meeting needed to be scheduled with the specific purpose to work on not only the short-term 2020 plan but a plan through to December 2022.

NEXT MEETING

Next meeting to be scheduled for Tuesday January 28th from 8:00am – 9:30am

ADJOURNMENT

RESOLUTION: BIA MF2020-004

Moved: Peter Mohr

Seconded: Bill Nelson

THAT the Mount Forest Business Improvement Association meeting of January 14, 2020 be adjourned at 9:40 am.

CARRIED

CHAIR

SECRETARY