



MOUNT FOREST BUSINESS IMPROVEMENT

ASSOCIATION MEETING MINUTES October 15th, 2024 @ 8:00 AM

Meeting Room Mount Forest Arena

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

Members: Kailyn Cudney, Rachel Whetham, Andrew Coburn, Kyle Dallaire, Maggie Schram, Bill Nelson, Jessica McFarlane, Erin Kiers, Amanda Boylan

Staff: Robyn Mulder

Community Members:

Council Reps: Penny Renkin

ABSENT ATTENDEES

Sherry Burke, Allison Litt, Dwight Benson

WELCOME AND INTRODUCTIONS

Andrew

REVIEW AND ADOPTION OF THE AGENDA

Andrew

Kailyn on behalf of Dwight motions to add Christmas Tree / Christmas Lights to agenda, seconded by Maggie, carried.

ITEMS FOR DISCUSSION

1. Halloween / Christmas Events

Maggie

- Maggie overviews the events for the Halloween event

- We have approx 11 businesses looking to participate in the trick or treating
- We will also be having a Pumpkin Carving Contest
- Thursday the 5th is the Tree lighting ceremony from 6-7:30, going to reach out to the holstein belles
- Joe Wettlaufer has volunteered to dress as Santa for a photo op
- We have a Christmas tree being donated by Brad Schwindt
- Saturday we're hosting a sponsored skate at the arena
- Hoping to coordinate a Christmas Lights Tour
- Sunday we're working with Richard at the Greenhouse to put together some sort of workshop
- We're also looking to pair up with the Mount Forest bowling alley for a kids event on Sunday as well
- Maggie makes a motion to increase our events budget by \$1500, Jessica Seconds the motion. Carried.

2. Your Town Rising / Outdoor Gallery

Erin

- November 1st deadline for submissions, the alleyway beside Magpies old building
- Looking for some support from the BIA for lighting and plywood
- Erin shared that she felt that the Your Town Rising was great but the timing of the walkthrough was not ideal
- Erin would like to paint a Christmas scene on the current gallery wall
- Erin to bring forward some numbers for budget for the stationary hardscape in the Magpies alleyway
- Erin to reach out to Robyn in regards to the CIP grant
- Kyle is going to assist connecting Erin with the other building owners

3. Relmagedined Laneway - Pizza Hut

Jessica/Bill

- Laneway is tied in with the survey for the parking lot behind TD bank
- A lawyer is going to need to be contacted to look into to ownership of the laneway
- Bill motions to allocate \$4000 for fees to determine the ownership of the laneway. Kyle seconds. Carried.

4. Economic Development Updates

Robyn

- \$23,000 out of \$35,000 has been spent of the community grants available
- Wellington North Community Guide has gone to print
- WOWSA event was well received
- They have a culture days event on October 26th with bus pick ups in Arthur, Minto & Hanover

5. Q4 Newsletter

Kailyn

- Sharing info about halloween & christmas event
- Will include date of the AGM for business owners to know about
- Robyn to send me the link for the grant applications to be included in the Q4 newsletter

- 6. Christmas Lights / Christmas Tree** **Dwight**
- tabled
- 7. Light Posts** **Dwight**
- tabled
- 8. 2024 AGM Prep / Budget** **Andrew**
- Kailyn to send notice out this week
 - Andrew suggests we take off the \$8000 in accounts receivable from BMO considering it's been 3 years and no payment from them
 - INCOME - Street Cleaning to be \$3500
 - HST Rebate to be \$1000
 - Increase flowers to \$10,000
 - Storage to remain at \$500
 - Main St beautification (Reimagined Laneway, Outdoor Gallery, etc) to be increased to \$50,000 to allocate for the Outdoor Gallery
 - Event Marketing / Promotion (Winter Fun Fest, Kick off to Summer, Halloween & Christmas) budget to remain at \$7500
 - Fireworks donation to be a new line on the budget remaining at \$2000
 - Christmas Decorations/Repairs to remain at \$4000
 - Main St Maintenance for Garbage can replacement to remain at \$16,000
 - Pole wiring expenses - \$5000
 - Street cleaning (first week may for 26 weeks) - \$3500
 - Landscaping Maintenance - \$1500
 - OBIAA Membership - \$500
 - BIA Admin Support - reduce to \$3000
 - Accounting - increase to \$1000
 - Advertising to \$1000
 - Office, misc to \$1000
 - Bank charges - \$100
 - Wifi - starting 2025 we are responsible for the cost, \$2000 a year
 - Crosswalk to be removed from the budget

NEW BUSINESS

1. NEXT MEETING

Wednesday, November 13th 2024 8am in the Lower Leisure Room @ Mount Forest Arena

ADJOURNMENT

Meeting adjourned by Andrew.