

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES  
TUESDAY, OCTOBER 22, 2024 @ 7:00 P.M.  
LOWER LEISURE HALL, MOUNT FOREST AND DISTRICT SPORTS COMPLEX**

**Committee Members Present:**

- Sherry Burke, Councillor, Chairperson
- Penny Renken, Councillor, Member
- Laurie Doney, Member
- Al Leach, Mount Forest Lions Club
- Jessica McFarlane, Member

**Staff in Attendance:**

- Mandy Jones, Manager of Community and Economic Development
- Mike Wilson, Community Development Coordinator

**Regrets:**

- Vern Job, Mount Forest Lions Club
- Ray Tout, Member

<b>Call to Order</b>
Chair Burke called the meeting to order at 7:04 p.m.
<b>Adoption of Agenda</b>
Moved by Member McFarlane Seconded by Member Doney  Recommendation: THAT the agenda for the October 22, 2024, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed. CARRIED
<b>Declaration of Pecuniary Interest</b>
None declared.
<b>Minutes of Previous Meeting – September 10, 2024</b>
Accepted by Council at the September 23, 2024 Meeting of Wellington North Council Moved by Member Leach Seconded by Member Renken  Recommendation: THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee receive for information the Minutes from the September 10, 2024, committee meeting. CARRIED
<b>Corporate Donor Update</b>
Member Leach reported that he, Member Tout and Chair Burke were a delegation to West Grey Council on Tuesday, October 15. Member Leach said the presentation was well received by West Grey Council, who deferred the committee’s request for financial support

to staff, for consideration in the 2025 Budget. Member Leach said West Grey Council asked good questions about the project; stating he felt it was valuable to make the presentation.

The committee discussed follow-up with both West Grey and Southgate. Chair Burke suggested letters be sent to both municipalities in early 2025.

Chair Burke read a letter received from the Captain Fred Campbell Royal Canadian Legion Branch 134 in Mount Forest, who confirmed their support of the new pool project and have finalized their initial pledge. Chair Burke is working with the Legion to arrange for a photo opportunity and press release to announce the pledge. The committee expressed their gratitude to the Legion for its support.

Chair Burke thanked Member Leach for his efforts in arranging the presentations made to local groups and neighbouring municipalities over the summer months.

### **Automatic Monthly Withdrawals**

A discussion was had regarding recurring payment options. Member Leach suggested creating a slogan to help promote this opportunity.

Following the meeting, the Finance team clarified that this program is not a Pre-Authorized Remittance (PAR) or Pre-Authorized Payment (PAP). Instead, it is a one-time or recurring e-transfer process, initiated directly by individuals making donations. To establish a recurring e-transfer donation, individuals should direct payments to [accounting@wellington-north.com](mailto:accounting@wellington-north.com), and must include their full name, phone number, mailing address, and reference “MF Pool Donation” in the memo to qualify for a charitable receipt.

Other accepted payment methods include cash, cheque and debit.

Receipts will be issued for each payment received.

An update on this item will be presented at a future committee meeting.

### **Pathway Brick Program**

Chair Burke provided the committee with information from Custom Rock Creations about sizing and pricing for engraving bricks for the Pathway Brick Program. Custom Rock Creations is the same company that provided these services for the Mount Forest Splash Pad, Arthur Splash Pad and Arthur Skate Park projects.

The committee discussed pricing and what the program could look like. Consideration was made for the fact that the Pathway Brick Program may be a 2026 or 2027 initiative.

Member Leach stated he believes this program will be valuable to the committee’s fundraising efforts, as it provides a lower-cost option for individuals and families to participate in, while making a notable contribution to the pool.

### **Community Sport and Recreation Infrastructure Fund**

Manager of C&ED Jones and CDC Wilson provided an update to the committee on the Community Sport and Recreation Infrastructure Fund (CSRIF) grant application.

On October 21, 2024, Council approved a recommendation to submit a Stream 2 application to the Community Sport and Recreation Infrastructure Fund, requesting 50% of project costs. This program is a provincial grant awarding up to \$10M for new build projects with an on-going intake period. Staff are preparing the application to submit by end of 2024 provided all information related to the project is received.

Township staff are working with BM Ross on the site plan. Tillman Ruth Robinson Architects has been retained to assist with the CSRIF application, to ensure the technical portions of the application are completed accurately. Tillman Ruth Robinson will also prepare the tender package for the project so that, if the grant is successful, the project can be put out for tender as soon as possible following notification of funding.

Staff met with the Regional Development Advisor from the Ministry of Tourism, Culture and Gaming (the ministry overseeing the CSRIF) on October 10 to discuss the project. The Regional Development Advisor provided valuable information on how to ensure the application is as strong as possible and recommended getting the application in as soon as possible.

One of the Regional Development Advisor’s suggestions was seeking personalized Letters of Support from the community to illustrate support for the project. Staff have prepared a template that can be used by members of the community and request they be submitted by November 30 for inclusion in the application. Member McFarlane will work on a social media campaign to solicit letters. The Letter of Support is also available on the [Township’s website](#).

Finally, staff will continue to work with Parks and Recreation Ontario for the review of our application.

**New Business**

None.

**Financial Update**

Moved by Member McFarlane  
 Seconded by Member Doney

Recommendation:

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

CARRIED

**Other Business/Roundtable**

Member McFarlane informed the committee the Flocking Holiday Home Tour will not proceed this year. However, one participant – Yellow Brick Guest House in Mount Forest – is planning on conducting their own home tour on Friday, November 22. Member McFarlane said owner Tracey Reaman will be offering the tour by donation, with proceeds going to the Mount Forest Outdoor Pool project. The committee was excited to hear this news and agreed to supply Yellow Brick Guest House with information about the project to hand out the day of the tour, as well as to help promote the event.

Chair Burke reported she has registered for a booth at the Mount Forest Lions Crafters Market on Saturday, November 23 to sell pool swag. She also informed the committee she is working on ordering additional inventory, as well as working on some possible new items.

The Fundraising sub-committee is planning to meet on October 28 to discuss the details of upcoming fundraising events.

**Next Meeting**

The next meeting of the Mount Forest Aquatics Ad-Hoc Advisory Committee will be held at the call of the chair.

**Adjournment**

Moved by Member Doney  
Seconded by Member Renken

Recommendation:

THAT the Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of October 22, 2024, be adjourned at 8:16 p.m.

CARRIED