



MOUNT FOREST BUSINESS IMPROVEMENT

ASSOCIATION MEETING MINUTES March 18th, 2025 @ 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, Dwight Benson, Kyle Dallaire, Jessica McFarlane, Bill Nelson, Sherry Burke, Erin Kiers

Staff: Robyn Mulder

Community Members: Penny Renkin

ABSENT ATTENDEES

Allison Litt, Amanda Boylan

WELCOME AND INTRODUCTIONS

Andrew

REVIEW AND ADOPTION OF THE AGENDA

Andrew

Jessica McFarlane motions to adopt the agenda, seconded by Kyle Dallaire. Carried.

ITEMS FOR DISCUSSION

1. Light Posts

Dwight

- Estimate was \$125,000 to change the heads, no official quote has been provided, then retrofitting still needs to happen
- No grants are available

- Dwight recommends best way to proceed is to change the inside of the fixture and new light bulbs, not to change the whole head
- Total estimated cost including installation, rewiring, lifts and safety equipment, licenses, disposal of material and light bulbs is \$20,259.75, however this doesn't include any fuses. If fuses are required once inspected, that will be an additional cost
- PUC has been in on discussions and are ok with proposal
- PUC estimated the change of lighting would be a \$3,000 a year cost savings to the town
- Each light bulb is said to last for 50,000 hours
- Bill motions to proceed with the proposal that Dwight has presented of \$25,000 and that we approach the town for a 50% cost sharing over the course of 2025 or 2026 budget year. Kyle seconds the motion. Carried.

2. Reimagined Laneway

Jessica

- Still working on the ownership of the laneway
- At the last meeting it was discussed that we would like the township to pursue ownership on the laneway.
- Robyn had a response from the Township & the Township is reiterating that they will not take ownership of the building, and to ensure that both building owners are in agreement with proceeding with the laneway. They also advised that one of the property owners has been paying the property taxes on the laneway. Robyn to confirm with the Township who is paying the property taxes on the laneway.

3. Domain Renewal

Kailyn

- Domain, mountforestbia.ca, will automatically renew on May 9, 2025 for CAD41.75 for another 2 years.
- Jessica motions to proceed with the domain renewal of \$4.,75. Kyle seconds. Carried.

4. Downtown Banner Policy Meeting

Andrew

- Township would like 2 people from each BIA to join this policy meeting to discuss the banners in conjunction with Arthur
- Purpose of the policy meeting is to discuss having a Township banner on two of the posts entering and exiting the town, potentially within the BIA area
- Meeting options are April 3rd 10-11 or 2-3 and April 4th 10-11 or 2-3 - Dwight and Jess to attend the April 3rd, from 10-11 meeting or April 3rd from 2-3

5. Flowerpots

Andrew

- Township reached out asking where the flowerpots are going to be located to avoid any placement issues

6. Economic Development

Robyn

- Community Improvement Program (CIP) - they've had 3 already this year, there is still \$30,000 there for Community Improvement grants
- CIP design guidelines are being worked on to keep consistency and historical guidelines
- Launching Driftscape app hopefully early Summer
- Cultural Roundtable Symposium coming up at the end of March
- Marketing is out for the Farmers Market at the new location looking for vendors
- WOWSA movie night March 25th
- Downtown business retention program - surveys and interviews will be happening in the downtown core, Robyn and a staff member will be conducting these interviews
- Mayors breakfast is on May 10th from 7:15-10
- Volunteer and newcomer event happening on May 1st

7. Main St Safety

Erin

- Downtown break ins have been happening again, Erin opened up discussion to consider cameras for the main street

8. Christmas Decorations

Erin

- Erin suggested that Christmas decorations and Christmas lights get put up earlier in the year, like for the ladies night shopping
- Dwight to confirm if the christmas lights conflict with the Legion banners to see if they can be installed earlier and just not turned on
- Jessica suggested having the Christmas Tree lights on 24/7 during the season vs only at night

9. Mural

Erin

- Erin has sent an email out to artists who collaborated in the alley way to see if they would participate in updating the mural beside the Topsy Fox

NEW BUSINESS

1. NEXT MEETING

Tuesday, April 8th 2025 8am in the Lower Leisure Room @ Mount Forest Arena

ADJOURNMENT

Meeting adjourned by Andrew.