



MOUNT FOREST BUSINESS IMPROVEMENT

ANNUAL GENERAL MEETING MINUTES November 13th, 2024 @ 8:00 AM

Lower Leisure Room Mount Forest Arena

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

DIRECTORS PRESENT

Andrew Coburn, Dwight Benson, Erin Kiers, Kyle Dallaire, Councillor Sherry Burke, Bill Nelson, Maggie Schram, Jessica McFarlane, Rachel Whetham

OTHER ATTENDEES

Jaime Parker (Treasurer), Kailyn Cudney, Penny Renken

APPROVAL OF AGENDA

Moved by Bill Nelson and seconded by Kyle Dallaire to approve the agenda, as circulated. **Motion carried**

ADOPTION OF MINUTES

Moved by Councillor Sherry Burke and seconded by Jessica McFarlane to adopt the minutes from the Nov 15th, 2023, AGM as circulated with the Agenda.
Motion carried

COMMENTS FROM THE CHAIR

Andrew 2024 has been another very productive year and we've welcomed some new members. Andrew personally thanks all the board members for the energy this year & we have a great foundation in this board.

Highlighted some projects from this year, including an events sub-committee which has been met with great success and positive remarks, we've implemented new garbage pick up, annual town florals, new banners, and repair of our winter snowflake lights. We also provided support through the fireworks festival.

Andrew thanks Wellington Produce who has been ultra receptive working alongside us and moving our trailer around, it doesn't go unnoticed.

We are eager as the BIA continues to grow, lets continue to increase our BIA reach & are eager for 2025.

2024 TREASURER'S REPORT

Jaime went over the financial statement for the current term. Net Income \$41,288.21, Net Expenses \$35,549.58, Net Surplus (loss) \$5,738.63.

Current bank balance \$48,926.51

Accounts Receivable \$0

Current HST Refund \$3,655.34

Accounts Payable \$281.01

Projected Bank Balance \$52,300.84

2025 WORKPLAN AND BUDGET PRESENTATION

Andrew presented the workplan and budget estimate as follows:

<u>Income</u>	
Projected Opening Balance	\$ 48,927
Property Owners Contributions (82 @ \$365.85)	\$ 30,000
Street Cleaning	\$ 2,990
HST Rebate	\$ 3,655
Total Forecast Revenue	\$ 85,4211

<u>Expenses</u>	
Flowers (additional needed for upcoming season)	\$ 10,000
Storage (WPP)	\$ 500
Main St Beautification (Relmaged Laneway, Parkette, etc)	\$ 50,000
Event Marketing, Promotion (Fireworks, Christmas Tree Lighting, Retail ,etc.)	\$ 7,500
Fireworks Festival Donation	\$2,000
Christmas Decorations (Purchase and repair snowflakes, misc lighting, christmas tree)	\$ 4,000
Main St Maintenance (garbage can replacement)	\$ 16,000
Pole Wiring Expenses	\$ 5,000
Street/Parkette Cleaning	\$ 3,500
Landscaping Maintenance	\$1,500
OBIAA Membership	\$ 500
BIA Admin Support	\$ 3,000
Accounting	\$ 1000
Advertising	\$ 1,000
Office, Misc	\$1,000
Bank Charges	\$ 100
WiFi	\$ 2,000
Total Forecast Expenses	\$ 108,600
<u>Ending Balance</u>	\$ (23,389)

OVERVIEW OF 2025 AND BEYOND WORKPLANS

- Hardscape Projects/ Reimagined Laneway/Outdoor Gallery
- Garbage Can Replacement
- Events

MOTIONS TO APPROVE:

- 2025 Workplan as presented
- 2025 BIA Tax Levy increase to \$365.85

Moved by Bill Nelson and seconded by Jessica McFarlane to approve the 2025 work plan as presented, and increase the 2025 BIA Tax Levy to \$365.85. **Motion carried.**

CURRENT BUSINESS

Erin Kiers presents the outdoor gallery that is being implemented in the driveway beside Royal Lepage. Erin Kiers motions for the BIA to cover various expenses totalling \$3147.31 for the outdoor gallery, and the implementation of this gallery effective in 2024, seconded by Jessica McFarlane. **Motion carried.**

MOTION TO RECOMMEND AND APPROVE BIA DIRECTORS

Andrew Coburn; President
 Dwight Benson
 Bill Nelson
 Jessica McFarlane
 Councillor Sherry Burke
 Maggie Schram
 Rachel Whetham
 Erin Kiers
 Kyle Dallaire
 Allison Litt
 Amanda Boylan

CLOSING

Dwight extends thanks to Andrew Coburn for being the chair of our committee and for his commitment over the past 6 years.

NEXT MEETING

Proposed date of the next AGM is November 12th, 2025.

ADJOURNMENT

Moved by Dwight Benson seconded by Kyle Dallaire to approve the BIA board of directors. Meeting adjourned at 8:18am.

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MINUTES OF REGULAR COUNCIL MEETING – JANUARY 13, 2025 AT 2:00 P.M.
MUNICIPAL OFFICE COUNCIL CHAMBERS, KENILWORTH
HYBRID MEETING - IN PERSON AND VIA WEB CONFERENCING**

[January 13, 2025, Township of Wellington North Council Meeting \(youtube.com\) Part 1](#)
[January 13, 2025, Township of Wellington North Council Meeting \(youtube.com\) Part 2](#)

Members Present:

Mayor: Andrew Lennox
Councillors: Sherry Burke
Lisa Hern
Steve McCabe
Penny Renken

Staff Present:

	Chief Administrative Officer: Brooke Lambert
	Director of Legislative Services/Clerk: Karren Wallace
	Deputy Clerk: Catherine Conrad
	Executive Assistant to the CAO: Tasha Grafos
	Director of Finance: Jeremiah Idialu
	Human Resources Manager: Amy Tollefson
	Chief Building Official: Darren Jones
	Senior Project Manager: Tammy Stevenson
	Manager Environment and Development Services: Corey Schmidt
Manager Recreation Community & Economic Development:	Mandy Jones
	Community Recreation Coordinator: Shelley LeBlanc
	Community Development Coordinator: Mike Wilson
	Manager of Development Planning: Curtis Marshall

CALLING TO ORDER

Mayor Lennox called the meeting to order.

ADOPTION OF THE AGENDA

RESOLUTION: 2025-001

Moved: Councillor McCabe

Seconded: Councillor Renken

THAT the Agenda for the January 13, 2025 Regular Meeting of Council be accepted and passed.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST

Councillor Burke disclosed an indirect pecuniary interest with

ITEMS FOR CONSIDERATION**2. PLANNING**

- a. Report DEV 2025-001, Consent Application B103-24 BJD Investments Inc./Dingwall Investments Inc.

as one of the appendices was prepared by her employer.