



MOUNT FOREST BUSINESS IMPROVEMENT

ASSOCIATION MEETING MINUTES September 9th , 2025 @ 8:00 AM

Meeting Room Mount Forest Arena

CALLING TO ORDER – Andrew Coburn; Chair Mount Forest BIA

PRESENT ATTENDEES

Members: Andrew Coburn, Dwight Benson, Bill Nelson, Jessica McFarlane, Councillor Sherry Burke, Rachel Whetham, Kyle Dallaire

Staff: Robyn Mulder, Tanya Matthews

Community Members: Penny Renken, Mandy Jones from Township of Wellington North

ABSENT ATTENDEES

Erin Kiers, Amanda Boyland resigned

WELCOME AND INTRODUCTIONS

Andrew

REVIEW AND ADOPTION OF THE AGENDA

Andrew

Item added to Agenda 'Heritage Buildings' - Amended agenda accepted motion made by Jessica, seconded by Dwight, motion carried.

ITEMS FOR DISCUSSION

1. Light Posts

Dwight

Dwight had a meeting with town representatives last week, and had narrowed it down to one pole: a high top and a low bottom on the same pole, right in the centre of town. Dwight talked to RAKE (?) who has agreed to come in and do a test in the next week to view the differences in bulb colours. Skyjack required will mean extra cost. Once installed, the light will be reviewed. Once approved, the lights can then go ahead.

Dwight attended a council meeting several months ago, discussing shared costs. Funds would go into next year, but do the work this year.

2. Reimagined Laneway - Pizza Hut

Jessica

Another roadblock regarding snow removal. The township had asked the BIA to provide 3 quotes for the snow removal. The laneway is 10 feet wide, so the project for Robertson's, they would want to have a 4 foot wide pathway, because that allows them enough space to do some gardens. The wider the pathway, the less space available for gardens. Dave Arthur's is completing the snow removal and his machine is too big, he needs 8 feet. Dave McPhee can't do the snow removal either since he can only do residential. Jessica also reached out to Paul Clark since he has a smaller machine, but it's not something he's interested in. Jessica/BIA was hoping for more support from the township with the sidewalk clearing machine to do the job, due to the size.

Councillor Sherry adds there's been some discussion with the CAO and Andrew, that a design of the area has been requested and that fulfilling this request would help keep the conversation going. Jessica has suggested meeting in person to review the space, showing the demarcation that was already determined by Malcolm. But since the area is not Municipality owned, there might be some concern with the Municipality providing snow removal for the area. Bill had recommended licensing for the area. Councillor Sherry will take Bill's suggestion to Brooke, however confirms the Municipality will need a sketch. Jessica will look into it.

3. Mount Forest Green Team/Tree Trust/Accessibility

Erin

Tabled to next month.

4. Signage at Parkette

Andrew

Mandy and Andrew had a conversation about the 8 foot Municipality Events Board signage and its proposed placement at the BMO Parkette would affect the optics of the park. Mandy had indicated that the Municipality liked the area for the signage due to the common area, and open space, however they are open to suggestions. Dwight had recommended placement of the signage to go on the corner of Main St. and King St. parallel with the BMO building, as it is a busy corner, won't impact sight lines and won't interfere with pedestrian traffic or snow removal.

5. Crosswalk

Robyn

Andrew taking the lead on the report of this topic, since this was on the 2024 AGM budget in the amount of \$20,000. Revisiting the bumpout crosswalk support since it's been a longstanding item, just to confirm that the committee was still in approval. Discussion continued about the King & Main location, bumpout style, speed/safety and whether parking would be lost or affected. Dwight and Andrew commented on the lack of communication by the Township with the BIA on the progress of this project. Completion to be the beginning of October. Township will report back and the BIA will revisit next month.

6. Picnic tables at Wellington & Main

Andrew

Picnic tables and the Chinese food restaurant B&A Garden have been removed since where they were located was on Township property, up to the facade of B&A building.

Capital budget for next year has potentially included a new seating area. Mandy opens the conversation with the BIA on what might be suggested for the area. Discussion included what to having in there: modern surrounding with plants, seating area or have something nice in the space. Mandy forwarns consideration for snow removal, and will forward the plans/dimensions for the BIA to think of options.

7. Hallowe'en Haunt

Rachel

Back on again this year, well received in previous years: streets are packed. Beginning of October, start to advertise, distribute flyers/posters and blast on social media. Scheduled for October 25, 1-3pm. BIA could have a table in the parkette to participate. Mandy has informed the BIA that the Volunteers Newcomers Celebration is September 18th and could include the posters in the handout bags (225 qty).

8. Christmas Tree

Dwight

Dwight knows of a tree location this year, and the tree lighting needs to be earlier this year as per previous discussion, to turn the lights on before the Santa Claus parade. Thursday December 4th. The Works department puts up the tree, fire department with the lights and decorate it. Councillor Sherry offered to be in contact with the fire department. Discussion had included previous contest for kids, keeping the lights on, security of the hydro plug.

9. AGM Preparation

Andrew

AGM preparation is conducted during the October meeting. So Tanya is going to distribute the budget notes from last year and the financials from this year to everyone (Attached) in order for the members of the committee to have ample opportunity to review and be prepared for the meeting next month.

10. Heritage Buildings

Mandy

July 28th meeting of council, council had requested a report from their staff on the feasibility of adopting by-law/policy/guidelines for preserving historical facades. Some upgrades of facades in the downtown recently might be perceived as non-historical in nature. First option was to expand on current heritage-related initiatives – enhancing community communication and awareness, our recognition through local societies or enhancing the CIP programs that offer funding (up to \$2500) from the Township to upgrade their facades. One consideration was to reopen the CIP potentially and add additional funding when the business is located in a heritage building.

Second option was to offer a prescriptive or regulatory approach - this means properties would be on a heritage register, designating properties to a heritage bylaw or creating a heritage conservation district. This would have more regulations.

Next steps is to bring the matter to the cultural roundtable for discussion and awareness. Councillor Sherry shared that as part of the discussion/meeting, it was determined that it's important that the BIA be included. BIA zone is part of the heritage area, as well as having contact/connections with the building owners. Discussion had included the impact on property value with heritage designations, insurance implications, saving facades and preventing facades from going up in the future that aren't in alignment with heritage preservation hallmarks. Bill had forwarded the suggestion of the consideration of the Walkerton bylaw that deals with the first 4-5 feet of the building had to be maintained.

NEW BUSINESS

1. NEXT MEETING

8am in the Lower Leisure Room @ Mount Forest Arena, October 14th, 2025

ADJOURNMENT