

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH
MOUNT FOREST AQUATICS AD-HOC ADVISORY COMMITTEE MINUTES
TUESDAY, JUNE 16 AT 6:00 P.M.
PLUME ROOM, MOUNT FOREST AND DISTRICT SPORTS COMPLEX**

Committee Members Present:

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

Guests:

- Flora Burke

Staff in Attendance:

- Mike Wilson, Community Development Coordinator

Regrets:

- Ray Tout, Member
- Vern Job, Mount Forest Lions Club
- Penny Renken, Councillor, Member

Call to Order
Chair Burke called the meeting to order at 6:05 p.m.
Adoption of Agenda
Moved by Member Leach Seconded by Member Doney THAT the agenda for the June 16, 2026, Township of Wellington North Mount Forest Aquatics Ad-Hoc Advisory Committee meeting be accepted and passed. CARRIED
Declaration of Pecuniary Interest
None declared.
Minutes of Previous Meeting – February 10, 2026
Accepted by Council at the February 23, 2026 Meeting of Wellington North Council Moved by Member McFarlane Seconded by Member Leach THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee receive for information the Minutes from the February 10, 2026, committee meeting. CARRIED
Corporate Donor Update
Moved by: Member McFarlane Seconded by: Member Leach

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee receive for information the verbal update on presentations made to local organizations since the last committee meeting.

CARRIED

Chair Burke reported that she has followed up with some of the local businesses she has previously visited. Chair Burke also informed the committee she is planning on visiting some of Mount Forest's industrial businesses in the near future, and has dropped off some information packages to other local businesses. She will share the list of businesses she has visited with the committee via email following the meeting.

Chair Burke also informed the committee that a \$5,000 donation was received on Thursday, June 11, with a photo taken to be shared on social media.

Member McFarlane informed the committee that a \$2,500 donation was received, and that the donor would be interested in learning about recognition options available to them.

Fundraising Sub-Committee Update

No Fundraising Sub-Committee Update was provided.

Update on Report to Council

Moved by Member McFarlane
Seconded by Member Leach

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee receive for information the verbal update regarding Report RCED 2026-024 (Mount Forest Pool), as previously received by Wellington North Council on May 19, 2026.

CARRIED

Chair Burke summarized report RCED 2024-026 Mount Forest Outdoor Pool for the committee. Council approved the recommendation to move forward with obtaining the Class B cost estimate and tender-ready documents for the project. This work will be completed by architects Tillman Ruth Robinson (TRR), who previously completed the Class C cost estimate. The cost of this work is \$243,940, utilizing funds that were approved in previous Township budget years and carried forward to the 2026 budget.

CDC Wilson reported that he has spoken with Scott Robinson at TRR. This process is expected to take 3-4 months, with the Class B cost estimate expected to be ready by early August. CDC Wilson noted that having a Class B cost estimate will open new funding opportunities to the committee.

CDC Wilson noted that this process will bring the project to a tender-ready status. Once the committee hits its fundraising target of 80% of \$2.5 million, a recommendation from the committee must be brought to Council for approval to put the project out for tender. Having these documents ready and prepared will allow the tender process to move quicker, meaning construction would begin sooner.

Update on External Grant Opportunities

Moved by Member McFarlane
Seconded by Member Doney

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee receive for information the verbal update about external grant opportunities.

CARRIED

Chair Burke reported that staff continue to investigate potential grant opportunities for the project. In 2026, staff reviewed more than 60 possible grant opportunities. The Mount Forest Outdoor Pool Project is eligible for several grants, which range in possible dollar amounts from \$5,000 to \$100,000. However, there are several grants which the project is not eligible for.

CDC Wilson elaborated on some of the grant opportunities that the project is not eligible for. Some grant opportunities only fund programming, not capital costs. Others will cover expenses related to rehabilitation of existing facilities or are just not relevant to recreation facilities.

CDC Wilson also noted that with Council's approval of moving forward with obtaining a Class B cost estimate and tender-ready documents, this project will be in a stronger position to obtain external funding. The federal government's Build Communities Strong Fund and the province's Community Sport and Recreation Infrastructure Fund prioritize projects that are shovel-ready and have at minimum a Class B cost estimate. Having these documents should put the Mount Forest Outdoor Pool in a better position to receive funding, especially with the success the committee has had in fundraising since the last CSRIF application was submitted in early 2025.

Member Leach asked if staff will be applying to the eligible grant opportunities. CDC Wilson explained that with the approval of RCED 2026-024 by Council, which included authorizing staff to apply for grant opportunities for the project (including provincial and federal grants), he now has the formal approval to apply for these grants.

Summer 2026 Newsletter

Moved by: Member Leach
Seconded by: Member Doney

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee direct staff to obtain quotes related to the printing and distribution of a one-page newsletter for Summer 2026;

AND THAT staff circulate a draft of this newsletter via email at their earliest convenience.

CARRIED

A discussion was held by the committee about whether a newsletter should be created and distributed for Summer 2026. It was decided that a newsletter would be the preferred option over a full-page advertisement in a local news publication, and a stand-alone newsletter would receive more attention when delivered. It was also noted that the last newsletter resulted in more than \$17,000 in donations being received, making it a financial success.

The committee discussed content and directed CDC Wilson to create a one-page (front and back) newsletter containing the content discussed by the committee. This newsletter will be circulated via email for the committee to review prior to printing. CDC Wilson was also asked to obtain quotes related to the printing and distribution of the newsletter, which will be circulated by email for consideration by the committee.

Other Business/Roundtable

Chair Burke reported that she attended the Wellington North Farmers' Market on Saturday, June 13 to sell swag. She noted sales were slow that day, however she did receive requests for certain items. Chair Burke also noted that the committee is welcome to set up a booth at the Market when volunteers are available. She said that the committee needs to have a booth during the Fireworks Festival weekend, and asked for volunteers to assist.

The committee discussed ideas for new swag items to freshen up the inventory. Chair Burke will reach out to MARCC Apparel for further discussion.

Member McFarlane asked if the committee has looked into renting or buying a Square device, which would allow the committee to accept debit or credit payments when selling swag or at other events. It was noted that this was discussed previously but should be revisited as some members feel potential swag sales are being lost as most people don't always carry cash on them. Member McFarlane will investigate the cost and report back to the committee.

Next Meeting

Next meeting will be held at the call of the chair.

Adjournment

Moved by Member McFarlane
Seconded by Member Doney

THAT the Mount Forest Aquatics Ad-Hoc Advisory Committee meeting of June 16, 2026, be adjourned at 6:53 p.m.

CARRIED