



Rural Youth Group Committee Meeting

January 12, 2026, at 5:30pm at 136 Yonge Street, Burk's Falls

Present: Chair Barry Burton, Mayor Chris Hope (Zoom), Jeannette Godfrey (Zoom), Corrine Penstone (Zoom),
Recording Secretary

Guests: None

Regrets: Ashley Brandt, Mary Thomson

Delegations: None

1. The meeting was called to order at 5:35 pm by Chair B. Burton
2. **Land Acknowledgement:**
C. Penstone provided the Land Acknowledgement for the Committee.
3. **Disclosure of Interest:**
None
4. **Acceptance of the Agenda:**
Moved by C. Hope - Seconded by C. Penstone
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the agenda of the meeting of January 12, 2026.
Carried.
5. **Adoption of Previous Meeting Minutes:**
Moved by J. Godfrey - Seconded by C. Penstone
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the minutes of the meeting held on December 1, 2025.
Carried.
6. **Old Business:**
 - a. **Results of Council Meeting December 15, 2025**
A copy of the resolution was sent to members by email. C. Penstone will draft the 10-15 Facebook posts, send to the committee for approval and finally to the Recording Secretary for municipal approval.
 - b. **Hire Youth Coordinator**
J. Godfrey provided the committee with a list of candidates and corresponding resumes prior to the meeting. Ten interviews will be conducted. The interview panel will consist of J. Godfrey and C. Penstone. J. Godfrey will coordinate with the Recording Secretary to book interview space over the next two weeks.

The committee will discuss candidate selection at its next meeting in closed session. Once a decision is made, the committee will forward its recommendation to Council for final approval. A tentative start date of April was discussed to align with lease negotiations. The selected candidate will be required to complete a Criminal Reference Check, including a Vulnerable Sector Screen. This process may take six weeks or longer.

c. Facility Rental

Mayor C. Hope and Chair B. Burton are in discussions with a potential landlord and will arrange a plumber and electrician to provide cost estimates. The Recording Secretary reminded the committee that the Fire Prevention Officer and the Village's AODA Committee will be required to inspect the space and identify any applicable requirements. The committee will arrange these inspections. A realistic target date for opening the centre, as discussed, is April.

The committee also discussed the importance of identifying a contingency ("plan b") location should the proposed space not proceed.

d. Financial Update

The committee's account balance is \$40,368.72. Expenses to date include a reimbursement to the former Chair for printing costs in the amount of \$127.61 and administrative support provided by the Recording Secretary for meetings during the year, totalling \$995.93.

With respect to the administrative support expense, the committee expressed that it does not wish to absorb this cost. The Recording Secretary explained that, as proposed originally, the Rural Youth Group was not intended to result in any costs to ratepayers. Mayor C. Hope will speak with the CAO-Clerk to explore potential options. Chair B. Burton will draft a letter to the Mayors of Armour, Ryerson, and Burk's Falls requesting financial support to offset the Recording Secretary's wages.

The committee discussed the need to issue a call for sponsors. Mayor C. Hope agreed to lead this effort however requested that the committee provide a list of potential sponsors, along with a copy of the letter used during the group's initial sponsorship outreach.

The Recording Secretary advised that the Northern Ontario Heritage Fund Corporation (NOHFC) is hosting an upcoming grant webinar. One session relates to internships however, in past programs, candidates were required to be hired after approval rather than prior to application. Committee members are encouraged to attend. The Recording Secretary will circulate the webinar flyer.

e. Short Term Initiatives

- The committee discussed the need to recruit additional volunteers, including identifying a committee member to focus on fundraising efforts.
- Chair B. Burton and Mayor C. Hope will obtain quotes for washroom renovations and electrical work for the potential space. These will be presented for review at the next meeting.
- The committee identified a need for at least eight volunteers to commit four hours per month. Members are currently aware of three potential volunteers.

f. Update Youth Centre To Do List

Chair B. Burton was unable to locate the list of potential volunteers on the memory stick and will review the hard copy files.

Chair B. Burton will provide the Mayor with a list of potential grant opportunities and deadlines the committee wishes to pursue. Mayor C. Hope will discuss these opportunities with the CAO-Clerk.

J. Godfrey and the Chair will further assess the centre's computer needs and obtain a quote.

The Recording Secretary raised the topic of centre policy and procedure development. The committee indicated that this responsibility will be a part of the Youth Coordinator's role.

The committee inquired about the possibility of being included in the Village's internet service package. Mayor C. Hope will explore this option.

g. Naming of the Centre

The committee shared the following proposed names for the Youth Centre:

- Riverside Youth Centre
- Open Room
- Youth Room
- Base Youth Hub
- The Hangar
- The Hub Youth Centre

Committee members were asked to consider these options over the coming month and be prepared to discuss and select a preferred name at the next meeting.

7. New Business

a. Advertising Costs- GNA

The Chair obtained advertising pricing from the GNA however, due to the number of candidates received for the position, it was determined that further advertising is not required at this time.

Other

Chair B. Burton is to provide a copy of the donation letter to C. Penstone to share with potential donors.

8. Recommendations to Council

None

9. Date of Next Meeting: Feb 9, 2026, at 5:30 pm

10. Meeting adjourned at 6:30 pm. Moved by C. Penstone- Seconded by J. Godfrey



Signature of Chair

