



## Rural Youth Group Committee Meeting

February 9, 2026, at 5:30p.m. at 136 Yonge Street, Burk's Falls

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

Guests: None

Regrets: Mary Thomson, Co-Chair Ashley Brandt

Delegations: None

1. The meeting was called to order at 5:40 p.m. 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. Penstone - Seconded by J. Godfrey  
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the agenda of the meeting of February 9, 2026.  
Carried.
5. **Adoption of Previous Meeting Minutes:**  
Moved by C.Hope - Seconded by C. Penstone  
THEREFORE, BE IT RESOLVED THAT the Rural Youth Group approves the minutes of the meeting held on January 12, 2026.  
Carried.
6. **Old Business:**
  - a) **Results of the Council Meeting**  
No recommendations were forwarded to Council for consideration last meeting.
  - b) **Updates regarding interviews and next steps**  
The interviews went very well. The committee received 14 applications and interviewed 12 candidates. Overall, the interview panel was very impressed with the quality of the candidates. Each candidate was evaluated using the same ranking system. The committee wishes to proceed with an offer, which will be discussed further.
  - c) **Updates regarding facility rental**  
Not discussed
  - d) **Quotes for electrical and plumbing**  
Not discussed
  - e) **Finance update**  
No new donations have been received since the last meeting. Chair B. Burton inquired with the Mayor if the Village is willing to cover the expenses for the Recording Secretary's wages for 2025 and onward. Mayor C. Hope said the conversation had occurred but no definitive answer at this time. Chair. B. Burton was encouraged to set a time to meet with CAO-Clerk to discuss.

The Recording Secretary provided the committee with a breakdown of the all in hourly rate for this position, including 4% vacation pay and applicable government deductions. The option of the staff member being engaged as a contractor for the Village was discussed however, the Recording Secretary advised that the position would need to be a Village employee, with all required coverage (including insurance).

**f) Fundraising**

It was noted that the committee currently has a vacancy that should be filled. The Village has advertised the position but has not received any applications. Discussion took place regarding the need for a candidate with an interest in grant writing and fundraising. This will also be a significant component of the Coordinator role.

C. Penstone will request that this year's sticker sale proceeds at the Pulled Smoke House Welcome Centre and Canteen go towards the Youth Centre.

**g) Naming of the centre**

This item was deferred to a future meeting where more members can participate.

**7. New Business**

**a) Downtown celebration**

The Recreation Committee has asked whether the RYG would like to once again participate in the Downtown Celebration taking place on May 16 from 11:00 a.m. to 3:00 p.m. Options include hosting an information booth in the Home Hardware parking lot or offering games and information in Stan Darling Park. C. Penstone will explore whether high school students would be interested in assisting in exchange for volunteer hours. Committee members will take time to develop one game idea to present at the next RYG meeting.

**Other**

The Committee was approached by CTS Canadian Career College to host a student placement and wishes to support this request. The program is administrative, and the Committee anticipates that the student would assist with tasks such as preparing forms, grant writing, and other administrative needs required prior to the Centre opening. The placement is six weeks in duration, beginning March 23 and concluding May 1. Committee members would provide daily check-ins and oversight throughout the placement.

A motion was passed to support the placement.

**8. Closed session:**

The Committee moved into Closed session at 6:20 p.m. regarding Item 8.a: Human Resources Pursuant to the Municipal Act 2001, c.25:

Section 239 (2) (b) regarding an identifiable individual or municipal employee

The Committee came out of Closed Session at 6:54 p.m.

**9. Recommendations to Council:**

Moved C. Penstone – Seconded by J. Godfrey

THEREFORE, BE IT RESOLVED THAT the Rural Youth Group Committee recommends the following to Council:

That Council approves the Rural Youth Group proceeding with providing a co-op placement opportunity to a student from CTS Canadian Career College from March 23 to May 1. The Rural Youth Group Committee members will provide daily check-ins and direction.

Further, that Council approves the provision of workspace within the Municipal Office for the student, including internet access and a laptop.

Carried.

**10. Date of Next Meeting:** March 9, 2026, at 5:30 p.m.

**11. Meeting adjourned** at 6:56 p.m.

A handwritten signature in blue ink, appearing to be 'B. Penstone', written over a horizontal line.

Signature of Chair

