



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
Phone: 705-571-3308
Email: info@burksfallsdistricthistoricalsociety.com
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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

**MINUTES
REGULAR MEETING
Burk's Falls & District Historical Society
Armour Township Council Chambers, Burk's Falls
Monday, June 15, 2026**

Members Present: Diane Brandt – President
Barry Burton – Vice President
Jarv Osborne – Vice President/Deputy Treasurer
Charlene Watt – Deputy Treasurer/Secretary
Nancy Kyte
Peter Hall
Krista Trulsen
Nieves Guijarro
Lynn McGregor
Leo Petipas

Guest: Lily Kyte

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 6:57 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members.

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance of minutes and adoption of the May 18, 2026 Meeting Minutes as circulated:
Moved by Krista Trulsen, Seconded by Barry Burton. Carried

Guest:

Diane Brandt introduced Lily Kyte, the Heritage Co-ordinator Summer Student, who was the successful candidate selected for the summer position. Ms. Kyte brings enthusiasm and a strong interest in heritage programming and preservation, and will be supporting a variety of initiatives and projects throughout the summer term. Members extended a warm welcome to Lily and expressed their appreciation for her joining the team.



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Amendment of Appointment of Vice-President to Include Deputy-Treasurer Title:

Jarv Osborne was appointed as the Vice-President during the March, 2026 Annual General Meeting and Jenny Hall was appointed as Treasurer. The Members discussed the current operational needs of the organization and acknowledged that the Treasurer is temporarily unable to carry out the responsibilities of the position at this time. To ensure continuity in financial oversight and administrative functions, Jarv was appointed to serve as Vice-President/Deputy Treasurer. In this role, Jarv will assist with and, where necessary, undertake duties related to the Treasurer's responsibilities until further notice. The appointment was made to support the ongoing effectiveness of business and maintain the organization's regular operations.

Treasurer's Report:

Treasurer's / Financial Report was presented by Jarv Osborne. The main bank account balance on June 1, 2026 was \$7,249.22. During the month, expenses have totalled \$127.12 for fixed telephone and internet costs, while revenue totalled \$1,000 consisting of a donation from the Royal Canadian Legion Branch 405. The current account balance is \$8,122.05.

Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Nancy Kyte, Seconded by Peter Hall. Carried

Appointment of Vice-President with Deputy Treasurer Responsibilities:

Members discussed revising the appointment of Jarv Osborne as Vice-President to include Deputy Treasurer responsibilities, effective immediately. This appointment is intended to ensure continuity in the organization's financial oversight and administrative functions while Jenny Hall, Treasurer, is temporarily unable to perform her duties. Mr. Osborne will assume the necessary Treasurer-related responsibilities on an interim basis and work to support the ongoing financial operations of the organization until Ms. Hall is able to resume her role. The Board expressed its appreciation to Mr. Osborne for his willingness to undertake these additional responsibilities. **Motion to appoint Jarv Osborne as Vice-President with Deputy Treasurer Responsibilities: Moved by Barry Burton, Seconded by Nancy Kyte. Carried**

Diane Brandt discussed a receipt that was submitted by Jenny Hall for printer toner in the amount of \$122.56. The toner was purchased for use in carrying out Treasurer-related duties.

Motion to reimburse Jenny Hall for toner expenses: Moved by Krista Trulsen, Seconded by Barry Burton. Carried

Correspondence:

Members were advised that the digital edition of the Ontario Historical Society's Spring 2026 Newsletter had been received and distributed to the membership for their information and review.



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Committee Reports:

Wiseman's Corner Schoolhouse Update:

It is planned to open the facility in early July and to be open on Fridays and Saturdays from 10:00 a.m. to 4:00 p.m. A volunteer sign-up calendar was circulated to coordinate assistance with operating hours throughout the summer season. Once volunteers are secured, Lily will update the heritage centre's operating dates on the website.

Watt Farm House Update:

Members were advised that the Heritage Centre is prepared to open for the season. Lily has completed the setup of two display cases and has obtained access to the website and Facebook account, enabling regular updates and promotion of Heritage Centre activities and exhibits.

Membership Committee:

Peter Hall advised members that there are 12 paid individual memberships and 2 family membership for the year to date. There has been no change since last month.

Facilities and Function Committee:

Barry Burton advised Members that, following the approval of the Township of Armour's budget, he will be meeting with the Chief Administrative Officer to discuss the installation of a furnace in the red building. He further noted that the accessible washroom will require the addition of a change table. Barry also emphasized the need to develop a long-term plan to address the future demolition of the barn and chicken coop and the construction of a parking area on the Watt Farm House site.

Fundraising Committee:

Nancy Kyte reported to Members. The proposed community cookbook was identified as the preferred option, offering both long-term fundraising potential and an opportunity to engage community members. Lily will develop a recipe submission form and begin promoting the initiative. Once submissions have been collected, Members will undertake the organization of recipes and development of additional content as a winter project. Charlene will forward the fundraising report to Lily for her review and reference.

General Business:

Registered Charitable Organization: Members discussed the Historical Society's status as a registered charitable organization and its ability to issue official donation receipts for eligible



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contributions. Lily will update the website to provide information regarding charitable donations and the issuance of donation receipts.

Sandwich Board Signs: Leo Petipas informed Members that the local Art Club no longer requires its sandwich board signs and offered them to the Historical Society. Following discussion, Members declined on the offer and suggested that the signs be offered to the Legion. Members expressed their appreciation to the Art Club for its generosity.

Consent to Act as a First Director Forms: Charlene Watt advised Members that completed Consent to Act as a First Director forms are required to meet provincial filing requirements. The forms for Jenny Hall and Peter Hall were requested and will be submitted upon completion to ensure compliance with the necessary regulatory obligations. Members acknowledged the requirement and the importance of timely submission.

New Business:

Barry Burton presented an 1800s lace bedspread on behalf of his wife as a donation to the Historical Society. Members expressed their sincere appreciation for the contribution and acknowledged the historical and cultural value of the artifact. The bedspread was recognized as a meaningful addition to the Society's collection, helping to preserve and showcase local heritage for future generations.

Diane Brandt, Jarv Osborne, and Nieves Guijarro advised Members that a utility cart has been obtained for Fell Homes and included a commemorative plaque recognizing the organization's longstanding support in providing meeting space for the Historical Society's monthly meetings. Members were informed that the Fell Homes Tenant Association will be hosting a barbecue on June 16, 2026, at 5:00 p.m. Representatives of the Historical Society will attend the event to formally present the gift and express the Society's appreciation to the residents of Fell Homes for their continued support and partnership.

Adjournment:

The next meeting will be held on Monday, July 20, 2026 at the Armour Township Council Chambers. There being no further business, Nieves Guijarro moved to adjourn the meeting at 8:08 p.m.

Recorded by
Charlene Watt, Deputy-Treasurer/Secretary

Approved by
Diane Brandt, President