
**TOWNSHIP OF WEST LINCOLN
MAYOR'S YOUTH ADVISORY COMMITTEE (MYAC)**

MEETING NO. TWO: Wednesday, March 4, 2026 – 3:30 p.m. Council Chambers

Mayor Ganann
Giselle Karaban
George Witt
Hannah Kurth
Carson McFarlane
Josh Harkin
Josh Reilly
Heather Harkin
Ally Haanstra
Jacquie Thrower, Executive Assistant

Guest Presenter: Janine Buffo, Human Resources Advisor

1. Welcome and Introduction of members/guests

Mayor Ganann welcomed Janine Buffo to the meeting and introduced her to Committee Members.

Giselle Karaban chaired the meeting.

2. Business Arising from Minutes – Acceptance of Feb 6, 2026 Minutes

The Committee accepted the February 6, 2026 Minutes.

3. Guest Speaker: Janine Buffo, Human Resources Advisor

Janine advised that she has been with the Township for almost two years and has approx. twenty years of human resources experience, Janine advised that she attended post secondary school for interior design and architecture and fire fighting before settling on Human Resources. Janine lives in West Lincoln and likes to help the community and is proud to work at the Township.

Janine stated that a Human Resources Advisor must have skills such as good communication, empathy, patience, be supportive and maintain a high level of confidentiality.

Janine advised that she always has an open door for staff to visit or make an appointment to see her to discuss issues that might be affecting them. Janine enjoys building a relationship with staff and having a safe place for employees by to chat with her and creating a positive work environment.

Janine advised that her job involves many tasks such as recruitment, job postings, employee support, group benefits, union negotiations and sometimes difficult conversations. Janine advised that she uses various methods to complete tasks such as lists, notes, outlook calendar and email folders. Janine advised her job offers a lot of variety and stated that each day is different. As the Township's Human Resource Advisor Janine is a member of the Human Resources Professional Association (HRPA). HRPA certified members must complete **66.67 hours** of Continuing Professional Development (CPD) every three years to maintain their designation. Janine advised that the Niagara Area Municipalities have a Human Resources Group that meets approx. every three or four months, which is a good resource for information to see what other municipalities are doing.

Janine must follow policy and employment laws and advised that her job includes a great deal of continuing education due to rules and regulations frequently changing.

4. Earth Day Clean Up - Saturday, April 25, 2026

Mayor Ganann encouraged Committee Members to respond to Jacquie's calendar invite for the April 25 Earth Day Clean Up event in order for Dog Got It to know how many Committee Members will be having lunch. The Committee will meet at 9:30 a.m. the West Lincoln Community Centre on Saturday, April 25, 2026. Jacquie advised that committee members will be provided garbage grabbers, gloves and garbage bags.


5. Mountainview LemonAID - Saturday, June 13, 2026

Mayor Ganann inquired if Committee members wanted to participate in the 5th Annual Mountainview LemonAID Day for FACS Niagara. The event is held in June and kids across Niagara host lemonade stands and donate the proceeds to support FACS Niagara, helping send children to weeklong day and overnight camps. Committee Members confirmed they would like to host a stand in West Lincoln. Mayor Ganann will confirm the details and the time for the event.

6. Next Meeting- April 1, 2026

The next meeting will be April 1, 2026 at 3:30 p.m.


Mayor Cheryl Ganann


Jacquie Thrower, Executive Assistant