



Agenda  
Museum Advisory Committee

February 9, 2022

6:15 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Pages

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **APPOINTMENT OF CHAIR AND VICE-CHAIR**

**RECOMMENDATION**

THAT \_\_\_\_\_ be appointed as Chair of the Museum Advisory Committee effective immediately to November 2022.

**RECOMMENDATION**

THAT \_\_\_\_\_ be appointed as Vice-Chair of the Museum Advisory Committee effective immediately to November 2022.

4. **AMENDMENTS AND APPROVAL OF AGENDA**

**RECOMMENDATION**

THAT the February 9, 2022 Museum Advisory Committee agenda be accepted as presented.

5. **DELEGATIONS**
6. **ACCEPTANCE OF MINUTES**

3

**RECOMMENDATION**

THAT the December 8, 2021 Museum Advisory Committee minutes be accepted as presented.

7. **BUSINESS ARISING FROM MINUTES**

**8. REPORTS**

**8.1. DCS 03-2022 February Museum and Archives Update**

6

**RECOMMENDATION**

THAT DCS 03-2022 February Museum and Archives Update be received for information.

**8.2. Council Update**

**9. OTHER BUSINESS**

**9.1. 2022 Municipal Election and Committee Survey**

**10. UPCOMING MEETINGS**

April 13, 2022 at 6:15pm

**11. ADJOURNMENT**

**RECOMMENDATION**

THAT the February 9, 2022 Museum Advisory Committee meeting adjourn at pm.



## **Minutes**

### **Museum Advisory Committee**

December 8, 2021

6:30 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Member Present        Doug Fread, Peter McAsh, Scott Crawford, Karen Ballard

Member Absent        Councillor Hainer, Krissy Nickle

Staff Present        Amy Cubberley

#### **1. CALL TO ORDER**

Chair Fread called the meeting to order at 6:22pm

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By** Peter McAsh

**Seconded By** Scott Crawford

THAT the December 8, 2021 Museum Advisory Committee agenda be accepted as presented.

**Carried**

#### **4. DELEGATIONS**

None.

**5. ACCEPTANCE OF MINUTES**

**Moved By** Karen Ballard

**Seconded By** Scott Crawford

THAT the October 8, 2021 Museum Advisory Committee minutes be accepted as presented.

**Carried**

**6. BUSINESS ARISING FROM MINUTES**

None.

**7. REPORTS**

**7.1 DCS 39-2021 Museum and Archives December Monthly Report**

Amy Cubberley spoke to DCS 39-2021 and responded to questions.

**Moved By** Karen Ballard

**Seconded By** Scott Crawford

**THAT** DCS 39-2021 Museum and Archives December Monthly Report be received for information.

**Carried**

**7.2 Council Report**

In Councillor Hainer's absence, there was no Council report. Amy Cubberley updated the Committee on the 2022 budget process.

**8. OTHER BUSINESS**

None.

**9. UPCOMING MEETINGS**

February 9, 2022 at 6:15pm

**10. ADJOURNMENT**

**Moved By** Karen Ballard

**Seconded By** Peter McAsh

THAT the December 8, 2021 Museum Advisory Committee adjourn at 6:34 pm.

**Carried**

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Chair Doug Fread

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Board Secretary Amy Cubberley

## MONTHLY REPORT

<b>To:</b>	<b>Chair and Members of the Advisory Committee</b>
<b>From:</b>	<b>Community Services</b>
<b>Date of Meeting:</b>	<b>9 February 2022</b>
<b>Subject:</b>	<b>DCS 03-2022 February Museum and Archives Update</b>

### RECOMMENDATION

THAT DCS 03-2022 February Museum and Archives Update be received for information.

### DEPARTMENTAL HIGHLIGHTS

#### Administration/Funding:

- Due to provincial covid-19 restrictions, the Museum and Archives closed on Wednesday, January 4, reopening on Monday, January 31. The Museum is currently open Monday to Friday, 9am to 4pm for drop-in tours at 50% capacity. The Archives is open by appointment only.
- Staff have applied to Young Canada Works for two summer positions, Canada Summer Jobs for one summer position, and Young Canada Works Building Careers in Heritage for a 25-week internship position.
- The Museum and Archives brought in \$66,164 in revenue (\$44,810 budgeted) and obtained \$159,291 in expenses (\$166,757 budgeted) for a net impact of \$93,127 (\$121,947 budgeted).

#### Programming and Exhibits:

- James Brine: Tolpuddle Martyr and Leaving Footprints opened at the Christmas Open House on December 5.
- Plans underway for 2022 virtual heritage fair.
- Plans underway for 2022 historic photo recreation contest, following successful contest in February 2021.
- Staff have established an exhibits, events, and programming plan for 2022. Highlights include supporting Homecoming/Heritage and reviving Melodies at the Museum.

#### Collections Management:

- YCW Intern has accessioned all 2021 donations.
- YCW Intern working on processing backlog of archival donations, dating back to pre-2010.

#### Statistics:

- Staff responded to 11 research requests in December and 14 in January.

## Picture St. Marys Visits

Year	Visits to Site	Visitors to Site	Top 5 Countries
2021	17,546	14,568	Canada (65%), USA (29%), UK (1%), AUS (.9%), Ireland (.5%)
2020	13,168	10,344	Canada (85%), USA (11%), UK (1.5%), AUS (.7%) Germany (.26%)
2019	9,920	7,391	Canada (83%), USA (9.4%), UK (1.8%), AUS (1.8%), India (.7%)

## 2021 Attendance

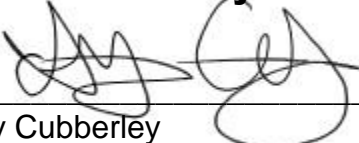
	Museum		Archives		Don	Vol	Other	Gift Shop Tourism	Internal/ Contractor	Outreach /Virtual	Event/Program		Total
	I.T.	O.T.	I.T.	O.T.							I.T.	O.T.	
<b>Adult (18-64)</b>	19	74	20	13	9	4	58	5	125	25	24	25	401
<b>Senior (65+)</b>	11	43	14	3	8	0	34	4	1	40	30	25	213
<b>Youth (13-17)</b>	5	5	0	0	0	0	0	0	0	2	7	3	22
<b>Child (5-12)</b>	7	10	0	0	0	0	0	0	0	218	21	5	261
<b>Child (0-4)</b>	1	4	0	0	0	0	0	0	0	0	0	0	5
<b>Member</b>	25	0	75	8	3	2	22	1	0	0	22	0	158
<b>Total:</b>	68	136	109	24	20	6	114	10	126	285	104	58	

Yearly  
Traffic  
Total:

1060

## REVIEWED BY

## Recommended by the Department

  
 Amy Cubberley  
 Cultural Services Manager