

MINUTES

Nipissing Township Museum Board of Management
March 5, 2025

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, March 5, 2025 starting at 6:00 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, 2381 Hwy 654.

Present: Councillor Steve Kirkey, Mayor Dave Yemm, Jane Aultman, and Gladys Bateman

Staff: Gillian Bernas, Museum Manager; Kim Turnbull, Deputy Treasurer - Office Assistant and Secretary to the Museum Board

Regrets: Debbie Renette

Absent: Mary Heasman

Disclosure of pecuniary interests - none

MOTION NUMBER 2025 - 01

Moved by: Steve Kirkey

Seconded by: Dave Yemm

THAT we hereby appoint Jane Aultman Chairperson of the Nipissing Museum Board of Management for 2025. **Carried.**

MOTION NUMBER 2025-02

Moved by: Gladys Bateman

Seconded by: Dave Yemm

That we approve the Minutes of the Nipissing Township Museum Board Meeting held November 13, 2024, as presented. **Carried**

Staff Updates:

• Building & Maintenance

- Advised the Board the Ontario Trillium Foundation Capital Grant has been submitted for the Foundation repairs and installation of a concrete slab.
- Discussed money is set aside each year into a reserve for the Museum.
- Updated the Board that the parking lot area will be squared off and gravel added before opening this season.

• Event Planning 2025 Proposed Events:

- Discussed opening dates for the 2025 season.
- Interest from both seasonal staff to return for the 2025 season.
- This will allow planning, programming and events to commence immediately.

MOTION NUMBER 2025 -03

Moved by: Dave Yemm

Seconded by: Steve Kirkey

THAT we approve July 2, 2025 as the opening date and August 31, 2025 as the closing date for the Nipissing Township Museum for the 2025 season. **Carried.**

- 3 Events for the 2025 season, historically events run from 11 a.m. – 3 p.m. however with the Remembrance Day event to have a moment of silence to start the event at 10:30 a.m. to be able to honour a moment of silence at 11:00 a.m.

MOTION NUMBER 2025-04

Moved by: Dave Yemm

Seconded by: Steve Kirkey

THAT we approve the following 2025 event times

Tea and Talk, July 13, 2025 – 11 a.m. – 3 p.m.

Heritage Day, August 17, 2025 – 11 a.m. – 3 p.m.

Remembrance Day Event, November 2, 2025 – 10:30 a.m. – 2:30 p.m. **Carried.**

- Discussion regarding the Seasonal Brochure for the Museum for the 2025 season.
- Distribute the brochure to the Restoule park, Legion, local camps, local stores, Powassan and District Library, investigate having events advertised on the sign at 250 Clark, and at both Fire Halls within the Township.
- Board members to assist with the distribution.

MOTION NUMBER 2025-05

Moved by: Dave Yemm

Seconded by: Gladys Bateman

THAT we approve the seasonal brochure for the Nipissing Township Museum for 2025.

- Discussion about the upcoming Tea and Talk menu options, a sweet and a savory option.
- Preparation of the items will occur the day before at the Community Centre.
- Investigate sourcing items locally for the event.
- Purchase from farm stands or local markets.
- Pricing for the event was obtained from a grocery store as a guide to move forward with the event.
- Investigating donations for the event to assist with costs.
- Suggestion to look to a local tea business in the Commanda area.

MOTION NUMBER 2025-06

Moved by: Gladys Bateman

Seconded by: Steve Kirkey

THAT we approve the pricing and quantities for the Tea and Talk event on July 13, 2025.

- Review of the Tea and Talk event poster
- Discussion about local producers attending the event.

MOTION NUMBER 2025-07

Moved by: Dave Yemm

Seconded by: Steve Kirkey

THAT we approve the event poster for the Tea and Talk event on July 13, 2025.

- **Artifact Status Report** – Cataloguing continued throughout the winter. All paperwork from 1976-1984 has been entered into the PastPerfect software, photos still need to be attached to the paperwork that has been entered.
- There were many artifacts to enter from this time period, going forward cataloguing should move a little faster.

- A new artifact will be brought forward at the next Board meeting for consideration.
- **Exhibits** – Discussion about exhibits 2025.
 - May and June, a mini-exhibit for the Powassan and District Library featuring the games developed last year by the students, along with some small toys from the Museum.
 - Tea and Talk – mini-exhibits focusing on the theme and some for interaction.
 - Main exhibit for the summer – Building the Homestead, timber framing equipment
 - Inquiries were made to two local high schools to build a mini log home; however, they were not able to accommodate the request as their semester plans were already completed. One of the schools indicated it may be something they could accommodate with notice in the future.
 - Remembrance Day Event will be held at the Community Centre – uniforms, photos and letters to be set up as part of the exhibits along with colouring pages.
 - There are some uniforms that do not have providence to Nipissing and attendees could try on to experience what soldiers had to wear.
 - It time permits updating the exhibit in the church of the first 4 families with a map and photos, similar to the road map that was created in 2024.
 - Focus exhibits that ties into the events of 2025.
- **Strategic Plan Update**
 - Nothing further to add to the Strategic Plan update.
 - Updates provided throughout the meeting with the grant application and artifact update.

MOTION NUMBER 2025-08

Moved by: Steve Kirkey

Seconded by: Gladys Bateman

That the Board meeting is hereby adjourned at 7:40 p.m. Next meeting will be held Wednesday, April 2, 2025 at 6:00 p.m. **Carried.**

Chairperson:

Secretary:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.

Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.

Minutes to be approved by the Board at the next scheduled Board Meeting.