



Nipissing Township Museum Board Meeting

***** AGENDA *****

Wednesday, October 1, 2025

*****START TIME 6:00 p.m.****

1. Disclosure of pecuniary interest.
2. Motion: Approve the Minutes of the Board Meeting held September 3, 2025.
3. Staff Updates:
 - a. Financial & Visitor Statistics
 - b. Building & Maintenance
 - c. Event Planning

Motion: To approve the opening dates for the 2026 Museum Season.

Motion: To postpone the Remembrance Day event.

Motion: To set the 2026 Workshop Schedule.

Motion: To set the 2026 Heritage Day Theme and date for celebration.

- d. Artifact Status Report

Motion: To accept donations to the Nipissing Township Museum and for the artifacts to be added to the Collections Catalogue.

- e. Exhibits
- f. Strategic Plan Update

4. Motion: Adjourn.

Board meetings will be held in person at 2381 Highway 654, Township of Nipissing Community Centre and virtually utilizing the Zoom platform; and will be livestreamed to the Township of Nipissing YouTube channel.

<https://www.youtube.com/channel/UC2XSMZqRNHbwVppelfKcEXw>

4363 Highway 654
General Delivery
Nipissing, ON P0H 1W0
705-724-2938 Phone
museum@nipissingtownship.com



MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-34

MOVED BY:

SECONDED BY:

THAT we approve the Minutes of the Nipissing Township Museum Board Meeting held September 3, 2025, as presented.

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson:

MINUTES

Nipissing Township Museum Board of Management September 3, 2025

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, September 3, 2025 starting at 6:00 p.m.

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

Present: Chair Jane Aultman, Gladys Bateman, Mary Heasman, Councillor Stephen Kirkey, and Debbie Rennette.

Staff: Kim Turnbull, Deputy Treasurer-Office Assistant, Secretary to the Museum Board

Regrets: Mayor Dave Yemm

Disclosure of pecuniary interests – none

MOTION NUMBER 2025 - 29

Moved by: Steve Kirkey

Seconded by: Gladys Bateman

That we approve the Minutes of the Nipissing Township Museum Board Meeting held August 6th, 2025, as presented. **Carried.**

Staff Updates:

- **Financial & Visitor Statistics**

August 2025, Revenue

August Revenue

August Totals	Candy	Merchandise	Donations	Special events	Totals
	\$ 406.75	\$ 629.50	\$ 693.24	\$ 1,788.70	\$ 3,518.19

Revenue To Date 2025

*Trunk Sale on September 13 will be our last day for revenue

2025 Revenue to Date	Candy	Merchandise	Donations	Special events	Totals
	\$ 646.75	\$ 903.00	\$ 969.54	\$ 2,188.20	\$ 4,707.49

Breakdown of Special Events Revenue and Costs

SUMMARY	EVENT COSTS	EVENT REVENUE	NET REVENUE
Tea & Talk	\$ 98.76	\$ 334.50	\$ 235.74
Butter Making	\$ 53.90	\$ 65.00	\$ 11.10
Multi-Event Costs	\$ 125.98	\$ -	-\$ 125.98
Basket Making	\$ 236.19	\$ 270.00	\$ 33.81
Heritage Day	\$ 740.74	\$ 1,478.70	\$ 737.96
TOTAL	\$ 1,255.57	\$ 2,148.20	\$ 892.63

Stitch and sip costs are not separated as they are included in multi-event costs.

August Visitors

	Museum	Gift Shop	Both	Event	Total
August Totals	46	14	35	125	201

Total Visitors 2025

	Museum	Gift Shop	Both	Event	Total
2025 Season TOTALS	87	40	55	206	369

Break down of Visitor numbers for Special Events Versus Regular Visitors

Tea & Talk	28
Butter Making	13
Commanda Summerfest (Outreach)	34
Basket Making	27
Heritage Day	98
Stich & Sip	6
Total Special Events Visitor	206
Total Regular Visitors	182

- Review of the revenue and visitor totals for the season. Discussion about the special events that took place throughout the season and the success of the Heritage Day event. Gladys and Jane provided a summary of the donations that were received for the BBQ items during Heritage Day. On average \$8.00 was paid for each meal that was served. Those in attendance at Heritage Day were receptive to paying by donation for the BBQ items. The Township of Nipissing Fire Department did the barbequing for the event. Hot dogs were the biggest selling item.
- The music from the Rye Runners was provided throughout the event.

• **Building & Maintenance**

- Staff will continue to investigate grant opportunities and other options for the Museum foundation repairs.

• **Event Planning:**

- **Recreation Committee Trunk Sale** – the Museum has been invited to participate at the event to set up a table to sell merchandise from the Museum along with the remaining candy from this season.

MOTION NUMBER 2025-30

Moved by: Mary Heasman

Seconded by: Debbie Rennette

THAT the Nipissing Township Museum sell the remaining candy from the Museum at the reduced price at the Recreation Committee Trunk Sale on September 13, 2025.

AND THAT any remaining candy be donated to the Township of Nipissing Fire Department for their Halloween Event. **Carried**

- **Remembrance Day Event** – discussion about the upcoming event scheduled for November 2, 2025 and shifting the event to a travelling interactive exhibit due to scheduling and planning restrictions. Council approved the grant application submission and a travelling exhibit would still meet the requirements. Discussion about the groups that could utilize the exhibit and how training could be provided to Board members who may travel with the exhibit. More information to be brought forward at the next Board meeting.

Motion Number 2025-31

Moved by: Steve Kirkey

Seconded by: Debbie Rennette

THAT the Nipissing Township Museum modify the Remembrance Day event scheduled for November 2, 2025 at the Township of Nipissing Community Centre to a travelling exhibit. **Carried.**

Question about the Snakes and Ladders game for the Township of Nipissing Fire Department Christmas Run. The Fire Department will be ordering a sample game and if suitable will be ordering them for the families participating in the Christmas Run. The Museum Board will then have the opportunity to see the game and determine if the Board wants to add the game to the merchandise items for the 2026 season.

- **Artifact Status Report –**

- Discussion about the artifacts offered for donation to the Nipissing Township Museum.
- 1. A horse drawn grader that was used to grade the roads in the Township starting in 1929 that has been restored and is in good shape. The grader would need to be stored inside to protect it from the elements. Discussion that the Museum does not have the space to house the grader. Motion at the next Board meeting.
- 2. Sash from the Royal Black Institution/Royal Black Order with affiliations to the Freemasons and the Loyal Orange Order; it does not appear the sash originated in our area. Motion at the next board meeting.
- 3. 12 Photo Postcards of Early Powassan Buildings, deferred to October meeting once pictures are received to allow for discussion.

Discussion took place about the psychrometer.

MOTION NUMBER 2025-32

Moved by: Steve Kirkey

Seconded by: Mary Heasman

THAT the psychrometer from Mike Brewers be accepted for donation to the Nipissing Township Museum and be added to the Collections Catalogue. **Carried.**

- **Exhibits:**

- Maple Syrup exhibit has been set up in the Hardware Store and will remain as a permanent exhibit.

- **Strategic Plan Update**

- Discussion about the workshops and events offered in 2025 and the type of workshops the Board would like to offer in the 2026 as planning begins for discussion at future board meetings. Staff and Board Members to collaborate on the events and workshops.
- Planning for the 2026 season for budgeting and staffing, variation on opening dates for the Museum to allow for special interest groups and planning of events/workshops and cataloguing to occur. Further details at an upcoming meeting.

MOTION NUMBER 2025-33

Moved by: Gladys Bateman

Seconded by: Mary Heasman

THAT the Board meeting is hereby adjourned at 6:55 p.m. Next meeting will be held Wednesday October 1st, 2025 at 6:00 p.m.

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.



MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-35

Moved BY:

SECONDED BY:

THAT we approve _____ as the opening date and _____
as the closing date for the Nipissing Township Museum for the 2026 season.

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson:



MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-36

MOVED BY:

SECONDED BY:

THAT the Nipissing Township Museum postpone the Remembrance Day event.

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson:



MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-37

MOVED BY:

SECONDED BY:

THAT we approve the following 2026 workshop schedule:

Thursday July 2 & Saturday July 4: Butter Making

Saturday July 18: Ice Cream Making

Thursday August 13 & Saturday August 15: Ropework Crafts

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson:



MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-38

MOVED BY:

SECONDED BY:

THAT Heritage Day 2026 Theme shall be _____, event date Sunday August 9, 2026.

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson:



MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-39

MOVED BY:

SECONDED BY:

THAT the following artifacts be accepted for donation to the Nipissing Township Museum and be added to the Collections Catalogue.

	Accept	Decline
Horse Drawn Grader	_____	_____
Sash from the Royal Black Institution	_____	_____
12 Photo Postcards of Early Powassan Buildings	_____	_____
Phonograph Record Player & Records	_____	_____
Nugget Special Edition, August 7, 1982	_____	_____
Art Deco Hand Painted Ceramic Dish	_____	_____
Film Development Container	_____	_____
Child's Sock Stretchers	_____	_____
Saucer with Parliamentary Buildings	_____	_____
Plate – Centennial Anniversary of Confederation	_____	_____
Postage Stamp- Angel of the Last Judgement	_____	_____
Postage Stamp, Canada 45 c1995	_____	_____
Lake Placid Olympics Tote Bag	_____	_____

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson:

October 1, 2025 Museum Board Meeting

Revenue 2025 Total

Final revenue from 2025 was \$4,727.24, including the revenue from the trunk sale (\$44.75).

Collections Update

Accessioning 2025 Donations

The artifacts that have been received and accepted into the collection as artifacts in 2025 have all been accessioned and entered into the Catalogue in PastPerfect. (Donations from Mike Brewes and Bernadette Kerr). Some of the backlogged artifacts have also been accessioned and catalogued: the donation of Metal and wood working tools from Scott Stockill (40 objects).

Incoming Donations

Howard Steed: Phonograph Record Player from 1921 Made in Toronto (I found a copy of the advertisement for that model). As well as a collection of mostly Shellac Records ranging from the early 1900s to the late 1950s, including country, folk, Christmas carols, popular songs from motion pictures, military marches, jazz, etc. There are 108 records, some of which are cracked or have pieces missing, though the majority are intact, some of which are in paper sleeves. The Phonograph belonged originally to Wilfred Byers and his wife Amelia Sabourin. Wilfred Byers received the patent for Lot 11, Concession 11 in 1928 (Byers Rd just outside of Nipissing Village), later he and his wife moved to North Bay. Wilf died in 1984 and Amelia in 1973. Their daughter Bernice Ernestine Byers inherited the player and records; she kept them for future generations as they held a lot of meaning to her family. There is storage space for the records in the cabinet below the phonograph. The Components of the Phonograph seem to be in good working order (crank, brake, and speed setting work).
Recommendation: Accept. Clear historical significance and provenance to Nipissing Township.



*Motion: Howard Steer Donations

- Child's Sock Stretchers/stocking stretchers/stocking boards: common in the late 1800s and up until the mid 1900s. Used to prevent socks or stockings (which were most often made from wool) from shrinking after washing (which knitted wool is prone to do when washed) and the holes in the wood were to help with air circulation, to encourage them to dry faster. This were considered important enough that Stocking boards were even sent to soldiers at the front during the first and second world wars (consistently wet socks=trench foot). **Recommendation: Accept.** The museum currently has a metal frame set of sock stretchers in the Hardware store with the pelt stretchers, and records show that historically sheep were kept by several farms in the area and it is likely that stretchers like this were used in the area as well.



- Saucer with depiction of the Parliamentary Buildings in Ottawa. Based on the Canadian Coat of arms having green Maple Leaves as Opposed to red this plate dates from sometime between 1921-1957 when the coat of arms was adopted by Canada and when it was updated to include Red Maple Leaves instead of Green. This saucer has no particular significance to the township or area. **Recommendation: Do Not Accept.**



- Plate, 1967 Centennial Anniversary of Confederation. Medium Size. This plate has no particular significance to the township or area. **Recommendation: Do Not Accept.**





MOTION

DATE: October 1, 2025

MOTION NUMBER: 2025-40

MOVED BY:

SECONDED BY:

THAT the Board meeting is hereby adjourned at _____. Next meeting will be held Wednesday November 5, 2025 at 6:00 p.m.

For Against

J. Aultman		
G. Bateman		
M. Heasman		
S. Kirkey		
D. Rennette		
D. Yemm		
Vacant		

Carried

Chairperson: _____