



Nipissing Township Museum Board Meeting

***** AGENDA *****

Wednesday, July 8, 2026

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

1. Disclosure of pecuniary interest.
2. Motion: Approve the Minutes of the Board Meeting held June 3, 2026
3. Staff Updates:
 - a. Building & Maintenance
 - b. Event Planning
4. Motion: To approve a sponsorship request for Heritage Day.
 - a. Artifact Status Report
 - b. Exhibits
 - c. Strategic Plan Update
5. Board Discussion: New Business and Future Events.
6. 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>



MOTION

DATE: July 8, 2026

MOTION NUMBER: 2026-11

MOVED BY:

SECONDED BY:

THAT we approve the Minutes of the Nipissing Township Museum Board Meeting held June 3, 2026 as presented.

For Against

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

Carried

Chairperson:

MINUTES

Nipissing Township Museum Board of Management
June 3, 2026

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, June 3, 2026 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, Councillor Stephen Kirkey, and Mayor Dave Yemm.

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

Regrets: Mary Heasman, Debbie Renette and Alma Rice

Disclosure of pecuniary interests – none

MOTION NUMBER 2026-09

Moved by: Dave Yemm

Seconded by: Steve Kirkey

That we approve the Minutes of the Nipissing Township Museum Board Meeting held May 13, 2026, as presented. **Carried.**

Staff Updates:

• Building and Maintenance

- The building has been inspected. Waiting on the final report from the Engineer.
- Grass seed has been planted on the side of the building where the renovations occurred.

• Event Planning

- Event listings for the workshops and Heritage Day have been posted to the website and Facebook.
- The listings for all events have been sent to mynorthbaynow.com and northbaynipissing.com
- Posters are available for all events for distribution throughout the community.
- Flyer for the Children's Craft Competition has been sent to South Shore Education Centre and flyers are available for drop off at the Callander and Powassan Libraries.

• Artifact Status Report

- Nothing to report.

• Exhibits

- Nothing to report.

• Strategic Plan

- Provided the Museum Board on the various Grant Opportunities available through the federal and provincial governments. At this time the church windows do not meet eligibility requirements.
- Continue to seek and investigate future grant opportunities.

- Board Discussion – New Business and Future Events
 - Open discussion on event planning for 2026, no concerns to address at this time.
 - No new business was brought forward.

MOTION NUMBER 2026-10

Moved by: Gladys Bateman

Seconded by: Steve Kirkey

THAT the Board meeting is hereby adjourned at 6:12 p.m. Next meeting will be held Wednesday, July 8, 2026 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.

July 2026 Museum Manager's Report

BUILDING

The grass that was seeded after the repairs to the foundation is growing well.

EVENTS

Butter Making

We had a few people register at the last minute for the Butter workshops which we were able to accommodate.

Thursday Afternoon July 2

The total number of participants for Thursday afternoon was 19. The majority of participants at the Thursday workshop also took a tour of the museum afterwards and many of them also visited the gift shop.

Saturday July 4 Morning

The total number of participants for Saturday was 19. About a third of the participants remained and took a tour of the museum after the workshop and several also visited the gift shop.

Cost versus revenue for the Butter Making Workshops

The total cost of all the ingredients for both workshops was \$138.58. There were some items that were donated: Bella Hill Donated Maple Syrup, Steve Kirkey donated a dozen of the mason jars used and the remainder of the mason jars were ones that we already had at the museum from last year. Some of the remaining ingredients will also be used for the Ice cream and/or to make Cold Beverages for Heritage Day and will not need to be repurchased. The combined revenue from both butter workshops was \$195.

Ice Cream Making Saturday July 18

The morning session for the Ice Cream Making was filled up by June 30th (12 people). The afternoon session only has 3 spots remaining (21 people total so far).

Rope Craft Workshops

So far, we have had a few people make enquires and have 4 people signed up for the rope basket, none for the rope coasters.

Heritage Day

Children's Craft Competition

Two families from the butter making events picked up entry forms for the competition while they were at the museum and information was emailed to South Shore Education Centre who forwarded it to students' parents.

Silent Auction

Requests for donations for the Silent Auction were sent out at the beginning of July. I've already received a reply from Hunter's Bay who have donated a ramp pass again this year (remainder of 2026 and all of 2027 season).

Craft Vendors

The only applicant to be a vendor at Heritage Day so far is Leaf Filter.

Sponsorship Offer

Leaf Filter Canada saw our Heritage Day Craft Fair advertisements and was hoping to come as a vendor to the event, and are willing to offer the Nipissing Township Museum a sponsorship for the event.

COLLECTIONS / ARTIFACT STATUS REPORT

One of our students has been working towards transferring artifacts into archival quality boxes to make more effective use of the space in the storage room.

EXHIBITS

Students will be assisting with the development of the Interactive Remembrance Exhibit. The background design for the Waterways Exhibit is mostly complete and the rough drafts of the text blocks for the same exhibit are 50 % complete.

STRATEGIC PLAN UPDATE

Butter Workshops: These dates and times seemed to work well for both adults and families. We also got some feedback about other types of workshops that people might be interested in, not all of which would be feasible at the museum, but it does indicate that there is interest in more and varied workshops at the museum. Overall, these workshops have been effective outreach and encouraged new visitors to come to the museum and to take a tour of the displays while they were here.

OTHER

The remaining copies of the Streams & Ladders Game that was produced for the Fire Department's 2025 Christmas Run were donated by the Fire Department to the Museum for our Gift Shop. There were 10 assembled copies of the games as well as additional materials that could be assembled, they would only require labels and instruction to be printed. They have been priced at \$18 as this is roughly close to the production cost.



MOTION

DATE: July 8, 2026

MOTION NUMBER: 2026-12

MOVED BY:

SECONDED BY:

THAT the Nipissing Township Museum Board hereby expands the participant role to allow commercial businesses to participate as a vendor/exhibitor at Heritage Day events and that the minimum donation for commercial participation shall be \$_____.

For Against

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

Carried

Chairperson:



MOTION

DATE: July 8, 2026

MOTION NUMBER: 2026-13

MOVED BY:

SECONDED BY:

THAT the Board meeting is hereby adjourned at _____. Next meeting will be held Wednesday, August 5, 2026 at 6:00 p.m.

For Against

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

Carried

Chairperson: