



Nipissing Township Museum Board Meeting

***** AGENDA *****

Wednesday, August 5, 2026

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

1. Disclosure of pecuniary interest.
2. Motion: Approve the Minutes of the Board Meeting held July 8, 2026
3. Staff Updates:
 - a. Financial & Visitor Statistics

Discussion – Donation from Knox United Church

- b. Building & Maintenance
- c. Event Planning
- d. Artifact Status Report

Motion: To accept an outboard motor donation to the Nipissing Township Museum and for the artifact to be added to the Collections Catalogue.

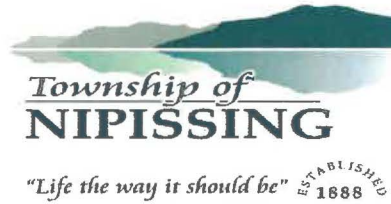
- e. Exhibits
- f. Strategic Plan Update

4. Board Discussion: New Business and Future Events.
5. 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: August 5, 2026

MOTION NUMBER: 2026-14

MOVED BY:

SECONDED BY:

THAT we approve the Minutes of the Nipissing Township Museum Board Meeting held July 8, 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
July 8, 2026

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, July 8, 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, Debbie Rennette, Alma Rice and Mayor Dave Yemm.

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

Regrets: Mary Heasman

Disclosure of pecuniary interests – none

MOTION NUMBER 2026-11

Moved by: Dave Yemm

Seconded by: Steve Kirkey

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

Staff Updates:

- **Building and Maintenance**

- The grass seed that was planted in the spring is growing well following the foundation repairs.

- **Event Planning**

- Finances will be presented at the next meeting capturing the first month of operation.
- June 20th – 40 to 50 people in attendance at the Museum for a family reunion. Family purchased merchandise, made donations and toured the museum during the reunion.
- **Butter Making Event** – Thursday July 2 and Saturday July 4, workshops each accommodated 19 participants. The majority of the participants at Thursday's workshop took a tour of the museum many visited the gift shop. On Saturday about a third of participants took a tour and visited the gift shop.
- Each of the workshops were assisted by Museum Board members which allowed the staff to provide tours and work within the Museum.
- The workshops saw many new faces at the Museum, visiting families to the area. One family returned during the week following the workshop to tour the Museum.
- Total cost of the event \$138.58, some items were donated for the event and will also be utilized for the ice cream making event and Heritage Day.
- Total combined revenue \$195.00. Event was offered at an affordable price for individuals and families.
- **Ice Cream Making Event** – July 18 – event registration is closed; 14 participants in the morning and 17 participants in the afternoon to accommodate a family.
- **Rope Craft Workshop** – 4 registrants and a number of inquiries.
- **Heritage Day - requests** for donations for the silent auction were sent out at the

beginning of July to local businesses. Gillian has received one donation to date.

MOTION NUMBER 2026-12

Moved by: Debbie Rennette

Seconded by: Gladys Bateman

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 \$. **Defeated.**

- Heritage Day Food – same quantities as last year. Fire Department will be providing the BBQ again this year.
- If the ice cream workshop goes well, the staff will make a batch for Heritage Day and have toppings available.

- **Collections/Artifact Status Report**

- One of the students is transferring artifacts into archival quality boxes to make more effective use of the storage room space.

- **Exhibits**

- Students working on the development of the interactive Remembrance Day exhibit.
- The background design for the Waterways exhibit is well underway and text is 50% complete.

- **Strategic Plan**

- Butter Workshop dates worked well for participants; feedback was provided on other types of workshops that could be offered in the future.

- **Board Discussion – New Business and Future Events**

- No new business was brought forward.

MOTION NUMBER 2026-13

Moved by: Alma Rice

Seconded by: Gladys Bateman

THAT the Board meeting is hereby adjourned at 6:24 p.m. Next meeting will be held Wednesday, August 5, 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.

August 2026 Museum Board Report

FINANCIAL & VISITOR STATS

The revenue and visitor statistics from the Barber Family Reunion on June 20th have been included with the Totals for July 2026.

Revenue & Financial Statistics

Candy	Merchandise	Donations	Special Events	Total
\$ 222.75	\$ 472.00	\$ 619.90	\$ 310.00	\$ 1,624.65

Including the donation from Knox Church, this puts the total revenue to date for 2026 at \$6,624.65.

Workshop Costs and Revenue Breakdown

The total revenue from both the butter and ice cream workshops was \$310.00 while the total costs for both were \$259.09.

Knox United Church Donation

The Knox United Church will be closing their doors and have donated \$5000 to the Nipissing Museum. I have not yet received any information about what items they are hoping to donate to our artifact collections.

Visitor Statistics

	Both	Museum	Store	Total
June & JULY TOTAL	157	19	22	198

The week of July 13-20th when Highway 534 was shut down was very quiet as was the following week, however this past week visitor numbers did increase to regular levels.

BUILDING

EVENTS

Heritage Day

One of our students will be demonstrating the interactive exhibit in the Office/Gift Shop Building while the other student will be responsible for retail sales for the day. If we could have a volunteer each for the Church and for the Hardware Store and at least one for the BBQ/Drinks Table.

COLLECTIONS

Motor Engine

Sherri Johnston has offered a boat engine to the museum. Details will be added when received. It is similar to a motor in the museum collection already.

EXHIBITS

Waterways Exhibit

There was more information about this journey than was originally expected and the size of the poster has been increased to accommodate the information that is relevant and better portray the experiences of the settlers in the Township of Nipissing and the surrounding area. Most of the information is in the document and just needs to be edited and positioned for printing.

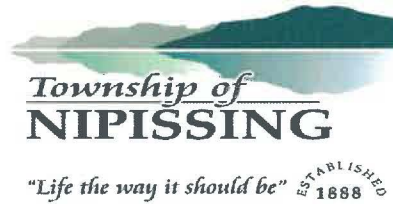
Remembrance Exhibit

One of our students has developed a neat interactive for the medical aspect of this exhibit.

STRATEGIC PLANNING

Next year we recommend a break from creating new exhibits to build on the Remembrance Interactive Exhibit and current exhibits.

The workshops have so far had a positive influence on attracting new local audiences to the museum and attracting return visitors, so hopefully we can continue to utilize this strategy in 2027.



MOTION

DATE: August 5, 2026

MOTION NUMBER: 2026-15

MOVED BY:

SECONDED BY:

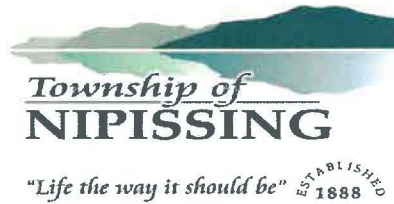
THAT the boat engine from Sherri Johnston be accepted for donation to the Nipissing Township Museum and be added to the Collections Catalogue.

For Against

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

Carried

Chairperson:



MOTION

DATE: August 5, 2026

MOTION NUMBER: 2026-16

MOVED BY:

SECONDED BY:

THAT the Board meeting is hereby adjourned at _____. Next meeting will be held Wednesday, September 2, 2026 at 6:00 p.m.

For Against

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

Carried

Chairperson: