

Huntsville Heritage Committee

Meeting held on **Wednesday, March 10, 2010** at **6:00 p.m.**
in the **Huntsville Civic Centre, Council Chambers**

Attendance

Chair: Councillor John Davis

Members: Councillor W. A. Beatty
Tim Doyle, Muskoka Marine Museum
David Johns
Patrick Mason
Greg Reuvekamp
David Topps, Huntsville/Lake of Bays Rail Society Representative

Absent: Wayne Baker
Lucille Frith, Huntsville Train Station Representative
Tricia Markle, Friends of Muskoka Pioneer Village
Councillor Brian Thompson
Det Schumacher

Staff: Dianne Conwath, Deputy Clerk
Brian Crozier, Director of Community Services
Kelly Pender, Chief Administrative Officer
Teri Souter, Manager of Culture, Heritage and Programming

1. **CONVENE**

Moved by W.A. Beatty

HER01-10

IT IS RECOMMENDED THAT: we do now convene as the Huntsville Heritage Committee at 6:00 p.m.

Carried.

2. **ADOPTION OF AGENDA**

Moved by David Johns

HER02-10

IT IS RECOMMENDED THAT: the Huntsville Heritage Committee Agenda dated Wednesday, March 10, 2009 be adopted as printed and circulated.

Carried.

3. **DISCLOSURE OF CONFLICT OF INTEREST**

- Nil -

4. **MINUTES**

a) The Regular Meeting Minutes of November 11, 2009 were received for information.

5. BUSINESS ARISING FROM THE MINUTES

a) Baker Photographs – Electronic Format

Member Johns said that he had nothing to report.

b) Heritage Books Reprint Update

Teri Souter said the Contract has been forwarded to the Town's Solicitor for review and Staff are waiting to hear back from him. Ms. Souter noted that once the Contract is received, it will be signed by the Mayor and Clerk.

Chair Davis said that the books revised and ready for printing and that Patrick Boyer is ready to proceed once the Contract has been signed.

Chair Davis said that the Pictures from the Past book collection needs to be updated i.e. some minor corrections and the listing of the current owners of the homes illustrated in the books.

A discussion took place regarding establishing a working group to bring the information up-to-date in the Pictures from the Past collection.

c) Heritage Note Cards Update

An update was not available as Member Frith was away.

Chair Davis said there was a lot of interest at Christmastime for the heritage note cards.

Chair Davis noted that he had received a suggestion to produce the note cards depicting other areas of Huntsville for example: Utterson and Port Sydney.

6. REPORTS/UPDATES FROM GROUPS AND ORGANIZATIONS

a) Muskoka Heritage Place

Teri Souter highlighted the Muskoka Heritage Place Operational Notes. (Schedule "A" attached)

Ms. Souter said there is an area on the Muskoka Heritage Place property which has been used as a dumping ground and arrangements have been made to have the area cleaned up. Ms. Souter noted that further discussions need to take place on how to secure the area.

Chair Davis enquired if any further discussions had taken place regarding the Committee's suggestion to have a specific photograph area set up at Muskoka Heritage Place for visitors to take their pictures. Teri Souter will follow-up on the matter. Chair Davis noted that at the Huntsville Train Station an area has been set up for visitors to take photographs with the Huntsville sign in the background.

b) Huntsville Train Station Society

- Nil -

c) Muskoka Marine Museum

Member Doyle said he had nothing to report at this time.

d) Friends of Muskoka Pioneer Village

Teri Souter said that the Friends indicated they would like to supply a water cooler and products for use by their guests and volunteers and would sell stainless steel water bottles embossed with the MHP insignia.

e) Huntsville/Lake of Bays Railway Society

Member David Topps said that discussions have taken place regarding timelines related to starting up and running.

Member Topps noted that at the Christmas Train Show, the Railway Society had an exhibit which represented both the Railway Society and Muskoka Heritage Place.

Discussions took place regarding the:

- opportunity to lay railway ties before the frost was in the ground – no;
- anticipated timing for the commencement of work this Spring – Brian Crozier said that Arnott Construction was back on site and will be starting soon;
- clean-up of items behind the train shed – Teri Souter said the work is in progress;
- timing for the completion of asphalt.

7. **NEW BUSINESS**

a) Muskoka Colonization Roads

Teri Souter brought to Committee the Town's copy of the Muskoka Colonization Road Map which Member David Johns had been instrumental in bringing to fruition a couple of years ago. Ms. Souter noted that the map was currently not on display and requested Committee's approval to hang the map in with the Captain Hunt Display. It was the consensus of the Committee to have the map properly mounted and hung.

b) Heritage Plaque Rotary Garden – Main and John Streets

Member David Johns enquired as to the status of the heritage plaque, denoting the area where Captain Hunt first settled, being placed in new Rotary/Town Garden at the corner of Main and John Streets. Chair Davis said he had spoken with the Rotary Club regarding this initiative between the Town and the Rotary Club. Brian Crozier will follow-up with the Rotary Club.

8. **ADJOURNMENT**

Moved by Patrick Mason

HER03-10

IT IS RECOMMENDED THAT: we do now adjourn at 6:33 p.m. to meet again on Wednesday, May 12, 2010 at 6:00 p.m. in the Huntsville Civic Centre, Council Chambers.

Carried.

Chair

Corporation of the Town of Huntsville

Huntsville Heritage Committee

Meeting held on **Wednesday, March 10, 2010 at 6:00 p.m.**
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NO RECOMMENDATIONS

HERITAGE COMMITTEE MEETING ~ March 10, 2010



Muskoka Heritage Place ~ Operational Notes

Bookings

- Although early in the year our Education Program bookings are up considerably from 2009 year to date and education programming in 2009 overall was up 17% from 2008.
- Received 5 wedding ceremony and reception inquiries between January and March however none have booked until they are able to see the Village Green free of snow. Last season we hosted no weddings and in 2007 and 2008 we hosted 1 each.

Grants

- Prepared Celebrate Canada and National Aboriginal Day grant application. Presented report to F & A for recommendation to have the application signed by proper authorities however prior to submission direction was given that Economic Development would be submitting a blanket grant application that would encompass MHP's budget revenue line of \$3250.00 for the two events.
- MHP is still waiting to hear the results of several other grant applications such as the Benjamin Moore Grant which if successful we allow to paint the Hill House at no cost to MHP. We are also waiting results of our Museum Assistance Program that if successful will give us the financial ability with contributing dollars from the town to perform our Compact Shelving System Project.
We are also waiting to hear about our application to Young Canada Works in where we have requested funding for 2 assistants, 1 to assist in collections if we are not successful with the MAP grant and the other on a one year term should we be awarded the grant. I have also submitted 2 requests for wage supplementation for 2 seasonal employees through Summer Job Service.

Marketing

- Have had several meetings with Debbi Miller to discuss and finalize advertisements in; our 2010 brochure, Chamber of Commerce Guide, Town of Huntsville Leisure Guide and Wedding Guide. Organized the verbiage and accompanying photographs surrounding Canada Day and National Aboriginal Day.
- Also met Debbi regarding our membership / partnership affiliates such as Muskoka Attractions and Museums of Muskoka to determine promotional direction for the 2010 operational season.
- The District of Muskoka is approaching the Museum's of Muskoka for inclusion of the Airport Norway display and museum.

Policies & Procedures

- Regularly attend meetings to ensure compliance with many new corporate policies and procedures.
- As directed all water coolers have been removed from the MHP museum and train station and returned to the supplier.

Rail Station and Rolling Stock

- We continue to move forward on plans to reconnect the rail tracks and configure the rail yard in time for diesel locomotive rail operation opening day of May 22 and rail employees have been hired. Additional preparation will take place to facilitate steam up for Canada Day. I have instructed Greg Smith to continue to plan the construction of the rail yard and track bed with Ted Maurer.

Admissions Point of Sale

- Made the necessary cash system programming calculations in preparation for MHP's portion of the HST implementation July 1st and reworked our point of sale key pad overlay to make it more user-friendly.

Job Fair 2010

- Sara White and I attended the Huntsville 2010 Job Fair where we received over 40 résumés and have conducted interviews. In addition to our returning 6 employees we require 5 additional seasonal full time employees to fill our compliment.

Library 130th Anniversary

- I have been in contact with Stan Skrzyszewski ~ Acting Library CEO and we have set up a meeting for him to familiarize himself with Past Perfect and we discussed the possibility of adding a small Library exhibit in the Muskoka Museum in commemoration of the Library's 130th anniversary 2010.

Friends of Muskoka Pioneer Village ~Meeting

The Friends indicated that they would like to supply a water cooler and products for use by our visitors and volunteers and would sell stainless steel water bottles logoed with the MHP insignia. This has my full support as the only place available to our paying visitors to acquire water is from the bathroom taps. Volunteers and employees may access water from a filtered source in "MHP Personnel Only" areas.

- We also discussed painting and roofing projects for the spring and the Friends indicated that they would get quotes on repairing some badly deteriorating brick chimneys. It was suggested that the chimneys not slated for active use be capped to prevent moisture and animals from entering. This procedure would not diminish the integrity of the artifact and could be removed if ever there was a desire to make the chimney operational. If the chimneys are capped the building maintenance records will be updated to reflect the changes.
- I spoke with Tricia Markle regarding the Friends and Company Store sales tax requirements once we implement HST and how their not-for-profit- status would affect my point of sale programming. She informed me that she had spoken with the Government of Canada New HST Information Centre and was instructed to continue to charge and collect 8% as the old PST and that their filing form would be slightly different to accommodate the GST exempt status. I have emailed Julie Mackenzie and requested direction to ensure that MHP is following proper procedures as directed by the Town of Huntsville accounting department.

Ron Gostlin, Manager
Muskoka Heritage Place