

## Port Colborne Historical and Marine Museum Board Meeting Minutes

**Date:** Tuesday, October 15, 2024  
**Time:** 7:00 pm  
**Location:** Roselawn Centre  
296 Fielden Ave, Port Colborne, ON L3K 4T6

Members Present: B. Heaslip  
C. MacMillan  
T. Huffman  
C. Brema  
J. Piniak  
G. Hoyle  
A. Lessard  
B. Schneider  
E. Beauregard, Councillor

Member(s) Absent: L. Brazeau

Staff Present: M. Heaslip  
M. Mason, Museum Curator

### 1. Call to Order

The Chair called the meeting to order at 7:00pm.

### 2. Disclosures of Interest

N/A

### 3. Adoption of Agenda

Moved by C. MacMillan  
Seconded by C. Brema

That the agenda dated October 15th, 2024 be confirmed, as circulated or as amended.

Carried

**4. Approval of Minutes**

Seconded by G. Hoyle

That the minutes from the September 17, 2024 meeting be confirmed, as circulated or as amended.

Carried

**5. Business Arising from the Minutes**

N/A

**6. Correspondence**

Received a letter from the Legion regarding buying and laying a wreath for the Remembrance Day Ceremony on November 11.

Seconded by C. Brema

That board members each contribute \$5 to the legion for a wreath. Staff to research the potential of a wreath donation to be put into the Operating Budget going forward.

Carried

**7. Council Report**

Councillor Beauregard reported that Council has begun budget meetings for Operating Budgets.

**8. Curator's Report**

Michelle Mason reported that the City is no advertising for 2 new Board Members to fill vacant spots.

Thank you to those who came out to help with the filming of the 2025 video project with Foregrounds Media. The video will showcase everything the Museum, Archives, and Roselawn have to offer.

The Corporate Drive campaign has begun with all the request letters having been sent out.

The City delivered topsoil for the Heritage Garden to be used for planting next spring with the help of the Garden Club.

We are applying for a Francophone Exhibit Project: Access to Heritage Grant from the Museum Assistance Program.

Elyse Richardson, our Exhibit and Research Assistant Intern has completed another initiative in her grant - an outreach and a partnership with another City department to help bring the museum out into the community through a new temporary exhibit in the Vale Health and Wellness Centre. It consists of ten enlarged historical photos from the Museum's collection that caption the history of sports and recreation in Port Colborne through the years. The exhibit is displayed along the gym hallway. This installation is just one part of the expanding outreach initiatives by the Department of Museum, Heritage, and Culture.

Michelle also gave the Archives report provided by Michelle Vosburgh. The second Speakers Series presentation was held on September 21 and it combined a lecture/presentation with an accompanying cemetery tour on the theme of Victorian mourning practices and artifacts. Anna gave the main lecture, with Katelynn presenting a few of the artifacts from the museum collection. Michelle Vosburgh led a tour at Oakwood Cemetery that afternoon on the same theme, focusing on the changing styles of cemeteries, cemetery markers, and the themes of epitaphs on markers. It has been requested that we do this again in the future.

Michelle researched and wrote scripts for the upcoming Lantern Tours; two of the three stories are fictionalized versions of episodes of local history.

Staff were asked to quickly prepare three research reports on properties for consideration by the Heritage Committee at their meeting today.

Michelle is now finalizing the research and presentations for the October 26th Speaker Series on explosions in Port Colborne's history, and for the November 9th presentation on the 1820s debate over the location for the southern terminus of the Welland Canal. This is also part of the Welland Canal Bicentennial Travelling Lecture series.

## **9. Auxiliary Report**

Marianne Heaslip reported that September was a very busy at the Tea Room.

The Pudding Bee will be taking place November 4-6th.

The Volunteer Appreciation Tea is on October 21st in the Archives.

The telephone in the Tea Room is still not allowing any incoming calls.

## **10. Friends of Roselawn Centre Liaison Report**

The High Tea and Fashion event was a big success! Thank you to Board Members and staff who helped with the event.

There are 7 open vendor spots for the November 23rd Christmas Maker's Market. Please have any interested vendors send their applications to Arlene Lessard.

The Friends of Roselawn Centre board are looking at Accessibility policies. They are also looking to recruit 2 more board members.

## **11. Committee Report**

### **11.1 Finance Committee**

N/A

### **11.2 Membership Committee**

N/A

### **11.3 Building and Property Committee**

Brian Heaslip reported that they rebuilt the rail fencing around the Heritage Garden, put screening in places in the Sherk Log House to keep the squirrels out, and finished the rebuilding of the Carriage House double doors as well as the repainting of the Carriage House.

### **11.4 Programme Committee**

The Paranormal Ghost Tours at Roselawn with the Paranormal and Historical Society of Niagara will take place on October 18th and 19th with a 6pm and 9pm tour both nights. The tickets are selling well.

On October 25th there will be a school group of 65 students coming from St. Catharines for the Settler of Port Colborne program.

The Lantern Tours at the Museum are on October 25th and 26th with 3 tours each night at 6:30, 7:00, and 7:30pm. Each tour is one and half hours long. If you are able to volunteer as a tour guide for one of these, please contact Sloane.

#### **a. 50th Anniversary Committee**

The logo for the Museum's 50th Anniversary has been chosen. Councillor Beauregard recommended that Council be approached with the news for their endorsement.

### **11.5 Fundraising Committee**

The Toronto All-Star Big Band has been booked for to perform at Roselawn for Canal Days 2025. Terry has also been in touch with new bands for the other concerts for the 2025 Music on the Lawn series. This summer there were 681 attendees during the 3 concerts, and next year hoping to bring in even more.

**11.6 Policy Committee**

N/A

**11.7 Accession Committee**

N/A

**11.8 Heritage Committee**

At the Heritage meeting held earlier today, the committee they were presented with three new properties, however after discussion they were turned down due to deterioration of the buildings. The committee continues to research and discuss any properties that are presented to them.

**12. Confidential Items**

N/A

**13. New Business**

N/A

**14. Adjournment**

The Chair adjourned the meeting at approximately 8:01pm.

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Chair

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Staff Liaison