



Subject: Museum 2020 Annual Report and 2021 Update

To: Council

From: Chief Administrative Office

Report Number: 2021-125

Meeting Date: May 10, 2021

Recommendation:

That Chief Administrative Office Report 2021-125, be received for information.

Purpose:

Chief Administrative Officer, Scott Luey, approved the Director/Curator to present the Annual Report for the Port Colborne Historical and Marine Museum on behalf of the Board of Management, as well as offer comments on Museum/Archives 2021 initiatives.

Background:

The Port Colborne Historical and Marine Museum was established by a Council By-law in 1974. Port Colborne City Council appoints a Board of Directors to act on behalf of Council to provide oversight to Museum staff who are supervised by the Museum Director/Curator.

Museum activities are governed by the policies and procedures in accordance with the Ontario Ministry of Tourism, Culture and Sport's Standards for Community Museums in Ontario including the following 10 standards:

- Governance Standard
- Finance Standard
- Collections Standard
- Exhibition Standard
- Interpretation and Education Standard
- Research Standard
- Conservation Standard
- Physical Plant Standard

- Community Standard
- Human Resources Standard

The province has a fundamental commitment to the preservation, presentation, and sustainability of the material culture of Ontario, through the community museums of the province. Museums that achieve these standards are eligible to receive Community Museum Operating Grant (CMOG) funding annually. The Port Colborne Historical and Marine Museum Board of Management and staff consistently uphold these standards in an effort to obtain this funding.

Discussion:

The 2020 season was a unique and challenging year that prompted a shift to more on-line services, community collaborations and creative financial solutions to ensure success.

Financial Implications:

There are no financial implications.

Public Engagement:

This Annual Report was approved by the Board of Management of the Port Colborne Historical and Marine Museum on April 20, 2021.

Strategic Plan Alignment:

The Chief Administrative Officer, Scott Luey lead a strategic planning session of the Port Colborne Historical and Marine Museum Board of Management Strategic and the five-year plan was approved in 2018. The following five goals resulted:

- Serve and preserve
 - Increase financial contributions
 - Donor recognition
 - Improve visitor experience
 - Building Maintenance
 - Increased engagement on social media
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Conclusion:

Staff are pleased to present this Annual Report.

Appendices:

- a. Port Colborne Historical and Marine Museum 2020 Annual Report
- b. Port Colborne Historical and Marine Museum Strategic Plan 2018 - 2022

Respectfully submitted,

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Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final approval is by the Chief Administrative Officer.