



**City of Kingston
Heritage Programs Committee
Meeting Number 01-2024
Minutes**

**Wednesday, December 6, 2024 at 5:30 p.m.
In an electronic, virtual format**

Committee Members Present

Councillor Cinanni
Geoffrey Allan
Paul Banfield
Cheri Dobbs
Laura Hallman
Jean Héroux

Regrets

Councillor Stephen
Marzia Sakhidad

Staff Members Present

Melanie Banks, Manager, Heritage Programming
Kevin Gibbs, Director, Heritage Services
Christine O'Connor, Committee Clerk
Miranda Riley, Curator, Heritage Services
Iain Sullivan, Committee Clerk

This is not a verbatim report.

Election of Officers

Moved by Councillor Cinanni

Seconded by Ms. Dobbs

That Councillor Cinanni be elected as the temporary Chair of the Kingston Heritage Programs Committee for the remainder of the current meeting.

Carried

Moved by Ms. Hallman

Seconded by Mr. Banfield

That Ms. Hallman be elected as the temporary Vice-Chair of the Kingston Heritage Programs Committee for the remainder of the current meeting.

Carried

Meeting to Order

The Chair called the meeting to order at 5:33 p.m.

Approval of the Agenda

Moved by Ms. Dobbs

Seconded by Ms. Hallman

That the agenda be approved with the addendum.

Carried

Confirmation of Minutes

Moved by Mr. Allen

Seconded by Ms. Hallman

That the minutes of the Kingston Heritage Programs Committee Meeting Number 02-2023 held on Thursday, July 20, 2023, be approved.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

- a) Melanie Banks, Manager, Heritage Programming, was present and spoke to the Committee regarding the Commemorations Update 2023.

Ms. Banks conducted a PowerPoint presentation regarding the Commemorations Update 2023. A copy of the presentation is available upon request through the City Clerk's Department.

The Chair afforded Committee Members the opportunity to ask questions.

There were no questions from Committee Members.

- b) Miranda Riley, Curator, Heritage Services, was present and spoke to the Committee regarding the Your Stories, Our Histories Project Update.

Ms. Riley conducted a PowerPoint presentation regarding the Your Stories, Our Histories Project Update. A copy of the presentation is available upon request through the City Clerk's Department.

The Chair afforded Committee Members the opportunity to ask questions.

Mr. Banfield inquired about the dimensions of the niches. Ms. Riley stated that she did not have the exact measurements available at that time but added that they are quite small. She stated that they would recommend only one to two objects per niche. She clarified that there is flexibility in what can be added to the niches, as some community groups have placed up to four small artifacts in their display.

Ms. Dobbs asked where the niche cases are located. She asked where the applications for niched cases have been advertised. Ms. Riley stated that there are four niches located on the first floor of City Hall, three of which are found in the Clerk's corridor to the left of the main entrance and one in the Payment Centre to the right of the main entrance. She noted that there are two more niche cases located on the second floor of City Hall. She stated that the cases have been advertised on the Get Involved platform,

some social media accounts, and through news releases sent directly to community groups within Kingston.

Mr. Allen asked for confirmation that the Ukrainian niche and the four niches mentioned on the first floor of City Hall change, while the Chain of Office niche remains the same. He asked how the cases sitting in the Heritage Resource Centre would be classed if they are not considered niches. Ms. Riley confirmed that all niche cases with the exception of the Chain of Office niche should be changed annually. She clarified that the cases in the Heritage Resource Centre are general display cases.

There were no more questions from the Committee.

Business

a) Update Kingston Commemoration Policy: New Project Requests, Works in Progress and Works in Complete in 2023

This item was previously introduced via the briefing.

There were no further comments from the Committee.

There were no members of the public present.

b) Your Stories, Our Histories Project Update

This item was previously introduced via the briefing.

The Chair afforded Committee Members the opportunity to ask questions.

Mr. Allen mentioned that in the previous meeting the exhibit 36 Questions That Lead to Loving Kingston was discussed. He asked if that exhibit had occurred. Mr. Gibbs responded that this exhibit did occur and is ongoing in the Market Wing Cultural Space in City Hall. Mr. Allen clarified that he had mixed up the exhibit with the Heritage Hour presentations that were to continue in the fall. He asked if those had continued and if there was a large attendance. He further asked where the Heritage Hours presentations are being promoted. Mr. Gibbs stated a Heritage Hour presentation had occurred a few weeks ago and that while attendance was not great, there were people who attended and showed interest. He added that another Heritage Hour was occurring the next day at noon. He stated that this program is mainly promoted on social media and through email and newsletters. He noted that members of the Committee could be added to the contact list for promotional materials. Mr. Allen noted that in the last Committee meeting staff had mentioned collecting information from museum visitors to bring to the next

meeting. Mr. Gibbs explained that this information was still being collected, he added the process has been slightly delayed due to staffing issues.

Mr. Banfield thanked Mr. Allen for his questions regarding visitor information being collected at museums. He asked if the presentation of the information collected could be added to the agenda for the next Committee meeting. Mr. Gibbs stated that this information would be presented at the next meeting.

Mr. Héroux echoed Mr. Allen's comments regarding wishing to receive the promotional materials for Heritage programming and stated that he believes all Committee Members should be put on the distribution list. He stated that he had not heard about the Heritage Hour presentation scheduled for the following day. He added that he was disappointed to find out the MacLachlan Wood Working Museum was closed for renovations. He stated that in trying to schedule a time to tour the museum with a Heritage Staff member, questions of insurance were brought up. He asked if Committee Members are covered by the City's insurance when doing work for the City. Ms. Banks clarified that due to the ongoing work at the museum and out of an abundance of caution there would be no tours until the new year. She noted that a tour with Mr. Héroux had been scheduled for January. The Chair asked the Committee Clerk to follow up on Mr. Héroux's questions regarding insurance and to inform the Committee of the response.

There were no members of the public present.

Motions

There were none.

Notices of Motion

There were none.

Other Business

Mr. Héroux stated that he is in possession of an antique plane collection that he would like to donate to the MacLachlan Woodworking Museum. He added that he would present this collection to Heritage Staff.

Mr. Allen noted that due to the virtual nature of Kingston Heritage Program Committee meetings there had not been an opportunity for Committee Members to communicate amongst themselves. Mr. Sullivan stated that Committee Members are welcome to

email each other and added that if the Committee wishes to have a conversation regarding moving meetings to in-person at City Hall, that could be organized.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of the Heritage Programs Committee is to be determined.

Adjournment

Moved by Ms. Dobbs

Seconded by Ms. Hallman

That the meeting of the Heritage Programs Committee adjourn at 6:13 p.m.

Carried