



**City of Kingston
Kingston Heritage Programs Committee
Meeting Number 02-2024
Minutes**

**Tuesday, April 23, 2024 at 5:30 p.m.
Hosted in a virtual, electronic format**

Committee Members Present

Councillor Stephen, Chair
Councillor Cinanni
Geoffrey Allen
Paul Banfield
Laura Hallman
Marzia Sakhidad (joined at 6:01 p.m.)

Regrets

Cheri Dobbs
Jean Héroux

Staff Members Present

Melanie Banks, Manager, Heritage Programming
Kevin Gibbs, Director, Heritage Services
Derek Ochej, Deputy City Clerk
Christine O'Connor, Committee Clerk

This is not a verbatim report.

Election of Officers

Moved by Councillor Cinanni

Seconded by Ms. Hallman

That Councillor Stephen be elected as the Chair of the Kingston Heritage Programs Committee.

Carried

Moved by Mr. Allen

Seconded by Councillor Stephen

That Paul Banfield be elected as the Vice-Chair of the Kingston Heritage Programs Committee.

Carried

Meeting to Order

The Chair called the meeting to order at 5:36 p.m.

Approval of the Agenda

Moved by Councillor Cinanni

Seconded by Mr. Allen

That the agenda be approved.

Carried

Confirmation of Minutes

Moved by Mr. Banfield

Seconded by Ms. Hallman

That the minutes of Kingston Heritage Programs Committee Meeting Number 01-2024, held on December 6, 2024, be approved.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

There were none.

Business

a) Heritage Programming Work Plan 2024

Ms. Banks conducted a PowerPoint presentation regarding the Heritage Programming Work Plan 2024. A copy of this presentation is available upon request through the City Clerk's Department.

Mr. Allen asked if the PumpHouse programs listed on page three of the report were for children only. He asked if these programs were organized ahead of time. Ms. Banks confirmed that the programs were for children and that they were booked ahead of time with teachers.

Mr. Allen asked if the MacLachlan Woodworking Museum programs such as the Flower Pressing and Sundials would be open to the public. He asked if the public programs are walk-in. Ms. Banks stated that the Sundial program had already occurred and that it was open to the public. She noted that they do try to book most programs in advance with school groups but noted that there are specific programs available to the public. She added that the programs must be booked in advance.

Mr. Allen asked if the speakers for Heritage Hours have been booked for the year. Ms. Banks noted that information on Heritage Hours speakers would come later as a number of candidates had cancelled and staff are working on booking new speakers.

Mr. Banfield asked how far along staff are in the Civic Artifact Storage Plan and whether there would be off-site storage. Ms. Banks explained that staff are examining what is needed for the size of the collection. She added that the collection is stored at several sites and that it may require collaboration with other departments to ensure adequate storage. She noted a storage plan would be coming in collaboration with facilities in 2025.

b) 2023 Civic Museums Year End Report

Ms. Banks conducted a PowerPoint presentation regarding the 2023 Civic Museums Year End Report. A copy of this presentation is available upon request through the City Clerk's Department.

Mr. Allen asked when the 36 Questions that Lead to Loving Kingston exhibit would be wrapping up and when the data and conclusions from that exhibit would be available. He noted the decrease in walking tours that had occurred in 2023 and asked if there was a reason for this decrease. He further noted the success of the Art of Survival, A Prison for Women Memorial Collective exhibition, and asked if staff had considered similar exhibitions surrounding the impact of the railway, the military history or other historic events on the community. Ms. Banks confirmed that the exhibit was already being deinstalled and that information was collected by another department. She added that she would inquire about the timeline of when those results would be available. She acknowledged that the guided walking tours had been popular in the early pandemic years and that they would be available again in 2024 as a special curator's event four times throughout the year. She noted the recommendations for future exhibitions to share with the department but added that these exhibitions are planned a couple of years in advance.

Mr. Banfield asked about the Civic Archival Collection at Queen's University and the potential of a report with data on access to the archives coming to the Committee as part of the Museums Year End Report. Ms. Banks stated that she could reach out to Queen's University regarding the potential of receiving such a report.

Ms. Hallman echoed Mr. Banfield's comments regarding the Civic Archival Collection and the importance of an Acquisitions Register to reflect the unique voices captured within the archival collection.

Motions

There were none.

Notices of Motion

There were none.

Other Business

There was none.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of the Kingston Heritage Programs Committee is scheduled for Tuesday, June 25, 2024 at 5:30 p.m.

Adjournment

Moved by Councillor Cinanni

Seconded by Mr. Banfield

That the meeting of the Kingston Heritage Programs Committee be adjourned at 6:11 p.m.

Carried