



The Corporation of the City of Sault Ste. Marie
Historic Sites Board
Agenda

Wednesday, February 14, 2024

12:00 pm - 1:30 pm

Old Stone House

Meetings may be viewed live on the City's YouTube channel
<https://www.youtube.com/user/SaultSteMarieOntario>

Pages

1. **Call to Order**

We acknowledge with respect, that we are meeting in the Robinson-Huron Treaty Territory, that the land on which we are gathered is the traditional territory of the Anishinaabe, known as Baawaating. Baawaating is the home of Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Métis Council.

2. **Declaration of Pecuniary Interest**

3. **Adoption of Agenda**

Mover _____

Seconder _____

Resolved that the Agenda for Historic Sites Board meeting for February 14, 2024 as presented be approved.

4. **Adoption of Minutes**

3 - 5

Mover _____

Seconder _____

Resolved that Minutes of Historic Sites Board meeting of November 8, 2023 be approved.

5. **Business Arising**

6. **Accounts**

6 - 6

Draft YTD Financial Statement for Year end December 2023 - attached

Financial Statement Year to Date - end of December 2023 - UNOFFICIAL

Mover _____

Seconded _____

"Resolved that the Historic Sites Board approve the draft - unofficial - financial statement YTD December 31, 2023."

7. Curator's Report

1) KPI's 2023 year end statistics

2) Heritage Week 2024

3) Events & Programs: February Tea, Friday by Fire, March Break - Cultural Corridor Pass, Egg Hunt - Easter Weekend

4) Strategic Plan

5) Annual Report

8. Municipal Heritage Committee

9. New Business

10. Next Meeting

March 13, 2024 - was the next meeting - Cancelling due to March Break

April 10, 2024 - scheduled meeting - 12:00 noon

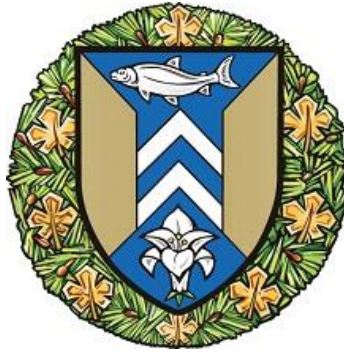
May 8, 2024 - scheduled meeting - 12:00 noon

11. Adjournment

Mover _____

Seconded _____

Resolved that this Committee now adjourn.



**The Corporation of the City of Sault Ste. Marie
Historic Sites Board
Minutes**

Wednesday, November 8, 2023 ~ 12:00 pm ~ Old Stone House

Present: ___ S. Casola
 __X__ D. Conyers
 __X__ C. Wiseman
 __X__ Sandra Hollingsworth
 __X__ Heather Bot
 ___ Joe Bumbacco
 __X__ Kelly Marshall
 __X__ Brittany Paat

Officials: __X__ K. Fisher

Others: V. McLeod

1. Call to Order

2. Declaration of Pecuniary Interest

none noted

3. Adoption of Agenda

Moved by: Sandra Hollingsworth

Seconded by: C. Wiseman

“ Resolved that the Agenda for Historic Sites Board meeting for November 8, 2023 as amended be approved.”

Items 7f) Strategic Plan; 7g) Correspondence - added to agenda.

Carried

4. Adoption of Minutes

Moved by: D. Conyers

Seconded by: C. Wiseman

"Resolved that Minutes of Historic Sites Board meeting of October 11, 2023 be approved."

Carried

5. Business Arising

none noted

6. Accounts

Moved by: D. Conyers

Seconded by: Brittany Paat

"Resolved that the financial statement year to date: September 30, 2023 be approved as presented"

Carried

7. Curator's Report

a) Programming & events scheduled for 4 Quarter 2023 - verbal report

b) Programming & events 2024 - grant writing

c) Holiday Closure: Closed for 10 days over the Christmas break

d) Staffing: new part time interpreter, and part time administration & gift shop

e) Digital Strategy complete - reports received from Consultants, Collections Storage - ongoing until end of March

f) Strategic Plan due to be reviewed and written

g) Correspondence: Skeggs Pacciocco - Lawyers office wishing to put in more offices with windows on their east wall: Shed on our property discussed.

8. Municipal Heritage Committee

MHC funding applications received for:

- cleaning of Museum bell
- Wawanash School - Legion

Designated Property Grants report to Council.

Heritage Trees Task Force - HSB expressed interest in having this topic in the future at a Friday by the Fire.

9. New Business

none noted

10. Next Meeting

February 14, 2024 12:00 noon

Ermatinger – Old Stone House – Summer Kitchen

11. Adjournment

Moved by: D. Conyers

Seconded by: Brittany Paat

“Resolved that this Committee now adjourn.”

Carried

CITY OF SAULT STE MARIE						
HSB - OLD STONE HOUSE	Unofficial year end statement					
For the Twelve Months Ending Saturday, December						
		YTD	Budget	2022	2022	
FISCAL YEAR REMAINING% :	December	Actual	2023	Actual To: December	Actual Year End	Budget 2022
REVENUE						
Fees and user charges	(\$6,442.21)	(\$132,292.70)	(\$80,976.00)	(\$122,161.93)	(\$122,161.93)	(\$80,759.00)
Government grants	(\$20,008.50)	(\$173,148.80)	(\$18,780.00)	(\$81,279.68)	(\$81,279.68)	(\$18,780.00)
	(\$26,450.71)	(\$305,441.50)	(\$99,756.00)	(\$203,441.61)	(\$203,441.61)	(\$99,539.00)
Outstanding revenue - Government Grants		(15,000)				
Transfer to 2024 - March 31 deadline for MAP grant		7,500				
		(312,942)				
EXPENDITURES						
Salaries	\$25,670.80	\$271,044.49	\$278,757.00	\$252,602.52	\$252,602.52	\$263,759.09
Benefits	\$5,413.16	\$54,574.35	\$62,004.00	\$51,235.58	\$51,235.58	\$53,049.75
TOTAL SALARIES/BENEFITS	\$31,083.96	\$325,618.84	\$340,761.00	\$303,838.10	\$303,838.10	\$316,808.84
Travel and training	\$110.44	\$205.39	\$3,200.00	\$1,803.50	\$1,803.50	\$3,200.00
Vehicle allowance, maintenance and repairs	\$21.11	\$97.83	\$100.00	\$147.84	\$147.84	\$100.00
Utilities and fuel	\$5,924.06	\$38,877.59	\$35,270.00	\$28,919.38	\$28,919.38	\$35,270.00
Materials and supplies	\$4,114.97	\$139,119.66	\$25,330.00	\$62,054.38	\$62,054.38	\$25,690.00
Maintenance and repairs	\$6,238.07	\$58,595.85	\$19,670.00	\$46,235.32	\$46,235.32	\$19,670.00
Goods for resale	(\$2,802.80)	\$23,231.96	\$9,000.00	\$28,405.90	\$28,405.90	\$9,000.00
Financial expenses	\$1,490.10	\$6,541.99	\$1,750.00	\$5,537.71	\$5,537.71	\$1,750.00
Purchased and contracted services	\$580.14	\$17,087.60	\$9,782.00	\$9,022.76	\$9,022.76	\$9,782.00
Transfer to own funds				\$39,208.56	\$39,208.56	
TOTAL OTHER EXPENSES	\$15,676.09	\$283,757.87	\$104,102.00	\$221,335.35	\$221,335.35	\$104,462.00
	\$46,760.05	\$609,376.71	\$444,863.00	\$525,173.45	\$525,173.45	\$421,270.84
NET (REVENUE)/EXPENDITURE	\$20,309.34	\$296,435.21	\$345,107.00	\$321,731.84	\$321,731.84	\$321,731.84