The Corporation of the City of Sault Ste. Marie

Historic Sites Board

Agenda

Wednesday, September 16, 2026

12:00 pm - 1:30 pm

Old Stone House

As a courtesy meetings may be viewed live on the City's YouTube channel
https://www.youtube.com/user/SaultSteMarieOntario

Pages

1. Call to Order

2. Declaration of Pecuniary Interest

3. Adoption of Agenda

Mover _________________

Seconder _________________
Resolved that the Agenda for Historic Sites Board meeting for September 16, 2026, as presented be approved.

4. Adoption of Minutes 3 - 5

Mover _________________

Seconder _________________
Resolved that Minutes of Historic Sites Board meeting of June 10, 2026, be approved.

5. Business Arising

1) Response from letter to Minister Cho re: CMOG

2) CMOG request for more information regarding Strategic Plan

6. Accounts 6 - 8

7. Curator's Report

a) Summer Events, bookings, programs - verbal report

b) Summer Grants received - summer employment opportunities

c) Budget 2027 preparation: Capital / Asset, User Fees, Operating Budget

d) "Friends of ECNHS" - Fall Rendezvous 2026

i) Funding - Grants & Sponsorship

ii) 4 days of Programming: 2 school days, 2 public: Scottish Flair - Saturday: Pipe bands & highland dancers; Indigenous Knowledge Sharing - Sunday: Vendors/Artisans, Indigenous Culinary

iii) Doors Open

iv) Ontario Culture Days

e) Augmented Reality, French translations of audio tours, and FedNor

f) Indigenous Advisory: K. Neveu, Baawating Advisory Circle, MAP grant

8. Municipal Heritage Committee

a) Doors Open

9. New Business

HSB appointments 2027 & 2028 - call for application

10. Next Meeting

November 18th, 2026

11. Adjournment

Mover ________________

Seconder ________________
Resolved that this Committee now adjourn.

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

Wednesday, June 10, 2026
12:00 pm
Old Stone House

Present:	S. Casola, D. Conyers, Heather Bot, Brittany Paat, C. Caputo, J. van Haaften
Absent:	Sandra Hollingsworth
Officials:	K. Fisher

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1. Call to Order

12:05 S. Casola called meeting to order.

Land Acknowledgement read.

2. Declaration of Pecuniary Interest

none noted.

3. Adoption of Agenda

Moved by: J. van Haaften
Seconded by: D. Conyers

Resolved that the Agenda for Historic Sites Board meeting for June 10, 2026 as presented be approved.

Carried

4. Adoption of Minutes

Moved by: C. Caputo
Seconded by: Heather Bot

Resolved that Minutes of Historic Sites Board meeting of May 13, 2026 be approved.

Carried

5. Business Arising

none noted.

6. Accounts

Moved by: C. Caputo
Seconded by: Heather Bot

"Resolved that the members of the Historic Sites Board, approve the expenditures and Year to Date estimated financials for June 1st, with actuals report April 30, 2026."

Carried

7. Curator's Report

Discussion on User Fees proposed for 2027. A few changes and additions will be amended to the final document.

Review of Asset Management requirements for the Site.

Discussion on CMOG. Members discussed a letter be sent to Minister Cho, Ministry Tourism Culture & Gaming, to once again request an increase in the CMOG funding for the Site.

Moved by: C. Caputo
Seconded by: Heather Bot

"Resolved that the members of the Historic Sites Board approve the proposed User Fees 2027, as discussed and amended:

Carried

Moved by: Brittany Paat
Seconded by: J. van Haaften

"Resolved that the members of the Historic Sites Board approve the submission of the list of items for Asset Management 2027"

Carried

Moved by: C. Caputo
Seconded by: Brittany Paat

"Resolved that the members of the Historic Sites Board approve the submission of the application to the Province for the Community Museum Operating Grant, and that the application include the approved Strategic Plan, Annual Report, and revised Policies."

Carried

8. Municipal Heritage Committee

Doors Open - September 26, 2026

Heritage Trees project

Algonquin Hotel applied for Heritage Grant.

Tax Rebate applications being reviewed.

9. New Business

Review of Fall Rendezvous, hosted by Friends of ECNHS. New programming components will include an Indigenous Day.

10. Next Meeting

September 16, 2026
12:00 noon
Unless otherwise called.

11. Adjournment

Moved by: Heather Bot
Seconded by: D. Conyers
Resolved that this Committee now adjourn.

Carried

CITY OF SAULT STE MARIE							
HSB - OLD STONE HOUSE							
For the Seven Months Ending Friday, July 31, 2026							
					2025	**2025**	
		YTD	**Budget**		**Actual To:**	**Actual**	**Budget**
FISCAL YEAR REMAINING% :	July	Actual	**2026**		**July**	**Year End**	**2025**
REVENUE							
Fees and user charges	($22,220.21)	($81,392.90)	($100,922.00)		**($65,942.31)**	**($144,297.08)**	($85,205.00)
Government grants	$0.00	($7,960.13)	($18,780.00)		**($7,832.76)**	**($33,610.40)**	($18,780.00)
	($22,220.21)	($89,353.03)	($119,702.00)		**($73,775.07)**	**($177,907.48)**	($103,985.00)
EXPENDITURES							
Salaries	$34,179.09	$173,124.13	$331,773.00		**$160,843.33**	**$303,058.42**	$311,780.00
Benefits	$5,926.92	$34,653.17	$82,431.00		**$34,132.46**	**$61,935.78**	$66,807.00
TOTAL SALARIES/BENEFITS	**$40,106.01**	**$207,777.30**	**$414,204.00**		**$194,975.79**	**$364,994.20**	**$378,587.00**
Travel and training	$0.00	$675.00	$3,300.00		**$1,528.48**	**$1,528.48**	$3,300.00
Vehicle allowance, maintenance and repairs	$0.00	$0.00	$100.00		**$0.00**	**$130.48**	$100.00
Utilities and fuel	$2,653.42	$19,469.22	$34,283.00		**$13,396.43**	**$26,687.86**	$33,687.00
Materials and supplies	$9,061.65	$41,176.47	$33,041.00		**$23,306.68**	**$44,413.38**	$26,830.00
Maintenance and repairs	$1,322.14	$18,873.35	$22,982.00		**$26,183.00**	**$39,530.69**	$21,821.00
Goods for resale	$3,631.18	$30,836.03	$9,100.00		**$22,335.25**	**$25,934.65**	$9,100.00
Financial expenses	$57.94	$3,093.13	$1,750.00		**$3,466.50**	**$6,616.32**	$1,750.00
Purchased and contracted services	$233.80	$6,838.90	$9,082.00		**$3,392.55**	**$6,790.48**	$9,082.00
Transfer to own funds	$0.00	$0.00			**$0.00**	**$17,829.58**	
TOTAL OTHER EXPENSES	**$16,960.13**	**$120,962.10**	**$113,638.00**		**$93,608.89**	**$169,461.92**	**$105,670.00**
	$57,066.14	$328,739.40	$527,842.00		**$288,584.68**	**$534,456.12**	$484,257.00
NET (REVENUE)/EXPENDITURE	**$34,845.93**	**$239,386.37**	**$408,140.00**		**$214,809.61**	**$356,548.64**	**$380,272.00**

CITY OF SAULT STE MARIE					
HSB - OLD STONE HOUSE					
For the Seven Months Ending Friday, July 31, 2026					
				2025	
	Proposed Budget	Budget		Actual	Budget
FISCAL YEAR REMAINING% :	***$2,027***	2026		Year End	2025
REVENUE					
Fees and user charges:					
10-550-5550-5630 FEES OLD ST HOUSE	($23,615)	($23,615.00)		($25,439.57)	($22,003.00)
10-550-5550-5631 FEES OSH VENUE RENTAL	($1,895)	($1,895.00)		($250.00)	($1,713.00)
10-550-5550-5632 FEES OLD ST HOUSE SOUVENIER	($35,000)	($17,000.00)		($38,251.19)	($17,000.00)
10-550-5550-5634 FEES OSH CONSIGN COM	($1,500)	($1,500.00)		($2,163.71)	($1,500.00)
10-550-5550-5636 FEES - OSH - COURSES	($65,361)	($56,912.00)		($70,965.95)	($42,989.00)
10-550-5550-5673 FEES-TOURISM MARKETSHARE				($7,195.43)	
Total Fees and user charges	($127,371)	($100,922.00)		($144,297.08)	($85,205.00)
Government grants:					
10-550-5550-5205 ONT SPEC GRANT OTHER				($3,126.78)	
10-550-5550-5210 ONT SPEC GRANT PAY EQUITY	($2,100)	($2,100.00)		($2,100.00)	($2,100.00)
10-550-5550-5224 ONT SPEC GRANT MUSEUM OPERATIN	($16,680)	($16,680.00)		($16,680.00)	($16,680.00)
10-550-5550-5311 CAN SPEC GRANT CAN WORKS				($11,703.62)	
Total Government grants	($18,780)	($18,780.00)		($33,610.40)	($18,780.00)
	($146,151)	($119,702.00)		($177,907.48)	($103,985.00)
EXPENDITURES					
Travel and training:					
10-550-5550-6182 TRAVEL	$2,400	$2,400.00		$1,265.99	$2,400.00
10-550-5550-6185 TRAINING	$900	$900.00		$262.49	$900.00
Total Travel and training	$3,300	$3,300.00		$1,528.48	$3,300.00
Vehicle allowance, maintenance and repairs:					
10-550-5550-6200 MILEAGE	$100	$100.00		$130.48	$100.00
Total Vehicle allowance, maintenance and repairs	$100	$100.00		$130.48	$100.00
Utilities and fuel:					
10-550-5550-6252 WATER & ELECTRIC	$21,883	$21,883.00		$20,780.07	$21,287.00
10-550-5550-6254 NATURAL GAS	$8,400	$12,400.00		$5,907.79	$12,400.00
Total Utilities and fuel	$30,283	$34,283.00		$26,687.86	$33,687.00
Materials and supplies:					
10-550-5550-6316 MISCELLANEOUS	$300	$300.00		$218.00	$300.00
10-550-5550-6338 CURATORIAL EXPENSE	$650	$650.00		$1,973.39	$650.00
10-550-5550-6370 OPERATING SUPPLIES	$39,221	$29,011.00		$38,903.36	$22,000.00
10-550-5550-6480 TELEPHONE	$1,440	$1,440.00		$2,022.73	$1,440.00
10-550-5550-6482 INTERNET	$2,500	$140.00		$0.00	$140.00
10-550-5550-6111 OFFICE EXPENSES	$1,500	$1,500.00		$1,295.90	$1,500.00
10-550-5550-6116 PHOTOCOPYING		$0.00			$800.00
Total Materials and supplies	$45,611	$33,041.00		$44,413.38	$26,830.00

				2025		
	Proposed Budget	Budget		Actual		Budget
FISCAL YEAR REMAINING% :	***$2,027***	2026		Year End		2025
Maintenance and repairs:						
10-550-5550-6410 MAINTENANCE & ALTERATIONS	$25,982	$22,982.00		$39,530.69		$21,821.00
Total Maintenance and repairs	$25,982	$22,982.00		$39,530.69		$21,821.00
Goods for resale:						
10-550-5550-6592 RESALE ACCESSORIES	$23,000	$9,100.00		$25,934.65		$9,100.00
Total Goods for resale	$23,000	$9,100.00		$25,934.65		$9,100.00
Financial expenses:						
10-550-5550-6723 CREDIT DEBIT CARD FEES	$6,500	$1,750.00		$6,965.28		$1,750.00
10-550-5550-6752 CASH SHORT/ OVER				($348.96)		
Total Financial expenses	$6,500	$1,750.00		$6,616.32		$1,750.00
Purchased and contracted services:						
10-550-5550-6470 POSTAL SERVICE	$700	$700.00		$906.36		$700.00
10-550-5550-6494 SECURITY	$3,882	$4,882.00		$2,442.28		$4,882.00
10-550-5550-6540 ADVERTISING & MARKETING	$3,500	$3,500.00		$3,441.84		$3,500.00
Total Purchased and contracted services	$8,082	$9,082.00		$6,790.48		$9,082.00
Transfer to own funds:						
10-550-5550-6762 TRANSFER TO RESERVE FUND				$17,829.58		
Total Transfer to own funds				$17,829.58		
TOTAL OTHER EXPENSES	$142,858	$113,638.00		$169,461.92		$105,670.00
		$527,842.00		$534,456.12		$484,257.00
NET (REVENUE)/EXPENDITURE		$408,140.00		$356,548.64		$380,272.00