



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

Wednesday, November 18, 2026

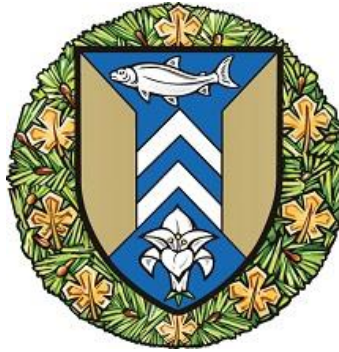
12:00 pm - 1:30 pm

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 November 18, 2026, as presented be approved.	
4. Adoption of Minutes	3 - 5
Mover _____	
Seconder _____	
Resolved that Minutes of Historic Sites Board meeting of September 16, 2026, be approved.	
5. Business Arising	
6. Accounts	6 - 6
Mover _____	
Seconder _____	
"Resolved that the members of the HSB approve the expenditures to date, September 30, 2026, as presented."	

7. **Curator's Report** 7 - 7
K.P.I's - Q3
Programs, events, grants - updates.
8. **Municipal Heritage Committee**
9. **New Business**
10. **Next Meeting**
February 10, 2027 - 12:00 noon.
For the new HSB appointed members.
11. **Adjournment**
Mover _____
Seconded _____
Resolved that this Committee now adjourn.



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

Wednesday, September 16, 2026
12:00 pm

Ermatinger Old Stone House – Summer Kitchen

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

Officials: K. Fisher

1. Call to Order

Meeting called to order by: S. Casola at 12:18 p.m.

2. Declaration of Pecuniary Interest

none noted

3. Adoption of Agenda

Moved by: C. Caputo

Seconded by: Heather Bot

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

Carried

4. Adoption of Minutes

Moved by: Brittany Paat

Seconded by: Heather Bot

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

Carried

5. Business Arising

1) Response from letter to Minister Cho re: CMOG. HSB members suggested that the letter now be sent to the new Minister.

2) CMOG requested more information and detailed plan regarding the Strategic Plan.

6. Accounts

Review of 6-month financials.

Review of proposed operating budget 2027. Budget being reviewed by Senior Management before being presented and included for Council.

7. Curator's Report

Discussion notes:

a) Summer events, bookings, grants

b) Budget 2027

c) Friends of ECNHS - grants for Rendezvous 2026

Door Open 2026 - Saturday September 26th - during Rendezvous

Ontario Culture Days 2026 - Fall Rendezvous / Scottish / Indigenous

d) Indigenous Advisory & Museums Assistance Program grant - next year.

e) Augmented Reality - update on new company and progress

Audio Tours / versus / Multi media units that will do the audio tours and the augmented reality in English and French.

Moved by: Sandra Hollingsworth

Seconded by: C. Caputo

Resolved that the members of the Historic Sites Board approve the expenditure from the HSB Trust Account, for up to \$20,000 for the purchase of 20 (twenty) Visitor Multimedia Units, and,

Whereas, should the FedNor project funding allow for partial payment, that any remaining funds not required for the purchase of the Multimedia equipment, remain in the Trust.

Carried

8. Municipal Heritage Committee

a) Doors Open - update on event

b) Heritage Award - being presented to M.L. Brason-Lediect

9. New Business

November call for application for the 2027 & 2028 Historic Sites Board appointments.

10. Next Meeting

November 18th, 2026

12:00 noon

11. Adjournment

Moved by: C. Caputo

Seconded by: Sandra Hollingsworth

Resolved that this Committee now adjourn.

Carried

CITY OF SAULT STE MARIE							
HSB - OLD STONE HOUSE							
For the Nine Months Ending Wednesday, September 30, 2026							
				2025	2025		
		YTD	Budget	Actual To:	Actual	Budget	
FISCAL YEAR REMAINING% :	September	Actual	2026	September	Year End	2025	
REVENUE							
Fees and user charges	(\$35,628.27)	(\$135,022.79)	(\$100,922.00)	(\$112,614.54)	(\$144,297.08)	(\$85,205.00)	
Government grants	\$0.00	(\$7,960.13)	(\$18,780.00)	(\$11,138.98)	(\$33,610.40)	(\$18,780.00)	
	(\$35,628.27)	(\$142,982.92)	(\$119,702.00)	(\$123,753.52)	(\$177,907.48)	(\$103,985.00)	
EXPENDITURES							
Salaries	\$31,903.90	\$267,953.79	\$331,773.00	\$217,153.15	\$303,058.42	\$311,780.00	
Benefits	\$6,674.97	\$51,625.59	\$82,431.00	\$45,142.55	\$61,935.78	\$66,807.00	
TOTAL SALARIES/BENEFITS	\$38,578.87	\$319,579.38	\$414,204.00	\$262,295.70	\$364,994.20	\$378,587.00	
Travel and training	\$350.00	\$1,025.00	\$3,300.00	\$1,528.48	\$1,528.48	\$3,300.00	
Vehicle allowance, maintenance and repairs	\$0.00	\$96.73	\$100.00	\$54.88	\$130.48	\$100.00	
Utilities and fuel	\$2,097.72	\$23,991.47	\$34,283.00	\$17,403.91	\$26,687.86	\$33,687.00	
Materials and supplies	\$8,296.35	\$56,445.38	\$33,041.00	\$32,645.41	\$44,413.38	\$26,830.00	
Maintenance and repairs	\$1,458.95	\$28,726.10	\$22,982.00	\$27,427.59	\$39,530.69	\$21,821.00	
Goods for resale	\$1,589.80	\$36,926.69	\$9,100.00	\$26,051.39	\$25,934.65	\$9,100.00	
Financial expenses	\$860.18	\$6,008.58	\$1,750.00	\$4,738.44	\$6,616.32	\$1,750.00	
Purchased and contracted services	\$99.41	\$8,205.84	\$9,082.00	\$4,482.29	\$6,790.48	\$9,082.00	
Transfer to own funds				\$0.00	\$17,829.58		
TOTAL OTHER EXPENSES	\$14,752.41	\$161,425.79	\$113,638.00	\$114,332.39	\$169,461.92	\$105,670.00	
	\$53,331.28	\$481,005.17	\$527,842.00	\$376,628.09	\$534,456.12	\$484,257.00	
NET (REVENUE)/EXPENDITURE	\$17,703.01	\$338,022.25	\$408,140.00	\$252,874.57	\$356,548.64	\$380,272.00	

KPI	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026 Target	2026 YTD
Ermatinger Historic Site											
Total Visitation	21,107	22,517	31,065	4559	7061	26,708	30,823	28,991	31,162	32,500	20,776
General Site Visitors	4,404	4,146	4,983	828	591	1,558	1,711	1,995	2156	2400	1498
Cruise Ships	2,398	1,870	1,813	0	0	895	1,213	773	918	800	571
Bus Tours with programming	464	625	459	0	0	327	343	573	515	800	608
Bus Tours & Group Tours general	577	558	611	33	0	45	195	96	162	175	52
Adult Programming (Fridays & Workshops)	752	969	567	494	0	96	583	591	292	400	221
Special Events	7834	6,338	17,667	666	1924	18,620	21,776	17,899	21818	22000	12992
Venue Rentals visitors	330	472	394	165	4	134	2	319	94	300	858
Venue Rentals	5	8	6	4	1	3	63	8	2	7	14
Educational Tours / programs: School curriculum, - See breakout below	2,884	2,431	2,033	3,143	2,459	2,073	2,285	2,620	2,328	2,400	1,691
# of Programs Education - in house	69	73	39	3	0	71	90	92	90	90	41
# of Participants	1,895	1,762	1,767	46	0	1,819	2,194	2,209	2328	2400	1578
# of Programs Education - inhouse (jr. gardener)	5	5	2	24	13	-	66	375	285	60	60
# of Participants - Education - outreach (Manzo & Grecco)	989	333	64	3510	2462	-	47	36	0	0	53
non paying - Visitors to Gift Shop or /4culture/Members/gratuitous for Partnerships & City Training Venue	1225	4,377	2,198	2126	2054	2,849	2,477	3,259	2594	2800	2285
Social Media:											
Website Unique Visits								2,800	7,508	8,000	12,459
Website Page Views								6,418	20,371	25,000	38930
Social Media Posts (Facebook and Instagram)								4,340	18,052	20,000	9876
Facebook Reach								39,960	339,573	500,000	273508
Facebook Page Visits								4,928	22,224	25,000	7261
Facebook Followers								2,423	2,683	3,200	2920
Instagram Reach								4,734	97,350	100,000	58499
Instagram Engagement								627	5,196	5,000	2615
Instagram Followers								1,058	1,153	1,500	1244