

## MINUTES

Hybrid Meeting Via Zoom  
and at MVCA Office

Mill of Kintail Museum  
Advisory Committee Meeting

November 26, 2024

### **MEMBERS PRESENT**

Bev Holmes, Chair  
Darcy Moses (virtual)  
Diana Jackson (virtual)  
Kathy McNenly  
Lucy Carleton  
Sara Chatfield  
Sarah More  
Wayne Morrison  
Wendy Bridges

### **STAFF PRESENT**

Sally McIntyre, General Manager  
Scott Lawryk, Property Manager  
Kelly Hollington, Recording Secretary

### **GUESTS**

Fauzya Moore (virtual)

B. Holmes called the meeting to order at 11:01 a.m.

### Declarations of Interest (Written)

Members were asked to declare any conflicts of interest and informed that they may declare a conflict at any time during the session. No declarations were received.

### Agenda Review

#### **MAC24/11/26-1**

**MOVED BY: D. Moses**

**SECONDED BY: L. Carleton**

**Resolved, that the agenda for the November 26, 2024 Mill of Kintail Museum Advisory Committee Meeting be adopted as presented.**

**“CARRIED”**

### **MAIN BUSINESS**

1. Approval of Minutes: Mill of Kintail Museum Advisory Committee Meeting Minutes, January 31, 2024.

L. Carleton noted that there were two errors in the minutes. On page 5 of the agenda package:

L. Carleton noted that there was an opportunity to purchase Ice Bird piece from the Tait McKenzie collection but there ~~was~~ **were no** funds available to move forward with an acquisition.

L. Carleton asked for a breakdown of donation funds, specifically a donation received from ~~Barb~~ **Beverly** and Jim Naismith in 2023 of \$10,000.

The agenda will be amended to reflect these changes.

**MAC24/11/26-2**

**MOVED BY:**

**SECONDED BY:**

**Resolved, that the minutes of the Mill of Kintail Museum Advisory Committee meeting held on January 31, 2024 be received and approved as amended.**

**“CARRIED”**

2. **LC&RS Discussion Paper Survey Results, Sally McIntyre.**

S. McIntyre summarized the results from the *Land Conservation & Resource Strategy Discussion Paper Survey*. She noted that the majority of respondents were from the Mississippi Mills area. She highlighted that cultural heritage sites are valued by the community. She noted that the common important features that were identified are what a conservation area offers. She reviewed the Mill of Kintail museum specific responses. She highlighted that over half of the respondents support transferring the management of the museum collection to a heritage organization. She asked the committee for feedback regarding the survey results and the short-term management of the museum collection.

L. Carleton asked if any heritage organizations are being considered for the transfer of the museum collection. S. McIntyre responded that MVCA is not currently in conversations with any heritage organizations at this time. She noted that staff are working to update a document that outlines the state of the collection and how it is currently managed to provide to interested parties who may be interested in its management.

D. Moses asked if there is a team managing the collection at this time. S. McIntyre responded that the Museum building is closed during the off-season and the collection is not actively managed during the winter months. D. Moses asked if the collection will be actively managed in-season. S. McIntyre responded that MVCA plans to open the museum as usual for the summer season in May 2025.

K. McNenly recommended that a conservator come to evaluate the collection to inform MVCA and the committee on what is needed to preserve the collection. S. McIntyre commented that an informal evaluation took place in the fall. She noted that organizations interested in the collection may want to do an independent assessment of the collection. She noted that there is a need to scope the work and understand the potential costs associated with the preservation of the collection. She commented that if the committee wants to assist MVCA that they can look for possible grant opportunities to complete the work. L. Carleton commented that it was the Canadian Conservation Institute (CCI) that did an evaluation of the collection in the fall, they visited museums in Lanark County to assess their general status. She suggested contacting CCI for further support. D. Jackson commented that she spoke to the CCI staff in the fall. She highlighted that CCI can only offer a limited amount of services once or twice annually for consultations and that many small museums in the province are in similar situations. She noted that CCI staff acknowledged the difficulty in providing the perfect conditions to preserve all the pieces in the collection. B. Holmes asked if D. Jackson got the impression that CCI would be providing a report to MVCA on their findings and recommendations. D. Jackson responded that her perception was that the evaluation was informal and that they were gathering information for their own records.

S. Chatfield asked if the community identified a priority in the management and preservation of the collection – whether access to the collection or the preservation of the collection is more important. S. McIntyre responded that outside of the Mill of Kintail Museum Advisory Committee, no broad theme was identified. She noted that comments support keeping the collection at the Mill of Kintail museum and that MVCA is not averse to housing the collection on-site. She noted suggestions to exhibit copies or photographs of the collection to protect and preserve the integrity of the art pieces for prosperity. B. Holmes commented that the Mill of Kintail museum building has heritage designation and cannot be developed to a standard to where the collection can be housed in the optimal environment. She noted that in the future, the museum collection must be considered separately from the building. D. Jackson commented that when CCI visited the museum, they commented that the building is not ideal for the works. CCI Staff noted that the condition of the collection is good. She expressed her support in having a formal evaluation of the collection to gain an understanding of its condition and scope of work required to preserve it. B. Holmes tasked S. McIntyre to follow up with CCI. S. McIntyre confirmed.

D. Moses asked what is being done to address the humidity and moisture in the air where the collection is housed. L. Carleton responded that a process is in place for the curator to check humidity controls and to log the data. She added that almost all of the art pieces are moved to the Gatehouse storage except for the cog that is built into the studio. B. Holmes asked if it is

possible for the data log information to be shared with the committee. S. Lawryk was tasked with following up on the humidity control process and records.

3. Draft Land Conservation & Resource Strategy, Sally McIntyre.

S. McIntyre reviewed the *Draft Land Conservation & Resource Strategy* document and the process behind its development. The goal of the *Discussion Paper* and other related documents are to provide the community with information and to seek public input. She noted that the goal of the of the document is to give the Board direction moving forward in the management of MVCA resources as a whole. She reviewed the definitions of Category 1, 2 and 3 programs as per the new provincial regulations and how that speaks to the funding of the museum. She reviewed the attributes, goals, objectives, gaps and risks, actions to mitigate and policies as they relate to conservation areas and specifically the Mill of Kintail Museum. She noted that MVCA is committed to managing the collection until another organization is able to take it over. She explained that MVCA entered into bilateral agreements with member municipalities with the understanding of working toward making all Category 3 programs self-sufficient and cost-recoverable. Category 3 programs include outdoor education, stewardship and visitor services.

L. Carleton commented that a requirement of the Community Museum Operating Grant is a full-time curator, MVCA will be unable to apply for and receive this grant. S. McIntyre confirmed that MVCA staff are aware of this stipulation.

S. McIntyre highlighted that in regards to capital works at MVCA's Conservation Areas, no greater than 2% of the capital levy will be allocated to the renewal of the buildings on site. S. Lawryk added that the larger projects, such as the roof replacement at the Museum and repointing work on both the museum and gatehouse were completed prior to the regulation change. S. McIntyre noted that any future category 3 expenditures that require significant investment will require 3<sup>rd</sup> party funding and discussions with member municipalities to complete.

S. McIntyre reviewed goals, objectives and policies related to visitor services at the Mill of Kintail. She highlighted the objective of cost-recovery.

L. Carleton asked if the Mill of Kintail Master Plan will be updated by MVCA staff or by a consultant. S. McIntyre responded that MVCA planning and operations staff will be updating the Mill of Kintail Master Plan in 2025.

D. Moses commented that there are opportunities to develop a public-private partnership at the Mill of Kintail site to generate revenues. S. McIntyre commented that it is something to consider moving forward in the development of the Master Plan.

B. Holmes recommended that the committee schedule a meeting to brainstorm and provide a report to MVCA on their recommendations for the Mill of Kintail. D. Moses agreed. L. Carleton agreed, B. Holmes tasked MVCA staff with scheduling a brainstorming session.

L. Carleton asked what the advisory committee's role is in developing the new master plan and associated policies. S. McIntyre responded that the draft documents would be tabled with the committee for review and comment prior to circulation. She noted that the Mill of Kintail Master Plan encompasses the whole site, including the museum. A separate advisory committee may be needed in the development of the master plan. A workplan will be developed to determine how to effectively manage the master plan.

D. Jackson suggested localized climatic control systems for individual pieces of artwork. She noted the CCI would be able to advise on this option.

4. Mill of Kintail Museum Strategic Plan, Verbal Report, Sally McIntyre & Scott Lawryk.

S. McIntyre explained that the first step in changes to the Mill of Kintail Strategic plan was releasing the Museum Curator, Stephanie Kolsters. MVCA intends on opening the museum in May. She noted that MVCA is moving in a different direction in the management of the museum and site as a whole. MVCA staff duties have been re-aligned to deliver on these changes. She looked to the committee for their feedback regarding the museum's direction moving forward as MVCA is in a period of transition.

She asked for feedback regarding the integrity and safety of the museum collections. D. Moses commented that the collection should be preserved and highlighted opportunities to fundraise. B. Holmes commented that there is a need for professional advice and guidance on the collection's management. L. Carleton noted that the textiles and paper items have been removed from the museum and put in climate-controlled artifact storage in the gatehouse. She added that the Mens Shed group have helped to build storage shelving to allow for improved storage. S. Chatfield recommended an open doors event for the public to get a behind-the-scenes look at the artifact storage. D. Jackson commented that CCI should be consulted to determine the best way to go about conservation and restoration pieces in the collection. K. McNenly commented that plasters are not safe in their current environment. She suggested that copies be made and the original pieces be kept in storage. B. Holmes responded that making copies is a large undertaking and would require significant fundraising.

S. McIntyre asked the committee for feedback on how best to attract the public to the museum and to tell the story of James Naismith and R. Tait McKenzie. D. Jackson commented that there is an opportunity for artist residency at the museum. She noted success and positive feedback from visitors to her exhibits and workshops held on-site. She highlighted the opportunity for indigenous engagement at the site with indigenous artist exhibits, and events. S. Chatfield commented that there is a lack of First Nations acknowledgement at the site. She highlighted

opportunities for storytelling events and collaborating with the host nation for the watershed. S. McIntyre noted that is interest in an Indigenous group hosting an event at the Mill of Kintail in June. She highlighted the opportunity to incorporate indigenous teachings, history and knowledge in the signage at the site. L. Carleton commented that she provided suggestions on the Draft Land Conservation & Resource Strategy including an official name change to the Mill of Kintail Museum and a retooling of the building to an arts and nature centre. B. Holmes suggested collaborating with playwright, Fern Martin for a play regarding the history of R Tait McKenzie and James Naismith. L. Carleton expressed her interest in helping MVCA staff to develop the Museum webpage. D. Jackson commented that she would provide photos to be used for updating the museum webpage.

S. McIntyre asked the committee for their goals for the museum in 2025. D. Jackson responded that the gift shop requires improvement and is an opportunity for cost-recovery. D. Moses commented that he built her gardens and plans to donate the funds to MVCA. L. Carleton expressed support in improving the gift shop. She noted that the gift shop is cash-only, the WIFI needs improvement to allow for debit and credit purchases. L. Carleton noted the opportunity to celebrate the anniversary of sculpture completions. She will confirm with the committee which piece is celebrating an anniversary upcoming. S. Chatfield suggested reaching out to First Nations communities within the watershed to gain an understanding of their upcoming celebrations for 2025. K. McNenly highlighted the opportunity to have different artists exhibiting at the museum for 2025 to increase engagement at the site. S. McIntyre commented that MVCA staff will assess how to move forward on improvements with the gift shop, the museum website and the exhibits for 2025. She committed staff to determining the scope of what is reasonable to accomplish and to reconvene with the committee for feedback. She added that the Manager of I&TC is working to improve the WIFI at the museum and gatehouse.

B. Holmes added that there is an opportunity to engage with tourist groups that take bus tours into Almonte.

## **OTHER BUSINESS**

D. Moses commented that he plans to help with future fundraising efforts.

### **MAC24/01/31-3**

**MOVED BY: D. Moses**

**SECONDED BY: S. More**

**Resolved, That the Mill of Kintail Museum Advisory Committee meeting be adjourned.**

**“CARRIED”**

The meeting adjourned at 2:29 p.m.

K. Hollington, Recording Secretary