

MAR 26 2012



AGENDA

MUSEUMS OF MISSISSAUGA ADVISORY COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA
www.mississauga.ca

MONDAY, MARCH 26, 2012 – 6:00 PM

**BENARES VISITOR CENTRE
4415 MISSISSAUGA ROAD, MISSISSAUGA, ON L5M 7C6**

Members

Jeremy Harvey, Citizen Member (**Chair**)
Joseph Zammit, Citizen Member (**Vice Chair**)
Councillor Jim Tovey, Ward 1
Councillor Pat Mullin, Ward 2
Anne Fabierkiewicz, Citizen Member
Fred Durdan, Citizen Member
John Pegram, Citizen Member
John Van Camp, Friends of the Museums of Mississauga
Joyce Delves, Citizen Member
Lawrence Cook, Citizen Member
Tamara Pope, Citizen Member
Wendy Davies, Citizen Member
Descendent of the Harris Family (*ex-officio*)

Contact: Karen Morden, Legislative Coordinator
Office of the City Clerk 905-615-3200 ext. 5425 Fax 905-615-4181
karen.morden@mississauga.ca

1. CALL TO ORDER
2. DECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTEREST
3. APPROVAL OF THE AGENDA
4. PRESENTATIONS
5. DEPUTATIONS
6. MATTERS TO BE CONSIDERED
 - (a) Approval of Minutes of Previous Meeting
Minutes of the Museums of Mississauga Advisory Committee Meeting held on January 23, 2012.

RECOMMEND APPROVAL

- (b) Corporate Report – Request to the Benares Endowment Fund Reserve for Artifact Conservation Initiative
Corporate Report dated March 13, 2012, from the Commissioner of Community Services with respect to the Benares Endowment Fund Reserve for Artifact Conservation Initiative.

RECOMMENDATION:

1. That the Benares Conservation and Preservation of an Artifact project (Account 12-498) be established with a gross and net budget of \$5,100 and that the funds be transferred from the Benares Endowment Reserve Fund of the Miscellaneous Contributions Reserve Fund account (#35515) to the project.
2. That all necessary by-laws be enacted.

RECOMMEND RECEIPT

- (c) Memorandum – Enrolment in the Cultural Access Pass Program of The Institute for Canadian Citizenship by the Museums of Mississauga, on behalf of the City of Mississauga
Review and discussion of the memorandum dated March 26, 2012 from Annemarie Hagan, Museums Manager, with respect to enrolment in the Cultural Access Pass Program of The Institute for Canadian Citizenship.

RECOMMEND COMMITTEE SUPPORT AND RECEIPT

- (d) Museums of Mississauga – Draft Vision and Mission Statements
Review and discussion of the draft vision and mission statements as developed by the Collections and Storage Subcommittee (CASS).

DIRECTION REQUIRED

- (e) Advocacy Strategy Update
Jeremy Harvey, Citizen Member and Chair, will update the Committee with respect to the advocacy strategy.

DIRECTION REQUIRED

7. SUBCOMMITTEE REPORT(S)

- (a) Report from the February 7, 2012 Collections and Storage Subcommittee (CASS)

RECOMMEND RECEIPT

- (b) Report from the March 6, 2012 Collections and Storage Subcommittee (CASS)

RECOMMEND RECEIPT

8. MUSEUMS MANAGER'S REPORT

Museum Manager's Report, dated March 26, 2012, from Annemarie Hagan, Museums Manager.

RECOMMEND RECEIPT

9. CAPITAL PROJECTS UPDATE

Capital Projects Report, dated March 26, 2012, from Annemarie Hagan, Museums Manager.

RECOMMEND RECEIPT

10. ITEMS FOR INFORMATION

- (a) Memorandum dated February 29, 2012, from Annemarie Hagan, Museums Manager, and Andrew Whittemore, Manager, Cultural Operations to the Mayor and Council entitled The Waterloo Curatorial and Museum: Learnings for the Mississauga Artifact Preservation Centre.

RECOMMEND RECEIPT

- (b) Corporate Report – Mississauga Culture Master Plan Progress Report – dated January 3, 2012, which was presented at General Committee on February 1, 2012.

RECOMMEND RECEIPT

- (c) Collections and Exhibit Supervisor Report to Collections and Storage Subcommittee dated February 7, 2012 from Stephanie Meeuwse, Collections and Exhibit Supervisor.

RECOMMEND RECEIPT

- (d) Collections and Exhibit Supervisor Report to Collections and Storage Subcommittee dated March 6, 2012 from Stephanie Meeuwse, Collections and Exhibit Supervisor.

RECOMMEND RECEIPT

OTHER BUSINESS

DATE OF NEXT MEETING

6:00pm – Monday, June 18, 2012 - Benares Visitor Centre

ADJOURNMENT

Museums of Mississauga
Advisory Committee
MAR 26 2012



MINUTES

MUSEUMS OF MISSISSAUGA ADVISORY COMMITTEE
THE CORPORATION OF THE CITY OF MISSISSAUGA
www.mississauga.ca

MONDAY, JANUARY 23, 2012 – 6:00 PM
LESLIE LOG HOUSE
4415 MISSISSAUGA ROAD, MISSISSAUGA, ON L5M 7C6

Members in Attendance

- Jeremy Harvey, Citizen Member **(Chair)**
- Joseph Zammit, Citizen Member **(Vice-Chair)**
- Councillor Jim Tovey, Ward 1
- Councillor Pat Mullin, Ward 2 (arrived at 6:26 PM)
- Lawrence Cook, Citizen Member
- Joyce Delves, Citizen Member
- Fred Durdan, Citizen Member
- Anne Fabierkiewicz, Citizen Member
- John Pegram, Citizen Member
- John Van Camp, Friends of the Museums of Mississauga

Members Absent

- Wendy Davies, Citizen Member
- Tamara Pope, Citizen Member
- Descendent of the Harris Family (*ex-officio*)

Staff in Attendance

- Annemarie Hagan, Manager, Museums
- Andrew Whittlemore, Manager, Culture Operations
- Karen Morden, Legislative Coordinator
- Laura Wilson, Legislative Coordinator

1. CALL TO ORDER – 6:00 p.m.

2. DECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTEREST

NIL

3. APPROVAL OF THE AGENDA
The agenda be approved as presented

APPROVED - (J. Zammit, Vice-Chair)

4. PRESENTATIONS

NIL

5. DEPUTATIONS

NIL

6. MATTERS CONSIDERED

- (a) Approval of Minutes of Previous Meeting
The minutes of the MOMAC meeting held on November 28, 2011 be approved as presented.

APPROVED – (J. Delves, Citizen Member)

- (b) Museums of Mississauga – Visioning Process
Jeremy Harvey, Citizen Member and Chair, noted that the purpose of the meeting was to update MOMAC regarding the visioning process. Mr. Harvey led the Committee through a review and discussion of the MOMAC visioning process, utilizing a PowerPoint presentation entitled Museums of Mississauga – Vision Process.

Mr. Harvey shared a definition of a Vision with the Committee, which included the following components:

1. Vision is a clear image of what an organization could and should become if it is to realize its full potential.
2. Vision refers to a future state, a condition that is better than what exists now.
3. Vision is an explanation of the organization's desired identity and ambition.

- 4. Vision is the foundation upon which the organization's mission is built.
- 5. Vision is something that we can see well enough to recognize if it appeared in reality.

Mr. Harvey then shared a definition of a Mission with the Committee, which included the following components:

- 1. Mission is concerned with the purpose of the organization and the way the organization is managed to achieve the vision.
- 2. Mission is the primary objective towards which the organization's plans and programs should be aimed.
- 3. The Mission provides guidance for periodic goals and objectives setting for staff and management.
- 4. A mission is something to be accomplished, while a vision is something to be pursued.

And there was general consensus from the Committee that the definitions were adequate and appropriate. Mr. Harvey shared the current vision and mission statements of the Museums of Mississauga and noted that the current vision and mission are linked with the City of Mississauga's Vision, the Culture Division's Vision and the Museums of Mississauga's Vision.

Mr. Harvey shared examples of corporate visions and the Committee discussed which visions were effective and ineffective.

Mr. Harvey outlined the visioning process which included the following: deconstruction of the current vision, reconstruction to a new draft vision, and optimization to formalize a new vision and mission. Mr. Harvey described the current elements of the vision, compared them to the future elements to be considered and noted that they do not have to be restrained by the current vision but should look at this process as painting a new direction.

Joseph Zammit, Citizen Member and Vice-chair, noted that there should be an element of "endearment" in the new vision and there was agreement from the Committee that it should be included.

Councillor Tovey, Ward 1, requested clarification of the term cultural node. Mr. Harvey suggested that it could be described as a destination. Councillor Tovey requested that the language be amended to ensure clarity and Mr. Harvey agreed.

Mr. Harvey requested that the Committee Members review the visioning elements they had discussed and select the top seven and send them to him within a week so that they could be reviewed and discussed at the

Collections and Storage Subcommittee meeting on February 7, 2012. It was noted that there would be an update of revisions to the vision and mission statements at the March MOMAC meeting.

(c) Museums of Mississauga Advisory Committee – Advocacy Strategy

Jeremy Harvey, Citizen Member and Chair, led a general discussion with respect to an advocacy strategy for MOMAC. Mr. Harvey noted that MOMAC's mandate was to advocate for the Museums and that they could be more successful at doing so by determining targets, the message, including the vision, and by matching advocates to specific targets. Mr. Harvey suggested a meeting be established with MOMAC, Friends of the Museums and staff to establish a framework for advocacy. The possibility of establishing a working group was also discussed.

Annemarie Hagan, Museums Manager, noted that in a November meeting with the Ministry of Culture and Tourism the Ministry expressed interest in what MOMAC is currently working on. Ms. Hagan noted that she had shared the feasibility study with the Ministry and the Ministry encouraged MOMAC to include a solid focus on advocacy. Ms. Hagan felt the Committee and its initiatives had good support from Council but felt that there could be more involvement from other politicians and the community.

Mr. Harvey suggested that a next step could be the creation of a working group to address advocacy that would include representation from MOMAC, Friends of the Museums and staff. Anne Fabierkiewicz, Citizen Member suggested that there be three members from each aforementioned group, which was agreed upon. Councillor Tovey asked for clarification with respect to the goal of the group. It was decided that the goals would be to support the Museum's initiatives, advocacy of the vision, economic development, and ensuring the vision and goals were community driven.

(d) Visit to the Waterloo Region Museum – Verbal Update

Annemarie Hagan, Museums Manager spoke with respect to the Museums of Mississauga Advisory Committee's visit to the Waterloo Region Museum scheduled for Friday, February 3, 2012. To date nine people confirmed attendance, including Mayor McCallion. The agenda for the day would be a tour of the collection and storage facility, discussion with staff, and a tour of the museum.

Committee members expressed their pleasure that the Mayor would be in attendance.

7. SUBCOMMITTEE REPORT(S)

- (a) Report from the December 6, 2011 Collections and Storage Subcommittee (CASS)

There was no discussion on this matter.

RECEIVED – (Councillor J. Tovey)

8. ITEMS FOR INFORMATION

- (a) Article from the Ontario Heritage Trust, agency of the Government of Ontario, entitled De-icing and Snow Removal for Heritage Properties.

RECEIVED – (Councillor Pat Mullin, Ward 2)

- (b) Updated Community Services, Culture Division Organizational Chart, dated December 2011.

RECEIVED – (Councillor P. Mullin)

- (c) Five Main Themes, Excerpt from the Museums of Mississauga Feasibility Study for an Artifact Preservation Centre

RECEIVED – (Councillor P. Mullin)

- (d) DRAFT - Revised Joint Collections Policy 2012: Museums of Mississauga Collections Management Policy

RECEIVED – (Councillor P. Mullin)

OTHER BUSINESS

- (a) Annemarie Hagan, Museums Manager, offered to show the committee members an archived collection being stored at the Leslie Log House upon

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adjournment of the meeting.

- (b) Councillor Jim Tovey, Ward 1, shared information about the 2011 Doors Open Event that saw 7,000 attendees in total and 1133 attendees to the Small Arms facility in Ward 1.

DATE OF NEXT MEETING

6:00pm – Monday, March 26, 2012, Benares Visitor Centre

ADJOURNMENT – 8:13 p.m.
(Councillor P. Mullin)

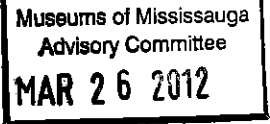
DRAFT



Corporate Report

Clerk's Files

Originator's
Files



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DATE: March 13, 2012

TO: Chair and Members of the Museums of Mississauga Advisory
Committee (MOMAC)
Meeting Date: March 26, 2012

FROM: Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

SUBJECT: **Request to the Benares Endowment Fund Reserve for Artifact
Conservation Initiative**

- RECOMMENDATION:**
1. That the Benares Conservation and Preservation of an Artifact project (Account 12-498) be established with a gross and net budget of \$5,100 and that the funds be transferred from the Benares Endowment Reserve Fund of the Miscellaneous Contributions Reserve Fund account (#35515) to the project.
 2. That all the necessary by-laws be enacted.

BACKGROUND: In 1996, John Henry Cox, a distant relative of the Harris family of Benares, left monies to the Ontario Heritage Foundation to be used "for the purposes of Benares." In December 2000 \$102,000 was transferred to the City and these funds were deposited in the City of Mississauga Miscellaneous Reserve Fund and called the "Benares Endowment Reserve Fund".

According to its Terms of Reference (GC-0593-2007; MOMAC-0021-2007), the Museums of Mississauga Advisory Committee (MOMAC) is responsible for advising Council with regards to use of this fund.

In 2010 the “Principles for the Management of the Benares Funds and the Process for Funding and Managing Projects” (GC-0518-2010; MOMAC-0010-2010) was adopted.

As per the process, “Friends of the Museums of Mississauga Board and/or MOMAC, and Museums staff will work together to establish potential priority projects.” The preservation and conservation of Mary Magrath Harris’ wedding dress was identified as a top priority for Museums staff. This artifact is deteriorating and in need of museum quality conservation work; the dress represents a significant milestone in the life of a member of the Harris family of Benares. Mary lived at Benares from the time of her marriage to Arthur Harris in 1881 until her death in 1954. She is the grandmother of the three donors of Benares, Geoffrey Harris Sayers (1907-1998), Dora Sayers Caro (1915-2005) and Barbara Sayers Larson (born 1920).

The project was discussed at the Friends of the Museums November 6, 2011 meeting, and at that point, it was agreed that it was appropriate to take the project forward to MOMAC for consideration of funding through the Benares Endowment Fund.

At their November 28, 2011 meeting, MOMAC reviewed a memo from the Museums Manager “Request for Funding from the Benares Endowment Fund” (see Appendix 1) which provide additional information on the principles of the management of the Benares Fund as well as the significance of the artifact and the proposed conservation work. MOMAC passed the following Recommendation later endorsed by General Committee:

“That staff prepare a Corporate Report for the next MOMAC meeting requesting an amount of \$4,983 (four thousand nine hundred and eighty three dollars) from the Benares Endowment Fund for the conservation and preservation of Mary Magrath Harris’ wedding dress.” (GC-0849-2011; MOMAC-0032-2011)

COMMENTS:

Funding this project through the Benares Endowment Funds meets with the accepted principles, as it is a project “for the purposes of Benares”. The conservation of this significant artifact will stabilize its deterioration and allow it to be used in displays, helping to bring to life the story of the Harris family of Benares.

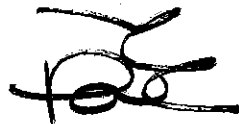
The Museums of Mississauga's operating budget does not cover the cost of conservation or preservation of artifacts in their collection, so they are required to find additional funding for projects such as this. The Friends of the Museums of Mississauga, a separate charitable organization affiliated with the City of Mississauga, has provided significant funding for artifact conservation over the past 8 years. Given the strong association of this specific artifact to Benares Historic House, the Friends of the Museums and staff believe it is appropriate to request funding from the Benares Endowment Fund for this project.

Previous projects funded through the Benares Endowment Fund include the Benares DVD Project (\$28,500); Benares Summer Kitchen Project (\$20,000); and the Benares Picnic Table Project (\$3,500).

FINANCIAL IMPACT: As of December 31, 2011, The Benares Funds held by the City of Mississauga were \$101,969 plus \$19,011, which is the amount held in the Community Foundation of the Mississauga Benares Museum Fund as of December 31, 2010, for a total of \$120,980. The \$5,100 expenditure will leave \$115,880 still in the fund. The original capital in the fund was \$102,000.

CONCLUSION: Allocating \$5,100 of the Benares Endowment Reserve Fund for conservation and preservation of Mary Magrath Harris' wedding dress will ensure that this significant artifact can be displayed and interpreted at Benares and in other off-site exhibits. It is in keeping with the original donor's wish of using this fund "for the purposes of Benares".

ATTACHMENTS: Appendix 1: Memo from Annemarie Hagan, Museums Manager to the members of the Museums of Mississauga Advisory Committee, November 28, 2011 "Request for Funding from the Benares Endowment Fund".



Paul A. Mitcham, P. Eng., MBA
Commissioner of Community Services

Prepared By: Annemarie Hagan, Museums Manager



MEMO

DATE: November 28, 2011

TO: Members of Museums of Mississauga Advisory Committee (MOMAC)

FROM: Annemarie Hagan, Museums Manager, Community Services

RE: Request for Funding from Benares Endowment Fund

At its meeting held on June 21, 2010, the Museums of Mississauga Advisory Committee recommended (MOMAC-0010-2010) *That the "Principles for the Management of the Benares Funds and the Process for Funding and Managing Projects" as outlined in Appendix 1 of the corporate report dated June 10, 2010 from the Commissioner of Community Services, be adopted.*

The above recommendation was subsequently adopted by General Committee (GC-0518-2010) at its meeting on June 30, 2010, and approved by Council (0159-2010) at its meeting on July 7, 2010. These principles are attached in Appendix 1 of this Memorandum.

An important Benares-related project has come to light, funding for which is being sought from the Benares Endowment Fund.

The project is the conservation and preservation of Mary Magrath Harris' wedding dress. Mary (1859-1954) married Arthur Harris (1843-1932) of Benares at St. Peter's Erindale Church on September 29, 1881 and spent the rest of her life living at Benares. She and Arthur had three children. One of them, Annie (1882-1986), is the mother of the three donors of Benares Historic House: Geoffrey Harris Sayers (1907-1998), Dora Sayers Caro (1915-2005) and Barbara Sayers Larson (born 1920).

Mary's wedding dress is very beautiful and historically significant, but is currently in disrepair, and cannot be displayed. The cost of conserving and preserving it, so it can be exhibited and interpreted, is \$4,983. The Museums of Mississauga's operating budget does not include funding for conservation. Since its founding in 2005, the Friends of the Museums of Mississauga has provided significant funding for artifact conservation,

including a number of items from Benares. However, considering the significance of this artifact, and the cost for its conservation and preservation, staff is of the opinion that it would be appropriate to consider funding this from the Benares Endowment Funds. The benefactor of the fund, John Henry Cox (d. 1996), was the son of Peter Cox. Peter was married to Arthur Harris' sister Anne (1846 to 1909), and remarried and had Henry after her death.

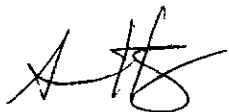
Funding this project through the Benares Endowment Funds meets with the accepted principles, as it is a project "for the purposes of Benares". The conservation of this significant artifact will stabilize its deterioration and allow it to be used in displays, helping to bring to life the story of the Harris family of Benares.

As well, it has been agreed that the original capital amount of the Benares Funds (\$102,000) will not be diminished, except in extenuating circumstances. As of December 31, 2010, The Benares Funds held a total of \$115,048. The \$4,983 expenditure will leave \$110,065, plus any interest earned in 2011, still in the fund.

As per the process approved in June 2010, "Friends of the Museums of Mississauga Board and/or MOMAC, and Museums staff will work together to establish potential priority projects." This project has been identified as a top priority for Museums staff, and has been discussed at the Friends of the Museums November 6, 2011 meeting. At that point, it was agreed that it was appropriate to bring the project forward to MOMAC for consideration of funding through the Benares Endowment Fund.

If funding for this project is endorsed by MOMAC, the next step will be for staff to prepare a formal Corporate Report for the next MOMAC meeting, requesting that the funds be released for this project into a City of Mississauga Capital PN account, and that all necessary By-laws be enacted.

Background Information and justification for seeking funds for the conservation of Mary Harris' Wedding Dress is also attached along with this Memorandum.



Annemarie Hagan
Museums Manager
905-615-4860 ext. 2106

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Attachments

"Formalization of the Principles of the Management of the Benares Fund" (MOMAC 0010-2010 and GC 0518-2010)

Background Information and Justification for Funding Conservation of Mary Harris Wedding Dress

Museums of Mississauga Advisory Committee (MOMAC)

Principles for the Management of the Benares Funds and the Process for Funding and Managing Projects

- The “Benares Funds” is an umbrella term that includes the funds held in the Benares Endowment Reserve Fund in the City of Mississauga Miscellaneous Reserve Fund and in the Benares Museum Fund at the Community Foundation of Mississauga. The total value of the Benares Funds will be determined by adding together the amounts in these two funds.
- Any expenditures must be demonstrably “for the purposes of Benares” as indicated by John Henry Cox’s will and the related legal agreements between the City of Mississauga and both the Ontario Heritage Trust and the Community Foundation of Mississauga.
- As per their terms of Reference, the Museums of Mississauga Advisory Committee is responsible for advising Mississauga City Council on any issues relating to the Benares Endowment Fund.
- The intention is that the original capital amount of \$102,000 will not be diminished, except under extraordinary circumstances.
- The process for requesting funds for expenditure from the Benares Endowment Fund will follow process outlined below.

Process for Expenditures from Benares Endowment Fund:

- Friends of the Museums of Mississauga Board and/or MOMAC, and Museum staff will work together to establish potential priority projects.
- A project task force will be created with an appropriate City Staff member as the project manager, and representatives of the Friends of the Museums and/or MOMAC to work together to define the scope, cost estimates, and timelines, including consideration of staff availability and workload issues.
- Staff will prepare a proposal for presentation by the project task force to the Friends of the Museums Board of Directors and to MOMAC.
- (IF this is a capital project which requires approval from the Ontario Heritage Trust (OHT) under the terms of the Benares Easement Agreement, staff prepare a request for approval to the OHT. Once approved, can move ahead.)
- Once the project has been endorsed by MOMAC, the planning stage is complete, and the project is ready to begin, the Commissioner, Community Services will present a Corporate Report to General Committee recommending that the funds be released for this project into a City of Mississauga Capital PN account, and that all necessary By-laws be enacted.
- The project task force will meet regularly, and the project manager will provide updates to both the Friends of the Museums and MOMAC at appropriate intervals. As a City of

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Mississauga Project, it will follow all accepted protocols, policies, and bylaws (ie Purchasing By Law).

- At the end of the project, the Project Manger will provide MOMAC and Friends of the Museums with a final report. Any monies remaining at the end of the project to be returned to the Benares Funds.

Background Information and Justification for Funding this Project

Fabrics, costumes and fibre objects are among the most fragile artifacts. Fabric is made from organic materials and is therefore susceptible to damage from atmospheric pollutants, moisture, biological organisms and sudden changes in the environment. Visible light as well as invisible infrared and ultraviolet radiation can cause irreversible damage. The handling of the garments can also cause wear and tear as well as having them on display.

In the course of treatment the conservator will seek to interfere with the object as little as possible and then only in ways that are reversible. She will analyse the physical properties of the textile and the types of damages that have occurred to develop methods to protect and prolong their existence. This dress has some orange coloured stains on the front and side which have continued to darken and deteriorate with time making them more noticeable. There are numerous small holes caused by moths eating the wool which need to be sewn and supported to prevent them getting larger. There are also some sewing repairs needed to stabilize the various elements of the dress some of which were caused by previous owners trying to let out seams or wearing this dress although it was too small causing pulling and stress on the inside front section of the dress. The dress has most likely not been washed since first being made in 1881 and it has been worn by other family members and displayed at various times. All of these factors contribute to the need for the dress to be cleaned which will be done by hand and will be very time consuming although very beneficial for the dress.

We think this dress should be considered a priority as we are so fortunate to have such a wonderful object in our collection with so much information and documentation on it. It is special! Mary Harris is integral to the history of Benares and within the community in general. We have all the pieces she wore to her wedding at St. Peter's Anglican Church and many pieces of furniture that she brought with her from her family home, the Erindale Estate. Very few things in the collection will have the sentimental and monumental value of this dress.

This treatment will be extensive and therefore is expensive. No one on the Museums team has the expertise or experience to carry out this work. In order to do a Condition Report and develop a cost estimate, the dress had to be handled, which always opens the potential risk of damage or deterioration. As well, it is accepted practice in the field of conservation to pay at least \$250 to have a conservator to do a Condition Report and develop a quote.

Therefore we have pre-selected one conservator to do this work and submit a quote. Based on her excellent references and experience, her professional expertise, appropriate fees for this type of professional work and our previous excellent experience working with her on smaller projects, we chose Caterina Florio, a textile and costume conservator in private practice. She has worked as conservator with several institutions including the Gallery of Costumes in Florence, Italy; Archives of Ontario; Royal Ontario Museum; Bata Shoe Museum; Textile Museum of Canada and most recently TIFF Light Box also as preservation consultant. Caterina currently teaches the course "Preservation of Archival Material" at George Brown College as well as being the Co-coordinator of the Toronto Area Conservation Group. She was also awarded with the inaugural Isabel Bader

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Research Fellowship in Textile Conservation at Queen's University. Caterina holds an MA in Textile Conservation from the University of Florence

Caterina Florio, a very experienced professional conservator, will combine her scientific, technical, and artistic training and the expertise to maintain the physical integrity of Mary's wedding dress. The work done now will help slow this deterioration and help to preserve it for another 130 years or more helping us to fulfil our mandate of preserving our heritage for future residents into perpetuity.

Stephanie Meeuwse
Collections and Exhibit Supervisor
Museums of Mississauga
Culture Division, Community Services

Attached: Condition Report by Conservator Caterina Florio
Estimate by Conservator Caterina Florio

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Mary Magrath Harris Wedding Dress (1881)
Museums of Mississauga Collection 979.6.957



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Condition Report – Mary Mcgrath Harris Wedding Dress

Artifact: wedding dress and shoes

Material: silk, wool, linen, cotton, ostrich-feather, leather and elastic.

Technique: satin, twill, muslin, veil, lace

Date: late XIX century

Institution: Mississauga Museums

Technical Description:

One-piece dress with a train and a pair of shoes made for the wedding of Mary Harris (nee Mcgrath). Cream wool twill with cream satin decorative inserts for the dress and cream satin for the shoes.

Open front dress with fitted bodice, high fitted neckline, long sleeves and trained skirt. The front decoration in gathered satin starts from the bib to create the central panel of the skirt, which has also lateral panels with folder inserts. The shoulders are embellished with satin puffs. Lace and ostrich-feathers (later addition) are applied at the end of the sleeves. Elaborate border with three layers of gathered silk, edging and pleating. Bodice lined in linen. Skirt lined in muslin, border lined with several layers of starched linen.

Ankle boots in cream satin with elastic band on each side.

Pre-treatment Condition:

Dress

- Alterations along the back sides of the bodice; inner buttons of the bib missing; inner closing hooks of the bodice added later and ribbon holding the eyelets is detached;
- Overall soiling, with highest concentration along the train border;
- Several brown stains of different sizes on the bodice (front and back), along the front of the skirt and on "proper right" (PR) sleeve;
- Numerous losses along entire wool fabric (moths);
- Tear along the inner linen lining of the bodice;
- Bib detached, external seam partially missing;
- Puff on "proper left" (PL) partially detached along the altered seam; puff on PR detached at the back;
- Lace at the end of sleeves out of shape and dirty;
- Silk pleating on the border of the skirt dehydrated and out of shape. Little brown stains along all the silk pleating (degeneration of the starch) and in some spots in correspondence to the brown stains there are holes ("eaten through" fabric);
- Wool edging dehydrated and stiff (due to soil and dirt deposits).

Shoes

The structure is solid.

- Elastic bands completely loose;
- Brown stain on both left and right counters (degeneration of construction glue? or of leather used as support – red rot?) and tide lines on both heels;

- Silk of the upper dehydrated;
- Series of light brown stains on the tip of both shoes (degeneration of the treatment of the fabric?).

Treatment Proposal:

- Documentation (written and photographic).

Dress

- Surface cleaning on front and back, and recto and verso, focused on the train, pleats and bodice;
- Localized wet cleaning to eliminate brown stains;
- Eventually cover the larger and more visually disturbing stains with appropriate fabric, if wet cleaning is not successful;
- Secure detached areas and secure tear on inner lining of bodice with crepeline support and couching stitch;
- Cleaning and vaporization of lace at the end of sleeves;
- Secure losses on wool fabric with appropriate fabric and couching stitch;
- Vaporization of areas in need along the pleated border to re-hydrate fabric and reshape them.

Shoes

- Surface cleaning;
- Covering the stained counter with appropriate fabric (visual treatment), if silk is able to support it.

Note:

After the treatment it is suggested to keep the dress in an appropriate size box made of acid free board; it is suggested also to provide a custom support for the shoes, for both storage and display.

6b) A

Caterina Florio
Textile and Costume Conservator
16 Wallace Ave.
M6H 1T5 Toronto, Ont.
416 838 5626
caterina_florio@yahoo.it

Stephanie Meeuwse
Collections & Exhibit Coordinator
Museums of Mississauga
1620 Orr Rd.
Mississauga, L5J 4T2

BUDGET ESTIMATE
for the treatment of Mary Harrys' wedding dress

73 hours labor at \$65 per hour	\$ 4745
materials	\$ 238
TOTAL	\$ 4983

Please note that half of the total fee is due before the beginning of the treatment and the remainder upon delivery.

Feel free to contact me with any questions you may have.
Sincerely

Caterina Flori

6C)

Museums of Mississauga
Advisory Committee
MAR 26 2012



MEMO

DATE: March 26, 2012

TO: Members of Museums of Mississauga Advisory Committee (MOMAC)

FROM: Annemarie Hagan, Museums Manager, Community Services

RE: Cultural Access Pass, Institute for Canadian Citizenship

The Museums of Mississauga are interested in participating in the Cultural Access Pass of the Institute for Canadian Citizenship (ICC) and is seeking MOMAC's endorsement of this idea at the March 26, 2012 meeting.

The ICC is a national, non-profit organization that engages Canadians in citizenship through innovative programs, campaigns and partnerships designed to ensure new citizens are welcomed and included as equals, to create meaningful connections among all Canadian citizens, to foster a culture of active, engaged citizens and to celebrate what it means to be Canadian.

The ICC offers the Cultural Access Pass as a gift to each Canadian citizen during their first year of citizenship. The Cultural Access Pass provides complimentary admission to more than 600 of Canada's cultural treasures from coast-to-coast-to-coast. The program is sponsored by Citizen and Immigration Canada as well as the Canadian Museums Association.



Museums of Mississauga 1620 Orr Road, Mississauga, ON L5J 4T2
905-615-4860 fax 905-615-4861 www.museumsofmississauga.com

6c) a

Page Two

Participating institutions include Parks Canada, the Royal Ontario Museum, The Canadian War Museum, as well as many smaller, municipally-run community facilities such as the Guelph and Oakville Museums.

As participants in the Cultural Access Pass, the Museums of Mississauga would offer free admission to new citizens and up to four of their dependant children for up to one year from the date of citizenship; the full admission fee must be paid for any additional family members, and any activities not included in admission. The Pass would provide free admission to the Museums only at times when the sites are already staffed and open to the public, so there would be no additional costs incurred. The free pass is only valid for one year, and the experience of other museums who have participated in the program is that many visitors who have used the free pass continue to return as paid visitors.

If the idea of the Museums of Mississauga's participation in the Cultural Access Pass for a one-year pilot project is endorsed at the MOMAC meeting, then staff will go forward to General Committee in April seeking their support to negotiate a Memorandum of Understanding between the Museums of Mississauga on behalf of the City of Mississauga and the Institute of Canadian Culture. The goal is to implement the program in the summer of 2012.

Thank you,



Annemarie Hagan
Museums Manager
905-615-4860 ext. 2106



Museums of Mississauga 1620 Orr Road, Mississauga, ON L5J 4T2
905-615-4860 fax 905-615-4861 www.museumsofmississauga.com

MUSEUMS - KEY ELEMENTS OF THE VISION

Ranked

<i>"Votes" received</i>	<i>Element of Vision/Mission</i>	<i>Current Description</i>	<i>Future Description</i>
12	Museum	Based on Historic Houses, that are presented as time capsules.	Purpose built, allowing for traditional and digital (visual, sound, simulation) exhibits and displays. Historic Houses effectively become satellite artifacts. The physical museum is the hub of museum activity but not its entirety.
12	Visitor Engagement	Limited, created in large part by local family events	Cultural destination in Mississauga, for locals & tourists
10	Programming	Solid, traditional museum programme	Interactive / Engaging / innovative programmes and exhibits targeted at different segments.
10	Scope - Collection	Focus on 19 th century settlers and early 20 th century	10,000 years of history (First Nation to present day.). Five themes as a start point for scope
10	Funding	Operationally by municipality augmented by provincial / federal grants and local fundraising.	Build on current funding with additional new funds from partners/ sponsors./ grants / Events

Museums of Mississauga
Advisory Committee
MAR 26 2012

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MUSEUMS - KEY ELEMENTS OF THE VISION

Ranked

<i>"Votes" received</i>	<i>Element of Vision/Mission</i>	<i>Current Description</i>	<i>Future Description</i>
10	Collection	Limited collection, with many gaps, with focus on "settlers" / Benares / Bradley	Rich, extensive artifacts collection, representative of all eras. Physical and digital artifacts
9	Innovative	To a limited degree (e.g. Benares DVD / On-line access to collection)	21st century communicator (artifacts, digital, multi-media etc) and not just confined within a bricks & mortar museum.
9	Partners	Many, but often personal, local and at community grass root level	Existing partners + High profile sponsors / partners with national / provincial profiles (UTM / Industry / Individuals)
8	Growth of Collection	Passive due to lack of space and staff resources	Proactive and robust with access to funding

MUSEUMS - KEY ELEMENTS OF THE VISION

MUSEUM Purpose built, allowing for traditional and digital (visual, sound, simulation) exhibits and displays. Historic Houses effectively become satellite artifacts. The physical museum is the hub of museum activity but not its entirety.
VISITOR ENGAGEMENT Cultural destination in Mississauga, for locals & tourists
PROGRAMMING Interactive / Engaging / innovative programmes and exhibits targeted at different segments.
COLLECTION SCOPE. 10,000 years of history (First Nation to present day.). Five themes as a start point for scope
FUNDING Build on current funding with additional new funds from partners/ sponsors./ grants / Events
COLLECTION Rich, extensive artifacts collection, representative of all eras. Physical artifacts and digital / virtual presentation.
INNOVATIVE 21st century communicator (artifacts, digital, multi-media etc) and not just confined within a bricks & mortar museum.
PARTNERS Existing partners + High profile sponsors / partners with national / provincial profiles (UTM / Industry / Individuals)
COLLECTION GROWTH Proactive and robust with access to funding

DRAFT

6/d/c

MUSEUMS OF MISSISSAUGA

VISION

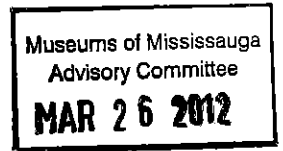
We preserve our past and connect our communities and experiences to Mississauga's ongoing 10,000 year history, as an innovative cultural destination with broad based community support.



MISSION

To achieve our vision we require:

- **A purpose built preservation and storage facility**
- **A purpose built museum with an interactive virtual presence**
- **Resources to grow and maintain a rich and extensive artifact collection**
- **Engaging programming uniquely focused on Mississauga's history**
- **Collaboration with a wide range of contributing partners**



Museums of Mississauga - Advocacy Working Party

Purpose of Advocacy Working Party

To co-ordinate an advocacy strategy and plan for the museums of Mississauga to ensure that the Museums' vision, goals, and needs are communicated consistently to all current and potential stakeholders.

Specific Objectives of Working Party

- To establish the framework for Museum Advocacy (Goals / Message / Target / Advocates)
- To establish an advocacy plan and to co-ordinate Museum Advocacy
- To participate (with others) in Museum Advocacy Plan
- To ensure consistency in material to be used in advocacy

Participation in Working Party

The working party will have a membership, comprising of members of MOMAC and Friends of the Museum. (A maximum of three members of each).

In addition, it would be ideal if there was occasional city involvement from Culture / Economic Development / Communications

Outline Goals for Museum Advocacy

Although the working party will formalise goals for the Museum Advocacy Group it is likely they will include:

1. To gain support for the Museum's initiatives
2. To advocate for the realisation of the Museum's vision
3. To advocate for resources and funds to support the Museum's plans
4. To engage with community groups to determine whether and how they can be involved with the Museums of Mississauga.

The broad target groups for advocacy will likely include:

1. All layers of government (Federal / Provincial / Municipal)
2. Ministries of Tourism and Culture and Canadian Heritage
3. Potential Individual partners
4. Potential corporate partners
5. Community groups in Mississauga

The Museum Advocacy Group will oversee an advocacy plan that details the timing, message, advocate(s) and target. "When, What, Who and to Whom"



Minutes

COLLECTIONS AND STORAGE SUBCOMMITTEE Museums of Mississauga Advisory Committee (MOMAC)

THE CORPORATION OF THE CITY OF MISSISSAUGA
www.mississauga.ca

TUESDAY, FEBRUARY 7, 2012 - 7:00 PM

Bradley Museum
1620 Orr Road, Mississauga, ON L5J 4T2
The Anchorage

MEMBERS: Joseph Zammit, Citizen Member MOMAC (Chair)
Anne Fabierkiewicz, Citizen Member, MOMAC
Lawrence Cook, Citizen Member, MOMAC
Becky Ryder, Museums Collections Volunteer
Jeremy Harvey, *ex-officio* as Chair of MOMAC

MEMBERS ABSENT: Wendy Davies, Citizen Member MOMAC

STAFF: Annemarie Hagan, Museums Manager
Stephanie Meeuwse, Museums Collections & Exhibit
Supervisor

Contact: Karen Morden, Legislative Coordinator, Office of the City Clerk
905-615-3200 ext. 5423 Fax: 905-615-4181
karen.morden@mississauga.ca

CALL TO ORDER

Time: 7:08 PM – J. Zammit

DECLARATIONS OF PECUNIARY INTEREST

Nil

MATTERS TO BE DISCUSSED

1. Review of Report of previous meeting

Joseph Zammit, Chair, reviewed the Report from the previous CASS meeting held on January 17, 2012. The Subcommittee was asked if there were any errors, omissions or corrections to be made. Stephanie Meeuwse requested that her title be corrected to read Museums Collections and Exhibit Supervisor.

RECEIVED: L. Cook

2. Review of Key CASS Priorities for 2012

The Subcommittee reviewed the Key CASS Priorities for 2012 including the Draft Museums of Mississauga Mission and Vision, the Visioning Process, and the Draft Vision Statements. Discussion ensued regarding the Mission and Vision.

Jeremy Harvey led the discussion, expressing thanks to all for sending him their top seven elements, as requested at the previous MOMAC meeting and noted that six staff members also contributed their ranked lists.

Nine of the existing twenty-one parameters ranked highest:

1. Museum - Purpose built, allowing for traditional and digital (visual, sound, simulation) exhibits and displays. Historic Houses effectively become satellite artifacts. The physical museum is the hub of museum activity but not its entirety.
2. Visitor Engagement - Cultural destination in Mississauga, for locals & tourists.
3. Programming - Interactive / Engaging / innovative programmes and exhibits targeted at different segments.
4. Scope of Collection - 10,000 years of history (First Nation to present day). Five themes as a start point for scope.
5. Funding - Build on current funding with additional new funds from partners, sponsors, grants, events

6. Collection - Rich, extensive artifacts collection, representative of all eras. Physical and digital artifacts.
7. Innovative - 21st century communicator (artifacts, digital, multi-media etc) and not just confined within a bricks & mortar museum.
8. Partners - Existing partners + high profile sponsors and partners with national / provincial profiles (UTM / Industry / Individuals).
9. Growth of Collection - Proactive and robust with access to funding

Mr. Harvey noted that these were the Vision Statement elements and that the long vision could read:

The truly innovative cultural destination for Mississauga, illuminating our ongoing 10,000 year story with broadly based community support and funding.

Mr. Harvey noted that to achieve this Mississauga needs a purpose built museum, to work with partners and a rich, extensive artifacts collection with resources to grow and maintain uniquely “Mississauga” engaging programming. Discussion within the Subcommittee ensued with respect to the term “programming”. Annemarie Hagan explained that within the cultural field, programming is the representative word that is used to capture everything that happens and it is a broad-based understanding of the word. Ms. Hagan also expressed the need to ensure that everything done is uniquely Mississauga – the collection, the buildings, the programming – and that the goal is to tell our community story.

Ms. Hagan expressed the need for a purpose built storage facility and also noted that this was really two separate points, as Mississauga also needs the collection, to which there was Subcommittee agreement.

Lawrence Cook engaged discussion with respect to community partners and who they were. Mr. Cook expressed the need to reach out to cultural communities to see who can partner with MOMAC and decide what role they would play. Annemarie Hagan explained the need to have a vision prior to going to the community. Jeremy Harvey was in agreement and felt the visioning addressed this point, but that MOMAC couldn't reach out to potential partners until they have a clear vision of what they want.

The Subcommittee agreed that the next steps are:

- to continue to work on the vision process
- to look at partnerships
- to consider a working group to address advocacy
- to re-look at the definitions of the key elements
- to invite MOMAC members to the next CASS meeting to provide input

7a) c

- to have Annemarie Hagan present the key elements and work completed by CASS to the Museums staff team for feedback, clarity and staff perspective

There was agreement by members to this plan of action.

3. Update from Collections & Exhibit Supervisor

The report dated February 7, 2012 from Stephanie Meeuwse, Collections & Exhibit Supervisor was reviewed for details. Joseph Zammit mentioned the Armstrong Storage facility that specializes in the packing, moving and storage of world renown artifacts could be an appropriate location for a new storage facility. Ms. Hagan responded that Armstrong does have land but it would not be an appropriate location. Ms. Meeuwse added that the cost of the rental fees would not be feasible.

RECEIVED: A. Fabierkiewicz

4. Verbal Update from Museums Manager

Annemarie Hagan, Museums Manager, provided a verbal update to the Subcommittee.

Andrew Whittemore, the staff lead on the preservation project, has developed a project charter but Ms. Hagan is not sure when it will be officially complete.

Ms. Hagan stated that she misspoke about the boat from Port Credit and explained that Terry Blower has an original stone hooker but it is the hook part, not the boat.

Ms. Hagan gave a brief overview of the 2013-2016 business plan and explained that she is pushing for staff resources, though it's a challenge due to budget pressures and staff will be working on this for the next month. Staff are also working on the year work plan.

Ms. Hagan spoke about Family Day programming, which would occur at all three sites on February 20, 2012 and reminded CASS Members about Maple Magic.

5. Visit to the Waterloo Region Museum – Friday, February 3, 2012

Follow up discussion with regard to the Subcommittee's visit to the Waterloo Region Museum.

Annemarie Hagan thanked everyone for coming on the trip. Seven MOMAC members, staff, the Mayor attended. Ms. Hagan received an email from the Mayor's office requesting a report on what was learned that day. Ms. Hagan requested that members who attended please send a few comments or a quote

about the day to include in the report. The mayor would like to be able to speak to Council about the trip and suggested that perhaps those who attended the trip could attend Council when the report is presented. Ms. Hagan feels the Mayor is very supportive yet realistic about challenges. The Mayor emphasized that MOMAC should be lobbying other politicians for support.

ITEMS FOR INFORMATION

1. Key Elements of the Vision: Ranked

Document outlining the key elements of the vision, describing the element of the vision/mission, the current description and the future description of the ranked elements.

RECEIVED: B. Ryder

OTHER BUSINESS

Nil

NEXT MEETINGS – March 6, 2012.

ADJOURNMENT – 9:10 PM.

7b)

Museums of Mississauga
Advisory Committee
MAR 26 2012



REPORT

COLLECTIONS AND STORAGE SUBCOMMITTEE Museums of Mississauga Advisory Committee (MOMAC)

THE CORPORATION OF THE CITY OF MISSISSAUGA
www.mississauga.ca

TUESDAY, MARCH 6, 2012 - 7:00 PM

Bradley Museum
1620 Orr Road, Mississauga, ON L5J 4T2
The Anchorage

- MEMBERS: Joseph Zammit, Citizen Member MOMAC (Chair)
Anne Fabierkiewicz, Citizen Member, MOMAC
Wendy Davies, Citizen Member, MOMAC – left at 8:16
Becky Ryder, Museums Collections Volunteer
Jeremy Harvey, *ex-officio* as Chair of MOMAC
- MEMBERS ABSENT: Lawrence Cook, Citizen Member, MOMAC
- STAFF: Stephanie Meeuwse, Museums Collections & Exhibit Supervisor
- STAFF ABSENT: Annemarie Hagan, Museums Manager
- MOMAC MEMBERS PRESENT: John Pegram, Citizen Member, MOMAC
Tamara Pope, Citizen Member, MOMAC

Contact: Karen Morden, Legislative Coordinator, Office of the City Clerk
905-615-3200 ext. 5423 Fax: 905-615-4181
karen.morden@mississauga.ca

CALL TO ORDER

7:11 PM - J. Zammit, Chair, CASS

DECLARATIONS OF PECUNIARY INTEREST

Nil

MATTERS TO BE DISCUSSED

1. Review of Minutes of Previous Meeting

Minutes from the previous CASS meeting held on February 7, 2012 were reviewed by the CASS Subcommittee. Joseph Zammit requested an amendment to the minutes with respect to the update from the Collections and Exhibit Supervisor.

RECEIVED: B. Ryder, as amended.

2. Review of Key CASS Priorities for 2012

The Subcommittee reviewed and discussed the Key CASS Priorities for 2012 including the Draft Museums of Mississauga Mission and Vision, the Visioning Process, and the Draft Vision Statements.

Joseph Zammit, Chair, CASS, summarized the intent of the review and discussion of the key priorities.

Jeremy Harvey, Chair, Museums of Mississauga Advisory Committee, discussed the process of ranking the key elements and the development of the basis of the Vision and Mission Statements. Mr. Harvey noted that this meeting would focus on a draft mission and vision and a long-term vision, including interactive web presence, a uniquely Mississauga perspective, engaging programming, preserving the collection and connecting with the community.

John Pegram, Citizen Member, MOMAC, expressed that he felt that the Museums definition should be a "cultural experience" instead of a destination, with a variety of contributing partners, that would connect our communities and ignite our future, would be uniquely "Mississauga" and would tell the story our way.

There was discussion amongst the Subcommittee with respect to how to proceed with determining a draft vision and mission and it was agreed that the Subcommittee would pick the description that closest represented and reflected what the group wanted.

Mr. Zammit suggested that the draft Vision and Mission be presented at the March 26, 2012 MOMAC meeting for feedback and support from the Committee Members. Mr. Harvey suggested that it would be appropriate to gain staff input at that time as well.

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Mr. Harvey reviewed the definitions for the Subcommittee. Mr. Zammit expressed that the portion entitled, "What We Need" was actually the Mission. The long vision of MOMAC was discussed by the group and amendments were made to the original draft version, including omitting funding as it was felt it was not needed and adjusting the statement with respect to resources and funding to group and maintain the collection.

Discussion ensued regarding wording and the tag line "preserving and connecting". It was decided that at this point in time, it would be removed and renamed simply the "Vision":

We preserve our past and connect our communities and experiences to Mississauga's ongoing 10,000 year story as an innovative Cultural Destination with broad based community support.

RECOMMENDATIONS

1. Present to staff for review/feedback prior to MOMAC meeting
2. Present to MOMAC on March 26th, 2012
3. Update from Collections & Exhibit Supervisor

Report dated March 6, 2012 from Stephanie Meeuwse, Collections & Exhibit Supervisor, was reviewed and discussed by Subcommittee Members.

Recommend Receipt: A. Fabierkiewicz, Citizen Member

4. Verbal Update from Museums Manager

Due to her absence from the meeting, there was no verbal update from Annemarie Hagan, Museums Manager.

ITEMS FOR INFORMATION

1. MOMAC Vision – March 6

An updated, expanded Vision document outlining the key elements of the vision, describing the element of the vision/mission, the current description and the future description of the ranked elements.

Recommend Receipt: B. Ryder, Museums Collections Volunteer

OTHER BUSINESS

NEXT MEETINGS – April 17, 2012

ADJOURNMENT – 8:46 PM – B. Ryder, Museums Collections Volunteer.

Museums of Mississauga
Advisory Committee

MAR 26 2012



museums
OF MISSISSAUGA

shedding light on the past

MEMO

DATE: March 26, 2012

TO: Members of Museums of Mississauga Advisory Committee (MOMAC)

FROM: Annemarie Hagan, Museums Manager, Community Services

RE: Museums Manager's Report

Please find attached the Museums Manager's Report to the Museums of Mississauga Advisory Committee, covering the period November 16th, 2011 to March 15th, 2012.

It was prepared for the March 26th, 2012 MOMAC meeting.

Thank you,

Annemarie Hagan
Museums Manager
905-615-4860 ext. 2106



Museums Manager's Report to MOMAC

November 16, 2011 to March 15, 2012

AREA	DETAILS
Special Events	<ul style="list-style-type: none"> • On December 11th our annual Home for the Holidays event was held at all three Museum sites. Almost 1,200 people enjoyed the festive day of the sights, sounds and smells of Christmas past, donating hundreds of pounds of non-perishable goods for local food banks and contributing \$1,800 towards the Friends of the Museums through photos with Santa in the Log Cabin. Sponsors for the event included the Port Credit Foundation, Holcim Canada Inc., and Meridian Credit Union. • The Museums participated in the annual Family Day activities on February 20th, tying in with the family pass program available through all City of Mississauga Community Centres. 454 people visited the Museums for crafts, tours and pancakes at the three sites. • The mild spring meant that the sap started running earlier than usual, but also has ensured great weather for the Bradley Museum's annual Maple Magic event over March Break. As of the writing of this report, mid-week, 2,338 people have enjoyed the event, which is sponsored by Holcim Canada Inc. and the Friends of the Museums of Mississauga. This year, for the first time, the event is also being extended to the weekend following March Break. • Looking ahead, plans are well underway for the spring and summer events, including Jane's Walk on May 6th with our colleagues in Arts and Culture Programming, Culture Division.
Educational and Pre-Registered Programs	<ul style="list-style-type: none"> • March 7th the Museums held their second Educators Open House. This gives teachers an opportunity to experience hands-on aspects of our programs that link to the school curriculum. All those who attended received a pass for Maple Magic and one attendee won a free education program on site or an outreach visit to the classroom. • As of March 15th, we had 34 programs (820 participants) booked for our first quarter. This includes education programs and adult 'Tea and Tours'. This is down a bit for the same period last year, it seems that because of the early spring, fewer schools have booked the Maple program in March. However, in addition, our newest program – Old Fashioned Play Day Fun already has 5 bookings for the spring! • In partnership with the Streetsville Historical Society the Museums hosted two Saturday afternoon 'Tea and Tour' programs at the Leslie Log House with 21 participants. Guests had an opportunity to learn about the archival collection and the former village of Streetsville followed by warm scones, sweets and tea in the program room. • Capitalizing on the popularity of the PBS series, two special 'Downton Abbey

	<p>Tea and Tours' will be offered at Benares Historic House in April and May. The tour will draw parallels between the two Edwardian era houses and their inhabitants. This spring we are also offering two Mother and Daughter Teas and two Spa Workshops to make your own natural treatments.</p>
<p>Marketing and Promotions</p>	<ul style="list-style-type: none"> • Museum staff hosted displays and activities at community events including the Tree Lighting Celebration in Clarkson Village and at Celebration Square. • Rack cards promoting Family Day & Maple Magic were created to promote at four outreach events happening at community centres during the December holidays. These were sent home with 128+ kids during the two weeks. • The Museums have created a new brochure highlighting the three sites and services offered for visitors year round. • The Museums have appeared on <i>Rogers Television Daytime</i> and Access Peel to promote Home for the Holidays, Maple Magic and Afternoon Tea dates. Maple Magic featured in Tourism Now e-newsletter and Toronto.com.. • Educational and seasonal brochures were dropped off at schools and children's groups located in Mississauga as well as sent electronically to all school boards in the GTA to be shared with teachers. • The Museums have created a new digital AD to be promoted on Celebration Square screens. • Our social media sites (FB, Twitter, RSS Feeds & Flickr) continue to be a strong marketing tool in promoting events hosted by the Culture Division (887+ followers on Twitter and 429+ followers on FB). • Continued use of free City of Mississauga promotion of special event flyers on library screensavers, Civic Centre elevators, electronic road signs, Intranet homepage and staff web board. Promotional material also sent to all City of Mississauga community centres, libraries, etc. Select materials also distributed through restaurants, coffee shops and bookstores. • Online promotion on various websites and continue to purchase print publication AD's for special events (such as Mississauga Life, SNAP, Today's Parent, etc.)
<p>Exhibits and Collections</p>	<ul style="list-style-type: none"> • On February 3rd, seven volunteers and members of the Museums of Mississauga Advisory Committee, four Culture Division staff, and Mayor Hazel McCallion visited the new Waterloo Region Museum and had a tour of their Curatorial Centre, which was built in 1995. The tour provided excellent background and insight into our planning for the Museums of Mississauga Artifact Preservation Centre.

8)c

	<ul style="list-style-type: none">• Please see the Collections & Exhibit Supervisor reports dated Dec. 6th, 2011, Jan. 17th, 2012, Feb. 7th, 2012 and March 6th, 2012 included the CASS reports in the MOMAC agenda.• Ongoing exhibits include <i>Oriental Influence</i> an exhibition that features many items collected by the Harris family of Benares relating to China and an orphanage supported by Annie Sayers in Korea. This display is located at Benares Visitor Centre and will run until April 2, 2012.• <i>Jalna Revisited: The 85th Anniversary of Mazo de la Roche's Award Winning Novel</i> will be on display at the Anchorage until September 2012. It has been extended due to the renovations being completed in the Anchorage in the fall. The anniversary will also be marked by a lecture by Mazo de la Roche biographer Daniel Bratton on Thursday, April 12th, 2012 in the Noel Ryan Auditorium as part of the Heritage Partners lecture series.• Recent donations not covered in the CASS reports include an original "Alex" telephone computer used at Gordon Graydon Public School, original "baby" MAC computer(1988), 1830s rocking chair, gold and white 1950s prom dress with gold shoes, Petro-Canada Trivia game on Canada from 1984 (donor Sharon Moss) and a Centennial copper coin from Streetsville donated by Barry Quinn.
Volunteers	<ul style="list-style-type: none">• We currently are hosting our second Secondary School Co-Op Student from Cawthra Park Secondary School this year: Tishawna in the Fall term, and Chris for the Spring Term. Both have been hard-working and creative, and been a great asset to our team, helping with both collections work and programming.• Malcolm Byard, President of Streetsville Historical Society, who we partner with in the operation of Leslie Log House, received a Heritage Mississauga Member's Choice Award at their annual award ceremony on February 23. The Streetsville Horticultural Society volunteers also received a Member's Choice award at the same ceremony for their volunteer work planting and caring for the historic gardens at Leslie Log House.• In 2011, almost 4,300 volunteer hours were donated by a total of 98 volunteers and Friends. By the end of Maple Magic, which depends highly on our volunteers' contribution, over 1,600 hours will have been donated in 2012.
Human Resources	<ul style="list-style-type: none">• In November, we had a posting to hire new part-time Historic Interpreters and we were delighted with the quality of the applicants. We hired four new people who all started in December: Olga Kalynowish and Peter Monahan (both retired teachers), Melissa Beynon (who had worked here in the 1990s and also has experience at City of Toronto Museums), and Meaghan Fitzgibbon (former curator of Erland Lee Museums, she has experience working with Heritage Mississauga.)

	<ul style="list-style-type: none"> • Andrew Whittlemore, formerly employed with the City of Halifax, joined the City of Mississauga on January 9, 2012 in the new position of “Manager, Cultural Operations” in the Culture Division. The Museums Manager, Arts and Culture Program Supervisor, Meadowvale Theatre Manager, and Film and TV Liaison all report to him. • As of January 10, 2012 some changes were announced in the Museum Team: Merri Fergusson is the Acting Museums Education Program Supervisor, Lindsay Doren the Acting Lead Historic Interpreter, and Alexandra Benedikt the Acting Collections Assistant (to March 9th, for Tracy Oliveira’s pregnancy leave.) • In mid-January the Museums full-time team held a team retreat day facilitated by Beth Allen from Human Resources, City of Mississauga. It was an excellent opportunity for the team to get to know each other better and find even better ways to work together. This work will be ongoing through the year, as part of our weekly team meetings.
<p style="text-align: center;">Funding</p>	<ul style="list-style-type: none"> • The Friends of the Museums 13th Annual Starlight and Candlelight Gala held at Bradley Museum on February 24th was a great success, raising almost \$8,000 in support of the Museums. • Friends of the Museums and the Museums of Mississauga have received a Vital Initiatives \$10,000 Grant from the Pendle Fund of the Community Foundation of Mississauga for Mississauga Museums + Art Library Pass Pilot Project. This project will allow residents to explore and enjoy family events and activities at the Museums of Mississauga, as well as other cultural and art events in Mississauga, for free by taking a pass out of their local library. The project will be launched in the summer of 2012. • The Friends have also received a \$5,000 grant, the first of four year’s of funding for a total of \$20,000 from SunCor Energy. This grant, combined with additional funding from the Friends, will allow up to 1,000 “High Risk” students per year to participate in the Museums’ programming. This program will be launched in September 2012. • The Friends and Partners Committee of the Friends of the Museums continues to make raising sponsorship funds to support Museums events a priority. Last year, over \$12,000 in cash has been raised to date, including \$5,000 from the Port Credit Foundation and contributions from HOLCIM, the Clarkson BIA, Meridian Trust and Alice Fahey State Farm Insurance. Unfortunately, 2012 is off to a slower start, but the volunteers continue to explore new opportunities. • The Museums Manager has been working with Culture Division colleagues on developing our Division’s 2013-2016 Business Plan, part of a City-wide exercise to develop the plan for the coming years.

Museums of Mississauga
Advisory Committee
MAR 26 2012



MEMO

DATE: March 26, 2012
TO: Members of Museums of Mississauga Advisory Committee (MOMAC)
FROM: Annemarie Hagan, Museums Manager, Culture Division
RE: Capital Project Update

Please find attached an update on Capital Projects at the three Museums of Mississauga sites.

This report was prepared for the March 26, 2012 MOMAC meeting.

Thank you,

Annemarie Hagan
Museums Manager
905-615-4860 ext. 2106



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Update on Capital Projects at the Museums of Mississauga
as of March 15th, 2012

PROJECT	DETAILS
Benares Summer Kitchen Project	<ul style="list-style-type: none"> • The “window” in the floor of the summer kitchen is the last outstanding item in the project. The Summer Kitchen Task Force met on February 29th and decided that they wanted to meet with the Canadian installer of the Jockimo Crystal Clear – Glass Grit that was used in a similar manner at the new Waterloo Region Museum. • That meeting is now set for March 27th. Following that discussion, we may need to update the specifications from the Structural Engineer, and will need to be submitted to Ontario Heritage Trust for approval, due to the heritage easement on Benares. Expect to prepare RFP this spring.
Facility and Property Maintenance (FPM) Capital Projects at Bradley	<ul style="list-style-type: none"> • January and February saw a number of challenges relating to the sump pump in the Anchorage basement backing up. The problem was a blockage in the sanitary line, and it had to be dug up and fixed twice. FPM staff ensured that work was done quickly, and completed ahead of the Starlight and Candlelight Gala on February 24th. • The ongoing concerns about roof shingles from the Bradley barn falling off was reviewed by FPM. Emergency funding was made available to address this concern, and the contractor was onsite working the week of March 5th; they will return to complete the job following Maple Magic. • The Museums Manager has been part of the project team for a major project at the Anchorage to include an upgrade of all mechanical systems, refinishing of floors on the main floor; and replacement of the roof. A report is to go to the Heritage Advisory Committee in April for approval of the work, which has been planned and designed by Ventin Group Architects. • Due to the extensive work on the building during this project, the five staff who have offices in the Anchorage will need to be relocated to the Log Cabin at Bradley Museum for the months of September and October, the exhibit in the main floor galleries will be removed, and the Anchorage will be closed to the public. Admissions and gift shop will be relocated to the Log Cabin and school and other programming will continue on site using the barn, drive-shed and Bradley House.
(FPM) Capital Projects at Benares	<ul style="list-style-type: none"> • ATA Architects Inc. has been working with FPM on the development of a Building Condition Assessment of the Benares site, and Museum staff have had a chance to meet with them for input. • In tandem with this, ATA also did the work on a major project at Benares to repaint all exterior woodwork, repoint the 4 chimneys, repoint the bake oven and repair the balcony door. This work has been approved by both the Heritage Advisory Committee (due to Benares’

	<p>designation under the Ontario Heritage Act) and the Ontario Heritage Trust (due to the Heritage Easement held on Benares by the Trust). The work has just gone out to tender, and will be completed over the spring and summer.</p> <ul style="list-style-type: none">• Due to the importance of the verandah and the front of the house to our summer events and, in particular, the Friends of the Museums' On the Verandah Concert Series, the work that impacts on that area will only happen between 14th and 26th (there is no concert then due to Driftwood at Bradley Museum).
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Memorandum

Community Services Department
Culture Division



Museums of Mississauga
Advisory Committee

MAR 26 2012

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TO: Mayor and Members of Council

FROM: Annemarie Hagan, Museums Manager, Culture Division
Andrew Whittemore, Manager, Cultural Operations, Culture Division

DATE: February 29, 2012

SUBJECT: The Waterloo Curatorial Centre and Museum: Learnings for the Mississauga Artifact Preservation Centre

In May 2011, Council endorsed a Feasibility Study for an artifact preservation facility. This initiative reflects a significant commitment and financial investment to Mississauga's heritage development. Learning and understanding the successes and challenges encountered by other communities that have developed such facilities is essential for optimal success.

A recent tour of the Waterloo's artifact preservation facility (known as the Waterloo Curatorial Centre) was organized by staff to gain a better understanding of Waterloo's experience. Mayor McCallion along with seven citizen members of the Museums of Mississauga Advisory Committee (MOMAC), and culture staff attended.

The following provides an overview of the information gleaned from the tour.

- Waterloo owns and operates both an artifact preservation facility as well as a regional museum. The artifact preservation facility is a service building for the museum. It is not intended for public access or programming, although some small tours occur. Its primary function is for storing, conserving, restoring, researching, documenting, and managing a heritage collection.
- The Waterloo collection is best described as a group of objects of significant historical or cultural value, which have been assembled by a professional curator. The collection represents the community's geographic area, intellectual and cultural diversity, and is reflective of an evolving history or changes in cultural perceptions over time.
- Developing a collecting plan was a priority for Waterloo before proceeding with construction. The plan identified specific areas in which the collection should grow and/or decrease. Moreover, it retained appropriate curatorial staff resources to undertake research, acquisition, and cataloguing of its artifact resources in advance of construction.
- A "standard" size for an artifact facility does not exist. The Waterloo facility is 32,000 square feet. Several factors dictated its size – the financial resources available, the assumption some of the existing objects would be de-accessioned (legal term for returning to owner), and collecting would continue. In 2009, 3,500 square feet were

added to the existing facility to provide room for an exhibit fabrication workshop and design studio. The facility currently has 4.5 staff.

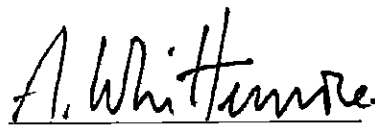
- The cost to construct the facility in 1995 was \$7 million. This was funded through the Canada/Ontario Infrastructure Works Program; with the total cost of the project shared equally by the Governments of Canada, Ontario and the Region of Waterloo. Unfortunately, the province no longer administers such programs.

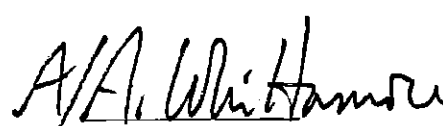
Key Lessons Learned Highlights

- A preservation facility should not be constructed before a collecting policy is in place.
- The success of the initiative was due in part to the decision to allocate adequate staff resources to organize the collection (research, cataloguing, etc) in advance of constructing the facility.
- Planning and budgeting appropriately is key. Waterloo did not have the capital to purchase shelving when the facility was first constructed. This put some artifacts at risk and did not allow for efficient use of the space. They later installed shelving when budgets allowed.
- Waterloo chose to build professional conservation laboratories as part of the facility. However, this added an operational requirement for a conservator, which may be unnecessary, as this service can be contracted out as required.
- Crucial to have museum quality collection storage in place in order to build a collection to represent the unique aspects of a community and to tell its story.
- 95% of Waterloo's collection remains in storage with only 5% on display in the museums.

For additional information on this facility go to:

<http://waterlooregionmuseum.com/collections.aspx>


Andrew Whittemore
Manager, Culture Operations


Annemarie Hagan
Museums Manager

c: Paul Mitcham, Commissioner, Community Services
Susan Burt, Director, Culture Division



Corporate Report

Clerk's Files

Originator's
Files

Museums of Mississauga
Advisory Committee

MAR 26 2012

106)

DATE: January 3, 2012

TO: Chair and Members of General Committee
Meeting Date: February 1, 2012

FROM: Paul A. Mitcham, P.Eng., MBA
Commissioner of Community Services

SUBJECT: Mississauga Culture Master Plan Progress Report

GENERAL COMMITTEE

FEB 01 2012

RECOMMENDATION: That the Corporate Report entitled Mississauga Culture Master Plan Progress Report dated January 3, 2012 from the Commissioner of Community Services be received for information.

BACKGROUND: On June 10, 2009 Council approved the Mississauga Culture Master Plan. The Master Plan built upon the 2005 Arts Review Task Force Report that made six recommendations regarding the development of the arts sector in Mississauga. It is important to note that all six recommendations of the Task Force Report have been addressed. The Culture Master Plan extends beyond the arts in Mississauga to address all aspects of culture including heritage, cultural attractions and the overall development of quality urban spaces. It sets out a road map for Mississauga to achieve a globally unique cultural identity and broadly based opportunities for all citizens to contribute to Mississauga's cultural vitality.

The Plan provides a framework for development of the culture sector in Mississauga by outlining a long term vision, seven strategic directions and an implementation plan, with 44 recommendations to help transform Mississauga into a culturally significant Canadian city. The Culture Master Plan supports the five pillars for change in the Strategic Plan.

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As the Culture Master Plan is a five year plan it is appropriate to report on our mid-point progress. This report provides an overview of the recommendations implemented to date and includes an appendix listing each recommendation and a status update. (Appendix 1: Mississauga Culture Master Plan Implementation Plan Progress Schedule)

COMMENTS:

The Culture Master Plan is a living document with 10 of the 44 recommendations completed and 22 recommendations initiated or partially completed. Key recommendations implemented include the following:

Strategic Direction 1 - Strengthen arts, heritage and culture

Recommendations under this strategic direction addressed the importance of providing stable grants funding to support arts, heritage and culture organizations including festivals. To achieve this, the City of Mississauga has established a grants target funding level equivalent to \$3.00 per capita for cultural organizations. As of 2011 per capita funding available is \$2.55. (Recommendation 1)

While the increase in municipal grants was an important signal about the City's commitment to culture groups, these organizations also need a pathway to connect the private sector with the arts to contribute financially as well as offering management and governance experience. To achieve these goals the Plan recommended Mississauga establish an Arts Stabilization Program. To set an example to the private sector, in 2009 the City of Mississauga pledged \$300,000 towards the arts stabilization fund. (Recommendation 3) Further development of the Arts Stabilization Program is scheduled for the 2012/13 work plan.

To further support heritage, the Culture Division facilitated a review of roles and responsibilities of Heritage Planning, Museums of Mississauga, Central Library and Heritage Mississauga, a separate affiliate group. As a result of this review, the organizations have recognized common opportunities shared by all members and an action plan has been created that will assist the groups in creating greater awareness and promotion of the individual roles and responsibilities. As well, there has been a commitment among the

organizations to meet on an annual basis to ensure improved alignment and seek areas for collaboration, such as the ongoing Heritage Partners Lecture Series held throughout the City.
(Recommendation 12)

Strategic Direction 2 - Encourage community celebrations and festivals

Celebrations and festivals are an important expression of culture and community in Mississauga. They have the potential to become platforms for a wide range of cultural and heritage expression and establish a sense of pride for communities. The Culture Division is working within the timeframe suggested for the two recommendations related to this initiative including the development of a Celebrations and Festival Strategy for Mississauga. In addition the Culture Division supported and implemented the recommendations from the Festivals Funding Review Committee.

Strategic Direction 3 - Strengthen cultural infrastructure

There are nine recommendations that directly support this initiative. The Culture Master Plan notes Mississauga is underserved by cultural infrastructure and existing cultural infrastructure is poorly distributed in relation to where people live. As Mississauga works to create complete communities as expressed in the city's strategic plan, it is important to acknowledge that local cultural identity can be enhanced through the development of cultural infrastructure. Through the 2011-2020 business planning process a capital budget was established for repairs and adaptive reuse of existing and new cultural facilities. (Recommendations 16, 22, 23) A collaborative relationship between Culture and Facilities and Property Management exists to ensure the specific needs for repair and rehabilitation of our historical designated buildings. Additionally, Meadowvale Theatre has benefited from new lighting and sound equipment, as well as recent upgrades to the stage and lobby area.

On April 27, 2011, City Council approved an independent study that provides guidance to the Living Arts Centre (LAC) and Meadowvale Theatre management and Boards of Directors on future plans and budget submissions. Both organizations have begun to implement the

report recommendations including areas of governance and planning sessions for 2012. (Recommendation 24).

Strategic Direction 4 - Build partnerships and increase collaboration

A number of recommendations direct the Culture Division to work in a collaborative way within City Hall, the wider public sector, community and business spheres. This integrated approach is the standard way the Culture Division works on projects (Recommendations 26, 27, 12), as demonstrated by collaboration with Transportation and Works on public art projects and with Mississauga Celebration Square to provide a variety of cultural events and activities.

The Culture Division also established a Mississauga Cultural Resource Partnership in April 2011. This is a high-level forum for Mississauga-area organizations and institutions who engage in culture related research, policies, programs and initiatives. They meet formally twice a year and share useful information of collective interest. (Recommendation 32)

A key partnership the Culture Division has nurtured is with the Mississauga Arts Council (MAC). The Culture Division met with MAC in 2010 to review roles and responsibilities in the arts sector to avoid duplication. Through on-going meetings and communication between staff and MAC areas for cooperation are identified and duplication avoided. (Recommendation 29)

Strategic Direction 5 - Strengthen the flow of information

Another key priority of the Plan is the development of a sustainable Cultural Resource Map for the city. The map will enable newcomers, visitors, youth and residents to learn about Mississauga's cultural resources, assets and information from a single dedicated source. It will become an informative tool for culture organizations, artists and culture practitioners to support audience development, policy and program delivery. This project is well underway and expected to be launched within the next few months. (Recommendations 30, 31 and 34)

The development of a Cultural Report Card to assess Mississauga's cultural vitality and chart progress in key areas is underway and will be presented to Council in Spring 2012. (Recommendation 33)

Strategic Direction 6 - Identify cultural nodes and create an artful public realm

Port Credit was selected as the first area in Mississauga to implement a Cultural Node Pilot Project. Initiatives were approved by Council in the spring of 2011 for staff, in cooperation with the Port Credit BIA, to implement during the summer season. Staff will soon report to Council on the outcomes and proposal for continuation of the project. (Recommendation 36)

Through the Planning and Building Department, a parking study is underway for the Port Credit and Lakeview District. One aspect of the study is to review approaches to parking which will promote and remove barriers for cultural activities and uses. (Recommendation 38)

In late 2009 the Culture Division retained a Public Art coordinator to lead the development of Mississauga's Public Art Program. A Public Art Framework was approved by Council in July 2010. (Recommendation 40)

A number of public art projects have been implemented with opportunities for artists from a wide range of disciplines. Some of these projects include the downtown crosswalk initiative, and public art in community parks (Recommendation 41) such as the Harold Kennedy Park.

Strategic Direction 7 - Attract and support creative individuals

Through the Culture Division's work with its partners new ways are being explored to create places where people want to live. Mississauga will increasingly attract creative individuals by creating opportunities for artists, creative people and cultural activities to exist within our community. For example in Spring 2011, the Culture Division conducted a film competition for film makers to develop short silent films to be shown on Mississauga's new LED screens on Mississauga Celebration Square.

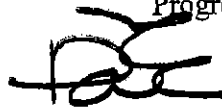
Additionally, through an integrated planning approach the Culture Division provided input into the City's Economic Development strategy and Downtown 21 Master Plan to provide mechanisms to support creative individuals, such as employment opportunities and a cultural hub for the City.

STRATEGIC PLAN: The Culture Master Plan supports the five strategic pillars for change of the Strategic Plan. Specific linkage is referenced in the Strategic Pillar for Change "Cultivating Creative and Innovative Businesses, Strategic Goal: Strengthen Arts and Culture."

FINANCIAL IMPACT: Recommendations of the Mississauga Culture Master Plan were implemented through a variety of mechanisms. First through the 2011-2014 Corporate Business Planning Process a number of priorities outlined in the Plan were considered and are proceeding through the budget cycle. Second, the capital prioritization model has served as a filter to rank projects. Through these processes, recommendations requiring additional financial or human resources are approved by Council as part of the annual budget review. However, a number of the recommendations do not require additional funding, but rather address the process by which the Culture Division works with the community.

CONCLUSION: The Mississauga Culture Master Plan outlines 44 recommendations. The Culture Division has completed 10 and initiated or partially completed 22 recommendations at the mid-point of a five year plan. Continued implementation of the Plan will help develop cultural vitality in Mississauga that will ultimately play a significant role in the achievement of the city's vision.

ATTACHMENTS: Appendix 1: Mississauga Culture Master Plan Implementation Plan Progress Schedule



Paul A. Mitcham, P.Eng., MBA
Commissioner, Community Services

Prepared By: Bonnie Brown, Manager, Cultural Planning, Culture Division

STRATEGIC DIRECTION 1 – STRENGTHEN ARTS, HERITAGE AND CULTURE							
INITIATIVE	ACTION	TIMEFRAME/years				Initiated	Completed
		1	1-3	3-5	>5		
1. Increase per capita financial allocation funding to cultural organizations, festivals and celebrations.	Increased funding from \$1.50 to \$3.00 over the next four years beginning in 2009. An increase of \$940,700 by 2012 (Recommendation #1)	✓	✓	✓		✓	Completed up to 2011
	2. Establish an Arts and Culture Stabilization Fund	\$300,000 in 2009 to kick start the fund and set an example to the private sector (Recommendation #3)	✓				
	Roundtable session with private sector, voluntary sector & other orders of government (Recommendation #4)	✓		Re-adjusted to 2012/13			
	Information session with arts & culture community & grants recipients (Recommendation #5)	✓				✓	Completed up to 2011
	Mayor's session with corporate sector (Recommendation #6)	✓		Re-adjusted to 2012/13			
	Develop Arts Stabilization Fund program with corporate and community leadership. (Recommendation #2)	✓		Re-adjusted to 2012/13			

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(Cont'd) STRATEGIC DIRECTION 1 – ENCOURAGE COMMUNITY CELEBRATIONS AND FESTIVALS							
INITIATIVE	ACTION	TIMEFRAME/years				Initiated	Completed
		1	1-3	3-5	> 5		
3. Institutional & Administrative Arrangements for Heritage and Museums	Move Heritage Planning and Museums to the Culture Division. (Recommendation #7 and 8)		✓				✓
	Create additional resources for Museums and Heritage Planning. (Recommendation #9 and 10)		✓			✓ (Museums)	
	Strengthen role of Heritage Advisory Committee in heritage awareness and promotion. (Recommendation #11)			✓			
	Review of roles and responsibilities of all heritage organizations and collaboration with library. (Recommendation #12)		✓				✓

STRATEGIC DIRECTION 2 – ENCOURAGE COMMUNITY CELEBRATIONS AND FESTIVALS							
INITIATIVE	ACTION	TIMEFRAME/years				Initiated	Completed
		1	1-3	3-5	> 5		
4. Assess contribution that celebrations and festivals can make to cultural development, tourism, identity and economic development	Celebrations and Festivals Strategy for Mississauga. (Recommendation #13)		✓			✓	
	Transfer festivals and celebrations responsibilities currently housed in Recreation and Parks to the Culture Division. (Recommendation #14)		✓				
STRATEGIC DIRECTION 3 – STRENGTHEN CULTURAL INFRASTRUCTURE							
INITIATIVE	ACTION	TIMEFRAME/years				Initiated	Completed
		1	1-3	3-5	> 5		
5. Policy framework for cultural infrastructure	Policy framework for cultural facility development (Recommendation #15)	✓					
6. Review 2008-2017 Capital Program forecast	Determine an available quantum for cultural infrastructure for 2011 -2020 (Recommendation #16)		✓			✓	
	Ten-year forecast for spending on new cultural facilities for 2011 budget (Recommendation #22)		✓			✓	
	Ten-year forecast for spending to repair and adaptively reuse existing facilities for 2011 budget. (Recommendation # 23)		✓			✓	✓ On-going

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(Cont'd) STRATEGIC DIRECTION 3 – STRENGTHEN CULTURAL INFRASTRUCTURE							
INITIATIVE	ACTION	TIMEFRAME/years				Initiated	Completed
		1	1-3	3-5	>5		
7. Complete communities with cultural Infrastructure	Community driven and neighbourhood focused cultural development in Mississauga (Recommendation #17)		✓	✓	✓	✓ On-going	
8. Capital project capacity	Create cultural infrastructure development capacity. (Recommendation #18)		✓			✓	
	Establish expertise in cultural capital outreach, advocacy and partnership-building in the Culture Division (Recommendation #19)		✓				
	Collaborate with Facilities and Property Management to ensure that the City creates a specialized capacity for data collection and monitoring of cultural facilities and capital projects and the integration of that data with other City GIS initiatives. (Recommendation #20)		✓				
9. Independent Review of Living Arts Centre	Independent study of the LAC to make recommendations about its future contribution to the cultural life of the City. (Recommendation #24)	✓					✓

STRATEGIC DIRECTION 4 - BUILD PARTNERSHIPS AND INCREASE COLLABORATION							
INITIATIVE	ACTION	TIMEFRAME / years				Initiated	Completed
		1	1-3	3-5	> 5		
10. Culture Division adopts new ways of working – becomes a Connector, Facilitator, Enabler	Establish a City Interdepartmental Culture Team to advise on measures to use cultural resources to achieve Mississauga's strategic goals. (Recommendation #26)	✓				✓	Completed up to 2011
	Culture Division (Recommendation #27)	✓					✓
11. Rename the Office of Arts and Culture	Festival and Events Roundtable (Recommendation #28)		✓				
	Heritage Sector & Library Synergies (Recommendation #12)		✓	✓	✓		✓
	Mississauga Arts Stabilization Board (Recommendation nr. 4)		✓	Re-adjusted 2012/2013			
12. A Network of Cultural Partnerships in Mississauga	Festival and Events Roundtable (Recommendation nr. 28)		✓				
	Heritage Sector & Library Synergies (Recommendation nr. 12)		✓	✓	✓		✓
	Review leadership roles and responsibilities in arts sector in collaboration with MAC. (Recommendation #29)		✓			✓	
13. Review of Leadership Roles and Responsibilities	Review leadership roles and responsibilities in arts sector in collaboration with MAC. (Recommendation #29)		✓			✓	

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STRATEGIC DIRECTION 5 – STRENGTHEN THE FLOW OF INFORMATION							
INITIATIVE	ACTION	TIMEFRAME / years				Initiated	Completed
		1	1-3	3-5	> 5		
14. Cultural Resource Database (CRD)	Culture Division work with Geomatics and IT to maintain and improve the Cultural Resource Database (CRD) on an ongoing basis. (Recommendation #30)		✓			✓	
	Business Plan that identifies resources required to maintain the CRD and mapping capability on an ongoing basis. (Recommendation #31)		✓				✓
15. Cultural Mapping Partnership (CMP)	Convene City, private and community stakeholders in an ongoing information sharing and implementation forum. (Recommendation #32)		✓	✓	✓		✓
16. Cultural Report Card	Annual report card to assess Mississauga's cultural vitality and chart progress in key areas (Recommendation # 33)						
17. E-Maps for Cultural Activity and Resources	Culture Division convenes a city working group to facilitate development of a cultural resources application for E-maps. (Recommendation #34)		✓			✓	
18. Interactive Culture Website	Working group set up to develop an interactive culture website as a central hub for culture news and events. (Recommendation #35)		✓			✓	

STRATEGIC DIRECTION 6 - IDENTIFY CULTURAL NODES AND CREATE AN ARTFUL PUBLIC REALM							
INITIATIVE	ACTION	TIMEFRAME / years				Initiated	Completed
		1	1-3	3-5	> 5		
19. Cultural Node Pilot Project	Select an area in Mississauga (e.g. Downtown, Port Credit, Streetsville) and test the use of planning tools (Community Improvement Plans- CIPs; form based zoning, TIFs), incentives, supports and partnerships to support cultural resources and activities. (Recommendation #36)		✓			✓	
	Create a pilot project advisory group with broad representation from City departments to provide advice and support to the pilot project. (Recommendation #37)		✓				✓
20. Remove Systemic Barriers to Cultural Activity	Understand and address barriers to cultural development created by parking regulations - link to City's parking strategy review		✓			✓	
	Review Sign By-Law to recommend exemptions in cultural districts and streamline permit process		✓				
	Make a presentation to Interdepartmental Cultural Team on parking and sign by-law strategies. (Recommendations #38 & 39)		✓			✓	
21. Create an Artful Public Realm	Create pilot project opportunities for artists from a wide range of disciplines to contribute to the design of public infrastructure projects from the beginning (e.g. BRT, LRT, waterfront parks, roadways and intersections). (Recommendation #41)			✓	✓	✓	

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(Cont'd) STRATEGIC DIRECTION 6 - IDENTIFY CULTURAL NODES AND CREATE AN ARTFUL PUBLIC REALM							
INITIATIVE	ACTION	TIMEFRAME / years				Initiated	Completed
		1	1-3	3-5	> 5		
22. Establish a Public Art Program	Culture Division retains a Public Art coordinator to implement the Public Art Policy. (Recommendation #40)		✓			✓	
STRATEGIC DIRECTION 7 – ATTRACT AND SUPPORT CREATIVE INDIVIDUALS							
INITIATIVE	ACTION	TIMEFRAME / years				Initiated	Completed
		1	1-3	3-5	> 5		
23. Affordable Live/Work/Performance Space	Culture Division examine potential ways for the City to secure affordable live/work/performance space for artists and cultural organizations through the use of planning tools and other measures. (Recommendation #42)			✓	✓		
24. Business Services Support for Cultural Community and Creative Sector	Promote Mississauga Business Enterprise Centre (MBEC) services to the cultural community (Recommendation #43)		✓	✓	✓	✓	
25. Broad-Base support for Individual Artists	Strengthen Mississauga Art Council's capacity to provide services and support to individual artists. (Recommendation #44)		✓	✓	✓		

MAR 26 2012

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**Collections & Exhibit Supervisor Report to
Collections and Storage Sub-Committee Meeting February 7, 2012**

New Donations:

- Coffee Grinder donated by Jenny Dale

Conservation:

- On going work by Miriam Harris

Exhibits: Out-Reach Displays

- Installed exhibit at Central Library (third floor) on recent donations. Which including image and artifacts from the Alcott, Graydon, Livesay and Sayers families.
- Collections Assistant installed a display at Council Reception on the Royal Memorabilia.
- Installed a display at Courtney Park Library of paintings and photographs of the Harris/Sayers family and Benares.

Exhibits: In-House Displays

- *Jalna Revisited: The 85th Anniversary of Mazo de la Roche's Award Winning Novel* to was completed by January 20.

Storage:

- Visited Armstrong Storage to tour their fine art and crate storage facility on January 31st. Interested in potential partnership as looking to expand in the future.
- Visit Region of Waterloo Museum to tour storage facility and new museum on February 3rd.
- Investigating possible MAP grant for conversion of our database to a Museum specific database with bar coding capabilities to facilitate future move to new storage facility.

Other:

- Lindsay Doren trained a new collections volunteer, Chelsea Kennedy, who has joined our Tuesday morning sessions.
- Alexandra Benedikt is the new Acting Collections Assistant until March 9th.
- Applied to Young Canada Works for a summer student to create on-line exhibits, upload records to the web and to create pod casts to highlight Museums artifacts.

**Collections & Exhibit Supervisor Report to
Collections and Storage Sub-Committee Meeting March 6, 2012**

New Donations:

- Mortgages, Deeds and survey maps related to Sir Melville Parker from Christine Cumberland. Parker was an early resident of Toronto Township who was involved in politics becoming Reeve. He was also the postmaster, involved with his brother in a winery in the area, and started an oil refinery in Cooksville.
- City Transfer from Port Credit Arena of photographs related to the opening of the Credit Valley Lions Memorial Swimming Pool in the 1950's and a Port Credit Minor Hockey Association Plaque from 1975.
- An early bee smoker, vegetable chopper and apple peeler donated by Ann Quinn.
- Joan Dinnin donated a handmade basket, clothes pin bag, bottle of ink in original packaging and a union jack to be used for prop.
- Sheila Merryweather donated a Jones Family portable sewing machine.

Conservation:

- On going work by Miriam Harris

Exhibits: Out-Reach Displays

- Installed exhibits in Great Hall on 25th anniversary of the opening of City Hall and updated Communications display in the same area.
- Met with the Manager of Port Credit Arena to organize exhibits for their new case. Met with local donor to develop and install a display focusing on Port Credit Hockey Teams and the Arena. Will be setting up a yearly schedule for this case and will look to partner with local groups to change the displays 3-4 per year. Second exhibit will be a partnership with the Mississauga Sports Council and will focus on the upcoming Summer Olympics.
- Installed a display at Erin Meadows Library about butter making.
- Installed and removed an exhibit at Malton Library (month of February) on ladies muffs and stoles.

Exhibits: In-House Displays

- *Jalna Revisited* on until June 29th.

Storage:

- Investigating possible Museum & Technology grant from Ontario Government for conversion of our database to a Museum specific database with bar coding capabilities to facilitate future move to new storage facility.
- Met with Andrew Whittemore & Annemarie to discuss site location for storage facility and met with them again and representatives from Armstrong Storage to discuss possible alternatives for our storage problems.
- Met with Nicole Fitz-Henry to choose a location for HVAC system in Bradley storage and discussed plans for moving collection during this work.