



## **Heritage Kenora**

### **~ Minutes ~**

February 2, 2012

Lake of the Woods Museum Boardroom

**In Attendance:** Tim Davidson, Rory McMillan, Murray MacDonald, Jim Clarke, Nancy Tulloch, Barb Manson, Lori Nelson.

**Regrets:** Jeff Port, Charmaine Romaniuk, Lisa Moncrief, Tara Rickaby, John Nabb.

#### **1 Call to order**

Tim Davidson called the meeting to order at 9:44 a.m.

#### **2 Declaration of Pecuniary Interest**

None declared.

#### **3 Approval of Minutes**

Moved by: Rory McMillan

Seconded by: Murray MacDonald

That the minutes of the meeting held November 24, 2011 be accepted as presented.

Carried.

Business Arising: None.

#### **4 Community Improvement Program Applications**

##### **Wilson's Business Solutions**

Cers Investments submitted a CIP application for Building Facade Improvements. Their intention is to replace the middle domed awning over the store entrance with a similar awning which covers windows to the right and left of the entrance. There was discussion and all agreed that this request does not qualify for funding, as the CIP exists to support relatively consistent changes (representative of a particular historic era) to signage and building facades with a view to complementing the downtown revitalization. This proposal is essentially a replacement of an existing facade feature. Application for funding denied.

## **5 Other Business**

### **2012 Doors Open**

A listing of the confirmed properties was given and includes:

- 1 Kenora District Court House
- 2 Old Court House and Jail / Armouries
- 3 Kendall House Bed and Breakfast
- 4 Cameron House
- 5 Lake of the Woods Railroad Museum
- 6 Lake of the Woods Brewing Company (old firehall)
- 7 St. Alban's Cathedral
- 8 Lake of the Woods Discovery Centre
- 9 Lake of the Woods Cemetery
- 10 City Hall
- 11 City of Kenora Operations Building
- 12 Mather-Walls House
- 13 Fire Hall
- 14 Keewatin Cemetery
- 15 Trappers Cabin Museum

We will be coordinating with Trails Open as well and Barb Manson has arranged for guided tours of the following trails over that weekend:

- 1 Mink Bay Trail
- 2 Rabbit Lake Trail
- 3 Rat Portage Urban Trail
- 4 Tunnel Island

Since the Kenora Doors Open event is not until September 28-29, we may still add properties which members were encouraged to do, since we have only two new properties on the list. Residences in particular are big draws. The following members were asked to follow up on these properties for our next meeting:

#### **Nancy Tulloch**

Sun Valley Lodge

#### **Rory McMillan**

Kobylka House (Lakeside)

Macins House (Lakeside)

Broten's House (Lakeside)

#### **Murray MacDonald**

Peter Johnson/s sailboat

St. Nicholas Ukrainian Catholic Church

Notre Dame Cathedral

Toole House

**Tim Davidson**

The Armouries  
Ferg Penner's house

**Jim Clarke**

Brown's Funeral Home

**Lisa Moncrief**

Two Bears Marina  
Fragile Glass  
Les and Marie Brown's house  
Rod and Joanie Kantola's house

**Tara Rickaby**

Bruce Ormiston Camp

**Barb Manson**

Ashdown Camp  
Radcliffe Camp

**Lori Nelson**

Forlong Camp

Barb Manson will contact Crystal Stokes, Events Coordinator, to see if she can assist with the planning of this event.

A list of responsibilities were distributed and are listed below. Members of the committee were asked to indicate where they are willing to assist. (For those that were not in attendance, please review the list and come prepared for the February 23rd meeting).

- 1 Liason with Ontario Heritage Trust - **Nancy Tulloch**
  - Add to Doors Open website
  - Mail in surveys, etc. at end of event
  
- 2 Liason with property owners - **Jim Clarke, Rory McMillan**
  - Get forms signed
  - Talk programming with them
  - Establish open hours and programming
  - Find out how many volunteers, if any, are needed
  - Hold a meeting prior to the event for owners to ask questions
  
- 3 Research - **Barb Manson and Lori Nelson**
  - Research each property and do write-ups for information sheets
  - Get photographs of each site
  
- 4 Publicity and Promotions - **Tim Davidson**

- 5 Value-Added Programming
  - children's programming
  - other activities - e.g. photo contest, scavenger hunt, Doors Open passports, event themed discount packages for hotels, restaurants, etc.
- 6 Volunteer Coordinator
  - Recruit, assign, and schedule volunteers
  - Hold a meeting with volunteers to provide general info about the event and their specific location
- 7 Supplies - **Tim Davidson**
  - purchasing supplies and putting supply boxes together for each site - delivery and pick-up after event
- 8 Finance / Sponsorships
  - developing budget
  - approaching and securing sponsors
  - ensuring sponsorship recognition
  - determining other revenue sources - e.g. grants, etc.
- 9 Official photographer of event - **Barb Manson**

Lori will distributed the provincial Doors Open Tip Sheets to members.

## 6 **New Business**

### **Resignation of Bill Richards from Heritage Kenora**

Tim announced the resignation of Bill Richards from Heritage Kenora because of his resignation from Harbourtown Centre.

There will be a discussion at the February 23rd meeting regarding the addition of new members.

## 7 **Next Meeting**

Thursday, February 23, 2012 at 9:30 am - Lake of the Woods Museum Boardroom

## 8 **Adjournment**

Motion to adjourn made by Rory McMillan. Meeting adjourned at 10:50 am.