

STAFF REPORT: RECREATION

REPORT TO: Infrastructure and Recreation Committee
MEETING DATE: April 12, 2011
REPORT NO.: DOR 11 27
SUBJECT: Museums and Technology Fund – Staffing Contract
PREPARED BY: Suzanne Purdy, Curator

A. Recommendations

THAT Council receive Staff Report DOR 11 27 entitled “Museums and Technology Fund – Staffing Contract”; and,

THAT Council approve the acceptance and usage of funds in the amount of \$24,900 received from the Museums and Technology Fund offered by the Ministry of Tourism and Culture for a one year contract staffing position at The Craigleith Heritage Depot; and,

THAT Council approve the re-allotment of funds in the amount of \$6,225 from the Artifact Acquisition Reserve Fund (1-642-1000-62004) to satisfy the requested top up portion of this grant application.

B. Background

In February of 2011, The Craigleith Heritage Depot received a letter from the Ministry of Tourism and Culture announcing that the application for funding from the Museums and Technology fund was accepted and that a dollar amount of \$24,900 would be forthcoming.

Stipulated in this grant application was that the Craigleith Heritage Depot would provide one staffing position from May 2011 – May 2012. This staff person would be responsible for inventory and digitizing the Craigleith Heritage Depot collections, inputting data into Past Perfect software with an end goal of heightening the Craigleith Heritage Depot’s online exhibit presence and records maintenance.

Further to this, the Craigleith Heritage Depot has once again applied for a Young Canada Works Federal grant for summer staffing. Should we be successful in obtaining this grant, the students hired will have different job descriptions from this Museums and Technology fund hire as the position outlined in this staff report is project based and is solely focused on collection management. Summer students will carry out the tasks of greeting visitors, guided tours, special programming for summer camp groups and other bookings, interpretation and tourism information delivery.

The Ministry of Culture has requested (March 29th 2011) via email that \$6225 be committed from the Town to satisfy the equipment purchase portion of this Digitization Project as a minimum of 20% of total project costs needs to be spent on equipment with the other 80% be on staffing. The original request for this project was \$35,304 in which only \$24,900 was issued, hence the recalculation necessity. Therefore the total cost of the project will be \$31,125.

The Artifact Acquisition Reserve Fund (1-642-1000-62004) has a current balance of \$8,900 and it is proposed that the \$6,225 requested from the Ministry be taken from this fund. The Craigeith Heritage Depot currently has an over-flowing collection area and it is proposed that we continue with this project by re-allocating the \$6,225 in order to receive the \$24,900 to hire staff and inventory existing collection. This is deemed a priority over purchasing new additions to our collections which the Artifact Acquisition Fund was originally earmarked for.

C. The Blue Mountains' Strategic Plan

Supporting the development of social and recreational programs to meet the broad range of needs in the community.

Preserving and enhancing natural and environmental features, and cultural heritage of the community.

D. Environmental Impacts

None

E. Financial Impact

Museums and Technology Fund grant received \$24,900
Town cost \$6,225 to be taken from Artifact Acquisition Reserve Fund (1-642-1000-62004)

F. Attached

None

Respectfully submitted,

Suzanne Purdy

For more information, please contact:

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