



The Corporation of the County of Wellington
Information, Heritage and Seniors Committee
Minutes

March 8, 2023
Aboyne Hall
Wellington County Museum and Archives

Present: Warden Andy Lennox
Councillor Mary Lloyd (Chair)
Councillor Diane Ballantyne
Councillor Doug Breen
Councillor Jeff Duncan
Eddie Alton
Julie Wheeler Bryant
Lucia Costanzo
Walter Trachsel

Also Present: Councillor Steve O'Neill

Staff: Jennifer Adams, County Clerk
Jana Burns, Wellington Place Administrator
Tricia Burrough, Director of Care
Shauna Calder, Manager of Finance
Ken DeHart, County Treasurer
Suzanne Dronick, Administrator, Wellington Terrace
Chanda Gilpin, Assistant Chief Librarian
Scott Wilson, CAO

1. Call to Order

At 4:30 pm, the Chair called the meeting to order.

2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

3. Seniors

3.1 Wellington Terrace Financial Statements as of February 28, 2023

1/3/23

Moved by: Councillor Ballantyne

Seconded by: Councillor Breen

That the Financial Statements as of February 28, 2023 for the Wellington Terrace be approved.

Carried

3.2 Retroactive Provincial Long-Term Care Funding for 2022

2/3/23

Moved by: Warden Lennox

Seconded by: Councillor Duncan

That Retroactive Provincial Long-Term Care Funding for 2022 report be received for information.

Carried

3.3 Nursing Team and Quality Improvement Plan

3/3/23

Moved by: Councillor Duncan

Seconded by: Warden Lennox

That the Nursing Team and Quality Improvement Plan report be received for information.

Carried

4. Museum and Archives

4.1 Museum and Archives Financial Statements as of February 28, 2023

4/3/23

Moved by: Councillor Breen

Seconded by: Warden Lennox

That the Financial Statements as of February 28, 2023 for the County Museum and Archives be approved.

Carried

4.2 WCMA Update March 2023

5/3/23

Moved by: Councillor Ballantyne

Seconded by: Councillor Duncan

That the WCMA Conservation Policy and the WCMA Physical Plant Policy be approved, and that the WCMA Update be received for information and forwarded to County Council.

Carried

4.3 Wellington Place Update March 2023

6/3/23

Moved by: Warden Lennox

Seconded by: Councillor Breen

That the Wellington Place Update report be received for information and forwarded to County Council.

Carried

5. Recess

At 5:36 pm, the Committee recessed until 6:09 pm.

6. Library Board

6.1 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

6.2 Library Financial Statements as of February 28, 2023

7/3/23

Moved by: Walter Trachsel

Seconded by: Lucia Costanzo

That the Financial Statements as of February 28, 2023 for the County Library Service be approved.

Carried

6.3 Library Update

8/3/23

Moved by: Eddie Alton

Seconded by: Councillor Breen

That the Chief Librarian's report and the Next Chapter newsletter for February 2023 be received for information.

Carried

6.4 Library Use Statistics - 2022 Review

9/3/23

Moved by: Julie Wheeler Bryant

Seconded by: Lucia Costanzo

That the Library Use Statistics - 2022 Review be received for information.

Carried

7. Closed Meeting

10/3/23

Moved by: Councillor Breen

Seconded by: Councillor Ballantyne

That the Information, Heritage and Seniors Committee or Wellington County Library Board move into a closed meeting for the purposes of considering acquisition or disposition of land by the municipality.

Carried

8. Adjournment

At 7:02 pm, the Chair adjourned the meeting until April 12, 2023 or at the call of the Chair.

Mary Lloyd
Chair
Information, Heritage and Seniors Committee



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Shauna Calder, Manager of Finance
Date: Wednesday, March 08, 2023
Subject: **Retroactive Provincial Long-Term Care Funding for 2022**

Background:

On a monthly basis, County staff receive a funding notice which outlines the details of the total provincial funding allocation provided for that month. In the most recent funding notice that was received on February 17, 2023, several retroactive payments were identified going back to January 2022. In total these payments amounted to approximately \$507,000.

While the calculation details have not been provided, this additional funding relates to a retroactive adjustment to the basic rent revenue, level of care, preferred fee coverage, co-payment waiver, lab fees and high intensity needs funding. Many of these adjustments are in response to the impact that COVID has had on long-term care.

Financial Implications:

As reported in the fall 2022 variance report, staff were anticipating a small surplus in Long Term Care for the 2022 year-end. Receiving retroactive provincial payments of more than \$500,000 will result in a significant unplanned surplus. The final surplus will be reported to AF&HR committee in April 2023.

Recommendation:

That Retroactive Provincial Long-Term Care Funding for 2022 report be received for information.

Respectfully submitted,

A handwritten signature in blue ink that reads 'Shauna Calder'.

Shauna Calder, CPA, CGA
Manager of Finance



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Trisha Burrough, Director of Care
Date: Wednesday, March 08, 2023
Subject: **Nursing Team and Quality Improvement Plan**

Background:

Wellington Terrace Nursing team is made up of RNs, RPNs, PSWs, Terrace Aides and Neighbourhood clerks who continually strive to live out the mission, vision and values of our home, providing compassionate care and honouring the unique needs of each resident. Together with the interdisciplinary teams, we have collaborated to develop an annual quality improvement plan (QIP). The goal of the QIP is to drive improvement on a focused set of issues through the targeted work of the team. The plan is submitted to Ontario Health and posted on the Wellington Terrace website.

Recommendation:

That the report be received for information.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Tricia Burrough'.

Tricia Burrough
Wellington Terrace LTCH Director of Care



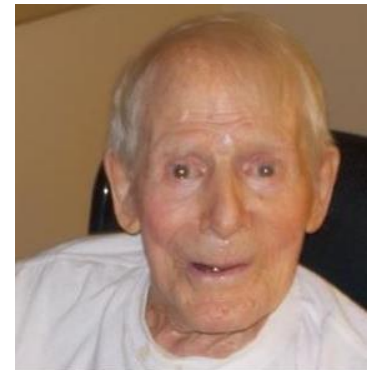
Wellington Terrace Nursing Department and Quality Improvement Plan

Committee of Council March 2023

Who we serve

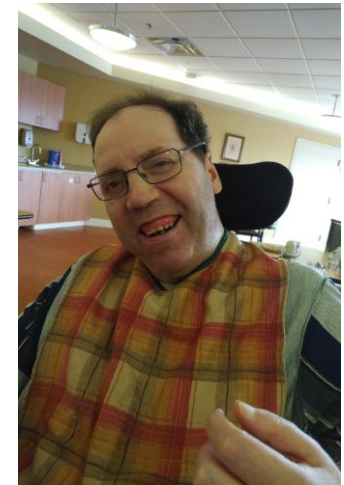
176 residents

110 women, 66 men



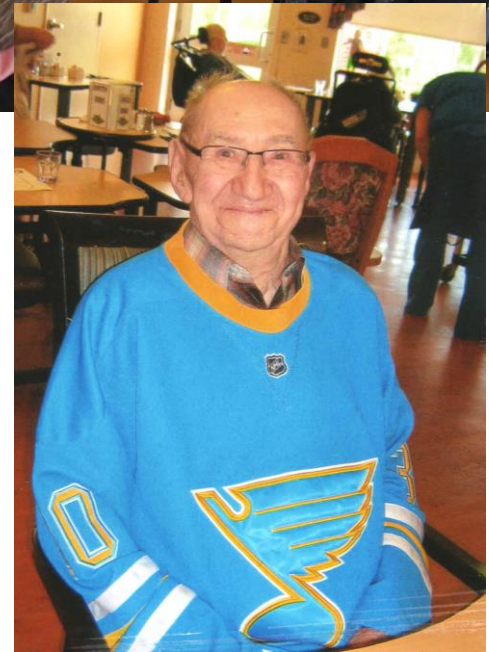
Who we serve

- Average age 82 years
- 27 individuals under the age of 70
- 2 couples
- 1 mother/daughter

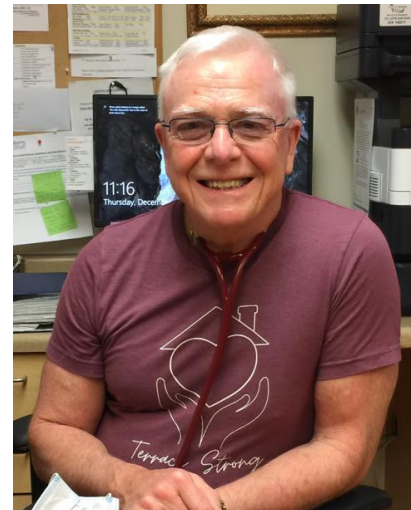


Care Needs

- Dementia Support
- Medication Management
- Physical Care
- Psychosocial Support
- Pain Management
- Palliative Care
- Clinical Assessment



Our Team



Quality Improvement Plan (QIP)

- Developed through the collaborative work of the Interdisciplinary team
- Focus on targeted priorities
- Goal of driving improvement in identified indicators



Wellington Terrace 2023 QIP Focus

- Falls Prevention



- Recruitment and retention and the human health resource crisis





COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Information, Heritage and Seniors Committee
From: Jana Burns, Wellington Place Administrator
Date: Wednesday, March 08, 2023
Subject: **WCMA Update**

Policy Updates

Staff are updating or where required, developing the below WCMA policies to be in accordance with the Community Museum Operating Grant requirements. Where a policy is required for Finance and Human Resources, the WCMA will refer to the County Corporate policies. The remaining five policies will be completed over March and April, with the first two policies attached herein and prepared for Committee's approval.

1. Conservation Policy
2. Physical Plant Policy
3. Collections Policy
4. Education and Community Policy
5. Exhibitions Policy (new)
6. Finance and Human Resources Policies

Programming: Black History Month

While programming staff share Wellington County's rich Black History all year long, staff are not surprisingly busiest in February. Staff performed several outreach sessions across the County, including public events at the libraries, and various virtual sessions in association with the Upper Grand District School Board, reaching over 2,000 students across the Board.

Staff have been working closely with the Centre Wellington Black Committee with both research and costuming for their "Awakened Voices" Black History Month events which took place at the Brewhouse in Fergus. The performance received much deserved praise.



Wellington County has a rich Black History and it is an honour for the WCMA team to see the stories of men and women like John and Eliza Little or Richard Pierpoint take centre stage for an entire month. Any small contributions we can provide to Wellington County's celebrations are a pleasure.

Coming Up: March Break

March is a time when the WCMA is welcome both children and seniors together, as it is often grandparents babysitting during March break. This year staff are putting extra effort into planning something that would appeal to both age demographics, not just the children. Puzzles, escape rooms, crosswords and codes are the theme such that March Break is going to be Puzzle Mayhem!

MARCH BREAK

Puzzle Mayhem at the Museum!

Crack the codes and follow the clues to unlock a secret treasure box! This March Break, put your detective skills to the test with this interactive puzzling adventure for the whole family!

Admission by donation.

March 13 - 17 | 9:30 am to 4:00 pm



Coming Up: Easter Egg Hunt

On April 5, the WCMA will host a Hippy Hoppity Egg Hunt! This hands-on programme invites children under the age of five and their parents or guardians to explore the Museum and celebrate the new spring season. Participants will enjoy a variety of Easter themed crafts and activities, including a story time,

making Easter rabbit ears and noses, and planting flowers. To finish off the hour-long programme, the children will have a chance to hunt for Easter eggs in the Museum galleries and the outdoor gardens.

Staff are also currently in the process of booking an Easter egg hunt dedicated to all Wellington Place Child Care Centre children to get them engaged in fun activities and further Museum exposure.

It's a Hippity Hoppity
Egg Hunt!
Wednesday, April 5 | 10:00 - 11:00 am

Join us for a hip hoppin' Easter party! Hunt for Easter eggs in the Museum galleries and enjoy plenty of "egg-cellent" Easter crafts and activities!

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For children under 5 years of age, parent or guardian must accompany their child(ren). **Space is limited. Registration is required.**

Register online at:  
[www.wellington.ca/egg-hunt](http://www.wellington.ca/egg-hunt)



Wellington County Museum and Archives 0536 Wellington County Road 18, Fergus  
519.846.0916 x 5221 | 1.800.663.0750 x 5221 | [www.wellington.ca/museum](http://www.wellington.ca/museum)

Alternate formats available upon request. <sup>TM</sup>Official Mark of The Corporation of the County of Wellington.



## Exhibitions Update

A total of 80 visitors attended the opening reception for the **Our Stories, Our History, Our Heritage** exhibit, which was created in partnership with the Guelph Black Heritage Society (GBHS). Running until July 9, the exhibit celebrates past and present accomplishments within the Black community and acknowledges the resilience and bravery of those that came before. The exhibit also highlights the role of the GBHS in providing opportunities to educate, celebrate, and advocate for issues of importance for Black Canadians.



A selection of the numerous positive comments received from visitors include:

"A beautiful and powerful display" (Guelph resident)

"Refreshing to see marginalized histories at WCMA" (Elora resident)

"Thank you for sharing a part of all our history!" (Sioux Lookout resident)



**OUR STORIES.  
OUR HISTORY.  
OUR HERITAGE.**

AT THE WELLINGTON COUNTY MUSEUM AND ARCHIVES

Wellington County Museum and Archives | 519.846.0916 x 5221 | [www.wellington.ca/museum](http://www.wellington.ca/museum)

**FEBRUARY 4 – JULY 9, 2023**

The Wellington County Museum and Archives presents, a **Guelph Black Heritage Society** exhibit; honouring the past, celebrating today and looking towards the future.

**Opening Reception: Saturday, February 4.**  
1:30 - 4:00 pm at the Wellington County Museum.  
**MUSIC • FOOD • CELEBRATION**

**BLACK HERITAGE MONTH**  
Honouring our past, present and future

**OUR STORIES. OUR HISTORY. OUR HERITAGE.**

**GUELPH BLACK HERITAGE SOCIETY**

[www.wellington.ca/GBHS](http://www.wellington.ca/GBHS)

**Wellington County MUSEUM & ARCHIVES**

### Insights 42nd Annual Juried Exhibition of Fine Arts

The annual Insights art exhibition will return from March 30 to June 11. Organized by the Elora Fergus Arts Council and hosted at the Museum and Archives in our main exhibit hall, Insights is one of the longest-running juried fine art shows in Ontario and welcomes submissions from established and emerging artists in the Counties of Wellington, Dufferin, Grey, Huron, Perth, and the City of Guelph.

The opening reception will be held on Thursday, March 30 from 7:00pm to 9:00pm. This event is our biggest annual exhibition opening with an average attendance of 250 to 300 people and includes refreshments, a cash bar, live music, and an awards ceremony.

The Insights Committee has also organized a Walk with the Jurors on Sunday, April 2 from 1:30pm to 3:00 pm. Jurors Colette Laliberté, David Scott Armstrong, and Richard Smolinski will discuss their decision-making process and the influences on this year's show. Admission for this event is \$5.



**2023 | 42<sup>ND</sup> ANNUAL**  
**Insights Juried**  
**Exhibition of Fine Arts**

**OPENING GALA**  
 Thursday, March 30  
 7:00 - 9:00 pm

**WALK WITH JURORS**  
 Sunday, April 2  
 1:30 - 3:00 pm



Wellington County Museum and Archives | 519.846.0916 x 5221 | [www.wellington.ca/museum](http://www.wellington.ca/museum)

### Archives Update

During the month of February 45 researchers visited the Archives Reading Room, 70 members of the public phoned in or emailed to ask Archives staff for assistance and 6 photograph reproduction orders were processed.

Researchers visited the Archives in person to access the following records in our collection: Ontario Land Registry Office aperture cards containing historic maps and plans of Wellington County; tax assessment rolls for the Townships of Minto, Arthur and Guelph; Hortops Mill, Eramosa Township photographs to be used in a Wellington County History Journal article; report and records relating to the first sewers built in Fergus; records relating to the Ontario Reformatory lands in Guelph Township and various local newspapers to find family obituaries as well as family history articles.

Property history requests also dominated staff time with interesting research this month. Researchers were interested in houses located in Elora, Fergus, Pilkington Township, Hillsburgh, the village of Erin and Puslinch Township. Several individuals wanted to know how they can determine the legal description of a property if they have a street address. Staff were also asked to determine the addresses of a families that lived in Elora in 1911 and Guelph Township in the 1940's.

Additional requests covered a wide variety topics which included: locating obituaries using the Arthur Enterprise, Fergus News Record, Elora News Express and Fergus-Elora News Express; history of a dresser made by the Simmons Furniture Company of Elora; help to identify the location of a postcard image which turned out to be photographed in Rockwood; asking how to find an out of print Nichol Township history book: requesting a copy of Chapman and McLeod letters in the Guy Saunders fonds; looking for aerial photographs; finding information on the Elora – Fergus burying of the hatchet events from 1967 and 1996; help locating Fergus Fire Department records to determine the history of a fire truck they used; looking for the 1887 Fergus News Record in order to locate articles written in this newspaper; looking for a photograph of the dance hall that existed in Teviotdale between 1939 and 1966; looking for information

on the Chief Lone Wolf Medicine Company of Guelph ca. 1928; requesting a photograph of Daniel Braithwaite found in a book with a limited print run called "Some Black Men: Profiles of over 100 Black Men in Canada", by author Rella Braithwaite and Eleanor Joseph; looking for the 1944 Elora fire insurance plan; seeking historical sketches from the 1906 Wellington County atlas; inquiring how to access 1883 Wellington County deaths using ancestry.ca and looking for early Fergus bylaws.

Photographs were reproduced to be used in family history publications and a family collage, the Wellington County Historical Society annual journal, the Groves Hospital Volunteer Association 90th anniversary celebrations as well as a map of Wellington County from circa 1935 to be used in a presentation.



A total of 59 applications were received for writers of all kinds to participate in the second annual Writers' Festival taking place on Saturday June 10, in partnership with the Wellington County Library. While writers from Rousseau to Waterloo to Guelph made their submission, most were from Wellington County. Book stores, food, entertainment, and publishers have also booked to attend the event and add the festival feel.

**Recommendation:**

That the WCMA Conservation Policy and the WCMA Physical Plant Policy be approved, and that the WCMA Update be received for information and forwarded to County Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jana Burns".

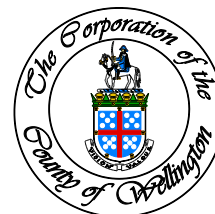
Jana Burns

Wellington Place Administrator

Attachments: WCMA Conservation Policy and WCMA Physical Plant Policy.



# COUNTY OF WELLINGTON POLICY AND PROCEDURE



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|                    | WELLINGTON COUNTY   |                                |
| <b>DEPARTMENT:</b> | MUSEUM AND ARCHIVES | <b>POLICY NUMBER:</b> WCMA 1.0 |

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| <b>DIVISION:</b> | CONSERVATION | <b>EFFECTIVE DATE:</b> MARCH 2023 |
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| <b>SUBJECT:</b> | WELLINGTON COUNTY MUSEUM AND ARCHIVES CONSERVATION POLICY |  |
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| <b>AUTHORITY:</b> | COUNCIL OF THE CORPORATION OF THE COUNTY OF WELLINGTON |  |
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## PURPOSE:

The Wellington County Museum and Archives (WCMA) Conservation Policy provides the framework to safeguard its collection for the present and future. It is based on the necessity to maintain the collection so that it may be usefully studied, exhibited, and interpreted. (Note: Items in the Education Collection are not governed by this policy)

The WCMA will adhere to all legislative requirements impacting the conservation of its collection. The WCMA is committed to the safeguarding of its collection through the practice of proper conservation principles and techniques. This policy will remain the policy of the County of Wellington until changed by resolution of Council.

## DEFINITIONS:

**Conservation** includes all actions aimed at the safeguarding of cultural property. It includes both preservation and restoration and may also include digital reproduction of items that are unsafe to handle or in extremely poor or deteriorating condition.

**Preservation** involves management of the environment (light, temperature, humidity, air quality, insects, and pests) and of the conditions of use to maintain an object in a stable condition. With respect to material valued exclusively for its information, for example some archival material, preservation may include reformatting.

**Restoration** involves actions taken to overcome damage, such as cleaning and mending. It is based on respect for the remaining original material and evidence of the earlier state.

## PREVENTIVE CARE:

### Roles and Responsibilities:

- Responsibility for preventive care will rest with the Conservator under the Curator and Administrator.

### Intent and Objectives:

- The WCMA will make preventive care a high priority, implementing actions to prevent damage and slow deterioration. This is achieved through the provision of optimal conditions of storage, use, handling, exhibition, packing, and transport.
- The WCMA will protect its collection from damage or loss through fire, water, theft, vandalism, dust, improper levels of humidity and temperature, exposure to light and UV radiation, and insects and pests by establishing procedures to prevent these problems before their onset and to cope with the outcome should any of these problems occur.
- The WCMA will protect its digital records in compliance with the policies and procedures laid out by the County of Wellington Information Technology department, and by following best practices in archival conservation and records management.

## TREATMENT:

### Roles and Responsibilities:

- Treatments shall be carried out by the Conservator and will be within the limits of his/her professional competence. In cases where there is inadequate staff knowledge, training, and/or equipment, outside professional assistance will be sought and used.

### Intent and Objectives:

- All conservation treatments will be in accordance with current and accepted practices. Whenever possible, treatments that have the least adverse effect will be selected, using only techniques and materials which will not endanger its cultural and physical integrity.
- Written and photographic documentation (when applicable) of the conservation of an object will be maintained, including reports on condition and records of treatment.
- The WCMA will not undertake any treatment for an object which is not the property of the WCMA without the consent of the Administrator and owner/lender.
- A separate conservation lab will be maintained with appropriate equipment and ventilation.

## STORAGE AND DISPLAY:

### Roles and Responsibilities:

- The Conservator will ensure that all storage and display areas are secure and environmentally safe through the monitoring of storage and display conditions.

#### Intent and Objectives:

- The WCMA will provide secure and environmentally safe exhibition and storage areas by instituting appropriate control measures and improvements when necessary, and by providing and maintaining the necessary equipment, facilities, and supplies to achieve this.
- The WCMA will provide separate storage spaces for the collection which will be orderly, clean, environmentally controlled, arranged by type of material, and that will allow adequate physical access to the objects by designated staff.
- The WCMA will ensure that all storage spaces are large enough to accommodate future acquisitions, equipped with suitable shelving, kept clean through a regular housekeeping schedule performed by trained staff and kept dark when not in use.
- The WCMA will ensure that all exhibition spaces are commodious and equipped with suitable display cases, kept clean through a regular housekeeping schedule performed by trained staff, and inspected regularly for losses and damage from theft, vandalism, or natural hazards.
- The WCMA ensures that light sensitive artifacts are displayed only for short periods of time.
- The WCMA will maintain a current written manual for Emergency and Salvage Procedures and provide training for all staff.

#### LOANS:

##### Roles and Responsibilities:

- Outgoing loans will be approved by the Conservator and subject to condition reporting.

##### Intent and Objectives:

- Outgoing loans will not occur unless the WCMA is satisfied that the object will be secure and protected from damage both in transit and in the borrowing institution.
- Incoming loans will be subject to condition reporting when deemed necessary or when requested by the owner/lender and will be subject to the environmental conditions and security measures pre-established by the owner/lender.

#### EDUCATION:

##### Roles and Responsibilities:

- All staff and volunteers will be trained in proper and current methods of care and handling of the collection, as it pertains to their area of work.

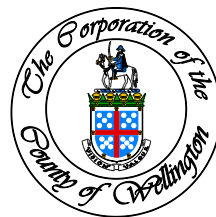
##### Intent and Objectives:

- In-house and other training as required will be provided with time off and/or financial aid.
- The WCMA will promote an awareness of conservation through education of the general public achieved through communication, and example of a high standard of conservation work.

**AUTHORITY:**

Policy approved by Council of the Corporation of the County of Wellington on:  
November 29, 2001; May 2011

# COUNTY OF WELLINGTON POLICY AND PROCEDURE



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|                    | WELLINGTON COUNTY   |                                |
| <b>DEPARTMENT:</b> | MUSEUM AND ARCHIVES | <b>POLICY NUMBER:</b> WCMA 2.0 |

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| <b>DIVISION:</b> | MAINTENANCE | <b>EFFECTIVE DATE:</b> MARCH 2023 |
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| <b>SUBJECT:</b> | PHYSICAL PLANT POLICY |  |
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| <b>AUTHORITY:</b> | COUNCIL OF THE CORPORATION OF THE COUNTY OF WELLINGTON |  |
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## BACKGROUND:

The Wellington County Museum and Archives Physical Plant Policy provides the framework for good stewardship of the 1877 Museum building, the Artifact Storage Building, its outbuildings, and adjoining grounds. It is designed to ensure a safe, secure, and functional environment for visitors, staff, the collection, and associated programmes and activities.

The stone building housing the Museum and Archives was built in 1877 as the Wellington County House of Industry and Refuge. The barn was built in the same year. In 1988 an Artifact Storage Building was added to the property for offsite storage and potential display. Outbuildings include a garden shed and driving shed constructed in the 20th Century. In 1998 the stone building was designated a National Historic Site as it is identified as the oldest remaining rural House of Industry structure in Canada. The pastoral setting of the Museum and barn has not changed significantly since their construction in 1877. The building underwent a major interior renovation in 1986-1987.

The Physical Plant Policy will remain the policy of the County of Wellington until changed by resolution of Council.

## ROLES AND RESPONSIBILITIES:

- Staff will balance maintaining a safe and functional environment with the architectural integrity of the building and its pastoral setting.
- Maintenance staff will follow the guidelines of the Facility Maintenance Manual which sets out written guidelines and objectives for regular inspections of the buildings and grounds, priorities and schedules for repairs, capital upgrades, health and safety codes and regular daily, weekly, monthly, and annual housekeeping routines.

- The Administrator will ensure that the Facility Maintenance Manual is followed by all staff and revised as needed.
- Museum staff will show environmental responsibility in the use of energy and the handling, storage, and disposal of any hazardous materials.
- All staff will maintain and consult a current WHMIS binder and will receive training in safe handling procedures.
- The Conservator will maintain an up-to-date Emergency Manual outlining staff responsibilities, emergency contact names and numbers, and appropriate protocols for potential emergency situations including fire, water, vandalism, personal threat, tornadoes warnings, etc. and staff will receive regular training and undergo systematic drills.
- The Administrator in consultation with staff and committee will ensure that the layout of the buildings and grounds accommodate the Museum's needs and complements the Museum and Archives Statement of Purpose and its role in the community.
- The Museum and Artifact Storage Building will maintain fully functioning security systems appropriate for the Museum's varied activities and collections.
- An adequate budget will be allocated annually for repairs, upgrades, security, capital improvements and general housekeeping.
- Staff will adhere to all relevant federal, provincial, and municipal legislation impacting on the physical plant and the safety of the public, staff, and collections.
- The Museum will maintain an environmental monitoring and control system appropriate for its varied functions.

#### INTENT AND OBJECTIVES:

- Staff will ensure that all repairs and improvements to the buildings and grounds will strive to maintain the heritage character of the National Historic Site.
- Any heritage conservation work undertaken will be based on historical research, site analysis and documentation.
- Any removal or alteration to existing architectural features will be recorded.
- Heritage features will be retained whenever feasible.
- Every effort should be made to match original material in composition, design, texture, colour and size.
- Indiscriminate sandblasting, high pressure washing and chemical cleaning with the potential for damage will be avoided whenever possible.

- Any new construction of museum outbuildings will strive to respect traditional features of heritage architecture and integrity of setting.
- Staff will ensure that the Museum maintains its wheelchair accessible entrances, washrooms, and elevator to accommodate persons with disabilities and exhibits and programmes will be designed to ensure their accessibility.

**AUTHORITY:**

Policy approved by the Council of the Corporation of Wellington on:

March 27, 2003; February 2010



# COUNTY OF WELLINGTON

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## COMMITTEE REPORT

**To:** Chair and Members of the Information, Heritage and Seniors Committee  
**From:** Jana Burns, Wellington Place Administrator  
**Date:** Wednesday, March 08, 2023  
**Subject:** Wellington Place Update

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### **WCMA Playground**

The playground construction is complete, and the sod will be laid once the weather is appropriate. WCMA staff are coordinating plans for the Playground Grand Opening on Saturday May 13. The ribbon cutting will take place at 1pm followed by snacks and entertainment. Aside from the actual playground, a balloon twister as well as a face painter will be on site for kids and those young at heart. A press release will be developed closer to the date.

### **Indigenous Gathering Circle**

The Indigenous Gathering Circle construction is also complete, with the seeding and surfacing taking place once the weather permits. The Indigenous Advisory Committee (IAC) will have the webpage containing the project information go live this week, complete with an updated image of the site. Electronic newsletters will also be developed to share information with those interested.

Meetings have taken place with the Ontario Horticultural Societies, the Wellington Dufferin Guelph Public Health unit, and with the local detachment of the Ontario Provincial Police. IAC members also attended the 11<sup>th</sup> Annual Mississaugas of the Credit First Nations (MFCN) Historical Gathering late February, where members were able to learn about the MFCN connections to land. Aside from also networking, IAC members were exposed to aspects that will assist with the development of the Gathering Circle at Wellington Place.

While the Gathering Circle is landscaped to be quite simple, consisting of paths, rocks and plantings, its development has presented an invaluable opportunity to create and nurture relationships. This important fact was raised at the very first meeting with Indigenous allies from the various Indigenous communities. This group will soon be updated on the project.

Fergus High School Construction Teacher Geoff Patterson and his students continue work on the planters for the garden. Following several requests from local schools, the IAC will connect with the Upper Grand District School Board to create a formal introduction to the Gathering Circle and how best to involve schools in the project. Designs for a garden shed for the Child Care Centre are also underway.

The project team is working on details for an opening of the space in addition to planting dates, in addition to creating a sign for the site to inform passers by about the project. A final report has been provided to the Federal Government as the project funding requirements have been completed.



**WCMA Artifact Storage Building**

Lighting is now complete in the building and humidification will be installed next. Staff are working with Information Technology to install wifi into the storage building, which will also assist in cataloguing items on site, instead of moving them to the main building.

**Recommendation**

That the Wellington Place Update report be received for information and forwarded to County Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J Burns', with a stylized, cursive script.

Jana Burns  
Wellington Place Administrator



# COUNTY OF WELLINGTON

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## COMMITTEE REPORT

**To:** Chair and Members of the Library Board  
**From:** Rebecca Hine, Chief Librarian  
**Date:** Wednesday, March 08, 2023  
**Subject:** **Library Update February, 2023**

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**Background:** To provide the Library Board with an overview of events and activities from across the library system.

### **New Branch Hours**

With the additional Assistant Branch Supervisor hours that were passed in the 2023 budget, the Palmerston and Drayton branches will open for additional hours. Starting the week of March 6, 2023, Palmerston will be open 10:00-5:00 on Mondays and Drayton will be open 10:00-8:00 on Thursdays. Both branches were previously closed on those respective days and already we are receiving very positive feedback from patrons who are excited by the extended hours. To accommodate the later evening in Drayton on Thursday, we have adjusted their Monday hours to 10:00-5:00 rather than 10:00-8:00 which they were open previously. This also better aligns the branch with others in the system allowing for more consistency in open times.

### **Seed Library**

Seeds have been organized, packaged and are ready to go for the launch of the second season of our seed library. Hillsburgh, Fergus and Palmerston will again host the seed packets that are free to patrons who are then encouraged to grow their own vegetables and harvest seeds from their crops and return them for others to use. This was a very well received initiative that debuted last year and after a break during the winter months staff will have the seeds out and ready to go for early spring planting. In conjunction with this we will be hosting a series of composting workshops in various branches that are facilitated by staff from Solid Waste Services and have always been popular with our communities.

### **Programming**

February saw the usual mix a library programmes throughout the month. Most notably we are seeing an increase in young tweens enjoying the Cocoa Club at the Arthur Branch, our Adult programme, In Stitches, which makes use of our sewing machines is very popular at all of the branches that host it and our book clubs continue to be extremely well attended across the board. Kyle Smith from the WCMA gave numerous talks this month on the Black Settlements of Wellington County for Black History Month and we received a lot of praise for the quality of his presentation. Looking forward, March Break is being planned and organized. Our programming and special guests are always popular with families during the week and make for one of the busiest times of the year.

## **Board Assemblies**

Library Board Assemblies are part of the Ontario Library Service governance process. These Board Assemblies meet virtually twice a year and provide board members with the opportunity to share information and network with peers. The current term runs to June 2024 and our current representative is Library Board Chair, Councillor Lloyd but any Board member can register and attend if interested. In addition to the Board Assembly meetings, the Ontario Library Service offers Governance 101: Library Board Training in person throughout March - June to all new and returning board members as well as posting a series of recordings on this topic. If any board members are interested, please speak to the Chief Librarian for further information.

## **Recommendation:**

That the Chief Librarian's report and the Next Chapter newsletter for February 2023 be received for information.

Respectfully submitted,

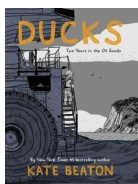


Rebecca Hine  
Chief Librarian



## Canada Reads 2023

It's time for Canada's annual battle of the books!



**Ducks**  
by Kate Beaton



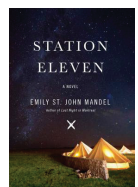
**Greenwood**  
by Michael Christie



**Hotline**  
by Dimitri Nasrallah



**Mexican Gothic**  
by Silvia Moreno-Garcia



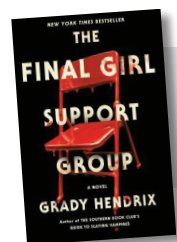
**Station Eleven**  
by Emily St.  
John Mandel



Who  
is your  
**WINNER?**



Lynnette Tarkington is a member of a monthly support group for women who are the final survivors of massacres that served as inspiration for the many film series of the slasher movie era. But can all of her survival training help her save her friends as their horrific pasts start catching up to them? At once fun and nerve-racking, this unique take on the horror genre is fast-paced and chock-full of references to classic slasher films.



**The Final Girl Support Group**  
by Grady Hendrix

Find more staff picks at  
[www.wellington.ca/catalogue](http://www.wellington.ca/catalogue)

# The Next Chapter

Wellington County Library Newsletter | March 2023

## Yotos

A brand new collection is  
launching at the Wellington  
County Library on March 13!



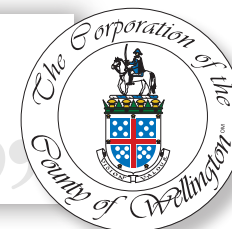
**Yotos are screen-free audio players for children.**

They offer children audiobooks in a neat little package, with each bundle offering 4-6 cards aimed at a specific age group: preschoolers, beginning readers, or middle grade. In addition to stories, bundles include music and meditation cards.

No Yotos on shelf  
at your local  
branch? Place a  
hold and we'll  
send it for you!



”

It was one of those March days when the sun shines hot and the wind blows cold: when it is summer in the light, and winter in the shade. – **Charles Dickens**



 **Wellington  
County  
LIBRARY**  
[www.wellington.ca/Library](http://www.wellington.ca/Library)

**#WellingtonCountyLibrary on social media!**

 @wellingtoncountylibrary  
 @wellingtoncounty

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# Programming March Break Guest Performers



## Special Guest: Owen Anderson

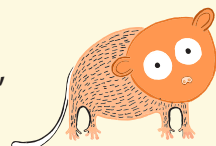
Join us for a magical presentation with magician Owen Anderson!

### Fergus

Monday, March 13,  
2:00 - 3:00 pm

### Puslinch

Tuesday, March 14,  
10:30 - 11:30 am



## Special Guest: Scott Dietrich

Join Scott Dietrich for a magic show full of fun and hilarity!

### Mount Forest

Thursday, March 16,  
11:00 am - 12:00 pm

### Clifford

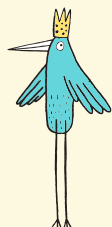
Thursday, March 16,  
2:30 - 3:30 pm

## Wild Ontario

Join us for an entertaining and educational presentation from Wild Ontario with live birds!

### Erin

Thursday, March 16,  
10:30 - 11:30 am



## Party Safari

Join us for a special guest presentation from Party Safari and get up close and personal with all sorts of animals. With their diverse selection of critters, Party Safari will take you on an interactive safari around the world!

### Aboyne

Tuesday, March 14,  
10:30 - 11:30 am

### Rockwood

Tuesday, March 14,  
2:00 - 3:00 pm

## Arthur

Thursday, March 16,  
1:30 - 2:30 pm

## Marden

Friday, March 17,  
11:00 am - 12:00 pm

## Inflated Ego

Join us for a presentation from balloon artist Inflated Ego!

### Elora

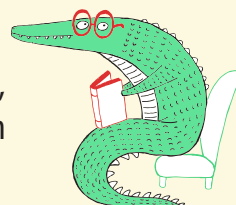
Thursday, March 16,  
10:30 - 11:30 am

### Palmerston

Friday, March 17,  
10:30 - 11:30 am

### Hillsburgh

Friday, March 17,  
2:00 - 3:00 pm



## Train Decorating

All aboard the Library Express! Journey into the wilds of your own imagination. Drop in all week to decorate a train car. Can we get enough to connect the engine to the caboose?

### Elora Branch

Monday, March 13, All Day

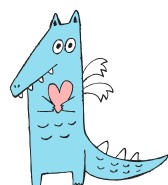


## Adventures Await

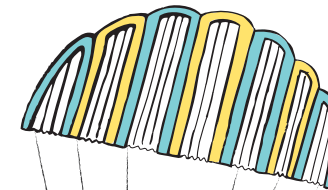
Dungeons and Dragons - Join fellow fantasy fans to build characters and explore new worlds in this special March Break campaign. No previous Dungeons and Dragons experience required!

### Arthur Branch

Monday, March 13, 2:00 - 3:00 pm



# March Break Programmes



## Blast Off! - Alien Spaceship Craft

Come spend the morning making your own alien and spaceship with us!

### Rockwood Branch

Monday, March 13,  
11:00 am - 12:00 pm

## Adventures Await

All aboard the Library Express! Journey into the wilds of your own imagination.

### Harriston Branch

Friday, March 17,  
10:30 - 11:30 am

### Mount Forest Branch

Friday, March 17,  
2:00 - 3:00 pm

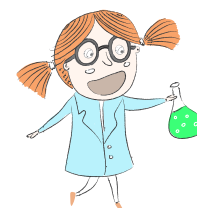


## Where in the World? Ticket to France

Stories, songs, and crafts will take us on a journey to France as we learn some simple French words and phrases, and explore the history of the iconic Eiffel Tower. Recommended for ages JK - Grade 6.

### Drayton Branch

Friday, March 17,  
10:30 - 11:30 am



## STEAM Away!

Makerspace - Use your noggin' to investigate science, technology, engineering, arts and math. We'll make it! Get building as we take standard household items and turn them into something new! Ages 8-12.

### Fergus Branch

Thursday, March 16,  
11:00 am - 12:30 pm

## Under the Sea: Under- water Flashlight Building

All aboard the library express! Join us this March Break as we venture under the sea. This programme is intended for school-aged children.

### Aboyne Branch

Wednesday, March 15,  
2:30 - 3:30 pm

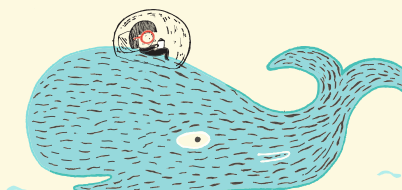


## Under the Sea Super Sea Creatures

Explore the amazing world of sea creatures with stories and crafts! Ages 3-5.

### Puslinch Branch

Thursday, March 16,  
10:30 - 11:30 am



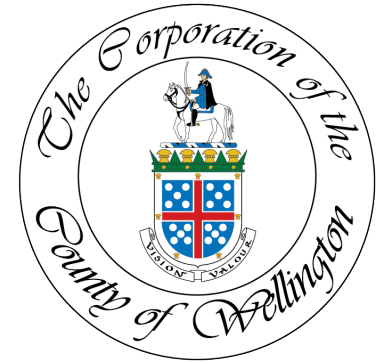
## STEAM Away! - Ride 'n' Roll with Science

Explore gravity, forces and momentum by building your own paper plate coaster. Recommended for ages 5-9.

### Hillsburgh Branch

Tuesday, March 14,  
10:30 - 11:30 am





# Wellington County Library

## 2020-2022

## Use Statistics

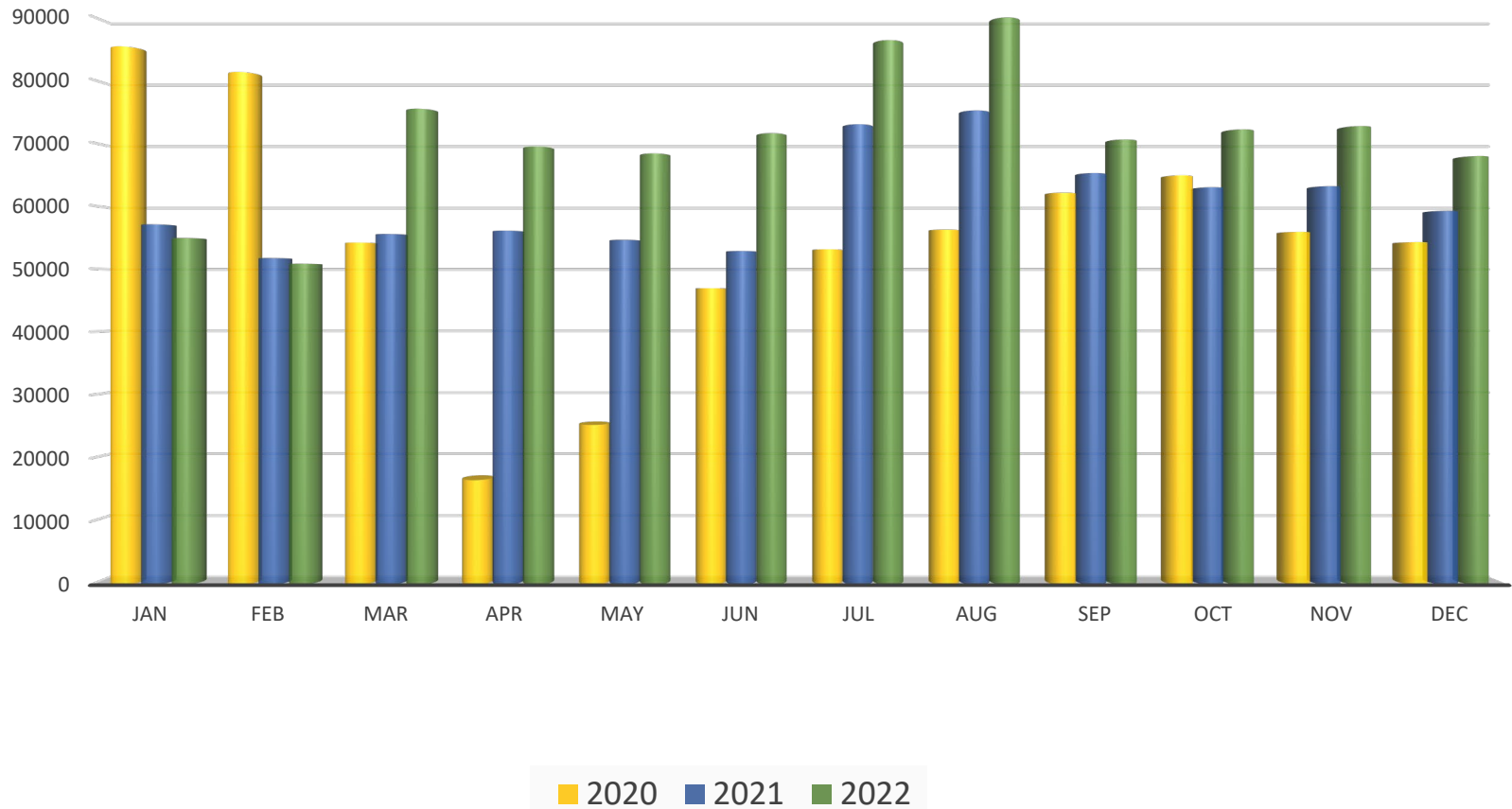
**Prepared for:** Wellington County Library Board

**Meeting Date:** March 8, 2023

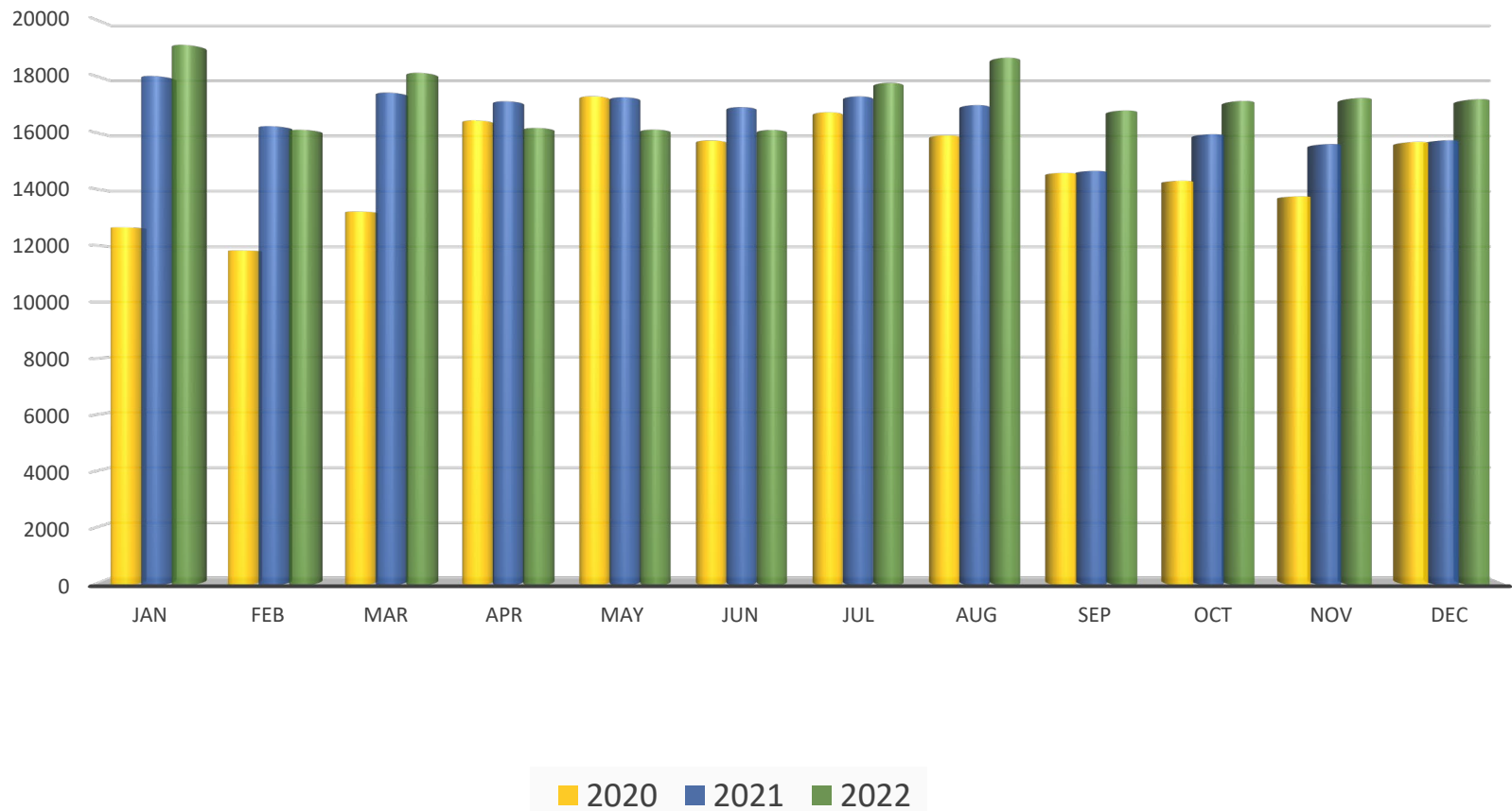
**Prepared by:** Chanda Gilpin, Assistant Chief Librarian

**Date:** March 1, 2023

# Total Circulation 2020-2022

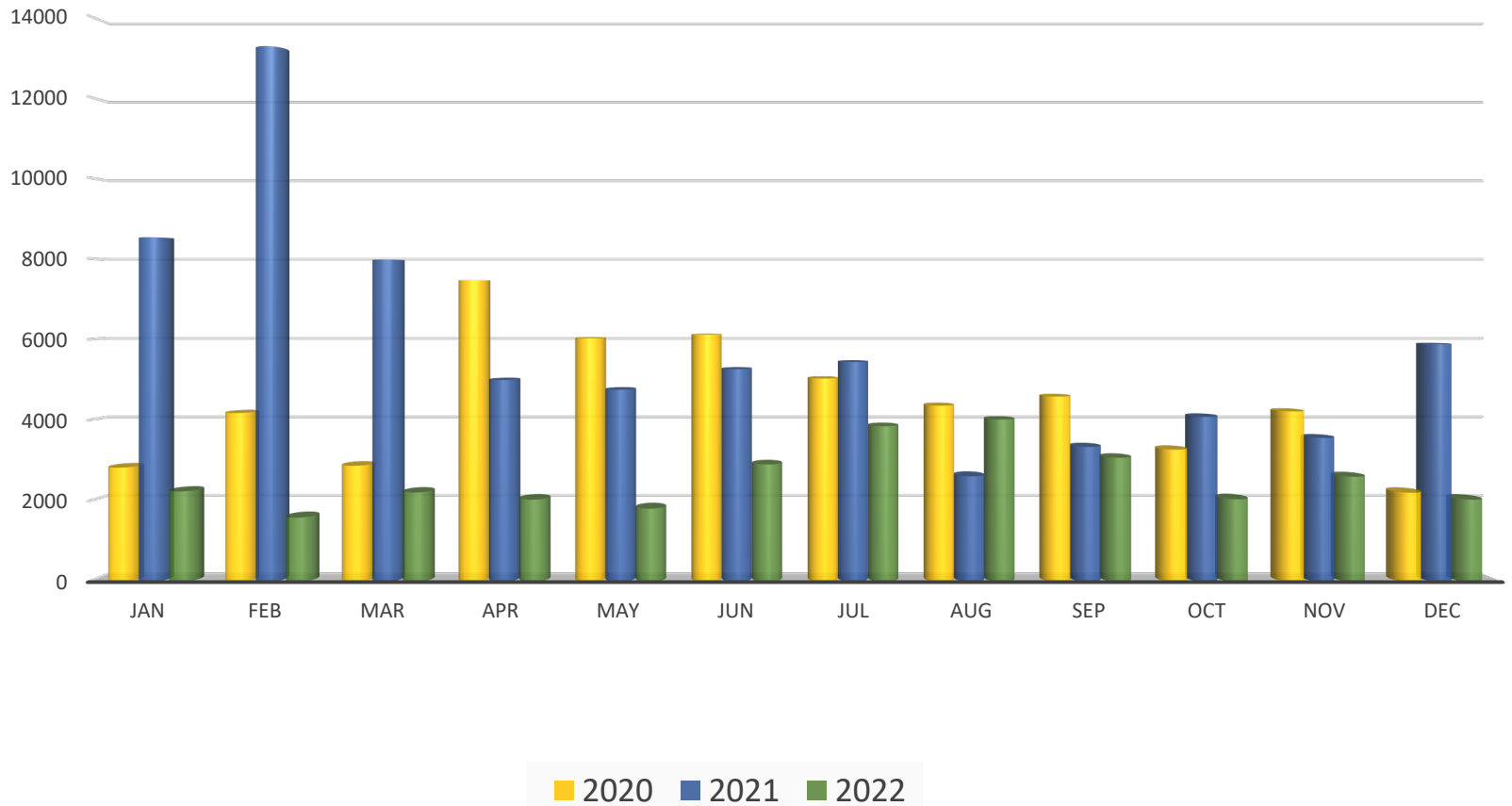


# eBook Circulation 2020-2022

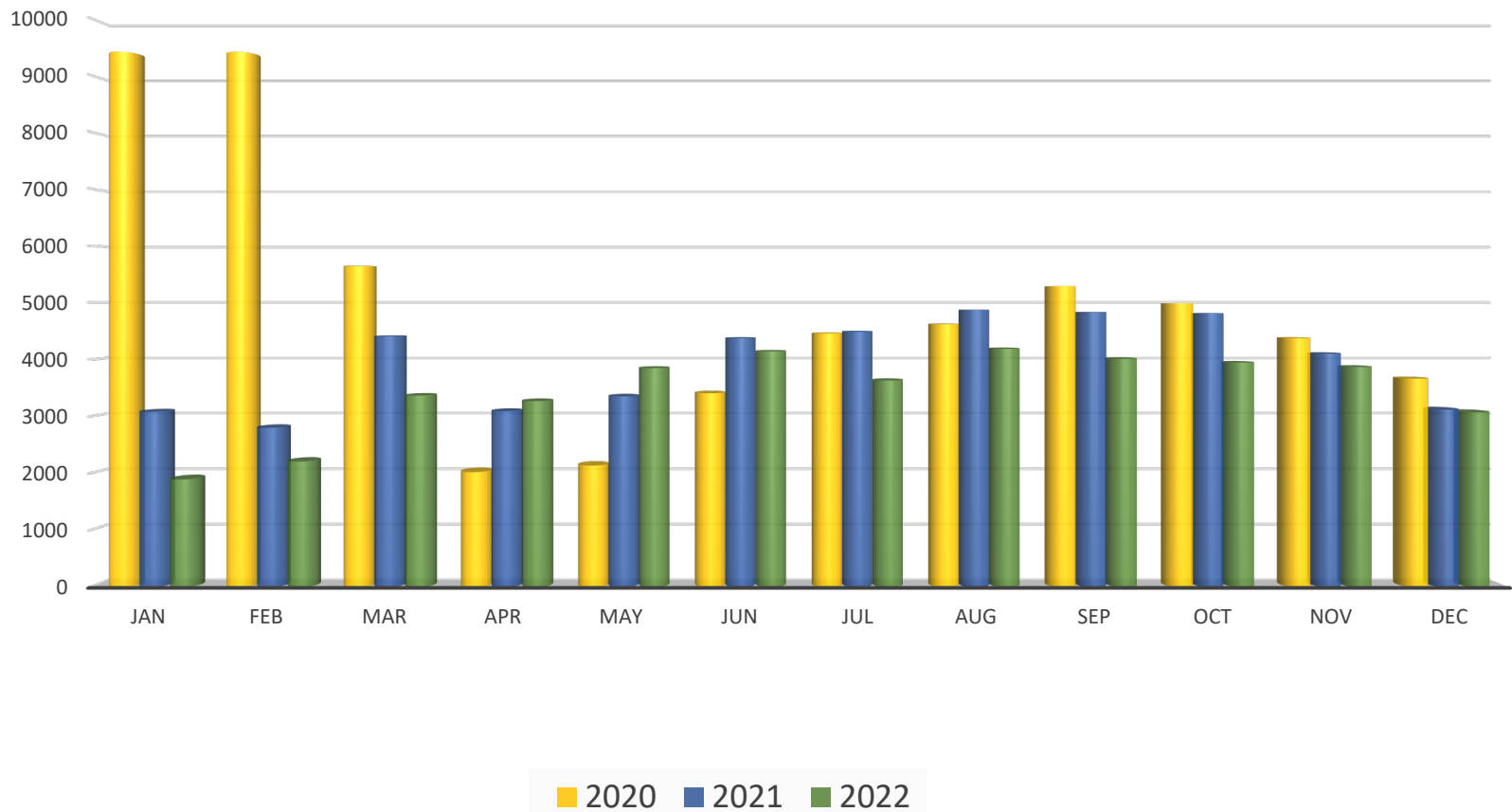




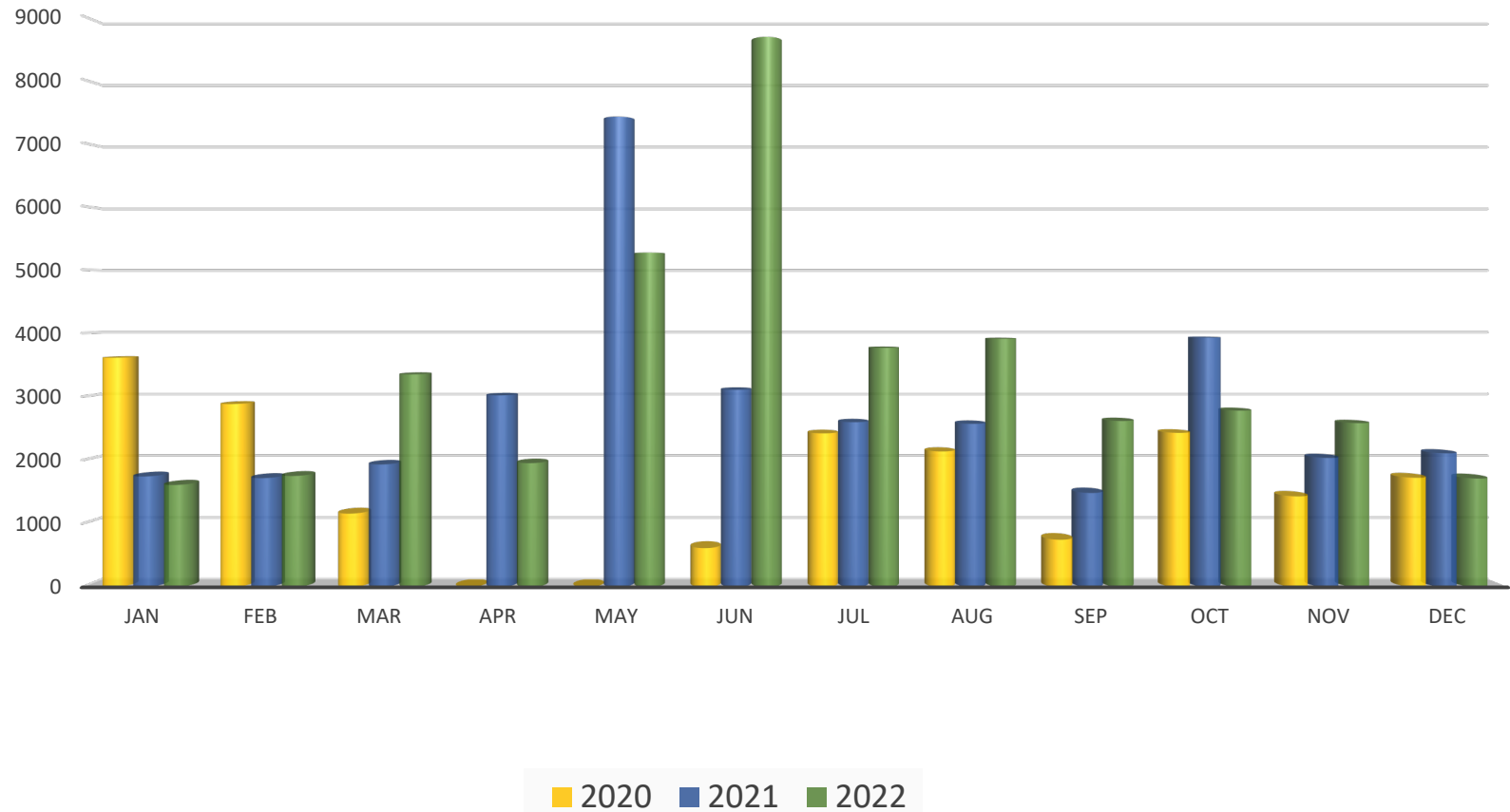
# Database Usage 2020-2022



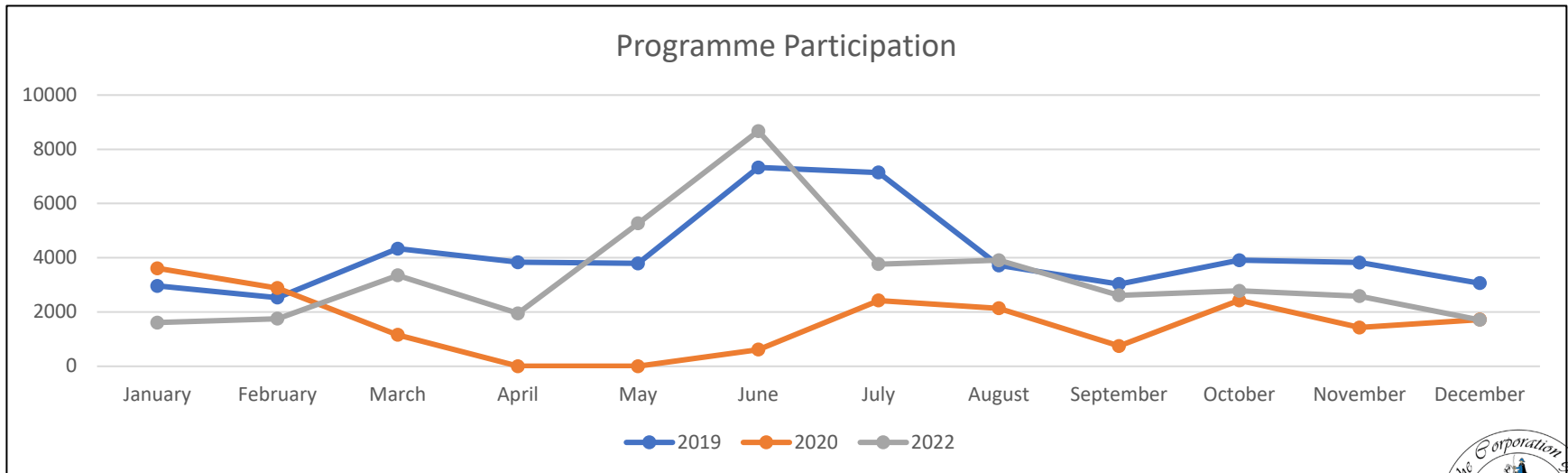
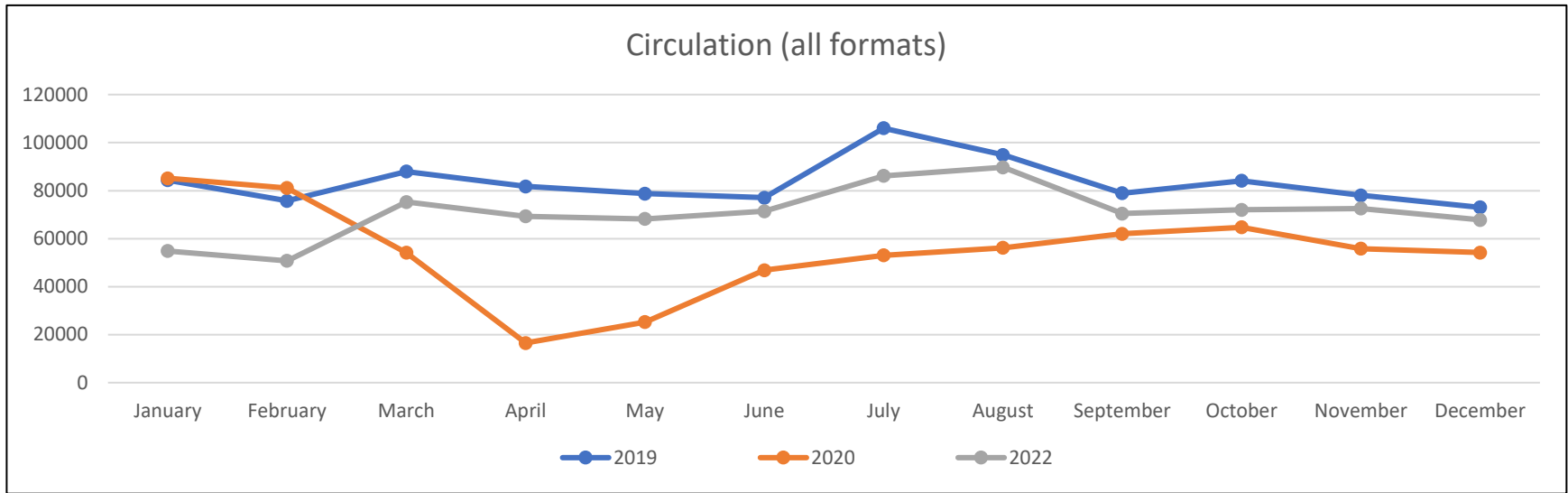
# Public Wireless Usage 2020-2022



# Programme Participation 2020-2022



# Comparison pre-COVID, during, and 2022



# Comparison continued

