



**City of Kingston  
Report to Heritage Kingston  
Report Number 19-028**

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<b>To:</b>	<b>Chair &amp; Members of Heritage Kingston</b>
<b>From:</b>	<b>Peter Huigenbos, Acting Commissioner, Community Services</b>
<b>Resource Staff:</b>	<b>Colin Wiginton, Cultural Director, Cultural Services</b>
<b>Date of Meeting:</b>	<b>May 15, 2019</b>
<b>Subject:</b>	<b>2018 Civic Museums Year End Report</b>

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**Executive Summary:**

The purpose of this report is to provide a summary and overview of the 2018 programs, projects and activities related to the two City-owned museums, the City of Kingston Civic Collection and Kingston City Hall National Historic Site, as well as the broader activities of the Cultural Heritage Division within the Cultural Services Department. The report also includes a forecast of projects and activities to take place in 2019.

As per By-Law Number 2010-205, Schedule B-4, Advisory Committees, Heritage Kingston is mandated to pursue a number of activities related to the City-owned museums and the Civic Collection as follows:

- a. Heritage Kingston will act as the City's Museums Advisory Committee and will provide advice, demonstrate leadership and serve as an avenue of communication to Council regarding the two City-owned museums, Kingston City Hall National Historic Site and the City of Kingston Civic Artifact Collection as well as stakeholders with a vested interest in the City's history and museums and other related cultural heritage resources;
- b. Heritage Kingston will advise Council on civic collections management, and collections development and related policies, collections acquisitions and de-accessions, and other collections-based matters; and
- c. Heritage Kingston will seek to enhance the role of Kingston's museums within the community and will advise Council as to current best practices, issues of concern and the overall state of the museums sector.

In order to fulfill its mandate, Heritage Kingston is being asked to receive and approve the 2018 Civic Museums Year End Report, attached to Report Number HK-19-028 as Exhibit A. Heritage

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Kingston is also being asked to recommend that Council likewise receive and approve the 2018 Civic Museums Year End Report.

**Recommendation:**

**That** Heritage Kingston recommend to Council that the 2018 Civic Museums Year End Report, attached to Report Number HK-19-028 as Exhibit A, be received and approved in recognition of the role Heritage Kingston plays as an advisory committee to Council that includes oversight of the two City-owned Museums, the MacLachlan Woodworking Museum and the Pump House Steam Museum, as well as Kingston City Hall National Historic Site and the City of Kingston Civic Collection.

May 15, 2019

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**Authorizing Signatures:**

ORIGINAL SIGNED BY COMMISSIONER

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**Peter Huigenbos, Acting Commissioner,  
Community Services**

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

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**Lanie Hurdle, Acting Chief Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Gary Dyke, Commissioner, Corporate Enterprise Services	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Sheila Kidd, Commissioner, Transportation & Public Works	Not required

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**Options/Discussion:**

As part of Heritage Kingston's mandate, the Committee members are required to act as the Museums' Advisory Committee on behalf of the City of Kingston. The 2018 Civic Museums Year End Report (Exhibit A) includes information related to the MacLachlan Woodworking Museum, Pump House Steam Museum, Kingston City Hall National Historic Site and the City of Kingston Civic Collection.

This report is intended to provide Heritage Kingston members and Council with an overview of these specific assets, including their management, operations and programming, as well as the work of the Cultural Heritage team overall who are mandated within the Cultural Services Department to deal with cultural heritage and public education through a combination of museums, collections and associated programming.

**Existing Policy/By-Law:**

City of Kingston By-Law Number 2010-205 Committee By-Law

Consolidated Civic Collection & Municipal Museums Policies

**Notice Provisions:**

Not applicable

**Accessibility Considerations:**

Not applicable

**Financial Considerations:**

Not applicable

**Contacts:**

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**Other City of Kingston Staff Consulted:**

Jennifer Campbell, Manager, Cultural Heritage, Cultural Services

Paul Robertson, City Curator, Cultural Services

**Exhibits Attached:**

Exhibit A 2018 Civic Museums Year End Report



MacLachlan Woodworking Museum  
PumpHouse Steam Museum  
City of Kingston Civic Collection  
Kingston City Hall National Historic Site

# Museum/Cultural Heritage Report 2018



# ACCESSIBILITY SNAPSHOT

# FINANCIAL INFORMATION

## CITY HALL

*Guide Books*

AVAILABLE IN **ENGLISH,**  
**FRENCH, MANDARIN,**  
**GERMAN + SPANISH**

## LIBRARY PASSES

available for paid sites

## FREE NIGHTS

WITH PROGRAMMING  
THURSDAY EVENINGS  
*throughout  
the summer*

## ALL ABOARD FOR THE HOLIDAYS

AT THE PUMPHOUSE  
*worked with*  
**AUTISM ONTARIO**  
TO DELIVER OUR FIRST SENSORY  
FRIENDLY SUNDAY PROGRAM

## CITY HALL TOURS ARE

**FREE**

FOR ALL VISITORS

## CITY MUSEUMS PARTICIPATE IN THE MUNICIPAL FINANCIAL ASSISTANCE PROGRAM

ALL EXHIBITIONS OFFERED IN

**BOTH OFFICIAL  
LANGUAGES**



**46%**

GROWTH IN  
REVENUE  
BETWEEN  
2017 & 2018



# VISITOR INFORMATION

## # OF VISITORS x 1000

MacLachlan Woodworking Museum

    **3,645** with 40% participating in staff-led programming

PumpHouse

          **9,674** with 29% participating in staff-led programming

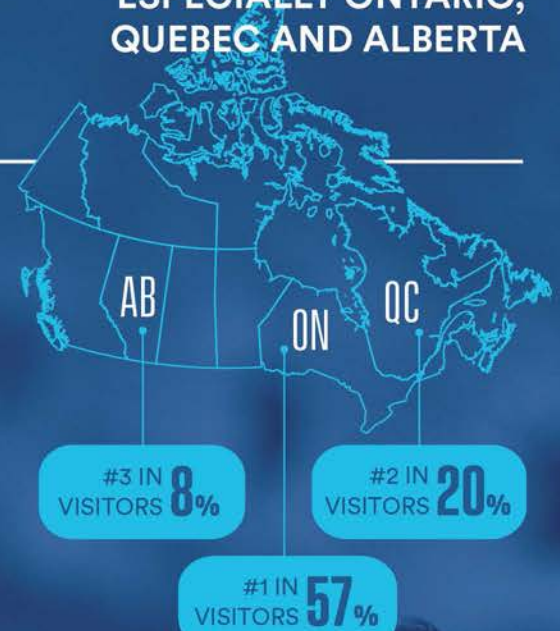
City Hall

                   **18,667** with 46% participating in staff-led programming

Off-site Community Programming

   **2,788**

CITY HALL HAD VISITORS FROM ACROSS CANADA, ESPECIALLY ONTARIO, QUEBEC AND ALBERTA



CITY HALL WELCOMED VISITORS FROM

**57**  
COUNTRIES

**34,774** TOTAL VISITORS TO CITY OF KINGSTON HERITAGE SITES IN 2018

**17%** GROWTH IN SITE AND PROGRAMMING ENGAGEMENT BETWEEN 2017 AND 2018

# SPECIAL EVENTS



391

People crafted winter-wonder and built family traditions at the **MACLACHLAN WOODWORKING MUSEUM** For *Winterlight*

People attended *All Aboard For The Holidays* at the **PUMPHOUSE**

1022

141

People became *Lego Inventioners* at the **MACLACHLAN WOODWORKING MUSEUM**

79

People participated in *Leo After Hours* – adult directed programming at the **PUMPHOUSE**

*Lumberkits* were sold as part of the roll out of *Hands On History* at the **MACLACHLAN WOODWORKING MUSEUM**

102



# CIVIC COLLECTION

## DATA MIGRATION TO OUR NEW SYSTEM

is ongoing and is supported in part by a Museums Assistance Program Grant of \$39,541 from the Department of Canadian Heritage

The Civic  
Artifact  
Collection  
contains  
more than  
**25,000**  
OBJECTS

**87** PIECES OF  
**PUBLIC ART:**  
Monuments  
+ Sculpture

**139**  
PIECES OF  
**FINE ART**  
(including the  
portrait collection  
on display at  
Kingston City Hall)

THE CIVIC COLLECTION  
IS MANAGED USING

**Proficio** by  
Re:discovery  
Software

# CULTURAL HERITAGE TEAM

**10**

FULL-TIME  
CULTURAL  
HERITAGE  
STAFF

**15**

SUMMER  
STUDENTS

**3**

PART-TIME  
POSITIONS

**60**

VOLUNTEERS



# TESTIMONIALS (FROM TRIP ADVISOR)

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**PumpHouse**

**We went to this museum mainly for the [Leonardo da Vinci] exhibition, which was absolutely brilliant. We learnt so much in such a short period of time. They even had a local carpenter make some of the inventions. Staff were lovely and only too happy to demonstrate the inventions and talk about them. The actual museum is interesting as well.**



**MacLachlan Woodworking Museum**

**This Summer this museum changed the way you can visit, offering many more workshops and activities for all ages. You no longer pay an entry fee but you do have the opportunity to buy a "Lumber Kit" at the museum and then go into the workshop space to build it while staff are on hand to advise you if you need help. A great activity with kids, and you can still browse through the traditional exhibits too. Bring a picnic—because after you finish in the museum you can head into Grass Creek Park to enjoy the playground or the beach and picnic in the pavilion.**



**Kingston City Hall - National Historic Site**

**This old original waterfront building has great history and has been well preserved for the public to view. It helps if you have a tour guide (as we did) to explain everything to you as you tour through the building. It is another landmark that you should take in when visiting this wonderful city.**

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## Executive Summary

The Cultural Heritage team within the Cultural Services Department, Community Services Division of the City of Kingston is responsible for curating the Civic Collection, as well as public and museum-based programming, exhibitions, and operations specific to the two City-owned museums: the Pump House Steam Museum (the PumpHouse) and the MacLachlan Woodworking Museum (the MacLachlan), as well as Kingston City Hall National Historic Site. These sites together provided over 34,000 cultural heritage experiences in 2018 through on-site visitation and community outreach. Through exhibitions, public and educational programs, special events, and research facilitation the City of Kingston Museums tell the stories of Kingston and bring enriched cultural experiences to residents and visitors alike.

**Table 1: Total attendance at City of Kingston museum sites 2014-2018**

Site	2018	2017	2016	2015	2014
PumpHouse Museum	9,674	10,122	10,538	13,962	8,733
MacLachlan Woodworking Museum	3,645	3,091	3,641	4,407	3,434
City Hall National Historic Site	18,667	16,425	16,690	12,982	13,319
Community Programs/Outreach	2,788				
<b>Total Engagement – Cultural Heritage Portfolio</b>	<b>34,774</b>	<b>29,638</b>	<b>30,869</b>	<b>31,351</b>	<b>25,486</b>

As entities managed by the Corporation of the City of Kingston, the PumpHouse, the MacLachlan and Kingston City Hall National Historic Site are maintained according to the *Standards for Community Museums in Ontario* established by the Provincial Ministry of Tourism, Culture and Sport. These standards relate to exhibitions, programming, collections care and financial accountability and are a requirement for sites such as the PumpHouse and the MacLachlan which receive Community Museum Operating Grant (CMOG) funding.

**Table 2: Revenue at City of Kingston cultural heritage sites, 2015-2018 (does not include grant revenue)**

	2018	2017	2016	2015
Exhibition fees	\$24,088.49	\$26,272.39	\$25,204.67	\$26,942.43
Program fees	\$17,288.81	\$4,478.83	\$10,209.08	\$7,286.22
Donations*	\$3,918.55	\$125.00	-	\$125.00
Merchandise/Gift Shop	\$2,672.34	\$2,016.11	\$2,162.91	\$3,992.08
Facility Rentals	-	-	\$197.34	\$127.72
<b>Sales Revenue Total</b>	<b>\$47,968.19</b>	<b>\$32,892.33</b>	<b>\$37,774.00</b>	<b>\$38,473.45</b>

\*note that in 2018 the MacLachlan operated under a by-donation model that resulted in significant growth in donations at the site.

Each museum, including Kingston City Hall National Historic Site, are part of an integrated exhibition and interpretation plan that establishes the priority focuses at each site in a given season of operation.

In 2018, three priority areas were identified that helped shape the work related to the City of Kingston museums and the civic collections:

1. Continuing to implement a program-based operation model at the MacLachlan Woodworking Museum that emphasizes experiences and learning through “hands on history”;
2. The continuing migration of collection records into the new Civic Collection Database Software (Proficio); and
3. Applying interpretation and programming updates across all sites, with a focus on the delivery of high caliber exhibitions and programs that foster relevance and the growth of core audiences.

Priority areas identified for 2019 will include;

1. Planning for potential interim uses, and for the proposed eventual redevelopment, of the Market Wing of City Hall;
2. Updating the Civic Collection Management Plan;
3. Continuing the Civic Collection software implementation and data migration; and
4. Completing the public engagement portion of the ‘Your Stories, Our Histories’ project and the development of an updated Cultural Heritage Strategy for the City of Kingston.

## **Cultural Heritage Team**

Heritage, City Curator, two Curators, the Civic Collections Technician, two Museum Assistants, two Program Coordinators, and a Cultural Heritage Assistant. Exhibitions, educational and community programs, workshops, and site tours are the primary ways that the City museums engage with Kingston community members and visitors.

## **Seasonal Student Staffing**

In addition to the core staffing team, 17 cultural heritage summer students were employed in 2018 and were partially funded through grant support received from the Federal Young Canada Works and Canada Summer Jobs programs. These students worked either as interpretation and programming staff (15 positions) or as assistants to the Civic Collections Technician (2 positions).

## **Volunteers**

City of Kingston volunteers are key components to the public delivery of museum and cultural heritage programming.

### ***City Hall Volunteers***

The core component of site interpretation at Kingston City Hall National Historic Site is the City Hall Tour Guide Program that involves a dedicated group of volunteers who provide free tours of City Hall (supplemented by summer students) from May to October each year. Members of this group serve as goodwill ambassadors for the City and provide a valuable service interpreting the history of the site. Additionally, two City Hall Volunteers work specifically in the Heritage Resource Centre where they assist with research projects and in assisting the public to find heritage resources.

### ***The PumpHouse Model Railway Society Volunteers***

The PumpHouse Model Railway Society volunteer's maintain and operate both new and refurbished model train equipment as part of the Museum's popular train exhibit. Most of the model trains and railways found at the museum are rare collector's items that are carefully maintained by these committed volunteers. They also support special events and programming days at the site, including the annual All Aboard of the Holidays event in December.



Figure 1 Two model train society volunteers working on a new layout in the Train Room at the PumpHouse



## Community Partners

Cultural Services staff work closely with community partners to offer shared programming at the City Museums. Our 2018 community partners included the following groups and organizations:

- The Kingston Association of Museums, Art Galleries and Historic Sites (KAM);
- The Kingston Woodturners;
- W.A.F.F.L.E.S Community Robotics;
- Beyond Classrooms Kingston; and
- The Queen's Faculty of Engineering and Applied Science Educational Outreach Program - Tech 'n' Tinker Trailer.

## Funding Structure

The Cultural Heritage team maintains and tracks budgets (capital and operating) that are approved by City Council on an annual basis. The operating costs associated with the City Museums are part of the overall budget for the Cultural Services Department and includes the work and shared resources of the Cultural Marketing team, the Arts and Sector Development team, as well as support from administrative staff. In addition to these municipal resources, each Museum is a member of the Ontario Museums Association and receives grant-based funding through both Federal (Young Canada Works, Canada Summer Jobs) and Provincial (Community Museums Operating Grants - CMOG) programs. In 2018, an additional grant was received through the Federal Museum Assistance Program (MAP) in support of the data migration necessary as part of the implementation of the new civic collection management software (Proficio).

## Kingston City Hall National Historic Site

It is within the mandate of the Cultural Services Department to interpret Kingston City Hall in ways that cultivate and foster an appreciation and broad understanding of the National Historic Site and its dual role as the centre of civic government and as an architectural symbol representing the Kingston community. Its role as both a place of government and as a gateway to the history of the wider community continues to be enhanced with new and evolving programs, exhibitions and resources.

The vision for Kingston City Hall is that it be widely recognized as one of Canada's premiere national heritage sites while continuing to serve as a focal point and symbol of both Kingston and its municipal governance. It is also where built heritage, archaeological resources, and civic collection artifacts are conserved to the highest standards, reflecting provincial, national and international best practices. Of equal importance to these tangible elements are the programs and exhibits that provide

opportunities for visitors to make connections between these resources and the less tangible stories and histories they help to represent.

Over the past five years, Cultural Services staff have worked with other City departments, external partners and volunteers to update and expand the interpretation and programming offered onsite with the goal of enhancing the visitor experience and increasing opportunities for community engagement and education. These initiatives are reviewed in the sections that follow.

### City Hall Tour Guide Program

A core component of the interpretive program associated with Kingston City Hall National Historic Site is the City Hall Tour Guide Program. Tours are largely led by a dedicated group of volunteers who provide free tours of City Hall (supplemented by summer students) from May to October. This diverse group of retired teachers, authors, tradespeople, and community-oriented citizens serve as goodwill ambassadors for the City and provide a valuable service interpreting the history of the site over the summer tour season and as able over the off season.

#### Attendance Overview

Table 3 Kingston City Hall attendance numbers 2015-2018

Season	Guided Tours	Self- Guided Tours	HRC Lectures Educational & Special Tours	Total
2018	8,089	8,255	2,323	18,667
2017	6,162	7,253	3,605	17,020
2016	7,244	8,796	650	16,690
2015	6,851	6,131	-	12,982

### Heritage Resource Centre

The Heritage Resource Centre (HRC) located within Kingston City Hall provides a space for the appreciation of Kingston's tangible and intangible heritage. The HRC has been both a resource for heritage property owners and a museum and library for visitors interested in Kingston's stories past and present. Over 2018, the HRC engaged the public through the sponsorship of the Speaker Series of heritage and cultural lectures and been a hub for City Hall Tours.

The City Hall Tours program, coordinated from the HRC, provided the experience of the National Historic Site to over 16,340 visitors. The HRC's library collection continues to

grow and the Virtual 3D Tour of City Hall continues to serve as an effective way to expand the City Hall experience and to provide access to sections of the National Historic Site that are not readily accessible to the public.



Figure 2 Heritage Resources are available for public use in the Heritage Resource Centre at Kingston City Hall

### HRC Speaker Series

Through interpretation of historic spaces and the peoples that inhabit them, the Speaker Series showcases Kingston's architectural built heritage as the context and often backdrop of community social and cultural development. The series is a platform for sharing other cultural heritage topics of interest to the community. In 2018, the series included a talk in support of the exhibition *Leonardo da Vinci: relentless curiosity* at the City of Kingston's PumpHouse museum. In October 2018, Dr. Jennifer McKendry spoke in connection with the 2018 (Built) Heritage Grant awards ceremony. In total, the speakers highlighted through this program in 2018 included the following:

- Mr. Paul Jenkins – heritage mason (June)
- Mr. Tim Soper – Decoding da Vinci, a lecture in Time; in support of the exhibition *Leonardo da Vinci: relentless curiosity* at PumpHouse (July)
- Mr. RH Thompson – The World Remembers (October)
- Dr. Jennifer McKendry - Woodwork in Historic Buildings of the Kingston Region, in conjunction with the 2018 City of Kingston Heritage Grant awards ceremony (October)



## Educational Programming

Formal Education Programs associated City Hall and targeted at area students continued to be delivered in two parts in 2018, including: (1) a tour of City Hall followed by (2) a facilitated educational activity. In 2018, City Hall educational programming was aligned to the established model for educational programs at the other City-owned museums supported by modest program fees. The core programs introduced at City Hall in 2018 were “The Places You Go!” aimed at Grades K-3 and “History Detectives” for Grades 7-8. Custom program requests were also accepted and delivered as variants to these existing City Hall programs.

### The Places You Go!

“The Places You Go!” is a program aimed at teaching Grades K-3 about the roles and responsibilities of the people who work for the City of Kingston through a guided tour of City Hall and a hands-on postcard activity. Fifty-one students participated in this program in 2018.

### History Detectives

History Detectives” was developed for Grades 7-8 but is applicable for Grades 5-10 with modifications. This program allows children the opportunity to investigate real artifacts from the Civic Collection to see how existing theories and knowledge of Kingston’s history have been shaped by the stories and artifacts of the past. Forty-three students participated in this program in 2018.

## City Hall Exhibitions

Cultural Services staff have undertaken a four-year planning cycle (2018-2021) for cultural heritage exhibitions at Kingston City Hall National Historic Site. These exhibition plans also take into consideration the proposed redevelopment of the Market Wing located within City Hall into an expanded Heritage Resource Centre, exhibition and programming space.

Table 4 Four year exhibition plan - Kingston City Hall

Year	Exhibit Title/Topic	Re-fresh	New	Static	Installation location
2018	City of Kingston Poet Laureate		✓		Cases along corridor to Council chambers
	Out of the Vault – Civic Collection objects	✓			Refresh of select Niche Cases
	Profiles of Recipient of the Mayors Arts Awards		✓		Marketing Wing Gallery (Bsmt)
	John A. Macdonald’s Kingston, Yours Stories Our Histories Engagement			✓	Sir John A. Macdonald Room
	Governing Kingston			✓	John Counter Room

Year	Exhibit Title/Topic	Re-fresh	New	Static	Installation location
	Arresting and the Arrested			✓	Basement Jail Cells
	Archaeology of Market Square			✓	HRC
<b>2019</b>	Out of the Vault – Civic Collection objects	✓			Refresh of select Niche Cases
	Archaeology of Market Square	✓			HRC
	Profiles of Recipient of the Mayors Arts Awards	✓			Marketing Wing Gallery (Bsmt)
	John A. Macdonald's Kingston, Yours Stories Our Histories Engagement	✓			Sir John A. Macdonald Room
	Governing Kingston (minor update post 2018 election)	✓			John Counter Room
	Arresting and the Arrested			✓	Basement Jail Cells
<b>2020</b>	Out of the Vault – Civic Collection objects	✓			Refresh of select Niche Cases
	Profiles of Recipient of the Mayors Arts Awards	✓			Marketing Wing Gallery (Bsmt)
	Update to align with outcome of Your Stories, Our Histories project	✓			Sir John A. Macdonald Room
	Governing Kingston			✓	John Counter Room
	Arresting and the Arrested			✓	Basement Jail Cells
<b>2021</b>	Out of the Vault – Civic Collection objects	✓			Refresh of select Niche Cases
	Profiles of Recipient of the Mayors Arts Awards	✓			Marketing Wing Gallery (Bsmt)
	*Exhibitions as outcomes of Your Stories, Our Histories project			✓	Sir John A. Macdonald Room & John Counter Room, Market Wing
	Arresting and the Arrested			✓	Basement Jail Cells
	Memorial Hall 100 <sup>th</sup> Anniversary		✓		Memorial Hall

### Poet Laureate Cases (Ontario Hall, second level)

Ontario Hall houses the offices of the Mayor and CAO. Two small display cases were updated to include content pertaining to Kingston's Poets Laureate. The City of Kingston established the Poet Laureate program in 2010 and since then, the position has been held by three notable Kingston writers. Serving four-year terms, the position of Poet Laureate recognizes and honours individual achievement in poetry, and fosters

creative writing in and about our city. Eric Folsom (Poet Laureate 2011-2014) and Helen Humphreys (Poet Laureate 2014-2018) were profiled. In 2019 these cases will be updated to include the recently appointed Poet Laureate, Jason Heroux.

### **Updated Mayoral Photographic Portraits (Ontario Hall, second level)**

The official photographic portraits of Mayor Bryan Paterson and every mayor of Kingston since Helen Cooper (1988-1993) were digitized, re-printed, re-framed and re-hung to create a clean, cohesive look.

### **Out of the Vault... Treasures from the City's Collection**

City Hall's architectural 'niche' cases can be found in several locations throughout the building. In 2018, the Payment Centre niche was updated to highlight items from the civic collection, including three commemorative silver pieces from the Agriculture and Arts Association.

### **City Hall Lockup Gallery (basement level)**

Another continuing feature of the National Historic Site is the City Hall Lockup Gallery and refurbished historic police cells. The current exhibition, *The Arresting and the Arrested, Kingston Police at City Hall* acted as backdrop to two small-scale video productions and tours by The Haunted Walk of Kingston.

### **Market Wing Gallery (basement level)**

The Market Wing Gallery highlighted the first five recipients of the Mayor's Arts Awards, a newly created annual recognition program that celebrates artistic achievement and recognizes extraordinary contributions in and to the arts. This new Market Wing Gallery display profiled the 2017 recipients. The exhibit will be updated for the start of the 2019 Tour Season to celebrate the 2018 award winners.

### **Heritage Resource Centre**

An on-going feature of City Hall, the Heritage Resource Centre (HRC) offers visitors an introduction to the city's history and cultural heritage and research resources on a range of themes. In addition to a series of wall displays describing Kingston's built and cultural heritage, the HRC's showcases feature an impressive selection of archaeological objects from City Hall and excavations completed in Market Square in the early 2000s. These displays are refreshed from time to time.

### **First World War Commemoration**

A small temporary display outside the Heritage Resource Centre was created to mark 100 years since the end of the First World War on 11 November 1918 and to complement *The World Remembers* commemorative video installation in the City Hall amphitheatre.



## The Pump House Steam Museum (The PumpHouse)

### Museum Mandate

The Pump House Steam Museum cultivates and fosters an understanding and appreciation of the history and significance of Kingston's first water pumping station, Kingston's industrial past and, more generally, the role of water as viewed through the lenses of science, culture and history. This is achieved through an active program that includes collecting, preserving, exhibiting and educating the public through multi-disciplinary methods, to convey the history and use of the historic site and collections as well as other topics and resources of more general interest.

### Attendance Overview

Table 5 PumpHouse visitor attendance 2014-2018

	General Attendance	Special Events and Programs	Visitor Total
<b>2019</b>	6,888	2,786	9,674
<b>2017</b>	6,254	3,868	10,122
<b>2016</b>	7,509	3,029	10,538
<b>2015</b>	8,764	5,198	13,962
<b>2014</b>	5,655	3,300	8,955

The numbers above are from standard season operations April-November with Fall/Winter special events.

### Exhibitions

#### Leonardo da Vinci: Relentless Curiosity

In 2018, the curatorial team created its first exhibit as a team effort. This new process of staff working project-based, rather than site-based, proved to be a great opportunity to highlight the various strengths Cultural Heritage has within its staff. The exhibit's creation was led by the three curators and supported by the Program Coordinators and Museum Assistants.

The show made creative use of objects on loan from other Kingston museums, while at the core of the exhibition were scale models of inventions designed by Leonardo. These models were constructed by a local craftsman, Tim Soper who also talked about their construction and working from Leonardo's plans as a speaker in the Heritage Resource Centre Speakers Series. When the exhibit closed at the end of November,

2018 several of these models were transferred to Queen's University where they are to be exhibited for years to come.



Figure 3 Model bridge from the Leonardo da Vinci exhibition at the PumpHouse

### The Discovery Centre

The enthusiasm among visitors from the Discovery Centre's relaunch in 2017 continued into 2018. The space continues to feature hands-on activities and includes a video-instructed LEGO table, a dark room that explores the science of light and a magnetic activity wall. The interactive elements highlight aspects of science, technology, engineering, arts, and math (STEAM) education in an inquiry-based learning format. Activities are upgraded and refurbished annually to reflect changing seasonal exhibitions and new STEAM themes. The space was under observation in 2018 to see how visitors, specifically children and their guardians interacted in the space. This observation is being used to inform updates to the space in 2019.

## Special Events

### All Aboard for the Holidays

All Aboard for the Holidays is an annual event that brings the magic of the holidays to the PumpHouse. This family-friendly event returned for its 4<sup>th</sup> annual museum transformation on December 8-9, 2018. Participants could chose to pay regular admission for the event or donate one unwrapped new toy per family in lieu of admission for the Toy Drive. The event featured three new variations in 2018; a day of educational programming on December 7, a sensory-friendly event the morning on December 9 and an evening event targeted at adults on December 13 that were all well-received.

The PumpHouse's new All Aboard school program was fully booked by two groups (83 visitors total). The regular weekend event brought in 858 visitors and 11 bags of toy donations were collected for the local Toy Drive. The sensory-friendly morning had 46 visitors, who pre-registered for this closed event through Autism Ontario. Visitors greatly enjoyed the opportunity to participate in holiday festivities at a designated quieter time. All Aboard After Hours, a 19+ event, took place on December 13<sup>th</sup> and featured live music, gift-making stations and a gingerbread house building competition. The event brought in 35 visitors, many of whom were first-time visitors to the museum.



Figure 4 Staff crafting with young visitors at All Aboard for the Holidays at the PumpHouse

## **Educational Programs**

### **Water, Water Everywhere (Level 1 & 2)**

Level 1 of the program directed toward students in Kindergarten to grade 3. The program also highlights responsible water stewardship with a water foot print activity and the construction of a water filter. A total of 253 visitors participated in this program over 2018.

In Level 2 of the program, students in grades 4 through 6 learn about the factors that affect people's ability to access clean water. Students role-play as various countries and try to bring clean water to their citizens to see how unequal distribution of resources can impact success. They do this by negotiating for information, money, and materials to build the water filter from Level 1. A total of 117 visitors participated in this program over 2018.

### **Simple Machines**

Simple Machines is designed to teach students Grades K through 4 how to identify the simple machines around them through an interactive scavenger hunt and machine-building activity. IN 2018 the program was modified to directly complement the "Leonardo da Vinci: Relentless Curiosity" exhibition. Students identified simple machines in the exhibit using the models of Leonardo's inventions. A total of 153 students participated in this program in 2018.

### **Leonardo da Vinci: Relentless Curiosity education programs**

Three education programs were specifically created to accompany the 2018 exhibition, including the following:

#### ***Building Bridges***

After touring the exhibit students explored the forces acting on bridges by examining the portable bridge in the exhibition. Following the tour, students competed in a design challenge to build the strongest bridge, using one of the 4 types of bridges discussed in the program. A total of 206 visitors participated in this program over 2018.

#### ***Take Flight***

exhibition may work. Afterwards students designed, built, and tested their own flying device based off of inspiration from Leonardo da Vinci's flying machines. A total of 88 visitors participated in this program in 2018.

#### ***Jr. Inventors***

This program consisted of two parts: a guided exhibition tour and a hands-on art activity. Students analyzed the inventions designed by Leonardo da Vinci and discussed the impacts of inventions in their own daily lives. For the art activity, students learned



basic printmaking techniques and created prints of their own inventions. A total of 238 students participated in this program in 2018.

## **Public Programs**

### **Trains & Tots**

Trains and Tots is a program that helps caregivers to connect with their young children learn together through developmentally appropriate activities. A total of 298 infants, caregivers, and children participated in the program in 2018

### **Fort Night**

Fort Night is a by donation, drop-in program that takes place on Thursday evenings throughout the summer. Each visiting group is provided with a Fort Bundle that includes building materials and a Science, Technology, Engineering, Arts, and Math (STEAM) based challenge. In 2018, a total of 220 people participated in the program.

### **After Hours**

The After Hours series was a new initiative piloted in 2018 with the goal creating an untraditional, adult experience by opening the museum in the evening and offering a cash bar and hands-on activities geared towards adults. To coincide with the Leonardo da Vinci: relentless Curiosity exhibition, the series was called, Leo After Hours and featured three sessions that related to the da Vinci theme: Leo After Hours (pilot); Leo After Hours: Speed Sketching; and Leo After Hours: Bodysnatching. The series brought 79 young adults into the museum in 2018 and grew the sites participation from this targeted visitor demographic.



Figure 5 Young adults at Leo After Hours at the PumpHouse

## 2019 Forecast

### Exhibitions

#### *Ontario Street: Brewers, Bakers and Boilermakers, 1830-1970*

The 2019 exhibition at the PumpHouse will showcase the history of Ontario Street, home to both City Hall and the PumpHouse itself (Kingston's original waterworks). Mirroring the city's economic, political and social life, Ontario Street has long been a stage for community change and transformation. This exhibition explores the evolution of this waterfront street as a place of employment, residence, provision and leisure. Historical objects and images evoke stories of military post and commercial port, industry and commerce, and post-industrial renewal into the residential and visitor-focused street of today.

### Programming

In 2019, the Discovery Centre will be updated with new activity boxes, with new challenges for the wall of invention and with a new moveable light laboratory. The PumpHouse will formally offer extended educational programming through the fall of 2019 after a successful pilot of extended programming in 2018 saw participation from 338 students. Both exhibit-based and regular programming will be offered until November 8 in 2019. Site visits will continue to be enhanced on select days throughout

the season with drop-in public programming such as Trains and Tots (on Tuesdays) and Fort Night (on Thursday late nights).

## MacLachlan Woodworking Museum

### Museum Mandate

The MacLachlan Woodworking Museum cultivates and fosters an appreciation and understanding of the role of wood, woodworking technology and related topics, in the development of the Kingston region and Canada more broadly, through the lenses of history, culture, science and technology. This is accomplished by collecting, preserving, interpreting and exhibiting woodworking tools and related artifacts; presenting creative and innovative programming; and creating opportunities for public outreach and community involvement.

The MacLachlan is open six days a week from the beginning of May to the beginning of September and features a series of woodworking exhibits and display cases, drop-in workshop projects, pre-registered woodworking workshops as well as an arboretum to explore while learning various species of trees and the wood types they provide. Outside the main operating season, the Museum also hosts special events such as Winterlight as well as off-season woodworking workshops.

### Attendance Overview

Table 6 MacLachlan Woodworking Museum visitor attendance 2014-2018

	General Attendance	Special Events and Programs	Visitor Total
<b>2018</b>	2,200	1,445	3,645
<b>2017</b>	2,324	822	3,146
<b>2016</b>	1,890	1,380	3,031
<b>2015</b>	2,738	868	3,606
<b>2014</b>	1,808	685	2,493

The numbers above are from standard season operations May-August with Fall/Winter special events.

## Exhibitions

### Odds & Sods Exhibit refresh

Originally installed in 2012, the Odds & Sods exhibit features some of the many ways wood can be used and showcases the diversity of wooden artifacts in the museum's collection. The 2018 refresh included replacing four cases with new installations that follow the themes of "Winter Sports", "Logging & Lumberjacks", "Hammers, Mallets & Mauls" and "What's In Your Toolbox". Staff also incorporated 21 artifacts into the refresh; many of these items had never been on public display before.

### Workshop Panels

six informational woodworking panels. Placed throughout the Workshop, the panels assist visitors in identifying common woodworking tools used within the Workshop, and explain their identifying features and specific use. The panels address themes such as fastener types, types of blade tools and blade sharpening, wood types and wood characteristics. A panel that provides workshop safety information and rules for visitors was also included in this installation.

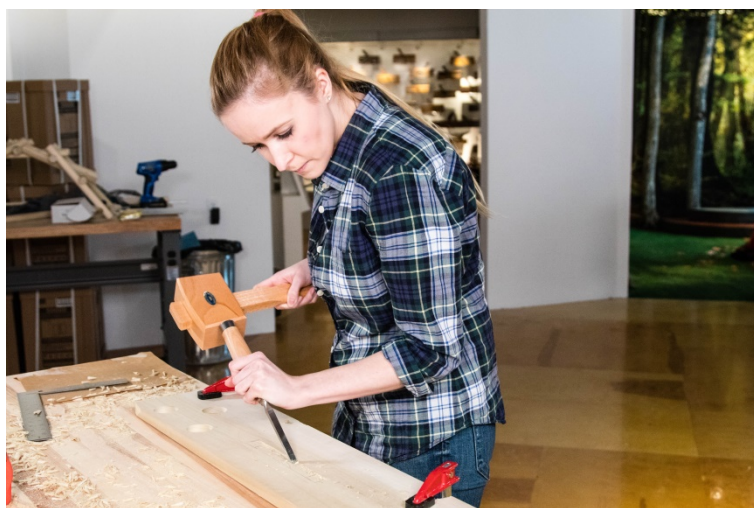


Figure 6 Chiseling in the workshop at the MacLachlan Woodworking Museum

### Lumberkits

To engage visitors in hands-on history and woodworking, the newly branded LumberKits added to the MacLachlan Woodworking Museum's gift shop. LumberKits are build-it-yourself kits that can be purchased and built onsite in the Workshop during free time with staff support, or at home. Six LumberKits were launched in 2018: *String Art*, *Pencil Pals*, *Easy Easel*, *Wood'on Wheels*, *Wooden Doormat* and a *Bath Caddy*. A birdhouse Lumberkit, *Home Tweet Home*, was released at the end of the season as well. In total, 102 LumberKits were sold in 2018.



## Special Events

### LEGO Inventioners

On October 27, Lego Inventioners was held at the MacLachlan Woodworking Museum for the second year. The program is a free family day aimed at promoting S.T.E.A.M. (Science, Technology, Engineering, Art and Mathematics) in a fun and interactive way. Presented in partnership with local educational groups – the Tech ‘n’ Tinker (TNT) Trailer from Queen’s University Connections Engineering Outreach, Bricks 4 Kidz Kingston, the Canadian Modeling Association for Meccano and Queen’s Let’s Talk Science – the event brought 141 community members to the museum. Over half of the day’s participants were first-time visitors. The event featured a costume-making station, Lego building stations, giant cardboard building blocks, spin art, building design challenges, Halloween-themed bone digging stations as well as the TNT Trailer’s exciting makerspace with a 3D-printer.

### WinterLight

The 7<sup>th</sup> Annual WinterLight event took place on December 1 and offered hands-on crafting and activities to visitors of all ages. Activity stations provided guests with a variety of take home seasonal crafts, while community partners offered nature, wood, and winter themed programming. Participating community partners included the Kingston Field Naturalists, Kingston Frontenac Public Library, the Kingston Woodturners, and the Calliope Collective. This year, the museum also partnered with the Tourism and Hospitality class from St. Lawrence College to bring 4 volunteers onboard in the development and delivery of the event. Visitors to the event had the option of making a toy donation in lieu of the \$5 admission. As a result, 9 large bags of toys were donated to the Kingston Toy Drive. In 2018, 391 people participated in this one day event.

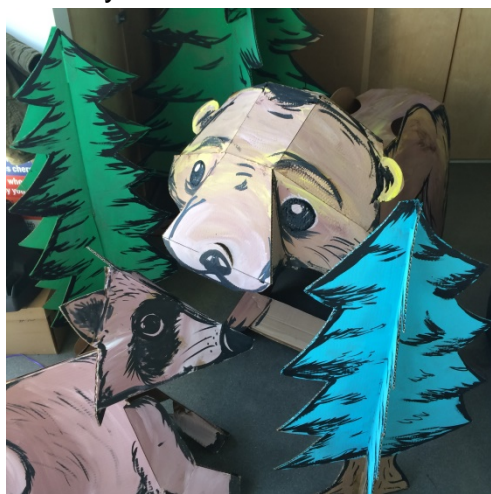


Figure 7 Cardboard creatures for WinterLight made by local Kingston artist Kevin Merritt

## Public Programs

### Campfire Music Series

*Campfire Songs at the Mac* ran for its 5th year in 2018. This program capitalizes on the museum's unique rural setting, located at the edge of Grasscreek Park and explores other relationships we have to wood (the campfire, roasting sticks, instruments). The 2019 series saw the return of 3 popular musical acts: Roger James; Gary Raspberry; and Yessica Rivera Belsham and the addition of 2 new local acts: Kathryn Nemcsok; and Ocean Bound. The series ran for 10 weeks and had over 220 participants.

### Lumberjack Lite

This year saw the launch of Lumberjack Lite, a modified version of the previous annual event, the Lumberjack Survival Summit. The event took place on June 1<sup>st</sup> at The MacLachlan Woodworking Museum and hosted 2 local outdoors instructors and 13 registrants and featured activities such as bushcraft, fire starting, camping chair construction, hatchet throwing, and cross cut sawing.

### Woodworking Workshops

15 woodworking workshops were scheduled over the summer of 2018 in the MacLachlan's new Workshop. Adult workshops included Paddle Making, Adirondack Chairs, Shaker-Inspired Side Tables and Charcuterie Boards. A workshop for youth, Sword and Shield, taught children how to make their own wooden sword and shield as well as basic combat skills with a guest stage combat instructor. A total of 55 people participated in workshops at the museum in 2018.

### Carpentry Camp

Carpentry Camp offered 8 hands-on carpentry sessions in the summer of 2018 to children between the ages of 6 and 12. Workshop sessions included Wooden Boats, Wooden Games, Reclaimed Wood Projects, and Owl Piggybanks. Sessions were led by instructor, Majella Turcotte. A total of 60 children participated in Carpentry Camp in 2018.

## Educational Programs

### Tree, Seeds and Feathers – Level 1 & 2

Trees, Seeds and Feathers is a core program of the MacLachlan Woodworking Museum. The program highlights themes of ecology through a site-based lesson using the museum's natural setting in the form of nature walks and hands-on exploration with bird models on loan from the Kingston Field Naturalists. Level 2 of the program focuses on plant and animal identification. A total of 399 students participated in Trees, Seeds and Feathers in 2018.

## **Tink Tank**

Tank is a group that builds (tinkers) a solution to a problem. Using problem based learning, Tink Tank allows groups to experiment, make mistakes and share ideas to design and craft the best possible answer to a building challenge while practicing safe tool use.

The revamped Tink Tank program launched in 2018 with two elementary school classes (39 people) participating.

## **2019 Forecast**

The MacLachlan will continue to establish itself as a valuable programmatic site through updating and expanding its educational programming, continuing to offer LumberKits, and facilitating an expanded series of woodworking workshops, all in the spirit of “hands-on history”. Campfire will be return to the museum on Thursday evenings July-August.

For Educational Programming, the core program Trees, Seeds & Feathers – Level 1 will be updated with a new module: Bird Nests. This new module allows classes to explore the construction of bird nests through investigating building techniques, collecting various nest materials and constructing a life-sized nest for their class.

A new building-focused program, “Can You Build It?” will be offered to Grades Kindergarten through 3. Students will measure, mark and assemble basic wood structures and buildings using safe tool handling.

## **Civic Collection**

### **Civic Collection Mandate**

The purpose of the Civic Collection is to promote public understanding of the history and culture of the City of Kingston, municipal government and more generally the tangible and intangible heritage of the Kingston community’s history, culture, standards, and values. This is achieved through the collection, preservation, exhibition, and interpretation of artifacts, works of art, and documents that help to relate these narratives.

The City of Kingston’s Civic Collection is incredibly diverse, containing many different types of artifacts and artworks. Adding to the diversity of the art portfolio, there are also public art pieces and many historical statues and monuments for which the City is responsible. Rounding out the collection are two of the City’s largest artifacts, the locomotive Engine 1095 located in Confederation Park and the Steamship Phoebe, which now resides at Portsmouth Olympic Harbour (POH).

## Formal Acquisitions

Artifacts offered to the City's civic collection are received and reviewed by Cultural Heritage staff. Objects that are not already duplicated in the collection, meet the collection mandate, current collection development plans, and physical condition and storage requirements are presented to the Heritage Assets Working Group (HAWG) for members' input. If deemed acceptable, the HAWG makes a recommendation to Heritage Kingston to collect the items. City Council has final authority to approve all acquisitions and de-accessions from the civic collection.

The HAWG met once in 2018 to consider six items. Four of these were recommended for acquisition for the civic collection and one item was recommended for acquisition as a heritage asset. These recommendations were supported by the Heritage Kingston Committee and we ultimately approved by City Council.

## Collections Inventory and Cataloguing

A comprehensive inventory of the civic collection was completed during the summer of 2018. This inventory revealed several undocumented and mislabeled artifacts as well as confirmed the location and condition of many others. The City has acquired Proficio, an integrated cloud-based collections management software for the civic collection. Over the latter half of 2018 existing collections information was transferred to the new platform. In 2019, staff will continue this data migration which includes updating records fields and artifacts details as necessary. This collections project is expected to take several years to complete – with substantial completion anticipated by end of 2021.

**Table 7 Aspects of the City of Kingston Civic Artifact Collection**

<b>Aspect of the Civic Collection</b>	<b>Total Artifacts</b>
MacLachlan Woodworking Museum artifacts/objects	15,577
Civic Collection – City of Kingston artifacts/objects	4,642
PumpHouse Train Collection	384
Public Art	87
Fine Art	78
Mayoral Portrait Collection	61
<b>Total:</b>	<b>20,834</b>

## Civic Collections Policy Review 2019

A review of the existing civic collection management policy was begun in late 2018. The goal of this review is to update and strengthen the collection's mandate and collecting priorities and establish written procedures for collections documentation, acquisitions, loans, accessions, de-accessions, care and storage that meet museological and legislative standards (Community Museum Operating Grant). This work is scheduled to be complete by end of 2019.