

Town of Perth

Agenda

Heritage Perth Advisory Panel Meeting

Monday, June 15, 2026 at 11:00 AM

In-person and Electronic Meeting via Zoom

Page

Fourth Meeting in 2026

<https://zoom.us/j/97966641062?pwd=Z0JaalQ1N1o3MC92enRmM09wa0lzZz09>

1. Call to Order 11:00 AM:

2. Adoption of Agenda/Amendments:

Proposed Motion

Be it resolved that the Agenda for the Heritage Perth Advisory Panel meeting of June 15, 2026, be approved as presented.

3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:

4. Adoption of Minutes:

4.1. Tuesday, May 19, 2026 Meeting Minutes

3 - 30

Proposed Motion

That the Minutes of the Heritage Perth Advisory Panel meeting of May 19, 2026, be adopted as presented

[Heritage Perth Advisory Panel - 19 May 2026 - Minutes - Pdf](#)

5. Delegations and Presentations:

6. Business:

6.1. 103-109 Gore Street East - Replacement of Front Door and Windows - Kathryn Jamieson, Manager of Tourism and Culture

31 - 51

Proposed Motion

Be it resolved that the Heritage Perth Advisory Panel support the replacement of the front door, including transom and side lights, as well as 39 windows with cashmere-coloured vinyl windows, recognizing that this requires an exemption from the by-law 2525-1.

[For Information Presentation-103-109 Gore Street E](#)

6.2. Perth Museum / Tourism Report - Kathryn Jamieson, Manager of Tourism and Culture

6.3. Town Crier Update - Brent McLaren, Town Crier

6.4. Community Improvement and Heritage Building Restoration Grant -
Cathy McNally, Director of Community Services

7. New Business:

*(To be used for Time Sensitive/Emergency Matters and requires two-thirds
vote to be heard.)*

8. Next Meeting Date:

Monday, August 10, 2026, at 11:00 AM

9. Adjournment:

Proposed Motion

That the regular Heritage Perth Advisory Panel meeting held on Monday, June
15, 2026, adjourn at ___ AM/PM.



Town of Perth

Heritage Perth Advisory Panel

Minutes

11:00 AM, Tuesday, May 19, 2026

In-person and Electronic Meeting via Zoom

Attendance:

Present:

Dave Bird, Councillor; Adam Mackenzie-Smith, Public Member; Jaana Brett, Public Member; Brent McLaren, Chair; and Barry Smith, Councillor

Absent:

Cameron McNutt, Public Member

Staff:

Megan Buchanan, Client Relations Coordinator; Kathryn Jamieson, Manager of Tourism and Culture; and Cathy McNally, Director of Community Services

Third Meeting in 2026

1. Call to Order 11:00 AM:

The Chair called the meeting to order at 11:02 AM with five (5) panel members in attendance.

- 1.1. Chair Brent McLaren informed the panel of member Marjory Nasmith's passing, recognizing her many years of service on the committee and offering his condolences to her family.

2. Adoption of Agenda/Amendments:

- 2.1. Approval of the Tuesday, May 19, 2026 agenda.

Motion #26-007

Moved by Chair Brent McLaren

Be it resolved that the Agenda for the Heritage Perth Advisory Panel meeting of May 19, 2026, be approved as presented.

Carried - Unanimous

3. Disclosure of Pecuniary Interest and/or Conflict of Interest and General Nature Thereof:

There being none, the Chair moved on to the next order of business.

4. Adoption of Minutes:

4.1. Monday, March 16, 2026 Meeting Minutes

Motion #26-008

Moved by Chair Brent McLaren

Be it resolved that the Minutes of the Heritage Perth Advisory Panel meeting of March 16, 2026, be adopted as presented.

Carried - Unanimous

5. Delegations and Presentations:

There being none, the Chair moved on to the next order of business.

6. Business:

6.1. 103-109 Gore Street East - Replacement of Front Door and Windows - Kathryn Jamieson, Manager of Tourism and Culture

Proposed Motion

Be it resolved that the Heritage Perth Advisory Panel support the replacement of the front door, including transom and side lights, as well as 39 windows with cashmere-coloured vinyl windows, recognizing that this requires an exemption from the by-law 2525-1.

The panel discussed the proposal to replace the front door, including the transom and sidelights, as well as 39 windows. As a result, the panel requested additional information from the building owner. The panel highlighted the detailing of the existing front door transom and considered options for single-hung versus double-hung windows, along with the proposed divided light details.

Manager Kathryn Jamieson advised that she will follow up with the building owner to request additional information regarding the proposal and the Chair called on the panel to table the matter until further information can be presented to the panel.

Motion #26-009

Moved by Chair Brent McLaren

Be it resolved that the Heritage Perth Advisory Panel table Item 6.1, "103–109 Gore Street East – Replacement of Front Door and Windows," until further information is provided to the panel.

Carried - Unanimous

6.2. Perth Museum Master Plan - Kathryn Jamieson, Manager of Tourism and Culture

[Draft Perth Museum Master Plan Document](#)

Manager Kathryn provided an overview of the draft Perth Museum Master Plan, highlighting the strategic pillars, and asked members to review the document and submit any feedback to her directly, noting that it will be presented to Council in June 2026.

The Chair and panel members engaged in a brief discussion regarding the KPI section of the document.

6.3. Perth Museum / Tourism Report - Kathryn Jamieson, Manager of Tourism and Culture

Manager Kathryn provided the panel with a detailed report on recent tourism events and museum operations.

6.4. Town Crier Update - Brent McLaren, Town Crier

The Chair advised the panel that it has been an exceptionally busy year, with many smaller events and greetings that have collectively added up. These included delivering a presentation on the history of the fire department to the Community Home Support organization, offering grand opening remarks for new businesses such as Raymond James – Rosetta Hills Financial, and collaborating with Top Shelf Distillers at their upcoming downtown location, among others. The Chair also noted plans to attend the upcoming Hike for Hospice event on May 24, 2026, and expressed anticipation for a very busy summer ahead.

The Chair further reminded the panel that the Perth Commemorative Veterans' Crosswalk dedication ceremony will take place on Sunday, June 7 at 1:00 p.m. at Crystal Palace, and noted that the municipality is entering an election year.

6.5. Community Improvement and Heritage Building Restoration Grant - Cathy McNally, Director of Community Services

Director Cathy advised the panel that both the CIP and HBRG funds have been fully allocated for the 2026 year. She noted how early in the year this was achieved and highlighted it as a positive indicator for upcoming improvements in the community.

7. New Business:

8. Next Meeting Date:

Monday, June 15, 2026 at 11:00AM.

9. Adjournment:

There being no additional business, the meeting adjourned at 11:45 AM.

Original signed by:

Brent McLaren, Chair

Original signed by:

Megan Buchanan, Recording Secretary

PERTH MUSEUM STRATEGIC PLAN 2026-2031

Kathryn Jamieson, Manager of Tourism & Culture
Status: DRAFT Prepared April 2026



PERTH.ca

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Executive Summary

Perth Museum's Strategic Plan sets out a clear and achievable path for the next five years, building on the Museum's strengths as a trusted steward of local history and a valued community gathering place. Located in the historic Matheson House, the Museum plays an important role in preserving and sharing Perth's stories while creating opportunities for residents and visitors to connect with the past in meaningful and engaging ways.

Developed in response to the completion of the previous plan and updated requirements through the Community Museum Operating Grant, this plan reflects extensive input from the community, staff, and sector research. Public feedback—gathered through surveys and engagement—has directly shaped the Museum's priorities, ensuring that the plan is grounded in community needs, aligned with best practices, and responsive to future opportunities.

Four strategic pillars—**Connect, Experience, Sustain, and Steward**—guide the Museum's direction. Together, these pillars will enable the Museum to:

- expand its audience, increase participation, and strengthen relationships within the community (Connect)
- deliver engaging, high-quality exhibits and programs that bring local history to life (Experience)
- build financial and operational sustainability through diversified revenue and partnerships (Sustain) and
- preserve, research, and share Perth's history while amplifying diverse voices (Steward).

The Plan outlines practical and phased actions across all areas of Museum operations, including marketing and outreach, programming and exhibitions, collections management, research, and visitor services. These actions are designed to be realistic and manageable for a small team, while also creating opportunities for growth in visitation, programming, and earned revenue. Key initiatives include enhancing storytelling within exhibits, expanding experiential and hands-on programming, improving

accessibility, strengthening community partnerships, and increasing visibility through both digital and in-person channels.

Successful implementation of the plan will be supported by thoughtful resource allocation and strong organizational leadership.



In particular, expanding the Experience Coordinator role to full time will be essential to delivering programs, exhibitions, and visitor experiences at the scale envisioned. Additional support through partnerships, seasonal staffing, and targeted investments will further enable the Museum to achieve its goals in a sustainable and measured way.

Progress will be tracked through clear and attainable measures, including visitation, program participation, revenue growth, and community engagement. Annual review will ensure that results are monitored, shared, and used to inform ongoing decision making.

Overall, this Strategic Plan positions Perth Museum to grow its impact, strengthen its role within the community, and continue to evolve as a dynamic cultural, educational, and tourism asset for Perth.

About Perth Museum

LAND ACKNOWLEDGEMENT

Perth Museum respectfully acknowledges that we are located on the unceded traditional territory of the Omàmìwininì (Algonquin) people. We recognize their enduring presence on this land and their deep and ongoing connection to it—past, present, and future.

We offer this acknowledgement with gratitude and respect for the land itself, and for the generations of Algonquin people who have cared for it, lived on it, and shared its stories. As a museum dedicated to preserving and sharing history, we are committed to reflecting these perspectives with honesty, care, and inclusion, and to continuing to learn, listen, and build meaningful relationships.



BACKGROUND

Perth Museum, now located in the Matheson House at 11 Gore Street East, was established in 1925 by Archibald Campbell, a geologist and mineral collector. Campbell envisioned a “general all-round museum” for his hometown and laid its foundation with his personal collection of minerals and rocks.

In its early years, the Museum grew through generous donations of funds, display cases, and artefacts. Key contributors included the National Museum of Canada, the Geological Survey of Canada, the National and Provincial Archives, the Carnegie Corporation of New York, the Royal Ontario Museum, McGill University, and many individual donors. These contributions helped shape the Museum into a well-rounded institution reflecting both local and national significance.

Originally housed on the top floor of the Carnegie Library (now the McMillan Building) at 77 Gore Street East, the Museum relocated in 1967 when the Town of Perth acquired Matheson House as its Centennial Project. Built in 1840, the Matheson House is now a National Historic Site and provides an ideal setting for interpreting Perth’s history.

Over time, Perth Museum’s collections have grown to include archives, decorative and fine arts, natural sciences, agricultural and household items, as well as Indigenous belongings collected to tell the story of Canada.

Today, the Museum is working toward reconciliation through the process of repatriation of the Indigenous belongings held in its care.

The Museum makes use of all three floors of the Matheson House, as well as surrounding grounds. The main floor gallery, located in the Inderwick Wing, houses the Perth Visitor Information Centre and serves as a flexible space for rotating exhibits and displays from the Museum’s collection. Between the main level and the second floor, furnished period rooms reflect life in the 1840s and 1890s. The third floor features the Wilson geological collection, additional artefact displays, and larger objects from the collection. The surrounding property includes a formal Victorian garden on the south side of the house and a kitchen garden with a working bake oven on the north side.

Perth Museum and Matheson House are owned and operated by the Town of Perth, within the Community Services Department, with oversight from Town Council. The Museum receives additional financial support from the Ontario Ministry of Culture and is further



sustained through community contributions, earned revenue, and fundraising initiatives.



PERTH TOWN COUNCIL

Pictured (clockwise from lower left): Deputy Mayor Ed McPherson, Councillor David Bird, Councillor Jim Boldt, Councillor Gary Waterfield, Councillor Barry Smith, Mayor Judy Brown, and Councillor Isabel Anne McRea (centre)

MISSION

Perth Museum is a gathering place housed in the Matheson House, a National Historic Site, which interprets and preserves inclusive and accessible stories through objects, photographs, and archival materials, pertaining to thousands of years of history in the Perth area from multiple viewpoints.

VISION

Perth Museum is a cultural hub and tourist destination embedded in the Perth community, fostering connection with local history.

MANDATE

Perth Museum's mandate is to collect, preserve, research, and interpret the material culture and histories of the Perth area, ensuring that diverse stories are represented in an inclusive and accessible manner. Guided by its role as a gathering place within the Matheson House National Historic Site, the Museum is committed to engaging the community and visitors through meaningful experiences, stewardship of its collections, and the promotion of heritage as a vital part of Perth's cultural identity and tourism offering.

GUIDING PRINCIPLES

Perth Museum is committed to carrying out its mission through:

- Accountability
- Collaboration
- Transparency

GUIDING DOCUMENTS AND LEGISLATION

In addition to Town of Perth and Perth Museum policies and procedures, Perth Museum is guided by the following:

- The criteria established in *Regulation 877, "Grants for Museums" under the Ontario Heritage Act*, for the Community Museum Operating Grant (CMOG) program, including the following Standards:
 - Governance, Finance, Collections, Exhibition, Interpretation and Education, Research, Conservation, Physical Plant, Community, and Human Resources
- International Council of Museum's *Code of Ethics for Museums*
- The Canadian Museums Association's *Ethical Guidelines*
- *Truth and Reconciliation Commission of Canada: Calls to Action*
- *United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP)*



The Strategic Planning Process

The development of the Perth Museum Strategic Plan was initiated in response to updated requirements from the Province through the Community Museum Operating Grant for 2026. The process began with internal discussions to establish timelines and priorities, followed by the creation and distribution of a public survey to gather input from residents, partners, and community organizations. The survey was promoted through the Museum’s website, social media channels, and direct outreach.

To ensure alignment with sector best practices, staff participated in professional development opportunities through the Ontario Museum Association and conducted comparative research, including a review of strategic plans from both similar and larger institutions. Survey findings and research insights were analyzed through a series of internal staff meetings to identify key themes and community needs. A draft strategic plan was then developed and refined through internal review before being presented to the Heritage Perth Advisory Panel, the Town’s Senior Management Team, and subsequently to Council for final approval.

Scope

This Strategic Plan provides a comprehensive framework to guide the operations and development of Perth Museum over the next five years. It encompasses all core areas of Museum work, including governance and administration, collections management and conservation, research, exhibitions and interpretation, education and programming, visitor services, marketing and communications, community engagement, and the ongoing maintenance and improvement of the Museum’s physical facility and grounds. The Museum operates within the Town of Perth’s Community Services Department, with oversight from Town Council, and this plan aligns with municipal priorities while supporting accountability and responsible stewardship.

The Plan outlines priorities and actions that support audience growth, enhanced visitor experiences, financial sustainability, and meaningful community impact, while aligning with the Standards for Community Museums in Ontario and recognized best practices across the museum sector. It is intended to be both strategic and practical—setting clear direction while remaining flexible enough to respond to emerging opportunities, resource realities, and evolving community needs.



Strategic Pillars

CONNECT

Build meaningful relationships with residents and visitors by strengthening awareness, access, and participation in the Perth Museum.

EXPERIENCE

Deliver memorable, high-quality experiences that bring Perth's history to life through storytelling, programming, and immersive environments.

SUSTAIN

Strengthen financial and operational sustainability through diversified revenue, partnerships, and efficient use of resources.

STEWARD

Preserve, research, and share Perth's history while amplifying diverse voices and strengthening the Museum's role in the community.



Outcomes

CONNECT

Over the next five years, Perth Museum will become a recognized cultural hub in the heart of downtown Perth, welcoming both residents and visitors to connect with the stories of Perth. We will expand our reach and visibility, strengthen partnerships across the community, and create more opportunities for people to engage with the Museum—whether through a visit, a program, or a shared story. By building meaningful relationships and removing barriers to participation, we will ensure that more people see themselves reflected in the Museum and feel a sense of connection to Perth’s past and present.

1. Increase awareness and visitation by strengthening our presence across digital, physical, and community channels, ensuring Perth Museum is recognized as a must-visit destination in downtown Perth.
2. Build strong, ongoing relationships with local organizations, schools, businesses, and tourism partners, creating a connected network that supports shared storytelling and visitation.
3. Expand access by reducing barriers to participation through flexible hours, inclusive programming, and improved wayfinding and visitor information.
4. Create meaningful opportunities for residents and visitors to engage with the Museum, whether through visits, programs, or contributions, resulting in deeper, more sustained connections to local history.



EXPERIENCE

Over the next five years, Perth Museum will be known for delivering engaging, memorable experiences that bring local history to life. Through immersive programming, hands-on learning, and dynamic storytelling, we will transform the Museum into a place where visitors actively participate, explore, and return. By building on our unique setting in the Matheson House and expanding experiential offerings, we will create compelling reasons for both residents and tourists to visit, stay longer, and share their experiences with others.

1. Deliver engaging, high-quality experiences that bring Perth’s history to life through storytelling, hands-on learning, and immersive programming.
2. Establish strong and consistent program offerings—including workshops, tours, and events—that encourage repeat visitation and broad audience appeal.
3. Enhance exhibits and period rooms to be more interactive, dynamic, and reflective of community stories and lived experiences.
4. Position Perth Museum as a leader in experiential heritage programming, offering unique, bookable experiences that attract both residents and tourists.



SUSTAIN

Over the next five years, Perth Museum will strengthen its financial and operational sustainability by growing diverse revenue streams and leveraging partnerships to support its work. We will expand earned revenue through programs, experiences, and retail, while continuing to pursue funding opportunities and community support. By aligning our resources with our priorities and investing strategically in areas that drive impact and growth, we will ensure the Museum remains resilient, adaptable, and well-positioned for the future.

1. Increase earned revenue through expanded programming, experiential tourism, retail, and rentals, supporting the Museum's long-term sustainability.
2. Align staffing and resources with strategic priorities, ensuring the Museum has the capacity to deliver high-impact programs and services.
3. Strengthen partnerships, sponsorships, and funding opportunities to support growth while minimizing reliance on any single revenue source.
4. Implement efficient, scalable programs and operational models that allow the Museum to grow sustainably within available resources.



STEWARD

Over the next five years, Perth Museum will heighten its role as a trusted steward of local history, preserving and sharing the stories of Perth with care, integrity, and inclusivity. We will expand research, improve access to our collections, and actively involve the community in shaping how their stories are told. By amplifying diverse voices and perspectives, including Indigenous histories and underrepresented narratives, we will ensure that the Museum reflects a fuller and more meaningful understanding of the past while strengthening its role as a place of learning, reflection, and connection.

1. Strengthen collections management and research practices, ensuring the long-term preservation and accessibility of Perth's heritage.
2. Expand research and interpretation to include diverse, underrepresented, and Indigenous perspectives, creating a more inclusive and accurate historical narrative.
3. Actively involves the community in shaping and sharing local history through oral histories, contributions, and collaborative projects.
4. Increase access to collections and research through exhibits, digital platforms, and programming, making the Museum's knowledge more visible and widely used.



Strategic Goals and Actions

CONNECT

Goal: Increase awareness and digital reach

Action	Lead	Year	Resource Impact	KPI
Implement a coordinated, multi-channel, marketing strategy (social, web, email, print)	Manager of Tourism & Culture	2027	Low	Annual 5% increase in visitation and 10% digital engagement (website traffic, social reach)
Deliver consistent storytelling content (e.g., weekly/bi-weekly series such as <i>From the Archives</i> , <i>That's a Debbie Question</i>)	Experience Coordinator	2026	Low	Two social media posts per week; 10% increase in digital engagement rates (likes, shares, comments)
Promote digital offerings (online collections, virtual exhibits, self-guided tours)	Visitor Services Assistant	2026	Low	Monthly social media posts; seasonal website updates; 10% increase in web traffic

Goal: Improve on-site visibility and access

Action	Lead	Year	Resource Impact	KPI
Upgrade exterior signage and wayfinding (entrance, parking, A-frames)	Manager of Tourism & Culture	2027	Medium	Completion of signage improvements by Year II; visitor feedback
Pilot extended hours during peak season (e.g., one evening per week)	Manager of Tourism & Culture	2027	Medium	Measure attendance during extended hours; pilot evaluation results
Implement accessibility improvements (physical and interpretive)	Admin Assistant	2031	High	Number of completed improvements (e.g. ramp, virtual tour); feedback



Goal: Strengthen community partnerships and outreach

Action	Lead	Year	Resource Impact	KPI
Develop and maintain partnerships with schools, seniors, and community organizations	Manager of Tourism & Culture and Experience Coordinator	2026	Low	Track number of active partnerships each year; increase by two new partners each year
Deliver school and outreach programming, including education kits	Experience Coordinator	2028	Medium	Deliver at least four programs to schools and/or community groups per year
Incorporate community input into annual exhibit	Experience Coordinator	2026	Medium	Collect community input from at least two sources per annual exhibit

Goal: Expand and diversify audiences

Action	Lead	Year	Resource Impact	KPI
Develop targeted programming for key audiences (families, youth, seniors, tourists)	Experience Coordinator	2031	Medium	Develop five new programs
Develop and promote visitor itineraries with local businesses	Visitor Services Assistant	2030	Low	Develop four new itineraries
Offer flexible program formats (drop-in, evening, one-day, virtual)	Experience Coordinator	2028	Low	Pilot one new drop-in program, one new evening program, and one virtual program



EXPERIENCE

Goal: Strengthen storytelling and interpretation

Action	Lead	Year	Resource Impact	KPI
Enhance storytelling and interpretation in period rooms and exhibits, including local and underrepresented stories	Experience Coordinator	2031	Medium	One virtual exhibition through a QR code per period room; visitor satisfaction; exhibit updates completed
Integrate Indigenous perspectives into exhibits and programming where appropriate	Experience Coordinator	2031	Low	Number of exhibits/programs including Indigenous perspectives

Goal: Expand dynamic and community-connected exhibits

Action	Lead	Year	Resource Impact	KPI
Develop and implement a rotating exhibit plan with community input	Experience Coordinator	2027	Medium	Plan completed; one new large exhibition developed per year; a minimum of two small displays updated per year
Establish a display area for local artists, organizations, and community projects	Experience Coordinator	2030	Medium	Display area established; plans and procedures in place; two community displays per year

Goal: Deliver hands-on and repeatable programming

Action	Lead	Year	Resource Impact	KPI
Launch and maintain a makerspace with rotating activities	Experience Coordinator	2026	Medium	Makerspace created; activities rotating monthly in 2026, increasing rotation to weekly by 2031



Expand workshops, lectures, and skill-based programs with local experts	Experience Coordinator	2029	Medium	Deliver two workshops per year
Increase use of Museum assets (e.g., bake oven, historic spaces) in programming	Experience Coordinator	2028	Medium	Utilize assets in 20% of programs

Goal: Grow experiential tourism offerings

Action	Lead	Year	Resource Impact	KPI
Expand and streamline experiential programs (e.g., ghost walks, themed experiences)	Experience Coordinator	2029	Medium	Three experiential tourism programs available; clear customization options presented; three experiential programs delivered per year
Introduce seasonal options to promote existing experiences for group bookings	Experience Coordinator	2028	Medium	Grow to four extended/seasonal offerings
Pilot premium add-on experiences (e.g., behind-the-scenes tours, themed kits)	Experience Coordinator	2030	Medium	Pilot two premium add-on experiences

Goal: Create signature and seasonal events

Action	Lead	Year	Resource Impact	KPI
Host annual open house and participate in key community events	Manager of Tourism & Culture	2027	Medium	Host one open house event per year; participate in two or more community events per year
Develop themed programming and/or activities tied to local traditions (maple, fairs, holidays)	Experience Coordinator	2030	Medium	Develop four seasonal programs or activities.



Develop specialty experiences (e.g., teas, adult programs, tours, birthday events)	Experience Coordinator	2031	Low	Develop two specialty experiences
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SUSTAIN

Goal: Increase earned revenue through programs and experiences

Action	Lead	Year	Resource Impact	KPI
Introduce paid add-on experiences (e.g., behind-the-scenes tours, premium access)	Experience Coordinator	2031	Low	Develop three paid add-on experiences; earn first \$100 in sales
Expand experiential tourism offerings, including public and private bookings	Experience Coordinator	2029	Medium	Programs and customization options added to website; two private bookings per year
Develop bookable group experiences for various audiences and occasions	Experience Coordinator	2030	Low	Develop two experiences; two bookings per year

Goal: Increase on-site spending and donations

Action	Lead	Year	Resource Impact	KPI
Introduce creative donation opportunities (e.g., themed donation features)	Visitor Services Assistant	2028	Low	5% increase in donation revenue
Integrate revenue-generating components into programs and events	Experience Coordinator	2027	Low	Revenue generation components integrated into 50% of programs and events
Promote gift shop products and services through Museum channels	Visitor Services Assistant	2026	Low	5% retail sales growth



Goal: Strengthen revenue through partnerships

Action	Lead	Year	Resource Impact	KPI
Develop partnerships with local organizations for co-branded programs and experiences	Manager of Tourism & Culture	2030	Low	Develop two co-branded programs and experiences
Explore revenue-sharing opportunities through joint experiences and promotions	Manager of Tourism & Culture	2030	Low	Revenue from partnerships

Goal: Improve operational efficiency and sustainability

Action	Lead	Year	Resource Impact	KPI
Align programs with cost-recovery goals where appropriate	Manager of Tourism & Culture	2027	Low	Program costs and revenue tracked; recovery rates tracked and evaluated
Develop repeatable and scalable program models to reduce staff time per program	Experience Coordinator	2031	Low	Five repeatable programs developed

STEWARD

Goal: Strengthen collections management and access

Action	Lead	Year	Resource Impact	KPI
Improve and maintain collections documentation, procedures, and repatriation processes	Administrative Assistant	2027	Medium	Completion of updated procedures; documentation progressing
Increase visibility of collections through rotating displays and digital platforms	Administrative Assistant	2026	Medium	Number of collection items displayed or digitized



Implement Digitization Plan when developing digitization projects	Administrative Assistant	2026	Low	Number of digitization projects undertaken
Offer behind-the-scenes access (e.g., tours of collections and archives)	Administrative Assistant	2027	Medium	Number of tours/programs offered; attendance

Goal: Expand research and knowledge sharing

Action	Lead	Year	Resource Impact	KPI
Prioritize research to meet programming and exhibition goals, and to expand underrepresented stories	Administrative Assistant	2028	Low	Research projects completed and documented
Share research through exhibits, programs, and digital platforms	Administrative Assistant	2026	Medium	Research outputs (posts, exhibits, talks)
Develop research-based programming (virtual and in-person)	Administrative Assistant	2031	Medium	Develop two new programs based on research

Goal: Engage the community in storytelling

Action	Lead	Year	Resource Impact	KPI
Collect and share oral histories, photos, and community contributions	Administrative Assistant	2029	Low	Pilot oral history project
Involve community members in research and history projects	Administrative Assistant	2027	Medium	One new research project completed per year
Advance reconciliation through Indigenous engagement and inclusion	Manager of Tourism & Culture and Admin Assistant	2031	Medium	Launch reconciliation program



Goal: Strengthen volunteer and partnership programs

Action	Lead	Year	Resource Impact	KPI
Develop and implement a structured volunteer program	Manager of Tourism & Culture and Admin Assistant	2028	Medium	Number of active volunteers and volunteer hours increase gradually each year
Partner with historians, artists, and knowledge keepers for programs and research	Administrative Assistant	2028	Medium	Number of community participants
Collaborate with arts and heritage organizations	Experience Coordinator	2028	Low	Number of collaborative initiatives

Goal: Enhance the Museum as a community gathering place

Action	Lead	Year	Resource Impact	KPI
Position the Museum as a welcoming and inclusive space through programming and visitor experience	Manager of Tourism & Culture	2026	Low	Visitor feedback; participation rates
Host programs and events that bring the community together	Experience Coordinator	2027	Low	Number of events; attendance
Support downtown vitality through participation in community events	Visitor Services Assistant	2027	Low	Number of events participated in



Resource Needs

The successful implementation of this Strategic Plan is dependent on maintaining and strengthening the Museum's staffing capacity.

The **Experience Coordinator** role is critical to the delivery of programs, events, exhibitions, and experiential tourism offerings, as well as community engagement and storytelling initiatives. This position is currently part-time; however, the scope and demand of this work requires a full-time role.

Expanding this position to full time is essential to achieving the Museum's goals related to audience growth, revenue generation, and enhanced visitor experience. Without this capacity, opportunities for program development, earned revenue, and community impact will be significantly limited.

The **Administrative Assistant to Heritage/Museum** plays a vital role in collections management (including the management of objects, photographs, library holdings and archival holdings), research, documentation, and the overall stewardship of the Museum's holdings. This position is currently full-time and must remain so to ensure the continued care, accessibility, and professional management of the collection. As the Museum increases its focus on research, digitization, and expanding access to collections, maintaining this level of staffing is essential to meeting both operational needs and provincial standards.

The **Visitor Services Assistant** is key to delivering a positive visitor experience, supporting the gift shop and retail operations, and contributing to marketing and promotional efforts. This position is currently part time; however, increasing hours during peak seasons would significantly enhance the Museum's ability to serve visitors, grow retail revenue, and maintain consistent communication and outreach efforts.

The **Manager of Tourism & Culture** provides direction and oversight for Museum operations, ensuring that initiatives are aligned with municipal priorities, delivered efficiently, and supported through strategic partnerships and existing resources wherever possible. This role is key to coordinating efforts across departments, identifying opportunities, and maximizing impact with available capacity. It is also supported by up to two seasonal staff.

In addition to core staffing, some targeted support will enhance the Museum's ability to deliver on this plan. This may include contract, seasonal and/or part-time assistance, and additional event support during peak periods.



Modest investments in areas such as marketing, program materials, exhibit rotation, and small-scale infrastructure improvements (e.g., signage, makerspace elements, and digital tools) will further support implementation. These enhancements are intended to be flexible and scalable, leveraging partnerships, grants, and revenue-generating activities where possible.

Measuring Success

The success of this Strategic Plan will be measured through a combination of clear, achievable, key performance indicators (KPIs) and consistent, manageable evaluation methods. Recognizing the size and capacity of the Museum’s team, this approach focuses on tracking meaningful data that can be collected through existing systems and workflows, ensuring that evaluation is both practical and sustainable over the five-year period.

Key indicators will focus on four primary areas: audience growth, visitor experience, revenue generation, and community impact. Audience growth will be measured through overall visitation numbers, attendance at programs and events, and participation in school and group bookings. Digital engagement—such as website traffic, social media reach, and interaction rates—will also be tracked to assess the Museum’s ability to reach and connect with broader audiences.

Visitor experience will be evaluated through simple and consistent feedback tools, including short visitor surveys, comment cards, and informal feedback gathered by staff. These tools will help assess satisfaction with exhibits, programs, and overall experience, while also identifying areas for improvement. Repeat visitation and participation in multiple programs will serve as additional indicators of a positive and engaging visitor experience.

Revenue generation will be monitored through annual tracking of earned revenue streams, including programs, experiential tourism, retail sales, donations, and facility rentals. Targets will be set with a focus on steady, incremental growth over time, rather than large increases, ensuring that goals remain realistic and attainable. Grant funding success and partnership contributions will also be tracked as part of overall financial sustainability.

Community impact will be assessed through measures such as the number of partnerships, volunteer participation, community contributions to exhibits or research (e.g., stories, photos, artifacts), and participation in



outreach initiatives. The Museum will also monitor its role in supporting downtown vitality and tourism by tracking visitor origin data where possible.

Evaluation will take place on an annual basis, with staff reviewing progress toward goals, identifying trends, and adjusting as needed. A brief internal report will be prepared each year to summarize outcomes, ensuring that progress is documented and can be clearly communicated to Council, funders, and the community.

By focusing on a balanced and achievable set of measures, Perth Museum will be able to demonstrate success not only through growth, but through sustained impact, strong community connections, and the continued delivery of meaningful and engaging experiences.

Conclusion

This Strategic Plan sets a clear and practical path forward for Perth Museum over the next five years, building on its strong foundation as a trusted steward of local history and a valued community gathering place. Grounded in community input, aligned with sector standards, and shaped by realistic operational considerations, the plan reflects both ambition and achievability.

Through its four strategic goals, the Museum is positioned to expand its reach, enhance visitor experiences, strengthen financial sustainability, and deepen its impact within the community. At the same time, it reaffirms the Museum's core responsibility to preserve, research, and share Perth's history in meaningful and inclusive ways.

The success of this plan will depend on sustained investment in staffing and resources, strong partnerships, and a continued commitment to innovation and responsiveness. With these elements in place, Perth Museum will be well-equipped to grow, adapt, and continue serving residents and visitors as a vibrant cultural, educational, and tourism asset.

As this plan is implemented and evaluated over time, it will remain a living document—guiding decision-making, supporting accountability, and ensuring that Perth Museum continue to reflect and serve the community it represents.



From Gore Street



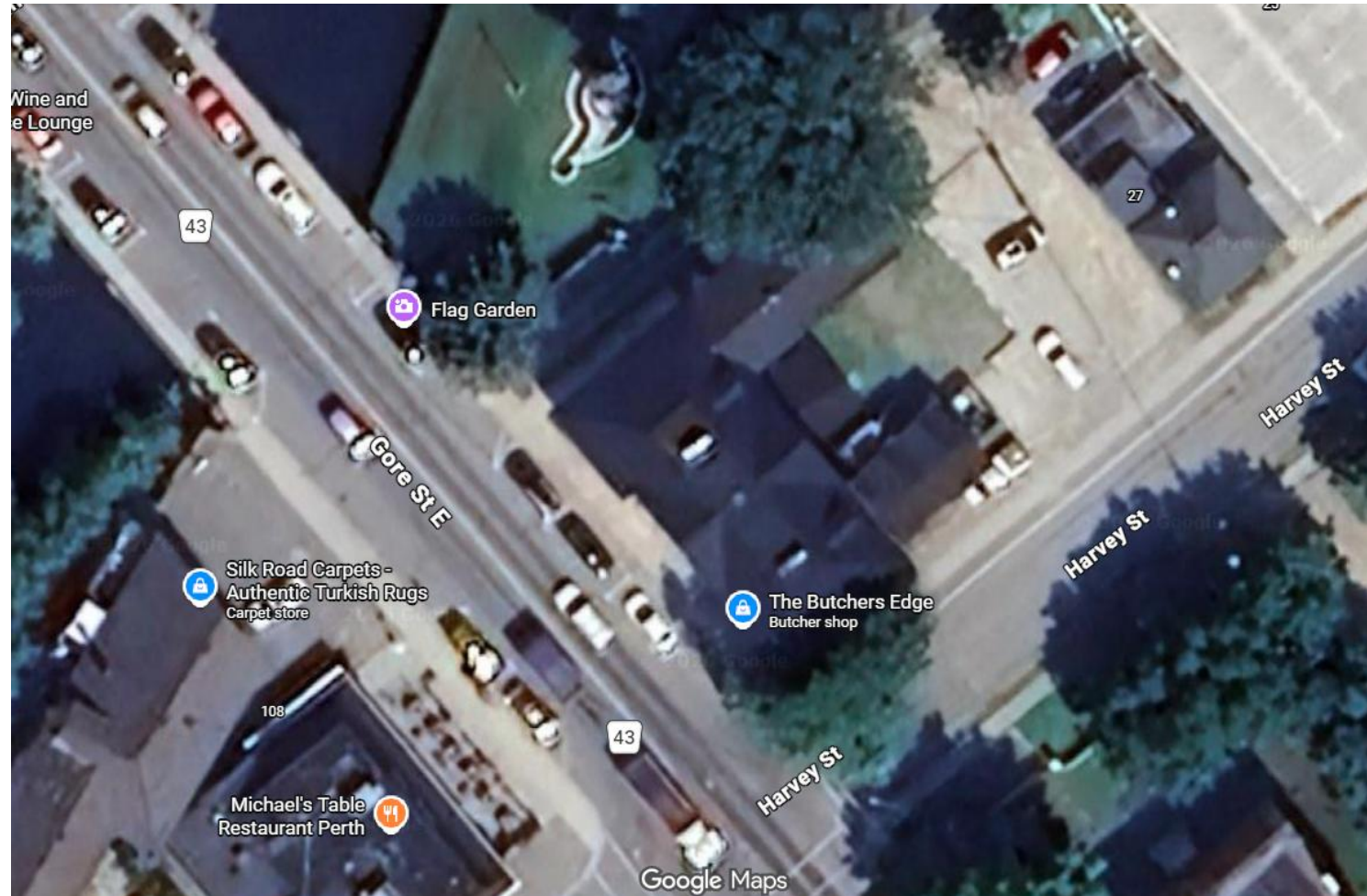
From Harvey Street



From Tay Street



From Satellite View



Previously Approved



100-1 Comment/Room: BOTTOM DOOR WITH TRANSOM - SLAB TO BE

QTY: 1



*** Product ***
MAH-GR8

Row 1: Entrance Door System Entry Door RHH 33.5 x 82.25
Row 2: Entrance Door System Direct Set 33.5 x 10.75

*** Dimensions ***

Unit 1: Nominal Width = 32, Nominal Height = 80, Frame Width = 33.5, Frame Height = 82.25, Slab Width = 31.75, Slab Height = 79
Unit 2: Nominal Width = Custom, Nominal Height = Custom, Frame Width = 33.5, Frame Height = 10.75,

*** Door Model ***

Unit 1: Glass Style = Clear Lite, Glass Design = D804 LEA, Background Type = Clear, Glass Size = 2248, Glass Frame Option = Standard Frame, Panel Skin = Fiber Glass, Slab Design = 1-PANEL 3/4 LITE, Door Prefinish = Mahogany Grained, Door Finished Type = Stained, Exterior Color = Antique Mahogany Stain-T, Interior Color = Antique Mahogany Stain-T
Unit 2: Glass Style = Clear Lite, Glass Design = Low E - Clear, Grills = None

*** Unit Type ***

Operation / Venting = RHH, Swing = In-Swing

*** Boring ***

Main Operating Door = Passage and Deadbolt, Deadbolt Bore Diameter = 2-1/8

*** Frames ***

Unit 1: Frame Size = 4-5/8 x 1-1/4, Frame Prefinishing = Laminated Grained - Unstained, Frame Finished = Stained, Frame Exterior Color = Antique Mahogany Stain-T, Frame Interior Color = Antique Mahogany Stain-T, Sill Type = Vinyl Crown (1 3/4"), Sill Size = 6", Horn Extension Each Side = Yes, Horn Extension Length = 35, Weather-Strip Option = Black Extended Reach - Standard

Unit 2: Frame Size = 4-5/8 x 1-1/4, Frame Prefinishing = Laminated Grained - Unstained, Frame Finished = Stained, Frame Exterior Color = Antique Mahogany Stain-T, Frame Interior Color = Antique Mahogany Stain-T

*** Frame Notching ***

Frame Notching = Passage and Deadbolt

300-1 Comment/Room: TOP DOOR WITH TRANSOM - SLAB TO BE MAH-GR8

QTY: 1



*** Product ***

Row 1: Entrance Door System Entry Door RHH 35.5 x 82.25
Row 2: Entrance Door System Direct Set 35.5 x 29.25

*** Dimensions ***

Unit 1: Nominal Width = 34, Nominal Height = 80, Frame Width = 35.5, Frame Height = 82.25, Slab Width = 33.75, Slab Height = 79
Unit 2: Nominal Width = Custom, Nominal Height = Custom, Frame Width = 35.5, Frame Height = 29.25,

*** Door Model ***

Unit 1: Glass Style = No Glass, Cut Out Only = No, Glass Design = None, Glass Size = NONE, Panel Skin = Fiber Glass, Slab Design = 1-PANEL 3/4 LITE, Door Prefinish = Mahogany Grained, Door Finished Type = Stained, Exterior Color = Antique Mahogany Stain-T, Interior Color = Antique Mahogany Stain-T
Unit 2: Glass Style = Clear Lite, Glass Design = Low E - Clear, Grills = None

*** Unit Type ***

Operation / Venting = RHH, Swing = In-Swing

*** Boring ***

Main Operating Door = Passage and Deadbolt, Deadbolt Bore Diameter = 2-1/8

*** Frames ***

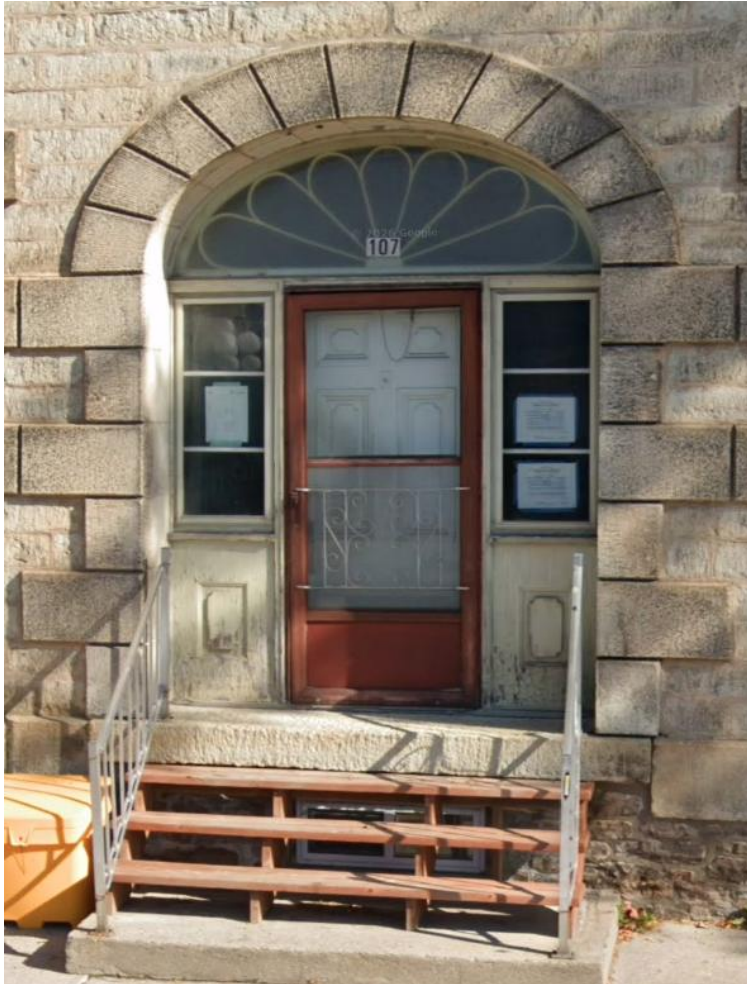
Unit 1: Frame Size = 4-5/8 x 1-1/4, Frame Prefinishing = Laminated Grained - Unstained, Frame Finished = Stained, Frame Exterior Color = Antique Mahogany Stain-T, Frame Interior Color = Antique Mahogany Stain-T, Sill Type = Vinyl Crown (1 3/4"), Sill Size = 6", Horn Extension Each Side = Yes, Horn Extension Length = 37, Weather-Strip Option = Black Extended Reach - Standard

Unit 2: Frame Size = 4-5/8 x 1-1/4, Frame Prefinishing = Laminated Grained - Unstained, Frame Finished = Stained, Frame Exterior Color = Antique Mahogany Stain-T, Frame Interior Color = Antique Mahogany Stain-T

*** Frame Notching ***

Frame Notching = Passage and Deadbolt

Front Door, Facing Gore Street



Frame Major Radius = 55.1130524

Frame Minor Radius = 22.4907036



Grille App, Sunburst with Open Hub, 1R7S

*** Mulls ***

Mulls 1: Horizontal Factory 0" thick, 0" length

Mulls 2: Horizontal Factory 0" thick, 0" length

Mulls 3: Horizontal Factory 0" thick, 0" length

Mulls 4: Horizontal Factory 0" thick, 0" length

*** Wrapping - Overall Dimensions ***

Overall Frame Width = 82, Overall Frame Height = 110.5, Overall Rough

Opening Width = 82.5, Overall Rough Opening Height = 110.75

*** Dimensions ***

Unit 1, 3: Sidelite Nominal Width = Custom, Nominal Height = 80, Sidelite Frame Width = 19.25, Frame Height = 82.25, Slab Width = 17.5, Slab Height = 79

Unit 2: Door Nominal Width = 42 Non Standard, Nominal Height = 80, Door Frame Width = 43.5, Frame Height = 82.25, Slab Width = 41.75, Slab Height = 79

Unit 4: Frame Width = 82, Frame Height = 28.25, Frame Minor Radius = 22.4907, Frame Major Radius = 55.11305,

*** Door Model ***

Unit 1, 3: Glass Style = DORPLEX CONTEMPORARY COLLECTION, Glass Design = WHITE ACID ETCHED, Glass Size = 848, Glass Frame Option = Dorplex PVC Frame, Grills = None, Panel Skin = Fiber Glass, Slab Design = Full Glass SideLite, Door Prefinish = Smooth, Door Finished Type = Painted, Exterior Color = Chestnut Brown (220-T), Interior Color = Chestnut Brown (220-T)

Unit 2: Glass Style = No Glass, Cut Out Only = No, Glass Design = None, Glass Size = NONE, Panel Skin = Fiber Glass, Slab Design = FLUSH, Door Prefinish = Smooth, Door Finished Type = Painted, Exterior Color = Chestnut Brown (220-T), Interior Color = Chestnut Brown (220-T)

Unit 4: Glass Style = Clear Lite, Glass Design = Low E - Clear, Grills = White Internal Grills

*** Unit Type ***

Unit 1, 3: Swing = In-Swing, Type of SideLite = FIXED

Unit 2: Operation / Venting = RHH, Swing = In-Swing

*** Boring ***

Main Operating Door = Passage and Deadbolt, Deadbolt Bore Diameter = 2-1/8

*** Frames ***

Unit 1, 2, 3: Frame Size = 4-5/8 x 1-1/4, Frame Prefinishing = Laminate 141 Polyplex, Frame Finished = Painted, Frame Exterior Color = Chestnut Brown

(220-T), Frame Interior Color = Chestnut Brown (220-T), Sill Type = Vinyl Crown (1 3/4"), Sill Size = 8", Horn Extension Each Side = Yes, Horn Extension Length = 84, Weather-Strip Option = Black Extended Reach - Standard

Unit 4: Frame Size = 4-5/8 x 1-1/4, Frame Prefinishing = Vinyl, Frame Finished = Painted, Frame Exterior Color = Chestnut Brown (220-T), Frame Interior Color = Chestnut Brown (220-T)

*** Frame Notching ***

Frame Notching = Passage and Deadbolt

*** Custom Questions ***

Hinge Type = Ball Bearing, Hinge Color = Black Matt, Mailslot Prep = No, Peephole Prep = None

*** Wrapping - Brickmould ***

Brickmould Type = Contemporary BM, Brickmould = Loose, Brickmould Prefinish = Laminate 141 Polyplex, Brickmould Finished = Painted, Brickmould Color = Chestnut Brown (220-T), Brickmould Size = 1-5/8

*** Screen ***

Screen Option = No Screen

*** Hardware ***

Require Hardware = Weiser Locks, Type of Hardware Require = Gripsets, Gripsets = Hawthorne Gripset, Gripsets Finishing = Satin Nickel, Interior Trim = Troy Knob, Require Other Hardware = No

*** Transom Brickmould ***

Brickmould Type = Contemporary BM, Brickmould Installed/Supplied = Installed, Brickmould Prefinished = Vinyl, Brickmould Finished = Painted, Curved Interior Casing Prefinished = Wood 3 1/2

*** Red Door Donation ***

Donate to Red Door Charity? = None

*** NFRC Rating ***

Unit 1, 3: Sidelite Label = 1-2

Unit 2: Door Label = 1-2-3

Unit 4: Transom Label = 1-2

*** Grilles ***

Window Colours



Windows on stone portion colour-matched to this building on Gore Street West

Series: The LAKEVIEW
Colour Exterior: IVORY or MAIZE G502



Windows on blue portion colour-matched to the other windows on the building

Series: The LAKEVIEW
Colour Exterior: White Vinyl

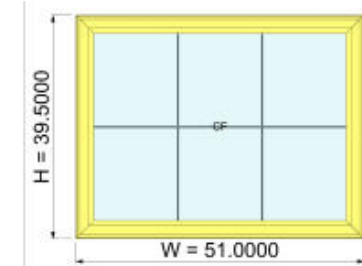
Windows, Left Section, Facing Gore Street



Dimensions are frame sizes: W=51.0000;H=39.5000;
 Model: CF Casement High Fixed
 Energy Rating:
 ER 29, UF 1.57, Zn 2, PG 70, P/N-DP 3360, WP 720, Air=Fixed: CF CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Colour INTERior: White Vinyl
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

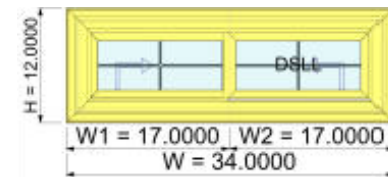
Line #: 17Location: FRONT STAIR LANDING



Dimensions are frame sizes: W=34.0000H=12.0000;
 Model: DSLL Double Slider Lift-out Left
 Energy Rating:
 ER 28, UF 1.71, Zn 1, PG 208.3125, P/N-DP 9999, WP 999, Air=Z99: DSL CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 2 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 36Location: BASEMENT

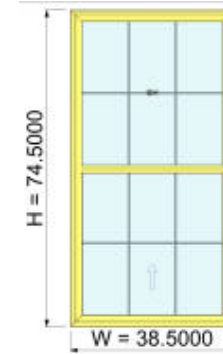


Windows, Left Section, Facing Gore Street



Dimensions are frame sizes: W=38.5000;H=74.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

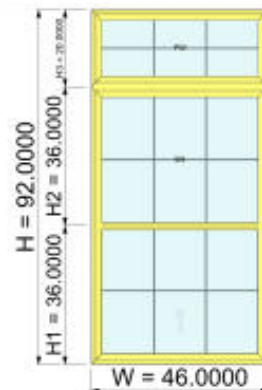


Line #: 33Location: LADY MISSING

NOTES:
 FRONT

Dimensions are frame sizes: W=46.0000;H=92.0000;
 Model: PW/SH PICTURE WINDOW OVER SINGLE HUNG
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ENERGY STAR Certified in Canada: ER 32, UF 0.69/-:-: PW CLR-180-G

High fixed PW profile
 Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

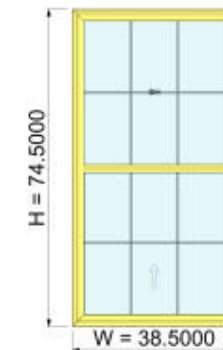


Line #: 13Location: FRONT

NOTES:
 KERRY-UNIT 105 GORE #1

Dimensions are frame sizes: W=38.5000;H=74.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame



Line #: 34Location: LADY MISSING

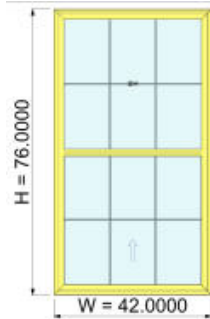
NOTES:
 FRONT

Windows, Facing Tay Street, Stone Section

Dimensions are frame sizes: W=42.0000;H=76.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 14Location: SIDE

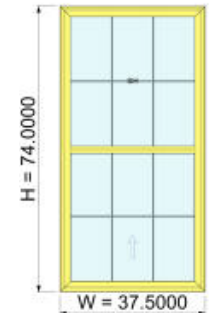


Dimensions are frame sizes: W=37.5000;H=74.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 32Location: LADY MISSING

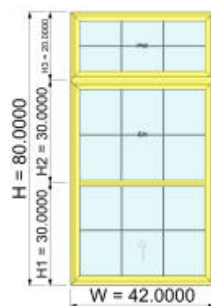
NOTES:
 SIDE STONE



Dimensions are frame sizes: W=42.0000;H=80.0000;
 Model: PW/SH PICTURE WINDOW OVER SINGLE HUNG
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ENERGY STAR Certified in Canada: ER 32, UF 0.69/-.-: PW CLR-180-G

High fixed PW profile
 Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 16Location: SIDE BEDROOM

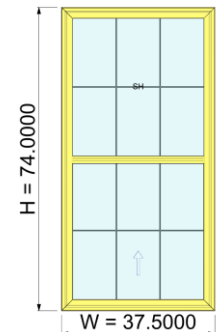


Dimensions are frame sizes: W=37.5000;H=74.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 38Location: LADY MISSING

NOTES:
 SIDE STONE



Windows, Facing Tay Street, Blue Section



Dimensions are frame sizes: W=27.0000;H=43.5000;
Model: SH Single Hung
Energy Rating:
ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
Colour EXTerior: White Vinyl
Glass o/a: 7/8 inch
Glass Type: Clear - LowE 180, Argon
Grill: 5/8 Flat Grill Bar
Grill Finish: White Grills
Grill Pattern: 2 x 2 Full
Frame: 3 1/4in Vinyl Frame

Line #: 19Location: KITCHEN- WHITE

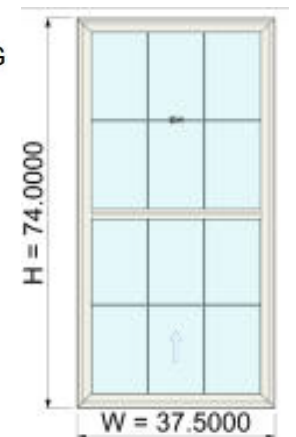
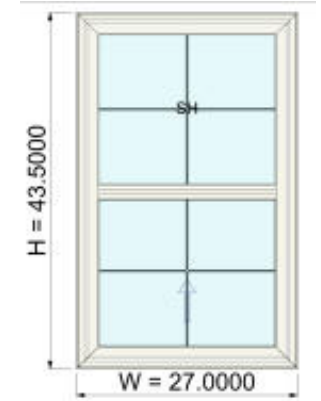
NOTES:
UNIT #1 105 GORE

Dimensions are frame sizes: W=37.5000;H=74.0000;
Model: SH Single Hung
Energy Rating:
ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

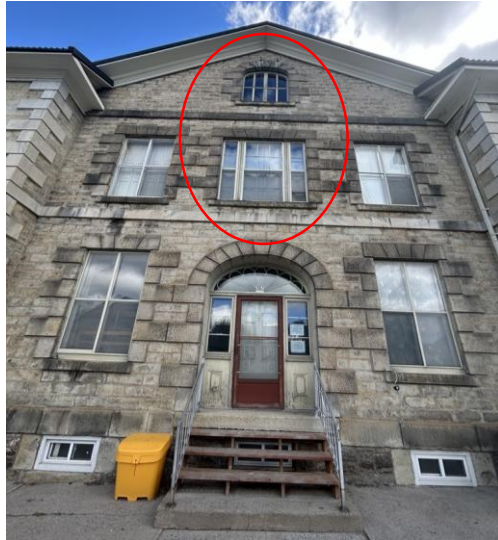
Series: The LAKEVIEW
Colour EXTerior: White Vinyl
Glass o/a: 7/8 inch
Glass Type: Clear - LowE 180, Argon
Grill: 5/8 Flat Grill Bar
Grill Finish: White Grills
Grill Pattern: 3 x 2 Full
Frame: 3 1/4in Vinyl Frame

Line #: 31Location: LADY MISSING-WHITE WINDOW

NOTES:
SIDE REAR

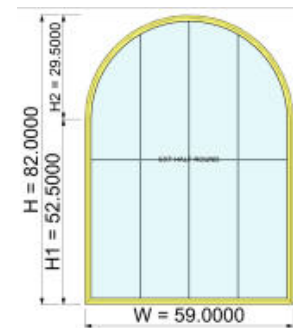


Windows, Centre Section, Facing Gore Street



Dimensions are frame sizes: W=59.0000;H=82.0000;
 Model: EXT HALF ROUND EXTENDED HALF ROUND
 Energy Rating:
 ENERGY STAR Certified in Canada: ER 36, UF 1.59/0.28: OL CLR-180-G

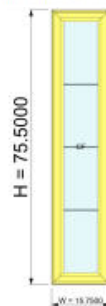
Shape Template Required.
 Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Colour INTERior: White Vinyl
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Shape 4x2 Full Colonial pattern
 Frame: 3 1/4in Vinyl Frame



Line #: 18Location: ATTIC

Dimensions are frame sizes: W=15.7500;H=75.5000;
 Model: CF Casement High Fixed
 Energy Rating:
 ER 29, UF 1.57, Zn 2, PG 70, P/N-DP 3360, WP 720, Air=Fixed: CF CLR-180-G

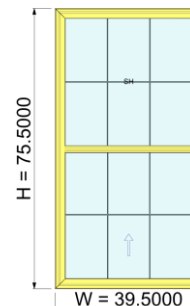
Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Colour INTERior: White Vinyl
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 1 x 4 Full
 Frame: 3 1/4in Vinyl Frame



Line #: 7Location: FRONT KITCHEN UNIT #4

Dimensions are frame sizes:
 W=39.5000;H=75.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880,
 WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame
 Line #: 5Location: FRONT KITCHEN



Dimensions are frame sizes: W=15.7500;H=75.5000;
 Model: CF Casement High Fixed
 Energy Rating:
 ER 29, UF 1.57, Zn 2, PG 70, P/N-DP 3360, WP 720,
 Air=Fixed: CF CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Colour INTERior: White Vinyl
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 1 x 4 Full
 Frame: 3 1/4in Vinyl Frame



Line #: 4Location: FRONT KITCHEN UNIT #4

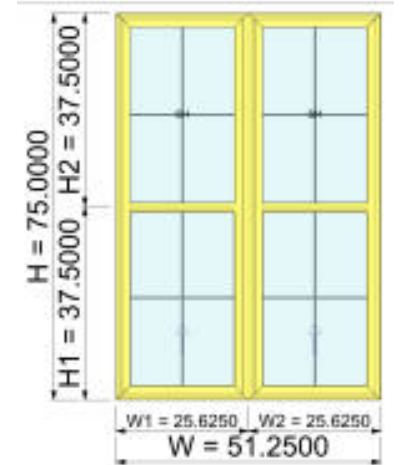
Windows, Centre Section, Facing Gore Street



Dimensions are frame sizes: W=51.2500H=75.0000;
 Model: SH2 Single Hung- Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Split: Equal
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 2 x 2 Full
 Frame: 3 1/4in Vinyl Frame

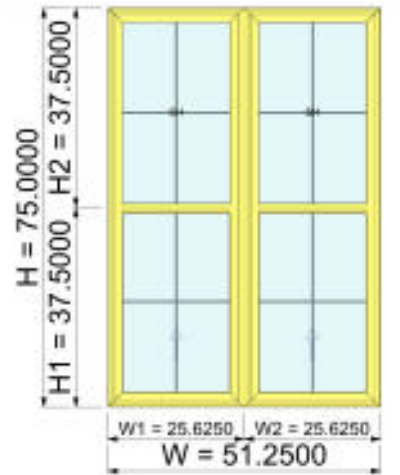
Line #: 6Location: FRONT LIVING ROOM-UNIT #4



Dimensions are frame sizes: W=51.2500H=75.0000;
 Model: SH2 Single Hung- Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Split: Equal
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 2 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 11Location: FRONT BEDROOM



NOTES:
 LEVEL 2 UNIT 2

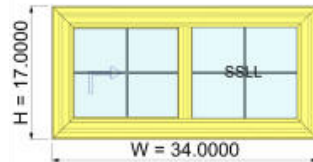
Windows, Centre Section, Facing Gore Street



Dimensions are frame sizes: W=34.0000;H=17.0000;
 Model: SSSL Single Slider Lift Out - Left
 Energy Rating:
 E-LV-SSL-D100-000M

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 2 x 2 Full
 Frame: 3 1/4in Vinyl Frame

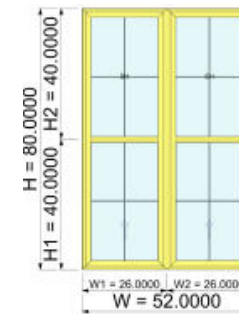
Line #: 35Location: BASEMENT



Dimensions are frame sizes: W=52.0000H=80.0000;
 Model: SH2 Single Hung- Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Split: Equal
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 2 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 2Location: UNIT #1 FRONT

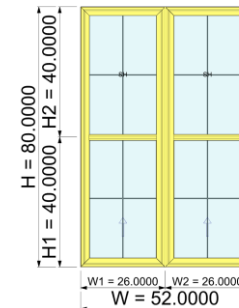


Dimensions are frame sizes: W=52.0000H=80.0000;
 Model: SH2 Single Hung- Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Split: Equal
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 2 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 10Location: FRONT LIVING ROOM

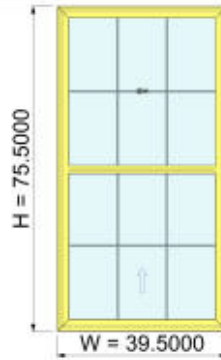
NOTES:
 UNIT #2 BOTTOM



Windows, Right Section, Facing Gore Street

Dimensions are frame sizes: W=39.5000;H=75.5000;
Model: SH Single Hung
Energy Rating:
ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

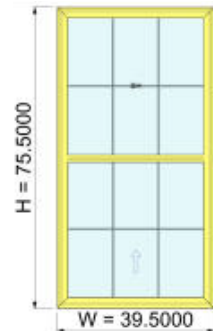
Series: The LAKEVIEW
Colour EXTerior: IVORY or MAIZE G502
Glass o/a: 7/8 inch
Glass Type: Clear - LowE 180, Argon
Grill: 5/8 Flat Grill Bar
Grill Finish: Ivory/White Split Finish Grills
Grill Pattern: 3 x 2 Full
Frame: 3 1/4in Vinyl Frame



Line #: 25Location: HARVEY KITCHEN STREET

Dimensions are frame sizes: W=39.5000;H=75.5000;
Model: SH Single Hung
Energy Rating:
ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
Colour EXTerior: IVORY or MAIZE G502
Glass o/a: 7/8 inch
Glass Type: Clear - LowE 180, Argon
Grill: 5/8 Flat Grill Bar
Grill Finish: Ivory/White Split Finish Grills
Grill Pattern: 3 x 2 Full
Frame: 3 1/4in Vinyl Frame



Line #: 26Location: HARVEY DINING ROOM

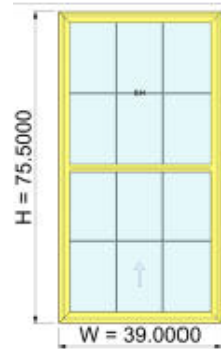


Windows, Stone Section, Facing Harvey Street

Dimensions are frame sizes: W=39.0000;H=75.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

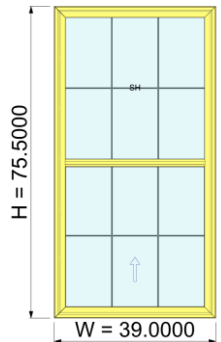
Line #: 29Location: HARVEY FRONT LIVING ROOM



Dimensions are frame sizes: W=39.0000;H=75.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

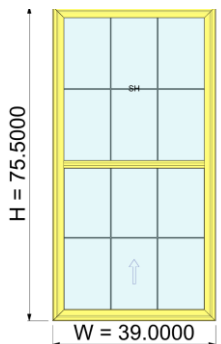
Line #: 27Location: HARVEY FRONT LIVING ROOM



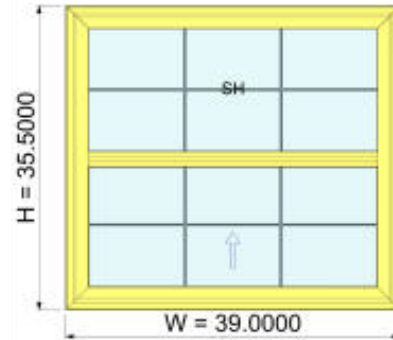
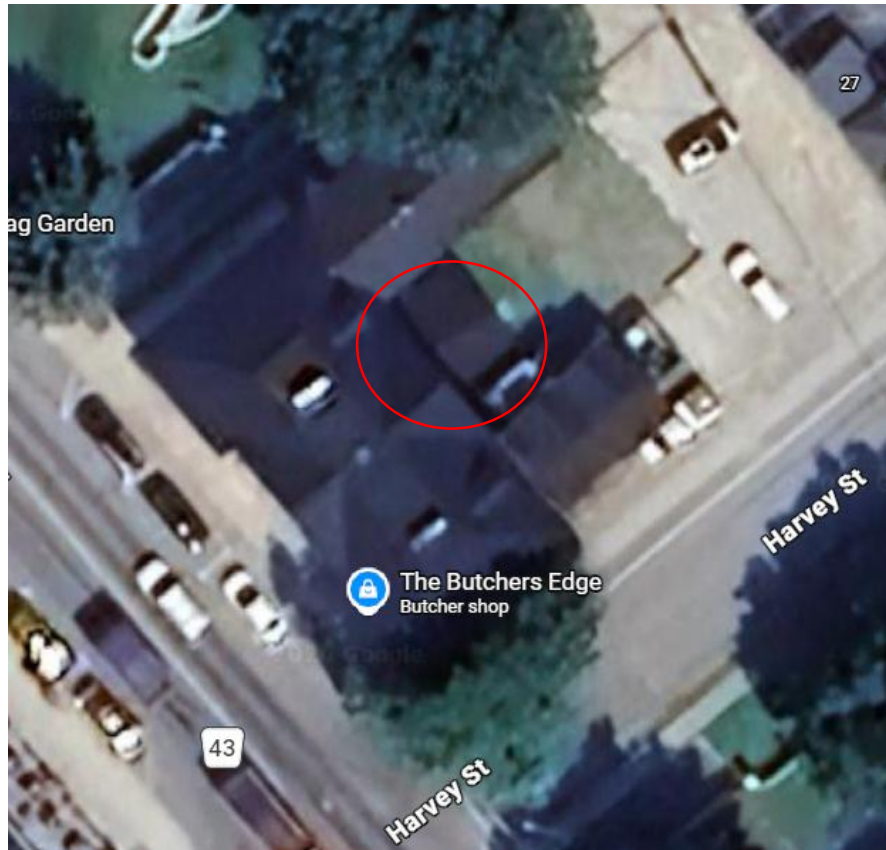
Dimensions are frame sizes: W=39.0000;H=75.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 28Location: HARVEY FRONT LIVING ROOM



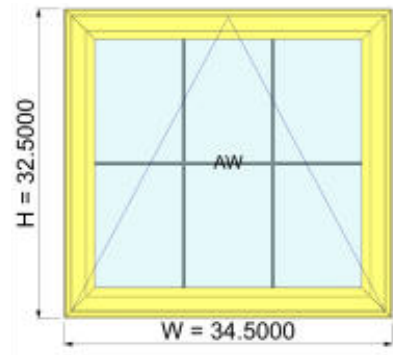
Windows, Stone Section, Harvey Courtyard



Dimensions are frame sizes: W=39.0000;H=35.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 23Location: HARVY COURTYARD ENTRANCE

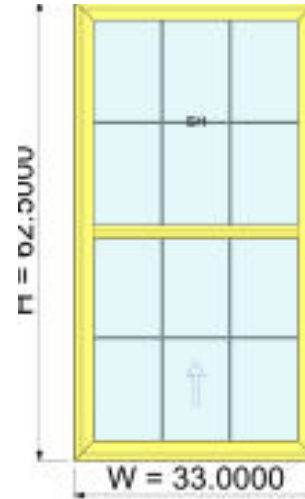


Dimensions are frame sizes: W=34.5000;H=32.5000;
 Model: AW Awning
 Energy Rating:
 ER 29, UF 1.56, Zn 2, PG 55, P/N-DP 2640, WP 720, Air=A3: AW CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Colour INTERior: White Vinyl
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 HW Package: WHITE MultiPont Lock, Folding Handle
 Frame: 3 1/4in Vinyl Frame

Line #: 24Location: HARVEY ENTRANCE STAIRS

Windows, Stone Section, Harvey Courtyard



Dimensions are frame sizes: W=33.0000;H=62.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 15Location: REAR MAIN

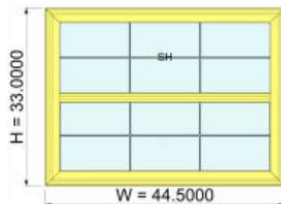
NOTES:
 105 GORE UNIT #1

Dimensions are frame sizes: W=44.5000;H=33.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

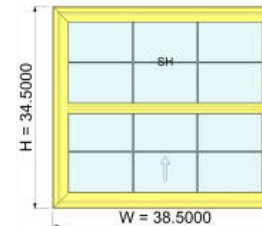
Dimensions are frame sizes: W=38.5000;H=34.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Dimensions are frame sizes: W=39.0000;H=35.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

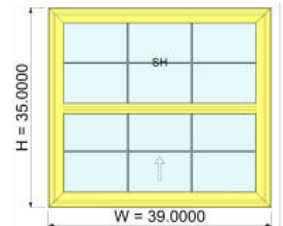
Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame



Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame



Series: The LAKEVIEW
 Colour EXTerior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame



Line #: 20Location: HARVEY REAR BED COURYARD

Line #: 22Location: HARVEY REAR BED COURYARD

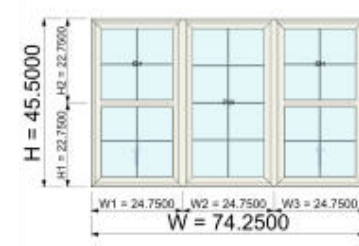
Line #: 21Location: HARVEY REAR BED COURYARD

Windows, Blue Section, Harvey Courtyard



Dimensions are frame sizes: W=74.2500H=45.5000;
 Model: SHPWSH Single Hung - Picture Window - Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ENERGY STAR Certified in Canada: ER 32, UF 0.69/-.-: PW CLR-180-G
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

High fixed PW profile
 Series: The LAKEVIEW
 Colour EXTERior: White Vinyl
 Split: Equal
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: White Grills
 Grill Pattern: 6 x 2 Full
 Frame: 3 1/4in Vinyl Frame

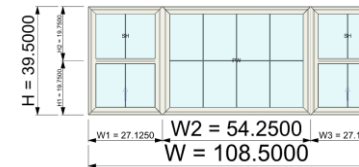


Line #: 37Location: MISSING LADIES ROOM-WHITE

NOTES:
 UPPER COURT YARD

Dimensions are frame sizes: W=108.5000H=39.5000;
 Model: SHPWSH Single Hung - Picture Window - Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G
 ENERGY STAR Certified in Canada: ER 32, UF 0.69/-.-: PW CLR-180-G
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

High fixed PW profile
 Series: The LAKEVIEW
 Colour EXTERior: White Vinyl
 Split: Quarter - Half - Quarter
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: White Grills
 Grill Pattern: 2 x 4 Full
 Frame: 3 1/4in Vinyl Frame



Line #: 30Location: MISSING LADIES ROOM-WHITE

NOTES:
 UPPER COURT YARD

Windows, Stone Section, Rear



Dimensions are frame sizes: W=43.0000;H=77.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 12Location: REAR BEDROOM

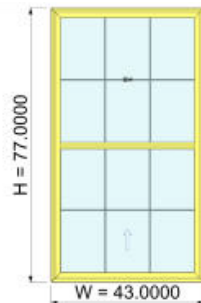
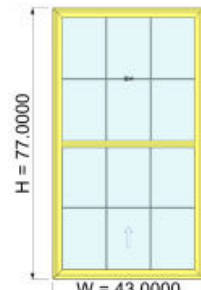
NOTES:
 LEVEL 2 UNIT 2

Dimensions are frame sizes: W=43.0000;H=77.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 8Location: REAR BEDROOM

NOTES:
 UNIT #4



Dimensions are frame sizes: W=43.0000;H=77.0000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 9Location: REAR KITCHEN

NOTES:
 UNIT #2

Dimensions are frame sizes: W=43.5000;H=76.5000;
 Model: SH Single Hung
 Energy Rating:
 ER 30, UF 1.70, Zn 2, PG 55, P/N-DP 2880, WP 400, Air=A3: SH CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 2 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 1Location: UNIT #1 REAR

Dimensions are frame sizes: W=43.0000;H=77.0000;
 Model: CF Casement High Fixed
 Energy Rating:
 ER 29, UF 1.57, Zn 2, PG 70, P/N-DP 3360, WP 720, Air=Fixed: CF CLR-180-G

Series: The LAKEVIEW
 Colour EXTERior: IVORY or MAIZE G502
 Colour INTERior: White Vinyl
 Glass o/a: 7/8 inch
 Glass Type: Clear - LowE 180, Argon
 Grill: 5/8 Flat Grill Bar
 Grill Finish: Ivory/White Split Finish Grills
 Grill Pattern: 3 x 4 Full
 Frame: 3 1/4in Vinyl Frame

Line #: 3Location: REAR STAIR LANDING

