

**WHERE THE WATER IS LOUD:**  
**ARCHAEOLOGY OF THE NIAGARA**  
**PENINSULA AND BEYOND**



**ANNUAL BUSINESS  
MEETING**

**SATURDAY, OCT. 26, 2013 FROM 4:30  
TO 6:00 P.M.**

**at the  
Crowne Plaza Fallsview Hotel,  
Niagara Falls**



# ONTARIO ARCHAEOLOGICAL SOCIETY

## BOARD OF DIRECTORS

### President

Neal Ferris  
519-473-1360  
president@ontarioarchaeology.on.ca

### President-Elect

Rob MacDonald  
presidentelect@ontarioarchaeology.on.ca

### Treasurer

Jim Montgomery  
treasurer@ontarioarchaeology.on.ca

### Vice-President

Sheryl Smith  
vicepresident@ontarioarchaeology.on.ca

### Director of Avocational Services

Bill Fox  
avocational@ontarioarchaeology.on.ca

### Director of Chapter Services

Chris Dalton  
chapters@ontarioarchaeology.on.ca

### Director of Heritage Advocacy

Peter Popkin  
advocacy@ontarioarchaeology.on.ca

### Director of Membership

John Sleath  
membership@ontarioarchaeology.on.ca

### Director of Membership Services

Lindsay Foreman  
memberservices@ontarioarchaeology.on.ca

### Director of Education

education@ontarioarchaeology.on.ca

### Director of Publications

Grant Karcich  
publications@ontarioarchaeology.on.ca

### Director of Public Outreach

Megan Brooks  
publicoutreach@ontarioarchaeology.on.ca

### Director of Student Services

John Moody  
students@ontarioarchaeology.on.ca

### Executive Director

Lorie Harris  
PO Box 62066  
Victoria Terrace Post Office  
Toronto, Ontario M4A 2W1  
Phone/fax: 416-406-5959  
executive-director@ontarioarchaeology.on.ca

### APPOINTMENTS

#### Editor, Ontario Archaeology

Chris Ellis  
oaeditor@ontarioarchaeology.on.ca

#### Editors, Arch Notes

Sheryl Smith & Carole Stimmell  
aneditor@ontarioarchaeology.on.ca

#### Editor, Website

Jean-Luc Pilon  
jlucpilon@hotmail.com

#### First Nations Liaison

TBA

#### Symposium 2013/Niagara Falls Liaison:

Sheryl Smith  
symposium@ontarioarchaeology.on.ca

#### Moderator – Ontario Archaeological Society Listserve (OAS-L)

<http://tech.groups.yahoo.com/group/OAS-L/>  
Vito Vaccarelli

The Ontario Archaeological Society gratefully acknowledges funding from the Ministry of Tourism and Culture through the Provincial Heritage Organization Operating Grant Program.



**AGENDA FOR THE  
ANNUAL BUSINESS MEETING  
SATURDAY, OCT. 26, 2013 FROM 4:30 TO 6:00PM  
AT THE  
CROWNE PLAZA FALLSVIEW HOTEL,  
5695 FALLS AVENUE, NIAGARA FALLS, ON**

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| <p><b>1. President's opening remarks</b></p> <p><b>2. Minutes of the previous meeting</b></p> <p><b>3. Matters arising from these Minutes</b></p> <p><b>4. President's reports</b></p> <p style="padding-left: 20px;"><b>i. Remarks by outgoing President</b></p> <p style="padding-left: 20px;"><b>ii. Remarks by incoming President</b></p> <p><b>5. Treasurer's report</b></p> <p style="padding-left: 20px;"><b>i. Financial statement</b></p> <p style="padding-left: 20px;"><b>ii. Endowment funds</b></p> | <p><b>iii. Appointment of auditors for 2013</b></p> <p><b>6. Election of Directors</b></p> <p><b>7. Next Symposia – 2014 and 2015</b></p> <p><b>8. Adoption of 2014–2019 Strategic Plan</b></p> <p><b>9. Other business</b></p> <p style="padding-left: 20px;"><b>i. Motions of thanks</b></p> <p style="padding-left: 20px;"><b>ii. Special Promotions of Archaeology –<br/>Ottawa Chapter</b></p> <p><b>10. Adjournment</b></p> |
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**ONTARIO ARCHAEOLOGICAL SOCIETY INC.**  
**DRAFT MINUTES OF THE**  
**2012 ANNUAL BUSINESS MEETING**

**HOLIDAY INN AMBASSADOR BRIDGE, WINDSOR, ONTARIO**  
**NOVEMBER 10, 2012 AT 4:30 P.M.**

**Board members in attendance:**

Neal Ferris, President  
 Sheryl Smith, Vice-President  
 Jim Keron, Treasurer  
 Jim Montgomery, Treasurer-elect  
 Chris Dalton  
 Meagan Brooks  
 Grant Karcich  
 Morgan Tamplin  
 Alistair Jolly  
 John Moody

**Regrets:**

John Sleath  
 Ryan Primrose

There were 36 members in attendance.

**Call to Order:**

President Neal Ferris called the meeting to order and expressed his thanks to the Windsor and London chapters for hosting a very successful conference so far.

**Minutes of the Previous Meeting:**

Upon motion (Keron, Jolly) the minutes of the 2011 annual business meeting were approved with no changes.

**Matters Arising from These Minutes:**

No matters were identified.

**President's Report:**

Neal Ferris noted that the report was printed for members to examine. A comment made that would be good to have ABM reports available to all, in advance of the conference, even online. The next executive will be tasked to look into doing all reports via electronic methods, and in *Arch Notes* for distribution, in a timely fashion. This should include chapter reports as well.

The executive was asked to make sure all officers know and adhere to the deadlines for all administrative matters. Agreed.

**Treasurer's Report:**

Jim Keron noted that this is his final year as Treasurer.

We have switched to a new accounting system, Quick Books, that positions us ready for any legal audit. Quick Books is an industry standard.

He remarked on the various investment funds. The Ontario Archaeology Publication Fund has a great deal of money in it, but is still an active fund, with some contributors annually. He wondered if there were options for moving a sum of money into another fund, such as the Valerie Sonstenes Student Scholarship Fund, to start issuing bursaries sooner? We would need a legal opinion on whether we can do that. He asked for comments from members.

After discussion of a number of ideas, consensus was that the interest from the fund could be used to add cash to another fund, but that the principal in the Publication Fund should not be touched at this time. <sup>(1)</sup>

The executive was directed to clarify which money is available to us and report to members. Neal Ferris stated that we would use the strategic plan as the vehicle to explore the issue and constraints.

Upon motion (Keron, Dalton) Thamesford Accounting was appointed as auditors for 2012. Carried.

Jim Keron was thanked for his many services to the society especially as Treasurer in the past term.

**Election of Directors:**

The Nominating Committee under the chair of Dena Doroszenko presented a slate of candidates for consideration. A President-Elect, Vice-President and three directors need to be chosen. Thanks were extended to Morgan Tamplin and Alistair Jolly, who declined to serve another term as directors.

The slate presented was: Vice-President (2 years), Sheryl Smith; President-Elect (1 year), Robert MacDonald; Director (3 years), Lindsay Foreman; Director (3 years), Peter Popkin; Director (3 years), Chris Dalton. Following the call for further nominations from the floor, the slate was acclaimed.

Thanks were extended to Dena and her committee, Eva MacDonald and Hugh Daechsel, for their work.

**Next Symposium (2013):**

The Board has begun exploring locations in the Niagara area,

and has established a committee to report back to the membership as to exact location.

Dates established are Oct 23 – 24, 2013. We will be looking for volunteers to help coordinate the symposium.

#### **Other Business:**

Alicia Hawkins raised the issue that two years in a row we have been presented with a slate of executive members for acclamation, rather than having paper elections. If the issue is one of expense, could we explore the idea of having an electronic ballot like the Canadian Archaeological Association uses?

Neal Ferris commented that we would need to review the Constitution to see if such would be allowed, but perhaps it could be amended. He also spoke to the process that was used in 2011 to appoint a Vice-President for the first time, since it was a new position.

Norma Knowlton spoke to the need for a parallel voting process with paper ballots, for those who prefer mail-in ballots and proxy votes. Agreed.

#### **Revisions to the Strategic Plan:**

Neal Ferris spoke to the need to revise and use the Strategic Plan as a guiding document and take up new ideas. Should we update the existing one, or completely revise the 2009 – 2011 plan?

Consensus was to revise and streamline the existing plan. Members suggested preparing a list of achievements showing what has been finished (a report card), using tools such as Survey Monkey to keep up with members' ideas, keep trying to engage members using various communications tools, involve chapter presidents in seeking ideas and make presentations to all chapters



**Incoming OAS President Elect Rob MacDonald presents Dr. Paul Karrow with the J. Norman Emerson Award at the 2012 Symposium**

about the strategic planning process.

Neal Ferris acknowledged that the executive could publish a report card, with the original plan, considerations and survey results together to be informed. We also need an analysis of what was not doable, what did get done and why or why not. Board members will discuss this at length in their next meeting (November 24).

Board members were asked to comment on their assessment of achievement in the past three years.

Treasurer Jim Keron pointed to the financial system now in place and the aggregation of symposium data in a spreadsheet that brings comparatives together like registration fees, delegates, sponsorships, etc.

Director of Advocacy Morgan Tamplin did not feel we had achieved the advocacy objectives set out in 2009, which were very detailed and specific at the time. His report sets out some new proposals that define more achievable results eg. seeking partnerships, making official presentations to ministries who post consultations on the Environmental Bill of Rights webpage, etc.

President Neal Ferris felt that several communications objectives were achieved such as the enhanced website, theses database, stronger online presence, a new brochure and English and French translation.

Member Jean-Luc Pilon was thanked for his work in translation.

Certainly some things are lacking – eg. social media is starting to be important and that needs a point person to take it on.

Other comments were that a volunteer board can only do so much, and that we should assign one person to steer that direction so progress can be measured. Another suggestion was to break the plan down into objectives with yearly deadlines so we can focus more, and to break it down further into more regular goals. Goals should be made the first order of business at every executive meeting.

Neal stated further that this was a very detailed Strategic Plan to follow. We need to use all our members and their various talents to make sure the next one gets done. That being said, the 'considerations' page in the ABM report is where the board wants to focus its effort.

General direction was to have the Board review and rip apart the old plan, get down to earth with what was stated, examine each item and decide how to deal with it. It should be shorter. As to receiving feedback, we should draft a document and publish it in *Arch Notes*, and have a board member go to each chapter to explain it and seek input.

Neal Ferris said that the board needs to communicate more regularly with members, and committed to publishing board minutes regularly online in future.

#### **Adjournment:**

Upon motion (Jolly, Mohr) the meeting was unanimously adjourned at 6:10 p.m.

*1. Ideas included: fund other research papers not usually in OA, use interest as a backup in case we no longer receive provincial grants, format and publish online content, do an online update of existing research, publish research guides eg. ceramics, point types and so on, co-publish with other organizations on themes like War of 1812.*

October 26, 2013

# PRESIDENT'S REPORT FOR 2013

It is with mixed feelings that I write my last president's report since I will be stepping down at the end of the year, and Dr. Robert MacDonald will more than ably take over. Mixed because, to be honest, there is some relief, after four years doing this and five years on the board, and certainly the task of doing the job starts to weigh. However I also anguish over what hasn't been achieved, especially aims and goals I really hoped to see happen, but for whatever reason, never did get done. Of course, by this point, I think, anyone in this position gets a good sense of what COULD be accomplished, if only there were enough hours in the day to actually tackle those tasks. But a hazard of that perspective is that one tends to focus on all that could have been but wasn't, rather than on what actually was accomplished.

That being said, there has been plenty to attend to this past year. One major task was the review of the old Strategic Plan, compilation of what was and wasn't achieved during the tenure of that plan, and revising the new strategic plan accordingly, as directed coming out of last year's Annual Business Meeting. If you follow *Arch Notes* closely, you'll know that these tasks were accomplished. A draft Strategic Plan has been developed and was circulated to members for feedback. Moving forward the new SP will provide the Board over the next five years with clear guidance on priorities and where to direct efforts.

Both as a result of the SP development, and as per usual, the board was also focused on operational issues, as we continue to tweak and formalize operations under our new governance structure, and as the board and executive director become more experienced and familiar with what works (and what doesn't) day to day.

I can't underscore just how much the daily and seasonal needs of the organization can fill whatever time people have to give to the OAS. So board members have been variously working on our Policy and Procedures manual, creating a schedule of time sensitive deadlines during the year, new policy guidelines to help inform board and executive director on how to respond to various requests and issues as they come up, trying to stay on top of ever-changing Provincial Heritage Organization granting processes and get the information needed compiled, the application drafted and submitted, and keeping the goals outlined in the application in front of the Board over the course of the year.

These are all necessary tasks to be addressed, and fill the board's meeting minutes with the details of what has been attended to and what needs to be attended to, but is not the 'glamorous' side of the job, for sure! One administrative and operations related issue that has been looming over the horizon for some years now, and continues to be on the executive's (and several members) watch has been the long-

in-gestation changes to the provincial Not-For-Profit Corporations Act. The Act, introduced in the house in 2013, is currently scheduled to be voted on this fall, and is anticipated to come into effect in 2014. Existing Not-For-Profit organizations such as the OAS (known as a public benefits organization under the proposed act), will then have three years to make any structural changes required under the act.

Happily, the OAS has long anticipated these changes and many of recent constitutional changes and changes in governance (e.g., term limits, review engagement of financials) put us in full compliance with the act. Some changes will be required, notably around updating our Letters Patent, making the constitution comply and conform to the Letters Patent, or converting it to by-laws, and revising timing on some annual activities the executive is required to address. And, of course, anything to do with the Letters Patent will require feedback from Revenue Canada, and subsequent member approval, so though there is a three year transition period, it will be important to define whatever changes are needed in the first year after enactment, so they can proceed in the second or third year.

We are grateful to have received, and to continue to receive, some pro-bono legal advice on the matter, and are far ahead of the curve compared to many other Not-For-Profits in Ontario.

If you would like more information on these changes, two



**Outgoing OAS Treasurer Jim Keron presents the Ian Kenyon Award to OA editor, Dr. Chris Ellis.**

informative e-law articles on the subject can be found at: [http://www.globalphilanthropy.ca/images/uploads/Ontario\\_Not-for-profit\\_Corporations\\_Act\\_%28ONCA%29\\_Suit\\_case.pdf](http://www.globalphilanthropy.ca/images/uploads/Ontario_Not-for-profit_Corporations_Act_%28ONCA%29_Suit_case.pdf)[http://www.globalphilanthropy.ca/images/uploads/Governance\\_Changes\\_and\\_responding\\_to\\_the\\_New\\_Ontario\\_Not-for-Profit\\_Corporations\\_Act\\_July\\_1,\\_2013.pdf](http://www.globalphilanthropy.ca/images/uploads/Governance_Changes_and_responding_to_the_New_Ontario_Not-for-Profit_Corporations_Act_July_1,_2013.pdf)

One more ‘glamorous’ task taken on by members of the executive this year was the organization of our annual symposium. Typically, the OAS seeks a conference organizing committee from the membership (either a chapter executive or other group of willing individuals) to pull the conference together. However, in early to mid 2012, when initial planning was needed for the following year, there was not a viable option out there, so the executive director began contacting likely municipalities and venues, and a planning committee members of the board, headed up by Sheryl, Meagan, Jim and Chris, augmented by the likes of Gary Warrick, Tom Arnold, Francis Carson, Katharine Graham, Ellen Blaubergs, Deb Mohr and Carole Stimmell, very quickly and very ably were able to pull together what, I think you’ll agree, has turned out to be a very successful conference. Hats off to all, and, for this year anyways, this conference represents a major effort of the executive.

One of the small steps we accomplished this year to increase the insurance liability held for OAS activities. This was due originally in response to the Huronia Chapter undertaking a field project, and the landowner’s requirement that the liability be increased to allow the project to proceed (from \$3 million to \$5 million). But we realized that this also could provide us with a level of liability insurance that could enhance volunteer field opportunities to members, so this year the board permanently increased its liability. Any OAS sponsored event, or chapter sponsored event, does allow members to be covered.

As the commitment to direct a field project personally on the OAS’s behalf is difficult for a member, we have and are exploring opportunities with both consultant firms and academic archaeologists to allow for members to volunteer on their projects, when appropriate, alleviating the OAS from the burden of reporting and long terms collections care otherwise. This expanded liability provides the opportunity for such partnerships, and, across the province, the OAS and chapters have managed to provide four field opportunities so far this year. Typically you will find those announcements, when they come up, on our Facebook page, so keep your eyes peeled if looking for a field opportunity is something you are interested in.

Another decision the executive made was to re-structure our appointed directors. Under the OAS constitution, the executive can appoint members to one year positions on the board. We have had an appointed member of Student Services, and also Educational Services in years gone by. However, while John Moody continues to serve the student portfolio, changes in the mandates of individual directors

meant that the educational services director had less direction. On top of that, our go to person in the position, Ryan Primrose, was finding it increasingly difficult to advance that file, and everything else in life. As such, the executive decided to eliminate a formal appointed educational director position (those of you who have read through the SP know educational services remains a priority, to be serviced now by a committee of members).

Not long afterwards, an opportunity arose to appoint Bill Fox as an appointed Director of Avocational Services, as he is quite eager to expand on what the archaeological community can provide avocational members, and thus we have asked Bill to serve in that capacity. So please feel free to knock on his email and let him know what you would like to see the OAS do to enhance avocational services.

On other fronts, the OAS again was grateful to receive funding to employ a summer student from the Ministry of Tourism, Culture and Sport. As with recent years, this student was primarily tasked to scan and digitize various OAS publications and documents, this year including over a decade’s worth of pre digital minutes of Board meetings. This will allow OAS members to research and search past decision making in the OAS in a cohesive manner, which has been difficult to do before now. The student also worked with Sustainable Archaeology staff to learn how to scan and create 3D models of artifacts, a feature that hopefully we will be able to provide online in the future (e.g., digital 3D reference collections, etc.).

A continuing, unhappy part of being on the OAS executive is acknowledging the passing of OAS members. A photo display has been set up this year at the conference to acknowledge this. Also, I was very happy to see the executive and members work together in the spring to review, pass and present long standing member Art Howey with the Tim Kenyon Award of Merit. A reception to present the award to him and his family was organized by the Hamilton Chapter and was well attended. Sadly, just a few weeks later Art passed away, so it was a real pleasure to see everyone’s effort play out for Art while he was still around to appreciate it.

Finally, I would like to, on behalf of the collective membership of the Ontario Archaeological Society, thank my fellow board members, our executive director, newsletter, journal and webpage editors, chapter executive members, symposium organizing committee, various appointed officers of the OAS, and the many other members and non-members who have volunteered and contributed to the life and vitality of this organization. Without your efforts, your OAS would not exist for you and for all of us. Many thanks!

**Neal Ferris  
President**

# TREASURER'S REPORT FOR 2013

The financial results for 2012 have recently been reviewed and approved by the independent accountant firm of Thamesford Accounting and Financial Services. This report will make some observations about the 2012 financial results, followed by comments about the first half of the current 2013 fiscal period.

The following reports include the 2012 Audit Report, the Balance Sheet and the Profit & Loss Statement for 2012 with comparative figures for 2011. A summary page follows, which includes detail about the OAS Funds.

## COMMENTS ON THE FINANCIAL RESULTS OF THE YEAR ENDING DECEMBER 31, 2012:

Membership participation in 2012 was encouraging as both membership revenue and OA subscriptions were up by 8%.

Symposium revenue exceeded expenses for both 2011 and 2012 (note: as reported on the profit and loss statement under the line 'Symposium Registration', symposium revenue for 2011 includes donations and grants). Symposium net profits continue to be an important revenue stream for the Society.

While Future Fund donations show a drop for the period, donations recorded in 2013 have restored the expected income stream for the fund.

The Valerie Sonstenes student scholarship fund was started in 2011 with a \$10,000 bequest, which explains why 2011 income for the fund was much greater than in 2012.

The salary expense includes the summer student wages plus the employer's cost of matching statutory deductions. The cost of summer student wages were offset by the SEP Grant, shown here as a revenue item.

Audit fees reflect the cost of setting up Quickbooks software, which was a one time cost.

Promotional expenses include the cost of printing OAS brochures.

Line # 5026 'Executive Board Conference Calls' is a new line item set up in 2012 to separate this expense from general telecom costs. Phone, internet and teleconference call costs have increased.

## COMMENTS ON THE FINANCIAL RESULTS FOR THE SIX MONTHS ENDING JUNE 30, 2013:

Revenue from membership fees continues to meet expectations, although renewals are coming in slightly lower than last year during the same period.

We can expect the cost of insurance to rise as the liability limit has been increased to \$5,000,000.

OA production costs, minimal for the first six months of the year, will return to more normal levels as OA production resumes in the second half of the year.

The Provincial Heritage Organization (PHO) grant application was completed and submitted by the end of June. This is a core

source of funding, which generally is received near the end of the fiscal year.

## COMMENTS ON THE SUMMARY OPERATING INCOME AND EXPENSE DOCUMENT:

The administration category (excluding OA subscriptions and fund donations) shows a surplus of \$1,900. It is important to note that this would have been a deficit if \$8,000 for the web upgrades project had not been brought into the 2012 revenue stream as an accrual from 2011 reserves.

For 2012 OA net income exceeded budget. While OAS funds net income was down, the funds continue to grow. The mutual fund, which is the principal investment vehicle for the endowment funds, performed well with an increase in value of \$16,154.

At the next Annual Business Meeting to be held in Niagara Falls on October 26, 2013, the Board will be requesting direction from the membership for changes to the restrictions that govern how money invested in these funds are being used to support the aims and objectives of the Society. Please refer to the article 'Endowment Funds of the Ontario Archaeological Society – An Update' in Arch Notes 18(4) (the July/August 2013 issue) for details regarding the proposed three options being presented to the membership. The objective would be to better manage the Ontario Archaeology Investment Fund (which holds a substantial amount of money) by directing new donations to other funds or by moving some money to the other funds. This might allow the Society to better serve the membership, by issuing student bursaries sooner from the Valerie Sonstenes Fund, for example.

**Jim Montgomery**  
Treasurer



**Stan Wortner receives a well deserved J. Norman Emerson Award at the 2012 Windsor Symposium.**

*Annual Business Meeting*

Ontario Archaeological Society				
2012-12-31 YTD				
Summary - Operating Income and Expenses			2012	
	2010	2011	YTD	Budget
<b>Administration</b>				
Total Administration Income	65,228	88,245	86,145	84,331
Total Administration Expenses	67,569	86,669	84,245	83,729
<b>Administration Surplus (Loss)</b>	<b>(2,341)</b>	<b>1,576</b>	<b>1,900</b>	<b>602</b>
<b>Ontario Archaeology</b>				
Subscription Income	4,368	4,476	4,836	4,400
Expenses	121	10,489	3,869	5,550
<b>OA Surplus (Deficit)</b>	<b>4,247</b>	<b>(6,013)</b>	<b>967</b>	<b>(1,150)</b>
<b>OAS Funds</b>				
Donations	3,550	13,307	3,271	4,900
Withdrawals	463	199	448	500
<b>Total Fund Surplus (Deficit)</b>	<b>3,087</b>	<b>13,108</b>	<b>2,823</b>	<b>4,400</b>
Total Operating Income	73,146	106,028	94,252	93,631
Total Operating Expenses	68,153	97,357	88,562	89,779
<b>Overall Operating Surplus (Deficit)</b>	<b>4,993</b>	<b>8,671</b>	<b>5,690</b>	<b>3,852</b>

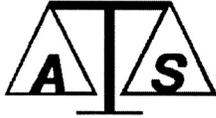
Mutual Fund Performance				
	2010	2011	2012	
			YTD	Budget
<b>Total Fund Value</b>	<b>212,338</b>	<b>218,120</b>	<b>234,274</b>	
<b>Increase (Loss) over previous year</b>	<b>27,829</b>	<b>5,782</b>	<b>16,154</b>	<b>16,154</b>

STATISTICAL INFORMATION	Actual		YTD
	2010	2011	2012
Renewals and donations through PayPal	9,130	11,398	11,003
Chapter renewals through the OAS	3,893	4,198	3,794
Peggi Armstrong Fund Donations through OAS	284	199	138
Accumulated Surplus (Awards +Future Funds)	86,962	92,876	100,709

ENDOWMENT FUND PERFORMANCE	Actual		YTD
	2010	2011	2012
<b>Sonstenes Student Scholarship Fund</b>			
Value at Start of Year		n/a	10340.00
Investment Fund Gain/(Loss)		0.00	639.70
Bequest		10000.00	
Donations		340.00	2115.00
Withdrawals		0.00	0.00
Final Value		n/a	13094.70
<b>Ontario Archaeology Publication Fund</b>			
Value at Start of Year	142193	159692	157892.00
Investment Fund Gain/(Loss)	12529	3743	9768.28
Donations	723	469	520.00
OA Surplus (Deficit)	4247	(6013)	967.12
Final Value	159692	157892	169147.40
<b>Awards Fund</b>			
Value at Start of Year	3609	3602	4013.11
Investment Fund Gain/(Loss)	318	84	248.28
Donations	138	327	100.00
Withdrawals	(463)	0	(310.07)
Final Value	3602	4013	4051.32
<b>Future Fund</b>			
Value at Start of Year	78114	83361	88862.54
Life membership Purchased	750		
Investment Fund Gain/(Loss)	4899	1954	5497.65
Donations	1939	1972	398.00
Administration Surplus (Deficit) on the year	(2341)	1576	1899.69
Final Value	83361	88863	96657.88



**Staff from Archaeological Services Inc. were presented with the Award of Excellence in Cultural Resource Management at the 2012 Symposium**




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*Thamesford Accounting & Financial Services*

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136 Dundas Street, Thamesford, Ontario N0M 2M0  
Office (519) 285-2499 Fax (519) 285-2499

August 16, 2013

The Ontario Archaeological Society  
Suite 102-144 Queen St., E.,  
Toronto, Ontario  
M4L 1E1

Dear Members of the Society

Re: Fiscal Year End December 31, 2012  
Examination of Records

This letter is to notify the reader that the records provided by the representative for the Ontario Archaeological Society have been examined for the above noted period.

During the examination process, we ensured the bank balanced to statements, and all balance sheet items were correct. We examined a selection of cheques to ensure proper recording, and traced amounts claimed by members to original receipts. We also verified a selection of deposits to source documentation.

Overall we found your records to be well documented, but, would offer the following suggestions:

- 1) The petty cash balance should be accounted for in a way that it will be reflected on your books.
- 2) We have noticed an increase in government audits of non-profit organizations that receive government grants. You may wish to familiarize yourselves with the accounting policies specifically related to non-profit organizations.

In addition we have discussed and made some minor suggestions for record keeping improvements with the representative.

After completing the examination of the documentation provided, nothing has come to our attention that would cause us to consider these records misleading.

If you have questions, please contact the undersigned.

Sincerely,

Darrell K. Dobbie

# DIRECTORS' REPORTS

## EXECUTIVE DIRECTOR

It was a very productive and busy year for The Ontario Archaeological Society's Board of Directors and the head office of the provincial body. The Board of Directors continued to work on the draft Strategic Plan (2014-2019) which will be presented to the Members at the Annual Business Meeting in October 2013.

I would like to take this opportunity to thank the members who renewed early in the fiscal year and those of you who used the on-line payment method called PayPal. Work is progressing on the new cloud based Membership Database. When the system is launched there will be a period of transition and training.

During 2013 several OAS Members were recognized for their contributions. Special congratulations to OAS Members Annie Gould, Carole Stimmell, Eva MacDonald and Charles Garrad who received The Queen Elizabeth II Diamond Jubilee Medal. Also to Rosemarie Denunzio who was featured in a published article in the Windsor Biz X magazine. The OAS

### **2013 OAS MEMBERSHIP STATISTICS (AS OF SEPT. 15, 2013)**

Individual	112
Individual with OA*	239
Student	12
Student with OA*	33
Family	13
Family with OA *	40
Life	60
Honorary	2
Institutional	63
<b><u>Total Members</u></b>	<b>574</b>

\* OA is Ontario Archaeology, the professional journal published by the OAS

Tim Kenyon Memorial Award was presented on behalf of the Board of Directors by Gary Warrick (Hamilton Chapter) and Lindsay Foreman (Director) to Art Howey on June 19th, 2013 at the Fieldcote Museum in Ancaster. Sadly, Art Howey who was a long time member and board member passed away in July.

Communications with OAS members and the general public are daily occurrences for the OAS office. Our head office provided assistance with referrals for contacting other archaeological societies, information on ministry guidelines, field school opportunities (volunteering/employment), local artifact discoveries, locations for analysis and current law and ethical practice in Ontario.

A fundamental role in the organization's growth and success is played by the eight OAS provincial chapters located around Ontario. Chapters host monthly meetings, produce newsletters and special publications, run public archaeology days and participate in community events raising awareness about archaeology in Ontario and the work of the society. Throughout the year the chapters communicate regularly with the provincial office. Members of the Toronto Chapter continued to mail Arch Notes to OAS Members bi-monthly at the provincial office. The Ottawa Chapter handles the mailing of OA, the journal of the society. Compensation to the chapters assists in their fund-raising initiatives.

An on-going project is the development and enhancement to the OAS website. These improvements are proving an excellent way to promote Ontario archaeology and the work of the society's members within Ontario and abroad. Statistics collected in 2013 report there were over 11,000 visits to the website by 7,000 unique visitors and of those visits 63% were from new visitors. There were 28,000 page views visited and the top pages include: new publications; chapters; field opportunities and membership. Top 10 cities in Ontario where website visitors reside are Toronto, London, Ottawa, Pembroke, Hamilton, Montreal, Windsor, Kitchener and Gatineau. The top five countries are Canada, United States, United Kingdom, France and Germany.

A special thank you goes to Jean-Luc Pilon, OAS website editor who continues to spearhead the improvements to the website and adding on-line digital content of past OAS publications. To assist with the on-line digital content the OAS has been fortunate to have had the extra assistance of several summer students over the past few years. In 2013, the OAS applied for and received a grant to hire another summer student. The position was made possible through the Student Experience Program Grant from the Ministry of Tourism, Culture and Sport. Allison MacKay was able to digitalize past OAS publications, chapter newsletters and archival records creating an index for a future on-line resource. On behalf of all of us at the OAS — thank you, Allison, for your contribution,

*Annual Business Meeting*

and to the Ministry for its continued support.

The 2012/13 Provincial Heritage Organizational Operating Grant was approved by the Ministry of Tourism, Culture and Sport in December 2012. On June 26, 2013 the society submitted to the Ministry the 2013/14 Provincial Heritage Organizational Operating Grant application and that funding was approved in a timely fashion. The cheque has recently been received. We appreciate the work that ministry staff do, to facilitate our grant proposal and to support our operational needs.

In July, Board of Directors approved, and the President signed the Executive Director contract for an additional 11 month part-time contract. Office hours will continue to be three days each week, Tuesday to Thursday 9:00 a.m.– 5:00 p.m.

In early 2012 the OAS was informed that the company who produced the J. Norman Emerson Silver Medal had gone out of business in 2008! Thus began a long journey to research which companies in Ontario could produce these medals. With guidance from the Metallurgy Department at the Canadian Mint, the Board of Directors commissioned Bond-Boyd & Co. Ltd. to strike new 24 Emerson medals. One half of the two part die needed to be remade due to pressure cracks. The new medals were struck in August 2013 and we are very pleased with the high quality of the medals. Thank you to Mike Bond from Bond-Boyd & Co. for the excellence service and craftsmanship. These medals are now ready for any nominations in this category for the foreseeable future.

Volunteers play an integral part in the growth and success of the OAS. In 2013 over 10,000 volunteer hours were contributed by the members of the society. A very special thank you goes out to all the members, volunteers, donors and grantors for your continued support and dedication to the society. The OAS head office was fortunate to be assisted this year by several volunteers. Life members Norma Knowlton and Charlie Garrad continued to provide assistance for community inquires. OAS Member Allison Cox continued to assist weekly with a variety of clerical duties. With Allison's help we improved operations in the office including record keeping, archival filing, office accounting and general administration.

The Symposium Committee has been working throughout the year on coordinating the 40th annual Symposium of the Ontario Archaeological Society to be held this October (25th-27th) at the Crowne Plaza Fallsview- Hotel in Niagara Falls Ontario. I am looking forward to reuniting with society members and also meeting new attendees this year. It has been a privilege to work with the Board of Directors and to serve the OAS in the capacity of Executive Director. I am looking forward to working with all of you in 2014.

**Lorie Harris**

## **VICE-PRESIDENT**

The role of Vice-President is a new one for the OAS. In this, my second year as an elected member of the Board of Directors,  
*October 26, 2013*

I have undertaken several tasks that have kept me busy. The first is acting as board liaison to the OAS Symposium 2013 Committee. I am also chair of that committee and it has been a pleasure to work with such a dedicated group of people. With Lorie Harris, Carole Stimmell, Jim Montgomery, Ellen Blaubeurgs, Tom Arnold, Katharine Graham and Chris Dalton providing corporate memory of previous symposia, we have forged our own path towards Niagara Falls.

Dr. Gary Warrick willingly agreed to be Programme Chair and he has assembled a top notch group of presenters and themes for the meeting. Public Outreach director and Hamilton Chapter member Meagan Brooks has acted as Local Arrangements Coordinator and social media convenor. The tours and activities ahead of, during, and after the symposium are going to be terrific thanks to her hard work. The whole committee is looking forward to showcasing the archaeology of the Niagara Peninsula and beyond.

Part of our work is also going to act as a springboard for revising and completing the Symposium Guidelines and Symposium Budget Spreadsheet for the use of future planning committees.

A second task has been to coordinate the functioning of board meetings themselves. Meeting notices, bi-monthly reports, minutes and other needed documentation are the responsibility of this position and I work closely with our Executive Director, President and Treasurer to be sure this is all completely satisfactorily and on time. I undertook an analysis of the previous Strategic Plan and produced a 'report card' for the membership, published in Arch Notes, showing what had been achieved, partly accomplished, or not done. This informed the board's consideration of what could be put forward to the members in a new Strategic Plan, to be voted upon at the 2013 Annual Business Meeting.

Third, I have started an analysis of the Policies, Procedures and Guidelines document used to guide both the OAS office and the Board itself. We will be re-examining this with a view to streamlining it, updating sections, and in some cases, eliminating sections. We are also looking at similar guiding documents from other archaeological societies and adapting the best for our own uses.

Finally, from time to time the Vice-President is required to act for the President in his absence. I had the pleasure of attending a reception hosted by the Ontario Heritage Trust Board of Directors in Toronto, in April, on Neal Ferris' behalf. With Peter Popkin, Director of Heritage Advocacy, I met the Hon. Michael Chan, Minister of Tourism, Culture and Sport for Ontario. We thanked the Minister for his support of the OAS and reminded him that the many licensed archaeologists in the province are stewards of archaeological collections that result from such activity – in essence, hundreds of 'mini-museums' but not open to the public. Minister Chan was interested in the idea of regional repositories and this would be a good topic to explore further as a society.

**Sheryl Smith**

## DIRECTOR OF AVOCATIONAL SERVICES

In May 2013, I met with Jim Sherratt and Andy Schoenhofer at the Ministry of Tourism, Culture and Sport's Toronto offices. We discussed a variety of issues regarding avocational archaeology in Ontario. By avocational activities, we were referring to both licensed and unlicensed surface collecting of artifacts from archaeological sites. This is in contrast to unlicensed excavation or 'looting' of archaeological deposits across Ontario.

Interest was expressed in communicating with unlicensed avocationalists, to bring them under licence and, hence, report on their activities and discoveries. It was acknowledged that they have a passion which can benefit all. Jim and Andy felt that reestablishment of an avocational support program similar to the former Archaeological Conservation Program of the Ontario Ministry of Culture and Communications could facilitate broader avocational involvement in the provincial archaeological sites management program.

We reviewed the former nature and extent of support provided by the province for the ACP. It was acknowledged that participants' local knowledge could assist implementation of the archaeological conditions of the Ontario Heritage Act, Ontario Planning Act and other development review legislation in situations where there was a process 'disconnect'. Their registration of new sites in the provincial archaeological sites database and lobbying for mitigation in cases where regulations did not directly apply to development activities could make a substantial contribution to archaeological resource conservation.

Discussion then turned to ministry expectations regarding reporting by licensed avocational archaeologists, as compared to CRM industry standards. The three editions of OAS 'Field Manual' for avocational archaeologists was considered in this context, although, there seemed to be some confusion about the availability of the Third Edition in 2000(?). No copies are available from the OAS and, if as suggested by Andy, the document is online, I have been unable to locate it (although, the 94 page Saskatchewan 'Avocational Archaeology Field Manual' is available in .pdf format). The socially contingent scheduling of avocational, as opposed to CRM industry field work (ie. Is the field ploughed? It's sunny - can I avoid the 'honey do list' for one more day?) was discussed, as regards the filing of Project Information Forms. We need to understand what the 'bottom line' is in terms of monitoring the activities of avocationalists. Much more requires consideration with regards to the regulatory requirements of and support for avocational archaeology in Ontario.

This was not the first meeting between OAS representatives and the province, and hopefully it will not be the last. The MTCS recognizes the passion of the avocational community

and its potential to generate 'good news' for Ontario archaeology. They are prepared to consider support mechanisms for licensed avocational activities; presumably, in partnership with the OAS. I recommend that we continue the dialogue.

**Bill Fox**

## DIRECTOR OF CHAPTER SERVICES

It was another good year for the OAS. The symposium in Windsor went off better than expected, both in attendance and financially. I was honoured to present the Emerson Silver Medal to Stanley Wortner at the banquet for his lifetime contribution to excellence in Ontario archaeology.

I made another trip to Windsor for the December 5th meeting where Amanda Black spoke about her research on a Hudson's Bay post. Also at this meeting, the Killarney Award was presented to Rosemary Denuzio.

I was in Ottawa in January at a chapter meeting to surprise Brad Drouin, a fellow flint knapper and friend. Everyone had a great time and hardly any blood was spilled. For more information on this demonstration, the Ottawa Archaeologist had great article in the February 2013 publication about the meeting.

In the spring, I attended a Toronto Chapter meeting where Neal Ferris was the speaker. The talk was okay (just kidding). We had an excellent time except for the parking ticket that I got – apparently I need to learn hieroglyphics in order for the sign to make sense to me.

Over the summer of 2013, I had the opportunity to do some archaeology with Dr. Christopher Ellis on the Davidson Site in Parkhill, Ontario where we did more surface collecting and prepared the site for gradiometer readings. I also had the chance to work with Dr. Christopher Watts on an Earthworks Site near Kingsville, Ontario. We mapped the site in the spring and returned in the summer for excavation.

We are currently working on the Grand River Chapter's rebirth and hope that by the time this report is published everything will be in order. The first meeting is tentatively scheduled to take place in January 2014 at the newly renovated Resource House on the rare property in Blair, Ontario. Work on the Niagara Symposium is progressing well and everything seems to be coming together. I hope to see a lot of friends there.

As the year comes to a close, I am down to only two remaining chapters to visit. One being Huronia and the other Thunder Bay, both of which I hope to reach in the New Year.

**Chris Dalton**

## DIRECTOR OF HERITAGE ADVOCACY

I have been lucky enough to act as Heritage Advocacy Director in 2013 and will continue in the roll through 2014. The OAS has developed a new Strategic Plan, which, hopefully, will be ratified by members at the ABM at the end of October. The Strategic Plan is an important document that will guide the development of the organization for the next several years.

The current focus of the HA Director is to develop the OAS Heritage Advocacy Policy. This is the policy document that will guide OAS HA decisions and define its focus. Realistically it will be in place at least until the end of the current Strategic Plan in 2018, so it is important to get it get it right, or at least not drastically wrong.

In researching best practice in Heritage Advocacy policy I have come to the uncomfortable realization that no Canadian provincial archaeological association has a HA policy. At the federal level the CAA recently formed their own version, the 'Public Advocacy Committee', as a reaction to the massive funding cuts imposed by the federal government on Parks Canada and changes to the Museums Act, which is encouraging. The third point in their mandate is to: Develop liaisons and work with related organizations such as provincial archaeological societies and historical societies. I have reached out to both Leigh Syms (chairperson of the committee) and Jennifer Birch (a committee member I know personally) but little 'liaison development' has been achieved. Perhaps Mima Kapches, also a CAA Public Advocacy committee member, will be able to facilitate communication between the OAS and CAA on this matter.

One of the fundamental decisions that needs to be taken on the form of the OAS HA policy is whether it is reactive or proactive, or some combination of both. Currently we are a very reactive organization. We get 'tips' from members of chapters, and stakeholder notices, regarding heritage matters of potential concern and we do what we can in the circumstances. This is a good and useful role. I argue, however, that to be truly effective heritage advocates, we, as an organization, will need to be become proactive. We need to set the agenda and guide the discourse if we wish to become anything other than heritage damage control officers.

Obvious questions: is 'proactive heritage advocate' a suitable role for the OAS? Do we have the capacity to perform this role? I would answer yes to the first and no to the second. Yes, it is a suitable role. We are the provincial heritage organization set up to manage all things archaeological, how is this not our role? Regarding capacity, as a volunteer organization it is something we have in intermittent and relatively short supply.

What's the solution? Coalition. I look to the UK for an excellent example of the strength of coalition (not in terms of government!) for archaeological heritage. The Institute for Archaeologists is the convenor for The Archaeology Forum (TAF) "a grouping of independent bodies concerned with the archaeological

investigation, management and interpretation of the UK's historic environment." The group has 11 members and excellent links with several associated organizations. I think that the most effective way for the OAS to contribute to heritage advocacy in Ontario and Canada will be as a facilitator/leader/equal player of such a coalition. This is a medium/long term goal.

By November I will have produced a draft version of the new OAS Heritage Advocacy policy. I aim to make it as proactive as it is reactive. I welcome all input. This is an important document and will be a better document if it is crafted with input from the OAS board and chapter members.

**Peter Popkin**

## DIRECTOR OF MEMBERSHIP

This year my responsibilities as a member of the Board of Directors of the OAS included attending Board meetings, voting on motions both in person and electronically, and participating in discussions regarding OAS policy, public outreach, and member services.

Another part of my duties as Director of Membership involves member communication via email regarding a wide variety of topics including personal information updates, clarification of OAS member communications, and other member concerns and comments.

The final task undertaken by myself as a member of the Board has been to develop and distribute a survey to past members encouraging them to renew their memberships, or failing that, to provide some useful feedback as to why they chose not to renew. This could help identify areas of improvement that could aid in membership retention. This process is ongoing, and the results will be reported on when completed.

Through these actions I hope that OAS member comments and concerns have been received and given proper attention, ensuring that all members' voices are heard.

**John Sleath**

## DIRECTOR OF MEMBERSHIP SERVICES

2013 marked my first year as a director on the OAS board. Learning about the history and inner workings of the society this year has been a wonderful experience. As Director of Member Services, I have had the opportunity to get to know many of you, our members, much better, and to address your concerns and needs.

I have attempted to keep you updated on OAS-related activities and opportunities. The OAS Linked-In and Facebook pages have been great places to share information about upcoming events. Members have also been expressing their

concerns about different archaeologically-related issues on these pages. It is great to see such interest and involvement in the local and regional archaeological communities!

One of my main duties as the Director of Member Services is to oversee the OAS Awards and Recognition programme. This year, we received an early nomination for the Tim Kenyon Memorial Award. With the help of members of the Hamilton OAS Chapter, the board was able to quickly accept the nomination and organize an award ceremony to honour long time member, Art Howey. The ceremony was held on June 19, 2013 at the Fieldcote Museum in Ancaster. Art received the award in the presence of his family and many of his Hamilton OAS comrades as well as other members of the Ontario archaeological community. The event was a great success!

We look forward to recognizing other Ontario archaeologists at our annual symposium in October.

This fall, one of my main projects will be to work with the younger members of the OAS to better understand their perspectives on Ontario archaeology and to enlighten them about the benefits of becoming members of the society. I will be contacting anthropology and archaeology groups at Ontario's post-secondary institutions to encourage involvement in Ontario's archaeological community. I will document their questions, comments, and concerns about archaeology in our province and will bring them to the attention of the board so that they can be addressed. This is the next generation of Ontario archaeologists, and it is important that we encourage their involvement in the community and society as early as we can.

Please feel free to contact me at [memberservices@ontarioarchaeology.on.ca](mailto:memberservices@ontarioarchaeology.on.ca) with any questions or concerns you may have about OAS member services. Looking forward to seeing you in Niagara Falls!

**Lindsay Foreman**

## DIRECTOR OF PUBLICATIONS

We have continued to publish our newsletter, Arch Notes, on a regular basis every two months, thanks to our editors, Sheryl Smith and Carole Stimmell. AN is a co-operative effort involving editors, printer, and distribution people (made up of Toronto chapter members) getting each issue out to our membership. This year Lorie Harris, our executive director, has worked to improve efficiencies in distributing AN. Soon a new online membership system will be available which will continue to offer the option of receiving either a digital or print copy of AN.

In our OAS strategic plan survey, 56% of respondents would opt for four issues per year, as opposed to our current six issues. However, at this time there is no move to change the number of publications of AN per annum. The next *Ontario Archaeology* issue, guest edited by Shari Prowse and Suzanne Needs-Howarth

(OA92 -- 2012 issue) and entitled 'Great Lakes Native Fisheries', is complete. It is being prepared for printing and will be sent out shortly.

Work is also progressing on a guest edited issue for 2013 'The Archaeology of Northeastern Ontario' and the editor of OA, Chris Ellis, is actively soliciting papers for a 2014 issue. In the strategic plan survey 78% of the respondents indicated they consider OA an important publication and they were satisfied with the content.

The Ontario Archaeology Publication Fund continues to maintain a healthy surplus. The financial figures and three options for changes to the fund will be dealt with at the next ABM in Niagara Falls in October and are outlined by our treasurer, Jim Montgomery, in the July/August 2013 issue of ArchNotes.

Ontario Archaeology is in the process of contracting out to format and produce camera ready copy. However, OA continues to be plagued with lack of article submissions, which is a major reason that it continues to publish beyond its expected dates.

Past OAS president, Jean-Luc Pilon continues to maintain the OAS website. Recently, Jean-Luc has updated the index to the Arch Notes online archive, streamlining the index by reducing non-existent issues. Currently, all Arch Notes issues except for issue 5 (1998) are available online back to 1974, and a good part of 1964 to 1973 is also available online. The most current issues are not added immediately and go online as new issues are published. Our summer student has scanned and digitized past issues of Arch Notes in the Lawson Memorial Library at the Museum of Ontario Archaeology, located in London, Ontario, which houses the OAS collection.

I have been indexing some of the recent regional chapter newsletters for a compiled index of all chapter publications. Our summer student in London, Ontario has been scanning and digitized chapter publications available from Lawson Library. The London and Ottawa chapters provide indexes to their newsletters, while Ottawa in addition provides full access to its newsletters from 2007 to the present, on their respective websites.

The Toronto chapter provides full newsletter access on their website back to 2008 and can be found at

<http://toronto.ontarioarchaeology.on.ca>

London's newsletter index is found at

<http://www.ssc.uwo.ca/assoc/oas/pubs/kewabib.html>

While Ottawa's newsletters appear at

<http://www.ottawaoas.ca/Newsletter/Newsletters.html>

Several other chapters also provide access to the most recent online newsletters.

Individual searches of ArchNotes by issue are available at: <http://www.ontarioarchaeology.on.ca/publications/search-issues.php> and keyword searching of the publication is available at <http://www.ontarioarchaeology.on.ca/publications/search-keyword.php>

Keyword searching of Ontario Archaeology can be found at: <http://www.ontarioarchaeology.on.ca/publications/search.php>

**Grant Karcich**

## DIRECTOR OF PUBLIC OUTREACH

Besides helping to organize our annual symposium I have been involved in several different activities over the past year.

1. Representing the OAS I coordinated volunteers to operate a public table at several events:

- Battle of Stoney Creek Re-enactment in Hamilton. We participated for two very full days, meeting and speaking with 1000s of people.

- Doors Open Hamilton at Dundurn Castle.

- ROM Archaeology Weekend. This two day event required a great deal of preparation; however the great volunteers I had made it well worth it! Over the two days we spoke with thousands of children and adults about archaeology in Ontario and the OAS itself. This event went so well that we have been invited back for International Archaeology Day on Oct 19, 2013 and I hope we can continue to foster a relationship with the ROM.

2. I have set up a YouTube channel that will give us an outlet to put promotional and fun videos of our activities. I have also created a LinkedIn page to compliment the group that already exists on that network. Likewise I have set up an account on

Hootsuite, a social media management program so that managing our growing list of social media will be easier in the future.

3. I began what I hope will become a series of interviews with members, by interviewing Art Howey of the Hamilton chapter before he passed away this summer. In the near future this interview can be edited and shared on our You Tube Channel and website.

4. This past summer I also created an outreach materials survey to be distributed to the executives of all the chapters. This was designed to give the board and specifically my position a better understanding of what kinds of outreach the chapters are doing as well as their capability to do outreach at all. From this point on we can identify ways in which the main body can help chapters do more outreach.

I have continued to make contacts in the archaeological field and beyond that will serve the organization and in particular the next Public Outreach director in the future. My plan is that the person succeeding me in this position will have a list of people and resources they can draw from to continue improving our education and outreach.

I have enjoyed my time on the board and learned a lot. I hope to continue participating and volunteering for the OAS in the future.

**Megan Brooks**



**Archaeology reaches out in downtown Toronto, with a display at Harbourfront Centre. Photographer Christopher Manson captured this image of volunteers excavating at the Sebastien site when he was documenting archaeological sites for the TRCA. This photo and others are on display on the the Harbourfront Centre.**

October 26, 2013

# CHAPTER REPORTS

## HAMILTON

The Hamilton Chapter, Ontario Archaeological Society held a series of public lectures from September 2012 to May 2013 at the Fieldcote Memorial Park and Museum in Ancaster. The attendance at the lectures varied from 10-30 people. A list of speakers and titles of talks is provided below. Some of the lectures were delivered by Chapter members.

### 2012

Sept. 20: Ruth Macdougall and Jacqueline Fisher 'A Bridge Too Far? The Archaeology of the Puce Site';

Oct. 18: Carolyn King 'Marking Ontario's First Footprints: The First Nations';

Nov. 15: John Triggs 'An ugly customer for fifteen hundred men to attack six thousand': The Archaeology of the Battle of Fort Erie

### 2013

Jan. 17: Laura Lockau 'Skeletal Trauma during the Battle of Stoney Creek: Bioarchaeological Analysis of the Smith's Knoll Skeletal Sample';

Feb. 21: Bob Doidge "Culturally Modified Trees in Ontario";

March 21: Paul Racher 'Why Archaeology Matters';

April 18: Joseph H. Last 'Protecting the Pink Bits: The Development Of The Martello Tower And Its Role In The Defence Of Kingston Harbour';

May 16: Heather Henderson and Jacqueline Fisher 'More than a Battlefield: Buried History at Battlefield Park'

In addition to Chapter lectures, Art Howey, one of the founding members of the Hamilton Chapter and dedicated OAS member, received the Tim Kenyon Citation of Merit Award for almost 40 years of exceptional service to the protection and preservation of the archaeology of Ontario. An award presentation ceremony was held at the Fieldcote Memorial Park and Museum in Ancaster on June 19, 2013.

The Chapter toured the Sustainable Archaeology Facility at McMaster University on May 2, 2013, hosted by Dr. Aubrey Cannon.

**Gary Warrick**

## HURONIA

As in previous years, the Huronia Chapter membership has fluctuated between 25 to 30

members with about 50% overall participation in various chapter activities. We have had seven members meetings so far this year as listed below:

- January – the meeting focused on planning priorities for upcoming year

- February – Washing, sorting and cataloging artifacts from the Huronia museum

- March – John Raynor on Carhagouha and the Tay Point project

- April – Washing artifacts from our PA Days at the Allen tract

- May – Bill Fox, Parks Canada, talked on Old Controversies and New Theories

- June – Jamie Hunter on Council Rock

- July – Jerry Melbye on Forensic Archaeology

- August – Social meeting with pool and BBQ.

We have planned another four meetings for 2013:

- September – Washing artifacts from our PA Days at the Allen tract

- October – Update on the findings at the Allen tract and Tay Point project

- November – Report on our National Archaeology Day event

- December – our AGM and Elections.

In addition to our regular activities, and with the generous support of Dr. Alicia Hawkins of Laurentian University and Simcoe County Forests, we conducted a Public Archaeology weekend at the Allen tract site (BeGx-76). The initial findings



**Members of the Huronia Chapter kept busy this winter washing artifacts such as the beads below excavated from the Allen tract**



*Annual Business Meeting*

from this site indicate it as a Champlain era site and it has attracted the attention of Wilfred Laurier University as a potential site for further research in the summer of 2013 and a possible field school in 2014.

Dr Gary Warrick and Dr Bonnie Glencross joined us for this very successful event and are moving ahead with their plans for the next couple of years to investigate other sites on Tay Point that may relate to the Allen tract.

In support of our members and their activities we publish a quarterly newsletter titled 'The Pot'. We also have a webpage courtesy of the OAS doing the web hosting. Our blog has continued with less members' participation than we might have hoped for, but none the less it gives us a presence online and has stimulated some public inquiries and information sharing. Our blog now averages about 2,500 hits/mo from all over the world. We also have a Facebook group used for meeting and public event announcements and a Facebook page that provides a better venue for posting photos and articles.

Another project that we are involved with is the Mnjikaning Fish Fence Circle and their project to build a bridge over and an interpretive centre at the Atherley Narrows.

This project has now received municipal support to proceed with a feasibility study. Ironically, the Ministry's requirement that another archaeological assessment of the fish weirs be undertaken adds another cost to the project and may make it less financially feasible to proceed.



**Emerson Award winner Stan Wortner, OAS board member Chris Dalton and master flint knapper Dan Long examine one of the local collections brought in for identification at the London Chapter Archaeology Day July 2013**

**John Raynor**

## LONDON

This past year, the London Chapter has actively participated in a number of programs. The London Chapter and the Windsor Chapter co-hosted the 39th Annual Ontario Archeological Society Symposium entitled 'A Bridge Across Time' at the Holiday Inn & Suites in Windsor, Ontario on November 9, 10 and 11, 2012.

The concurrent session symposium was well attended, including the Friday evening public reception and lecture by Windsor member Rosemary Denunzio on Old Sandwich Town. Her lecture was enhanced by the walking tours she delivered on Friday and Sunday afternoons. A tour of the military archaeological site of Fold Malden was a highlight.

The Ministry of Tourism, Culture and Sport offered a Friday afternoon session on the modernization of Cultural Resource Management. The Saturday and Sunday sessions included

lectures on the War of 1812 chaired by Dena Doroszenko and Dr. Holly Martelle, Palaeo and the Archaic chaired by Dr. Christopher Ellis, and Woodland chaired by Dr. Peter Timmins, as well as a Western Basin Tradition session chaired by Dr. Christopher Watts and Dr. Lindsay Foreman.

At the symposium, long-time members of the London Chapter received prestigious recognition and were honoured with awards for their contributions to Ontario archaeology. Stanley Wortner received the J. Norman Emerson Award for his volunteer efforts as an avocation archaeologist. Stanley discovered the Hind Site and along with William Donaldson, meticulously excavated the site over a 10-year period, providing great insight into the Glacial Kame Complex during the Late Archaic period. In addition, Stanley discovered the Nettling Site, the first major Early Archaic site to be found in Ontario, as well as the discovery and documentation of other archaeological sites within the Chatham-Kent, West Elgin and Southwest Middlesex areas, ranging for Early Archaic to Late Woodland in age.

Dr. Christopher J. Ellis was awarded the Ian Kenyon Memorial award for his research in Ontario Palaeo and Archaic periods, especially his recent work at the Davidson site, where Chris, along with a host of other London Chapter members have documented the multi-component campsite(s) located along the Ausable River. The site is shedding new light on the habitation of Southwestern Ontario from c. 4000 to 3000 years ago. Chris encouraged the



**London Chapter member Darryl Dan and Timmins Martelle Heritage Consultants provided lots of hands on excavation opportunity for chapter members and the general public at the 19th Century Slave Chapel – Summer 2013**

participation of scholars, avocationalists and members of the Kettle and Stony Point to participate, enabling the site to become a dynamic archaeological site.

Archaeological Services Inc. (ASI) was awarded the Award for Excellence in Cultural Resource Management. Their continued dedication over the past 20+ years to disseminate information to the broader public, as well as the archaeological community was honoured. ASI has been instrumental in publishing non-academic books on discoveries they have made during the course of Cultural Resource Management, as well as actively publishing their results within the archaeological community, providing multiple avenues for the academic and non-academic to learn about Ontario's archaeological past. Recently ASI has been involved in the production of archaeological documentaries which brings alive the archaeological sites for the viewer.

The London Chapter has also been actively hosting monthly meetings at the Museum of Ontario Archaeology for its September to April meetings on the second Thursday of the month, starting at 8 p.m. The doors are always open for people to discover Ontario archaeology, as well as work outside of Ontario by its members and visiting scholars. In February, the London Chapter traditionally hosts members night, a night filled by a series of lectures by its members on sites its membership base is actively working on.

The London Chapter also publishes the *Kewa*, a successful publication that provides short articles on archaeological sites within Ontario, namely southwestern Ontario. This publication is well-received by our membership base and one of the reasons for the success of the London Chapter.

Each year, the London Chapter participates at the Ska'Nah'Doht Artifact Identification Clinic on the third Sunday in July. In 2012, members of the London Chapter met earlier for our annual BBQ at Longwoods Conservation. Dr. Christopher

Ellis, Dana Poulton, Christine Dodd and other members of our London Chapter assisted in the identification clinic. Other members of our Chapter, including Darcy Fallon, Chris Dalton and Dan Long provided a flint-knapping workshop for people of all ages and abilities. It proved to be an eventful afternoon for all that attended, especially when they were crowded under a pavilion and lightning strikes a tree!

The London Chapter will continue to be active into the 2013/2014 season with various programs and archaeological excavations.

**Nancy Van Sas**

## OTTAWA

### **PUBLIC OUTREACH**

The Ottawa Chapter OAS took part in three City of Ottawa events: Colonel By Day on August 6, 2012, Riverfest at Pinhey's Point Historic Site on August 16, 2012, and Heritage Day on February 2, 2013.

Rory Mackay led a half dozen members at a hands-on display and evening talk at the Bonnechere Provincial Park camp site, on August 18, 2012, a similar event to be repeated on July 13, 2013.

Following Jean-Luc Pilon's innovative approach to spreading the word and site-hunting, we had our second Archaeological Road Show at the Kemptville Court House as part of the Dandelion Festival and in partnership with the North Grenville Historical Society, on May 15, 2013. Another Road Show will take place in Barry's Bay on July 14, 2013. Local people are encouraged to come see displays of artifacts and talk to archaeologists, but also to bring any items they may have collected.

We organized two public lectures in partnership with the Archaeological Institute of America. On November 29, 2012, we sponsored a talk by Jonathan Moore of Parks Canada at the Canadian War Museum on the Hamilton and Scourge - two War of 1812 Shipwrecks. On May 1, we sponsored Greg Hare, Senior Projects Archaeologist, Government of Yukon, in a talk at City Hall on Accidental Discovery of Gold Rush Burials in Dawson City. Each event, supported by the host institutions, was attended by about 70 members of the public.

Our web site, which includes information about archaeology in the Ottawa Valley and chapter activities, is supplemented by Twitter and Facebook connections. As these were only initiated in May 2013, we have yet to fully assess their effects. We receive several enquiries each month on our [contact@ottawaaoas.ca](mailto:contact@ottawaaoas.ca) address.

In January 2012, the chapter received a grant from the City of Ottawa Heritage Funding Program of \$3,000. This is being used to augment our supply of outreach materials and to ensure that they are available in both French and English. As well as translation, we are endeavouring to expand our contacts with the heritage francophone community of Ottawa.

The chapter continued its collaboration with Archéo-Québec, especially with regard to planning Archaeology Month (August 2012 and August 2013). Archaeology Month this year will involve many more Ottawa institutions and organizations with events planned for both sides of the Ottawa River. The Vice-President attended and represented the chapter at Réseau Archéo-Québec Forum in Trois-Rivières.

### **ADVOCACY**

In August 2012, the Chapter received a reply to the president's letter to the Prime Minister from the Honourable Peter Kent protesting the cuts to Parks Canada. He assured us that "the preservation, presentation and management of Canada's heritage" will continue to be managed by a team of professionals, including both underwater and terrestrial archaeologists, historians, and collections and conservation specialists.

With the Ottawa Riverkeeper's cooperation, Vice-President André Miller took part in two shore-line clean-ups, making participants aware of the archaeological importance of beaches and other shore-line features. At the base of Parliament Hill and at Petrie Island he circulated a brief outline of the Ontario Ministry of Culture regulations concerning artifact disturbance (taken from the chapter's brochure 'Please Don't Loot') and participated in the events, helping sort 'real garbage' from possible artifacts.

The Vice-President also continued to represent the OAS Ottawa Chapter on the Board of Directors of CHOO-COPO (Council of Heritage Organizations of Ottawa/Conseil des organismes du patrimoine d'Ottawa), and is now the Treasurer.

### **EXCAVATION**

As a member of Archéo-Québec, several members of the chapter benefitted along with the general public from opportunities to dig at the Parc National de Plaisance near Thurso on the Ottawa River and at Jacques Cartier Park in Gatineau under the leadership of GRAO (Groupe de recherche archéologique de l'Outaouais). To enable chapter and public participation, we supported the Plaisance dig with a grant of \$1,200.

In September 2012, several Ottawa Chapter members and about a dozen members of Kitigan Zibi Anishinabeg from Maniwaki, Quebec, participated in a research activity organized at Leamy Lake Park by Ian Badgley of the National Capital Commission. Its purpose was to collect and chart the location of artifacts that had eroded from the Ottawa River shoreline so as to gain a better understanding of the effects of shoreline erosion on the site's cultural deposits.

### **CHAPTER ACTIVITIES**

Speakers at our regular monthly meetings included: Ian Badgley of the National Capital Commission; Nancy Binnie of the Canadian Conservation Institute; Paul Thibaudeau of Intermesh Enterprises; Brenda Kennett and Jeff Earl of Past Recovery; a guided tour through the Secrets of the Maya exhibit at the Canadian Museum of Civilization by Jean-Luc Pilon; and

a lithics workshop by Bradley Drouin of Golder Associates, who was joined by OAS Chapter Director Chris Dalton.

Our membership hovers at about 70, about half of whom live in the immediate Ottawa area. We depend on a core of long term supporters to accomplish our programs and are somewhat concerned that attendance at meetings has diminished and there are fewer committed new members.

At the Annual General Meeting and Seasonal Celebration in December, 2012, the previous year's executive was re-elected with the addition of a new Secretary. An up-dated version of the Chapter's Constitution was approved. Certificates of Appreciation were presented in recognition of exceptional and long-standing service to Jean-Luc Pilon and Jim Montgomery.

Communication with members relies on direct e-mails from the president and on the newsletters, published four times per year, most of which are distributed by e-mail. The newsletter is also published on our web-site for members and the public.

The Executive met monthly, except for July and August. President: Glenna Roberts, Vice President: André Miller, Treasurer: Bill MacLennan, Secretary: Manuel Lapensée-Paquette, Director Public Archaeology: Paul Thibaudeau, Directors at Large: Stacey Girling-Christie, Elizabeth Imrie, Karen Lochhead, Newsletter Editor: Marian Clark, Webmaster: Yvon Riendeau, Peggi Armstrong Public Archaeology Award: Lois King.

The president, vice-president and several members attended the OAS Symposium. Chapter relationships with the OAS Board have been strengthened by Jim Montgomery holding the position of Treasurer, and the visit from Chris Dalton was appreciated.

**Glenna Roberts**

## **PETERBOROUGH**

In keeping with the preferred reporting structure, one may note some overlap with 2012's comments as we shift to a September-August time frame. Our third year as an OAS chapter continues at an active pace and our membership currently stands at 42. Our newsletter, Strata, has seen publication four times in the last reporting year. Beyond chapter activities, it has also included the continuing adventures of Chapter Vice President Bill Fox in a series he has referred to as an account of his "checkered career in archaeology," and recently compiled in a volume entitled 'Reminiscences of a 20th Century Archaeologist'.

Our monthly public outreach featured the following presentations:

- September – Paul Healy: Mayan Archaeology and the 2012 Apocalypse;
- October – Catherine Mathias: Archaeological Conservation and 17th Century Costume Artifacts from Ferryland, Newfoundland and Brian Ross: Parks Canada's National Parks and Native Sites Programme: 20 Years on the Trent Severn Waterway;



**Peterborough chapter member Harry Johnson (standing, centre) at a 2011 chapter outing with Toronto Region Conservation Authority staff at the Graham site in Pickering. Photo by Tom Mohr**

- November – William A Fox: ‘The Peopling of the Americas: New Evidence, Old Controversies;
- December – Pot Luck Dinner
- January – Amy Barron: Agatha Christie, Archaeology, and Alzheimers
- February – Popcorn Social for members only
- March – Bill Allen: Mazinaakobiihiganan: Preserving and Honouring Sacred Pictographs;
- April – Ron Williamson: Looking Eastward from the Mantle Site: Foreign Affairs in the 16th Century;
- May – Grant Karcich: Archaeology and History of the Scugog Carrying Place;
- June – Dena Doroszenko: Archaeology and the Ontario Heritage Trust.

April’s presentation was conducted in concert with the Trent University Archaeological Research Centre (TUARC), and we look forward to a further sharing of resources with Trent as their 50th Anniversary approaches. October saw Sheryl Smith and Tom Mohr take their joint presentation, The Search for Gandatsetiagon: Chasing ‘Gandy’ on the road, with a visit to the Toronto Chapter.

Peterborough Chapter pursued its advocacy role in a number

of endeavours. Letters of support went out to support Charles Garrad’s (successful) efforts to bring the Plater-Martin Site under municipal control. Notices were sent to the OAS requesting a policy statement on the issue of homeowners’ accidental discoveries of artifacts and remains, as well as to address media insensitivity in depicting First Nations human remains. Comments were submitted regarding the City of Peterborough’s new Archaeological Policy; Ontario Parks’ Balsam Lake Provincial Park Management Plan, and the City of Kawartha Lakes is being encouraged to prepare an Archaeological Management.

In May, POAS members joined with others in a ‘Dig Day’ sponsored by the Toronto and Region Conservation Authority (TRCA) and located on the Sebastien Site, a 14th Century Huron Wendat village located near Whitevale, in Pickering. Thanks go out to the TRCA for making possible an informative and entertaining field trip.

And finally, we’d like to express our appreciation to the OAS for underwriting the cost of a digital projector for chapter outreach, and to the City of Peterborough for a \$700 grant to aid in the cost of our monthly public presentations.

**Tom Mohr**

*Annual Business Meeting*

## THUNDER BAY

The Thunder Bay Chapter continues to hold regular meetings and excursions as time allows, and is happy to partner with Lakehead University Anthropology Association when we can. Highlights of activities are as follows:

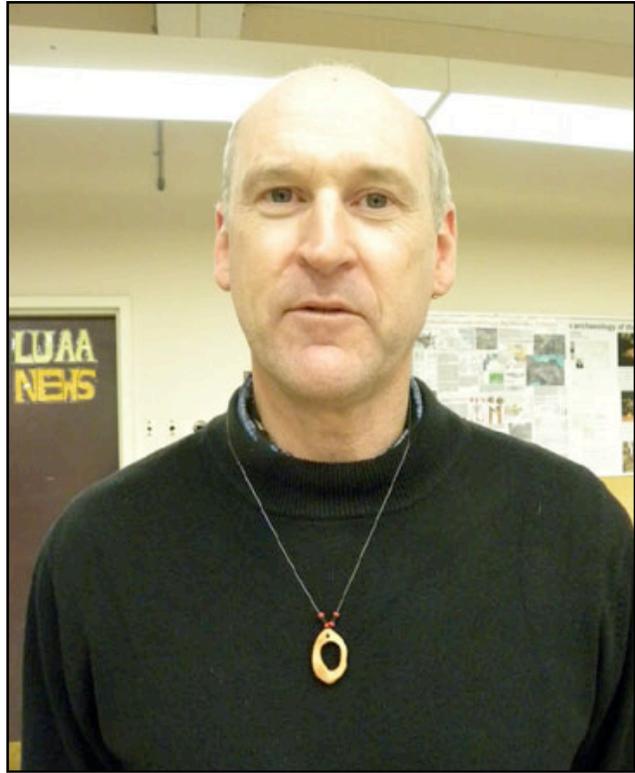
On October 13, 2012, Clarence Surette brought members of the Thunder Bay chapter of the OAS on a field trip to visit and collect comparative lithic materials from various outcrops of the Gunflint formation at Pass Lake, Shuniah mine, Rabbit Mountain, and Kakabeka Falls.

On November 17 and 18, 2012, the Thunder Bay Chapter of the Ontario Archaeological Society and Lakehead University Anthropology Association of students hosted a short Anishinaabe Traditional Trapping Workshop taught by Kaaren Dannenmann from Red Lake, Ontario. She is a Namekosipiiv Anishinaapekwe (Trout Lake Anishinaape) community member, Lac Seul First Nation member, and head trapping instructor for the Treaty 3 region. Kaaren has been teaching accreditation and life-skills-on-the-land programs since 1990. Kaaren has a trap line on Trout Lake, where she has been trapping for several decades as taught to her by family members, who have lived there for countless generations.

She offered to teach a shorter, non-certificate course to graduate students, undergrads, and interested individuals at Lakehead University. Kaaren is a traditional person and recognizes the long held knowledge of her people by teaching others about trapping and other aspects of Anishinaape beliefs. She discussed trapping and snaring practices, which is so relevant to Anthropology and Archaeology students learning



**Kaaren Dannenmann, at her traditional home of Trout Lake, holding a piece of Late Woodland pottery found there (photo by Jill Taylor-Hollings).**



**Participant Brad Hyslop wearing a moose bone and bead pendant made during the trapping short course (photo: courtesy of Kaaren Dannenmann). Brad lives in Hudson, Ontario and drove to Thunder Bay to attend the workshop.**

more about subarctic economic pursuits at present and during the Fur Trade period.

Perhaps even more important, Kaaren included information about spirituality, medicine wheel teachings, customary practices, and the ethical treatment of the land and animals from the Anishinaape perspective. One of the most important messages from Kaaren and her course is about respect of people, animals, and the land (not natural 'resources') and the relationships between them all. She taught about how indigenous people ask permission to take animals and then use every part, as demonstrated by the countless innovative examples of material culture that she shared with the group. Ceremonies, such as leaving offerings, show appreciation for these gifts and also hold people accountable for their actions.

After hearing about the great success of this course in Thunder Bay, the executive of the Manitoba Archaeological Society also asked Kaaren to teach a similar workshop for them in Winnipeg. She continues to take the time to inform both indigenous and non-indigenous people about Anishinaape traditional ways, in hope that education is the way to mutual understanding and that the youth will continue these traditions for generations to come (This report was submitted by Jill Taylor-Hollings).

On November 23, 2012, Dr. Tamara Varney (Associate

Professor, Department of Anthropology, Lakehead University) presented some of her work entitled 'Heavy Metal and Drinking don't mix': toxic element poisoning in the 17th Century Royal Navy in the West Indies'. Her research interest focuses on reconstructing past human behaviour, specifically with regard to diet, and how it influenced health in the colonial era West Indies. It is primarily based in Antigua where she has been conducting research for the past 14 years.

At the December 7, 2012 meeting, Brad Hyslop presented some of his work entitled: 'The Lite-Brite-Model and Surprising Recoveries Within a Reservoir Basin'. The Lite Brite Model outlines the transportation corridors within the region defined as Minnontoba (Northern Minnesota, Northwestern Ontario and Eastern Manitoba) and then describes a model to illustrate the movement of precontact foraging groups within this region.

The second part of his presentation briefly outlined the environment of Lac Seul in terms of the 1930 flooding of the lake to create a hydro reservoir. The subsequent shoreline erosion and the impacts this has had on archaeological sites was discussed. In the past few years some surprising recoveries have been made within the eroded shoreline area of the lake. Brad outlined these, and the implications on recovery methods for cultural material from eroded shorelines was discussed.

On January 19 2013, the Thunder Bay chapter of the OAS helped the Lakehead University Anthropology Association host their annual Flintknapping workshop. Clarence Surette demonstrated various flintknapping techniques to various members and Lakehead University students, including members of the community.

At the January 25, 2013 meeting, Bill Ross (current President of the Canadian Archaeological Association) presented some of the work he did during his long career at the Ministry of Tourism, Culture and Sport with a talk entitled 'Archaeologists Never Find the Good Stuff', which included biface caches and other neat items found by local people.

In early February, 2013, Clarence Surette brought members of the Thunder Bay chapter of the OAS on a field trip to visit the pictographs at Pictured Lake near Thunder Bay.

Then on February 22 2013, Mrs. Margaret Schweitzer presented some of the work she was conducting on an old Barn foundation on her property outside of Thunder Bay. Her talk was entitled 'Stones from the field: A brief history of non-native settlement in Oliver Township'.

We look forward to future chapter activities in and around northwestern Ontario.

**Clarence Surette**

## TORONTO

As usual, the Toronto Chapter enjoyed a series of interesting and informative talks at our monthly meetings, and we look



**Norma Knowlton hasn't let 80 years slow her down. She participated in a dig with other Toronto Chapter members at the Sebastien Site.**

forward to more stimulating experiences in the coming year.

Speakers for 2012 included Norbert Stanchly, Principal Archaeologist, AS&G Archaeological Consulting and Project Zooarchaeologist, Lamanai Archaeological Project: 'An Update on Research and Excavation at Lamanai, Belize'; Stephen Cox Thomas: 'Mid Holocene Dog Remains from the Hiscock Site in Upstate New York'; John Dunlop: 'Geophysical Survey and Archaeology in Ontario – useful applications and promising trends'; Abbey Flower: 'Medieval toys and pastimes in Viking Jorvik'; (Members night) Marti Latta: 'The Romans in Dalmatia and the first gated retirement community' and Charles Garrad: 'Charlie and Ella's Excellent Adventures in 2012'.

In May, chapter members participated in a public archaeology experience, hosted by the Toronto and Region Conservation Authority, at the Sebastien Site (dates approximately 1275-1375 A.D.). We were teamed with members of the Peterborough Chapter of the OAS and the Pickering Historical Society. Despite the blackfly attacks and the cool rainy weather, everyone agreed that it was an excellent experience. Thanks to Janice Teichroeb and the TRCA staff who made it possible!

Chapter member Annie Gould was honoured with a

Diamond Jubilee Silver Medal for her contributions to the archaeological community.

We celebrated the 80th birthdays of two founding members – Norma Knowlton and Charles Garrad.

Current executive consists of President Marti Latta, Vice-President/Program Coordinator Penny Young, Secretary Mima Kapches, Treasurer Jane Simser and Profile Editor Carole Stimmell.

**Marti Latta**

## WINDSOR

The Windsor Chapter held four member meetings between July 2012 and June 2013, as well as three executive meetings, and five symposium planning meetings with members from the London Chapter. With London, we hosted the Annual OAS Symposium 2012.

The member meetings were as follows: On Wednesday, October 10, 2012, the Windsor Chapter members were presented with a lecture on the Mayan Ruins of the Eastern and Central Belize. Mr. Glen Boatman was kind enough to come from Ohio to present for us and enlighten us not only about the ruins but we also learned about the Mayan civilization itself.

On Wednesday December 5th we held our annual holiday goodie feast with hot drinks for everyone to partake of. It was actually an unusual evening in that we had more archaeologists present than interested members of the public! We had fellow OAS members from the Hamilton area who were here to work on a local dig site in Puce and we had members from the Toronto area who were down to give Rosemarie her Killarney Award, a reward for longstanding involvement in the OAS.

Rosemarie Denunzio has an amazing 32 years in with the Ontario Archaeological Society! A special thank you to Rosemarie for all that she has done to champion archaeology in our area over the years! Thank you Rosemarie!

On Wednesday, February 13th, 2013, Mr Jon Carrol was kind enough to cross the border and give our membership a presentation on Stimulating Springwells: a complex systems approach toward understanding late prehistoric social interaction in the Great Lakes region of North America.

On Wednesday, April 10, 2013, Mr. Glen Boatman came up from Ohio to speak to our members about the Gibraltar Phase of the Western Basin Tradition: a regional expression of the Jack's Reef Point Horizon and a memorial to Dr. David M. Stothers. Dr. Stothers and Mr. Boatman had worked together for quite some time and his passing early this year was not expected.

Dr. Stothers had even joined us for our symposium last November. Dr. Stothers provided an alternate view that others found questionable but without questioning the status quo we cannot make advancements and find new truths. The future may find his theories incorrect or they may prove to be the right answer. Only time will tell. RIP Dr. Stothers.

Over the winter two chapter executives gave presentations to local high schools and grade schools. An Archaeological Public Dig was held on the weekend of July 6 at Cedar Creek Earthen Works site in Kingsville Ontario. The chapter was invited to assist Dr. Chris Watts from Western University, who was conducting post-doctoral research. Roughly 10 chapter members came out to participate in the dig. The chapter executives are also looking into designing chapter shirts, or coffee mugs as well as a new sign to put out for chapter meetings. We are still looking for outreach materials to bring to presentations such as reproduction points and pottery.

**Amanda Black**



**OAS President Neal Ferris congratulates Rosemarie Denunzio who was present with the Killarney Award at the 1012 OAS Symposium.**

# DRAFT

## STRATEGIC PLAN FOR THE ONTARIO ARCHAEOLOGICAL SOCIETY, 2014-2019

*Reprinted from Volume 18 Issue 3 of ArchNotes (May/June 2013)*

### **1. INTRODUCTION AND BACKGROUND**

The following is a proposed draft Strategic Plan (SP) to replace the one that expired at the end of 2011. A Strategic Plan is intended to define key, mission critical, objectives for an organization to achieve over the life of the plan. These objectives reflect broad level aims that, ideally, at the end of the SP MUST be reached to sustain the vitality of the organization.

In developing a new SP for the OAS, the board is proposing less a grocery list of things to do, and more a manageable set of priorities that must be the focus of board operations beyond day to day demands. This means key aims with definable short, medium and long term goals to work towards.

So the Board proposes that the SP timeline be lengthened, from three years to five years. Within that time frame, we can identify short term (Year 1), medium term (Year 2-3), and long term (Year 4-5) steps in achieving each aim of the SP. This provides the Board and membership with clear expectations, and an assessment of performance over the life of the SP, rather than simply undertaking a post-mortem that focuses on what was not achieved after the fact.

Note: Given that we don't have a current SP in place, the Board decided that, while the new SP will not begin until 2014, most Year 1 tasks reflect unfinished priorities of the previous SP, and such will be worked on in 2013.

The draft is based on the feedback received from the membership, board, and chapters, and on the responses to the questionnaire. We have intentionally focussed on a definable set of priorities that

appear to be in keeping with general consensus of where efforts should focus. These priorities, of course, do not supplant day to day service demands and communications, but identify where limited resources and capacity need to be focussed over the next five years.

### **2. PREAMBLE**

A Strategic Plan (SP) is intended to help an organization set priorities, define direction, guide choices, and determine the allocation of scarce resources (capital and effort). A SP also outlines how, beyond routine operations, the organization will work towards advancing the aims of its mission statement. A SP also outlines the steps that are needed to take along the way to achieve the broader aim, with early steps necessarily reflecting more concrete actions, while later steps reflect more possibilities should early goals be achieved.

### **3. AIMS OF THE 2013-2018 STRATEGIC PLAN**

Through a process of consultation with the OAS membership, and in accordance with the constitutional aims of the society, the Board of Directors has identified the following four principal aims of the 2013-2018 strategic plan:

1) to enhance the OAS's role in archaeological heritage advocacy in order to advance archaeological conservation and good practice;

2) to promote and communicate research, findings, and advancements in Ontario archaeology;

3) to sustain and expand member experiences and services that remain of relevance to the membership;

4) to provide the operational and organizational support necessary to achieve the above.

### **4. AIM #1: ADVOCACY — STATEMENT OF INTENT**

The OAS has a leadership role to play in advocating for the good care and management of Ontario's archaeological past, and to support archaeologists of all categories in their goal to conduct ethical and high-quality practice in Ontario. Our intention is to define and implement this role through the development of clear policy, priorities, and tools.

#### **1. Short Term Goals (Year 1)**

- Develop an Advocacy Policy for the OAS
- Recruit an Advocacy Committee, chaired by a board member, of three to five members willing to devote three to five hours a month on issues of advocacy
- Develop templates for advocacy communications (letters/press releases)
- Fill First Nations Liaison Officer position

#### **2. Medium Term (Year 2 and 3)**

- Develop pro-active advocacy strategies arising from policy and identify key goals to focus on, such as:
  - a) uniform municipal conservation of archaeology under the Planning Act;
  - b) avocational mentoring and standards for individuals holding avocational licenses;
  - c) open communications and aggregate data reporting of professional (academic, consultant, government, museum) activity and experiences.
- Reach out to the broader Ontario

heritage community to co-ordinate and enhance OAS advocacy skills

- Follow through on 2010 resolution to initiate a First Nations Task Force on Ontario's Aboriginal archaeological heritage

### **3. Long Term Goals (Year 4 and 5)**

- Building on capacity achieved over medium term, seek to enhance initiatives made, and the OAS leadership role in heritage advocacy in Ontario, such as by:

- contribute to forming a Heritage Advocacy collective of Provincial and National organizations who can formally speak to broad issues of Heritage practice and conservation;

- re-establish a formal 'Passport to the Past' initiative to support avocational training and research;

- contribute or lead in establishing resources for professionals such as online information 'hub' promoting 'best practice' case studies, discussion forum to compare practices and experiences, training workshops or regular programming on advancements in methods and standards of practice, produce annual reports of archaeological activity and 'state of the practice' in Ontario

- contribute to developing the means for archaeologists and First Nations communities to work together, such as through an online portal to facilitate informed engagement and joint decision-making around the practice of archaeology, care of sites, and management of existing collections.

### **5. AIM #2: PROMOTION, RESEARCH, AND EDUCATION – STATEMENT OF INTENT**

The OAS has a responsibility to its membership and the public to promote archaeology, encourage research, and provide opportunities for learning about archaeology and Ontario's archaeological heritage. If we do not promote the OAS itself, we will be unable to meet our goals. To this end the OAS will develop clear policy and networking opportunities, review and improve our current educational materials, enable chapters to carry out public outreach, and encourage the dissemination of research to the general public.

### **1.Short-term Goals (Year 1)**

- Review the role of current publications, their effectiveness at serving the membership, what direction they should be taken, and the implications of any changes proposed

- Develop a communications policy identifying key means to communicate advancement in Ontario Archaeology, and the role of the OAS in Ontario

- Strike an Education Committee, chaired by a board member, of three to five people to review existing education materials and identify educational goals and strategies

### **2. Medium-term Goals (Year 2 & 3)**

- Develop pro-active promotion, research and education strategies arising from policy and identify key goals to focus on, such as:

- strike a committee to promote and oversee Valerie Sonstenes Student Research fund and issue first awards

- build partnerships with broader Ontario heritage institutions to participate in wider range of events to promote the OAS

- develop a Media Relations and press release policy

- develop new tools for online research and education (e.g., teachers and students section; culture history summaries; member reporting of ongoing research, etc.)

- develop materials to promote services for students in schools and on campuses

### **3. Long-term Goals (Years 4 & 5)**

- Building on capacity achieved over medium term, seek to enhance initiatives made, and the OAS role in supporting archaeological research and education in Ontario, such as:

- seek partnerships to enable educational opportunities around archaeology in formal K-12 curriculum; and for Aboriginal communities

- deliver original online content for research and education, online delivery of new OAS publications (e.g., online reporting and identification of artifact findspots, digital reference collections, linking CRM findings with researchers,

popularized nonfiction research, etc.)

- partner with province, municipalities to develop an 'archaeology week' in Ontario

- enhance funding support for research on Ontario's archaeological record.

### **6. AIM #3: SUSTAIN AND EXPAND RELEVANT MEMBER EXPERIENCES /SERVICES – STATEMENT OF INTENT**

The OAS has a varied and spatially dispersed membership with a wide range of interests and expectations. In order to better serve our membership, we intend to pursue initiatives focused on service delivery enhancements, additional/improved services, especially in the area of communications, and membership recruitment.

### **1.Short-term Goals (Year 1)**

- Undertake a review on the vitality, challenges, and possible new directions for OAS Endowment Funds

- Strike an Online Digital Services Committee, chaired by a Board Member of three to five people, to review the OAS's use of online services, and consider costs and implication of enhancing that capacity.

- Develop financial web functionality for the online member database, and go live to members for 2014 renewal.

- Develop Board reporting and accountability policies to enhance reporting to membership (e.g., early access to annual report, online board meeting minutes, formal communications, etc.).

### **2.Medium-term Goals (Year 2 & 3)**

- Develop member experiences/services arising from policy and identify key goals to focus on, such as:

- actively recruit one to three new chapters to enhance distant member activities and initiatives

- overhaul the OAS website based on priorities and capacities identified by the Digital Services Committee; recruit members to support development of digital content

- institute regular communications from board members into Arch Notes and website communications.

### **3.Long-term Goals (Years 4 & 5)**

- Enhance online web/database support

for Chapter-specific initiatives

- Develop member online services (forum, calendar of events, direct communication with Board members, video channel of talks and presentations, etc.)

- Enable, online, direct member access to Board meetings, real time decision-making

#### **7. AIM #4: OPERATIONAL SUPPORT AND FUNCTION OF THE OAS TO SUPPORT AIMS – STATEMENT OF INTENT**

As an organization led and mostly run by volunteers, the OAS must ensure that all functions and processes are managed effectively and efficiently in order to achieve the best return on the investment of time and effort, and make best use of the time and talents of the Executive Director.

##### **1. Short-term Goals (Year 1)**

- Finalize updating Policies and

Procedures Manual.

- Develop a Time Sensitive Calendar of Operations for Board, Chapters Executives and staff.

- Complete Symposium guideline.

- Establish controlled wi-fi service for OAS office.

##### **2. Medium-term Goals (Year 2 & 3)**

- Strike a Fundraising Committee, chaired by a board member, of three to five OAS members willing to devote three to five hours a month fund raising and researching potential fund raising opportunities.

- Develop a board member’s orientation package of information and responsibilities

- Review Executive Director role, determine job priorities, performance measures, whether full or part time, and revise as needed to service key priorities of the Strategic Plan.

- Research, select and implement online

Board Management software (e.g., Podio, etc.) for automated Board reporting and performance measures.

- Develop terms, ratify, and appoint an arms-length OAS Oversight Member (reporting directly to the membership), as to society performance and management with respect to SP completion, full disclosure to members, meeting critical timelines, etc.

##### **3. Long-term Goals (Years 4 & 5)**

- Develop an evaluation model for OAS operations and functions.

- Review Board officer roles and responsibilities and revise as needed.

- Review OAS constitution and revise as needed.

- Review Strategic Plan performance and develop Strategic Plan for 2020-2025.

**Neal Ferris  
President**



The Ontario  
Archaeological  
Society Inc.

## CHAPTERS

### Hamilton

chapter

President: Gary Warrick  
Vice President: Jacqueline Fisher  
Treasurer: Ruth Macdougall  
*The Heights* Editor: Brad Bandow  
E-mail: hamiltonOAS@hwcn.org  
Web: <http://hamilton.ontarioarchaeology.on.ca>  
Mail: c/o Dr. Gary Warrick, Laurier  
Brantford, 73 George St.  
Brantford, ON N3T 2Y3  
Phone: (866) 243-7028  
Meetings: 3rd Thursday of the month, Sept.  
to May, Fieldcote Museum,  
64 Sulphur Springs Road, Ancaster  
Membership: Individual \$11, Family \$18

### Huronia

chapter

President: John Raynor  
Vice President: Jamie Hunter  
Secretary: Marg Raynor  
Treasurer: Kristin Thor  
*The Pot* Editor: Bill Gibson  
Mail: PO Box 638 Midland On L4R 4P4  
Meetings: 2nd Thursday of every month  
Sept. to May at The Huronia Museum, 549  
Little Lake Park Rd., Midland, ON  
Membership: Individual \$15, Family \$18 ,  
Student \$10

### London

chapter

President: Nancy VanSas  
Vice President: Darcy Fallon  
Treasurer: Jim Keron  
Secretary: Chris Dalton  
Director: Lindsay Foreman  
*KEWA* Editors: Christine Dodd, Chris Ellis  
and Arthur Figura  
Web: [www.ssc.uwo.ca/assoc/oas](http://www.ssc.uwo.ca/assoc/oas)  
Mail: Museum of Ontario Archaeology,  
1600 Attawandaron Rd.,  
London, ON N6G 3M6

Phone: (519) 473-1360 Fax (519) 473-1363

Meetings: 8 pm on 2nd Thursday of the  
month except May–August; at MOA  
Membership: Individual/Family \$18,  
Student, \$15, Institutional \$21

### Ottawa

chapter

President: Glenna Roberts  
Vice President: André Miller  
Secretary: Manuel Lapensée-Paquette  
Treasurer: Bill MacLennan  
Director of Public Archaeology:  
Paul Thibaudeau  
Director at large: Stacey Girling-Christie,  
Karen Lochhead & Elizabeth Imrie  
*Ottawa Archaeologist* Editor: Marion Clark  
Web master: Yvon Riendeau  
Peggi Armstrong Public Archaeology Award:  
Lois King  
Web: [www.ottawaoas.ca](http://www.ottawaoas.ca)  
Email address: [contact@ottawaoas.ca](mailto:contact@ottawaoas.ca)  
Mail: PO Box 4939, Station E,  
Ottawa ON K1S 5J1  
Meetings: Every 2nd Thursday of the month  
from Sept. to May; usually at Routhier  
Community Centre, 172 Guigues Street,  
Ottawa (in the Byward Market)  
Membership: Individual \$20, Family \$25,  
Student \$12

### Peterborough

chapter

President: Tom Mohr  
Treasurer: Harry Johnson  
Vice-President: Bill Fox  
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Web: [peterborough.ontarioarchaeology.on.ca](http://peterborough.ontarioarchaeology.on.ca)

### Thunder Bay

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Director: Jill Taylor-Hollings  
E-mail: [clarence.surette@lakeheadu.ca](mailto:clarence.surette@lakeheadu.ca)  
[http://anthropology.lakeheadu.ca/?  
display=page&pageid=80](http://anthropology.lakeheadu.ca/?display=page&pageid=80)  
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of the month  
in Room BB0017, Braun Building,  
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Membership: \$5

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*PROFILE* Editor: Carole Stimmell  
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Email: [TorontoArchaeology@gmail.com](mailto:TorontoArchaeology@gmail.com)  
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of the month, except June–August  
in U of T Anthropology Building,  
Room 246, 19 Russell St.  
Membership: Individual \$12, Family \$14

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