

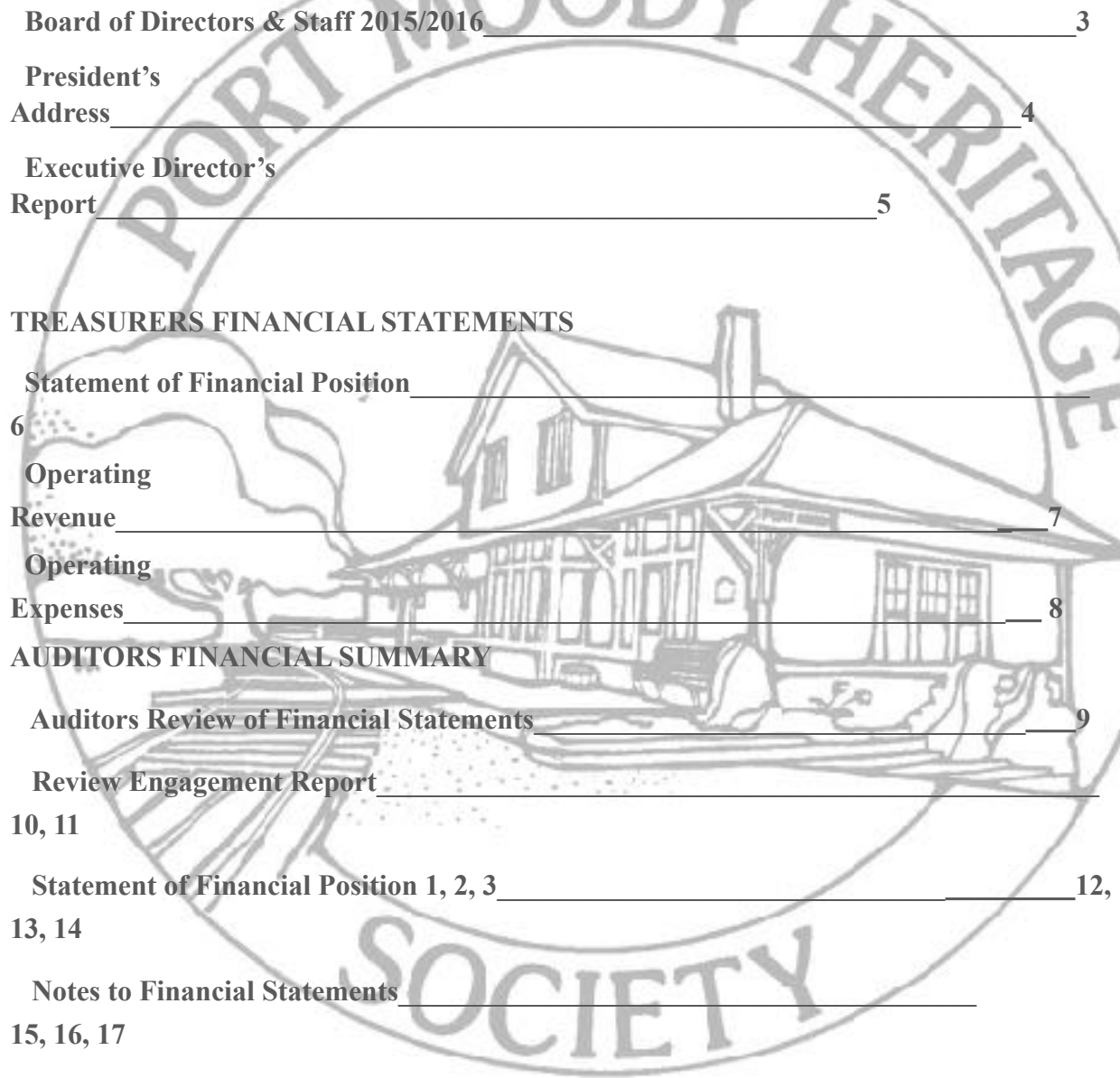


PORT MOODY HERITAGE SOCIETY

COMPILED BY JIM MILLAR AND BRIANNE EGETO

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

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BOARD OF DIRECTORS

2015/2016

Robert Simons	President
David Ritcey	Vice-president
Irene Reid	Treasurer
Gail Murray	Secretary
Armando Elias	Director
Bob Elliot	Director
Bruce Gibson	Director
Dan Kirchner	Director
Wade Leslie	Director
Brad Letwin	Director
Bruce Schroeder	Director
Al Sholund	Honorary Director

STAFF

2015

2016

Executive Director	Jim Millar	Jim Millar
Museum Coordinator	Brianne Egeto	Brianne Egeto
Museum Assistants	Tara Beuk Melissa Lacelle Stephanie Mah	Monica Cuevas Rachael Gibson Dorian Nijdam Yvonne Webb
Bookkeeper	Deb Naso	Deb Naso

PRESIDENTS REPORT: ROBERT SIMONS

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

In 2015 your Heritage Society continued to promote the protection and preservation of key heritage sites that are not only legacies of Port Moody but are key sites of historic importance in the Lower Mainland. Discussions continue regarding the future of the Belcarra Cabins and plans for the conservation and development of the Ioco Heritage Conservation Area. The expertise and knowledge of our staff and society members is a valued resource accessed by the City and owners of the Ioco lands as development and heritage protection are advanced for these sites.

Activity at the Port Moody Station Museum in 2015 included expanded education and public engagement programs surrounding the ‘McKnight Trench’ and growth in our community programs focused for seniors, pre-school and K-12. Our heritage and meditation gardens continued to inspire thought and reflection. In addition, the Museum hosted its usual array of community celebrations – Heritage Week, Mother’s Day Tea, Easter Extravaganza, Aboriginal Day, Canada Day and Christmas Holiday Celebration.

Ioco Days began with a new and entertaining “Venosta Radio Show” and concluded with a renewed and enhanced heritage festival held at the Ioco Heritage Townsite on a glorious fall day.

We are grateful for the support of the Government of Canada – Department of Canadian Heritage, Province of British Columbia – Community Gaming, the City of Port Moody, and our sponsors, members and volunteers. Without this support we would not be able to offer the range and quality of ongoing programs and annual events.

The accomplishments of the Heritage Society could not be accomplished without the dedication and support of our Board of Directors - Armando Elias, Bob Elliott, Bruce Gibson, Dan Kirchner, Wade Leslie, Brad Letwin, Gail Murray, Irene Reid and David Ritcey.

My sincere thanks to the dedication and commitment of our team led by Jim Millar, along with Brianne Egeto, our student staff in 2015 - Melissa Lacelle, Tara Beuk and Stephanie Mah – and all our volunteers for their exceptional work in creating memorable experiences at the Museum and at all our events.

Respectfully submitted
Robert Simons – President

EXECUTIVE DIRECTOR’S REPORT: JIM MILLAR

For this year’s report, the thought crossed my mind to just say ‘ditto’ to our President’s Report or even plagiarize it word for word. It would certainly fit but I want to give my own heart felt thankyou to all the volunteers that give so freely of their time and to my staff that are so dedicated and feel so highly of our mission. Without them, the Museum would only be a boring collection of artefacts. Caring people is

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

what makes the Museum special. With all the events and programs we do, I feel we are definitely making the community a better place and we should give ourselves credit for that.

Also, I want to shed some light on our future:

I recently read an article on what Canada was like at the start of WW1 in 1914. It is mind boggling the changes that have occurred over the last 100 years. Life expectancy was 53 years for women and 50 for men. The land-line telephone had just become the 'in thing' and we already had one phone/15 people; today I would think we are above one phone that you carry in your pocket/person. It was 1910 that Port Moody requested mass transit- the Interurban; we may see Sky train running by Christmas which will bring dramatic changes to the skyline and who knows what else.

What will the next 100 be like; where will the Museum be? Can't even say where it will be in 5 years!

Life expectancy has risen to 84 years for women and 80 for men. This even leads to dramatic changes as the 'Baby Boomers' age out so how does the Museum adapt as community needs change. Add into this global warming and the fact that we are using renewable resources faster than the earth can renew them.

Should the Museum be advocating for change rather than just historically recording it?

TREASURER REPORT: IRENE REID

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

PORT MOODY HERITAGE SOCIETY Statement of Financial Position December 31, 2015

ASSETS

Current Assets

Chequing/Savings

WS - Community chequing	\$ 9,732.96
WS - Investor Savings - Operating	\$ 54,901.22
WS - Investor Savings - Weldon	\$ 129,399.70
WS - Investor Savings - Capital	\$ 69.99
WS - Investor Savings - Mary Anne	\$ 1,966.47
Gaming Operating Savings	\$ 22,306.80
Gaming Community Chequing	\$ 6.04

Total Chequing/Savings \$ 218,383.18

Accounts Receivable & Other

Accounts Receivable	\$ 3,338.58
Undeposited Funds	\$ 250.00

Total Current Assets \$ 221,971.76

Fixed Assets

Capital Assets	\$ 556,445.50
less Acc. amortization	-\$ 251,304.56

Total Fixed Assets \$ 305,140.94

TOTAL ASSETS \$ 527,112.70

LIABILITIES & EQUITY

Liabilities

Accounts Payable	\$ 9,599.62
Payroll & GST Liabilities	\$ 1,251.98
Total Current Liabilities	<u>\$ 10,851.60</u>

Deferred Revenue

Deferred Revenue - Mary Anne Cooper \$ 1,960.00

Total Current Liabilities \$ 1,960.00

Equity

Restricted Funds

Property Equipment Fund	\$ 447,254.83	\$129K(Weldon)+318K(Bldg)
Direct Access Fund	\$ 24,007.50	
Funds for Future Programs	\$ 43,038.77	

Total Equity \$ 514,301.10

TOTAL LIABILITIES & EQUITY \$ 527,112.70

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

PORT MOODY HERITAGE SOCIETY FINANCIAL INFORMATION				
JANUARY TO DECEMBER 2015				
		ACTUAL	2015	2016
		Jan – Dec	YEARLY	YEARLY
		2015 Total	BUDGET	BUDGET
OPERATING REVENUE				
EARNED REVENUE				
Building Rentals		\$ 5,796.29	\$ 5,500.00	\$ 6,000.00
Visitor Donations		\$ 5,536.05	\$ 4,800.00	\$ 5,000.00
Education Program Fees		\$ 5,046.80	\$ 4,500.00	\$ 5,000.00
Membership Fees		\$ 435.00	\$ 1,000.00	\$ 500.00
Gift Shop Sales		\$ 645.28	\$ 800.00	\$ 700.00
Book Sales		\$ 4,094.40	\$ 5,000.00	\$ 2,500.00
Special Events		\$ 13,661.78	\$ 16,250.00	\$ 13,300.00
Research Request Fees		\$ 287.05		
TOTAL EARNED REVENUES		\$ 35,502.65	\$ 37,850.00	\$ 33,000.00
PRIVATE SECTOR REVENUE				
Charitable Receipted Donations		\$ 2,435.69	\$ 2,500.00	\$ 12,500.00
Non Tax Receipted Donations		\$ 6,188.87	\$ 3,000.00	\$ 2,500.00
Foundations AND Deferred Income		\$ 2,000.00	\$ 5,800.00	\$ 11,000.00
Interest Income		\$ 1,329.74	\$ 500.00	\$ 300.00
TOTAL PRIVATE SECTOR REVENUE		\$ 11,954.30	\$ 11,800.00	\$ 26,300.00
GRANT REVENUE				
Federal				
Service Canada (75% of costs)		\$ 11,271.00	\$ 19,258.00	\$ 13,108.00
Young Canada Works		\$ 4,263.00	\$ 11,760.00	\$ 17,993.00
Federal Grants - Other		\$ 4,500.00	\$ 15,370.00	\$ 38,000.00
Total Federal Grants		\$ 20,034.00	\$ 46,388.00	\$ 69,101.00

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

Provincial			
Direct Access Gaming	\$ 28,000.00	\$ 56,000.00	\$ 50,312.00
Provincial Grant - other	\$ 2,500.00		
Total Provincial Grants	\$ 30,500.00	\$ 56,000.00	\$ 50,312.00
Municipal			
Arts Assistance Program	\$ 82,382.00	\$ 81,000.00	\$ 83,200.00
Heritage Commission	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Total Municipal Income	\$ 84,882.00	\$ 83,500.00	\$ 85,700.00
TOTAL OPERATING REVENUE	\$ 182,872.95	\$ 235,538.00	\$264,413.00
	ACTUAL	2015	2016
OPERATING EXPENSES	Jan – Dec 2015 Total	YEARLY BUDGET	YEARLY BUDGET
Accounting & Consultants Fees	\$ 4,762.50	\$ 4,400.00	\$ 15,900.00
Alarm, Fire & Security	\$ 1,244.45	\$ 350.00	\$ 675.00
Bank Charges	\$ 364.64	\$ 250.00	\$ 580.00
Seniors Project			\$ 11,000.00
Book Project	\$ 37.88		
Depreciation	\$ 12,714.19	\$ 12,714.19	\$
Display Collection Mgmt	\$ 8,431.37	\$ 11,370.00	\$ 4,565.00
Dues Licenses & Memberships	\$ 1,303.32	\$ 1,200.00	\$ 2,050.00
Education Program Supplies	\$ 909.44	\$ 400.00	\$ 900.00
Gift Shop Expense	\$ 467.83	\$ 600.00	\$ 600.00
Government Agency (G.S.T.)	\$ 809.36	\$ 500.00	\$ 400.00
Insurance	\$ 1,208.00	\$ 1,000.00	\$ 1,250.00
IT Expenses	\$ 873.78	\$ 1,500.00	\$ 2,700.00
Janitorial Expense		\$ 1,050.00	
Member Services (newsletters)		\$ 200.00	\$ 200.00

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

Marketing	\$ 1,909.57	\$ 500.00	\$ 3,600.00
Mileage, Meals, Per Diem	\$ 517.38	\$ 750.00	\$ 600.00
Office Expense	\$ 2,622.12	\$ 2,400.00	\$ 4,700.00
Payroll	\$ 133,460.74	\$ 143,918.00	\$ 163,839.00
Professional Development	\$ 3,468.41	\$ 2,000.00	\$ 2,400.00
Repairs & Maintenance	\$ 8,443.36	\$ 6,500.00	\$ 8,100.00
Special Events expenses	\$ 10,777.89	\$ 18,550.00	\$ 24,545.00
Telephone & Internet	\$ 2,740.72	\$ 2,600.00	\$ 2,500.00
Utilities	\$ 6,456.45	\$ 6,300.00	\$ 6,600.00
Volunteer Expense	\$ 4,408.56	\$ 1,200.00	\$ 6,709.00
TOTAL OPERATING EXPENSE	\$ 207,931.96	\$ 220,252.19	\$ 264,413.00
Excess of Revenue over Expenditures	-\$ 25,059.01	\$ 15,285.81	\$0

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

AUDITORS FINANCIAL SUMMARY



PORT MOODY HERITAGE SOCIETY

Financial Statements
(Unaudited)

Year Ended December 31, 2015

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015



PORT MOODY HERITAGE SOCIETY

Index to Financial Statements

Year Ended December 31, 2015

REVIEW ENGAGEMENT REPORT

Statement of Financial Position	STATEMENT 1
Statement of Operations and Changes in Fund Balances	STATEMENT 2
Statement of Cash Flows	STATEMENT 3



J. FITZPATRICK & ASSOCIATES
CHARTERED PROFESSIONAL ACCOUNTANTS

REVIEW ENGAGEMENT REPORT

To the Members of the Port Moody Heritage Society

I have reviewed the statement of financial position of Port Moody Heritage Society as at December 31, 2015 and the statement of operations and changes in fund balances and cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to me by the Society.

A review does not constitute an audit and, consequently, I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

Port Coquitlam, British Columbia
May 9, 2016

J. FITZPATRICK & ASSOCIATES INC.
CHARTERED PROFESSIONAL ACCOUNTANT

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015



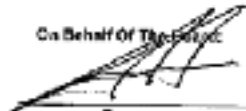
PORT MOODY HERITAGE SOCIETY
Statement of Financial Position
December 31, 2015

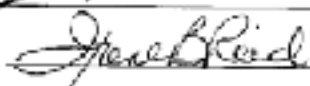
STATEMENT 1

(Continued)

	General Fund	Direct Access Fund	Capital Asset Fund	Total	
				December 31 2015	December 31 2014
CURRENT ASSETS					
Cash	\$ 88,872	\$ 22,312	\$ 128,400	\$ 218,984	\$ 232,850
Accounts receivable	1,073	-	-	1,073	6,070
Government agencies receivable	414	-	-	414	440
Prepaid expenses	230	-	-	230	-
	<u>89,009</u>	<u>22,312</u>	<u>128,400</u>	<u>229,721</u>	<u>239,910</u>
CAPITAL ASSETS (note 3)					
	-	-	306,841	306,841	317,880
	<u>\$ 89,009</u>	<u>\$ 22,312</u>	<u>\$ 434,541</u>	<u>\$ 525,862</u>	<u>\$ 557,771</u>
CURRENT LIABILITIES					
Accounts payable	\$ 9,000	\$ -	\$ -	\$ 9,000	\$ 12,623
DEFERRED REVENUE (note 4)					
	1,880	-	-	1,880	5,705
	<u>11,086</u>	<u>-</u>	<u>-</u>	<u>11,580</u>	<u>18,411</u>
FUND BALANCES					
Invested in capital assets	-	-	434,541	434,541	448,360
Externally restricted (note 4)	-	22,312	-	22,312	25,819
Unrestricted	87,449	-	-	87,449	84,881
	<u>87,449</u>	<u>22,312</u>	<u>434,541</u>	<u>514,902</u>	<u>530,760</u>
	<u>\$ 89,009</u>	<u>\$ 22,312</u>	<u>\$ 434,541</u>	<u>\$ 525,862</u>	<u>\$ 557,771</u>

On Behalf of The Society


Director


Director

The accompanying notes are an integral part of these financial statements.
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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015



PORT MOODY HERITAGE SOCIETY
Statement of Operations and Changes in Fund Balances
Year Ended December 31, 2015

STATEMENT 2

	General Fund		Event Revenue Fund		Capital Asset Fund	
	2015	2014	2015	2014	2015	2014
REVENUES						
Grants	\$ 10,418	\$ 100,854	\$ 28,000	\$ 25,300	\$ -	\$ -
Donations	18,987	22,470	-	-	-	-
Fundraising/Corporate sponsorship	15,652	9,949	-	-	-	-
Membership	436	1,505	-	-	-	-
Interest income	417	810	8	1	900	1,255
Program fees	6,345	4,027	-	-	-	-
Rentals	6,706	5,200	-	-	-	-
Write-down of tangible capital assets	-	-	-	-	-	-
	<u>101,059</u>	<u>184,001</u>	<u>28,008</u>	<u>25,301</u>	<u>900</u>	<u>1,255</u>
EXPENSES						
Advertising	2,124	588	-	-	-	-
Amortization	-	-	-	-	10,714	10,729
Alarm, fire and security	1,244	1,434	-	-	-	-
Collection management and display	8,471	6,430	-	-	-	-
General and administrative	891	635	-	-	-	-
Interest and charges	388	200	-	5	-	-
Insurance	1,209	638	-	-	-	-
Office	8,000	5,910	-	-	-	-
Professional fees	4,763	4,219	-	-	-	-
Repairs and maintenance	8,443	7,848	-	-	-	-
Salaries and wages	100,004	133,739	33,745	2,181	-	-
Special Event and Project	19,769	8,224	-	-	-	-
Training	4,273	770	-	-	-	-
Utilities	3,422	6,232	-	-	-	-
	<u>199,821</u>	<u>381,175</u>	<u>33,745</u>	<u>2,186</u>	<u>12,714</u>	<u>10,729</u>
Excess (Deficiency) of Revenues Over Expenses	(7,542)	(97,174)	(6,737)	26,005	(11,814)	(10,474)
Fund balances, beginning of year	94,991	92,148	28,019	2,614	448,382	421,628
Interfund transfers	-	-	-	-	-	-
Fund balances, end of year	<u>\$ 87,449</u>	<u>\$ 94,974</u>	<u>\$ 21,282</u>	<u>\$ 28,619</u>	<u>\$ 436,568</u>	<u>\$ 411,154</u>

The accompanying notes are an integral part of these financial statements.
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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015



PORT MOODY HERITAGE SOCIETY
Statement of Cash Flows
Year Ended December 31, 2015

STATEMENT 3

Assets

	OPERATING ACTIVITIES				INVESTING ACTIVITIES	
	General Fund		Restricted Fund		Capital Asset Fund	
	2015	2014	2015	2014	2015	2014
SOURCES OF CASH						
Grants	\$ 107,738	\$ 100,080	\$ 28,000	\$ 28,900	\$ -	\$ -
Donations	24,289	20,115	-	-	-	-
Fundraising/Corporate sponsorship	12,862	9,042	-	-	-	-
Membership	435	1,858	-	-	-	-
Interest income	417	512	8	1	885	1,255
Program fees	5,345	4,107	-	-	-	-
Rentals	3,780	5,255	-	-	-	-
	<u>183,366</u>	<u>142,967</u>	<u>28,008</u>	<u>29,001</u>	<u>885</u>	<u>1,255</u>
USES OF CASH						
Purchase capital assets	-	-	-	-	-	-
Salaries and wages	100,008	131,433	22,715	5,481	-	-
Purchased materials and services	22,543	48,307	-	5	-	-
	<u>122,551</u>	<u>180,198</u>	<u>22,715</u>	<u>5,486</u>	<u>-</u>	<u>-</u>
CHANGE IN CASH DURING THE YEAR	60,815	(37,231)	(5,707)	23,515	885	1,255
Cash, beginning	73,199	108,181	25,010	2,514	125,480	127,230
Interest transfers	-	-	-	-	-	-
Cash, ending	<u>\$ 134,014</u>	<u>\$ 70,950</u>	<u>\$ 19,303</u>	<u>\$ 26,029</u>	<u>\$ 126,365</u>	<u>\$ 128,485</u>

The accompanying notes are an integral part of these financial statements.

J. FITZPATRICK & ASSOCIATES INC | CHARTERED PROFESSIONAL ACCOUNTANT

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PORT MOODY HERITAGE SOCIETY
Notes to Financial Statements
Year Ended December 31, 2015

(Unaudited)

1 PURPOSE OF THE SOCIETY

The Port Moody Heritage Society (the Society) was incorporated on June 18, 1979 under the Society Act of British Columbia as a not-for-profit organization and is exempt from income tax as a registered charity under the Income Tax Act. The purpose of the organization is to promote heritage awareness of the communities at the behest of the Board of Directors.

2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basic of accounting

The Society prepares its financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Fund Accounting

The Society follows the restricted fund method of accounting for contributions.

The General Fund accounts for the society's program delivery and administrative activities. This fund reports unrestricted resources.

The Direct Access Fund is used to handle funds received from the gaming activities. This fund reports restricted resources.

The Capital Asset Fund reports the assets, liabilities, revenues, and expenses related to the Society's capital asset purchases.

Capital assets

Purchased capital assets are recorded at cost. Amortization is taken on a straight-line basis over the assets' estimated useful lives, which for buildings is 20 years. Amortization is reported in the Capital Asset Fund.

Capital assets are written down when conditions indicate that they no longer contribute to the Society's ability to provide goods and services, or when the value of future economic benefits associated with the asset is less than the book value.

Revenue recognition

Unrestricted contributions are recognized as revenue of the General Fund in the year received or receivable if the amount to be recorded can be reasonably estimated and collection is reasonably assured.

All other restricted contributions are recognized as revenue of the appropriate restricted fund.

Membership fees are recognized as fees for services. When the members receive the services, the fees are recognized as revenue.

The Society recognizes government funding in the period in which it is received.

Contributed services

In its day-to-day operation the Society uses the services of many volunteers. Volunteers contribute about 1,400 hours per year to assist the Society in carrying out its service delivery activities. Because of the difficulty of determining the fair value, contributed services are not recognized in the financial statements.

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015



PORT MOODY HERITAGE SOCIETY
Notes to Financial Statements
Year Ended December 31, 2015
(Unaudited)

Use of estimates

When preparing financial statements according to ASBPC, the Society makes estimates and assumptions relating to:

- Reported amounts of revenue and expenses;
- Reported amounts of assets and liabilities; and
- Disclosure of contingent assets and liabilities.

Management's assumptions are based on a number of factors, including historical experience, current events and factors that the organization may undertake in the future, and other assumptions that they believe are reasonable under the circumstances. Actual results could differ from these estimates under different conditions and assumptions. Estimates were used when accounting for certain items, such as the useful lives of capital assets and impairment of long-lived assets.

3 CAPITAL ASSETS

	Cost		Accumulated Amortization		Net book	
	2015	2014	2015	2014	2015	2014
Building	\$ 555,445	\$ 555,445	\$ 251,304	\$ 258,240	\$ 304,141	\$ 297,205

4 DEFERRED REVENUE

The deferred revenue reported in the General Fund represents restricted operating funding received in the current period that is related to the subsequent period. Changes in the deferred revenue balance are as follows:

	2015	2014
Beginning balance	\$ 5,782	\$ 5,320
Less amount recognized as revenue in the year	(2,828)	(2,530)
Add amounts received related to next year	-	1,920
	\$ 1,950	\$ 5,710

5 EXTERNALLY RESTRICTED NET ASSETS

	2015	2014
Restricted, related to gaming activities	\$ 22,312	\$ 23,619

For 2015, the Society received \$20,000 in funding in December of 2015. These funds will used to help fund operations in 2016.

6 FINANCIAL INSTRUMENTS

The Society uses risk management to monitor and manage its risk arising from financial instruments. Those risks include credit risk, interest rate risk, liquidity risk and market risk. The Society does not use any derivative financial instruments to mitigate these risks.



PORT MOODY HERITAGE SOCIETY
Notes to Financial Statements
Year Ended December 31, 2015

LIABILITIES

Credit risk

The Society's credit risks arise from cash and accounts receivable. Cash are deposited with reputable, major financial institutions to limit the credit risk exposure. The credit risk from accounts payable and accounts receivable is not considered to be significant.

Interest rate risk

The Society is exposed to interest rate risk with respect to cash. Changes in interest rates can affect cash flows related to interest income and expense.

Liquidity risk

Liquidity risk exposure is dependent on the receipt of funds from provincial government grants and other sources to enable the Society to pay its liabilities as they become due.

7 INTERNALLY RESTRICTED FUNDS

The Society has received funding from a donor for the permanent establishment of a building for the Society. Currently the Society is waiting on the City of Port Moody to determine what will happen to the land and building that they are presently occupying.

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2015

2015 Statistics

Membership

67

Staff

Executive Director

Full Time

Museum Coordinator

Full Time

Museum Assistants

Full Time Summer

2 Service Canada Assistants – 1 Young Canada Works Assistant

Volunteers

Log Entry Volunteer Hours

946.75

Event Volunteer Hours

1334

Trench Volunteers

1031

Total Volunteer Hours: 3352.75

Museum Hours of Operation

Open Daily

Victoria Day to Labour Day 10:00am – 5:00pm

Wednesday to Sunday

Labour Day to Victoria Day 12:00pm – 4:00pm

Displays

Permanent Displays: 5

Industry and Community of Early Port Moody, 1921 Venosta Train Car, Heritage and Meditation Gardens and the McKnight Centennial Trench.

Museum Events

1. Working on the Railroad Family Day (February 10)

Guests enjoyed a day full of railroad themed fun. They got to hammer their name into the train tracks, make conductor hats, participate in a spike hammering activity, and go on a coal digging challenge. There was story time and kids had an area for playing with trains and dressing up as trains/ conductors. **Attendance:** 266

2. Heritage Day at the Museum- Main Street theme (Feb 16)

During this event guests learned about the buildings that would have been on Main Street and were shown a map and a model of what Clarke Street would have looked like. Tours were given throughout day. Kids had some fun activities. **Attendance:** 10 Families

3. Travel Toggery: A History of Travelling Fashion (March 8)

Ivan Sayers gave a great historic look at fashion. He went through travel fashion and talked about what was happening in the world at that time and why the clothing changed. **Attendance:** 101

4. Celebrate Spring Event (March 21)

Small exhibit on the life cycle of 4 different kinds of insects. Had a write up on Heritage vegetables, books about gardening and a few spring related crafts.

5. McKnight Centennial Trench Plaque Dedication and Trench Opening (April 4). We had a ceremony with speeches at the Arts Centre and the official opening of the trench. Relatives of Augustus McKnight were present. There were detailed tours given through the trench. **Attendance:** 120

6. Easter Extravaganza (April 5)

The main attraction was our marble hunt! One for toddlers and one for all ages. The Easter Bunny made an appearance, there were bubble zones, face painting, crafts, and a fishing game and duck chute. Lots of entertainment. **Attendance:** 1450

7. Communities for Veterans- Ride across Canada Foundation Event (April 15)

We held an event honoring the riders that were riding across Canada to raise awareness of veterans. A detailed tour of the McKnight trench was given. **Attendance:** 12

8. Mother's Day Tea (May 10)

COBBS Bread donated scones for event, fruit and baked goods were also provided. Sold out, had fresh garden flowers on table and music by Nigel Tucker.

Attendance: 71

9. Plant our Garden Event- Telus Gives Back (May 30)

A group of Telus volunteers pitched in to help plant our garden, do some cleaning and painting. **Attendance:** 25

10. Annual General Meeting (June 17)

Board was elected and reports given to members, potluck and socializing afterwards.

11. Nation Aboriginal Day Event (June 21)

We had exhibits celebrating First Nations of BC, had crafts and games for the kids, a puppet show and display from Kinder books and 2 workshops. We had a drum making workshop and a cedar basket making workshop.

Attendance: 40

12. Canada Day: Honouring our community Heroes (July 1)

Ceremony began at 10am, with the walking in of dignitaries and special guests. We paid tribute to our community heroes, Carol Todd, Gloria Cuccione, and Korean War Veterans. We had many performances throughout day, games and crafts for the kids. **Attendance:** 578

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13. Kids world (July 28) Fun activities for the kids were set up within the museum

14. Trench Talks (September 2)

John Goheen, Markus Fahrner and Alan Fox gave a presentation on WW1 and a demonstration of weaponry. **Attendance:** 40

15. Venosta Radio Show – Ghost Girl of the Port Moody Station Museum

Expect Theatre Group performed the Ghost Girl and Train crash at the Port Moody Station Museum. **Attendance:** 100

16. Ioco Ghost Town Day (October 4)

The weather was fantastic and we had over 2200 people enjoy all the artisan displays, performances and kids activities. Guests were given a guided tour of the Ioco Town site on board a Trolley and many enjoyed hot air balloon rides. **Attendance:** Over 2200

17. Remembrance Week (November 1-9)

Gave schools free life in the Trenches program during our week of Remembrance, then offered a free Movie called, “All quiet on the Western front” on November 8th.

Attendance: 120

18. Candle Light Vigil (Nov 10)

As guests entered the museum they were given a poppy pin and a candle. We went outside, candles were lit and then made our way to the trench. The names of 88 Port Moody Soldiers that fought during WW1 were projected onto a screen. The last post was then played and guests were invited back for coffee and cookies.

Attendance: 38

19. Trench Movie Feature- 12 people

20. The Call went Out Performance (Nov 19), Two Performances

Two performances was be given by The Story Theatre Company.

21. A Christmas Truce Performance (December 13)

Expect Theatre group presented a Christmas Truce 1914. This was a vocal tribute of the Christmas truce that happened during the First World War.

22. Christmas Tea on the Venosta (December 20)

Outreach Events

23. Golden Spike (June 26- June 28)

Partnered with Imperial Oil and set up a display.

24. Ioco Town site Development Meeting (June 25)

25. Fingerling Festival (May 2nd) - Had display set up. (180 people)

26. Canada Day- City Event - Had display set up (46 people)

27. Seniors Forum- Jim and Brianne had a display at the event (63 People)

28. Teachers Fair- Brianne ran Display (30 People)

29. City event for Cultural days (Sept 26) Brianne dressed as a ghost and advertised

30. Port Moody Secondary Volunteer fair- A display was set up to encourage students to volunteer at the museum. 120 students

31. Bright Paths Centre- To promote preschool programs we offered three classes a short version of the box car kids program and went to the school to deliver the program. 3 class rooms, 56 kids

Programs

School Groups: 90 Programs

Visitors

General	Events	Rental	Programs	Out-Reach
4963	5359	427	2337	779

Total Visitors: 13865

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Port Moody Heritage Society

2734 Murray Street, Port Moody, BC, V3H 1X2

604 939-1648

Minutes of the Annual General Meeting

June 17, 2015

1. President's Welcome - The President, Robert Simons called the meeting to order at 7:20 PM and welcomed the group.
2. Quorum was confirmed: Attending were 14 voting members and 3 guests. Voting membership stands at 67.
3. Approval of Minutes-

Motion #1 - It was moved by Bruce Schroeder and seconded by Mary Anne Cooper "that the June 17, 2014 AGM Minutes, as printed in the PMHS 2014 Annual Report, be approved" Carried

4. Business arising from Minutes: None to report

5. Reports

(a) President's Report (written report in Annual Report) – Robert Simons spoke about the importance of advocacy and how the Society is getting more involved with heritage conservation. He reviewed the active role that the society played in advocating for Belcarra cottages in 2014. Robert spoke about the Ioco land being sold and talked about how the Society is working with the new developers, Brilliant Circle Group, to try to conserve the area. He thanked all the volunteers that work continuously at the museum as well as those who built the McKnight Trench. Robert spoke about how the trench had a high degree of visibility and how it has made an impact.

(b) Executive Director's Report (written report in Annual Report)- Jim Millar gave a review of our upcoming events, thanked all of our volunteers but made special mention of volunteers Gerrit deWaal, Peter Hiebert, Dave Maxwell and Linda Moncur that are at the museum weekly. He introduced the 2015 summer staff: Tara Beuk, Melissa Lacelle and Stephanie Mah and welcomed them to the Society.

(c) Treasurer's Report (written report in Annual Report) – Irene Reid explained the report and the Society is in a good financial state. Receiving grants always required.

Motion #2 –It was moved by Darrell Penner and seconded by David Ritcey that the President's and Executive Director's reports be accepted as printed". Carried

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Motion #3 –It was moved by, Irene Reid and seconded by Armando Elias that the Treasurer’s report be accepted as printed. Carried

6. Approval of Board Actions-

Motion #4 - It was moved by Irene Reid, seconded by Armando Elias "that the resolutions, minutes, contracts, appointments, payments, acts and proceedings of the Board of Directors and Officials of the Port Moody Heritage Society up to the present time, be hereby ratified and approved, and said directors and officials be released from all liability herein". Carried

7. Assignment for Financial Review

Motion #5 - It was moved by Irene Reid, seconded by Darrell Penner "that Fitzpatrick and Association be approved to do the financial review for the 2015 fiscal year" Carried

8. Elections of Officers and Board of Trustees for the 2015-2016 Term.

Dan Kirchner acted as the elections officer. He presented the following slate as provided by the Nominating Committee and as well, called for nominations from the floor.

Officers and Directors elected were:

President Robert Simons - Acclaimed

Vice-President David Ritcey Acclaimed

Secretary Gail Murray Acclaimed

Treasurer Irene Reid (continuing and appointee)

Director Bruce Gibson Acclaimed Director Armando Elias Acclaimed

Director Bob Elliot Acclaimed

Director Brad Letwin Acclaimed

Completing their second year of 2 year term- Director (not requiring election)

Director Dan Kirchner

Director Wade Leslie

Director Bruce Schroeder

9. Appointment of the Nominating Committee for the 2016 Elections-

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Motion #6 - It was moved by Darrell Penner, seconded by Irene Reid "that the job of the nominating committee be delegated to the board. Carried

10. New Business

- a. Acknowledgement of Jason Hulbert and Ron Simpson for their service on the board for the last two years.
- b. Al Davies and Darrell Penner reached their maximum time permitted on the Board. They were thanked for all their years of service on the board and were presented with a Recognition of service certificate by Robert Simons. Darrell was present to accept. Al Davies had sent regrets.
- c. Mary Anne Cooper was acknowledged for being at the meeting and her long time advocacy for Ioco town site was discussed.
- d. MLA Linda Reimer thanked everyone that has volunteered for the museum and said a few words.

11. Closing Remarks. Robert welcomed new board and thanked everyone for coming.

12. Meeting was adjourned at 8:17 PM.

Video presentation produced by Gerrit de Waal on Ioco Town site was shown to members.

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Acknowledgements

The Port Moody Heritage Society gratefully acknowledges support from:

The Community of Port Moody, our Volunteers and Members

A & A Steel Enterprises Ltd.

Burnaby Bag & Burlap

City of Port Moody

Cobs Fresh Bread Sutter brook

2573 6 Engineer Squadron RCACC

Esso Imperial Oil Foundation

Elderberry Floral

Flavelle Sawmill Company

Government of Canada

Canadian Heritage Information Network

Heritage Canada and Service Canada

Honorary Colonel James Happer CD, 6 Engineer Regiment

Impact Instant Canopy

Pajo's

Pasta Polo

Pacific Coast Terminals Company

Port Metro Vancouver

Port Moody Foundation

Port Moody Flowers

Plateau Cleaners

Province of British Columbia - BC Gaming Commission

Real Estate Evolved.com, John Grasty, Prudential

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1838 Royal Westminster Regiment (Maple Ridge) RCACC

1922 Royal Westminster Regiment (Aldergrove) RCACC

Starbucks

Sgt. Angus Todd, Canadian Armed forces

TELUS

The Tri-City News

Tree Island Steel

Tri-Cities Community Television

Veterans Affairs Canada

Wavor Wire Ltd.

Western Command Military Vehicle Historical Society

Thank you to the following businesses that allowed our guests to Park for Canada Day 2015.

1. Surf-Tech Industries (2009) Ltd.- 2621 Murray Street
2. German Motor Car- 2723-A Murray Street
3. Urbani Foods- 2723-B Murray Street
4. Trax Autocraft- 2725 Murray Street
5. Tru-Line Autobody- 2727 Murray Street
6. Innovative Fitness- 2739 Murray Street
7. MST Automotive Repair- 2801 Murray Street
8. Garaventa Lift- 2805 Murray Street
9. K9 Social Club- 2809 Murray Street
10. Archer Plastics Inc.- 2817 Murray Street
11. Modern Bathrooms- 2825 Murray Street
12. Ken L. Hall Contractors Ltd.- 2827 Murray Street
13. Colwin Electrical Group- 2829 Murray Street

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14. Surf-Tech Industries (2009) Ltd.- 2919 Murray Street

Thank you to the many volunteers that help out at our events and a big thank you to the following individuals that come weekly to help at the museum:

Gerrit deWaal, Tom Galinis, Peter Hiebert, Dave Maxwell, Linda Monclur, and the Trench Squad- Guy Black, Markus Fahrner, Alan Fox, John Goheen, Cary Price, Jim Millar and Sonny Son. We really appreciate the help and support!

A special thank you to the following entertainers that come and volunteer at many of our events

Dennis Hewson

Nigel Tucker

Joyce Johnstone

To show our Appreciation, In November the Society has an Appreciation Event for Members and Volunteers held at the Museum.

A Case Statement

Our Vision: A valued and vibrant community asset that showcases and celebrates our heritage

Our Mission: PMHS promotes an appreciation of community heritage by preserving and presenting history through exhibits and programs. We welcome everyone to discover our shared heritage.

Our History: The Port Moody Heritage Society, a volunteer based registered non-profit society, was formed from the 1967 Port Moody Centennial Committee and incorporated in 1969 as the Port Moody Historical Society. In 1983 the name of the society was changed to Port Moody Heritage Society to reflect the additional focus of creating and operating the Port Moody Station Museum; preserving information and records of community heritage value.

The Museum is housed in the second Canadian Pacific Railway station built in Port Moody. It was built on the west side of the town in 1908 and moved in 1945 by rail to the center of town at Queens Street. The station building was purchased by the Society in 1978 and moved a second time, by truck to its present location on land leased from the City of Port Moody at 2734 Murray Street, beside Rocky Point Park.

The Museum is a community museum, portraying the history and heritage of the area at the head of Burrard Inlet. Port Moody is the original Western Terminus of the Canadian Pacific Railway so the CPR is highlighted to show the importance of the railway in the development of the community and Western Canada.

The Museum is governed by a maximum of thirteen Board of Directors, elected annually from the Society's membership. The Board is comprised of a group of dedicated volunteers who bring together a wide variety of backgrounds, skills, contacts and expertise. A full time Executive Director oversees the daily operation of the Museum with a full-time Museum Coordinator, three federally sponsored Summer Student Staff and Volunteers round out the staff.

The Museum's Key Feature

The station, designed to be a live-in unit, originally consisted of two floors. The main floor of 240 m² is used as community and public display space. The Telegraph Office, the hub of railroad activity, features an operational telegraph system, which is available for visitors to try, and a hand-operated telephone from 1884 when the Port Moody and New Westminster Telephone Co. was the first telephone system in B.C.

The Waiting Room contains wooden benches and CPR travel posters together with a ticket booth. The restored Parlour and Kitchen show the living conditions in the station between 1908 and 1930. The Large Exhibition Room features permanent exhibits of Port Moody's Industry and community in the early 1900's. There is a lumber display showing materials from early saw and shingle mills, a pot-bellied stove, historic photo collection display, a 1930's, 40's and 50's display drawer, a general store and two models of early Port Moody. The Small Exhibition Room displays include a First Nation's display of Salish artefacts, the fur trade, the Royal Engineers, the First Train and the Western Terminus of the CPR.

The basement of 240 m², was added when the building was moved to Murray Street and is the museum's collection storage area. The upper floor of 60 m² is used for offices and administration.

Outside displays feature the "Venosta" a 1921 sleeper car that displays historic railway pictures and artifacts. It is set-up as a dining car for events and Heritage Teas. The Venosta is available for rent for private functions.

The Heritage Garden is planted and cared for by volunteers and staff, and features heritage varieties typical to the gardens of the period that dotted the communities along CPR's line.

Our Meditation Garden was created and cared for by volunteers and is a wonderful display of beautiful flowers.

The McKnight Trench exhibit is intended to educate the public about an important part of Canadian History and pay tribute to all of the soldiers that fought in WW1.

Our Current Programs

The Port Moody Heritage Society, through the efforts over the years of its many dedicated volunteers, has amassed a great deal of knowledge, a collection of important archival material and a multitude of artifacts relating to our community's heritage and history. The Museum preserves and promotes our Community's heritage and is the only local repository for artifacts and archival materials.

The Heritage Society provides a range of benefits to the Community:

- **Port Moody Station Museum** – The Museum is operated daily by a full time Executive Director, a full-time Museum Coordinator, part time book keeper and summer students sponsored by Service Canada and Volunteers. Admission is by donation.
- **A Resource Centre and Archives** – The Museum is the repository of significant archival materials listed through the B.C. Archives Association. Among the collection are the City of Port Moody's tax rolls from 1913-1974 and over 5,000 photographs, which provide unique historical information.
- **Artifact Preservation** – we preserve many significant historic items in the Museum, which without our care, these items might otherwise be lost or unavailable to the community. Our collection mandate is to preserve items of significance to the development of the area.
- **Educational Programs** – a variety of programs and tours aid in kindling an interest of history; and assists schools, ESL groups, Day Care Schools, Home School Students and Educators to meet their curriculum requirements. The Animating History program is a dynamic partnership with Reel to Real and provides students an opportunity to create a Stop Motion animated short film on the Building of the Railway. Our new program, Life in the Trenches educates students about Canadian Involvement in the First World War and what life was like in the trenches. Students get to walk through the trench while they learn.

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- **Heritage Awareness** – Museum staff and volunteers promote heritage awareness by taking part in local community events, historical lectures and contributing our expertise. Our main events are: Family Day, the Easter Egg Hunt, Heritage Week, Canada Day and Ioco Ghost Town Days. We continued to participate in other community events such as Fingerling Festival and Golden Spike.
- **Volunteer Opportunities** – Museum resources encourage citizens to give back to their community and in turn receive opportunities for personal development. Our partnership with School District 43 provides opportunities for students in the Career Preparation program. Our volunteers have contributed substantially to the care and organizing of the collection, have helped out in all of our events and both gardens.
- **Tourist Destination** – Our guest book lists visitors from many far-away places. Local residents bring visiting friends and family to the Museum as it helps to bring a real sense of Port Moody “to life”. This Museum in 2015 hosted numerous events that brought a focus to our place in the Community.

Our Accomplishments and Plans for the Future:

Although we have accomplished much over the years, we continue to strive to offer more to the community; opportunities to preserve our past and future heritage, as we create it. The Museum is to be a centre of activity, where our past is highlighted in a living vibrant exciting manner to enable visitors to explore and experience the past, present and future of our community.

Amongst our accomplishments / plans are:

- **Improvements to our physical space** -- We must maximize the capacity of our assets through continued improvements: re-roofing outbuildings in 2008, painting the Museum and Venosta and rebuilding the Station platform in 2009. The Station had new cedar roof in 2011. The Venosta cover was constructed in 2012 as well as the major mobile artefact shelving project in the basement Annex. In 2015 an entertainment platform was started beside the Venosta.
- **Increasing community involvement and heritage awareness** -- There is an ongoing need to update existing displays in order to reflect the ever-changing needs and character of the community. We plan to extend heritage awareness through display partnerships and joint events with community groups
- **Continuing to develop educational programming and displays** --By creating more specialized educational programs in partnership with immigrant service organizations and others we continue to expand our reach. This encourages a higher utilization of facilities as programs focus on specific curriculum content providing more in-depth learning opportunities. We have been looking into new preschool programming and have plans to add more in 2016. The addition of the McKnight Centennial Trench Exhibit has been an excellent opportunity to reach out to a new group of individuals. Programs on the trench have educated students from all grades about what life in the trenches were like and the monthly Trench Talks Series has been a great addition to educating the public.

Site Development -- Other future capital projects include visitor-focused improvements such as wheelchair accessible washrooms, air conditioning on the Venosta, signage improvements, a programming area as well as expanded displays, conservation work areas and future museum expansion. External factors such as the Evergreen rapid transit line will have dramatic impacts.

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The Port Moody Heritage Society, a registered non-profit charity, gratefully appreciates community support and is capable of issuing tax receipts.

Port Moody Heritage Society
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