



Image by Andrew W.C. Lee

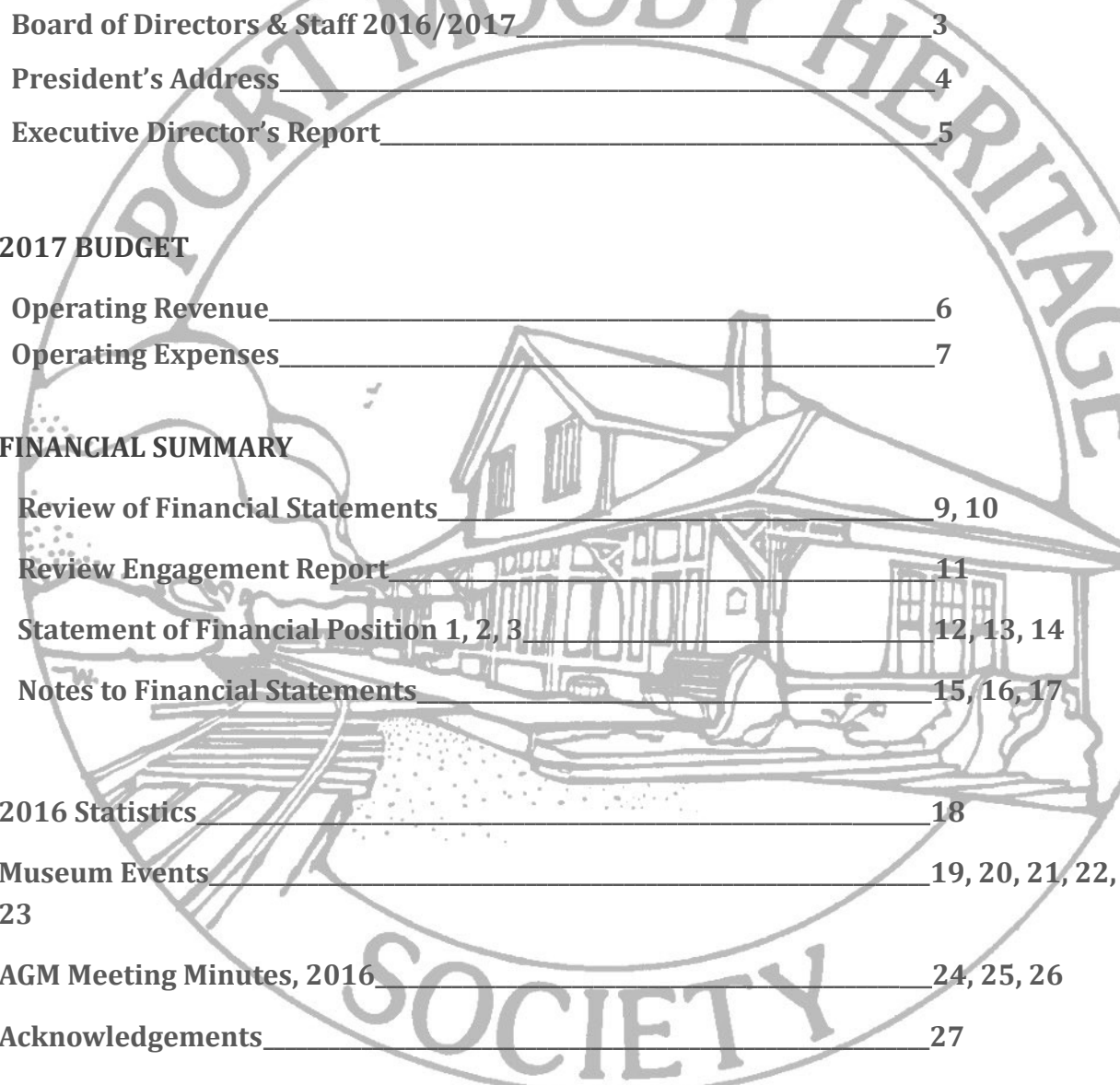
PORT MOODY HERITAGE SOCIETY ANNUAL REPORT

2016

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT

2016

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT

2016

BOARD OF DIRECTORS

2016/2017

David Ritcey	President
Robert Simons	Past President
Bruce Gibson	Vice-president
Irene Reid	Treasurer
Deb Naso	Secretary
Armando Elias	Director
Bob Elliot	Director
Brad Letwin	Director
Dan Kirchner	Director
Wade Leslie	Director
Calum Mcvicor	Director
Bruce Schroeder	Director
Chris Staddon	Director

STAFF

2016

2017

Executive Director	Jim Millar	Jim Millar
Museum Coordinator	Brianne Egeto	Markus Fahrner
Museum Assistants	Monica Cuevas Rachael Gibson Dorian Nijdam Yvonne Webb	Alan Bradaric Kristyna May-Rashke Dorian Nijdam
Bookkeeper	Deb Naso	Deb Naso

PRESIDENT'S REPORT: DAVID RITCEY

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT

2016

Through 2016, the Port Moody Heritage Society continued not only its highly successful operation of the Station Museum, but also carried out important work in promoting awareness and preservation of valuable heritage resources across our City and region.

Many of our Museum programs and events have become iconic parts of Port Moody, yet we seek new opportunities to grow. Commemorations of The Great War and educational presentations related to our McKnight Trench exhibit have expanded our reach well beyond the City boundaries. Further details of these activities are in the Executive Director's Report.

During the past year, we advocated for policies to retain built heritage in Moody Centre that is at risk from development pressures, at the IOCO Townsite which has a potentially very exciting future, and at Belcarra Regional Park where the early 20th Century cottages and the historic Bole House are now protected by the highest level of municipal heritage designation.

One very sad note in 2016 was the passing of historian, advocate, educator, entertainer, and Honorary Board member Al Sholund.

All of the achievements of the past year rely on the dedication and hard work of our staff, led by Executive Director Jim Millar and Coordinators Brienne Egeto, who began maternity leave at the end of 2016, and Markus Fahrner. We depend on our Society members, Museum volunteers, and donors, and we are pleased to acknowledge the support of major funding partners:

- City of Port Moody
- British Columbia Community Gaming Grants
- Veterans' Affairs Canada
- Service Canada and Young Canada Works

My sincere thanks go to the Board of Directors and Officers – Armando Elias, Bob Elliott, Bruce Gibson (Vice-President) Dan Kirchner, Wade Leslie, Brad Letwin, Calum McVicar, Deb Naso (Secretary), Irene Reid (Treasurer), Bruce Schroeder, and our very active Past-President Robert Simons.

A big thank-you also to our Committee Representatives – Dianna Brown (Heritage Commission) and Brenda Millar (Arts and Culture.)

In Fall 2016, the Board of Directors undertook a Strategic Planning Session to map our course for the next 5 years. Some of the topics we considered for the future include:

- Marketing an improved interaction with a broader "Community" including increased presence on social media.
- The value of Society Membership
- Medium- to long-term growth of the Museum facility and programs
- Strategic partnerships with other museums and institutions

We certainly anticipate a bold and bright future for our Society!

Respectfully submitted,

David Ritcey

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT

2016

President – Port Moody Heritage Society

EXECUTIVE DIRECTOR'S REPORT: JIM MILLAR

2016 is now in the history books. The Society and Museum had another good year. We had a busy year with our events and activities; as well advocating for our heritage.

Brianne coordinated most of the events but left us again in December to have her second child – Eva. Markus, who had been volunteering with the Trench Squad, took over her mat leave, working hard to fill in.

The Trench and commemoration of the 100th anniversary of the Great War (WW1) continues to play a major part of our activities. Our Canada day focused on the First day of the Battle of the Somme and Beaumont-Hamel, where the Newfoundlanders were devastated but their gallantry earned them the title Royal Newfoundland Regiment. In the evening, we hosted a tribute 'Newfie Kitchen Party'. It was very well received and we plan to change the date and run it as a Museum fundraiser. An educational activity (program) was developed around the Trench as well and Great War Talks continue on a regular basis highlighting events of 100 years ago.

Easter continues to be our biggest family event. The weather cooperated and we had over 1,500 people looking for marbles. Ioco Day was good as well, both weather wise and attendance matching that of Easter.

Our National Aboriginal Day was respectful and emotionally moving. Alice Guss of Squamish was very well received and we were fortunate to have her back again. We plan for her to help us again in 2017.

The Society continues to expand its advocacy roll. We encouraged the City to enact a bylaw giving the Belcarra Cabins heritage status. Metro Parks does not have a heritage mandate but we are encouraging them to look after the cabins. Ioco development is becoming more of likelihood with Brilliant Circle Group switching to Perkins-Will as architects. This will change Port Moody in the future and we want it to preserve the Heritage Character of Ioco.

Another event that is changing Port Moody was the start of the Evergreen Skytrain extension. We hosted a display and got passengers at the Moody Centre Station to sign a first day traveler's book. We even recreated the 1886 arrival of the first lady passenger receiving a bouquet of flowers.

One of the challenges we had was the 5 year timing of Weldon Haley's bequest. We had wanted it to be the seed funding for a Museum expansion, engaging Don Luxton to develop a plan in 2012. Delays arose when the City questioned whether the Museum is in its ideal location with the future of Moody Bridge uncertain combined with the areas redevelopment. The bequest became critical in that BC Gaming deems unused capital funds part of general surplus after 5 years. This would mean we would have over 50% general surplus above our 2016 operating costs leading us to be ineligible for a 2017 Community Gaming grant. To prevent this, the Venosta louvre project was undertaken and operating improvements such as our new chairs and 30x30 tent were made. Weldon had not specified what we were to use his money for, so this enabled us to make the best use of it under the circumstances. Well Done Weldon.

We look forward to 2017 being another good year to enter the history books.

Respectfully, Jim Millar

2017 BUDGET

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

PORT MOODY HERITAGE SOCIETY BUDGET 2017			
NOTES			
OPERATING REVENUE			
EARNED REVENUE			
	Building Rentals		\$10,000
	Visitor Donations		\$5,000
	Education Program Fees		\$5,000
	Membership Fees		\$500
	Gift Shop Sales		\$700
	Book Sales		\$1,000
	Sale of Donated Items		
	Special Events		\$14,000
	Research Request Fees		
TOTAL EARNED REVENUES			\$36,200
PRIVATE SECTOR REVENUE			
	Charitable Received Donations		\$7,500
	Non Tax Received Donations		\$3,000
	Foundations		\$8,000
	Interest Income		\$300
TOTAL PRIVATE SECTOR REVENUE			\$18,800
GRANT REVENUE			
Federal			
	Service Canada (75% of costs)		\$12,252
	Young Canada Works		\$12,329
	Federal Grants - Other		\$14,950
Total Federal Grants			\$39,531
Provincial			
	Other (MLA) (BC150)		\$23,780
	Gaming Programming		\$28,000

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

Total Provincial Grants		\$51,780
Municipal		
Arts Assistance Program		\$82,000
Municipal - Other		\$10,000
Heritage Commission		\$0
Total Municipal Income		\$92,000
Deferred Income		
Gaming Carry Over		\$0
TOTAL OPERATING REVENUE		\$238,311
Capital Reserves		
TOTAL REVENUE		
OPERATING EXPENSES		
Accounting & Consultants Fees		\$5,000
Alarm, Fire & Security		\$1,500
Bank/CC Charges		\$500
Seniors Project		\$2,000
Display Collection Mgmt		\$17,800
Dues Licenses & Memberships		\$2,000
Education Program Supplies		\$900
Gift Shop Expense		\$600
Government Agency (G.S.T.)		\$2,500
Insurance		\$4,000
IT Expenses		\$2,500
Janitorial Expense		
Member Services (newsletters)		\$200
Marketing		\$1,500

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

		Meals, Per Diem		\$200	
		Mileage,		\$400	
		Office Expense		\$4,500	
		Payroll		\$153,811	
		Professional Development		\$2,400	
		Repairs & Maintenance		\$4,400	
		Special Events expenses		\$15,000	
		Telephone & Internet		\$2,500	
		Utilities		\$6,600	
		Volunteer Expense		\$7,500	
		Deferred Revenue to next year			
		Gaming Carry Over to next year		\$0	
		TOTAL OPERATING EXPENSE		\$238,311	
		Capital			
		GST Capital			
		TOTAL Capital EXPENSE			
		TOTAL EXPENSE			
		Excess of Revenue over Expenditures		\$0	

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

FINANCIAL SUMMARY



PORT MOODY HERITAGE SOCIETY

Financial Statements
(Unaudited)

Year Ended December 31, 2016

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016



PORT MOODY HERITAGE SOCIETY

Index to Financial Statements

Year Ended December 31, 2016

REVIEW ENGAGEMENT REPORT

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Statement of Operations and Changes in Fund Balances	STATEMENT 2
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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016



J. FITZPATRICK & ASSOCIATES 
CHARTERED PROFESSIONAL ACCOUNTANT

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, 2016 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 16, 2017



J. FITZPATRICK & ASSOCIATES INC.
CHARTERED PROFESSIONAL ACCOUNTANT

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT

2016




STATEMENT 1

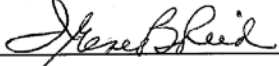
PORT MOODY HERITAGE SOCIETY
Statement of Financial Position
December 31, 2016
(Unaudited)

	General Fund	Direct Access Fund	Capital Asset Fund	Total	
				2016	2015
CURRENT ASSETS					
Cash	\$ 101,547	\$ 27,906	\$ -	\$ 129,453	\$ 218,384
Accounts receivable	9,047	-	-	9,047	1,673
Government agencies receivable	1,044	-	-	1,044	414
Prepaid expenses	250	-	-	250	250
	<u>111,888</u>	<u>27,906</u>	<u>-</u>	<u>139,794</u>	<u>220,721</u>
CAPITAL ASSETS (note 3)	<u>-</u>	<u>-</u>	<u>353,580</u>	<u>353,580</u>	<u>305,141</u>
	<u>\$ 111,888</u>	<u>\$ 27,906</u>	<u>\$ 353,580</u>	<u>\$ 493,374</u>	<u>\$ 525,862</u>
CURRENT LIABILITIES					
Accounts payable	\$ 13,247	\$ -	\$ -	\$ 13,247	\$ 9,600
DEFERRED REVENUE (note 4)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,960</u>
	<u>13,247</u>	<u>-</u>	<u>-</u>	<u>13,247</u>	<u>11,560</u>
FUND BALANCES					
Invested in capital assets	-	-	353,580	353,580	434,541
Externally restricted (note 5)	-	27,906	-	27,906	22,312
Unrestricted	<u>98,644</u>	<u>-</u>	<u>-</u>	<u>98,644</u>	<u>57,449</u>
	<u>98,644</u>	<u>27,906</u>	<u>353,580</u>	<u>480,130</u>	<u>514,302</u>
	<u>\$ 111,891</u>	<u>\$ 27,906</u>	<u>\$ 353,580</u>	<u>\$ 493,377</u>	<u>\$ 525,862</u>

On Behalf Of The Board:



Director



Director

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 ANNUAL REPORT 2016



STATEMENT 2

PORT MOODY HERITAGE SOCIETY
Statement of Operations and Changes in Fund Balances
Year Ended December 31, 2016
(Unaudited)

	General Fund		Direct Access Fund		Capital Asset Fund	
	2016	2015	2016	2015	2016	2015
REVENUES						
Grants	\$ 141,478	\$ 107,416	\$ 28,000	\$ 28,000	\$ -	\$ -
Donations	35,267	18,987	-	-	-	-
Fundraising/Corporate sponsorship	14,243	13,662	-	-	-	-
Membership	880	435	-	-	-	-
Interest income	284	417	13	8	688	905
Program fees	5,646	5,046	-	-	-	-
Rentals	5,135	5,796	-	-	-	-
	<u>202,933</u>	<u>151,759</u>	<u>28,013</u>	<u>28,008</u>	<u>688</u>	<u>905</u>
EXPENSES						
Advertising	7,487	2,134	-	-	-	-
Amortization	-	-	-	-	13,481	12,714
Alarm, fire and security	1,988	1,244	-	-	-	-
Collection management and display	15,235	8,431	-	-	-	-
General and administrative	3,030	809	-	-	-	-
Interest and charges	200	365	12	-	-	-
Insurance	1,223	1,208	-	-	-	-
Office	11,056	8,300	-	-	-	-
Professional fees	4,413	4,762	-	-	-	-
Repairs and maintenance	9,991	8,443	-	-	-	-
Salaries and wages	129,521	100,006	22,407	33,715	-	-
Special Event and Project	37,506	12,765	-	-	-	-
Training	2,141	4,378	-	-	-	-
Utilities	6,105	6,456	-	-	-	-
	<u>229,906</u>	<u>159,301</u>	<u>22,419</u>	<u>33,715</u>	<u>13,481</u>	<u>12,714</u>
Excess (Deficiency) of Revenues Over Expenses	(26,973)	(7,542)	5,594	(5,707)	(12,793)	(11,809)
Fund balances, beginning of year	57,449	64,991	22,312	28,019	434,541	446,350
Interfund transfers - note 7	68,168	-	-	-	(68,168)	-
Fund balances, end of year	<u>\$ 98,644</u>	<u>\$ 57,449</u>	<u>\$ 27,906</u>	<u>\$ 22,312</u>	<u>\$ 353,580</u>	<u>\$ 434,541</u>

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

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016



PORT MOODY HERITAGE SOCIETY
Statement of Cash Flows
Year Ended December 31, 2016
(Unaudited)

STATEMENT 3

	OPERATING ACTIVITIES				INVESTING ACTIVITIES	
	General Fund		Direct Access Fund		Capital Asset Fund	
	2016	2015	2016	2015	2016	2015
SOURCES OF CASH						
Grants	\$ 141,478	\$ 107,416	\$ 28,000	\$ 28,000	\$ -	\$ -
Donations	25,933	20,309	-	-	-	-
Fundraising/Corporate sponsorship	14,243	13,662	-	-	-	-
Membership	880	435	-	-	-	-
Interest income	284	417	13	8	688	905
Program fees	5,646	5,046	-	-	-	-
Rentals	5,135	5,796	-	-	-	-
	<u>193,599</u>	<u>153,081</u>	<u>28,013</u>	<u>28,008</u>	<u>688</u>	<u>905</u>
USES OF CASH						
Purchase capital assets	-	-	-	-	61,920	-
Salaries and wages	129,521	100,006	22,407	33,715	-	-
Purchased materials and services	97,371	62,542	12	-	-	-
	<u>226,892</u>	<u>162,548</u>	<u>22,419</u>	<u>33,715</u>	<u>61,920</u>	<u>-</u>
CHANGE IN CASH DURING THE YEAR	(33,293)	(9,467)	5,594	(5,707)	(61,232)	905
Cash, beginning	66,672	76,139	22,312	28,019	129,400	128,495
Interfund transfers - note 7	68,168	-	-	-	(68,168)	-
Cash, ending	<u>\$ 101,547</u>	<u>\$ 66,672</u>	<u>\$ 27,906</u>	<u>\$ 22,312</u>	<u>\$ -</u>	<u>\$ 129,400</u>

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

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016



PORT MOODY HERITAGE SOCIETY Notes to Financial Statements Year Ended December 31, 2016

(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 head of the Burrard Inlet.

2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis 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 assets.

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 2016



PORT MOODY HERITAGE SOCIETY
Notes to Financial Statements
Year Ended December 31, 2016
(Unaudited)

Use of estimates

When preparing financial statements according to ASNPO, 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 actions that the organization may undertake in the future, and other assumptions that they believe are reasonable under the circumstances. Actual results could differ from those 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	
	2016	2015	2016	2015	2016	2015
Building	\$ 618,366	\$ 556,445	\$ 264,786	\$ 251,304	\$ 353,580	\$ 305,141

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:

	2016	2015
Beginning balance	\$ 1,960	\$ 5,788
Less amount recognized as revenue in the year	(1,960)	(3,828)
Add amounts received related to next year	-	-
	\$ -	\$ 1,960

5 EXTERNALLY RESTRICTED NET ASSETS

	2016	2015
Restricted, related to gaming activities	\$ 27,906	\$ 22,312

For 2016, the Society received \$28,000 in funding in December of 2016. These funds will be used to help fund operations in 2017.

6 FINANCIAL INSTRUMENTS

The Society uses risk management to monitor and manage its risk arising from financial instruments. These 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 ANNUAL REPORT 2016



PORT MOODY HERITAGE SOCIETY Notes to Financial Statements Year Ended December 31, 2016

(Unaudited)

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 counter parties not paying 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 decided to unrestrict the internally restricted funds that have been held for future development of the museum building. The funds were used for capital assets, building repairs and maintenance and the balance has been moved into the general fund.

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

2016 Statistics

Membership 52

Staff

Executive Director	Full Time
Museum Coordinator	Full Time
Museum Assistants	Full Time Summer
2 Service Canada Assistants – 2 Young Canada Works Assistant	

Volunteers

Log Entry Volunteer Hours	1,866
Trench Volunteer Hours	239
Event Volunteer Hours	1,432.5
Total Volunteer Hours	3,537.5

Museum Hours of Operation

<u>Victoria Day to Labour Day</u>
Open Daily: 10:00am – 5:00pm
<u>Labour Day to Victoria Day</u>
Open Wednesday to Sunday 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.

Programs

School Groups: 83

Visitors

General	Events	Rental	Programs	Out-Reach
4,490	4,213	604	1,950	2,022
Total Visitors: 13,279				

Museum Events

1. Family Day event (February 18)

Working on the railroad themed event for family day. Guests could hammer their names into the train tracks, do a spike hammering activity, make their own conductor's hat and participate in a scavenger hunt. **Attendance: 230**

2. Heritage Day (February 21)

Guests enjoyed detailed trench tours and watched as the trench crew reenacted a WW1 picture. They also had a chance to learn more about the community's heritage by going on detailed museum tours. **Attendance: 112**

3. Fashions on the Home Front Fashion Show (February 28)

Event held at the Inlet theatre. Guests enjoyed a live fashion show produced and narrated by fashion historian Ivan Sayers and learned about the impact that the Great Wars had on fashion on the home front. **Attendance: 105**

4. Easter event (March 27)

Families enjoyed many different fun Easter activities including a marble hunt, face painting, Easter basket making and bunny ear making. **Attendance: 1,020**

5. Vimy Ridge event and Trench Talk (April 9)

Vimy Ridge event to commemorate the anniversary of the battle of Vimy Ridge. **Attendance: 42**

6. Mother's day tea (May 8)

Popular event taking place on the Venosta train car. Tea, fruit and baked goods were served. **Attendance: 81**

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2016

7. Telus Day of Giving (June 4)

Over 20 Telus employees helped to set up the large scale posters for the trench, filled sandbags and helped with gardening projects

8. Trench Talk: Hill 62 (June 5)

Guest presenter John Goheen gave a talk about the battle at Hill 62 during the First World War. The talk was followed by a reenactment photo done by the trench crew.

Attendance: 29

9. National Aboriginal Day (June 19)

Alice Guss (Tsawaysia Spukwus) hosted a workshop in which guests had the chance to make their own drum. Afterwards, a presentation on the History of the Squamish Nation was given. **Attendance: 98**

10. Trench Talk/ Candlelight Vigil (June 30)

Event to commemorate the 100th anniversary of the battle of the Somme. A presentation given by John Goheen on Beaumont Hamel was followed by a candlelight vigil. **Attendance: 30**

11. Canada Day/ Newfie Kitchen Party (July 1)

Guests enjoyed a traditional East Coast lobster dinner and were entertained by Irish/East Coast band the New Fish. Beer from local breweries: Moody Ales and Yellow Dog brewing co., were available for purchase. **Attendance: 100**

12. Trench Talk: Animals in War (August 7)

Guest presenter Markus Fahrner talked about the many animals who served bravely in the Great War. **Attendance: 30**

13. Trench Talk (September 17)

Guest speaker John Goheen talked about the battle at Courcellette. **Attendance: 27**

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14. Radio Show (September 25)

The free radio show in the Port Moody Inlet Theatre was again a great success and reminded everyone of the golden age of Radio. **Attendance: 72**

15. Great War Talk: Passchendaele (November 6)

Battlefield tour guide John Goheen discussed the battle at Passchendaele. **Attendance: 54**

16. Candlelight Vigil (November 10)

Guests attending the event were given a tribute candle and attended a short program in the trench. **Attendance: 28**

17. IOCO Ghost Town Day (October 2)

The weather was great at bringing many people to the event. There was a great variety of vendors, organizations, and individuals who offered interesting displays to visitors. The band and food trucks served to create an amazing, festive atmosphere. **Attendance: 2300**

18. Trench Talk (October 8)

John Goheen talked about the battle at Regina Trench. **Attendance: 31**

19. Skytrain Opening (December 2/3)

To commemorate the opening of the Evergreen line, the museum set up a table for two days at Moody Centre Skytrain station. A bouquet of flowers was presented to the first female passenger off the train. This was done to create a symbolic link to the arrival of the first train in Port Moody in 1886. All Passengers were asked to leave their name in a special guest book. **Attendance: 2000**

20. Great War Talk (January 17, 2017)

Markus Fahrner talked about art in the Great War. Out of all the Nations, Canada had the biggest war art program. **Attendance: 25**

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21. Family Day (February 13, 2017)

Event held at the Port Moody Station Museum for Family Day. Families had the chance to make their own conductor's hat, hammer their name into the train tracks and participate in a spike hammering activity. **Attendance: 150**

22. Great War Talk (February 21, 2017)

Outreach to Mayfair Terraces Senior home in Port Coquitlam. Animals in the Great War talk. **Attendance: 25**

23. Great War Talk (March 4, 2017)

John Goheen talked about the war in the air in his Knights of the Air lecture. **Attendance: 16**

24. Fashion Show- 150 years of Canadian Fashion (March 5, 2017)

Fashion Historian Ivan Sayers showcased 150 years of Canadian Fashion. Guests learned about the social and cultural changes that had a direct effect on the way people dressed. Event held at the Inlet Theatre. **Attendance: 60**

25. Great War Talk (March 21, 2017)

Markus Fahrner talked about the traumatic experiences of the soldiers in his talk on Shell Shock. **Attendance: 25**

26. Vimy Ridge event (April 8/9, 2017)

Port Moody Heritage Society held a Vimy Ridge event to celebrate Canada's 150 anniversary and commemorate the 100th anniversary of the Battle of Vimy Ridge. Following the ceremony, guests enjoyed many historic and unique displays, such as the Sopwith Camel plane, a historic truck, a hospital train display and living history guides in Great War uniforms showing artifacts and giving talks. **Attendance: 800**

27. Easter event (April 16, 2017)

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The Museum Easter egg hunt is a popular event, bringing in many families who love to bring their kids to the many activities set up at the Easter event. The marble hunt is the most popular. **Attendance: 1200**

28. Fingerling Festival (May 6, 2017)

The museum was present with a table. This year the orca feeding game caught the attention of many kids who loved playing it. **Attendance: 45**

29. Mother's Day Tea (May14, 2017)

Sold out event held on the Venosta train car with 3 different seating times. COBS bread donated scones for the event. Fruit and baked goods were also provided. **Attendance: 110**



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2734 Murray Street, Port Moody, BC, V3H 1X2
604 939-1648

Minutes of the Annual General Meeting
June 15, 2016

1. Special Opening Presentation: Steve Carter read out a poem he wrote called, "Port Moody Calls" then he presented it to Robert Simons on behalf of the Society.
2. President's Welcome - The President, Robert Simons called the meeting to order at 7:13 PM and welcomed the group.
3. Quorum was confirmed: Attending were 15 voting members and 13 guests. Voting membership stands at 45.
4. Acceptance of Agenda- It was moved by Armando Elias and seconded by Dan Kirchner that the Agenda be accepted.
5. Approval of Minutes-

Motion #1 - It was moved by David Ritcey and seconded by Armando Elias

"that the June 17, 2015 AGM Minutes, as printed in the PMHS 2015

Annual Report, be approved" Carried

6. Business arising from Minutes: None to report
7. Reports

President's Report (written report in Annual Report) – Robert Simons spoke about how the Society continues to promote the protection and preservation of key heritage sites. How the museum has expanded education programs through the creation of the McKnight Trench and how our gardens inspire thought and reflection.

Executive Director's Report (written report in Annual Report) - Jim Millar thanked all of our volunteers and staff stating with all the events and programming we do he believes we are making the community a better place.

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 David Ritcey and seconded by Val Simons that the President's, Executive Director's and Treasurer's reports be accepted as printed". Carried

6. Approval of Board Actions-

Motion #3 - It was moved by Robert Simons, 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

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herby ratified and approved, and said directors and officials be released from all liability herein". Carried

7. Assignment for Financial Review

Motion #4 - It was moved by Irene Reid, seconded by Dan Kirchner "that Fitzpatrick and Association be approved to do the financial review for the 2016 fiscal year" Carried

8. Elections of Officers and Board of Trustees for the 2016-2017 Term.

Robert Simons, Past President 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	David Ritcey-	Acclaimed
Vice-President	Bruce Gibson	Acclaimed
Secretary	Deb Naso	Acclaimed
Treasurer	Irene Reid	(continuing and appointed)
Director	Dan Kirchner	Acclaimed
Director	Wade Leslie	Acclaimed
Director	Calum McVicar	Acclaimed
Director	Bruce Schroeder	Acclaimed
Director	Chris Staddon	Acclaimed

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

Director	Armando Elias
Director	Bob Elliot
Director	Brad Letwin

9. Appointment of the Nominating Committee for the 2017 Elections-

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

10. New Business - None

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

12. Meeting was adjourned at 7:50 PM.

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Following the meeting Jim Millar, John Goheen and Markus Fahrner gave a brief history about World War One, then talked about the creation of the World War One Exhibit, the programs and events that are currently happening and what the plans are for the future.

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Acknowledgements

The Port Moody Heritage Society gratefully acknowledges support from:

The Community of Port Moody, our Volunteers and Members

Celtic Colours

City of Port Moody

Cobs Fresh Bread Suter brook

Flavelle Sawmill Company

Government of Canada

Canadian Heritage Information Network

Heritage Canada, Service Canada, Veterans Affairs

Honorary Colonel James Happer CD, 6 Engineer Regiment

Moody Ales

Pajo's

Pasta Polo

Pacific Coast Terminals Company

Port Moody Foundation

Province of British Columbia - BC Gaming Commission

TELUS

The Tri-City News

Tri-Cities Community Television

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, Peter Hiebert, Linda Monclur, and the Trench Squad- Markus Fahrner, Alan Fox, John Goheen, Cary Price and Jim Millar. 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

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 2016 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 2017. 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.

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