

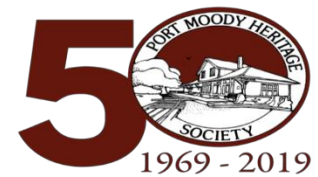
2019



**PORT MOODY HERITAGE SOCIETY
ANNUAL REPORT 2019**

CONTENTS

Board of Directors & Staff 2019/2020	3
President's Address	4, 5
Executive Director's Report	6
2020 BUDGET	
Operating Revenue	7
Operating Expenses	8, 9
2019 FINANCIAL SUMMARY	
Review of Financial Statements	10, 11
Review Engagement Report	12
Statement of Financial Position 1, 2, 3	13, 14, 15
Notes to Financial Statements	16, 17
2019 Statistics	18
Acknowledgements	19
A Case Statement	20
The Museum's Key Features	21
Our benefits to community Programs	22, 23
Our Accomplishments and Plans	24
Contact Information	25



BOARD OF DIRECTORS**2019/2020**

President	John Grasty
Vice President	Kirsten Gerllays
Treasurer	Anthony Sandler
Secretary	Laura Dick
Past President	David Ritcey
Director	Stan Copp
Director	Bob Elliott
Director	Bruce Gibson
Director	Brad Letwin
Director	Deb Naso
Director	Irene Reid
Director	Bruce Schroeder
Director	Chris Staddon

2019**2020**

Executive Director	Jim Millar	Jim Millar
Manager/Curator	Brianne Egeto Markus Fahrner	Brianne Egeto Markus Fahrner
Museum Assistants	Kaitlyn Daly Gohar Nazem Kristyna May Rashke	Walter McDougal Ashley Smith
Bookkeeper	Deb Naso	Deb Naso

PRESIDENT'S REPORT:

Presidents' Report, 2019

From the vantage point of mid-2020, we might look back wistfully at a more orderly and predictable year. 2019 was largely intended to be time of planning and transition for the Heritage Society, but many of the plans we made might now take longer to enact than we expected.

2019 marked the 50th Anniversary of the Port Moody Heritage Society, as we received our incorporation from the Province on June 18, 1969. This was formally celebrated at our annual general meeting where longtime PMHS member, heritage advocate, and Freedom of the City recipient Dr Mary Anne Cooper cut a birthday cake on behalf of the Society. Dr Cooper spoke of the need for action on heritage advocacy to preserve some of what's left of our physical history, particularly at the Ioco Townsite. Other celebrations extended throughout the year, with a heritage theme for the City of Port Moody community calendar, a special Upcycled Art exhibition hosted by our sister cultural institution the Port Moody Arts Centre, and the installation of heritage photograph wraps on utility boxes in Rocky Point Park as a gift to the City and all residents from the Society.

We began the year with a brainstorming session that culminated in the Board of Directors adopting a 5-year Strategic Plan document in the fall. Current and future Society Board members and Museum staff will use this strategic plan to guide the growth and evolution of exhibits, programs, and facilities. Through this planning process, our Mission and Vision have been reaffirmed as being a valued and vibrant community asset that showcases and celebrates our heritage, and promoting an appreciation of community heritage by preserving and presenting history through exhibits and programs. We welcome everyone to discover our shared heritage.

Two especially important points in the 2020-2025 strategic plan are to develop enhanced Indigenous programming and exhibits, and to further align our offerings to local schools to help them fulfil curriculum requirements. The two will go very much hand-in-hand. Also in the Strategic Plan, in response to Mary Anne's comments at the AGM, there is an increase in our heritage advocacy. For Ioco 100th in 2021, we are encouraging the City to facilitate action to preserve and revitalize the Ioco HCA.

Thank you to all our staff, volunteers, Directors and Officers, and to our continuing representatives on City Committees and Commissions, Dianna Brown and Brenda Millar. For their years of service on the Board we thank Bob Elliott and Bruce Schroeder who have served their 6-year term limits, and Deb Naso for all the years she has contributed. Even though we say

goodbye to these contributors, it seems unlikely they will be absent from the Society and the Museum.

It is a pleasure to acknowledge and thank our diverse funding partners and financial donors who make our work possible:

- City of Port Moody (Operating Agreement and various event funding)
- British Columbia Community Gaming Grants
- Service Canada – Students through Canada Summer Jobs
- Young Canada Works – Students through the Canadian Museum Association
- Vancouver Foundation
- Metro Vancouver
- Port Moody Foundation
- Veterans’ Affairs Canada
- Heritage Canada (B.C.A.H. Ioco Festival Grant)
- Government of Canada (National Indigenous Peoples’ Day)
- Royal Canadian Legion Branch 119 & 263
- Pacific Coast Terminals

We are truly living in historic times, and despite the challenges, we have set valid and achievable goals to provide years of continued success for your Society and our Museum.

Respectfully submitted,

David Ritcey
President, 2018-2019

John Grasty
President 2019-2020

EXECUTIVE DIRECTORS REPORT: BY JIM MILLAR

As we look back on 2019, I think it will not be considered one of the good old days but one of the good old normal days.

2019 was a good year. We celebrated our 50th Anniversary as a society in style: the City calendar was focused on us, we created a special 50th anniversary exhibition which featured our favourite artifacts throughout the year and we hosted a birthday party AGM. We featured an 'Upcycled Art Exhibition' at the Arts Centre, created an online cookbook supported by a Metro Vancouver Cultural grant and vinyl wrapped 2 utility boxes in Rocky Point Park.

The Museum went through a bit of a renovation. The main and top floors were given a nice new coat of paint, a new kitchen was put in, carpets taken out and both the library and office got a new look.

Thanks to a grant from the Port Moody Foundation the Museum was able to complete an upgrade to one of our Collection rooms this year.

Our regular museum operations also went well: The education programs, including the Trench that Brianne and Markus had expanded drew in increased numbers of guests. Events were many and well received other than the rain hampered Ioco Ghost Town Day. Work was getting done on the Collection with dedicated volunteers -Geritt, Gaye, Carlos, Barb, Adrianna, Carol and Graham; some improvements in the Venosta were underway. The City began a Murray Street upgrade and Tom continued tending the heritage plants onsite. Linda worked from the heart on the Meditation Garden.

Then as 2019 came to an end, Covid 19 began. It started as small news health issues in China on the Novel Corona Virus and grew to a Canada wide, almost worldwide pandemic lockdown for St Patrick's Day. The luck of the Irish wasn't with us, more like the stress of the Potato Famine.

We continue to adjust, waiting to see what the 'New Normal' will be. It is interesting what can be learned from history as New Normals came out of WW1&2, the Spanish Flu, the Great Depression and even the financial crisis of 2008. Trivia on the Spanish Flu: it got its name not because where it started but who reported on it. Spain was neutral during the Great War and opening reported on it, all the rest didn't want their enemies knowing how much they were suffering so didn't report it for military reasons. Other things we should have remembered from the Spanish Flu was Wash Your Hands.

We must remember and learn from our history and heritage as that is how we grow as humanity and don't repeat mistakes. I'm afraid 2019 will be lost in the shadows of Covid 19.

2020 BUDGET

PORT MOODY HERITAGE SOCIETY 2020 FINANCIAL BUDGET

Income vs Expense January, 2020 to December, 2020

(excluding amortization)

INCOME

OPERATING REVENUE

EARNED REVENUE

Building Rentals	\$2,500	Birthday Parties/no FriNights
Visitor Donations	\$5,000	Parking loss of \$3K
Education Activity	\$10,000	Down from last year by \$1K
Membership Fees	\$500	
Gift Shop & Research Request	\$300	
Book Sales	\$500	

TOTAL EARNED REVENUES	\$18,800
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PRIVATE SECTOR REVENUE

Charitable Rec Donations	\$4,000	
Non Tax Rec Donations	\$12,000	Developer donation
Interest Income	\$1,000	
Special Events	\$10,450	

TOTAL PRIVATE SEC REVENUE	\$27,450
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GRANT REVENUE

Federal

Service Canada (Min wage + MERCS)	\$15,000
Young Canada Works (74% of costs)	\$12,000

Federal Grants - Other		\$4,800	Ioco Days BCAH
Total Federal Grants		\$31,800	
Provincial			
Direct Access Gaming	\$ 28,000.00		May 2020 grant
Direct Access - other			
Total Provincial Grants		\$ 28,000.00	
Municipal			
Arts Assistance Program		\$196,177	
Capital Maintenance Fund		\$0	
Metro Vancouver		\$2,000	New Project
Municipal - Other		\$6,000	Ioco Days and BCMA Conference
Total Municipal Income		\$ 204,177.17	
TOTAL REVENUES		\$ 310,227.17	

EXPENSES

OPERATING EXPENSES

Accounting & Consultants Fees	\$ 5,000.00	
Alarm, Fire & Security	\$ 650.00	
Bank Charges	\$ 200.00	
Display Collection Mgmt	\$ 5,000.00	Music Display
Dues Licenses & Memberships	\$ 1,700.00	
Education Program Supplies	\$ 1,000.00	
Gift Shop Expense	\$ 300.00	

Government Agency (G.S.T.)	\$ 500.00	
Insurance	\$ 1,300.00	
IT Expenses	\$ 2,000.00	
Marketing	\$ 1,200.00	
Meals, Per Diem	\$ 250.00	
Mileage	\$ 500.00	
Office Expense	\$ 3,000.00	
Salaries & Pensions	\$ 243,854.35	
Benefits/WCB	\$ 12,709.63	
Professional Development	\$ 2,000.00	
Repairs & Maintenance	\$ 4,000.00	
Special Events expenses	\$ 12,200.00	
Telephone & Internet	\$ 2,000.00	
Utilities	\$ 6,200.00	
Volunteer Honorariums	\$ 3,000.00	
TOTAL OPERATING EXPENSE	\$ 308,563.98	
Net Income	\$ 1,663.19	



PORT MOODY HERITAGE SOCIETY

Financial Statements
(Unaudited)

Year Ended December 31, 2019

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019



PORT MOODY HERITAGE SOCIETY

Index to Financial Statements

Year Ended December 31, 2019

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

Notes to Financial Statements

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019



J. FITZPATRICK & ASSOCIATES INC.
CHARTERED PROFESSIONAL ACCOUNTANTS

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of the Port Moody Heritage Society

We have reviewed the accompanying financial statements of Port Moody Heritage Society that comprise the statement of financial position as at December 31, 2019 and the statements of revenues and expenditures, changes in net assets and cashflows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Basis for Qualified Conclusion

In common with many not-for-profit organizations, Port Moody Heritage Society derives revenue from fundraising activities, the completeness of which is not susceptible to us obtaining evidence we considered necessary for the purpose of the review. Accordingly, the evidence obtained of these revenues was limited to the amounts recorded in the records of Port Moody Heritage Society. Therefore, we were unable to determine whether any adjustments might have been found necessary with respect to fundraising revenue, excess of revenue over expenses, and cash flows from operations for the years ended December 31, 2019 and 2018, current assets at December 31, 2019 and 2018, and net assets as at January 1 and December 31 for both 2019 and 2018 year ends. Our conclusion on the financial statements as at and for the year ended December 31, 2019 was modified accordingly because of the possible effect of this limitation in scope.

Qualified Conclusion

Based on our review, except for the possible effect of the matter described in the basis for a qualified conclusion paragraph, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Port Moody Heritage Society as at December 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations.

J. FITZPATRICK & ASSOCIATES INC.

Pitt Meadows, British Columbia

June 12, 2020

CHARTERED PROFESSIONAL ACCOUNTANTS

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

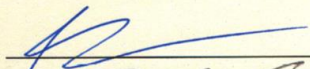


STATEMENT 1

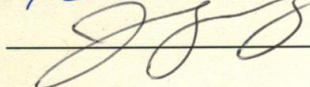
PORT MOODY HERITAGE SOCIETY
Statement of Financial Position
December 31, 2019
(Unaudited)

	General Fund	Community Gaming Fund	Capital Asset Fund	Total	
				2019	2018
CURRENT ASSETS					
Cash	\$ 131,890	\$ 26,627	\$ -	\$ 158,517	\$ 172,430
Accounts receivable	1,420	-	-	1,420	-
Government agencies receivable	11	-	-	11	143
Prepaid expenses	-	-	-	-	250
	<u>133,321</u>	<u>26,627</u>	<u>-</u>	<u>159,947</u>	<u>172,823</u>
CAPITAL ASSETS (note 3)	<u>-</u>	<u>-</u>	<u>312,671</u>	<u>312,671</u>	<u>325,743</u>
	<u>\$ 133,321</u>	<u>\$ 26,627</u>	<u>\$ 312,671</u>	<u>\$ 472,618</u>	<u>\$ 498,566</u>
CURRENT LIABILITIES					
Accounts payable	\$ 4,401	\$ -	\$ -	\$ 4,401	\$ 9,602
Unearned revenue	-	-	-	-	2,000
	<u>4,401</u>	<u>-</u>	<u>-</u>	<u>4,401</u>	<u>11,602</u>
FUND BALANCES					
Invested in capital assets	-	-	312,671	312,671	325,743
Externally restricted (note 4)	-	26,627	-	26,627	28,544
Unrestricted	<u>128,920</u>	<u>-</u>	<u>-</u>	<u>128,920</u>	<u>132,677</u>
	<u>128,920</u>	<u>26,627</u>	<u>312,671</u>	<u>468,217</u>	<u>486,964</u>
	<u>\$ 133,321</u>	<u>\$ 26,627</u>	<u>\$ 312,671</u>	<u>\$ 472,618</u>	<u>\$ 498,566</u>

On Behalf Of The Board:



Director



Director

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

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019



STATEMENT 2

PORT MOODY HERITAGE SOCIETY Statement of Operations and Changes in Fund Balances Year Ended December 31, 2019

(Unaudited)

	General Fund		Community Gaming Fund		Capital Asset Fund	
	2019	2018	2019	2018	2019	2018
REVENUES						
Grants	\$ 231,425	\$ 230,333	\$ 28,000	\$ 28,380	\$ -	\$ -
Donations	23,891	22,950	500	1,000	-	-
Fundraising/Corporate sponsorship	11,901	22,221	-	-	-	-
Membership	370	415	-	-	-	-
Interest income	1,742	955	122	113	-	-
Program fees	12,351	10,657	-	-	-	-
Rentals	3,292	10,698	-	-	-	-
	<u>284,972</u>	<u>298,229</u>	<u>28,622</u>	<u>29,493</u>	<u>-</u>	<u>-</u>
EXPENSES						
Advertising	810	239	-	-	-	-
Amortization	-	-	-	-	13,072	13,628
Alarm, fire and security	1,555	934	-	-	-	-
Collection management and display	2,130	7,023	-	-	-	-
General and administrative	843	1,014	-	-	-	-
Interest and charges	242	330	13	15	-	-
Insurance	1,495	1,248	-	-	-	-
Office	7,570	9,800	-	-	-	-
Professional fees	4,550	4,638	-	-	-	-
Repairs and maintenance	18,089	9,348	-	-	-	-
Salaries and wages	223,999	204,612	30,526	28,756	-	-
Special Event and Project	18,491	15,634	-	-	-	-
Training	3,326	3,836	-	-	-	-
Utilities	5,629	5,585	-	-	-	-
	<u>288,729</u>	<u>264,241</u>	<u>30,539</u>	<u>28,771</u>	<u>13,072</u>	<u>13,628</u>
Excess (Deficiency) of Revenues Over Expenses	(3,757)	33,988	(1,917)	722	(13,072)	(13,628)
Fund balances, beginning of year	132,677	98,689	28,544	27,822	325,743	339,371
Fund balances, end of year	\$ <u>128,920</u>	\$ <u>132,677</u>	\$ <u>26,627</u>	\$ <u>28,544</u>	\$ <u>312,671</u>	\$ <u>325,743</u>

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

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019



PORT MOODY HERITAGE SOCIETY
Statement of Cash Flows
Year Ended December 31, 2019
(Unaudited)

STATEMENT 3

	OPERATING ACTIVITIES				INVESTING ACTIVITIES	
	General Fund		Community Gaming Fund		Capital Asset Fund	
	2019	2018	2019	2018	2019	2018
SOURCES OF CASH						
Grants	\$ 231,425	\$ 230,333	\$ 28,000	\$ 28,380	\$ -	\$ -
Donations	22,721	26,522	500	1,000	-	-
Fundraising/Corporate sponsorship	11,901	22,221	-	-	-	-
Membership	370	415	-	-	-	-
Interest income	1,742	955	122	113	-	-
Program fees	12,351	10,657	-	-	-	-
Rentals	3,292	10,698	-	-	-	-
	<u>283,802</u>	<u>301,801</u>	<u>28,622</u>	<u>29,493</u>	<u>-</u>	<u>-</u>
USES OF CASH						
Purchase capital assets	-	-	-	-	-	-
Salaries and wages	223,999	204,612	30,526	28,756	-	-
Purchased materials and services	71,799	79,851	13	15	-	-
	<u>295,798</u>	<u>284,463</u>	<u>30,539</u>	<u>28,771</u>	<u>-</u>	<u>-</u>
CHANGE IN CASH DURING THE YEAR	(11,996)	17,338	(1,917)	722	-	-
Cash, beginning	143,886	126,548	28,544	27,822	-	-
Cash, ending	<u>\$ 131,890</u>	<u>\$ 143,886</u>	<u>\$ 26,627</u>	<u>\$ 28,544</u>	<u>\$ -</u>	<u>\$ -</u>

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

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PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019



PORT MOODY HERITAGE SOCIETY Notes to Financial Statements Year Ended December 31, 2019

(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 (ASNFPPO).

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 has changed its name to Community Gaming Fund and 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.

Cash & Cash Equivalents

The Society's policy is to disclose bank balances under cash and cash equivalents, including bank overdrafts.

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 2019



PORT MOODY HERITAGE SOCIETY
Notes to Financial Statements
Year Ended December 31, 2019

(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	
	2019	2018	2019	2018	2019	2018
Building	\$ 618,366	\$ 618,366	\$ 305,695	\$ 292,623	\$ 312,671	\$ 325,743

4 EXTERNALLY RESTRICTED NET ASSETS

	2019	2018
Restricted, related to gaming activities	\$ 26,627	\$ 28,544

For 2019, the Society received \$28,000 in funding in July of 2019. These funds will be used to help fund operations in 2020.

5 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.

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.

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

2019 Statistics

Membership

<u>Staff</u>	Executive Director	1 Full Time
	Manager/ Curator	2 Full Time
	Museum Assistants	4 Full Time Summer

Volunteer Hours: 1945.50 hours dedicated to the Society

Museum Hours of Operation

Victoria Day to Labour Day

Open Daily: 10:00am – 5:00pm

Labour Day to Victoria Day

Museum Offices Mon-Fri 9:00am-5:00pm

Museum Open to public:

Wednesday to Sunday 12:00pm – 4:00pm

Displays

Permanent Displays: 6

Industry and Community of Early Port Moody, Replicated rooms of a 1908 Train station, 1921 Venosta Train Car, Heritage and Meditation Gardens and the McKnight Centennial Trench.

Temporary Exhibits: Upcycle Exhibition, Port Moody Middle Display, 50th Anniversary Exhibition, Ocular Display, WW1 Nurses display, Hairdressing 1940's display.

Programs

School Groups: school groups 123 Groups

Amount of Visitors:

General	Events	Rental	Programs	Out-Reach
3178	2511	263	2209	1361

Total People reached: 9522



PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

Acknowledgements

The Port Moody Heritage Society gratefully acknowledges support from:

The Community of Port Moody, our Volunteers and Members

Artic Meats

Brilliant Circle,

Celtic Colours

City of Port Moody

COBS Fresh Bread Suter brook

Coquitlam Optimist Club

Flavelle Sawmill Company

Government of Canada

Canadian Heritage Information Network

Heritage Canada, Service Canada, Veterans Affairs

Indian Arm Recreational Services Ltd

Inlet Floral Design

Kinderbooks

Pajo's at Rocky Point Park

Pasta Polo

Pacific Coast Terminals Company

Port Moody Foundation

Port Moody Library

Port Moody Police

Port Moody Fire Brigade

Province of British Columbia - BC Gaming Commission

Remax

Reel to Reel

Royal Canadian Legion #119

Royal Canadian Legion #263

SD43 (Thank you to all the teachers and students that worked on projects)

TELUS

The Tri-City News

Tri-Cities Community Television

PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

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 two full-time Museum Coordinators, part time bookkeeper, federally sponsored summer students and valuable volunteers rounding out the staff.



PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

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 is 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.



PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

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, 2 full-time Manager/ Curators and a 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 to meet their curriculum requirements. The Animating History program is a dynamic partnership with Reel to Real and provides students and opportunity to create a Stop Motion animated short film on the Building of the Railway or WW1.

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: the Easter Egg Hunt, Heritage Week, Mother's Day Tea, WW1 Commemoration events, and Ioco Ghost Town Days Festival. We continued to participate in other community events such as Fingerling Festival, City Events



PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

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”.

Heritage Advocacy- The Port Moody Heritage Society has taken on an advocacy role in the protection, and preservation of the Ioco Town site. In, 2019, we made a call to action of what it will take to Protect, preserve, rehabilitate and revitalize the town site.



PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

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.

Renovation

At the start of 2019, the museum was given a new paint job on the two top floors. All exhibit rooms were painted and the temporary exhibition area was changed over to new displays. Three rooms on the top floor of the museum were renovated. Carpet was taken out, a new kitchen was put in, we updated the library and one of the offices were redone.

Our collections room got a fresh coat of paint and we sectioned off the collections to create an office as well.

Exhibitions

The Museum had nine temporary exhibitions in 2019.

There was five new programs created in 2019.

Programs

2 Wildlife Adventure Programs for different ages, Meditation Walking Program, Sustainability program and Immigrating to Canada program.

Site Development

Other future capital projects include visitor-focused improvements such as wheelchair accessible washrooms, signage improvements, conservation work areas and future museum expansion.



PORT MOODY HERITAGE SOCIETY ANNUAL REPORT 2019

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

2734 Murray Street, Port Moody, B.C. V3H1X2

Tel 604-939-1648

info@portmoodymuseum.org

www.portmoodymuseum.org



PORT MOODY HERITAGE SOCIETY

**Statement of Financial Position
December 31, 2019**

PORT MOODY HERITAGE SOCIETY
Statement of Financial Position December 31, 2019

ASSETS	December 31, 2019	
Current Assets		
Chequing/Savings		
WS - Community chequing	\$	4,641.07
WS - Investor Savings - Operating	\$	68,145.50
WS - Investor Savings - Weldon	\$	3,075.20
WS - Investor Savings - Capital	\$	71.84
WS - Term Deposit	\$	50,000.00
Gaming Operating Programs	\$	26,598.70
Gaming Community Chequing	\$	528.41
Total Chequing/Savings	<u>\$</u>	<u>153,060.72</u>
Accounts Receivable & Other		
Accounts Receivable	\$	576.42
Undeposited Funds	\$	5,458.23
Total Current Assets	<u>\$</u>	<u>159,095.37</u>
Fixed Assets		
Capital Assets	\$	618,365.96
less Acc. amortization	-\$	305,622.16
Total Fixed Assets	<u>\$</u>	<u>312,743.80</u>
TOTAL ASSETS	<u>\$</u>	<u>471,839.17</u>
LIABILITIES & EQUITY		
Accounts Payable	\$	4,403.26
Deferred Income		
Total Current Liabilities	<u>\$</u>	<u>4,403.26</u>
Equity		
Property Equipment Fund Capital	\$	312,743.80
Funds deferred from Gaming	\$	27,127.11
Funds for Future Programs	\$	131,968.26
Total Equity	<u>\$</u>	<u>471,839.17</u>
TOTAL LIABILITIES & EQUITY	<u>\$</u>	<u>476,242.43</u>

Minutes
Approved Feb 18/20
James Reid Director.
Kristen Hulley, Vice President

PORT MOODY HERITAGE SOCIETY FINANCIAL INFORMATION
Income vs Expense January, 2019 to December 31, 2019

	Revised Budget	Actual December 31/19	COMMENTS
INCOME			
EARNED REVENUE			
Building Rentals	\$ 3,000.00	\$ 3,292.00	Birthday Parties/no FriNights
Visitor Donations	\$ 5,000.00	\$ 5,060.80	
Education Activity	\$ 7,000.00	\$ 12,351.39	4th Quarter Activity \$8K
Membership Fees	\$ 500.00	\$ 370.00	
Gift Shop & Research Request	\$ 300.00	\$ 674.01	Sale of donated item & Gift Shop
Book Sales	\$ 500.00	\$ 547.62	
TOTAL EARNED REVENUES	\$ 16,300.00	\$ 22,295.82	
PRIVATE SECTOR REVENUE			
Charitable Rec Donations	\$ 4,100.00	\$ 5,906.40	Family donation re bench
Non Tax Rec Donations	\$ 2,000.00	\$ 2,077.10	Firefighters \$1K,
Interest Income	\$ 600.00	\$ 1,007.33	
Special Events	\$ 10,350.00	\$ 11,900.84	
TOTAL PRIVATE SEC REVENUE	\$ 17,050.00	\$ 20,891.67	
GRANT REVENUE			
Federal			
Service Canada (Min wage + MERCS)	\$ 15,097.00	\$ 14,707.00	
Young Canada Works (74% of costs)	\$ 12,075.21	\$ 12,035.28	
Federal Grants - Other	\$ 3,250.00	\$ 4,800.00	
Total Federal Grants	\$ 30,422.21	\$ 31,542.28	
Provincial			
Direct Access Gaming	\$ 28,000.00	\$ 28,000.00	
Provincial Grants - Other	-	-	
Total Provincial Grants	\$ 28,000.00	\$ 28,000.00	
Municipal			
Arts Assistance Program	\$ 193,278.00	\$ 193,278.00	
Capital Maintenance Fund	\$ -	\$ -	
Metro Vancouver	\$ 2,000.00	\$ 2,000.00	50th Anniversary Cookbook
Municipal - Other	\$ 6,420.00	\$ 6,605.20	locoDays and BCMA Conf
Total Municipal Income	\$ 201,698.00	\$ 201,883.20	
TOTAL REVENUES	\$ 293,470.21	\$ 304,612.97	

PORT MOODY HERITAGE SOCIETY FINANCIAL INFORMATION

Income vs Expense January, 2019 to December 31, 2019

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EXPENSES

OPERATING EXPENSES

Amortization for 2019	\$ 13,000.00	\$ 13,000.00	
Updating the Admin Office	\$ 11,200.00	\$ 11,138.47	Upper floor updating.
Accounting & Consultants Fees	\$ 5,000.00	\$ 4,550.00	
Alarm, Fire & Security	\$ 600.00	\$ 651.45	
Bank Charges	\$ 200.00	\$ 255.29	
Display Collection Mgmt	\$ 2,600.00	\$ 2,129.91	\$1600 Vinyl Wraps
Dues Licenses & Memberships	\$ 2,500.00	\$ 1,626.36	
Education Program Supplies	\$ 2,000.00	\$ 1,674.35	
Gift Shop Expense	\$ 800.00	\$ 28.80	
Government Agency (G.S.T.)	\$ 300.00	\$ 843.40	
Insurance	\$ 1,500.00	\$ 1,495.00	
IT Expenses	\$ 1,500.00	\$ 58.80	
Marketing	\$ 1,500.00	\$ 597.18	
Meals, Per Diem	\$ 500.00	\$ 212.73	
Mileage	\$ 1,500.00	\$ 957.90	
Office Expense	\$ 2,000.00	\$ 1,420.39	
Salaries & Pensions	\$ 219,189.11	\$ 231,018.15	
Benefits/WCB	\$ 19,752.01	\$ 21,556.89	
Professional Development	\$ 3,000.00	\$ 1,651.75	
Repairs & Maintenance	\$ 8,000.00	\$ 7,853.89	Garden \$1600, \$3635.87 Main Floor
Special Events expenses	\$ 11,750.00	\$ 11,015.80	
Telephone & Internet	\$ 2,000.00	\$ 1,797.33	
Utilities	\$ 5,500.00	\$ 5,628.72	
Volunteer Honorariums	\$ 3,000.00	\$ 2,980.34	
TOTAL OPERATING EXPENSE	\$ 318,891.12	\$ 324,142.90	

Net Income	-\$ 25,420.91	-\$ 19,529.93
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Breakdown of Yearly Net Loss		-\$ 19,529.93
Amortization for 2019 (book)		\$ 13,000.00
Update Admin Office deferred from 2019		\$ 11,200.00
City wrap deferred to 2020		-\$ 1,600.00
Income for 2019 to Future Programs		\$ 3,070.07