



2023-2024



COLCHESTER  
HISTORICAL SOCIETY

---

ANNUAL REPORT

[www.colchesterhistoreum.ca](http://www.colchesterhistoreum.ca)

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Colchester Historical Society  
Annual General Meeting - AGENDA  
Year of April 1, 2023 – March 31, 2024  
In-Person at Colchester Historeum  
12:00 p.m. – Thursday, June 6, 2024

1. Welcome
2. Roll Call – please make sure that you have added your name to the Roll Call sheet
3. Call to Order –this meeting is called to order in order to conduct the annual business of the Society in accordance with Article 4 of our by-laws.
4. Land Acknowledgement
5. Moment of Silence in Honour of those members who passed away during 2023/2024 year:  
Randy Culgin (August 21, 2023)  
Kay Akerman (August 28, 2023)  
Paul Zann (October 4, 2023)  
Wyn Harvey (December 4, 2023)  
Cliff Sandeson (January 19, 2024)  
Malcolm MacLeod (April 24, 2024)  
and any others that we may have missed.
6. Introduce Board Members and Staff  
Board – Karen Archibald-Waugh, Amy Atkinson, Leslie Burrows, Frank Cassidy,  
Daniel Doroshenko, Ken Henderson, Ernest Walker, Terry White  
Staff – Shannon Berry – Events Coordinator  
Joanne Hunt – Archives Researcher  
Ryan McLellan – Archivist  
Natalie Porter and Olivia Hooper –  
Young Canada Works: Building Careers in Heritage Grant  
Janica MacKenzie – DHCP Grant
7. Agenda with motion to accept
8. Minutes from the September 28, 2023 AGM with motion to accept
9. President's Report with motion to accept
10. Staff Reports with motion to accept
  - A. Administrator Dawn Dorrington
  - B. Events Shannon Berry
  - C. Archives & Collections Joanne Hunt

11. Treasurer's Report with motion to accept – Amy Atkinson
12. The Financial Review
13. Budget presentation – Amy Atkinson (Treasurer)
  
14. Committee Reports with motion to accept
  - A. Building and Maintenance
  - B. Collections
  - C. Heritage
  - D. Human Resources
  
15. Special Resolution which was circulated with the Notice of Meeting 30 days in advance:

**It is moved and seconded by xx and xx, and as recommended by the CHS Board of Directors, the following Special Resolution:**

**Whereas it has become more difficult to have the Annual Financial Review done within an allotted time; and**

**Whereas volunteer numbers have sharply reduced making it more difficult to find people to serve on the Board of Directors;**

**Therefore, be it resolved that the following amendments be made to the By-Laws of Colchester Historical Society (Schedule B):**

11. **The Annual General Meeting (AGM) of the Society *shall be held within two months after the end of the Society's fiscal year*, with written or emailed notice in the member newsletter or sent by mail or email at least thirty (30) days prior to the meeting.**

**Amendment:**

**... shall be held within three months after the end of the Society's fiscal year ...**

25. **Unless otherwise determined by general meeting, the number of directors shall be *not less than ten (10) nor more than fifteen (15)*.**

**Amendment:**

**... not less than eight (8) nor more than fifteen (15).**

16. The Nominating Committee brings forth the following names for a two-year term:

Amy Atkinson (2020)

Stacey Culgin (2024)

Jason Crowtz (2024)

Pam Grace (2024)

Bill Thomas (2024)

Ernest Walker (2022) – Recording Secretary

For Office of President, the Nominating Committee brings forth the following name:

Leslie Burrows

*Note:* Board Members with one year left in term:

Karen Archibald-Waugh (2019)

Ken Henderson (2017)

Leslie Burrows (2019)

Daniel Doroshenko (2023)

Frank Cassidy (2023)

Thanks are extended to Amanda Oberski and David Boehm who served the Board over the past two years and to Terry White for his service on the Board for the past ten years.

17. 2024 – 2025 Appointment for Review Engagement

The Board recommends that Atkinson's Accounting Ltd. be hired to do the yearend review.

18. Other Business

- Volunteers needed
  - help on committee work
  - help to set up for special events and act as greeters
  - ... if you would like to volunteer, we will find a job for you

19. Thanks are extended to all staff, volunteers, Board members and to our membership for their support.

20. Meeting Adjournment

Colchester Historical Society  
Annual General Meeting  
Year of April 1, 2022 – March 31, 2023  
Thursday, September 28, 2023

1. Attendance

Staff: Dawn Dorrington (Administrator)  
Shannon Berry (Events Coordinator)  
Joanne Hunt (Archives & Collections Manager)  
Ryan McLellan (Archives & Collections Assistant)

Board: Ken Henderson (President)  
Leslie Burrows (Secretary)  
Amy Atkinson (Treasurer)  
Karen Archibald-Waugh  
David Boehm  
Frank Cassidy  
Daniel Dorshenko  
Amanda Oberski  
Ernest Walker  
Terry White

Members:

Dick Ackerman, Michael Bolten, Sandra Gittens, Pam Grace, Dave Hunt, Janet Killowee, Elinor Maher

Guests:

Mayor Bill Mills, Town of Truro

MLA David Ritcey, Truro-Bible Hill-Millbrook-Salmon River

Frank Cassidy communicated regrets on behalf of MP Stephen Ellis, Cumberland-Colchester

2. Welcome and Call to Order

Ken Henderson welcomed the gathering at 7:03 p.m.

3. Land Acknowledgement was made by President Ken who also noted that the Collections had been gone through to determine that we have no items that should be repatriated.

4. Moment of Silence in Honour of those members who passed away during the 2022 – 2023 year:  
Richard “Dick” Huggard (January 9, 2023)

Robert “Bob” Taylor (February 10, 2023)

Garth Staples (March 2, 2023)

and any others that we may have missed.

5. Introduction of Staff and Board Members

6. Agenda

**It was moved and seconded by Leslie Burrows and David Boehm to accept the Agenda as circulated. Motion carried.**

7. Minutes

**It was moved and seconded by Leslie Burrows and Ernest Walker to accept the minutes of the October 6, 2022 Annual General Meeting as circulated. Motion carried.**

8. Presidents Report *attached*

**It was moved and seconded by Amy Atkinson and Amanda Oberski to accept the President's report as circulated. Motion carried.**

9. Staff Reports *attached*

**It was moved and seconded by Elinor Maher and Frank Cassidy to accept the Administrator, Events Coordinator, Archives & Curator, Collections Coordinator, and Archives Researcher Reports. Motion carried.**

10. Treasurer's Report *attached*

**It was moved and seconded by Amy Atkinson and Karen Archibald-Waugh to accept the Treasurer's Report as circulated. Motion carried.**

11. Financial Review

**It was moved and seconded by Amy Atkinson and David Boehm to accept the Grant Thornton Independent Practitioner's Review Engagement Report for the year ending March 31, 2023. Motion carried.**

12. Budget Presentation – continues to be a work in progress

13. Committee Reports *attached*

**It was moved and seconded by Amy Atkinson and Frank Cassidy to accept the Building and Grounds and the Human Relations Reports as circulated. Motion carried.**

14. Nominating Report

**It was moved and seconded by David Boehm and Mike Bolten to accept the report from the Nominating Committee. Motion carried.**

Karen Archibald-Waugh, Ken Henderson, Leslie Burrows, Daniel Dorshenko, and Frank Cassidy were duly elected for a two-year term (2023 – 2025).

David Boehm was welcomed into the position of President of the Board.

Thanks were extended to Sarah Thornham who served the Board over the past two years.

15. Review Engagement

**It was moved and seconded by Amy Atkinson and Ernest Walker to appoint Grant Thornton to complete the 2023 – 2024 Review Engagement. Motion carried.**

16. Other Business

- Volunteers always needed
- 

17. Thank You's

Ken expressed thanks to the Society members, volunteers, staff and Board Members for their continued support and work on behalf of the Historeum.

18. Adjournment

Ken declared the meeting adjourned at 8:02 p.m.

A social time followed with cold drinks and loaves being served.

Respectfully submitted,

Leslie Burrows, Secretary

Ken Henderson, President

Colchester Historical Society 2004 Annual General Meeting

For the Year April 1, 2023 to March 31, 2024

Board President's Report

Although the year started with a bit of turmoil with some change in staff, we have worked very diligently to identify the roles for each position and are pleased to see the Historeum coming back into its own after the struggles that COVID caused along with staff changes over the past few years.

If case you have missed it, here are some of the things that happened at the Historeum:

- Heritage Awards
- Canasta and Crib Days
- The History Hub on Wednesdays
- Lunch and Learn on Thursdays
- Fashion Show
- Lego Contest
- FaceBook Posts – especially Throwback Thursday

We would love to have more volunteers traipsing the floors, if you have an interest in our history, pop in and talk with Shannon. She will be running training sessions and find a spot for you.

Money continues to be an issue and donations no matter how small or large are always welcome. We continue to look for grants and events that can help ease the financial strain on our non-profit organization.

On behalf of the Board, I give thanks to our staff and students who work hard to maintain our collections and offer programs to our members and the public.

YOU are our Historeum. We need YOU to help us make the Historeum a place to visit and learn about Colchester County's past. Take some time to think about how YOU can help through your time and talents.

Thank you to all our society members.

Respectfully,

Leslie Burrows, Board President

We have had many changes in the last year. All of which has been positive for the Colchester Historical Society.

**Staffing:**

**Shannon Berry** was hired during May 2023, as a Museum Associate position responsible for customer service, the running of the gift shop, and providing tours in the Museum.

**Joanne Hunt** was appointed the position of Archives & Collections Manager during June 2023. Joanne's position was responsible for the day-to-day maintenance and operation of the Archives and Museum.

**Shannon Berry** was appointed to the position of Events Coordinator during June of 2023. The purpose of this position was to coordinate programs and events within the museum and community, manage volunteers, their schedules and database, assist in social media management, and shared responsibility of the Gift Shop & Museum.

**Ryan McLellan** was originally hired as our DHCP-Archives Digitization Assistant position. After completing the DHCP grant requirements, he was then hired for a full-time Archives & Collections Assistant during August 2023. His position was responsible for assisting and collaborating with the Archive & Collections Manager in the day-to-day maintenance and operation of the Archives and Museum.

**Summer Students** were hired starting in May of 2023 ending August 2023. We were approved for two full time summer students with our Canada Summer Jobs Grant. It was a busy and fun summer with the students. Some of the projects they completed were, promotional videos and archival displays for the Museum, library organization in the Archives and comparison data base spread sheet for visitor statistics before and after the pandemic.

We hired consultant Natasha Gray, principal consultant with Brylan Engagement Consulting to complete the SDI grant, which was funded in 2022, and completed in March 2024. She provided the Colchester Historical Society with an in-depth Community Engagement Plan.

**Grant Funding:**

Prepared and submitted grant information for CMAP, for which we were approved for funding in July 2023. We were also approved for a one-time top-up due to the additional funds provided by the Province of Nova Scotia for Communities, Culture, Tourism and Heritage.

Applied for and were approved for two summer students through Canada Summer Jobs for 2023-24. We hired two dedicated University students, one of which will be returning in the summer of 2024 for one of two position we were approve for again this year.

Young Canada Works grant approved us for one intern for a total of 30 weeks. This position was filled by Natalie Porter who completed the work for this grant with great success.

The Documentary Heritage Communities Program (DHCP) grant (part 1) for which we were approve was completed July 2023. This grant position (part 2) is scheduled to resume for 2024-2026! The project that this grant was approved for is a very important part of Colchester County History.

Applied for and were approved by the Town of Truro to receive their grant for 2023-24.

Applied for and were approved by the Municipality of Colchester County grant was approved for 2023-24.

### **Administrative:**

I have been busy with the everyday financial tasks to keep the Colchester Historeum running behind the scenes.

This year I have taken over payroll and some of the accounting responsibilities from our bookkeeper. This seemed to streamline the process and create less work for both of us.

I have also taken on all operational Grant writing for funding. Also, researching for other grants that we may be eligible for.

I have written Employment Contracts for staff. They have been approved by HR. Staff agreed with their contracts and signed them. I have placed them in their respective employment files as well as in my Employee Drop Box e-files.

### **Website:**

We have hired a web designer to revamp the Colchester Historeum website. The staff has worked with him over the last few months to establish a look, feel, and content layout of the re-vamped site. The site is now live <https://colchesterhistoreum.ca/> . Ryan McLellan and Shannon Berry will be updating the site, Ryan for the Archives and Shannon for the Events and Communications for the Colchester Historeum.

### **Events:**

We have had many amazing events and programs this year! The numbers of visitors have risen steadily and are higher that pre pandemic levels. We have been excited to see some of our past volunteers

return and provide amazing programming and many wonderful ideas while providing us with a wealth of knowledge!

We welcome all volunteers! If you wish to Volunteer at the Colchester Historeum, contact our Event Coordinator at [events@colchesterhistoreum.ca](mailto:events@colchesterhistoreum.ca).

**Archives:**

The Archives continues to be a popular source of information on Colchester County or those interested in their family heritage. The “Throw Back Thursday” images posted from the Archives has proven to be very popular with the community. They have generated a lot of interest for visitors to come in to see what else we have in our Archives!

It has been an amazing year for us at the Historeum.

Thank you to everyone for your hard work and dedication to an amazing resource for Colchester County.

Respectfully submitted,  
Dawn Dorrington, Administrator  
May 17, 2024

## COLCHESTER HISTORICAL SOCIETY AGM

June 6, 2024

### EVENT COORDINATOR REPORT

*This report covers April 1, 2023-March 31, 2024*

*Submitted by Shannon Berry*

#### COMMUNITY ENGAGEMENT

Lecture events on wide-ranging topics were hosted to encourage existing members and newcomers to visit the Historeum. The noon start was trialled to coax attendance from those working in the downtown core with a small measure of success. Attendance has been consistent at a minimum of 25 guests to standing room only. These events create our best opportunities to offer new memberships or secure renewals. Door donations were also collected.

#### LUNCH & LEARN EVENTS

April 2023 – “Geo Talk” with geoscientist Caleb Grant, Cliffs of Fundy Geopark

May 2023 – Author Michelle Wamboldt, “Birth Road,” a historical fiction novel set in Truro

June 2023 – Author Gary Saunders, “Earthkeeping: Love Notes for Tough Times” book launch

August 2023 – Author John Johnson, “Into the Wind,” a fictional story with Acadian expulsion theme

September 2023 – Saltwater Sean, Nova Scotia diver who promotes ocean and lake conservancy

October 2023 – Author Hattie Dyck, local ghost story and forerunner collections

December 2023 – Author Janet Maybee, Colchester’s response following the Halifax Explosion

January 2024 – Author Jim Morrison, “The Right to Read,” history of Frontier College

February 2024 – Nevin Jackson, Exploring remarkable local African Nova Scotians

March 2024 – Shannon Berry, History Underfoot: The Origins of Seaglass

#### THE ORIGINAL INFLUENCERS: WOMEN'S IMPACT ON COLCHESTER May 6, 2023

We offered to the public the first staff-produced exhibit since COVID-19 to encouraging attendance. The exhibit featured influential women of Colchester County and explored their impact on local society. It opened with a reception which included special guest Frances Langille, Colchester Historeum's first curator, whose accomplishments were included in the display. The exhibit remained for much of the year.

## 2023 HERITAGE AWARDS May 16, 2023

A full house celebrated the seven recipients of the Colchester Historical Society's annual heritage awards. Honours were presented to Leslie Burrows, for her work to document the Green Oak Graveyard with her book "Giving Back Their Voices Green Oak Graveyard 1850 - 1994," Dr. Lynn Jones, who championed efforts to preserve the history of one of Truro's black communities through Down the Marsh Community Land Trust; author David C. Clark, whose book "Hard Times" outlines the role Tatamagouche played to shape Nova Scotia history; and Millbrook Culture and Heritage Centre, whose staff recently repatriated Mi'kmaw regalia after more than 100 years in Australia; the North Shore Archives Society for its ongoing work to promote heritage education; Donna Hogan, for her role in the Truro Music Festival's 100th anniversary book, "More Joyful Noise;" and Town of Truro 2023 Robert Hilchey Memorial Heritage Award winner Ryan Johnstone for his restoration of the property at 81 Brunswick Street.

## COMMUNITY ART ROAD TRIP July 26, 2023

An opportunity to explore history through drawing workshops with Community Art Road Trip artist Terry Drakos was not as successful as hoped but did draw in a few participants and door donations. Arts Nova Scotia sponsored this event.

## WEEKLY CARDS

Cribbage play on Tuesdays and Canasta on Thursdays have seen increasing numbers throughout the year and now have consistent weekly players. These social gatherings are also an excellent avenue to encourage memberships versus a pay-as-you-go approach. Canasta draws our largest attendance and has returned to pre-pandemic numbers.

## HOLIDAY OPEN HOUSE December 7, 2023

This drop-in event encouraged holiday fellowship with CHS members and guests.

## LEGO BUILDING CHALLENGE February 2024

**We were excited to award first to third-place prizes to winners in two age categories for this inaugural event. Greco party pizzas, Underground Snax treat boxes and mini figurines from Cooper's Cabin were donated as prizes. Entries were displayed in the core as a family-oriented March Break attraction.**

**We will host the second annual challenge in the spring of 2025 and with vigorous promotion, anticipate it will grow in numbers.**

## HERITAGE DAY OPEN HOUSE February 19, 2024

**We opened the doors to the community with free museum admission in honour of Heritage Day and to mark the 70<sup>th</sup> anniversary of the Colchester Historical Society. More than 75 guests enjoyed exploring the core exhibit, remarks by elected officials, refreshments, and anniversary cake.**

## FUNDRAISING

### HISTORIC COLCHESTER COUNTY CALENDAR October 2023

**A 2024 CHS calendar highlighting Colchester scenes was produced with advertising banners sold to offset production costs. The calendars were well-received both in local business advertising support and community purchases. Higher-traffic areas willing to sell calendars on our behalf will be sought for the 2025 effort to increase purchase opportunities.**

### THEN & NOW FASHION SHOW November 16, 2023

Our fundraising fashion show was a sold-out effort. Collection textiles were displayed on mannequins and volunteers modelled current styles as we teamed up with local retailers Elegant Steps and Sandy's Fashions for Men. Although the event required arduous planning and preparation, guest comments were overwhelmingly favourable and many inquired when the next show would be held. It is hoped to host the second annual event this coming fall.

The fashion show made the Colchester Historeum a talked-about venue for something noticeably different, resulting in new visitors, memberships, and volunteer interest.

## COMMUNICATIONS

**SOCIAL MEDIA:** Facebook remains our strongest platform with 4.8K followers, with Instagram at 1.4K. Both platforms experienced fiscal year growth.

We continue to create new followers through popular weekly “Throwback Thursday” posts of nostalgic Colchester County photographs, community engagement events, archives education/information and gift shop wares.

**NEWSLETTER:** Six digital issues were distributed to members and interested parties, promoting upcoming events and celebrating Colchester Historeum accomplishments.

**WEBSITE:** A second digital avenue used to keep those who are not on social media informed about upcoming events and Colchester Historeum accomplishments.

**EXTERNAL COVERAGE:** Historeum event listings appear in the Downtown Truro Partnership events calendar, and County of Colchester What's Happening in Central Nova weekly wrap-up. Newspaper coverage for various events was provided by Truro News and The Shoreline Journal, and several Lunch & Learn sessions were recorded for Eastlink's Podium TV.

## SUMMARY

We have offered a solid year's worth of interesting events and opportunities to inject new life into the Colchester Historeum since the uncertainty of the pandemic drew engagement to a halt. Fundraising events such as the fashion show and calendar were well-supported by the public at large as well as by existing members, some of whom faithfully attend every event. Fresh faces equal new opportunities for growth and we have experienced a bump in membership for these efforts. Hopefully, we can carry this momentum forward in the 2024-25 year with more success.

## **Archive Researcher / Archive Manager, AGM Report**

**April 2023 – March 2024**

Submitted by Joanne Hunt

### **Archives Research:**

Research inquiries numbered 267 this year and the cumulative, descriptive list of research topics is available in the archives anytime.

Approx. 50% were via email, 8% were phone calls and 42% were in-person visits.

We had inquiries from many Colchester locals as well as across Canada, and the United States including New York, Massachusetts, Maryland, Arizona, Maine, California, New Hampshire, Florida, Washington, Ohio, Louisiana, Virginia, Pennsylvania, New Hampshire, and internationally from Ukraine, Australia, Austria, Switzerland, England, Scotland, Ireland, and Morocco.

Group visits included advanced History classes from CEC, several large groups from a French summer camp at Dalhousie, various home-schooled children, the Golden-K Men's group and local Literacy Teachers.

We held an Open House on Heritage Day, Monday, Feb. 19, 2024, and had over 50 people filter through the Archives, asking questions and browsing our resources.

April and May of 2023 were challenging – a situation which resulted from the sudden departure of Event Coordinator Madi Jones and Collections Coordinator Jessica Neil. To keep the Archives and Exhibits on track, Ryan and I assembled and installed the Women's Exhibit which opened May 6th, I served as the host of the Eastlink Maritime Museums filmed episode, attended the ANSM Northeastern Regional Meeting, assumed responsibility for the DHCP internship as well as interview, supervise and train summer student Emily Crosby, and served the ongoing needs of the Archives for research requests and collections management. In June, I was appointed as the Manager of the Archives, in a full-time capacity, but this position was assumed with the Board understanding that this was an interim solution and that I would return to a part time position when a full time Archivist was hired sometime over the next year.

### **DHCP Internship - School Records Digitization:**

It has been a pleasure to work with Ryan McLellan, intern, hired Nov. 2022 to complete 10 months of the Documentary Heritage Communities Project, provided by a grant from Libraries and Archives Canada. Ryan's task was to arrange, rehouse, describe, and digitize our collection of School Registers. This grant came to a successful close on July 30, 2023. Ryan was then offered a full-time position as the Archives Assistant with me and started this position August 1, 2023. I continued to train and support Ryan and after six additional months of concentrated apprenticeship as well as completing the Certificate Program of the CNSA, he was offered the full-time position of Archivist starting Feb. 1, 2024. I continue to be the Archives Researcher/Assistant on a 3-day per week basis.

### **Young Canada Works Internship:**

Natalie Porter was hired under the Young Canada Works, Building Careers in Heritage,

Library & Archives Canada Grant, from August 30, 2023 – March 27, 2024. Under my supervision, she researched and gathered information regarding more than 800 African Nova Scotians who once called Colchester home. A new resource collection of 21 Family Surname binders was the result and is now publicly available in the Archives.

### **Professional Development:**

I attended the virtual Atlantic Genealogical Conference, April 22 – 23, 2023, the CNSA virtual Conference in June 2023, volunteered as a member of the DPWG (Disaster Preparedness Working Group) with the Council of Nova Scotia Archives over several months of virtual meetings, participated in monthly TRACK sessions offered May – Oct. by the Association of Nova Scotia Museums (ANSM), and travelled with CNSA Advisor Sharon Murray to Stellarton for the Northeastern Meeting October 26<sup>th</sup>, 2023

### **Archives Social Media:**

Throwback Thursdays continue to be a great connection to our community and generates many comments and questions regarding the photo collection of the Archives. I continued the weekly picks in 2023 until Ryan took interest and he continues to select some of the best from our holdings for the enjoyment of the public.

### **Museum Evaluation Program:**

The Association of Nova Scotia Museums (ANSM) has continued the new “TRACK” program which stands for Training, Resources, Assessment, Coaching, and Knowledge-Sharing. This means that there will no longer be exhaustive evaluations and documentation reviews occurring every four years but, rather, organizations are required to participate in the program on a regular basis, covering 2 topics (or pillars) per year, in order to be eligible for funding through the Community Museum Assistance Program (CMAP). In 2024, the two pillars of TRACK are Governance and Community, and courses are ongoing to help museums with these 2 topics. Participation is mandatory and 6 monthly webinars and coaching are offered.

### **Collections:**

The public continue to donate potential items for our Collections Committee to review. The Committee met once in October 2023 and again in the spring of 2024. Members are Elinor Maher, Donna Meese, Bill Canning, Sandra Gittens, Sandra Guinan, and Sarah Campbell. A few examples of items which have been added to our Archival and Museum Collections from April 2023 – March 2024 include: 2 Rudderham hand colored photos, a 100 year old crochet tablecloth, photos of Wentworth, Normal College photographs and diplomas, Foundry advertising items, CKCL artifacts and records, Aenon Baptist Cemetery map, tools from Forbes property in Old Barns, rug hooking tools and much more.

Once items are accepted into the collection, it is our responsibility to complete the Gift Agreement paperwork and process the item(s) by assigning unique accession numbers, appraising, documenting, describing, rehousing, repairing, photographing/scanning, and making the item(s) available to the public via online resources including NovaMuse and Memory NS, as well as our internal databases. This detailed work can often not be accomplished during the busy tourist season and must be relegated to winter or off-season

time. With only 2 staff trained in accessioning, can take several years to accession the many items which accumulate.

**Exhibits:**

The ***Original Influencers***, featuring 14 Colchester Women, was installed in the Main Hall and opened May 6, 2023 with guest of honor Francis Langille, former curator. It continued to the Fall of 2023.

The summer students installed mini-exhibits of artifacts in the gift shop during the summer, including ***Toys*** and ***A Lady's Dresser***.

Starting July 1 in the Archives, a new refurbished bulletin Board and artifact cabinet were installed for the summer tourist season of 2023. Joanne installed an exhibit on ***Trains*** and Ryan prepared ***Loran DeWolfe***.

An exhibit was installed at the Library for ***Remembrance Day***, 2023 for 2 weeks, and a separate cabinet was prepared by Ryan in the Gift Shop.

***Fashions Through the Ages***: an exhibit of 11 mannequins and 3 cabinets were designed and installed to accompany the Fashion Show Fundraiser in November, 2023. The display continued into early 2024.

In January, 2024, Joanne and Ryan designed a new section in the Main Hall dedicated to the costumes of ***The Planters***. With the help of Elinor Maher, Heather MacCumber, and Sarah Campbell, our (unaccessioned) boxes of Planter costumes were sorted and recorded, including the recently acquired Bonny Waddell dresses, which became the feature items in this new exhibit, along with 3 cabinets of accompanying fashion accessories.

Ryan prepared other gift shop cabinet exhibits, including ***Halloween*** and ***Christmas***

March 2023 – installation of the ***Black Educators of Colchester County*** – on loan from the Women's History Society – on display until Fall 2024.

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We continue to grow and serve the public in any way we can...it was good to see more people coming in after Covid.

- In July our washrooms became nonfunctional. I immediately initiated an emergency call to the province of NS Building Maintenance they attended the Colchester Historeum on an emergency basis. They replaced both toilets and corrected plumbing issues that were causing the toilets to become nonfunctional.
- I have had many conversations with the *Manager of Site Maintenance, Nova Scotia Museum, Communities, Culture, Tourism and Heritage* regarding the maintenance of the Colchester Historeum building. My updates pertaining to issues in our space has prompted the Province to act with ongoing building inspections for the issues reported.

We have had an energy and building audit, paid for by the province. The report from these audits were discussed with the provincial Engineers and Architects and is part of the planned inspections.

At this point we have had three province engineers inspect all our systems (electrical, plumbing, heating, fire, and others) in the building. We have had a site visit from the Provincial Architect to assess the “envelope” of the building. We await their report and timeline for any fixes necessary for the Historeum.

- Over the past year we have had several different contractors in to assess and give us quotes to install weatherproof fire doors in the North wing of the Colchester Historeum. These assessments have not provided the solution we were hoping to achieve. The contractors who assessed the issue have suggested that the only thing that could be done would be to replace the North Doors with weatherproof “Historical Looking” doors. The original doors that are in place are a significant source of heat loss for the Historeum. As a non-profit organization this cost is a huge hit to our operating budget.
- At this point we do not have an up dated timeline for when the elevator will receive the upgrade that was scheduled. From what I understand there are many parts that are on back order that are necessary to be able to complete the work. We will be notified of when the upgrade will take place.
- The Province has inspected and approved our elevator to have a renewed elevator licence until December 2026.
- In the last year we have had several issues with our heat pumps. They have had to be repaired several times. It seems that every time the power goes out a part has been damaged in the heat pumps and they stop functioning. I have had to call a heat pump specialist in to solve the issues regarding repairs. The technician had suggested that we install Surge Protectors on the electrical panel to protect the heat pumps from the power surges caused by the outages.

I contacted a local electrical company to install the surge protectors hoping to extend the life of our aging heat pumps as these are especially expensive to replace

All inspections required for the safety and security of the staff, the Historeum building, and its holdings have been completed as required.

Respectfully submitted,  
Dawn Dorrington, Administrator  
May 17, 2024

## **Annual Report Collections Committee**

### **2024 Annual General Meeting**

The members of the Collections Committee are Elinor Maher, William (Bill) Canning, Sarah Campbell, Donna Meese, Sandra Guinan, Archivist Ryan McLellan, Joanne Hunt and Sandra Gittens, Recording Secretary.

Since the last Annual General Meeting (AGM), the Collections Committee has met on two occasions: October 23, 2023 and April 1, 2024.

We once again reviewed our mandate regarding what articles we can and cannot accept as part of our permanent collection.

The following have been accepted and will form part of our archival collection:

- 2 painted photos: Drysdale Falls near Tatamagouche, and North River
- 1 tablecloth, 107 years old, made by Lillie Mae MacNutt
- 2 photos of skiers on train to Wentworth from Pictou
- Collections of girl guide patches
- Teaching licenses and photos Normal College
- 3 downtown Truro parking tokens and 2 medal commemorating Provincial Normal College
- Garth Staples records
- 4 boot/shoe brushes Truro Foundry; 1 pill box
- Photo of NSAC Short Course, Jan. 1913
- 1 photo St. John's Anglican Church confirmation class 1943
- 1 colour photo of Prince Street, circa late 1960s
- CKCL clippings, photos, etc.
- 1 map of the Aenon Baptist Cemetery, North River
- "Ice axe" and wood plane
- Rug Hooking tools belonging to Carolyn Barrett
- Wedding clothing worn in 1914 by Sanford and Lenora Urquhart
- Photos: McCully, Fitzpatrick and Putnam
- Town of Truro Scrapbook: Notices in newspapers
- Artifacts from closure of Great Village Museum
- Ship in a bottle and 2 photos of Brookfield Lumber camp
- 1 photo of A class staff at Provincial Normal College (PNC) 1920
- Photos of Johnston family
- PNC photo 1948 B Class
- Records and certificates of Muriel Bigsby
- 1 box of records of the Golden Age Auto Club, Truro
- 1 box of Material Municipal School Board of Colchester minutes for 1868

- Truro kinsmen plaque given to Haldane Reynolds 1946
- 1 Scrapbook relating to 52 Dominion Street
- Warrant of Distress for John Harris, 1933
- Photography equipment: Cameras, film, etc.
- 1 folder of documents relating to St. James United Church, Great Village
- 2 photos of “Sub Station @ Truro on Line from Hopewell”
- 1 original page of the 1911 census for Kemptown
- 1 diary/record book of “Upper Pictou Road school section no. 35” plus other Kemptown items
- Joseph Crowe estate papers
- 1888 Assessment rolls Colchester County
- 2 booklets: Minutes of Proceedings Municipality of Colchester 1939 and 1940
- Crowe Items: list of electors for Stewiacke, set of dog tags, 3 Frozen Charlotte Dolls
- Seeburg Wall-O-Matic jukebox 1940s from Bennie Dyzon’s White Spot Restaurant

Respectfully submitted

Sandra Gittens, Recording Secretary

## Treasurer's Report for Fiscal Year April 1, 2023 to March 31, 2024

This fiscal year ended with a closing bank balance of 182,213, this was a significant drop from one year ago. In the past few years, we have received some significant donations from a few estates. This year did see total donations of \$40,987 which certainly helped our bank balance. We also had federal, provincial, and municipal funding sources that totalled \$124,807. Our admissions, membership fees and shop sales were up again this year, they totalled \$13,075 (previous year was \$6,473).

On the expense side of things, wages and utilities are as usual are biggest expenses. Our staff were all given well deserved cost of living raises, and as we all know NS Power raised their rates. At the end of the year, we are showing a loss \$61,203. This is the first loss we have had in a few years, if losses continue, I am afraid that the Historeum will be in some rough financial shape. The Historeum does have money in investments totalling approximately \$180,000 but that amount will not go far if it starts being used.

Our formal financials/review engagement has been prepared by Grant Thornton for many years, the bill from them has also grown to over \$10,000 which is an expense we simply can no longer afford; therefore, another accounting firm will be preparing the financials for the next fiscal year.

In closing, I have been the treasurer for over 3 years now and have seen many changes in staff and staffing duties, board members have come and gone, and board members rolls have changed. All this change and uncertainty at times makes for an interesting role as treasurer and I am doing my best to hang on and hope the wave of change stabilizes.

Respectfully Submitted

Amy Atkinson

**COMMUNITY MUSEUM ASSISTANCE PROGRAM- COMPARATIVE TABLE**
**2023-24 ACTUAL**
**2024-25 BUDGET**

<b>GENERAL REVENUES</b>		
<b>Earned Revenues</b>		
Admission Fees	\$ 2,442.00	\$ 1,000.00
Membership Dues	\$ 3,495.00	\$ 3,000.00
Programming fees	\$ 613.05	\$ -
Gift shop/retail sales	\$ 4,874.90	\$ 3,000.00
Rental revenue	\$ -	\$ -
Fee for service revenue	\$ 1,364.75	\$ 500.00
Interest earned	\$ 109.99	\$ 2,500.00
Transfer from reserves	\$ -	\$ 10,000.00
<b>Subtotal</b>	<b>\$12,899.69</b>	<b>\$20,000.00</b>
<b>Donations and Fundraising</b>		
Donations from corporations	\$ -	\$ -
Donations from individuals	\$ 4,125.00	\$ 4,000.00
Donations from foundations	\$ 34,453.66	\$ 2,000.00
Sponsorships	\$ -	\$ -
Special events	\$ -	\$ -
Fundraising activities	\$ 9,299.50	\$ 2,000.00
<b>Subtotal</b>	<b>\$47,878.16</b>	<b>\$8,000.00</b>
<b>Public Funding</b>		
Federal grants	\$ 18,140.00	\$ 40,000.00
CMAP grants	\$ 76,667.00	\$ 46,667.00
Other NS grants	\$ 10,000.00	\$ 15,000.00
Municipal grants	\$ 20,000.00	\$ 30,000.00
HST rebate	\$ -	\$ -
<b>Subtotal</b>	<b>\$124,807.00</b>	<b>\$131,667.00</b>
<b>GRAND TOTAL REVENUE</b>	<b>\$185,584.85</b>	<b>\$159,667.00</b>

**EXPENDITURES**

<b>Interpretation and Programming</b>		
Exhibition costs	\$ 83.50	\$ 1,000.00
Programming costs	\$ 1,056.23	\$ 3,000.00
Other interpretation and programming	\$ -	\$ -
<b>Subtotal</b>	<b>\$1,139.73</b>	<b>\$4,000.00</b>
<b>Collection &amp; Access to Information</b>		
Cataloguing supplies and expenses	\$ 2,185.07	\$ 3,500.00
Preservation materials	\$ -	\$ -
Research	\$ -	\$ -
Other collections & ATI expenses	\$ -	\$ -
<b>Subtotal</b>	<b>\$2,185.07</b>	<b>\$3,500.00</b>
<b>Marketing, Fundraising and Retail</b>		

Advertising & Promotion	\$ -	\$ 1,000.00
Fundraising costs	\$ 1,562.25	\$ 1,000.00
<b>Subtotal</b>	<b>\$1,562.25</b>	<b>\$2,000.00</b>
<b>Retail Operations</b>		
Purchases for resale	\$ 1,204.10	\$ 1,500.00
Other retail expenses	\$ -	\$ 500.00
Other marketing, fundraising or retail	\$ -	\$ -
<b>Subtotal</b>	<b>\$1,204.10</b>	<b>\$2,000.00</b>
<b>Facility</b>		
Custodial Services	\$ 6,052.47	\$ 5,500.00
Custodial Supplies	\$ 804.72	\$ 2,000.00
Grounds	\$ 55.12	\$ 600.00
Insurance	\$ 2,957.00	\$ 2,600.00
Rent/lease	\$ -	\$ -
Repairs & Maintenance	\$ 9,056.35	\$ 8,000.00
Security	\$ 468.51	\$ 1,500.00
Taxes (we do not have taxes, we do not own the building)	\$ -	\$ -
Utilities	\$ 19,511.95	\$ 21,000.00
Other		
<b>Subtotal</b>	<b>\$38,906.12</b>	<b>\$41,200.00</b>
<b>Administration/Management</b>		
<b>Salaries and benefits:</b>		
Full-time employees	\$ 134,766.83	\$ 75,000.00
Full-time project employees	\$ 16,875.47	\$ 30,000.00
Part-time employees	\$ -	\$ 13,500.00
Summer students	\$ 16,728.54	\$ 26,000.00
Benefits	\$ -	
Volunteer Recognition	\$ -	
<b>Subtotal</b>	<b>\$168,370.84</b>	<b>\$144,500.00</b>
<b>Office expenses:</b>		
Bank charges	\$ 252.67	\$ 1,500.00
Equipment charges	\$ 3,283.91	\$ 15,000.00
Equipment services	\$ -	\$ 3,500.00
Postage and delivery	\$ 187.91	\$ 500.00
Supplies	\$ 2,078.56	\$ 2,000.00
Telephone and internet	\$ 5,285.13	\$ 4,000.00
<b>Subtotal</b>	<b>\$11,088.18</b>	<b>\$26,500.00</b>
<b>Other administrative expenses:</b>		
Credit Card fees	\$ 798.27	
Memberships & Professional fees	\$ 3,754.56	\$ 2,000.00
Training	\$ 1,785.84	\$ 1,000.00
Travel	\$ 96.28	\$ 1,000.00

Other	\$ 1,048.98	
<b>Subtotal</b>	<b>\$7,483.93</b>	<b>\$4,000.00</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$231,940.22</b>	<b>\$227,700.00</b>
<b>NET PROFIT/LOSS</b>	<b>-\$46,355.37</b>	<b>-\$68,033.00</b>

## Financial Statements

Colchester Historical Society

March 31, 2024

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## Independent Practitioner's Review Engagement Report

To the Directors of the [Colchester Historical Society](#)

We have reviewed the accompanying financial statements of the [Colchester Historical Society](#) that comprise the statement of financial position as at [March 31, 2024](#), and the statements of operations and changes in net assets and cash flows 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 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, the [Colchester Historical Society](#) derives revenue from donation and fundraising activities, the completeness of which is not susceptible to satisfactory review.

Accordingly, our review of these revenues was limited to the amounts recorded in the records of the Society. Therefore, we were not able to determine whether any adjustments might be necessary to donation and fundraising revenues, excess of revenues over expenses, and cash flows from operations for the years ended March 31, 2024 and March 31, 2023, and assets as at March 31, 2024 and March 31, 2023 and net assets as at March 31, 2024 and March 31, 2023. Our review on the financial statements for the year ended March 31, 2024 was modified accordingly because of the possible effects of this limitation in scope.

**Qualified conclusion**

Based on our review, except for the possible effects of the matter described in the Basis for 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 [Colchester Historical Society](#) as at [March 31, 2024](#), and the results of its operations and its cash flows for the year then ended in accordance with [Canadian accounting standards for not-for-profit organizations](#).



Truro, Canada

September 26, 2024

Chartered Professional Accountants

# Colchester Historical Society

## Statement of Operations

Year ended March 31, 2024

	Operating Fund	Memorial Trust Fund	Total <u>2024</u>	Total <u>2023</u>
<b>Revenues</b>				
Admissions	\$ 2,760	\$ -	<b>2,760</b>	\$ 1,717
Amortization of deferred contributions – core exhibit	24,038	-	<b>24,038</b>	24,038
Fundraising and other	48,101	-	<b>48,101</b>	107,625
Unrealized loss on fair value of investments	-	(9,792)	<b>(9,792)</b>	(12,852)
Grants and government assistance (Note 3)	127,807	-	<b>127,807</b>	185,219
Investment income	101	9,366	<b>9,467</b>	3,792
Memberships	5,269	-	<b>5,269</b>	1,915
Sales, net (Note 4)	<u>3,795</u>	<u>-</u>	<u><b>3,795</b></u>	<u>9,349</u>
	<u>211,871</u>	<u>(426)</u>	<u><b>211,445</b></u>	<u>320,803</u>
<b>Expenses</b>				
Amortization of capital assets	26,260	-	<b>26,260</b>	25,735
Dues and subscriptions	5,737	-	<b>5,737</b>	3,520
Insurance	4,161	-	<b>4,161</b>	1,581
Interest	2,187	-	<b>2,187</b>	4,912
Marketing	595	-	<b>595</b>	185
Office	7,072	-	<b>7,072</b>	11,229
Professional fees	20,990	-	<b>20,990</b>	12,777
Programs	3,316	-	<b>3,316</b>	4,528
Repairs and maintenance	9,653	-	<b>9,653</b>	14,048
Salaries and benefits	184,798	-	<b>184,798</b>	163,116
Training and conferences	1,661	-	<b>1,661</b>	571
Utilities	<u>23,373</u>	<u>-</u>	<u><b>23,373</b></u>	<u>23,327</u>
	<u>289,803</u>	<u>-</u>	<u><b>289,803</b></u>	<u>265,529</u>
(Deficiency) excess of revenues over expenses	\$ <u>(77,932)</u>	\$ <u>(426)</u>	<u><b>\$ (78,358)</b></u>	\$ <u>55,274</u>

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## Colchester Historical Society Statement of Operations

Year ended March 31, 2024

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	Unrestricted Operating Fund	Memorial Trust Fund	Total <u>2024</u>	Total <u>2023</u>
Fund balance, beginning of year	\$ 362,491	\$ 180,732	\$ 543,223	\$ 487,949
(Deficiency) excess of revenues over expenses	(77,932)	(426)	(78,358)	55,274
Interfund transfers	4,033	(4,033)	-	-
Fund balance, end of year	<u>\$ 288,592</u>	<u>\$ 176,273</u>	<u>\$ 464,865</u>	<u>\$ 543,223</u>

# Colchester Historical Society

## Statement of Financial Position

March 31, 2024

	Operating Fund	Memorial Trust Fund	Total <u>2024</u>	Total <u>2023</u>
<b>Assets</b>				
Current				
Cash and cash equivalents	\$ 187,344	\$ -	\$ 187,344	\$ 246,314
Receivables	13,043	-	13,043	5,304
Prepays	1,715	-	1,715	2,919
Inventory	6,325	-	6,325	6,325
	208,427	-	208,427	260,862
Investments, at market value	-	174,730	174,730	179,189
Capital assets (Note 5)	428,202	-	428,202	453,372
	\$ 636,629	\$ 174,730	\$ 811,359	\$ 893,423
<b>Liabilities</b>				
Current				
Payables and accruals	\$ 33,967	\$ -	\$ 33,967	\$ 13,635
Inter-fund payable (receivable)	1,543	(1,543)	-	-
Deferred contributions (Note 6)	24,078	-	24,078	24,078
	59,588	(1,543)	58,045	37,713
Deferred capital contributions (Note 6)	288,449	-	288,449	312,487
	348,037	(1,543)	346,494	350,200
<b>Net assets (Page 4)</b>				
Unrestricted operating fund	288,592	-	288,592	362,491
Memorial trust fund	-	176,273	176,273	180,732
	288,592	176,273	464,865	543,223
	\$ 636,629	\$ 174,730	\$ 811,359	\$ 893,423

On behalf of the Society

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Treasurer

# Colchester Historical Society

## Statement of Cash Flows

Year ended March 31

2024

2023

Increase (decrease) in cash and cash equivalents

### Operating

(Deficiency) excess of revenues over expenses	\$	(78,358)	\$	55,274
Amortization of capital assets		26,260		25,735
Amortization of deferred contributions		(24,038)		(24,038)
Unrealized loss on fair value of investments		9,792		12,852
		<u>(66,344)</u>		<u>69,823</u>

Change in non-cash operating working capital

Receivables		(7,739)		3,211
Prepays		1,204		(2,919)
Inventory		-		(1,681)
Payables and accruals		<u>20,332</u>		<u>(9,736)</u>
		<u>(52,547)</u>		<u>58,698</u>

### Investing

Purchase of capital assets		(1,090)		(6,874)
Change in investments, net		<u>(5,333)</u>		<u>(28)</u>
		<u>(6,423)</u>		<u>(6,902)</u>

Net increase in cash and cash equivalents

(58,970) 51,796

Cash and cash equivalents, beginning of year

246,314 194,518

Cash and cash equivalents, end of year

\$ 187,344 \$ 246,314

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# Colchester Historical Society

## Notes to the Financial Statements

March 31, 2024

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### 1. Nature of operations

The Society is a non-profit organization incorporated under the Societies Act of Nova Scotia. The purpose of the Society is to educate a diverse public about the significance of Colchester County's past and its relationship to our lives today. In support of this mission, the Society collects, preserves and interprets materials pertaining to Colchester County history. The Society operates a library, a book store, a gift shop and a historical museum with exhibits, all located in Truro, Nova Scotia.

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### 2. Summary of significant accounting policies

#### Basis of presentation

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

#### Use of estimates

The preparation of the financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires the Society's management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenue and expenses during the year. Actual results could differ from those reported.

#### Revenue recognition

The Society follows the deferral method of accounting for contributions. Restricted contributions received from various funding organizations and agencies are recognized as revenue in the year in which related expenses are incurred. Unrestricted contributions and investment income are recognized as revenue of the appropriate fund when received or receivable if the amount can be reasonably estimated and collection is reasonably assured.

Annual memberships are recorded as revenue in the year the membership relates to when received or receivable if the amount can be reasonably estimated and collection reasonably assured. Any annual memberships received in advance of the year they relate to are appropriately deferred.

Retail sales are recognized when goods are received by the customer and collection is reasonably assured.

#### Deferred capital contributions

Restricted contributions received for funding relating to purchases of capital assets are deferred and recognized as revenue on the same basis as the amortization expense over the relating capital assets useful lives.

#### Contributed services

Volunteers contribute many hours per year to assist the Society in carrying out its service delivery. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

#### Fund accounting

The Society uses fund accounting and accordingly, the balance sheet is segregated between the Funds.

The unrestricted operating fund accounts for the revenues and expenses relating to operations of the Society.

The Memorial Trust Fund records bequests and life membership revenues of the Society and invests these funds to earn interest income which is transferred to the operating fund for supporting operations.

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# Colchester Historical Society

## Notes to the Financial Statements

March 31, 2024

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### 2. Summary of significant accounting policies (continued)

#### **Cash and cash equivalents**

Cash is defined as cash on hand and balances with banks or other institutions.

#### **Inventory**

Inventory is disclosed at the lower of cost and net realizable value. Inventory counts and adjustments are conducted at end of year.

#### **Investments**

Investments are measured at fair value. Changes in fair value are recorded in net income, in the period in which they arise.

#### **Capital assets**

Capital assets are recorded at cost. Funds received through capital assistance programs are treated as deferred contributions and amortized at the same rates as the applicable assets and recorded in the capital fund.

Rates and bases of amortization applied to write-off the cost of capital assets over their estimated lives are as follows:

Office and other equipment	20%, declining balance
Library equipment	10%, declining balance
Core exhibit	20 years, straight line

Archives represent historical archives and artifacts owned by the Society and are not amortized as the values of these items are not expected to decrease over time.

Contributed capital assets are recorded at fair value at the time of acquisition. If fair value of the contributed asset cannot be reasonably obtained, the asset is recorded at nominal value.

#### **Income tax status**

The Colchester Historical Society is exempt from income taxes under Section 149 of the *Income Tax Act (Canada)*.

#### **Financial instruments**

The Society considers any contract creating a financial asset, liability or equity instrument as a financial instrument, except in certain limited circumstances. The Society accounts for the following as financial instruments:

- cash and cash equivalents
- receivables
- investments
- payables and accruals

A financial asset or liability is recognized when the Society becomes party to contractual provisions of the instrument.

The Society initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions.

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# Colchester Historical Society

## Notes to the Financial Statements

March 31, 2024

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### 2. Summary of significant accounting policies (continued)

#### Financial instruments (continued)

Financial assets or liabilities obtained in related party transactions are measured in accordance with the accounting policy for related party transactions except for those transactions that are with a person or entity whose sole relationship with the Society is in the capacity of management in which case they are accounted for in accordance with financial instruments.

The Society subsequently measures its financial assets and financial liabilities at amortized cost except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations. The Society removes financial liabilities, or a portion of, when the obligation is discharged, cancelled or expires.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. Previously recognized impairment losses are reversed to the extent of the improvement provided the asset is not carried at an amount, at the date of the reversal, greater than the amount that would have been the carrying amount had no impairment loss been recognized previously. The amounts of any write-downs or reversals are recognized in the statement of operations.

#### Government assistance

The Society recognizes government assistance toward current expenses in the statement of operations. When government assistance received is specified to relate to future expenses, the Society defers the assistance and recognizes it in the statement of operations as the related expenses are incurred.

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3. Grants and government assistance	<u>2024</u>	<u>2023</u>
<b>Federal:</b>		
Canada Emergency Wage Subsidy (CEWS)	\$ -	\$ 3,379
Canada Summer Jobs program	9,140	4,241
Canadian Museums Association	-	9,460
Department of Canadian Heritage	-	49,210
Tourism and Hospitality Recovery Program (THRP)	-	22,178
Young Canada Works program	12,000	-
<b>Provincial:</b>		
Department of Labour, Skills and Immigration	-	9,408
Provincial Archival Development program	-	676
Strategic Development Initiative	-	10,000
Community Museum Assistance program	76,667	46,667
<b>Municipal:</b>		
County of Colchester	10,000	10,000
Town of Truro	20,000	20,000
	\$ <u>127,807</u>	\$ <u>185,219</u>

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4. Sales, net	<u>2024</u>	<u>2023</u>
Sales	\$ 5,070	\$ 9,657
Book expenses	1,275	308
	\$ <u>3,795</u>	\$ <u>9,349</u>

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# Colchester Historical Society

## Notes to the Financial Statements

March 31, 2024

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5. Capital assets	Cost	Accumulated Amortization	2024 Net Book Value	2023 Net Book Value
Archives	\$ 131,021	\$ -	\$ 131,021	\$ 131,021
Office and other equipment	25,500	18,542	6,958	7,472
Library equipment	43,858	35,600	8,258	9,417
Core exhibit	469,941	187,976	281,965	305,462
	<u>\$ 670,320</u>	<u>\$ 242,118</u>	<u>\$ 428,202</u>	<u>\$ 453,372</u>

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### 6. Deferred contributions

Deferred contributions represent funding contributions (\$30,000) received for major building repairs and maintenance. Funds will be recorded as revenues as these expenses are incurred. To date, \$5,922 of this funding has been spent.

Deferred capital contributions represents funding restricted towards capital projects. Deferred capital contributions are recognized as revenue on the same basis as the amortization expense over the relating capital assets useful lives:

	2024	\$	2023
Core exhibit capital contributions	\$ 480,752	\$ 480,752	
Accumulated amortization of deferred capital	<u>\$ (192,303)</u>	<u>\$ (168,265)</u>	
	<u>\$ 288,449</u>	<u>\$ 312,487</u>	

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### 7. Financial instruments

The Society is exposed to various risks through its financial instruments. The following analysis provides a measure of the Society's risk exposures and concentrations at March 31, 2024.

#### (a) Credit risk

The exposure to credit risk relating to financial assets arises from the potential for non-performance by counterparties of contract obligations which could lead to a financial loss to the Society. The main source of credit risk to the Society relates to receivables. Receivable balance consists mainly of HST receivable and interest on investments. Credit risk exposure is expected to be minimal and there was no significant change in exposure from the prior year.

#### (b) Liquidity risk

Liquidity risk is the risk that the Society will encounter difficulty in meeting the obligations associated with its financial liabilities. The Society is exposed to this risk mainly in respect of its payables and accruals. At year end, the Society has available assets to meet these obligations and there was no significant change in exposure from the prior year.

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### 8. Comparative figures

Certain comparative figures have been adjusted to conform with the presentation adopted for the current year.