



2024-2025



COLCHESTER  
HISTORICAL SOCIETY

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ANNUAL REPORT

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

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**Colchester Historical Society**

**Annual General Meeting - AGENDA**

***Year of April 1, 2024 – March 31, 2025, at the Colchester Historeum***

***7:00 p.m. – Wednesday, June 25, 2025***

**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**

The Colchester Historeum is located on the traditional and unceded territory of the Mi'kmaq people. We extend our appreciation for the opportunity to live and learn on this territory in mutual respect and gratitude.

People of African descent have shared these lands, in what is now called Nova Scotia, for more than 400 years; over 50 strong resourceful African Nova Scotian Communities exist here today.

**5. Moment of Silence in Honour of those members who passed away during 2024/2025 year:**

*Dr. Malcolm MacLeod (April 24, 2024)*

*Marilyn Ells (August 23, 2024)*

*Jean Soper (106 – September 26, 2024)*

*Pam Tonary (October 9, 2024)*

*Dale Ells (December 18, 2024)*

*Heather Dau (January 17, 2025)*

*Gladys Otterson (February 1, 2025)*

*Leslie Blackburn (March 31, 2025)*

*and any others that we may have missed.*

**6. Introduce Board Members and Staff**

***Board Members***

*Karen Archibald-Waugh, Amy Atkinson, Leslie Burrows, Frank Cassidy, Stacey Culgin, Daniel Doroshenko, Pam Grace, Ken Henderson, Patti Miller, Steve Newson, Bill Thomas, Terry White*

***Staff***

*Shannon Berry – Events/Communications Coordinator*

*Joanne Hunt, Archives Researcher*

*Ryan McLellan – Archivist/Curator*

*Doreen LeBlanc-Walker – Office Administrator*

*Janica MacKenzie – DHCP Grant*

**7. Agenda with motion to accept**

**8. Minutes from the June 6, 2024, AGM with motion to accept**

**9. President's Report with motion to accept**

**10. Staff Annual Reports with motion to accept**

- A. Event and Communication Coordinator – Shannon Berry
- B. Archivist and Curator – Ryan McLellan
- C. Office Administrator – Doreen LeBlanc Walker

**11. Treasurer's Report with motion to accept – Amy Atkinson**

**12. The Financial Review from Atkinson's Accounting**

**13. Budget presentation – Amy Atkinson**

**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 Ken Henderson and Amy Atkinson, as recommended by the Colchester Historical Society Board of Directors, the following Special Resolution:

*See attached motion at end of agenda*

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

Ken Henderson (2017)

Leslie Burrows (2019)

Frank Cassidy (2023)

Patti Miller (2025)

Steve Newson (2025)

Terry White (2025)

The Nominating Committee brings forth the following name for a one-year term:

Valerie Tucker (2025)

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

Leslie Burrows

Note: Board Members with one year left in term:

Amy Atkinson (2020)

Stacey Culgin (2024)

Pam Grace (2024)

Bill Thomas (2024)

The Board would like to thank Karen Archibald-Waugh and Daniel Doroshenko for their years on the Board.

**17. 2024 – 2025 Appointment for Review Engagement**

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

**18. Other Business**

- *Volunteers needed*
  - *help on committee work*
  - *help to set up for special events and act as door 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**

**June 5, 2024**

**Call to Order**

Leslie Burrows called the meeting to order at 12:07pm

**Attendance**

See attached roll call sheet

**Land Acknowledgement**

The President provided a land acknowledgement recognizing the land as the traditional and unceded territory of the Mi'Kmaq.

**Moment of Silence**

A moment of silence was held in honour of those society members that had passed away during the year. This included, Randy Culgin, Kay Akerman, Paul Zann, Wyn Harvey, Cliff Sandeson, Malcolm Macleod and any others that may have been missed.

**Introduction of Board Members and Staff**

The current board members and staff of the Historeum were introduced and acknowledged.

**Agenda (Attached)**

***It was moved and seconded by Amanda Oberski and Pam Grace to accept the agenda as provided. Motion carried.***

**Minutes (Attached)**

***It was moved and seconded by Amy Atkinson and Pam Grace to accept the September 28, 2023 minutes as circulated. Motion carried.***

**President's Report (Attached)**

Leslie provided an overview of the staffing changes during the year, an overview of CHS activities throughout the year, financial challenges and a thank you to volunteers and staff.

***It was moved and seconded by Mike Boulton and Amy Atkinson to accept the Presidents report. Motion Carried.***

**Staff Reports (Attached)**

Staff reports were provided by Shannon Berry (Events), Joanne Hunt (Archives and Collections), and Dawn Dorrington (Administrator).

***It was moved and seconded by Jason Crowtz and Mike Boulton to accept the staff reports as presented. Motion Carried.***

### **Financial Review and Budget Presentation**

Amy Atkinson noted the financial review was completed by Grant Thornton and provided the budget overview for the current year.

### **Committee Reports**

The following reports were presented by committee: Building and Maintenance, Collection, Heritage, and Human Resources.

***It was moved and seconded by Amy Atkinson and Elinor Maher to accept the committee reports as presented. Motion carried.***

### **Special Resolution ( Circulated 30 days in advance of the AGM)**

It was moved and seconded by Terry White and Amy Atkinson, as recommended by the Colchester Historical Society Board of Directors, the following Special Resolution:

Whereas it has become more difficult to have the Annual Financial Review done within the 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 the 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 e-mailed notice in the member newsletter or sent by mail or e-mail at least 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 not be less than ten (10) nor more than fifteen (15).***

***Amendment:***

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

***Motion to amend the By-Laws carried unanimously.***

### **Nominating Committee**

The following names were presented for nomination and accepted for two-year terms on the Board:

- Amy Atkinson (2020)
- Stacey Culgin (2024)

- Jason Crowtz (2024)
- Pam Grace (2024)
- Bill Thomas (2024)
- Ernest Walker (2022) Recording Secretary

For the office of President, the following name was presented and accepted:

- Leslie Burrows

The following Board members have one year remaining in their terms:

- Karen Archibald-Waugh (2019)
- Ken Henderson (2017)
- Leslie Burrows (2019)
- Daniel Doroshenko (2023)
- Frank Cassidy (2023)

Thanks were extended to Amanda Oberski and David Boehm for their service on the Board over the last two years and to Terry White for his ten years of service to the Board.

#### **Appointment for Financial Review Engagement**

The Board has recommended that Atkinson Accounting Ltd be hired to conduct the 2024-25 Year-End Financial Review.

***It was moved and carried by Elinor Maher and Janet Maybee to hire Atkinson Accounting Ltd. To conduct the 2024-25 Year-End Financial Review. Motion carried.***

#### **Other Business**

A request was made for more volunteers to help on committee work, help set up for special events, act as greeter or take on other tasks for the Society.

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

#### **Adjournment**

The meeting was declared adjourned at 12:40 p.m. by Leslie Burrows.

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**Leslie Burrows, President**

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**Ernest Walker, Secretary**

## **Board President's Annual Report**

**April 1, 2024 – March 31, 2025**

***Submitted by Leslie Burrows, Board President***

It has been a busy year at the Historeum. Some of the activities for the public were:

- Canasta/Crib – weekly
- Evening Lectures
- Facebook Posts – especially Throwback Thursdays
- Fashion Show – November
- Heritage Awards – May
- History Hub – Winter Wednesdays
- Jigsaw Puzzle Competition – March
- Lego Contest – March
- Lunch & Learn
- Newsletter – bi-monthly

The Board has worked diligently and moved from management of the Historeum to policy development and fulfilling their role according to the by-laws.

- By-laws were scrutinized, and we are bringing a list of changes to the membership to vote upon
- Board Orientation Manual was up-dated o Policies were reviewed and up-dated where necessary
- We are looking at our investments and how to make them work better for the Society

Much time has been spent on the Building – what needs to be replaced or repaired – and just who is responsible for these costs as the Building is owned by the Province. Many thanks to the Building Committee but especially to Joanne Hunt who has spent many hours/days on this.

- Elevator – although deemed safe to use, we do not have it open to the public because there is no guarantee that it will not stop suddenly
- Sprinkler Compressor needs replacing – sprinklers have the potential to go off unexpectedly which could cause damage to our Archives and Collections o Heat Pumps are either not working or working at a low level and need to be replaced. They are essential as they either supply heat in the cold weather or air conditioning in the hot weather

These are just the top three on a list of many items that need to be dealt with as soon as possible.

Our financial state also takes up much of our time. It is a balancing act on what we should be spending in order to offer the public what they need/want and what we can afford to do. The Historeum was built on

the backs of volunteerism, for which we are very grateful, but that is no longer a reality. We are looking at how to let people know they can donate shares to us as well as monetary donations

We are very thankful for the dedicated and bare-bones staff that we now have. Ryan oversees the Archives and Collections. Archives always seems busy with people coming in doing research and genealogy. Joanne assists Ryan in the research. Shannon is busy pulling the many events together which bring Society members and the general public into our building. She also looks after all our communications outside the building. Doreen takes care of all our financials and has done a wonderful job this past year finding ways we can consolidate and save. The Board is very grateful for the dedication and work our staff are doing.

Thanks also go out to all those who donated to and worked on the Annual Appeal which ended December 31<sup>st</sup>, notably Elinor, Dick, and Jason. A special thank you to Kim MacCallum who agreed to be our Honorary Chairperson and spent many dedicated hours on this project. A special thank you also goes out to our anonymous donor who matched \$10,000 of other donations to bring our total to over \$22,000.

I would also like to say thank you to the Board members who work on your behalf and turn up to support and help with many of the events.

Thank you to all Society Members for whatever you do to enable us to survive and thrive. YOU are the Historeum. YOU are needed to help to continually make the Historeum a quality place to visit and learn about Colchester County's people and past.

## OFFICE ADMINISTRATOR REPORT

*This report covers April 1, 2024, to March 31, 2025*

*Submitted by Doreen LeBlanc Walker*

I became employed by the Colchester Historical Society on July 5, 2024, as a part-time in-house bookkeeper. During the initial weeks of my new role, I focused on entering data into our new accounting software, Sage 50. Additionally, I familiarized myself with the existing processes and procedures in place. By early September 2025, I had all financials updated and ready to present to the Board of Directors at their monthly meeting.

In the Fall of 2025, the Fundraising Committee, with support from the staff, initiated the 2024 Annual Appeal. The campaign successfully raised over \$22,000, including a matched donation of \$10,000.

During the winter months, I conducted an in-depth analysis of the financial status of the CHS, starting with the 2025-2026 annual budget. As part of the budgeting process, I met with each staff member to discuss their needs and wants for the upcoming year. After compiling all the initial numbers, it became evident that additional funding would be necessary to proceed. In terms of revenue, Ryan and I presented a PowerPoint presentation to the County of Colchester in January 2025, requesting an increase in our annual grant from \$10,000 to \$15,000 per year. In March 2025, we made a similar presentation to the Town of Truro, requesting an increase in our annual grant from \$20,000 to \$25,000. Both presentations were successful, and we received the requested increases.

To reduce expenses, I reviewed each line item, contacted suppliers, and explored various ways to save money. For example, we reduced the number of phone lines, identified that we had been paying for two POS systems while only using one, and obtained non-profit discounts on some monthly services.

Despite expecting another deficit this year, I believe CHS is making good decisions to ensure the Historeum's longevity.

This has been a very busy first year for me. I have taken on responsibilities beyond the Bookkeeper role and am enjoying my time here. I look forward to the future.

## EVENT COORDINATOR REPORT

*This report covers April 1, 2024, to March 31, 2025*

*Submitted by Shannon Berry*

### COMMUNITY ENGAGEMENT

Colchester Historeum event programming attempts to deliver balanced activities for Colchester Historical Society members and Colchester residents in general. Except for dedicated fundraisers, programming is offered on an admission-by-donation basis or free to CHS members.

On average, we host up to a dozen programming events per month. These include Lunch & Learn presentations, developed to allow history enthusiasts who work nearby an opportunity to hear an interesting program while enjoying a brown bag lunch; evening lectures, initiated in the fall of 2024 to make our programming more accessible to everyone; History Hub gatherings, an appreciated afternoon block of local history storytelling; and social cards on Tuesdays and Thursdays.

### 2024-25 LUNCH & LEARN EVENTS

**APRIL** • Revisiting with CHS volunteer Elinor Maher the Colchester-wide celebration of the 250th anniversary of the first arrival of the Planters, English-speaking settlers from New England Colonies and Ireland who settled along Cobequid Bay

**MAY** • The benefits of creating a natural landscape with native plants with Hilden-based plant expert Lloyd Mappleback, a retired plant science faculty member of NSAC/DalAC

**JUNE** • “Spinning a story from a census record” with American author Margaret B. Steele who featured renowned Truro-based magician, Isaac Willis, in her book “The Great Boomsky: The Many Lives of Magic’s First Black Superstar”

**SEPTEMBER** • “Kings of Friday Nights” A fun, nostalgic look at the era and the fans of legendary 1960s Truro rock 'n' roll band, The Lincolns, with Truro-born author AJB “Jay” Johnston

**OCTOBER** • Halloween-themed presentation “When Spirits Talk” with rescue medium Heather Rann, North River, who helps both the living and the dead by performing intuitive readings, house clearings, and energy attachment removals

**NOVEMBER** • 1745 Naval Encounter at Tatamagouche and the Anglo-American campaign against Louisbourg of which it was part, with Canadian Armed Forces Lt-Col Alan Anderson Lockerby

**FEBRUARY** • The History of West Prince: “The Island” with historian Nevin Jackson

The people and key events associated with the early establishment of the black West Prince Street neighbourhood known as “The Island”

**MARCH** • “History of the Dominion Chair Company” exploring with Laura Sharpe, Bass River Heritage Museum, how the company shaped the community of Bass River and the people who live there

## **2024-25 EVENING LECTURES**

### **SEPTEMBER 19, 2024**

- ***“Following Karl Around the World” with photographer and storyteller Louise Trotter***

Highlights of Trotter's modern-day adventure in the path of Upper Stewiacke's Karl Creelman who became the first Canadian to bike around the world in 1902

### **OCTOBER 10, 2024**

- ***“The Rise and Decline of Itinerant Photographers” with historian Jeff Ward***

Examining early portrait photographers with a focus on northern Nova Scotia – Cumberland, Colchester, Pictou and Antigonish counties

### **NOVEMBER 5, 2024**

- ***“The Impact of Building CFS Debert” with CHS members Elinor Maher and Stacey Culgin***

The social and commercial impacts of building Canadian Forces army base Camp Debert

### **FEBRUARY 12, 2025**

- ***“Stanfield's: Knit into the Fabric of Colchester with Elinor Mahe***

The history and evolution of Stanfield's, arguably one of Colchester County's most successful commercial enterprises with a long history of adapting to change

### **FEBRUARY 27, 2025**

- ***“The History of West Prince: “The Island” with Nevin Jackson***

The people and key events associated with the early establishment of the black West Prince Street neighbourhood known as "The Island"

## **2024-25 HISTORY HUB SESSIONS**

April 3, 2024 - 1776 assault on Fort Cumberland + "Devil Tom Faulkner" of Glenholme

April 10, 2024 - 1747 Battle of Grand Pre and the role played by Colchester communities in the drama

April 17, 2024 - 1755 beginning of the Acadian deportation along the Northumberland Strait, following soldier Abijah Willard's diary

April 24, 2024 - Colchester County giantess Anna Swan who was once the tallest girl in the world

May 1, 2024 - Sir Adams George Archibald, Colchester's own "Father of Confederation"

May 8 + May 15, 2024 - The linked histories of Great Village and Londonderry

Oct. 16, 2024 - The challenges of early travel in Nova Scotia, including trips on ice boats

Oct. 23, 2024 - *History of the Cobequid Bay Ferries*

Oct. 30, 2024 - *"Introducing your Great-Grandchildren to their Great-Grandparents: An Oral History Perspective"*

Nov. 6, 2024 - *Show & Tell of heritage items*

Nov. 13, 2024 - *Early surveyors of Colchester County, including those who laid out land lots for Colchester Townships and DesBarres grant settlers*

Nov. 20, 2024 - *Truro connections from the Ship Hector*

Nov. 27, 2024 - *History of the Fossil Flour Company of Castlereigh*

Feb. 5, 2025 - *Ice: Reviewing early Colchester skating surfaces*

Feb. 19, 2025 - *Show & Tell of heritage items*

March 5, 2025 - *The last voyage in 1881 of the Maitland-built ship "Milton" and her crew*

March 19, 2025 - *Cobequid and its role in the American Revolution*

#### **WEEKLY SOCIAL CARDS**

Cribbage plays on Tuesdays and Canasta on Thursdays have seen fluctuating numbers throughout the year, but both maintain consistent weekly players. Canasta draws our largest attendance.

#### **HOLIDAY OPEN HOUSE December 2024**

This drop-in event encouraged holiday fellowship with CHS members and guests, with music by provided by recorder quartet "Consort."

#### **LEGO BUILDING CHALLENGE February 2025**

We were excited to award five prizes for the 2<sup>nd</sup> annual event. Lego builds included Mastodon Ridge, Earltown "Ghost" House, Underground Snax, Fletcher's Restaurant, and Debert Bunker. Truro businesses Greco, Underground Snax and Cooper's Cabin returned as prize sponsors. Entries were displayed in the core as a family-oriented March Break attraction. The 3<sup>rd</sup> annual event will be held in 2026.

#### **2024 HERITAGE AWARDS May 2024**

Contributions to preserve and promote local heritage were celebrated during the Colchester Historical Society's annual Heritage Awards Night on May 16. Honours were extended to:

*Ashley Sutherland*, a former Colchester Historeum archivist for countless research endeavours, most notably focused on African Nova Scotian history.

*CHS member Terry White*, for more than 50 years of society commitment in many capacities.

*Walker Lofts*, represented by Matthew MacQuarrie, Jon Keddy and Jill Linquist, winner of the Town of Truro 2024 Robert Hilchey Memorial Heritage Award for the redevelopment of 880 Prince Street.

*Verna Lowden*, for her many contributions as a long-time member of the Sunrise Trail Museum and the North Shore Archives Society; and

*Willow Church Cemetery Society*, for upkeep and preservation of the Waughs River grounds located at the site of the area's first church built in 1820 by Scottish settler, Wellwood Waugh.

## **FUNDRAISING**

### **2<sup>nd</sup> ANNUAL COLCHESTER HISTOREUM FASHION SHOW NOVEMBER 2024**

Our second annual fundraising fashion show was a near sell-out. Collection textiles were displayed on mannequins, and volunteers modelled current styles as we teamed up with Truro retailers Elegant Steps and Take it Outside. Although the event requires considerable planning and preparation, guest comments are always favourable. The third annual event is planned for the fall of 2025.

### **HISTORIC COLCHESTER COUNTY CALENDAR OCTOBER 2024**

A 2025 CHS calendar highlighting scenes from Truro was produced to honour the 150<sup>th</sup> anniversary of the town's incorporation. Advertising banners were sold to offset production costs. The calendars were well-received both in local business advertising support and community purchases. They were also inserted in the goodie bags given to fashion show guests. MacQuarrie's Pharmasave was engaged last year to sell our calendars as a community service with no consignment fees charged.

### **CHS ANNUAL APPEAL FALL 2024**

The annual appeal was reinstated and led by a volunteer fundraising committee. Long-standing CHS member Kim McCallum held the position of honorary chair. Efforts to raise \$10,000 were successful and resulted in a campaign match of \$10,000 pledged by an anonymous donor.

### **CHS BOOK SALE MARCH 2025**

A volunteer fundraising committee executed a successful book sale, with Joe Ballard as chair. An appeal for book donations was answered soundly by the community, whose members then reciprocated with hundreds of book purchases during the morning event.

### **JIGSAW PUZZLE RACE FEBRUARY 2025**

Co-hosted with Big Brothers Big Sisters of Colchester East Hants, the sold-out event was well received, and all 17 teams finished their 500-piece puzzle within the two-hour allotted time. Puzzles and prizes were donated by Cobble Hill, and MacQuarrie's Pharmasave. Plans are to host a second annual race in the winter of 2025/26 with two heats, or a larger venue allowing more teams to enter.

## **HISTOREUM TOURS**

Golden K Club

Colchester Adults Literacy Association (staff)

Brookfield 4-H Cloverbuds

Colchester County Councillors

CMHA Youth Group

## **COMMUNICATIONS**

### **SOCIAL MEDIA:**

Facebook remains the strongest platform with fiscal year growth to 5.1K followers, up from 4.8K in 2024; with Instagram remaining at 1.4K with no change.

We continue to create new followers through popular weekly “Throwback Thursday” posts of nostalgic Colchester County photographs, programming, 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 new website host and design was adopted and has proven to be more user-friendly to provide virtual visitors with general information about the Historeum and upcoming events

**EXTERNAL COVERAGE:** Historeum events regularly appear in the County of Colchester’s What’s Happening in Central Nova circular, and newspaper coverage was provided by Truro News, The Casket, and The Shoreline Journal throughout the fiscal year. Several presentations were also recorded for broadcast on Eastlink’s Podium TV.

## **SUMMARY**

The Historeum offered another year’s worth of interesting events and opportunities to encourage new community engagement. Our standing-room-only events and generous door donations suggest we are moving in the right direction and giving the community the history stories it wants to hear.

Fundraising events such as the fashion show, historic calendar, book sale and jigsaw puzzle race were well-supported, and we will continue to offer these mainstays as we explore new opportunities to grow financial and membership support.

Building uncertainties facing the CHS, coupled with the loss of reliable elevator access to the third floor, have affected long-term programming considerations and forced the need to make accommodations. Despite these challenges, we hope to carry this growth momentum forward in the 2025-26 fiscal year.

## Archives and Collections Annual Report

*This report covers April 1, 2024, to March 31, 2025*

Submitted by Ryan McLellan, Archivist & Curator

**Archives and** **Joanne Hunt, Archives Researcher**

**Collections staff:** **Janica MacKenzie, Archives Digitization Assistant (DHCP)**

**Natalie Porter, Archives Digitization Assistant (April-May 2024)**

**Archives Summer Student (June-July 2024)**

### **Archives Research and Visitors:**

We received and answered 329 research inquiries for the 2024-25 year. 47% of inquiries were made in person, 43% by email, and 10% over the phone.

In addition to many Colchester County residents, we answered inquiries from across Canada (Alberta, British Columbia, Manitoba, New Brunswick, Ontario, and Quebec), the United States (Arizona, Idaho, Illinois, Indiana, Kentucky, Maine, Massachusetts, Michigan, Minnesota, New Hampshire, New Jersey, New York, North Carolina, Oregon, Pennsylvania, Tennessee, Texas, and Utah), and one from Australia.

We gave special group tours of the archives to the Golden K Club, CEC Grade 11 IB History class, NSCC Achieve Program, councillors from the Municipality of Colchester, and two groups from the Canadian Mental Health Association.

### **Collections Work:**

Accessioning—the work of formally processing new acquisitions into our permanent collection—has continued as we have time. Large collections accessioned this year include the McNab fonds, Mattatall Funeral Home fonds, McCulloch & Patriquin Funeral Home fonds, and Truro Cemetery fonds.

Housekeeping and reorganization work included a rehousing of our large collection of assessment rolls for Colchester County (1873-1972), an updated inventory of our rare/antiquarian books, and a reorganization of our flat map storage.

From April to May 2024, Natalie Porter completed a special 6-week position during which she processed and digitized the collection of Truro photographer J.E. Sponagle comprising over 700 photos. This work was funded by a generous gift made by late Heather Dau for the purpose of digitization. Natalie returned as the Archives Summer Student from June to July 2024 and helped with more accessioning work.

For a list of new acquisitions in the 2024-25 year, see the Collections Committee Annual Report.

### **Exhibits:**

Instead of infrequent, large exhibits, we have focused on making more frequent, smaller changes to our museum gallery. These are some changes made in the 2024-25 year:

- **African Nova Scotian educators:** four paintings of African Nova Scotian women educators along with their stories. Thank you to the Nova Scotia Women's History Society for loaning us the paintings and text panels to display.
- **White Spot jukebox:** a tabletop jukebox from the White Spot Restaurant in Truro, along with a few related artifacts and photos.
- **Ships and shipbuilding:** a case of artifacts related to ships and shipbuilding in Colchester County, including many recent acquisitions from the Great Village Historical Society.
- **Large artifacts:** several large artifacts were exhibited around the gallery including a cupboard, Grafonola, model ship, wheelchair, stove, and dial time recorder.
- **Truro Through the Lens: Photos by J.E. Sponagle:** this photographic exhibit was first displayed at the Truro Library and later expanded and exhibited in our gallery.
- **Remembrance Day:** our annual Remembrance Day display was exhibited at the Truro Library, this year highlighting the wartime contributions of the Red Cross.
- **Fashion Show:** several dresses and other textiles were exhibited to accompany our Fashion Show.
- **Truro trawler:** a model trawler from the *Theodore Tugboat* television series.
- **Stanfield uniform:** Lieutenant Governor Frank Stanfield's civil uniform.
- **Exploring Colchester & Beyond:** surveying tools and other artifacts related to the exploration of the natural world.
- **Hotels:** photos and artifacts related to Truro hotels.
- **The archives wall** featured photo displays on Acadia Mines and Truro.

#### **DHCP (Documentary Heritage Communities Program) School Register Project:**

Our school register accessioning and digitization project was approved for an additional two years of funding from Library and Archives Canada. In May 2024, Janica MacKenzie was hired to carry out this work.

Janica has worked diligently ever since, and at the end of the second year of this three-year project, we have so far accessioned 7955 school registers, and 267 new boxes have been created to house them. 1167 registers have been digitized (those 100 years or older).

#### **Colchester Roots:**

In October and November 2024, Ryan and Joanne presented a series of four “intro to genealogy” lectures in the Ina M. Patterson room of the Truro Library. The series was held in the evening and was intended to attract budding genealogist who are not able to visit us during open hours. Colchester Roots

was a success, attracting about a dozen attendees each week, and resulting in several CHS memberships. After the four lectures were done, it morphed into a looser genealogical discussion group which has continued to meet bi-weekly.

**George Jones Memorial:**

We were proud to assist Nevin Jackson and the Truro Fire Service in the commemoration of George Jones, creating the text for educational pop-up banners and a permanent plaque to be displayed outside the George Jones Memorial Fire Station.

**Social Media:**

“Throwback Thursdays” featuring historic photos from our archival collection were posted every week. Subject matter is loosely curated to the time of year, including commemorative occasions such as Mi’kmaw History Month (October) and African Heritage Month (February).

In August, September, and October 2024 we posted “Archives Highlights,” bringing attention to specific resources in our collection.

**Professional Development:**

Archives staff attended monthly TRACK training sessions offered by the Association of Nova Scotia Museums (ANSM) from May to August 2024. These sessions focused on the “pillars” of governance and community. In August 2024, Ryan attended an ANSM Hub Training session on accessioning and storage of digital and born-digital materials.

In October 2024, Ryan attended an all-day “Copyright Workshop for Archives” offered by the Council of Nova Scotia Archives (CNSA). Janica attended 5 out of 6 of the CNSA’s Archival Certificate Program courses.

**Volunteers:**

We had two consistent volunteers in the archives during the 2024-25 year: Sandra Gittens has been indexing marriage notices from the *Truro Daily News*, and Jace Hawkins has been collecting Mi’kmaq related articles which will form a new collection. Another volunteer, Eva Monk, assisted with the Mi’kmaq project during summer 2024. Thank you, Sandra, Jace, and Eva!

**Collections Committee Annual Report,**

*This report covers April 1, 2024, to March 31, 2025*

**Submitted by Ryan McLellan, Archivist & Curator**

**Members:** Sarah Campbell, Bill Canning, Stacey Culgin, Sandra Gittens, Sandra Guinan, Elinor Maher, Donna Meese

Since the last Annual General Meeting the Collections Committee has met on two occasions: 7 October 2024 and 17 March 2025. In total the committee considered 42 lots of artifacts and archival material for prospective donation.

The following items have been accepted and will form part of our museum and archival collections:

**Museum:**

- 1 Union Jack from First Baptist Church
- 1 beaver top hat with original box which belonged to John Stanfield (1868-1934)
- 1 miniature hat and hat box made by Lewis Ltd.
- 1 Sibley chair (ca. 1878) owned by the Smith family of Truro
- 1 metal shoemaker's last
- 1 pair of binoculars awarded to Captain David Faulkner Morrison (1829-1901)
- 1 coffin plate
- 1 handkerchief monogrammed "P", belonging to the Patterson family
- 1 large spinning wheel, marked "Alex' Leaper, Maker, Truro"

**Archives:**

- 22 deeds pertaining to the Londonderry area
- 1 panoramic photo of Truro, 1871, in frame
- 1 certificate of the Canadian Order of Foresters
- 45 postcards, 5 letters, and other material related to Longworth & Layton
- A large collection of maps, documents, and genealogical material relating to the North Shore and the McNab family
- 49 annual reports of the Great Village Pastoral Charge and St. James United Church
- 2 photos and other documents related to Portia White

- A collection of order slips from Layton's Store, Great Village
- 3 ledgers kept by Martin Smith, Lower Debert
- 1 portrait of Claude Wesley "Wes" Archibald (1899-1934)
- 2 election signs for Bill Mills, and other material from the former Mayor's office
- Records of Truro Cemetery, including plot owner books, weekly time books, and chapel books
- 7 books of Town of Truro financial statements
- 1 colored photo of Victoria Park by Ernest Roby
- 8 ledgers, school registers, and other documents related to Kemptown and the Hingley family
- Collection of photos of participants of the Elder Transcripts project, 2003
- 1 ledger from Gunn's Store, Belmont
- Photographs and other documents related to Londonderry area schools, collected by Ed Langille
- 1 book of students of Upper Onslow and North River schools, 1958-1980, kept by teacher Muriel Lynds
- Photographs, deeds, ledgers, and other documents relating to Londonderry and surround area, collected by Trueman Matheson
- 1 autograph book belonging to Elizabeth "Libbie" Ellen Layton (1865-1961) of Great Village
- 1 photo of Willow Street School Grade 4 class, 1940

We extend our gratitude to all donors.

## **Building & Maintenance AGM Report**

***This report covers April 1, 2024, to March 31, 2025***

***Committee Members: Ken Henderson (chair), Bill Thomas, Joanne Hunt (staff)***

The year has been a busy one in terms of the building and maintenance. Besides the regular care and inspections required, our building has been the first in the Nova Scotia Museum portfolio to be subject to a comprehensive assessment by a new government team.

This process started on May 24, 2024, with a visit from David Doyle, the Architectural Assistant of NS Public Works, who visited for a tour through the building with Joanne (staff), along with Rodney Chaisson, (Manager of Site Maintenance, Nova Scotia Museum, Communities, Culture, Tourism and Heritage). He gathered all the information about the building envelope, both interior and exterior. Following this, engineers also visited late May to review the building systems, including all electrical and plumbing. By Dec. 19, we received a draft copy of the assessment, but it was not yet costed, therefore, not yet complete. As of March 31, 2025, we are still waiting. Although we were not initially told why the province was conducting this investigation of our building, further correspondence throughout the year indicates that the province is considering the viability of investing further in this historic building. Since the draft report, several more items including the unsafe elevator, 2 nonoperational heat pumps, and a sprinkler compressor at the end of life have added to the list of growing deficiencies.

The province also performed an energy audit in May 2024, but we did not receive a copy of this information. The north doors have continued to leak heat for the past 20+ years and no remedy has yet been successfully addressed, yet the Society continues to pay growing electricity/heat bills.

Throughout the summer, more engineers and technicians visited the building to assess different items, including the elevator which has been on the radar for the past few years, as it is past its useful life and has malfunctioned several times, including Dec. 16, 2024, when an individual was trapped inside when the carriage dropped a short way between floors. Luckily, no one was hurt, but staff and public can no longer trust the elevator. The elevator company sent numerous technicians to repair and get it running again but warned that “it could happen again” due to its age and deteriorating obsolete parts. Thus, it has become a freight elevator. This severely limits public accessibility to everything but the main floor. Staff must now plan all programming around this and must serve archive guests who have mobility issues by coming downstairs and transporting archival materials.

Public Works employees visited during the summer to investigate the water/sewer odor in the basement observed by staff. Evidence of a potential area of mildew/mold under the stairs stopped their investigation and they have never been back. A plumber was employed to cap a sewer pipe which was releasing odors in the basement furniture artifact room.

The fire extinguishers had a regular annual inspection on July 5<sup>th</sup> by M&R Fire Protection Inc. The sprinkler system was inspected March 12<sup>th</sup> by Terry’s Sprinkler Ltd. with a report forwarded to the province concerning the replacement of the sprinkler compressor. The province has indicated it will not pay for this and is presently looking into the matter further. The fire panel inspection was also done recently. All annual inspections are considered *maintenance* and are paid by the Society.

Throughout the summer, the left heat pump in the archives dripped water into two buckets. Conroy's came to clean and troubleshoot and found a cracked coil and unable to cool, so it was turned off. By late August, the third-floor heat pump was not working, and Conroy's was called once again. They investigated and provided a quote for repairs on both machines (\$3215.81). The work has not been done as the province has declined to pay for these repairs. Without proper heating and cooling, it is a challenge to preserve our archival and museum collections.

In mid September, there appeared to be evidence that mice were present in the building. A pest control specialist was hired for 4 months to remedy and monitor the situation, which they did, and no further evidence has been found.

The front door lock was repaired on several occasions by B&D Glass/Locksmiths. The door was re-keyed, and a replacement part was required so that the door closed properly. With constant use, it continues to be a monthly problem and was noted for complete replacement in the provincial assessment. Ongoing maintenance repairs are paid by the Society.

A few homeless individuals have been around our building, storing personal belongings behind shrubs, by the north doors to the farmers market, and by our ramp and front entryway. Police have been called in the past to ask persons to vacate, but this is an ongoing situation, and staff cannot monitor on weekends.

On November 25<sup>th</sup>, 2024, Darwin Carr, Arborist and owner of Colchester Tree, generously donated his time, service and expertise to evaluate and remove several overgrown shrubs along the north and west sides of our building, allowing our heritage architecture to be seen by the public and perhaps be more noticed by local traffic. It also helps keep moisture away from our foundation and stone exterior. The Society thanks Dawin Carr for his generous donation.

Each month, building checks have been completed by staff regarding the fire extinguishers, exit lighting, and emergency lighting, as well as a basic overview of the building. The occupational safety sheets were researched by (administrator) Doreen and she updated our requirements and manual for cleaning supplies. Joanne updated the Fire Safety Plan.

The committee could really use (and appreciate) a few volunteers to weed the gardens, pick up trash around the exterior and sweep, etc.

As we ended our fiscal year in March, the following comments by Rodney Chaisson, our contact at the Nova Scotia Museum, summed up our building assessment situation:

*"DPW is working on the estimates now and we hope to have those numbers soon. At this point, we do not have any sense of what that final number is going to be, but it will be significant. In the meantime, I am trying to get a sense of what the process is, once they finalize those cost estimates. It is also important to state that there is no predetermined outcome, and no decisions have been made or will be made until the estimates have been completed.*

*However, as we discussed last fall, the board should be thinking and exploring alternative accommodations for the museum in the event relocation will be required. I know this creates uncertainty for the museum. Unfortunately, whether the building is repaired, or the museum needs to be relocated, there is going to be significant disruption to your operations.*

**Heritage Committee AGM Report**

***This report covers April 1, 2024, to March 31, 2025***

***Submitted by Ken Henderson***

The addition of Pam Grace and Frank Cassidy to the committee, and the direct support of the President Leslie Burrows in its work are greatly appreciated.

The work of the Heritage Committee is largely carried out through the Events staff.

In addition to a very successful Heritage Night in May, some support was provided to the Truro Heritage office, and communication was maintained with individuals working towards the re-establishment of the Chignecto-Central Heritage Fair.

**Human Resource Committee AGM Report**

*This report covers April 1, 2024, to March 31, 2025*

*Submitted by Ken Henderson*

The HR committee (Ken Henderson, Jud Pearson, Leslie Burrows), continued in its work of maintaining liaison with staff in their various roles in the work of the Society.

Periodic performance review interviews were conducted with staff members.

The committee acts as a conduit of information between the staff and the board and is continuously available to hear suggestions and concerns.

## **Treasurer AGM Report**

***This report covers April 1, 2024, to March 31, 2025***

***Submitted by Amy Atkinson***

This fiscal year ended with a closing bank balance of 116,178, this balance has been dropping over the last few years and is significantly lower than the previous year end, however if we look forward a few months the bank balance does rise significantly. In the past we have been fortunate to receive some large donations that have kept our bank balance in check. In this fiscal year we implemented the Annual Appeal once again and that generated \$11,000 in donations and we were lucky to have a donor agree to match up to \$10,000 for this appeal, so a total of \$21,000 for the whole campaign. Other government funding for the year totaled \$138,964. We also received donations from individuals totalling \$24,790.

On the expense side of things, our largest expense is wages for 190,691 and the other large bill for our large building is as usual the power bill totalling \$19,827. We also had an accounting total of \$8,779, this total leads me to changes that happened for this fiscal year with bookkeeping and financial preparation.

Our bookkeeping is now being done in house by Doreen, since she was hired things in the accounting world of the Historical Society have been amazing, she has done a wonderful job cleaning up some old stuff and keeping all the records up to date and all the accounts balanced. She has also created and inputted a budget in the current year. I feel having an in-house bookkeeper has been one of the best decisions the Society has made.

The other major change for this year is that the financials are now being prepared by Atkinson's Accounting Ltd., which is the firm that I work for. I personally prepared the financials and in doing so also cleaned up a lot of old stuff that was no longer relevant, I will not go into detail about the items that were cleared but will discuss some of them during the AGM. The other bonus to Atkinson's preparing the financials is the expense side it, the bill has not been created as of yet, but I can guarantee it will not be \$8,000.

## **Operational Budget**

*This report covers April 1, 2025, to March 31, 2026*

*Submitted by Doreen LeBlanc Walker*

<b>REVENUE</b>	<b>2025-2026 BUDGET</b>
Admission Fees	\$ 2,500
Membership Dues	\$ 4,000
Programming / Events	\$ 980
Gift Shop / Retail Sales	\$ 3,000
Fees for Services	\$ 1,000
Interest/ Investment Earned	\$ 2,100
Donations from Individuals	\$ 10,000
Donations from Corporation/Foundations	\$ 1,000
Fundraising Activities	\$ 9,725
Federal Public Grant	\$ 35,000
CMAP Grant	\$ 61,800
Summer Student Grant	\$ 4,924
Town of Truro Grant	\$ 25,000
Municipality of Colchester County Grant	\$ 15,000
<b>GRAND TOTAL REVENUE</b>	<b>\$ 176,029</b>

<b>EXPENDITURES</b>	
Exhibition Costs	\$ 1,000
Programming Costs	\$ 550
Cataloguing Supplies	\$ 1,000
Advertising / Promotions	\$ 400
Fundraising Costs	\$ 2,279
Historeum Gift Shop – Purchase for Resale	\$ 1,500
Custodial / Snow Removal Wages	\$ 7,167
Cleaning Supplies	\$ 1,000
Insurance	\$ 3,200
Repair & Maintenance	\$ 9,345
Security	\$ 500
Printing	\$ 1,220
Misc	\$ 200
NS Power	\$ 21,200
Water – Town of Truro	\$ 930
Full-Time Employee – Events / Archivist	\$ 85,885
Full-Time Grant Employee	\$ 35,890
Part-Time Employee – Office Admin / Research Assistant	\$ 48,695
Summer Student	\$ 4,924
Bank Fees	\$ 2,200
Postage / Delivery	\$ 200
Office Supplies	\$ 2,000
Telephone / Internet	\$ 3,465
Memberships / Professional Fees	\$ 6,064
Training	\$ 150
Accounting / Legal	\$ 2,000
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 242,964</b>
<b>NET PROFIT / ( LOSS )</b>	<b>(\$ 66,935)</b>