

# *The Authentic Island Story...*



## Annual Report 2019-2020





Acadian Museum

Basin Head



Fisheries Museum

Beaconsfield



Historic House

Elmira



Railway Museum

Eptek



Art & Culture Centre

Green Park



Shipbuilding Museum  
& Yeo House

Orwell Corner



Historic Village

March 31, 2020

Honourable Matthew MacKay  
Minister of Economic Growth, Tourism and Culture



Dear Minister MacKay:

I am pleased to submit the Annual Report of the Prince Edward Island Museum and Heritage Foundation for the fiscal year April 1, 2019 to March 31, 2020.

Since my term as Chair comes to an end in July 2020, I would like to express thanks to staff members, volunteers, “Friends” groups, and the members of the Board who have made it possible for great strides in the fields of digitization, education and reimagining the future of the Foundation. We welcomed Dr. Matthew McRae as Curator of History in September 2019. Matthew brought with him, from the Canadian Museum for Human Rights in Winnipeg, an inspiring host of ideas for collecting, connecting, and sharing information, especially through social media. In January 2020, Dr. David Keenlyside announced his anticipated May retirement as Executive Director. We are grateful for his care and expertise in building a solid foundation as we begin a new chapter in the history of the PEI Museum and Heritage Foundation.

In February 2020, the global landscape began shifting on a daily basis. The question on the minds of everyone was how do we weather the Covid-19 crisis? We realized that digital content was essential for audiences confined to home. We learned quickly how to operate and remain visible during the unpredictable days of the pandemic. There is no doubt that the staff and Board will continue to work diligently to meet this crisis head-on.

As you peruse the pages of this report, you will find many interesting projects, programming, and publications undertaken this year. With the appointment of four new members to the Board of Directors and a newly-appointed Chair as of July 2020, I can assure you that the ongoing immediate concern remains methods of preservation, due diligence and how we care for Prince Edward Island’s natural and cultural history and artifacts. We look forward to working with the government on financial models and policies that strengthen and support these goals.

Respectfully submitted,

Carolyn I. McKillop, *Chair*  
*PEI Museum and Heritage Foundation*





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Historic Village

March 31, 2020

Ms. Carolyn McKillop  
Chair, PEI Museum and Heritage Foundation  
2 Kent Street  
Charlottetown, PE C1A 1M6



Dear Ms. McKillop:

I respectfully submit this report of activities of the Prince Edward Island Museum and Heritage Foundation for the fiscal year 2019-2020.

This past fiscal year saw our greatest visitation numbers to date, numbering over 81,000 people. All of our sites have done well and site managers, staff and volunteers are to be congratulated.

Government capital funding allowed us to make significant improvements to Beaconsfield, Eptek and the Artifactory. It is with considerable relief that, in spite of the onset of the COVID pandemic, we were able to replace the nearly fifty-year-old fire sprinkler system at Beaconsfield. The Museum and Heritage Foundation appreciates the ongoing assistance and expertise provided by the Department of Transportation, Infrastructure and Energy.

Another very significant project launched this year is a new digital platform for our provincial collection. Importantly, this state-of-the-art system will ultimately allow us to digitally access and manage a wide range of data and images for over 100,000 artifacts. This will enhance greatly our ability to offer better public access to Island collections.

We acknowledge and appreciate the financial support from the Department of Economic Growth, Tourism and Culture and assistance and support from Minister Matthew Mackay and Deputy Minister Erin McGrath-Gaudet.

I want to thank our Board Chair, Carolyn McKillop and members of the Board of Directors for their interest, support and guidance throughout the year. As well, I would like to thank members of the Historic Places Advisory Board for their support and dedication to the preservation of the Island's built heritage.

On the eve of my upcoming retirement, I want to thank our staff and members of the Island's heritage community for the support they have given me and the Foundation these past thirteen years. It has been a pleasure and honour working together to preserve and celebrate Island heritage.

Respectively submitted,

David L. Keenlyside, PhD  
Executive Director

## TABLE OF CONTENTS

VISION, MISSION, MANDATE AND GOAL.....	6
BOARD OF GOVERNORS.....	7
ORGANIZATIONAL CHART 2018-2019 .....	8
EXECUTIVE DIRECTOR'S REPORT .....	8
SITES VISITATION .....	15
MUSEUM SITES .....	16
ACADIAN MUSEUM OF PRINCE EDWARD ISLAND .....	16
GREEN PARK SHIPBUILDING MUSEUM & YEO HOUSE .....	18
ELMIRA RAILWAY MUSEUM.....	20
BASIN HEAD FISHIERIES MUSEUM.....	23
EPTEK ART & CULTURE CENTRE .....	25
ORWELL CORNER HISTORIC VILLAGE/EDUCATION .....	29
BEACONSFIELD HISTORIC HOUSE.....	32
THE COLLECTION DEPARTMENT.....	34
PROVINCIAL HERITAGE PROGRAMS .....	41
GOVERNMENT HOUSE COMMITTEE .....	46
HERITAGE AWARDS .....	49

# **PEI MUSEUM AND HERITAGE FOUNDATION**

## **VISION, MISSION, MANDATE AND GOAL**

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### **VISION**

To help Islanders play an active and informed role in shaping their world by encouraging an understanding and appreciation of Prince Edward Island's culture and natural heritage.

### **MISSION**

To preserve the heritage of Prince Edward Island for present and future generations. The Prince Edward Island Museum and Heritage Foundation, as Prince Edward Island's provincial museum, is the principal repository and steward of evidence that documents or represents the cultural and natural history of our province and its people.

### **MANDATE AND GOAL**

- The purpose of the Museum shall be to study, collect, preserve, interpret and protect the human and natural history of Prince Edward Island for the use, benefit and enjoyment of the people of the province. (*Museum Act* 1983, c.34, s.4)
- To acquire and share knowledge of Island history, culture and the natural world with Islanders and visitors.
- To encourage discovery, appreciation and understanding of Prince Edward Island and to inspire Islanders and their visitors to explore and understand the world around them.



**PEI MUSEUM AND HERITAGE FOUNDATION**

## **BOARD OF GOVERNORS**

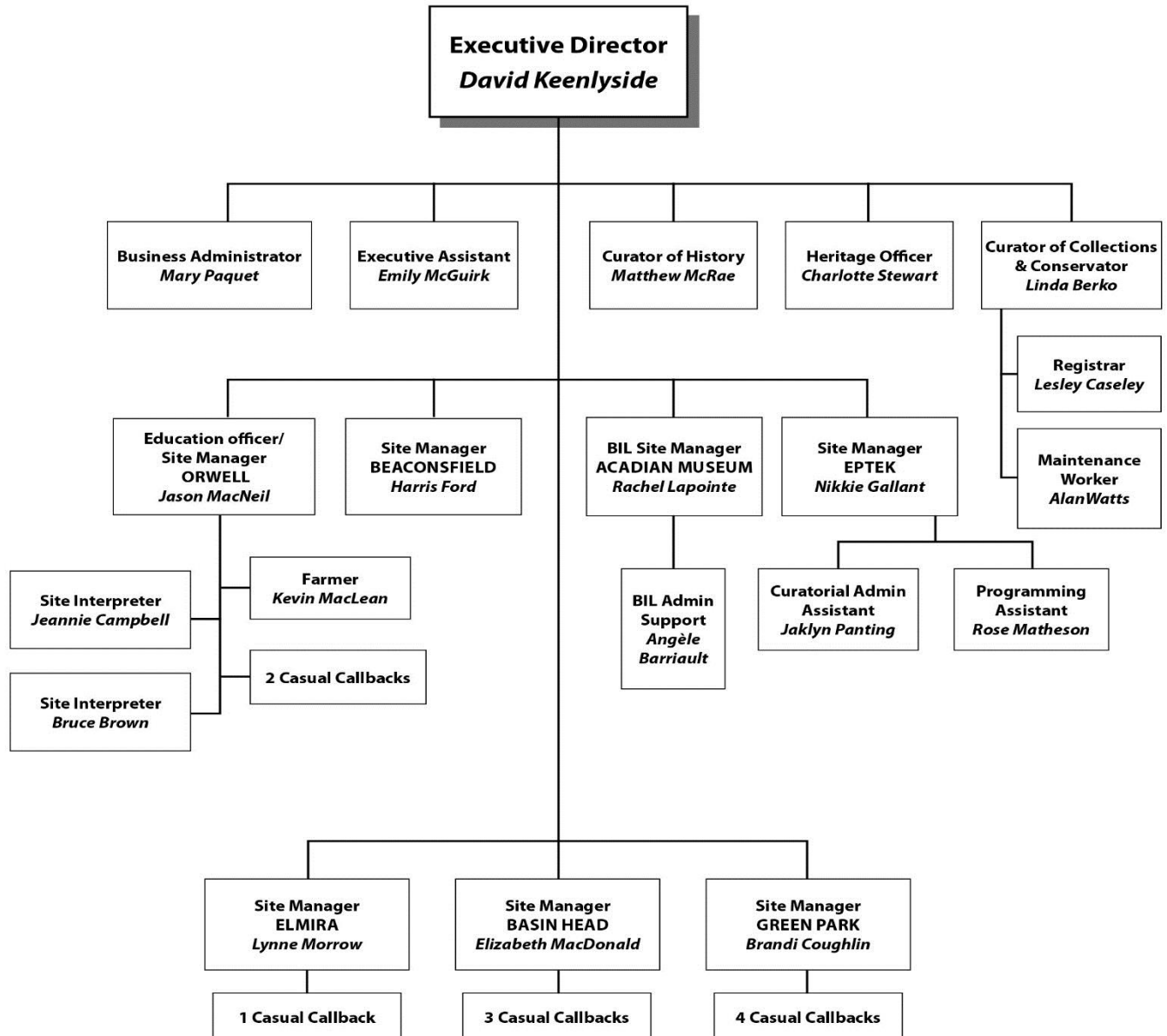
April 2019 – March 2020

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Carolyn I. McKillop, Chair	Appointed January, 2016
Anne Richard	Appointed July, 2014
Robert Nicholson	Appointed May, 2016
Vivian Beer	Appointed April, 2017
Judi Allen	Appointed April, 2017
Elizabeth Noonan	Appointed May, 2016

# PEI MUSEUM AND HERITAGE FOUNDATION

## ORGANIZATIONAL CHART 2018-2019



## **EXECUTIVE DIRECTOR'S REPORT**

The year opened with a newly elected Island government, which was followed by a change in departments for the PEI Museum and Heritage Foundation. After several years in Education, we returned to the new Department of Economic Growth, Tourism and Culture. In late May I met with our new Minister, Mathew MacKay, and Deputy Minister, Erin McGrath-Gaudet, to provide an overview and background on the mandate, operations and priorities of the Museum and Heritage Foundation. This was a very positive meeting and both the Minister and Deputy emphasized their interest in and strong support for heritage, as well as a desire to provide greater services through the Department for our heritage sites and more broadly for community museums across the province.

### **VISITATION**

The year 2019-2020 was a record year for Prince Edward Island tourism and that was reflected in higher visitation numbers at our seven heritage sites. Attendance topped 81,900 visitors. Overall visitation across our sites was up by roughly 11% over the previous year. School visitations at Orwell in late spring and fall all showed significant increases in response to our targeted educational programming, which focused on school curriculum outcomes. The financial assistance provided by the Department of Education in covering the admission costs for students acknowledged the learning and experiential benefits of class visits. The Department's continued support is greatly appreciated.

Increased cruise ship traffic primarily impacted Beaconsfield Historic House visitation, based on walk-in traffic. Greater use of Beaconsfield's Carriage House for meetings, conferences, workshops and public events also contributed to this increase. It remains a challenge, however, to persuade cruise ship tours to visit Orwell Corner Historic Village or our other sites. Proposed future cruise ship traffic through Georgetown is seen as a possible plus for Orwell and other heritage sites in the eastern PEI area. With the anticipated negative impact of Covid-19 on the cruise ship industry in general, we anticipate a slow recovery in this area. It is not known at this time if cruise ships will be landing in Charlottetown this fall.

### **STAFF**

Staffing changes impacted a number of our sites this year. Linda Campbell announced her retirement in early April after many years of service at Basin Head Fisheries Museum. We were sad to see her go, but we warmly welcomed Georgia Bruce, who joined Basin Head's seasonal staff in June 2019.

To our great pleasure, our newest staff member, Dr. Matthew McRae, arrived on September 9, 2019 to accept the position of Curator of History, replacing the late Boyde Beck. Dr. McRae was on staff at the Canadian Museum for Human Rights for seven years prior to this appointment.



Rachel Lapointe, Manager at the Acadian Museum, announced in early March that she had accepted a position as Director of the Acadian Museum of Quebec in Bonaventure, Gaspé. Her last day at the Museum was March 21. Angele Barriault will be Acting Manager until a replacement is found.

Rose Matheson, technician at the Artifactory, has been transferred from the Artifactory to a new position as program assistant at Eptek. Also at Eptek, Danielle Gaudry-MacFadyen left for parental leave (one year) at the beginning of October and has been temporarily replaced by Jaklyn Panting.

Lesley Caseley has returned from a year's parental leave on April 1. Her position was temporarily filled by Samantha Kelly as Collections Registrar. Pat Bell, Acting Executive Assistant, retired in late April. This position is currently temporarily filled by Emily McGuirk, who formerly worked as a student at Orwell Corner Historic Village.

Staffing at sites again received great support from the provincial Jobs for Youth program and also the Federal government's Young Canada Works program. Basin Head and Elmira closed the third week of September and Green Park after Labour Day. Orwell remained open until the first week of November, hosting daily school tours.

In late January I announced I would be retiring May 1, after 13 years as the Foundation's Executive Director. However, given the recent Covid-19 crisis and management challenges, I have decided to stay on an extra month (June 1) to work with site managers on necessary operational plans and hopefully help with the transition back to more normal conditions.

## **ENDOWMENT TRUST**

Our annual Endowment Trust meeting, which had been postponed due to the election, was held June 20, 2019, with the new Minister of Finance, Darlene Compton, chairing the meeting. RBC Investment manager David Gauthier, reported on our financial position which indicated a strong performance in 2018-19. A second Trust meeting was held in March. Once again, strong market conditions prevailed, yielding a good return on the Foundation's investment portfolio.

## **CAPITAL PROJECTS**

Capital projects included major renovations at Eptek. Exterior painting and signage was completed by the middle of July. The boiler/HVAC system was on its 'last legs' and has been replaced. Poor weather in the spring contributed to delays in completion of this work. This work was completed at the end of July. At the Artifactory, mitigative measures to prevent further flooding involved installation of roof eaves troughing. At the Beaconsfield Carriage House, heat pumps were installed primarily to provide AC for the summer theatre performances. The new system has proven to be very effective and significantly enhances the building's use through the

warm summer months and reduces heating costs during the fall-spring period. At Green Park, through financial support from the Department of Transportation, Infrastructure and Energy (TIE), the Shipbuilding Museum is being re clad with shingles and a new roof installed. Completion is expected early in the spring. At Beaconsfield, the west side of the Carriage House was in serious repair requiring immediate attention to replace both windows and new siding. Given the short time frame available before winter, seasonal staff members Alan Watts and Peter Wood were contracted to replace the siding and McAskill's rebuilt the windows. The work was completed quickly and efficiently, before bad weather set in.

The last quarter focused on two projects to meet end of fiscal year expenditures. First, on the capital project side, replacement of the sprinkler system at Beaconsfield was a top priority given its age, reduced performance and the fact that it was not up to code. Inspection of the Carriage House actually showed that there was insufficient pressure in the system to deliver any water to the sprinkler heads. In the future, the Carriage House will require its own direct water supply from the main City water system. The work to replace the water piping at Beaconsfield began in early March and was completed by the end of March. The associated electrical work also began in early March and will continue into the second or third week of April. Plastering and painting will begin the first week of April. Collections staff, under the direction of Linda Berko and Lesley Caseley, are to be congratulated for their 'herculean' efforts in the timely and careful removal of the many artifacts from the building in preparation for the sprinkler work. Once the sprinkler work was completed, all of the building collections were safely returned without incident. Prior to artifacts being replaced in their room settings, all the floors were cleaned and waxed by Collections staff. All of this work was completed in the context of Covid-19 restrictions.

The second major project was acquisition of the new collections digital platform. Gallery Systems (TMS) based in New York, was awarded the contract in 2019, however negotiations continued on for many months. Fortunately, this was resolved and an agreement signed March 30/31 between the Foundation and Gallery Systems. This project was initiated in May, 2018, and it was with great relief that we finally crossed the finish line on acquiring the software. At stake was approximately \$80,000 to be spent by the end of the Fiscal Year 2019/20 and sufficient funding for 2020/21 to hire three contractors to work on data migration and data entry into the new system. Delivery of the system, working with a project manager from Gallery Systems, began immediately the first week of April, 2020. Heading up this project for MHF will be Registrar, Lesley Caseley, who has just returned from maternity leave.

## **PUBLICATIONS**

Publishing continues to be an important educational outreach vehicle for the Foundation. *The Island Magazine* #84 was published in spring 2019 under the editorship of acting editor Peter Rankin. Issue #85 was edited by Michael Pass for an early fall publication. Our new Curator of

History Dr. Matthew McRae is now the editor of *The Island Magazine*. Matthew's first issue as editor was #86, published in February of 2020.

The book, *Yesterday, Today: A Portrait of Summerside, Prince Edward Island*, by artist Eddy Schwartz was released in the fall to launch the book and also to celebrate the 40<sup>th</sup> anniversary of Eptek. Tourism Minister, Mathew MacKay, was present to offer congratulations on behalf of the Province.

In 2018, the Museum was approached by Health PEI to partner a publication titled *Beyond the Asylum: The Evolution of Mental Health Care on Prince Edward Island*, authored by Dr. Tina Pranger. We are working closely with editor Joan Sinclair in the production of this publication. Editorial work continues on several other publications including a reprint of Irene Rogers *Historic Houses of Charlottetown*; and *Mammals of PEI* partnered with Nature PEI.

Book launches were held at Eptek and the Hillsborough Hospital for *Beyond the Asylum*. We also partnered with Nature PEI in the publication of *Mammals of PEI*. A launch was held in the Carriage House on December 3. We are also working with CN and author Alan Graham on an abridged/expanded version of Graham's very popular book, *A Photo History of the PEI Railway*.

## **SOCIAL MEDIA**

Also worthy of note this year was the growth of our social media platforms. In his role as Curator of History, Dr. Matthew McRae developed and launched a strategy designed to grow our social media presence. To execute the strategy, Matthew worked with Collections Management Assistant Meg Preston and was also assisted by Executive Assistant Emily McGuirk. All three develop social media content in addition to their regularly assigned duties – and despite this, they were able to grow our following significantly. Between October 1 and March 31, our social media accounts gained more than 1,352 new followers, with more than half of these joining through Facebook.

These numbers only tell part of the story, however. The Foundation also increased the number of people seeing our social media posts. Over the month of October of 2019, all of our social media platforms combined reached less than 25,000 people. By comparison, over the month March of 2020 our social media accounts were seen by well over 90,000 people, including 31,993 people on Facebook and 56,200 on Twitter.

Social media also generated several positive news stories for the Foundation. Perhaps the most prominent example is when a January post about a recently-donated set of fossil footprints resulted in news stories on CBC Television, CBC Radio, the cbc.ca website, and a large article in *The Guardian* newspaper.

In March 2020, the Foundation applied and was approved to participate in the *52 Museums* project, an Instagram account with over 20,400 followers from all over the world. The

Foundation will take over the 52 *Museums* account for a whole week in April/May. This will be a tremendous opportunity for a new audience to discover not just the Foundation, but all of PEI as well.

Our social media platforms have become an important way of connecting and communicating with visitors and potential visitors. We are very excited to continue taking advantage of the opportunities presented by these medium as we move forward into the 2020-2021 fiscal year.

## **EVENTS AND PROGRAMMING**

The year 2020 marks the 300<sup>th</sup> Anniversary of the arrival of Acadians and French to Prince Edward Island. The PEI Museum and Heritage Foundation is taking the lead, in close collaboration with Acadian and Francophone Affairs, to co-ordinate with partners and plan various commemorative events. Beginning in January, an event co-ordinator, Tanya Gallant, was hired under contract to plan and oversee the year's events. The year celebrations began with an opening event the first week of March at Government House to outline some of the year's programs and announce Lieutenant Governor Antoinette Perry as our official patron. Acadian musicians Lennie Gallant and Patricia Richard will be Acadie 300 ambassadors.

Our Board of Governors held meetings each month during the fiscal year except for July. Our June meeting was held at the historic Scottish Glenaladale site near Tracadie. Prior to our business meeting, an informative tour was provided by Glenaladale Board member, Aggie-Rose Reddin. I attended the Community Museums Association AGM in May and brought greetings from our Board. I also attended and spoke at Macphail Homestead's AGM and Roma's AGM in June. Board meetings were held in August at the Farmer's Bank in South Rustico and in September at Beaconsfield. Collections staff provided a tour of the Artifactory for Minister McKay. Meetings were held with our Minister and Premier Denis King to discuss various issues, including our thoughts around the concept of a provincial museum.

On October 11, I met with Minister MacKay and members of the Macphail Homestead Board at Macphail Homestead. We also met with Gary Schneider to tour the Macphail Woods facility. The Minister was impressed with the success of this site and all the volunteer support. He indicated that he would review the current terms of grant funding (i.e. A 3-year as opposed to a 1-year funding envelope) and possibly increase levels of funding for community museums.

I attended various meetings during the quarter. The November meeting was held December 2, prior to the evening Annual General Meeting. To open the Annual General Meeting, our new Curator of History Dr. Matthew McRae gave a short presentation on PEI and Confederation. At the meeting, our Annual Report was circulated to members, including our financial statements for the Fiscal Year 2018/19. On November 26, I attended the Basin Head Marine Protected Area Annual General Meeting with Basin Head site manager, Elizabeth MacDonald. I also attended the monthly Board meetings of Macphail Homestead. This year, I was once again invited to

attend the CN Pensioner's Association annual dinner where I spoke about our ongoing programs at the Elmira Railway Museum and CN's continuing financial support for our programs at Elmira.

Meetings were held at the request of the Minister with TIE to prepare a proposal for a new provincial museum. The 2009 Master Program developed by Lundholm and Associates, although somewhat outdated, was used to determine rough projected costs for a new facility. This report was submitted for review. Meetings were held with Parks Canada to identify a location for a new HSMB plaque commemorating the entry of PEI into Canadian Confederation and building of the PEI railroad. I also met with the City of Charlottetown and Harbour Authority to discuss best locations.

### **COVID-19**

The big news story of this quarter, and likely this century, is the Covid-19 pandemic. This started to effect work in late February into early March. Staff managers were asked to develop operational plans for each of the sites in preparation for the tourist season. By the second week of March, staff were asked to work from home unless identified as an essential service. By the end of March, the province was in lockdown mode, like the rest of Canada and many places worldwide. The full impact on the tourism sector has yet to be determined, but it is expected to be severe. All cruise ship traffic has been shut down until July and it remains to be seen if it will recover in the medium/long-term. It remains unclear if our museum sites will open in June.

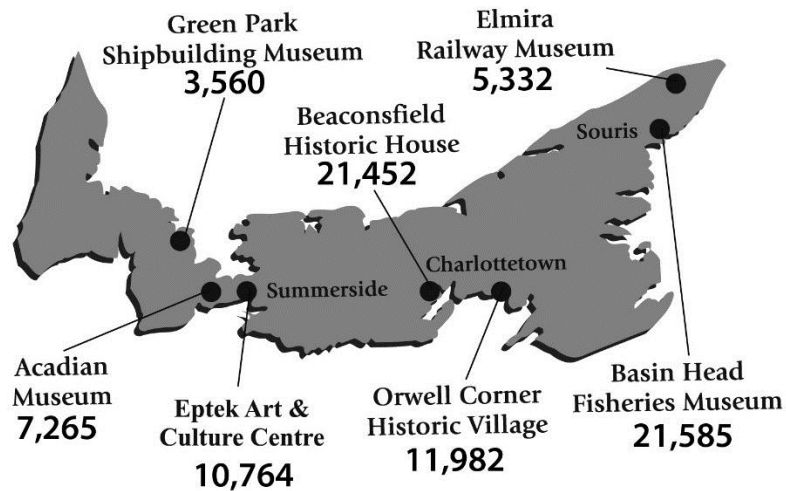
As I look back over these past thirteen years, it has been a great pleasure and privilege to be the Foundation's Director and to work with staff and volunteers to plan and manage the Foundation's operations. There have been various challenges over the years, but with a strong and dedicated staff and support from government, I believe we are now on a stronger footing in all areas of our operations. I believe a lot has been accomplished to strengthen Island heritage public programs and educational opportunities for Island students. I want to extend my gratitude to our current Board chaired by Carolyn McKillop and past Boards for their dedication, insights and support for the Foundation. To our site managers, it has been a pleasure working together and I thank you for your guidance and continued efforts to improve the quality and offerings to the public. I want to especially thank our financial administrator, Mary Paquet, who was always at my side offering sound financial guidance and planning through many challenging times during my tenure.

David L. Keenlyside, PhD  
Executive Director

## SITES VISITATION

April 1, 2019 – March 31, 2020

SITE	2019-2020 VISITORS	2018-2019 VISITORS
Acadian Museum/ Musée Acadien	7,265	6,790
Beaconsfield Historic House	21,452	19,516
Basin Head Fisheries Museum	21,585	21,546
Elmira Railway Museum	5,332	4,869
Eptek Art & Culture Centre	10,764	10,008
Green Park Shipbuilding Museum & Yeo House	3,560	4,374
Orwell Corner Historic Village	11,982	12,801
<b>Total Visitation</b>	<b>81,940</b>	<b>79,904</b>





## **MUSEUM SITES**

### **ACADIAN MUSEUM OF PRINCE EDWARD ISLAND**

*Submitted by Noella Richard, Site Manager, on behalf of Rachel Lapointe, former Site Manager*

#### **VISITATION**

Even though we had decreased visitation for most months, the Congrès mondial acadien event that was held in August 2019 made a huge difference in our visitation. We had over 500 extra visitors in that month. Our grand total for the year was 7,276 visitors, which was our best year yet.

#### **STAFF**

Rachel Lapointe was Site Director for the 2019-2020 year up to March 6, at which point she left to take on a position at the Musée acadien de Bonaventure in the Gaspésie region in Quebec. Angèle Barriault, the Administrative Assistant, took on the role of Acting Director just as everything was shut down due to Covid-19 restrictions. For the summer of 2019, we had three summer students plus our Chief Interpreter, Gloria Arsenault, who has been with our Museum for over 30 years. We have also had staff for projects in the artifacts and genealogy sections.

#### **SITE MANAGEMENT**

A major clean-up and re-organizing of our receiving area was done. The space was then later used to store objects that needed to be kept out of the public because of health restrictions due to Covid-19.

#### **PROGRAMMING**

A big part of our programming is the Tuesday Talks, which are very popular, both with Islanders and visitors. Six talks took place in the summer of 2019 on various subjects concerning Acadian history and culture.

Among the other activities were: Georges Arsenault's book launch for both French and English versions of *Illustrated History of the Acadians of Prince Edward Island*; publishing articles in *La Voix acadienne* (An Acadian journal for PEI) that highlighted artifacts from our collection; participation in a conference on interpreting heritage; coordinating the Acadian Remembrance Day ceremony with Parks Canada and the SSTA; a family Christmas activity including a "naulet" (Christmas cookie) competition in conjunction with the Comité historique Soeur-Antoinette-DesRoches and La Belle-Alliance; a contribution to the video series of "300 ans de l'Isle Saint-Jean" by DigiFilms; updating our website; collecting coats of arms for all the Acadian families to display in our research centre; partnering with the Musée acadien de l'Université de Moncton to do panels depicting former Acadian world congresses; partnering with the Farmers' Bank of Rustico to supervise a new director (unfortunately the successful

candidate left after the summer season and no replacement has been found); administering the funds for the projects associated with the celebration of the 300<sup>th</sup> anniversary of the Acadian and French presence on PEI.

## **EXHIBITIONS**

An exhibit on the 165<sup>th</sup> Battalion of the Canadian Expeditionary Force Command was loaned to us by the Musée acadien de l'Université de Moncton from November 2018 to May 2019. This was followed by an exhibit called "1900-1965: Acadian Children on the Island" that will be removed in the fall of 2020.

## **NATURAL HISTORY**

No steps were made to focus specifically on natural history, however, while going through our artifacts collection we did notice that some objects would belong in this category. We will work towards making a special inventory of these items to make sure they can be properly cared for.

## **OTHER**

The Acadian Museum director, for the 2019-2020 year, was also the French Language Services Coordinator for the PEI Museum and Heritage Foundation.

## **GREEN PARK SHIPBUILDING MUSEUM & YEO HOUSE**

*Submitted by Brandi Coughlin, Site Manager*

### **VISITATION**

The preparation to open Green Park Shipbuilding Museum and Yeo House began on May 21, 2019. We opened to the public on June 3. Hours of operation were Monday to Friday from 9:00 a.m. - 4:30 p.m. Our weekends started on July 6. On the week prior to opening, we had the staff from all provincial Visitor Information Centres visit our site. Two senior tours of 20-25 people per tour also visited us before opening – it was a lovely start to the summer. Throughout the June, July and August, we experienced a steady stream of visitors to the site, with 3,560 visitors counted for the whole season.

### **STAFF**

Brandi Coughlin returned as Site Manager for the 2019 season on May 21 and continued through until September 13. The rest of the senior tour guides started on May 27 and worked through to September 6. There were two EDA program workers hired for the 2019 summer season. Darlene Bridges and Eric Barlow were with us for 13 weeks. Their positions were for ground work, cutting grass, flowerbeds, cleaning and general maintenance. They did excellent work - our property and flowers have never looked so good. They are a great asset and we hope to keep them on staff for future years.

We had one Young Canada Works student, Karolyn Coughlin, for 11 weeks, along with three Jobs for Youth students: Julie Hardy, Cody Grigg and Nigel Perry.

### **SITE MANAGEMENT**

The Yeo House had two windows repaired our first week of opening. Glass panes were replaced in one window and the second window was completely replaced. As well, TIE replaced the chimney and flue of the Yeo House in August. Green Park also received a load of topsoil to repair the site's flower beds and also to raise up the back step of the Yeo House kitchen. In addition to these repairs and refits, Yeo House also underwent an annual pest inspection in late August. Members of the Foundation's Collections team visited the site and determined that a freezing treatment would be the best approach to ensure insects and other pests were eliminated. All window dressings and rugs were properly wrapped, packaged and sent to Charlottetown for freezing to kill carpet beetles and moths. The process will be complete by spring 2020 and the items will be returned to Yeo House in time for the summer 2020 season.

In September of 2019 Hurricane Dorian struck Prince Edward Island, causing widespread damage to human and natural infrastructure. Green Park and Yeo House did not escape Dorian's wrath unscathed. Well over a hundred trees were downed in the park, including several very

large trees near Yeo House. Yeo House itself also sustained damage, with small pieces of the house flying off in the storm. The provincial government was able to repair the house damage before the 2020 season, and also cleared up most of the trees, including the ones that had fallen near the house. We are very thankful for their efforts.

## **PROGRAMMING**

We had a busy summer with events this season. We kicked off our season with our annual Canada Day celebration, with the flag raising by local legion members followed by entertainment for the afternoon, children's games and of course, cake! This year we hosted a new event called "Historic Places Days". We served hot dogs, cookies and juice. It was a great success – despite being a dark rainy day, but we still had about 150 people in attendance. Similarly, our Camp Day program was also a success. We hosted children from the community to come and take part in four fun-filled Wednesdays, with activities, nature walks, treats, crafts, and games, as well as a tour of the Yeo House. Every Wednesday in July we had 22+ children in attendance. We held the 42<sup>nd</sup> Annual Blueberry Social on Sunday August 18 on the grounds of the Historic Yeo House. We had another successful social this year. More than 160 pies were handmade by Mae Walfield and Brandi Coughlin at the local fire hall. Our final event of the season was our Ghost Story Night on September 1, which saw an excellent turn out.

## **ELMIRA RAILWAY MUSEUM**

*Submitted by Lynne Morrow, Site Director*

### **VISITATION**

The summer of 2019 at Elmira Railway Museum, despite the slow start in June, was a busy season with an increase in visitation from 2018. A total of 5,332 people visited the site. The Museum was open to the public from June 10 to September 25. Hours of operation were 9:30 a.m. – 4:30 p.m., Monday to Friday, for the months of June and September and open daily for July and August. The miniature train and the speeder rides operated July 1 – August 31.

### **STAFF**

The Museum received 75% funding for one student position from Young Canada Works (13 weeks) and funding was secured through the Mi'kmaq Confederacy for an adult position as well. The Friends of Elmira were able to secure funding for two EDA positions (525 hours), and one student position through Jobs For Youth (8 weeks), to help operate the PEI Miniature Railway.

### **SITE MANAGEMENT**

There were many site improvements made at Elmira during the 2019 season. All the decks and railings were pressure washed to remove the mold that had accumulated over the years. Many shrubs and plants were removed from around the gift shop and replaced with grass. The decision was made to reduce the flower beds because maintenance on the beds was restricted after several wasp attacks last year. Alan Watts, the Foundation's Maintenance Worker, installed lattice work on three sides of the gift shop. Two rose bushes were planted to finish our natural fence between the parking lot and the Museum. Additional fencing was installed until the new rose bushes grew. Several shrubs and plants were relocated to the miniature train track. The entrance to the gift shop was also improved, in order to increase our curb appeal. The boardwalk entrance that had decayed from rot was replaced with cement patio stones. Shrubs were removed which opened up the area and made the entrance more visible.

New track lighting was placed in the Museum, baggage room and the Fixed Link exhibit. The majority of the tools in the baggage room were painted, as was the baggage room floor. The Sylvester speeder was removed from the baggage room and moved to the Costaine Station for viewing from the speeder ride. The story board on Robert Mepham was installed in the model train building.

The Caboose was set up as a viewing room for a CBC video of the last train leaving PEI. Gravel was installed on the original track from the Gift Shop to the caboose. The Caboose was also waterproofed with caulking applied to all the windows and the roof was re-tarred. Some of the deck boards and railings were replaced around the miniature train for safety reasons. More

additions were created for the miniature train ride. The velocipede, the velocipede bicycle and the story board were installed in the speeder building.

A train-themed playground was ordered for the site from Power Play, with construction anticipated to start in early October.

We give many thanks to Alan Watts for all his help with site maintenance this past season.

## **PROGRAMMING**

The site promoted “All Aboard Days”, which occurred every Wednesday in July and August. “All Aboard Days” featured all-in-one admission for the Museum, the miniature train and the speeder ride. This is reflected in an increase in the revenue collected and was also regarded favorably by the visitors.

The Elmira Railway Museum hosted the Cystic Fibrosis Walk on May 26. The event was largely attended and was a very successful fund raiser for CF research.

The Red Dirt Tour, which consisted of over 150 Model T cars, visited the Museum on July 15 as part of their Island Tour. The tour was very well organized and 290 of the participants visited the Museum as part of their tour.

## **EXHIBITIONS**

Additional story boards and photos were added to the Fixed Link exhibit, which completed the story being told in the exhibit.

## **NATURAL HISTORY**

The Elmira Railway Museum is located at one end of the Confederation Trail, which is a popular site for hiking and biking. The Museum uses this fact to promote exploration of the local natural environment around Elmira. A double-sided sign was placed in the Confederation trail kiosk with a map and information on the area around the trail. The roof of the kiosk was shingled. A new framework was put in place for the existing Confederation trail sign at the highway. The bicycle rack was relocated and set on patio stones near the exit of the trail for the convenience of the cyclists.

## **OTHER**

The Elmira Railway Museum received a donation of \$10,000 from CN for their 100<sup>th</sup> Anniversary. CN also announced it will also be sponsoring the Foundation’s reprinting of Alan Graham’s book *A Photo History of the Prince Edward Island Railway*. CN Vice-President Sean Finn promised that CN would work with the PEI Museum and Heritage Foundation to get copies of Graham’s book reprinted and put into Island schools.



The UPEI Robertson Library donated 40 books with a railway theme to the Resource library in recognition of the 100<sup>th</sup> Anniversary of CN's founding on June 6, 2019.

## **BASIN HEAD FISHERIES MUSEUM**

*Submitted by Elizabeth MacDonald, Site Manager*

### **VISITATION**

Despite starting a week later than usual, the summer of 2019 was a successful one at Basin Head Fisheries Museum. The Museum was open to the public from June 10 to September 25. Our site saw 21,452 visitors for the whole season, which is the highest number of visitors for any one site in the provincial museum system in 2019-2020.

Visitation began in the spring with several school tours, including two from out of province: one from Manitoba, and another from Maine, USA. Our season also finished with a tour given to students from the UPEI Climate Change course. The Discover PEI library passes proved quite popular at the Museum. No less than 14 families used the passes in the summer of 2019. There were some complaints, however, that they are not advertised well enough. Jay Scotland from Compass did a “spot” at the Museum on June 19. This proved to be excellent exposure for us, with a notable increase in visitors following Scotland’s segment. Scotland’s Island travels were a wonderful idea that helped promote Island heritage attractions to Islanders, as well as tourists.

In order to make up for the late start, the Museum stayed open a week longer than usual in September. We were, however, unable to be open weekends in September due to a lack of staff. It is hoped that in coming years, we can resolve this issue and be open for weekends until the end of our season.

### **STAFF**

Linda Campbell announced her retirement in early April, after many years of service at our Museum. We were sad to see her go, but we warmly welcomed Georgia Bruce, who joined Basin Head’s seasonal staff in June 2019.

### **SITE MANAGEMENT**

At the start of the 2019 season, repair work was done on the Museum exterior – the roof had sustained some damage from winter storms, but the patches of missing roof shingles were replaced. Some much-needed electrical work was done as well.

A major disappointment for all was the fact that during the month of June, the Basin Head beach and bridge were closed and off-limits due to construction. Work had to be done to the wharf and the waterway under the bridge needed to be dredged. Winter storms had done much to damage the bridge and made it unsafe for visitors to go down to the beach. The beach finally opened on July 5.

In September, Hurricane Dorian cut power to Basin Head for three days. The basement flooded as a result and had to be professionally cleaned. Luckily, no other damage came as a result of Hurricane Dorian.

We would like to note that Alan Watts, who does maintenance for all seven sites in the provincial museum system, was a great help to us – as he is every year. His work on jobs both big and small is very much appreciated.

## **PROGRAMMING**

The Museum had free admission on Canada Day and also featured a number of giveaways to heighten the visitor experience. In July and August, we had the “Live at Basin Head” free Fridays again this year. This offered free admission to the Museum every Friday, a combination of attractions such as music, demonstrations, taste testing, kid’s programming, etc. All these attractions were delivered by volunteers and were free of charge. On Friday, July 15, the Model T automobile club did a tour of eastern PEI and stopped at the Museum. It took a lot of planning and negotiations to organize the Model T event, but it was definitely worth it - 708 people came through the Museum and gift shop on that day, which is an extremely high single-day number for the Museum.

## **NATURAL HISTORY**

A new interpretive site near the entrance of Basin Head Park opened on June 14. The site explains the reason that the Federal Department of Fisheries and Oceans has designated Basin Head a Marine Protected Area. It also explains the history of the fishery at Basin Head. The site is a great addition to the area and will be the gathering point for the Eco-tours put on by the Souris and Area Branch of the PEI Wildlife Federation.

## **EPTEK ART & CULTURE CENTRE**

*Submitted by Nikkie Gallant, Site Manager*

### **VISITATION**

Eptek's visitation statistics – 10,763 visitors for the 2019-2020 season – marked a slight increase over 2018-2019. We were very pleased with these numbers and feel that Eptek has established itself as an important place for Summerside's – and western PEI's – arts and culture communities.

### **STAFF**

Danielle Gaudry-MacFadyen, Eptek's Administrative and Curatorial Assistant, went on parental leave in early October. A temporary one-year posting was created to fill Danielle's position during her absence, and Jaklyn Panting was the successful candidate. Jaklyn had previously filled in at Eptek, and also served as an Acting Site Manager at Beaconsfield. Jaklyn was the Director at Garden of the Gulf Museum before accepting the maternity leave position. She was a big help while Danielle was away. Paul Smith, our long-serving custodian and exhibit technician, retired from running his cleaning business – called Prince County Cleaning Service – in September, and therefore is stepping back from his role at Eptek as well. Paul was still willing to assist with Eptek's more challenging exhibit changeovers, and has helped out with a couple of exhibits since his retirement. We will miss seeing him more regularly, and wish him the best in his well-earned retirement.

Staff members attended a variety of community activities throughout the year including Chamber of Commerce events, creative industries mixers, workshops, webinars, and exhibit openings. Staff members also attended the Departmental staff day.

Nikkie was asked to give a workshop for CMA-PEI on the best practices for incoming and outgoing loans, and to give a presentation at Explore Summerside's AGM. Jaklyn gave a presentation on working in museums to Passport to Employment's Choose Tourism class. Danielle provided adjudication for the Provincial Heritage Fair. Nikkie promoted PEI Museum programs at the teacher's convention.

Nikkie was representing PEI Museum and Heritage Foundation on the Education Department's Employee Engagement committee at the start of the year, but that involvement ended when the Foundation was moved to the Department of Economic Growth, Tourism and Culture. Nikkie attended a manager's meeting with the new representative on the French Language Services committee.

Nikkie, Danielle and Jaklyn took part in French tutoring one-on-one sessions. Nikkie took a course in building collaborative workplaces, and a mental health first aid course. Jaklyn attended the Atlantic Canadian Oral History Symposium, a CMA-PEI workshop, and continued coursework towards her post-degree diploma in Cultural Resource Management. Our Museum Programming Assistant Rose Matheson also took the Insights workshop.

## **SITE MANAGEMENT**

Renovations continued at Eptek this fiscal year. Restrooms were reopened at the start of the fiscal year, Eptek's entryway was completed shortly after that, and work on Eptek's exterior continued into August. There were still some small outstanding unresolved issues from the renovation project at the end of the fiscal. The arrow that was installed on the exterior of the building in the summer fell down in the winter, and needs to be replaced. The air handler and oil tank were replaced, but troubles continued, with the gallery periodically overheating, getting excessively cold, and humidity levels that were outside acceptable range. The humidifier was also not working well, and a valve was replaced in the unit in the workshop area. This was not the end of work done in and around Eptek: Gutters were rerouted to direct water away from the building and the door buzzer needed repair several times over the course of the year.

Eptek was also assessed for accessibility, and besides some smaller adjustments, the main challenge with getting deemed fully accessible was the lack of an automatic door, which would greatly increase access for individuals with mobility challenges.

The Friends of Eptek Centre purchased and installed a new dishwasher. They also purchased a new A/V cart and projector, and installed two projector screens in the gallery with the funding they received from the federal government. Thank you again to Linda Berko for telling us about the funding program. The Friends also had a large cabinet with storage built for the kitchen with proceeds from last year's auction. It is on wheels and it folds up to save space. Thanks to the Friends for all they do to support us!

## **PROGRAMMING**

Regular programming included the Thursday Lunch Time Film Series (April and mid-October until mid-March), the monthly book club (April-May, September-March) and Demo Days (July-August). Eptek also partnered with Culture Summerside on the Summerside Arts Festival (including receiving some funding for art/music demos). Edukits were received from the Foundation's Education team.

In addition to regular programming, Eptek was also the site for a number of special one-time events. The PEI Museum and Heritage Foundation's Heritage Awards were held at Eptek on February 19, 2020. It was an extremely well-attended event, with Lieutenant Governor Antoinette Perry personally giving the awards to the recipients.

Eptek was also the location for the book launch of the new publication *Yesterday, Today: A Portrait of Summerside* by Eddy Schwartz. The book was based on an art exhibit previously held at Eptek featuring Summerside buildings. As we were between Curators of History, Nikkie was assigned this project. Historical information was included on each of the buildings compiled by Nikkie, in collaboration with Culture Summerside. Nikkie also worked on the editing and worked closely with TechnoMedia and artist Eddy Schwartz getting the book ready for print. The book launch also doubled as Eptek's official re-opening after construction.

A Community Theatre (ACT) put on a play at Eptek (a partnered event with Harbourfront Theatre). Eptek also hosted meetings and events of the Friends of Eptek, the Summerside and Area Historical Society, UPEI, and other organizations. Book launches and talks for *Beyond the Asylum* and for *Mammals of Prince Edward Island and Adjacent Marine Waters* were held at Eptek. Seniors College held five courses, one workshop, and one social at the Centre. The Education Department's holiday social, the Mayor's Canada Day reception, a Community Museums Association workshop and a rug-hooking workshop were also held at Eptek. Numerous groups had site visits through the year.

The Friends of Eptek held a successful Holiday House Tour and Tea event. They also catered the book launch/Eptek re-opening event, and the Heritage Awards, and we are very appreciative of their efforts in this regard.

## **EXHIBITIONS**

There were eight exhibits this year: *Quilting Forward* by the PEI Modern Quilt Guild, *ArtsSmarts* (annual exhibit – learning through art), *Reggio Art* (early learning program – learning through art), *PEI Nature Inspires Craft* (juried fine craft inspired by natural history artifacts – in partnership with PEI Crafts Council), *Island Scenes* by the Kensington Artist Co-op, *One Good Turn* by PEI Wood Turners Guild, *Music PEI Album Art* (annual lobby exhibit), and *85 Years of Painting and Drawing* by Nan Ferrier.

## **NATURAL HISTORY**

Eptek's summer exhibit, *PEI Nature Inspires Craft* featured natural history artifacts from PEI that were used as inspiration for artisans to create fine craft. Both the artifacts and the fine craft they inspired were on display in the exhibit. Many of the regular and unique exhibits at Eptek Centre touch on natural history. There is much artwork that focuses on nature, featuring landscapes, plant life and animals, while some of the exhibits use artistic materials harvested on PEI. This year, this would include exhibits such as: *Island Scenes* by the Kensington Artist Co-op, *One Good Turn* by PEI Wood Turners Guild, and *85 Years of Painting and Drawing* by Nan Ferrier. We also hosted a book launch and talk for the *Mammals of PEI and Adjacent Marine Waters*. Plans were in the works to host a talk on spiders, but this was postponed due to the



pandemic. We were scheduled to have the PEI Invasive Species annual workshop at Eptek, but this was also canceled due to the pandemic.

## **ORWELL CORNER HISTORIC VILLAGE/EDUCATION**

*Submitted by Jason MacNeil, Site Manager*

Orwell Corner Historic Village had a very successful 2019-2020 season. The site opened early for the entire month of May and stayed open until November 1. These extensions were made to accommodate the demand from school groups and the benefits of the decision were clear. In May we had 1,707 students through the Historical Immersion program at the site and the two-week extension in October saw the numbers for the month reach 2,029. Total numbers for 2019-2020 were strong, with 11,982 visitors.

In the off season, the Education Department was busy working on education kits that could be loaned to grade 1-3 classrooms. These align with the new integrated curriculum that will be launched in the fall of 2020. We worked extensively with Michele Bradley and Shylo Burke, the leads responsible for curriculum development.

In addition to education kits, school visits were made to schools across the Island, exposing more than 1500 students to our in-class presentations. Presentations took place from Souris Regional to Westisle Composite.

### **VISITATION**

Visitation for the season was up substantially from the previous year with 14,500 visitors taking part in our various, on-site programs. Included among these visitors were 1000 members of the Great Wisdom Buddhist Institute.

### **STAFF**

Seasonal staff including Kevin MacLean, Jeannie Campbell and Bruce Brown returned to their positions at the Corner. Khalid Lakhdari was funded by the Foundation to do French language programming at the site and we received positions from Young Canada Works, Young Canada Works in Both Official Languages, Jobs For Youth, the Employment Development Agency, the Rural Jobs Initiative and Canada Summer Jobs.

In the Education Department, Emily MacIsaac continued to be instrumental in the development of the education kits. We were fortunate to receive two pre-service teachers to work on the development of lesson plans for the project. In addition, Khalid Lakhdari was given a contract to deliver French school programs and Luke Baird was hired in a research and development capacity.

## **SITE MANAGEMENT**

Peter Wood did a substantial amount of work on various buildings on the site. The blacksmith shop was given a new clay floor and the walls secured and squared. The carriage house was lifted, leveled and repairs were made to the lower parts of the wall. The church had repairs made to several of the windows and two badly damaged doors in the Orwell Hall were replaced.

## **PROGRAMMING**

We expanded our Authentic PEI Experience program to include the Bread and Butter experience as well as the Tree to Trinket experience. The Bread and Butter experience was a tremendous success, proving more popular than our earlier Farm, Forge, Fiddle experience. Tree to Trinket received little interest and will be replaced in the coming years.

In partnership with Mi'kmaq Confederacy of PEI (MCPEI) and Abegweit First Nation, Orwell hired Dion Bernard and Meaghan Batiste to interpret Mi'kmaq history at the Village for the 2019-2020 season. Dion is an accomplished traditional dancer, while Meaghan is an excellent basket maker and a fluent Mi'kmaq speaker. The two used those skills to share Mi'kmaq culture with school groups and visitors. Through consultation with MCPEI, we told the story of Matthew Prosper, a Mi'kmaq farmer that had his land taken away and lived the remainder of his days in camps around Orwell. In addition to adding the Matthew Prosper story, we also added a Lebanese peddler character to the site in order to develop a more diverse cultural perspective on Island history. Khalid Lakhdari filled this role and was able to share Arabic language and culture to classes that visited from grades 3 and 6, which have a large amount of cultural content.

Our school programming both at the site and in the classrooms was very successful with the demand from presentations and site visits increasing over the previous year. Our popularity increased with grades above our traditional K-6 visitors. Our relationship with French language schools was also improved as a result of having the ability to provide programming in French. We had multiple visits from Francois Buote, La Belle Cloche and even as far west as Evangeline.

We renewed a partnership with Macphail Homestead and Ward MacDonald that saw visitors paying a single price for the following set of activities: A carriage ride from Orwell to the Homestead for a three-course meal and then back to Orwell for a ceilidh. More than 80 people took advantage of the package throughout the season. In addition, Macphail Woods continued to provide visiting students with science outcomes in both the spring and fall school seasons.

## **NATURAL HISTORY**

As mentioned, we maintained our partnership with Macphail Woods which allows us to better fill our natural history mandate. In addition, our newly introduced Mi'kmaq interpretation had a range of natural history elements that were highlighted in relation the Mi'kmaq's close connection to the land.

## **OTHER**

The great success that Orwell experienced in 2019-2020 can really be credited to three things. This first of these things is our relationship with the Department of Education and the various schools that visit the site. Many of these are return schools but we had a great number of first-time visits from schools located all around the Island. The introduction of French school programming was also of great benefit to us. Secondly, our experiential programs brought many new visitors to the site and have served to strengthen our relationship with the Department of Tourism, particularly within their Authentic PEI Experiences group. Thirdly, we were able to build and maintain new partnerships with 4-H, Macphail Woods and Homestead, MCPEI and local musicians. The expansion of the narrative to include music, Lebanese pack peddlers and the Mi'kmaq community creates a more accessible and welcoming feel to the site and tells a more complete story.

## **BEACONSFIELD HISTORIC HOUSE**

*Submitted by Emily McGuirk, Executive Assistant, on behalf of Harris Ford, Site Manager*

### **VISITATION**

Beaconsfield Historic House had a very successful year, with increased visitation and more Carriage House bookings. Lower temperatures in the spring prevented many cruise ship passengers from walking down to Beaconsfield, but June saw a significant boost in numbers with consistent weekly and biweekly visits of the Zaandam and the AIDAVITA, a cruise ship exclusively carrying German-speaking visitors. Visitor numbers increased significantly in June and August, and then the fall saw further cruise ship traffic, extending our visitor season and growing our numbers. For the fiscal year, Beaconsfield saw 21,452 visitors pass through its doors

### **STAFF**

Harris Ford returned from secondment on April 27, 2019. While he was absent, Luke Baird served as Acting Site Manager.

For the summer season, we were fortunate enough to get two Young Canada Works students, Olivia MacPhail and Michael Pass. Olivia returned for her fourth season at Beaconsfield and Michael is set to begin PhD in history, so both are ably qualified. Also returning this season are David Jamieson and Matthew Duffy, funded through the Jobs for Youth Program. Emma Hurry, a former guide at Fanningbank (the Lieutenant Governor's House), is also funded through Jobs for Youth. She was joined by Matthew Brown, funded through Skills PEI's post-secondary program. Beaconsfield was approved for a student through the UPEI Explore Program; however, due to unforeseen circumstances the student was unable to work for this season.

### **SITE MANAGEMENT**

There were a number of repairs and maintenance done onsite. The windows on the Carriage House have been in disrepair for some time, and they were replaced by Ricky Myers. In collaboration with TIE, heat pumps were installed in the Carriage House, which has helped immensely in keeping the building at a reliable temperature for rentals.

The West wall of the Carriage House also required immediate attention, with the siding in very poor shape. Given the short time frame available before winter, seasonal staff members Alan Watts and Peter Wood were contracted to replace the siding. The work was completed before bad weather set in.

Inside Beaconsfield Historic House, we replaced the antiquated sprinkler system. The work to replace the water piping was completed by the end of March 2020. The associated electrical

work also began in early March and will continue into the second or third week of April. Plastering and painting will begin in the first week of April 2020.

## **PROGRAMMING**

A number of shows were staged in the Carriage House this year, leading to increased use of the space. Havenwood Productions returned and put on a very popular children's production of *Frozen Jr* in July and August. Kevin Jeffery and his group also returned with their *Ireland Meets Scotland* show. There was a monthly concert series put on by John Connolly and a Bluegrass Festival was hosted by Shirley Jay. There was also a new multi-media show focused on immigration to PEI, entitled *Ebb and Flow*. The show ran on Saturday nights for the whole summer. Off-season use of the Carriage House has only increased. Among those booking the space are a number of group facilitators, various senior's college classes, the Beaconsfield Heritage Dancers, Nature PEI, the Island Nature Trust, the PEI Genealogical Society and Fundamental Yoga. A number of provincial government departments have also been booking the space for regular meetings throughout the year.



## THE COLLECTION DEPARTMENT

*Submitted by Lesley Caseley, Registrar and Acting Curator of Collections*

The Collection section is where much of the Foundation's legislated activities happen. This includes preservation, collections development, research, documentation and access, exhibitions, training and public outreach – all of it taking place behind the scenes. Highlights of those activities and the professional staff that carry out these important museum functions follow.

### STAFF

Lesley Caseley was on maternity leave from March 15, 2019 until April 1, 2020. She continued to sit on the board of Community Museums Association of PEI during her maternity leave, but gave up her seat on Culture PEI as it was the last year of her term.

Samantha Kelly was hired to fill the role of Acting Registrar for this time period. She managed all registration documentation as well as management of the Collection Facility and collection storage at 55 Watts Avenue. She also had the opportunity to actively participate on the Heritage Fair planning committee.

A new Curator of History joined us at the Collections Facility in September of 2019. Dr. Matthew McRae comes from the Canadian Museum for Human Rights in Winnipeg, Manitoba, where he served in various curatorial, research and communications roles over seven years.

Sara Cousins and Meg Preston continued their work on the Digitization Project (discussed in detail below).

Alan Watts, our Heritage Maintenance worker, returned in April and was kept busy helping our site managers from tip-to-tip, with facility opening and closing activities, as well as special maintenance projects. A few projects of note include: Beaconsfield's painted cladding was renewed where needed; repairs were made to the Beaconsfield verandah; the rebuilt rear windows of the Carriage House were installed and the back-wall shingles completely replaced and painted, with assistance from Peter Wood. Further east, the Basin Head gift shop exterior was painted, while at Elmira the track was cleared and new lattice work and a new patio door installed. Alan also carried out regular maintenance and landscaping at the sites and assisted the Collection Facility staff with movement of heavy collection objects. For instance, a PEI dory from the Lunenburg Fisheries Museum, was one of those he helped move back to the Island and installed at Basin Head. Alan's work term ended in October; unfortunately, we have not been able to secure approval for an increase to his permanent 50% position to 80%, due to budgetary constraints at this time.

Linda Berko, Curator of Collections and Conservation, manages the Collections department and supports the staff in their responsibilities. Management of the team includes such human resources activities such as coordinating the hiring process for contract employees, writing job postings, drafting positions and conducting interviews and applying for employment job funding grants. She continues to work with donors and focuses on collection development. Linda is a preservation specialist and provides information and support to the public, the Foundation, Government House and other government departments. She acts as a Foundation representative on several boards and committees. In this role, she represents the Foundation on the board of the Island Nature Trust. The Foundation is one of the Trust's four founding organizations, and Linda sits on its executive committee as the Foundation representative.

Mentoring the next generation of museum professionals is an important part of our work at the Collection Facility. University student Molly Pendergast was part of the Digitization team, hired for the summer months on a Young Canada Works contract. She assisted Sara and Meg in their efforts and also researched, photographed and compiled a backlog of Artifact of the Week posts for use on our social media platforms. She also contributed articles for the food-themed publication, *Salty*, in which she highlighted food-related artifacts from our collection.

Paige Gallant was with us for a few weeks during her placement for the UPEI Public History course. She worked as a Collections Assistant, helping the staff with collection's tasks as varied as arranging storage to cataloging accession, gaining important professional museum jobs skills and learning how a history background can be applied practically.

Our volunteer program continued throughout the year until put on hold in March due to Covid-19. Our volunteers, Maurice Roy, Paula Kenny and Paula Rein continued to help the Foundation by cataloguing new incoming items as well as assisting with addressing the backlog of artifacts. Each volunteer has been able to provide specialty knowledge in several areas such as furniture, textiles and ephemera and documentary material.

## **SITE MANAGEMENT**

Environmental conditions at both storage buildings – 77 and 55 Watts Avenue – are continually monitored. Environmental standards are maintained with basic HVAC and seasonal humidification and de-humidification units. Upgrades to digital thermostats by Entire Mechanical allowed for more accurate regulation of environmental conditions at 77 Watts. Our very old deep freezer, essential for pest management, was replaced this year. The second floor work spaces were reorganized allowing all the Education programming staff to be consolidated in one area for greater efficiency.

Water continued to be an issue at both storage buildings. The snow was kept cleared at the back of 77 Watts Avenue so that water did not pool there during freeze/thaw events and this reduced

the moisture coming into the rear of the building. Water continues to come up from the collapsed drain in the collection facility when freeze/thaw events happen. In September, a very strong rain storm led to some water leaking into both the Collection Facility and 55 Watts Avenue. Subsequently, the roof join was resealed at 55 and the weather stripping and the bottom draft protector at the back door of the Collection Facility were replaced. In addition, eaves troughs were installed in February, 2020, on this building to help prevent water ingress.

The large trailer, no longer functional for storage, was removed from the 77 Watts Avenue parking lot and is being repurposed by the Dominion Ordnance Museum.

## **PRESERVATION ACTIVITIES**

In August, Green Park requested assistance as the site had been struggling with pests throughout the summer. Samantha and Sara completed an initial inspection to determine the extent of the issue and what remedial action was required. Upon completion of the inspection and in consultation with Linda Berko, it was determined that all of the curtains and rugs from the site would be wrapped and brought to the Collection Facility for cold temperature treatment (freezing) over the winter as means of eradicating any insect pests.

Linda continued to provide on-site support for the Canadian Museum of History exhibit about Lucy Maude Montgomery, located at the Cavendish Post Office. This year during the redesign and reconstruction phase of the Montgomery exhibit, site visits were made to supervise the removal of artifacts to off-site storage locations and to provide technical information for the exhibition designers.

Collection staff provided emergency assistance at Government House during the Conservator's absence, when the salon chandelier required immediate rewiring. The Registrar and team assisted by removing the chandelier crystals in order to prevent damage during the electrical repair process, and later reinstated the crystals just ahead of the Lieutenant Governor's Christmas Open House.

One of our major capital projects, the sprinkler replacement at Beaconsfield in March, involved the dedicated work of the Collections team as they packed all the artifacts in the house ahead of the replacement. After the work was finished, they cleaned the display areas and artifacts prior to reinstallation.

Staff spent much of March, 2020, working on projects from home due to Covid-19 restrictions. Only Samantha Kelly worked from the Collection Facility in order to inspect the premises and regulate environmental conditions in storage areas until other members of the team were clear to return to the building.

## COLLECTION DEVELOPMENT

In 2019 there were 44 donations and purchases added to the Foundation's permanent and working collections. The working collection, also known as the education collection, is used in classrooms and for other educational settings. Examples of interesting 2019 donations include an 8-foot antique lathe, some excellent examples of 1940s women's clothing and a stained glass image of Elmira for display at the site.

The Covid-19 pandemic brought the opportunity to collect what we refer to as our *Covid Collection*. These are items associated with the ongoing Covid-19 pandemic on PEI, such as hand sanitizer made by local companies, t-shirts used in fundraisers, health and protocol signage and handmade masks, etc. Imagine the stories we will tell about the year 2020 using these artifacts as points of departure.

Purchased with a generous donation, a Victorian lady's scrapbook, compiled in 1892 and featuring local ferns, contributes to our knowledge of local species and is an interesting addition to our natural history collection. Another significant addition to this collection is the very exciting fossilized trackway discovery, found and donated by the Sweet family. The tracks bear some similarities to other footprints found on the Island, but variances suggest this could be unique and a species previously undiscovered by paleontology. More research by our paleontological colleagues will reveal if this is indeed a new species.

We thank the generous donors who contributed artifacts to the Foundation's collection in 2019:

- Cornelius Aten
- Linda Berko
- Mary Burnett
- Kay Brehaut
- John Cantelo
- Confederation Centre of the Arts
- Robert & Edna Constable
- Adele Dixon
- Suzanne Dudley
- Barry Ellis
- Lance Enright
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- Margaret Gallagher
- Ivan Gill
- Senator Diane Griffin
- Jean Paul Hachey
- Jayne Ings
- John King
- Barb Kissick
- Earle Lockerby
- Frank MacAulay
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- Brian McCabe
- Carolyn McKillop
- Lockwood Merriman
- Myra Smith Morton
- Elizabeth Reagh
- Donelda Ross
- Gail Rutherford
- Maurice Sigouin
- Gerald Smith
- John Stewart

- Bob Sweet
- Elizabeth Terp
- Roger Tinney
- Richard Vickerson

## **DIGITIZATION PROJECT**

At last in March, at the end of this fiscal year, we were able to complete the purchase of our new database system. *The Museum System* by Gallery Systems also includes an *eMuseum* component for sharing collections online. In preparation for data migration to the new database, Sara Cousins ‘cleaned up’ over 34,400 collections records to date. This process involved updating and adding missing documentation to the records created over the 50-year period the Foundation has been collecting artifacts. In addition to this, Sara assisted with cataloging and imputing new records for 2018 and 2019 accessions.

Meg Preston has been working to photograph our collection for digitization content in the database and for online access. Prior to setting up the new photography studio for the project, now located in Boyde Beck’s former exhibition construction work shop, this space was deep cleaned to create a pristine environment for photography. Former Provincial Photographer, Brian Simpson, visited the Collections Facility to assist in setting up the backdrop, lights and camera and advised us on what supplemental equipment we would need to support our project.

The collections photographed during this period were the woven Baskets (196 items), followed by our Ship Paintings (12 items), Coffin Plates (35 items), Business and Street Signs (107 items) and the extensive collection of Pate Oil Lamps (575 items), as well as all newly accessioned donations and additions to the Edukits (104 items). Meg Preston also worked with the social media team writing, researching, photographing and scheduling posts. Many of the photographs taken for the digitization project were used in our social media posts, often with great success.

## **PUBLIC ACCESS**

Collection access inquiries from the public include image reproduction requests, questions about copyright, research about objects in the collection and best preservation practices of artifacts. Along with questions about pest management and collection exhibition requirements, this year brought preservation concerns about Covid-19 and what happens to artifacts when employees are told to work from home; what precautions should be taken when closing up the Foundation and what cleaning requirements should be implemented?

As always, we had the typical “what is this object I found” queries and those from descendants of donors looking to view previously donated items. Interesting research visits to our artifact collection this year pertained to our product packaging of chocolate boxes for a master’s thesis by a regional researcher and another related to our Hickey & Nicholson Tobacco Co. items for an upcoming publication about this Charlottetown business.

## EXHIBITION PROGRAMMING, COMMUNITY PARTNERSHIPS AND PUBLIC OUTREACH

*The Artifact of the Week* continues to be a popular and successful online interaction with the public. The Collections department provides content for many special days or months on social media; for example, on #WorldTelevisionDay (November 21), we shared an image the first TV on PEI, which just happens to be in our collection!

The Collections department assists students with their research for Heritage Fair projects and participated again as judges for local schools and the Provincial Heritage Fair. Later in June, students from Bluefield High School learned about our collection during a tour of our collection facility before touring the Orwell Corner site.

Partnerships to develop exhibitions and lend collection material to Provincial Libraries across the Island were enhanced this year with input from Curator of History, Dr. Matthew McRae, for the creation of mini displays. These mini display themes were: *Women's History Month*, which showcased stories of Adella's Millinery and Women's Work and Nursing; *Remembrance*, which focused on stories about Lois Thurgood's RCAF days and on Trench Life. It also included a photo display of Mi'kmaq veterans provided by the Mi'kmaq Confederacy; *Holidays*, which featured stories of Toys through Time, The Unused Gift and Christmas Decorations. In addition to loaning and installing artifacts, our staff also wrote short text panels in French and English to provide context for each display. For the Mi'kmaq veterans display there was an attempt to have the display text written in Mi'kmaq as well as French and English, but we were unable to secure a translator who could perform the translation in the time required.

In the winter of 2019 the Foundation began planning a pop-up museum event, to be held both in the Beaconsfield Carriage House and at Eptek Arts & Culture Centre in May, 2020. The project was led by the Collections team, with Matthew McRae and Samantha Kelly doing initial planning. Several planning meetings were held, but unfortunately the project had to be put on hold due to Covid-19 restrictions. Currently, there are plans to try to mount a pop-up museum in the spring of 2021.

The Collection team also partnered with the City of Charlottetown's Heritage Department on a number of loans for its exhibition programming. The Acadian World Congress was an opportunity to work closely with the Acadian Museum and assist in the loan process. The Collection team worked with the Belfast Historical Society to display the painting, *Polly and the Dyke*, at the anniversary event for the descendants of the Selkirk settlers, while the show, *Ebb and Flow –Tides of Settlement*, at the Carriage House had a selection of diverse artifacts showcasing some of the immigrant groups that have contributed to the Island's history. We continue to support and participate in events for the Archives Council of PEI, Glenaladale Trust, Nature PEI, Community Museums PEI and Culture PEI. A new partnership this year was with

*Salty* magazine which was facilitated by Molly Pendergast, our YCW summer student. As described above, she wrote articles focused on food related items in the Foundation's collection which were well-received by the publication.

Lesley Caseley, returned for a day from maternity leave to lead a workshop for the Community Museums Association of PEI on *Registration Methods*. Samantha Kelly, Linda Berko and Matthew McRae provided a series of guest lectures for the *Skills and Methods in History* class as we continued our partnership with the UPEI history department. Students were given the opportunity to examine artifacts from the collection first hand and to apply investigative research tools to learn about their chosen artifact.

# PROVINCIAL HERITAGE PROGRAMS

*Submitted by Charlotte Stewart, Heritage Officer*

## PROVINCIAL HERITAGE FAIR PROGRAM

The Provincial Heritage Fair was held at the Confederation Centre of the Arts on May 2, 2019, with 189 Grade 5 - 9 students (147 projects) representing 28 schools and more than 150 volunteers participating. Approximately 2,000 students participated in school-based heritage fairs leading up to the Provincial Fair.

Workshops, tours and activities were provided for the students following project judging at the Provincial Fair: Military Artifacts with PEI Regiment Museum; Artifacts & the Stories they tell with PEIM&HF staff, Confederation Players In & Out of Costume; Clay Pot Making with the Provincial Archaeology staff; Exploring the Confederation Chamber with Confederation Centre staff; Indigenous Culture with the Native Council of PEI staff and Confederation Centre Art Gallery exhibition tours.

Certificates and gifts were presented to the top twelve student finalists, plus three honourable mentions and award recipients during the Closing Ceremonies. Her Honour, Lieutenant Governor Antoinette Perry addressed the students during the Closing Ceremonies, as did Susan Willis, Deputy Minister of Education, Early Learning and Culture; Charlottetown Mayor Philip Brown, and the Chief Executive Officer of the Confederation Centre of the Arts, Steve Bellamy. Special award presentations were sponsored and presented by the PEI Regiment Museum, Indigenous Relations, Parks Canada, and the PEI Museum and Heritage Foundation. Representatives from these organizations presented the awards.

Many thanks are due to the committed and generous community sponsors and organizations who provided prizes for outstanding theme-related projects. Thirty-five local groups and organizations presented 48 prizes to students. Community support and engagement for this cultural and educational youth event continues to grow and is much appreciated.

The Provincial Fair finalists were invited to participate in the national Young Citizens Video contest coordinated by Canada's History Society. Students created short videos of their heritage fair projects, posted them online and, following a period of voting and review by a judges' panel, a PEI student was one of 6 students nationally selected to attend the national Youth Forum in Ottawa. PEI students continue to do extremely well in the Heritage Fair program and its national video component. Student videos from the last several years remain online at [www.YoungCitizens.ca](http://www.YoungCitizens.ca)

The Heritage Officer, acts as Provincial Heritage Fair Coordinator, and leads a Planning



Committee with representatives from the Department of Education, Early Learning & Culture (English & French programs), the PEI Museum and Heritage Foundation, City of Charlottetown, Public Library Service, Community Museums Association of PEI, and Parks Canada Agency. The Fair Coordinator participated in several teleconferences with provincial and regional fair coordinators and representatives from Canada's History Society, the national Heritage Fairs organizing body. The Heritage Officer judged at various school heritage fairs from February through April.

A number of local and national sponsors assisted the Provincial Heritage Fair program: The Department of Education, Early Learning and Culture, the Confederation Centre of the Arts, Canada's History Society, Purity Dairy, Parks Canada Agency, PEI Museum and Heritage Foundation, Indian River Festival, City of Charlottetown, Maritime Fun Group, UPEI, PEI Potato Board, le Congrès mondial acadien 2019 and go!PEI. In addition to the local community and national organization support, the Provincial Heritage Fair program is encouraged by the commitment of more than 100 volunteer judges.

The Heritage Fair and Young Citizens programs continue to be promoted through Twitter and Instagram @PEIHeritagefair, and the PEI Museum and Heritage Foundation's Facebook page.

The Heritage Officer once again assisted with the adjudication of the annual Canada's History Society national Kayak Kids Illustrated History Challenge contest.

Preparation for the 2020 Provincial Heritage Fair started almost immediately following the wrap-up of the 2019 Fair with the date set for May 14, 2020 at Confederation Centre of the Arts. However, due to the Covid-19 pandemic, the Planning Committee made the difficult decision to cancel the 2020 Provincial Heritage Fair.

## HERITAGE PLACES

### Heritage Places Initiative Indicators

Activity	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010	2008-2009	2007-2008
Meetings of the Heritage Places Advisory Board	2	2	1	1	2	1	1	2	3	5	5	7	3
Nominations received	13	10	2	3	13	11	12	5	2	4	104	43	107
Historic Places Registered	14	10	2	3	12	4	8	12	19	56	64	119	30
Historic Places Designated	-	1	-	-	-	6	-	14	7	3	4	3	2
Additions / updates to PEI Register of Heritage Places and Canadian Register of Heritage Places	28	14	12	30	27	10	30	19	19	14	77	179	61
Site visits peihistoricplaces.ca	**	9,822	10,700	12,411	11,227	11,840	13,203	15,792	12,384	8,393	11,834	6,296	1,207
Page views peihistoricplaces.ca	**	24,773	26,582	34,142	30,312	31,650	25,251	32,694	33,015	38,302	38,235	22,683	6,757

### HERITAGE PLACES RECOGNITION PROGRAM

The Heritage Places Advisory Board met in June and November to review applications for the PEI Register of Heritage Places resulting in fourteen additions to the Register. In May 2019, responsibility for Heritage and Museums was transferred to the Department of Economic Growth, Tourism and Culture.

Statements of significance and photographs for recognized properties, as well as updates to existing records continue to be added to the provincial heritage places website [www.peihistoricplaces.ca](http://www.peihistoricplaces.ca) and sent to the national historic places website [www.historicplaces.ca](http://www.historicplaces.ca).

The provincial Register website and databases created many years ago are in dire need of IT attention to ensure ease of functionality and compatibility with mobile devices. Initial discussions were held with departmental IT regarding updating the provincial Register.

\*\*As the technology for the Register database and website is nearly at the end of its lifespan, these statistics are no longer available.

Heritage Places Certificates were prepared by Strategic Marketing and Graphic Design for property owners.

Social media posts were prepared to promote PEI heritage places during the National Trust for Canada's annual Historic Places Day held in July to increase awareness and visitation of heritage places.

The Heritage Officer met and consulted with property owners and stakeholders on aspects of the Heritage Places Recognition Program and conservation issues concerning built heritage and heritage places, as well as responding to telephone and email inquiries on general heritage issues. Site visits were made to the following: former Belcourt Centre in Rustico, Kensington Railway Station, St. Mary's Church in Indian River, Fanning School in Malpeque and Grandview Pioneer Cemetery.

The Heritage Officer met with the Port Hill Parish Council regarding the possible designation of Old St. James Church in Birch Hill.

Advice on municipal heritage issues was provided to the municipality of Victoria's heritage and planning board.

A contract was administered for heritage places research which resulted in several nominations for the PEI Register of Heritage Places.

### **PROVINCIAL HERITAGE INCENTIVE GRANT PROGRAM**

Applications for Heritage Incentive Grants were received from: Kensington Railway Station, Lyle House and Panmure Island Lighthouse. Applications are reviewed to ensure compliance with the program's guidelines and with the *Standards and Guidelines for the Conservation of Historic Places in Canada*.

### **COMMUNITY MUSEUMS ASSOCIATIONS OF PEI**

Meetings were held with the Community Museums Association of PEI regarding provincial core funding, Museum Development Grant funding and the Youth Engagement & Volunteer Renewal project. The Heritage Officer administers the contracts and financial agreements for these projects.

### **OUTREACH**

The Heritage Officer, along with Eptek Arts & Culture Centre and Orwell Corner Historic Village site managers, attended the PEI Teachers Convention to promote the Heritage Fair and the Foundation's educational programs.

A presentation regarding the provincial heritage places recognition program was provided for the Holland College Heritage Retrofit Carpentry students and the Heritage Officer assisted with Charlottetown City Hall's Doors Open Charlottetown event.

A number of heritage places and heritage fair media inquiries were responded to, as well as inquiries from municipalities regarding planning and bylaws relating to heritage resources.

### **DISCOVER PEI HERITAGE PASS**

Following the 2017 & 2018 success of this joint initiative between the PEI Museum & Heritage Foundation and the Public Library Service, the Heritage Passes were offered for the months of July and August. Library card holders borrowed Discover PEI Heritage Passes providing free family admission to the heritage sites. A limited number of Passes were available at several library locations for patrons on a one-week loan period. Both the circulation of the Passes and the use at the heritage sites increased and comments on this initiative are positive from all perspectives with increased awareness, visitation and access to PEI's provincial heritage sites.

Federal-Provincial-Territorial; National and Inter-departmental meetings and committees: The Heritage Officer participated in several Federal-Provincial-Territorial Culture and Heritage Working Group teleconference meetings throughout the year regarding the management of heritage resources and historic places and in June, attended the annual FPT meetings for Ministers responsible for Culture and Heritage in Halifax.

Inter-departmental and inter-governmental meetings were attended regarding heritage issues with Transportation, Infrastructure & Energy; Indigenous Relations & Archaeological Services, and City of Charlottetown heritage staff.

As a member of the inter-departmental Provincial Land Review Sub-Committee, several submissions were reviewed for heritage resource interests.

The Heritage Officer, as the Provincial Heritage Fair Coordinator, participated in a number of national teleconferences with Canada's History staff, provincial and territorial heritage fair coordinators regarding the Heritage Fair program, as well as an adjudication meeting for Canada's History's Kayak Kids Illustrated History Challenge. The Heritage Officer chairs the local Provincial Heritage Fair Planning Committee who met several times during the year.

### **PROFESSIONAL DEVELOPMENT AND TRAINING**

The Heritage Officer attended the following professional development and training sessions: Getty Conservation Institute's Arches heritage inventory and management platform workshop; Being a Mindful Employee webinar; Historic House Rehabilitation & Regenerating Places of Faith webinars by National Trust of Canada; and FOIPP 101 Information session.

Heritage events attended included: Skmaq-Port-la-Joye-Fort Amherst National Historic Site plaque unveiling commemorating the 18<sup>th</sup> century Mi'kmaq-French alliance; tour of the Province House restoration; Volunteer Fair at UPEI; Georgina Fane Pope lecture at City Hall; Comprehensive Development Plan lecture by Dr. Ed MacDonald; PEI Museum & Heritage Foundation AGM; Government House Christmas open house; Heritage Awards ceremonies for PEI Museum & Heritage Foundation and the City of Charlottetown.

The Heritage Officer supervised a UPEI Public History student placement from January through March. The student assisted with writing statements of significance and database entries for the PEI Register of Heritage Places.

Other tasks the Heritage Officer assisted with: editing and proofreading the PEI Museum & Heritage Annual Report and assisted with adjudication of the annual Heritage Awards nominations.

## **GOVERNMENT HOUSE COMMITTEE ANNUAL REPORT**

It has been my honour and privilege to continue serving as Chair of the Government House Committee. The year 2019-2020 has been like no other.

General repairs and maintenance work continued throughout the year on the interior and exterior of Government House. There have been several staffing changes over the year. A new chef was hired in September, but she accepted another job in the new year and we had to replace her in March. As well, one of the grounds staff members retired and was replaced. On behalf of the Committee, I would like to thank all former employees of the House for their dedication and their hard work.

One of our summer interns prepared a document to be used by summer guides and volunteers who offer tours throughout the year. This document is very informative and the members of our committee were very impressed by the quality of the information provided.

This last summer P.E.I. was one of the hosts of the World Acadian Congress, so the flowers chosen for the gardens were in the colours of the Acadian flag. The Ambassador of the Kingdom of the Netherlands asked us to participate in Liberation 75 by planting a tulip bed to recognize the ties that bind Canada and the Netherlands and the 75 years of freedom. The Netherlands gifted us 750 tulip bulbs for our new Liberation 75 Tulip Bed.

The Garden Committee, a subcommittee of the Government House Committee, was disbanded and the decision was made to seek help from professionals as the need arises, i.e. entomologists, horticulturalists, etc. We wish to thank everyone who served on that committee.

As per usual, the House welcomed hundreds of Islanders who attended the annual garden party, came to admire the Christmas decorations, or attended Her Honour's levee.

Our new website is up and running. The new design is quite pleasant and Government House employees can now make changes and updates as required. The video on the role of the Lieutenant Governor and the House has been completed. Her Honour did the voiceover and we are waiting to receive copy of said video which will reside on the new website: [lgpei.ca](http://lgpei.ca)

The pandemic forced the closure of Government House from March 18 to May 25. Most of the staff was able to work from home. Since then all functions that had been scheduled to take place in the House had to be cancelled or postponed and tours of the House and of the grounds were also cancelled at this time.

I would like to thank the members of the Committee for their time, interest and wisdom in helping to guide the Government House Committee with the many discussions and challenges to ensure that future generations fully appreciate the historical importance of Government House.

I would like to thank Cindy Cheverie and the entire staff of Government House for their help and for making us feel welcome.

Furthermore, I would like to thank Her Honour for opening her house to us, attending all our meetings, and always adding positive input that helps us move the agenda forward.

## HERITAGE AWARDS

The PEI Museum and Heritage Foundation Heritage are presented each year to individuals or groups in recognition of contributions to research, writing, architectural preservation, genealogy and various heritage activities.

The Heritage Awards Committee met in January and recommended to the Board several Heritage Awards for 2020. The Awards were presented by Her Honour, Antoinette Perry on February 18, 2020 at Eptek Arts and Culture Centre.

### HERITAGE RECOGNITION AWARDS

- Summerside & Area Historical Society for creating the *Welcome to Holman's World* exhibit
- Island Matters PEI Rug Registry for its work preserving Island heritage
- John H Brehaut for his work preserving stories of rural PEI
- Sterling Stratton for his work in promoting the history of Glenaladale
- Laurie Murphy and Amanda Mark for their work creating art about the Island and its history
- Joseph McAskill for his years of service to the heritage of PEI
- Kevin and Shirlene MacKay for their contribution to the preservation and sharing of Island heritage through the Car Life Museum
- Clarence Ryan for his extensive work preserving and sharing our natural heritage
- Dr. Don Stewart for his work preserving the Cornwall Dental Clinic
- Phillip Gallant for his work restoring Sutherland House
- Gary MacDougall for his contribution to sharing Island sports history through his book *Forbie*
- The Pleasant Valley History Committee for publishing *Pleasant Valley: Our Community History and Stories*

#### ★ NATURAL HERITAGE ACTIVITY AWARD ★

David Seeler for his many years of service to the Island's natural heritage community

#### ★ VOLUNTEER OF THE YEAR AWARD ★

Mary Kendrick for her decade-long dedication to preserving and sharing the L.M. Montgomery Lower Bedeque Schoolhouse

#### ★ YOUTH VOLUNTEER OF THE YEAR AWARD ★

Caleb Harding for his efforts to catalogue and protect the natural heritage of PEI



**★ PUBLICATION OF THE YEAR AWARD ★**

Marian Bruce for *Listening for the Dead Bells: Highland Magic in Prince Edward Island*

**★ MARY CORNFOOT BREHAUT GENEALOGY AWARD ★**

Comité Organisateur de la Rencontre des Arsenault 2019 for their contribution to genealogy

**★ IRENE ROGERS ARCHITECTURAL AWARD ★**

Leard's Mill Restoration Committee for their contribution in preserving the architectural heritage of PEI

**★ WENDELL BOYLE PERFORMANCE AWARD ★**

Comité organisateur du Congrès mondial acadien 2019 for the light show that was created to commemorate the 135<sup>th</sup> anniversary of the Acadian flag and the Acadian National Anthem

**★ BOYDE BECK MEMORIAL AWARD ★**

John Cousins in recognition of a lifetime of collecting, studying, and sharing folklore

**★ AWARD OF HONOUR ★**

Doug Sobey in recognition of a lifetime of work studying and sharing the Island's natural and human heritage

# **Prince Edward Island Museum and Heritage Foundation**

Financial Statements  
**March 31, 2020**

## Management's Report

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

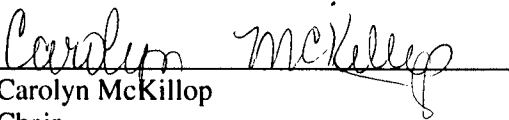
The financial statements are prepared by management in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. A summary of the significant accounting policies is disclosed in note 2 to the financial statements. The preparation of non-consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current period cannot be finalized with a certainty until future periods.

To meet its responsibility, management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the non-consolidated financial statements. These systems are monitored and evaluated by management.

Management is accountable to the Board of Directors of Prince Edward Island Museum and Heritage Foundation on matters of financial reporting and internal control. Management provides the Board of Directors with externally audited financial statements annually. The Board also discusses any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by ArsenaultBestCameronEllis, independent external auditors appointed by the Board. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the non-consolidated financial statements.

On behalf of Prince Edward Island Museum and Heritage Foundation

A handwritten signature in cursive script, reading "Carolyn McKillop", is written over a horizontal line.

Carolyn McKillop  
Chair

October 6, 2020

## **Independent Auditor's Report**

### **To the Board of Governors of Prince Edward Island Museum and Heritage Foundation**

#### ***Qualified Opinion***

We have audited the financial statements of Prince Edward Island Museum and Heritage Foundation, which comprise the statement of financial position as at March 31, 2020, and the statements of operations and accumulated surplus, remeasurement gains, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of Prince Edward Island Museum and Heritage Foundation as at March 31, 2020, and the results of its operations, remeasurement gains and losses, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

#### ***Basis of Qualified Opinion***

In common with many charitable organizations, Prince Edward Island Museum and Heritage Foundation derives revenue from admissions, special events, donations, and other activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of Prince Edward Island Museum and Heritage Foundation. Therefore, we were not able to determine whether any adjustments might be necessary to revenue, annual surplus and cash flows from operations for the years ended March 31, 2020 and March 31, 2019, financial assets as at March 31, 2020 and March 31, 2019, and accumulated surplus as at April 1 and March 31 for both the 2020 and 2019 years.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of Prince Edward Island Museum and Heritage Foundation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, 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.

In preparing the financial statements, management is responsible for assessing Prince Edward Island Museum and Heritage Foundation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate Prince Edward Island Museum and Heritage Foundation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Prince Edward Island Museum and Heritage Foundation's financial reporting process.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Prince Edward Island Museum and Heritage Foundation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on Prince Edward Island Museum and Heritage Foundation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause Prince Edward Island Museum and Heritage Foundation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Arsenault Best Cameron Ellis*

**Chartered Professional Accountants**

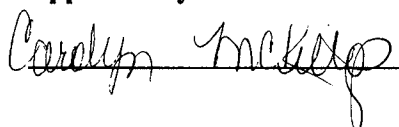
# Prince Edward Island Museum and Heritage Foundation

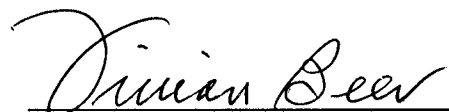
## Statement of Financial Position

As at March 31, 2020

	2020 \$	2019 \$
<b>Assets</b> (note 9)		
<b>Financial assets</b>		
Cash	158,862	133,886
Accounts receivable (notes 3 and 12)	85,710	132,771
Investments (note 4)	1,024,378	1,143,864
	<u>1,268,950</u>	<u>1,410,521</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (notes 5 and 12)	32,662	40,562
Deferred revenue (note 6)	840	3,540
	<u>33,502</u>	<u>44,102</u>
<b>Net financial assets</b>	<u>1,235,448</u>	<u>1,366,419</u>
<b>Non-financial assets</b>		
Inventory (note 7)	59,013	63,010
Tangible capital assets (schedule)	605,369	532,159
	<u>664,382</u>	<u>595,169</u>
<b>Accumulated surplus</b>	<u>1,899,830</u>	<u>1,961,588</u>
<b>Accumulated surplus consists of</b>		
Accumulated surplus (notes 8 and 9)	1,862,138	1,846,944
Accumulated remeasurement gains	37,692	114,644
	<u>1,899,830</u>	<u>1,961,588</u>

Approved by the Board of Directors

 Board Chair

 Director

# Prince Edward Island Museum and Heritage Foundation

## Statement of Operations and Accumulated Surplus

For the year ended March 31, 2020

	(unaudited) Budget \$	2020 \$	2019 \$
<b>Revenues</b>			
Province of Prince Edward Island - operating grants (notes 10 and 12)	1,420,650	1,387,833	1,220,160
Government of Canada grant (note 11)	49,000	54,790	48,706
Memberships and donations	39,500	40,485	35,485
Admissions and special events	261,000	293,574	251,704
Publishing	14,000	19,250	8,866
Investment income	33,000	63,955	53,077
Other income	12,775	20,407	32,048
	<u>1,829,925</u>	<u>1,880,294</u>	<u>1,650,046</u>
<b>Expenses</b>			
Artifact collection and equipment	5,000	7,062	7,997
Provincial projects (note 10)	200,000	186,107	27,152
Federal project (note 11)	59,000	76,786	67,934
Insurance, taxes and interest	16,400	16,825	16,564
Lease (note 12)	28,000	30,196	27,901
Office	40,600	42,897	42,370
Other operating expenses	91,700	96,964	93,822
Public programs	54,068	57,430	50,556
Publishing	25,000	48,825	23,608
Repairs and maintenance	45,000	40,716	70,758
Travel	7,500	10,013	8,636
Utilities	105,550	102,530	107,310
Wages and benefits (note 13)	1,152,107	1,229,626	1,055,808
	<u>1,829,925</u>	<u>1,945,977</u>	<u>1,600,416</u>
<b>Operating surplus (loss)</b>	<u>-</u>	<u>(65,683)</u>	<u>49,630</u>
<b>Other revenue (expense)</b>			
Province of Prince Edward Island - capital grant (notes 10 and 12)	-	137,009	209,892
Amortization	-	(56,132)	(33,592)
	<u>-</u>	<u>80,877</u>	<u>176,300</u>
<b>Annual surplus</b>	<u>-</u>	<u>15,194</u>	<u>225,930</u>
<b>Accumulated surplus - Beginning of year</b>		<u>1,846,944</u>	<u>1,621,014</u>
<b>Accumulated surplus - End of year</b>		<u>1,862,138</u>	<u>1,846,944</u>

# Prince Edward Island Museum and Heritage Foundation

## Statement of Remeasurement Gains

For the year ended March 31, 2020

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	2020 \$	2019 \$
<b>Accumulated remeasurement gains - Beginning of year</b>	114,644	125,511
<b>Unrealized gains (losses) attributable to:</b>		
Equity investments	(58,364)	9,305
<b>Amounts reclassified to the Statement of Operations:</b>		
Investment income	(18,588)	(20,172)
<b>Accumulated remeasurement gains - End of year</b>	<u>37,692</u>	<u>114,644</u>



# Prince Edward Island Museum and Heritage Foundation

## Statement of Changes in Net Financial Assets

For the year ended March 31, 2020

	(unaudited) Budget \$	2020 \$	2019 \$
<b>Net financial assets - Beginning of year</b>	1,312,884	1,366,419	1,312,884
Changes in year			
Annual surplus	-	15,194	225,930
Unrealized gains (losses)	-	(58,364)	9,305
Unrealized gains transferred to investment income	-	(18,588)	(20,172)
Change in inventory	-	3,997	3,264
Amortization of tangible capital assets	-	56,132	33,592
Increase in tangible capital assets	-	(129,342)	(198,384)
<b>Change in net financial assets</b>	-	(130,971)	53,535
<b>Net financial assets - End of year</b>	1,312,884	1,235,448	1,366,419

# Prince Edward Island Museum and Heritage Foundation

## Statement of Cash Flows

For the year ended March 31, 2020

	2020 \$	2019 \$
<b>Cash provided by (used in)</b>		
<b>Operating activities</b>		
Annual surplus	15,194	225,930
Item not affecting cash		
Amortization on tangible capital assets	56,132	33,592
	71,326	259,522
Net change in non-cash working capital items		
Decrease (increase) in accounts receivable	47,061	(68,865)
Decrease in inventory	3,997	3,264
Increase (decrease) in accounts payable and accrued liabilities	(7,900)	11,028
Increase (decrease) in deferred revenue	(2,700)	1,410
	111,784	206,359
<b>Investing activities</b>		
Acquisition of tangible capital assets	(129,342)	(198,384)
Decrease (increase) in investments	42,534	(42,304)
	(86,808)	(240,688)
<b>Change in cash</b>	24,976	(34,329)
<b>Cash - Beginning of year</b>	133,886	168,215
<b>Cash - End of year</b>	158,862	133,886

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

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## 1 Nature of operations

The Prince Edward Island Museum and Heritage Foundation is a corporate body established under the *Museum Act* whose purpose is to study, collect, preserve, interpret and protect the human and natural heritage of Prince Edward Island for the use, benefit and enjoyment of the people of the Province.

The Museum is a registered charitable organization under the federal *Income Tax Act* and is exempt from taxation.

## 2 Summary of significant accounting policies

### Basis of accounting

The financial statements of the Foundation have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Standards Board of CPA Canada. The following is a summary of significant accounting policies used in the preparation of these statements.

### Cash

Cash includes cash on hand and balances on deposit at banks.

### Accounts receivable

Accounts receivable are recorded at cost less an appropriate provision when collection is in doubt.

### Inventory

Inventory held for resale including books, magazines and gift store items are recorded at the lower of cost or net realizable value. In the year of publishing, 10 percent of the original value is written down, if published in the first half of the fiscal year. A write down in the first year is not applied if published in the second half of the fiscal year. Books and magazines published by the Foundation are written down by 20 percent of their original value annually to approximate net realizable value.

### Investments

Equity investments quoted in an active market are recorded at fair value. All other investments are valued at cost or amortized cost less any write-down associated with a loss in value that is other than a temporary decline.

### Accounts payable and accrued liabilities

Accounts payable and accrued liabilities are recorded for all amounts due for work performed and goods or services received during the year.

# Prince Edward Island Museum and Heritage Foundation

## Notes to Financial Statements

March 31, 2020

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### Deferred revenue

Deferred revenue represents revenue received for subscriptions and books for which expenditures will occur beyond the year end date. Revenue is recognized in the period in which the expenditures occur.

### Tangible capital assets

Tangible capital assets are recorded at cost, which includes amounts that are directly related to the acquisition, design, construction, development, improvement or betterment of the assets. Cost includes overhead directly attributable to construction and development. Interest is not capitalized. Assets less than \$5,000 are expensed during the year.

The cost, less residual value, of the tangible capital assets, excluding land, is amortized on a straight-line basis over their useful lives as follows:

Buildings	25 years
Equipment	5 years
Leaseholds	5 years
Vehicles	5 years

Amortization is calculated at one-half of the normal annual rate in the year of acquisition; no amortization is recorded in the year of disposal.

Fully amortized capital assets are reported at a nominal value of \$1.

Contributed capital assets are recorded at the estimated value at the time of donation. Estimate value is determined using appraised value, if available, or tax assessed value.

The Foundation holds numerous works of art, artifacts, and historical treasures. The nature of these items include: material culture from Mi'kmaq ethno-historic and pre-contact archaeological household articles; 18th, 19th and 20th century Canadian furniture; textiles which includes clothing, rugs, tools and marine artifacts. The Foundation also holds a large body of archival documents which includes maps, paintings, drawings, photographs and books. These works of art are reported at a nominal value of \$1.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the ability to provide goods or services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value.

### Revenue recognition

Revenues are recognized in the period in which the transaction or event that gave rise to the revenue occurred, so long as the transaction can be reasonably measured and collection is reasonably assured. All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Government grants (revenues from non-exchange transactions) are recognized as revenues when the transfer is authorized, any eligibility criteria are met and reasonable estimates of the amounts can be made.

# Prince Edward Island Museum and Heritage Foundation

## Notes to Financial Statements

March 31, 2020

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### Expenses

Expenses are reported on an accrual basis in the period in which the transaction or event which gave rise to the expense occurred.

### Financial instruments

The Foundation's financial instruments consist of cash, accounts receivable, investments and accounts payable and accrued liabilities.

All financial assets other than equity investments are recorded at cost or amortized cost, less any provisions. Equity investments are valued at fair value and are categorized as level 1 for the purpose of describing the basis of the inputs used to measure fair value. Level 1 reflects unadjusted quoted prices in active markets for identical assets or liabilities. Unrealized gains and losses from changes in the fair value of equity investments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is recognized in the statement of operations.

### Management estimates and judgments

The presentation of financial statements in conformity with Canadian public sector standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the year. Actual results could differ from those estimates. The following areas require significant estimates:

- The amount recorded regarding the allowance for possible credit losses is subject to management's assessment of the performance of the company's accounts receivable and investments;
- The amount recorded for amortization of tangible capital assets on the statement of operations is subject to management's assessment of the estimated useful life of the Foundation's tangible capital assets;
- The recognized amounts of potential claims and liabilities depend on management's assessment of future costs and the probability these events will occur; and
- Since January 31, 2020, the outbreak of COVID-19 (coronavirus) has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. These measures have caused material disruption to businesses globally resulting in an economic slowdown, and global equity markets have experienced significant volatility and weakness. The duration and impact of the COVID-19 outbreak is unknown at this time, as is the outcome of government and central bank interventions.

In management's estimation, these events have not had a material impact on the carrying value of assets and liabilities reported in these financial statements as at March 31, 2020. The duration and impact of the COVID-19 pandemic remains unclear at this time. Therefore, it is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the Foundation for future periods.

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

## 3 Accounts receivable

	2020 \$	2019 \$
General	15,270	22,311
Province of Prince Edward Island	70,440	110,460
	<u>85,710</u>	<u>132,771</u>

## 4 Investments

	2020 \$	2019 \$
<b>Investments at cost and amortized cost:</b>		
<b>Guaranteed investment certificates:</b>		
National Bank of Canada, yield 2.31%, maturing May 21, 2020	35,000	35,000
General Bank of Canada, yield 2.35%, maturing September 25, 2020	40,000	40,000
Canadian Western Trust, yield 2.37%, maturing September 25, 2021	40,000	40,000
Natcan Trust Company, yield 1.97%, maturing December 8, 2021	60,000	60,000
National Bank of Canada, yield 1.97%, maturing December 8, 2021	60,000	60,000
Homequity Bank, yield 2.02%, maturing March 28, 2022	100,000	100,000
Equitable Bank, yield 2.64%, maturing September 26, 2022	40,000	40,000
Equitable Bank, yield 2.43%, maturing September 30, 2022	60,000	-
Home Trust Company, yield 3.3%, maturing March 28, 2023	100,000	100,000
ICICI Bank Canada, yield 3.25%, maturing March 28, 2023	9,000	9,000
ICICI Bank Canada, yield 2.63%, maturing June 6, 2023	40,000	-
Manulife Bank CDA, yield 3.35%, maturing January 23, 2024	100,000	100,000
General Bank of Canada, yield 2.58%, maturing January 29, 2025	50,000	-
Equitable Bank, yield 2.12%, matured during the year	-	40,000
B2B Bank, yield 2.1%, matured during the year	-	40,000
HSBC Bank, yield 2.55%, matured during the year	-	90,000
	<u>734,000</u>	<u>754,000</u>
<b>Souris Credit Union Shares</b>	<u>6</u>	<u>6</u>
<b>Total investments at cost and amortized cost</b> (market value of investments \$742,856; 2019 - \$761,650)	<u>734,006</u>	<u>754,006</u>

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

## Equity investments at fair value:

### Mutual Funds

Russell Cdn. Equity Pool	38,796	50,307
Russell US Equity Pool	64,184	69,828
Russell Overseas Equity Pool	18,002	20,975
RBC Investment Savings	10,000	40,000
	<u>130,982</u>	<u>181,110</u>

### Common shares

Bank of Nova Scotia	28,735	35,570
National Bank of Canada	14,141	15,681
Nutrien Ltd.	9,622	14,096
Power Corp of Canada	15,282	21,033
Toronto-Dominion Bank	21,539	26,107
	<u>89,319</u>	<u>112,487</u>

### Foreign securities

Cisco Systems	15,183	19,810
International Business Machines Corp.	17,165	20,708
Microsoft Corp.	27,731	39,340
Novo Nordisk	9,992	16,403
	<u>70,071</u>	<u>96,261</u>

## Total equity investments at fair value

290,372      389,858

## Total investments

1,024,378      1,143,864

## 5 Accounts payable and accrued liabilities

	2020	2019
	\$	\$
General	31,479	31,141
Province of Prince Edward Island	1,183	4,849
Payroll remittance	-	4,572
	<u>32,662</u>	<u>40,562</u>

## 6 Deferred revenue

	2020	2019
	\$	\$
Subscriptions	840	3,540

# Prince Edward Island Museum and Heritage Foundation

## Notes to Financial Statements

March 31, 2020

### 7 Inventory

	2020 \$	2019 \$
Publishing inventory - amortized cost	40,784	43,101
Gift shop/book inventory - at cost	18,229	19,909
	<u>59,013</u>	<u>63,010</u>

### 8 Accumulated surplus

Accumulated surplus consists of:

	2020 \$	2019 \$
Unrestricted surplus	180,887	158,711
Equity in tangible capital assets	605,369	526,090
Endowment fund assets	<u>1,075,882</u>	<u>1,162,143</u>
	<u>1,862,138</u>	<u>1,846,944</u>

#### *Reconciliation of equity in tangible capital assets:*

Equity in tangible capital assets - beginning of year	526,090	349,532
Capital grants received during the year	135,411	209,892
Amortization during the year	<u>(56,132)</u>	<u>(33,334)</u>
Equity in tangible capital assets - end of year	<u>605,369</u>	<u>526,090</u>

Equity in tangible capital assets represents the capital grants that have been received for the sole purpose of financing the Foundation's tangible capital asset additions. Equity in tangible capital assets will be reduced annually by the amortization expense associated with those tangible capital asset additions.

### 9 Endowment fund

The Endowment Fund is a component of Prince Edward Island Museum and Heritage Foundation. The Endowment Fund is a special purpose fund established by agreement between the Province of Prince Edward Island and the Foundation with the objective of preserving the historical heritage of the Province of Prince Edward Island. The investments, administration, and control of expenses of the Fund are governed by three Trustees:

- The Minister of the Department of Finance of the Province of Prince Edward Island;
- The Chief Justice of Prince Edward Island, and
- The Chairman of the Board of Governors of the Foundation.



# Prince Edward Island Museum and Heritage Foundation

## Notes to Financial Statements

March 31, 2020

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The Trustees approve annually an allocation of the net income derived from the Fund investments to the Foundation for operations or capital projects that meet the objectives of the Foundation. The capital portion of the Fund may also be used for the benefit of the Foundation provided there is unanimous agreement by the Trustees and consent by the Lieutenant Governor-in-Council, and provided the objectives of the Foundation are met. Normally, only the income from investments is expended. Any unspecified bequests received over \$5,000 are added to the Endowment Fund assets. Endowment Fund assets are included in the assets of the Foundation in the statement of financial position.

	2020 \$	2019 \$
Endowment fund assets - Beginning of year	1,162,143	1,119,995
Amounts reclassified to the Statement of Operations	(18,588)	(20,172)
Revenue	5,327	62,320
Transfer to unrestricted surplus	(73,000)	-
Endowment fund assets - End of year	1,075,882	1,162,143

Transfers of \$73,000 (2019 - nil) from endowment fund assets to unrestricted surplus were approved by the board of directors.

Endowment fund assets are included in the following accounts on the statement of financial position:

	2020 \$	2019 \$
Cash	42,654	10,632
Accounts receivable	8,850	7,647
Investments	1,024,378	1,143,864
	1,075,882	1,162,143

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

## 10 Grants - Province of Prince Edward Island

	2020 \$	2019 \$
Operating grants:		
Department of Education, Early Learning and Culture - operating grant	1,382,991	1,236,959
Prince Edward Island Employment Development Agency	4,842	11,210
Less: Grants received - Digitization project equipment	-	(28,009)
	<u>1,387,833</u>	<u>1,220,160</u>
Capital grants:		
Department of Education, Early Learning and Culture - capital grant	137,009	181,883
Add: Grants received - Digitization project equipment	-	28,009
	<u>137,009</u>	<u>209,892</u>

Included in the \$1,382,991 (2019 - \$1,236,959) operating grant reported above is \$184,193 (2019 - \$69,963) for Provincial projects. Revenues and expenses for these projects are detailed as follows:

	Revenue \$	Expenses \$	2020 Net \$
<b>Project</b>			
Digitization - Collections	159,741	159,616	125
Edukits - Collections	24,452	26,491	(2,039)
	<u>184,193</u>	<u>186,107</u>	<u>(1,914)</u>

## 11 Government of Canada

	Revenue \$	2020 Expenses \$	Revenue \$	2019 Expenses \$
<b>Project</b>				
Canadian Museum Association				
Young Canada Works	54,790	76,786	48,706	67,934

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

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## 12 Related party transactions

The Foundation is a Provincial Government agency and as such is considered related to all entities in the government reporting entity.

Accounts receivable at year end include \$70,440 (2019 - \$110,460) from the Province of Prince Edward Island. Accounts payable at year end include \$1,883 (2019 - \$4,849) to the Province of Prince Edward Island.

Certain costs and assets provided by the Province of Prince Edward Island such as museum sites, operating and administrative costs, insurance and certain employee wages and benefit costs are assumed by the Province and are not reflected in the Foundation's financial statements.

Included in operating grants from the Province of Prince Edward Island were \$1,140,377 (2019 - \$1,015,151) for employee wages and benefits, \$244,943 (2019 - \$219,907) for other operating grants, and \$2,513 (2019 - \$13,111) for office expenses. Capital grants received from the Province of Prince Edward Island during the year total \$137,009 (2019 - \$209,892). The Foundation has also entered into a lease agreement with Finance PEI, payments made to Finance PEI were \$22,536 (2019 - \$27,901) (see note 15).

Transactions with the Province of Prince Edward Island are recorded at amounts as determined by the Province.

The Foundation operates various properties owned by the Province of Prince Edward Island. The Foundation did not incur any expenses for capital repairs on these properties.

## 13 Employee future benefits

### Sick leave

Classified employees are credited 1.25 (excluded employees - 1.5) days per month for use as paid absence in the year, due to illness or injury. Under existing employment agreements employees are allowed to accumulate unused sick day credits each year, up to the allowable maximum. Accumulated credits may be used in future years to the extent that the employee's illness or injury exceeds the current years allocation. Accumulated sick days for sick leave compensation cease on termination of employment and there is no obligation to settle these amounts with cash payments. A liability has not been calculated and no accrual has been recorded in these financial statements. The related liability is recorded by the Province of Prince Edward Island. Salary expense is included in these financial statements.

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

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## Pension

Permanent employees of the Foundation participate in the Province of Prince Edward Island's Civil Service Superannuation Plan (the Plan) which is a multi-employer contributory defined benefit pension plan. The Plan provides a pension on retirement based on two percent of the average salary for the highest three years times the number of years of pensionable service. The Plan is administered by the Province of Prince Edward Island. The Foundation's annual portion of contributions to the Plan was \$49,438 (2019 - \$46,302) and are paid by the Province of Prince Edward Island and recognized on the financial statements of the Province of Prince Edward Island. Any unfunded liability is the responsibility of the Province of Prince Edward Island and therefore no liability has been recognized in these financial statements.

## Retirement allowance

The Foundation provides a retirement allowance to its permanent employees. The amount paid to eligible employees at retirement is based on the number of years of service and the rate of pay in effect at the retirement date. The benefit costs and liabilities related to the allowance are assumed by the Province of Prince Edward Island and are not included in these financial statements.

## 14 Financial risk management objectives and policies

Prince Edward Island Museum and Heritage Foundation's principal business activities result in a statement of financial position that consists primarily of financial instruments. The principal financial risks that arise from transacting financial instruments include credit, liquidity, market and operational risk. Authority for all risk-taking activities rests with the Board of Directors (Board), which approves risk management policies, delegates' limits and regularly reviews management's risk assessments and compliance with approved policies. Qualified professionals throughout Prince Edward Island Museum and Heritage Foundation manage these risks through comprehensive and integrated control processes and models, including regular review and assessment of risk measurement and reporting processes.

### (a) Credit risk

Credit risk is the risk of financial loss to the Foundation if a customer or counterparty of a financial instrument fails to meet its contractual obligations. Credit risk arises primarily from the Foundation's accounts receivable and investments.

The Foundation's maximum exposure to credit risk at the statement of financial position date in relation to each class of recognized financial assets is the carrying amount of those assets indicated in the statement of financial position. The maximum credit exposure does not take into account the value of any collateral or other security held, in the event other entities/parties fail to perform their obligations under the financial instruments in question.

# Prince Edward Island Museum and Heritage Foundation

## Notes to Financial Statements

March 31, 2020

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The Foundation's maximum exposure to credit risk at the reporting date was:

	2020	2019
	\$	\$
Cash	158,862	133,886
Accounts receivable	85,710	132,771
Investments	1,024,378	1,143,864
	<u>1,268,950</u>	<u>1,410,521</u>

(b) Liquidity risk

Liquidity risk is the risk that the Foundation may not be able to meet its financial obligations as they come due. Specifically, the Foundation needs to ensure it has adequate resources to repay all accounts payable and accrued liabilities as they come due. The Foundation's approach to manage liquidity risk is to closely monitor its cash flows and forecast the expected receipts and obligations.

The Foundation's financial liabilities of \$33,502 are expected to be repaid within one year.

(c) Market risk

Market risk is the risk that changes in market prices, such as interest rates and equity prices will affect the Foundation's income or the value of its holdings in financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters, while optimizing the return on risk.

The Foundation does not hold or operate in foreign currency and thus market risk is derived from interest rate and price risk. The Foundation is exposed to interest rate and price risk because of the investments held by the Foundation. The Foundation is not exposed to commodity price risk. To manage its price risk arising from marketable securities, the company diversifies its portfolio.

(d) Operational risk

Operational risk is the risk of direct or indirect loss arising from a wide variety of causes associated with the Foundation's processes, personnel, technology and infrastructure, and from external factors other than credit, market and liquidity risks such as those arising from legal and regulatory requirements and generally accepted standards of corporate behaviour.

The Foundation's objective is to manage operational risk so as to balance the avoidance of financial losses and damage to the Foundation's reputation with overall cost effectiveness and to avoid control procedures that restrict initiative and creativity. The primary responsibility for the development and implementation of controls to address operational risk is assigned to senior management.

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2020

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## 15 Lease commitments

The Foundation has entered into a five-year lease agreement to lease storage space at West Royalty Industrial Park commencing July 1, 2016. The lease expires on June 30, 2021. Lease payments in the next two years are as follows:

	\$
Year ending March 31, 2021	28,820
2022	7,205

## 16 Budgeted figures

Budgeted figures have been provided for comparative purposes and were derived from estimates approved by the board of governors.

# Prince Edward Island Museum and Heritage Foundation

Schedule of Tangible Capital Assets

As at and for the year ended March 31, 2020

Schedule

	2020				2019			
	Cost		Accumulated amortization		Cost		Accumulated amortization	
	Beginning \$	Additions \$	Ending \$	Beginning \$	Amortization \$	Ending \$	Beginning \$	Amortization \$
Land	21,608	-	21,608	-	-	-	-	-
Buildings	724,838	118,914	843,752	384,733	17,212	401,945	401,945	21,608
Equipment	28,010	-	28,010	2,801	5,602	8,403	8,403	441,807
Leaseholds	171,595	10,428	182,023	26,358	33,318	59,676	59,676	19,607
Vehicles	36,968	-	36,968	36,968	-	36,968	36,968	122,347
	983,019	129,342	1,112,361	450,860	56,132	506,992	506,992	605,369
	Beginning \$	Additions \$	Ending \$	Beginning \$	Amortization \$	Ending \$	Beginning \$	Amortization \$
Land	21,608	-	21,608	-	-	-	-	-
Buildings	715,838	9,000	724,838	370,080	14,653	384,733	384,733	21,608
Equipment	1	28,009	28,010	-	2,801	2,801	2,801	340,105
Leaseholds	10,220	161,375	171,595	10,220	16,138	26,358	26,358	25,209
Vehicles	36,968	-	36,968	36,968	-	36,968	36,968	145,237
	784,635	198,384	983,019	417,268	33,592	450,860	450,860	532,159

