

*The Authentic Island Story...*



# Annual Report

## 2020-2021





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, 2021

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, 2020, to March 31, 2021.

I would like to express thanks to the staff who have gone above and beyond to promote and engage our audiences throughout the pandemic. Their ability to adjust and innovate was truly admirable to witness. I also thank our growing Foundation membership and supporters for their engagement in our projects and activities. The Board of Directors of the PEI Museum and Heritage Foundation persevered to host a Heritage Awards Ceremony within a window of time when it was possible to celebrate an in-person event at Beaconsfield. We were able to recognize the passionate and dedicated folks who had completed important Island history projects. We were delighted that the Honourable Antionette Perry could join us as well for the occasion.

Despite the challenges presented by COVID-19, the Foundation had many achievements, including the launch of its new website, podcast, online store, and Online Collections. The Foundation also released the first-ever fully bilingual edition of *The Island Magazine* in honour of 300 years of French and Acadian history in PEI. The Foundation successfully increased its digital presence to better share our collection and history and provided support to education partners, including the Department of Education and Lifelong Learning, the Public Schools Branch, la Commission scolaire de langue française, and community members.

As you read this report, you will find many exciting projects, programming, and publications featured over the year. We look forward to continuing our work with you on our priorities over the next year.

Respectfully submitted,

Vivian Beer, *Chair*  
*PEI Museum and Heritage Foundation*





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Historic Village

March 31, 2021

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



Dear Ms. Beer:

I respectfully submit this report of activities of the Prince Edward Island Museum and Heritage Foundation for the fiscal year 2020-2021.

The past year proved to be one of challenge and innovation. The COVID-19 pandemic resulted in a significant decrease in visitation due to lockdowns, circuit breakers, and social gathering restrictions. Total visitations for 2020-2021 were 23,165, a decrease of 72% from our best-ever year of 2019-2020, when we had a total of 81,940 visitors. The staff of the PEI Museum and Heritage Foundation rose to the occasion, altering programming, developing new programming and products, increasing our digital presence, and providing support and value to our education partners and community members. New safety guidelines were implemented at all our sites to protect our staff and visitors. Site managers, staff, and volunteers are to be congratulated for their exceptional efforts during that challenging period.

There were many important achievements this year, including the launch of our new website, our online store, and our new podcast. We also launched our new Online Collections website, the culmination of two years of behind the scenes work by our dedicated Collections Department staff. Last but not least, we proudly marked 300 years of French presence on PEI with the publication of a special, fully bilingual edition of *The Island Magazine*, focusing entirely on French and Acadian history on Prince Edward Island.

Government capital funding allowed us to make significant physical improvements to the Acadian Museum, Basin Head Fisheries Museum, Beaconsfield, Elmira Railway Museum, and our Collections Facility.

The Museum and Heritage Foundation appreciates the ongoing assistance and expertise provided by the Department of Transportation, Infrastructure and Energy. The increase in our capital funding to \$200,000 has allowed us to address infrastructure issues in a far more timely and effective manner.



Acadian Museum

Basin Head



Fisheries Museum

Beaconsfield



Historic House

Elmira



Railway Museum

Eptek



Art & Culture Centre

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Shipbuilding Museum  
& Yeo House

Orwell Corner



Historic Village



We are also grateful for support from the province to create a new Communication and Fundraising Coordinator position, and to create a year-round Education and Programming Coordinator position. These positions will be pivotal to the Foundation's recovery and growth in the post-pandemic era.

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

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

Respectively submitted,

Matthew McRae, *PhD*  
*Executive Director*  
*PEI Museum and Heritage Foundation*



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# 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 the 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 2020 – March 2021

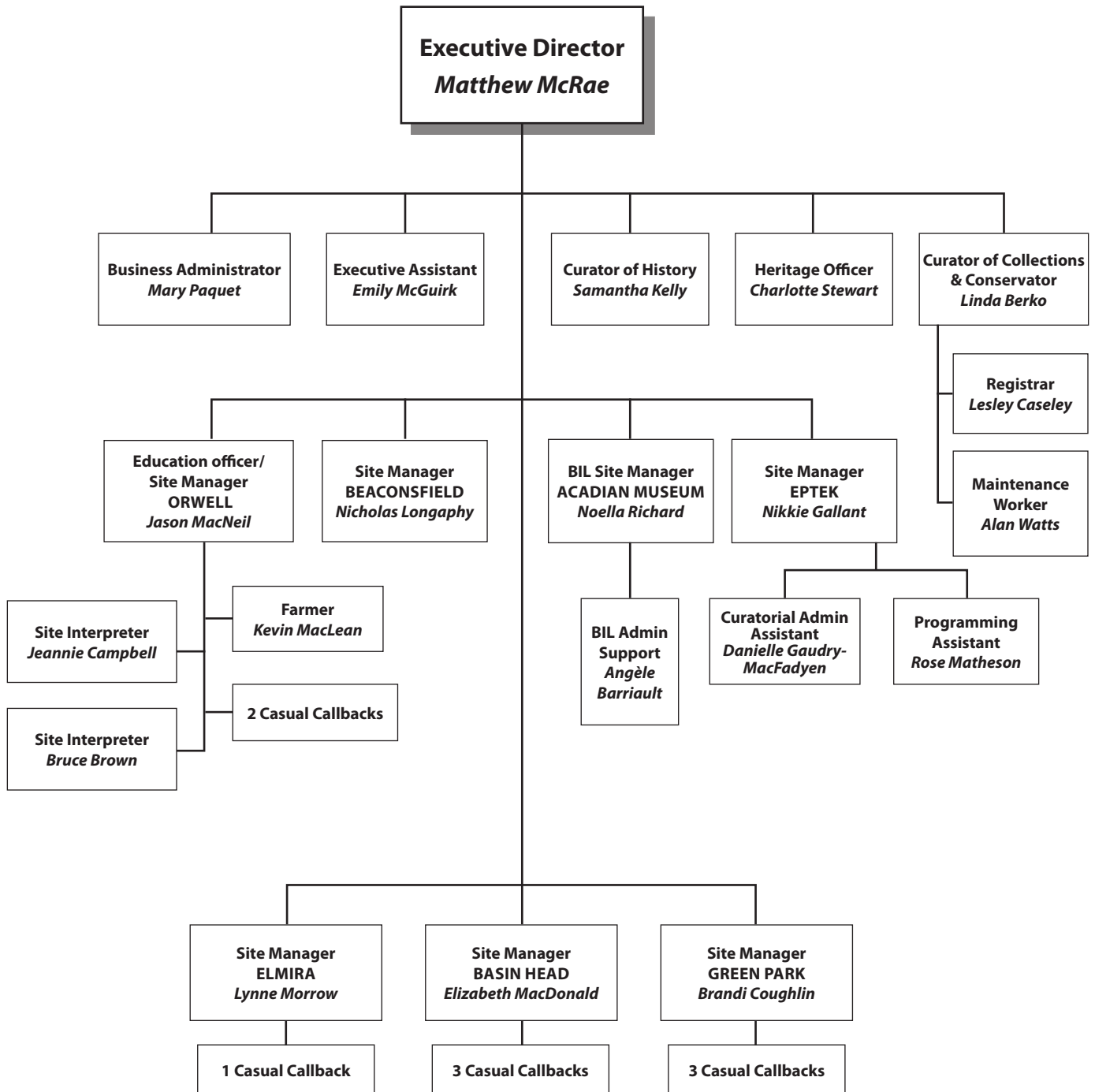
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Vivian Beer, Chair	Appointed April, 2020
Fiep de Bie	Appointed August, 2020
Gordon Lavoie	Appointed August, 2020
Greg Munn	Appointed August 2020
Joan Sinclair	Appointed August, 2020
Elizabeth Noonan	Appointed May, 2019
Robert Nicholson	Appointed May, 2019
Betty Jeffery	Appointed February, 2019



# PEI MUSEUM & HERITAGE FOUNDATION

## ORGANIZATIONAL CHART 2020 - 2021



DG-774

# EXECUTIVE DIRECTOR'S REPORT

It is no understatement to say that this was a year unlike any before, both for the world at large and for the PEI Museum and Heritage Foundation (the Foundation). The pandemic, along with the ensuing lockdowns, public health measures, and travel restrictions, had a profound effect on our operations. All of the seven sites were closed to the public from March 2020 until June 2020, and when we reopened, it was with new public health measures in place to ensure the safety of staff and visitors. Travel restrictions prevented many from visiting the Island, and as a result, the Foundation saw a steep decline in visitor numbers and revenue for the 2020-2021 fiscal year.

Despite these challenges, 2020-2021 still saw many positive moments and significant achievements. The Foundation launched new programs, developed new products, and significantly increased its digital presence. Support from the Department of Economic Growth, Tourism and Culture was stronger than ever, helping the Foundation to weather the economic downturn of the pandemic, and to begin preparations for future growth. Perhaps most significantly, the Foundation received support for the creation of new positions: a Communication and Fundraising Coordinator and a year-round Education and Programming Coordinator. These two positions are a key part of our strategy to increase visitation and to develop new revenue streams. We thank the Department for their support and the Foundation is excited about our prospective future achievements.



## **VISITATION**

The year 2020-2021 saw the largest single drop in visitation in the history of the Foundation. The primary reason for this drop was the COVID-19 pandemic. The initial lockdown from March to June meant that there was no visitation at any of the sites for more than a quarter of the year. When sites did reopen, travel restrictions and a ban on cruise ships ensured that the summer and fall numbers were very small indeed, as highlighted in the below site reports. By March 31, 2021, only 23,165 individuals had passed through the doors of the sites.

Hidden in this decline, however, were some small victories. Chief among these was the Foundation's educational programming. School groups attended Orwell Corner Historic Village in growing numbers throughout the Fall and Winter of 2020-2021, and school tours will be expanded to other sites in the coming year. Use of Beaconsfield's Carriage House grew significantly, building on past success to develop the rental space into a revenue-generator for the Foundation. New public programming initiatives such as Beaconsfield's Halloween tours and Orwell's Courting at the Corner program were very successful, receiving positive media coverage and attracting new audiences. Beaconsfield's participation in events such as Art in the Open and the City of Charlottetown's Scarecrow Festival also helped stimulate local visitation in the shoulder season and raised awareness of the Foundation among Islanders.

## **STAFF**

On May 31, 2020, Dr. David Keenlyside retired after serving as Executive Director for 13 years. He was replaced by Dr. Matthew McRae, who had previously been serving as the Foundation's Curator of History. Matthew became Acting Executive Director at the start of June 2020 and assumed the permanent position in September of the same year.

Matthew's new role meant the Foundation was once again seeking a Curator of History, and in February of 2021 Samantha Kelly was appointed to the position. Samantha holds a Master of Arts in Museum Studies from Leicester University in England and has spent more than a decade as a heritage professional working with organizations in both Canada and England. The Foundation is very happy to have her on board.

The year 2020 also saw the appointment of a new Site Manager for the Acadian Museum of Prince Edward Island, Noella Richard, who has deep roots in the Island's Francophone community and a long history working with the Acadian Museum and other Francophone institutions.

Staffing at sites again received great support from the Provincial Jobs for Youth and the Federal Young Canada Works programs. The Foundation also received support from Skills PEI, which funded a number of summer positions at the seven sites.

This additional assistance helped to create new student positions. For the first time, a student was hired as a social media assistant for the summer months, allowing the Foundation to increase social media output and create new digital projects, such as a podcast. The Foundation also had a student project manager, who helped develop new saleable projects.

## **ENDOWMENT TRUST**

The annual Endowment Trust meeting was postponed due to the pandemic, and was not held until April of 2021, after the fiscal year had closed. That meeting was chaired by Minister of Finance Darlene Compton. RBC Investment Manager David Gauthier reported on the financial position of the Foundation which indicated a strong performance in 2019-2020, despite the uncertainty caused by the pandemic.



## CAPITAL PROJECTS

Capital projects included the installation of a heat pump at the provincial Collection Facility at 77 Watts Avenue in Charlottetown, a new roof for the Elmira Railway Station, interior upgrades to the Basin Head Fisheries Museum, new LCD projectors for both the Acadian Museum of Prince Edward Island and the Beaconsfield Carriage House and the completion of the Beaconsfield sprinkler system upgrade that had begun in the 2019-2020 fiscal year. The increase in the capital budget from \$150,000 to \$200,000 has been a huge benefit, allowing the Foundation to address pressing infrastructure issues at the sites.

## PUBLICATIONS

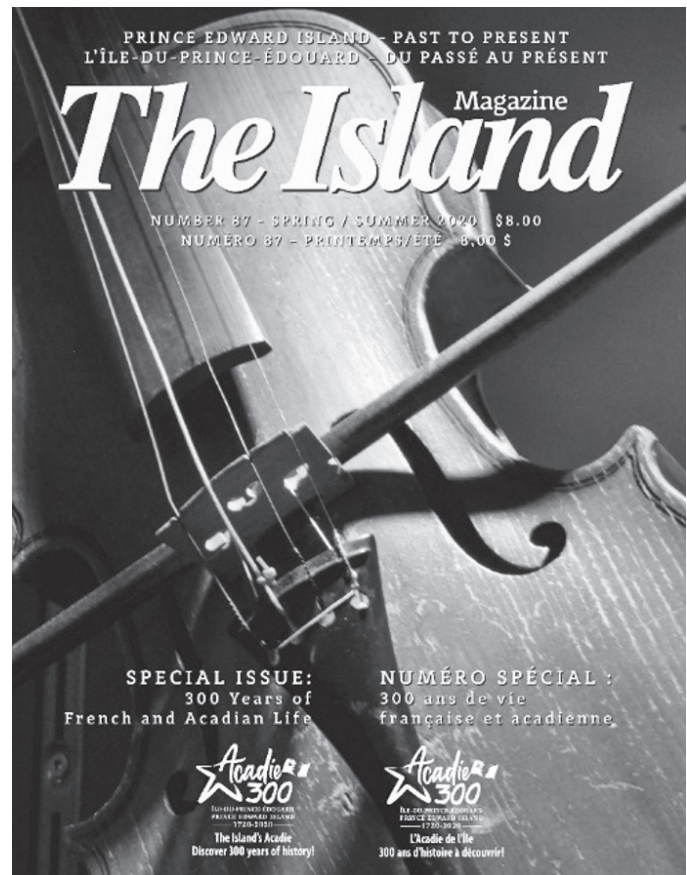
The pandemic also affected publishing. To make up for lost revenue, nearly all publishing projects were halted during the 2020-2021 year. There was, however, one publishing project that did carry forward.

The year 2020 was the 300th anniversary of a permanent French presence on Prince Edward Island, and to mark the occasion the Foundation published a special edition of *The Island Magazine*. Issue #87 focused completely on French and Acadian history on PEI, from the time of the French Regime in the 1700s until almost the present day. It was the first-ever fully bilingual edition of *The Island Magazine*, with all articles printed in both French and English.

The issue was first shown to the public in September of 2020, at the annual general meeting of the Acadian Museum of PEI, where it received a standing ovation from the largely Francophone crowd. The 300th anniversary issue received positive reception both inside and outside of the Francophone community and resulted in significant Francophone media coverage.

The issue sold well at the sites and online, with over 500 issues sold thus far to institutions and individuals as far away as British Columbia and California. Copies were sold to Island schools and libraries, and 35 copies were purchased by *Acadie 300* to be used as educational tools.

The Foundation is extremely grateful to the Acadian and Francophone Cultural Tourism Product Services Fund for their support of this publication. Without their assistance, this special edition would have been far less impactful.



Another publishing project, *A Photo History of the PEI Railway*, has been put on hold, but it has not been abandoned. In the future, the Foundation will continue to work with CN Railways and author Alan Graham to publish a revised version of Graham's very popular book.

## DIGITAL PLATFORMS

The Foundation saw huge growth in its use of digital platforms during the 2020-2021 year. Digital platforms have become an indispensable part of how the Foundation shares heritage with Islanders and the world.

In July of 2020, after many hours of work by staff at both the Foundation and the province's web digital office, a new website was launched. This was the first update to the website in over a decade and it was much needed. The new site makes navigation much easier and allows visitor tracking, including number of site visits, and which pages are visited. Website editing is simple and can be completed by Foundation staff, allowing for regular content updates.

In September of 2020, the Foundation launched a new online store. The store did a brisk business during the Christmas season, reaching off-Island clients across Canada and the United States.

The Foundation was proud to launch an official podcast. In September of 2020, after many hours of work, the first season of *the hidden island* was released. The podcast is about the Island heritage you don't always see in the history books. The podcast was extremely well-received and by March of 2021 had been downloaded over 1,000 times, with listeners from Canada, the United States, the United Kingdom, Australia, Sri Lanka, France, Sweden, Ireland, Belgium, Germany, Greece, Hong Kong, South Africa, Malta, Norway, New Zealand and Brazil. The podcast is available on the Foundation website, but also on Spotify, iTunes and nearly anywhere else people get their podcasts. A second season is planned for the 2021-2022 year.

Perhaps our biggest digital achievement in 2020-2021 was the launch of the Online Collections website, part of an ongoing digitization project. The site allows visitors anywhere in the world to search the Foundation's artifact collection and learn about PEI's material history. The Site was launched in January of 2021 and went live with over 1,000 artifacts from the permanent collection. New artifacts are added weekly.

Last but not least, social media platforms all performed beyond our expectations. The Facebook account grew from 2,524 followers in March 2020 to 3,157 followers in March 2021. In the same time period, Twitter increased from 1,230 followers to 2,017 followers, and Instagram grew from 650 followers to 1,142 followers. Average engagement also increased significantly over this time and in March of 2021, all accounts cumulatively reached 102,977 people. Social media has now become a key method for the Foundation to share information about programming, events, and products, as well as a vital part of the strategy to share PEI's heritage and history with the wider public.

In April and May of 2020, the Foundation participated in the 52 Museums project on Instagram and Twitter. 52 Museums is a project that features museums from around the world and has over 20,000 global followers on its Instagram and Twitter accounts. The Foundation took over the 52 Museums accounts for a week and shared images and stories about Island history and heritage. During that time, PEI's collection reached almost 100,000 individuals – most of whom would likely have never heard of the Foundation, or perhaps even PEI. The response was overwhelmingly positive, with some users declaring they had been convinced that they need to visit PEI.

Without a doubt, however, our biggest social media success of 2020-2021 was the unexpected fame of "Wheelie," the Foundation's allegedly haunted toy dog found on the grounds of Yeo House at Green Park. Staff claim the toy moves on its own, which has led to the belief that Wheelie – or at least the Yeo House – is haunted.

In the Spring of 2020, during the worldwide pandemic lockdown, the Foundation participated in a weekly online curator battle organized by the Yorkshire Museum in Yorkshire, England. On Friday April 17, the theme for the contest was "creepiest object." The Foundation entered Wheelie as their candidate for the competition and to the surprise of staff, Wheelie almost immediately went viral.

As of May 2021, Wheelie’s curator battle post has over 500,000 impressions (the number of times the post has appeared on people’s screens) and over 104,000 engagements (the number of times people have interacted with the post – liking the post, sharing it or commenting on it). It had also received just under 4,000 likes. Wheelie’s fame soon spread beyond social media, with news media around the world picking up the story. Wheelie was featured on news coverage of the curator battle at least 36 times, including stories in *The Guardian* (UK), CNN, *The Washington Post*, *Forbes*, and the *Huffington Post*. Wheelie even made it onto the BBC, with pundits joking about the spooky toy on the comedy news show *Have I Got News for You*.

That summer, the Foundation produced Wheelie t-shirts, allowing folks to own a little piece of our spooky artifact. The shirts have sold quite well and have helped keep Wheelie’s fame alive.

## **EVENTS AND PROGRAMMING**

Many events did not go ahead this year due to the pandemic. The Foundation did, however, continue to offer programming and even developed new programming at some of the sites.

At Orwell Corner Historic Village, a new evening dinner-and-date Courting at the Corner program proved to be a big hit. It sold out throughout the summer and received heavy news coverage on both CBC television and in the print and online versions of *The Guardian* and the *Journal-Pioneer*. Orwell also organized bus tours for seniors, who could visit with the animals and see the site from the safety of the bus.

At Beaconsfield, the Foundation participated in Art in the Open and the Charlottetown Scarecrow Festival. Both events were great successes, driving local visitation to the site. There are plans to participate again next year.

The Foundation was very happy to have the ability to host the Heritage Awards in February of 2021, despite COVID-19 restrictions. In response to imposed gathering limits, the awards ceremony was only attended by awards recipients and their guests, and the ceremony was live streamed on Facebook, allowing the wider public to attend virtually.

## **COVID-19**

The COVID-19 pandemic permeated everything that happened in 2020-2021. It restricted who could visit the sites and what the sites could do once open to visitors. At the same time, it presented the Foundation with opportunities. Adjustments were made to provide a safe environment for both staff and visitors, and to shift the focus to attracting more local visitors from Prince Edward Island and Atlantic Canada. The pandemic underlined the need to focus more energy on digital platforms, while also adapting to safely engage the public at our sites.

At this point, it seems unlikely that life will ever completely return to the “normal” that existed before the pandemic. At the same time, the Foundation has an opportunity to build a new normal, and to strengthen its role as a key pillar in the Island’s social and cultural fabric. While there are many challenges ahead, I am genuinely excited for the future and how much the Foundation can accomplish.

Matthew McRae, *PhD*  
*Executive Director*

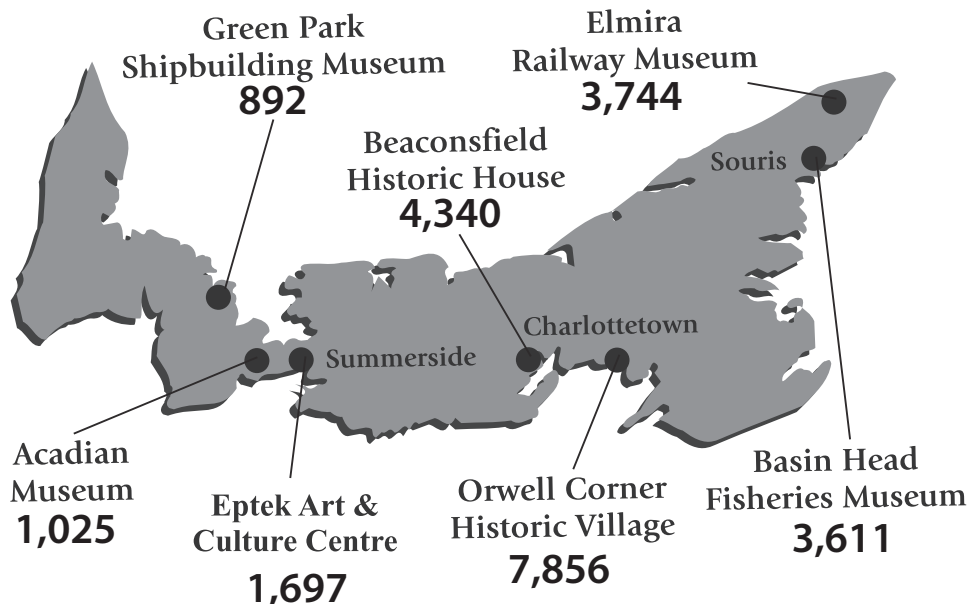


# SITES VISITATION

APRIL 1, 2020 – MARCH 31, 2021

SITE	2020-2021 Visitors	2019-2020 VISITORS
Acadian Museum/ Musée Acadien	1,025	7,265
Beaconsfield Historic House	4,340	21,452
Basin Head Fisheries Museum	3,611	21,585
Elmira Railway Museum	3,744	5,332
Eptek Art & Culture Centre	1,697	10,764
Green Park Shipbuilding Museum & Yeo House	892	3,560
Orwell Corner Historic Village	7,856	11,982
<b>Total Visitation</b>	<b>23,165</b>	<b>81,940</b>

DG-774



# MUSEUM SITES

## ACADIAN MUSEUM OF PRINCE EDWARD ISLAND

*Submitted by Noella Richard, Site Manager*



### **VISITATION**

Despite the pandemic, the Acadian Museum of PEI (the Site) remained open for the majority of 2020-2021. Due to COVID-19 restrictions, visitation for the year was 1,025, down 86% from the year prior. This was regrettable following a strong 2019-2020 year when the Site had 7,276 visitors.

### **STAFF**

The former Site Manager departed in March 2020, and the Site's Administrative Assistant held the Acting Manager position until June 2020, when a new Site Manager assumed the role.

In the summer of 2020, the Site employed three summer students and a Chief Interpreter who has over 30 years of experience with the organization.

The Site Manager also held the French Language Services Coordinator role for the PEI Museum and Heritage Foundation in 2020-2021.

### **SITE MANAGEMENT**

In 2020-2021, in preparation for a major exhibit, the Site's exhibit rooms were freshly painted.

## PROGRAMMING

In a typical year, a vital component of the Site's programming is the Tuesday Talks series held in July and August. This series features both on and off-Island presenters; however, due to COVID-19 restrictions, the series focused on Island-based presenters in 2020-2021. Dates and locations were adjusted to accommodate this pivot. Two English presentations occurred at Eptek, while the French presentations were held at the Village musical acadien in Abram-Village.

In place of the annual "Noël au Musée," as organized by the Soeur Antoinette DesRoches Historical Committee, the Site planned a smaller event that featured personal collections of Christmas nativity scenes and decorations. In December 2020, the Chief Public Health Office implemented a COVID-19 circuit-breaker, and the event was cancelled. Instead, the Site participated in a Christmas event hosted by the Francophones de l'Âge d'Or, where the Site delivered a presentation that showcased many of its artifacts. The presentation served as an excellent opportunity to reinforce the importance of preserving artifacts for future generations.

The Site planned, in collaboration with Parks Canada and SAF'Île (Société acadienne et francophone de l'Île-du-Prince-Édouard), an annual event at Skmaqñ – Port-la-Joye – Fort Amherst National Historic Site to commemorate Acadian Remembrance Day on December 13th. This event was cancelled as a result of COVID-19 restrictions. In lieu of this event, stories of those who survived the deportation were shared on social media, which were well received by the public.

In March, the Site hosted a talk series for *Les Rendez-vous de la francophonie*. Two talks were in-person and featured Georges Arsenault, who spoke about what photos can teach us and preserving traditional Acadian songs. The third presentation took place via Facebook and featured André-Carl Vachon, a Quebec historian and writer specializing in the Acadian deportation.

A significant focus of the Site in 2020-2021 was the administration of funds for projects related to the celebration of the 300th anniversary of the Acadian and French presence on PEI. The Site also spent 2020-2021 preparing for an upcoming exhibit of the Pointe-aux-Vieux archeological site as part of this celebration.

COVID-19 restrictions made it very difficult for researchers to access the Site's archives and genealogical centre. The Site responded by completing research for these individuals via email and over the phone.

## EXHIBITIONS

The exhibit *1900-1965: Acadian Children on the Island* was installed in June 2019 and remained until late in the fall of 2020. In September, the Site introduced the exhibit *SSTA: 100 Years to Celebrate*, which looked at the first 100 years of the Société Saint-Thomas-d'Aquin (SSTA). The exhibit was on display through November. This exhibit was created largely by the SSTA, now known as La Société Acadienne et Francophone de l'Île-du-Prince-Édouard (SAF'Île). The exhibition space remained empty for the remainder of the year due to an unanticipated delay of the Pointe-aux-Vieux archeological exhibit. This allowed the empty rooms to be used as a holding space during a general reorganization of the Site.





# GREEN PARK SHIPBUILDING MUSEUM & YEO HOUSE

*Submitted by Caitlyn Paxson, Site Manager (Retroactively)*

## VISITATION

The preparation to open Green Park Shipbuilding Museum and Yeo House (the Site) began the last week of June 2020, delayed one month due to COVID-19. The Site opened to the public the first week of July. Hours of operation were Monday to Friday from 9 am-4:30 pm.

The Site had 442 visitors in July and 450 in August, for a total of 892 visitors in 2020-2021. This is compared to 3,560 annual visitors in 2019-2020, a 75% year-over-year decrease.

## STAFF

The 2020 season was the last for the former, longstanding Site Manager. Senior tour guides started the last week of June and worked through to September 4th.

The Site had two individuals hired through Employment Development Agency programming, and their duties included groundwork, cutting grass, flowerbeds, cleaning, and general maintenance. The Site had one Young Canada Works student, one Jobs for Youth student, and two Skills PEI student placements.

## PROGRAMMING

Due to COVID-19 restrictions, tours were offered, but there was no additional programming.



# ELMIRA RAILWAY MUSEUM

*Submitted by Lynne Morrow, Site Manager*



## **VISITATION**

In the summer of 2020, the Elmira Railway Museum (the Site) was open from July 2 to October 2. Hours of operation were 9:30 am to 4:30 pm, daily, for July and August, and Thursday through Monday in September. The miniature train operated from July 2 to September 7 and on weekends in September. The train schedule proved successful as it drew visitors to the Site. The speeder did not operate in 2020 due to COVID-19 social distancing guidance. A new train-themed playground opened to great visitor enthusiasm and drew many families to the Site.

In the summer of 2020, visitation to the Site was 3,744. This is a decrease of 35% from 2019, at 5,332 visitors, and is attributed to COVID-19 restrictions. The miniature train demonstrated its continued appeal, as it attracted many Islanders and visitors from the Atlantic bubble.

## **STAFF**

The Site received funding for one student position from Young Canada Works and one through the Skills PEI Post-Secondary Student Program.

The Friends of Elmira (the Friends) secured funding for two Employment Development Agency funded positions and one student position through Jobs for Youth to operate the PEI Miniature Railway. The Friends obtained funding for a post-secondary student and a high school student through Jobs for Youth to provide tours and to work in the gift shop. The site benefited from having the extra staff, as more tours were provided, and more time spent with each visitor.

## **SITE MANAGEMENT**

The staff spent the month of June preparing for the upcoming operating season. An operational plan was developed, and COVID-19 related safety measures were put in place.

The Robert J Mephram collection of books, magazines, pictures, and model trains were not accessioned when they were donated to the site in the late 1990s. A quieter 2020 summer allowed the staff to begin the lengthy process of cataloguing the books. This will be a work in progress for many years.

Management began developing a “hands-on” site experience, which will be used in the Foundation’s education curriculum and for school tours. This experience will include the speeder ride, the velocipede, the velocipede bicycle, telegrams, and signal lamps. This experience will be implemented in 2021, should the COVID-19 restrictions be lifted, and the speeder is permitted to operate.

The Foundation’s Maintenance Manager completed yearly painting and upkeep of the buildings.

## **PROGRAMMING**

The All Aboard package was not held this year because the Speeder did not operate.

## **NATURAL HISTORY**

Staff completed research to create a nature walk experience for the 2021 season. This research will be used to prepare scripts for the staff delivering the programming. The research will also be used to develop signage to be posted along the route, which will include the miniature train track and the original wye. This experience will be presented by a returning staff member who is hired by the Friends of Elmira and who is knowledgeable about the trees, plants, and birds in the area.

## **OTHER**

The Friends hosted a grand opening for the train-themed playground in August. Funding for the playground was provided by the Provincial Rural Growth Initiative Program, the PEI Museum and Heritage Foundation, the Elmira Railway Museum, the Rotary Club of Montague, the Eastern Kings Community Council, and the Friends of Elmira Railway Museum Inc. This outdoor event was well attended and adhered to COVID-19 guidance and restrictions.



# BASIN HEAD FISHERIES MUSEUM

*Submitted by Elizabeth MacDonald, Site Manager*



## **VISITATION**

In the summer of 2020, the Basin Head Fisheries Museum (the Site) was open to the public from June 29 through September. COVID-19 guidance and travel restrictions impacted the Site's visitation. However, other challenges also influenced visitation. Site visitation draws heavily from individuals who come to Basin Head for a day at the beach. In the summer of 2020, beachgoers were prohibited from jumping off the bridge and wharf due to the accumulation of sand in the "run." This significantly impacted beach visitation and kept many locals and regulars from the beach.

A cool and rainy July affected traffic to the Site and gift shop sales. The opening of the Atlantic Bubble in August did bring visitors from the neighboring maritime provinces. In September, the Site was open from Thursday to Monday, which capitalized on the days of highest visitation. Overall, visitation for the 2020 season was 3,611 individuals, down approximately 85% from the prior year, at 21,585 visitors.

## **STAFF**

Seasonal staff had a delayed start due to COVID-19, returning to work on June 8. The season was extended to the end of September to account for this.

The Site received funding from Skills PEI for two summer students, and the Province funded an additional three students through the Jobs for Youth program.

## SITE MANAGEMENT

The Site did not open the ice cream hut, The Scoop, because it is not large enough to allow for social distancing. This was a wise decision due to the low number of visitors to the beach and the considerable initial financial investment needed to stock the hut.

In August, the Site was the backdrop for promotional photos for the PEI Lobster Board. The photos were used in their promotional ads for the fall lobster fishing season. Later in August, a film crew from Evasion TV were on-site to film *Direction de la mer*, a travel program that features locations by the sea. The Site was the backdrop for interviews about Irish moss and the “singing” sand.

## PROGRAMMING

The Site had free admission on Canada Day and featured giveaways to heighten the visitor experience. The Live at Basin Head series that runs on Fridays in July and August had to be cancelled due to COVID-19 social distancing guidance.





# EPTEK ART AND CULTURE CENTRE

*Submitted by Nikkie Gallant, Site Manager*



## VISITATION

Site visitation at Eptek Art & Culture Centre (the Site) for 2020-2021 was 2,037, its lowest ever, due to the COVID-19 pandemic. Comparatively, the 2019-2020 year had 10,764 visitors, which resulted in an 81% year-over-year decrease. The Site was closed from mid-March 2019, until late June 2020, with a circuit breaker in December and March. When the Site was open, larger gatherings were restricted, most programming was cancelled, and many regular visitors were hesitant to enter public spaces.

## STAFF

At the start of the fiscal, the Site's Administrative Assistant was on maternity leave, and a temporary staff member filled the position. A staff member was out on extended leave beginning late September 2020 and eased back in January 2021. Extra summer students were hired in 2020 to direct visitor flow and to ensure that COVID-19 protocols were followed.

## SITE MANAGEMENT

Evolving COVID-19 protocols required ongoing operational planning to reduce the risk of viral transmission. The gift shop was given an overhaul to enable contact tracing, social distancing, and increased sanitizing of frequently touched surfaces. During this time, the site was operating without a custodian due to a recent retirement.

As the gift shop overhaul took place, so did a much-needed reorganization of the stock and inventory system.

Majority funding was secured for the cost of an accessibility button for the exterior door. This project is tied to a capital project to update the electrical system that will allow for artifact-friendly adjustable lighting.

## PROGRAMMING AND EVENTS

The Site experienced a steady stream of visitors in the summer months, and programming focused on experiences for drop-in visitors. In 2020-2021, many programs, classes, and events were cancelled due to COVID-19. These included Seniors College, the weekly Lunch Time Film Series, exhibit openings, Demo Days, and many larger events.

Upon reopening in June, the Site looked for other ways to engage people through programming and reduced its focus on gatherings. The Site offered new scavenger hunt programming for every exhibit, to be completed in smaller groups. Scavenger hunts were created for adults, young adults, and younger visitors.

With enhanced safety measures, the Eptek book club and regular school cohorts continued upon reopening. Digital tours were provided to individuals and school groups who were unable to visit the Site.

The Site used the gathering limits as an opportunity to support and partner with other organizations. Smaller groups that, pre-pandemic, may have met elsewhere were encouraged to use the Site's larger meeting space. The Site partnered with the Acadian Museum to host their Annual General Meeting and Tuesday Talks Series. The Site hosted additional book clubs and workshops and welcomed the PEI Connectors for a live-streamed episode of their Cooking with Culture digital series. Thank you to the Friends of Eptek for providing the great kitchen.

The summer Demo Days program typically runs five days per week in July and August but was cancelled due to uncertainty surrounding COVID-19. Every year the Site asks artists and artisans to volunteer their time but opted not to for health safety concerns. Despite not offering the demo program, the Site had several individual demonstrations throughout the year, with many of them connected to exhibits.

Several creative workshops were held during the Summerside Arts Festival. Meetings and events were held by the Summerside and Area Historical Society.

The Site was closed during several lockdowns. During the extended spring closure, the Site engaged visitors via social media and amplified the reach of digital programming offered by community organizations. This deepened the Site's connections with these organizations. The Site shared activities for families, including art and craft, historic resources, performances of Island artists, and other engaging experiences.

Staff contributed to the Museum Buddy project for the Foundation's Twitter account and the 52 Museums campaign via the Foundation's Instagram account.

## EXHIBITIONS

*85 Years of Painting and Drawing* by Nan Ferrier was extended, as the Site had closed mid-exhibit. The Reverend William Stuart exhibit had been planned for the summer of 2020 and was rescheduled for summer 2021 in hopes that travel would be more accessible at that time. This would enable the descendants of Reverend Stuart to bring their many artworks from the United States. Other exhibits included a Music PEI album art exhibit, the Summerside Art Club showcase *Animal Kingdom*, and *Quills, Ash, & Bones: Current Perspectives on Traditional Mi'kmaq Art*, which was well-received and subsequently extended.

Exhibition planning was ongoing, with many meetings and communications about upcoming and prospective exhibitions.

## NATURAL HISTORY

The Site took part in a project to encourage visitors to sketch nature, offering sketchbooks that were provided by the Robert Bateman Foundation. This was part of the Sketch Across Canada program designed to "promote knowledge, understanding, and connection to the environment."

The Site hosted the PEI Invasive Species Council annual workshop in March 2021, which had previously been scheduled for March 2020 and was postponed due to the lockdown.

Within the *Quills, Ash, & Bones: Current Perspectives on Traditional Mi'kmaq Art* exhibit, the materials used for the artwork were primarily from the natural world. Many discussions were had with visitors about the processes of harvesting the materials, how these materials are used to make functional and meaningful pieces, which animals and plants would have been accessible to traditional Mi'kmaq artists, and the processes employed today to collect and prepare the materials.

## OTHER

The Site Manager supported the French Language Services Coordinator on the development of the French Language Services Annual Report and Annual Plan.

Staff researched and prepared a report on proposed digital communications, focusing on options for internal communications and online exhibit platforms.

Staff acquired objects for the new Mi'kmaq education kits.

The Friends of Eptek Centre, the centre's volunteer auxiliary group, received a grant from the City of Summerside to bolster funds from the Rotary Club of Summerside to install the accessibility button on the exterior door.

The Friends opted not to hold events due to the pandemic. Their Executive Board also had a refresh, with some long-serving board members departing. Thank you to all for their time, energy, and moral support over the years. The Friends are essential to the Site and contribute in many ways. The Site is grateful to those who've passed on the reigns and to its new board members.





# ORWELL CORNER HISTORIC VILLAGE/EDUCATION

*Submitted by Jason MacNeil, Site Manager*



## VISITATION

Due to COVID-19 restrictions, the Orwell Corner Historic Village (the Site) remained closed until June, and programming was disrupted by a series of circuit breakers implemented by the Chief Public Health Office in response to COVID-19.

In total, the Site had 7,856 visitors for the 2020-2021 season, a decrease of 62% from the year prior. The Site had experienced an annual increase in visitation for the past several years.

The season identified service delivery enhancements and allowed for the development of three distinct programming seasons. School groups, which constituted 65% of the year's visitation, expressed a great interest in winter programming. Postponements due to weather and COVID-19 reduced the Site's planned winter programming to less than half. February and March had roughly 3,000 students booked into the program, but in the end 820 visitors made it to site during that time. These numbers were nonetheless important, with students and families from tip to tip visiting the Site. The success of this winter programming will result in winter programming being incorporated over the coming years to complement the spring, summer, and fall programming.

## STAFF

The Site was fortunate to retain most of the staff from the previous season, except for the Mi'kmaq Interpreter. All classified and casual recall staff returned for the season. The Site saw the return of the French Language Interpreter, who provided support for school programming throughout the year. The Site received funding from Heritage Canada's Promotion of Bilingual Services to fund this position for two years.

The Site had two student positions funded by the Foundation's salary appropriation, two post-secondary students through the Skills PEI's Post Graduate program, one Young Canada Works in Heritage Organizations position, and a Young Canada Works in Both Official Languages position. The site also received four Jobs for Youth Positions.

The Site's Board received funding for four additional positions, including interpretation, maintenance, Anna's Tea Room, and animal care.



## PROGRAMMING

Classroom presentations that typically fill the month of April dissolved with the closure of schools due to COVID-19. A great deal of time was spent adapting class tour materials into virtual curriculum. Teachers were challenged by the new and ever-evolving response to home-based learning, which resulted in poor uptake of the Site's virtual offerings.

The Site operated with a full complement of staff for the 2020 season. As a working farm, the Site prepared meals for Islanders who were hard hit by the pandemic. The Site capitalized on the quieter season to develop programs and complete site improvements.

Public health restrictions prevented sites from opening in May and spring programming was cancelled. The Site operated virtually that month.

Restrictions eased in June. Students were engaged in home-based learning and with the support of the Department of Education and Lifelong Learning, the Site scheduled family groups for socially distanced tours. Each group received hands-on experiences that were linked directly to a range of school-based curriculum outcomes. The initiative was very successful and resulted in approximately 1,000 visitors.

Although restrictions continued to ease into June, site visitation was poor in comparison to prior years. The Site partnered with the Montague Family of Schools Student Well-being Team for Well-being Days. The Senior's History Safari was also introduced, where visitors from long-term care homes would drive through the village to receive roadside programming.

With the opening of the Atlantic Bubble in August, visitation increased. The Site continued with the programming in its operational plan. Participation numbers were high for the Authentic Island Experiences program. The Bread and Butter Experience proved to be the most popular programming, followed closely by Farm, Forge, Fiddle, and New Life on the Farm. The Site also had great success with their first ever Courting at the Corner. This program was staged as a romantic evening where historical interpreters guided guests through the courting rituals of Victorian-era Prince Edward Island, followed by a three-course meal that was prepared on-site. As the Site's Mi'kmaq Interpreter was unable to return in 2020, the Site was unable to deliver Indigenous programming or experiences.

September typically sees a good number of school visits, but due to COVID-19 restrictions, field trips were not permitted. This resulted in a quiet month. Cohorted school visits began in October. Spots filled quickly, and in response, the Site remained open to schools until the December circuit breaker.

The Site opened to school groups for the months of February and March to great success. The winter program included baking bread and churning butter, pressing and making hot apple cider, sleigh rides and tobogganing. Family groups were welcomed over March Break to participate in the programming.



# BEACONSFIELD HISTORIC HOUSE

*Submitted by Nicholas Longaphy, Site Manager (retroactively)*



## VISITATION

Beaconsfield Historic House had a very successful year, despite difficulties related to COVID-19. There were no cruise ships permitted in PEI during the summer of 2020, which is a strong source of visitation for Beaconsfield. Seasonal programming had to be cancelled or scaled-back. The Site had 4,340 visitors in 2020-2021, compared to 21,452 in 2019-2020, an 80% decrease. The site experienced a silver lining – a significant increase in the number of rentals for the Carriage House.

## STAFF

The previous Site Manager resigned, and the Site had an Acting Manager until late October 2020, when the new Site Manager began their post.

The Site had an experienced team of guides over the summer months funded by Young Canada Works and Jobs for Youth. The site also had two students over the fall and winter months, thanks to placements provided by Young Canada Works.



## SITE MANAGEMENT

The Site underwent significant changes after October 2020. With low visitation, the focus shifted to upgrading the Carriage House. New technology was installed to allow for improved presentations and virtual meetings. From November through to March 31, a successful marketing strategy attracted more government and community groups to the Carriage House rental space. Rentals climbed from fifteen per month to forty per month by the end of March 2021. Efforts were made to clear out the storage areas to make the facility more useful and accessible.

## PROGRAMMING

The Site hosted two theatre productions during the 2020 summer season, *Ebb and Flow: Tides of Settlement and Frozen Jr.* Both performances were well attended and attracted additional visitors to the Site. Two other production groups cancelled their programming due to COVID-19 restrictions.

In early October, the Site partnered with Discover Charlottetown for the first-ever Scarecrow Festival, Haunt in the Open - the Foundation's contribution to Charlottetown's *Art in the Open*, and Beaconsfield Ghost Tours, all to a very positive response. The Site prepared for Holiday tours in December. Several days of tours were fully booked but had to be cancelled due to the Chief Public Health Office-imposed circuit breaker.

Programming throughout January, February, and March in the Carriage House were performed by several community groups, including the Beaconsfield Heritage Dance Group, Nature PEI, the Island Nature Trust, the Writers in Group, Fundamental Yoga, Winding Path Inc., and the Hillsborough River Association. The Carriage House experienced a substantial increase in the bookings by various provincial and federal government departments.



# THE COLLECTION DEPARTMENT

*Submitted by Linda Berko, Curator of Collections & Conservator, Lesley Caseley, Registrar, and Samantha Kelly, Curator of History*

The Collection Department (“Collections”) is where much of the Foundation’s legislated activities happen. These include preservation, collections development, research, documentation and access, exhibitions, training, and public outreach – most of it taking place behind the scenes. Highlights of those activities and the professional staff that carry out these important museum functions follow.

## STAFF

The Registrar returned from maternity leave on April 1, 2020 and resumed the task of overseeing all registration documentation activities and the management of the collection’s facility at 77 Watts Avenue and storage at 55 Watts Avenue. The Curator of Collections and Conservator was on leave from June to September 2020, and the Registrar assumed the acting role of Curator of Collections for that period. The Registrar also participated on the Heritage Fair Planning Committee.



Contracts for two Digitization Assistants were renewed. The Digitization team was happy to welcome a third member to the team, albeit briefly, before that individual moved into the role of Curator of History in February 2021.

The Maintenance Manager returned to work for the season on April 20, 2020 and worked until October 16, 2020. This is a full-time, 50% position. The Maintenance Manager was also contracted to assist with preparations for the Beaconsfield sprinkler retrofit project. This individual continued to assist Collections in reassembling the house after the clean-up process. During the hectic summer season, the Maintenance Manager kept busy helping the Foundation’s Site Managers with facility openings and closings and many special maintenance projects. The Maintenance Manager also carried out routine landscaping maintenance at the sites and assisted Collections in transporting and installing artifacts and objects to various venues for their eventual display.

The Curator of Collections and Conservator manages Collections and supports the staff in their responsibilities. Management of the team includes human resource activities such as coordinating the hiring process for contract employees, writing job postings, drafting positions questionnaires, conducting staffing interviews, and applying for job funding grants. The Curator of Collections and Conservator works with donors and focuses on collection development.

The present Curator of Collections and Conservator is a preservation specialist and provides information and support for the public, the Foundation, Government House, and other government departments. Although COVID-19 limited many in-person meetings, they continued to represent the Foundation on several boards and committees, including the Island Nature Trust Executive Committee, Government House Committee, Archives Council Committee, and *The Island Magazine* Editorial Committee.



The new Curator of History started their permanent role on February 16, 2021. In this role, they support all seven sites and staff through research, interpretive material, exhibition development, and community engagement. The Curator of History also helps to develop new community partnerships while maintaining existing relationships. The Curator of History is also the Editor for *The Island Magazine*. This involves leading the Editorial Committee, working directly with contributors, developing content, and providing input and final decisions to the publication partner on layout and style.

As part of the ongoing mentorship of young museum professionals, Collections hosted several student positions. These included a position dedicated to social media and the development of a podcast and a student dedicated to “Project Wheelie,” developing saleable items based on the media success of the Foundation’s “Wheelie” artifact. Collections also hosted a Master of History student who worked as the Collection Assistant during the spring and summer. This role was funded through Young Canada Works and assisted the Digitization Team and Registrar with cataloging, inventory, and preventative conservation work. A second student filled this position during the fall and winter which was funded by an extension to the Young Canada Works programming.

Collections hosted an individual in January for the work experience component of the community-based Reach PEI program. This individual gained new work skills and assisted in packing the book room, which houses the books within the collection, and inventorying this material. Collections then hosted a student for a Co-op placement from mid-February until the end of the school year.

The volunteer program resumed after a hiatus due to COVID-19 restrictions. Volunteers Maurice Roy and Paula Rein contributed to the work of Collections by cataloging incoming items and sharing their specialty knowledge in documentary and furniture materials. They were joined by Madeline Shaw, a volunteer intern with IT Shared Services with the Department of Finance. Madeline was a summer student with Collections in 2018. She volunteered with the Digitization team to organize and upload photograph records to the database and online collections.

## **SITE MANAGEMENT**

The environmental conditions at 77 Watts Avenue and 55 Watts Avenue, where the PEI Museum and Heritage Foundation collection is housed, are continually monitored. Environmental standards are maintained with basic HVAC (heating, ventilation, and air conditioning) and seasonal humidification or dehumidification equipment. The installation of two heat pumps in Fall 2020 was a long-overdue addition to the office areas of the 77 Watts Avenue facility. This capital improvement allows for a safe and healthy work environment for staff. Previously, very high temperatures throughout the summer months were routine. The installation of the heat pumps did alter the relative humidity levels in the winter months, and an additional humidifier was added to maintain a suitable level for the artifacts processed in this area.

At the suggestion of the Firearms Office, an overhaul of the firearms storage area was undertaken in January. New mounts were created with cable locks for the firearms, and storage cases were cabled to the walls. The firearms are now cradled in foam blocks and clearly labelled. As always, the space is locked, the appropriate firearms have been made unusable, and there is no ammunition on site.

## **PRESERVATION ACTIVITIES**

Collections went to the seven sites to assist Site Managers with setting up socially distanced tours, pursuant to Chief Provincial Health Officer guidelines. This included less touching of artifacts or heritage surfaces. A quarantine area for incoming donations was created at the 77 Watts Avenue.

After completing the sprinkler installation at Beaconsfield, which required packing and moving all the furniture display artifacts, Collections completed a top to bottom intensive clean of the building to remove the plaster

dust created during the installation process. The Curator of Collections and Conservator advised the diligent team, which consisted of the Registrar, Curator of History, and two Digitization Assistants, on conservation-approved techniques for cleaning the historic interior. All the house's flooring, wood, and tile were polished, walls washed, and every textile surface painstakingly vacuumed. Every artifact was cleaned during unpacking and reinstallation. The Maintenance Manager assisted the team in reinstating furniture and fixtures.

Yeo House at Green Park continued to experience pest infestations in the textiles, as noted in the 2019-2020 PEI Museum and Heritage Foundation Annual Report. Collections undertook cold temperature treatment (freezing) as a remedial action. The textiles were then re-inspected and vacuumed before reinstallation in the house.

A planned multi-year project of inventorying the collection at Orwell Corner Historic Village began phase one in the summer of 2020. Every artifact in all the Site's buildings were photographed, visible numbers recorded, and objects with no visible or unreadable numbers given an object name and brief description. This will allow staff in phase two to identify objects against existing records. Two barns at Orwell Corner and the caboose at Elmira were treated with Borocal, a borax-based product, to eliminate wood-boring pests. The Registrar visited the Garden of the Gulf Museum's Artifactory, at their request, to assist with a pest inspection and to educate their new Site Manager about these issues.

The Curator of Collections and Conservator conserved and reinstalled all the chandeliers at Government House as part of the lighting retrofit project. All the fixtures were re-wired to meet current code and safety protocols. Before reinstalling the chandeliers, the Curator of Collections and Conservator removed the fragile chandeliers to facilitate the electricians' access and sourced replacement parts.

In partnership with the Basin Head Site Manager, the Curator of Collections and Conservator determined the provenance of a deteriorating building on site, which through conversations with former Site Managers, was confirmed to be a traditional Smoke House. The deteriorating structure was protected for the winter months until it could be further stabilized in the 2021-2022 fiscal year. It has excellent programming potential for the site and will be added to the provincial property schedules as a documented structure.



## COLLECTION DEVELOPMENT

In 2020, 55 donated and purchased items were added to the Foundation's permanent and working collections. The Working Collection forms part of the Education Collection used in classrooms and other educational settings. Examples of interesting donations accepted include additions to the COVID-19 Collection, a Fresnel lens which would have been used in Island lighthouses, 3 fragments of a shipwreck, the Simpson family early 19th century tea set which travelled around the world with the family before being returned to PEI for the collection, tools from a Latourneau model C dozer, Old Home Week exhibition ribbons, and the original fixtures from the Elmira railway station office.

Collections continued to seek out artifacts representing local businesses for the collection, and this year, added Upstreet Brewery labels and a mug, a Maritime Central Airways uniform, and a Mink stole made from animals raised on a local farm.

Collections would like to thank the generous donors who contributed artifacts to the Foundation's collection in 2020:

MacNaught Archives	Barb Kissick
Claude Arsenault	Margaret McColl
Pierre Babineau	Don MacDonald
Linda Berko	Dianne MacDonald
Helen Blake	Scott MacDonald
Francis & Bertha Blanchard	Alex MacIntyre
Annie Boyle	Harleigh & Susan MacKay
Catherine Callbeck	Myron Matheson
Ray Campbell	Ann Melar
Dave Carmichael	Robert Mephram
Ron Carmichael	Gregory Murphy
Lesley Caseley	Ed Mudridge
Rendal & Sandra Caseley	Hon. Stephen Myers
Krista Lee Christensen	Ian Nicol
Upstreet Brewing Company	Ruth O'Connor
David Keenleyside	Donald & Betty Pickering
Vera Chaisson	Kerry Robinson
Edith Costello	Anne Rosenberger
PEI Archaeology Dept	Charlotte Stewart
Greg Gallant	Jim & Judy Sharp
Elizabeth Heeney	Joan Robinson Thornton
Anna Ings	David White
Samantha Kelly	

## **DIGITIZATION PROJECT**

The Digitization Project steamed ahead in 2020-2021, after the purchase of a new database system, *The Museum System* (TMS) from Gallery Systems. Prior to transferring the existing data to the new system, the Registrar worked for weeks with the Gallery Systems program team to clean, export, and create a formatting system to facilitate this process. The new database was populated with PEI Museum and Heritage Foundation collection data but will require ongoing editing by staff to compensate for system formatting glitches during the transfer.

The entire Digitization team received four days of intensive online training in the full use of the database, its functions, editing and creating fields, and administrative maintenance of the system. Additionally, Collections worked with the eMuseum programmers to build the look of the PEIMHF online collections space, and the team received one day of eMuseum training in September.

TMS allows Collections to have collection management records - registration information, artifact locations, media files and loan, exhibition, condition, and deaccession records- centralized and linked to multiple files. Once final editing is complete, search capabilities will also be streamlined. The eMuseum platform of this system provides greater access opportunities. Any person with an internet connection can view the Foundations' collection with the hope that it will entice increased visitation to the seven sites. It will also facilitate off-island researchers studying collection material and allows unstable artifacts which may not withstand physical display to be viewed and studied online. COVID-19 demonstrated the appetite that people have for cultural experiences and the importance of a virtual presence.

The artifact collection has been organized for online viewing into “collections” of objects. Photographs of the objects were taken in the studio by a Digitization Assistant, processed through a photo imaging system, and uploaded to the linked database record, which was edited for errors, missing or outdated information, and consistent search terms by a second Digitization Assistant. With dedicated hard work by the Digitization team, the eMuseum feature was launched in January 2021. In 2020-2021, 858 artifacts were photographed, and 4729 records reviewed, updated, and amended. Viewers can search the platform by these grouped collections of artifacts or by keyword searches. The collection database contains 80,779 records, and the process of adding to the online eMuseum will be ongoing. There will continue to be new material to explore.

## **PUBLIC ACCESS**

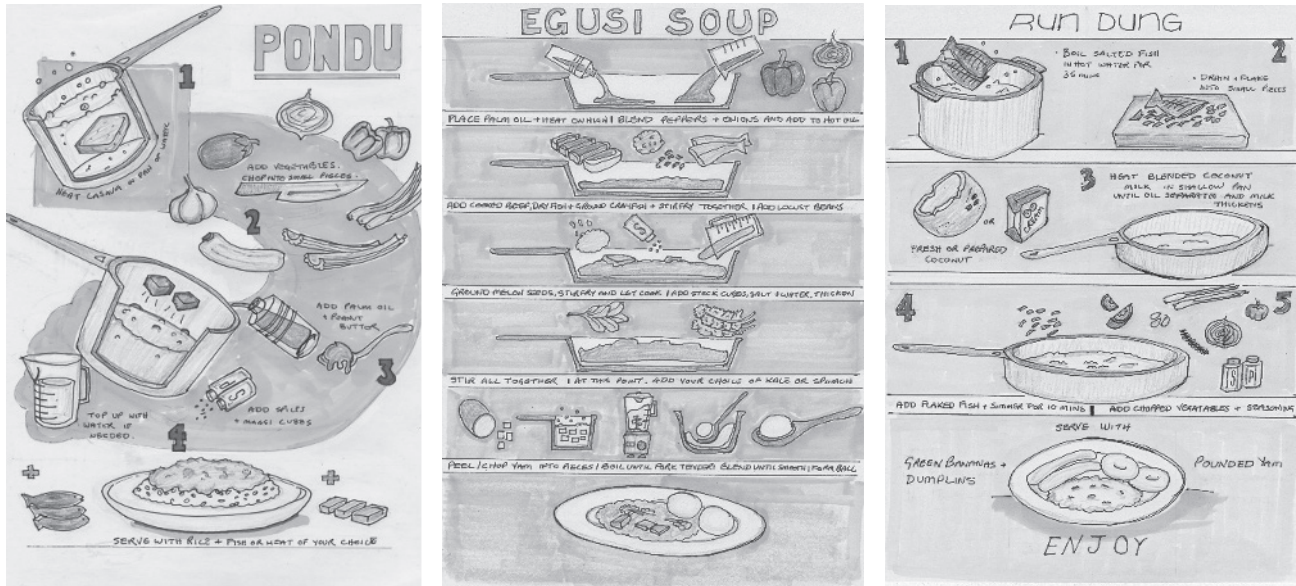
Although requests to access the collection in person were partially curtailed by COVID-19 restrictions, it did not slow down other types of requests. Researchers investigated the PEI Pottery Company, dolls in the toy collection, the nursing collection material, medical tools used by doctors and midwives, and Mi'kmaq quillwork. Image reproduction requests and questions about copyright and preservation practices were as numerous as ever. As a result of people spending more time at home during COVID-19, Collections had even more of the “what is this object?” type of question than are addressed in a typical year.

## **EXHIBITIONS, COMMUNITY PARTNERSHIPS AND PUBLIC OUTREACH**

The social media team continued to produce the Artifact of the Week feature and highlighted the collection on various special days. This year, one of the most popular posts was a tool the collection department uses every day for preservation management, a hygrothermograph. It was featured for #NationalRedHeadDay on November 5th. The hygrothermograph post reached 4,300 people on Facebook with 756 engagements, and on Twitter, it had 5,711 impressions with 107 engagements. Hygrothermograph instruments measure relative humidity using red hair! In addition to photography responsibilities, a Digitization Assistant did double-duty supporting the social media program.



As part of developing and growing community engagement efforts for Black History Month, the social media team partnered with the Black Cultural Society and the PEI Association for Newcomers to Canada. With their assistance, Collections shared content through weekly Instagram takeovers and curated posts, accompanied by illustrations. This was the first year for this type of partnership. The Foundation will continue to find ways to offer its social media space and other resources to represent the history of all Islanders.



Collections partnered with Reach PEI to host an internship for one of their participants and worked with Bluefield High School to host a co-op student. This year, Collections missed out on the numerous inquiries from students researching their Heritage Fair projects following the suspension of the Heritage Fair program in the school system due to COVID-19. The partnership with the Provincial Library System to lend collection artifacts for display at various libraries sites to augment their programming activities was also put on hold due to COVID-19.

Collections worked with Beaconsfield Historic House staff to support temporary exhibitions and programming for Halloween and Christmas. Halloween featured artifacts related to Victorian mourning practices and the casket corners, an architectural feature of Beaconsfield’s beautiful stairway, once again functioned as designed as the team navigated the cooling body casket up the staircase to the second floor. Christmas was a chance for Collections to display the “Toys of the Year” collection in a break from the traditional display of Victorian toys. This was a group of artifacts developed for a period in which the most popular toy of each year was added to the artifact collection. Some notable toys were Cabbage Patch Kids, Chia pets, Rubik’s Cube, and Trolls.

Collections continue to loan materials to other heritage institutions such as the City of Charlottetown’s Heritage Department, the PEI Regiment Museum, Culture Summerside, the Community Museums Association of PEI, the New Brunswick Museum, and the Confederation Centre Art Gallery. Long-term loans with Culture Summerside, the UPEI Biology department, Government House, and others were renewed. A long-term loan agreement established in 1983 with the Macphail Homestead was closed, and the artifacts returned. An indigenous corn husk mask transferred to the Foundation as part of an old federal department education kit was repatriated to the Six Nations Grand River community.

Collections continue to support the Archives Council of PEI, Nature PEI, Community Museums Association of PEI, Culture PEI, and the Glenaladale Trust. They have also provided support to Parks Canada by storing material found during the restoration of Province House. Collections were asked to help decipher one of those items, which was a wooden plank on which a cryptic message was written by a disgruntled workman involved in the original construction of Province House during the 1840s.

The Executive Director and Curator of Collections and Conservator participated in the oral history workshop featuring Donald Moses of the University of Prince Edward Island (UPEI) and Adam Hodnett of New Brunswick as part of the Community Museums Association workshop series. The Registrar and the Curator of Collections provided an online lecture to UPEI's Skills and Methods in History students in a continuing partnership with the UPEI History Department.

The team began preparations for the rescheduled *Pop-Up Museum* at the Carriage House on May 22-24, 2021. The initial concept was reshaped, and a new plan was developed to accommodate COVID-19 restrictions.

In her role to provide specialty support, the Curator of Collections and Conservator toured the Daniel J. MacDonald building with the Engineer who was managing the upcoming system retrofit for the federally managed facility. This was done to assess the scope of an art inventory and to provide recommendations about how to approach the project. The Curator of Collections and Conservator also reviewed a proposal to retrofit the historic Legislative Assembly desks with new audio-visual equipment. A less invasive solution was developed with the technician to avoid destroying the integrity of these significant original furnishings. Additionally, for the Legislative Assembly, the Curator of Collections and Conservator advised on a potential purchase of Mark Butcher furnishings which were once in use at Province House. These pieces may have been used in the legislative library prior to acquisition by the current owner's family in the early 20th century.

The Curator of Collections and Conservator participated in the first of a series of planning sessions organized by Parks Canada to develop programming displays and activities for Province House as part of the multi-year restoration project. The Curator of Collections and Conservator was also invited to be part of the committee developing the displays for the Confederation Chamber ahead of the re-opening of this National Historic Site.

### ***THE ISLAND MAGAZINE***

The Editorial Committee met in February and welcomed the new Curator of History as the permanent Editor. The committee discussed the process and outcomes from the Acadian-themed issue commemorating the 300th anniversary of settlement on PEI. Plans and work continued for Issue #88, Spring/Summer 2021, were also discussed, including the available articles and new features.

The Editorial Committee welcomed Jesse Francis as a new committee member. Jesse is the Manager of Partnership Initiatives with L'nuey, in partnership with L'nuey and Parks Canada. After 37 years of involvement with the production of *The Island Magazine*, Dr. Edward MacDonald resigned from the Editorial Committee. The Foundation would like to take this opportunity to express deep gratitude to Dr. MacDonald for his invaluable contributions to the magazine in his roles as Editor, Contributor, and Editorial Committee Member. The Foundation is exceedingly grateful for his continued commitment to showcasing Island history with interesting and well-researched material - while making sure his mother would read them.

# PROVINCIAL HERITAGE PROGRAMS

*Submitted by Charlotte Stewart, Heritage Officer*

## PROVINCIAL HERITAGE FAIR PROGRAM

The Heritage Officer acts as Provincial Heritage Fair Coordinator and leads a Planning Committee with representatives from the Department of Education and Lifelong Learning (English and French programs), the PEI Museum and Heritage Foundation, City of Charlottetown, Public Library Service, Community Museums Association of PEI, and Parks Canada Agency.

Planning arrangements were well underway for the 2020 Provincial Heritage Fair scheduled for May 14, 2020 at the Confederation Centre of the Arts; however, as with all events, it had to be cancelled due to COVID-19.

The national coordinating body of the Heritage Fairs program, Canada's History Society, pivoted quickly to organize a virtual Heritage Fair and invited all students in grades 3 to 11 to participate. Held on Instagram from mid-April until May, the virtual fair included participation from PEI students. More than 240 projects from across Canada were featured with more than 6,000 post "likes" and "comments" and 77,600 overall impressions.

Congratulations to Grace Christian School, who adapted to a virtual school heritage fair in 2020. The planning committee was happy to provide prizes for the top projects, and two of the Grace Christian students created and uploaded short videos of their heritage fair projects for the national Young Citizens program. PEI's 2020 student Young Citizens videos featured the Famous Five and the Farmers Bank of PEI. Following a period of online voting, the videos were evaluated by a panel of expert judges, with select students invited to a virtual History Forum. Student videos from the last several years remain online at [www.YoungCitizens.ca](http://www.YoungCitizens.ca). Sincere thanks to students and teachers for their participation in the program during difficult circumstances.

Just as the national Young Citizens program proceeded despite the pandemic, so too did the annual Canada's History Society national Kayak Kids Illustrated History Challenge contest. This contest for students ages 7 to 14 encourages them to select a moment in Canadian history and to re-tell it through prose, original or archival images, or comic strip or graphic novel format. The Heritage Officer assisted in adjudicating for the national contest. Entries are found at [canadashistory.ca](http://canadashistory.ca).

The Fair Coordinator participated in several teleconferences with provincial and regional fair coordinators and Canada's History Society representatives. A new multi-year national program #OurStoriesOurVoices / #NosHistoiresNosVoix was launched for students ages 9 to 18, encouraging students to learn and share about an event, person, or place in Canada's diverse past.

The Heritage Fair and Young Citizens programs continue to be promoted through Twitter and Instagram accounts @PEIHeritagefair, which is administered by the Heritage Officer.

Due to unknown circumstances surrounding large gatherings, the Planning Committee made the difficult decision to once again postpone the Provincial Heritage Fair for 2021. Instead, schools were encouraged to hold classroom heritage fairs. Participating schools were provided funds for student prizes, classroom resource materials, or a class trip to a PEI Museum and Heritage Foundation site.

## HERITAGE PLACES RECOGNITION PROGRAM

The Heritage Places Advisory Board met in November to review applications for the PEI Register of Heritage Places, resulting in ten additions to the Register. Michael O’Grady was re-appointed to the Board for an additional three-year term joining members Jock Beck, Chair, Carter Jeffery, Donna Collings, and Scott Smith.

A number of Statements of Significance and photographs for recognized heritage properties and updates to existing heritage places listings 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 PEI Register of Heritage Places link has been added to the PEI Museum and Heritage Foundation website [www.peimuseum.ca/educational-resources/historic-places-of-pe](http://www.peimuseum.ca/educational-resources/historic-places-of-pe). The Heritage Officer maintains the Historic Places database and website and is the Registrar of the PEI Heritage Places website. This includes listings of provincially recognized heritage places and those properties that have been formally recognized by the municipal heritage bylaws of both Charlottetown and Summerside. The website consists of more than 900 property listings.

The provincial Register website and database created many years ago require technical updates to ensure ease of functionality and compatibility with mobile devices and the Canadian Register of Historic Places. Information found on the website continues to provide a record of registered and designated heritage places in the Province widely used by property owners, researchers, students, planners, environmental assessors, municipalities, real estate agents, etc.

The Heritage Officer consulted and, when possible, met with property owners and stakeholders on aspects of the Heritage Places Recognition Program and conservation issues concerning built heritage and heritage places. Site visits were made to the following: Kensington Railway Station, Barachois Inn, St. Peters Harbour Lighthouse, St. Peters Harbour Presbyterian Pioneer Cemetery, Baie-Egmont Parish House, Panmure Island Lighthouse, Tryon Christian Church Pioneer Cemetery, North Bedeque School House, St. Anne’s RC Pioneer Cemetery, Old St. James Church, Bideford Parsonage Museum, Seacow Head Lighthouse, North Carleton RC Pioneer Cemetery, and West Point Lighthouse. In addition, a marked increase in telephone and email inquiries on heritage places issues, including the recognition process, property restrictions, Statement of Significance listings, preservation and conservation, and funding, were received and responded to. The increase was partly due to the real estate and renovation boom brought about by the pandemic.

Bideford Parsonage Museum, a designated heritage place, applied for and received a Heritage Permit for roof work and a change in construction materials.

In November, the Minister responsible for Heritage issued the Notice of Designation as per the *Heritage Places Protection Act* for Old St. James Church in Birch Hill. The 1841 decommissioned church, also known as the Old Shipbuilders’ Church, is valued for its fine craftsmanship by local shipbuilders. It is a rare and early example of Georgian architecture for its associations with the early history of the Church of England in the Province, its connection with the Yeo family, and its importance as a landmark in its community. The church is well-maintained and is open to visitors during the summer months. This designation brings the total number of provincially designated heritage places to 66, along with 478 registered heritage places.

Heritage Places Certificates for provincially recognized heritage places were prepared for property owners.

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



## Heritage Places Initiative Indicators

Activity	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
Meetings of the Heritage Places Advisory Board	1	2	2	1	1	2	1
Nominations received	10	13	10	2	3	13	11
Historic Places Registered	10	14	10	2	3	12	4
Historic Places Designated	1	-	1	-	-	-	6
Additions / updates to PEI Register of Heritage Places and Canadian Register of Heritage Places	41	28	14	12	30	27	10
Site visits peihistoricplaces.ca	**	**	9,822	10,700	12,411	11,227	11,840
Page views peihistoricplaces.ca	**	**	24,773	26,582	34,142	30,312	31,650

Activity	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010	2008-2009	2007-2008
Meetings of the Heritage Places Advisory Board	1	2	3	5	5	7	3
Nominations received	12	5	2	4	104	43	107
Historic Places Registered	8	12	19	56	64	119	30
Historic Places Designated	-	14	7	3	4	3	2
Additions / updates to PEI Register of Heritage Places and Canadian Register of Heritage Places	30	19	19	14	77	179	61
Site visits peihistoricplaces.ca	13,203	15,792	12,384	8,393	11,834	6,296	1,207
Page views peihistoricplaces.ca	25,251	32,694	33,015	38,302	38,235	22,683	6,757

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

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

Applications for Heritage Incentive Grants were received from Kensington Railway Station and Panmure Island Lighthouse. Applications were reviewed to ensure compliance with the program's guidelines and the *Standards and Guidelines for the Conservation of Historic Places in Canada* and site visits to ensure work was completed as approved.

## **COMMUNITY MUSEUMS ASSOCIATION OF PEI**

The Community Museums Association of PEI receives annual core funding through provincial Heritage Program used to support, foster, and provide training sessions for the CMAPEI's 40+ member museums. Funding for Museum Development Grants administered and adjudicated by the CMAPEI for its member institutions also comes from this funding envelope. The final phase of the CMAPEI's Youth Engagement & Volunteer Renewal project was completed during this fiscal year, albeit somewhat hampered due to the pandemic. The Heritage Officer administers the contracts and financial agreements for these projects.

## **OUTREACH**

Support of the Holland College Heritage Retrofit Carpentry program continued with the Heritage Officer attending the virtual year-end student showcase. In November, a presentation on the provincial heritage places recognition program was provided for the students.

A June event for the heritage places certificate presentation for the Bideford School Picnic Site had to be postponed due to the pandemic.

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

## **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 managing heritage resources and historical places.

Inter-departmental and inter-governmental requests for information were received and responded to regarding heritage issues from Transportation, Infrastructure & Energy; Indigenous Relations & Archaeological Services, PEI Museum and Heritage Foundation, and City of Charlottetown heritage staff. The Heritage Officer assisted with adjudication of nominations for the PEI Museum and Heritage Foundation Heritage Awards.

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 / virtual meetings 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 in person and corresponded by email throughout the year.

# GOVERNMENT HOUSE COMMITTEE

JUNE 2021

## CHAIR'S REPORT

It has been my honour and privilege to continue serving as Chair of the Government House Committee. As last year, 2020-2021 has been a year of change.

Because of COVID-19 sanitary restrictions, Committee members did not meet this year. As Chair, I remained in contact with the House throughout the year.

General repairs and maintenance work continued on the interior and exterior of Government House. Last year, work had started to rewire the lighting fixtures and to update to LED bulbs. This project was completed early this year.

There were no tours of the House in 2020-2021 and no large functions inside the House due to the limited capacity. However, we were able to allow outdoor tours of the gardens in the summer of 2020. Her Honour did attend many out-of-house events.

Next year being the 70th Jubilee of Her Majesty, planning is underway for a garden to mark the Platinum Jubilee. The jubilee year will begin in June 2022.

I would like to thank Linda Berko, Cindy Cheverie, and the staff of Government House for their dedication in this difficult and challenging year.



Monique Lafontaine

# HERITAGE AWARDS

The PEI Museum and Heritage Foundation Heritage Awards are presented each year to individuals or groups to recognize 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 2021. The Awards were presented by Her Honour, Antoinette Perry, on February 18 and 19, 2021, at Beaconsfield Carriage House.

## HERITAGE RECOGNITION AWARDS

- Mi'kmaq Heritage Actors Inc. for outstanding work and dedication in preserving and sharing Mi'kmaq history through performance and storytelling
- Aggi-Rose Reddin, Dan McAskill, and Jim Hornby for their outstanding work on the creation of the Hillsborough River Interactive Virtual Map
- Tara Maloney for her work restoring the Tara Maloney House
- Brenda Jones for her book *Medicinal Herbs of Eastern Canada: A Pictorial Manual*
- Hung-Min Chiang for his outstanding work and contributions to Island Heritage
- Jody Jesso for her outstanding work in the field of heritage and genealogy on PEI
- Dale MacAusland for his outstanding work and dedication creating quality woolen items, operating his mill, and preserving Prince Edward Island's heritage
- Maxine Delaney for her work restoring "Clifford's House"
- The Resort Municipality of Cavendish for their outstanding work and dedication creating Montgomery Park
- Timothy Archer and Ricky Lee for their work restoring the Music at the Manse building and turning it into a venue for local musicians
- Myron Matheson for his outstanding work and dedication in preserving the history of CN Rail in Prince Edward Island
- The Prince Edward Island Association for Newcomers to Canada for their work preserving and celebrating Island Heritage
- Paul Coles for his work and dedication restoring 15 Hillsborough Street
- Randy Arsenault for his work preserving Island heritage through the conversion of the Cascumpec School into Cascumpec General Store, Antiques and Collectibles
- Summerside and Area Historical Society for the photo exhibit of the Historic Holman Department Store



**★ NATURAL HERITAGE ACTIVITY AWARD ★**

Sharon Clark, Ron Arvidson, and Alma Currie for  
their outstanding work on the Birding of PEI Facebook Page

**★ VOLUNTEER OF THE YEAR ★**

Louis Cooper for  
an outstanding contribution to the heritage community of Prince County

**★ YOUTH VOLUNTEER OF THE YEAR AWARD ★**

Not awarded

**★ MARY CORNFOOT BREHAUT GENEALOGY AWARD ★**

Not awarded

**★ IRENE ROGERS ARCHITECTURAL AWARD ★**

Lori Pendleton for  
outstanding work preserving the architectural heritage of PEI

**★ WENDELL BOYLE PERFORMANCE AWARD ★**

Not awarded

**★ BOYDE BECK MEMORIAL AWARD ★**

Julie Pellissier-Lush for  
outstanding contributions to the oral history  
and storytelling of Prince Edward Island

**★ PUBLICATION OF THE YEAR AWARD ★**

J. Clinton Morrison for  
the publication of *Logjams and Widow-Makers:  
Prince Edward Islanders in the Maine Woods*

**★ AWARD OF HONOUR ★**

Nature PEI for  
outstanding work preserving the natural history of the Island



**ArsenaultBestCameronEllis**  
CHARTERED PROFESSIONAL ACCOUNTANTS

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Member of The AC Group of Independent Accounting Firms

August 4, 2021

Ms. Vivian Beer  
Chair  
Prince Edward Island Museum and Heritage Foundation  
2 Kent St.  
Charlottetown, PE  
C1A 1M6

Dear Ms. Beer:

We have been engaged to audit the financial statements of company for the year ending March 31, 2021.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the Company and us that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by CPA PEI and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We are not aware of any relationships between the company and us that, in our professional judgment, may reasonably be thought to bear on our independence, that have occurred from April 1, 2020 to August 4, 2021, the date of our audit report on the year ended March 31, 2021.

GAAS requires that we confirm our independence annually to the Board of Directors. Accordingly, we hereby confirm that we are independent with respect to the Organization within the meaning of Rule 204 of the Rules of Professional Conduct of CPA PEI as of August 4, 2021.

This report is intended solely for the use of the Board of Directors, management, and others within the Organization and should not be used for any other purposes.

Yours truly,

*Arsenault Best Cameron Ellis*

TMW:cm

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

**Financial Statements  
March 31, 2021**

## 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



Vivian Beer  
Chair





Member of The AC Group of Independent Accounting Firms

August 4, 2021

## 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, 2021, 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, 2021, 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, 2021 and March 31, 2020, financial assets as at March 31, 2021 and March 31, 2020, and accumulated surplus as at April 1 and March 31 for both the 2021 and 2020 years. Our audit opinion for the financial statements for the year ended March 31, 2021 was modified accordingly because of the possible effects of this limitation in scope.

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, 2021

	2021	2020
	\$	\$
<b>Assets (note 9)</b>		
<b>Financial assets</b>		
Cash	267,459	158,862
Accounts receivable (notes 3 and 12)	27,818	85,710
Investments (note 4)	1,129,260	1,024,378
	<u>1,424,537</u>	<u>1,268,950</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (notes 5 and 12)	19,206	32,662
Deferred revenue (note 6)	14,945	840
	<u>34,151</u>	<u>33,502</u>
<b>Net financial assets</b>	<u>1,390,386</u>	<u>1,235,448</u>
<b>Non-financial assets</b>		
Inventory (note 7)	65,129	59,013
Tangible capital assets (schedule)	663,161	605,369
	<u>728,290</u>	<u>664,382</u>
<b>Accumulated surplus</b>	<u>2,118,676</u>	<u>1,899,830</u>
<b>Accumulated surplus consists of</b>		
Accumulated surplus (notes 8 and 9)	1,982,585	1,862,138
Accumulated remeasurement gains	136,091	37,692
	<u>2,118,676</u>	<u>1,899,830</u>

Approved by the Board of Directors

Divian Beer Board Chair

(3)

[Signature] Director

# Prince Edward Island Museum and Heritage Foundation

## Statement of Operations and Accumulated Surplus

For the year ended March 31, 2021

	(unaudited) Budget \$	2021 \$	2020 \$
<b>Revenues</b>			
Province of Prince Edward Island - operating grants (notes 10 and 12)	1,458,600	1,429,543	1,387,833
Government of Canada grant (note 11)	60,000	118,107	54,790
Memberships and donations	47,500	14,004	40,485
Admissions and special events	272,000	117,301	293,574
Publishing	14,000	3,291	19,250
Investment income	30,000	21,094	63,955
Other income	22,775	41,719	20,407
	1,904,875	1,745,059	1,880,294
<b>Expenses</b>			
Artifact collection and equipment	3,500	961	7,062
Provincial projects (note 10)	200,000	119,828	186,107
Federal project (note 11)	80,000	114,301	76,786
Insurance, taxes and interest	16,400	15,391	16,825
Lease (note 12)	28,000	38,300	30,196
Office	40,600	49,115	42,897
Other operating expenses	85,700	39,674	96,964
Public programs	55,600	30,138	57,430
Publishing	37,125	12,401	48,825
Repairs and maintenance	45,000	61,818	40,716
Travel	7,500	6,559	10,013
Utilities	66,050	74,408	102,530
Wages and benefits (note 13)	1,239,400	1,140,528	1,229,626
	1,904,875	1,703,422	1,945,977
<b>Operating surplus (loss)</b>	-	41,637	(65,683)
<b>Other revenue (expense)</b>			
Province of Prince Edward Island - capital grant (notes 10 and 12)	-	138,117	137,009
Amortization	-	(59,307)	(56,132)
	-	78,810	80,877
<b>Annual surplus</b>	-	120,447	15,194
<b>Accumulated surplus - Beginning of year</b>		1,862,138	1,846,944
<b>Accumulated surplus - End of year</b>		1,982,585	1,862,138



# Prince Edward Island Museum and Heritage Foundation

## Statement of Remeasurement Gains

For the year ended March 31, 2021

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	2021	2020
	\$	\$
<b>Accumulated remeasurement gains - Beginning of year</b>	37,692	114,644
<b>Unrealized gains (losses) attributable to:</b>		
Equity investments	98,399	(58,364)
<b>Amounts reclassified to the Statement of Operations:</b>		
Investment income	-	(18,588)
<b>Accumulated remeasurement gains - End of year</b>	<u>136,091</u>	<u>37,692</u>

# Prince Edward Island Museum and Heritage Foundation

## Statement of Changes in Net Financial Assets

For the year ended March 31, 2021

	(unaudited) Budget	2021	2020
	\$	\$	\$
<b>Net financial assets - Beginning of year</b>	1,235,448	1,235,448	1,366,419
Changes in year			
Annual surplus	-	120,447	15,194
Unrealized gains (losses)	-	98,399	(58,364)
Unrealized gains transferred to investment income	-	-	(18,588)
Change in inventory	-	(6,115)	3,997
Amortization of tangible capital assets	-	59,307	56,132
Increase in tangible capital assets	-	(117,100)	(129,342)
<b>Change in net financial assets</b>	-	154,938	(130,971)
<b>Net financial assets - End of year</b>	1,235,448	1,390,386	1,235,448

# Prince Edward Island Museum and Heritage Foundation

## Statement of Cash Flows

For the year ended March 31, 2021

	2021	2020
	\$	\$
<b>Cash provided by (used in)</b>		
<b>Operating activities</b>		
Annual surplus	120,447	15,194
Item not affecting cash		
Amortization on tangible capital assets	59,307	56,132
	<u>179,754</u>	<u>71,326</u>
Net change in non-cash working capital items		
Decrease in accounts receivable	57,892	47,061
Decrease (increase) in inventory	(6,115)	3,997
Decrease in accounts payable and accrued liabilities	(13,456)	(7,900)
Increase (decrease) in deferred revenue	14,105	(2,700)
	<u>232,180</u>	<u>111,784</u>
<b>Investing activities</b>		
Acquisition of tangible capital assets	(117,100)	(129,342)
Decrease (increase) in investments	(6,483)	42,534
	<u>(123,583)</u>	<u>(86,808)</u>
<b>Increase in cash</b>	108,597	24,976
<b>Cash - Beginning of year</b>	158,862	133,886
<b>Cash - End of year</b>	<u>267,459</u>	<u>158,862</u>

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

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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, 2021

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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, 2021

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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. 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, 2021. 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, 2021

## 3 Accounts receivable

	2021	2020
	\$	\$
Trade receivables	10,316	10,472
HST receivable	4,296	4,798
Province of Prince Edward Island	13,206	70,440
	<u>27,818</u>	<u>85,710</u>

## 4 Investments

	2021	2020
	\$	\$
<b>Investments at cost and amortized cost:</b>		
<b>Guaranteed investment certificates:</b>		
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	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	40,000
Manulife Bank CDA, yield 3.35%, maturing January 23, 2024	100,000	100,000
Canadian Western Trust, yield 1.9%, maturing June 17, 2024	40,000	-
General Bank of Canada, yield 2.58%, maturing January 29, 2025	50,000	50,000
National Bank of Canada, yield 2.31%, matured May 21, 2020	-	35,000
General Bank of Canada, yield 2.35%, matured September 25, 2020	-	40,000
	<u>699,000</u>	<u>734,000</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 \$703,823; 2020 - \$742,856)	<u>699,006</u>	<u>734,006</u>

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

	2021	2020
	\$	\$
<b>Equity investments at fair value:</b>		
<b>Mutual Funds</b>		
Russell Cdn. Equity Pool	56,143	38,796
Russell US Equity Pool	90,369	64,184
Russell Overseas Equity Pool	23,620	18,002
RBC Investment Savings	50,000	10,000
	<u>220,132</u>	<u>130,982</u>
<b>Common shares</b>		
Bank of Nova Scotia	39,310	28,735
National Bank of Canada	22,196	14,141
Nutrien Ltd.	13,540	9,622
Power Corp of Canada	22,295	15,282
Toronto-Dominion Bank	29,506	21,539
	<u>126,847</u>	<u>89,319</u>
<b>Foreign securities</b>		
Cisco Systems	17,865	15,183
International Business Machines Corp.	18,415	17,165
Microsoft Corp.	37,024	27,731
Novo Nordisk	9,971	9,992
	<u>83,275</u>	<u>70,071</u>
<b>Total equity investments at fair value</b>	<u>430,254</u>	<u>290,372</u>
<b>Total investments</b>	<u>1,129,260</u>	<u>1,024,378</u>

## 5 Accounts payable and accrued liabilities

	2021	2020
	\$	\$
Trade payables	12,076	31,479
Province of Prince Edward Island	134	1,183
Payroll remittance	6,996	-
	<u>19,206</u>	<u>32,662</u>



# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

## 6 Deferred revenue

	2021	2020
	\$	\$
Subscriptions	2,250	840
Government of Canada - Official Languages Support program	12,695	-
	<u>14,945</u>	<u>840</u>

## 7 Inventory

	2021	2020
	\$	\$
Publishing inventory - amortized cost	42,430	40,784
Gift shop/book inventory - at cost	22,699	18,229
	<u>65,129</u>	<u>59,013</u>

## 8 Accumulated surplus

Accumulated surplus consists of:

	2021	2020
	\$	\$
Unrestricted surplus	129,448	180,629
Equity in tangible capital assets	657,778	605,627
Endowment fund assets	1,195,359	1,075,882
	<u>1,982,585</u>	<u>1,862,138</u>

*Reconciliation of equity in tangible capital assets:*

Equity in tangible capital assets - beginning of year	605,627	526,090
Capital grants received during the year	111,200	135,411
Amortization during the year	(59,049)	(55,874)
	<u>657,778</u>	<u>605,627</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.

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

## 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.

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.

	2021	2020
	\$	\$
Endowment fund assets - Beginning of year	1,075,882	1,162,143
Amounts reclassified to the Statement of Operations	-	(18,588)
Revenue	119,477	5,327
Transfer to unrestricted surplus	-	(73,000)
Endowment fund assets - End of year	<u>1,195,359</u>	<u>1,075,882</u>

Transfers of nil (2020 - \$73,000) 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:

	2021	2020
	\$	\$
Cash	61,282	42,654
Accounts receivable	4,823	8,850
Investments	<u>1,129,254</u>	<u>1,024,378</u>
	<u>1,195,359</u>	<u>1,075,882</u>

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

## 10 Grants - Province of Prince of Edward Island

	2021 \$	2020 \$
Operating grants:		
Department of Economic Growth, Tourism and Culture - operating grant	1,369,597	1,382,991
Innovation PEI	51,532	-
Department of Transportation and Infrastructure	8,414	-
Prince Edward Island Employment Development Agency	-	4,842
	<u>1,429,543</u>	<u>1,387,833</u>
Capital grants:		
Department of Economic Growth, Tourism and Culture - capital grant	<u>138,117</u>	<u>137,009</u>

Included in the \$1,369,597 (2020 - \$1,382,991) operating grant reported above is \$112,014 (2020 - \$184,193) for Provincial projects. Revenues and expenses for these projects are detailed as follows:

Project	Revenue \$	Expenses \$	2021 Net \$	2020 Net \$
Digitization - Collections	92,151	99,376	(7,225)	125
Edukits - Collections	19,863	20,452	(589)	(2,039)
	<u>112,014</u>	<u>119,828</u>	<u>(7,814)</u>	<u>(1,914)</u>

## 11 Government of Canada

Project	Revenue \$	2021 Expenses \$	Revenue \$	2020 Expenses \$
Canadian Museum Association				
Young Canada Works	81,802	77,996	54,790	76,786
Official Languages Support	36,305	36,305	-	-
	<u>118,107</u>	<u>114,301</u>	<u>54,790</u>	<u>76,786</u>

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

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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 \$13,206 (2020 - \$70,440) from the Province of Prince Edward Island. Accounts payable at year end include \$134 (2020 - \$1,883) 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 \$1,104,932 (2020 - \$1,140,377) for employee wages and benefits, \$272,764 (2020 - \$244,943) for other operating grants, and \$51,846 (2020 - \$2,513) for office and programming expenses. Capital grants received from the Province of Prince Edward Island during the year total \$138,117 (2020 - \$137,009). The Foundation had also entered into a lease agreement with Finance PEI, payments made to Finance PEI were nil (2020 - \$22,536).

During the year, Prince Edward Island Museum and Heritage Foundation administered funding of an operating grant on behalf of the Province of Prince Edward Island. The Foundation administered \$19,500 in operating funds to the Sir Andrew Macphail Homestead. As the Foundation was acting as an agent of the Province of Prince Edward Island, these expenditures are not included as expenses of the Foundation.

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, 2021

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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 \$45,640 (2020 - \$49,438) 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, 2021

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

	2021	2020
	\$	\$
Cash	267,459	158,862
Accounts receivable	27,818	85,710
Investments	1,129,260	1,024,378
	<u>1,424,537</u>	<u>1,268,950</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 \$34,151 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.

## 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 12 months total \$8,748.

# Prince Edward Island Museum and Heritage Foundation

Notes to Financial Statements

March 31, 2021

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## 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, 2021

Schedule

	2021					2021	
	Cost						Accumulated amortization
	Beginning \$	Additions \$	Ending \$	Beginning \$	Amortization \$	Ending \$	Net book value \$
Land	21,608	-	21,608	-	-	-	21,608
Buildings	843,752	106,680	950,432	401,945	19,346	421,291	529,141
Equipment	28,010	10,420	38,430	8,403	6,644	15,047	23,383
Leaseholds	182,023	-	182,023	59,676	33,318	92,994	89,029
Vehicles	36,968	-	36,968	36,968	-	36,968	-
	<b>1,112,361</b>	<b>117,100</b>	<b>1,229,461</b>	<b>506,992</b>	<b>59,308</b>	<b>566,300</b>	<b>663,161</b>
	2020					2020	
	Cost						Accumulated amortization
	Beginning \$	Additions \$	Ending \$	Beginning \$	Amortization \$	Ending \$	Net book value \$
Land	21,608	-	21,608	-	-	-	21,608
Buildings	724,838	118,914	843,752	384,733	17,212	401,945	441,807
Equipment	28,010	-	28,010	2,801	5,602	8,403	19,607
Leaseholds	171,595	10,428	182,023	26,358	33,318	59,676	122,347
Vehicles	36,968	-	36,968	36,968	-	36,968	-
	<b>983,019</b>	<b>129,342</b>	<b>1,112,361</b>	<b>450,860</b>	<b>56,132</b>	<b>506,992</b>	<b>605,369</b>



