

**Annual General Meeting
Cole Harbour Rural Heritage Society
Tuesday, 26 March 2024
Held at the Rose and Kettle Tearoom and via Zoom**

Call to Order.

The meeting was called to order at 7:08 pm by the Chair – John Stewart. A Quorum was declared. An informal get together occurred before the meeting started. Light refreshments were available.

Approval of the Agenda. The approval of the agenda was added to the agenda that was circulated.

Agenda Link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2025/03/Agenda-AGM-2024.pdf>

Motion: to approve the agenda as amended.

Approved by consensus.

Approval of the Minutes of the Annual General Meeting, 21 March 2023. The minutes were distributed by email and discussed by the members. No changes were needed.

Minutes of the 2023 AGM Link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2024/05/AGM-Minutes-21-March-2023.pdf>

Motion: To accept the Minutes of AGM 2023 as presented

Moved by Ron Cooper

seconded by Keith MacMaster

Carried unanimously

Business Arising from the Minutes. None required.

Financial Report and Statements. Presented by Cora Bell, Treasurer.

Report Link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2024/05/AGM-Financial-Report-2023.pdf>

In general, the Society is in good shape financially. In fact, some of the parameters used to measure non-for-profit effectiveness have been exceeded. While the end of year surplus is modest it is a measure of how well we re-direct funds to projects and operations to constantly increase our value to our visitors. Cora covered several of the revenue and expenditure areas in her presentation. Her presentation was greeted with applause of the members.

Motion

Moved to accept the financial statement for 2023 as presented.

Moved by Mary LaPierre

seconded by Chris Mont

Carried

Budget 2024 link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2024/05/CondensedBudget-2024.pdf>

Janice presented the proposed budget outlining the changes required to stay within our funding envelope. She noted that the provincial grants will probably not be as generous as last year's transition period as the Community Museum Assistance Program (CMAP) tries to meet the needs of an expanding number of community museums. There is hope that our on-going fundraising strategy and resultant donations will continue to grow. The Tearoom and shop are an asset to our bottom line and it is anticipated that this source of revenue will continue its upward trend. Expenditures will be tailored to the predicted funding which means that our staffing level will have to go down.

Motion:

Moved to approve the 2024 Budget as presented.

Moved by Cora Bell

Seconded by Marilyn Van Ember

Carried

Annual Reports

The complete reports are available on the CHRHS website. The following are brief summaries.

Chair of the Board of Directors John Stewart provided an overview of the work in the last year. He noted that our efforts to reach out to the community are praise-worthy, particularly in winning the John Bragg award for the construction of the outside classroom on site and the "Our Heritage" gala held at the Alderney Landing last fall. He finished his presentation with a plea for volunteers to supplement our staff and the several of the Board projects.

Executive Director – Janice Kirkbright

Report link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2024/05/Executive-Directors-Report-of-2023.pdf>

Janice and her staff had a very busy year as the Farm adjusted to less than perfect weather while moving forward on several events that kept bringing people through the gates. These events included a new energised fund-raising campaign, the "Our Heritage" event, and several well-attended programs centered around the 50th anniversary of the CHRHS, and the excellent offerings of the Rose and Kettle Tearoom. An electrical storm wreaked havoc on our security system and on-site Wi-Fi amongst other things. The Outdoor Classroom and Wetland Discovery Area, a project made possible through the John Bragg Award, began to take shape. More details can be found in her full report.

Collections – Heather Adams.

Report link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2024/05/CollectionsAGMReport2023.pdf>

The big projects this year saw significant work done in our archives, particularly the Rosemary Eaton Fond. The work this year involved extensive organization and cataloguing of the notebooks and oral histories found in the fond. This large body of work was made easier to access through after intense research by Brooke Barker resulted in the creation of finding aids.

In the Giles House the upstairs was reorganized resulting in better displays and an updated database. Coming in 2023, an audiovisual interpretation project directed by Hermione Davis will greatly assist visitors in their appreciation of rural life in Cole Harbour. An added advantage is that it will allow visitors who are unable to go

to the second floor to view the displays on that level. Several of the vignettes were shown to the members with very positive reactions.

Matt MacAlister, a summer intern, has taken on improving the lower Barn area, refreshing the interpretation panels and re-organizing the displays. This was two seasons worth of work well spent time.

Tearoom and Gift Shop Report

Report Link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2024/05/FoodServicesReport2023.pdf>

Paige Antonick outlined the various changes that have made the Tea room and Gift shop a dramatic success this past year. While several re-organization and physical improvements were important, it was obvious that the entire staff team contributed to this success with their enthusiastic support. Paige's report provided the membership with telling insights into the activities that were integral to the aim and objectives of the Farm Museum. She reported that the future of the facility is bright, and we should all look forward events that will bring in more visitors who will be able to appreciate the importance of local producers and the place of agriculture in our well-being.

Bell Heritage Trust Report

Report Link: <https://coleharbourfarmmuseum.ca/wp-content/uploads/2025/03/Bell-TrustReport-1.pdf>

Jon Stone, Chair of the Bell Heritage Trust provided the report. The membership heard that it has been a very challenging year for the Trust. While the Trust has a mandate to preserve a part of our local history, government at all levels treats the tenant/Trust relationship as a commercial operation. This is despite the heritage importance of the property and the limitations that the Testamentary Trust places on what can be done with the property. There is concern that the rapidly rising assessments (88% in the last years) and subsequent municipal taxes may severely limited the ability to properly preserve the property.

The Trust continues to work on the preservation aspects working very closely with the tenant who has been very cooperative and helpful. The Trust is looking at some on-site work including restoration of the farm shed on the property and possible community-based uses of some of the land.

Jon was pleased to announce that, in addition to the monthly payment to CHRHS for administrative support, and in keeping with the terms of the Trust, that a grant of \$3,000 was made to CHRHS for preservation work at the Farm. Although not as high as previous years due to the assessment/tax issue it was a welcome gift.

The Chair thanked all the people who provided the reports and the excellent work behind the process. A more formal thank you follows at the end of the meeting.

Motion:

That the reports be accepted as presented.

Moved By Alan Mitchell

seconded by Keith MacMaster

Carried

Election of Directors.

John Stewart, chair of the nominating committee, provided the nomination report. He was pleased to report that we now have nominees for a slate of 14 Directors. He noted that members did not select Officers just Directors. Officers of the Society will be elected from the Directors at the first meeting after the AGM. The nominees for each position were revealed to the members. The officer selection meeting will take place immediately after the AGM.

As the By-Laws permit up to 18 Directors John opened the floor to any addition nominations. There were none.

**Moved to accept the slate of candidates presented as Directors for the Cole Harbour Rural Heritage Society,
Moved by Chris Mont, seconded by Alan Mitchell Carried**

Appointment of Auditors

John Stewart indicated that we have been using the same auditors for several years. Reeves Accounting Services is recommended by the Board. The Board and the executive director are satisfied with the service provided.

Motion

Moved to accept Reeves Accounting Service as the CHRHS Auditor for 2024.

Moved by Cora Lea Bell, seconded by Mary Ann LaPierre Carried

New Business

Volunteer call out

The Chair asked the membership to consider helping out for special committees and work at the Farm. While our new Board will be able to do much to support the Society, it does not have all the skillsets that can progress our vital work. This is an opportunity to accomplish some much needed work while not requiring a full-time commitment as a Director on the Board. People were encouraged to consider contributing to the following projects:

- Strategic planning. The Society needs to update our multi-year strategic plan. With the tumult caused by COVID, a need to revive major fundraising, and rising costs the Society will be seeking ways of continuing and expanding our programs and work.
- Fundraising strategy. In step with the strategic plan the Society is looking for people to help set a strategic fundraising plan and possibly engage in some specific projects that are of interest to members.
- Assisting at programs at the farm. With rapidly increasing costs, and a continuing need to revive and grow major fundraising, meaning less funds are available for staffing, we could use people interested in helping during the season. This work could include helping with existing programs, manual work in the gardens and grounds, special events, and collections and interpretation work. There are many interesting short and long term projects in which members can become involved.

Interested members can contact the chair and/or secretary of the Board or Janice Kirkbright our executive director to get more information.

A Walk in the Park fundraiser – 28 September 2024

This is a new fundraising project and is being done in cooperation with the Cole Harbour Parks and Trails Association (CHPTA). The Society was instrumental in the formation of the CHPTA back in 1998 allowing a dedicated team of volunteers concentrate on the establishment of the Cole Harbour Heritage Park (the Park) including the spectacular Salt Marsh Trail (SMT) across the Cole Harbour Marsh. Both groups saw the need to do fund raising as government grants slowly diminished.

The concept is quite simple – Gather up your family and friends and have a pleasant walk in the Park on the 28th of September. The fund raising would be done by getting sponsors and or donating to the walk. Both groups share the proceeds 50/50. The event would finish off at the Farm (refreshments and tours). As an incentive every person who raises at least \$50 will be offered a year's membership in both organizations. There will be information points at the Park, the Farm and at the Bissett Road end of the SMT providing membership forms and pamphlets from both organizations. Registration forms and sponsor sheets are being developed for distribution.

At this time, we have selected some routes. We hope to find corporate sponsors for each route:

- In the Park
 - All routes start at the program building 256 Bissett Road
 - Short route – Jerry Lonecloud trail 1km loop
 - Longer option is a 2.1 km loop using the Panorama trail, Poors Farm Road and the Heritage Trail.
- the Salt Marsh Trail has three options (out and back) of 2, 8 and 13 km all starting and finishing at the trail Head at 805 Bissett Road.

Registration forms and sponsor sheets are on the way. Will be made available in the Park and at the Farm prior to the event as well as on-line.

Volunteers are needed to help with advertising, getting corporate sponsors to support the event, set up managing on the day (as way finders on the various routes, at the registration desks, donation tables, water, sunscreen and bug spray points at the farm and in the Park. Interested members can contact Michael McFadden or Paula Aceto for more information.

Adjournment

Moved by Jon

Adjourned at 8:47 pm

Prepared by Michael McFadden, Secretary

Secretarial note: The Board of Directors held their first meeting immediately after the AGM in the Tea Room to elect officers of the Society. The Officers elected:

- *Chair – John Stewart*
- *Vice Chair – Chris Mont*
- *Treasurer – Cora Lea Bell*
- *Secretary – Michael McFadden*

Attachments (hard copy only)

Annex A Attendance sheet

Agenda as approved

Minutes of the AGM 2023

Chair's report

Executive Director's report

Collections Report

Tea Room and Gift Shop

Bell Heritage Trust

Nominating Committee

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