



AGENDA
DISTRICT OF PORT HARDY
COMMITTEE OF THE WHOLE MEETING
6:30pm TUESDAY NOVEMBER 27, 2018
COUNCIL CHAMBERS, MUNICIPAL HALL
7360 COLUMBIA STREET

Mayor: Mayor Dennis Dugas
Councillors: Pat Corbett-Labatt, Janet Dorward, Fred Robertson, Treena Smith, John Tidbury and Leightan Wishart

Staff: Allison McCarrick, CAO; Lynda Sowerby, Director of Financial Services; Abbas Farahbakhsh, Director of Operational Services; Heather Nelson-Smith, Director of Corporate Services; Leslie Driemel, Recording Secretary

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A. CALL TO ORDER

Time:

B. APPROVAL OF AGENDA

Motion required

1.

2.

C. DELEGATION

1. Jane Hutton, Curator – Port Hardy Museum and Archives – Annual Update to Council.

1-3

Trip Advisor Comments – For information.

4-9

Port Hardy Heritage Society – Financial Statements for Year Ended December 31, 2017 – For information.

D. ADJOURNMENT

Motion required

1.

2.

Time:

TRIP ADVISOR

Updating list...
1 - 10 of 43 reviews

Sue779
Qualicum Beach, Canada
6947
Reviewed October 8, 2018
[Enjoyable visit](#)

Knowledgeable staff who answered questions about the history of the Utah Mine. It was obvious both members working there are passionat about local history which is great for visitors. A short time is all that is needed for this visit and you may be surprised at the number of available souvenir gift items.

• This review is the subjective opinion of a TripAdvisor member and not of TripAdvisor LLC



Andrew J
Vancouver Island, Canada
10516
Reviewed September 20, 2018
[Wondering around Port Hardy](#)

Spent a pleasant 40 mins looking around the Museum and brought our first First Nations wood carving.

Thank Andrew J



mei700
London, United Kingdom
8425
Reviewed September 15, 2018 via mobile
[Nice little museum and gift shop!](#)

Nice little museum - overview of the history of the area - and a lovely gift shop! Won't take too much of your time, and worth a visit! :)

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Desiree B

111

Reviewed August 7, 2018

[A neat collection](#)

A small but engaging collection of artifacts and stories about founding residents. I enjoyed my time in the museum but it does not take a lot of time. It's quite small. Admission is by donation.

Thank Desiree B



Janice L

Richmond, Canada

16650

Reviewed July 21, 2018 via mobile

[Quaint little museum](#)

If you have an hour or so to spend, taking your reading glasses because there is so much to read!
The staff at the front were very friendly too.

Thank Janice L



supersal4

Aylesbury, United Kingdom

17663

Reviewed June 9, 2018 via mobile

[Super little museum](#)

This museum is small and it's by donation rather than a charge. We found it really interesting . Visited on a rainy afternoon and chatted to a lovely lady about the area for ages.

Thank supersal4

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DarleneNorCal
Alameda, California
233

Reviewed April 12, 2018

[Great stop to learn the History of the Town](#)

The Museum curator was fantastic, so full of knowledge for the town and history. We spent quite a while speaking with her and enjoyed it very much.

Thank DarleneNorCal

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This review is the subjective opinion of a TripAdvisor member and not of TripAdvisor LLC



Mike H

Comox, British Columbia, Canada

101

Reviewed November 8, 2017

[History of Northern Vancouver Island and the First Nations before and after white settlements.](#)

The Curator/ woman at the museum was full of wonderful local information recommending a number of historical books, the Remembrance day exhibit was just in the process of being set up so the space was a wee bit crowded. fascinating story about the "carrot" and the Pothole Golf tournament.

PORT HARDY HERITAGE SOCIETY

For the Year Ended December 31, 2017

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Income Statement Comparison

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Christie C. Dreger



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NOTICE TO READER

On the basis of information provided by you, we have compiled the balance sheet of Port Hardy Heritage Society as at December 31, 2017 and the income statement for the year then ended.

I have not performed an audit or review engagement in respect of these financial statement and accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

March 23, 2017

Christie C Dreger

Christie C Dreger



PORT HARDY HERITAGE SOCIETY

BALANCE SHEET DECEMBER 31, 2017 (Unaudited – See Notice to Reader)

	2017	2016	2015
ASSETS			
CURRENT			
Cash and Bank Balances	79,757	73,390	56,378
Inventories	69,524	88,482	72,991
	149,281	162,172	129,369
FIXED ASSETS			
Furniture & Equipment	28,970	21,622	19,179
Computer & Software	1	2	4
	28,971	21,624	19,183
TOTAL ASSETS	178,252	183,795	148,551
LIABILITIES			
CURRENT			
Accounts Payable	(1049)	(191)	0
Payroll Deductions Payable	0	389	564
Sales Taxes Payable	78	(103)	720
	(971)	95	1,284
EQUITY			
Retained Earnings	179,223	183,701	147,268
LIABILITIES and EQUITY	178,252	183,795	148,551

Approved by the Directors

Mary-a Smith, President

Kathleen Davidson Secretary, Treasurer.

PORT HARDY HERITAGE SOCIETY

INCOME STATEMENT

January 1, 2017 - December 31, 2017

(Unaudited – See Notice to Reader)

INCOME	2017	2016	2015
Gift Shop	\$	\$	\$
Gift Shop Sales	69,800	69,803	63,264
Interest & Other Revenue	<u>266</u>	<u>2,364</u>	<u>1,756</u>
	70,066	72,167	65,020
Operations			
Grants – District of Port Hardy	46,276	46,276	45,773
Grants – Summer Student	4,029	5,263	0
Grants – Other	0	0	219
Fundraising & Donations	3,381	2,828	1,650
Memberships	<u>440</u>	<u>400</u>	<u>475</u>
	54,126	54,767	48,117
TOTAL INCOME	<u><u>124,192</u></u>	<u><u>126,935</u></u>	<u><u>113,137</u></u>
EXPENSES			
Cost of Goods			
Inventory Purchases	59,125	24,178	52,670
Gift Shop Supplies	1,157	1,283	1,625
Gift Shop Bank Fees	<u>1,842</u>	<u>1,908</u>	<u>437</u>
	62,123	27,369	54,732
General Expenses			
Accounting & Legal	949	715	299
Advertising & Promotions	893	1,257	107
Associations	526	486	451
Displays and Exhibits	769	1,694	300
Insurance	2,996	650	2,516
Occupancy Costs	2,022	2,427	617
Office general Expenses	2,398	2,907	2,332
Telecommunication	2,037	2,046	1,529
Travel & Meals	733	397	0
Wages & Benefits	<u>47,444</u>	<u>45,737</u>	<u>42,146</u>
	60,766	58,316	50,297
Amortization	<u>5,622</u>	<u>4,538</u>	<u>4,298</u>
TOTAL EXPENSES	<u><u>128,512</u></u>	<u><u>90,223</u></u>	<u><u>109,327</u></u>
NET INCOME	<u><u>(4,320)</u></u>	<u><u>36,712</u></u>	<u><u>3,810</u></u>
RETAINED EARNINGS - BEGINNING OF YEAR	183,543	146,831	143,021
RETAINED EARNINGS - END OF YEAR	\$179,223	\$183,543	\$146,831

PORT HARDY HERITAGE SOCIETY

Statement of Cash Flows January 01, 2017 to December 31, 2017

(Unaudited – See Notice to Reader)

Cash Flows from (used in) Operating Activities

Net Income (Loss)	(4,320)
Adjustments to reconcile net income to net cash provided by (used in) operating activities:	
Amortization, Depreciation, and Depletion	
Amortization	5,622
Decrease (Increase) in Operating Assets	
Inventory	18,958
Prepaid Expenses	(1,727)
Increase (Decrease) in Operating Liabilities	
Accounts Payable	(546)
Sales Tax	181
Net Cash provided by (used in) Operating Activities	<u>18,168</u>

Cash Flows from (used in) Investing Activities

(Increase) in Capital Asset	11,947
Equipment	(24,917)
Net Cash provided by (used in) Investing Activities	<u>(12,970)</u>

Cash Flows from (used in) Financing Activities

Net Cash provided by (used in) Financing Activities	<u>(858)</u>
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Increase (Decrease) in Cash and Cash Equivalents 4,340

Cash and Cash Equivalents at Beginning of Period 73,394

Cash and Cash Equivalents at End of Period 77,733 77,734

PORT HARDY HERITAGE SOCIETY

Notes to the Financial Statements

For the Year Ended December 31, 2017

(Unaudited – See Notice to Reader)

1. Significant Accounting Policies

Port Hardy Heritage Society (The “Charity”) is incorporated under the Society Act of BC. The Charity’s registered office is located in Port Hardy, BC. The Charity’s principal business is operation of a museum.

2. Property and Equipment

Capital assets are recorded at cost. Amortization is calculated on a declining balance basis as follows:

Equipment	20%
Furniture	20%
Computer Equipment	50%

	2017		2016	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Equipment	61,220	32,250	48,250	26,629
Computer & Software	2,859	2,858	2,859	2,857
	64,079	35,108	51,109	29,486
Net Value	28,971		21,624	

3. Financial Dependence

The Port Hardy Heritage Society is dependent upon grant contributions from the District of Port Hardy.