

*Annual
General
Meeting*

April 23, 2019

EDMONTON AND DISTRICT HISTORICAL SOCIETY

Annual General Meeting

Agenda April 23, 2019

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes - April 17, 2018
4. Annual reports
 - President's report
 - Bylaws update
 - Committee reports
5. Treasurer's report
 - Audited Financial Statements
 - Appointment of Auditor
 - Information: Budget
6. New Business
7. Elections
8. Adjournment

EDMONTON AND DISTRICT HISTORICAL SOCIETY
ANNUAL GENERAL MEETING MINUTES
APRIL 17, 2018

1. Call to order: 8:47 p.m.
2. Approval of agenda
 - a. Stephen Yakimets moved and Christine Prokop seconded approval of the agenda.
PASSED
3. Approval of Minutes April 18, 2017
 - a. Tim O'Grady moved and Kathie Reith seconded approval of the April 18, 2017 minutes.
PASSED
4. Annual Reports: presented by Sean Moir.
 - a. Kathryn Ivany moved and Dean Wood seconded a motion to accept the annual reports.
PASSED
5. Treasurer's Report: presented by Linda Collier.
 - a. Linda Collier moved and Matt Ostapchuk seconded a motion to accept the Treasurer's report. PASSED
 - b. Linda Collier moved and Kathryn Ivany seconded a motion to use SVS Group as auditors of the financial statement. PASSED
 - c. Linda also presented a draft 2018 budget for information.
6. New Business:
 - a. EDHS Bylaws: Kathryn Ivany presented a revised set of bylaws for the Society that had previously been distributed to members. She noted a number of minor edits to the distributed copy. Once adopted, the bylaws will be sent to Corporate Registry.

Kathryn Ivany moved and Dean Wood seconded a resolution to accept the changed bylaws as amended and repeal the 1994 bylaws of the Edmonton and District Historical Society. PASSED
7. Elections: presented by Kathryn Ivany.
 - a. Motion to elect Cadence Bergman as Treasurer for a two-year term: Moved by Dean Wood, seconded by Tim O'Grady. PASSED BY ACCLAMATION
 - b. Motion to waive nominations from the floor and acclaim election of members for two-year terms ending at the annual general meeting in April 2020 as follows:
Secretary – Marilyn Patton
Directors – John Dolphin, Matt Ostapchuk, Linda Collier

Moved by Matt Ostapchuk, seconded by Tim O'Grady. PASSED BY ACCLAMATION
8. Adjournment:
 - a. Motion to adjourn: Kathie Reith
 - b. AGM adjourned at 9:15 p.m.

President's Annual Report

The Society completed several major projects and initiatives this past year, 2018:

- the completion of the writing and registering of new bylaws
- the development of a new website with e-commerce capability
- the completion and review of a strategic plan (2018-2020) that includes a comprehensive communications plan, a SWOT analysis and an orientation package for new Board and Committee members
- an increased use of social media platforms to advertise our activities and spread the “word” about the Society
- a re-introduction of bus tours in conjunction with our annual Historic Festival/Doors Open Edmonton event
- another successful year of educational and community-based programs for school age children, adults, members and the citizens of the greater metro – Edmonton region at large

We also started several projects during this past year that are ongoing:

- an overhaul of our policies and procedures
- the updating of our casino licensing and expenditure documents with the AGLC
- We are looking seriously at relocating our offices, on account of changes imposed on the Society by the School Board relative to our current location at the Queen Alexandra School

One of the matters that we did not get to that I reported on last year was our logo and visual presence. We have worked on matters relative to vision and mission statements, but visual logos were beyond our reach this past year – something for future Boards to consider.

Not unlike last year's report, as you can infer from the lists noted above, much of what we focused on in 2018 related to “the back of house” issues. These aren't exactly topics one publicizes and announces from the “tops of rooftops”, however this work has to be undertaken every generation or so to ensure the Society stays current with technology, laws and regulations and societal trends and interests.

The two most substantive undertakings were the development of a new website, allowing for online financial transactions, and the completion of the updating of our Bylaws.

The 2018 Festival featuring “Food” as the theme, was one of the most successful we have ever undertaken. The feedback was exemplary. Numbers were up (or equal) in all categories in relation to such categories as partners, participants, media coverage and expressions of interest. (Looking ahead, this year's event features the topic of Leisure and the dates are July 1-7; launch location is forthcoming.)

Educational programs were once again a hit – History in the Classroom “sold out” in days, as did requests for busing rebates associated with trips to the History Centre at the Fort Heritage Precinct in Fort Saskatchewan. Support for History in Community and the annual school heritage fair continued. All of these initiatives are a result of the annual contribution the Society receives from the Phyllis Arnold Learning Fund via the Edmonton Community Foundation. Without sounding offhanded or glib, as always, we are very grateful to Phyllis Arnold for her ongoing support of these initiatives.

This evening marks the end of one operational year and the beginning of another. The make-up of the Board will change, as will responsibilities. That includes me. As I noted in my last President’s message in the most recent newsletter, it has been a pleasure and an honour to hold this position. I thank my Board colleagues and the members for the opportunity, comradery and willingness to take on the challenges we have dealt with these past few years – thank you.

At the end of tonight, we will have a new President, Tim O’Grady and two new Board members. For those who do not know, the Board is made up of eleven (11) members, and of those, the President, Vice-President, Secretary and Treasurer form the Executive. Stepping off this year is Marilyn Patton. She has served as Secretary for the past several years. Marilyn has done an exemplary job and we all need to thank Marilyn for undertaking this most often overlooked role, yet one that is critical to the timely and efficient functioning of the organization.

Lastly, my thanks to you, the membership - you pay your dues, attend events, submit donations and volunteer your time. These actions ensure that we all continue to have the opportunity to learn about and engage in the history of this wonderful community we call home.

Respectfully submitted by

Sean Moir
President

Bylaw, and Policies and Procedures Report

The Society completed the writing and submission of a new set of bylaws in 2018, with much help and guidance from former President Kathryn Ivany, and Bob Wyatt – we extend our gratitude and thanks to both for their work on this project.

Bylaws:

Subsequent to submission of the Bylaws to Alberta Registries, the Society was contacted by a representative of that agency, for the purposes of making clear two points, in three sub-sections, relative to whether or not Officers of the Society shall be compensated for services, and the method of notification to the membership for General and Special meetings.

The sections this refers to are:

- 3.17 (within Article III – Board of Directors & Officers) in relation to remuneration or not for Officers
- 4.3 and 4.4 (within Articles IV – Meetings of the Members) in relation to method of notification for members for Special and General meetings

In consultation with personnel from the Registry Services (Government of Alberta) they advised that the corrective language was for clarification purposes; it was not changing the primary intent of the sections or sub-sections, thus they recommended that the clarifying words be added and that the document be submitted for formal acceptance. The Board agreed to proceed according to this advise and present this information to the membership at the next AGM for information purposes.

What you have in front of you in conjunction with this report are several documents:

- Copy of letter from Corporate Registry Services indicating the changes required
- Version of Bylaws accepted by Corporate Registry Services with amended wording (underlined) addressing the issues raised

In the case of remuneration, the words “Officer or” were added to sub-section 3.17 to make clear that neither directors or officers of the EDHS Board shall receive any kind of remuneration for services rendered to the Society. (In the case of the EDHS Board, an officer is a director, hence the point was already covered, but as the two terms are defined and used in the Bylaws Registry Services required that both be included in this section in relation to the matter of remuneration.)

In the case of the matter of notification of the membership for the purpose of Special and General meetings, the methods of notification – telephone calls, e-mails and notifications on the Society’s website - were not cited in section 4.3 [general meetings], and telephone calls, e-mails, letters and notifications on the Society’s website - were not cited in section 4.4 [special meetings]; these methods of notification were added.

Policies & Procedures:

Unlike the old bylaws that contained policy and procedural statements relative to the functioning of the Society, the new bylaws do not – the new bylaws focus on basic governance. Accordingly, we are working to develop a comprehensive policy and procedures manual that supports the bylaws. Further to this policy and procedures document, we will need to develop some separate documents, notably with respect to ethics and conflict of interest. We are working on those and will advise you once they have been completed.

Strategic Plan, with communications plan:

In conjunction with the Bylaws and Policies and Procedures, the Society has been working on constantly updating and reviewing our 2018-2020 Strategic Plan, which contains a communications plan, to ensure that we are, respectively: fulfilling what we set out to achieve operationally during the stated timeframe and; two, adhering to consistent messaging in our communications with you, the membership, the media, our partnering agencies in the heritage community and all other entities that we engage with.

Respectfully submitted by

Sean Moir
President

October 30, 2018

Sean Moir
7730 106 Street
Edmonton, AB T6E 4W3

Dear Sean,

RE: Bylaw Amendment for Edmonton and District Historical Society
Corporate Access Number: 505066159

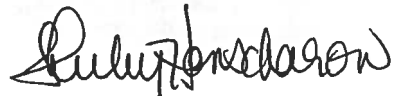
We received your request to amend the bylaws for 'Edmonton and District Historical Society' under the Societies Act on August 27, 2018. In order to process your request, we require the following information:

Society Bylaws:

- We require the following provisions in your Bylaws. These provisions are required as per *Section 9(4) of the Societies Act* and cannot be left out of your Bylaws.
- Under the Societies Act there are two types of Membership Meetings that must be addressed in your bylaws: 1) General Meetings and 2) Special Meetings. Each meeting must address How will members be notified of general & special meetings? By letter? By telephone? (membership meetings– not board meetings). Please can you incorporate this information into your sections 4.3 and 4.4 on page 6.
- Payment to the Officers. Will Officers be paid? If they will not, you must state this in the bylaws. You have indicated Directors but not officers in your section 3.17 on page 5. Please include officers as well as directors.

We have enclosed a bylaw checklist for your convenience. Please return the revised bylaws to my attention by December 21, 2018. If no response is received by December 21, 2018, we will return any documents that were held onto and close your file.

Yours truly,

A handwritten signature in black ink, appearing to read "Shelley Honscharow". The signature is written in a cursive style with a large initial 'S'.

Shelley Honscharow
Corporate Registry
(780) 401-4103

Enclosure

THE EDMONTON AND DISTRICT HISTORICAL SOCIETY

BYLAWS

ARTICLE I – INTERPRETATION

- 1.1 In these bylaws:
 - 1.1.1 “Society” means the Edmonton and District Historical Society;
 - 1.1.2 “Act” means the Societies Act then in force in the Province of Alberta;
 - 1.1.3 “Board of Directors” or “Board” means the Board of Directors established by these bylaws and “Director” means a person then holding a position on the Board;
 - 1.1.4 “member” means a person who has applied for and been granted membership in the Society and remains in good standing, and “membership” has a corresponding meeting.
 - 1.1.5 “officer” means the President, the Vice-President, the Secretary and the Treasurer.
 - 1.1.6 “person” means a natural person;
 - 1.1.7 “special resolution” has the same definition as contained in the Act, as described in Appendix A to these bylaws; and
 - 1.1.8 words importing the singular include the plural and *vice versa*, and words importing the masculine include the feminine and *vice versa*.

ARTICLE II – MEMBERSHIP

- 2.1 Any person who supports the objects of the Society may apply for membership in accordance with the policy established, from time to time, by the Board. Upon approval of the application by the Board or its designate, and payment of the membership fee, the person shall become a member of the Society. A member of the society is entitled to attend every annual general meeting and general meeting of the membership and to vote on any question arising at such meeting.
- 2.2. An organization that supports the objects of the Society may apply for Affiliate membership in accordance with the policy established, from time to time, by the Board. Upon approval of the application by the Board or its designate, and payment of the Affiliate membership fee, the organization shall become an Affiliate member.

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Article 2.2 continued....

An Affiliate member is entitled to attend every annual general meeting and general meeting of the membership but shall not have the right to vote.

2.3. The Board may, from time to time, award an Honorary Membership or Honorary Life Membership in the Society.

2.3.1 Honorary Memberships may be granted to persons or organizations that have contributed significantly to historical preservation in northern Alberta. Honorary Members may attend any meeting of the Society but shall not have the right to vote. Honorary Members shall not be required to pay any membership fee.

2.3.2 Honorary Life Memberships may be granted to persons who are, or have been, members of the Society and who have contributed long and distinguished service to the Society. Honorary Life Members shall have all the privileges of a member but shall not be required to pay any membership fee.

2.4. Membership fees shall be established, from time to time, by the Board of Directors and shall come into effect only after they have been ratified by the members at a general meeting of the Society.

2.5. Membership in the Society terminates:

2.5.1 upon written resignation sent to the Secretary, which resignation shall become effective upon receipt;

2.5.2 upon the death of a member;

2.5.3 upon approval of a resolution by the Board to terminate a person's membership, provided that the member has been given at least 10 days' notice of the intention that such a resolution will be considered, and that the member has been given the opportunity to speak to the resolution, in person, in writing, or by agent;

2.5.4 upon failure to pay any dues or assessment within three months of their becoming due.

2.6 A person whose membership was terminated by resolution of the Board may appeal the termination to the membership by giving written notice to the Secretary. The appeal shall be heard and decided at the next general meeting of the membership. The person filing the appeal is entitled to be present at that meeting and to address the membership before the appeal is decided.

ARTICLE III – BOARD OF DIRECTORS & OFFICERS

- 3.1 The management of the Society shall be exercised by the Board of Directors, subject to these bylaws, the Societies Act and any instructions issued by resolution of the membership.
- 3.2 The Board of Directors shall consist of:
 - 3.2.1 the President
 - 3.2.2 the Immediate Past President
 - 3.2.3 the Vice-President
 - 3.2.4 the Secretary
 - 3.2.5 the Treasurer, and
 - 3.2.6 six Directors-at-large
- 3.3 The President, Vice-President and three Directors-at-large shall be elected at the annual general meeting of the Society held in odd-numbered years. The Secretary, Treasurer and three Directors-at-large shall be elected at the annual general meeting of the Society held in even-numbered years.
- 3.4 Officers and Directors shall hold office until the adjournment of the second annual general meeting held after their election, and until their successors are elected and installed. Every Director shall have one vote on any matter coming before a meeting of the Board.
- 3.5 The President, Vice-President, Secretary and Treasurer may not hold the same office for more than two consecutive terms. A Director-at-large may not hold the same office for more than two consecutive terms. A person who serves for only a portion of a term is not considered to have served a term for the purposes of this section.
- 3.6 A position on the Board of Directors is vacated if:
 - 3.6.1 the person holding the position resigns in writing to the Secretary, which resignation shall take effect upon receipt;
 - 3.6.2 the incumbent dies;
 - 3.6.3 if the Board or the membership passes a resolution removing the person from office, provided that the person to be removed is given at least 10 days' notice of the intention to consider such a resolution and is given the opportunity to speak to the resolution in person, in writing or by agent.

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- 3.7 Where a position on the Board of Directors is vacated, the remaining members of the Board may appoint a member of the Society to fill the remainder of the term of the vacated position.
- 3.8 The Board shall meet at least every three months, at the call of the President or on dates fixed by resolution of the Board. Every Director shall be given at least three days' notice of a meeting, unless the date of the meeting has been set by resolution of the Board, and recorded in the Board's minutes, in which case no further notice is required.
- 3.9 Any four Directors may, by written notice to the Secretary, petition that a meeting of the Board of Directors be held and shall specify the business to be considered at that meeting. Upon receipt of such a notice, the Secretary shall call a meeting of the Board to be held within 10 days and give at least three days' notice thereof to every Director. At such a meeting, the only business to be transacted shall be that specified in the petition for meeting.
- 3.10 A quorum for a meeting of the Board shall be six persons.
- 3.11 The President shall;
- 3.11.1 when present, preside at all meetings of the Society and Board. In the President's absence the Vice President shall preside. In the absence of both a chairman may be elected by the meeting to preside.
 - 3.11.2 be ex-officio a voting member of all committees.
 - 3.11.3 represent or designate an alternative to represent the Chapter at the Council Meetings of the Historical Society of Alberta and its nominating committee.
 - 3.11.4 perform such other duties as required by the members or the Board.
- 3.12 The Vice-President shall:
- 3.12.1 fulfil the role of President when the President is absent or unable to act.
 - 3.12.2 perform such other duties as required by the members or the Board.
- 3.13 The Secretary shall;
- 3.13.1 keep accurate minutes of all meetings of the Society and the Board.
 - 3.13.2 have charge of the Seal of the Society, which when used, shall be authenticated by the signatures of any two of the officers in accordance with the policy established from time to time by the Board.

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- 3.13.3 have charge of all correspondence of the Society.
 - 3.13.4 keep a record of members of the Society with addresses in order to give notice of meetings as required
 - 3.13.5 collect and receive the annual dues or assessments levied by the Society and promptly give them to the Treasurer.
 - 3.13.6 perform such other duties as required by the members or the Board.
- 3.14 The Treasurer shall;
- 3.14.1 collect the annual dues and all other monies paid to the Society and deposit them in whatever Bank the Officers may order.
 - 3.14.2 keep an accounting of all the money paid to and spent by the Society and present such accounts to the Board whenever requested to do so.
 - 3.14.3 submit an annual financial statement to the auditors and, following audit, present them to the membership at the annual general meeting.
 - 3.14.4 perform such other duties as required by the members or the Board.
- 3.15 Directors-at-large shall perform such duties as may be directed by the Board.
- 3.16 Where the Secretary or Treasurer is temporarily absent or unable to perform the duties of the office, the Board may appoint someone to act in that office for a specified period.
- 3.17 No Officer or Director shall be remunerated for services provided to the Society but may be reimbursed for expenses reasonably incurred and approved by the Board.

ARTICLE IV – MEETINGS OF THE MEMBERS

- 4.1 The annual general meeting of the Society shall be held on or before April 30 in each year. Notice of the annual general meeting shall be given to every member at least 14 days in advance of the meeting.
- 4.2 At the annual general meeting, the membership will:
 - 4.2.1 receive the annual report of the Board;
 - 4.2.2 elect the Directors required by this bylaw to be elected, and to fill any vacancies which exist on the Board;

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- 4.2.3 receive the financial statements of the Society for the most recently concluded fiscal year;
 - 4.2.4 appoint the auditors of the Society for the following year, who may be a duly qualified accountant or two members (other than the Treasurer); and
 - 4.2.5 consider such other business as may properly come before the meeting.
- 4.3 A general meeting of members may be held at the call of the President or the Board. Notice of a general meeting shall be given to every member, by way of an e-mail and/or a telephone call and/or a Society website posting, at least 7 days in advance of the meeting.
- 4.4 A special general meeting of members shall be held within 21 days of the Secretary receiving a petition, signed by at least one-third of the members and specifying the business to be considered. Notice of a special general meeting shall be given to every member at least 14 days in advance of the meeting and shall specify the business to be considered. No business other than that set out in the notice shall be considered at a special general meeting. Notification of such meetings shall be conveyed to each member by way of e-mail, and/or letter, and/or a telephone call, and/or a Society website posting.
- 4.5 A quorum for any meeting of the Society shall be 20 members and no business shall be transacted in the absence of a quorum. If a quorum is not present for an annual general meeting, then the meeting shall be held four weeks later. If a quorum is not present for a general meeting or a special general meeting, the meeting shall be considered cancelled.
- 4.6 At any meeting of the membership, every member present shall have one vote on any matter coming before the meeting.
- 4.7 Voting at annual meetings shall be by show of hands, unless the President directs, or the membership votes, that the vote be held by secret ballot.
- 4.8 Voting by proxy is prohibited.

ARTICLE V – COMMITTEES

- 5.1 The Board or the members may, from time to time, strike committees and shall designate each such committee as a standing committee or an *ad hoc* committee.
- 5.2 The body appointing a committee shall:
- 5.2.1 appoint the chair of the committee;
 - 5.2.2 appoint the members of the committee or designate a process by which the members of the committee shall be appointed;

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- 5.2.3 set out the powers and responsibilities of the committee; and
- 5.2.4 address any other matter which seems prudent.
- 5.3 A committee reports to the body which appointed it.
- 5.4 An *ad hoc* committee is dissolved, without need of further resolution, when its final report is received.

ARTICLE VI – FISCAL YEAR AND AUDIT

- 6.1 Unless otherwise directed by the Board, the fiscal year of the Society shall be the calendar year.
- 6.2 The financial records of the Society shall be audited after the close of each fiscal year by the auditors appointed by the members at the preceding annual general meeting.

ARTICLE VII – BOOKS AND RECORDS

- 7.1 The books and records of the Society shall be kept by the officers designated by these bylaws or so instructed by the Board.
- 7.2 Any member is entitled to inspect the books and records of the Society at any reasonable time upon making arrangements with the person having custody of the records, and subject always to the provisions of any privacy legislation that applies to the Society and its records.

ARTICLE VIII – BORROWING AND SPENDING POWERS

- 8.1 For the purpose of carrying out its objects, the society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the society, and in no case shall debentures be issued without the sanction of a special resolution of the society.
- 8.2 The members may delegate to the Board the authority to enact policies authorizing borrowing and spending, other than the authority to issue debentures.

ARTICLE IX – BYLAWS

- 9.1 Any amendment to these bylaws shall be made only by special resolution and will become effective only after registered by the appropriate provincial authority.

ARTICLE X – DISSOLUTION

- 10.1 If the Society dissolves, then all remaining assets shall be transferred to another registered charity or qualified donee with objects similar to those of the Society, such organization to be chosen by vote of the membership.

ARTICLE XI – RULES OF ORDER

- 11.1 The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Society may adopt.”

APPENDIX A

DEFINITION OF “SPECIAL RESOLUTION”

AS CONTAINED IN THE SOCIETIES ACT (ALBERTA)

“special resolution” means

(i) a resolution passed:

- (a) at a general meeting or special meeting of which not less than 21 days’ notice specifying the intention to propose the resolution has been duly given, and
- (b) by the vote of not less than 75% of those members who, if entitled to do so, vote in person or by proxy

(ii) a resolution proposed and passed as a special resolution at a general meeting or special meeting of which less than 21 days’ notice has been given, if all the members entitled to attend and vote at the general meeting or special meeting so agree, or

(iii) a resolution consented to in writing by all the members who would have been entitled at a general meeting or special meeting to vote on the resolution in person or, where proxies are permitted, by proxy.

Annual Report of Educational Programs

History in the Classroom, History in the Community, the Edmonton Regional School Heritage Fair and **History Centre Rebates** are educational programs funded by the Phyllis Arnold Learning Fund through the Edmonton Community Foundation.

The **Edmonton Regional School Heritage Fair** is held in early May each year and features historical displays and presentations from students in grades 4 to 7. The **Fair** is open to the public at no charge at the Prince of Wales Armouries Heritage Centre and is always a refreshing indication that the younger generation is enthusiastic about our history.

The school rebates for the **History Centre** assist schools to pay bussing costs to visit the Fort Precinct programs. The **History Centre** originated as an EDHS program at Queen Alexandra school in 2006 and later moved to Fort Saskatchewan where it continues to thrive.

The **History in the Classroom** program was designed to coincide with the fall 2016 distribution of the EDHS student resource, *The Fur Trade in the West*, written by Phyllis Arnold. Since then, this program has offered free classroom visits by Jim Higgs, our teacher/historian, to students from grades 4 to 7. These free presentations focused on three topics: the Fur Trade, the Metis Nation and the North West Mounted Police.

In 2018, Jim presented 3 days a week (2 presentations per day) for 36 weeks, which translates to an audience of over 6,400 students! Every available day was booked, as we had a registration of 100% and a waiting list of other schools hoping for cancellations! The calendar for the 2019/20 school year will be on the website by the end of May. With present feedback, we expect registrations will be filled by June 30, two months before the next school year starts!

History in the Community began in 2016 when Shirley Lowe, Edmonton's second Historian Laureate, began free presentations to school or community groups on the topic of the 100 Year Celebration of Alberta Women's Right to Vote. Entitled **Building the Vote**, the presentation featured the political and social climate of Alberta that lead up to the successful passing of the Legislative Act. Requests from high schools, service clubs, historical societies and other community groups continue to fill the program's calendar. Shirley has also presented on other topics and our future plan is to increase the variety of topics and thus the number of presentations offered.

If you know of teachers or community groups that would benefit from either of these free presentations on one (or all) of the topics, please contact EDHS at 780.439.2797 or info@historicedmonton.ca.

Our deepest gratitude is extended to Phyllis Arnold for her continued generous support in promoting history in the schools and the community.

Respectfully submitted by

Linda Collier
Director

Historic Festival and Doors Open Edmonton, 2018
July 2-8
Theme: Food

The 2018 version of the Society's Historic Festival and Doors Open, our organization's signature annual event, was held from July 2 -8 with the theme of *Food*. The launch was held at the Highlands Golf Club and was the highest attendance the festival has seen for a stand-alone event. Vice President Tim O'Grady served as emcee and Councilor Scott McKeen was in attendance to read the City's proclamation to kick off historic week in Edmonton.

The Festival saw a wide variety of architecturally significant heritage buildings and landmarks open their doors to the public encouraging people to explore and engage in their local history and appreciate the aesthetic contributions heritage plays in our communities. Many local businesses and community organizations hosted interactive events and gatherings celebrating unique aspects of the area while providing an education into their historical importance. New partners included Hand Distillery, Royal Alexandra Hospital, Alberta Food Tours, the Highlands Golf Club and Robertson-Wesley United Church.

2018 Statistics

Visitors to partnering sites and activities: 82, 559

Volunteers and paid staff at partnering sites and activities: 1003

Volunteer and paid staff hours at partnering sites and activities: 5548

2018 Promotion:

- A marketing campaign with CTV incorporated televised commercials, a live remote at Union Bank Inn, a customized contest package and social media
- Closed captioning with CBC, Global and Bell Media
- Digital billboards placed in 3 locations throughout the city
- 8500 guidebooks were distributed to partner sites, hotels and information and tourist centers
- A Post Media campaign that included banner and digital ads with the Edmonton Journal, Edmonton Sun and Edmonton Examiner

The society hired a photographer to attend various events; this helped with social media engagement and to build a photo database to use for future events and advertising.

Respectfully submitted by
Sean Moir, President
Sue Lacombe, Festival Coordinator

Annual Report of the Marketing and Communications Committee

During the past year, the Marketing and Communications Committee implemented the Communications Plan that was developed in 2017 and presented at the 2018 AGM. The purpose of the plan is to clarify the messages provided by EDHS to our stakeholders. The plan identifies each of EDHS's target audiences, what key messaging is important to each audience, and which communication channel(s) are most appropriate for each audience and message. After one year of following the Communications Plan, the board reviewed EDHS's messaging and is generally pleased with the results.

The board continued to work to strengthen EDHS's social media presence by providing frequent posts that include historical content and information about historical events around Edmonton. As a result of these efforts, our social media "followers" continue to grow. Facebook saw a 24% increase in followers from 2017 to 2018, while Twitter saw a 5% increase.

Respectfully submitted by

Matt Ostapchuk
Director and Chair

Newsletter Committee

In 2018 the Newsletter Committee recruited a new volunteer editor. Natalie Zacharewski has an MA in History from the University of Ottawa and has worked for Fort Edmonton Park as the Structured Education Coordinator for the past six years. She also teaches courses for the Alberta Museums Association, and works as a museum consultant. Carrie Myers has continued to work as the newsletter designer, and is the reason our newsletter looks so good. As always, Marilyn Patton's eye for detail was greatly appreciated when reviewing the newsletter proofs. Linda Collier has continued to provide invaluable assistance with the printing and mailing of the newsletters. With everyone's help, the Newsletter Committee has put out four issues this past year. As one of the Board's primary means of communication, the newsletters inform our members of the activities of the Board, and also feature a wide variety of original articles. As always, if you would like to contribute an article to the newsletter, please reach out to the Board and we will put you in touch with Natalie.

Respectfully submitted by

Tim O'Grady
VP and Chair of the Newsletter Committee

Advocacy Committee

After several years of dormancy, as of October 2018 the Advocacy Committee is back up and running, with Tim O'Grady (Chair) and three members of the community (Brett Bilyk, Ryan Poot, and Mark Pyzyk). The Advocacy Committee supports the Board by helping to define positions on heritage-related issues, building a profile of EDHS in the community, and raising awareness of heritage-related issues and heritage in general. In the last few months of 2018 we were approached by members of the public on a number of issues, including the Northlands site, the Scona Garage, and Oliver Park. Our research on the issues, discussions amongst ourselves, and conversations with different levels of government resulted in letters being sent to the Province and the City to raise the issue of the future of Scona Garage. The Committee is continuing to develop, and expects to be more active in 2019, with specific projects including raising awareness of Syndicate Avenue School, advocating for El Mirador apartments, and working on a digital tool to help find as-yet unidentified historical resources in Edmonton.

Respectfully submitted by

Tim O'Grady
VP and Chair of the Advocacy Committee

Ad Hoc Website Committee

Planning began for a new website in Fall, 2017. An ad hoc committee was struck, consisting of Board members Tim O'Grady, Marilyn Patton, Linda Collier, Christine Prokop, Lee Smith, and John Dolphin. Discussions were held with several web-design firms, which led to the creation of a request for proposals, sent directly to twelve potential vendors, five of whom sent back proposals. Edmonton-based Bubble Up Marketing was ultimately selected, and the Website Committee worked closely with them on the development of the new site, which launched in summer of 2018. The website has been redesigned for ease of use and the colour scheme matches our new visual identity (as seen in the newsletter). One significant element of the new website is the opportunity for people to buy tickets for events online. This has proven to be a popular alternative, with around half of the Christmas party tickets being purchased online. Another element the new site we are excited about is the "News" section, where we are posting about current activities of the Board. So far we have used it to publish the Presidents' message as printed in the newsletter, as well as to provide a bit of information about recent events and promote special initiatives such as a call for new board members.

Respectfully submitted by

Tim O'Grady
VP and Chair of the Ad Hoc Website Committee

Historic Edmonton Week Bus Trip
Farms and Food with a Little Bit of History
July 7, 2018

During the Historic Edmonton Week Festival the EDHS organized a day long bus tour to three farms down Highway 14 towards Viking Alberta. There were 46 participants.

The first stop was at **Irving's Farm Fresh** where they produce premium quality pork products from free range Berkshire pigs without the use of added hormones and antibiotics for bacon, sausage and ham.

The second stop was to **Natures Green Acres** where Danny and Shannon Ruzicka raise Heritage pigs, sheep and Nouveau beef. Grass fed meats with no added hormones or antibiotics. They host Prairie haute cuisine with Chef Blair Lebsack from RGE RD. There was a horse shoeing demonstration and talk about pigs, sheep, Tee Pee rings and history of people from the area.

A stop for lunch was at the **Footloose Caboose Lodge** where a delicious meal of apricot chicken, roasted potatoes and sliced cucumbers was served while dining in two refurbished dining cars, one the Mount Lefroy dining car built in 1909 by the CPR. It was used for passenger service across Canada until 1942. The other, the Guy Wall dining car was built in 1929 by National Steel Car in Hamilton, Ontario and served as a coach for CNR until 1965. The present owner lives on site in the Grand Trunk Pacific Type E station built in 1910 in Duffield Alberta and retired from service in 1962. There are also other cabooses on site used for bed and breakfasts.

The final stop of the day was at the **Barr Estate Winery** where we enjoyed a talk on the making of wine from rhubarb, raspberries and sour cherries and participated in a wine tasting.

After a full day of adventuring into the countryside down highway 14 all participants returned home to Queen Alexandra School.

Respectfully submitted by

Christine Prokop

Director

EDHS SPEAKER SERIES

The speaker series is one of the outreach activities of the EDHS. As coordinator, my aim is to present a diverse group of speakers on topics of general interest to the members and the public at large. I try to have a cross section of topics, ranging from First Nations history, the settlement era, and wider ranging history of groups over the last 100+ years. The first presentation of the 2018-2019 series was on the history of beer in Alberta, and concluded with a field trip to Situation Brewing for sampling. Our Christmas dinner on Edmonton in World War I by Stéphane Guevremont was most entertaining, however at the same time very sobering from the statistical point of view -- so much of the city was affected. I sincerely thank the presenters who give up their valuable time to put together a presentation on a topic of interest to them. Many of the presentations serve to open the eyes of our audience by offering a different perspective than the one which has been typically available.

Should you have any topic ideas, or names of possible presenters, please contact me at stephen.yakimets@gmail.com or 780 441 5917.

Respectfully submitted by

Stephen Yakimets

Director

Membership

Membership numbers provided by the HSA

June 2018 184 members

Sept 2018 176 members

Dec 2018 173 members

Current mail-out numbers provided by the EDHS

191 members

57 courtesy

Number of social media followers

Facebook:

2018 – 1225

2017 – 991

Twitter:

2018 – 1788

2017 - 1695

Respectfully submitted by

Linda Collier and Matt Ostapchuk

Directors

EDHS 2018: By the Numbers

Who are we?

- 191 members
- 10 board members
- 5 committee members from the community
- 4 contractors

+1400 volunteer hours

Social Media



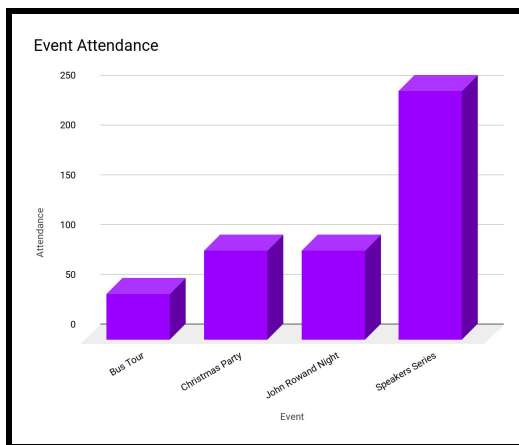
1225 Facebook likes



1788 Twitter followers

Events

9 events
476 attendees



Newsletters

4 newsletters
9 original articles
992 issues mailed

Educational Programs

2 different programs
224 classroom/community history sessions
2760 students

Festival

7 days
43 partners
176 events
+82,000 attendees

