

2025 Annual Contribution Written Report – Kaatza Historical Society

- August 12th, 2024 – \$29,441 received for CVRD 2024-2025 period
- Remaining \$6,000 in July 2025 spent in July-August prior to receiving 2025 contribution
- August 26th, 2025 - \$29,420 received for CVRD 2025-2026 period
- Remaining \$20,000 as of January 16th, 2026, will be spent on wages

How the 2025 funds were used:

Primary use was wages for Manager position with limited funds spent on office/museum supplies, ranging from printer paper to display case lighting. The manager position is sometimes offset funding wise by other project grants, however, often this is not enough to cover the position and so the CVRD funding serves as an essential component or buffer when needed.

If not used for manager wages, the funds are used for general supplies.

Any tangible outcomes achieved as a result of the contribution:

As funding becomes increasingly difficult to acquire for various museums and heritage sites throughout the province, having a steady source of income has allowed for some breathing room on the budget with respect to staffing and supplies.

The Kaatza Station Museum & Archives stands as the only museum within the Cowichan Lake area and in addition to the preservation and presentation of local history, the Archives contain the largest repository of records from the now-defunct International Woodworkers of America Union that at one time was the largest forest industry union in Canada and was a significant force

within the Cowichan Lake and broader Cowichan Valley region, given the union originated in the area.

Over the past 5 years the staff and priorities of the museum have changed, with a focus on modernizing the museum in several ways. Reorganization of collections to follow industry standards both in cataloguing and storage has been an ongoing project, alongside the replacement of exhibits that either were lacking in representation of their respective subject matter or were less important than other subjects. Exhibits that remained have been receiving a makeover to increase accessibility for a range of visitors and a review of the information presented to ensure comprehensiveness.

The funding has been essential to ensure supplies and breathing room for wages for these trained and experienced staff can exist and continue to provide services to the local and wider community, while also ensuring the museum continues to operate and evolve with the times, preserving the rich history of this region.

As a sneak preview of upcoming changes to the museum going into 2026, there are several new exhibits and refreshes in the works. An exterior and interior Ts'uubaa'asatx First Nation exhibit is under construction alongside a new South Asian Heritage exhibit. An existing Chinese Canadian display has been dismantled and will be replaced with an updated version, and later in the fall plans are in the drafting phase to rebuild the exhibit that focuses on the forest industry and the IWA union. There are other non-exhibit projects currently in the works, such as the ongoing restoration of a 1948 passenger rail car used almost exclusively within the forest industry of the Pacific Northwest during the 1930s-50s and is a very rare item to find in any condition today.

How the community benefitted:

Through the hiring of more experienced staff the museum has made significant strides in transforming the museum on a presentation front (with updated exhibits), a preservation front (updated organization processes and

policies to ensure the survival of the collections for the long term), and on an accessibility front, increasing the museum's digital footprint via partnerships with organizations such as ArcaBC, where the museum has been providing high resolution and searchable scans of hundreds of local and union based newspapers, with more projects on the way to increase access to the extensive union records and photography collections.

The museum has existing relationships with the South Asian Studies Institute, for which a book was published through our partnership and an upcoming permanent South Asian Heritage exhibit is under development. The museum also established a protocol agreement with the local Ts'uubaa-asatx First Nation in 2021, and this has resulted in a renewed focus on representing Indigenous history in the museum, something that largely was non-existent until this agreement.

Within the local region, the museum is open 5 days a week most of the year and facilitates research inquiries and posts a newsletter alongside various historical writeups for community engagement and involvement, such as photo identification events as many donated photos lack names. The funding has been essential to ensure not only professional operation of the museum per the hiring of trained and experienced staff that can do what a declining volunteer force sadly cannot, but it has also ensured the museum stays open.

Many small museums face funding obstacles as priorities on government spending has shifted and independent funding organizations have specific and possibly limiting requirements. Seeing how the local Cowichan Valley museum has struggled to remain operational over the past several years is an example of what can happen when funds are low and staff (both paid and volunteer) are limited or non-existent.

The Cowichan Lake region has a rich history in the forest industry, and despite the declines facing the field over the last 30 years, there are many multi-generational families from the heyday of the forest industry still living in the region and appreciate the recognition and preservation of their history for future generations that likely will have no connection to the lifestyle that built the communities they now live in.

Kaatza Historical Society
Income Statement 2024-01-01 to 2024-12-31

REVENUE

Sales Revenue

Book Sale	1,670.17
Gift Shop	5,017.68
Calendar Sale	164.49
Donations	10,658.76
Photo Archive Sales	28.83
Membership	424.01
Garage Sale	77.97

Net Sales 18,041.91

Other Revenue

Interest Revenue 2,453.78

Total Other Revenue 2,453.78

Grants

BCHDP	11,399.00
CVRD	29,441.00
YCW	18,284.68
ICET (outdoor gathering space)	20,000.00
Gaming	34,000.00
New Horizons	9,585.00
Documentary Heritage	45,198.00
Duncan Dabbers	5,500.00
Canada Summer Jobs	4,157.00

Grant Stuff Total 177,564.68

TOTAL REVENUE 198,060.37

EXPENSE

Payroll Expenses

Wages & Salaries	151,113.33
EI Expense	3,761.00
CPP Expense	8,759.73
WCB Expense	596.34

Kaatza Historical Society
Income Statement 2024-01-01 to 2024-12-31

Total Payroll Expense	164,230.40
General & Administrative Exp...	
Advertising	1,315.62
Accounting	715.68
Gift Shop	3,565.56
CRA penalty fees	411.86
Museum Association	211.00
Chamber Membership	173.75
Building Supplies	55.55
Office Supplies	1,355.54
Museum Supplies	5,784.94
Insurance-Liability	2,508.00
Office Supplies	699.64
Medical Insurance	2,123.50
Suspense	763.56
Printer Lease	1,644.81
Telephone	531.60
Staff Training	208.75
Internet	1,026.06
ICET	26,948.03
New Horizon	700.00
150T Exhibit Project	3,332.60
Total General & Admin. Expe...	<u>54,076.05</u>
TOTAL EXPENSE	<u>218,306.45</u>
NET INCOME	<u><u>-20,246.08</u></u>

Patricia E. Foster

President

Barry

Secretary

Kaatza Historical Society

Balance Sheet As at 2024-12-31

ASSET

Current Assets

Gaming account	9,700.55	
Chequing Bank Account	18,904.94	
Collections Chequing Account	31,341.39	
Total Cash		<u>59,946.88</u>

Total Current Assets 59,946.88

Term Accounts

Term 64 - Gaming		24,000.00
Term 65 - BCAC		10,434.85
Term 68 - CVRD 2 2024		10,000.00
Term 70 - CVRD 3 2024		10,000.00
		<u>54,434.85</u>

Total Other Non-Current Assets 54,434.85

TOTAL ASSET 114,381.73

LIABILITY

Current Liabilities

Accounts Payable		4,511.33
Vacation payable		1,922.30
		<u>6,433.63</u>

Total Current Liabilities 6,433.63

TOTAL LIABILITY 6,433.63

EQUITY

Owners Equity

Retained Earnings - Previous Year		128,194.18
Current Earnings		-20,246.08
		<u>107,948.10</u>

Total Owners Equity 107,948.10

TOTAL EQUITY 107,948.10

LIABILITIES AND EQUITY 114,381.73

2026 Provisional Budget

Income

Book Sale	\$2,000
Calendar Sale	\$1,200
Gift Shop	\$7,570
Donations	\$7,000
Membership	\$550
Canada Summer Jobs Contract	\$5,000
Gaming Grant	\$34,000
CVRD	\$29,500
Accelerate BC Grant	\$22,500
Young Canada Works	\$25,000
Documentary Heritage Communities Grant	\$28,880
Total:	\$163,200

Expenses (Operations)

Advertising	\$1,000
Gift Shop	\$2,000
Medical	\$2,500
Misc. (Memberships, Printer, etc.)	\$3,000
Renewal Bills (Internet, Phone, etc.)	\$3,000
Insurance (Director+Liability)	\$3,200
Archival Supplies	\$1,500
Museum Supplies	\$12,000
Office Supplies	\$2,000
Building Supplies	\$3,000
Staff Wages (2 perm FT, 1 contract FT, 1 contract PT)	\$130,000
Total:	\$163,200