

2020



# **ANNUAL REPORT**



2020 was a very different year for everyone, but due to the period of enforced isolation, the hard work, willingness and dedication of our staff and volunteers and the generous support of our donors, we were able to make substantial progress in our core work of catching up on our accessioning.



Matt Honey was appointed as Archives Manager on April 6<sup>th</sup> just as the covid-19 lockdown began, but he was able to work steadily and happily in near-isolation throughout the summer and fall and achieved a great deal. After the worst of the restrictions were over, our Photographic Lab Ladies' volunteer "bubble" resumed work and processed a large part of their backlog and while almost catching up with the continuing influx of images.

We were sad to lose Matt when he went to join his wife out west in December, but we were fortunate that

Heather Wilson, who had been working with us since June with grant support from Canada Summer Jobs and the GNB Community Museums Summer Employment Program was able and ready to step into his shoes before Christmas.



Following another successful Fall fund raising appeal, we were able to foresee a full year of funding ahead and Heather has been gradually assuming the additional administrative tasks, so well established by Robin Burton during the last two years.

One regret was that we were unable to resume the Archives Road Shows because of the pandemic restrictions. The term of the New Horizons for Seniors grant was extended to March

2022, and we hope to be able to resume the Road Shows in late summer or fall this year. We did however manage to completely renew and expand our web site enabling it to become a hub for Charlotte County historical groups and attractions. This was a complex process managed for us by Sheila Blagrove and Robin Burton and carried out by Mark Bates of Loyalist City Web Design who we were able to hire, thanks a grant provided by The New Brunswick Department of Tourism, Heritage and Culture.

### Progress through the year

- **Robin Burton, our Treasurer and *de facto* Office Manager**, worked long hours through the year. She reorganized and rationalized the office and facilities and prepared a comprehensive Operation Manual that lists everything our new Archives Manager needs to know about the state of the organization and how to run it.
- We continued work to design and install **interpretive materials**. Nine interpretive pop-up banners are now up in the Court House.
- As part of our **branding review**, Elaine Wilson helped us design and adopt a new Logo to go with our new web site.
- Our **social media outreach**, coordinated by Sheila Blagrove, included Facebook and Twitter sites regularly updated by Matt Honey and now Heather Wilson.
- Shirley Brinkhurst began leading an effort by volunteers to **transcribe old handwritten documents**. Cursive script is no longer taught in schools and reading it may become a dying art. This is work that can be done at home even during a pandemic, by anyone interested and can be fascinating.
- Because of the pandemic we were unable to do our annual **Heritage Home Tours program**, which normally brings us the largest part of our regular annual donations, but ...
- **Our major fund-raising campaign in the Fall**, was a complete success, raising over \$25,000 from individuals including \$10,000 from one extra generous donor and \$10,000 from the Kiwanis Club.
- **Research requests and enquiries** were still attended to through the year because Matt and Heather were in the office most days, isolated in their separate rooms and visitors were allowed by appointment when the restrictions were eased.
- **During the winter Keith McKnight** supported by the Young Canada Works at Building Careers in Heritage internship program helped us with our accessioning and document control. With volunteer help (Muriel Jarvis, Lisa Hazzard and Marianne Girard) he has also greatly improved the condition and appearance of the Reference Library documents.
- **Felicity Cooper (“A.K.A. Miss Demeanor”)** continued to play a huge role in publicizing and supporting our Archives through her **Ghost Walks** and related publicity. She managed to



continue these through the summer despite Covid constraints and kept up a steady flow of social media posts through the year.

- **The Covid-19 pandemic** prevented our usual public summer activities in 2020 and the Archives was closed to the public. Despite this our Archives management was able to accomplish a lot behind closed doors, with support from the Board and other volunteers working mostly from home.

**Thanks to our volunteer Photo Team, our digital photographic collection continued to expand, and parts of the collection were made accessible online through the Gallery page of the new website.** Our Curator of Photographs, Irene Scarratt, and her team Lila Haughn, Donna Walsh, and Mary Myers worked very productively in their “bubble” through most of the year, when the



Archives was generally closed to the public. Our photographic archive has around 25,000 digitized and indexed photographs.

Although unable to work at the Archives during the Red Phase of restrictions, some of the team worked from home on a very large collection of scanned images from a Heritage Project in St. George, a copy of which was given to CCA in 2019.

Throughout the past two years we have responded to requests from people who wished to include material in books, exhibitions (e.g., Black History Month), display panels (e.g., illustrating the Charlotte County way of life) etc. In addition, we continued to receive requests from individuals for photographs and information on houses, often when newly purchased.

The New Horizon Program yielded a great deal of valuable material, both information and photographs taken in Charlotte County. It was especially productive in adding many images of rural life in the county, an area of interest which has been somewhat lacking in our collections. Although most of the material at the new Horizon Workshops came to us in digital form, we are hopeful that much of the original material will eventually be donated to the CC Archives for proper preservation. Although we made inroads on digitizing these donations, some more recent acquisitions are still outstanding, as is the processing of our collection of 35 mm slides.

### **Charlotte County Archives Videos**

Following last year’s acclaimed release of the first of a series of two-minute videos entitled **Charlotte County Moments**, Mark and Sheila Blaggrave working with CHCOtv, with support by the Fundy Community Foundation, released four more in the series. These are “Rum Running”, “Vaughn Minesweepers”, “The St Croix Soap Manufacturing Co” and “Legacy of a Shipwreck” which was prepared with the Grand Manan Museum. All nine short videos are now available on the Charlotte County Moments YouTube Channel





accessible directly or through our web site. The “Historic Home Movies of St. Andrews N.B” channel on YouTube has been joined by another channel “Charlotte County Archives Videos”. This Channel already covers Smugglers in 1800, the Grimmer cousins in World War One, and original film of "sports" on the St Croix River at Loon Bay Lodge in the 1950s fishing among the log drives, remembered by our former Secretary Jane Garnett who grew up there. A catalog of our digitized A/V collection is now available on our new website, and the collection is available for researchers to view at the Archives.

### Charlotte County Archives Inc. Development Planning

Charlotte County Archives Inc. currently manages or plays a part in the operation of three distinct entities – the County Jail, the public Archives, and the Courthouse. While our mandate is to operate the Archives, heritage tourism has enabled us to raise funds and help sustain the Archives. Our challenges include the need to allocate time to tours and events that fall outside our main mandate. Our goals are to reconfigure existing spaces within the Jail and Courthouse, where possible; work with the Town on enhancing the appeal of the entire site; obtain federal historic status for the Jail; and work with other communities and local sites to promote heritage tourism. Partnerships such as these would enable Board members and the Archives Manager to focus more on our main mandate to position ourselves more strongly as a repository of Charlotte County’s rich historic past.

**Following the review of our “tourism heritage” activities,** we have been in discussions with the Civic Trust, the Legion, and the Town, with a view to improving the visitor experience and raising the profile of the Courthouse and Old Jail on the historic Common on Frederick Street. Discussions held with neighbours and others were positive and our ideas were presented to a Town Council Zoom meeting in July 2020. We look forward to addressing the new Council with these ideas on “Sustaining Our Heritage” in due course.



**Revised Bylaws.** We carried out an in-depth review of our Bylaws, led by Marie La Forest and Donne Smith. The goal was to clarify, simplify, and achieve consistency, so the Bylaws were made easier to read and understand! After careful consideration the Board approved the revisions. The draft is attached to this report for review and approval by the membership at the AGM on June 10, 2021.

**Volunteer coordination and encouragement.** None of these achievements would have happened without the many hard-working volunteers on and off our Board. They are very greatly appreciated. We are always looking for new volunteers for a wide range of tasks. Three of our Board members, Kay Southard, Sheila Washburn (who had served as Treasurer) and Jane Garnett

our Secretary, retired in 2020 after long and much appreciated service. At the AGM we welcomed newcomers Donne Smith, Caroline Walker and Geoffrey Knight.

**As you can see, despite the pandemic, we had a good year.**

**A very big THANK YOU goes to more than 100 individuals who helped us surpass our Fall-Fundraising goal. Thanks also to the Council of Archives New Brunswick (CANB), the Fundy Community Foundation, the Kiwanis Club of St. Andrews, the Towns of St. George and St. Andrews, Archives Board members and volunteer fund raisers, and to the many others for their generous additional contributions and support of the Charlotte County Archives.**

#### **SUPPLEMENTARY UPDATE JANUARY TO MAY 31, 2021**

##### **Continuing and New Initiatives**

- Thanks to the hard work of Sheila Blgrave, who is at the core of all our public communications, we recently sent out the Spring Newsletter that covers many recent developments.
- Shirley Brinkhurst has continued working on the transcription of old handwritten documents at home and in a bubble with some friends. They are unearthing interesting new stories, including a farmer's diary about farm life in Rollingdam in the 1870s, among other treasures. These are incidentally providing material for another new initiative ...
- The **Educational Project** recently launched by Caroline Walker with a team of volunteers including Heather Richmond, Muriel Jarvis and cooperating teachers across the County is developing modules that focus on local history. These will be prepared to the point where it will become as simple as possible for the teachers to incorporate them into their busy curriculum schedules or adapt to their own local community.
- Three new volunteers for the Board (Margo Emrich, Robert Charlton, and Charles Carson) will be on the slate we present to the membership at the AGM. We are always looking for others to join this active and energetic group. Volunteers are also needed to help staff the office in the shoulder seasons, act as tour guides in normal times, help researchers and work with audio visual archives. If you have an interest in community heritage or know of others who are interested, please get in touch.
- Following the success of our **Archives Road Shows** in 2019, part of our **Canada New Horizons for Seniors Project**, we received a further grant extended over two years due to Covid delays. Once restrictions have been relaxed, we hope to resume the Road Shows, enhance social history networking across the County, assist community groups upgrade their technology skills and connect up with each other and further develop our collection of oral histories.
- As there are no Heritage Home Tours again this year, we have developed and launched the **"St Andrews 2021 Heritage Hunt"** which will extend through Thanksgiving weekend. This combines the enticement of a chance to win a grand prize, with the interest of a scavenger hunt on a short walk or drive in your own time around four downtown blocks. It has the

potential of being a new fund raiser for the Archives and also a method of bringing people to the Old Jail when they bring their completed entry forms to our Office. We are very grateful to the Algonquin Resort, Ministers Island, Kingsbrae Garden and Huntsman Marine for donating the grand prizes and for several businesses in Town selling the tickets for us.



## St. Andrews 2021 HERITAGE HUNT

A stroll through time  
and a chance to win a  
prize.

**While the year ahead is still uncertain,** we are looking forward to the easing of restrictions and perhaps a complete if cautious relaxation in August, still hoping to have students working with us this summer and are looking for candidates. We have been fortunate to have Keith MacKnight working with us since late last year on a variety of accessioning duties and he is now honing his skills on welcoming visitors and providing tours of the Jail, and to a limited degree, the Courthouse. We are in reasonable shape financially for now and the new Board will be working on ensuring we can finance our operations well into the future.

As you can see your Board has been active in so many ways and has been very ably supported by our Archives Manager Heather Wilson. She is a genuine multi-tasker, and we appreciate her work immensely.

Franklin Cardy.  
Chair, Charlotte  
County Archives Inc.



### BOARD MEMBERS 2020

Name	Role/Responsibility	Elected
Franklin Cardy	Chair (& Audio/Visual)	May 2017
Jeffrey Holmes	Vice-Chair (Facilities)	May 2018
Robin Burton	Treasurer & Office	Mar 2019
Barb Rayner	Secretary (St George Rep)	May 2018
Shirley Brinkhurst	(Volunteers)	May 2018
Sheila Blaggrave	(Marketing)	May 2018
Marie La Forest	(Legal & New Horizons)	Mar 2019
Ernie DePatie	(IT & Institutional Memory)	Mar 2019
Caroline Walker	(Signage and Education)	June 2020
Donne Smith	(Planning & Development)	June 2020
Geoffrey Knight	(St Stephen Representative)	June 2020