

**ARCHITECTURAL CONSERVANCY ONTARIO
PORT HOPE BRANCH
FINAL MINUTES OF MEETING**

Place: Caretaker's Cottage
Time: Thursday, June 8, 2017 at 7:00 p.m.
Present: Julie Mavis, Phil Goldsmith, Peggy Bennett, Hugh Parker, Moya McPhail, Dennis Hogarth, Patsy Beeson, Anna Gray, Joanne Marrison, Terry Hill, Jo Mathew

Regrets: Trudy Lum, Matt Desbarbieux, Ed Pamerter
Guests: Joan Tooke, Peter Kedwell

CALL TO ORDER: 7:00

DECLARATION OF CONFLICT OF INTEREST: None

APPROVAL OF AGENDA:
MOTION: (Joanne/Anna) **CARRIED**

ADOPTION OF MINUTES OF MAY 4TH, 2017:
MOTION: (Anne/Julie) **CARRIED**

CHAIR'S REPORT – Phil Goldsmith

- None

CORRESPONDENCE:

- None

TREASURER'S REPORT:

- Hugh reported on the insurance:
 - Non-described. June 4th - to be canceled
 - Hugh mentioned that we require insurance for events
 - Hugh met with Randy Elliot of Elliot Insurance
 - Need to have directors' and officers' insurance as well as tenants and general liability insurance
 - Hugh mentioned that we need to be concerned about areas covered by the PHHF
- Hugh reported that the signing officers are now in place – confirmed today. Charles assisted with the process.
- Dennis reported on finances:
 - ACO - Cash TD deposit - \$90,000 in term, \$82,000 in cash – total \$172,000
 - PHHF - \$60,000, \$30,000 – total of \$90,000
 - Excess cash for loans PHHF - \$139,000 to be designated for Barb Jones Trust
 - Tax returns for PHHF - \$2,000 HST refund.
 - Books are up-to-date
 - ACO Matters breaking even
 - AGM costs \$1,600
 - Barn Quilt project - \$9,500 dedicated to cover costs
 - Bus Tour \$450
 - Donations are down this year

BUSINESS ARISING FROM THE MINUTES:

- None

Barns /Canada 150 Project Report – Moya McPhail

- Moya reported that she made a presentation re: Barns on Saturday at the Ganaraska Centre
- Frames for quilts will be completed by volunteers
- Need assistance in the installation of quilts
- Moya mentioned that the ACO needs to cover costs for the quilt installations, estimated at \$3-4,000.
- Moya reported that the Barn Quilt reception cost \$350 - 100 posters and 2,500 brochures have been produced.
- Board discussed the possibility of extending the second stage of the Barn Quilt Project in future
- Dennis suggested getting in touch with other organizations/charities to partner in promoting and publicizing event(s).

Report: Recognition of past chair Charles Wickett's Service to ACO - Port Hope

Presenter: Peter Kedwell

1. In The Fall of 2016 executive member Peter Kedwell introduced the concept of a tree to commemorate the service of Charles Wickett for his dedicated efforts as president and his active involvement in ACO initiatives.
2. Chair Phil Goldsmith brought the item forward at the April 6 ACO executive meeting.
3. Trudy Lum contacted Sue Stickley Chair of the Port Hope Tree Advisory Committee and filed a request for a joint initiative between the Parks Recreation and Culture Department and the Tree Advisory committee and the ACO-Port Hope Branch
4. The Tree Advisory Committee reviewed the ACO- Port Hope branch request at its Wednesday April 12 meeting.
5. On April 27. Leslie Roseblade, Sue Stickley and Trudy met to determine a suitable location along the river. The prime site selected is just to the south west of Farley Mowat's Boat Roofed House structure.[Refer to picture]
6. Discussions were held with Sue Stickley and Dan Clarke [Parks Forman] on the type of tree [given the location, soil conditions and eye appeal] and the best time to plant. It was determined that an indigenous Maple [Sugar] would be an appropriate species for the tribute, the location and in this Canada 150 celebratory year.
7. To ensure the success of the species a fall planting would be best as most trees planted by the town last year did not do well given the summer dry conditions. The date will be determined once the tree has been purchased by the town. The town will assume responsibility for planting and caring for the tree. The cost of a tree from Brookdale Wholesale is 350\$
8. Simpson Memorials will donate the Plaque and will mount it on a rock to be placed at the foot of the tree at an estimated cost of 500\$. The plaque will be produced over the summer in prep for a fall tree planting. The town charges 250\$ for a plaque. Sample wording "This tree is planted in Memory of ...with years noted thereafter. The number of words determines the price.
9. The ACO Plaque will read [and be formatted to fit the plaque] **This tree honours the tireless efforts of Charles Wickett for the conservation of Port Hope's heritage and for his contributions to the ACO- Port Hope Branch over many years**
Chair 2014-2015
10. It is proposed that once the date for the tree planting is determined [late September early October pending weather conditions] a plaque placing dedication could be held a week or two after the planting [one idea could be the evening before the October ACO executive meeting]. The September newsletter could feature an item about the tree dedication [who, what, when, where, why] also mentioning the cooperation between the Town of Port Hope Parks, Recreation and Culture Department, The Tree Advisory Committee and ACO Port Hope and the donation from Simpson's Memorials.

- **Newsletter/Bus Tour/Evening series** – Patsy Beeson - Board Report

Newsletter

- New layout thanks to Ted Rouse
- Deadline next issue is August 11th.

Bus Tour

- Next year, Cobourg ACO to organize a tour to Kingston.

Evenings With the ACO

- A Millbrook walk and tea planned for Wednesday, September 13, 2017. Millbrook and Cavan Historical Society are conducting the tour.

- **Scholarships** – Matt Desbarbieux - None

- **Property/HPH** – Ed Pamerter – None

- **Events Committee** – Joanne Marrison – Events Chair Report

- Joanne mentioned plans for the BBQ are moving ahead.
- BBQ date is Thursday, August 10th beginning at 5:30 pm

- **OTHER BUSINESS**

- Barnum House –

- Meeting set for the end of June
- Two representatives coming from Central and Heritage Trust to meet with Phil at Barnum House.

- Little Station –

- Phil met with Jim McCormick and Kevin Narroway from the town municipality on a plan for Little Station. It was suggested to have the Station positioned along Lent's Lane – near the fountain
- PHAI has budgeted to move Little Station by 2018
- Phil mentioned that a strategy needs to be developed and implemented for the move Presentation to be made in October to the town
- Phil mentioned that Critical Mass has an interest in renting the building, along with other organizations
- Phil added that the Station can be used as an active centre for the ACO.

- ACO AGM – Julie to represent PH branch at reception in June.

- Garden Tour

- Phil spoke with Mary Shaw-Rimmington regarding expectations
- Reception to be held on June 18th at 5 pm

MOTION TO ADJOURN at 8:35 p.m.: (Jo)

CARRIED

Next meeting – July 6th, 2017