

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

Place: Caretaker's Cottage
Time: Thursday, September 7th, 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, Ed Pamenter, Jo Mathew

Regrets: Trudy Lum, Terry Hill, Matt Desbarbieux

Guest: Mary Shaw-Rimmington

Regrets: None

CALL TO ORDER: 7:00

DECLARATION OF CONFLICT OF INTEREST: None

APPROVAL OF AGENDA:

Phil suggested the following items be added to the agenda:

- Mary Shaw-Rimmington's Garden Tour Report
- Rotary Sunrise Club
- Investment Committee added to Committee Reports

MOTION: (Moya/Julie) **CARRIED**

Garden Tour Report:

The 16th Port Hope Garden Tour was held on June 17, 2017. This year, the committee decided to move the tour ahead nearly a month to take advantage of the wonderful array of spring offerings, quite different from the gardens of full summer in July. This was an idea raised by garden owners after the 2015 tour. The date also coincided with Garden Days, a national garden initiative organized by the Canadian Garden Council in honour of the 150th anniversary of Canada.

The earlier date resulted in some issues (selling ads in January, scarcity of volunteers available in the month of June) that the committee worked hard to overcome.

345 Garden Tour tickets were sold, with an additional 114 given to owners and volunteers.

Ten private gardens and two public properties, the Commons Park and the historic graveyard, labyrinth and perennial gardens of St. Marks Church, made up the 2017 tour, which was designed to be "walk-able" by those who chose to park their cars once or twice and spend the day seeing the gardens and the town on foot. I was thrilled to see a great many ticket holders doing just that.

Two of this year's gardens are the work of communities, one a church, the other a group of neighbours. The many gardens at St. Marks are planted and maintained by parishioners, as has been the case for decades. The Commons has a long history in Port Hope. The many years have seen a school, a common space to graze animals while the owners shopped in the local businesses and later softball, horseshoe, and an outdoor skating rink. In this century, the volunteers have worked together, providing sweat equity and financial resources and continue to beautify the space. I was told that this is the first time anyone has paid much attention.

This year, St Mark's Anglican Church was open for the day and the Events Committee coordinated the event, supported by the parish of St. Mark's. Refreshments were available throughout the entire day as follows: morning coffee/tea with muffins and scones, lunch (chicken potpie and salad) and afternoon tea/tea/coffee with sweets. This was well attended and St. Mark's was very pleased with the results. Church members were on hand during the day to show visitors the historic church and graveyard.

On Friday, June 9, the committee invited the well-known horticulturalist and educator, Frank Kershaw to speak at Furby House Books in support of the garden tour. Mr. Kershaw is associated with one of this year's gardens and is an instructor at George Brown College, University of Toronto and the University of Guelph.

Because of the small space at Furby House Books, the 35-\$10 tickets sold out quickly. While the evening paid for itself and produced a small profit, the goal was to draw attention and interest for the tour the following weekend.

The committee has two recommendations for the board to consider:

- A presentation by an ACO Executive Board Member be made in the spring before Port Hope ACO tours to the DBIA reinforcing the value to the downtown merchants of fundraisers such as this in generating income that goes to business improvement grants.
- Incident report sheets be available at each property during tours for recording any event that a volunteer or owner witnesses that results in an injury to a garden patron. A proposed draft, suitable for all ACO events, is attached.

With the money in the ACO Garden Tour account and this cheque, the 2017 Garden Tour realized \$8,800.

Mary Shaw-Rimington, Garden Committee Chair.

ADOPTION OF MINUTES OF JULY 6TH, 2017:

MOTION: (Joanne/Julie) **CARRIED**

BUSINESS ARISING FROM MINUTES

- Port Hope Fire Fighter's Museum back to discussions with Canadian Tire.
- Tree in Charles Wickett's honour – Hugh wrote cheque for \$350.00

CHAIR'S REPORT – Phil Goldsmith

Welcome to our "back to school" executive meeting, I hope you all had a wonderful summer, despite the unusual weather. This should prove to be a very interesting meeting as there are a number of things in motion we need to spend some time discussing later in the agenda.

Most particularly we need to speak about the Opera House which is now moving rapidly and the long-anticipated opportunity to save the building in public hands is materializing.

We have also been at work establishing our Advocacy Committee which is now populated and more than ready to go, has already engaged over the summer in the opera house initiative but also St. John's Church and other matters. More on this later.

This fall we need ramp up our efforts to firmly establish the PHHF. We met as you know just before the summer recess and now need to pick up the thread again with a target of having our work complete for the end of the fiscal year at our AGM in February.

Also on a rapid timeline now is the little Station. I have presented our objectives to you previously, but we now need to progress the concept and make a presentation to Committee of the whole in October. I will need some assistance with this important initiative.

With respect to the house Tour I must note that we received correspondence from Head Office that our PayPal account for payment of house tour tickets still described it as the ACO House Tour. This was an understandable oversight. There was a bit of a scramble and Susan Carmichael stepped in to help us out. The account has been updated and now simply says Port Hope House Tour. Our thanks to Sue, we are grateful for her quick work

I also have to flag that the next Central ACO Council meeting is coming up on Sept. 23rd. This is a change of original plans from Sept 16th and catches both Julie and I away that weekend. I will be asking at the end of the meeting if anyone would volunteer to represent our Branch in Hamilton on the 23rd.

Finally, I look forward to update reports from all the committees and to our next House tour which is near at hand.

CORRESPONDENCE:

- None

TREASURER'S REPORT:

- Dennis reported that the total bank balances as follows: \$230,700
 - ACO PH - \$53,000
 - PHH Foundation - \$136,000
 - PHH Found - \$40,000
- Dennis stated that there are \$95,000 in potential grants available.
- Dennis mentioned that there is a concern about insurance surrounding events, specifically the House Tour. He stated that the PHH Foundation has general liability insurance to cover all events.
- Investment Committee report – see Committee Reports

BUSINESS ARISING FROM THE MINUTES:

- None

Barns /Canada 150 Project Report – Moya McPhail

- Moya reported that there are four boards that still need to be secured.
- Moya also reported that \$17,150 has been raised in sponsorship and that the project broke even.

COMMITTEE REPORTS

- **Auction** – Joan Tooke
 - None
- **Advocacy** – Bruce Bowden
 - Bruce Bowden reviewed with the board a letter regarding St. John's Church.
 - The letter stated that the Church is in need of \$40-50,000 for a new roof for the rectory and that

\$23,000 has already been raised.

- Charles Wickett has met with the warden and minister and they mentioned that the roof will likely survive one more winter.
- They mentioned that there are no accessible washrooms and this is a concern.
- Phil Carter suggested at the meeting that it's a natural district and therefore, the Town's Heritage Committee should be approached.
- Charles suggested that we may consider approaching our membership as well.
- Bruce stated that they will be asking for a meeting with the Heritage Committee.
- Bruce mentioned that the previous designations for "heritage" needs to be reviewed, with resources and council in support.
- Bruce recommended that the ACO support the work for St. John's Church.
- Moya stated that the Heritage Committee doesn't have very good representation.
- Dennis put forth the following motion:

"That all board members review correspondence (i.e. letter) prior to its distribution."

MOTION: (Dennis/Peggy) **CARRIED**

- **CANADA 150** – Moya McPhail

- Moya reported that four barn boards have yet to be installed and that one barn owner hasn't painted their barn, which is delaying their barn board installation.

- **Communications** – Jo Mathew

- Further promote and publicize Barn Quilt Tour

- **Governance** – Trish Doney

- None

- **Heritage Trust Fund** – Hugh Parker

- None

- **Membership** – Peggy Bennett

- Peggy reported that Sascha Armour died, an ACO member.
- Mary Shaw-rimington suggested that Sascha be remember at the next AGM

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

Newsletter

- Deadline next issue is November 2nd.

Bus Tour

- Cobourg's responsibility to promote the tour.

Evenings With the ACO

- A Millbrook walk and tea planned for Wednesday, September 13, 2017
- **Projects and Downtown Task Force – Tom Cruickshank**
 - None
- **Scholarships – Matt Desbarbieux**
 - None
- **Property/HPH – Ed Pamerter**
 - Ed mentioned that the cottage has a new back door.
 - Ed mentioned that he spoke with Charles Wickett about the tree that's being planted in his honour and Charles stated that he doesn't want the tree to feature an engraved plaque/stone denoting himself.
- **Events Committee – Joanne Marrison – Events Chair Report**
 - Joanne mentioned that next year's BBQ will be held at the Della Rosa's home.
 - Joanne stated that the year's BBQ had 200+ in attendance, with a profit of \$126.00 and that the Sculthorpes were pleased with the event at their home.
 - Joanne mentioned that the board needs to consider purchasing new BBQ(s) – and that \$500.00 should be allotted for the budget.
- **Investment Committee – Dennis Hogarth**
 - Dennis mentioned that he is participating in an audit – through ACO Central and the demands are requests to conduct the audit are quite onerous, and that there should be a better system in place.
 - Dennis suggested that the auditor come out once a year to make copies of all required documents.
 - Dennis mentioned that the Investment Committee, comprised of Hugh Parker, Bob McGinnis, and Dennis met in August, for the first time. They discussed the Heritage Fund, investment possibilities as well as preparing a policy and investment strategy for the next meeting.
- **OTHER BUSINESS**
- ACO Rack card outreach
 - Anna presented rack cards to board. They were approved and she will proceed to print.
- St. John's Church
 - Addressed in Advocacy Report
- Opera House
 - Meeting held with Town, Capitol Theatre, ACO and RBC representative. Mayor and deputy mayor were present. Positive meeting.
 - Julie stated that RBC doesn't want to own building but is patient to find solution and open to feasibility study.
 - Phil mentioned that the Capitol Theatre is interested in the prospects and wishes to prove the case to preserve the building.
 - Phil stated that the feasibility study will take approximately 6 months at a cost of \$60-\$70,000.00
 - Phil recently met with Olga of the Capitol Theatre who stated that they don't have the funds to participate in the feasibility study.
 - Julie mentioned that RBC requires that the municipality be involved in the restoration of the building.
 - Dennis mentioned that the building will be discussed at the next Capitol Theatre board meeting.

- Rotary Sunrise Club – Phil mentioned that he would attend if possible; Peggy agreed to stand in.

MOTION TO ADJOURN at 9:45 p.m.: (Julie)

CARRIED

Next meeting – October 5, 2017