

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

Place: Caretaker's Cottage
Time: Thursday, February 1, 2018 at 7:00 p.m.
Present: Julie Mavis, Peggy Bennett, Hugh Parker, Ed Pamerter, Trudy Lum, Anna Gray, Matt Desbarbieux, Phil Goldsmith, Moya McPhail, Jo Mathew

Regrets: Dennis Hogarth, Joanne Marrison

Guests: Joan Tooke

CALL TO ORDER: 7:00

DECLARATION OF CONFLICT OF INTEREST: Julie Mavis declared a conflict of interest regarding the Communications Report and will leave before the discussion.

APPROVAL OF AGENDA:

Following items be added to the agenda:

Committee Reports:

- Move Communications Report to Other Business

Other Business:

- Communications Report on Website

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

ADOPTION OF MINUTES OF JANUARY 4TH, 2018:

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

BUSINESS ARISING FROM MINUTES

Special Meeting January 7, 2018 - Minutes approved

MOTION: (Hugh/Anna) **CARRIED**

CORRESPONDENCE:

- Ed provided newspaper clipping of Wesleyville. Phil to send note of congratulations.
- Civic awards committee - deadline March 8, 2018 - consider nominations and forward to Phil.
- Head Office - Update on activities. Building 21 Centre Pier. Building 43 on Pier and Wesleyville Church. Set to Phil on what we did last. In correct.
- Advocacy to update Head Office on all projects: Bridge, Little Station and Central School
- Port Hope Archives - AGM package

CHAIR'S REPORT - Phil Goldsmith

Chairs Report
Feb 1st 2018

This is my last report as Chair, it has been an interesting 2 years and I want to start by thanking all of you, my colleagues on the Executive for your good work for the ACO. This is an important institution in Port Hope from an advocacy, heritage support and social perspective. Of late I have been reminded of just how important. I am not sure why but this past month or so has been explosive in the number of issues that have arisen.

We will discuss in more detail these many fronts during the course of the meeting, but the sum total of all of this is that we need to mobilize perhaps in a greater way than present perhaps working through our existing committees or through a couple of shorter term task forces.

The primary items on my radar right now that need attention include;

The Little Station relocation. This needs to turn into an actual architectural project, drawings need to be done, contractors engaged, budgets created, location finalized, the move managed and its final occupancy confirmed. I am presenting the concept for approval at Committee of the Whole next Wednesday at 6:30pm, It would be appreciated if a few others could join me. Once Council endorses the approach the technical work needs to proceed. Also, PHAI has come back that they will support the project. To date at least to the degree of the cost of the move but not foundations. I am hoping it can be a bit more, more in keeping with what they would have had to spend at the Harbour, but we'll see. At least so far it is good news. We have yet to sort out what happens after, renovations? services? do we have to pay taxes? a lease on the site?

I would also like to formally note that Critical Mass is willing and asking to partner with us on this and to be the eventual user. I will need endorsement of this. We will discuss this under other business.

The Opera House, we are out for tender to several firms for a feasibility study as you are aware. In parallel, we need to study eventual ownership, PHHF or ACO, how that ownership would work and the nature of any management group and fundraising, what we can commit now, and what we need to do to raise the appropriate funds from all levels of government as well as private donations. This should also include an initiative to push for Designation under Part IV of the OHA, important to signify the value of the building to the community to funding agencies. This will take some advocacy outside of our ongoing process. We will also discuss this under other business.

The Historic Ward St. Hospital. This is likely an uphill battle to preserve and we will need the backing of our membership to demonstrate the level of concern in town. The Advocacy Committee will report more on this.

Receipting to our donors for the Auction is an issue that needs resolution with Head office. I will work with Peggy as much as I can to help resolve this but it is clearly not a highly successful process at the moment.

I was approached by Sue Bernardi, the Town coordinator with PHAI and a representative of Cameco to discuss salvage from the centre pier demolitions. This was brought up by the Pier Group at the end of its existence, but never formally concluded. The idea of salvaging elements of the existing building for re-erection as a park pavilion or other commemorative structure, was emerging as an idea when the Town had a Waterfront committee a couple of years ago, but this council suspended that committee and nothing more has been done.

There does remain however a chance to salvage something out of all this however and further discussions will take place to explore this idea. I attended one meeting and have another coming up. But, the question is, is the ACO willing to be the successor to the Pier Group (it was a subset of the ACO at the time)? I need to know if I am representing the ACO or myself as former co-chair of the PG.

Finally, the AGM appears to be taking shape with all aspects under control. We have our venue and Joanne is looking after us there, we have our Speaker, Chris Mahood, from the OHT, we are preparing the Ballots if required, we need now to confirm a scrutineer for any election and I am now asking for committee reports so that I can comment on our year's work in my remarks. Post our Special Meeting, Sue Carmichael has confirmed she will stand as a nominee for the Executive.

Other issues and initiatives will be covered in our agenda.

TREASURER'S REPORT:

Hugh reported on Financial Statements. Motion made to adopt the statements.

MOTION: (Hugh/Anna) **CARRIED**

Hugh added that a Heritage Fund loan, regarding #146 Walton, is paid off balance of the loan. There are three outstanding loans in the books.

BUSINESS ARISING FROM THE MINUTES:

COMMITTEE REPORTS

- **Auction - Joan Tooke - *Antiques & Artifacts 2018* - Report to the ACO Executive Committee**

The 14th Annual *Antiques & Artifacts* Auction will be held at the Town Park Recreation Centre on Sunday April 22, 2018.

The *Antiques & Artifacts* committee has again booked a double booth at the Kinsmen's Flea Market on Saturday February 24th from 10 am to 2 pm at the Cameco Gym at the Town Park Recreation Centre. We participated in this event in 2016 and 2017. It is a different audience for the ACO and *Antiques & Artifacts*.

Progress is being made as we prepare for this year's event. Some highlights follow:

- Approximately 70 households are currently listed as donors
- The Chapel is bulging
- This year's auctioneers: Les Brittan and Jason McIntosh (Jason helped in 2017)
- Debit, MC and Visa equipment will be obtained from Les Brittan
- Print Ads: *Watershed* (Port Hope page), *Canadian Vintage & Antiques*, and *Community Heritage Ontario News* plus an article with photos in the February 2018 issue of *ACO Matters*. The auction ad will be placed in *Northumberland News* and related papers in April
- Posters and Rack cards are now available. Rack cards will be mailed to 2017 bidders in March
- New this year: expanded Gardens R Us and Chairs R Us sections in the Fall Fair Centre
- Of special note: selection of fine jewellery, carpets, fine china, Inuit, First Nations and folk art
- Increased use of social media including Instagram and Facebook. Webpage & Facebook leadership - Andrea, a student at Trinity College plus 2 committee members
- Photography is up-to-date, ACO website remains a concern
- Caterer and kitchen are booked
- Shop windows are booked for displays in Port Hope and Cobourg

Under consideration: A small online auction of 60 to 100 carefully selected, but unlikely to be live auction items. One of our volunteers is willing to organize this through MaxSold in mid March. This would require ACO Port Hope support, and I am willing to answer any questions you have. Like the Kinsmen's event, this is seen as good promotion and an opportunity for sales of additional items. It would require the use of the Caretaker's Cottage

on a Saturday for four hours for pickup of sold items. We also plan to use the cottage for the appraisal and storage of art prior to the event.

This time last year, we reported that information for the final 2016 tax receipt had been resubmitted. This year, Peggy has just told me that she mailed outstanding 2017 tax receipts today. It took one month to complete the paperwork in 2005, year one of the Auction. We recognize that the size and complexity of the event has grown, but our procedures have improved, and we meet the audit requirements. We must have written instructions from the provincial ACO office by mid April 2018 to ensure that our 2018 documentation is ACO compliant. Thank to Peggy Bennett for her work to resolve this situation.

Respectfully submitted,

Joan Tooke for the *Antiques & Artifacts* Committee

ACO Executive support the ONLINE AUCTION initiative.

ACO Executive acknowledges the Tax Receipts are a priority and are trying to get the situation resolved as quickly as possible.

- **Advocacy** - Bruce Bowden

Bruce reported on a number of issues:

- Letter regarding Penryn subdivision plan - to protect the oak trees. Bruce wrote to tree committee and stated they're out of their jurisdiction and the issue is proceeding to council. Trees should be protected through the Heritage Committee.
- Improved research resources for the town's Heritage Committee
- Improved access to the town's heritage listings, including formally naming it as Port Hope's Heritage Registry, as per the provincial Heritage Act.
- Researching and utilizing all three classifications under the province's 2006 Heritage Act: as a Designated individual property, as a Heritage District, and as a listed, but non-designated property of "cultural value." This important third category has not yet been used within our community. All three forms of listing should be readily accessible to the public and to the town's planning officials before building or demolition permits are granted.
- Phase 4 of the Mason plan for the Penryn property
- PHAI remediation planning for ravine lands
- The RBC building and its Opera Hall
- Preservation of the three distinctive chimneys of the St. John's rectory
- The former hospital buildings and property at 65 Ward St. at its corner with Hope Street. **This has become our primary focus.**
- Salvage opportunities from the demolition of the Pier properties. Results are harder to verify. Initial consultations have occurred or letters written about some of these matters. Specific suggestions that have been made include:
 - A public mailing both to the parish and to our membership inviting participation toward the costs of preserving the rectory's magnificent chimneys. Unfortunately, although much deserved, this is not yet a designated property and, on behalf of the community, we share in the public's interest in this modest preservation project.

- Concern about the proposed initial density and tree verge along Ridout St.
- Concern for the safety of the two first growth oak trees in King's Field and along its border. We wrote to the developer, the Tree Advisory Committee, and to the Heritage Committee. Our letter to the latter suggested that these two properties merit immediate Heritage Designation.
- An informational meeting for us with PHAI is being set up.
- Phil Goldsmith toured the pier buildings and made salvage suggestions that have been agreed to by Cameco and passed on to town officials.
- **Port Hope's Heritage Committee has researched and assessed the former hospital property that opened in 1916 at 65 Ward St., including its elegant little pump house, and the mid-century home that was turned into the first "cottage" hospital/then nurses' residence on Hope St. They will be considering a report recommending to Council that those buildings be designated as heritage properties. That meeting is on Monday, Feb. 26 at 6:30; we have asked to be on the Agenda as a delegation. If adopted by the Committee, we will be asking members to support this initiative, actively. It is likely to be a "hard sell" to Council!**
- Port Hope's Heritage Committee was successful in seeking funding to hire a university student to assist with setting up a Registry that is to include listed properties of "cultural value." This was our opening long-term goal when we wrote to the committee.
- Hugh reported on Heritage Trust Fund. After the meeting, members recommended to fold the PHHF into a foundation and have as an organization. Future projects will be amalgamated to one committee. Investment funds that are dormant are put in the portfolio.

(Hugh/Julie)

CARRIED

- **CANADA 150 - Moya McPhail**

- None

- **Governance - Trish Doney**

- None

Heritage Trust Fund - Hugh Parker

- None

- **Membership - Peggy Bennett**

- Peggy reported a few new members.
- Peggy finalized Antiques and Artifacts receipts.
- Peggy mentioned that there's an issue with online memberships - not popular.

- **Newsletter/Bus Tour/Evening series - Patsy Beeson**

Newsletter

- Newsletter is printed. To be emailed soon.

Bus Tour

- Cobourg organizing trip to Kingston.

Evenings With the ACO

- Next evening will be scheduled for June 19. Archivist to discuss 19c stage coach travel.

• **Projects and Downtown Task Force - Tom Cruickshank**

- None

• **Scholarships - Matt Desbarbieux**

- Matt to reach out at the beginning of the school year and will present to Port Hope High School.

• **Property - Ed Pamerter**

- Ed reported on the heating of the Caretaker's Cottage. Heating issues was fixed and the Town may take responsibility.

• **Events Committee - Joanne Marrison**

- None

• **Investment Committee - Hugh Parker on behalf of Dennis Hogarth**

- Hugh mentioned bank documents organized for setting up trading - TD Bank recommendation for portfolio - to invest $\frac{3}{4}$ of our resources. Hugh is putting together corporate foundation. Next steps will be another meeting with bank to open account.
- TD Bank meeting set up for discussion about funds. We should be in a position to formulate and execute investment plan.

• **OTHER BUSINESS**

• **RBC Opera House - Phil Goldsmith**

- Completed proposals for feasibility study. Six firms submitted proposals - 3 backed out and 2 are active.
- Phil mentioned that the proposal should be in by April 15; will review submissions and then to award to successful firm.
- Phil reported that the bank is onside - that the study be completed by June, that ACO will purchase building for \$1.
- Phil added that we need to develop plan to move forward and fundraising is required.

• **Little Station - Phil Goldsmith**

- Phil held meetings with municipality and meets again next Tuesday. Little Station on agenda at "Committee as a whole." Determined it's cheaper to move Little Station to Lent's Lane.
- Phil added that we need a project committee.
- Phil mentioned need to figure out whether there is a basement on the foundation.
- Ask for proposal from Critical Mass. ACO has to decide if we're going to charge for rent. Need to lease the building.

• **AGM - Phil Goldsmith**

- Phil reported that we're in good shape.

- Need to know how heritage system works in Ontario.
- Phil will be reporting on PHHF at AGM. Close to approving by-laws and moving forward.

- **Art Donation - Joan Tooke**

- Joan presented the Executive with a donation of water colour paintings, made by the Art Gallery of Northumberland. The seven paintings feature homes on the 1984 House Tour. The paintings will be kept at The Caretaker's Cottage.

- **Communications Report - Jo**

- Jo reported that the Communications Committee unanimously chose Cats Media to redevelop the ACO website.

- **Motion**

- "To accept and proceed with Cats Media as the agency to develop the new website."

(Jo/Matt) **CARRIED**

MOTION TO ADJOURN at 9:18 p.m.: (Julie) **CARRIED**

Next meeting - March 1, 2018