

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

**Place:** Caretaker's Cottage  
**Time:** Thursday, March 1, 2018 at 7:00 p.m.  
**Present:** Julie Mavis, Phil Goldsmith, Moya McPhail, Joanne Marrison, Ted Holmes, Susan Carmichael

**Regrets:** Bruce Bowden, Hugh Parker, Anna Gray, Jo Anne Mulvaney, Terry Hill, Matt Desbarbieux, Ed Pamerter

**Guests:** Ian MacKay, Joan Tooke, Patsy Beeson

**CALL TO ORDER:** 7:00

**NO QUORUM - MEETING INFORMATIONAL ONLY**

**AGENDA:** Used as a guideline for the meeting

**CORRESPONDENCE:**

Port Hope Archives - Newsletter

**CHAIR'S REPORT - Julie Mavis**

**Welcome everyone,**

First of all I would like to welcome Susan Carmichael and Ted Holmes as new board members. Also Ian Mackay to our meeting - Ian expressed an interest in joining our board after the nominations were posted so we agreed we would invite him to our March board meeting. We have a long string of members not present today - and indeed we do not have a quorum - but we can have an information session and discussion.

We have a very busy upcoming year at ACO Port Hope. Phil Goldsmith has provided exceptional guidance through his expertise and knowledge. A special thank you to Phil for his leadership in the past two years as Chair and I look forward to his continued support. Joanne Marrison for planning the AGM which ran very smoothly.

I am looking forward to my term as Chair for the next two years:

1. continuing to keep advocacy in the fore front
  - a. we've accomplished a lot of work over the past year in advocacy and are currently swamped with projects - RBC, Little Station, Pier buildings, Old Hospital
  - b. also need to complete a heritage list (which has been worked on many times - should now be a web based list)

The role of the Executive committee is to manage and lead our way through constant review and planning.

2. completing the structure of ACO Port Hope and PHHF
  - a. ACO governance review due this year - to include director sign off for all directors
  - b. PHHF by laws to be developed
3. succession planning is something we really need to improve

- a. Phil Goldsmith, Julie Mavis, Hugh Parker and now Bruce Bowden have all joined our organisation directly into key leadership roles - from time to time that may be necessary but not every time
4. next generation outreach to embrace the 40 some things

We have a large membership and in an effort to retain membership and interest in the organization

5. two additional fundraisers
  - a. perhaps an annual arts and architecture tour/cruise/ trip to Europe
  - b. having the Garden Tour every year
  - c. longest lunch

Bruce Bowden and I attended ACO Central Council meeting last Saturday, it was very informative. We will have their auditor on site at the end of March to review financials for 2015, 2016 and 2017. We have a strong team and lots of fun ahead of us.

Need volunteers for:

- governance review and director sign off
- web site development
- fundraising committee

**TREASURER'S REPORT:** No Report

**BUSINESS ARISING FROM THE MINUTES:**

## **COMMITTEE REPORTS**

- **ANTIQUES & ARTIFACTS: Joan Tooke**

The report includes an update and a number of concerns;

Update:

The committee participated in the Kinsmen's Flea Market on Saturday Feb24th at the Town Park Recreation Centre. Attendance was down from 2017, but we covered our rent, and generated interest in our event and handed out ACO Port Hope cards. We have decided not to do an online auction at this time.

TCS student Andrea Zermeno and the community engagement officer Kim Vojnov presented the new webpage at the end of our February 20<sup>th</sup> meeting. This was well received.

Web site <https://acoporthope.wixsite.com/antiques-auction>

This will be added as a link to the ACO Port Hope website. Emails and messages can be sent directly from the page to Antiques & Artifacts rather than through ACO. The page can be liked and shared and there will icons to allow sharing through Facebook and Instagram.

Concerns:

Minutes of February 1, 2018 did not reflect ACO Board support for an ONLINE AUCTION. Minutes have not been adopted at this time and will be corrected.

Tax Receipts: All donors have received their tax receipts although it was not a timely fashion. Also Antiques and Artifacts request any letters sent to donors be done with their cooperation. ACO Executive will provide Joan with a detailed procedure as required by ACO Central to ensure a timely issuance of tax receipts in the future.

ACO Financials as presented at AGM

Revenue reported for The House Tour and The Garden Tour 2013-2017 is gross while revenue for Antiques and Artifacts is net. Reporting for each fundraiser should be identical. This concern has been raised with the Treasurer.

## Use of Earned/Donated Revenue

Antiques & Artifacts would like to know where the funds raised will be used and if some of these funds can be given to St. John's Anglican Church - Save the Stacks.

Is the Port Hope Heritage Foundation subject to the same rules for use of funds as ACO Port Hope, i.e.: does a property need be designated before qualifying to receive support. ACO Executive acknowledged that it is easier to raise funds with a specific goal.

- **ADVOCACY: Bruce Bowden** via email provided the following report:
  - Phil Goldsmith spoke to the report highlighting the importance of the Old Hospital with its colourful history and the heritage value of the building.
  - The Advocacy Committee will get information required from HPH so the ACO Executive can put forward to Council a Public Nomination for Designation of this building.
  - Timing is of the essence since current developer for the Retirement Home is looking to demolish the building and appears to have the support of HPH.
  - Also, ACO to encourage all members to attend council meeting when nomination is presented.
  - ACO to encourage HPH to create a Registry of Designated Properties and a Listing of Properties of Interest. Currently HPH has an Inventory of Designated Properties.

The Advocacy Committee met on January 28.

It reviewed matters which it had raised last fall:

Preservation of trees and density issues in Phase 4 of the Mason revised plan for the Penryn Estate. Contact with the PH Initiative seeking further information about their planning regarding tree removal etc. in the town's ravines.

News that the Planning Dept., on behalf of the Heritage Committee will be hiring a college or university student this summer to work on the updating of the town's Register of Designated properties, Designated District, and most particularly, to begin an inventory of properties worthy of being "listed." The latter, we had particularly sought. (Such a public listing provides 60 days of protection in order to provide Heritage committees time to assess a property for Heritage Designation.)

Preliminary - very preliminary - discussion about how to proceed to create further Heritage Districts when the town does not provide sufficient resources to commission a professional report. There has been success, for example, South Rosedale, in a self-defined area initiating such an action. The hesitation, of course, is that a substantial degree of community support would be invaluable assistance.

We are going to have to move in this direction, but with some care. We might, for example, try to convene a residents' conversation regarding a King St district, from the waterfront to Ward St. This might be a logical starting place in an anniversary year of the original settlement along the east side of Smith's Creek in 1798.

The second possibility mentioned was my own brainwave when writing to town committees last fall about the impacts of the new subdivision proposal: to extend the Downtown Heritage District, as a protected ribbon along Walton, Ridout and Lakeshore - the original route to the west. The Committee did not address this possibility.

**The old hospital site at Ward and Hope Streets.** There has been an unsatisfactory conversation between the Heritage Committee and the unresponsive developer after its demolition permit request was temporarily withdrawn. Their requested delay regarding heritage review of the site has yielded no contact, no architect chosen or plans suggested.. The Heritage Committee has thus proceeded, and has drafted a report for Council that would recommend Designation. There, it may die, for the proposed Old Age home has strong support, both as meeting a social need and as a future employer. The Heritage Committee met on Feb. 26 to consider their report. At that meeting we requested participation as a delegation and both I and Phil Goldsmith spoke. With little chance to plan jointly our remarks, I tried to place the hospital into its historical and cultural context, while Phil spoke to the requirements of the provincial legislation. We were heard carefully, and conversation with the Assistant Chair and others ensued. Unfortunately, needed procedural steps had not occurred - public notice of this as an Agenda item had not been listed - and so, the matter is postponed until March. Even though the Heritage Committee hopes to propose designation, this initiative is not only in its hands. Anyone may request this of Council. **Accordingly, Phil stated that the Port Hope ACO will**

**also seek the site's designation.** A supporting report (not easily done with various March vacations of members) must be prepared, and we must support this by placing ourselves on an Agenda of the Council's Committee of the Whole.

I suggest:

A clear, brief report supporting the request, highlighting how the property fits historical, cultural and architectural Designation criteria.

A Report that meshes effectively with the Heritage Committee's Draft Report. That we seek to reinforce the effective staff and committee work contained in that report.

That our written report only emphasize heritage and cultural values. In its presentation and support, members may wish to draw attention to re-use opportunities and experience, but we should not so dilute our written submission.

That the report must come from the Executive, not the Advocacy Committee.

That we must quickly design a campaign of support. Attendance at Council meetings (sorely needed) should be only one part of this. Phil's statement of the branch's intentions to the Heritage Committee, I submit, means that we must be all hands on deck. **I request that this initiative be adopted by the Executive.**

- **COMMUNICATIONS: Jo Mulvaney**
  - No Report
  - Julie Mavis - Website Redesign was awarded to Catsmedia with Adam Sherwin as Account Manager and looking for members to act as the liaison for gathering of content
  - Susan Carmichael, Moya McPhail volunteered
- **GOVERNANCE**
  - A review of the Governance document must be completed this year.
  - Joanne Marrison, Julie Mavis and Phil Goldsmith and Ian MacKay will form the committee
- **MEMBERSHIP: Anna Gray**
  - No Report
- **NEWSLETTER/BUS TOUR/EVENINGS: Patsy Beeson**
  - No Report
  - Patsy Beeson and Moya McPhail will be hosting a bus tour from the ROM with a tour of the town, lunch at St. Mark's and a tour of the Barn Quilts.
  - Of Interest - Laura Ranieri recently had a talk at the Library on Charles Trick Currelly: Canada's Museum Maker
- **PROJECTS: Terry Foord**
  - No Report
- **SCHOLARSHIPS: Matt Desbarbieux**
  - No Report
- **PROPERTY: Ed Pamerter**
  - No Report
- **EVENTS: Joanne Marrison**
  - AGM - expenses for gifts, catering and venue have been paid
  - Thank you note sent to Capitol for services and donation of coffee. Tea and bottle water with a copy to Chair of Board and GM of the theatre
  - Sculthorpe theatre booked for AGM next year on February 21st
- **INVESTMENT: Dennis Hogarth**
  - No Report
- **OTHER BUSINESS**
- **RBC Opera House - Phil Goldsmith**

- Completed proposals for feasibility study received from 2 firms with interviewing on March 5.
  - A recommendation will be made to the Board
  - An Operations Committee will be formed and Headed by David Pamerter
  - Feasibility should be concluded by end of June and a decision likely in July/August.
- **Little Station - Phil Goldsmith**
    - Phil held meetings with municipality for the relocation to Lent's Lane
    - Municipality to provide site drawings
    - Other questions need to be addressed such as Property Taxes, water, etc.
    - Critical Mass has asked if they could use the building once it has been relocated.
- **Pier Buildings - Phil Goldsmith**
    - Phil had a site visit to the foundry building to salvage some of the materials
    - Steel frames, door, window and other foundry artifacts will be salvaged and stored at the Town work yard.
    - The Municipality has plans for the land and waterfront at this time

**MEETING CONCLUDED: 8:30pm**

**NEXT MEETING: Thursday April 5<sup>th</sup> at 7:00pm**