

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

Place: Caretaker's Cottage
Time: Thursday, Oct 10, 2019 at 7:00 p.m.
Present: Julie Mavis, Bruce Bowden, Anna Gray, Ian MacKay, Moya McPhail, Susan Layard, Matt Desbarbieux, Ted Holmes, Hugh Parker, Phil Carter and Susan Carmichael

Regrets: Marielle Lambert

Guests: Patsy Beeson, Derek Hurlburt

CALL TO ORDER: 7:00 p.m.

DECLARATION OF CONFLICT OF INTEREST: None

AGENDA:

MOTION: to Approve Agenda
(Moya/Anna) **CARRIED**

MINUTES:

MOTION: to Approve Minutes of Sept 5, 2019
(Bruce/Hugh) **CARRIED**

BUSINESS ARISING FROM THE MINUTES: Clarification that Letter received by ACO Cobourg was asking for expert advice for the Sidbrook Hospital not financial assistance.

CORRESPONDENCE:

- Letter sent to Mayor and Council by Bruce Bowden and Susan Layard regarding windows of 31 Walton St. emphasizing vinyl windows should not be allowed in the Heritage District.

CHAIR'S REPORT: Julie Mavis

- Congratulations to the event organizers for Primadonna on a Moose- event raised awareness of the Opera House and provided another source of funding.
- Attended ACO AGM where a new board was elected and Financial Statements for 2018 were presented.
- Attended ACO Heritage Awards – Oct 3 – Port Hope branch had 5 nominees. Moya McPhail, Kathryn McHolm, Lois Richardson and Pamela Tate won the Margaret and Nicholas Hill Cultural Heritage Landscape Award for their Barn Quilt Trail in Port Hope Township. This award recognizes a project that has an appreciation of Ontario's significant heritage landscape. Congratulations.
- Congratulations to the Port Hope House Tour for a successful event which will likely raise \$30,000. Many thanks to the homeowners and all the volunteers

TREASURER'S REPORT: Hugh Parker

Approximate bank balance at September 30, 2019: *	\$82.8 K
<i>* Figure is approximate pending receipt of September 30th bank statement</i>	
Approximate bank balance at October 10, 2019:	\$80.3 K
Additional Revenue not yet received:	\$3.7 K
TOTAL CURRENT RESOURCES:	\$84.0 K

LIABILITIES:

Bills payable: nil

Approved projects:

1) Fairground Gates	\$10.0 K
2) Rose's Cottage relocation	15.0 K
3) Little Bluestone	6.5 K
4) Vincent Massey plaque	1.5 K
5) Orange Hall – 50 John St.	7.0 K (pending Board Approval)
6) 6 William St. (Porter)	7.0 K (pending Board Approval)

Total Approved Projects:	\$47.0 K	(\$47.0 K)
Estimated additional maintenance to Cottage & Chapel		(1.0 K)
Administration support <i>[subject to Executive approval [Estimate for 2 months]</i>		(1.2 K)
NET AVAILABLE RESOURCES <i>[subject to ongoing operating expenses]</i>		\$34.8 K

- Awaiting funds from ACO Central for Memberships – issues with PayPal account
- John Matthew new Treasurer for Auction – Auction Audit will be completed before year end. Thank you to Joan Tooke, Mary Trevor and John Matthew for their participation in the audit.
- Branch audit for 2019 will begin in January 2020

COMMITTEE REPORTS

- **ANTIQUES & ARTIFACTS: Peter Duck/Sharon Hancock via email**
 - Finished cleaning Chapel basement so it can be used for storage of Auction items. Jazz committee to remove all their items.
 - Online Auction will run from Oct 31 to Nov. 7th
- **ADVOCACY: Susan Layard/Bruce Bowden**

Susan

 - Planning staff presented their report to HPH with concerns about amendments to the Ontario Heritage Act that will be coming in the near future. Essentially they want to hire a person to work with the sub-committee to come up with a new plan to create the Heritage Registry. Also in 2020 they want to hire an additional planning person. In the meantime sub-committee to continue with their work on the Heritage Registry.
 - At the September HPH meeting, the committee accepted Phil Carter's report recommending the refusal of vinyl windows at 31 Walton St. and in the Heritage District. A letter was sent to the Mayor and Council.

Bruce

 - Attended a meeting by residents of Dorset St. Augusta St. and Sherbourne St. concerned about the extent of work required by PHAI (CNL) to remediate the area and the damage this will cause to the trees and wildlife. CNL will make a presentation to HPH on Nov, 18 – Town Hall. ACO is welcome to attend.
- **COMMUNICATIONS: Marielle Lambert**
 - No Report
- **EVENTS: Marielle Lambert via email**
 - Blaise Gaetz has joined the Events Committee
 - Christmas Party will be at Villa Idalia – which will accommodate 175 to 200 people. Friday Nov 29 – 5:30 to 8:00 pm - \$30 per person. Looking for volunteers for bar and serving.

- **FUND RAISING: Anna Gray/Moya McPhail**
 - Tour in France – Anna and Bruce hosted a wine and cheese for the 24 people signed up for tour
 - Sept 2020 – Berlin to Prague – Plans underway
 - Elvis Impersonator – May 30 in the Joynt’s barn
 - Primadonna on a Moose likely netted \$6,000
- **GOVERNANCE: Ian MacKay**
 - Adhoc Committee presented the need for Administrative help for Port Hope Branch.

MOTION: To hire Administrative support for an annual budget of no more than \$7000 for approximately 320 hours per year.

(Ian/ Hugh)

CARRIED

- Establish a recruitment committee to include- Julia, Bruce, Anna

- **MEMBERSHIP: Anna Gray**
 - Encourage committee members to join ACO
- **NEWSLETTER/BUS TOUR/DISCOVERY: Patsy Beeson**
 - Newsletter – deadline – Oct 11 – Layout will now cost \$300 - \$400, will try to reduce printing costs to offset layout costs
 - Discovery Series – Oct 22 – History of Hamilton Township by Tom Cruickshank. Spring series to include back stage tour of 4th Line Theatre
 - Bus Tour - Hamilton
- **NEXT GEN: Derek Hurlburt**
 - Pub night planned for late January
- **NOMINATIONS: Bruce Bowden**
 - Ian MacKay to chair Nominations Committee of Julie, Phil, and I other member –TBD
 - Looking for new Board Members as Matt’s term is up and Vice-Chair position to be filled
 - Bruce will continue to Chair Awards Committee consisting of Julie, Phil and Trish Doney
- **OPERA HOUSE PROJECT –Julie Mavis**
 - RBC targeting Oct 31 for Opera House sale.
- **PROJECTS: Phil Carter**
 - Rose Cottage – Temporary location extended to Dec. 31, 2019
 - Fairground Gates – missing concrete caps – Charles Wickett to pursue.
 - Little Bluestone – awaiting paid invoices
 - St. Mark’s Church – awaiting completion of plaque.

New Business

1. Application received from Bobby Tamo – 50 John St. for window restoration and brickwork on south facing wall – Quote received of \$18,255 plus HST

MOTION: a) The Projects Committee recommends a grant of \$7,000.00 be awarded to Bobby Tamo, owner of 50 John St. for the restoration of windows and brickwork on south and north wall conditional on receiving approval from Ontario Heritage Foundation.

(Susan C./Ted)

CARRIED

2. Application received from Jennie Porter – 6 William St. circa 1850 – Brick and window restoration – property designated in 1983. Quote received for brick work of \$72,000 plus HST – Brick work started. Quote for window restoration of \$18,000 plus HST to be completed.

MOTION: The Projects Committee recommends a grant of \$7,000 be awarded to Jennie Porter owner of 6 William St. for restoration of windows.

(Susan C./Bruce)

CARRIED

- **PROPERTY: Matt Desbarbieux**
 - No Report
- **SCHOLARSHIPS: Matt Desbarbieux**
 - Received an application for Scholarship from Michael Daynen Beezer-Clark enrolled at Perth in the Heritage Carpentry course.

MOTION: To grant a Scholarship to \$3,000 to Michael Daynen Beezer-Clark for the first year and an additional \$3,000 for next year upon successful completion of the first year.

(Matt/Susan L.)

CARRIED

- **OTHER BUSINESS: none**

MEETING CONCLUDED: 8:50 pm

NEXT MEETING: Thursday November 7, 2019 at 7:00pm

Minutes recorded by Susan Carmichael