

ST. PETERS HARBOUR LIGHTHOUSE SOCIETY INC.

AUGUST 25, 2016

INTRODUCTION

The third Annual General Meeting of the St. Peters Harbour Lighthouse Society Inc. (SPHLS) was held Thursday August 25th from 7:00 to 8:00 pm , at the Rossiter Park Shelter in Morell.

In summary, the meeting was held to review the status of SPHLS agreements towards divestiture of the lighthouse and restoration since the second AGM of August 27, 2015. Also to report SPHLS activities since the July 2016 *the Lighthouse News*. The agenda :

A. President's Report (15 min.) :

1. Welcome and Introductions
2. Status of Our Agreements
3. Ongoing Activities and Volunteer Programmes

B. Treasurer's Report (10 min)

1. Financial Statement
2. Status of Account
3. Approvals

C. Elections (5 min)

B. Questions from the Floor (30 min.)

Attendance

Board of Directors :

Tom Moore	: President	absent :
Gail Rice	: Past President	
George Morrison	: Treasurer	Doug Milligan : Property Manager
Ann Doyle	: Communications	Tim Phelan : Secretary
Mary Phillips	: OSPHHA Representative	Mel Anderson : Director at Large
Sidney MacEwen	: Community Affairs	
Adam Drake	: Heritage Director	

St. Peters Harbour Lighthouse Society Inc.
stpetersharbourlighthouse@gmail.com

ST. PETERS HARBOUR LIGHTHOUSE SOCIETY INC.

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Members :

Katie Sheahan and Syd Freiman ; Vera Teschow ; Mary Richardson ; Deborah Moore ;
Joanne and Bill Morton ; Ellen and K.C. Spengler ; Sue Barker and Ian Karn ;
Garry Doyle ; MaryLeah Doyle ; Nancy Pierce ; Lyman MacInnis ; Liz MacDonald ;
Lucille and Gavin Kenny ; Paulette Bourgeois ; Mary Jo and John Kraft ;

Guests :

Karen Jay
John Flinn
Sheila Brazel
Bill MacEwen

The following are summary minutes of the meeting (*italic notes are for additional clarifications added since the meeting*)

A. PRESIDENT'S REPORT**Tom Moore****1. Welcome and Introductions**

1. thanks to all : contract agreements complete ; ownership anticipated by the end of the year ; restoration anticipated by AGM No. 4, August 2017 ; thanks to all for the support which has made this venture possible.
2. membership status : now totals 110 and growing (double 2015) ; members from St.Peters Bay to Lakeside (residents and cottagers) as well as a few tourists .
3. special introductions and thanks : Lawrence MacAuley, M.P. Cardigan (absent) ; David MacAdam, Mayor of Morell (absent) ; Sidney MacEwen, M.L.A. Morell - Mermaid
4. Board Introductions : Board Members introduced as listed above ; thanks also given to Committee Members : Mary Richardson and Debbie Moore ; Bill Morton ; Vera Teschow ; Katie Sheahan and Syd Freiman.

2. Status of Divestiture Agreements : MOA (Memorandum of Agreement)
GA (Grant Agreement)

(events since AGM No. 2, Aug. 27th 2016 and per *the Lighthouse News*)

1. November 21, 2015 : agreement in principle to grant achieved ;
(105.7 K as requested and reported at AGM No. 2)
GA to follow approval of DFO budget for fiscal 2016,
April 1st 2016.
2. November 22, 2015 : contract review period : draft MOA and GA contracts
to May 1, 2016 submitted by DPW and DFO : lawyer Ewan Clark and
office of Lawrence MacAuley consulted.
3. April 1, 2016 GA approved ; SPHLS grant officially part of DFO
budget for fiscal 2016 (April 1, 2016 - May 31, 2017) ;
final MOA and GA contracts issued for execution.
4. May 10, 2016 Board of Directors voted to proceed with execution of
both contracts as submitted.
5. June 2, 2016 MOA and GA executed by both parties ; contracts
placed in safety deposit box at the Morell Credit Union.
6. June 3 - mid December contract closing period ;
a. first step : Heritage Listing (Parks Canada) for mid September.
b. second step : 90 day lien period ; anticipated closing c/w
transfer of deed and grant to SPHLS : for mid December ;
(matches approval periods for Panmure Head
lighthouse , class of fiscal 2015 , restored this spring)
7. May 15 - July 31 anticipated schedule for lighthouse restoration.
2017

3.Ongoing Activities : June 3 - September 15th 2016

1. Restoration Costing : final trade costs proceeding ; budget to be confirmed
for September 15th ; contracts to be let (conditional
to completion of grant) for start up work mid May 2017.
2. Building Permits : building and environmental zone construction permits
in process ; for completion prior to May 2017.
3. Liability Insurances : Directors and Owners coverage in place as of May 2016 ;
General Liability coverage effective as of day of

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- ownership (deed transfer to SPHLS)
4. Land Lease : draft in final stage by lawyer ; execution with OSPHHA by Sept. 15th ; lease to commence day of deed transfer .
 5. Incorporation : completed July 29th, 2015 as reported at 2015 AGM
 6. Charitable Donation Status : CDS application postponed per MRSB recommendation : completion of ownership / restoration and typical yearly operations required ; current fundraising objectives not impeded ; CDS requirement to future review.
 7. Start up Costs : approximately \$ 8,000 to date for legal and accounting work ; balance to complete estimated at \$1000. All costs to date paid in full.
 8. Annual Budget : \$ 5,000. : operating costs includes annual insurance and allowance for repaint every five years
 9. Fundraising
 - a. Founding Members Campaign FMC to continue until mid December (ownership) ; target : funds for balance of fiscal 2016 (May 31st 2017) and fiscal 2017.
 - b. Founding Members Plaque / Silver Shingles commemorative items in development for completion with restoration.
 - c. Opening Celebration beach party gala at lighthouse in works for August 2017.
 - d. *future fundraising* *in review ; possible combination of annual membership, corporate sponsorship and fundraising events ; annual raffle (for items by donation) in development.*
 10. SPHLS Organization :
 - a. administrative structure : completed including 4 basic committees (Financial, Communications, Building and Heritage) ; various sub committees within each group ;
 - b. meetings 4 monthly Board Meetings each season typical, June through September ; each meeting 90 min. maximum.
 11. SPHLS Communications
 - a. membership and contact lists now on file for easy communications.
 - b. website updated
 - c. Instagram and Facebook pages also introduced
 12. volunteers : volunteers for all committees and Executive a continuing requirement and welcome.

B. TREASURER'S REPORT

George Morrison

1. Financial Statement

1. 2015 Financial Statement (MRSB consultants) :
 - a. first annual statement submitted (as required by articles of incorporation).
 - b. statement covers first fiscal year (9 month period from July 26th 2015, date of incorporation, to end of first fiscal year, May 31st 2016).
 - c. income and payments issued prior to incorporation are not part of this review and statement.
 - d. all income received based on membership contributions.
 - e. majority of expenses incurred for start up costs (professional fees).
 - f. balance of account at the end of fiscal 2015 : \$ 5,119.56.
 - g. *statement concludes SPHLS accounting conducted according to requirements and good practice of a non profit corporation.*

2. Status of Account (as of AGM , August 25th , 2016)

1. balance of account : \$ 4,508.85
2. outstanding payables : \$ 0.00

3. Financial and Consulting Approvals

1. motion to approve the Financial Report : advanced by George Morrison and seconded by Syd Freiman : carried by unanimous vote
2. motion to appoint MRSB for Financial Statement for 2016 : advanced by Katie Sheahan and seconded by Mary Richardson : carried by unanimous vote.

C. ELECTIONS

1. New Members of the Board of Directors

1. motion that Sidney MacEwen, Mel Anderson and Ann Doyle be nominated to the Board of Directors for a five year term ; advanced by Syd Freiman and seconded by Adam Drake : carried by unanimous vote.

B. QUESTIONS FROM THE FLOOR**1. Is Raising the Lighthouse Part of Restoration Work ?** (K.C.Spengler)

1. Not as yet : feasibility study now in process.
2. Raising the lighthouse several feet is seen as desirable and under review :
 - a. to keep the base of the shingle wall of the building from sand drifting (an existing condition).
 - b. to increase the visibility of the lighthouse (beacon) to the beach which has become restricted by the growth of adjacent dunes over the years.
3. Raising the lighthouse was not a permissible part of the original application and approved grant, as it would have been viewed as a non essential cosmetic by the DFO.
4. Should current engineering studies be positive, and the cost of work acceptable, timing of the work will depend on the availability of funds following completion of initial restoration priorities.

2. Is Restoration of the Beacon Light Part of Restoration Work ? (John Flinn)

1. Not as yet : feasibility study now in process.
2. Restoration of the light for a decommissioned lighthouse was not a permissible part of the original application and approved grant. To date, there has not been a similar restoration of a lighthouse beacon in Canada or PEI.
3. Restoration requires a separate review and permit approval from the Coast Guard.
4. Full restoration involving a revolving beacon requires reassessment of navigational need and maintenance of the light by the DFO (to avoid liabilities).
 - a. partial restoration using a fixed lantern may be an option permitted to private lighthouse owners, such as the SPHLS.
 - b. similar to Question 1, the timing of the work will depend on the cost of the work and the completion of initial restoration priorities.

3. Who owns and maintains the road to the lighthouse ? (Karen Jay)

1. The Lighthouse Road to the foot of the Harbour is owned by the Province.
2. The balance of the road is owned by two private landowners, the northerly end and parking area being our landlord, OSPHHA.
3. The private section is seen to be an undeclared public right of way, as it is maintained by the Province and gives public access to the beach. As such, liability concerning

use of the road is seen also to be a Provincial responsibility.

4. There is no interest for further road widening or parking, as this goes against Provincial regulations for any development in this environmental zone.

4. Environmental Questions

a. Will the SPHLS increase advertising of the lighthouse, given the growing traffic on the Harbour Road ? (Garry Doyle)

1. No : our interest is not the increase of tourism to the lighthouse and beach, simply the maintenance of the lighthouse. However we are aware that such advertising is appearing on other media sites such as “Off The Beaten Path”, over which the SPHLS has no control.
2. The SPHLS will assist to reduce “ lost lighthouse traffic “ affecting other locations on the Harbour Road, such as MacEwen’s Beach, by :
 - a. placing a map to the lighthouse on the SPHLS website.
 - b. monitoring the upkeep of the Lighthouse Road street sign at the Harbour Road.

**b. How can we reduce stress on the environment from increasing traffic ?
How can we protect the dunes ?** (Vera Teschow and Bill Morton)

1. The SPHLS will ask the Province for additional advice and provision concerning environmental protection, such as signage (Sidney MacEwen).
2. We will post recommendations for environmental care on our social media sites.
3. We will recommend walking, as well as bicycle and kayak access to the location.
4. We will advise the administration of Greenwich National Park (who are promoting use of the Lighthouse Beach) to communicate all such environmental concerns and recommendations to the public.
5. We welcome a meeting of representatives from all local beach communities to share problems and solutions concerning traffic and environmental protection.

END OF MEETING MINUTES

ST. PETERS HARBOUR LIGHTHOUSE SOCIETY INC.

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Copies to :

SPHLS members : all attending or absent
AGM Visitors : all those attending
Consultants : Ewan Clark (Cox and Palmer) ; Michelle Burge (MRSB)
Representatives : Lawrence MacAuley
 Sidney MacEwen
 David MacAdam
PEI Lighthouse Society : Carol Livingstone
General Public : SPHLS website posting

Editor : Tom Moore

September 5th , 2016

next AGM :

late August , 2017

please follow our advance to ownership and restoration !!!

visit our website at www.stpetersharbourlighthouse.com for the latest news !!!!

join us on Instagram and Facebook !!!