

**The Aspotogan Heritage Trust**

**BOARD OF DIRECTORS  
6:15 P.M., Thursday September 18, 2014  
10 Pte. Richard Green Lane  
Hubbards, Nova Scotia**

**Present:** Gayle Shanks (Chair), Sarah Archer, David Bond, Scott Hogue, Joanne Lovett, Floyd Shatford, Leslie Taylor and Christine Waller  
**Regrets:** Mackenzie Armstrong, Janet Fryday Dorey, Andy Hare and Janet Irwin  
**Staff:** Kathryn Gamache  
**Recorder:** Samantha Wilson

1. **Call to Order** – Gayle Shanks, Chair, called the meeting to order at 6:30 P.M.
2. **Correspondence** – letters of thanks were received from AHT scholarship and community grant recipients.
3. **Approval of the Agenda** – the agenda was approved as circulated.

**Motion: to approve the agenda as circulated.**

Moved by: Leslie Taylor                      Seconded: Floyd Shatford  
Motion carried.

4. **In Camera** – not required
5. **Report from In Camera** – there was none.
6. **Approval of the minutes from the meeting held June 26, 2014** – the minutes were approved as circulated.

**Motion: that the minutes of June 26, 2014 be approved as circulated**

Moved by: David Bond                      Seconded: Christine Waller  
Motion carried.

7. **Business arising from the minutes-** there was none.

**8. Staff Report -**

Monthly & Portfolio Financial Summary – were reviewed by the Board. The portfolio continues to remain in a good position and currently still holds at just over \$3 million.  
Summer Social– Thanks were extended to Floyd and Elaine Shatford for hosting this year’s summer gathering.  
Edible Landscaping Project – the community continue to comment on the vegetable garden grown this year on the AHT property and Board members noted that they too had received positive comments about the garden. Lori Dale attended the *Transition Bay* harvest event in Tantallon to pick items for the Hubbards Area Food Bank. Whilst with other gardening

community group representatives, Lori gathered lots of expansion ideas for additional planting in the Spring.

Open House – Was discussed under *item 12*.

Board Education – Sessions are available again this year and Directors were encouraged to contact the Executive Director with Board education ideas.

## 9. **Committee Reports** –

9.1 **Executive Committee (Verbal)** – the Committee reviewed the terms of reference and 2014/2015 work plan. The Committee will make the following changes to the work plan:

- Monitor newly created website
- Continuation of Board education sessions
- Develop plan for anticipated revenue from the sale of golf course lots

The Executive Director has been contacted by Aspotogan Development Limited and they report that the golf course development is currently on track. The developers have invited the Board to tour the property sometime in October to view progress made over the summer. Floyd provided details on the soon to be formed Water Monitoring Committee. The Committee was formed to establish good relations between both groups and so far, communication is working well.

The Board agreed to revise meeting times for 2014/15. The Executive Committee will remain at 5 p.m. but must run no later than 6:20 p.m. The Board meeting will start at a revised time of 6:30 p.m.

9.2 **Planning Committee:** Sarah Archer, Chair of the Committee, updated the Board on progress made on developing the next five-year plan. The literature review has been completed and the Committee have begun to focus on six key goals. The SMART (Specific, Measurable, Attainable, Relevant, and Timely) framework has been applied to the goals and fine-tuning will continue at the next meeting being held on October 9.

Floyd reminded Board members that Chester Municipality are currently seeking applicants to join their Citizen Planning Advisory.

### 9.3 **Community Development Committee:**

#### Staff approved grants

Hubbards Cove Days Fireworks (\$500); Hubbards Farmers' Market (\$100); Hubbards Area Food Bank (\$500); 3<sup>rd</sup> Hubbards Scouts (\$500); Hubbards Area Recreation Association (\$500); Bluenose Coast (\$500); Tuna Flats (\$500); Through the Years Daycare, Playdate (\$500); Hubbards Community Waterfront Association, Poker Run(\$500); Aspotogan Recreation Association Newsletter(\$500); Fire Fighters Recognition Dinner (\$500); Crosswalk Safety Program (\$200); Food Bank – Community Service support (\$500)

Western HRM Community Learning Network –. Literacy classes continue to be held at the AHT building. The group use around \$450 a month to support their learners by subsidizing transportation and childcare costs. AHT are not their only funders as they also receive funds from Department of Labour & Advanced Education. The Board made the following motion:

**Motion: to approve \$3600 to Western HRM Community Learning Network for childcare and transportation subsidy support**

Moved by: Leslie Taylor  
Motion carried.

Seconded by: Floyd Shatford

Blandford & Area Historical Society – are seeking assistance to secure the last piece of funding for their interpretative panel project. The panels are long-lasting and will be in the same style as the panels existing in the community. The Board made the following motion:

**Motion: to approve Blandford & Area Historical Society \$2000 to be used towards installation and purchase of a second interpretative panel in Blandford**

Moved by: Leslie Taylor  
Motion carried.

Seconded by: Sarah Archer

District # 1 Blandford Community Centre: are requesting funds for purchase of a storage container and tables. The Board made the following motion:

**Motion: to approve \$4000 to District # 1 Blandford Community Centre to assist purchase of outdoor storage container**

Moved by: Leslie Taylor  
Motion carried.

Seconded by: Christine Waller

The application from the Community Centre group created a great deal of discussion regarding the grant application process for applications over \$500. Directors not sitting on the CDC Committee were interested in how the Committee reached their conclusions for all grants based on the information available. The Chair explained that a CDC meeting is planned for work plan discussions and grant process had been highlighted as a potential work plan item. The Committee have already discussed creating a plan that will strengthen partnerships with community groups like Blandford Community Centre that apply for AHT funding and also provide service to the community.

Hubbards Area Food Bank: are requesting funds for purchase of freezer equipment to aid with storage of perishable items. The Board made the following motion:

**Motion: to approve the Hubbards & Area Food Bank \$1800 for purchase of freezer equipment**

Moved by: Leslie Taylor  
Motion carried.

Seconded by: Christine Waller

The Community Development Committee Chair reported on the progress of the Community Service Interest group. The Hubbards Area Food bank was in crisis recently but through a community-driven food drive, they have been able to restock shelves and establish new partnerships that will aid with long-term food planning. The Community Development Committee will review the Hubbards Area Food bank as a potential receiver of community initiative funding during work plan discussions.

10. **Old Business** – there was none.

11. **New Business** – there was none.

12. **Communications, Open House** – Giveaway items for this year's event include 8 GB USB drives, Post-it notes, Pens and tattoos. The Board discussed volunteer duties and plans for the day. Directors were reminded to wear their 20<sup>th</sup> Anniversary green shirts.

13. **Time, date and location of next annual general meeting** – The next meeting will be at 6:15 p.m. on Thursday October 23, 2014 at the Aspotogan Heritage Trust building.

14. **By the Way** – The Board reviewed upcoming events and noted the following:

- Christine updated the Board that Bingo at the Hubbards Fire Hall has been temporarily cancelled.
- Aspotogan Heritage Trust's Landlord and Tenant information session has been scheduled for September 25 at the Fox Point Adventist Church. An 'Aging in Place' information session has also been scheduled for October 8<sup>th</sup> at the Hubbards Area Lions Club.

15. **Adjournment** –

**Motion: to adjourn**

Moved by: Floyd Shatford  
Motion carried.

Seconded: Sarah Archer

Meeting was adjourned at 8:10 P.M.