

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

Place: Zoom

Time: Thursday, September 9, 2021 7p.m.

Present: Bruce Bowden, Anna Gray, Ian MacKay, Susan Layard, Hugh Parker, Laura Antonik, Katherine McHarg, Lydia Svenningson, Brenda Willows, Bill Bickle and Susan Carmichael

Regrets: Phil Carter

Guests: None

CALL TO ORDER: 7:00 p.m.

LAND ACKNOWLEDGEMENT

DECLARATION OF CONFLICT OF INTEREST: None

AGENDA:

MOTION: to Approve Agenda
(Hugh/Ian)

CARRIED

MINUTES:

MOTION: to Approve Minutes of July 8, 2021
(Anna/Lydia)

CARRIED

CORRESPONDENCE: Email from Bruce to Mayor Sanderson Re: hedges at the corner of Little Hope and Ridout Streets

CHAIR'S REPORT: Bruce Bowden

- Opera House -Sale concluded with the expectations of ACO contributing \$200,000 towards building restoration. Currently HopeTowns faces a foundation re-construction and a requirement to pay a contractor 20% down prior to the work being completed. ACO must follow Provincial policy guidelines. Looking for a solution.
- Looking to set-up a new Committee for Heritage Grants following the newly adopted provincial policy
- To comply with ACOntario guidelines, a new bank account has been opened at BMO
- ACOntario approved Auction Tax Receipt procedures will be introduced for Board approval.
- Marketing group has been very active. Self -guided tours as well as guided tours of our town have been a big success.
- Porticos of Port Hope posters have been selling very well at the Saturday market. \$750. To date
- Ian MacKay, Phil Goldsmith and Bruce met with Mayor Sanderson to discuss current heritage issues on topics such as Penryn Park, File Factory, Walton Street reconstruction, Southbridge project on Ward St. and Planning Dept. staff requirements as well as the official plan for the town
- Walton Street Reconstruction Committee to convene
- Southbridge holding public meetings on Sept 21 at Masonic Lodge 2-4pm and 6-8pm

COMMITTEE REPORTS

- **ANTIQUES & ARTIFACTS: Peter Duck/Sharon Hancock via Brenda Willows**

- A report on Auction Tax Receipting process was provided to Board Executive

MOTION: To approve the Port Hope Auction Tax Receipt Process as approved by ACOntario
(Brenda/ Hugh)

CARRIED

- **ADVOCACY: Susan Layard/Bruce Bowden**

- **Susan -**

- Southbridge is planning to build a 7-storey building-demolishing the old buildings as well as Hope Terrace. Public meetings will be held on Sept 21 at the Masonic Lodge. ACO is preparing a letter to Council
- Listing Project may be in jeopardy as the Planning Department is understaffed. Designation of additional heritage districts which will require professional studies will be a long time coming
- Sonia Tam is leaving the Planning Department and LeTourneau Consulting has been hired to help with the heritage aspect

- **HPH: Marie Jones**

- No Report

- **COMMUNICATIONS/MARKETING: Bill Bickle, Katherine McHarg, Laura Antonik**

- Bill provided a presentation on the organizational structure of Marketing and Communications
- Committee Responsibilities include Story-telling, Education, Advocacy and Expertise
 - Work with the Board on key messaging and priorities
 - Create a Marketing Calendar
 - Identify and reach Members, Volunteers, the public, Council, other chapters, partners
 - Develop a Partnering Strategy
 - Identify appropriate channels by audience (social media, newsletter, eblasts, etc.)
- Laura will lead Digital Media; Katherine will lead Education and Lydia will lead Member Communications

- **FUND RAISING: Anna Gray**

- Posters are being sold at the Farmer's Market - \$750.00 to date

- **HERITAGE GRANTS – Bruce Bowden**

- Bruce presented a new Committee that will administer Grants as outlined in in the ACOntario Grants Management Policy
- The Committee will consist of Susan Carmichael – Chair and include Ian MacKay, Hugh Parker, Susan Layard, Lyndsey Sneddon Jim Sculthorpe and Phil Carter as Advisor (Secretary position unfilled at this time)

MOTION: To approve the proposed Heritage Grants Committee structure as presented (Brice/Ian) **CARRIED**

- **OTHER BUSINESS**

- "In Camera Session"

MEETING CONCLUDED: 9:00 pm

NEXT MEETING: Thursday October 7, 2021

Minutes recorded by Susan Carmichael