

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

**Place:** Zoom

**Time:** Thursday, June 3, 2021 7p.m.

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

**Regrets:** none

**Guests:** Patsy Beeson, Julie Mavis, Lee Caswell, David Pamerter, Phil Goldsmith, Marie Jones

**CALL TO ORDER:** 7:00 p.m.

**DECLARATION OF CONFLICT OF INTEREST:** None

**AGENDA:**

**MOTION:** to Approve Agenda  
(Anna/Bill)

**CARRIED**

**MINUTES:**

**MOTION:** to Approve Minutes of May 6, 2021  
(Anna/Susan L.)

**CARRIED**

**OPERA HOUSE: Phil Goldsmith**

- Presented completed drawings of proposed restoration of the exterior of the building
- Much of the restoration will include original details which were derived from old pictures obtained from the Archives i.e., cornice, finials, etc.
- Phil has pictorially documented all posters, graffiti of the interior – mostly from 1924 to 1926
- Also, many pictures have been taken of the ground floor and basement
- Architect plans are complete and now with HopeTown Ventures

**CORRESPONDENCE:** Letter to Mayor – Re: Reconstruction of Walton St.

**CHAIR'S REPORT: Bruce Bowden**

- A review of the Opera House and the ACO's financial commitments. Sale to HopeTown Ventures expected to close Sept. 29, 2021
- Online Auction closed June 2, 2021
- Auditor expected soon to review valuations and receipts
- Auction will need to fulfil procedures that satisfy CRA and ACO Central
- Bill has completed a handout on ACO Port Hope that will be given to everyone picking up Auction items
- Ravenscourt – Ian brought out a heritage architect- still looking for the opportunity for this property

**TREASURER REPORT: Hugh Parker**

- Municipality of Port Hope had levied fines for unpaid taxes on the Opera House which have reversed as the error was theirs – taxes paid in full
- About \$40,000 in the bank
- About \$4000 owing to the Architect that completed the study on the Opera House
- HopeTown Ventures have not been billed for their share of the past few month's expenses

**HPH: Marie Jones**

- Met with Chief Building Official – Looking to implement a inspection process for approved work
- 7 applications were received and approved
- Still pursuing a full-time Heritage Planner
- 8 properties were added to the Heritage Register
- Still working on a Window Policy
- Asked the Mayor for \$25,000 for Wesleyville Church

**GOVERNANCE; Ian Mackay**

- A revised Governance document was provided to the Executive and Committee Chairs for review
- The revisions included updating the Mission statement (mirrored ACO Central) and made sure the document met the needs of the Branch for now and in the future
- Several revisions were discussed – document to be changed and submitted to Executive before July meeting

**COMMITTEE REPORTS****• ADVOCACY: Susan Layard/Bruce Bowden****Susan**

- Municipality of Port Hope reached an agreement with AON/Mason Homes and LPAT to allow development of a portion of Phase 5 (excluding the woodlot and some land around Penryn Estate heritage properties. The decision on the excluded land will be made at a later date. A letter was sent to council requesting the Letourneau recommendations be implemented as soon as possible.
- Windows Policy – working with Bill to include information on website.
- Walton Street Reconstruction – Letter sent expressing the view to preserve and enhance the extraordinary heritage streetscape. This could be accomplished through
  - Public consultations
  - Retain a noted heritage architect
  - Engage with ACO and other stakeholders
  - Consider expanding to Toronto Road
  - Form a committee

**• MARKETING: Bill Bickle**

- Outlined how they will be structured:
  - Bill – Strategy and Member Engagement
  - Katherine – Community Engagement and Partnering Relationships
  - Laura – Digital Media including Facebook and Instagram – outlined some email communication ideas and the anatomy of Instagram

**• FUNDRAISING: Anna Gray**

- Nigel Dickson has completed all pictures of porticos and porches which will be used to create 2 posters
- Working on 1 poster

**• OTHER BUSINESS: none**

**MEETING CONCLUDED: 9:05 pm**

**NEXT MEETING: Thursday July 8, 2021**

Minutes recorded by Susan Carmichael