

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

Place: ZOOM
Time: Thursday, March 5, 2026, at 7p.m.
Present: Katherine McHarg, Susan Layard, Brenda Willows, Lydia Bell-Gradon, Malcolm Pike, Brian Buttery, Greg Cooper, Susan Carmichael

Regrets: Tom Cruickshank, Jenny Wadds

Guests: Laura Antonik

CALL TO ORDER: 7:00 p.m.

LAND ACKNOWLEDGEMENT-

DECLARATION OF CONFLICT OF INTEREST: None

AGENDA:

MOTION: to Approve Agenda
(Brenda/Malcolm) **CARRIED**

MINUTES:

MOTION: to Approve Minutes of February 5, 2026
(Brenda/Katherine) **CARRIED**

BUSINESS ARISING FROM MINUTES: none

CORRESPONDENCE: Letter from ACO Cobourg Re: documentary about the homeless encampment at Brookside

CHAIR'S REPORT: Brian Buttery

- Thank you to Patsy for a superb Newsletter
- Thank you to Tom for conducting the walks during the Hibernata Festival in February
- Thank you to Lydia and Brenda for the help with the receipting
- Attended a ACOntario virtual session with Katherine and Susan where Capacity Canada made a presentation outlining the 3 models which are under consideration

TREASURER'S REPORT: Brenda Willows – No Report

COMMITTEE REPORTS:

- **Advocacy – Susan Layard**
 - Provided an update on 65 Ward St., File Factory, Carlyle Condos, School on Pine St. N.
 - Note- 65 Ward St. - Southbridge has dropped the appeal, designation stands – Letter from C. Wallace to Town requesting a building inspection for structural damage
- **ACO Matters -Patsy Beeson – No Report**
- **Auction – Brian Buttery**
 - Auction Date – May 31, 2026
 - David Simmons – Auctioneer, Queenies are returning
 - Chapel full

- **Education – Katherine McHarg**
 - Finalizing details for Walking Tours and proposed Lectures for 2026
 - Connect Event – April 15, 2026
- **Grants – Susan Carmichael**
 - **Grant Application – 56-60 Walton St. - Kembon Realty – Bonnie and Ken Garrett**
 - 8 windows to be restored with ½ inch thermal glazing, custom moldings
 - Quote from:1254767 Ontario Inc. (Green Bros) - \$28943.82 including HST

Recommendation: The Grants Committee recommends a grant of \$9,650. towards the renovation and restoration of the 8 windows at 56-60 Walton St.

(SusanC./Greg)

CARRIED

- **Grant Application – 26 Barrett St. – Scott and Rebecca Richardson**
 - Reproduction and installation of 6 shutters to match existing ones
 - Quote from: Meadowlark Woodworking - \$3,550. plus HST \$461.50 = \$4011.50

Recommendation: The Grants Committee recommends a grant of \$1,340.00. towards the reproduction and installation of 6 shutters at 26 Barrett St.

(Susan C./Brenda)

CARRIED

- **Marketing/Communications - Laura Antonik – No Report**
- **Membership- Lydia Bell-Gradon**
 - 512
 - Noticed trend of households becoming individual members
 - Problem with current ACOntario database and receipts
- **OTHER BUSINESS - None**

MEETING CONCLUDED: 7:45 pm

NEXT MEETING: Thursday April 2, 2026, at Caretaker's Cottage

Minutes recorded by Susan Carmichael