



ARCHITECTURAL  
CONSERVANCY  
ONTARIO

**Architectural Conservancy Ontario  
Minutes – Board of Directors Meeting  
Saturday July 22, 2023 @ 10:00 am  
By teleconference**

**Present:** Diane Chin (Chair), Don MacIntosh, Mary Walton, Alison Drummond, Catherine Nasmith, Marlee Robinson, Deb Crawford, Dawn Newlands, Sarah Shepherd, Ian Mackay, Marg Rowell, Tammy Dewhirst, Susan Ratcliffe, Eben Rawluk, Karen Lang, Doug Evans and Bill Greaves

**Staff:** Will Coukell and Tai So

### 0. Greetings, Introduction

- The Chair called the meeting to order at 10:02 am.
- Land acknowledgement.
- No conflicts of interest.

### 1. Approval of Agenda

**Moved** by Don MacIntosh, and **seconded** by Karen Lang **that** the agenda be approved as amended. **CARRIED.**

- Chair moved Ad Hoc Ontario Place Committee Report to first report
- Susan Ratcliffe requested ACORN to be added to Committee Reports

### 2. Consent Agenda

- a) Compliance Checklist
- b) Finance and Audit Committee Report
- c) GNC Report

### 3. Approval of New Director

#### MOTION

THAT Alison Drummond be appointed to the Board of Directors, as a member-at-large, of The Architectural Conservancy of Ontario effective July 22, 2023 to be confirmed at the next Annual Meeting of members.

**Moved by:** Marg Rowell, and **Seconded by:** Don MacIntosh. No objection. **Carried.**

### 4. Adoption of the April 22, 2023 Board minutes

**Moved** by Marg Rowell, and **seconded** by Karen Lang **that** the April 22, 2023 Board minutes be approved. **CARRIED.**

- Chair said the date is incorrect should be April 22, 2023

- Section 7c should read “Diane reported that the **executive** met and decided to go ahead with the awards event and to keep the same number of awards”

## 5. Business arising from the Minutes

- None

## 6. Chair’s Report

- Report in meeting DropBox
- Chair requested to be invited to branch events and activities

## 7. COO’s Report

- Report in meeting DropBox
- COO said an ad has been placed to find a suitable candidate to fill Development Officer position

## 8. Committee Reports

### a) Ontario Place Ad Hoc Committee

- Bill Greaves said that Kae Elgie has joined the committee as the Co-Chair
- Catherine Nasmith volunteered to be the Executive liaison
- Marg Rowell requested a link to the Globe and Mail article that Bill mentioned, he will send the link to the Chair, and she will share with the Executive and the Board

### b) Ad Hoc Social Media Policy Group

- Social Media Policy has been uploaded to meeting DropBox
- Tammy Dewhirst said that passwords should be shared with the Provincial office
- Chair asked about a crisis plan, Tammy will send it to Tai to post

**Moved** by Tammy Dewhirst, **seconded** by Marg Rowell **that** the Social Media Policy be approved. **CARRIED**

### c) Ad Hoc Policy Review Committee

- COO said he is working on amalgamating the policies into one book

### d) Government and Community Relations

- Report in meeting DropBox
- Deb Crawford encouraged the Board to contact MPPs and said the deadline is August 5, 2023
- COO said a room as been booked for the Wednesday of Heritage Week

### e) HR

- Report in meeting DropBox

**f) Policy Committee**

- Report in meeting DropBox
- Doug Evans asked Catherine Nasmith to update the Board, she responded that she sent an email to Ontario Association of Architects regarding funding and quantifying demolition waste but is sure it will be several weeks before they respond
- Catherine has asked for \$10,000 which is the maximum

**g) Acorn**

- Susan Ratcliffe explained by why the Spring issue was cancelled and apologized to those who submitted articles and said that there were no volunteers for a new editor or the editorial board
- Tammy Dewhirst volunteered and will reach out to Susan via email
- Kae Elgie has advertised to Colleges and Universities, Kae Elgie will be getting the responses
- COO will advertise in the Nutshell
- Chair will follow up with Kae

**9. Board Orientation**

- Chair presented a PowerPoint presentation

**10. Branch Reports and Discussion**

- Report in meeting DropBox  
Port Hope

THAT Port Hope be given permission to seek participant status in case Southbridge development appeals Council's decision to the OLT on the 65 Ward Street (the old hospital) site, and that if they choose to seek party status that they may proceed with that at the branches cost.

**Moved by:** Ian Mackay, and **Seconded by:** Marg Rowell. No Objections. **Carried.**

- COO said this is the first time in years that a municipal council has backed the Heritage designation instead of siding with developers, this is crucial to case law and supports Party status
- Catherine Nasmith said you can drop from Party to Participant as process advances and suggests entering as Party status

**11. Other Business**

Village Media Proposal

- Report is in meeting DropBox
- It is recommended that:
  - 1.ACO support this proposed opportunity with Village Media and
  - 2.that the GCRC take on the coordinating role to collect and submit articles/stories to Village Media and
  - 3.that priority be given to stories/articles submitted by ACO Branches however, other articles from non-ACO branch areas will also be consider

**Moved by:** Susan Ratcliffe, and **Seconded by:** Don MacIntosh. No Objections. **Carried.**

**12. Meeting and Evaluation**

- COO commented that the meeting was good and was fast

**13. In Camera Session**

- None requested

**14. Adjournment**

- Meeting adjourned moved by Diane Chin at 11:47 am.

**Actions:**

- Marg Rowell requested a link to the Globe and Mail article that Bill mentioned, he will send the link to the Chair, and she will share with the Executive and the Board
- Chair asked about a (Social Media) crisis plan, Tammy will send it to Tai to post
- Chair will follow up with Kae regarding applicants for ACORN
- Tammy Dewhirst volunteered (for ACORN editorial board) and will reach out to Susan via email
- Kae Elgie has advertised to Colleges and Universities, Kae Elgie will be getting the responses, Chair will follow up with Kae
- COO will advertise the vacant ACORN positions in the Nutshell