

## Port Colborne Historical and Marine Museum Board Meeting Agenda

**Date:** Monday, September 18, 2023  
**Time:** 7:00 pm  
**Location:** L.R. Wilson Heritage Research Archives  
286 King St, Port Colborne, ON L3K 4H2

Pages

1. Call to Order
2. Disclosures of Interest
3. Adoption of Agenda
4. New Business
5. Staff Updates
  - 5.1 Heritage Designation Flyer Update
6. Approval of Minutes
7. Adjournment

## **City of Port Colborne Heritage Committee Meeting Minutes**

**Date:** Monday, June 19, 2023  
**Time:** 6:00 pm  
**Location:** City Hall Committee Room 3, 66  
Charlotte Street. Port Colborne ON

Members Present: Gary Hoyle  
John Maloney  
Bonnie Schneider  
Luke Brazeau  
Cheryl MacMillan

Staff Present: Chris Roome, Planner  
Michelle Vosburgh, Archivist

**1. Call to Order**

**2. Election of a Vice Chair**

Member Schneider nominated Member Hoyle as Vice Chair.  
Seconded by the Chair.

Carried: 4-0

**3. Disclosures of Interest**

Nil.

**4. New Business**

**1) PoCo Beautiful Presentation**

The presenters were not present for the presentation.

The Chair provided a brief overview of the Poco Beautiful Presentation.

The Chair proposed that the presentation be postponed as the speaker was not present.

Member Beauregard proposed that the presentation be given to the Board, rather than the Heritage Sub-committee.

Member Schneider added that the committee is too new and does not have the time to invest in this project.

Ms. Vosburgh questioned if this project would be a Niagara-wide project.

No answers were provided as the speaker was not present.

Member Beauregard proposed that initial feedback should be provided ahead of time so that answers can be provided when the presentation is given.

## **5. Staff Updates**

### **1) Heritage Flyer Update**

Member Maloney arrived at 6:15.

The Chair noted that the flyer could be clearer at the bottom.

Member MacMillan requested that the information be accessible, in the event that a resident cannot attend the meeting.

Member Beauregard mentioned that the meeting could be livestreamed.

Member Beauregard inquired about the possibility of adding an info graphic and requested to change the contact information to say 'Planner'.

Member Maloney proposed to give the Chair delegated authority to make the final decision on the flyer.

Seconded by Member Hoyle.

Carried: 5-0.

Ms. Vosburgh recommended adding a deadline to request information.

Member Beauregard recommended that the flyer should be sent out twice.

The Chair motioned to mail out to flyers with deadlines of September 15<sup>th</sup>, with a second letter being sent out on September 15<sup>th</sup> with a deadline of October 13<sup>th</sup>.

Seconded by Member Schneider.

Carried: 5-0

## **6. Minutes**

The Chair summarized the minutes from the June Committee Meeting.

Motion: Member Hoyle

Seconded: The Chair

Carried 5-0

**7. Adjournment**

The meeting was adjourned at approximately 7:00pm.