



Media Release: Friday, June 20, 2014, 4:30 p.m.

## **Waterloo Regional Heritage Foundation**

### **Agenda**

Tuesday, June 24, 2014

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

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- 1. Election of Chair and Vice Chair**
  - 2. Declaration of Conflict of Interest**
  - 3. Accounts and Grant Summary**
  - 4. Delegations**
    - a) Bob Burtt – Publication Grant re: “1989: The Elmira Water Crisis”
    - b) Edwin Koenig – Publication Grant re: “Parents for Community Living: A History of the First 25 Years”
    - c) Michelle Drake – Project Grant re: Ayr Ice House
    - d) Barb Thomas – Capital Grant re: 39 Doon Valley Drive
  - 5. Approval of [Minutes](#) – May 27, 2014** 1
  - 7. Business Arising from Minutes**
  - 8. 2013-2014 Committees**
    - a) Allocations and Finance Committee (Report) 7
      - i. Motion re: Timo Vainionpaa
      - ii. Barb Thomas – Capital Grant 12

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| iii. | North Dumfries Municipal Heritage Committee – Ayr Ice House   | 28  |
| iv.  | Bob Burt, “1989: The Elmira Water Crisis”– Publication Grant  | 45  |
| v.   | Parents for Community Living, “Parents for Community Living: A History of the First 25 Years” – Publication Grant | 108 |
| vi.  | Grant Policies - Proposed Revision  | 113 |
- b) Communications Committee
    - i. Report on Annual General Meeting
  - c) Heritage Advisory Committee
  - d) Executive Committee
- 9. Reports – Member Organizations**
- a) N-W Branch, Architectural Conservancy of Ontario – A. Schiedel
  - b) Heritage Cambridge – B. Paddock
  - c) Waterloo Historical Society – J. Glass
  - d) Waterloo Region, Ontario Genealogical Society – D. Bonk
- 10. Correspondence – Available at Meeting**
- 11. Other Business**
- a) Sign-up for Committee membership 2014-15
  - b) Fall Bus Tour
- 12. Next Meeting – September 23, 2014**
- 13. Adjourn**



## **Waterloo Regional Heritage Foundation**

### **Minutes**

Tuesday, May 27, 2014

6:30 p.m.

Room 218

Regional Administration Building

150 Frederick Street, Kitchener

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Present were: Chair S. Rung, D. Bonk, A. Crerar, A. Dias, J. Glass, T. Galloway, L. Haggerty, Z. Janecki, J. Lewis, S. Lovell, S. Massel, M. McCreery, B. Paddock, J. Roberts, W. Stauch and L. Turner

Members absent: Z. Janecki and K. Seiling

### **Declarations of Conflict of Interest**

B. Paddock declared a conflict of interest regarding item 3 a) on the agenda due to him owning the property.

Julia Roberts declared a conflict of interest regarding item 3 a) on the agenda due to her partner being employed at Artefacts, a potential supplier.

### **Presentation**

Shelby Riddell appeared before the Foundation presenting the website created for their research on the First World War. She briefly showed the website and how to navigate through it. It was highlighted that the website will be Goggle enabled for the AGM and that S. Riddell and S. McGeown will both be at the AGM to present the website. She stated that Professor Heather McDougal has made the commitment to continue this project adding another year each year.

S. Riddell responded to Foundation members questions about definitions and why the County of Wellington was included in the map. She explained that there will be a glossary to explain definitions and different spelling of words. She also noted that in their research the County of Wellington was mentioned and it will be a good reference point.

## Delegations

Bradley Paddock – Property Grant Application re: 119 Grand Avenue South, Cambridge appeared before Committee and provided a detailed presentation that outlined the project. He showed specific examples of materials being used or currently found on the property. A copy of the presentation is appended to the original minutes.

Foundation members asked when the fire occurred and about the flood line. B. Paddock stated that he wasn't sure when the fire occurred but is currently looking for that information. He also stated that a flood wall was built at the back of the property.

B. Paddock provided clarification on the list of consumables and how he will heat the property in the future.

## Approval of Minutes

Moved by L. Turner

Seconded by W. Stauch

That the minutes of the Waterloo Regional Heritage Foundation meeting held on April 22, 2014, be approved.

Carried

## Business Arising from Minutes

None.

## 2013-2014 Committees

a) Allocations and Finance Committee

i) Timo Vainionpaa – Special Provision to Property Grant, 147 Avondale Avenue

Stephanie Massel stated at the Foundation's last meeting on April 22, 2014, they approved a grant in the amount of \$30,000 to Timo Vainionpaa for the replacement of the cedar roof on 147 Avondale Ave S, Waterloo. She stated T. Vainionpaa contacted the Foundation to express his appreciation for the grant and to ask special consideration. S. Massel noted that the usual condition placed upon grants is that the grantee pay invoices for the project and then submit receipts for reimbursement. She highlighted that Mr. Vainionpaa is unable to finance the \$60,000 roof replacement himself, and so has asked if the Foundation could pay the grant directly to the roofing contractor upon completion of the project. Under this circumstance, Mr. Vainionpaa will only have to finance \$30,000 or one half of the total project cost.

S. Massel introduced a motion for a special provision for the grant to Timo Vainionpaa.

Foundation members asked if the Foundation has received a request like this before. Members couldn't recall if a similar request has been made in the past. Foundation members discussed potential liability issues and talked about drafting a contract.

Foundation members discussed setting a precedent and asked that this item be deferred until the next meeting to allow time for staff and S. Massel to meet with Finance and Legal to discuss options.

\*B. Paddock and J. Roberts left the meeting due to their conflict of interests.

ii) Bradley Paddock - Property Grant Application re: 119 Grand Avenue South, Cambridge

S. Massel stated the Allocations and Finance Committee reviewed the application from Mr. Paddock to repair the structural components of his property at 119 Grand Ave S, Cambridge. She highlighted the building is in very poor repair due to decades of abandonment, flooding, fire and neglect and explained the exterior work and interior work. S. Massel pointed out that A&F debated whether or not this project was really one project or two projects bundled together. She quoted Section 3.h.1 of the Grant Policies that speaks to staging of projects. She highlighted A&F sought clarification from the applicant as to how the plank flooring and staircase would be considered structural elements.

She also noted that Mr. Paddock is a member of the Waterloo Regional Heritage Foundation and a member of its A&F Committee and as the applicant, Mr. Paddock has declared a conflict of interest with respect to this application, and as a result, has not participated in any of the discussions regarding his application.

Foundation members discussed whether or not the staircase should be included in the grant.

Foundation members also discussed current members applying for grants and being delegations at a meeting. It was noted that perhaps a third party should present the application and some Foundation members expressed their concerns stating that only the person submitting the application knows all the details about the project and they should be entitled to present their own application and be treated the same as other delegations.

Moved by S. Massel

Seconded by A. Dias

That the Waterloo Heritage Foundation approve a grant to Bradley Paddock equal to 50% of the actual costs to a maximum of \$21,936 plus HST for south wall masonry restoration, interior masonry restoration, interior planked flooring, interior timber framing and associated project consumables and site requirement costs for 119 Grand Ave S, Cambridge;

And that the restoration is completed before May 27, 2015, a one-year period from the date of the approved grant;

And that a suitable acknowledgement of the Foundation's contribution is made with the installation of a plaque at the Foundation's expense on the exterior of the building, visible to the public, at a location to be decided by the Foundation and Mr. Paddock;

And further that a statement of account with copies of supporting invoices and receipts be submitted to the Foundation upon completion of the project with request for payment.

Carried

\*B. Paddock and J. Roberts returned to the meeting.

S. Massel announced that there will be two publication grants coming forward to the next meeting, one property grant and proposed revisions to the grant policies.

b) Communications Committee

A. Dias announced that the AGM will be on June 10<sup>th</sup>, 2014 at rare Slit Barn, 768 Blair Road, Cambridge. She highlighted that the meeting starts at 7:00 p.m. and asked members to arrive early to help with set up.

c) Heritage Advisory Committee

S. Lovell announced that all recipients have been invited to the AGM and HAC has decided who will be presenting those awards. She stated that J. Lewis will be arranging to have the awards framed.

S. Lovell mentioned that the judges for the Region of Waterloo History Award enjoyed the process and the Foundation will be arranging a special thank you to them.

\*A. Dias left the meeting at 8:05 p.m.

d) Executive Committee

No report.

**Reports – Member Organizations**

a) N-W Branch, Architectural Conservancy of Ontario

A. Schiedel announced the next meeting will be held on Tuesday, June 17<sup>th</sup>, 2014 at Holy Savior Anglican Church and that Judy Decker is the guest speaker.

b) Heritage Cambridge

B. Paddock advised that the Black Bridge area in Cambridge has been designated a Cultural Heritage Landscape. He highlighted that a tree planting ceremony is happening on June 20<sup>th</sup>, 2014 in Victoria Park in memory of Ben Rosebrugh.

B. Paddock also highlighted that recognition of its contributions; Heritage Cambridge was recently inducted into the Waterloo Region Hall of Fame and was shared by Heritage Cambridge volunteers and members such as founders Pat Rosebrugh.

c) Waterloo Historical Society

J. Glass highlighted that on Saturday, May 10<sup>th</sup>, WHS joined forces with the newly established North Dumfries Historical Preservation Society (NDHPS - est. 2013) at the North Dumfries Community Centre to present a joint program. He highlighted the 101st edition of their award winning annual volume and stated if anyone is interested in purchasing older volumes they can go to [www.whw.ca](http://www.whw.ca) where pricing and availability information is available.

He highlighted the annual History Under the Trees (HUT) meeting will be held on Saturday, July 5<sup>th</sup> at Doon Heritage Village at Waterloo Regional Museum. He noted that they will be touring the house of Canadian journalist, Peter McArthur and WRHF director Dr. Adam Crerar from WLU has researched McArthur and Dr. Crerar has been invited to help re-discover McArthur's life and writings.

He spoke about the launching of the Ontario Historical Society's "Your Local History" blog being moved to June and thanked WRHF on behalf of WHS for the publication grant that was used to produce our 101st edition of the WHS Annual Volume.

d) Waterloo Region, Ontario Genealogical Society

D. Bonk stated there will be no more meetings for the summer and this summer the focus is on Cambridge cemeteries.

### **Accounts and Grant Summary**

Erin Flewwelling circulated the Accounts and Grant Summary on behalf of Connie Bogusat, Financial Analyst which included a summary of disbursements for May 2014 period, outstanding approved commitments and the Foundation's net funding position.

**Correspondence**

The correspondence folder was circulated among the members for their review.

**Other Business**

- a) S. Rung stated that she created the Facebook page and will add photos from last years AGM on it and noted that there will be a link from the website to the facebook page.
- b) W. Stauch mentioned that last year he arranged the North Dumfries bus tour and wondered if there was any interest to arrange another Fall tour and asked that this item be added to the next agenda.
- c) L. Turner mentioned the 2016 Great Hespeler Reunion will be July 7-10<sup>th</sup>, 2016

**Next Meeting – June 10, 2014 (Annual General Meeting)****Adjourn**

Moved by J. Glass

Seconded by L. Haggerty

That the meeting adjourn at 8:27 p.m.

Carried

**Foundation Chair**, S. Rung

**Foundation Secretary**, E. Flewwelling