



Media Release: Friday, January 23, 2015, 4:30 p.m.

## **Waterloo Regional Heritage Foundation**

### **Agenda**

Tuesday, January 27, 2015

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

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- 1. Declaration of Conflict of Interest**
- 2. Accounts and Grant Summary**
  - a) Approval of the 2015 Budget
- 3. Treasurer's Report**
  - a) [WRHF-15-001](#), 2015 Insurance Policy Renewal 1
- 4. Delegations**
- 5. Approval of Minutes – [November 25, 2014](#)** 3
- 6. 2014-2015 Committees**
  - a) Allocations and Finance Committee (Report)
    - i) Property Grant Application – 132 Walker Street, Irena Miklavcic
    - ii) Grant Provisions
  - b) Communications Committee
  - c) Heritage Advisory Committee

d) Executive Committee

**7. 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

**8. Correspondence – Available at Meeting**

**9. Other Business**

**10. Next Meeting – February 24, 2015**

**11. Adjourn**



**Report:** WRHF-15-001

## **Region of Waterloo**

### **Waterloo Regional Heritage Foundation**

#### **Treasurer's Report**

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**To:** Chair A. Crerar and Directors of the Waterloo Regional Heritage Foundation

**Date:** January 27, 2015

**File Code:** F28-30

**Subject:** 2015 Insurance Policy Renewal

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#### **Recommendation:**

THAT the Waterloo Regional Heritage Foundation approve the purchase of its 2015 insurance portfolio at an annual premium of \$1,800.00 plus applicable provincial sales tax of 8% (\$144.00), totaling \$1,944.00 from the Guarantee Company of North America Insurance Company (through Cowan Insurance Brokers Ltd.) under the terms and conditions outlined in Report WRHF-15-001 dated January 27, 2015.

**Summary:** Nil

#### **Report:**

The Waterloo Regional Heritage Foundation's insurance portfolio renewed on January 1, 2015 and coverage has been secured subject to the Foundation's approval. This year's insurance premium of \$1,944.00 on the Foundation's program is the same premium as that was paid in 2014.

#### Commentary by Policy Coverage Being "Renewed"

In 2015, the Foundation's insurance portfolio will consist of the following types of coverage:

#### **Comprehensive General Liability: Coverage Limit \$2,000,000**

This type of coverage insures the Foundation against liability imposed by a Court of Civil Law for damages because of bodily injury or death to any person resulting from the operations of the Foundation and for damages to/or destruction of property of others caused by an accident.

**Directors & Officers Insurance: Coverage Limit \$2,000,000**

This type of coverage insures Directors and Officers against liability suits resulting from an action by a third party that alleges failure of the Directors or Officers to exercise proper care and skill in the managing of the Foundation.

**Financial Implications:**

The Foundation's 2015 insurance premium is \$1,800.00, plus provincial sales tax of 8% (\$144.00), which totals \$1,944.00. This is the same premium that was paid in 2014. The Foundation's 2015 budget includes an insurance premium allocation of \$2,000 to accommodate this expense.

**Other Department Consultations/Concurrence:** Nil

**Attachments:** Nil

**Prepared By:** Craig Smith, C.I.P., R.F., Risk Manager

**Approved By:** Craig Dyer, Commissioner of Corporate Services/Chief Financial Officer



## **Waterloo Regional Heritage Foundation**

### **Minutes**

Tuesday, November 25, 2014

6:35 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

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Present were: Chair A. Crerar, A. Dias, J. Glass, L. Haggerty, Z. Janecki, J. Lewis, S. Massel, M. McCreery, B. Paddock, W. Stauch and L. Turner

Members absent: D. Bonk, T. Galloway, J. Roberts and K. Seiling

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

None declared.

### **Approval of Minutes**

Moved by Z. Janecki

Seconded by A. Dias

That the minutes of the Waterloo Regional Heritage Foundation meeting held on September 23, 2014, be approved

Carried

### **Accounts and Grant Summary**

Connie Bogusat, Financial Analyst circulated the Accounts and Grant Summary, which included a summary of disbursements for October and November 2014 period, outstanding approved commitments and the Foundation's net funding position. She also circulated a summary of the Foundation's budget vs. actual expenditures in the year to date, for the information of board members.

C. Bogusat also distributed the Draft 2015 Budget and provided an overview of the budget.

### **2013-2014 Committees**

#### a) Allocations and Finance Committee

S. Massel highlighted that in January she will be bringing forward the grant provisions and noted that four grant applications have been submitted but they are incomplete. S. Massel stated that one of the applications is very large and they may need to call in a consultant.

S. Massel also noted that she made a presentation to the KW Real Estate Agents to talk about funding opportunities for heritage homes. She did point out that after 3 days of presentations some still didn't fully understand what heritage designation meant.

#### b) Communications Committee

A. Dias highlighted that the Heritage Showcase will be held on Saturday, February 21<sup>st</sup>, 2015 and it will be held at Conestoga Mall. She did state the Communications Committee will be advertising for the event since the weekend has changed from last year.

A. Dias also stated that the 250 stickers for the Waterloo Region History Prize has been ordered and are looking at lawn signs to be ordered. She suggested the signs should include the logo and should say "Another Project by the Waterloo Regional Heritage Foundation". A Foundation member suggested the words supported by instead of project by be used.

#### c) Heritage Advisory Committee

J. Lewis noted that HAC is looking at getting a couple more plaques installed but are waiting for the weather to cooperate. She also highlighted that Heritage Research applications need to be submitted by January 20<sup>th</sup>, 2015.

J. Lewis also talked about the History Prize and asked the members if they are aware of any books or publications that were published in 2014 so HAC can get in touch with them to see if they are interested in submitting their work. She noted HAC has talked about the process for the History Prize and stated more formal guidelines will come forward at the January meeting.

d) Executive Committee

A. Crerar highlighted that Executive Committee is currently trying to figure out a way to contact heritage designated home owners to inform them about the Waterloo Regional Heritage Foundation. He pointed out that mailing the letters to homeowners of heritage designated homes was not successful. He highlighted some potential ideas; reaching out to heritage planners, calling or canvassing neighbourhoods with heritage designated homes.

A Foundation member suggested reaching out to neighbourhood associations.

Foundation members also talked about the importance of creating a new website for the WRHF and they discussed using pictures of properties that have received funding in the past and wondered if they were allowed. The Foundation members asked if staff could consult with the legal department.

### **Reports – Member Organizations**

a) N-W Branch, Architectural Conservancy of Ontario

A. Schiedel provided an update on the Annual Seasonal Meeting held on December 6<sup>th</sup>, at the St. Louis Roman Catholic Church noting the guest speaker was Tom Graham who talked about the history of Globe Furniture Company.

b) Heritage Cambridge

B. Paddock provided an update on the post office in the City of Cambridge and briefly highlighted the Black Bridge and Ayr Ice House. He highlighted an event at McDougal Cottage that talked about the restoration of two historical buildings.

c) Waterloo Historical Society

J. Glass provided an update on the November 8<sup>th</sup>, 2014 AGM. He noted that Lesley Webb will remain as President for the next 2 years.

d) Waterloo Region, Ontario Genealogical Society

No report.

### **Correspondence**

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

**Other Business**

- a) M. McCreery provided background information on the Ayr Ice House. She highlighted that the Township of North Dumfries was looking to have the building demolished but Council voted on November 17, to keep the Ayr Ice House and to replace the roof.
- b) W. Stauch stated the reasons why the Fall bus tour was canceled and asked if the members would like to pick another date in the Spring and wondered if an invitation should be extended to other Heritage groups and suggested a possibly before the long weekend in May.

Foundation members suggested inviting Councillors from Area Municipalities on the Spring Bus tour to help promote the importance of Heritage.

- c) Foundation members congratulated Z. Janecki, T. Galloway, and K. Seiling on their reelection.

**Next Meeting – January 27, 2015****Adjourn**

Moved by A. Dias

Seconded by L. Haggerty

That the meeting adjourn at 7:35 p.m.

Carried

**Foundation Chair, A. Crerar**

**Foundation Secretary, E. Flewwelling**