



## **Waterloo Regional Heritage Foundation**

### **Minutes**

January 27, 2015

6:30 p.m.

Room 218

Regional Administration Building

150 Frederick Street, Kitchener

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

Members absent: Z. Janecki

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

None declared.

### **Accounts and Grant Summary**

Connie Bogusat, Financial Analyst circulated the Accounts and Grant Summary, which included a summary of disbursements for December 2014 and January 2015 period, outstanding approved commitments and the Foundation's net funding position.

a) Approval of the 2015 Budget

C. Bogusat distributed the 2015 budget noting there isn't much change from the 2014 budget.

The Waterloo Regional Heritage Foundation draft 2015 Budget was presented for approval. A copy is appended to the original minutes.

Moved by S. Massel

Seconded by W. Stauch

That the 2015 Budget for the Waterloo Regional Heritage Foundation be approved as presented at its meeting on January 27<sup>th</sup>, 2015.

Carried

### **Treasurer's Report**

a) WRHF-15-001, 2015 Insurance Policy Renewal

C. Bogusat introduced the report.

A Foundation member asked about insurance coverage during bus tours, the Heritage Showcase, AGM, and other events the Foundation may host. C. Bogusat noted she would have to ask C. Smith and would report back.

Moved by L. Turner

Seconded by D. Bonk

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.

Carried

### **Approval of Minutes**

Moved by J. Lewis

Seconded by L. Turner

That the minutes of the Waterloo Regional Heritage Foundation meeting held on November 25, 2014, be approved.

Carried

### **2014-2015 Committees**

a) Allocations and Finance Committee (Report)

i) Property Grant Application – 132 Walker Street, Irena Miklavcic

S. Massel introduced the grant application stating the A&F Committee received an application from Ms. Irena Miklavcic to repair the leaded glass window in the front door of 132 Walker Street, Cambridge. S. Massel noted that the application was incomplete and highlighted the missing documents that were still required. S. Massel noted the difficulty in reaching Ms. Miklavcic and when finally contacted, Ms. Miklavcic indicated that the work had already been completed and since the applicant has not formally withdrawn the application, A&F must bring it to the Foundation for a decision.

Moved by S. Massel

Seconded by L. Haggerty

That the Waterloo Heritage Foundation take no action with respect to the application from Irena Miklavcic for \$550 to repair the leaded glass window in the front door of 132 Walker Street, Cambridge because the work has already been completed.

Carried

S. Massel also noted that there will be a big capital grant coming next month.

ii) Grant Provisions

L. Haggerty introduced the grant provisions and highlighted one more change to the Grants Policies noting that on page 16 of the agenda a period should be placed after cost in paragraph f).

Moved by L. Haggerty

Seconded by J. Glass

That the Waterloo Heritage Foundation approve the grant policies as presented in the January 27<sup>th</sup>, 2015 agenda.

Carried

b) Communications Committee

A. Dias showed the Foundation members the stickers that were ordered for the Heritage Prize Award and showed the lawn signs that will be placed on lawns during renovations.

A. Dias briefly talked about the upcoming Heritage Showcase being held on Saturday, February 21<sup>st</sup>, 2015 at Conestoga Mall. She stated there will be approximately 30 tables and the theme this year is sports. She asked for volunteers and handed out a sign up sheet.

A Foundation member suggested displaying some of the sports themed grants that the Foundation has granted over the years.

A. Dias noted that once the Heritage Showcase is passed she will be concentrating on the new website.

c) Heritage Advisory Committee

J. Lewis noted that no more plaques were installed in 2014 due to the weather but will continue with the installation in the Spring.

J. Lewis highlighted that HAC received one application for the Research Award. She stated the application was submitted by 7 students and it is a continuation of last year's project noting that they will be focusing on the year of 1915. She indicated that they will be invited to next months meeting to make a brief presentation and receive their award.

Moved by J. Lewis

Seconded by J. Roberts

That the Waterloo Regional Heritage Foundation accept the selection of Sarah McGarry, Kelly MacKenzie, Sonja Schafer, Caterina Katzer, Michael Etienne, Benjamin Toews and Stephen Collins for a Heritage Research Award, in the amount of \$3000.00, for the research on the reaction of the Waterloo Region to the outbreak of the First World War in 1915.

Carried

A. Crerer highlighted the Region of Waterloo History Prize and provided examples of some potential publications for the prize and also noted a movie. He asked if the Foundation members were aware of any written or published work in the last year, to pass that information on to the members of HAC so they can connect them and invite them to submit their work.

A. Crerer explained the process of submitting the work for the History Prize noting it has slightly changed from last year. He stated individuals can submit work or be invited to submit work. HAC is asking for one copy of the work to be submitted and they will review the submissions, once they have reviewed the work and have decided which will continue to the judging process HAC will then ask those individuals to submit two more copies. HAC will purchase the three copies and pass them onto the judges. The judges will get to keep the books as an honorarium.

J. Lewis brought forward a motion that indicates that the Waterloo Regional Heritage Foundation will purchase three copies of the books.

Moved by J. Lewis

Seconded by J. Roberts

That the Waterloo Regional Heritage Foundation approve the purchase, where appropriate, of three copies of the works deemed by the Heritage Advisory Committee to be finalists in the Waterloo Region History Prize competition. The works in question are to be donated to each of the three judges in the competition as honoraria.

Carried

A Committee member asked if it would be considered a conflict of interest if someone who received a grant for a publication and then submitted that work for the History Prize. J. Lewis stated that the History Prize is to be given to an outstanding example of research and the judges are at an arms length because they are not Foundation members.

Foundation members discussed different types of work that could be submitted for the History Prize and it was highlighted that the deadline is March 24<sup>th</sup>, 2015.

d) Executive Committee

A. Crerar talked about the need to promote the WRHF stating mailouts in the past were not successful. He highlighted that the City of Kitchener has stopped with mailouts as well and suggested that the Foundation reach out through neighbourhood associations. A. Crerar asked that if anyone has contacts for any of the neighbourhood associations and to pass the contact information on to him. A Foundation member pointed out that most associations are on twitter and suggested direct tweets to them.

A Foundation member suggested contacting the Record or another newspaper to do a story on a completed project to help promote the WRHF.

### **Reports – Member Organizations**

a) N-W Branch, Architectural Conservancy of Ontario

A. Schiedel stated that ACO is advocating the importance of heritage and making presentation to all Councils around the Region in the upcoming months.

b) Cambridge, ACO

B. Paddock stated that Cambridge ACO had a meeting on January 13<sup>th</sup>, and noted that they are trying to decide whether to go ahead with their annual house tour. He

highlighted the active relationship they have with the Black Bridge Association and he circulated information highlighting the past year.

c) Waterloo Historical Society

J. Glass noted the WHS will be attending Heritage Showcase and thanked WRHF for organizing the annual event. He highlighted the next public meeting will be on Saturday, March 21<sup>st</sup>, at the Kingsdale Community Centre. He noted that Joanna Rickert-Hall is the guest speaker, she is a local historian.

J. Glass also highlighted that Marion Roes, the 2014 Edna Staebler Research Fellowship winner will present her report entitled, "All About Undertaking: Funeral Businesses and Practice's in Waterloo County" at the following events:

- March 9, 7:00 PM at Waterloo Region Museum,
- April 9, 7:00 PM at the monthly meeting of the Waterloo Region Branch, Ontario Genealogical Society, at the Church of Jesus Christ of Latter Day Saints, 10 Lorraine Avenue, Kitchener.

d) Waterloo Region, Ontario Genealogical Society

D. Bonk highlighted the increasing age of the membership of the society. He stated that the upcoming meetings are listed on the website. D. Bonk also noted that they are closely working with the KPL to purchase a book scanner to be placed at the KPL for public use.

### **Correspondence – Available at Meeting**

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

### **Other Business**

- a) T. Galloway highlighted the industrial heritage art located at the Weber Street underpass and provided background information on the chosen art.
- b) W. Stauch thanked fellow Foundation members Margaret McCreery and D. Bonk for circulating the pictures of the Ayr Ice House.
- c) W. Stauch pointed out the Grand River Watershed's 18<sup>th</sup> Annual Heritage Workshop.

- d) B. Paddock noted that Heritage Planning Advisory Committee (HPAC) is hosting a gardening workshop at the Museum and to contact Lindsay Benjamin if you are interested.
- e) K. Seiling suggested exploring the option of donating money towards purchasing the book scanner for the KPL or for another location.

**Next Meeting – February 24, 2015****Adjourn**

Moved by J. Lewis

Seconded by A. Dias

That the meeting adjourn at 7:45 p.m.

Carried

**Foundation Chair, A. Crerar**

**Foundation Secretary, E. Flewwelling**