



Waterloo Regional Heritage Foundation

Minutes

October 25, 2016

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

Present were: Chair W. Stauch, R. Albrecht, D. Bonk, J. Clinckett, T. Galloway, J. Hendry, J. Lewis, S. Massel, N. Matiland, M. McCreery, B. Paddock*, N. Richbell, S. Roy, L. Turner and K. Seiling*

Declarations of Conflict of Interest

None declared.

Vacancy on Foundation Board

Chair W. Stauch introduced James Malvern's Board of Directors application and briefly highlighted his qualifications.

Moved by R. Albrecht

Seconded by T. Galloway

That the Waterloo Regional Heritage Foundation appoint James Malvern to the board for a term ending at the Annual General Meeting taking place in 2018.

Carried

*K. Seiling entered the meeting at 6:36 p.m.

Delegations

- a) Wayne Benjamin and Bill Trick appeared before the Foundation regarding a property grant for 5 Michael Street, Kitchener. They provided a presentation that showed the location of the building, an early rendering of the building, pictures

from purchase to date, and highlighted the work that has been done to date on the building. They noted the current state of the brick and the work being done. They highlighted the reasons for choosing Heritage Brick to do the work.

The delegations provided clarification on the owners of the building, potential tenants, and when the work is going to be completed.

A Foundation member inquired about any part of the building being designated noting some of the schedules to the By-law was missing. W. Benjamin stated that he believed some flooring, the bell and some windows were designated and the he would send the missing schedules to the Foundation.

Approval of Minutes

Moved by N. Richbell

Seconded by D. Bonk

That the minutes of the Waterloo Regional Heritage Foundation meeting held on September 27, 2016, be approved

Carried

Accounts and Grant Summary

Connie Bogusat, Financial Analyst circulated the Accounts and Grant Summary, which included a summary of disbursements from October 2016 period, outstanding approved commitments and the Foundation's net funding position.

C. Bogusat reviewed and highlighted the 2017 budget. It was noted that the 2017 budget will be approved at the next meeting.

*B. Paddock left at 7:10 p.m.

2016-2017 Committees

a) Allocations and Finance Committee

i. Property Grant – 5 Michael Street, Kitchener

M. McCreery introduced the application and stated that A&F is recommending a grant equal to 15% of the net cost to a maximum of \$12,000.00. She noted that it is a commercial building near the transit hub and is income producing so they will be able to recoup costs. She stated they support the project but realize that the property isn't designated and that it falls within a municipal Heritage Conservation District (HCD).

Foundation members discussed the grant policies with respect to Commercial buildings and provided clarification on other buildings that have been funded that fall under the HCD. It was suggested that the grants policy be reviewed to set maximums for HCD and commercial buildings.

A Foundation member asked how many buildings within the HCD have been funded. It was noted Windermere Apartments is the only building the Foundation has granted within the HCD.

Moved by M. McCreery

Seconded by J. Clinckett

That the Waterloo Regional Heritage Foundation approved a grant equal to 15% of the net cost to a maximum of \$12,000 total for the historical re-pointing of the brick at 5 Michael Street, Kitchener;

And the restoration is completed before October 25th, 2017, 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 the applicants;

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

Carried

ii. Project/Event Grant – Dwight Storrington “Finding John Lingwood”

M. McCreery introduced the application and noted that A&F is not recommending funding for this project because the applicant is looking for upfront financing which the Foundation doesn't do. She provided background information on the application and stated the applicant was also getting funding from the Arts Fund.

Foundation members talked about the difficulty A&F has with projects similar to this one explaining there never seems to be quotes or a set budget as well as these projects are already being funded by the Arts Fund.

Moved by M. McCreery

Seconded by D. Bonk

That the Waterloo Regional Heritage Foundation not move forward with a grant to Dwight Storring for "Finding John Lingwood" a documentary because the applicant has asked for upfront funding. (Grant Policies II m).

Carried

b) Communications Committee

D. Bonk stated that they have met and discussed producing a new brochure which will promote the website stating currently there are three brochures that have too much information in them. He stated that Conestoga Mall is tentatively booked for Heritage Showcase on February 11, 2017 noting the Communications Committee needs more time to make changes to the Heritage Showcase format. D. Bonk noted they are considering combining the AGM with Heritage Showcase or partnering with another organization.

Some Foundation members stated that hosting the Heritage Showcase at the mall is not hitting the target audience and suggested a complete change of venue and format.

Clarification was provided on the purpose, history and intent of the showcase.

Suggestions were made about creating a heritage day at the museum, having sponsored lectures, advertising in the newspaper as well as on television and reaching out to other groups.

After a lengthy discussion T. Galloway brought forward a recommendation to cancel the Heritage Showcase to allow more time for the Communications Committee to look at alternatives.

Moved by T. Galloway

Seconded by S. Massel

That the Waterloo Regional Heritage Foundation cancel Heritage Showcase in February 2017;

And to direct the Foundation to investigate an alternative format for the future.

Carried

D. Bonk stated he will email the heritage groups to let them know Heritage showcase has been cancelled.

E. Flewwelling provided an update on the website. She highlighted a few more forms need to be uploaded and that if anyone has any changes or suggestions to send E. Flewwelling an email. She also asked that if A&F and Communications can work together on writing new content on more recent projects to be added to the website. It was also discussed uploading a listing of all grants approved onto the website.

c) Heritage Advisory Committee

J. Lewis stated that they are hoping to have the cast aluminum plaque to show at the next meeting in November. She noted that 2 remaining plaques were installed at 2 Water Street and St. Andrew Street townhouses. She also noted that HAC is looking at alternatives for framing the awards to help bring down the cost.

d) Executive Committee

Chair Stauch stated the Executive Committee met to discuss the 2017 budget.

Reports – Member Organizations

a) ACO North Waterloo

J. Clinckett highlighted that on November 15 at the Walter Fedy Building on Queen Street, Shannon Kyles will be speaking on a history of school architecture in Ontario. He also noted that ACO Christmas dinner is on December 11.

b) ACO Cambridge

No report.

c) Waterloo Historical Society

N. Maitland highlighted the WHS is having their AGM on Saturday, November 12, 2016 at Conrad Grebel University College. She stated at their last meeting they passed a motion to obtain access to the Sims Estate to take pictures. She also noted they will be participating in the Genealogical Fair held at the KPL.

d) Waterloo Region, Ontario Genealogical Society

D. Bonk stated he had nothing to report.

Correspondence

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

Other Business

- a) T. Galloway noted that the Region is moving forward with an application to the Canada Culture Spaces Fund for the curatorial centre storage expansion at the museum since they are already at capacity.
- b) It was noted that Tom Reitz at the Waterloo Museum is retiring and there will be a replacement in the near future.
- c) A Foundation member noted that the City of Kitchener voted to designate the former legion hall on Ontario Street.

Next Meeting – November 22, 2016**Adjourn**

Moved by S. Massel

Seconded by T. Galloway

That the meeting adjourn at 8:15 p.m.

Carried

Foundation Chair, W. Stauch

Foundation Secretary, E. Flewwelling