



Waterloo Regional Heritage Foundation

Minutes

Tuesday, January 24, 2017

6:35 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, K. Harvey, J. Hendry, J. Lewis, J. Malvern, N. Matiland, M. McCreery, B. Paddock, N. Richbell, S. Roy, L. Turner and K. Seiling

Members Absent: S. Massel

Declarations of Conflict of Interest

B. Paddock declared a conflict with respect item 7 a) ii) the grant extension of 119 Grand Avenue South due to him owning the property.

Delegations

- a) Stephen W. Young – Project/Event Grant: Secrets of Woodside appeared before the Foundation to highlight his project/event grant. He provided a presentation that highlighted the research, mapping the story, set design, costumes, characterizations, script, storyline, scene order and tracking, and promotion.

In response to member inquires, S. Young provided clarification on the budget stating it should say \$3,300 requested from the WRHF. He also pointed out that he did not receive an Arts Fund Grant or Ontario Arts Council grant.

Accounts and Grant Summary

Connie Bogusat, Financial Analyst, circulated the Accounts and Grant Summary which included a summary of disbursements for December 2016 and January 2017, outstanding approved commitments and the Foundation's net funding position. As well the draft 2016 Budget vs. actual.

Treasurer's Report

a) WRHF-17-01, 2017 Insurance Policy Renewal

Moved by J. Clinckett

Seconded by D. Bonk

That the Waterloo Regional Heritage Foundation approve the purchase of its 2017 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-17-01 dated January 24, 2017.

Carried

Vacancy on Foundation Board

Chair W. Stauch introduced Kathryn Harvey's Board of Directors application and briefly highlighted her qualifications.

K. Harvey introduced herself and provided a brief description of her experience.

Moved by R. Albrecht

Seconded by T. Galloway

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

Carried

Approval of Minutes

Moved by J. Lewis

Seconded by B. Paddock

That the minutes of the Waterloo Regional Heritage Foundation meeting held on November 22, 2016, be approved.

Carried

2016-2017 Committees

a) Allocations and Finance Committee

i. Project/Event Grant: Secrets at Woodside – Stephen W. Young

M. McCreery introduced the application and noted that A&F is in support of the project. She stated the difficulties the Committee has with events/project grants and noted they are recommending granting \$2,000.00.

There was discussion regarding lack of funding from other funding sources but S. Young did state people have been donating props to him.

A Foundation member asked if HST could be included in the amount being granted. It was suggested to keep the amount at \$2,000.00, same as last time.

Moved by M. McCreery

Seconded by B. Paddock

That the Waterloo Regional Heritage Foundation approves a grant to Stephen W. Young in the amount of \$2,000 toward the cost of lighting for the production of Secrets at Woodside, as described in the application for grant funding;

And That the project be completed by January 24, 2018, a one year period from the date of the approved motion;

And That suitable acknowledgement of the Foundation's contribution is made using the official name Waterloo Regional Heritage Foundation and the Foundation's logo, to be provided by the Foundation, to appear in all printed materials and advertising;

And That a statement of account with copies of supporting invoices be submitted to the Foundation upon completion of the event with written request for payment;

And Further That the applicant agree that the event details, printed materials and advertising provided by the applicant to the Foundation, and the Foundation's support of such, may be used by the Foundation for such purposes as promotional materials and on the Foundation's website.

Carried

- i. Grant Extension: Bradley Paddock – 119 Grand Avenue South

*B. Paddock left the meeting at 7:24 p.m. due to his conflict.

M. McCreery stated that A&F is not recommending another grant extension for Mr. Paddock's application. She provided background information on the project. The grant application was first approved in May 2014. Then in May 2015 Mr. Paddock and his wife appeared before the Foundation and requested an extension. The

Foundation granted them an extension until March 27, 2016. Then in February 2016 Mr. Paddock requested another extension. The Foundation granted another extension until February 2017 with the conditions that this would be the final extension.

Foundation members discussed having the grant expire and having B. Paddock reapply. It was highlighted that a motion was passed on the condition that no further extensions would be granted and worried if they allowed it the precedent it would set.

There was discussion about changing the grant policies to state no current board member could apply for a grant while sitting on the board.

Moved by J. Malvern

Seconded by R. Albrecht

That the Waterloo Regional Heritage Foundation not approve the grant extension for 119 Grand Avenue South as submitted by Bradley Paddock.

Carried

*B. Paddock reentered the meeting at 7:40 p.m.

M. McCreery gave a brief update on the Social Innovation Research grant. She explained that she met with Sandra Hoy before the grant expired and saw that the work had been completed and has the invoices for the completed work. However, Social Innovation feels the website still needs work before it is promoted and has agreed to come to the March meeting to show the website.

M. McCreery also noted that two grant applicants will be invited to attend the next meeting in February and A&F are looking at making changes to the Grant Policies.

b) Communications Committee

D. Bonk stated that they are looking for suggestions for a venue for the AGM being held on Tuesday, June 13, 2017. It was noted that is it Canada's 150 this year and potentially tying that into the AGM.

Foundation members made some suggestions of potential venues, School of Architecture, Museum and the University of Waterloo.

D. Bonk highlighted that changes will be coming for the 2018 AGM explaining the format will be changed to incorporate a Heritage Day and potentially partnering with another organization. They tentatively have it booked the Museum for Saturday, May 12, 2018.

c) Heritage Advisory Committee

J. Lewis reminded members that HAC is looking for nominations for Awards of Excellence and Dr. Jean Steckle Award. She noted that they have received two applications for the Student Research Award and are waiting for two more applications.

Board members were also asked to keep an eye out for any publications from 2016 for the History Prize.

d) Executive Committee

No Report.

Reports – Member Organizations

a) ACO North Waterloo

J. Clinckett stated the Christmas meeting at Kaufman Lofts in December was a success.

b) ACO Cambridge

B. Paddock highlighted ACO Cambridge at their January 9th meeting discussed concerns about the proposed development in downtown Galt highlighting concerns that development height will hinder the sightlines and steeples. He showed pictures of Galt and pointed out the red brick building built in 1887 that is now covered in aluminum siding.

The ACO Cambridge AGM is coming up and will confirm on date and location.

c) Waterloo Historical Society

N. Maitland highlighted that WHS has started promoting the Annual Volume. She noted that at their last meeting two new Councillors were appointed, Eric Uhlmann for Kitchener and Paula Drouillard for Waterloo.

The next public meeting is a joint meeting with The Friends of Joseph Schneider Haus on February 23 at 7:30 at the Victoria Park Pavilion.

d) Waterloo Region, Ontario Genealogical Society

D. Bonk highlighted they started their final year of rereading Cambridge cemeteries. He also noted the active website is doing very well.

Correspondence

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

Other Business

- a) T. Galloway noted Regional Council has approved an addition to the curatorial centre pending Federal funding. He also noted that Council has given the Museum an additional annual fee of \$135,000.00 for the temporary gallery to upgrade the types of shows and exhibits.
- b) W. Stauch noted that Tom Reitz has retired and his replacement is Adele Hempel starting February 27, 2017.
- c) It was noted that Ron Hackett passed away just before Christmas; he was the founder of the Wellesley Historical Society.

Next Meeting – February 28, 2017**Adjourn**

Moved by N. Maitland

Seconded by J. Lewis

That the meeting adjourn at 8:10 p.m.

Carried

Foundation Chair, W. Stauch

Foundation Secretary, E. Flewwelling