



## **Waterloo Regional Heritage Foundation**

### **Minutes**

Tuesday, October 24, 2017

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

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Present were: Chair W. Stauch, R. Albrecht, D. Bonk, T. Galloway, J. Malvern, K. Seiling, and L. Stace

Members absent: J. Clinckett, D. Emberly, J. Glass, L. Haggerty, K. Harvey, J. Lewis, and S. Roy

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

None declared.

### **Delegations**

- a) Mario Thomas appeared before the Foundation regarding his property application for 212 Queen Street, Cambridge. He highlighted his house was built in 1865 and was designated last summer. He provided a brief history of the house and circulated a photo of house. He explained two sections of the roof has been tarped and he would like to replace the roof before the winter.

A Foundation member asked if the installation of the whirlybird is to replace an existing one or to install a new one. M. Thomas stated there currently isn't one installed and that the roofing company is recommending the installation of an electric ventilator that won't be seen from the road.

- b) John Cann and Susan Brown appeared before the Foundation regarding the property grant for 115 State Street Cambridge. They provided a presentation that highlighted their property, location of the house, architectural and historic

significance, history of the house, the repair needed, and scope/costing of project.

### **Accounts and Grant Summary**

Connie Bogusat, Financial Analyst circulated the Accounts and Grant Summary which included a summary of disbursements for October 2017 period, outstanding approved commitments and the Foundation's net funding position.

She provided an overview of the 2018 budget.

### **Approval of Minutes**

Moved by T. Galloway

Seconded by D. Bonk

That the minutes of the Waterloo Regional Heritage Foundation meeting held on September 26, 2017, be approved

Carried

### **2017-2018 Committees**

a) Allocations and Finance Committee

i) 212 Queen Street, Cambridge

J. Malvern introduced the application stating A&F feels it is a good application and complete and are recommending funding. He stated that nowhere in the grant policies, by-laws or any motion ever passed requires the use of heritage material.

A Foundation member expressed concerns with the application being a maintenance project and not historical preservation and stated that the Foundation doesn't fund maintenance.

Foundation members discussed the difference between maintenance and restoration and suggested that a detailed policy should be established to help define the two. Many examples were provided on other projects that were funded more money to help with preservation rather than maintenance.

A Foundation member pointed out most of our applications come recommended by the city heritage planners and suggested contacting them to let them know what our policies are.

Foundation members agreed to move forward with funding only 50% of the asking amount and to proceed with changing the grant policies to tighten the rules around maintenance.

Moved by J. Malvern

Seconded by R. Albrecht

That the Waterloo Regional Heritage Foundation approve a grant to Mario Thomas equal to \$2,700 to reshingling the roof at 212 Queen Street East, Cambridge;

And the restoration is completed before October 24<sup>th</sup>, 2018, a one-year period from the date of the approved grant;

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

K. Seiling brought forward a motion about developing a clear policy on maintenance and restoration and that the Chair of the Foundation strikes a working group.

Moved by K. Seiling

Seconded by J. Malvern

That the Waterloo Regional Heritage Foundation develop a policy that determines between maintenance and restoration prior to any further property grants.

And that the Chair of the Foundation strikes a working group.

Carried

ii) 115 State Street, Cambridge

Foundation members agreed that this application was similar to the previous application and agreed to only funding 50% of the asking amount.

Moved by R. Albrecht

Seconded by D. Bonk

That the Waterloo Regional Heritage Foundation approve a grant to John Cann and Susan Brown equal to \$2,400 for reshingling the roof at 115 State Street, Cambridge;

And the restoration is completed before October 24<sup>th</sup>, 2018, a one-year period from the date of the approved grant;

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

iii) First Mennonite Cemetery

J. Malvern noted that the application still needs work and stated A&F would like some assistance from D. Bonk since he has experience with cemeteries. He also stated that he will look at the Cemeteries Act for more clarification on municipalities' responsibility and perpetual care.

D. Bonk provided clarification on who is responsible for stone maintenance and provided some history on the First Mennonite Cemetery.

J. Malvern asked the Foundation Secretary to circulate the application with the next agenda.

A member cautioned the Foundation about potentially funding cemetery stone maintenance highlighting the numerous cemeteries in the area.

iv) Grant policies

J. Malvern suggested a new 5c) be added to the grant policies.

5 c) The publication shall state that support by the Foundation does not imply that the Foundation supports any opinions or the veracity of matters expressed therein.

The Foundation's Secretary was asked to circulate the grant policies including the changes with the next meeting agenda and to work with the Region's lawyer to come up with proper wording.

b) Communications Committee

D. Bonk highlighted they are currently working on new brochures and hope to have something to show at the next meeting. He stated that he has been making contact with other organizations about the new heritage event and they are still looking for a name for the new event.

c) Heritage Advisory Committee

No report.

d) Executive Committee

No report.

### **Reports – Member Organizations**

a) ACO North Waterloo

No report.

b) ACO Cambridge

No report.

c) Waterloo Historical Society

Chair W. Stauch highlighted that the WHS AGM is on November 7<sup>th</sup>, 2017 at the Victoria Park Pavilion and Ralph Beaumont will be the guest speaker.

d) Waterloo Region Ontario Genealogical Society

No report.

### **Correspondence**

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

### **Other Business**

- a) Chair W. Stauch noted that the Foundation received two free tickets from Rob Ring to see The Bridgeport General. He stated that at the November meeting the tickets will be raffled off.

- b) Chair W. Stauch highlighted that the City of Waterloo is looking at a Heritage Landscape at the Waterloo Rec Centre from 7:00 p.m. – 8:30 p.m. on Wednesday, October 25, 2017 and Foundation members are invited to attend.
- c) Chair W. Stauch announced that N. Richbell and J. Hendry have both resigned from the Foundation. He highlighted that currently we have two member's at large vacancies and that he is still waiting to hear from ACO Cambridge about a representative and Wilfrid Laurier University representative.

**Adjourn**

Moved by J. Malvern

Seconded by D. Bonk

That the meeting adjourn at 8:05 p.m.

Carried

**Foundation Chair, W. Stauch**

**Foundation Secretary, E. Flewwelling**