

# WATERLOO REGIONAL HERITAGE FOUNDATION MINUTES

Tuesday, February 22, 2011  
6:33 p.m.  
Room 218  
Regional Administration Building  
150 Frederick Street, Kitchener

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Present were: Chair S. Rung, D. Bonk, P. Clarke, J. Glass, T. Galloway, L. Haggerty, Z. Janecki, S. Lovell, S. Massel, D. McKnight, M. Reitzel, K. Seiling, P. Todkill and L. Turner

Members absent: A. Crerar, B. Kempel, J. Roberts, K. Tam

## DECLARATIONS OF CONFLICT OF INTEREST

M. Reitzel declared a conflict of interest with respect to the Waterloo Siskins grant application, owing to his son's involvement in the team. He also declared a conflict of interest with respect to the grant application from Susan Mavor, owing to his involvement in her research on the project.

T. Galloway declared a conflict of interest with respect to the grant application from Susan Mavor, due to his employment at the University of Waterloo.

## DELEGATIONS

a) John Thompson, Waterloo Siskins Hockey Club re: grant application

J. Thompson provided a presentation to the Foundation in support of the grant applications, including:

- Background and history of the team;
- Importance to the team of its heritage/history;
- His involvement in previous major anniversary celebrations - 50<sup>th</sup>, 60<sup>th</sup>, and 75<sup>th</sup>;
- Team has compiled list of alumni, ~1300 members; and
- Circulation at meeting of draft manuscript and mounted covers.

The Foundation indicated that the requested amount for the project would serve to balance the project budget and clarified the design and printing costs quoted for services as well as the pricing of the finished book.

b) Professor Robert Shipley, University of Waterloo re: grant application

R. Shipley provided an overview of the request seeking support to acquire aerial photos from Carl Hiebert to enhance an article to be submitted to Material Culture Review. He provided an overview of the article which examines a new way to approach heritage conservation, as well as details on the journal for its proposed publication. The Foundation clarified that the photographer will be requested to select the exact photos to be included in the article.

- c) Paul Knowles, Charlene Nafziger & Mike Erb, Waterloo Historic Song Cycle Collaborative re: grant application

P. Knowles outlined the proposal of the Collaborative to create a full length coherent concert/song cycle that tells stories of the heritage of Waterloo Region, underscoring the unique ability of music and performance to convey such messages compared to other media. He supplied for the Foundation examples of the work of each member of the Collaborative, and provided a number of potential forums for the finished product including the New Hamburg Live Festival, the board of which has agreed to carry all presentation, production, promotion, and recording costs.

The Foundation clarified that the Collaborative is seeking funding support for research, writing, and composition of the proposed production, as well as for hiring musicians for performance(s).

The Foundation ascertained that the New Hamburg Live Festival is willing to cover the costs agreed to as they are already incurring many of the costs as part of hosting the event, and that the Collaborative has not sought funding support from the Region of Waterloo Arts Fund. P. Knowles observed that the song cycle would not be written so as to depend on the original performers, which would allow for greater replication of the work. He affirmed that no revenue is expected to be generated by the project, and that the New Hamburg Live Festival has never covered its costs self-sufficiently.

### **APPROVAL OF MINUTES**

MOVED by S. Massel  
SECONDED by P. Todkill

THAT the minutes of the Waterloo Regional Heritage Foundation meeting held on Tuesday, January 25, 2011, be approved

CARRIED

### **BUSINESS ARISING FROM THE MINUTES**

The Foundation received the response to the January 25, 2011 request for information re: insurance coverage, for information.

### **ACCOUNTS AND GRANT SUMMARY**

Mike Grivicic, Foundation Secretary, circulated the Accounts and Grant Summary on behalf of Connie Bogusat, Financial Analyst, which included a summary of disbursements for the January-February 2011 period, outstanding approved commitments and the Foundation's net funding position.

At the general agreement of the Foundation, the pending grant to the Laurier Centre for Military, Strategic and Disarmament Studies is to be removed from the Accounts and Grant Summary.

**2010-2011 COMMITTEES**

## a) Allocations and Finance Committee

- i. Motion to extend grant deadline - rare Charitable Research Reserve

MOVED by L. Haggerty

SECONDED by T. Galloway

THAT the Waterloo Regional Heritage Foundation approve an extension to the grant deadline for the rare Charitable Research Reserve to February 22, 2011;

AND THAT all original grant conditions are met.

## CARRIED

- ii. 39 Queen Street, Cambridge – new grant application

L. Haggerty commented on the quality of the new grant application received for the property at 39 Queen Street in Cambridge, which focuses on work for the front façade, and she expressed the support of the Committee for the project in its proposed form. The Foundation emphasized that the project grant is for one-time funding, and it is not intended to consider future phases of the project based on the grant application at hand.

The Foundation debated the merits of the project and the details of the proposed work. It was confirmed that the Foundation has never provided a grant to the applicant in the past, nor supported on the property through a previous owner.

The Foundation asserted that the preferred placement for a plaque denoting the Foundation's support would be on the front of the building.

MOVED by L. Haggerty

SECONDED by L. Turner

THAT the Waterloo Regional Heritage Foundation approve a grant to Natasa and Cory de Villiers for 50% of the costs of work related to restoration work on the balcony and front façade of the property at 39 Queen Street, in Cambridge, up to a maximum amount of \$40,000.00, as described in the application for grant funding;

AND THAT the project be completed by February 22, 2012, 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; as well as the mounting of a plaque, to be provided by the Foundation, in a mutually-agreeable exterior location;

AND THAT a statement of account with copies of supporting invoices be submitted to the Foundation upon completion of the project with written request for payment;

AND FURTHER THAT the applicant agree that the project details, including before and after images 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

iii. Dickie Settlement grant application

The Foundation noted that the most recent application from the Dickie Settlement group does not meet the Foundation's requirements for a publication grant, citing a number of oversights and errors in the application materials. The Committee does not desire to invite the applicant to a future meeting at the present time, but would like to encourage the applicant to proceed with the proposed research and contact the Foundation once they would be ready for publication.

iv. Susan Mavor grant application

The applicant will be invited to an upcoming meeting of the Foundation, once additional quotes for the proposed work are obtained.

v. John Thompson, Waterloo Siskins

The Foundation discussed and debated the merits of the grant application, including:

- The supplied project budget;
- Foundation support sought to improve overall quality of publication;
- Typical Foundation support for publications; and
- Quality of materials received with application.

MOVED by L. Haggerty  
SECONDED by D. Bonk

THAT the Waterloo Regional Heritage Foundation approve a grant to the Waterloo Siskins Hockey Club for 50% of printing and binding costs of the publication Hockey Night in Waterloo – Siskins: Team of the Century, to a maximum amount of \$9,250.00;

AND THAT the publication be completed by February 22, 2012, a one year period from the date of the approved motion;

AND THAT the Foundation's official name and logo appear in the Volume recognizing the contribution made by the Foundation;

AND THAT a copy of the publication be given to the Foundation;

AND FURTHER THAT a statement of account with copies of supporting invoices be submitted to the Foundation upon completion of the project with request for payment.

CARRIED

## vi. Robert Shipley

The Foundation clarified what specific support is requested by the applicant, and emphasized that the Foundation's support of the article's photography will not and should not be equated with support for the article's content.

MOVED by L. Haggerty  
SECONDED by S. Massel

THAT the Waterloo Regional Heritage Foundation approve a grant to the Heritage Resources Centre, University of Waterloo in the amount of \$500.00 for costs related to acquiring permission for the inclusion of aerial photos in an upcoming academic journal article, as described in the application for grant funding;

AND THAT the publication be completed by February 22, 2012, a one year period from the date of the approved motion;

AND THAT the Foundation's official name and logo appear in the Volume recognizing the contribution made by the Foundation;

AND THAT a copy of the publication be given to the Foundation;

AND FURTHER THAT a statement of account with copies of supporting invoices be submitted to the Foundation upon completion of the project with request for payment.

CARRIED

## vii. Waterloo Historic Song Cycle Collaborative

The Foundation discussed and debated the merits of the grant application, including:

- The nature of the proposed work, and its congruence with the Foundation's funding practices;
- Merit of the proposed work;
- Quality of materials received with application;
- Potential for the project as an educational tool;
- Parallels of the application to other previously-supported projects;
- Longevity of the finished product;
- Absence of any draft form of the proposed final product; and
- Potential complications arising from supporting projects without knowledge of the content to be produced.

The Foundation concluded that it was reluctant to support the currently proposed work, but would encourage the applicant to contact the Foundation again once a complete song cycle is available for its consideration.

## b) Communications Committee

Z. Janecki provided an account of the Heritage Showcase event which took place at Cambridge Centre, noting that there were 31 participants and that most were repeat participants. He remarked upon the excellent media coverage of the event, including coverage in print media as

well as radio and television coverage. He thanked S. Massel and J. Roberts for their efforts at the event, particularly as they related to the Foundation's own display, and he thanked M. Grivicic for his assistance in coordinating advertising, design and printing for the event. He also thanked the members of the Foundation who volunteered to staff its booth throughout the day, and noted a number of prominent community members who attended the event.

Z. Janecki affirmed the new approach to outreach for the event, and affirmed that potential participants should continue to be corresponded with via email.

Chair S. Rung remarked that the media coverage of the event lead to her being contacted by The Record for their feature "Books: What they're reading".

c) Heritage Advisory Committee

P. Todkill indicated that the Committee is contacting past grant recipients that have received funding but no plaques, and are aiming for May/June installations. The next meeting of the Committee will be examining draft guidelines for plaques.

The Committee continues to research an education award for the high school level, with the intent of exploring where such an award would fit with others given by the Foundation.

d) Executive Committee

No meeting.

## REPORTS – MEMBER ORGANIZATIONS

a) N-W Branch, Architectural Conservancy of Ontario – P. Clarke

The Branch participated in Heritage Showcase on February 19<sup>th</sup>.

On March 23<sup>rd</sup>, Warren Stauch will be presenting a talk "Down by the Old Mill Stream", on historic mills in the Grand River watershed. The event will take place at the Visitors Centre in St. Jacobs.

The Branch's annual general meeting will take place on May 26<sup>th</sup>.

b) Heritage Cambridge – P. Todkill

Heritage Cambridge participated in Heritage Showcase on February 19<sup>th</sup>. P. Todkill noted that advertising for the event may eventually lead to the designation of a heritage property, according to her conversations with the property's owner at the event.

The organization is holding its annual general meeting on March 22<sup>nd</sup> at 7:00 p.m. at the School of Architecture in Cambridge, with Professor Robert Shipley speaking.

Heritage Cambridge will be active in the near future expressing its concern about the lack of listings of significant properties.

## c) Waterloo Historical Society – J. Glass

The Society participated in Heritage Showcase.

The next meeting of the Society is on March 12<sup>th</sup> at Breithaupt Centre, where Jane Britton, Archivist, University of Waterloo will give a talk on the photographic legacy of Robert T. G. Nichol.

## d) Waterloo Region, Ontario Genealogical Society – D. Bonk

The Society participated in Heritage Showcase.

A project that the Society will be participating in is Waterloo Region Generations, the goal of which is to preserve the identities of those who lived in Waterloo Region. The project can be found at <http://generations.regionofwaterloo.ca>.

**CORRESPONDENCE**

- a) Correspondence re: T. Wilkinson honorarium was received for information.
- b) Correspondence from University of Waterloo re: German language letters was received for information.

**OTHER BUSINESS**

M. Grivicic indicated that updates to members' manuals are available for pickup.

**NEXT MEETING – Tuesday, March 22, 2011****ADJOURN**

MOVED by J. Glass

SECONDED by P. Clarke

That the meeting adjourn at 8:25 p.m.

CARRIED

**FOUNDATION CHAIR, S. Rung**

**FOUNDATION SECRETARY, M. Grivicic**