



## **Waterloo Regional Heritage Foundation**

### **Minutes**

April 26, 2016

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, B. Dietrich, A. Eamon, A. Dias, J. Glass, L. Haggerty, J. Hendry, J. Lewis, S. Massel, M. McCreery, J. Roberts, K. Seiling and L. Turner

Members absent: T. Galloway and B. Paddock

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

None declared.

### **Delegations**

- a) Steven Young appeared before the Foundation to talk about his grant application. He briefly highlighted his background and the event At the Crossroads explaining the play is a mix of history with theatrical. He talked about the location and the need for a proper sound system.

A Foundation member asked what he planned on doing with the script once the performance is done. S. Young stated he hadn't thought about it yet but did note that they would be video taping the performance for the Arts Fund.

### **Approval of Minutes**

Moved by L. Turner

Seconded by A. Dias

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

Carried

### **Accounts and Grant Summary**

Erin Flewwelling distributed the Accounts and Grant Summary, on behalf of Connie Bogusat, Financial Analyst, which included a summary of disbursements for April 2016 period, outstanding approved commitments and the Foundation's net funding position.

### **2016-2017 Committees**

#### a) Allocations and Finance Committee

J. Glass provided a breakdown of the A&F agenda explaining this has been the biggest agenda with approximately \$300,000 of total funding asks.

He stated that 70 Blair Road application will be going back on A&F next month because more information is needed.

48 Weber Street Windermere Apartments application is almost completed and may be invited to speak at the May meeting.

Project grant – Place in Space Walking Tour is incomplete and will be on the next A&F agenda.

27 Carolinian Lane will be invited to speak at the next meeting in May.

23 Roland Street will be on the next meeting agenda so that the Foundation can make a decision on it. He noted that the grant policies state applicants can only be awarded per property every three years and this property received funding in 2015.

Hespeler Hotel and 38 Lansdowne Road applications are still incomplete and will be placed on the A&F agenda next month.

J. Glass asked that 531 Morrison Road Sims Estate and KCI applicants be invited to the next meeting to make a presentation. He also stated that correspondence from WHS will be on the next meeting agenda asking for an extension on their grant.

i) Event Grant: At the Crossroads – Stephen W. Young

J. Glass explained that he received a revised budget that broke down the costs and stated the funding being requested was for audio equipment and an audio technician.

Moved by J. Glass

Seconded by S. Massel

That the Waterloo Regional Heritage Foundation approves a grant to Stephen W. Young in the amount of \$2,000 toward the cost for audio equipment and audio technician for the play entitled At The Crossroads, as described in the application for grant funding;

And That the project be completed by April 16, 2017, 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

b) Communications Committee

i) Website and AGM Update

A. Dias provided an update on the website stating she is continuing to work with e solutions and is currently working on writing the pages and asked for volunteers. D. Bonk and J. Hendry volunteered to work on some pages.

Foundation members noted that changes need to be made on the grant applications for the forms on the new website and inquired about the ability to cut and paste from word

documents into the forms, as well the number of characters and the ability for the applicants to print the forms for their records.

A. Dias stated that the AGM will be at the North Dumfries Community Complex and she is currently working on finalizing the agenda format. She stated that they may decide not to have a guest speaker since they will have the presentation of the awards; the Mayor Sue Foxton is going to say a few words as well as David Pyper from the North Dumfries Historical Preservation Society and the new WRHF website will be showcased as well as the new outline for the Heritage Showcase for 2017.

A. Dias highlighted the new format for the Heritage Showcase explaining that the mall was not a favoured location and could only use Conestoga Mall. She highlighted that hosting the event at the Region Museum would allow for a change of format suggesting guest speakers that could help generate the public to come out.

Some Foundation members suggested merging Heritage Showcase with AGM in the future.

Moved by A. Dias

Seconded by L. Haggerty

That the Waterloo Regional Heritage Foundation approve to change the location of the Heritage Showcase to the Waterloo Region Museum for February 20, 2017.

Carried

c) Heritage Advisory Committee

J. Lewis highlighted that 3 books were received and are currently with the judges.

i) Award Nominations

J. Lewis noted that HAC received 2 award nominations for the Sally Thorsen Award and the award only allows for only 1 recipient each year. She suggested that the Foundation pass a motion that would allow for HAC to hold nominations for up to 3 years.

Foundation members suggested the same policy for all the awards. It was agreed that HAC will discuss the potential for deferring nominations for all awards and report back.

A Foundation member asked that in the future all members on the board receive the nominations for reference.

J. Lewis brought forward a motion for deferral of nominations for up to 3 years.

Moved by J. Lewis

Seconded by J. Hendry

That the Waterloo Regional Heritage Foundation approve the deferral of the Sally Thorsen Award nominations for up to 3 years.

Carried

Moved by J. Lewis

Seconded by L. Turner

That the Waterloo Regional Heritage Foundation approve the Heritage Advisory Committee's selection of Jane Britton as the recipient for the Foundation's Sally Thorsen Award of Excellence for the year 2015.

Carried

J. Lewis highlighted the award nominations and provided some background information on each. She stated that there are 6 recipients for the Awards of Excellence and 2 recipients for the Dr. Jean Steckle Award.

Moved by J. Lewis

Seconded by L. Turner

That the Waterloo Regional Heritage Foundation approve the Heritage Advisory Committee's selection of Kae Elgie and Dr. Gordon Nelson as recipients for the Foundation's Dr. Jean Steckle Award for Heritage Education for the year 2015.

Carried

A Foundation member asked why it was just Craig Beattie that was nominated and not his partner David Gibson, it was also suggested that the award be presented to both partners and the Perimeter Development Corporation.

Moved by J. Lewis

Seconded by J. Glass

That the Waterloo Regional Heritage Foundation approve the Heritage Advisory Committee's selection of recipients for the Foundation's annual Awards of Excellence for the year 2015:

- Richard Woeller
- Susan Saunders Mavor
- Craig Beattie/ David Gibson - Perimeter Development Corporation.
- Eric Haldenby
- Jim Parrott
- David Pyper

Carried

Executive Committee

No report.

### **Reports – Member Organizations**

a) N-W Branch, Architectural Conservancy of Ontario

B. Dietrich highlighted the Spring Acorn Appetite for Heritage stating 3 out of 12 stories were from the Region. He noted their upcoming meeting on May 30, 2016 at Walter Fedy discussing Carl Rieder and his importance for Waterloo Region. He also highlighted the AGM on June 22, 2016 at Rockway Senior Centre.

b) ACO - Cambridge

No report.

c) Waterloo Historical Society

J. Glass highlighted the next public meeting will be held on May 14th at St. Benedict Catholic Secondary School in Cambridge. The meeting will consist of the AGM and then Joleen Taylor will be talking about the 200th anniversary of the founding of Galt. Joleen will take a look at Galt's beginnings and some of the fond memories and interesting events that have occurred and shaped this part of Cambridge over the years. Joleen is a WHS councilor for WHS and she is an educator and historical interpreter at McDougall Cottage Museum in Galt/Cambridge. At the meeting, current WHS members will also be able to pick up their copy of the 103rd edition of the WHS annual volume. The event is free to the public and further details will be available on the website at whs.ca.

He stated the WHS Annual Volume Indexing project has begun. The contract has been reviewed and signed and work has been completed on a couple volumes.

J. Glass also noted the next public meeting will be the annual History Under the Trees (HUT) event at Waterloo Region Museum. Janice Harper, who is part of a diaries-study program at the University of Guelph, is the speaker. She has been working with the diaries of Gordon Eby and will provide insights from them about life a century ago in Berlin / Kitchener. HUT often includes audience participation and you are invited to bring along a family diary or letter – rural or urban, business or personal – with interesting passages you'd like to read. Regular museum admission fees are collected, but there is a discount for HUT attendees. Come out early and visit the museum and the heritage village.

d) Waterloo Region, Ontario Genealogical Society

No report.

### **Correspondence**

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

### **Other Business**

a) Spring Bus Tour Sign Up Sheet

E. Flewwelling circulated a sign up sheet for the members. It was noted that if there is space available an invitation will be extended to ACO- North Waterloo Branch and Waterloo Historical Society.

b) Correspondence letter from ACO - North Waterloo Branch

Chair W. Stauch highlighted the letter received. Foundation members stated that 5 years ago the Foundation was provided a list of designated properties and a letter was mailed to each property owner highlighting the WRHF grants and the Foundation did not receive one response from that mail out.

c) Memberships

Chair W. Stauch highlighted the members whose terms are expiring and stated there will be 6 vacancies on the Foundation.

d) L. Turner briefly talked about hosting Jacob Hespeler family.

e) It was highlighted that Bilingual School is celebrating 50 years and they received one of the first grants from the Waterloo Regional Heritage Foundation.

**Adjourn**

Moved by J. Hendry

Seconded by A. Dias

That the meeting adjourn at 8:06 p.m.

Carried

**Foundation Chair**, W. Stauch

**Foundation Secretary**, E. Flewwelling