



Media Release: Friday, January 20, 2017, 4:30 p.m.

## **Waterloo Regional Heritage Foundation**

### **Agenda**

Tuesday, January 24, 2017

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

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- 1. Declaration of Conflict of Interest**
- 2. Delegations**
  - a) Stephen W. Young – Project/Event Grant: Secrets of Woodside
- 3. Accounts and Grant Summary**
- 4. Treasurer’s Report**
  - a) [WRHF-17-01](#), 2017 Insurance Policy Renewal 3
- 5. Vacancy on Foundation Board**
- 6. Approval of Minutes – [November 22, 2016](#)** 5
- 7. 2016-2017 Committees**
  - a) Allocations and Finance Committee
    - i. Project/Event Grant: Secrets at Woodside – Stephen W. Young
    - ii. Grant Extension: Bradley Paddock – 117 Grand Avenue South

b) Communications Committee

c) Heritage Advisory Committee

d) Executive Committee

**8. Reports – Member Organizations**

a) ACO North Waterloo – J. Clinckett

b) ACO Cambridge – B. Paddock

c) Waterloo Historical Society – N. Maitland

d) Waterloo Region Ontario Genealogical Society – D. Bonk

**9. Correspondence – Available at Meeting**

**10. Other Business**

**11. Next Meeting – February 28, 2017**

**12. Adjourn**



**Report:** WRHF-17-01

## **Region of Waterloo**

### **Waterloo Regional Heritage Foundation**

#### **Treasurer's Report**

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**To:** Chair W. Stauch and Directors of the Waterloo Regional Heritage Foundation

**Date:** January 24, 2017 **File Code:** F28-05

**Subject:** 2017 Insurance Policy Renewal

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#### **Recommendation:**

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.

#### **Summary:**

Nil

#### **Report:**

The Waterloo Regional Heritage Foundation's insurance portfolio renewed on January 1, 2017 and coverage has been secured subject to the Foundation's approval. This year's insurance premium of \$1,944.00 on the Foundation's program is the same premium as that was paid in 2016.

#### **Commentary by Policy Coverage Being "Renewed"**

In 2017, the Foundation's insurance portfolio will consist of the following types of coverage:

**Comprehensive General Liability: Coverage Limit \$2,000,000**

This type of coverage insures the Foundation against liability imposed by a Court of Civil Law for damages because of bodily injury or death to any person resulting from the operations of the Foundation and for damages to/or destruction of property of others caused by an accident.

**Directors & Officers Insurance: Coverage Limit \$2,000,000**

This type of coverage insures Directors and Officers against liability suits resulting from an action by a third party that alleges failure of the Directors or Officers to exercise proper care and skill in the managing of the Foundation.

**Financial Implications:**

The Foundation's 2017 insurance premium is \$1,800.00, plus provincial sales tax of 8% (\$144.00), which totals \$1,944.00. This is the same premium that was paid in 2016. The Foundation's 2017 budget includes an insurance premium allocation of \$2,000 to accommodate this expense.

**Other Department Consultations/Concurrence:** Nil

**Attachments:** Nil

**Prepared By:** Craig Smith, C.I.P., R.F., Risk Manager

**Approved By:** Craig Dyer, Treasurer, Waterloo Region Heritage Foundation



## Waterloo Regional Heritage Foundation

### Minutes

November 22, 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, J. Clinckett, J. Hendry, J. Lewis, J. Malvern, S. Massel, N. Matiland, B. Paddock, N. Richbell, L. Turner and K. Seiling

Members Absent: T. Galloway, M. McCreery and S. Roy

### Introduction of New Member

Chair W. Stauch introduced the new board member Jim Malvern who gave a brief introduction of himself.

### Declarations of Conflict of Interest

None declared.

### Delegations

- a) Beth Hanson appeared before the Foundation regarding a property grant for 300 Joseph Schoerg Crescent. She provided a presentation that highlighted historical significance, proximity to other landmarks, preservation history, North Elevation and East Elevation and undercroft, project Evolution and Phases. She recognized the Waterloo Regional Heritage Foundation mandate but asked for funding despite the grant policies.

John Gazzola, City of Kitchener Councillor appeared before the Foundation in support of Beth Hanson's project. He thanked the Foundation for their work, pointed out that heritage is a tough sell, and is happy that the Hanson's have chosen this area and are spending the money to preserve heritage in our Community.

B. Hanson provided clarification on the zoning, City of Kitchener grants, batons, repurposing of boards, previous funding from the Foundation and how much of the project is already completed.

### **Approval of Minutes**

Moved by S. Massel

Seconded by J. Lewis

That the minutes of the Waterloo Regional Heritage Foundation meeting held on October 25, 2016, be approved

Carried

### **Accounts and Grant Summary**

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

Committee members provided clarification on the net funding and how funding works.

a) Approval of the 2017 Budget

E. Flewwelling distributed the 2017 budget on behalf of C. Bogusat, Financial Analyst.

The Waterloo Regional Heritage Foundation draft 2017 Budget was presented for approval. A copy is appended to the original minutes.

Moved by D. Bonk

Seconded by B. Paddock

That the 2017 Budget for the Waterloo Regional Heritage Foundation be approved as presented at its meeting on November 22, 2016.

Carried

### **2016-2017 Committees**

a) Allocations and Finance Committee

i. Property Grant – 300 Joseph Schoerg Crescent

S. Massel introduced the application and stated that although they support the project the Foundation needs to be consistent and follow the grant policies, which state applications for completed projects, will not be considered.

Moved by B. Paddock

Seconded by N. Richbell

That the Waterloo Regional Heritage Foundation not approve the application from Beth Hanson to re-clad the exterior of the Betzner Barn located at 300 Joseph Schoerg Cres., Kitchener as The Foundation's Grant Policies state under Section II – General Criteria and Conditions for All Grants c) Applications for completed projects will not be considered.

Carried

ii. Project/Event Grant: Secret at Woodside – Stephen W. Young

S. Massel highlighted that A&F is deferring Stephen Young's grant application until the January meeting since they are still waiting on some letters of support.

iii. Project/Event Grant: Createscape Waterloo Region – The Prime Ministers Educational Resource and Statue Project

S. Massel highlighted the application and noted that A&F is not recommending moving forward with the application. She stated A&F does not feel a significant portion of the project has a direct relationship with heritage to the Region of Waterloo. She noted only one statue is directly related to the heritage of the Region.

A Foundation member strongly disagreed noting this is a project that should be celebrated as well as supported.

Some members expressed their concern with the project noting the lack of heritage significance in the Region and wondered why the Region was selected as the location for the statues. It was also pointed out the application is still incomplete and needs a lot of work.

Members discussed some issues that were raised in the media regarding the project.

Moved by N. Richbell

Seconded by J. Hendry

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That the Waterloo Regional Heritage Foundation not move forward with the grant application submitted by Createscape Waterloo Region as the project has very little heritage directly related to the Region of Waterloo and the application is incomplete.

Motion Lost

The Foundation members asked that A&F to go back and work with the applicant to complete the application.

- iv. Rob Ring – Project/Event Grant: Film Care for the Child: The Story of the Bridgeport General Grant Extension

S. Massel highlighted a letter that was sent to the Foundation from Rob Ring regarding his grant expiring in January. She pointed out that his original grant stated that the film would not be ready until Spring 2017 so the original expiry date was an oversight on the Foundations part. She noted he is requesting a 6 month extension.

Moved by R. Albrecht

Seconded by J. Clinckett

That the Waterloo Regional Heritage Foundation approve Mr. Rob Ring's request to extend his grant deadline to July 26, 2017.

And that all original grant conditions be met.

Carried

S. Massel highlighted applications that Allocation and Finance are currently working on.

Chair W. Stauch passed around Philippe Elsworthy's Book 'Evolving Landscapes' that the Foundation supported earlier in the year.

b) Communications Committee

D. Bonk stated they have been discussing combining Heritage Showcase and the AGM in 2018. He highlighted that they are looking at having the business portion of the AGM; election of directors and the approval of the financial statements at its own meeting before the regular WRHF June meeting. He noted that potentially joining with WHS with their annual book launch and having the WRHF award ceremony at that time and it could be a heritage day/fair as a replacement for 2018 in May. He explained that sharing the day with WHS would be beneficial since they already have a speaker lined



up and hosting it at the Museum would allow for free advertising since the Museum has built in advertising.

c) Heritage Advisory Committee

J. Lewis highlighted that the gentlemen who was going to do the cast aluminum plaque had a fire at his shop and was unable to provide a sample. She is hoping that in the new year they will have something to show.

J. Lewis asked if the P. Elsworthy book could be submitted for the Heritage Prize since he received funding from the Foundation. Foundation members stated that he is eligible for the History Prize stating the reason for the prize was to give money for quality work. Members also pointed out that the judges are not members of the Foundation.

It was noted that they are getting funding from us to get their book publication and receiving a History Prize for the quality of work.

J. Lewis also reminded members to look out for publications from 2016 who would qualify for the Heritage Prize as well they are always looking for Award nominations.

d) Executive Committee

No report.

### **Reports – Member Organizations**

a) ACO North Waterloo

J. Clinckett stated the next ACO meeting is their Christmas meeting on December 11, and they have invited Heritage Cambridge to have a joint meeting with them.

b) ACO Cambridge

B. Paddock stated ACO Cambridge is currently in discussions with the owners of 4045 Maple Grove Road and Habitat for Humanity to consider saving a farmhouse that was voted for demolition by the City of Cambridge Council. The discussion is to see whether the stone portion of the farmhouse can be moved and repurposed for the use of Habitat for Humanity.

He highlighted that ACO Cambridge is approaching Toyota and Gore Mutual for fundraising initiatives to help pay for insurance for the Sheave Tower.

He also stated that he is currently working with Marilyn Scott on recognizing Architect Peter Stokes; he was responsible for the contemporary staircase at the Galt City hall.

c) Waterloo Historical Society

N. Maitland highlighted the WHS had their AGM on Saturday, November 12, 2016 at Conrad Grebel University College and their next meeting will be Tuesday, November 29, 2016.

d) Waterloo Region, Ontario Genealogical Society

D. Bonk stated there is little going on, on day-to-day business and he is currently waiting for the KPL to decide on formatting for the County directories to be put on the website.

### **Correspondence**

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

### **Next Meeting – January 24, 2017**

### **Adjourn**

Moved by J. Clinckett

Seconded by J. Lewis

That the meeting adjourn at 7:55 p.m.

Carried

**Foundation Chair, W. Stauch**

**Foundation Secretary, E. Flewwelling**