



Media Release: Friday, October 18, 2019, 4:30 p.m.

Waterloo Regional Heritage Foundation

Agenda

Tuesday, October 22, 2019

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

1. Election of Vice Chair

2. Declarations of Conflict of Interest

3. Accounts and Grant Summary

4. Approval of Minutes – [June 25, 2019](#)

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5. 2019-2020 Committees

5.1 [Sign-up for Sub Committee Membership 2019-2020](#)

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**5.2 [Publication Grant](#): Crossroads Productions, Stephen Young re: History meets
Mystery Play: Seagram's Folly – The Final Clue**

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6. Correspondence – Available at Meeting

7. Other Business

7.1 [Board Application](#) – Victoria Mance

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8. Next Meeting – November 26, 2019

9. Adjourn



Waterloo Regional Heritage Foundation

Minutes

Tuesday, June 25, 2019

6:29 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

Present were: Chair J. Glass, J. Clinckett, D. Emberly, L. Haggerty, B. Oberholtzer, K. Osborn and H. Rennie

Members absent: T. Galloway, J. Lewis and K. Redman

Election of Chair and Vice Chair

Jessica Rudy called for nominations for the position of Chair and Vice-Chair for a one-year renewable term from June 2019 to June 2020.

John Glass was nominated for the position as Chair and accepted the nomination. No additional nominations were made.

Moved by J. Clinckett

Seconded by L. Haggerty

That nominations for the position of Chair be closed;

And that John Glass be accepted as Chair of the Waterloo Regional Heritage Foundation for the period from June 2019 to June 2020.

Carried

There were no nominations made for the position of Vice-Chair.

Moved by D. Emberly

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Seconded by B. Oberholtzer

That nominations for Vice-Chair be deferred to the next meeting.

Carried

J. Glass assumed the Chair.

Declarations of Conflict of Interest

None declared.

Presentations

- a) History Award Prize: Karl Kessler and Sunshine Chen re: Overtime: Portraits of a Vanishing Canada

Chair J. Glass presented the History Prize cheques to Karl Kessler, who also accepted on behalf of Sunshine Chen, as he was unable to attend the meeting.

Delegations

- a) Sharmalene Mendis-Mallard re: Property Grant - 222 Mary Street, Waterloo

Sharmalene provided a presentation to the Foundation, noting the background of the house, its historical designation and a breakdown of the paint restoration that is looking to be done. A copy of the presentation is appended to the original minutes.

It was noted that the project leads into a restoration of the porch and that a separate application could be submitted for it, after one year, if the current application is approved.

Accounts and Grant Summary

Connie Bogusat, Financial Analyst circulated and provided an overview of the Accounts and Grant Summary.

Approval of Minutes

Moved by D. Emberly

Seconded J. Clinckett

That the minutes of the Waterloo Regional Heritage Foundation meeting held on Tuesday, May 28, 2019, be approved.

Carried

2018-2019 Committees

- a) Allocations and Finance Committee
 - i. Property Grant – 91 Cooper Street, Cambridge

The Foundation debated the precedence that has been set with roof projects and the need to develop a policy regarding such projects. It was noted that the roof material is not a part of designation by-laws and a history was provided on the past grants that the Foundation has approved in regards to roofs.

The Foundation agreed that the project appeared to be more of a maintenance project and suggested that a grant of \$5,000 be awarded, since there is no policy in place regarding roofs.

K. Osborn volunteered to help D. Emberly develop the policy on grants involving roofs and projects that are restorations versus maintenance.

Moved by L. Haggerty

Seconded by D. Emberly

That the Waterloo Regional Heritage Foundation approves a grant to Tom Beechey for the cedar roof restoration at 91 Cooper Street, Cambridge in the amount of \$5,000, including HST;

And the restoration is completed before June 25th, 2020, a one-year period from the date of the approved grant;

And that a suitable acknowledgement of the Foundation's contribution is made with the installation of a plaque at the Foundation's expense on the exterior of the building, visible to the public, at a location to be decided by the Foundation and the applicants;

And further that a statement of account with copies of supporting paid invoices and receipts be submitted to the Foundation upon completion of the project with request for payment.

Carried

- ii. Property Grant – 58 St. Andrews Street, Cambridge

L. Haggerty gave an overview of the project.

The Foundation agreed to match the grant of the Municipal Heritage Advisory Committee and that the conditions of that grant be met prior to WRHF funds being released.

Moved by L. Haggerty

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Seconded by D. Emberly

That the Waterloo Regional Heritage Foundation approves a grant to Ted Boyd for the rebuilding of the northeast brick wall at 58 St. Andrews Street, Cambridge in the amount of \$5,000, including HST, to match the grant from the Municipal Heritage Advisory Committee (MHAC);

And that the conditions of MHAC be approved before funds are to be released;

And the restoration is completed before June 25th, 2020, a one-year period from the date of the approved grant;

And that a suitable acknowledgement of the Foundation's contribution is made with the installation of a plaque at the Foundation's expense on the exterior of the building, visible to the public, at a location to be decided by the Foundation and the applicants;

And further that a statement of account with copies of supporting paid invoices and receipts be submitted to the Foundation upon completion of the project with request for payment.

Carried

iii. Property Grant - 222 Mary Street, Waterloo

The Foundation discussed the details of the application and agreed to fund the project up to 50% of the cost, not including HST.

Moved by L. Haggerty

Seconded by K. Osborn

That the Waterloo Regional Heritage Foundation approves a grant to Sharmalene Mendis-Mallard for the prep and painting of the board and batten at 222 Mary Street, Waterloo in the amount of 50% of the project cost not including HST to a maximum of \$9,950;

And the restoration is completed before June 25th, 2020, a one-year period from the date of the approved grant;

And that a suitable acknowledgement of the Foundation's contribution is made with the installation of a plaque at the Foundation's expense on the exterior of the building, visible to the public, at a location to be decided by the Foundation and the applicants;

And further that a statement of account with copies of supporting paid invoices and receipts be submitted to the Foundation upon completion of the project with request for payment.

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Carried

b) Communications Committee

No report.

c) Heritage Advisory Committee

No report.

d) Executive Committee

No report.

Correspondence

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

Other Business

a) Membership Terms

The Foundation made suggestions on how to allocate the terms.

Moved by D. Emberly

Seconded by L. Haggerty

That the following appointments to the Waterloo Regional Heritage Foundation (WRHF) be brought forward to Regional Council for ratification:

- John Clinckett, Bob Oberholtzer and Heather Rennie for a one (1) year term;
- David Emberly, Lyndsay Haggerty and Julie Lewis for a two (2) year term; and
- John Glass and Krystal Osborn for a three (3) year term.

Carried

b) Committee Structure and Sign-up for Membership 2019-2020

Chair J. Glass provided a background on the various sub-committees and advised of the suggestion, from the past year, to merge the Communications and Heritage Advisory Committees. The Foundation agreed to merge the two sub-committees.

Sign up for the sub-committees will take place at the next meeting.

Next Meeting – September 24, 2019**Adjourn**

Moved by K. Osborn

Seconded by J. Clinckett

That the meeting adjourn at 7:52 p.m.

Carried

Foundation Chair, J. Glass

Foundation Secretary, J. Rudy