



Waterloo Regional Heritage Foundation

Minutes

Tuesday, November 24, 2020

5:33 p.m.

This meeting was held electronically with the Chair presiding from 150 Frederick Street, Kitchener.

Present were: Chair J. Glass, E. Clarke, J. Clinckett*, D. Emberly, L. Haggerty, M. Lee*, J. Lewis, B. Martin, and K. Redman*

Members absent: V. Mance

Declarations of Conflict of Interest

None declared.

Accounts and Grant Summary

Chair J. Glass, provided a brief overview of the accounts and grant summary.

The Foundation discussed the outstanding and pending grants and agreed to remove them from the accounts and grants summary noting that the applicants could reapply if necessary.

*M. Lee entered the meeting at 5:35 p.m.

Moved by D. Emberly

Seconded by L. Haggerty

That the Waterloo Regional Heritage Foundation remove the outstanding grant applications from 1170 Doon Village Road, Kitchener (Sonja Swanson) and 66 Old Mill Road, Cambridge (Kim and Chris Coghlan) from the outstanding grants;

And that the Waterloo Regional Heritage Foundation request the applicants to reapply, if necessary.

Carried

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*J. Clinckett entered the meeting at 5:37 p.m.

The Foundation noted that the expired application for 91 Cooper Street, Cambridge (Tom Beechey) was submitted shortly after the expiration date and is currently under review with Chair J. Glass. The applicant for 58 St. Andrew Street, Cambridge (Ted Boyd) chose to not proceed with granted funds.

Heritage Advisory and Communications Committee

J. Lewis updated the Foundation in regards to the History Prize award, noting that the judges were contacted in regards to their participation interest.

It was noted that the award ceremony for all past and future awards might be held as one large ceremony due to the COVID-19 situation; however, nominations may still be placed for this year.

*K. Redman entered the meeting at 5:45 p.m.

Approval of Minutes – September 22, 2020

Moved by D. Emberly

Seconded by M. Lee

That the minutes of the Waterloo Regional Heritage Foundation meeting held on September 22, 2020, be approved and the minutes from October 27, 2020 meeting be received for information.

Carried

Allocations and Finance Committee

- a) Project Grant Application: Stephen Young re: Dickson & Bruce History meets Mystery TV series Episode

L. Haggerty noted that the application is back due to an error at the last meeting noting that the two-year waiting period only applies to building grant applications. She provided an overview of the application and moved that the Foundation approve the grant as requested.

It was noted that the applicant had also applied to the Waterloo Region Arts Fund; if approved the applicant would not be able to receive grants from both Foundations. A stipulation was added to the recommendation, which stated that the applicant would have to decide between the two grants; if approved for both.

Moved by L. Haggerty

Seconded by E. Clarke

That the Waterloo Regional Heritage Foundation (WRHF) approve a grant to Stephen Young of \$1000 plus HST, for the production costs of Dickson & Bruce History meets Mystery TV Series Episode;

And that the project be completed before November 25, 2021, a one-year period from the date of the approved motion;

And that the Foundation's official name and logo appear in the production of the series recognizing the contribution made by the Foundation;

And that a statement of account with copies of supporting invoices and receipts be submitted to the Foundation upon completes of the project with request for payment;

And further that if the applicant is granted funding for the same application from the Waterloo Region Arts Fund (WRAF), the application decide between the two approvals, as the applicant cannot receive from both parties.

Carried

- a) Property Grant Application: Omar Kaake re: 35-37 and 39 Main Street, Cambridge

L. Haggerty provided an overview of the application and noted that the project is incomplete in regards to the quotations on the exterior of the building and the scope of work required for a Foundation grant. L. Haggerty will contact the applicant to advise them of the missing pieces and come back to the January meeting with a recommendation.

M. Lee noted that the Heritage Planner in the City of Cambridge would be a good contact to assess the status of the heritage permit application, which is a requirement of the grant. Because of the Foundation's discussion in regards to the City of Cambridge Heritage Planner's input, M. Lee agreed to contact them and invite them to the January meeting to discuss the heritage aspects and permit status of the buildings.

The Foundation discussed the need to create a policy on maintenance vs. restoration projects, in order to provide clarification with building grant applications. M. Lee, J. Clinckett, D. Emberly and B. Martin agreed to meet and have a draft for discussion, for the January meeting.

Other Business

- a) Board Applications

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The Foundation discussed the best way to vote in two members from the 11 applications noting that the background, diversity and geographical location of the applicants would be beneficial reviewing points.

In order to keep anonymity through the voting process it was determined that J. Rudy, Foundation Secretary would send out a ranked ballot to all members.

Chair J. Glass encouraged members to submit their ballots as soon as possible.

Next Meeting – January 26, 2021

Adjourn

Moved by L. Haggerty

Seconded by K. Redman

That the meeting adjourned at 6:34 p.m.

Carried

Foundation Chair, J. Glass

Foundation Secretary, J. Rudy