



Media Release: Monday, November 22, 2021, 4:30 p.m.

Waterloo Regional Heritage Foundation

Agenda

Tuesday, November 23, 2021

5:30 p.m.

This meeting will be held electronically

1. Declarations of Conflict of Interest

2. Delegations

3. Accounts and Grant Summary

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4. Approval of Minutes – October 26, 2021

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5. 2021-2022 Committees

5.1 Allocations and Finance Committee

5.2 Heritage Advisory and Communications Committee

6. Other Business

7. Next Meeting – January 25, 2021

8. Adjourn

**WATERLOO REGIONAL HERITAGE FOUNDATION
November 2021 Disbursements**

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Nov 3	Crossroads (Stephen Young)	Stephen Young - Project Grant: Dickson and Bruce History meets Mystery TV Episode	2,260.00
			<u>\$2,260.00</u>

**WATERLOO REGIONAL HERITAGE FOUNDATION
Net Funding Position**

Balance in Operating Account -November 18, 2021	448,116.41
DEDUCT:	
Outstanding 2020 Grant Commitments	(125,000.00)
Outstanding 2021 Grant Commitments	<u>(174,499.00)</u>
Net Funding Position at November 18, 2021	<u>148,617.41</u>

**Waterloo Regional Heritage Foundation
2021 Grant Summary Statement
November**

2021 Grant Budget	\$293,000
Grants Approved	<u>(176,499)</u>
Sub-Total Grant Balance	116,501
Unused previously approved Grants	<u>5,780</u>
Remaining Grant Budget	<u>\$122,281</u>
 Grant Applications in Progress	 \$10,000

Waterloo Regional Heritage Foundation

2021 Grant Budget	\$293,000
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Grants Approved and Paid

Date Paid	Grants Paid in 2021	
Jun 30 2021	Frances L. Stewart/Gail Pool - 110 Water St	(\$2,000)
Nov 3 2021	Stephen Young - Project Grant: Dickson and Bruce History meets Mystery TV Episode	(2,260)

Grants Committed (Approved and Not Paid)

Date Approved	Date of Expiry	Outstanding Approved Commitments	
March 23 2021	March 23 2022	Kitchener Public Library - Oral History	(13,740)
May 25 2021	May 25 2022	Meg Crawford - 23 Roland Street	(35,000)
May 25 2021	May 25 2022	Omar Kaake - Project Grant: 35-37 and 39 Main St., Cambridge	(100,000)
May 25 2021	May 25 2022	Paul Langan - One Publication	(1,000)
Jun 22 2021	Jun 22 2021	Alison Lafrance - Project Grant (windows) 883 Doon Village Road - declined \$1,113.87 grant June 24, 2021	
July 27 2021	July 27 2022	Steckle Heritage Farm - Steel roof restoration	(10,405)
Sep 28 2021	Sep 28 2022	71 Heins Ave, Kitchener - Project Grant: Front window replacement	(4,975)
Sep 28 2021	Sep 28 2022	Rene Foster and Bruce Eby - Project Grant: Waterloo County 1861 Tremaine Map Restoration	(7,119)

Sub-Total Grants Paid and Committed	(\$176,499)
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Remaining Grant Budget	\$116,501
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Grant Applications in Progress

April 27 2021	The Museum: The Mel Brown Project	10,000
		\$10,000

Grants that have been Accrued into 2021 (Approved in Prior Years)

<u>Date Approved</u>	<u>Date of Expiry</u>		
June 25 2019	October 25, 2021	Tom Beechey - Property Grant: 91 Cooper St - Funding not approved	\$5,000
June 23 2020	June 23 2021	The Company of Neighbours - Project Grant: Throwback Website (Digital Form of Historical Storytelling) - Paid \$6,000 of the \$6,780 grant	780
September 22 2020	December 31 2021	Central Presbyterian Church - Project Grant: Slate Roof Replacement	100,000
September 22 2020	March 28 2022	Marion Roes - Publication Grant: Death as Life's Work	25,000
November 24 2020	November 24 2021	Stephen Young - Project Grant: Dickson and Bruce History meets Mystery TV Episode	Paid
			<u>\$130,780</u>

**WATERLOO REGIONAL HERITAGE FOUNDATION
2021 BUDGET**

	2021 Budget	Committed/ Actuals as of Nov 18 2021	Actual vs Budget Variance
<u>FUNDING SOURCES:</u>			
Accumulated Net Revenue(Opening)	\$219,484	\$219,365	\$119
Regional Grant	106,210	106,210	-
Interest Income	3,500	2,520	980
Other			
Total Funding:	\$329,194	\$328,096	\$1,098
<u>EXPENDITURES:</u>			
Foundation Projects			
Special Events	4,000.00	-	\$4,000
Heritage Scholarship	6,000	-	6,000
Research Award	1,000	-	1,000
WHS - Annual Volume	5,000	-	5,000
Architectural Studies	1,000	-	1,000
Community Outreach	5,000	-	5,000
Award of Excellence	1,250	-	1,250
Funding Recognition Plaques	2,000	-	2,000
Sub Total Foundation Projects	\$25,250	\$0	\$25,250
Prior Years Grant Approvals Accrued		(5,780)	5,780
2021 Grant Approvals / Commitments	293,000	176,499	116,501
Sub Total Grant Approvals/Commitments	\$293,000	\$170,719	\$122,281
Administration			
Foundation Meetings	\$200	\$0	\$200
Printing & Supplies	100	-	100
Postage/Courier	200	-	200
Advertising	4,000	1,967	2,033
Insurance	2,100	2,090	10
Workshops / Travel	500	-	500
Memberships	150	-	150
Miscellaneous	3,200	2,442	758
Sub Total Administration	\$10,450	\$6,499	\$3,951
Total Expenditures:	\$328,700	\$177,218	\$151,482
ACCUMULATED NET REVENUE (Closing)	\$494	\$150,877	(\$150,383)



Waterloo Regional Heritage Foundation

Minutes

Tuesday, October 26, 2021

5:33 p.m.

This meeting was held electronically

Present were: Chair J. Glass, E. Clarke, P. Elsworthy, D. Emberly, J. Holland, M. Lee, B. Martin and K. Redman

Members absent: J. Clinckett, L. Haggerty, V. Hicks, and V. Mance

Declarations of Conflict of Interest

None declared.

Accounts and Grant Summary

Connie Bogusat, Financial Analyst presented the Accounts and Grant Summary and provided clarification and detail to the grant funding, at the request of the Foundation.

Approval of Minutes

Moved by P. Elsworthy

Seconded by D. Emberly

That the minutes of the Waterloo Regional Heritage Foundation meeting held on September 28, 2021, be approved.

Carried

2021-2022 Committees

a) Allocations and Finance Committee

B. Martin provided an update in regards to the progress at Central Presbyterian Church and 35 Main Street in Cambridge.

J. Glass updated the Foundation that the application for the Mel Brown Project is on hold for approximately 6 months and that the invoicing for the Stephen Young production and the property at 23 Roland Street, Kitchener have been approved.

The Foundation discussed various ways to increase signage and recognition during, and after, the construction process. The Foundation decided that the Heritage Advisory and Communications committee could look at ways to enlarge, increase and promote Foundation recognition and promotion.

b) Heritage Advisory and Communications Committee

i. Roles and Responsibilities

J. Glass provided an overview of the roles and responsibilities and emphasized the need for volunteers on the committee. It was noted that there are various areas that need to be addressed such as awards management and Foundation promotion and recognition.

B. Martin and J. Holland volunteered to join D. Emberly, and J. Glass on the committee.

ii. Nomination of a new Committee Chair

The Chair will be determined between the new committee members at their next meeting.

Other Business

a) Policy Proposal

B. Martin and M. Lee provided an overview of the proposed policy for property grants and requested that feedback be provided to them in advance of the next meeting.

The Foundation discussed expanding the policy to other grants and the feasibility of utilizing community engagement in regards to the policy development.

It was noted that the technical component of the policy would subject to approval from the Foundation and has specific requirements; however, the public benefit discussion within the policy could be opened up to a broader group.

It was determined that the policy working group will review the policy and determine which aspects could be open to community engagement and will bring forward their recommendation(s) for the November meeting.

b) Foundation Secretary Update

Jessica Rudy, Foundation Secretary announced Julie Hale, Council/Committee Support Specialist as the new Foundation Secretary.

Next Meeting – November 23, 2021

Adjourn

Moved by D. Emberly

Seconded by K. Redman

That the meeting adjourn at 6:36 p.m.

Carried

Foundation Chair, J. Glass

Foundation Secretary, J. Rudy