



Media Release: Friday, March 22, 2019, 4:30 p.m.

Waterloo Regional Heritage Foundation

Agenda

Tuesday, March 26, 2019

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

1. Declarations of Conflict of Interest

2. Delegations

2.1 Chris and Kim Coghlan re: 66 Old Mill Road, Cambridge

3. Accounts and Grant Summary

4. Approval of Minutes – [February 26, 2019](#)

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5. 2018-2019 Committees

5.1 Allocations and Finance Committee

i. [66 Old Mill Road, Cambridge](#)

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5.2 Communications Committee

5.3 Heritage Advisory Committee

5.4 Executive Committee

5.5 Recruitment Committee

6. Reports – Member Organizations

6.1 ACO North Waterloo – J. Clinckett

6.2 ACO Cambridge

6.3 Waterloo Historical Society – D. Emberly

7. Correspondence – Available at Meeting

8. Other Business

9. Next Meeting – April 23, 2019

10. Adjourn



Waterloo Regional Heritage Foundation

Minutes

Tuesday, February 26, 2019

6:32 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

Present were: Chair W. Stauch, J. Arndt, J. Clinckett, J. Glass, A. Haggerty, L. Haggerty, J. Lewis, K. McLaughlin and K. Osborn

Members absent: R. Albrecht, D. Emberly, T. Galloway and K. Redman

Declarations of Conflict of Interest

None declared.

Update and Next Steps for Approved Letters Patent

Chair W. Stauch informed the Foundation that the letters patent have received approval. Chair W. Stauch and the Secretary J. Rudy executed the bylaw, effective the approval date of the Letters Patent.

Liam Legate, Solicitor, Corporate provided an update that the next step would be to have the financial statements for approval in order to have the next AGM. L. Legate suggested that the Foundation form a sub-committee to recruit and review Director Applications for the election at the AGM.

The Foundation agreed on the proposed AGM on Tuesday June 11, 2019 in the Council Chambers at 7 p.m. The AGM will include the award ceremony.

The Foundation discussed the timeline, responsibilities of the sub-committee and new avenues of advertisement. J. Clinckett, J. Glass, L. Haggerty, K. Osborn, and W. Stauch volunteered. Chair W. Stauch recommended that Helen Chimirri-Russell, Director, Cultural Services, sit on the sub-committee as a staff advisor and resource.

Moved by J. Glass

Seconded by J. Arndt

That the Waterloo Regional Heritage Foundation form a sub-committee consisting of J. Clinckett, J. Glass, L. Haggerty, K. Osborn, and W. Stauch to review and gather information in the hope of recruitment.

And That the sub-committee report back regularly to the Board of Directors.

And That a recommendation for 10 Directors at large to be approved at the next Annual General Meeting, subsequent to Council approval.

Carried

Accounts and Grant Summary

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

Approval of Minutes

Moved by J. Glass

Seconded by J. Lewis

That the minutes of the Waterloo Regional Heritage Foundation meeting held on Tuesday, January 22, 2019, be approved

Carried

2018-2019 Committees

- a) Allocations and Finance Committee
 - i) Our Heritage Our Home Vol 2.

L. Haggerty reported that the committee could not approve funding for the project as the previous project was conditional upon a one-time grant.

Moved by L. Haggerty

Seconded by J. Arndt

That the Waterloo Regional Heritage Foundation deny the Paul Knowles publication grant application as his previous project was conditional upon a one-time grant.

Carried

ii) Property Grant – 28 Weber Street West, Kitchener

L. Haggerty gave an overview of the application and noted that the application is still incomplete and she will be in contact with the applicant before a request to appear as a delegation.

iii) Property Grant - 66 Old Mill Road, Cambridge

L. Haggerty provided an overview of the application and would like to invite them to the next meeting to hear more about the property.

iv) Central Presbyterian Church

L. Haggerty reported that the Committee will be having further conversation with the applicant regarding provincial funding and the request is on hold until then.

b) Communications Committee

Chair W. Stauch read an email from R. Albrecht noting that he could not be the Chair of the Committee and J. Clinckett agreed to take over. The Committee agreed to meet in order to discuss the need for a Heritage event this year.

c) Heritage Advisory Committee

J. Lewis reported that the judges would like to go back to the old format for the History Prize Award, where they would award the best submission. The Foundation agreed to revert to the previous year's process and confirmed there will be an award for 2017 and 2018. Submissions for the prize will need to be in for the March meeting.

J. Lewis stated that no student research nominations were received. The Foundation discussed various ways to reach out to the students for next year.

Submissions for any of the awards will need be received no later than the April meeting, to give time to approve and print.

d) Executive Committees

No report.

Reports – Member Organizations

a) ACO North Waterloo – J. Clinckett

J. Clinckett provided an update to the Foundation that the event last Thursday was successful and that a tour is being set up in May for Carnegie libraries.

b) ACO Cambridge

No Report.

c) Waterloo Historical Society – D. Emberly

On behalf of D. Emberly, J. Glass reported that the first meeting will be in March and meetings for this year will be at the Pavilion in Victoria Park. The Volume will be handed out in May and there has been positive feedback on the online index.

Correspondence

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

Next Meeting – March 26, 2019

Adjourn

Moved by K. McLaughlin

Seconded by L. Haggerty

That the meeting adjourn at 7:54 p.m.

Carried

Foundation Chair, W. Stauch

Foundation Secretary, J. Rudy

7 The Waterloo Regional Heritage Foundation supports restoration projects for properties that have been designated under Part IV or Part V of the Ontario Heritage Act. Please fill out form below, if you have any difficulties please contact wrhf@regionofwaterloo.ca.

7

Property Grant Application

Property Owner Information

Group/Organization/Corporate Name

Business Registration Number:

Contact Person *

Kim and Chris Coghlan2

Mailing Address *

66 Old Mill Road

City *

Cambridge

Postal Code *

N3H 4R8

Phone Number *

519-635-4840

Email Address *

Kimcoghlan5@hotmail.com

Property Grant Application

Restoration Information

Project Title *

Roof Repalcement

Please summarize your restoration project in no more than two or three sentences. *

The property was purchased in June of 2017 and the roof was inspected and found to be in acceptable shape but it was recommended that we have the cedar skates cleaned. The inspector noted that we should get another 10 - 15 years. We applied for a grant from the Cambridge Heritage society and were accepted for 50% of the cost. The cleaning company came and tried to clean the roof but the shakes were too damaged to complete. The damages caused by the cleaning had to be repaired so we hired a roofing company (Thomson Roofing) to repair, they came out and replaced some of the damaged shakes but noted that the roof was in major disrepair and needed to be replaced immediately. We have had them quote the replacement and the total cost for the replacement with cedar shake is approximately \$80000. We relayed this information to the Cambridge Heritage Society and they recommended that because of the historical importance of this property that we replace with cedar as to keep the heritage integrity of the home. We have spent approximately \$8000 dollars of our own money for repairs to the exterior in keeping with the heritage integrity. This is a major cost that we can not afford and is an emergency we did not expect, nor were prepared for. We could not get all of the info in time. The project is 80,000. I've uploaded pictures where the files should be

Is the property designated under Part IV or Part V of the Ontario Heritage Act? (pick one) *

- ☐ This property is designated under Part IV of the Ontario Heritage Act
- ☒ This property is designated under Part V of the Ontario Heritage Act

Please upload a copy of the Heritage designation by-law for the property. *

File Name



46124095-66C8-4F79-92E0-D762BAE19856.jpeg

1.1 MB

Expected start date of the restoration project *

11/12/2018



Expected date of restoration project completion *

11/23/2018



What is the purpose or significance of this restoration project, and how does it contribute to the preservation of heritage with Waterloo Region? *

The purpose of this project is to conserve the integrity of the property and the repairs to the roof are of the utmost importance due to significance of the repairs. The food cannot leak into the main building as it will cause damage to the structure and interior of the building.

Would this restoration project happen without a grant from the Foundation? *

No

Please explain *

We do not have the finances to replace with cedar shake. The cost is far too much for us to finance, we do not want to replace the roof with any other material that would ruin the integrity of the property.

Your organization should plan to acknowledge the Foundation's support of your project. Would you agree to 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 applicant?

Please Select *

Yes

10 If the applicant is a group/organization or corporation, please upload a resolution or letter from the governing body authorizing this grant request.

10

Please upload a letter from your municipality's Heritage Planner. The letter should verify that the proposed work (scope, design, methods, materials) does not violate the heritage designation by-law for the property. *

File Name



6A9A6D71-93DF-45F5-ABC7-DEB7E4DC1826.jpeg

2.6 MB

Upload a letter of support from someone with expertise in heritage buildings—an architect,engineer,your local branch of the Architectural Conservancy of Ontario,or a community leader (e.g.local politician),the Downtown BIA,or other individual/organization *

File Name



249CCDFA-39F5-4092-940E-DB31672000B6.jpeg

744.3 KB

Please upload any additional information that you feel will help support your application. Examples might include a more detailed description of the project, photographs, sketches, etc.

11 Property Grant Application

11

Financial Information

Amount of this Grant Request *

Total Budget for the Restoration Project *

80000

80000

What elements of your project will be funded by this request? *

The entire cedar roof

Please upload a budget for your project showing all sources of revenue (including your grant request from the Foundation) and all expenses. Do not include in-kind contributions *

File Name



35615AFE-84D6-47F2-9814-1BFACC8409F5.jpeg
1.0 MB

Please upload quotes from at least two suppliers for the elements of your project that are included in your funding request.

Upload quote from supplier #1

File Name



C0C11DFE-E8BB-4759-8A7B-C4B88F5718EC.jpeg
1.4 MB

Upload quote from supplier #2 *

File Name



E401BFC0-6BA3-4507-B2B5-AAEB8704D89F.jpeg
1.4 MB

Which supplier(s) have you chosen? *

Thompson Roofing

Why have you chosen your preferred supplier(s)? *

They have been very quick to help. They are proven experts working with the heritage society

Year	Name of Project/Publication	Amount Received

Year	Name of Project/Publication	Amount Received







