

Regional Municipality of Waterloo

Waterloo Regional Heritage Foundation

Board Agenda



Tuesday, November 22, 2022

5:30 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

Should you require an alternative format please contact the Regional Clerk at Tel.: 519-575-4400,
TTY: 519-575-4605, or regionalclerk@regionofwaterloo.ca

	Pages
1. Call to Order	
2. Declarations of Conflict of Interest	
3. Finance Reports	
3.1. Accounts and Grants Summary	2
4. Delegations	
4.1. Horst & Sharon Wohlgemut Central Presbyterian Church - Project Grant: Slate Roof Replacement	3
5. Approval of Minutes - October 25, 2022 Recommended Motion: That the minutes of Waterloo Regional Heritage Foundation from October 25, 2022 be approved.	12
6. 2022 Committees	
6.1. Allocations and Finance	
6.2. Heritage Advisory and Communications	
6.3. Strategic Planning M. Lee and J. Baker to provide a verbal update to the Foundation.	
7. Information/Correspondence	
8. Other Business	
8.1. Plaque Update	
9. Next Meeting - January 24, 2023	
10. Adjourn Recommended Motion: That the meeting adjourn at x:xx x.m.	

WATERLOO REGIONAL HERITAGE FOUNDATION
Net Funding Position

Balance in Operating Account - November 16, 2022 261,920.65

DEDUCT:

Outstanding 2020 Grant Commitments (100,000.00)

Outstanding 2021 Grant Commitments (14,740.00)

Net Funding Position at November 16, 2022 **147,180.65**

Disbursements: October 31 2022 to November 16 2022

<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Oct 31 2022	Omar Kaake-Central Views Investment Group	Project Grant: 35-37 and 39 Main St., Cambridge	\$ 100,000
Nov 10 2022	Steckle Heritage Farm	Steel roof restoration	10,405
Nov 10 2022	Rene Foster and Bruce Eby	Project Grant: Waterloo County 1861 Tremaine Map Restoration	7,119
			<u>\$ 117,524</u>

Outstanding Grants that have been Accrued into 2022
(Approved in Prior Years)

<u>Date Approved</u>	<u>Date of Expiry</u>		
September 22 2020	August 31 2022	Central Presbyterian Church - Project Grant: Slate Roof Replacement	100,000
Mar 23 2021	Mar 23 2023	Kitchener Public Library - Oral History	13,740
May 25 2021	May 25 2022	Paul Langan - One Publication	1,000
			<u>\$114,740</u>



APPLICATION FOR SUBSTANTIAL PERFORMANCE

Date: August 15, 2022



Project Name: Slate and Copper Roof Restoration and Stone Restoration

Project No.:

Contractor: ROOF TILE MANAGEMENT INC.

CONTRACT			
1	Present Contract Amount (includes all Change Orders)	\$	1,779,158.88
2	Less Total Work Performed to Date(as per date): Aug 15 2022	\$	1,738,207.14
3	Balance Left to Invoice (Line 1 - Line 2)	\$	40,951.74
4	Less Unused Allowances: (provide back-up)	\$	-
5	Remaining Value to be Completed (Line 3 - Line 4)	\$	40,951.74

CONSTRUCTION LIEN ACT						
6	3% of first	\$	1,000,000.00			\$ 30,000.00
7	Plus 2% of next	\$	1,000,000.00			\$ -
8	Plus 1% of remaining Contract Price					\$ -
9	Substantial Performance Threshold (Add Lines 6+7+8)	\$				30,000.00 X

Therefore, Construction Lien Act criteria has been met for Substantial Performance because the "Remaining Value to be Completed" is less than the "Substantial Performance Threshold".

EPG Assessment re SUBSTANTIAL PERFORMANCE		
	Contract Value including Changes (excl. HST)	\$1,779,158.88
	Contract completion to July 31, 2022 (excl. HST)	\$1,740,957.14
	Net Balance of Contract	\$38,201.74
	3% of the first \$1,000,000 (or part thereof)	\$30,000.00
	2% of the next \$1,000,000 (or part thereof)	\$15,583.18
	1% of the balance	\$0.00
	Substantial Performance Achieved when pre-HST balance is no more than	\$45,583.18
	Substantial Performance has been satisfied by:	\$7,381.44

Roof Tile Management Inc.
360 Gibraltar Drive, Mississauga, ON L5T 2P5 - Phone (905) 672-9992 - Fax (905) 672-9902
www.rooftilemanagement.com

FORM 9
CERTIFICATE OF SUBSTANTIAL PERFORMANCE OF THE
CONTRACT UNDER SECTION 32 OF THE ACT

Construction Act

Cambridge, Ontario

(County/District/Regional Municipality/Town/City in which premises are situated)

7 Queen's Square, Cambridge, Ontario N1S 1H4

(street address and city, town, etc., or, if there is no street address, the location of the premises)

This is to certify that the contract for the following improvement:

Slate and Copper Roof Restoration & Stone Restoration

(short description of the improvement)

to the above premises was substantially performed on July 31, 2022

(date substantially performed)

Date certificate signed: August 19, 2022

(payment certifier where there is one)

Paul Everett, B.Arch. CAHP

(owner and contractor, where there is no payment certifier)

Name of owner: Central Presbyterian Church, Cambridge

Address for service: 7 Queen's Square, Cambridge, Ontario N1S 1H4

Name of contractor: Roof Tile Management, Inc.

Address for service: 360 Gibraltar Dr., Mississauga ON L5T 2P5

Name of payment certifier (where applicable): EPG Applied Building Sciences Ltd.

Address: 3226 Greenbough Cres., Burlington, ON L7M 3B2

(Use A or B, whichever is appropriate)



A. Identification of premises for preservation of liens: PIN: 2263-0051 LT / LT 2-4 PL 456 Cambridge; PT LT 456 Cambridge PT 10, 11, 12 & 13, 67R3048; S/T WS705184, WS729415; Cambridge

(if a lien attaches to the premises, a legal description of the premises,
including all property identifier numbers and addresses for the premises)



B. Office to which claim for lien must be given to preserve lien:

(if the lien does not attach to the premises, the name and address of the person or body to whom the claim for lien must be given)

CERTIFICATE OF PUBLICATION

This is to certify that this official notice appeared in the
Daily Commercial News on:

September 28, 2022

Cambridge, Ontario

7 Queen's Square, Cambridge, Ontario N1S 1H4

This is to certify that the contract for the following improvement:

Slate and Copper Roof Restoration & Stone Restoration

To the above premises was substantially performed on: July 31, 2022

Date certificate signed: August 19, 2022

Name of owner: Central Presbyterian Church, Cambridge

Address for service: 7 Queen's Square, Cambridge, Ontario N1S 1H4

Name of contractor: Roof Tile Management Inc.

Address for service: 360 Gibraltar Drive, Mississauga, ON L5T 2P5

Name of payment certifier: EPG Applied Building Sciences Ltd.

Address: 3226 Greenbough Cres., Burlington, ON L7M 3B2

Identification of premises for preservation of liens: PIN: 2263-0051 LT /

LT 2-4 PL 456 Cambridge;

PT LT 456 Cambridge PT 10, 11, 12 & 13, 67R3048; S/T WS705184, WS729415;
Cambridge

Publication date: September 28, 2022

Form ID: [F9-39351](#)

Click the link above or visit dailycommercialnews.com/csp/F9-39351 to view
the online version and verify authenticity of this certificate or notice

1 of 1

View your certificate or notice online at dailycommercialnews.com/csp



constructconnect.

Daily Commercial News

by ConstructConnect

Daily Commercial News • 3760 14th Avenue, 6th Floor, Markham, ON L3R 3T7 • T 905.752.5516 • F 1.800.947.7966

CERTIFICATE FOR PAYMENT #17
Progress Draw 17



Date: August 2, 2022
To: Central Presbyterian Church
7 Queen's Square, Cambridge ON N1S 1H4
Attn.: Horst Wohlgemut
Project: Slate and Copper Roof Restoration
& Stone Restoration
Central Presbyterian Church, Cambridge

This is to certify that, in accordance with your CCDC 2-2008 dated January 22, 2021, the Contractor, Roof Tile Management Inc., has completed work and delivered products to the place of work for the period ending July 31, 2022, and for which payment is due, subject to the terms of the contract and as noted below, in the amount of Twelve Thousand, Six Hundred and Six Dollars, and Seventeen Cents (\$ 12,606.17).

Statement of Account

Table with 3 columns: Item Number, Description, and Amount. Rows include Original Contract Amount, Authorized Changes, Total of Previous Certificates, Base Amount, Less Holdback, Holdback of 10%, Total Holdbacks, Pre-HST Amount, HST, Amount This Certificate, Balance Unpaid Under Contract, and Non-Holdback related Balance Unpaid.

By law, the amount certified is subject to reduction by the amount of any lien of which you have received written notice. This certificate is not negotiable and is payable to the payee named in it; issuance, payment and acceptance are without prejudice to any rights of the Owner or Contractor under their contract.

Certifier signature and date August 2, 2022

The Contractor, having examined this Statement of Account, finds it correct and acknowledges receipt of payment on [blank], 2022, of the amount of \$ [blank].

Contractor
The Contractor shall retain one (1) copy of this Certificate and shall, upon receipt of payment, return one (1) signed copy to each of the Owner and the Consultant.











Waterloo Regional Heritage Foundation

Board Minutes



October 25, 2022, 5:30 p.m.
Waterloo County Room/Electronic
150 Frederick Street, Kitchener, Ontario

Present: K. Redman, E. Clarke, J. Glass, J. Holland, P. Elsworthy, A. Dobkowski, J. Baker

Absent: D. Emberly, J. Clinckett, M. Lee

1. Call to Order

Chair J. Glass called the meeting to order at 5:34 p.m.

2. Declarations of Conflict of Interest

None.

3. Finance Reports

3.1 Accounts and Grants Summary

Connie Bogusat, Financial Analyst, Corporate Services, provided an overview of the Accounts and Grants Summary and noted that the three approved grants are continuing to be processed by Staff.

4. Delegations

None.

5. Approval of Minutes - September 27, 2022

Moved by E. Clarke

Seconded by P. Elsworthy

That the minutes of Waterloo Regional Heritage Foundation from September 27, 2022 be approved.

Carried

6. 2022 Committees

6.1 Allocations and Finance

6.2 Heritage Advisory and Communications

6.3 Strategic Planning

6.3.1 Pilot Program Discussion and Consultant Update

J. Holland provided a verbal update on the progress of the Strategic Planning Committee. The Committee has been drafting a request for proposal to procure a consultant for the purposes of assisting the Committee in community outreach and grant funding program design. She noted that the scope and criteria the request for proposal are currently being revised by the Committee.

In response to the Foundation, J. Holland stated that the Committee is hoping to have the request for proposal posted in November to maintain the proposed timeline in the strategic plan.

7. Information/Correspondence

7.1 MHS Fall Newsletter

Received for information.

8. Other Business

8.1 Notice of Removal of a Director

Following the proper notice of removal, J. Glass provided background to the Foundation and thanked the specified Director for their years of contribution.

Moved by A. Dobkowski

Seconded by E. Clarke

That the Waterloo Regional Heritage Foundation remove the specified Director from the Foundation Board of Directors as per By-law no. 1 section 3.05.

Carried

Moved by K. Redman

Seconded by J. Baker

That the Waterloo Regional Heritage Foundation terminate the membership from the Foundation of the specified Member as per By-law 1 section 9.03.

Carried

8.2 Plaque Discussion

J. Glass explained that new plaques will need to be sourced and he described the plaques had a bronzed look that are approximately 12" by 6". The Foundation directed Staff to contact local vendors for pricing and material of new plaques.

9. Next Meeting - November 22, 2022

The Foundation discussed that regular meetings should potentially only be held in-person on a quarterly basis due to the cost of in-person meetings.

Councillor Clarke was acknowledged for her contributions to the Region of Waterloo and specifically to the Foundation.

10. Adjourn

Moved by A. Dobkowski

Seconded by E. Clarke

That the meeting adjourn at 5:58 p.m.

Carried

Committee Clerk

Committee Chair