



## **Waterloo Regional Heritage Foundation**

### **Minutes**

Tuesday, October 26, 2021

5:33 p.m.

#### **This meeting was held electronically**

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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**