

**Regional Municipality of Waterloo  
Waterloo Regional Heritage Foundation  
Board Agenda**



Tuesday, April 26, 2022, 5:30 p.m.  
150 Frederick Street, Kitchener, Ontario

Should you require an alternative format please contact the Regional Clerk at Tel.: 519-575-4400,  
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**Pages**

1. Call to Order
2. Declarations of Conflict of Interest
3. Finance Reports
4. Delegations
5. [Approval of Minutes - March 22, 2022](#) 2  
Recommended Motion:  
THAT the minutes of Waterloo Regional Heritage Foundation from March 22, 2022 be approved.
6. 2022 Committees
  - 6.1. Allocations and Finance
  - 6.2. Heritage Advisory and Communications
  - 6.3. Strategic Planning
7. Information/Correspondence
8. Other Business
  - 8.1. Discussion of Waterloo Historical Society Annual Standing Payments
9. Next Meeting - May 24, 2022
10. Adjourn  
Recommended Motion:  
That the meeting adjourn at TIME

# Waterloo Regional Heritage Foundation

## Board Minutes



March 22, 2022, 5:30 p.m.  
Meeting to be held electronically  
150 Frederick Street, Kitchener, Ontario

Present: J. Glass, D. Emberly, V. Hicks, J. Holland, M. Lee, K. Redman,  
B. Martin, P. Elsworthy, and J. Clinckett  
Absent: E. Clarke and V. Mance

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### 1. Call to Order

The Chair called the meeting to order at 5:39 p.m.

### 2. Declarations of Conflict of Interest

None.

### 3. Finance Reports

None.

### 4. Delegations

#### 4.1 Kitchener Public Library re: Oral History Digitization Project Extension Request

**Moved by M. Lee**

**Seconded by D. Emberly**

That the Waterloo Regional Heritage Foundation approve the request for extension to the Kitchener Public Library for the Kitchener Public Library Oral History Tape Digitization Project until March 31, 2023.

**Carried**

#### 4.2 Application 438 Malabar Dr re: Property Grant

W. Cascaden provided a presentation, a copy can be made available upon request. She described the work required for the porch project and the work that has been completed to date. She requested that the Foundation accept their application upon submission, despite the Foundation's decision to pause accepting and granting new applications. She expressed concern about the ability to complete the project without grant funding and that in March 2021 they had contacted the Foundation about this project. The Foundation noted that this property has had impeccable restoration.

The Foundation discussed options for accepting/considering an application for this project if it were to be submitted. The Foundation confirmed that the property owners were in communication with Foundation members and Staff last year to ensure that construction to the foundation would not hinder the heritage status. The property owners did not submit an application prior to the pause of accepting and considering new applications. Therefore, the Foundation concluded that the related resolution passed on February 8, 2022 will not be reconsidered. The Foundation directed Staff to communicate the Foundation's position on this matter.

Also it was noted members of the public will be able to submit applications following the completion of the strategic review, as per the grant criteria, as amended.

**5. Approval of Minutes - February 8, 2022**

**Moved by** M. Lee

**Seconded by** V. Hicks

That the Waterloo Regional Heritage Foundation approve the meeting minutes of February 8, 2022.

**Carried**

**6. 2022 Committees**

**6.1 Allocations and Finance Committee**

None.

**6.2 Heritage Advisory and Communications Committee**

None.

### **6.3 Strategic Planning Committee**

The Foundation directed staff to circulate the approved grant analysis to assist in establishing strategic needs. It was decided that amending the letters patent is unnecessary at this time.

The next Strategic Planning Committee meetings are on April 12, 2022 at 5:30 p.m. and April 26, 2022 at 4:30 p.m.

#### **7. Information/Correspondence**

None.

#### **8. Other Business**

None.

#### **9. Next Meeting - April 26, 2022**

#### **10. Adjourn**

**Moved by** D. Emberly

**Seconded by** J. Clinkett

That the meeting adjourn at 6:58 p.m.

**Carried**

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Committee Clerk

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Committee Chair