

# Waterloo Regional Heritage Foundation

## Board Minutes



November 26, 2024

5:30 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

Present: N. Baskanderi, J. Glass, D. Emberly, P. Elsworthy, J. Baker, P. Wolf, S. Burke, H. Peller-Oliver, T. Falconer

Absent: N. Salonen, A. Carswell, R. Shipley

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### 1. Call to Order

Chair J. Glass called the meeting to order at 5:31 p.m.

### 2. Land Acknowledgement

J. Hale, Foundation Secretary, provided a land acknowledgement.

### 3. Declarations of Conflict of Interest

None declared.

H. Peller-Oliver joined the meeting at 5:32 pm.

### 4. Finance Reports

#### 4.1 Accounts and Grants Summary

The Foundation expressed concern about the cost of catering and directed Staff to poll the Foundation before each meeting to determine in-person attendance to minimize food waste.

The WRHF Accounts and Grants Summary states that the Foundation currently has a net funding position of \$110,837.27.

### 5. Delegations

### 6. Approval of Minutes - October 22, 2024

Moved by J. Baker  
Seconded by P. Elsworthy

That the minutes of Waterloo Regional Heritage Foundation from October 22, 2024 be approved.

**Carried**

## **7. Committees**

### **7.1 Allocations and Finance**

J. Baker provided a brief update on the Allocations and Finance Committee meetings held on October 28, 2024 and November 13, 2024. The Committee has been working on determining the evaluation criteria for grant applications which has included discussion on the importance of public benefit and the implementation of the equity funding stream. He explained that next steps will establish how the evaluation criteria is weighted and used during the application review process.

J. Hale confirmed that Staff have received one grant inquiry and one grant application.

The Foundation directed Staff to schedule an additional Allocations and Finance Committee meeting before the end of the year.

### **7.2 Heritage Advisory and Communications**

The Foundation directed Staff to schedule a Heritage Advisory and Communications Committee in January 2025. The Committee should focus on reestablishing the awards process and community outreach to encourage grant applications. There are expenses related to the awards process, however, the Foundation noted there are several potential deserving community members for consideration.

### **7.3 Strategic Planning**

J. Baker provided a brief overview of the upcoming delegation to the Regional Strategic Planning and Budget Public Input Committee to highlight the progress of the Foundation and to request that Council reinstate funding.

The Foundation supported J. Glass in providing the delegation on behalf of the Foundation to express the need for funding to continue to support

heritage in the community and assist in the continuance and expansion of the funding to ensure equitable, diverse, and inclusive distribution.

**8. Information/Correspondence**

**8.1 Maryhill Historical Society Newsletter**

Received for information.

**9. Other Business**

The Foundation discussed community outreach to encourage additional applications. P. Elsworthy and S. Burke stated they would contact the Architectural Conservancy Ontario - North Waterloo Region Branch to post a notice for the opening of the application process. J. Glass and D. Emberly further noted that they have also communicated that applications were open to the Waterloo Historical Society.

**10. Next Meeting - January 28, 2025**

The next meeting of the Waterloo Regional Heritage Foundation is on January 28, 2025.

**11. Adjourn**

Moved by D. Emberly  
Seconded by J. Baker

That the meeting adjourn at 6:15 p.m.

**Carried**

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Committee Clerk

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Committee Chair