

Waterloo Regional Heritage Foundation

Board Minutes



November 22, 2022

5:30 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

Present: J. Glass, D. Emberly, P. Elsworthy, M. Lee, A. Dobkowski, J. Baker

Absent: J. Holland

1. Call to Order

Chair J. Glass called the meeting to order at 5:33 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 summary and noted that the three grants listed under disbursements were paid to the grant recipients.

4. Delegations

4.1 Horst & Sharon Wohlgemut

Horst Wohlgemut, Re: Central Presbyterian Church - Project Grant: Slate Roof Replacement, provided a background to the Foundation, specifically the reasons for project delays. The initial deadline was amended to August 31, 2022 which has expired. H. Wohlgemut explained that the project has had many setbacks such as supply chain issues and engineering complications.

In response to the Committee, H. Wohlgemut confirmed that the 60-day completion certificate would be finalized next week. The Foundation approved the property grant for the slate roof component of the renovation project as the roof was completed before the amended expiry on August 31, 2022.

5. Approval of Minutes - October 25, 2022

Moved by A. Dobkowski
Seconded by P. Elsworthy

That the minutes of Waterloo Regional Heritage Foundation from October 25, 2022 be approved.

Carried

6. 2022 Committees

6.1 Allocations and Finance

6.1.1 Central Presbyterian Church

Moved by M. Lee
Seconded by D. Emberly

That the Waterloo Regional Heritage Foundation approve the release of the \$100,000 one time grant, that was initially approved by the Foundation on September 22, 2020, for the Central Presbyterian Church slate roof replacement dated November 22, 2022.

Carried

6.2 Heritage Advisory and Communications

None.

6.3 Strategic Planning

M. Lee and J. Baker provided a verbal update to the Foundation regarding the draft RFP for a consultant. The draft has been revised and is attached to the original minutes. The draft RFP was refined to provide the potential bidders with updated concise language.

J. Holland provided a written submission expressing that the draft RFP has a good balance between detail and scope.

Helen Chimirri-Russell, Director, Cultural Services, Planning, Development and Legislative Services, expressed that the draft section A should be expanded to require community outreach based on established definition of heritage. Also, she suggested that other heritage community stakeholders be contacted to identify where the Foundation can best assist the community.

Moved by D. Emberly
Seconded by A. Dobkowski

That the Waterloo Regional Heritage Foundation approve the request for proposal for a consultant, in principle, as amended.

Carried

7. Information/Correspondence

8. Other Business

8.1 Plaque Update

J. Hale, Council/Committee Support Specialist provided an update on plaques and the Foundation directed Staff to gather plaque pricing for consideration.

M. Lee, Vice-Chair, replaced J. Glass due to technological issues.

J. Glass returned and resumed Chair.

8.2 Regional Council Representation on the WRHF

J. Hale, Council/Committee Support Specialist informed the Foundation that the proposed Regional Council representatives for the Foundation are Councillor Natasha Salonen, Mayor of Wilmot, and Councillor Pam Wolf, direct elect Councillor for Cambridge.

In response to the Foundation, J. Hale clarified that Council representation is at the Chair's discretion, but there is consideration for experience, interest and equal representation for all Committees and Boards.

9. Next Meeting - January 24, 2023

10. Adjourn

Moved by D. Emberly
Seconded by A. Dobkowski

That the meeting adjourn at 6:14 p.m.

Carried

Committee Clerk

Committee Chair