Waterloo Regional Heritage Foundation

Board Minutes

September 23, 2025
5:30 p.m.
Waterloo County Room/Electronic

Present:	J. Glass, D. Emberly, P. Elsworthy, P. Wolf, N. Salonen, H. Peller-Oliver, A. Carswell, R. Shipley, T. Falconer, N. Baskanderi, K. Costello, E. Dyck
Others Present:	Regional Chair K. Redman

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1. Call to Order

Chair D. Emberly called the meeting to order at 5:30 p.m.

2. Land Acknowledgement

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

3. Declarations of Conflict of Interest

None declared.

T. Falconer joined the meeting at 5:32 pm.

N. Salonen joined the meeting at 5:37 pm.

4. Award Presentation

Chair D. Emberly provided an overview of the history of the Foundation Awards of Excellence including previous award recipients. He noted that the Award of Excellence has not been granted since 2018.

N. Baskanderi spoke to the achievements of the award recipient, Juanita Metzger. Her achievements include neighbourhood community development and Stroll Walking Tours which began in 2019. Stroll Walking Tours showcases stories that have been untold, dismissed or forgotten and demonstrates the connection between history and the Region of Waterloo today. By creating an

awareness about diversity history and other communities, perspectives are shifted and some common understandings are challenged.

The Foundation presented the award to J. Metzger.

J. Metzger accepted the Award of Excellence and thanked Senta Ross for nominating her for this award. She further thanked the Foundation for the award and for funding her heritage walking tours. She highlighted that the walking tours she leads are creative and people focused, specifically, in illustrating the accomplishments of women throughout history. In response to the Foundation, she confirmed that her walking tours have been utilized by the Board of Education for both education and artistic purposes.

Regional Chair K. Redman acknowledged the good works of J. Metzger and the importance of continuing to raise voices and continuing a strong sense of community. She recognized how important projects like the walking tours are as the Region of Waterloo continues to grow and how important the work is to promote connectivity of past, present, and future. She suggested that the Regional Townships would also enjoy the walking tours in their Towns.

Responding to the Foundation, J. Metzger explained that the walking tours have not directly worked with the Women's Institutes of Canada, however, in the St. Jacobs walking tour they do feature that local history through the perspective of women.

5. Finance Reports

5.1 Accounts and Grants Summary

D. Emberly provided a brief explanation of the Account and Grants Summary and identified that the grant recipient Capoeira KW/Ruddy Brunherotto dos Santos has withdrawn their project as they could not complete it by the deadline. The Foundation directed staff to adjust the amount being held for distribution on the account summary to remove the grant amount of $2,880.00.

The Foundation discussed different options for catering and directed staff to order the minimum amount of sandwiches.

A. Carswell joined the meeting at 5:50 pm.

6. Delegations

None.

7. Approval of Minutes - July 29, 2025

Moved by P. Wolf
Seconded by N. Salonen

That the minutes of Waterloo Regional Heritage Foundation from July 29, 2025 be approved.

Carried

8. Committees

D. Emberly requested that Directors consider volunteering to participate on the sub-committees and directed staff to re-circulate the Committee descriptions and schedule the next Committee meetings.

8.1 Allocations and Finance

J. Hale provided a brief overview of the progress for all approved grants. She noted that the project by Crossoads Productions Ltd. was completed and Stephen Young is working with staff to process the payment of the grant funding.

8.2 Heritage Advisory and Communications

The Foundation discussed that the Committee should be focused on public engagement, specifically updating the Doors Open materials. The Committee has also been tasked with continuing the awards process and will need to review the application and determine release deadlines.

8.3 Strategic Planning

The Foundation agreed that the Strategic Planning Committee needs to review the grant funding pilot project. The review should include feedback from the Community, grant applicants, and grant recipients.

H. Peller-Oliver left the meeting at 6:08 pm.

10. Other Business

N. Salonen indicated that the Township of Wilmot can host the Foundation's Annual General meeting at Wilmot's National Historic Site, Castle Kilbride. The Foundation directed staff to communicate with Wilmot staff regarding meeting details. The Annual General Meeting is currently scheduled for June 10, 2026.

10.1 Catering Costs Discussion

This matter was discussed under item 5.1.

11. Next Meeting - October 28, 2025

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

12. Adjourn

Moved by R. Shipley
Seconded by N. Salonen

That the meeting adjourn at 6:20 p.m.

Carried

Committee Clerk

Committee Chair