

**Region of Waterloo**  
**Planning, Development, and Legislative Services**  
**Council and Administrative Services**

---

**To:** Administration and Finance Committee  
**Meeting Date:** August 15, 2023  
**Report Title:** 2023 Waterloo Regional Heritage Foundation Appointments

---

**1. Recommendation**

That the Regional Municipality of Waterloo ratify the following appointments to the Waterloo Regional Heritage Foundation in accordance with report PDL-CAS-23-010, dated August 15, 2023:

- a) Robert Shipley for a term ending June 2026.

**2. Purpose / Issue:**

The purpose of this report is to ratify the appointment made to the Board of Directors of Waterloo Regional Heritage Foundation (WRHF) at its Regular meeting on June 27, 2023. There was one appointment for Robert Shipley. The application process will now be closed for the Foundation until there is a new vacancy.

**3. Strategic Plan:**

The recommendation for the appointment of directors to the Foundations promotes Focus Area 5 of the Strategic Plan – Responsive and Engaging Public Service and Strategic Imperative, Balance of Rural and Urban Communities.

**4. Report Highlights:**

- Reason for Ratification

WRHF is incorporated under the *Corporations Act*, however it is still classified as a Local Board under the *Municipal Act*. According to the by-laws of the Foundation, elections and/or appointments are reviewed and voted on by the members of the Board. Once appointed by the Foundation the appointments are required to be ratified by Council.

- WRHF Appointment Process

The Foundation follows the criteria for directors as outlined in the Foundations

Bylaw (Appendix A). The WRHF had one (1) vacancy to be filled due to the ending of terms and resignations. One (1) application was received. Consideration is given to residency in Waterloo Region; and commitment, understanding, interest, and background in heritage matters.

## **5. Background:**

The Foundation consists of twelve (12) Directors, which includes ten (10) directly elected members and two (2) Regional Council representatives (Natasha Salonen and Pam Wolf). The requirement of the ten (10) directly elected members is that they must be 18 years or older, live and/or work in the Region of Waterloo, and through their past activities demonstrated an understanding and commitment to the heritage matters.

Following the Foundation's Annual General Meeting there was consensus to keep accepting applications until there was a full complement of members. On June 27, 2023 the Foundation appointed one (1) member and with Regional Council's ratification there will be no more vacancies, so the application process will be closed.

## **6. Communication and Engagement with Area Municipalities and the Public**

### **Area Municipalities:**

- None.

### **Public:**

- Advertisement for the vacancies were circulated in local newspapers, on both the WRHF and Region's websites, and various social medias.

## **7. Financial Implications:**

None.

## **8. Conclusion / Next Steps:**

That Council ratify the Board of Director appointment elected on June 27, 2023.

## **9. Attachments:**

Appendix A: WRHF Bylaw

**Prepared By:** Julie Hale, Legislative Services Specialist

**Reviewed By:** William Short, Director, Council and Administrative Services/Regional Clerk

**Approved By:** Rod Regier, Commissioner, Planning, Development and Legislative Services