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**Date** December 12, 2023 **Report No.** 2023-734  
**To** Members  
Brantford Heritage Committee  
**From** Nathan Etherington  
Chair of the Brantford Heritage Committee

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## 1.0 Type of Report

Consent Item   
Item For Consideration

## 2.0 Topic **Brantford Heritage Committee Priorities for 2024**

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## 3.0 Recommendation

- A. THAT Report 2023-734, titled “Brantford Heritage Committee Priorities for 2024”, BE RECEIVED; and
- B. THAT the 2024 budget for the Brantford Heritage Committee BE UTILIZED to undertake the priorities identified in Appendix A to Report 2023-734.

## 4.0 Background

Starting in the summer of 2017, the Brantford Heritage Committee has met to establish priorities for the Committee to undertake in the upcoming year and identified the estimated financial resources for those priorities. This practice is in keeping with the guidance in the Ontario Heritage Toolkit, entitled *Your Community, Your Heritage, Your Committee*, which suggests that an element of an effective Municipal Heritage Committee is establishing a Municipal Heritage Committee Budget. The Toolkit suggests that “The Municipal Heritage Committee should submit an operating budget once a year to the finance committee or directly to municipal council outlining its activities, expenses and

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revenues. The budget process also acts as a strategic planning exercise by encouraging the committee to set its program objectives and goals for the year” (pg.13).

The mandate of the Brantford Heritage Committee is set out in [Chapter 26](#), Schedule 7 of the City of Brantford Municipal Code. The Committee’s priorities build on the Committee’s mandate and are set out in **Appendix A** of this Report. The Brantford Heritage Committee budget is included in the base budget for the Planning and Development Services Department which is considered by Council through the Estimates process.

## 5.0 Financial Implications

The Brantford Heritage Committee priorities are estimated to require a budget of \$9,150. The majority of the costs (\$7,650) are for Prominence Point; \$1,500 is allocated for Committee members to attend the Ontario Heritage Conference. The budget request will be included within the Planning and Development Services budget request for 2024.

## 6.0 Climate and Environmental Implications

There are no climate and environmental implications associated with this Report.

## 7.0 Conclusion

From 2017 through to 2023 the Brantford Heritage Committee has established annual Heritage Committee Priorities. This initiative has allowed the Committee to focus on improving the fulfillment of its mandate. Members of the Brantford Heritage Committee should be solicited for feedback and improvements. The Committee has the opportunity to discuss, approve, or amend the priorities as needed and the final list of Priorities will be used to establish a budget for 2024.



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Nathan Etherington  
Chair, Brantford Heritage Committee

Attachments:

Appendix A: Brantford Heritage Committee Priorities for 2024.

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In adopting this report, is a by-law or agreement required? If so, it should be referenced in the recommendation section.

By-law required  yes  no

Agreement(s) or other documents to be signed by Mayor and/or City Clerk  yes  no

Is the necessary by-law or agreement being sent concurrently to Council?  yes  no