

**Date of meeting:** Wednesday, December 10, 2025

**Time:** 6:00 -7:30 p.m.

**Location:** 157 King Street East, Toronto

**RSVP/Enquiry:** Nadia Sule, [nadia.sule@toronto.ca](mailto:nadia.sule@toronto.ca)

If you have questions or concerns regarding any of the materials attached, please contact the Executive Director, Chair, or appropriate Board Committee head.

Closed meeting requirements: If the Heritage Toronto Board wants to meet in closed session (privately), a member of the Board must make a motion to do so and give the reason why the Board has to meet privately. (City of Toronto Act, 2006). To receive copies of reports or to speak to the Board on an agenda item, please contact Nadia Sule prior to the meeting.

**A. OPENING REMARKS, AGENDA, AND MINUTES**

1. Acknowledgment of Traditional Territory
2. Welcome from Chair and Executive Director
3. **MOTION:** Approval of Agenda for the December 10, 2025 Board Meeting of Heritage Toronto.
4. Declarations of Confidentiality and Conflict of Interest
5. **MOTION:** Adoption of Minutes of previous Board Meeting held on September 17, 2025.

**B. CONSENT AGENDA**

1. **EXECUTIVE / FINANCE AND AUDIT COMMITTEE**
  - 1.1 Meeting minutes of December 5, 2025
2. **MOTION:** Approval of Consent Agenda

**C. REPORTS (VERBAL)**

1. **CHAIR OF THE BOARD** - Liza Chalaidopoulos
2. **PROGRAMS** – Chris Bateman
3. **DEVELOPMENT** – Suzanne Kavanagh
4. **MARKETING AND DIGITAL MEDIA** – Colin Smillie
5. **FINANCE AND AUDIT-** James Lane
  - 5.1 Financial Statement as of October 31, 2025
6. **YEAR END REPORT** - Staff

**D. OTHER BUSINESS**

**1. BOARD COMPOSITION AND STRUCTURE**

**2. 2026 BOARD OF DIRECTORS MEETINGS**

The Board meets quarterly and possible dates were reviewed to ensure times did not conflict with major religious holidays or meetings of Toronto City Council. To best serve the needs of the agency and align with the timing of quarterly financial statements, the following 2026 board meeting dates are proposed:

Tuesday, March 24, 6:00 PM - 7:30 PM

Tuesday, June 23, 6:00 PM - 7:30 PM

Tuesday, September 22, 6:00 PM - 7:30 PM

Tuesday, December 15, 6:00 PM - 7:30 PM

**MOTION:** Approval of Board of Directors' meeting dates as stated above.

**E. APPENDICES**

- 1.** Plaques End of Year Update
- 2.** Tours End of Year Update
- 3.** Marketing End of Year Update
  - 3.1 Evaluation Pilot Report
  - 3.2 Tours Digital Ads Report
- 4.** Development End of Year Update
- 5.** Board Members' Terms