



DOORS OPEN MARKHAM ORGANIZING COMMITTEE



“Markham’s Learning Landscape”

Virtual Meeting

May 28, 2025

6:30 PM

AGENDA

1. CALL TO ORDER

2. CHANGES OR ADDITIONS TO THE AGENDA

3. ADOPTION OF THE NOTES OF THE DOORS OPEN MARKHAM ORGANIZING COMMITTEE MEETING HELD ON APRIL 23, 2025

Recommendation

That the Minutes of the Doors Open Markham Organizing Committee held on April 23, 2025 be adopted.

4. MATTERS ARISING FROM THE MINUTES

- a) Follow up with The School (restaurant) on any interest in participating in the event (Kenneth)
- b) Contact School Board regarding promoting the event given this year’s theme (Vance).
- c) Follow up with School Board Museum/Archives staff about a broad reach activity to promote the Doors Open Markham event. (Vance)
- d) Update the City’s website with available information to date about Doors Open Markham 2025 (Vance)
- e) Contact Heritage Markham members and planning staff regarding volunteering (Regan)
- f) Obtain pricing for t-shirts (Renee)
- g) Consider assignments as Site Coordinator (All Committee members)
- h) Consult with Destination Markham and/or in-house designers about passport designs (Vance)
- i) Reserve the Canada Room, Markham Civic Centre, for the Volunteer Orientation session (Renee)

5. EVENT PLANNING FOR 2025 DOORS OPEN MARKHAM EVENT

- a) Budget**
- b) Sites** (confirmed and pending)- Regan
 - a. Volunteer requirements per site
- c) Displays, activities**, etc at select sites – Regan
- d) Marketing/Promotions** – Vance
- e) Provincial Website** - Vance and Regan
- f) City Website** – Vance
- g) Volunteers/Recruitment** – Andrew Fuyarchuk and Ken Steinberg

6. NEW BUSINESS

7. NEXT MEETING

The next meeting of the Doors Open Markham Organizing Committee will be held on **Wednesday, June 25, 2025** at 6:30 PM via Zoom.

8. ADJOURNMENT



DOORS OPEN MARKHAM ORGANIZING COMMITTEE

Virtual Meeting
April 23, 2025
6:30 PM
Minutes

Attendance

<u>Present</u> Andrew Fuyarchuk Richard Huang (Heritage Markham Committee) Teresa Kwoon Tejinder Sidhu (Heritage Markham Committee) Ken Steinberg Sheila Zahraei Councillor Reid McAlpine Regional Councillor Alan Ho <u>Staff</u> Regan Hutcheson, Manager, Heritage Planning Vance Kornobis, Communications Advisor, Corporate Communications Renee Zhang, Manager, Corporate & Community Events Bev Shugg Barbeito, Committee Coordinator	<u>Regrets</u> Yuning Chen Bowie Leung Yat Chi Ling Agatha McPhee Kenneth Ng Dominica Tang
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1. CALL TO ORDER

The Doors Open Markham Committee convened at 6:35 PM with Ken Steinberg serving as Chair.

2. CHANGES OR ADDITIONS TO THE AGENDA

The agenda was accepted as distributed.

3. ADOPTION OF THE MINUTES OF THE DOORS OPEN MARKHAM 2025 ORGANIZING COMMITTEE MEETING HELD ON MARCH 26, 2025

It was

Moved by Sheila Zahraei

Seconded by Andrew Fuyarchuk

That the minutes of the Doors Open Markham 2025 Organizing Committee meeting held on March 26, 2025, be adopted as distributed.

CARRIED

4. MATTERS ARISING FROM THE MINUTES

- a) Follow up with The School (restaurant) – No report was available from Kenneth Ng who had volunteered to contact The School; it might be willing to either be a sponsor because it was a schoolhouse or it might agree to provide a set prix fixe luncheon menu that might encourage people to eat lunch and learn about the old schoolhouse.
- b) Follow up with the Varley Art Gallery regarding their willingness to participate – Regan Hutcheson reported that the Gallery was contacted, is very interested and willing to have both of their sites, the Varley Art Gallery and the McKay Art Centre, participate. Their forms have been received, and their participation is confirmed.
- c) Summarize need for volunteers. – Regan Hutcheson advised that he would present this information as part of his report about the event sites.
- d) Select third site and upload materials to the provincial Doors Open platform – Regan Hutcheson reported that he provided the written material and David Shum uploaded it to the provincial website. The three sites selected were York Region District School Board's Schoolhouse Museum, the York University Markham Campus, and Heinzman House. Because these materials were uploaded, Markham is now an active site on the provincial website. |
- e) Confirm with Doors Open Ontario if last year's signage is still usable and the deadline for ordering additional signs – Regan Hutcheson reported that the provincial Doors Open organization had advised that it has the same sponsor as last year. It is happy that Markham will reuse signs from the previous year but, if additional signs are required, it advised to keep in mind the ordering deadline since time is needed for signs to be delivered. Must order one month before the event and they will be delivered one week before the event.
- f) Contact School Board regarding promoting the event given this year's theme – Regan Hutcheson advised that contact has not yet been made.
- g) Reach out to School Board Museum/Archives staff – Regan Hutcheson reported that he is waiting to hear back from the School Board Museum/Archives staff about the possibility of promoting the Doors Open Markham event to the schools they usually promote their own services. He also suggested that Vance Kornobis could enquire about a broader reach out, perhaps an e-blast to teachers or others. It was also suggested that it might be possible to develop some curriculum ties to create interest among students. It was noted

that the Committee should reach out to both the York Region District School Board and the York Region Catholic School Board.

- h) Update the City's website – Vance Kornobis will update the Doors Open page on the City of Markham website with information about the event date and sites, and will check into possible media relations. It was decided to discuss at a future meeting options for event photography, e.g. a professional photographer, event site volunteer, or social media influencer. Vance Kornobis will reach out to Destination Markham staff for information about its social media initiatives.
- i) Contact Heritage Markham members and planning staff regarding volunteering – Regan Hutcheson advised that there are Heritage Markham members interested in volunteering at some of the heritage sites; he will approach them later in May. Andrew Fuyarchuk advised that he has a source for high school student volunteers as well. Vance Kornobis will add to the webpage information about volunteering and a link to the City of Markham's volunteer application process.

ACTION: Kenneth Ng to follow up with The School (restaurant) about any interest it might have in participating in the Doors Open Markham event.

ACTION: Vance Kornobis to contact the School Board about promoting the Doors Open Markham event.

ACTION: Vance Kornobis to follow up with School Board Museum/Archives staff about a broad reach activity to promote the Doors Open Markham event.

ACTION: Vance Kornobis to reach out to Destination Markham about its social media initiatives.

ACTION: Regan Hutcheson to follow up with Heritage Markham members interested in volunteering at some of the heritage sites.

Welcome New Members

Vance Kornobis, Communications Advisor, Corporate Communications, was welcomed to the committee. He will replace David Shum on the committee.

Confirmation of Budget

Renee Zhang advised that Regional Councillor Alan Ho confirmed that he no longer owns a t-shirt production business. However, he's willing to donate the remaining t-shirts to Doors Open Markham this year although quantities and color selection are limited. Renee Zhang confirmed that there are 15 t-shirts left from last year and that the approved budget includes \$500 for t-shirts. She recommended ordering 40 t-shirts, the same quantity as last year, but noted that the colour will not be the same as last year. The Committee agreed that she should proceed to obtain pricing for 40 t-shirts.

ACTION: Renee Zhang to obtain pricing for 40 t-shirts.

Ken Steinberg relinquished the chair to Andrew Fuyarchuk.

5. PLANNING FOR 2025 DOORS OPEN MARKHAM EVENT

- (a) **Sites** – Regan Hutcheson reviewed the list of proposed sites, each site’s current status (e.g. whether the site has been contacted, has confirmed, is interested, or not willing), and whether the sites need volunteers to staff it on the day of the event. Regan Hutcheson will share the chart showing which event sites need volunteers, to provide an idea of what type of volunteer base is needed. It was agreed to try to recruit 15 – 20 volunteers which would provide for two volunteers per site and allow for those who only wish to volunteer for part of the day.

Please see Appendix A for the list of proposed sites, their status and their need for volunteers as of April 23, 2025.

The Committee discussed the need for someone assigned to each site to be responsible for ensuring that the site is open to the public and ensuring everything's running right at that site. Committee members were asked to consider which site they would be interested in being the coordinator for; they can email Reaan Hutcheson or advise at the May meeting.

ACTION: Regan Hutcheson to share chart of sites needing volunteers with Committee members.

ACTION: Committee members to consider which site(s) they would like to serve as Site Coordinator.

(b) Displays and Activities

Regan Hutcheson advised that, to help animate the certain event sites, Markham Heritage staff will create photo displays using archival pictures to show what the schools used to look like. It was also suggested that period music can bring a space to life. York District School Board Museum and Archives is planning some interactive activities such as having people try to write with pen and ink on paper or having people write on a slate to get the feel of how it was for children having to do math on a slate,

(c) Marketing

The Committee discussed the possibility of distributing “passports” to attendees, particularly children, to encourage them to visit the event sites. It was noted that Destination Markham might have a passport that could be replicated, or an in-house design might also be possible. It was recommended that, if the Committee wanted to pursue the passport option, then either hand out small prizes such as a tattoo or sticker, or award one or two grand prizes as part of a lucky draw. Suggestions for handouts included paper fire trucks and paper trains which might be available from the Markham Fire Dept. and Metrolinx respectively, and coupons for use in stores on Main Street Unionville.

ACTION: Vance Kornobis is to consult with Destination Markham and/or in-house designers about adapting an existing passport, or creating a new one, and report back to the Committee for feedback and approval.

(d) Provincial Website

Regan Hutcheson reported that, once the thirteen event sites, have been confirmed, the next step is to upload information and pictures about them to populate the Doors Open Ontario website.

(e) Volunteer recruitment

The Committee agreed to use the September 17th meeting as both a Volunteer Orientation session and a Committee meeting with an opportunity for Committee members serving as Site Coordinators to pick up their supplies for event day,

ACTION: Renee Zhang to reserve the Canada Room, Markham Civic Centre, for the Volunteer Orientation session on September 17, 2025, from 6:30 – 8:30 pm.

(f) Sponsorships

It was noted that, with the current economy, it is challenging to recruit sponsors. With a projected surplus, the Committee discussed whether sponsorships were necessary. The Committee agreed to not seek sponsorships.

6. NEW BUSINESS

None was identified.

7. OTHER BUSINESS

None was identified.

8. NEXT MEETING

The next meeting is scheduled for Wednesday, May 28, 2025, at 6:30 p.m., via Zoom.

9. ADJOURNMENT

It was

Moved by Councillor Reid McAlpine
Seconded by Sheila Zahraei

That the Doors Open Markham 2025 Organizing Committee adjourn at 8:00 PM.

CARRIED

APPENDIX A

LIST OF POTENTIAL EVENT SITES as of April 23, 2025

Site ID	Name (Historic)	Status	Volunteers Needed?
1	Brown's Corner School House YORK REGION DISTRICT SCHOOL BOARD	Confirmed	To be confirmed
2	Cedar Grove School House CITY, Cedar Grove Community Centre	Confirmed	To be confirmed
3	Box Grove School House CITY, Box Grove Community Centre	Verbally confirmed, awaiting completed application	To be confirmed
4	Former Markham High School PRIVATE	Confirmed	To be confirmed
5	Franklin Street Public School SCHOOL BOARD	Not being pursued	
6	German Mills Schoolhouse (SS#2) CITY	Confirmed on condition that the Committee provides volunteers to staff this site	Yes
7	Mount Joy Public Schoolhouse (SS #16) CITY/MARKHAM MUSEUM	Confirmed (Schoolhouse only)	Yes 1 or 2
8	Colty Corners Schoolhouse (SS#11) (PRIVATE BUSINESS)	Not being pursued	
9	Victoria Square Schoolhouse (SS #6) (PRIVATE BUSINESS)	Not being pursued	
10	School Section #14 School (SS#14) (PLACE OF WORSHIP)	Not being pursued	
11	Hagerman Schoolhouse (SS#18) (PRIVATE RESTAURANT)	Kenneth Ng volunteered to contact about willingness to participate	
12	Mongolia Schoolhouse (SS#22) (PRIVATE HOME)	Not being pursued	
13	Milnesville Schoolhouse (SS#19) (PRIVATE HOME)	Not being pursued	

Site ID	Name (Historic)	Status	Volunteers Needed?
14	Jonathan Calvert House (Montessori School PRIVATE BUSINESS)	Not being pursued	
15	Benjamin Marr House Cornell (Montessori School PRIVATE BUSINESS)	Not being pursued	
16	Adam Clendenen House Cornell (Montessori School PRIVATE BUSINESS)	Not being pursued	
17	Sinclair Hagerman House (Family Day Care PRIVATE BUSINESS)	Not being pursued	
18	York University- Markham Campus Markham Centre YORK U	Confirmed	No
19	Bill Crothers Sport High School Markham Centre SCHOOL BOARD	Not being pursued	
20	Unionville High School Unionville- Markham Centre School Board	Not being pursued	
21	Unionville Historic Station CITY Community Centre	Confirmed	Yes
22	Markham Village Historic Station CITY, Community Centre/ GO Station	Confirmed	Yes
23	Heintzman House CITY	Confirmed	Yes
24	Markham Fire Station 97 CITY	Confirmed	No
25	Varley Art Gallery and McKay Art Gallery CITY	Confirmed	To be confirmed

May 28, 2025

6:30 pm

Electronic Meeting

Pages