



DOORS OPEN MARKHAM ORGANIZING COMMITTEE

**Virtual Meeting
January 22, 2025
6:30 PM
Minutes**

<u>Present</u> Regional Councillor Alan Ho Councillor Reid McAlpine Tejinder Sidhu (Heritage Markham Committee) Ken Steinberg Andrew Fuyarchuk Agatha McPhee Bowie Leung Dominica Tang <u>Staff</u> Laura Gold, Committee Coordinator Regan Hutcheson, Manager, Heritage Planning Renee Zhang, Manager, Corporate & Community Events	<u>Regrets</u> Kenneth Ng Yat Chi Ling Audrey Bouman, Corporate Communications
--	---

1. CALL TO ORDER

The Doors Open Markham Committee convened at 6:34 PM with Andrew Fuyarchuk in the Chair.

2. CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

3. ADOPTION OF THE NOTES OF THE DOORS OPEN MARKHAM ORGANIZING COMMITTEE MEETING HELD ON SEPTEMBER 11, OCTOBER 16, AND NOVEMBER 20, 2024

Moved by Ken Steinberg
Seconded by Agatha McPhee

That the Notes of the Doors Open Organizing Committee held on November 20, 2024, be approved.

Carried

Moved by Ken Steinberg
Seconded by Agatha McPhee

That the Notes of the Doors Open Organizing Committee held on October 16, 2024, be approved.

Carried

Moved by Tejinder Sidhu
Seconded by Agatha McPhee

That the Notes of the Doors Open Organizing Committee held on September 11, 2024, be approved.

Carried

4. MATTERS ARISING FROM THE MINUTES

a) Confirmation of Event Date – confusion/ need to update OHT- Regan

The Committee confirmed that the 2025 Doors Open Markham Event will be held on Saturday September 20th and that the 2026 event could be held on a Sunday to allow participation of different faith groups.

Regional Councillor Alan Ho advised that Members of Council will not be able to participate in the 2026 event (if held in the Fall) due to the proximity to the municipal election.

b) Registration of Event- Regan

Regan Hutcheson confirmed that he registered the Doors Open Markham event and paid the event fee, noting that he will need to correct the date as there was some confusion regarding the date of event.

c) New Members – Laura

Laura Gold advised that Staff will be moving forward with the interviewing of the new applicants.

d) Meeting Attendance by Members – new time, quorum issue, 4th

Laura Gold advised that she reached out to members that had not been attending meetings to find out if they would like to continue to serve on the Committee or step down. Most of the Members reached out to were still committed to being on the Committee. Any changes to the membership of the Committee will be addressed when the new appointments go to Council for approval.

e) Museum Participation if only Mount Joy School Building is used –
Renee

Renee Zhang advised that Markham Museum is reluctant to open up the Mount Joy School House as patrons may not be satisfied with their experience due to the rest of the museum not being open.

f) Volunteer Recruitment Guidelines and Vulnerable Sector Screening-
info to be sent – Renee

Renee Zhang reported that the volunteer recruitment guidelines remain the same as last year and that the guidelines are posted on the City's website. Volunteers that apply through the City's portal will be required to do a Vulnerable Sector Check. Many of the volunteers will already have completed this task as they have previously volunteered with the City. The volunteers can also get a letter from the City that provides them with a discounted price to do the Vulnerable Sector Check.

The Committee can also recruit volunteers from other sources outside of the City's platform. These volunteers would not be required to do the Vulnerable Sector Check.

Renee Zhang advised that she can resend the document she created with the critical path and various volunteer roles. The document can be reviewed as a Committee.

g) Volunteer Coordinator – member to take on this role

Ken Steinberg and Andrew Fuyarchuk agreed to share the role of Volunteer Coordinator for the 2025 Doors Open Markham Event.

5. EVENT PLANNING FOR 2025 DOORS OPEN MARKHAM EVENT

a. Budget Update 2024

Renee Zhang advised that the 2024 Budget for the Door Open Markham Event was \$7,500. Last year there was a surplus, which does not get carried over. The 2025 event budget is still being determined.

The Committee suggested that the same amount as last year should be provided as Regional Councillor Ho provided the volunteer t-shirts, which provided a significant savings.

Regional Councillor Ho agreed to once again provide the volunteer t-shirts for 2025 Doors Open Markham event.

Renee Zhang to report back on the budget at the next meeting.

b. Theme- Educating Markham

The theme of the 2025 event was education.

c. Title educating Markham – proposed title of Doors Open Markham

The Committee brainstormed names for the event. The following suggestion were provided, noting some of the suggestions were provided through the Zoom Chat.

History and Horizons Markham
Learning Legacies Markham
Cultivating Markham
Cultivating Education
The Learning Landscape of Markham
Markham's Learning Landscape
Discovering Markham Heritage
Exploring Markham's Heritage
Markham's Heritage Revealed

The Committee appeared to agree that "Markham's Learning Landscape" was appropriate for this year's theme. The Committee will vote on the name of the event at the next meeting.

d. Sites (confirmed and pending)

Regan Hutcheson advised that he spoke with some of the proposed 2025 Doors Open Markham Sites and that Renee Zhang had contacted the City facilities that traditionally participate in the event. The Buttonville School House is very interested in participating in the event.

Laura Gold agreed to help Regan Hutcheson connect with the German Mills Community Centre Board, Cedar Grove Community Centre Board, and the Box Grove Community Centre Board regarding participating in the event.

Councillor Reid McAlpine agreed to reach out to York University regarding possibly participating in the event.

Andrew Fuyarchuk advised that the Markham Village Train Station has confirmed their participation in the event.

Regan Hutcheson to share list of potential facilities with Andrew Fuyarchuk so that he can assist in reaching out to the facilities.

Other facilities the Committee discussed inviting to participate included: A Montessori School located at Kennedy and 16th Avenue which includes a schoolhouse, Bill Crothers Secondary School, and the Arts Division of Unionville High.

A master list of the facilities needs to be created.

e. Displays, activities, etc at select **sites**

Regan Hutcheson asked the Committee to think of ideas for interactive activities or programming that could be available at some of sites on the day of the event.

The Committee discussed having a passport that participants can get stamped at each facility and possibly having audio tours available through a QR Code, noting some of the facilities already have audio tours that can be used.

The Committee also suggested appointing one of the Members to the position of Program Coordinator to come up with interactive activities for all facilities or select facilities.

Ken Steinberg and Dominica Tang to discuss the audio tours offline.

f. Marketing/Promotions

There was no report provided at this meeting.

g. Website

There was no report provided at this meeting.

h. Volunteers

6. NEW BUSINESS

There was no new business.

7. NEXT MEETING

The next meeting of the Doors Open Markham Organizing Committee will be held on Wednesday, February 26, 2025, at 6:30 PM via Zoom.

8. ADJOURNMENT

The Doors Open Markham Organizing Committee adjourned at 7:54 PM.