



## DOORS OPEN MARKHAM 2026 ORGANIZING COMMITTEE

**Minutes**  
**Virtual Meeting**  
**November 26, 2025**  
**6:30 PM**

### Attendance

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

The Doors Open Markham 2026 Organizing 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 2026 ORGANIZING COMMITTEE MEETING HELD ON OCTOBER 29, 2025**

It was

Moved by           Agatha McPhee  
Seconded by       Sheila Zahraei

That the Minutes of the Doors Open Markham 2026 Organizing Committee meeting held on October 29, 2025, be accepted as distributed.

CARRIED

**4. MATTERS ARISING FROM THE MINUTES**

- a) Expense for printing the brochure – Renee Zhang reported that, originally, the charge for printing the brochure in 2024 was combined with advertising charges; the printing charge of \$287 was shown separately in a subsequent budget update. She also provided an update for the 2025 statement which now shows an event day charge of approx. \$200.
- b) Election of Chair and Vice Chair – It was agreed to proceed with the election of Chair even though a few Committee members were not present.

It was

Moved by       Agatha McPhee  
Seconded by   Kenneth Ng

To nominate Ken Steinberg for the position of Chair.

No other nominations were made, therefore the election of Ken Steinberg as Chair was confirmed, and Ken Steinberg humbly accepted. Agatha McPhee respectfully declined a nomination for the role of Vice Chair. It was agreed to wait to hold the election for Vice Chair at the January 2026 meeting so that more members could participate. Kenneth Ng advised he would agree to serve as Vice Chair if no one else agreed to be nominated.

**ACTION: Election of Vice Chair at January 2026 meeting.**

- c) Doors Open Markham Guidebook – Regan Hutcheson reported that he had produced a Doors Open Markham Guidebook to summarize the planning aspects of the Doors Open Markham event. No changes were requested by Committee members. It was proposed that the Committee accept the document, subject to annual review by the Committee.

**ACTION: Make minor corrections to the Doors Open Markham Guidebook and send to Committee members by the next meeting. (Regan)**

- d) Date for 2026 Event – It was agreed to discuss this item as part of the Planning for 2026 Doors Open Markham Event agenda item 5 (a).
- e) Registration with Province – Regan Hutcheson reminded Committee members that Markham needs to register its event with Doors Open Ontario by January 31, 2026. The next Committee meeting is January 28, 2026, so it's important that, at minimum, a date for Doors Open Markham 2026 be selected at this meeting.

## 5. PLANNING FOR 2026 DOORS OPEN MARKHAM EVENT

- (a) **Date** – Doors Open Ontario requires local events to be held between April and October. Regan Hutcheson reviewed an updated chart indicating availability of popular sites and the dates of other events happening in Markham on Saturdays during those months. It was felt that there would not be enough time to properly plan the event for a date in April and Markham residents were accustomed to the event being held in September.

It was

Moved by Kenneth Ng  
Seconded by Sheila Zahraei

That the Doors Open Markham 2026 event be held on September 26, 2026.

CARRIED

**ACTION: Discuss and select a specific day (e.g. third Saturday in a month between April and October) for Doors Open Markham events in future years. (All)**

- (b) **Theme** – It was agreed to discuss this matter at the January 2026 meeting.
- (c) **Budget**  
Renee Zhang reported that the Committee may potentially expect a similar budget allocation of \$7,500 from Celebrate Markham for 2026. Committee members questioned whether the cost of volunteer t-shirts and printing a larger quantity of brochures could be covered. Renee agreed to develop a budget plan for the 2026 event and add a line for the t-shirt expense; she advised that she would welcome quotes from suppliers known to Committee members. It had already been recommended that having a different size brochure and using a different material would save printing costs. It was recommended that the Committee discuss this when reviewing the draft budget.

**ACTION: Develop draft budget for review and discussion at the January 2026 meeting. (Renee)**

- (d) **Staff Resources** – Peter Wokral, Senior Heritage Planner, has joined Regan Hutcheson in supporting the Committee. Renee Zhang confirmed that the Committee would have the same level of support, and she may introduce another member of her team to facilitate

cross-training and ensure coverage. It is expected that Vance Kornobis will be assigned to work with the Committee from Corporate Communications.

- (e) **Sites** – Regan Hucheson briefly reviewed a chart showing all the event sites over the years and when they were selected, and a list of sites interested in participating in the Doors Open Markham 2026 event. It was agreed that the Committee should communicate the selected date of September 26, 2026, with possible sites of interest (such as Markham Museum, Heintzman House, York University, Varley Art Gallery, McKay Art Gallery, Markham Village and Unionville Train Stations, and Markham Village Fire Hall) so they can hold that date free.

**ACTION: Contact sites of interest advising that the Doors Open Markham 2026 event date is September 26, 2026, and requesting confirmation of interest in participating. (Regan)**

- (f) **Displays and Activities**

This item will be discussed at future meetings.

- (g) **Marketing/Promotions**

This item will be discussed at future meetings.

- (h) **Provincial Website and City Website**

These items will be discussed at future meetings.

- (i) **Volunteer recruitment**

It was recommended that the Committee discuss this matter at the January meeting.

## 6. NEW BUSINESS

None was identified.

## 7. NEXT MEETING

The next meeting is scheduled for **Wednesday, January 28, 2026**, at 6:30 p.m. via Zoom,

## 8. ADJOURNMENT

It was

Moved by           Regional Councillor Alan Ho

Seconded by       Teresa Kwoon

That the Doors Open Markham 2026 Organizing Committee adjourn at 8:10 PM.

CARRIED