



DOORS OPEN MARKHAM 2026 ORGANIZING COMMITTEE

Minutes

Virtual Meeting

January 28, 2026

6:30 PM

Attendance

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

The Doors Open Markham 2026 Organizing Committee convened at 6:38 PM with Ken Steinberg as Chair. He thanked everyone for their commitment to creating an event that interests and engages the public. He asked for regular attendance and thorough preparation for meetings so that members are ready to discuss, evaluate, and decide on actionable items. Citizen members and staff introduced themselves and shared the most motivating factor that inspired them to volunteer with Doors Open Markham.

Regan Hutcheson provided an update about Committee membership. On January 27, 2026, Markham Council appointed three new members to the Doors Open Markham Committee: Diane Ross, Mario Chiofolo, and Lei Xia; and two reappointments: Agatha McPhee reappointed to November 2028, and Yat Chi Ling reappointed to November 2027. The term of Andrew Fuyarchuk ended in November 2025, and he did not seek reappointment.

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 NOVEMBER 26, 2025

It was

Moved by Sheila Zahraei
Seconded by Teresa Kwoon

That the Minutes of the Doors Open Markham 2026 Organizing Committee meeting held on November 26, 2025, be accepted as distributed.

CARRIED

4. MATTERS ARISING FROM THE MINUTES

a) Election of Vice Chair – Ken Steinberg asked for nominations for the role of Vice Chair.

It was

Moved by Kenneth Ng
Seconded by Teresa Kwoon

To nominate Dominica Tang for the position of Vice Chair.

CARRIED

No other nominations were made, therefore the election of Dominica Tang as Vice Chair was confirmed, and she accepted.

b) Doors Open Markham Guidebook – Regan Hutcheson reported that he had sent the revised Guidebook to Committee members and will also send it to the new members. The Guidebook presents the various planning aspects of the Doors Open Markham event, and it will help guide volunteers and staff members in planning future events. It was noted that, if the event date was standardized, milestones could also be established for the various tasks.

- c) Consider a Standardized Date for Future Events –Committee members were reminded that September 26 had been chosen as the date for the 2026 Doors Open Markham event. It was suggested that, selecting a specific day for future Doors Open Markham events could act as a placeholder in Markham’s event calendar so that other groups might choose to hold their event on another date. It was noted that the Committee would still have the flexibility to change the date if need be. In response to questions about the date conflicting with religious holidays, it was suggested that the actual date could be decided on an annual basis depending on any other conflicting events.

It was

Moved by Ken Steinberg

Seconded by Kenneth Ng

That, in future years, Doors Open Markham’s annual event be held on the fourth Saturday in September with the actual date decided on an annual basis depending on any other conflicting events.

CARRIED

- d) Sites Regan Hutcheson reported that he had contacted sites as directed by the Committee to advise them of the Doors Open Markham 2026 event date and to determine their interest in participating. He presented a chart entitled “Sites for 2026 - Response regarding Date of Event and Level of Interest” and reviewed the results. Please see Appendix A.
- e) Registration with Province Regan Hutcheson advised that he has paid the fee to Doors Open Ontario so that the 2026 Doors Open Markham event has been registered.

5. PLANNING FOR THE 2026 DOORS OPEN MARKHAM EVENT

- (a) **Theme** –The Committee discussed possible themes such as an automotive/racing theme in recognition of the Indy race being held in Markham during summer 2026 or no theme but offering interesting sites within the city. Regan Hutcheson advocated for no specific theme this year.

(b) **Budget**

Renee Zhang reported that the 2026 Doors Open Markham event has been granted a budget of \$7,500. She displayed and reviewed the 2025 actual expenses and the 2026 proposed budget. As presented, the budget plan is based on 15 event sites, which would increase if there were more sites, and allows for (i) new costs such as volunteer t-shirts and snacks for volunteers on the day of the event, (ii) increased printing costs for a larger quantity of brochures and handouts, and (iii) a small surplus. In response to questions, the Committee was advised that it could request a budget increase but would be expected to explain why additional funds would be needed, and Markham Council would weigh the request against other requests for funding.

It was

Moved by Teresa Kwoon
Seconded by Sheila Zahraei

That the 2026 proposed budget be accepted as presented.

CARRIED

- (c) **Sites** The Committee discussed the types of facilities to include in the 2026 Doors Open Markham event. The Committee was reminded that event sites must meet the Doors Open Ontario mandate, i. e. be of historical, architectural, natural, or cultural significance. Sheila Zahraei and Teresa Kwoon will prepare draft criteria, tied to the Doors Open Ontario criteria, to assist the Committee in selecting sites. Regan Hutcheson will contact the Central United Church and Wong Dai Sin Temple to thank them for their interest and advise that the Committee needs more time to decide on event sites. It was suggested that the Committee could issue a generic call-out to the public (“we're looking for interested venues”) via the City of Markham social networks.

It was

Moved by Ken Steinberg
Seconded by Teresa Kwoon

That Staff be requested to send registration forms to applicants/sites which have already been contacted or previously participated, and which have expressed an interest in participating in the 2026 Doors Open Markham event on September 26, 2026.

CARRIED

ACTION: Prepare draft criteria, tied to the Doors Open Ontario criteria, to assist the Committee in selecting sites. (Sheila and Teresa)

ACTION: Contact the Central United Church and Wong Dai Sin Temple to thank them for their interest and advise that the Committee needs more time to decide on event sites. (Regan)

ACTION: Send registration forms to applicants/sites which have already been contacted, or previously participated and which have expressed an interest in participating in the 2026 Doors Open Markham event. (Regan)

- (d) **Displays and Activities**

This item will be discussed at future meetings.

(e) **Marketing/Promotions**

Vance Kornobis advised that the idea of including a map as part of the brochure could be reconsidered. It is hoped to reduce printing costs by reducing the size, consolidating information, and using more environmentally friendly materials. He will produce a draft brochure using the 2025 Doors Open Markham sites to get an estimate for this year. It was suggested that the Committee could explore individualizing QR codes per location to provide individual experiences per site. Ken Steinberg and Vance Kornobis will try to create a QR code for one or two sites as a test project.

ACTION: Produce a draft brochure using the 2025 Doors Open Markham sites to get an estimate for this year. (Vance)

ACTION: Create a QR code for one or two sites as a test project. (Ken and Vance)

(f) **Provincial Website and City Website**

These items will be discussed at future meetings.

(g) **Volunteer recruitment**

Committee members were asked to share with Ken Steinberg information of any groups which would be interested in volunteering. It was recommended that recruitment start earlier than last year: perhaps notifying high schools in June and notifying other groups immediately following Canada Day. It was suggested that a poster could be developed and sent directly to schools and Markham facilities such as libraries, recreation centers, and the Civic Center. In response to questions, the Committee was advised that it could consider at a future meeting whether it would like to reach out to the TD volunteer bank. Ken Steinberg will contact Laura Gold to determine whether the Committee is able to contact last year's volunteers about interest in volunteering this year.

ACTION: Contact Laura Gold to determine whether the Committee is able to contact last year's volunteers about interest in volunteering this year. (Ken)

6. NEW BUSINESS

The Committee may consider holding an in-person meeting in the future.

7. NEXT MEETING

The next meeting is scheduled for **Wednesday, February 25, 2026**, at 6:30 p.m. via Zoom,

8. ADJOURNMENT

It was

Moved by Teresa Kwoon

Seconded by Diane Ross

That the Doors Open Markham 2026 Organizing Committee adjourn at 8:50 PM.

CARRIED

APPENDIX A

Sites for 2026

Response regarding Date of Event and Level of Interest

	Sites	Contact	Status
	Markham Village Cluster		
1	Markham Train Station	Dianne More (MVC)	Contacted in Nov, yes to 2026
2	Markham Fire Station #97	Markian Chorostil, Firefighter	Contacted in Nov, yes to 2026
3	Markham Museum	Andrea Carpenter, Manager	Contacted in Nov, yes to 2026
	Unionville Cluster		
1	Varley Gallery	Niamh O'Laoghaire, Director	Contacted in Nov, yes to 2026
	Unionville Curling Club		Interested. Not contacted yet
	Central United Church		Interested. Not contacted yet.
	Stiver Mill		Not contacted
	Unionville Train Station		Not contacted
	Thornhill Cluster		
1	Heintzman House	Mark Alsenaar, Community Recreation Manager- West Copied Board- R. Edmison	Contacted in Nov, yes to 2026
	Thornhill Village Library		Not contacted
	Wong Dai Sin Temple, 378 Steeles Ave. E., Thornhill, Place of Worship		Interested. Not contacted yet
	Central Markham		
1	York University, Markham Campus	Shawna Teper	Contracted in Nov, yes to 2026 (pending Board confirmation)
	York District School Board Museum and Archives *Buttonville		Interested. Not contacted yet
	Steelcase Art Projects, 200 Steelcase Rd East, Markham		Interested. Not contacted yet