



## MEMORANDUM

**TO:** Heritage Markham Committee

**FROM:** Regan Hutcheson, Manager-Heritage Planning

**DATE:** January 11, 2023

**SUBJECT:** Heritage Markham Committee  
Budget 2023

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Please find attached a draft Heritage Markham budget for **2023**

Please review for discussion purposes at the meeting. Please ensure that staff has captured the committee's anticipated budget requirements for 2023.

When approved by the committee, this budget will be submitted to the Director of Planning and Urban Design. The Heritage Markham budget forms part of the Development Services Commission operating budget.

### **Suggested Recommendation for Heritage Markham**

THAT Heritage Markham recommends a Heritage Markham budget for 2023 in the amount of \$8,040.00;

AND THAT the budget request for 2023 be forwarded to the Director of Planning and Urban Design (Development Services Commission).

**HERITAGE MARKHAM COMMITTEE  
PROPOSED BUDGET - 2023**

**Proposed Budget 2023**

**1. Public Education and  
Special Events**

a) Thank You Gifts	150.00
b) Purchase of Bronze Designation Plaques	1,000.00
c) Purchase of Interpretive Plaques	2,800.00
d) Awards of Excellence Program & Ceremony	1,000.00
e) Community Education	<u>250.00</u>

<b>SUB TOTAL</b>	<b>\$5,200.00</b>
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**2. General Expenses**

a) Membership Renewals	310.00
b) Books/Subscriptions	100.00
c) Meeting Refreshments	180.00
d) Year End Reception	<u>250.00</u>

<b>SUB TOTAL</b>	<b>\$840.00</b>
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**3. Technical Workshops/  
Training for Volunteers**

a) Registration/ Eligible Expenses	<u>\$2,000.00</u>
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<b>SUB TOTAL</b>	<b>\$2,000.00</b>
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<b>TOTAL</b>	<b>\$8,040.00</b>
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## 1. Public Education and Special Events

### (a) Thank you Gifts

Departing committee members are usually presented with a small thank you gift (book) at the Heritage Markham Year End Reception. There could be up to six departures in 2023 due to term expiry dates in 2022 and 2023. \$150.00 has been allocated (6 x \$25).

### (b) Designation Plaque Acquisition

The average cost for the individual designation plaque is approximately \$500.00 each. We have budgeted for 2 plaques for 2023 at a cost of \$1000.00

### (c) Interpretive Plaques – Markham Remembered

Occasionally, there are sites in the community that would benefit from a Markham Remembered interpretive plaque. Heritage Markham attempts to secure Markham Remembered plaques as part of development applications, but there are times in which this is not possible. A 11x17 inch baked enamel, Markham Remembered plaque with photo costs approximately \$1,400.00 each including installation. It is recommended that we budget for two potential plaques for 2023 at a cost of \$2,800.00.

### (d) Awards of Excellence Program and Ceremony

Ceremony was last held in December 2017. We didn't have a ceremony in the fall of 2018 due to the election. Normally this event is held every 2 years. It should have been held in the fall of 2019, but Heritage Markham suggested it be moved to 2020 (and then COVID hit). Therefore, a budget allocation is required for award certificates and framing, printing the brochure, refreshments, etc.

### (e) Community Education

There may be a need for more community education regarding the role of Heritage Markham and the heritage program in Markham. This may include Heritage Markham members meeting with local groups, distributing heritage info handouts to the business community, display booth at the libraries, etc. In addition, Heritage Markham has on occasion hosted a number of plaque unveilings in the community. An allocation of \$250.00 is recommended in 2023.

## 2. General Expenses

### (a) Membership Renewals

Heritage Markham to maintain its memberships in the following organizations:

- National Trust of Canada (\$60.00),
- Community Heritage Ontario-Provincial Association (\$75.00),
- Toronto Region Architectural Conservancy (\$45.00),
- Ontario Historical Society (\$45.00),
- Society for the Preservation of Historic Thornhill-SPOHT (\$50.00),
- Markham Historical Society (\$10.00).
- Contingency for inflation: \$25.00

A budget of \$310.00 is requested for membership renewals.

**(b) Books/Subscriptions**

The proposed allocation covers the purchase of technical books for the Committee. \$100.00 has been allocated.

**(c) Meeting Refreshments**

Often Heritage Markham meetings are 2-3 hours in duration so soft drinks and water have been supplied. Refreshments at a cost of \$15 per meeting is suggested. Total Meeting Refreshment budget request for 2023 is \$180.00. This budget item would only be used if the Committee begins to meet in person in 2023.

**(d) Year End Reception**

To acknowledge the volunteer efforts and the numerous hours provided by Committee members in dealing with complicated and often controversial subject matter, a year end reception is held at the last meeting of the year (or first meeting in following year but charged to the 2023 budget). Catering cost - \$250.00

### **3. Technical Workshop/ Training**

**(a) Registration and Eligible Expenses**

Heritage Markham members are encouraged to attend workshops and technical training seminars to further their knowledge of heritage conservation initiatives. Workshops and sessions are sponsored by organizations such as Community Heritage Ontario (Provincial Heritage Conference), National Trust of Canada, Architectural Conservancy of Ontario and its chapters, and the Ontario Historical Society.

An allocation of \$2,000.00 is requested to assist in the registration/travel costs for interested members.