



**DOORS OPEN MARKHAM 2024
ORGANIZING COMMITTEE**

MINUTES

**Electronic Zoom Meeting
October 25, 2023**

Attendance

Present

Andrew Fuyarchuk
Bowie Leung
Jude Mahmoud
Agatha McPhee
Kenneth Ng
Ken Steinberg
Councillor Reid McAlpine

Regrets

Yat Chi Ling
Regional Councillor Alan Ho
George Duncan, Senior Heritage Planner
Regan Hutcheson, Manager Heritage
Planning
Peter Wokral, Senior Heritage Planner

Staff

Chris Rickett, Director, Economic Growth,
Culture and Entrepreneurship
Renee Zhang, Manager, Corporate &
Community Events
Bev Shugg Barbeito, Committee Clerk

1. CALL TO ORDER

The Doors Open Markham 2024 Organizing Committee was called to order at 5:31 PM with Kenneth Ng serving as Chair.

2. COMMITTEE INTRODUCTIONS

Introductions were performed for new and current members to get to know one another.

3. REVIEW OF TERMS OF REFERENCE

Chris Rickett advised that the Terms of Reference have not been reviewed in some time, and consequently, are out of date. Chris Rickett and Renee Zhang will update the document and share a “marked up” version with Committee members for review prior to the next meeting. It is hoped that the updated Terms of Reference could be approved at the next meeting.

4. DATE AND THEME

Chris Rickett acknowledged that the Doors Open Markham event has traditionally been held in September, but asked Committee members to consider holding the event during another month. It was advised that Doors Open Toronto 2024 will be held on May 25 and 26, 2024. The Committee discussed various dates around that time and agreed on June 8, 2024.

It was

Moved by Councillor Reid McAlpine
Seconded by Agnes McPhee

That the Doors Open Markham 2024 Organizing Committee recommend that the Doors Open Markham event be held on June 8, 2024.

CARRIED

The Committee discussed possible themes for the 2024 event, including the idea of weaving a theme of innovation today and yesterday into the choice of sites. Other suggested themes were “Moving Forward, Looking Back”, and “Art and Artisans”. It was noted that the new York University campus in Markham will open in spring 2024. It was suggested including it and other interesting companies located in Markham, as well as historic Heritage sites, when selecting the sites for the 2024 event.

5. COMMITTEE VOLUNTEERS

It was reported that previous sub-committees included the Sites sub-committee (including events at the sites) and the Volunteers sub-committee.

The Committee agreed that a maximum 8-10 sites would be ideal for the event. Keeping technology in mind, staff will develop a list of new sites to consider and Andrew Fuyarchuk will develop a list of Heritage sites. It is hoped that, at the next meeting, the Committee could choose the top eight sites and another four backup sites. Then the Committee would be in a position to begin planning events at each site. It was noted that the Committee’s planning time has been shortened because of the earlier event date.

There is a \$7,500 budget allocation from Celebrate Markham for the Doors Open Markham 2024 event. Staff will ensure the Doors Open fee is paid; the fee is paid from the event budget allocation. The budget and draft communications plan will be discussed at the next meeting.

6. NEXT MEETING

The next meeting of the Doors Open Markham 2024 Organizing Committee is scheduled for Wednesday, November 22, 2023 at 5:30 p.m., via Zoom.

7. ADJOURNMENT

The Doors Open Markham 2024 Organizing Committee adjourned at 6:20 PM.