



**The Richmond Hill Heritage Centre  
Advisory Committee  
HCAC#02-18  
Tuesday, March 20, 2018  
7:00 p.m.**

## **Minutes**

A meeting of the Heritage Centre Advisory Committee of the Town of Richmond Hill was held at McConaghy Centre (10100 Yonge Street) on Tuesday, March 20, 2018 at 7:00 p.m. with the following members in attendance: Jim Vollmershausen

Councillor David West  
Marj Andre  
Sandra Deebrah

### **Staff:**

Maggie MacKenzie, Heritage Services Coordinator

### **Regrets:**

Karin Ash, Manager of Cultural Services  
Shannon Collier

Call to order by: Jim Vollmershausen at 7:10p.m.

### **Approval of Agenda:**

Moved by: Marj Andre

That the agenda be adopted as distributed.

Carried by Councillor David West

### **Adoption of Previous Minutes:**

HCAC#04-17 held on January 23, 2018.

Moved by: Marj Andre

Carried Unanimously

### **Heritage Richmond Hill Update: Marj Andre**

The William Neal house at 41 Elgin Mills will not be designated. The developer agreed to work with council the development of the house.

## **Heritage Services Update – Maggie MacKenzie**

### **Programs and General Operations:**

- Winter 2018 - Thursday knitting program and Etiquette 101 running weekly. February workshops for preschoolers. March Beginner Knitting at Oakridges – shared program with 55+.
- Heritage Week Open House had 50 visitors between 2-4 p.m. Exhibits have been well received.
- March Break successful. Numbers were up at both sites. Mature and qualified program staff a challenge to secure for this week.
- As of March 31 we have booked six birthday parties and 3 rentals. One rental is an All Occasions.
- Tariff Fee Bylaw is due at the end of March. Comparative analysis with other museums being conducted. Some prices will need to increase to offset new minimum wage.
- Summer student grants have all been applied for and we are just waiting to hear.
- Camp staff have been made offers for employment and have until the end of the month to accept.
- A 6 month internship at collections is also in the works with Young Canada Works.

### **Upcoming Events:**

- Maple Syrup Festival – March 24 at Elgin West.
- YRDSB Heritage Fair – May 5 in Aurora – We will run a workshop for grades 7-11
- Doors Open – Saturday, May 12, 2018

### **Event Brainstorm Update:**

Maggie Mackenzie and Jillian Dobson will be meeting with Marketing and Communications in the next few weeks to review a communications plan to promote our upcoming events and programs. This will include the idea discussed at our last meeting of reaching out to the groups to form a brainstorming session.

### **Doors Open Update:**

- Draft poster, A-frame sign and liberal Ad presented
- 15 sites
- Emmanuel Anglican Church on May Avenue is a new site
- Promoting “cycling to the doors” Bike racks and valet service.
- Hope to go to print with Map at the end of the week.

## **Museum Feasibility/New Business:**

### Branding/New Signage update

- The new outdoor sign is on hold.
- Signage for A.J. Clark has been approved and should be up soon.
- Promotional Stand up banners going to print
- The voice over for the video has been recorded.

## **New Business:**

- Marj Andre:
  - Speakers series at the RHCPA Starting April 11
- Jim Vollmershausen
  - The Historical Society is speaking with the town to have a memorial bench for Bert Hunt at the Mill Pond.
  - Nominations open for the Bert Hunt Award. Sites, buildings and/or individuals can be nominated. The award will be presented at the Strawberry Social in June.

## **Dates of Next Meeting:**

Tuesday, May 15 at 7:00 p.m. at McConaghy Centre.

## **Adjournment:**

Moved by: Marj Andre.

That the meeting be adjourned.

Carried Unanimously.

The meeting was adjourned at 8:33 p.m.