



# Richmond Hill Winter Carnival

Winter Carnival 2024: Feb 3- 4 | Mill Pond Park, Mill & Trench Streets, Richmond Hill

December 4, 2023

The Corporation of the City of Richmond Hill  
225 East Beaver Creek Road  
Richmond Hill, Ontario  
L4B 3P4

Attention: Mayor David West & Members of Council

Re: Mill Pond Revitalization Master Plan  
SRPBS.23.013

Dear Mr. Mayor and Members of Council,

The Richmond Hill Winter Carnival is writing you in response to the Draft Mill Pond Revitalization Master Plan, which has been prepared by staff and will be presented to council on December 6, 2023.

We recognize that the timeline extends several years out, however in response to the draft staff report, there are a number of concerns we would like to raise for your consideration at this early juncture:

1. As the Richmond Hill Winter Carnival has been held at Mill Pond Park for the past 55 years - with thousands of community visitors and hundreds of volunteers participating annually - we would like to be included as a Stakeholder by staff in this report. Any changes to Mill Pond Park will directly impact the carnival, its organization and execution and as such, we urgently request that our Committee be listed and recognized as a Stakeholder in order that our unique insights and perspective in this regard may be included.
2. The Carnival is currently using a portion of the Mill Pond Gallery (located at 314 Mill Street, Richmond Hill, Ontario L4C 4B5) as storage space for Carnival and has been for a great number of years. There is no indication in the staff report as to whether this arrangement will continue to be available for our event, or whether the City will find alternative accommodations in this regard.
3. Additionally, there is currently no cost associated with the usage of said storage space by Carnival and we are seeking assurances that both the issue of storage and any costs associated will be considered in making any future determinations and that the current arrangement shall be honored and carried forth in the future.
4. The staff report mentions the potential for the construction of a café as part of the revitalization plans. However, there is no mention of whether said café would have commercial equipment, or any type of kitchen equipment, as well as handwashing stations to ensure that Carnival may continue its operations from the kitchen, as the kitchen space at 314 Mill Street is currently used for the preparation of all meals related to Carnival.

We respectfully request that you consider all of the above noted concerns as part of your discussions with staff respecting the Mill Pond Revitalization Master Plan, as any decisions made in this regard will have direct logistical and financial impacts on the future of Richmond Hill Winter Carnival.

Sincerely,  
The Richmond Hill Winter Carnival Committee