



**CITY OF RICHMOND HILL
HERITAGE CENTRE ADVISORY COMMITTEE
HCAC #03-2024
Monday April 15, 2024
10a.m. – 12p.m.
Artifact Storage Facility – 1200 Elgin Mills Road E.**

MEETING MINUTES

1. Call to Order 10:15am

2. Welcome/Regrets

Committee Members: Nancy Spinks, Mayor David West, Councillor Simon Cui, Rosina Fazzolari

Regrets: Tom Pachkovsky,

Absent: Cameron Telch

Staff: Dan DiRuscio, Maggie Mackenzie, Carol Hughes

3. Adoption of Agenda

a) Moved by Mayor West, seconded by Councillor Cui

4. Disclosures of Pecuniary Interest and General Nature Thereof

There were no disclosures of pecuniary interest by members of the Committee under the *Municipal Conflict of Interest Act*.

None Indicated

5. Adoption of Minutes – HCAC #02-2024

a) Moved by Mayor West, seconded by Councillor Cui

b) Adoption of HCAC#01-2024 delayed until June meeting as correct version needs to be sent out.

6. Heritage Services Update

STAFFING: GRANTS

○ Interviews have been completed for positions at the three sites

- Two Program Assistants at the Heritage Centre plus a returning student Reanna Thomas fulfill the Summer Program Supervisor position.
- Two positions at the RHDDO.
- A spare position to fill in at the RHDDO and summer camps as required.
- Three positions at the Artifact Storage – 1 grant for a 12-week position will. Two other grant positions, for 8 weeks each are pending grant approval.
- Eight full-time positions in total from grants.

RICHMOND HILL DAVID DUNLAP OBSERVATORY (RHDDO)

- There are over 40 private/group/school programs currently booked and we have not reach half way – We had over 100 private bookings at the RHDDO in 2023.
- March Break – Astronomy Partner programs were at capacity at the RHDDO. The City partnered with RASC and offered a Nebula craft program
- Eclipse at RHDDO – a free pre-registered program partnered with RASC for delivery. The Administrative building was free to walk through with volunteers and staff present for information. There were about non-registered 400 people on site. They were directed to Solare System Park near the Amphitheatre where an astronomer from RASC was available to guide viewing.
- Pre-Eclipse programs in February and March were sold out.
- Eclipse glasses were a huge hit. They were on sale for \$5 and those in registered programs received a pair. The City and the Partner purchased 2000 branded glasses that were given away the week before at Community Centre and again on April 8th.
- Tour the RHDDO in 2023 attracted over 10,000 visitors. The 2024 season will start on as of May 4th until October. July and August will be open Wednesdays to Sundays
- Stargazing Parties were introduced in 2023. Will be held again in 2024 come spring, around the full moon for best viewing.
- Interest is growing for rentals, Photo permits, film permits.
- There was a discussion at looking at new ways to raise awareness about the RHDDO – to make it a signature site

SPRING PROGRAMS

The Public programs continue to thrive.

- Family Nights at the RHDDO
- Manners Matter
- Walking tours – there was a discussion about how to improve on attendance – finding a sponsor to offer the walks for free – maybe partner with other events and/or facilities
 - QR codes for self-guided tours along with Museum of the Streets stops

- There was a discussion a looking at pre-payment for tea and the use of another ticket sales process that would be more streamlined

EVENTS:

Doors Open – May 11, 2024

- We have 10 sites applied. Currently going through the selection
- This will be a joint effort with the Studio Tour, which has 10 stops
- The RHDDO will have pre-registration through Eventbrite to avoid the huge line-ups. There will be about 800 tickets available. There will also be activities on the grounds
- BIA will have a table in front of McConaghy Centre to be the ambassadors for the Yonge Street area, which includes the Heritage Centre and the Sports Hall of Fame

Live History at the RHDDO returns – June 22, 2024

HERITAGE CENTRE

- We have several school programs and Birthday parties booked for April
- Summer Camp 2024 –Camps are full, and we are currently activating the wait list.

EXHIBITS

Exhibits for the Community Gallery for 2024

- Wedgewood exhibit “Beyond the Blue and White” opened January 27, 2024. On Loan from King Township Heritage and Cultural Centre until April 27th.
- Bringing back Queen Victoria’s Secret in May for the summer. We will be using this opportunity to create a travelling Exhibit, to loan out and generate revenue.
- RCAC Museum exhibit in the fall

7. Upcoming Programs/ Events

- Spring Tea – April 20th
- Doors Open – May 11th
- Mother’s Day Tea – May 11
- Regency Romance – May 21
- Tea Leaf Reading Tea – June 15
- Live History at the RHDDO – June 22
- Planning for a Guide/Scout Jamboree in 2025 – early talks

8. Scheduled Business/Action Plan Review

- a) Review Strategic Plan Term of Council 2023 – 26
- Strategic Plan is required for the Community Museum Operating Grant (CMOG)
 - Reviewed Priorities, Objectives & performance Measures

- Focus on program development and partnership development including Events and Community groups
- Raising awareness/support
- There was a discussion on the status of the A.J. Clark centre – connections to be determined with the various Indigenous Groups

- Moved by Mayor West, seconded by Councillor Cui

b) Review Terms of Reference

- Changed Town to City
- Changed Heritage Centre to Heritage Services
- date of amendment April 15th, 2024, with addendum of the travelling exhibit information

- Moved by Mayor West, seconded by Councillor Cui

9. New Business

- a) Minutes to be submitted to Council

10. Meeting Schedule/Date of Next Meetings

- a) Next meeting – Tuesday June 25th – 10am - RHDDO

11. Adjournment

The meeting was adjourned at 11:50