



Attendees: Rhonda Lawson, Vice Chair  
 Councillor Johnson  
 Terence Arvisais  
 Joanne Glasser  
 Wickham Jamadar  
 Isa James, Planner II  
 L. Roberts, Recording Secretary

Absent: Keith Falconer  
 Rey Moreno  
 Peter Rodrigues  
 Margaret Woods

Item / Ref #	Details & Discussion & Conclusion (summary of discussion)	Action Items / Status (include deadline as appropriate)
1.0	Welcome	RL
	R. Lawson welcomed everyone to the meeting and introduced Michael Sawchuk, who was in attendance to present information on the Doors Open program. Introductions were made around the table.	
2.0	New and Unfinished Business	All
	<p>Michael Sawchuk, Heritage Trust Community Programs Officer, presented the Committee with an overview of the Doors Open program through the aid of a power point presentation.</p> <p>He provided a detailed outline of the program with the following points;</p> <ul style="list-style-type: none"> <li>• Local weekend events held by municipalities</li> <li>• Events are free of charge to the public</li> <li>• Site does not need to be a heritage building, could be cultural, walking tours, etc.</li> <li>• Good opportunity to view sites not normally open to the public</li> <li>• Minimum number of sites is 12</li> <li>• Events run from Mid April through October normally from 10:00 am to 4:00 pm</li> <li>• By registering for this event, it will appear in the Ontario Heritage Trust publication for Doors Open Ontario and</li> </ul>	

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	<p>be added to their website as well</p> <ul style="list-style-type: none"> <li>• Registration deadline is December, 2010</li> <li>• Registration fee is \$1,600.00</li> <li>• Deadline for providing site information is mid January, 2011 with a minimum of 10 sites chosen in order to be published</li> <li>• Entirely volunteer based</li> </ul>	
	<p>Mr. Sawchuck outlined the social benefits as well as the positive impact on local business. He suggested some areas to look into such as liability insurance coverage – is this covered by the municipality and advertising and promotion of event.</p> <p>It was also suggested the Committee establish what amount has been budgeted for this as a bicentennial event.</p> <p>Mr. Sawchuck reviewed the statistics, noting the visits have continuously increased since the program's inception in 2002. He also provided a number of tips;</p> <ul style="list-style-type: none"> <li>• Develop event identity</li> <li>• Determine a theme or area of interest</li> <li>• Think strategically to determine a date (work with neighbouring municipalities)</li> <li>• Think strategically to determine sites – try to cluster them together</li> <li>• Define your target audience (find ways to bring in children)</li> <li>• Promote event effectively – good comprehensive map of sites</li> <li>• Recommended no more than 12 sites for the first year and to hold as a one day event</li> <li>• Capitalize on your unique situation i.e. cleve horn house – use unusual structures to bring in visitors</li> </ul> <p>A detailed discussion and question and answer period ensued. Various suggestions were made for possible sites. K. Pyke provided R. Lawson with a potential list. It was suggested the date could be in conjunction with the Pickering Museum Village Fall Family Festival event in October.</p> <p>2) <u>285 Whitevale Road</u></p> <p>The Committee had reviewed the elevation drawings for the above building permit application by means of email.</p> <p>It was the general consensus of the Committee to approve the</p>	

<b>Item / Ref #</b>	<b>Details &amp; Discussion &amp; Conclusion</b> (summary of discussion)	<b>Action Items / Status</b> (include deadline as appropriate)
	proposal as submitted. It was the consensus that the proposed additions/alterations will improve the overall look of the structure and will not impact the Heritage District make up and flavor.	
3.0	Other Business	
	<p>1) Confirm Heritage Pickering representation on the Regional Servicing for the Central Pickering Development Plan – Community Stakeholder Committee.</p> <p>L. Roberts to confirm that Joanne Glasser will be the representative on this Committee with R. Lawson as the alternate.</p>	L. Roberts to action
4.0	Adjournment/Next Meeting	All
	<p>The meeting adjourned at 8:30 pm.</p> <p>Next Meeting: June 15, 2010 (T. Arvisais to chair)</p>	

Copy: City Clerk