



## Essex Municipal Heritage Committee Meeting Agenda

February 27, 2025, 5:00 pm

Location: Essex Municipal Building, 33 Talbot Street South

Accessible formats or communication supports are available upon request. Please contact the Clerk’s Office at clerks@essex.ca or 519-776-7336 extension 1100 or 1101.

Pages

**1. Call to Order**

**2. Land Acknowledgement**

We acknowledge that this land is the traditional territory of the Three Fires Confederacy of First Nations (comprised of the Ojibway, the Odawa, and the Potawatomi Peoples), and of the Huron-Wendat Peoples. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island who have been living and working on the land from time immemorial.

**3. Declarations of Conflict of Interest**

**4. Adoption of Published Agenda**

**4.1 Essex Municipal Heritage Committee Meeting Agenda for February 27, 2025**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the published agenda for the February 27, 2025 Essex Municipal Heritage Committee Meeting be adopted as presented / amended.

**5. Adoption of Minutes**

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**5.1 Essex Municipal Heritage Committee Minutes for January 30, 2025**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the minutes of the Essex Municipal Heritage Committee meeting held January 30, 2025 be adopted as circulated.

**6. Unfinished Business**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** all reports and updates of the items listed in Agenda 6. Unfinished Business be received.

**6.1 Greater Marketing and Public Education about Heritage - Ongoing**

**6.2 Official Plan Update - Ongoing**

**6.3 Heritage Grant Program - Ongoing**

**6.3.1 Update on the Heritage Property Tax Grant**

**6.4 Heritage Designation and Interpretive Plaque Program - Ongoing**

**6.5 Listing and Designating Properties and Heritage Districts - Ongoing**

6.5.1 Update on the Rio Theatre

6.5.2 Update on 136 County Road 50 West

6.5.3 Update on Essex Railway Station, 87 Station Street, Essex Centre - Ward 1

6.5.4 Update on Carnegie Library - ECHRS Building - 18 Gordon Avenue, Essex Centre (Ward 1)

**6.6 Cemeteries**

6.6.1 Update on Right of Way purchase of Ferriss Cemetery

**6.7 Studies and Master Plans - Ongoing**

**6.8 Heritage Walking Tour and Digital Component - Ongoing**

6.8.1 Jane's Walk

**6.9 Cultural Master Plan - Ongoing**

**6.10 Historically Significant Name Registry - Ongoing**

**6.11 Cultural Heritage, Indigenous History - Ongoing**

**6.12 Barn Quilts - Ongoing**

**6.13 Heritage Week**

6.13.1 Update on Heritage Week Events / Activities

**7. Adjournment**

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

**That** the meeting be adjourned at \_\_\_\_\_.

**8. Future Meetings**

Thursday, March 27, 2025 at 5:00 p.m. at Town Hall, Council Chambers, 33 Talbot Street South, Essex, ON.

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**The Corporation of the Town of Essex**

**Essex Municipal Heritage Committee Meeting Minutes**

January 30, 2025, 5:00 pm

Harrow and Colchester South Community Centre, 243 McAfee Street

Present: Connie Clarkson - Chair  
Richard Kokovai - Vice-Chair  
Jacqueline Baldwin - Committee Member  
Perry Basden - Committee Member  
Councillor Rodney Hammond, Ward 4 - Committee Member  
Laurie Kowtiuk - Committee Member  
Linda Matyi - Committee Member  
Councillor Jason Matyi, Ward 3 - Committee Member

Absent: Grant Peters - Committee Member

Also Present: Rita Jabbour, Staff Liaison, Manager, Planning Services  
Cheyenne Mailloux, Heritage and Planning Intern  
Marsha Buchta, Recording Secretary

Accessible formats or communication supports are available upon request. Please contact the Clerk's Office at [clerks@essex.ca](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

**1. Call to Order**

The meeting was called to order at 5:00 p.m. Member Linda Matyi arrived at 5:08 p.m. Councillor Jason Matyi arrived at 5:22 p.m.

**2. Land Acknowledgement**

We acknowledge that this land is the traditional territory of the Three Fires Confederacy of First Nations (comprised of the Ojibway, the Odawa, and the Potawatomi Peoples), and of the Huron-Wendat Peoples. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island who have been living and working on the land from time immemorial.

**3. Declarations of Conflict of Interest**

There were no conflicts of interest noted at this time.

**4. Adoption of Published Agenda**

**4.1 Essex Municipal Heritage Committee Meeting Agenda for January 30, 2025**

**EMHC25-01-01**

Moved By Perry Basden

Seconded By Connie Clarkson - Chair

**That** the published agenda for the January 30, 2025, Essex Municipal Heritage Committee Meeting be adopted as presented.

**Carried**

**5. Adoption of Minutes**

**5.1 Essex Municipal Heritage Committee Minutes for November 14, 2024**

**EMHC25-01-02**

Moved By Councillor Hammond

Seconded By Richard Kokovai - Vice-Chair

**That** the minutes of the Essex Municipal Heritage Committee meeting held November 14, 2024 be adopted as circulated.

**Carried**

**6. New Business**

**6.1 Election of Chair 2025 Committee Season**

**EMHC25-01-03**

Moved By Perry Basden

Seconded By Richard Kokovai - Vice-Chair

**That** Connie Clarkson be the Chair of the Essex Municipal Heritage Committee for the 2025 Committee Season.

**Carried**

**6.2 Election of Vice-Chair 2025 Committee Season**

**EMHC25-01-04**

Moved By Connie Clarkson - Chair

Seconded By Perry Basden

**That** Richard Kokovai be the Vice Chair of the Essex Municipal Heritage Committee for the 2025 Committee Season.

**7. Unfinished Business**

**EMHC25-01-05**

Moved By Perry Basden

Seconded By Laurie Kowtiuk

**That** all the items listed in Agenda Item 7 Unfinished Business be received.

**Carried**

**7.1 Greater Marketing and Public Education about Heritage - Ongoing**

**7.2 Official Plan Update - Ongoing**

Ms. Jabbour advised the Town is working on Phase 2 of the Official Plan to revise the policies, including cultural heritage and are looking for feedback from residents.

### **7.3 Heritage Grant Program**

#### **7.3.1 Update on the Heritage Property Tax Grant**

Ms. Cheyenne Mailloux met with the Finance Department to determine the feasibility of a property tax grant. Ms. Jabbour would like to get input from Heritage property owners and will do so during Heritage Week activities.

### **7.4 Heritage Designation and Interpretive Plaque Program - Ongoing**

#### **7.4.1 Update on the Snider House Plaque - 179 County Road 50 West**

Ms. Jabbour advised the plaque has been ordered. It will be ready in March and will be unveiled in the Spring.

### **7.5 Listing and Designating Properties and Heritage Districts - Ongoing**

#### **7.5.1 Update on Rio Theatre - 10 Talbot Street South**

Vice-Chair Kokovai was unable to find any information on the Rio Theatre. We will keep this item on the agenda to allow more time to search the history.

#### **7.5.2 Update on 136 County Road 50 West**

Member Baldwin provided a lot of information. We will keep the item on the agenda to allow further time to review.

#### **7.5.3 Essex Railway Station, 87 Station Street, Essex Centre (Ward 1)**

Ms. Cheyenne Mailloux discovered that on December 31, 2003, as a result of amalgamation all Heritage Property Designation by-laws were rescinded. As a result, the Essex Train station is not in fact designated. Ms. Mailloux provided an overview of the history, emphasizing its survival of two explosions and its historical and contextual value. It is a historical landmark of Essex.

#### **EMHC25-01-06**

Moved By Laurie Kowtiuk

Seconded By Councillor Hammond

**That** the Heritage Committee recommend to Council that the Essex Railway Station, located at 87 Station Street in Essex Centre Ward 1 be designated under the Ontario Heritage Act, R.S.O. 1990

**Carried**

#### **7.5.4 Carnegie Library - ECHRS Building - 18 Gordon Avenue, Essex Centre (Ward 1)**

It was discovered that the Carnegie Library property was also not designated.

#### **EMHC25-01-07**

Moved By Councillor Hammond

Seconded By Richard Kokovai - Vice-Chair

**That** the Heritage Committee recommend to Council that the Carnegie Library located at 18 Gordon Avenue in Essex Centre Ward 1 be designated under the Ontario Heritage Act, R.S.O. 1990.

**Carried**

**7.6 Cemeteries - Ongoing**

7.6.1 Update on Right of Way purchase of Ferriss Cemetery

No updates at this time. Item to remain open on agenda to allow administration more time to pursue with the Clerks department.

**7.7 Studies and Master Plans - Ongoing**

**7.8 Heritage Walking Tour and Digital Component - Ongoing**

7.8.1 Jane's Walk

Ms. Mailloux provided a brief summary of the events and dates available for a Jane's walk. The Ontario Architectural Society is looking for numbers of groups that are interested in hosting a Jane's walk. Heritage Colchester, HEIRS, John R. Park Homestead and the Train Station have already replied with their interest. Administration is looking to the Committee to provide feedback as to their interest. The dates for the walk would be sometime between April 25-27, 2025.

**EMHC25-01-07**

Moved By Councillor Hammond

Seconded By Richard Kokovai - Vice-Chair

**That** the Heritage Committee recommend to Council that the Town of Essex participate in the Jane's walk.

**Carried**

**7.9 Cultural Master Plan - Ongoing**

**7.10 Historically Significant Name Registry - Ongoing**

**7.11 Cultural Heritage, Indigenous History - Ongoing**

Councillor Hammond advised there is an online Anishinaabemowin Ojibwe language course that consists of 8 classes provided for \$160 from April - May by the outdoor learning school & store. For more information, please visit: <https://outdoorlearning.com/event/anishinaabemowin-language-course/>

**7.12 Barn Quilts - Ongoing**

7.12.1 Update on sponsorship of barn quilt competition.

Member Kokovai contacted some of the local businesses, but they were not interested in sponsoring a barn quilt competition.

**7.13 Heritage Week - Ongoing**

7.13.1 Update on Theme

Ms. Jabbour notified the Committee of the theme for the 2025 Heritage Week, "Perceptions of the Past," which focuses on the future of Heritage and cultural planning in the Town of Essex for the next 25-30 years.

#### 7.13.2 Update on Proposed Events / Activities

- Colouring books have been created in English and French and will be distributed to JK to Grade 5 students throughout all schools located in the Town of Essex, including Harrow, McGregor and Gesto.
- Geoguessr - Game created to guess what properties you are at within the Town of Essex. - Cheyenne to provide members with a list of the properties that are included.
- Monday, February 17, Family Day, Ms. Mailloux and Ms. Jabbour will be hosting a Public Open House from 11:00am - 1:00pm at the Canadian Transportation Museum and Heritage Village. Residents are encouraged to review and provide input on the Town's Indigenous consultation efforts, Cultural Heritage and Archaeology policies and Cultural Character Areas in the New Official Plan, and existing Heritage Programs including the Heritage Grant, Heritage Plaque, and Heritage Farm Sign Program, and learn about new heritage programs planned for the future.
- Various organizations are hosting events throughout the Town of Essex. The Committee should visit the Town of Essex website / Heritage week for the most up to date information.
- Various Facebook posts and news releases will also be done to promote the activities.
- Tuesday February 18 at 6:00pm, Town of Essex Council will congratulate winners of the 2025 Youth and Community Heritage Awards.
- Wednesday February 19, John R Park Homestead, from 1:30 pm - 3:30 pm the Town will be hosting a meeting with members of the local heritage organizations to obtain feedback on their long-term plans, needs, and potential municipal supports.
- Thursday February 20, the Town is hosting an Open House from 5:00 pm to 7:00 pm at the John R. Park Homestead for all owners of designated and listed heritage properties and members of the general public who are interested in the designation process, to showcase the resources available through the Heritage Grant and Plaque program, obtain feedback on existing and planned programs, and discuss potential municipal supports.
- Heritage Bursary open until March 21, 2025 - \$500 to Essex Youth to finance both undergraduates and post-graduates in the following fields: History, Archaeology, Archives and Records Management and Heritage Resources Management and courses that contribute to the preservation and promotion of local heritage.

- Heritage Week Quiz - Heritage themed posts on the Town's Facebook page testing local historical knowledge and enter to win a copy of Edward Milo Johnson's book, New Canaan: Freedom - Land or a copy of Laurie Brett's book, The Rising Village: An Early History of Essex, Ontario.

**8. Adjournment**

**EMHC25-01-08**

Moved By Perry Basden

Seconded By Linda Mayti

**That** the meeting be adjourned at 5:58 p.m.

**Carried**

**9. Future Meetings**

Thursday, February 27, 2025 at 5:00 p.m. at Town Hall, Council Chambers, 33 Talbot Street South, Essex, ON.

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Chair

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Recording Secretary





### Meeting Schedule for the Essex Municipal Heritage Committee 2025

**Meeting Date:**

**Location:**

Thursday January 30, 2025	243 McAfee Street (Harrow) 5:00pm
Thursday February 27, 2025	33 Talbot Street South (Essex) 5:00pm
Thursday March 27, 2025	33 Talbot Street South (Essex) 5:00pm
Thursday April 24, 2025	243 McAfee Street (Harrow) 5:00pm
Thursday May 29, 2025	33 Talbot Street South (Essex) 5:00pm
Thursday June 26, 2025	243 McAfee Street-(Harrow), 5:00pm
Thursday July 31, 2025	33 Talbot Street South (Essex) 5:00pm
Thursday September 25, 2025	243 McAfee Street-(Harrow), 5:00pm
Thursday October 30, 2025	33 Talbot Street South (Essex) 5:00pm
Thursday November 27, 2025	243 McAfee Street-(Harrow), 5:00pm

**Note:** Meeting dates, times and locations are subject to change.  
 Please contact the Planning Department at 519-776-7336 extension 1128 for confirmation of scheduled meetings.

\*\*\*No meeting date is scheduled for the month of August and December\*\*\*

	<b>Heritage Committee Members</b>	<b>Member Positions</b>	<b>Contact Information</b>
	Connie Clarkson	Chair	
	Richard Kokovai	Vice-Chair	
	Jacqueline Baldwin	Member	
	Perry Basden	Member	
	Councillor Rodney Hammond	Member	
	Laurie Kowtiuk	Member	
	Linda Matyi	Member	
	Councillor Jason Matyi	Member	
	Grant Peters	Member	
	Rita Jabbour	Staff Liaison	<a href="mailto:rjabbour@essex.ca">rjabbour@essex.ca</a>
	Cheyenne Mailloux	Heritage & Planning Intern	<a href="mailto:cmailloux@essex.ca">cmailloux@essex.ca</a>
	Marsha Buchta	Recording Secretary	<a href="mailto:mbuchta@essex.ca">mbuchta@essex.ca</a>