



The Corporation of the Town of Essex
Arts, Culture and Tourism Meeting Minutes

February 8, 2023, 5:30 pm

Essex Municipal Building, Large Meeting Room, 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.

Present: Grant Maguire
Richard Meloche
Nicole Atkinson
Diane Quinn-Ouellette
Brad Allard, Ward 3 Councillor
Rodney Hammond, Ward 4 Councillor

Absent: Tracy Armstrong
Carol Perkes
Jakob Skrzypa

Also Present: Cynthia Cakebread, Manager, Recreation and Culture
Trevor Martin, Recording Secretary

1. Call to Order

Cynthia Cakebread, Manager, Recreation and Culture called the meeting to order at 5:29 PM.

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 declarations noted at this time.

4. Adoption of Published Agenda

4.1 Arts, Culture and Tourism Meeting Agenda for February 8, 2023

ACT23-02 -001

Moved By Grant Maguire

Seconded By Richard Meloche

Arts, Culture and Tourism Committee Meeting Minutes – February 8, 2023

That the published agenda for the February 8, 2023 Arts, Culture and Tourism Meeting be adopted as presented.

Carried

5. Adoption of Minutes

5.1 Arts, Culture and Tourism Minutes for November 9, 2022

ACT23-02 -002

Moved By Grant Maguire

Seconded By Diane Quinn-Ouellette

That the minutes of the Arts, Culture and Tourism meeting held November 9, 2022 be adopted as circulated.

Carried

6. Election of Chair and Vice Chair

6.1 Election of Chair

Richard Meloche nominated Grant Maguire as Chair. There were no other nominations.

ACT23-02 -003

Moved By Richard Meloche

Seconded By Councillor Hammond

That Grant Maguire be nominated for the position of Chair of the Arts, Culture and Tourism Committee effective February 2023.

Carried

6.2 Election of Vice Chair

Grant Maguire nominated Richard Meloche as Vice Chair. There were no other nominations.

ACT23-02 -004

Moved By Grant Maguire

Seconded By Councillor Hammond

That Richard Meloche be nominated for the position of Vice Chair of the Arts, Culture and Tourism Committee effective February 2023.

Carried

7. Arts, Culture and Tourism Committee Regular Meeting Schedule for 2023

ACT23-02 -005

Moved By Richard Meloche

Seconded By Nicole Atkinson

That the Arts, Culture and Tourism Committee will continue to meet on the second Wednesday of every month for 2023.

Carried

8. Unfinished Business

8.1 Review of Previous Committee Term Initiatives

Cynthia Cakebread, Manager, Recreation and Culture reviewed a number of events and initiatives undertaken in the previous Committee term including art installations, Downtown Essex Tea, Explore Eat Essex, Holiday Lights Tour, Kite Festival, Outdoor Movie Nights and Tune Up the Parks. She noted community partners that participated in any events.

8.2 Windsor Essex Community Foundation Grant/Tourist Photo Site Installation

Cynthia Cakebread, Manager, Recreation and Culture informed the Committee that the Town has received a grant through the Windsor-Essex Community Foundation to put towards a tourist photo site installation. She added that she is still in the process of securing a designer/manufacture for the installation.

9. New Business

9.1 Planning and Priority Setting Exercise

Cynthia Cakebread, Manager, Recreation and Culture noted that the Committee will do an activity at the next meeting to plan and set priorities for the term. She asked Committee members to brainstorm ideas between now and the next meeting.

9.2 Anniversary of First Train in Essex

Vice Chair Richard Meloche noted that the 150th anniversary of the first train coming through Essex will be in May 2023 and that the Essex Railway Station Committee may be interested in partnering with the Arts, Culture and Tourism Committee to host a commemorative event.

10. Adjournment

Moved By Councillor Hammond

Seconded By Nicole Atkinson

That the meeting be adjourned at 6:13 PM.

Carried

11. Future Meetings

March 8, 2023 at 5:30 PM

Location: Town of Essex Municipal Building - Large Meeting Room

Chair

Recording Secretary