



**The Corporation of the Town of Essex**

**Essex Municipal Heritage Committee Meeting Minutes**

March 28, 2024, 5:00 pm

Colchester Community Centre, 100 Jackson Street

- Present: Chair - Basden, Perry  
Member - Baldwin, Jacqueline  
Member - Kokovai, Richard  
Member - Kowtiuk, Laurie  
Member - Matyi, Linda  
Member - Peters, Grant
- Absent: Vice Chair, Councillor - Matyi, Jason, Ward 3  
Member - Clarkson, Connie  
Councillor - Hammond, Rodney, Ward 4
- Also Present: Rita Jabbour, Manager, Planning Services  
Marsha Buchta, Recording Secretary  
Ian Rawlings, Junior Planner

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 Chair called the meeting to order at 5:05 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 declarations of conflict of interest noted at this time.

**4. Adoption of Published Agenda**

**4.1 Essex Municipal Heritage Committee Meeting Agenda for March 28, 2024**

**EMHC24-03-12**

Moved By Richard Kokovai

Seconded By Laurie Kowtiuk

**That** the published agenda for the March 28, 2024 Essex Municipal Heritage Committee Meeting be adopted as presented.

Carried

**5. Adoption of Minutes**

**5.1 Essex Municipal Heritage Committee Minutes for February 22, 2024**

**EMHC24-03-13**

Moved By Richard Kokovai

Seconded By Jacqueline Baldwin

**That** the minutes of the Essex Municipal Heritage Committee meeting held February 22, 2024 be adopted as circulated.

Carried

**6. Unfinished Business**

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

6.1.1 Heritage Bursary Extension

Ms. Jabbour advised that the deadline for the \$500.00 Heritage Bursary available to High School Students who reside in Essex, has been extended until April 22, 2024.

**6.2 Official Plan Update - Ongoing**

**6.3 Heritage Grant Program**

6.3.1 Review Revised Heritage Grant Program

Ms. Jabbour informed the Committee that a Heritage Planning Student, Ms. Cheyenne Mailloux, has been hired and will start in May. She will assist with this item, and it will remain on the agenda for the interim.

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

6.4.1 Update on John R Park Heritage Plaque

This item will remain on agenda to be finalized with summer student.

6.4.2 Carnegie Library Plaque

A bronze plaque has been manufactured to commemorate the Carnegie Library / ECHRS building constructed in 1914 and will be unveiled at a later date. Laurie Kowtiuk, member, will provide a list of possible dates that may coincide with ECHRS events.

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

6.5.1 Update on the Essex Heritage Inventory - Ongoing

6.5.2 Update on Council Designation Information Session

The Council Designation Information Meeting is scheduled for April 29, 2024, at 5:00 p.m. with Council and members of the public available to attend or livestream via YouTube. An invitation will be extended to the members of the Heritage Committee. Ms. Jabbour will provide a presentation on the designation process and the Heritage Committee will commence the process immediately thereafter. Laurie Kowtiuk, member,

conveyed the importance of educating Council on the difference between listing and designation. Richard Kokovai, member, stated that designation doesn't mean renovations can't be made to the inside of the building. He recommended that the Staff Liaison contact associates with the City of Windsor to determine what particular restrictions they experienced on some of the buildings they designated. (Canadian Club Reception Centre, Martin House and Barclay Building) Ms. Jabbour advised Mr. Morley Bowman that should designation of internal features be required within the United Church, the Committee will be looking to the United Church Board or other history experts to advise on what needs to be included. Mr. Bowman advised that the Essex United Church is closing in October 2024, so it will be imperative to do something quickly. Ms. Jabbour will be working with Property Standards to add regulations into the by-law to ensure anyone purchasing designated properties cannot neglect the property to the point it becomes a demolition by neglect.

## **6.6 Cemeteries - Ongoing**

### **6.6.1 Update on Ownership of Heritage Cemeteries**

This item will remain on the agenda. Staff Liaison Jabbour continues to work with the Clerk's department to contact the owners of the cemeteries.

## **6.7 Studies and Master Plans - Ongoing**

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

### **6.8.1 Organized Walk within the Town of Essex**

The Heritage Committee would like to see a Heritage walk similar to the Jane's walking tour in Colchester. Mr. Morley Bowman advised that they were trying to organize a walking tour of the murals within Essex, so it could be planned in partnership. Ms. Corrine Chiasson suggested partnering with the A.C.T. (Arts, Cultural and Tourism) Committee.

#### **EMHC24-03-14**

Moved By Richard Kokovai

Seconded By Jacqueline Baldwin

**That** Staff Liaison Jabbour explore community interest of a Heritage walking tour, that may be partnered with other Committees / events within the Town of Essex to improve education and involvement in Heritage activities.

**Carried**

## **6.9 Cultural Master Plan - Ongoing**

## **6.10 Historically Significant Name Registry - Ongoing**

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

### **6.11.1 Update on Indigenous Community Consultation**

Ms. Cheyenne Mailloux will be working to develop this further in May as she has an indigenous background and can provide insight.

## **6.12 Heritage Week 2024**

### 6.12.1 Update on Bingo Submissions

Unfortunately, no submissions were received.

### 6.12.2 Update on Barn Quilt Contest

Unfortunately, no submissions were received.

### 6.12.3 Update on Heritage Quiz

There were 2 winners for the Heritage Quiz. One individual will win a signed copy of Milo Johnson's book, "New Canaan Freedomland" and the other will receive a signed copy of Laurie Brett's book, "The Rising Village."

## **6.13 Barn Quilts**

### 6.13.1 Review of Barn Quilts Report by Richard Kokovai

Chair Perry Basden thanked member Kokovai for all of the hard work and research he did putting together the memorandum on barn quilts.

Richard would like to see the Town put together a program / package on how to construct and display barn quilts. There would be cultural and economic benefits for the Town and Richard would be available to assist with it. Chair, Perry Basden, advised it would involve more than just the Town promoting it, but rather taking leadership to create a package educating residents on construction.

### 6.13.2 Discussion regarding Community Engagement for Barn Quilt Construction

An annual competition for barn quilt construction may engage the community. The entries and winners could be displayed at the Harrow Fair, which would also educate and promote barn quilts. The Committee may consider partnering with the Harrow Fair Board as well as other municipalities. Ms. Jabbour advised there was a lot of interest on social media for the barn quilt tour. The displays at the Harrow Fair could also promote the driving tour, engaging and educating the public.

#### **EMHC24-03-15**

Moved By Richard Kokovai

Seconded By Laurie Kowtiuk

**That** the Heritage Committee create a promotional package about the manufacturing of barn quilts. Mr. Kokovai has volunteered to assist with the package.

**Carried**

## **6.14 Tour of Essex United Church**

To better understand the requirements of designation of properties, Ms. Jabbour, Staff Liaison suggested we tour the Essex United Church.

#### **EMHC24-03-16**

Moved By Richard Kokovai

Seconded By Linda Mayti

**That** the location of the next Heritage Meeting scheduled for Thursday, April 25, 2024 be a Tour of the Essex United Church at 5:00 p.m.

**Carried**

**7. Adjournment**

**EMHC24-03-17**

Moved By Richard Kokovai

Seconded By Linda Mayti

**That** the meeting be adjourned at 6:06 p.m.

**Carried**

**8. Future Meetings**

Thursday, April 25, 2024 at 5:00 p.m. at the Essex United Church, 53 Talbot Street South, Essex.

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Chair

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Recording Secretary