



**The Corporation of the Town of Essex**

**Essex Municipal Heritage Committee Meeting Minutes**

June 27, 2024, 5:00 pm  
Colchester Community Centre, 100 Jackson Street

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

Absent: Member - Kokovai, Richard

Also Present: Lori Chadwick, Director, Development Services  
Cheyenne Mailloux, Heritage and Planning Intern  
Ian Rawlings, Junior Planner  
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 Chair, Perry Basden, called the meeting to order at 5:01 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 June 27, 2024**

**EMHC24-06-40**

Moved By Connie Clarkson

Seconded By Councillor Hammond

**That** the published agenda for the June 27, 2024 Essex Municipal Heritage Committee Meeting be adopted as presented.

**Carried**

**5. Adoption of Minutes**

**5.1 Essex Municipal Heritage Committee Minutes for May 30, 2024**

**EMHC24-06-41**

Moved By Laurie Kowtiuk

Seconded By Linda Mayti

**That** Item 6.5.1 Update on the Heritage Inventory of the minutes of the May 30, 2024 meeting be amended to include the Presentation titled, "Heritage Designation Recommendations May 30, 2024" by Cheyenne Mailloux.

**Carried**

**EMHC24-06-42**

Moved By Councillor Hammond

Seconded By Linda Mayti

**That** the minutes of the Essex Municipal Heritage Committee meeting held May 30, 2024, be adopted as amended.

**Carried**

**6. Unfinished Business**

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

**6.2 Official Plan Update - Ongoing**

Director Chadwick provided an update on the Official Plan Project, advising members, the second draft has been completed and is in the review phase.

**6.3 Heritage Grant Program**

No applications have been submitted at this time.

**6.4 Heritage Designation and Interpretive Plaque Program**

**6.4.1 Update on Carnegie Library History Report, Significance of Building**

Ms. Mailloux provided a historical summary of the Carnegie Library, formally known as the Essex Public Library. It opened to the public on December 19th, 1914. It currently houses the Essex & Community Historical Research Society (ECHRS).

**6.4.2 Update on Plaque Unveiling**

Plaque unveiling dates continue to be discussed. Notable dates include Thursday, December 19, 2024 to coincide with the first public opening of the building and Sunday, September 8 - International Literacy Day. The Committee will discuss additional options.

## 6.5 Listing and Designating Properties and Heritage Districts

### 6.5.1 Update on Essex Heritage Inventory

Ms. Mailloux provided an overview of the Gilgal Cemetery, located on County Road 11 between the 5th and 6th Concession. Gilgal was a Black village centered around the BME Church. The property meets three of the criteria for Designation.

#### **EMHC24-06-43**

Moved By Laurie Kowtiuk

Seconded By Connie Clarkson

**That** the Committee recommend to Council that Gilgal Cemetery, be designated under the Ontario Heritage Act, R.S.O. 1990.

**Carried**

Ms. Mailloux delivered a summary of the Ferriss Cemetery, located on Ferriss Road between the 3rd Concession and County Road 20 E. Headstones range from the 1820s to the early twentieth century. It meets two criteria for designation.

#### **EMHC24-06-44**

Moved By Councillor Hammond

Seconded By Laurie Kowtiuk

**That** the Committee recommend to Council that Ferriss Cemetery, be designated under the Ontario Heritage Act, R.S.O. 1990.

**Carried**

Ms. Mailloux provided an overview of the Independent Order of Oddfellows Building, located at 22 King Street West. The building, designed in 1912 was completed in 1916. It meets three criteria for designation.

#### **EMHC24-06-45**

Moved By Councillor Hammond

Seconded By Jacqueline Baldwin

**That** the Committee recommend to Council that the Independent Order of Oddfellows Building, located at 22 King Street West in Harrow, be designated under the Ontario Heritage Act, R.S.O. 1990.

**Carried**

#### **EMHC24-06-46**

Moved By Councillor Hammond

Seconded By Linda Mayti

**That** Presentation titled, "Heritage Recommendations June 27, 2024" by Cheyenne Mailloux be adopted into the June 27, 2024 meeting minutes.

**Carried**

- 6.6 Cemeteries - Ongoing
- 6.7 Studies and Master Plans - Ongoing
- 6.8 Heritage Walking Tour and Digital Component - Ongoing
- 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

Ms. Mailloux provided a Barn Quilt pamphlet for the Committee to take home and review, to provide feedback for the next meeting. Councillor Hammond advised we may want to include additional historical sites be added to mapping for inclusion on the tour. Member Clarkson volunteered to contact Doug and Leslie Balsillie to determine if a table could be put up at the Harrow Fair, displaying a barn quilt and handing out the pamphlets. Chair, Perry Basden to investigate further at the Harrow Feed Store.

**7. Adjournment**

**EMHC24-06-47**

Moved By Councillor Hammond

Seconded By Connie Clarkson

**That** the meeting be adjourned at 5:57 p.m.

**Carried**

**8. Future Meetings**

Thursday, July 25, 2024 at 5:00 p.m. at the Harrow and Colchester South Community Centre, Harrow Arena, 243 McAfee Street, Harrow.

---

Chair

---

Recording Secretary