



The Corporation of the Town of Essex

Essex Municipal Heritage Committee Meeting Minutes

February 27, 2025, 5:00 pm

Location: Essex Municipal Building, 33 Talbot Street South

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

Absent: Councillor - Jason Matyi, Ward 3 - Committee Member
Linda Matyi - Committee Member
Grant Peters - Committee Member

Also Present: 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 or 519-776-7336 extension 1100 or 1101.

1. Call to Order

The Chair called the meeting to order at 5:01 p.m. Councillor Hammond arrived at 5:03 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 February 27, 2025

EMHC25-02-09

Moved By Richard Kokovai - Vice-Chair

Seconded By Perry Basden

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

Carried

5. Adoption of Minutes

5.1 Essex Municipal Heritage Committee Minutes for January 30, 2025

EMHC25-02-10

Moved By Perry Basden

Seconded By Jacqueline Baldwin

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

Carried

6. Unfinished Business

EMHS25-02-11

Moved By Richard Kokovai - Vice-Chair

Seconded By Laurie Kowtiuk

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

Carried

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

No updates at this time.

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

No information could be found at this time. Laurie Kowtiuk to investigate further.

6.5.2 Update on 136 County Road 50 West

No updates at this time.

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

A Notice of Intention to Designate was issued, the Appeal period ends April 2, 2025.

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

A Notice of Intention to Designate was issued, the Appeal period ends April 2, 2025.

6.6 Cemeteries

6.6.1 Update on Right of Way purchase of Ferriss Cemetery

No updates at this time.

6.7 Studies and Master Plans - Ongoing

6.8 Heritage Walking Tour and Digital Component - Ongoing

6.8.1 Jane's Walk

The Heritage Committee has applied to participate in a Jane's walk. The event will take place on April 25, 2025 from 5:15 - 6:15 p.m. in Essex Centre. We are one of 55 walks occurring around Windsor and Essex County, but we found a gap in Essex Centre. More details will be provided once they are received.

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. Connie Clarkson provided a website (trimfactory.com) we may want to contact to determine if they would be interested in subsidizing a barn quilt competition. Mr. Richard Kokovai will look further into the mdf supplier and update committee for next meeting accordingly.

6.13 Heritage Week

6.13.1 Update on Heritage Week Events / Activities

1200 English colouring books were printed and 1119 were distributed to the JK-Grade 5 students of both Public and Catholic schools throughout the Town of Essex.

275 French colouring books were printed and 251 were distributed to French / Immersion schools.

Facebook post metrics have not been received but will be provided for the next meeting in March.

The Town has received 19 responses to the Heritage Quiz.

The open house at the Canadian Transportation Museum held on Family Day, February 17, 2025 was well received.

The meeting at John R. Park Homestead with the Heritage Stakeholders held February 18, 2025 from 1:30-3:30 p.m. had 16 members attend from various organizations. Information was gathered on the types of issues Stakeholders would like addressed in both the official plan and a possible future cultural master plan. Points of interest included potential grants and tax incentives for organizations to assist with financial hardships. It was suggested that a Heritage Liaison would be beneficial to create a heritage network between the Town and Stakeholders. All organizations indicated there has been a lack of volunteers.

The meeting at John R. Park Homestead with the Heritage property owners held February 19, 2025 from 5:00-6:30 pm had 17 attendees. They would like to be able to apply for the Heritage Grant more than one

time and potentially increase the amounts awarded. There was an interest in the Heritage Tax program and plaquing opportunities. Feedback forms were provided at all events and currently one response has been received.

A representative from the Caldwell First Nations would welcome more indigenous aspects included in the Official Plan.

7. **New Business**

EMHC25-02-12

Moved By Richard Kokovai - Vice-Chair

Seconded By Laurie Kowtiuk

That the Committee recommend to Council that they direct Administration to investigate the property located at 146 Adelaide Street in Harrow for the possibility of Designation.

Carried

8. **Adjournment**

EMHC25-02-13

Moved By Perry Basden

Seconded By Councillor Hammond

That the meeting be adjourned at 5:34 p.m..

Carried

9. **Future Meetings**

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

Chair

Recording Secretary