



The Corporation of the Town of Essex

Essex Municipal Heritage Committee Meeting Minutes

June 26, 2025, 5:00 pm

Harrow and Colchester South Community Centre, 243 McAfee Street

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

Absent: Member - Peters, Grant
Richard Kokovai - Vice-Chair

Also Present: Rita Jabbour, Manager, Planning Services
Cheyenne Mailloux, Heritage and Planning Intern
Tanya Tuzlova, 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 Matyi arrived at 5:21 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 June 26, 2025

EMHC25-06-25

Moved By Perry Basden

Seconded By Laurie Kowtiuk

That the published agenda for the June 26, 2025 Essex Municipal Heritage Committee Meeting be adopted as presented.

5. Adoption of Minutes

5.1 Essex Municipal Heritage Committee Minutes for May 29, 2025

EMHC25-06-26

Moved By Perry Basden

Seconded By Laurie Kowtiuk

That the minutes of the Essex Municipal Heritage Committee meeting held May 29, 2025 be adopted as circulated.

Carried

6. Unfinished Business

6.1 Greater Marketing and Public Education about Heritage - Ongoing

6.2 Official Plan Update - Ongoing

6.3 Heritage Grant Program

6.4 Heritage Designation and Interpretive Plaque Program - Ongoing

6.4.1 Snider House Plaque Unveiling

Ms. Rita Jabbour informed the committee that a date and time has been selected for the unveiling of the heritage designation plaque at 179 County Road 50 West and advised that the property owners would love to have members of the Heritage Committee attend the unveiling if available.

6.4.2 Canadian Transportation Museum and Heritage Village Plaque

Ms. Cheyenne Mailloux reminded the committee that at the May 29th, 2025, meeting Vice-Chair Kokovai asked administration to look into the possibility of plaquing the Canadian Transportation Museum and Heritage Village, noting that they may be celebrating a significant anniversary soon.

Ms. Mailloux reported that the museum had, unfortunately, celebrated some of their most significant anniversaries in 2024.

6.4.3 Future Heritage Plaque Sites

Ms. Jabbour presented committee members with a list of potential future plaquing locations that outlines sites that have never received plaques, such as designated heritage properties that may be celebrating a significant anniversary. She advised committee members that this project came out as a result of upcoming budget deliberations, as administration would like to know how many plaques the committee would like to consider over the next five (5) years. Member Basden requested that the list be sent to committee members and added to the meetings' minutes.

Ms. Mailloux advised the committee that in 2025, four (4) designated heritage sites would be celebrating a significant anniversary, including 22 King Street West (I.O.O.F. building), 120 Talbot Street North (Grace

Baptist Church), 78 Fox Street (the Kowtiuk House), and the Christ Church Cemetery. She noted that 78 Fox Street would be celebrating its 155th anniversary since it was built in 1870, making it a potential candidate for receiving a plaque this year.

Member Kowtiuk noted that she would like to conduct further research on the property before a decision is made on plaquing the property.

6.5 Listing and Designating Properties and Heritage Districts - Ongoing

6.5.1 Rio Theatre

With the absence of Member Kokovai, there is no update at this time.

6.5.2 136 County Road 50

Member Basden advised the committee that he had contacted the Amherstburg Marsh Collection to see if they had any additional information on the properties located at 136 County Road 50 and 146 Adelaide Street in the Hamlet of Colchester. He provided the committee with a summary of the Marsh Collections findings.

Ms. Jabbour advised the committee that they have the option to recommend listing the property under section 27 of the Ontario Heritage Act. She advised committee members that prior to making a decision on listing the property, the committee has previously invited the property owners to attend the next committee meeting, prior to any decision being made.

EMHC25-06-27

Moved By Councillor Hammond

Seconded By Perry Basden

That the owners of 136 County Road 50 be invited to attend the July 31st, 2025, Essex Municipal Heritage Committee meeting to discuss listing the property.

Carried

6.5.3 146 Adelaide Street

Ms. Mailloux advised the committee that they have the option to recommend listing the property under section 27 of the Ontario Heritage Act with the information that they currently have. She advised that the committee may want to invite the property owners to attend the next meeting, prior to any decision being made.

EMHC25-06-28

Moved By Perry Basden

Seconded By Councillor Hammond

That the owners of 146 Adelaide Street be invited to attend the July 31st, 2025, Essex Municipal Heritage Committee meeting to discuss listing the property.

Carried

6.5.4 Carolinian Woodlot, behind the Harrow Arena

Councillor Hammond brought attention to the large Carolinian woodlot located on 0 Erie Street, behind the Harrow Arena. He would like to see if this woodlot can be protected due to its potential heritage and cultural significance and suggested that the committee begin to look into the history of the woodlot.

Ms. Jabbour advised that the woodlot is located on Town owned property and that it is approximately 8.5 ha in size. She noted that its protection largely comes as a result of its designation as a woodlot and that it falls under the Environmental Protection Act. She did let the committee know that there is potential to look into the woodlot's cultural and heritage significance, as there could be some archeological significance. She advised that the committee recommend having the property added to the Considered Heritage Property Inventory, so that it can be further investigated.

EMHC25-06-29

Moved By Laurie Kowtiuk

Seconded By Jacqueline Baldwin

That the Carolina Woodlot, located on 0 Erie Street South, be added to the Considered Heritage Property Inventory.

Carried

6.5.5 146 Maple Street, Harrow

Councillor Hammond brought attention to the property located at 146 Maple Street in Harrow, stating that the property may have some cultural heritage significance. He stated that the house may be one of the oldest houses in Harrow and would like the committee to conduct further research on this property. He recommended that the property be added to the Considered Heritage Property Inventory.

EMHC25-06-30

Moved By Councillor Hammond

Seconded By Perry Basden

That the property located at 146 Maple Street be added to the Considered Heritage Property Inventory.

Carried

6.5.6 Updates on Heritage Inventory

Ms. Mailloux advised the committee that this will be an ongoing item that they can add to during every meeting, intending for members to present properties they would like to look into and any information that they have found on considered properties. She noted that property research does not have to be extensive.

Ms. Jabbour advised the committee to send all information directly to administration, so that it can be added to the existing document and recommended that they begin to look into properties listed in the Essex

Centre Highway Commercial, and Harrow Highway Commercial at first, due to future potential development as a result of the change in the areas permitted land-use.

Member Basden recommended that the Erie Memorial Cemetery, also known as the Erie Methodist Cemetery, be added to the Considered Heritage Property Inventory due to its location to the Colchester Schoolhouse and Christ Church, as well as its status as a historic burial ground that was established in the 19th century.

EMHC25-06-31

Moved By Perry Basden

Seconded By Laurie Kowtiuk

That the property known as the Erie Memorial Cemetery in Colchester be added to the Considered Heritage Property Inventory.

Carried

6.5.7 Information on Heritage Districts

Ms. Mailloux advised committee members that a summary on Heritage Conservation Districts (HCD) has been sent to committee members to provide them with additional information on what a HCD is and how one is designated. She noted that a HCD is designated under Part V of the Ontario Heritage Act, ensuring greater protection of historic areas, as long as at least 25% of properties located in the defined HCD area or areas meet two (2) or more of the designation criteria listed under the Ontario Heritage Act (OHA).

6.6 Cemeteries

6.7 Studies and Master Plans - Ongoing

6.8 Heritage Walking Tour and Digital Component - Ongoing

6.8.1 Digital Janes Walk

Ms. Mailloux provided an update on the production of the digital Janes Walk, noting that Planning staff is working with the Manager of Strategic Communication and the Communications & Marketing Intern on developing a webpage with the information presented during the Jane's Walk.

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 History Month

Ms. Mailloux reported that the Town created five (5) posts on the Town's Social Media pages throughout the month of June that acknowledges National Indigenous History Month and Nation Indigenous Peoples Day. She noted that these posts focused on local Indigenous history, local treaties, such as Treaty 2 or the McKee Purchase and Treaty 35, and have been well received.

6.12 Barn Quilts

6.12.1 Sponsorship Update

With the absence of Member Kokovai, there is no update at this time.

7. Adjournment

EMHC25-06-32

Moved By Perry Basden

Seconded By Councillor Hammond

That the meeting be adjourned at 5:50 p.m.

Carried

8. Future Meetings

Thursday, July 31, 2025 at 5:00 p.m. in Council Chambers, 33 Talbot Street, South, Essex ON.

Chair

Recording Secretary