



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

September 10, 2025, 5:00 pm
60 Fairview Ave W, Essex, ON N8M 1B6

Present: Vice Chair - Meloche, Richard
Councillor - Allard, Brad, Ward 3
Member - Atkinson, Nicole (Electronic)
Member – Freele, Peter
Member - Quinn-Ouellette, Diane

Regrets: Chair - Maguire, Grant
Councillor - Hammond, Rodney, Ward 4

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

Richard Meloche, Vice Chair, called the meeting to order at 5:01 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 of conflict of interest noted at this time.

4. Adoption of Published Agenda

4.1 Arts, Culture and Tourism Meeting Agenda for September 10, 2025

ACT25-09 -001

Moved By Councillor Allard

Seconded By Peter Freele

That the published agenda for the September 10, 2025 Arts, Culture and Tourism Meeting be adopted as presented.

Carried

5. Adoption of Minutes

5.1 Arts, Culture and Tourism Minutes for June 11, 2025

ACT25-09 -002

Moved By Peter Freele

Seconded By Councillor Allard

That the minutes of the Arts, Culture and Tourism meeting held June 11, 2025 be adopted as circulated.

Carried

6. Unfinished Business

6.1 Committee Projects

Cynthia Cakebread, Manager, Recreation and Culture updated the Committee on the following projects and events:

Artist Christy Litster is assessing the condition of the Our Rural Roots Mural located at 61 Talbot Street North. She is exploring options for a 3D design with raised imagery and determining restoration costs, with a goal of completing the project by the end of 2025.

The cost of the butterfly park benches has been determined and based on the cost of the mural restoration project, it will be determined if the project can proceed in 2025 or be rolled over to 2026.

The following Committee events are planned for 2025:

Outdoor Movie & Teddy Bear Picnic at Heritage Gardens Park - September 21

Halloween Spooktacular at Maedel Community Centre - October 25

- o Noon Year's Eve at Maedel Community Centre - December 31

After discussion, the Committee agreed to discuss the Essex Holiday Lights Tour and Downtown Essex Tea Party at the October regular meeting.

6.2 Tune Up the Parks

Cynthia Cakebread, Manager, Recreation and Culture, informed the Committee that most Tune Up the Parks performances ran as scheduled. One performance was canceled due to a performer not showing up, and a couple of others were canceled because of the weather. She added that events were well attended. The Committee discussed the performances and agreed to continue with the same format in the future.

7. New Business

7.1 Committee Membership Applications

Cynthia Cakebread, Manager, Recreation and Culture, stated that a potential new member has submitted an application to join the Committee. Cynthia added that she will reach out to the potential member to answer any questions they have and Council will consider the appointment at a future meeting.

7.2 Volunteer Appreciation Evening

Trevor Martin, Recording Secretary, told Committee members that the Town will be hosting a Volunteer Appreciation Evening for Committee members on November 21, 2025.

8. Adjournment

ACT25-09 -003

Moved By Diane Quinn-Ouellette

Seconded By Peter Freele

That the meeting be adjourned at 5:18PM.

Carried

9. Future Meetings

October 8, 2025 at 5:00PM

Location: Essex Centre Sports Complex - Barnett Meeting Room

Chair

Recording Secretary