



**The Corporation of the Town of Essex**

**Essex Municipal Heritage Committee Meeting Minutes**

September 25, 2025, 5:00 pm

Harrow and Colchester South Community Centre, 243 McAfee Street

Present: Connie Clarkson - Chair  
Richard Kokovai - Vice-Chair  
Marnie Aldridge - Committee Member  
Jacqueline Baldwin - Committee Member  
Perry Basden - Committee Member  
Linda Matyi - Committee Member  
Bernard Meloche - Committee Member  
Lorri Stephenson - Committee Member

Absent: Rodney Hammond, Ward 4 Councillor - Committee Member  
Jason Matyi Councillor, Ward 3 - Committee Member  
Laurie Kowtiuk - Committee Member

Also Present: Sherry Bondy, Mayor  
Rita Jabbour, Manager, Planning Services  
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 called the meeting to order at 5:00 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. Update on Essex Municipal Heritage Committee Members**

The Committee welcomed new members - Marnie Aldridge, Bernard Meloche and Lorrie Stephenson.

Ms. Jabbour advised that Grant Peters has chosen to resign from the Committee for family reasons. His service and dedication to the Heritage Committee was appreciated.

**4. Declarations of Conflict of Interest**

There were no conflicts of interest noted at this time.

**5. Adoption of Published Agenda**

**5.1 Essex Municipal Heritage Committee Meeting Agenda for September 25, 2025**

**EMHC25-09-42**

Moved By Richard Kokovai - Vice-Chair

Seconded By Perry Basden

**That** the published agenda for the September 25, 2025 Essex Municipal Heritage Committee Meeting be adopted as presented.

**Carried**

**6. Adoption of Minutes**

**6.1 Essex Municipal Heritage Committee Minutes for July 31, 2025**

**EMHC25-09-43**

Moved By Perry Basden

Seconded By Linda Mayti

**That** the minutes of the Essex Municipal Heritage Committee meeting held July 31, 2025, be adopted as circulated.

**Carried**

**7. Delegates**

**7.1 146 Adelaide Street - Catherine Bellamy - Attended via Zoom**

Rita Jabbour, Manager of Planning Services, provided an overview of the property located at 146 Adelaide. The cottage was owned by Paul Martin Sr and Jr at one time through his wife Nell Adams. Although Paul Martin was significant nationally and provincially, the act specifies the connection must be someone who was prominent in the community and this direct correlation could not be found.

Catherine Bellamy - Delegate / Owner - concurred with these findings. Several changes have also been made to the cottage, including a porch that was added 20 years ago.

Perry Basden together with Lorrie Stephenson determined that Nell Adams inherited the cottage young and her father was the first Bank Manager on record in the Community.

**EMHC25-09-44**

Moved By Richard Kokovai - Vice-Chair

Seconded By Perry Basden

**That** the Essex Municipal Heritage Committee defer the decision to recommend listing to Council to allow more time for further research on the association of Nell Adams and her importance to the community.

**Carried**

**7.2 136 County Road 50 W - Wing On Li**

Ms. Jabbour provided an overview of the property located at 136 County Road 50 West and determined it may hold historical and associative value due to its

connection to Armine Bell Herring and Olive Maud Herring, who owned it from 1891 to 1941 and were prominent figures in the Colchester community.

**Armine Herring:**

- Served as a Conservative candidate for Essex South.
- Was a World War I veteran (Canadian Expeditionary Force).
- Played a key role in the Essex County Layman's Association of the Church of England.
- Advocated for the preservation of the original Christ Church.

**Olive Maud Herring:**

- Founding member and honorary regent of the Colchester Chapter of the IODE.
- Active in the Ladies of Christchurch Society.
- Organized camps, fundraisers, and events on the property.
- Supported Boy Scouts and Girl Guides, hosting annual camps starting in 1921 for troops across Windsor, Essex County, and Chatham-Kent.

An archaeological assessment was completed, but no significant artifacts were found.

Mr. Wing On Li was present as a Delegate. He believes the house is in very poor condition and doesn't resemble a heritage property. Mr. Li completed his own research and was unable to find anything about the family and their significance in the community. Although a Developer, he is not opposed to heritage preservation, provided there is merit in doing so. He suggests more research be done to consider the practical implications of preserving a structure that is currently not suitable for occupancy. If it is determined that the family's legacy is significant, there may be other ways of commemorating through plaques or interpretive signage.

Ms. Jabbour clarified that when a property is listed, it is the entire property, but the specific heritage attributes are noted. Should the property be recommended for listing by Council, the Committee would have 2 years to make a recommendation to Council on whether it should be designated. There may be other criteria that the home may meet, but the biggest is the associative value. If a recommendation isn't made within 2 years, the property is removed from the register. Mr. Li may also undertake his own heritage impact assessment using a professional heritage planner and that would be taken into consideration.

Mayor Bondy has been on property several times and can confirm that the house is in very poor condition. Member Bernard Meloche, electrician has also been to service the property and concurs with the condition of the house.

**EMHC25-09-45**

Moved By Richard Kokovai - Vice-Chair

Seconded By Perry Basden

**That** the Essex Municipal Heritage Committee defer the decision to recommend listing pending further investigation.

### 7.3 44 Sinasac Street - Old Mill

Ms. Jabbour provided a synopsis of the property located at 44 Sinasac in Harrow known as the Old Mill proposed for heritage listing due to:

- Local landmark status and strong contextual significance within Harrow.
- Historical ties to the agricultural industry and the railroad, reflecting its role in Harrow's early economy.
- Association with the Harrow Mill Farmers Co-op, highlighting its importance to the community's development.
- Visibility and size, making it a defining feature of Harrow's landscape and character.

The property has been considered for listing in the past, and the current review is part of the committee's ongoing effort to update its heritage inventory and ensure due diligence.

Mr. Ken Schwab was present as a Delegate. Mr. Schwab detailed the following:

- Owned the property for 28 years, invested significantly in maintaining the mill, and preserved it at personal expense (over \$100,000);
- Property is large (almost 4 acres) with 18 lots, and the family has considered development opportunities;
- Value the mill and see its potential as a feature in future development, concerned that heritage designation could limit flexibility and tie their hands for future improvements or development;
- Current mill structure was built in the 1940s, making it newer than surrounding homes, and not the original mill on the site;
- Costly to maintain, not user-friendly, and has been used for various purposes (retail, warehousing, lawn and garden center), requires major upgrades to remain functional.
- Not opposed to preservation but wants to ensure the designation does not restrict future use.

Member Kokovai clarified that listing the property will only prevent it from being demolished and provides additional time to research whether it should be designated.

#### **EMHC25-09-46**

Moved By Richard Kokovai - Vice-Chair

Seconded By Jacqueline Baldwin

**That** the Essex Municipal Heritage Committee recommend to Council that the property located at 44 Sinasac Street West, known as the Old Mill, be listed on the Heritage Register.

### 7.4 54 Talbot Street South - Debbie De Dona

Heritage alteration permit request.

The property located at 54 Talbot Street South is designated. They are looking to receive money through the Heritage Grant program to replace 7 windows. The grant covers 50% of the cost up to a maximum of \$10,000.00. The quote received for the replacement was \$14,000.00, so they would receive \$7,000.00.

**EMHC25-09-47**

Moved By Bernard Meloche  
Seconded By Marnie Aldridge

**That** the Heritage Alteration Permit for 54 Talbot Street South be approved as per the quote received for the replacement of 7 windows.

**Carried**

**EMHC25-09-48**

Moved By Jacqueline Baldwin  
Seconded By Richard Kokovai - Vice-Chair

**That** the reports and information provided for the Heritage alteration permit be received.

**Carried**

**8. Unfinished Business**

**That** all reports and updates of the items listed in Agenda 8. Unfinished Business be received.

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

**8.2 Official Plan Update - Ongoing**

**8.3 Heritage Grant Program**

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

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

**8.5.1 122 Talbot Street South**

Ms. Jabbour provided an update on the property advising the Committee of some zoning issues which were postponing the formal invite at this time.

**8.5.2 Rio Theatre**

Member Kowtiuk provided Member Kokovai with a lot of information on the property. It opened in 1937 and operated until 1965. At one time the Essex Region Conservation Authority ran out of the office. It's currently a taekwondo / martial arts school know as GOAT. It has a unique facade and the tiled roof on two sides date back to the original roof from the 1930's.

**EMHC25-09-49**

Moved By Richard Kokovai - Vice-Chair  
Seconded By Jacqueline Baldwin

That the Rio Theater located at 10 Talbot Street South be added to the Heritage inventory to be investigated further for potential listing.

**Carried**

#### 8.5.3 Updates on Heritage Inventory

Ms. Jabbour provided an explanation of the list for new members. If the Committee has more properties, they should do some initial research and suggest them for addition to the inventory to be investigated.

### 8.6 Cemeteries

### 8.7 Studies and Master Plans - Ongoing

### 8.8 Heritage Walking Tour and Digital Component - Ongoing

#### 8.8.1 Digital Janes Walk

##### [Virtual Heritage Tour - Town of Essex](#)

Ms. Jabbour provided the Members with a review of the Jane's walk and educated them on the location of the digital walk and the information they may be able to find on the website. You could take your mobile phone and actually partake in the physical walk down Alice Street as well. There is also a driving tour of the settlements in Essex Centre and Colchester, with the goal to make history interactive and fun.

### 8.9 Cultural Master Plan - Ongoing

### 8.10 Historically Significant Name Registry - Ongoing

### 8.11 Cultural Heritage, Indigenous History - Ongoing

### 8.12 Barn Quilts

#### 8.12.1 Sponsorship update

New members were provided with a review of the Barn Quilt history. We have been trying to put together a Barn Quilt Program, whereby residents may either be given money, utilizing specific criteria or potentially participating in a competition at potentially the Harrow Fair for prizes. Member Kokovai has been instrumental in the idea. Rita reminded members that we are currently in budget season as well, so if sponsorship efforts fail, we may be able to approach Administration to allocate some funds through budget.

Member Kokovai detailed that the company he had contacted for Sponsorship was interested in discussing the details further, has since declined to participate due to increased tariffs and economic uncertainty. Member Kokovai will continue to look for alternate sponsors.

## 9. New Business

### 9.1 2025 Volunteer Appreciation Night

The 2025 Volunteer Appreciation night will be held on Friday, November 21<sup>st</sup> starting at 6:30 at the Essex Centre Sports Complex.

## 10. Adjournment

Moved By Perry Basden  
Seconded By Richard Kokovai - Vice-Chair

**That** the meeting be adjourned at 7:07 p.m.

**Carried**

**11. Future Meetings**

Thursday October 30, 2025, at 5:00 p.m. in Council Chambers at Town Hall, 33 Talbot Street South, Essex.

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Chair

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Recording Secretary