



Co-An Park Advisory Committee Meeting Minutes

November 12, 2025 – 5:00 PM

Location: McGregor Community Center, 9571 Walker Rd, McGregor, Ontario

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.

Present:

Vice Chair – Meloche, Jim
Councillor - Verbeek, Kim – Essex Ward 2
Councillor - McArthur, Don - Amherstburg
Member – DiBiase, Alexander – Amherstburg
Member - Drew, Chris – Amherstburg
Member - Mills, Rachael - Essex

Also Present:

Director of Community Services, Town of Essex – Morassut, Jake
Secretary Treasurer – Bissonnette, Joanne

Regrets:

Chair - McAgy, Christine

Absent:

Member – Sellars, Murray - Amherstburg

1. Call to Order

Jim Meloche – Vice 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 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 Co-An Park Advisory Committee Meeting Agenda for November 12, 2025

CAP-2025-11-001

Moved by Chris Drew

Seconded by Rachael Mills

That the published agenda for November 12, 2025 Co-An Park Advisory Committee Meeting be adopted as amended. (See Item 8 – New Business 8.1 Locking Gates during winter months).

Carried

5. Adoption of Minutes

5.1 Co-An Park Advisory Committee Meeting Minutes for September 10, 2025

CAP-2025-11-002

Moved by Councillor Kim Verbeek

Seconded by Alex DiBiase

That the minutes of the Co-An Park Advisory Committee Meeting held September 10, 2025 be approved as circulated.

Carried

6. Old Business

6.1 Concession 2026 Season

Co-An Advisory Committee members shared ideas and are now gathering quotes to bring structural changes to code. As a reminder, projects between \$10,000 - \$50,000 need three quotes and anything above \$50,000 requires formal tenders.

6.2 Stage

Additional quotes are being sourced to add an accessible ramp to the stage area; project will be revisited at January's meeting.

6.3 Accessible Tables

Thanks to a generous donation of \$1,500 from the Town of Essex Accessibility Committee, new accessible tables have arrived, and the funds have been received. Councillor McArthur and Chirs Drew who also are members of the Town of Amherstburg Accessibility Committee will be reaching out to request a matching donation.

6.4 AED – Outside Cabinet

The Co-An Advisory Committee discussed the relocation of the AED to a heated outdoor cabinet to improve accessibility. Final placement will depend on decisions regarding the concession area, item on hold until such time. Jake Morassut will have our AED included on the annual maintenance rotation to ensure ongoing functionality.

6.5 Water Fill Station

The Co-An Advisory Committee is exploring possibilities for installing a water refill station in the park. The ELK serviceable model under consideration is estimated at \$6,000 and would require yearly filter changes, new hydro and plumbing, and regular sanitary upkeep to keep it running smoothly. Project will be in conjunction with the concession project.

7. Reports from Administration

7.1 Costing Report November 3, 2025

CAP-2025-11-003

Moved by Chris Drew

Seconded by Councillor Don McArthur

That the Costing report for the Co-An Park dated November 3, 2025 be adopted as circulated.

Carried

8. New Business

8.1 Locking Gates during Winter Months

The Co-An Advisory Committee discussed the possibility of locking the park gates during off-season months. Concerns were raised following damage to the outfield on Diamond #1, where a vehicle had driven in circles of the grassed area. It was noted that the park does not receive winter maintenance such as snow removal, salting or daily safety checks – locking the gates was proposed to help protect the grounds and ensure public safety.

CAP-2025-11-004

Moved by Chris Drew

Seconded by Alex DiBiase

That the Co-An Park be closed for the season and gates be locked to help protect the grounds and ensure public safety.
and

That, the Essex Steam and Gas Engine Museum be requested to lock their gate during this period when not in use.

Carried

9. Adjournment

CAP-2025-11-005

Moved by Rachael Mills

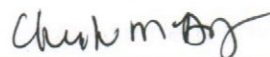
Seconded by Councillor Kim Verbeek

That the meeting be adjourned at 6:00 pm.

Carried

10. Future Meetings

Next meeting to be held January 14, 2026



Christine McAgy - Chair



J Bissonnette – Secretary Treasurer