



Co-An Park Advisory Committee Meeting Minutes

January 14, 2026 – 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:

Chair - McAgy, Christine

Vice Chair – Meloche, Jim

Councillor - Verbeek, Kim – Essex Ward 2

Member – DiBiase, Alexander – Amherstburg

Member - Drew, Chris – Amherstburg

Member - Mills, Rachael - Essex

Also Present:

Secretary Treasurer – Bissonnette, Joanne

Regrets:

Councillor - McArthur, Don - Amherstburg

Absent:

Member - Sellars, Murray - Amherstburg

1. Call to Order

Christine McAgy – 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 January 14, 2026

CAP-2026-01-001

Moved by Chris Drew

Seconded by Alex DiBiase

That the published agenda for January 14, 2026 Co-An Park Advisory Committee Meeting be adopted as presented.

Carried

5. Adoption of Minutes

5.1 Co-An Park Advisory Committee Meeting Minutes for November 12, 2025

CAP-2026-01-002

Moved by Councillor Kim Verbeek

Seconded by Rachael Mills

That the minutes of the Co-An Park Advisory Committee Meeting held November 12, 2025 be approved as circulated

Carried

6. Old Business

6.1 Concession 2026 Season

CAP-2026-01-003

Moved by Chris Drew

Seconded by Rachael Mills

That the Co-An Committee authorize the expenditure required to hire an engineer to develop a scope of work proposal for quoting purposes, addressing structural concerns related to the concession stand, as well to add an outside outlet to service the AED cabinet

That the Co-An Committee, upon receipt of the engineering report, obtain three quotes complete the scope of work related to the concession stand, including pricing for the installation of an accessibility ramp and new stage flooring to better serve all park visitors

Carried

7. Reports from Administration

7.1 Costing Report January 6, 2026

CAP-2026-01-004

Moved by Jim Meloche

Seconded by Rachael Mills

That the Costing report for the Co-An Park dated January 6, 2026 be adopted as circulated.

Carried

8. New Business

8.1 User Fees and 2026 Contracts

CAP-2026-01-005

Moved by Jim Meloche

Seconded by Rachael Mills

That the 2026 User fee structure shall remain unchanged, with one update: lighting fees for Diamond #3 will be set at \$50 per night for League play, and \$25 per hour for all other event use.

That the Contracts for 2026 are approved as presented and ready for distribution

Carried

9. Adjournment

CAP-2026-01-006

Moved by Councillor Verbeek
Seconded by Rachael Mills

That the meeting be adjourned at 5:30 pm.

Carried

10. Future Meetings

Next meeting February 11, 2026