



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

March 11, 2026, 5:00 pm  
Barnett Room, Essex Centre Sports Complex, 60 Fairview Ave W, Essex, ON N8M 1B6

Present: Chair - Atkinson, Nicole  
Vice Chair - Meloche, Richard  
Councillor - Allard, Brad, Ward 3  
Member - Freele, Peter  
Member - Maguire, Grant

Regrets: Councillor - Hammond, Rodney, Ward 4

Absent: Member - Raji, Kemmy

Also Present: Trevor Martin, Recording Secretary  
Sarah Newton, Manager, Recreation and Culture

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**

Nicole Atkinson, Chair, called the meeting to order at 5:05 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 March 11, 2026**

**ACT26-03 -001**

Moved By Councillor Allard  
Seconded By Grant Maguire

**That** the published agenda for the March 11, 2026 Arts, Culture and Tourism Meeting be adopted as presented.

**Carried**

**5. Adoption of Minutes**

**5.1 Arts, Culture and Tourism Minutes for February 11, 2026**

**ACT26-03 -002**

Moved By Grant Maguire

Seconded By Peter Freele

**That** the minutes of the Arts, Culture and Tourism meeting held February 11, 2026 be adopted as circulated.

**Carried**

**6. Unfinished Business**

**6.1 Mural Restoration**

Sarah Newton, Manager, Recreation and Culture, informed the Committee that the restoration of the Our Rural Roots Mural will be completed the week of March 15, dependent on weather. She noted we are still awaiting an update from the artist on the Sports in Essex Mural restoration timeline.

**6.2 Butterfly Benches Project**

Sarah Newton, Manager, Recreation and Culture, provided Committee members with an update on the cost and budget for the project. After discussion, the Committee agreed to proceed with installing butterfly benches at the McGregor Parkette and Colchester Harbour Park in 2026, with benches added in Essex Centre and Harrow in 2027.

**ACT26-03 -003**

Moved By Richard Meloche, Vice Chair

Seconded By Councillor Allard

**That** the Committee supports proceeding with design and installation of butterfly park benches in Colchester Harbour Park and the McGregor Parkette.

**Carried**

**6.3 Downtown Essex Tea Party**

The Committee discussed event logistics including catering options, guest servers and prizes for guests.

**ACT26-03 -004**

Moved By Richard Meloche, Vice Chair

Seconded By Peter Freele

**That** the Committee supports the selection of Hometown Cookhouse as the caterer for the Downtown Essex Tea Party.

**Carried**

**7. Committee Membership Changes**

**7.1 Resignation Notice - Diane Quinn-Ouellette**

Trevor Martin, Recording Secretary, informed the Committee that Diane Quinn-Ouellete resigned from the Committee effective Monday March 2, 2026 due to personal commitments.

**8. New Business**

**8.1 Community Partnerships**

Sarah Newton, Manager, Recreation and Culture, informed the Committee that the Essex Rotary Club remains interested in partnering on events.

**9. Adjournment**

**ACT26-03 -005**

Moved By Grant Maguire

Seconded By Peter Freele

**That** the meeting be adjourned at 5:31 PM.

**Carried**

**10. Future Meetings**

April 8, 2026 at 5:00PM

Location: Essex Centre Sports Complex - Barnett Meeting Room

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary