



Arts, Culture and Tourism Meeting Minutes

December 8, 2021 4:30 PM

Location: Electronic Meeting

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: Anthony Paniccia, Chair
Councillor Steve Bjorkman (4:46 PM)
Grant Maguire
Patti Oshar
Diane Quinn-Ouellette

Also Present: Bre Roles, Acting Assistant Manager, Programs
Trevor Martin, Recording Secretary

Regrets: Jeannette Kervoelen, Vice Chair
Tracy Armstrong
Cynthia Cakebread, Manager, Recreation and Culture

1. Call to Order

The Chair called the meeting to order at 4:38 PM.

2. Declarations of Conflict of Interest

There were no declarations of conflict of interest noted at this time.

3. Adoption of Published Agenda

3.1 Meeting Agenda for December 8, 2021

ACT21-12 -001

Moved by Diane Quinn-Ouellette

Seconded by Patti Oshar

That the published agenda for the December 8, 2021 Arts, Culture and Tourism Committee Meeting be adopted as presented.

[Carried]

4. Adoption of Minutes

4.1 Arts, Culture and Tourism Meeting Minutes for November 10, 2021

ACT21-12 -002

Moved by Grant Maguire

Seconded by Diane Quinn-Ouellette

That the minutes of the Arts, Culture and Tourism Meeting held November 10, 2021 be adopted as circulated.

[Carried]

5. Unfinished Business

5.1 Candy Cane Lane Lights Decorating Contest

Diane Quinn-Ouellette informed the Committee that contest promotion is ongoing and online contest entry opened on November 26 and will run until December 18 followed by judging between December 19 and January 1.

She added that winners will be notified on January 5, 2022 and be presented at Essex Town Council meeting on January 17, 2022.

Diane highlighted the prize amounts for winners in the Merry and Bright and Best Commercial categories to be awarded in the form of Essex BIA Downtown Dollars.

The Committee discussed and agreed to the grading criteria to be used for judging.

Bre Roles provided an update to the Committee on behalf of Cynthia Cakebread to inform the Committee that submissions have started to come in slowly and once a few more are in Cynthia will be providing addresses to Kevin Houf in Mapping to create a map of locations.

5.2 12 Days of Christmas

Trevor Martin informed the Committee that a calendar was created and shared via social media, the newspaper and by email to recreation users. He added there was a slight name change to "25 Days of Cheer in Essex" and included events and/or suggested holiday-related activities for the full 25 days leading up to Christmas and includes links to any registration pages.

In response to a question from the Chair, Trevor confirmed that any revisions could be made if needed to the digital calendar and welcomed suggestions for future calendars.

5.3 Banner Project

Grant Maguire told the Committee that he attended a design meeting regarding the banners for the Harrow Streetscape Project and that the proposed designs were mostly finalized and included two types of banners, a wayfinding banner as you enter Harrow from various directions as well as a number of other banners in

the downtown area. He added that the banners looked beautiful and was able to give input on the design style that he preferred along with others on the call.

6. New Business

None.

7. Adjournment

ACT21-12 -003

Moved by Grant Maguire

Seconded by Patti Oshar

That the meeting be adjourned at 5:08 PM.

[Carried]

Chair

Recording Secretary