



## Co-An Park Advisory Committee Meeting Minutes

March 8, 2023 - 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](mailto:clerks@essex.ca) or 519-776-7336 extension 1100 or 1101.

Present: Tina McAgy -Chair  
Jim Meloche - Vice-Chair  
Kim Verbeek – Essex Councillor Ward 2  
Don McArthur - Amherstburg Councillor  
Chris Drew – Amherstburg Committee member  
Murray Sellars - Amherstburg Committee member  
Alexander DiBiase – Amherstburg Committee member

Also Present: Joanne Bissonnette – Secretary Treasurer for the Co-An Park

Regrets: Glenn Mills – Essex Committee Member

### **1. Call to Order**

The Recording Secretary, Joanne Bissonnette 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. Elections**

#### **4.1 Nominations of Chair**

##### **CAP-23-03-001**

Moved by Chris Drew  
Seconded by Jim Meloche

**That** Tina McAgy be nominated for Chair.

**Carried**

Tina McAgy accepted nomination.

As no further nominations were presented to the floor, nominations were closed.

##### **CAP-23-03-002**

Moved by Chris Drew  
Seconded by Jim Meloche

**That** Tina McAgy is the newly elected Chair for the 2022-2026 term for the Co-An Park Advisory Committee

**Carried**

#### **4.2 Nominations of Vice-Chair**

Tina McAgy has taken over the meeting and has opened the floor to call for nominations for the Vice-Chair seat.

##### **CAP-23-03-003**

Moved by Murray Sellars  
Seconded by Chris Drew

**That** Jim Meloche be nominated for Vice-Chair

**Carried**

Jim Meloche accepted nomination.

As no further nominations were presented to the floor, nominations were closed.

**CAP-23-03-004**

Moved by Murray Sellars

Seconded by Chris Drew

**That** Jim Meloche is the newly elected Vice-Chair for the 2022-2026 term for the Co-An Park Advisory Committee

**Carried**

**5. Adoption of Published Agenda**

**5.1 Co-An Park Advisory Committee Meeting Agenda for March 8, 2023**

**CAP-23-03-005**

Moved by Murray Sellars

Seconded by Jim Meloche

**That** the published agenda for March 8, 2023 listed in Agenda Item 5.1 for the Co-An Park Advisory Committee Meeting be adopted as amended.

**Carried**

**6. Adoption of Minutes**

**6.1 Co-An Park Advisory Committee Meeting Minutes for October 26, 2022**

**CAP-23-03-006**

Moved by Jim Meloche

Seconded by Murray Sellars

**That** the Minutes of the Co-An Park Advisory Committee Meeting listed in item 6.1 held October 26, 2022 be adopted as circulated.

**Carried**

## **7. Reports from Administration**

### **7.1 Costing Report March 1, 2023 – 2023 Budget approved CAP-22-10-039**

#### **CAP-23-03-007**

Moved by Chris Drew

Seconded by Murray Sellars

**That** the Costing Report listed in Agenda Item 7.1 be received.

**Carried**

### **7.2 Year End 2022 Financials**

#### **CAP-23-03-008**

Moved by Chris Drew

Seconded by Murray Sellars

**That** the 2022 Year End Financials listed in Agenda Item 7.2 be approved for circulation

**Carried**

## **8. Correspondence**

### **8.1 Banner Advertising – See attached**

#### **CAP-23-03-009**

Moved by Murray Sellars

Seconded by Alex DiBiase

**That** the Banner Contract listed in Agenda Item 8.1 be approved for distribution upon confirmation of Sign By-law for the Town of Essex and amend as per by-law

**Carried**

### **8.2 Terms of Reference**

The Committee reviewed and noted the Terms of Reference.

## **9. New Business**

### **9.1 Co-An Park 2023 League Information Packet**

The Committee reviewed the 2023 League Information Packet and noted it will be distributed to leagues.

### **9.2 Co-An 2023 Event Contracts**

The Committee reviewed and noted the 2023 Event Contracts.

### **9.3 Canteen 2023 Lease - attached**

#### **CAP-23-03-010**

Moved by Councillor Kim Verbeek

Seconded by Chris Drew

**That** the Canteen Lease listed in Item 9.3 be approved and that the contract to operate the canteen be entered into with Tricia Meloche for the 2023 Season

**Carried**

### **9.4 Park Equipment**

#### **9.4.1 First Aid Kits and Defibrillator**

The Committee requested that a letter be sent to the Towns asking their position on funding a defibrillator for the park and suggestions for placement.

#### **9.4.2 List of Equipment**

The Committee discussed maintenance equipment and would like a list of assets to review at the next meeting.

#### **9.4.3 Mug Run**

Committee noted concerns that convenor had with food rights and would like to request that he send a letter.

### **9.5 Term of Committee for the Co-An Park**

Term of the Co-An Committee 2022-2026 was discussed and a recommendation that this committee in the term year of the elections that it be extended to March 1<sup>st</sup> of 2027, as to allow a committee in place to be available to approve that season's

business which is continual and sometimes cannot wait until a new committee is in place as this year was after Feb 28; a letter to be sent to both Councils.

**10. Adjournment**

**CAP-03-010**

Moved by Jim Meloche  
Seconded by Murray Sellars

**That** the Regular meeting for the Co-An Park be adjourned at 6:00 PM.

**Carried**

**11. Future Meetings**

April 12, 2023 at 5:00 PM  
Location: Co-An Park Office,11071 11<sup>th</sup> Concession Rd., McGregor, Ontario

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Chair

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Recording Secretary