



Report to Council

Department: Community Services
Division: Community Services
Date: May 6, 2024
Prepared by: Jake Morassut, Director of Community Services
Report Number: Community Services-2024-15
Subject: Special Events Resource Team (SERT) –May 2024 Update
Number of Pages: 3

Recommendation(s)

That Community Services-2024-15 entitled Special Event Resources Team (SERT) – May 2024 Update prepared by Jake Morassut, Director, Community Services, dated May 6, 2024, be received.

Purpose

To update Council on a regular basis of the events and requests that have been reviewed by the Town of Essex Special Events Resource Team (SERT).

Background and Discussion

The Department of Community Services in April 2014 established an internal administration group called the Special Events Resource Team to review special event requests on Town of Essex property. The Special Events Resource Team consists of Town of Essex staff from several departments as well as outside agencies to assist groups in the initial planning stages of their events.

Summary of Events

Below is list of upcoming events reviewed by the Special Events Resource Team. Please note some events will be listed under more than one section depending on their event/request:

Road Closures/Parades

• Soap Box Derby	June 22	Downtown Harrow
• Holy Spirit Festival	June 30	Camoe Portugese Club
• Essex Fun Fest Parade/Car Show	July 5/6	Downtown Essex
• Essex BIA Soap Box Derby	August 17	Downtown Essex
• Harrow Fair	August 31	Downtown Harrow
• McGregor Mug Run	September 28	Co-An Park
• Remembrance Day Ceremony	November 11	Veterans Memorial Park
• Remembrance Day Ceremony	November 11	Essex Centre Cenotaph
• Santa Clause Parade/Santa's Village	December 7	Essex Centre Downtown

Letter of Non-Objections

- There are no letters of Non-Objection

Special Occasion Permits/Significant Events

• Colchester Shootout	May 11	Colchester Community Centre
• Walleye Derby – Colchester	June 8	Colchester Harbour/Park
• McGregor Music Fest	June 9	Co-An Park
• Imperio Do Santo Antonio	June 29-30	Camoe Portugese Club
• Essex Fun Fest	July 4-7	Essex Centre Sports Complex
• Harrow Kinsmen WiggleFest	September 21	Colchester Park
• McGregor Mug Run	September 28	Co-An Park

Special Events

• Town of Essex Spring Cleanup	May 11	All Wards
• Colchester Shootout Fishing Tournament	May 11	Colchester Harbour/Park
• Glow Ride	May 24	Sadlers Park
• Walleye Derby – Colchester	June 8	Colchester Harbour/Park
• McGregor Music Festival	June 9	Co-An Park
• Colchester Villiage Market	June 15	Colchester Schoolhouse
• Soap Box Derby	June 22	Downtown Harrow
• Holy Spirit Festival	June 29-30	Camoese Portugese Club
• Essex Fun Fest	July 4-7	Essex Centre Sports Complex
• Colchester Villiage Market	July 13	Colchester Schoolhouse

• Metro 313 Cyclist Cyclones	August 3	Colchester and Area
• Circus Genoa	August 8	Essex Centre Sports Complex
• Outdoor Movie Night	August 17	Colchester Park
• Colchester Villiage Market	August 17	Colchester Schoolhouse
• Essex BIA Soap Box Derby	August 17	Essex Downtown Centre
• Harrow Fair	Aug 29 -Sept 1	Harrow Fairgrounds
• Ronalds House of Champions	September 6-8	Essex Centre Sports Complex
• Harrow Kinsmen WiggleFest	September 21	Colchester Park
• Teddy Bear Picnic and Outdoor Movie Night	September 21	Heritage Park
• McGregor Mug Run	September 28	Co-An Park
• Truth and Reconciliation Flag Ceremony	September 30	Town Hall
• Fire Prevention Week Open House	October 9	All Essex Fire Stations
• Remembrance Day Ceremony	November 11	Veterans Memorial Park
• Remembrance Day Ceremony	November 11	Essex Centre Cenotaph
• Santa Clause Parade/Santa's Village	December 7	Essex Centre Downtown
• Santa Clause Parade	December 14	Harrow
• Hockey for Hospice Tournament	December 27-29	Essex Centre Sports Complex
• NHL Alumni Game	January 12	Essex Centre Sports Complex

Financial Impact

There is no financial cost to the Corporation for the approved events from the Special Events Resource Team.

Consultations

Special Event Resource Team

Link to Strategic Priorities

- ☒ Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- ☐ **Leverage our Town's competitive advantages to promote** jobs and economic investment.
- ☐ Take care of our natural environment and strengthen the sense of belonging to everyone **who makes Essex "home"**.
- ☐ Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- ☐ Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

Report Approval Details

Document Title:	Special Event Resource Team (SERT) - December Update - Community Services-2022-37.docx
Attachments:	
Final Approval Date:	Nov 14, 2022

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Doug Sweet", with a stylized flourish extending from the end.

Doug Sweet, Chief Administrative Officer - Nov 14, 2022 - 4:53 PM

Report Approval Details

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This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read 'Doug Sweet', with a long horizontal stroke extending to the right.

Doug Sweet, Chief Administrative Officer - Apr 29, 2024 - 3:01 PM