



Report to Council

Department: Community Services
Division: Community Services
Date: August 12, 2024
Prepared by: Jake Morassut, Director of Community Services
Report Number: Community Services-2024-33
Subject: Special Events Resource Team (SERT) – August 2024 Update
Number of Pages: 4

Recommendation(s)

That Community Services-2024-27 entitled Special Event Resources Team (SERT) – August 2024 Update prepared by Jake Morassut, Director, Community Services, dated August 12, 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

- | | | |
|--|--------------|-------------------------|
| • Essex Steam and Gas Engine Parade | August 10 | Walker Rd. / Co-An Park |
| • Essex StreetFest | August 10 | Downtown Essex |
| • Our Lady of Fatima Parade | August 11 | Downtown Harrow |
| • Essex BIA Soap Box Derby | August 17 | Downtown Essex |
| • Harrow Fair Parade | August 31 | Downtown Harrow |
| • Essex StreetFest | September 14 | Downtown Essex |
| • Harrow Chamber Open Streets | September 27 | Downtown Harrow |
| • McGregor Mug Run | September 28 | Co-An Park |
| • Daisy & Co. 5K Steps for a Cure | September 29 | Downtown Harrow |
| • Miles For Max – Walk for Cancer | October 12 | Downtown Essex Centre |
| • Essex StreetFest | October 12 | Downtown Essex |
| • 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 |
| • Harrow Santa Clause Parade | December 21 | Harrow Downtown |

Letter of Non-Objections

- There are no letters of Non-Objection

Special Occasion Permits/Significant Events

- | | | |
|-----------------------------|--------------|-----------------|
| • Harrow Kinsmen WiggleFest | September 21 | Colchester Park |
| • McGregor Mug Run | September 28 | Co-An Park |

Special Events

- | | | |
|--|----------------|-----------------------------|
| • Pedals & Passport Metro 313 Cyclist Cyclones | August 3 | Colchester and Area |
| • Pride Fest – Flag Raising | August 7 | Essex Municipal Building |
| • Essex Steam & Gas Engine Show/Parade | August 9-11 | Co-An Park |
| • Essex StreetFest | August 10 | Essex Downtown Centre |
| • Circus Genoa | August 10 & 11 | 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 | Downtown Essex Centre |
| • Harrow Fair | Aug 29 -Sept 1 | Harrow Fairgrounds |
| • Childhood Cancer Awareness Flag-raising | September 6 | Essex Municipal Building |

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| • Ronalds House of Champions | September 6-8 | Essex Centre Sports Complex |
| • Essex StreetFest | September 14 | Downtown Essex Centre |
| • Essex County Accessibility Festival | September 20 | Colchester Park |
| • Kinsmen Bigg WiggleFest | September 21 | Colchester Park |
| • Teddy Bear Picnic and Outdoor Movie Night | September 21 | Heritage Park |
| • Harrow Chamber Open Streets | September 27 | Downtown Harrow Centre |
| • McGregor Mug Run and Beer Fest | September 28 | Co-An Park |
| • Daisy & Co. – 5K Steps for a Cure | September 29 | Downtown Harrow Centre |
| • Truth and Reconciliation Flag Ceremony | September 30 | Town Hall |
| • Fire Prevention Week Open House | October 9 | All Essex Fire Stations |
| • Miles for Max | October 12 | Downtown Essex Centre |
| • Essex StreetFest | October 12 | Downtown Essex Centre |
| • Hocktoberfest Int’l Female Hockey Tourny | October 18 – 20 | Essex Centre Sports Complex |
| • Remembrance Day Ceremony | November 11 | Veterans Memorial Park |
| • Remembrance Day Ceremony | November 11 | Essex Centre Cenotaph |
| • Santa Clause Parade/Santa’s Village | December 7 | Downtown Essex Centre |
| • Santa Clause Parade | December 21 | Harrow Downtown |
| • Hockey for Hospice Tournament | December 27-29 | Essex Centre Sports Complex |
| • Harrow Chamber New Year’s Eve Skate/Fest | December 31 | Harrow Centre Community Complex |
| • NHL Alumni Benefit Hockey Game | January 12, 2025 | 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

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| Document Title: | Special Events Resource Team (SERT) - July 2024 Update - Community Services-2024-27.docx |
| Attachments: | |
| Final Approval Date: | Jul 5, 2024 |

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 - Jul 5, 2024 - 11:44 AM

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Doug Sweet, Chief Administrative Officer - Aug 5, 2024 - 3:27 PM