



Report to Council

Department: Community Services
Division: Fire and Rescue Services
Date: April 7, 2025
Prepared by: Jacey Brockman, Deputy Fire Chief
Report Number: Fire and Rescue Services-2025-06
Subject: Request for Funds for Essex Fire Station 1 – Parking Lot Repairs
Number of Pages: 4 pages

Recommendation(s)

That Fire and Rescue Services – 2025-06 entitled Request for Funds for Essex Fire Station 1 – Parking Lot Repairs prepared by Jacey Brockman dated April 7, 2025 be received, and

That Council approve the post budget approval, in the amount of \$17,197.44, to replace a portion of the front parking lot at Fire Station 1, to be funded 100% from the Town’s Asset Management Plan Reserve.

Purpose

To notify Council that the front parking lot at Essex Fire Station 1 was damaged during the winter months, creating a health and safety hazard for both employees and residents, and to recommend its replacement. Council approval is required for expenditures outside of the Town’s approved budget.

Background and Discussion

In February of this year, the front parking lot at Essex Fire Station 1 became unusable due to heaving caused by frost during the winter, making it inaccessible for both staff and residents. A significant 5-inch ridge formed, creating a serious tripping hazard. As a result, the parking lot was barricaded off to prevent any potential injuries. This situation is a critical safety concern that requires immediate attention to prevent further risk.

The parking lot serves several important functions: it is used by Fire Administration, Station 1 firefighters when responding to emergencies, as well as by residents, visitors, and delivery vehicles. The damage has also affected the accessible parking spot, which is vital for individuals with mobility challenges. Furthermore, the parking lot is directly connected to the main sidewalk leading to the front entrance of the station, making it an essential access point for both staff and the public. Due to the safety risks, the lot has been blocked off to prevent any use and to eliminate the possibility of injuries.

Fire Administration sought the expertise of parking lot professionals, who assessed the damage and recommended that the damaged pavement be removed and properly replaced with concrete. Based on their experience and evaluation of the extent of the winter's damage, they confirmed that the pavement will not return to a stable, flat surface. Therefore, replacing the existing asphalt with concrete is considered the most effective long-term solution, ensuring that the parking area will not heave again in the future and preventing any ongoing safety risks.

The images below will show the extent of the damaged parking lot.



Financial Impact

Funding is required in the amount of \$17,197.44 to have the damaged parking lot removed and replaced with concrete. Administration is seeking Council's post budget approval, in the amount of \$17,197.44 to be funded 100% from the Town's Asset Management Plan Reserve.

Consultations

Kate Giurissevich, Director, Corporate Services

Jake Morassut, Director, Community Services

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:	Fire Station 1 Parking Lot Repairs.docx
Attachments:	
Final Approval Date:	Mar 27, 2025

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

Jason Pillon, Fire Chief - Mar 27, 2025 - 2:01 PM



Jake Morassut, Director, Community Services - Mar 27, 2025 - 2:02 PM



Kate Giurissevich, Director, Corporate Services - Mar 27, 2025 - 2:07 PM



Doug Sweet, Chief Administrative Officer - Mar 27, 2025 - 2:08 PM