



## Report to Council

Department: Community Services  
Division: Community Services  
Date: November 17, 2025  
Prepared by: Jake Morassut, Director of Community Services  
Report Number: Community Services-2025-31  
Subject: Special Events Resource Team (SERT) Update – November 2025  
Number of Pages: 4

### Recommendation(s)

**That** Community Services-2025-31 entitled Special Event Resources Team (SERT) Update – November 2025 prepared by Jake Morassut, Director, Community Services, dated November 17, 2025, 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.

## 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) Update - November 2025 - Community Services-2025-31.docx
Attachments:	- SERT - November 17 2025 RTC.pdf
Final Approval Date:	Nov 6, 2025

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

A handwritten signature in black ink that reads "Kate Giurissevich". The signature is written in a cursive style and is positioned above the printed name.

**Kate Giurissevich, Chief Administrative Officer - Nov 6, 2025 - 3:37 PM**