



Report to Council

Department: Community Services
Division: Fire and Rescue Services
Date: April 7, 2026
Prepared by: Jason Pillon, Fire Chief
Report Number: Fire and Rescue Services-2026-02
Subject: By-Law Update - Memorandum of Understanding with St. Clair College
Number of Pages: 4 Pages, Plus Attachments

Recommendation(s)

That Fire and Rescue Services Report -2026-02 entitled By-Law Update - Memorandum of Understanding with St. Clair College prepared by Jason Pillon, Fire Chief dated April 7, 2026, be received, and

That By-Law 2503 being a By-Law to authorize the execution of an Agreement between The Corporation of the Town of Essex and St. Clair College of Applied Arts and Technology be read a first, a second and a third time and finally passed on April 7, 2026.

Purpose

To provide Council with an update on the By-Law agreement between the Corporation of the Town of Essex and St. Clair College of Applied Arts and

Technology to permit non-emergency fire training, including live fire training as part of its Pre-Service Firefighter Education and Training Program at Fire Station 2.

Background and Discussion

On April 6, 2021, the Corporation of the Town of Essex entered a Memorandum of Understanding (MOU) with St. Clair College of Applied Arts and Technology under By-Law 2001. The agreement, which expired on December 31, 2025, allows the College to temporarily use certain Town facilities, primarily Fire Station 2 to conduct non-emergency response training, including live fire training, as part of its Pre-Service Firefighter Education and Training Program.

To date, the College has primarily used Fire Station 2 and its live burn building/live fire prop for the pre-service firefighting program to fulfill NFPA certification requirements for its students. All other job performance requirements for certification have taken place at St. Clair College and/or other designated locations. This MOU also allows Essex Fire to use the College's live burn/live fire prop located at Fire Station 2 for our own training and certification purposes.

Key updates to the MOU include overall simplification and clarification of language and key terms throughout the agreement, as well as an increase in the fee for live fire training sessions from \$50.00 to \$75.00 per session.

The Town of Essex and St. Clair College would like to enter into a new agreement to continue this partnership. A collaboration that enables the College to educate and train its students while allowing Essex Fire to train both current and new firefighters to meet the required NFPA certification standards. The new MOU,

authorized by this By-law, would begin on April 1, 2026, and remain in effect until March 31, 2028. The agreement would also include an option to extend from and after April 1, 2028 for five additional two-year periods.

Financial Impact

St. Clair College will pay \$75.00 to the Corporation of the Town of Essex for each live fire training session. This fee covers use of the property, including classroom and meeting rooms and associated facilities, this costing will be reviewed at each agreement renewal to evaluate any changes or increases. All projected revenues have been incorporated into the 2026 operating budget.

Consultations

Jake Morassut, Director, Community Services

Kate Giurissevich, Chief Administrative Officer

Joe Malandruccolo, Director, Legislative Services/Clerk

Kate Rowe, Director, Corporate Services

Steve Appleyard, St. Clair College, Pre-Fire Service Coordinator

Lido Zuccato, St Clair College – Chair, School of Skilled Trades & Apprenticeships

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: | Memorandum of Understanding - St. Clair College.docx |
| Attachments: | - By-Law No. 2503 - Agreement with St. Clair College 2026.pdf - MOU ESSEX ST CLAIR COLLEGE By-Law 2503 2026 .pdf |
| Final Approval Date: | Apr 1, 2026 |

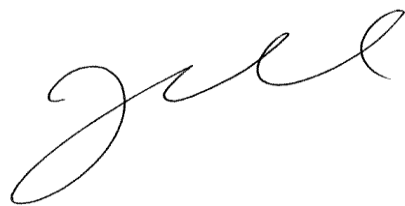
This report and all of its attachments were approved and signed as outlined below:



Jake Morassut, Director, Community Services - Mar 31, 2026 - 9:51 AM



Kate Rowe, Director, Corporate Services - Mar 31, 2026 - 10:43 AM



Joseph Malandrucolo, Director, Legal and Legislative Services/Clerk - Apr 1, 2026 - 2:21 PM

Kate Giurissevich

Kate Giurissevich, Chief Administrative Officer - Apr 1, 2026 - 4:24 PM