



Report to Council

Department: Community Services
Division: Community Services
Date: April 7, 2026
Prepared by: Tim Stanley, Assistant Manager, Facilities and Events
Report Number: Community Services-2026-03
Subject: Special Event Resource Team
Number of Pages: 5

Recommendation(s)

That Community Services-2026-03 entitled Special Event Resources Team (SERT) Update – April 2026, prepared by Tim Stanley, Assistant Manager, Facilities and Events, dated April 7, 2026, 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 Events Resource Team (SERT) Update - April 7, 2026.docx
Attachments:	- April 2026_RTC_Event Listing.pdf
Final Approval Date:	Mar 30, 2026

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 - Mar 30, 2026 - 7:08 PM