

April 21, 2023

TO THE MAYOR AND MEMBERS OF COUNCIL:

A special meeting of Council, sitting as the Business Improvement Area Board of Management, will be held on **Monday, April 24, 2023, at 2:00 o'clock p.m., in the Council Chambers, 350 City Hall Square.** An agenda is enclosed under separate cover for this meeting.

A special meeting of Council will be held on **Monday, April 24, 2023, at 2:30 o'clock p.m., in Room 139, 350 City Hall Square.** Council will at the special meeting adopt a resolution to authorize Council to meet in closed session, and the resolution shall contain the general nature of the matters to be considered in the closed session. The resolution must be adopted by a majority of Council present during the open special meeting before the meeting may be closed. An agenda is enclosed under separate cover for this meeting.

The **regular meeting** of Council will be held on **Monday, April 24, 2022 at 4:00 o'clock p.m., in the Council Chambers, 350 City Hall Square.**

Following the regular meeting of Council an in-camera meeting of the Striking Committee will be held on Monday, April 24, 2023, in Room 139, 350 City Hall Square to consider appointments to the various Business Improvement Area Boards of Management. An agenda for this meeting is enclosed under separate cover.

Following the Striking Committee, a special meeting of Council will be held on Monday, April 24, 2023 in Room 139, 350 City Hall Square, to ratify and confirm the decisions approved at the Striking Committee.

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos

City Clerk

/bm

c.c. Chief Administrative Officer

Consolidated City Council Meeting Agenda

Date: Monday, April 24, 2023

Time: 4:00 o'clock p.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

All members will have the option of participating in person in Council Chambers or electronically and will be counted towards quorum in accordance with Procedure By-law 98-2011 as amended, which allows for electronic meetings. The minutes will reflect this accordingly. Any delegations have the option to participate in person or electronically.

MEMBERS:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 – Councillor Fabio Costante

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 – Councillor Angelo Marignani

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

Item # Item Description
1. **ORDER OF BUSINESS**

2. **CALL TO ORDER** - Playing of the National Anthem

READING OF LAND ACKNOWLEDGEMENT

We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

3. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

4. **ADOPTION OF THE MINUTES**

4.1 Adoption of the Windsor City Council meeting minutes held April 11, 2023
(SCM 130/2023) (enclosed)

4.2 Adoption of the Special Meeting of Council minutes held April 3, 2023 **(SCM 131/2023)**
(enclosed)

5. **NOTICE OF PROCLAMATIONS**

“Jewish Heritage Month” – May 2023

“Polish Heritage Month” – May 2023

“Canadian Mental Health Association Mental Health Month” – May 2023

“Community Living Awareness Month” – May 2023

“Fibromyalgia Awareness Day” – May 12, 2023

Flag Raising Ceremony

“Polish Heritage Month” – May 1, 2023

Illumination

“Bladder Cancer Awareness Month” – May 1, 2023 – May 3, 2023

“Canadian Mental Health Association Mental Health Month” – May 4 – May 6, 2023

“Community Living Awareness Month” – May 11, 2023

“Polish Heritage Month” – May 15, 2023 – May 19, 2023

6. **COMMITTEE OF THE WHOLE**

7. **COMMUNICATIONS INFORMATION PACKAGE** (This includes both Correspondence and Communication Reports)

7.1 Correspondence 7.1.1 through 7.1.6 **(CMC 6/2023) (attached)**

7.2. 2022 Provincial Offences (POA) Annual Report - City Wide **(CM 3/2023)**

8. **CONSENT AGENDA**

CONSENT COMMITTEE REPORTS

8.2. Minutes of the Essex-Windsor Solid Waste Authority Regular Board Meeting held September 14, 2022 **(SCM 112/2023) (SCM 56/2023)**

8.3. Minutes of the Essex-Windsor Solid Waste Authority Regular Board Meeting held February 7, 2023 **(SCM 113/2023) (SCM 91/2023)**

8.4. CQ 18-2021 Truck Routes Progress Update- City-wide **(SCM 114/2023) (S 30/2023)**

8.5. South National Street (Pilette to Jefferson) Traffic Calming - Ward 8 **(SCM 115/2023) (S 27/2023)**

8.6. Zoning By-law Amendment Application for property known municipally as 3565 Forest Glade Drive, Z-045/22 [ZNG-6943], Ward 8 **(SCM 117/2023) (S 29/2023)**

8.11. Minutes of the International Relations Committee of its meeting held March 8, 2023 **(SCM 124/2023) (SCM 94/2023)**

8.12. Report No. 49 of the International Relations Committee - IRC Delegation going to Mannheim, Germany - Garden of Twin Cities **(SCM 125/2023) (SCM 97/2023)**

8.14. International Relations Committee 2022 Annual Report **(SCM 126/2023) (SCM 77/2023)**

9. **REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS**

8.13. Report No. 50 of the International Relations Committee - International Mother Language Plaza (Martyr's Monument) **(SCM 123/2023) (SCM 98/2023)**

Clerk's Note: Fazle Baki, resident requests a deferral of this matter to a future meeting of Council to allow for more time to prepare his presentation.

10. **PRESENTATIONS AND DELEGATIONS**

DELEGATIONS

- 8.9. Rezoning – Lusi Lorini - 921 Ellrose Avenue - Z-038/22 ZNG/6900 - Ward 5
(SCM 120/2023) (S 140/2023)
a) Paul Bezaire, Planner, available for questions (via Zoom)
- 8.10. Rezoning – JBM Capital Inc – 2601 Lauzon Parkway - Z-011/23 ZNG/6993 - Ward 8
(SCM 121/2023) (S 36/2023)
a) Paul Bezaire, Planner, available for questions (via Zoom)
- 8.8. OPA & Rezoning – University Residential Land Corp. – 0 Huron Church - OPA 157
OPA/6737 Z-014/21 ZNG/6736 – Ward 2 **(SCM 119/2023) (S 35/2023) (AI 8/2023)**
a) Terry Kennedy, Ward 2 resident (in person)
b) David French, Agent, available for questions (via Zoom)
- 8.13. Report No. 50 of the International Relations Committee - International Mother Language
Plaza (Martyr's Monument) **(SCM 123/2023) (SCM 98/2023)**
a) Saiful Bhuiyan, resident, (via Zoom)
b) Fazle Baki, resident (via Zoom)
- 8.1. Follow-up to CR30/2023 - Essex Terminal Railway Whistling Cessation - Ward 4
(SCM 110/2023) (S 17/2023)
Clerk's Note: Email dated March 30, 2023 from Essex Terminal Railway *previously distributed* and written submission from John West, Ward 4 resident (**attached**)
a) John West, Ward 4 resident, (in person)
- 8.7. Zoning By-Law Amendment – 1000023127 Ontario Inc. – 1985 Westcott Road & 3740-
3790 Tecumseh Road East - Z 035/22 [ZNG-6871] - Ward 5 **(SCM 118/2023) (S 34/2023)**
a) Marianne Dean, Ward 5 resident (in person)
11. **REGULAR BUSINESS ITEMS (Non-Consent Items)**
- 11.1. Local Improvement (Resident Initiated) - Proposed Construction of Storm Sewer and
Curb and Gutter on Clemenceau Boulevard from the Canadian National Railway (CNR)
Tracks to North Service Road East - Ward 8 **(C 57/2023)**
Clerk's Note: Mary Aucoin, Ward 8 resident submitting the **attached** email received
April 20, 2023 as a written submission
- 11.2. Municipality of Leamington - Transit Service Agreement Renewal - City Wide
(S 46/2023)

11.3 Approval to Create By-Law for the Southwestern Ontario Development Fund - Ward 9
(C 56/2023) (attached)

11.4 2023 Tax Policy Decisions and Establishment of the 2023 Final Property Tax Rate
-City Wide **(C 63/2023) (attached)**

12. **CONSIDERATION OF COMMITTEE REPORTS**

12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)

12.2. Minutes of the Windsor Licensing Commission of its meeting held March 29, 2023
(SCM 106/2023)

12.3 Report of the City Council sitting as the BIA Board of Directors of its meeting held Monday, April 24, 2023
Clerk's Note: A copy of the Committee report will be available prior to Monday's 4:00 o'clock p.m. Regular City Council Meeting

13. **BY-LAWS** (First and Second Reading)

13.1. **By-law 44-2023** A BY-LAW TO AUTHORIZE THE CONSTRUCTION OF CURB AND GUTTER AND BOULEVARD RESTORATION ON CURRY AVENUE FROM NORFOLK STREET TO RICHARDIE BOULEVARD, IN THE CITY OF WINDSOR, AS A LOCAL IMPROVEMENT, authorized by CR452/2020 dated September 14, 2020

13.2. **By-law 45-2023** A BY-LAW TO FURTHER AMEND BY-LAW 188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR, authorized by BL98-2011 s. 27.1(l)(i) dated June 11, 2011

13.3 **Bylaw 46-2023** A BY-LAW TO AUTHORIZE THE EXECUTION OF THE TRANSFER PAYMENT AGREEMENT FOR THE SOUTHWESTERN ONTARIO DEVELOPMENT FUND PROGRAM (SWODF) BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTER OF ECONOMIC DEVELOPMENT, JOB CREATION AND TRADE (See Item 11.3)

13.4 **Bylaw 47-2023** A BY-LAW TO FURTHER AMEND BY-LAW 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by CAO 281/2022 dated November 17, 2022

13.5 **Bylaw 48-2023** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9148 BEING A BY-LAW TO REGULATE TRAFFIC WITHIN THE LIMITS OF THE CITY OF WINDSOR, authorized by CAO 253/2022 dated October 5, 2022

- 13.6 **Bylaw 49-2023** A BY-LAW TO ESTABLISH AN UNIFORM GOVERNANCE STRUCTURE FOR ALL BUSINESS IMPROVEMENT AREA BOARDS OF MANAGEMENT IN THE CITY OF WINDSOR, (See Item 12.3)
- 13.7 **Bylaw 50-2023** A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 24TH DAY OF APRIL 2023
14. **MOVE BACK INTO FORMAL SESSION**
15. **NOTICES OF MOTION**
16. **THIRD AND FINAL READING OF THE BY-LAWS**
Bylaws 44-2023 through 50-2023 (inclusive)
17. **PETITIONS**
18. **QUESTION PERIOD**
19. **STATEMENTS BY MEMBERS**
20. **UPCOMING MEETINGS**
Environment, Transportation & Public Safety Standing Committee
Wednesday, April 26, 2023 **(CANCELLED)**

Development & Heritage Standing Committee
Monday, May 1, 2023
4:30 p.m., Council Chambers

Property Standards Committee
Tuesday, May 2, 2023
10:00 a.m., Room 140, 350 City Hall Square West

Community Services Standing Committee
Wednesday, May 3, 2023 **(CANCELLED)**
21. **ADJOURNMENT**

Item No. 4.1



Committee Matters: SCM 130/2023

Subject: Adoption of the Windsor City Council meeting minutes held April 11, 2023.

City Council Meeting Minutes

Date: Tuesday, April 11, 2023

Time: 4:00 o'clock p.m.

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 2 - Councillor Fabio Costante

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 - Councillor Angelo Marignani

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

Councillor Regrets

Ward 1 – Councillor Fred Francis (bereavement)

1. ORDER OF BUSINESS

2. CALL TO ORDER

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls the meeting to order at 4:02 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council meeting minutes held March 20, 2023

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

That the minutes of the meeting of Council held March 20, 2023 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 103/2023

5. NOTICE OF PROCLAMATIONS

NOTICE OF PROCLAMATIONS

“Sikh Heritage Month” – April 2023
“National Dental Hygienists Week” – April 4, 2023 – April 10, 2023
“Holocaust Remembrance Day” – April 23, 2023
“National Volunteer Week” – April 24, 2023 – April 30, 2023

Flag Raising Ceremony

“Sikh Heritage Month” – April 13, 2023
“Bhutanese Nepalese New Year Day Celebration” – April 14, 2023 – April 17, 2023

Illumination

“Organ Donation Week” – April 21, 2023 – April 28, 2023

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Jim Morrison

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:

(a) communication items;

(b) consent agenda;

(c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;

(d) hearing presentations and delegations;

(e) consideration of business items;

(f) consideration of Committee reports:

(g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and

(h) consideration of by-laws 32-2023 through 43-2023 (inclusive)

Carried.

7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)

7.1. Correspondence Monday, April 11, 2023

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR167/2023

That the following Communication Items 7.1.1 through 7.1.2, and 7.1.5 through 7.1.9, be set forth in the Council Agenda **BE REFERRED** as noted; and that Item 7.1.3 and 7.1.4 be dealt with as follows:

7.1.3 Request to endorse the Association of Ontario Road Supervisors (AORS) resolution objecting to Enbridge Gas’s new fee proposal as outlined in the *Getting Ontario Connected Act*

Moved by: Councillor Jim Morrison

Seconded by: Councillor Renaldo Agostino

Minutes
City Council
Tuesday, April 11, 2023

That the correspondence from Association of Ontario Road Supervisors (AORS) dated March 27, 2023 regarding “Request to endorse the Association of Ontario Road Supervisors (AORS) resolution objecting to Enbridge Gas’s new fee proposal as outlined in the *Getting Ontario Connected Act*” BE DEFERRED to a future meeting of Council to allow for Administration to review the information and provide a report for Council’s consideration.

The motion is **put and lost**.

Aye votes: Councillors Jim Morrison and Renaldo Agostino.

Nay Votes: Councillors Fabio Costante, Mark McKenzie, Ed Sleiman, Jo-Anne Gignac, Angelo Marignani, Gary Kaschak, and Kieran McKenzie.

Absent: Councillor Fred Francis.

Abstain: None.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Gary Kaschack

Decision Number: CR156/2023

That the correspondence from Association of Ontario Road Supervisors (AORS) dated March 27, 2023 regarding “Request to endorse the Association of Ontario Road Supervisors (AORS) resolution objecting to Enbridge Gas’s new fee proposal as outlined in the *Getting Ontario Connected Act*” **BE RECIEVED**; and further,

WHEREAS, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required; and,

WHEREAS, third-party contractors include Ontario municipalities; and,

WHEREAS, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities; and,

WHEREAS, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened; and,

WHEREAS, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates;

THEREFORE IT BE RESOLVED, that the City of Windsor strongly **OPPOSES** these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities; and,

That the Province of Ontario’s Ministry of Public and Business Service Delivery **MAKE IT CLEAR** that these costs must be borne by the utilities themselves; and,

That this decision **BE FORWARDED** to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, City of Windsor's MPP's, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario; and further,

That Administration **BE DIRECTED** to review its costs and determine its current fee structure, and whether fees should be charged to Enbridge.
Carried.

Clerk's File: MU2023

7.1.4 Letter regarding public access to newspaper archives following the closure of the Windsor Star print facility on March 3, 2023

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR157/2023

That the correspondence received from Postmedia dated March 22, 2023 regarding "Public access to newspaper archives following the closure of the Windsor Star print facility on March 3, 2023" **BE FORWARDED** to the Windsor Public Library Board for their review and consideration.
Carried.

Clerk's File: APR2023

No.	Sender	Subject
7.1.1	Town of Tecumseh	<p>The Town of Tecumseh will hold a virtual/electronic public meeting on Tuesday, April 25, 2023 at 5:00 p.m. to consider a proposed Zoning By-law amendment pursuant to the provisions of the <i>Planning Act</i>, R.S.O. 1990, regarding a parcel of land situated on the east side of Shawnee Road, north of the intersection with Westlake Drive</p> <p>City Planner Commissioner, Economic Development & Innovation Deputy City Solicitor Chief Building Official Z2023 Note & File</p>
7.1.2	G2S Consulting Inc. AND Manager Environmental Quality	<p>Notice of Intention to prepare and application for a Record of Site Condition (RSC) for the property located at 1106 Walker Road</p> <p>Commissioner, Infrastructure Services SW/11165 Note & File</p>
7.1.3	Association of Ontario Road Supervisors (AORS)	<p>Request to endorse the Association of Ontario Road Supervisors (AORS) resolution objecting to Enbridge Gas's new fee proposal as outlined in the <i>Getting Ontario Connected Act</i></p> <p>Commissioner, Infrastructure Services Commissioner, Corporate Services CFO/City Treasurer MU2023 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.4	Postmedia	<p>Letter regarding public access to newspaper archives following the closure of the Windsor Star print facility on March 3, 2023</p> <p>Commissioner, Community Services APR2023 Note & File</p>

Minutes
City Council
Tuesday, April 11, 2023

No.	Sender	Subject
7.1.5	Windsor Utilities Commission	Windsor Utilities Commission's 2022 Summary Report Commissioner, Corporate Services CFO/City Treasurer Commissioner, Infrastructure Services MU2021 Note & File
7.1.6	Manager of Urban Design	Recent Site Plan (SPC) applications: <ul style="list-style-type: none"> • Donato DiGiovanni, 1410 Huron Church, Convert Carwash Stalls to Commercial • Architectural Design Associates Inc., Architect, 655 Sydney, Addition to existing Building. Two new Buildings for retail use • 2605385 Ontario Inc. c/o AIPL Canada Holdings Inc., 110, 1200, 1220 University W, New 6 Storey Multi-Residential Building • MMA Architect Inc., 3595 Walker, Conversion of Two Commercial Units, to Three Commercial Units Z2023 Note & File
7.1.7	City Planner/Executive Director	Application for Draft Plan of Condominium, 781 Erie Inc., 781 Erie Street East, Application to approve a Plan of Condominium with 12 residential units with 1 commercial unit on the ground floor Z/14557 Note & File
7.1.8	City Planner/Executive Director	Application for Zoning Amendment, 1998308 Ontario Inc., 0 Russell Street, Application to amend Zoning By-law 8600 to construct a 4 storey multiple dwelling Z/14558 Note & File
7.1.9	City Planner/Executive Director	Application for Official Plan Amendment, 1998308 Ontario Inc., 0 Russell Street, Application to amend Zoning By-law 8600 and Official Plan to construct a 4 storey multiple dwelling Z/14559 Note & File

Carried.

7.2. Update of Round 1 of the Arts, Culture and Heritage Fund 2023 – City Wide

Moved by: Councillor Ed Sleiman
Seconded by: Councillor Renaldo Agostino

Decision Number: CR158/2023

That the report from the Supervisor, Community Programming – Cultural Affairs dated March 17, 2023 regarding the update on Round 1 of funding of the Arts, Culture and Heritage Fund (ACHF) in 2023 **BE RECEIVED**.

Carried.

Report Number: S 39/2023
Clerk's File: SR2023

8. CONSENT AGENDA

8.1. Request for Proposal for the Pathway to Potential Strategy Renewal, City Wide

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR159/2023

That City Council and County Council **BE INFORMED** of the intention to proceed with a comprehensive community consultation and development of a renewed Pathway to Potential Strategy for Windsor and Essex County; and,

That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the Pathway to Potential Strategy for Windsor and Essex County project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to City Treasurer, and in technical content to the Manager of Social Policy & Planning or designate; and further,

That the Commissioner of Human and Health Services **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation for the Pathway to Potential Strategy for Windsor and Essex County project, satisfactory in legal form to the City Solicitor, in technical content to Manager of Social Policy & Planning or designate and in financial content to the City Treasurer; and further,

That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specification being satisfactory in technical content to the Manager of Social Policy & Planning or designate; in financial content to the City Treasurer.

Carried.

Report Number: S 38/2023
Clerk's File: SS/10488

8.2. Request for Extension of Draft Plan Approval East Riverside – North Neighbourhood 1027458 Ontario Inc. Z-101-97 -Ward 7

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR160/2023

- I. That the request of 1027458 Ontario Incorporated (J. Coco, principal) to extend Draft Approval for Plan of Subdivision File No. Z-101/97, for lands located south of future Wyandotte Street East and east future Florence Avenue, as shown on attached Map No. Z-101/97-2 **BE APPROVED** for an additional 3 years.

Carried.

Report Number: C 46/2023
Clerk's File: ZP/5870

8.3. Shelter Health Initiative Update - City Wide

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR161/2023

That the report from the Commissioner, Human and Health Services dated March 29, 2023 regarding the Shelter Health initiative & model **BE RECEIVED** for information purposes; and further,

That the Commissioner, Human and Health Services **BE AUTHORIZED** to confirm participation and enter into an agreement or subsequent agreements, where necessary to participate in the Shelter Health initiative; and further,

That Council **ENDORSE** the City of Windsor to act as the co-chair of the Shelter Health initiative Steering Committee; and further,

That the Chief Administrative Officer and/or City Clerk or their designates **BE AUTHORIZED** to:

Execute and submit Letters of Support related to submissions and amendments to secure funding and resources necessary to operationalize the Shelter Health initiative; and further,

Execute and submit applications and related submissions and amendments to secure funding and resources related to the Shelter Health initiative and any subsequent programs or program extensions, provided they are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Commissioner, Human and Health Services; and further,

Execute the Funding Agreements and any related amendments and extensions between the City of Windsor related to the Shelter Health initiative and funders for funding received from submitted applications including any current or subsequent programs and program extensions, provided that the Funding Agreements and any related amendments and extensions are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer, and technical content to the Commissioner, Human and Health Services; and further,

That the Commissioner, Human and Health Services **BE AUTHORIZED**, throughout the duration of the Shelter Health initiative, to approve projects, allocate funds, withdraw, negotiate and re-allocate program funds, including re-allocation between the different program components and program recipients, agencies and organizations to maintain and ensure compliance with program rules and criteria, and/or to enable full take-up of program funds, and/or to address local community housing needs; and further,

That as the co-chair of the Shelter Health initiative, the Commissioner, Human and Health Services **BE AUTHORIZED** to execute, sign, amend, and terminate agreements with agencies on behalf of the City, provided such agreements and documents comply with the governing program requirements and are in a form satisfactory to the City Solicitor; satisfactory in financial content to the City Treasurer and satisfactory in technical content to the Executive Director of Housing and Children's Services; and further,

That for any agreements above \$1 million dollars, that in addition to the Commissioner, Human and Health Services, the Chief Administrative Officer **BE REQUIRED** to sign as a secondary authority; and further,

That the Commissioner, Human and Health Services **BE AUTHORIZED** to execute and submit to reports and any other such forms or reports as required by the respective funders; and further,

That the Commissioner, Human and Health Services **BE AUTHORIZED** to acquire resources and partner to deliver the Shelter Health initiative and any affiliated programs, at a cost not to exceed the funds provided by through successful grant applications or any amounts allocated to the programs in the approved City budget in each respective year.
Carried.

Report Number: C 53/2023
Clerk's File: SS2023

11.1. Approval Process for Temporary Patios on Private Properties 2023 – City Wide

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR162/2023

That the report from the Executive Initiatives Coordinator dated March 24, 2023 regarding 2023 Temporary Patios on Private Property **BE RECEIVED** for information; and further,

That City Council **APPROVE** Administration's recommendation for an interim process to allow temporary patios on private properties in 2023 through the existing Liquor License Clearance Letter process; and further,

That City Council **APPROVE** the administrative fee for processing temporary patio approvals on private property, which is equal to the administrative fee for Liquor License Clearance Letters; and further,

That City Council **AUTHORIZE** the Chief Building Official, or his designates, to approve compliant applications for temporary patios on private properties for the 2023 season through Liquor License Clearance Letter process; and further,

That City Council **DIRECT** Administration to develop a process and fee structure to allow temporary patios on private property in the future to ensure compliance with legislation and regulations, and mitigate any risks to the Corporation of the City of Windsor; and further,

That Administration **SUBMIT** a process to approve temporary patios on private property for City Council's consideration by the end of 2023.

Carried.

Report Number: C 49/2023
Clerk's File: ACLB2023

11.2. Class Environmental Assessment for the St. Rose Pumping Station - Ward 6

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR163/2023

- I. That City Council **ENDORSE** the recommendations presented in the draft Environmental Study Report (ESR) for the St. Rose Stormwater Pumping Station Municipal Class Environmental Assessment prepared by Stantec Consulting dated March 2023, attached as Schedule 1; and,
- II. That Administration **BE DIRECTED** to post the Environmental Study Report (ESR) for the St. Rose Stormwater Pumping Station Municipal Class Environmental Assessment and issue the Notice of Study Completion in accordance with the Municipal Class Environmental Assessment planning process to commence the minimum of 30-day review period; and,
- III. That the Manager of Real Estate Services **BE DIRECTED** to make such *Planning Act* applications as required to allow the St. Rose Stormwater Pumping Station and related infrastructure to be constructed on the preferred site at St Rose Beach Park; and,
- IV. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the St. Rose Stormwater Pumping Station project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the Commissioner, Corporate Services CFO/City Treasurer; in legal form to the Commissioner, Legal & Legislative Services; and in technical content to the Commissioner of Infrastructure Services/City Engineer; and,
- V. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute and sign any agreements and amendments thereto, declarations or approvals subject to such documents being satisfactory in legal form to the Commissioner of Legal & Legislative Services/City Solicitor, in technical content to the Commissioner of Infrastructure Services/City Engineer and financial content to the Commissioner, Corporate Services CFO/City Treasurer; and,
- VI. That Administration **BE AUTHORIZED** to take any other steps as may be required to bring effect to these resolutions, and that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any required documentation/agreement(s) for that purpose, subject to legal approval by the Commissioner of Legal & Legislative Services/City Solicitor, financial approval by the Commissioner, Corporate Services CFO/City Treasurer, and technical approval by the Commissioner of Infrastructure Services/City Engineer; and,
- VII. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation(s) noted above, subject to all specifications being satisfactory in technical content to the Executive Director of Engineering, and in financial content to the Commissioner, Corporate Services CFO/City Treasurer.

Carried.

Report Number: C 51/2023
Clerk's File: SW2023

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11.3. Canada Mortgage and Housing Corporation - Rapid Housing Initiative – Round 3 Cities Stream Allocation – Windsor Essex Community Housing Corporation Capital Project - City Wide

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR164/2023

That the report from the Coordinator of Housing Administration and Development dated March 28, 2023 regarding the Rapid Housing Initiative (“RHI”) Round 3 Cities Stream Allocation – Housing Projects **BE RECEIVED** for information; and further,

That City Council **AUTHORIZE** Windsor Essex Community Housing Corporation (“CHC”) to execute an agreement with the City of Windsor as the provincially designated Consolidated Municipal Service Manager (“CMSM”) in regards to RHI funding; and further,

That City Council **APPROVE** CHC’s proposed designated housing project, located in the City of Windsor, for RHI funding; and further,

That the Commissioner, Human & Health Services or authorized designate **BE AUTHORIZED** to execute the necessary agreements and documents related to Council’s consent and authorization, if granted to Windsor Essex Community Housing Corporation, provided such agreements and documents comply with the governing program requirements and are in a form satisfactory to the City Solicitor; satisfactory in financial content to the City Treasurer, and satisfactory in technical content to the Executive Director of Housing and Children’s Services; and further,

That the application of section 78 of Bylaw 93-2012 (the Purchasing Bylaw) **BE WAIVED** with respect to the incremental capital construction costs, to allow a cost sharing agreement value greater than \$100,000.00 without the issuance of an RFT/RFP; and further,

That the application of section 78 of Bylaw 93-2012 (the Purchasing Bylaw) **BE WAIVED** with respect to the operating budget funding requirements, annually, in each of the post-construction operating years, to allow a cost sharing agreement value greater than \$100,000.00 without the issuance of an RFT/RFP.

Carried.

Report Number: C 54/2023
Clerk’s File: SS2023

11.4. The Next Generation 9-1-1 2022-2023 Funding Program - City Wide

Moved by: Councillor Fabio Costante

Seconded by: Councillor Kieran McKenzie

Decision Number: CR165/2023

- I) That City Council **RECEIVE AND ENDORSE** utilization of the funding amount of \$1,245,000 from the Province of Ontario toward support of the Windsor Fire/Essex Fire Public Safety Answering Points (PSAP)'s transition to the Next Generation 9-1-1 (NG9-1-1) emergency response system; and,
- II) That City Council **RECEIVE AND ENDORSE** utilization of the funding amount of \$700,000 from the Province of Ontario toward support of the Windsor Police Public Safety Answering Points (PSAP)'s transition to the Next Generation 9-1-1 (NG9-1-1) emergency response system; and,
- III) That provided an executed Acknowledgment or form of agreement is in place between the Windsor Police Services Board and the City, City Council **APPROVE** the transfer of the \$700,000 and any future funding received from the Province of Ontario relating to the Windsor Police Public Safety Answering Points (PSAP)'s transition to the Next Generation 9-1-1 (NG9-1-1) emergency response system to the Windsor Police Services Board; and,
- IV) That the Chief Administrative Officer **APPROVE** the signing and submission of any potential future Next Generation 9-1-1 (NG9-1-1) program funding applications, as considered necessary for Windsor Fire and Rescue Services Public Safety Answering Points (PSAP) upgrades to the Next Generation 9-1-1 communications system, subject to all documentation being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Fire Chief and in financial content to the Commissioner of Corporate Services – CFO/City Treasurer, or designates; and,
- V) That provided an approval is granted by the Police Chief, the Chief Administrative Officer **APPROVE** the signing and submission of any potential future Next Generation 9-1-1 (NG9-1-1) program funding application as considered necessary for Windsor Police Services Public Safety Answering Points (PSAP) upgrades to the Next Generation 9-1-1 communications system on behalf of Windsor Police Services Board, as identified in this report, subject to all documentation being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Chief of Police and in financial content to the Commissioner of Corporate Services – CFO/City Treasurer, or designates; and,
- VI) That City Council **APPROVE** the following recommendations if the City is successfully awarded funding in future Next Generation 9-1-1 (NG9-1-1) program funding applications:
 - a. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any agreements, declarations or approvals and any other such documents required resulting from receiving funding from the Next Generation 9-1-1 (NG9-1-1) program subject to all documentation being satisfactory in legal form to the Commissioner of Legal & Legislative Services, technical content to the Fire Chief and in financial

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content to the area's Financial Planning Administrator or their manager or designates, as it pertains to Windsor Fire and Rescue Services; and,

- b. That, provided an executed Acknowledgment or form of agreement is in place between the City and the Windsor Police Services Board addressing any such agreements that arise as a result of receiving funding under the Next Generation 9-1-1 (NG9-1-1), the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any agreements, declarations or approvals and any other such documents required resulting from receiving funding from the Next Generation 9-1-1 (NG9-1-1) program, subject to all documentation being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Chief of Police and in financial content to the Director of Finance - WPS, or designates as it pertains to Windsor Police Services Board; and,
- c. That the Chief Administrative Officer **DELEGATE** signing of all claims and applicable reports and other such documents as required as part of receiving the funding from the Next Generation 9-1-1 (NG9-1-1) program, to the Commissioner of Corporate Services – CFO/City Treasurer or designate, being satisfactory in technical content to the Fire Chief and in financial content to the area's Financial Planning Administrator or their manager or designates, as it pertains to Windsor Fire and Rescue Services, and in technical content to the Chief of Police and in financial content to the Director of Finance - WPS, or designates as it pertains to Windsor Police Services Board; and,
- d. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the grant awarded projects, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in technical content to the Fire Chief and in financial content to the Commissioner of Corporate Services – CFO/City Treasurer, or designates, as it pertains to Windsor Fire and Rescue Services, and Windsor Police Services Board to follow internal purchasing procedures; and,
- e. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted above and sign any required documentation/agreement(s) for the grant awarded projects, satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Fire Chief and in financial content to the Commissioner of Corporate Services – CFO/City Treasurer, or designates, as it pertains to Windsor Fire and Rescue Services, and Windsor Police Services Board to follow internal purchasing procedures; and,
- f. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specification being satisfactory in technical content to the Fire Chief and in financial content to the Commissioner of Corporate Services – CFO/City Treasurer, or designates, as it

pertains to Windsor Fire and Rescue Services, and Windsor Police Services Board to follow internal purchasing procedures: and,

- g. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign any amendment(s) to the agreement(s) and additional documents, as may be required to ensure complete implementation of the NG9-1-1 system, provided the funds are approved and available, satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Fire Chief and in financial content to the Commissioner of Corporate Services – CFO/City Treasurer, or designates, as it pertains to Windsor Fire and Rescue Services, and Windsor Police Services Board to follow internal purchasing procedures.

Carried.

Report Number: C 50/2023
Clerk's File: SF/14284

11.5. Tender 16-23 – 2023 Road Rehabilitation – Lauzon Parkway Phase 2

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

Decision Number: CR166/2023

- I. That the following low tender **BE ACCEPTED**:

TENDERER: Piera Con Enterprises Inc.
TENDER NO: 16-23
TOTAL TENDER PRICE: \$5,484,803.66 (excluding HST)
ACCOUNT CHARGED: 007-5410-9998-14048-7231000

and,

That the CAO and City Clerk **EXECUTE** the contract with the low tenderer, with said contract being satisfactory in form to the City Solicitor, satisfactory in technical content to the City Engineer, and in financial content to the City Treasurer.

- II. That City Council **APPROVE** a pre-commitment of \$5,247,609.48 in funding from the 2024 Road Rehabilitation project, OPS-001-07, for immediate use to complete the Lauzon Road project identified in this report.

Carried.

Report Number: C 55/2023
Clerk's File: SW/14560

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9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

None.

10. PRESENTATIONS AND DELEGATIONS

None.

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

None.

12. CONSIDERATION OF COMMITTEE REPORTS

None.

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Jim Morrison

That the following By-laws No. 32-2023 through 43-2023 be introduced and read a first and second time:

By-law 32-2023 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR89/2023 dated February 27, 2023

By-law 33-2023 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR90/2023 dated February 27, 2023

By-law 34-2023 A BY-LAW TO PROVIDE THAT PART-LOT CONTROL SHALL NOT APPLY TO CERTAIN LAND THAT IS WITHIN REGISTERED PLAN 558 AND PLAN OF SUBDIVISION 12M-476 IN THE CITY OF WINDSOR, authorized by BL139-2013 dated August 26, 2013

By-law 35-2023 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR138/2023 dated March 20, 2023

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By-law 36-2023 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR455/2020 dated September 14, 2020 and BL57-2021 dated March 29, 2021

By-law 37-2023 A BY-LAW TO FURTHER AMEND BY-LAW 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES, authorized by CAO 78/2023 dated March 21, 2023

By-law 38-2023 A BY-LAW TO FURTHER AMEND BY-LAW 188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR, authorized by BL98-2011 s. 27.1(l)(i) dated June 7, 2011

By-law 39-2023 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR352/2021 dated July 26, 2021

By-law 40-2023 A BY-LAW TO ADOPT AMENDMENT NO. 156 TO THE OFFICIAL PLAN OF THE CITY OF WINDSOR, authorized by CR92/2023 dated February 27, 2023

By-law 41-2023 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR92/2023 dated February 27, 2023

By-law 42-2023 A BY-LAW TO ASSUME MCROBBIE ROAD FROM MULBERRY ROAD TO WILDWOOD DRIVE AND THE EAST/WEST PORTION OF LEISURE CRESCENT FROM MCROBBIE ROAD EAST TO LOT 103 ON 12M-533, BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-533 KNOWN AS MCROBBIE ROAD AND LEISURE CRESCENT, IN THE CITY OF WINDSOR authorized by M98 2012 dated February 21, 2012

By-law 43-2023 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 11th DAY OF APRIL, 2023
Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:

- 1) Communication Items (as amended)
 - 2) Consent Agenda (as amended)
 - 3) Items Deferred
Items Referred
 - 4) Consideration of the Balance of Business Items (as amended)
 - 5) Committee Reports as presented
 - 6) By-laws given first and second readings as presented
- Carried.

15. NOTICES OF MOTION

None presented.

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Fabio Costante
Seconded by: Councillor Kieran McKenzie

That the By-laws No. 32-2023 through 43-2023 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

17. PETITIONS

None presented.

18. QUESTION PERIOD

None registered.

21. ADJOURNMENT

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Jim Morrison

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That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.

Carried.

Accordingly, the meeting is adjourned at 4:34 o'clock p.m.

Carried.

Mayor

City Clerk

Item No. 4.2



Committee Matters: SCM 131/2023

Subject: Adoption of the Special Meeting of Council minutes held April 3, 2023



CITY OF WINDSOR MINUTES 04/03/2023

Special Meeting of Council – 2023 Operating & Capital Budgets

Date: Monday, April 03, 2023

Time: 10:00 o'clock a.m.

Location: Council Chambers, 1st Floor, Windsor City Hall

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Fred Francis

Ward 2 - Councillor Fabio Costante

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman

Ward 6 - Councillor Jo-Anne Gignac

Ward 7 - Councillor Angelo Marignani

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

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1. ORDER OF BUSINESS

2. CALL TO ORDER

The Mayor calls the meeting to order at 10:17 o'clock a.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:

- (a) communication items;
- (b) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
- (c) hearing presentations and delegations;
- (d) consideration of business items;
- (e) consideration of Committee reports;
- (f) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and
- (g) consideration of by-law 31-2023.

Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.3. Response to CQ 3-2022 - Deficient Residential Roads Not in 10-Year Capital Budget

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Jim Morrison

That the report of Executive Director, Operations and the Senior Manager of Asset Planning entitled "Response to CQ 3-2022 – Deficient Residential Roads Not in 10-Year Capital Budget"

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dated March 3, 2023 BE DEFERRED to later in the Council meeting when the 2023 10-Year Recommended Capital Budget – City Wide report is being considered.

The motion is **put** and **lost**.

Aye votes: Councillors Fred Francis, Mark McKenzie and Gary Kaschak.

Nay votes: Councillors Fabio Costante, Renaldo Agostino, Ed Sleiman, Jo-Anne Gignac, Angelo Marignani, Kieran McKenzie, and Jim Morrison.

Absent: None.

Abstain: None.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Angelo Marignani

Decision Number: B2/2023

That Council **APPROVE** the implementation of an annual AMP levy increase of 0.25% to achieve the desired service level improvements for Local Residential roads for each of the next four years, beginning in 2023 and ending in 2026; and,

That Council **DIRECT** Administration to prepare a report for the Environment, Transportation & Public Safety Committee outlining specific strategies and rationale for local road rehabilitation selection and prioritization.

Carried.

At the request of Councillor Fred Francis, a record vote is taken on this matter.

Aye votes: Mayor Drew Dilkens and Councillors Angelo Marignani, Jo-Anne Gignac, Renaldo Agostino, Jim Morrison, Fabio Costante, Kieran McKenzie, Ed Sleiman, Mark McKenzie, Gary Kaschak.

Nay Votes: Councillor Fred Francis.

Abstain: None.

Absent: None.

Report Number: C 39/2023

Clerk's File: AF/14372

7.2. WPL 2022 Annual Reserve Fund Expenditure Plan & List of Donations and Bequests received in 2022 - WPL Board - City Wide

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Jim Morrison

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Decision Number: B1/2023

That the report of the Deputy Treasurer – Financial Accounting and Corporate Controls dated March 3, 2023 entitled “WPL 2022 Annual Reserve Fund Expenditure Plan & List of Donations and Bequests Received in 2022 - Windsor Public Library Board” **BE RECEIVED** for information.

Carried.

Report Number: C 43/2023

Clerk’s File: ML/10013

7.4. Response to CQ 3-2021 Regarding Parking Assessments of Business Improvement Areas - Wards 2, 3, 4, 5 and 6

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Jim Morrison

Decision Number: B3/2023 CR510/2021

That the report of the Transportation Planning Senior Engineer and Executive Initiatives Coordinator dated March 18, 2021 entitled, “Response to CQ 3-2021 Regarding Parking Assessments of Business Improvement Areas – Wards 2, 3, 4, 5 and 6” **BE RECEIVED** for information.

Carried.

Report Number: C 36/2021

Clerk’s File: ST2023

8. CONSENT AGENDA

None.

9. REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

10. PRESENTATIONS AND DELEGATIONS

10.1. 2023 Operating Budget Report – City Wide

AND

10.2. 2023 10-Year Recommended Capital Budget

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Joe Mancina, Commissioner, Corporate Services CFO/City Treasurer

Joe Mancina, Commissioner, Corporate Services CFO/City Treasurer appears before Council and provides an overview of the Budget Process timeline; 2023 Recommended Municipal Gross Operating expenditures by Function; gross budget of \$934.1 Million including an outline of items funded by property taxes and funded by other sources; 2023 Recommended Gross Operating Revenue: \$934.1 Million; What the 2023 Recommended Property Tax Levy is Being Spent On, Net Budget of \$458.2 Million, including details related to 22% completely discretionary spending and 78% completely or mostly mandated spending; A financial Snapshot of Life Cycle Costing; the Asset Management Plan; Inflationary Pressures; Homelessness Programs; Contractual Programs; Continued Fiscal Responsibility \$1.06 Billion Cumulative Savings to Date and \$106 Million Perpetual Annual Savings Going Forward; Overall Comparison of Residential Charges including water, sewer and taxes with the Provincial average; Decreasing Debt, continued fiscal responsibility; Increasing reserves; Reserves as a percentage of taxation; City of Windsor Bond Rating; Inflationary Pressures, Tax Levy vs. Prior Years CPI; 2023 Recommended Budget Overview including the proposed 2023 Tax Levy increase percentage; Budget Overview City Departments includes 22.6 Million – Expenditure Increases / Revenue Decreases; (\$12.2) Million – Expenditure Decreases / Revenue Increases; Budget Overview – ABC’s; 2023 Budget overview- Executive Summary; 2023 Estimated COVID-19 Related One-Time Budget Impacts, approximately \$7.5 Million; Sewer Surcharge; 2023 Capital Budget; Recommended 10-Year Plan Approximately \$1.8 Billion; Service Sustainability Investments; 2019 Capital Budget vs. 2023 Capital Budget (Annual Average); Roads & Sewers Infrastructure Increase; 2019 Capital Budget vs. 2023 Capital Budget (Annual Average); Grant Funding, Total Grant Funding since Asset Planning Began Pursuing Grants in 2017—Pursued-\$423.5 Million, Awarded-\$208.8 Million, Pending-\$76.5 Million; Looking Forward, the City continues to operate at a lean and fiscally responsible budgetary level; and concludes by indicating Inflationary & post pandemic pressures continue to place a strain on operational budgets (i.e. inflation, reduced revenues, increased service demands, etc.); 2023 continues to have some remaining pandemic pressures that will likely require permanent base funding increases in future years; While the annual budget exercise will continue to be based on the paramount objective of fiscal responsibility it will need to be balanced and funded appropriately if it is to address increased and enhanced service levels and focused efforts on significant economic development growth initiatives on the horizon.

Michelle Bishop, General Manager, and Steffan Brisebois, Manager, Finance and Administration Essex-Windsor Solid Waste Authority (re: Item 11.4)

Michelle Bishop, General Manager, and Steffan Brisebois, Manager, Finance & Administration Essex-Windsor Solid Waste Authority appear before Council regarding the administrative report entitled “Essex-Windsor Solid Waste Authority 2023 Budget - City Wide” and are available for questions.

Carolyn Taylor, Resident of Ward 2

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Carolyn Taylor, Resident of Ward 2, appears before Council regarding the administrative report entitled “2023 Operating Budget Report – City Wide” and “2023 10-Year Recommended Capital Budget – City Wide” and indicates that holding the line on taxes is not working and is causing a detrimental effect on the community; provides some details regarding the recent election; statistics related to housing; expresses concerns related to bike lanes and the hospital; and concludes by suggesting that property taxes increase as investment in the potential of this community begins.

Nate Hope, representing Activate Transit Windsor Essex

Nate Hope, representing Activate Transit Windsor Essex appears before Council regarding the administrative report “2023 Operating Budget Report – City Wide” and “2023 10-Year Recommended Capital Budget – City Wide” and provides information related to the group, and concludes by urging Council to support and improve the recommendations related to transit, including enhancing the service of the busiest routes as investment in transit is critical to improving the quality of life for the community.

Mark Lalovich, President; Krista Gionet, Executive Officer of Windsor-Essex County Association of Realtors (WECAR); and, Matthew Thornton, President, Real North Strategies Inc.

Mark Lalovich, President, Krista Gionet, Executive Officer of Windsor-Essex County Association of Realtors (WECAR) and Matthew Thornton, President, Real North Strategies Inc. appear before Council regarding the administrative report entitled “2023 Operating Budget Report – City Wide” and “2023 10-Year Recommended Capital Budget – City Wide” and provide a brief outline of their organizations; and urge Council to act on Housing affordability; more homes are needed in Windsor to accommodate the increase in anticipated growth as a result of the major investments to the area; and concludes by commending Council for adding planners to the staff complement but encourages Council to consider adding more resources to the planning department to address the anticipated future growth increase.

Terry Fink, Resident of Ward 1 (re: Item 11.9)

Terry Fink, Resident of Ward 1, appears before Council regarding the administrative report entitled “Roseland Golf and Curling Club - Redevelopment - Ward 1” and provides information related to their curling committee; statistics related to users of the Roseland Curling Club; and concludes by indicating that a lack of process in determining the future of Roseland has caused stress and that ratepayers should be involved in the undertaking; suggests abandoning the current study as it was geared more towards the golfing and lacked community involvement and to start a new process ensuring the community is involved.

Vino Patel, Manager, Bruce Villa Manor (re: Item 11.8)

Vino Patel, Manager, Bruce Villa Manor appears before Council regarding the administrative report entitled “Per Diem Rate Increase for the Residential Services Homes Program – City Wide” dated March 9, 2023 and is available for questions.

Gerry Corriveau, Resident of Ward 6

Gerry Corriveau, Resident of Ward 6 appears before Council regarding the administrative report entitled “2023 Operating Budget Report – City Wide” and “2023 10-Year Recommended Capital Budget – City Wide” and expresses concern regarding Lakeview Marina and his attempts to secure a boat slip; and concludes by suggesting that City residents should have priority in renting the slips and charging an added fee for non-residents.

Marion Overholt, Legal Assistance of Windsor

Marion Overholt, Legal Assistance of Windsor appears before Council regarding the administrative report entitled “2023 Operating Budget Report – City Wide” and “2023 10-Year Recommended Capital Budget – City Wide” and suggests that savings in the Ontario Works budget be reinvested in preventative strategies for keeping residents housed; and concludes by suggesting that Council consider an increase in funding for outreach workers; investment in rapid housing; and implementing a 1% tax levy to raise revenue for social and affordable housing and expanding the availability of affordable housing,

David Petten, President, CUPE Local 543

David Petten, President, CUPE Local 543 appears before Council regarding the administrative report entitled “2023 Operating Budget Report – City Wide” and “2023 10-Year Recommended Capital Budget – City Wide” and expresses concern with by-law enforcement having to enforce the proposed aggressive panhandling by-law if approved which will place a further burden on officers, and is not a good use of limited resources without the addition of any new by-law officers; and concludes by suggesting that the funding would be better used to fund poverty reduction initiatives, or to improve mental health resources and affordable housing and an increase to the child care staff and wages.

Anne Ryan, Executive Director, IRIS Residential Inns and Services and Karen Soulliere, Board Chair, IRIS House

Anne Ryan, Executive Director, IRIS Residential Inns and Services and Karen Soulliere, Board Chair IRIS House appears before Council regarding the administrative report entitled “Per Diem Rate Increase for the Residential Services Homes Program – City Wide” and requests that Council approve the increase to the per diem rates and hopes there can be some annual indexing included in the increase to take into account inflation amounts. Ms. Soulliere provides details related to per diems for other institutions such as nursing homes and prisons as a comparison to the funds they receive, and concludes by urging Council to increase the rates by a few dollars more to avoid future larger annual increases as the current rates haven’t increased since 2019.

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Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Angelo Marignani

Decision Number: B18/2023

That a priority wait list for City residents **BE ESTABLISHED** for Lakeview Marina; and,

That Administration **BE DIRECTED** to report back to Council to provide information regarding charging different fees for non-City of Windsor residents using the Lakeview Marina facility; and,

That Administration **BE DIRECTED** to provide information outlining options for establishing a priority wait list at other City owned facilities for Councils consideration.
Carried.

Clerk's File:SR2023

11. REGULAR BUSINESS ITEMS

11.8. Per Diem Rate Increase for the Residential Services Homes Program – City Wide

Moved by: Councillor Fred Francis
Seconded by: Councillor Angelo Marignani

Decision Number: B13/2023

That the report from the Manager of Homelessness and Housing Support dated March 9, 2023 regarding the per diem increase for the Residential Services Homes program **BE RECEIVED**; and,

That the Commissioner of Health and Human Services **BE AUTHORIZED** to increase the per diem rate to \$60.00 effective April 1, 2023 for the Residential Services Homes program in Windsor and Essex County, which will require an increase in the annual municipal funding up to \$600,000 from the City of Windsor and up to \$400,000 from the County of Essex that will be prorated in 2023 for nine months (\$450,000 City, \$300,000 County); and further,

That the Commissioner of Health and Human Services **BE AUTHORIZED** to pursue an increase to the annual funding allocation from the County of Essex up to \$400,000 for the Residential Services Homes program; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute, amend, and terminate agreements with the County of Essex related to the Residential Services Homes program and other homelessness programs funded through the provincial Homelessness Prevention Program (HPP) and the federal Reaching Home funding streams, provided such agreements are in a form satisfactory to the City Solicitor, satisfactory in financial content to the City Treasurer and

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satisfactory in technical content to the Commissioner of Health and Human Services and the Executive Director of Housing and Children's Services; and further,

That the Manager of Homelessness and Housing Support be **DIRECTED** to review the Residential Services Homes program per diem rate and/or funding model every three years and provide recommendations to City Council; and further,

That Council Resolution CR235/2018 SDHC 565 which established the previous Residential Services Homes program per diem rate **BE RESCINDED**.

Carried.

Report Number: C 45/2023

Clerk's File: SS/13026

11.4. Essex-Windsor Solid Waste Authority 2023 Budget - City Wide

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Fabio Costante

Decision Number: B9/2023

That City Council **APPROVE** the 2023 Essex-Windsor Solid Waste Authority budget, attached as Appendix A.

Carried.

Report Number: C 32/2023

Clerk's File: SW/14547

The Special Meeting of Council recesses at 12:35 o'clock p.m.

The Special Meeting of Council reconvenes 1:11 o'clock p.m.

11.1. Change to the Transit Windsor Charter Policy- City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Kieran McKenzie

Decision Number: B6/2023 ETPS 934

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, and City Council

- i. **APPROVE** the recommended Transit Windsor Charter Policy (Appendix A);
- ii. **RESCIND** all previous policies related to Transit Windsor charters;

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- iii. **APPROVE** the recommended Transit Windsor Charter Rates (Appendix C), detailed within this report, and their inclusion into the User Fee Schedule, with annual increases tied to general fare increases as prescribed in the 2019 *Fare Structure Review*; and,
 - iv. **APPROVE** the changes to take effect for all charters booked after April 1, 2023.
- Carried.

Report Number: S 2/2023
Clerk's File: MT/13708

11.2. Transit Windsor 2023 Operating Budget - City Wide

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

Decision Number: B7/2023 ETPS 935

That the report of the Executive Director, Transit Windsor entitled "Transit Windsor 2023 Operating Budget – City Wide" dated February 3, 2023 **BE DEFERRED** to later in the Council meeting in conjunction with discussion related to the Operating Budget.

Carried.

Report Number: S 19/2023
Clerk's File: MT/13708

11.3. 2023 Sewer Surcharge Budget - City Wide

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

Decision Number: B8/2023

- I. That City Council **RECEIVE** the updated 2023 Sewer Surcharge Budget and 4-Year Sewer Surcharge Forecasts (2024-2027) as presented in Appendix A of the report; and,
- II. That the following wastewater rates **BE APPROVED** as soon as practicable:
 - A. Fixed Charge - To be based on the meter size as detailed in Appendix B (\$20.17 for residential customers)
 - B. Water Consumption Charge - To be based on a rate per cubic metre of water (\$3.11 per m3 of water for residential users and \$3.04 per m3 for commercial customers); and,
- III. That in order to avoid charging a surcharge on the water that is estimated to not have been returned to the sewer system, water consumption for the purpose of calculating the sewer surcharge bills for the extended summer months (May through October) continue to **BE BASED** on the lower of actual consumption or average winter usage (November through

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April) and that WUC continue to use the appropriate billing methodology to achieve this goal; and,

- IV. That Council **DIRECT** the City Solicitor to update the Sewer Surcharge Bylaw to reflect the new rates.

Carried.

Report Number: C 27/2023
Clerk's File: AF/14372

11.5. Additional Resources to meet Bills 23, 108 and 109 – Engineering Department - City Wide

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Fabio Costante

Decision Number: B10/2023

- I. That Council **AUTHORIZE** the addition of four (4) Full time Equivalent (FTE) positions within the Engineering Department as follows:

- a. Development Engineer in the Development Division; and,
- b. Engineer II in the Development Division; and,
- c. Technologist II in the Right-of-Way Division, and,
- d. Technologist III in the Right-of-Way Division.

to address the anticipated increase workload resulting from Bills 23, 108 and 109 and increased development pressures related to the Electric Vehicle Battery Plant, Regional Hospital and development activities within the Sandwich South lands and that the positions report directly to the Manager of Development and Manager of Right-of-way in the Engineering Department.

- II. That the total cost to the Engineering Department for the 4 new FTE positions to meet Bills 23, 108 & 109 estimated at \$496,576 (net amount from tax levy \$25,924) **BE FUNDED** within 2023 operating budget as follows:

- a. Recovery from Capital projects of \$196,456; and,
- b. Revenue from the new stormwater management review user fee estimated as \$34,210 annually; and,
- c. Increase right-of-way permit revenue estimated at \$127,200 annually; and,
- d. Recovery from sewer surcharge of \$112,786; and,
- e. Charge to the general tax levy of \$25,924.

- III. That Council **APPROVE** a new Stormwater Management Review fee as follows:

- a. For sites less than 2Ha - \$490/application; and,
- b. For sites greater than 2Ha - \$820/application; and,
- c. For SPC Amendment (AMT) type developments (all sizes) - \$430/application; and,
- d. Additional Revisions (after 2 revisions to the original application) - \$200/revision.

and that the Fees and Charges By-Law 392-2002 **BE AMENDED** accordingly; and,

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IV. That Administration **BE DIRECTED** to correspond with the Provincial Government to request support with resources to comply with new legislation.

Carried.

Report Number: C 41/2023

Clerk's File: AS2023

11.6. Sewer Master Plan Implementation 2023 Update - City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

Decision Number: B11/2023

That City Council **RECEIVE** for information the report regarding "Sewer Master Plan Implementation 2023 Update – City Wide" dated March 3, 2023 as an overall 2023 status update on the progress of the Sewer Master Plan Implementation Program.

Carried.

Report Number: C 36/2023

Clerk's File: SW/12983

11.7. Organizational Structure Changes - Office of the CFO/City Treasurer - City Wide

Moved by: Councillor Fabio Costante

Seconded by: Councillor Fred Francis

Decision Number: B12/2023

That in order to comply with mandatory legislative and regulatory requirements under Payment Card Industry (PCI) Standards, City Council **APPROVE** a permanent Senior Treasury Analyst position to be funded in 2023 from monies which are available within the existing PCI capital project (Project ID 7211036); and further,

That ongoing funding for the permanent position of Senior Treasury Analyst **BE APPROVED** as a pre-commitment to the 2024 Operating budget; and further,

That as a result of the enhanced investment strategy resulting in increased investment yields, funding for the existing position of Manager of Treasury & Cash Management **BE APPROVED** as a recovery from the Corporate Interest budget; and,

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That City Council **APPROVE** a permanent position of Manager of Administration Corporate Services to be funded on a cost neutral basis through the existing Corporate Services operating budget.

Carried.

Report Number: C 35/2023

Clerk's File: AS2023

11.9. Roseland Golf and Curling Club - Redevelopment - Ward 1

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Jo-Anne Gignac

Decision Number: B14/2023

That City Council **DIRECT** Administration to bring back options for Council's consideration regarding the redevelopment of the Roseland parking lot, clubhouse and the future of Curling; and,

That City Council **DIRECT** Administration to begin public consultation and the results be included in the report back to Council regarding the various options.

Carried.

Report Number: C 44/2023

Clerk's File: SR2023

11.10. Legacy Beacon/Streetcar No.351 - Tender Update - Ward 3

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Renaldo Agostino

Decision Number: B15/2023

- I. THAT City Council **RECEIVE** this report regarding ongoing negotiations related to the Legacy Beacon/StreetCar No.351 Tender 72-22 for information; and,
- II. THAT Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the above noted project, provided that the procurement(s) are within the funds allocated to this project by Council, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to the Commissioner of Corporate Services CFO/City Treasurer, in legal form to the Commissioner of Legal & Legislative Services/City Solicitor; and in technical content to the Executive Director of Engineering; and,
- III. THAT the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendations noted above, pursuant to the Purchasing By-Law 93-2012 and amendments thereto, subject to all specifications being satisfactory in financial

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content to the Commissioner of Corporate Services CFO/City Treasurer, and in technical content to the Commissioner of Infrastructure Services/City Engineer; and,

- IV. THAT Administration **BE AUTHORIZED** to take any other steps as may be required to bring effect to these resolutions, and that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any required documentation/agreement(s) for that purpose, subject to legal approval by the Commissioner of Legal & Legislative Services/City Solicitor, financial approval by the Commissioner of Corporate Services CFO/City Treasurer, and technical approval by the Commissioner of Infrastructure Services/City Engineer.

Carried.

Councillor Fred Francis, Fabio Costante and Angelo Marignani voting nay.

Report Number: C 52/2023

Clerk's File: SR/12965

2023 Operating Budget Binder Items

Appendix A: Executive Summary

Section B

Reference # B44

Issue Reference # 2023-0133

Increase in the Corporate Contingency Budget

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: B19/2023

That with regards to "Increase in the Corporate Contingency Budget" the amount of \$300,000 **BE NOT APPROVED.**

Carried.

Reference # B49

Issue Reference # 2023-0088

Increase to STAR Committee Budget

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Fred Francis

Decision Number: B20/2023

That with regards to "Increase to STAR Committee Budget" the amount of \$87,800 **BE NOT APPROVED**

Carried.

Councillors Fabio Costante, Kieran McKenzie, and Jim Morrison voting nay.

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Reference # B62

Issue Reference # 2023-0276

One-Time funding of Financial Analyst-Parks & Recreation Support

Moved by: Councillor Fred Francis

Seconded by: Councillor Angelo Marignani

That with regards to “One-Time funding of Financial Analyst-Parks & Recreation Support” one-time funding in the amount of \$84,655 BE NOT APPROVED.

The motion is **put** and **lost**.

Aye votes: Councillors Fred Francis and Angelo Marignani.

Nay votes: Councillors Jo-Anne Gignac, Jim Morrison, Kieran McKenzie, Fabio Costante, Mark McKenzie, Ed Sleiman, Gary Kaschak and Renaldo Agostino.

Absent: None.

Abstain: None.

Reference # B63

Issue Reference # 2023-0020

One-Time Funding for an Accessibility Assistant Position

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

That with regards to “One-Time Funding for an Accessibility Assistant Position” one-time funding in the amount of \$62,001 BE NOT APPROVED

The motion is **put** and **lost**.

Aye votes: Councillors Fred Francis and Jo-Anne Gignac.

Nay votes: Councillors Jim Morrison, Kieran McKenzie, Fabio Costante, Mark Mckenzie, Ed Sleiman, Gary Kaschak, Renaldo Agostino and Angelo Marignani.

Absent: None.

Abstain: None.

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2023 Operating Budget Binder Items Appendix A: Executive Summary Section C

Reference # C86 Issue Reference # 2023-0258 Creation of Fleet Reserve for Transit Fleet

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Fred Francis

Decision Number: B21/2023

That with regards to "Creation of Fleet Reserve for Transit Fleet" the amount of \$480,000 **BE NOT APPROVED**

Carried.

Councillors Fabio Costante and Kieran McKenzie voting nay.

Reference # C87 Issue Reference # 2023-0131 2023 Transit Windsor Service Plan

Moved by: Councillor Fred Francis
Seconded by: Councillor Mark McKenzie

That with regards to "2023 Transit Windsor Service Plan" the amount of \$465,769 one-time funding through BSR as opposed to the requested \$931,538 **BE APPROVED**.

The motion is **put** and **lost**.

Aye votes: Councillors Fred Francis, Mark McKenzie and Ed Sleiman.

Nay votes: Councillors Jim Morrison, Kieran McKenzie, Fabio Costante, Jo-Anne Gignac, Gary Kaschak, Renaldo Agostino and Angelo Marignani.

Absent: None.

Abstain: None.

Reference # C89 Issue Reference # 2023-0009 Addition of One Deputy Fire Chief of Professional Standards & Quality

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Fred Francis

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Decision Number: B22/2023

That with regards to “Addition of One Deputy Fire Chief of Professional Standards & Quality” the amount of \$219,427 **BE NOT APPROVED**

Carried.

Councillor Kieran McKenzie voting nay.

Reference # C93

Issue Reference # 2023-0226

Addition of RFT Community Energy Plan Project Administrator Position

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Fred Francis

Decision Number: B23/2023

That with regards to “Addition of RFT Community Energy Plan Project Administrator Position” the amount of \$107,073 **BE APPROVED** through one-time Budget Stabilization Reserve Fund funding (BSR).

Carried.

Councillor Kieran McKenzie, Fabio Costante and Jim Morrison voting nay.

Reference # C91

Issue Reference # 2023-0100

Addition of a Fleet Technology and Training Administrator

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: B24/2023

That with regards to “Addition of a Fleet Technology and Training Administrator” the amount of \$124,272 **BE NOT APPROVED**

Carried.

Councillors Kieran McKenzie, Fabio Costante, Jim Morrison and Renaldo Agostino voting nay.

Reference # C95

Issue Reference # 2023-0191

Addition of Parks and Facilities Asset Analyst Position

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

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Decision Number: B25/2023

That with regards to “Addition of Parks and Facilities Asset Analyst Position” the amount of \$87,963

BE NOT APPROVED

Carried.

Councillors Kieran McKenzie, Jim Morrison, Gary Kaschak and Fabio Costante voting nay.

Reference # C96

Issue Reference # 2023-0063

Addition of One Planning Analyst

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Fred Francis

Decision Number: B26/2023

That with regards to “Addition of One Planning Analyst” the amount of \$77,922 **BE NOT**

APPROVED

Carried.

Councillors Kieran McKenzie, Jim Morrison, Gary Kaschak and Fabio Costante voting nay.

2023 Operating Budget Binder Items Agencies, Boards, and Committees

Arts Council Windsor and Region

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Angelo Marignani

Decision Number: B27/2023

That with regards to the “Arts Council Windsor and Region” that \$15,000 **BE APPROVED** as opposed to the requested \$25,000.

Carried.

Councillors Mark McKenzie, Renaldo Agostino and Fabio Costante voting nay.

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Jo-Anne Gignac

Decision Number: B28/2023

That the Agencies, Boards and Committees Funding Requests **BE APPROVED** as amended.

Carried.

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2023 Capital Budget Binder Items

2023 Budget Capital Projects Detail University Avenue/Victoria Avenue (ECP-014-07)

Moved by: Councillor Fabio Costante
Seconded by: Councillor Angelo Marignani

Decision Number: B29/2023

That Administration **BE DIRECTED** to report back with regards to the University Avenue West Project # (ECP-14-07) road reconstruction, with information related to Potential Funding or other options that can be utilized to complete the entire road reconstruction, without affecting the current Capital Budget allocations; and,

That the temporary construction of pop-up bike lanes along University Avenue West **BE NOT APPROVED** until such time as the road re-construction is completed.
Carried.

10.1. 2023 Operating Budget Report - City Wide

Moved by: Councillor Ed Sleiman
Seconded by: Councillor Jo-Anne Gignac

Decision Number: B4/2023

That City Council **APPROVE** the 2023 recommended operating budget which is reflective of an overall property tax levy increase of 4.48% (inclusive of a 1.89% increase for City Departments, 1.18% for Agencies, Boards & Committees (ABC's), 1.16% for the previously approved Asset Management Plan (AMP), and 0.25% for AMP – Local Residential Roads (as referenced in resolution #B2/2023) and subject to any further amendments that may be required and which are approved by City Council; and attached as Schedule 1; and,

That contingent upon approval of the 2023 Recommended Budget, one-time funding estimated at \$6,297,423 (plus or minus any amounts related to Council changes to the recommended budget) **BE APPROVED** from the specific Reserve Funds as detailed in this report; and,

That contingent upon approval of the 2023 Recommended Budget, that an estimated one-time amount of \$7,453,000 **BE APPROVED** for projected 2023 COVID-19 pressures as detailed in this report and that administration be authorized to seek additional senior level government relief funding and continue with ongoing mitigation measures to address such one time costs; and,

That the updated Long Term Debt Forecast as detailed in this report **BE RECEIVED** for information; and,

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That the 2023 Schedule of Fees detailed in section 5 of the Budget Document appendix D: 2023 User Fee Schedule **BE APPROVED**; and,

That the Fees and Charges By-law of Record **BE AMENDED** to reflect the 2023 Schedule of Fees; and,

That existing Recreation Fees, **REMAIN UNCHANGED** at 2022 levels; and, that the resulting cost of \$150,000 **BE OFFSET** by an increase in interest income revenue; and,

That the necessary bylaws **BE PRESENTED** for Council's approval in support of the adoption of the 2023 Operating Budget; and,

That Council **APPROVE** the required transfers to and from various funds in accordance with the 2023 Approved Budget; and,

That the CFO & City Treasurer **BE AUTHORIZED** to process budget adjustments during the fiscal year, which does not change the overall approved property tax levy.

Carried.

Councillor Fred Francis voting nay.

Report Number: C 34/2023
Clerk's File: AF/14372

10.2. 2023 10-Year Recommended Capital Budget - City Wide

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Angelo Marignani

Decision Number: B5/202

That City Council **RECEIVE** the 2023 10-Year Capital Budget documents reflective of \$1,756,783,528 in total funding; and,

That City Council **APPROVE** the recommended allocation of the 2023 available funding, inclusive of funding required for pre-commitments and placeholders previously approved by City Council, for capital projects totalling \$178,530,254; and,

That City Council **APPROVE IN PRINCIPLE** the recommended allocation of the 2024 through 2032 available funding, inclusive of funding required for pre-commitments and placeholders previously approved by City Council, for capital projects totalling \$1,578,253,274; and,

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That City Council **APPROVE** the reallocation of funding sources for previously approved pre-committed funding, as well as the pre-commitment of additional funding, as identified in the Financial Matters section of this report; and,

That City Council **APPROVE** an extension of the Asset Management Plan levy of 1.16% for one additional year in 2026 to support the City's commitment under the Social Housing Repair & Renewal funding agreement and to provide additional, dedicated funding to support housing and homelessness initiatives.

Carried.

Councillor Fred Francis voting nay.

Report Number: C 26/2023
Clerk's File: AF/14372

11.2. Transit Windsor 2023 Operating Budget - City Wide

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Fabio Costante

Decision Number: B30/2023

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors **RECOMMEND** Transit Windsor's 2023 Operating Budget reflective of a Property Tax Levy Contribution of \$17,831,080 which is \$1,409,537 (or 8.58%) greater than the 2022 Property Tax Levy contribution; and,

That Transit Windsor's 2023 Operating Budget **BE REFERRED** to City Council for consideration as part of the City's 2023 Operating Budget deliberations.

Carried.

Report Number: S 19/2023
Clerk's File: MT/13708

12. CONSIDERATION OF COMMITTEE REPORTS

12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Gary Kaschak

Decision Number: B16/2023

That the report of the In-Camera meeting held April 3, 2023 **BE ADOPTED** as presented.

Carried.

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Clerk's File: ACO2023

12.2. Minutes of the 2023 Operating Budget Review Committee of its meetings held January 23, 2023 to January 26, 2023

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Gary Kaschak

Decision Number: B17/2023

That the minutes of the 2023 Operating Budget Review committee of its meetings held January 23, 2023 to January 26, 2023 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 102/2023

13. BY-LAWS (First and Second Readings)

Moved by: Councillor Angelo Marignani
Seconded by: Councillor Kieran McKenzie

That the following By-law No. 31-2023 be introduced and read a first and second time:

By-law 31-2023 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 3rd DAY OF APRIL, 2023

Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Mark McKenzie
Seconded by: Councillor Jim Morrison

That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:

- 1) Communication Items (as amended)
- 2) Items Deferred
Items Referred
- 3) Consideration of the Balance of Business Items (as amended)
- 4) Committee Reports as presented
- 5) By-laws given first and second readings as presented

Carried.

16. THIRD AND FINAL READING OF THE BY-LAWS

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Moved by: Councillor Ed Sleiman
Seconded by: Councillor Renaldo Agostino

That By-law No. 31-2023 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.
Carried.

21. ADJOURNMENT

Moved by: Councillor Fabio Costante
Seconded by: Councillor Fred Francis

That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.
Carried.

Accordingly, the meeting is adjourned at 3:20 o'clock p.m.

Mayor

City Clerk

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Adopted by Council at its meeting held April 3, 2023 (B16/2023)
SV/bm

SPECIAL MEETING OF COUNCIL – IN CAMERA April 3, 2023

Meeting called to order at: 9:01 a.m.

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino
Councillor Fabio Costante
Councillor Fred Francis
Councillor Jo-Anne Gignac
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman

Also in attendance:

Onorio Colucci, Acting Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
Chris Nepsy, Commissioner, Infrastructure Services
Joe Mancina, Commissioner, Corporate Services CFO/City Treasurer
Shelby Askin-Hager, Commissioner, Legal and Legislative Services
Ray Mensour, Commissioner, Community Services
Jelena Payne, Commissioner Economic Development and Innovation
Steve Vlachodimos, City Clerk
Andrew Teliszewsky, Mayor's Chief of Staff
Dana Paladino, Acting Executive Director, Human Resources (Item 3)
Neil Robertson, Deputy City Planner (Item 2)
Michael Cooke, Deputy City Planner (Item 2)
Kristina Savi-Mascaro, Deputy City Solicitor (Items 1 and 3)
Stephen Laforet, Fire Chief (Item 3)

Verbal Motion is presented by Councillor Angelo Marignani, seconded by Councillor Kieran McKenzie, to move in Camera for discussion of the following item(s):

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<u>Item No.</u>	<u>Subject</u>	<u>Section – Pursuant to Municipal Act, 2001, as amended</u>
1.	Legal matter – litigation update	239(2)(e)(f)
2.	Personal matter – labour negotiations – reorganization	239(2)(d)
3.	Personal matter – in-camera questions/discussion re 2023 budget	239(2)(b)(k)

Motion Carried.

Declarations of Pecuniary Interest:

Councillor Fred Francis discloses an interest and abstains from voting on Item 1 as he is involved with the bingo litigation.

Councillor Renaldo Agostino discloses an interest and abstains from voting on Item 1 as he is involved with the bingo litigation.

Discussion on the items of business. (Items 1, 2 and 3)

Verbal Motion is presented by Councillor Fabio Costante, seconded by Councillor Jo-Anne Gignac, to move back into public session.

Motion Carried.

Moved by Councillor Ed Sleiman, seconded by Councillor Mark McKenzie,

THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held April 3, 2023 directly to Council for consideration at the next Regular Meeting.

1. That the confidential memo from the Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a legal matter – litigation update **BE RECEIVED**, and that

Administration **BE DIRECTED TO PROCEED** in accordance with the verbal instructions of Council.

Councillors Fred Francis and Renaldo Agostino declare a conflict and abstain from voting on this matter.

2. That the recommendation contained in the in-camera report from the Executive Director of Planning and Development, Financial Planning Administrator, Acting Executive Director of Human Resources, Commissioner, Economic Development and Innovation and Commissioner, Corporate Services CFO/City Treasurer respecting a personal matter – labour negotiations/reorganization **BE APPROVED**.

3. That the in-camera discussion/questions regarding the 2023 budget **BE RECEIVED** and that Administration **BE DIRECTED TO PROCEED** in accordance with the verbal direction of Council.

Motion Carried.

Moved by Councillor Gary Kaschak, seconded by Councillor Angelo Marignani,
That the special meeting of council held April 3, 2023 BE ADJOURNED.
(Time: 10:06 a.m.)

Motion Carried.

Item No. 7.1



Correspondence Report: CMC 6/2023

ATTACHMENTS

Subject: Correspondence - Monday, April 24, 2023

No.	Sender	Subject
7.1.1	Ministry of Labour, Immigration Training and Skills Development Immigration, Refugees and Citizenship Canada (IRCC)	Response to Windsor City Council's decision CR 146/2023 (attached) regarding Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizen Ship Canada (IRCC). Commissioner, Human & Health Services Manager of Social Policy & Planning Note & File SS2023
7.1.2	Essex Region Conservation	2023 Draft Budget 30 Day Notice to Member Municipalities. Commissioner, Corporate Services CFO / City Treasurer Commissioner, Infrastructure Services EI/10108 Note & File
7.1.3	Commissioner, Human & Health Services	<i>Housing Services Act (HSA) Regulatory Changes</i> Commissioner, Corporate Services CFO / City Treasurer Commissioner, Legal & Legislative Services Note & File GH/14271
7.1.4	Dillon Consulting Limited AND Manager Environmental Quality	Notice of Intention to Apply Non-Potable Groundwater Site Condition Standards Record of Site Condition – 669 Tuscarora Street Commissioner, Infrastructure Services EI/11165 Note & File

No.	Sender	Subject
7.1.5	C.T. Soil & Materials Engineering Inc. AND Manager Environmental Quality	<p data-bbox="695 247 1393 363">Notice of Intention to Apply Non-Potable Groundwater Site Condition Standards Record of Site Condition – 930 Marion Avenue</p> <p data-bbox="889 401 1430 499" style="text-align: right;">Commissioner, Infrastructure Services EI/11165 Note & File</p>
7.1.6	Committee of Adjustment	<p data-bbox="695 510 1401 653">Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, April 27, 2023 at 3:30 p.m., through Electronic Meeting Participation</p> <p data-bbox="1276 695 1430 758" style="text-align: right;">Z2023 Note & File</p>

**Ministry of Labour, Immigration
Training and Skills
Development**

**Ministère du Travail, de l'Immigration et de
la Formation et du Développement
des compétences**



Global Talent and Settlement
Services Division

Division des talents étrangers et des
services d'aide à l'établissement

400 University Avenue
4th Floor
Toronto ON M7A 1T7

400, avenue University
4^{ème} étage
Toronto ON M7A 1T7

Anna Ciacelli
Deputy City Clerk and Supervisor of Council Services, City of Windsor
350 City Hall Square West, Suite 530
Windsor, ON N9A 6S1

Dear Ms. Ciacelli,

Thank you for your letter dated March 31st, regarding Windsor City Council's Resolution Decision Number CR145/2023 CSPS204.

The Ministry of Labour, Immigration, Training and Skills Development (MLITSD) supports the delivery of a range of services to help newcomers integrate and succeed. In 2022-23, our Ministry provided over \$96 million in annual funding to more than 150 organizations across the province that deliver a range of services to help newcomers learn English or French, settle, access training, and find jobs.

Our ministry currently funds three settlement agencies to deliver settlement supports and language assessments in Windsor and one school board to deliver English and French as a Second Language. Ministry staff have been working collaboratively with service providers in Windsor to support the coordination of the response to the needs of refugee claimants who have been transferred by the federal government from Quebec to Windsor.

In early March, we identified the Multicultural Council of Windsor and Essex as a lead agency to facilitate the coordination of services and delivery of on-site services at the federally funded hotels in Windsor.

To address the pressure resulting from increased demand and needs of new arrivals, we have recently provided a funding increase to the Multicultural Council of Windsor Essex and the Greater Essex District School Board. We are continuing to monitor needs closely and working with service providers to identify additional resource needs.

With regards to your question about legal aid supports, as the Immigration and Refugee Law Program is funded by the federal government, you may wish to follow up with the federal Department of Justice.

Thank you for taking the time to write, and for the City of Windsor's support for refugee claimants, and please feel free to reach out again with any other questions or concerns.

Ken Nakahara
Assistant Deputy Minister, Global Talent and Settlement Services Division
Ontario Ministry of Labour, Immigration, Training and Skills Development

- c. Mr. Andrew Dowie, Member of Provincial Parliament, Windsor-Tecumseh
Ms. Lisa Gretzky, Member of Provincial Parliament, Windsor West
Mr. Anthony Leardi, Member of Provincial Parliament, Essex
Mr. Andrew Daher, Commissioner of Human & Health Services, City of Windsor
Mr. Stephen Lynn, Manager of Social Policy & Planning, City of Windsor

Dear Mr. Foot,

Thank you for passing along the letter from the Windsor City Council and for taking the time to underscore the current situation in Windsor. We are aware that the transfer of asylum claimants to Windsor has placed strain on municipal resources, including social services, but please know that we have appreciated your collaboration and support over the last few months as we worked collectively to navigate this challenging period.

As you may be aware, the Prime Minister and the U.S. President announced on March 24 an Additional Protocol that expands the Safe Third Country Agreement (STCA) to now apply across internal waterways and the entire land border. This came into force on March 25, 2023. As such, foreign nationals who cross anywhere along the Canada-U.S. border, including Roxham Road, must meet an STCA exemption or exception to be deemed eligible to make an asylum claim and enter Canada.

This change to the STCA has already significantly reduced the volume of asylum claimants entering Canada irregularly at Roxham Road, which should relieve immediate pressures on federally-funded temporary accommodations and slow the transfer of asylum claimants to jurisdictions in Ontario, including to Windsor. IRCC is now able to focus its efforts on facilitating a more equitable responsibility sharing model and will continue to contract new hotels in new jurisdictions like Mississauga, Kingston and London, as well as other locations outside of Ontario, and will transfer claimants from overburdened jurisdictions (such as Niagara Falls and Windsor) to new communities with additional capacity to accommodate.

As a result, IRCC is working to reduce the current pressures on the City of Windsor and we look forward to working with you as we move to this next phase of our operations.

We would be very happy to meet with the Mayor and Windsor City Council to discuss further and answer any questions you may have. IRCC's Assistant Deputy Minister, Michèle Kingsley, and our Ministers Office will also be present on this call. Would Wednesday April 5th at 8:30am be feasible? My office will send out an invitation.

Please do not hesitate to contact me if you have any questions and/or concerns.

Thank you,

Carol McQueen

Director General, Resettlement and Asylum Strategic Operations Branch (RASO)
Immigration, Refugees and Citizenship Canada / Government of Canada
Carol.McQueen@ic.gc.ca / Tel: 343-553-5988



COUNCIL SERVICES DEPARTMENT

IN REPLY, PLEASE REFER
TO OUR FILE NO. _____

March 31, 2023

Carol McQueen
Director General, Resettlement and Asylum Strategic Operations
Immigration, Refugees and Citizenship Canada
365 Laurier West
Ottawa
Ontario K1A 1L1

Dear Ms. McQueen

Windsor City Council, at its meeting held March 20, 2023 adopted the following resolution:

Decision Number: CR146/2023 CSPS204

That the report of the Manager, Social Policy and Planning regarding the report dated February 10, 2023, entitled "Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC)-City Wide" **BE RECEIVED** for information; and,

That City Council **BE REQUESTED** to submit a letter to Immigration, Refugees, Citizenship Canada (IRCC) to state the City of Windsor does not have the capacity or resources to support additional asylum claimants beyond those estimated based on the current number of secured temporary accommodations; and,

That City Council **BE REQUESTED** to submit a letter to the appropriate senior levels of government, such as the Ministry of Labour, Immigration, Training and Skills Development (MLITSD), to have them identify and resource a local lead settlement agency to coordinate a response in Windsor and Essex County; and, that the correspondence **INCLUDE** a request to establish legal representation from the Refugee Law Office of Legal Aid Ontario; and,

That Administration **BE DIRECTED** to correspond with local Members of Parliament and Members of Provincial Parliament to articulate the challenges of the municipality as it relates to asylum claimants in our region and request advocacy or articulation of those challenges within their respective legislatures.
Carried.

Your consideration to Windsor City Council's resolution would be most appreciated.

Sincerely,



Anna Ciacelli
Deputy City Clerk and Supervisor of Council Services
AC/wf

cc: Mr. Irek Kusmierczyk, Member of Parliament, Windsor-Tecumseh
Mr. Chris Lewis, Member of Parliament, Essex
Mr. Brian Masse, Member of Parliament, Windsor West
Mr. Andrew Daher, Commissioner of Human & Health Services, City of Windsor
Mr. Stephen Lynn, Manager of Social Policy & Planning, City of Windsor



admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

April 6, 2023

Town of Amherstburg
Town of Essex
Town of Kingsville
Town of LaSalle
Municipality of Leamington
Municipality of Lakeshore
Township of Pelee
Town of Tecumseh
City of Windsor

Attention: Municipal Council Clerks (for distribution)

**RE: ESSEX REGION CONSERVATION AUTHORITY 2023 DRAFT BUDGET
30 DAY NOTICE TO MEMBER MUNICIPALITIES**

Please find attached the 2023 Draft Budget for the Essex Region Conservation Authority (ERCA). We do not anticipate that there will be changes to this document and the Budget is being presented to the ERCA Board of Directors at the regular meeting on April 13, 2023. Should Administration receive further direction from the Board, revised materials will be circulated at the earliest opportunity.

Ontario Regulation 139/96 requires that participating municipalities receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken, respecting non-matching levies. The weighted vote will take place on Wednesday, May 10, 2023, at a meeting of the ERCA Board of Directors.

Should you have any questions regarding this 2023 Draft Budget, please feel free to contact Mr. Tim Byrne, tbyrne@erca.org or by phone 519-776-5209 ext. 350.

Thank you,

Tim Byrne
CAO/Secretary-Treasurer

Shelley McMullen
CFO/Director, Finance and Corporate Services

Attachments: ERCA 2023 Draft Budget, Discussion & Analysis



Essex Region Conservation Authority

Board of Directors

BD12/23

From: Shelley McMullen, CFO/Director of Finance & Corporate Services

Date: Monday, April 3, 2023

Subject: 2023 Draft Budget Approval

Compliance Action: [Conservation Authorities Act, R.S.O. 1990, c. C.27](#)
[Regulation 686/21 Mandatory Programs and Services](#)

Recommendation: THAT the 2023 Draft Budget: Details, Discussion & Analysis be received for Members' review and approval; and further,

THAT the Board of Directors support a 6.4% increase in levy (\$227,932) as recommended by the Finance and Audit Advisory Board (Resolution FAAB 02/23); and further,

THAT Administration circulate the 2023 Draft Budget: Details, Discussion & Analysis inclusive of the Appendices, as attached herein, to member municipalities for review; and further,

THAT Administration provide notice under the Conservation Authorities Act of a weighted vote, in accordance with Ontario Regulation 139/96, regarding the 2023 Draft Budget, at the Board of Directors Meeting on May 10, 2023.

Recommendation: THAT Administration update the 2013 Asset Management Plan; and report back to the FAAB for review and consideration.

Background:

Conservation authorities carry out mandatory programs that serve provincial and municipal interests, including:

- natural hazard management/risk mitigation and protection
- flood and erosion control
- management of conservation authority owned land
- drinking water source protection (under the Clean Water Act)
- surface water and groundwater monitoring programs

They also provide advice to municipalities on natural hazard management, planning matters and regulate impacts of development and activities in hazardous lands, (such as floodplains, shorelines or wetlands) natural hazards, and public safety through a permitting process.

Administration has prepared a comprehensive budget document, which forms an integral part of this report, and includes the detailed 2023 draft budget, management's discussion and extensive analysis. The Authority delivers its programs through five service delivery areas, which are also further refined into sub-units and details regarding service-delivery-area budgets and operations, is included in the document, Budget 2023: Details, Discussion & Analysis (**Attachment 1**).

Administration supports the Province's mandate to improve consistency and transparency of the programs and services that conservation authorities deliver, and the budget document responds to that objective.

Executive Summary & Highlights:

- Building on the 2022 Budget content and presentation, Administration has further refined its 2023 budget document and presentation of 2023 projected financial activities, reflecting the construct for the disclosure of mandatory and non-mandatory programs and services, including funding sources, as required by the [Conservation Authorities Act](#) and [Ontario Regulation 686/21: Mandatory Programs and Services](#).
- While the new funding model is not in force until January 1, 2024, Administration is providing 2023 budget information based on the draft segregation of its activities into mandatory and non-mandatory services to facilitate municipal discussions regarding apportionment (funding) agreements for non-mandatory programs and services.
- The significant difference between the program and service inventory, as outlined in the 2022 budget document, is that the financial activities, relating to the John R. Park Homestead Museum, are now included as non-mandatory, due to direction and feedback, provided by the Province, specifically the Ministry of the Environment, Conservation and Parks (MECP). Expenses specific to maintenance of the lands and trails are now included in mandatory conservation of lands. This resulted in re-categorizing ~\$151k of levy that was identified as mandatory levy in the 2022 budget, to non-mandatory levy in the 2023 budget.
- The 2023 draft budget prioritizes repair and replacement of infrastructure in response to preliminary asset condition reports for greenway infrastructure (bridges/culverts) and JRPH museum/heritage buildings. While still preliminary and subject to review and further analysis, these asset condition reports and cost estimates reveal a potential infrastructure deficit that exceeds \$1million at John R Park Homestead and \$1.8million for replacement of Greenway bridges/crossings, required over the next five (5) years.
- The Authority's budget includes mandatory program expenses of nearly \$6.2 million, including conservation areas capital projects, plus an additional \$325,000 in levy-funded transfers to the infrastructure reserve fund, for a total of \$6.5million. Non-mandatory operating expenses of ~\$2.6million are included, plus a transfer to the JRPH preservation reserve fund of \$515,000 for a total adjusted budget of \$9,662,349. Total revenues of \$8,866,849, plus transfers of \$795,500, are projected to provide the required funds of \$9,662,349 for operations and construction/purchase of assets.

- Levy funding of \$2,895,123 is required to fulfil the Authority's mandated obligations in 2023, consistent with the categories of mandated services, as listed in the *Conservation Authorities Act*. Additional levy of \$873,122 is required to maintain other programs and services, which are categorized as non-mandatory. \$318,122 is directed to support on-going programs which operate on a recurrent basis; \$515,000 is allocated to the non-mandatory John R Park Homestead preservation reserve fund; and \$40,000 is allocated to the land acquisition fund. It should be noted that this allocation represents a reduction in land acquisition funding from the customary \$500,000 to \$40,000, to cover residual legal and surveying expenses relating to the 2022 CASO acquisition.
- While the majority of the levy (77%) supports delivery of mandatory programs, mandatory programs are also financed by provincial transfer payments, permit revenues, user fees and internal chargebacks, with total non-levy sources expected to exceed \$1.4million in 2023.
- Over the past six years, the local investment of levy and municipal special project funding, directed to the Authority, has attracted an investment of \$1.06 for every \$1 of municipal investment, for non-Mandatory programs, services and special projects. Between 2017 and 2022, the Authority received municipal funds of \$10,315,527, representing levy and special-project funds, for programs and projects, that are anticipated to be categorized as non-mandatory, under the Act, but during that time, non-municipal funds of \$10,978,866 were received, supporting those very same initiatives. The non-mandatory work relating to the water quality program generated the greatest return, over the past six years, with \$5.31 received from outside funding sources for every CW~GS levy dollar, followed by the tree planting/restoration program which attracted \$3.53 for every CW~GS dollar of investment.
- No new permanent staffing positions are included, and this budget reflects negotiated changes to 2023 wages and benefits as provided for in the collective agreement with CUPE Local 3784, as well as grid increases for applicable staff members, as service hours are completed. Administration has responded to the observed decrease in permit/development applications over the past 4 months and has implemented a temporary reduction in staffing in Watershed Management Services accordingly; staffing levels continue to be monitored however, and are subject to adjustments as revenue trends are observed.
- Budget pressures for mandatory services exceed \$600,000 primarily due to anticipated declines in permit application revenues, vehicle and equipment purchases, an increased transfer to the infrastructure reserve and various inflationary pressures and negotiated wage increases. Mitigating items relating to mandatory services account for \$282,250, for a net levy increase of \$372,235. Levy savings of \$144,303, related to non-mandatory programs are accounted for, reducing the total levy increase to \$227,932. Details are included in Tables 1 and 2, as presented in Attachment 1.
- The greatest threats to the Authority's future financial condition and sustainability are tied directly to the risk of infrastructure and facilities obsolescence and deterioration at three sites (Holiday Beach, John R Park Homestead, and Greenways) due to ownership issues (Holiday Beach), provision of non-mandatory services and asset preservation at JRPH and the magnitude of required repairs/replacements to Greenway bridges and crossings. The Authority does not own the

infrastructure at Holiday Beach and is engaged in discussions with the Ministry of Natural Resources and Forestry, regarding future site asset management.

- As municipal funding for non-mandatory services, will be required in 2024 and beyond, the Authority is required to engage its municipal funders in consultations during 2023, regarding inventory of services, and execute funding (apportionment) agreements no later than January 1, 2024. Although the 2023 budget aligns the historic General levy with mandatory functions and the Clean Water~Green Spaces levy with non-mandatory activities, the total 2023 levy is collectible from the Authority's participating municipalities, once approved by way of the weighted vote on May 10, 2023.

Recommendation:

Administration, with the support of the Finance and Audit Advisory Board, and after consideration of budget pressures and infrastructure demands, is recommending an increase to levy of \$227,932, representing a 6.4% global increase. Participating municipalities will be effectively adjusted by changes to their respective CVA weights, as detailed in **Appendix B**.

Approved By:



Tim Byrne
CAO/Secretary Treasurer

Attachments:

- Attachment 1 - Budget 2023: Details, Discussion & Analysis.

Appendices:

- Appendix A – 2023 Draft Detailed Statement of Financial Activities
- Appendix B – Draft 2023 Municipal Levies
- Appendix C – Schedule of Projected Reserves
- Appendix D – Funding Sources by Service Delivery Area
- Appendix E – Where Does Your Levy Go?

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CONSERVATION AUTHORITIES AND LEGISLATIVE BACKGROUND

In Ontario, conservation authorities develop and deliver local, watershed-based resource management programs on behalf of the province and municipalities. Conservation authorities are public sector organizations established by the Province and governed by the Conservation Authorities Act (Act), which is administered by the Ministry of Natural Resources and Forestry. Some legislative provisions, including those related to natural hazard management, are the responsibility of the Ministry of Northern Development, Mines, Natural Resources and Forestry.

Conservation authorities carry out mandatory programs that serve provincial and municipal interests, including:

- natural hazard management / risk mitigation and protection
- flood and erosion control
- management of conservation authority owned land
- drinking water source protection (under the *Clean Water Act*)
- surface water and groundwater monitoring programs

They also provide advice to municipalities on natural hazard management, planning matters, as related to hazards, and regulate impacts of development and activities in hazardous lands, (such as floodplains, shorelines or wetlands) natural hazards, and public safety through a permitting process.

Since its establishment by the Province in 1973, the Essex Region Conservation Authority (ERCA) has been serving its local participating municipalities by providing programs, leadership, the coordination across municipal boundaries, and the management of local natural resources. The recent changes to the Act allow municipalities to continue to work with local conservation authorities to: develop and deliver additional local natural resource programs and services; and have more control over funding of non-mandatory programs and services. ERCA is committed to delivering the non-mandatory local natural resource programs and services, in consultation with its municipal funders.

While the municipal levy funding requirements for mandatory services and municipal agreements, for the funding of levy-supported non-mandatory services, are not in force until January 1, 2024, Administration is presenting 2023 budget information based on the draft segregation of its activities into mandatory and non-mandatory services. In accordance with the requirements of the Transition Plan, Administration continues to refine its inventory of programs and services, including costing and funding information, for review by the Province and the Authority's participating municipalities.

The significant difference between the program and service inventory, as highlighted in the 2022 budget document, is that the financial activities relating to the John R. Park Homestead Museum are now included as non-mandatory, due to direction and feedback, provided by the Province, specifically the MECP. Activities specific to maintenance of the lands and trails are now included in mandatory conservation areas maintenance. This resulted in re-categorizing ~\$151k of levy that was identified as mandatory levy in the 2022 budget, to non-mandatory levy in the 2023 budget.

Municipal special studies and Water and Erosion Control Infrastructure projects (WECI) relating to risks of natural hazards have been transferred to the mandatory category in Watershed Management Services, and historically are not funded with levies. Periodically, municipalities engage the Authority as project manager for special studies related to flooding/erosion and these are included as municipal fee-for-service revenues.

While the Authority delivers its programs through five service delivery areas, they are also further refined into sub-units, as presented in the Programs & Services charts below.

PRIMARY SERVICE DELIVERY AREAS

- 1. Watershed Management Services** are identified as Mandatory and ensure that development in the region progresses in a sustainable manner. Within this business unit, Development Services, Watershed/Water Resources Engineering, Flood Management/Flood Forecasting and Warning, and Watershed Planning are all identified as Mandatory services.
- 2. Conservation Services** protects, restores, and manages natural heritage systems within ERCA's watersheds. Conservation lands management, passive recreation at conservation areas, and tree planting and restoration on conservation lands, are identified as Mandatory services. Conservation Services identified as Non-Mandatory include tree planting and restoration on private or municipal lands, and Holiday Beach Conservation Area operations.
- 3. Water Quality Services** strives to improve the health of local watercourses. Source Water Protection is identified as a Mandatory service and ensures local sources of drinking water are protected through the implementation of policies in the Source Protection Plan. Water quality monitoring to support the Provincial Water Quality Monitoring Network is also identified as Mandatory, while other watershed science programs such as the more extensive and informative water quality monitoring and agricultural Best Management Practices fall under the Non-Mandatory category.
- 4. Community Outreach Services** supports all business units of the Authority, through design and provision of all communications collateral including videos, signage, brochures and website content. Corporate communications, supporting Mandatory activities, are identified as Mandatory, while curriculum-based outdoor education, museum operations at the John R. Park Homestead and most outreach activities are Non-Mandatory. Community Outreach Services provide an essential linkage to external stakeholders through curriculum based outdoor education programs, on-the-ground community restoration events including Earth Day Tree Planting; corporate engagement/team building; volunteer management as well as celebrating and disseminating the work of ERCA's Board and team members, via various traditional and social media platforms. Fundraising support is also provided to the Foundation.
- 5. Corporate Services** provides leadership and management in the delivery of all programs and services. Administration

and oversight are central to the successful functioning of the entire organization, through the office of the CAO, and services are categorized as Mandatory. Corporate Services is organized into four program areas: Governance & Risk; Financial Services; Human Resources; and Information Management/Technology. Team members work collectively to ensure corporate compliance with multiple pieces of legislation and also provide support to the Foundation.

In preparation for the required municipal consultations, regarding the inventory of Mandatory and Non-Mandatory services, the following table indicates Administration’s initial construct and categorization:

Conservation Authorities Act 21.1 - Mandatory Programs & Services			
Risks of Natural Hazards	Conservation and Management of Lands Owned /Controlled	Water Quality/DWSP	Administration & Corporate Services
<p>S.28 Regulations/ Permits</p> <p>Protection of new development and maintenance, upgrades and repairs to existing development</p> <p>S.39 Flood/Erosion Program</p> <p>Maintaining a regional flood forecasting contingency plan</p> <p>Watershed Engineering</p> <p>Stormwater Management reviews, hazards modelling and mapping, project management services to municipalities</p>	<p>CA Lands & Infrastructure Management (Forest Mgmt, Biodiversity, Long Range Plans & Land Strategies).</p> <p>CA Lands & Infrastructure Maintenance (Operational day to day).</p> <p>CA Lands -Restoration of Natural Areas (Tree replacement, wetlands, etc.)</p>	<p>Drinking Water Source Protection Authority under the Clean Water Act (2006)</p> <p>Provincial surface and ground water monitoring program</p>	<p>Corporate Governance, Board of Directors, CAO</p> <p>Risk Management & Legislative Compliance</p> <p>Finance, Budgets, Financial Statements</p> <p>Human Resources</p> <p>Information Systems/ Records/ Technology</p>
<p>Planning – Risk of Hazards</p> <p>Review and input on long-range planning instruments (OPs, OPAs), coordination of watershed-scale studies</p>	<p>Climate Change – Risk of Hazards</p> <p>Consider impacts with respect to regulatory, engineering, and planning related decisions with respect to natural hazards</p>	<p>Municipal Water & Erosion Control (WECI) Projects</p> <p>(50% Municipal / 50% Province)</p> <p>Other municipal technical studies or infrastructure projects</p> <p>(100% municipally funded)</p>	<p>Corporate Communications</p>
TRANSFERS TO INFRASTRUCTURE RESERVES – CONSERVATION AREAS ASSET REPLACEMENT			
TRANSFERS TO CORPORATE (ADMINISTRATIVE) RESERVES – LEGAL, HR, IT, ETC.			

Conservation Authorities Act 21.1 - Non-Mandatory Programs & Services

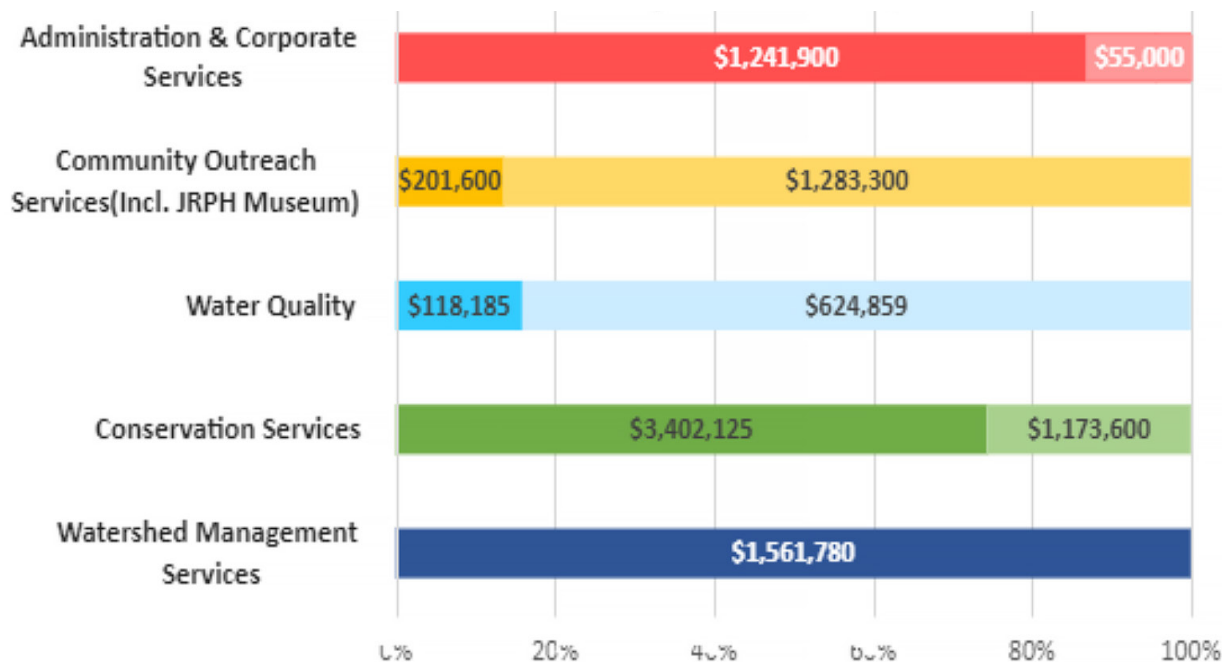
Watershed Management Services	Conservation Services	Water Quality	Community & Outreach Services
	<p style="text-align: center;">Land Securement & Acquisition</p> <p style="text-align: center;">Restoration - Non ERCA lands (fee for service or grant subsidized)</p> <p style="text-align: center;">Holiday Beach Management - Agreement 2001-2031</p> <p style="text-align: center;">Landowner Stewardship/ Extension Services</p> <p style="text-align: center;">Essex Soil and Crop Improvement Association Supports</p> <p style="text-align: center;">Demonstration/ Research Farm</p>	<p style="text-align: center;">Water Quality & Monitoring</p> <p style="text-align: center;">Special grant/term-limited research projects & studies</p> <p style="text-align: center;">Municipal Services provided through agreement (Risk Management Services Part IV CWA) Conservation Authorities Act 21.1.1</p>	<p style="text-align: center;">Educational programming - various CA locations</p> <p style="text-align: center;">General outreach, events and partnership engagement</p> <p style="text-align: center;">Other externally-funded community engagement projects</p> <p style="text-align: center;">John R Park Homestead museum operations and programming</p>
			<p>Essex Region Conservation Foundation</p>

To enhance the reader’s understanding of the Authority’s programs and current funding mechanisms, and to respond to the Province’s demand for funding transparency, ERCA Administration has provided additional analysis, relating to Non-Mandatory programming through the identification of activities which require a degree of levy support and those that are specific to term-limited special projects or fee-for-service activities and are not levy-dependent.



This revised detailed budget presentation (**Appendix A**) includes sub-sections for each service delivery area, noted as (1) Mandatory Programs & Services, (2) Non-Mandatory Ongoing/Recurring Programs & Services and (3) Non-Mandatory Municipal and Term-limited projects with special grants and fixed term funding. The budget includes ~\$17,000 in municipal services, relating to Part IV (Clean Water Act) compliance activities and is included in the third category for presentation purposes, since it is immaterial to the total budget.

2023 Budget by Service Delivery Area and by Mandatory / Non-Mandatory Functions - \$9.7M



Darker colours represent mandatory services, and lighter colours represent non-mandatory services

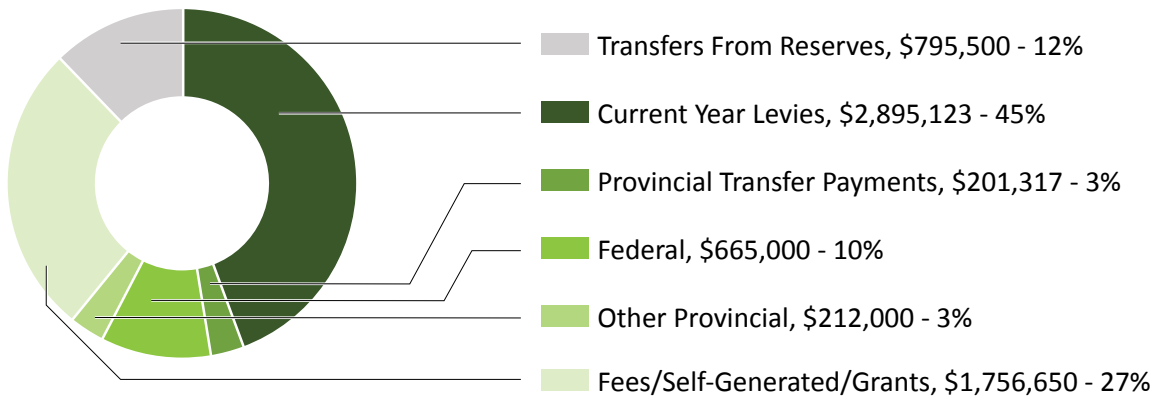
2023 Overview and Analysis

- Administration, in consultation with the Finance and Audit Advisory Board on March 23, 2023, is recommending an increase of \$227,932 (6.4%) to levies, for total levy funding of \$3,768,235 which converts to \$24.33 per household, with assessed value of \$300,000. This is a small increase of \$1.17 per household.
- The 2023 draft budget prioritizes repair and replacement of infrastructure in response to preliminary asset condition reports for greenway infrastructure (bridges/culverts) and JRP Museum/heritage buildings. While still preliminary and subject to review and further analysis, these asset condition reports and cost estimates reveal a potential infrastructure deficit that exceeds \$1million at John R Park Homestead and \$1.8million for replacement of Greenway bridges/crossings, required over the next five (5) years.
- The Authority’s budget includes Mandatory program expenses of nearly \$6.2 million, including conservation areas capital projects, plus an additional \$325,000 in levy-funded transfers to the infrastructure reserve fund, for a total of \$6.5million. Non-Mandatory operating expenses of ~\$2.6million are included, plus a transfer

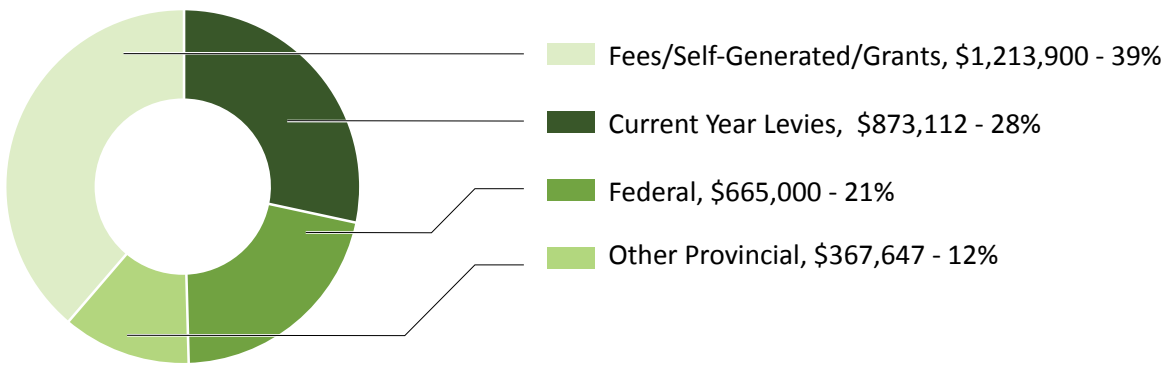
to the JRPH preservation reserve fund of \$515,000 for a total adjusted budget of \$9,662,349. Total revenues of \$8,866,849, plus transfers of \$795,500, are projected to provide the required funds of \$9,662,349 for operations and construction/purchase of assets.

- Levy funding of \$2,895,123 is required to fulfil the Authority's mandated obligations in 2023, consistent with the categories of mandated services, as listed in the Conservation Authorities Act. Additional levy of \$873,122 is required to maintain other programs and services, which are categorized as non-mandatory. \$318,122 is directed to support programs which operate recurrently annually; \$515,000 is allocated to the non-mandatory John R Park Homestead preservation reserve fund and \$40,000 to the land acquisition fund. It should be noted that this allocation represents a reduction in land acquisition funding from the customary \$500,000 to \$40,000, to cover nominal legal and surveying expenses related to the 2022 CASO acquisition.
- While the majority of the levy (77%) supports delivery of mandatory programs, mandatory programs are also financed by provincial transfer payments, permit revenues, user fees and internal chargebacks, with total non-levy sources expected to exceed \$1.4million in 2023.
- Historically, the local investment of levy and municipal special project funding, directed to the Authority has attracted investment of \$1.06 for every \$1 of municipal investment, for Non-Mandatory programs, services and special projects. Between 2017 and 2022, the Authority received municipal funds of \$10,315,527, representing levy and special-project funds, for programs and projects, that are anticipated to be categorized as Non-Mandatory, under the Act, but during that time, non-municipal funds of \$10,978,866 were received, supporting those very same initiatives. The Non-Mandatory work relating to the water quality program generated the greatest return, over the past six years with \$5.31 received from outside funding sources for every CW~GS levy dollar, followed by the tree planting/restoration program which attracted \$3.53 for every CW~GS dollar of investment.
- No new permanent staffing positions are included, and this budget reflects negotiated changes to 2023 wages and benefits as provided for in the collective agreement with CUPE Local 3784, as well as grid increases for applicable staff members, as service hours are completed. Administration has responded to the observed decrease in permit/development applications and has implemented a temporary reduction in staffing in Watershed Management Services accordingly, which continues to be monitored.
- Budget pressures for mandatory services exceed \$600,000 primarily due to anticipated declines in revenues, vehicle and equipment purchases, an increased transfer to the infrastructure reserve and various inflationary pressures and typical wage increases. Mitigating items relating to mandatory services account for \$282,250, for a net levy increase of \$372,235. Levy savings of \$144,303, related to non-mandatory programs are accounted for, reducing the total levy increase to \$227,932. Details are included in Table 1.
- The greatest threats to the Authority's financial condition and future sustainability primarily relate to risk of infrastructure and facilities obsolescence and deterioration at three sites (Holiday Beach, John R Park Homestead, and Greenways) due to ownership issues (HBCA), provision of non-mandatory services and asset preservation at JRPH and the magnitude of required repairs/replacements to Greenway bridges and crossings. The Authority does not own the infrastructure at Holiday Beach and is engaged in discussions with the Ministry of Natural Resources and Forestry, regarding asset management.

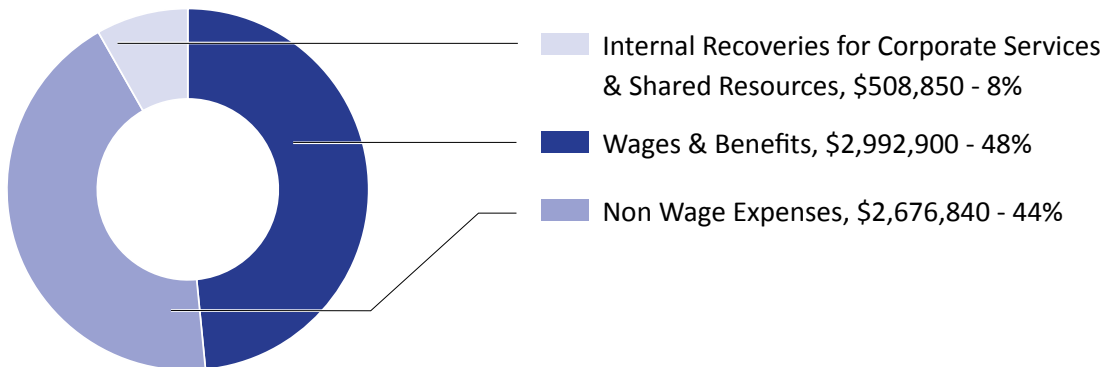
2023 Projected Revenues - Mandatory Programs & Services



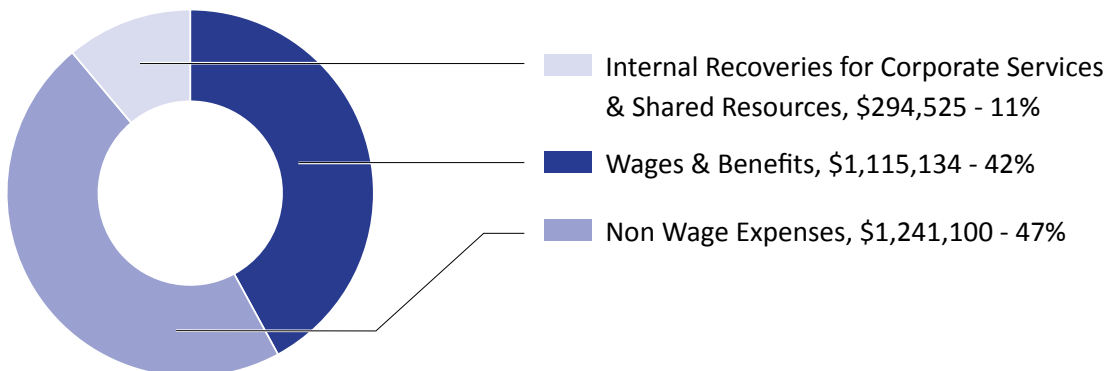
2023 Projected Revenues By Source - Non-Mandatory (Annual / Recurring) Services (Excludes Deferred Revenue / Reserve Transfers)



2023 Expenses - Mandatory Programs & Services



2023 Expenses - Non-Mandatory Programs & Services



YEAR OVER YEAR BUDGET PRESSURES AND MITIGATING MEASURES

Financial Pressures and Cost Drivers

- Based on 4+months of 2022/2023 data, fees associated with permits, clearances, property inquiries and surveying have been conservatively reduced by 25%.
- Insurance premiums have risen 47% from the 2022 budget and as a result, an additional \$56k has been included for premiums to reflect actual premiums.
- Two FTEs are included for a full year but were approved by the Board in 2022 and partially included in 2023.
- Assumes resumption of educational programming that has been partially curtailed during Covid.
- Includes negotiated increases for union members and grid increases for all affected staff.
- Includes additional operating expenses related to the vehicle fleet, due to increased fuel /repair & maintenance costs.
- Includes return to work of staff members on legislated/authorized leaves.
- Includes several inflationary increases, as currently being experienced for some services (e.g., waste removal, utilities etc.), as the timeline for lifting of additional fees, as levied by vendors, is unknown.
- Includes provision to replace one tractor and two heavy-duty trucks.

Mitigating Measures

- Positive financial results of the expanded Maple Festival are included in non-mandatory self-generated revenues and additional gross proceeds have been estimated at \$52k (excludes cost of goods sold).
- Due to the increase in interest rates, additional interest revenues of \$75k have been included.
- Administration will consider the feasibility of adjusting the vehicle fleet to reduce costs and to increase utilization of available vehicles but with an expanded property portfolio and an increase in the conservation areas maintenance staffing complement (CASO/Collavino), it is likely that the fleet/equipment pool will need to be increased rather than decreased.
- The vehicle/equipment reserve will be utilized to address fleet and equipment replacements.
- Temporary staff layoffs have been instituted in Watershed Management Services to address the observed decline in fee-for-service revenues.
- Deferred revenues from prior years, relating to levies allocated to specific initiatives deferred to 2023, are included.

Table 1 - Budget Pressures and Mitigating Items - Mandatory Programs & Services

Budget Pressures- Mandatory Programs/ Services	Category	\$ Impact on Levy Increase	Comment
Permit/clearance revenues	Self-Generated/ Grants	\$ 224,500	Projected economic impact/Bill 23-assumes ~25% decline
ERCF transfers/other grants	Self-Generated/ Grants	16,200	Conservation Services
Increased transfer to infrastructure reserve	Asset replacement	75,000	To address 2023 and future capital projects (Greenway infrastructure)
Insurance, legal & audit	Indemnification/ audit requirement	60,721	Insurance costs comprise the bulk of this increase
Conservation areas maintenance, restoration, fencing, taxes	Lands management	34,614	Increased costs related to Collavino CA, inflationary increases, transfer of JRPH grounds maintenance
Wages and benefits	Compensation	43,550	Net impact of grid/negotiated increases, full year of wages for previously approved staff capacity, slight increase to seasonal staff hours/ rates, return of permanent staff on approved leave-offset by FTE reductions in WMS, related to projected decrease in revenues, noted above
Fleet/equipment operations and replacement	Asset replacement	149,900	\$125k replacements + inflationary factors (fuel, repairs & maintenance)
Transfer from fleet/ equipment reserve to address above	Asset replacement	(110,000)	To address increased fleet replacement and 2023 tractor acquisition
Deferred revenues	Prior year levies allocated to specific initiatives	(73,750)	Prior year levies related to 2023 deferred expenses
Increased interest revenues	Unrestricted revenues	(75,000)	Estimated impact of higher interest rates
Transfer from infrastructure levy	Infrastructure emergency repairs (conservation areas)	(23,500)	Utilize infrastructure reserve to address this item, in lieu of operating levy
Net impact on levy associated with mandatory programs & services		\$372,235	

Table 2 - Budget Pressures and Mitigating Items - Non-Mandatory Programs & Services

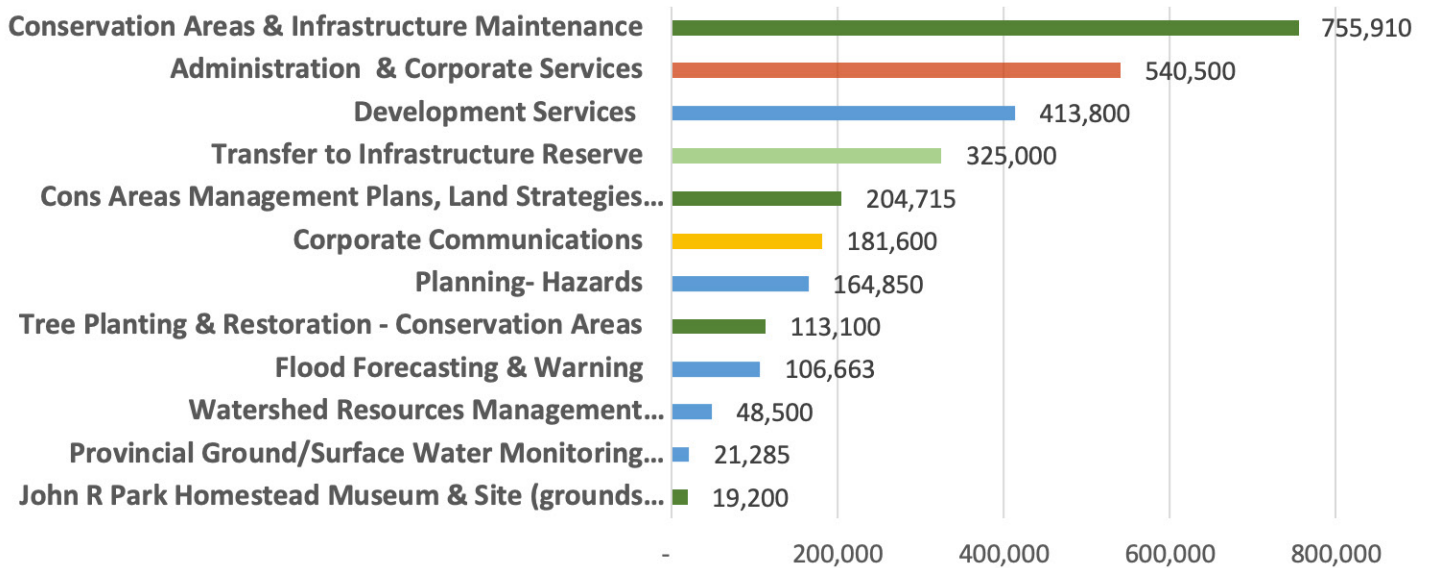
Budget Pressures- Non-Mandatory Programs/ Services	Category	\$ Impact on Levy Increase	Comment
Transfers to JRPH Preservation Reserve Fund	Reserves	\$ 500,000	To address deterioration of JRPH Museum and heritage buildings
Decline in self-generated revenues for tree-planting/restoration and education	Self-generated/fees	89,000	
Various operating costs including maintenance, HBCA supplies & repairs, insurance, taxes, allocated shared services, etc.	Operating costs	22,077	Inflationary increases, including insurance as well as budget adjustment for operating costs of the JRPH visitor's centre (Fox Creek Conservation Centre)
Reduction in transfer to land acquisition fund	Land acquisition fund	(453,000)	
JRPH/Holiday Beach	Admissions, rentals, sale of goods, offset by supplies	(67,280)	
Transfer from tree planting/restoration stabilization fund	Deferred revenues	(81,400)	
Increased grants for restoration/wetlands on private properties (CFN, etc.)	Federal/Provincial grants	(4,200)	Net of increased costs related to construction/plant material
Deferred revenues	Prior Year levies allocated to water quality and outreach	(55,200)	
Demo Farm/Stewardship	Federal/Provincial grants/Crop sales	(35,400)	
Transfer from ERCF funds for education and special initiatives	Deferred revenues	(37,000)	
Net wage savings	Compensation	(21,900)	Reallocation of some WMS staff to mandatory services due to termination of natural heritage supports to municipalities and transfer of wages associated with property maintenance at JRPH, to mandatory services
Net impact on levy associated with mandatory programs & services		\$ (144,303)	

After consideration of mitigating items described above, the required additional levy contribution, to sustain mandatory programs and services is \$372,235, offset by a reduction in levy of \$144,303, supporting the ongoing non-mandatory programs, resulting in a net increase in levy of \$227,932 (6.4%)

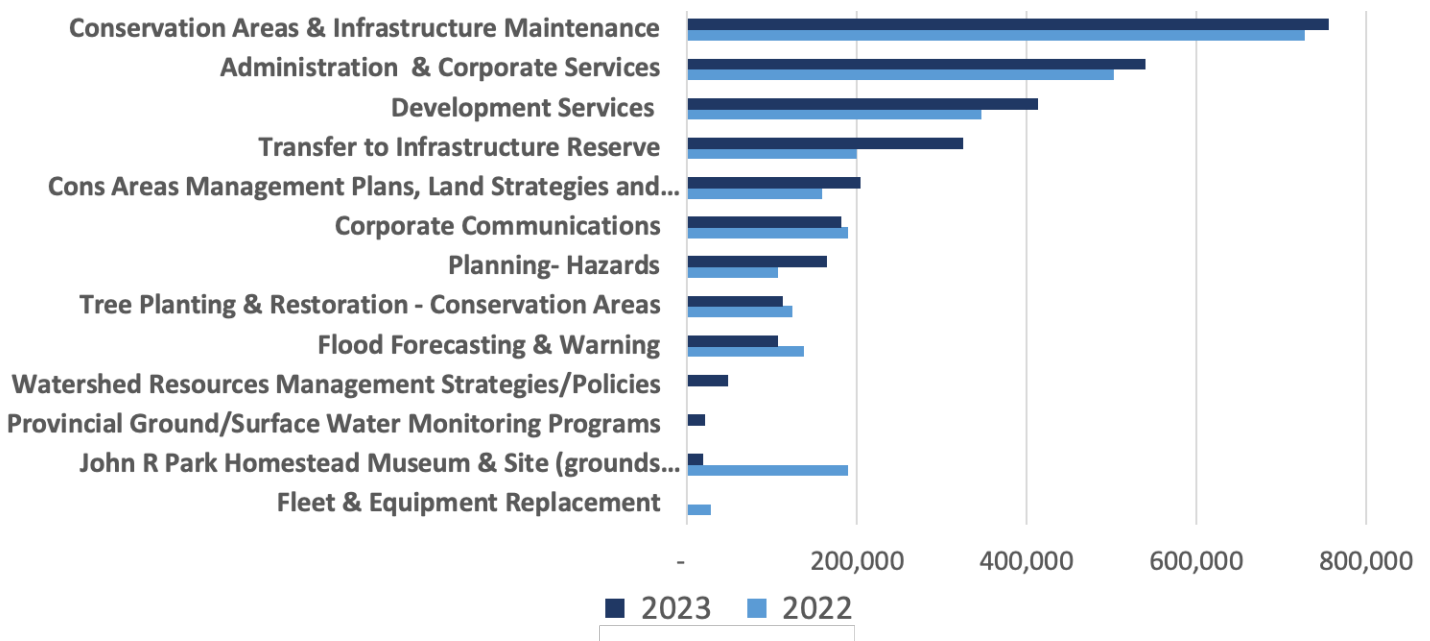
LEVIES ANALYSIS AND DRAFT ALLOCATION

After determining operating costs and infrastructure requirements, Administration has calculated required Levy funding of \$2,895,123 to fulfil the Authority’s mandated obligations, as shown below. If municipal funding for non-mandatory services is required in 2024 and beyond, the Authority is obligated to engage its municipal funders in consultations regarding the inventory of programs/services and execute apportionment agreements in 2023. The 2023 budget aligns the previous categories of ‘General’ and ‘Clean Water ~ Green Spaces’ levy with mandatory and non-mandatory programs and services, respectively.

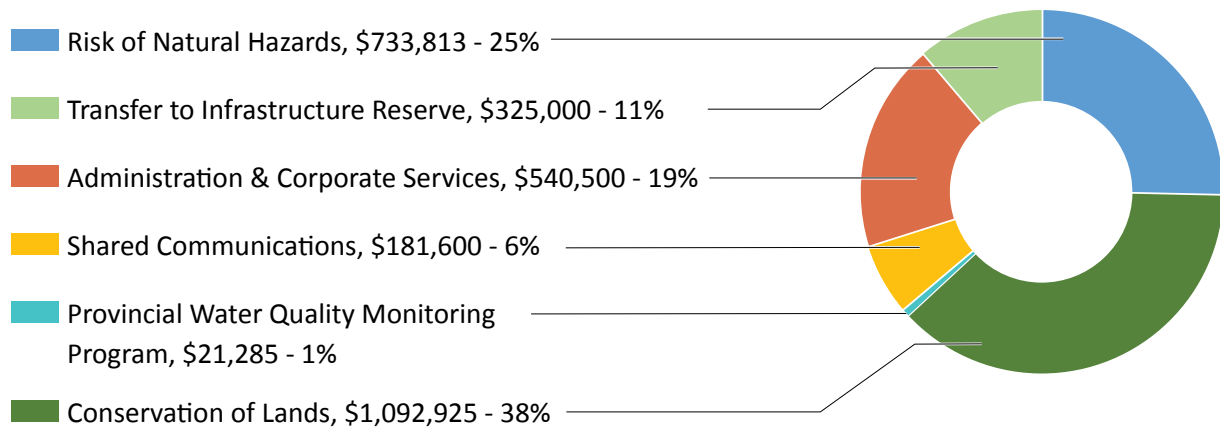
2023 Proposed General Levies Supporting (Draft) Mandatory Programs & Services



Levies Supporting Mandatory Programs & Services - Year Over Year Comparison



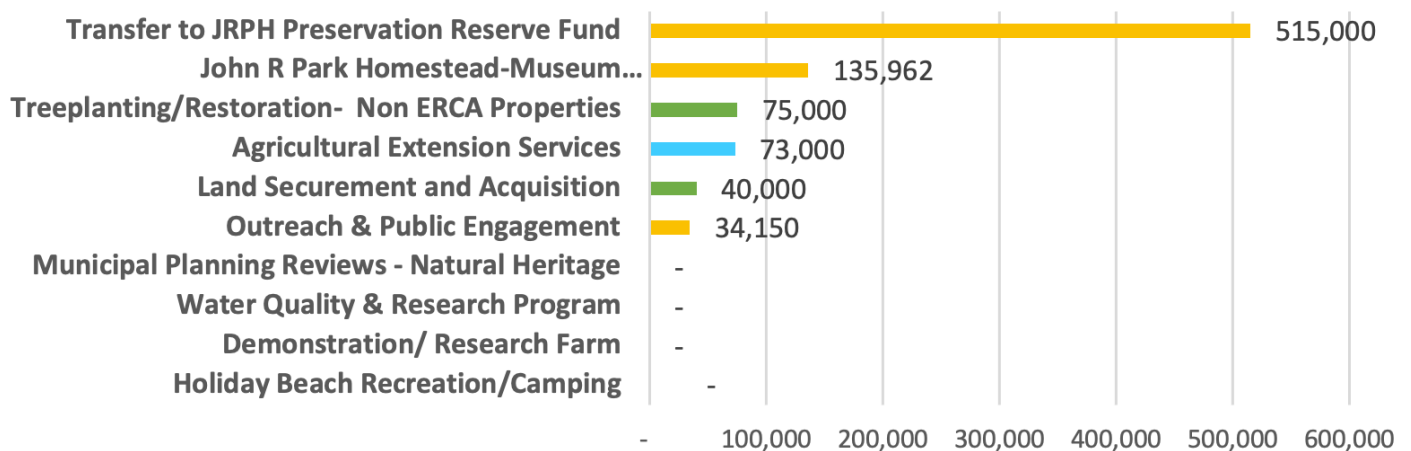
2023 Levy Allocation \$2,895,123 - Mandatory Programs & Services



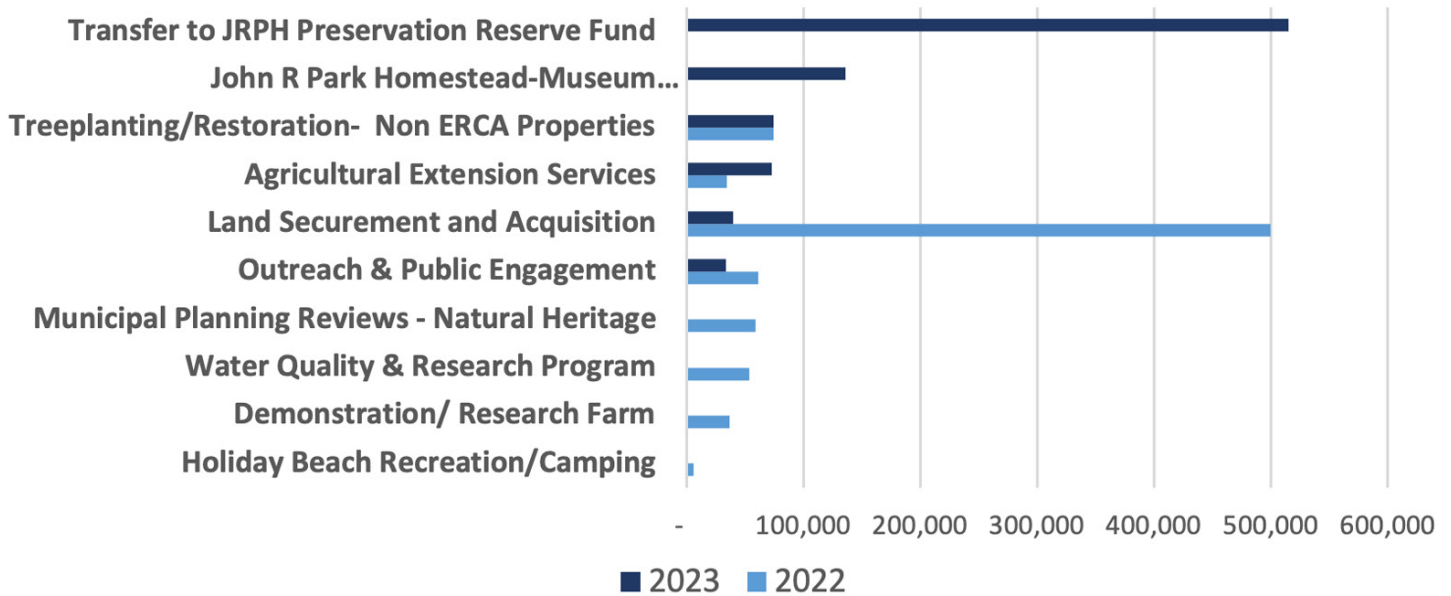
Levies associated with Non-Mandatory services total \$873,112. While Non-Mandatory levy is not insignificant, and approaches \$900,000, **the majority of the allocation supports the \$515,000 transfer to the John R Park Homestead preservation reserve fund.** The remainder ~\$358,000 attracts significant support from other levels of government and NGOs, including the Essex Region Conservation Foundation. Levy supports, on average, **25-30% of the costs to deliver ongoing core watershed programming**, varying annually with successful grant applications and self-generated revenues.

Note that approximately \$956,000 is included in the 2023 budget, for term-limited projects, financed by a third party and/or government funding, or fee-for-service contracts. The decrease in activity is largely attributable to the culmination of the Peche Island project but is partially offset by the new Maple Expansion grant (\$329,000). These projects do not require levy nor do they require municipal agreements in 2024.

2023 Proposed CW~GS Levies (Draft) Supporting Non Mandatory Programs & Services



Levies Supporting Non-Mandatory Programs & Services - YoY Comparison



INFRASTRUCTURE RISK AND REQUIRED FUNDING FOR REPAIRS / REPLACEMENT / PRESERVATION OF ASSETS

The threats to the Authority’s financial condition and future sustainability primarily relate to risk of infrastructure and facilities obsolescence and deterioration at three sites (John R Park Homestead CA, Greenways and Holiday Beach CA). The Greenways’ infrastructure represents the lowest financial risk due to the fact that the infrastructure is associated with passive recreation and maintenance of same, is eligible for mandatory levy. Conversely the JRPH museum and other heritage buildings are associated with the provision of non-mandatory services and the Authority is precluded from levying for preservation of these heritage assets. This is despite the fact that the transfer of the property from the Province in 2008, contained a number of restrictive covenants and obligations, regarding operations and preservation/maintenance of the assets.

While the risk of infrastructure and facilities failure and obsolescence is an on-going concern at Holiday Beach, the Authority does not have ownership nor an easement over the property and is operating the property by way of a management agreement that expires in 2031. Significant investments have been made at this conservation area over the past 10 years, utilizing the infrastructure reserve, however that opportunity will cease at the end of this budget cycle, as operations there are fully non-mandatory. Administration is currently in discussions with MNRF (Ministry of Natural Resources and Forestry) regarding this property and the management agreement. This budget does not include any provision for a maintenance reserve for this site and the operating budget includes an allocation for certain minimal repairs (meters etc.), that are required before camping season begins.

As a result of the bi-furcation of programs and services into mandatory and non-mandatory and the consequential categorization of those respective assets which support the two-stream service delivery model, Administration engaged consultants in 2022, to undertake asset condition reports for both the JRPH museum and heritage buildings and the infrastructure located within Greenways, such as bridges and culverts. Being aware of the costs

to maintain and replace assets is essential to the municipal discussions regarding the funding of non-mandatory services, specifically the costs to preserve the John R. Park homestead museum and buildings in perpetuity.

In June 2022, the Authority received a preliminary asset condition report, for the John R Park Homestead, which provided an estimate of \$977,476 to remediate twelve (12) buildings. More recently, it was determined that interior structural repairs are required to the main roof of the house, before other repairs can be initiated. A preliminary estimate of approximately \$160,000 was provided by the Architect, however, quotes from Toronto firms, specializing in heritage building remediation are approximately \$350,000. Due to the ongoing structural investigation of the roof, the precise details of the proposed Homestead repairs have not been determined, however a budget of \$259,000 has been included as a provision to address the most urgent structural repair requirements of the house.

Post this budget cycle, the Authority will have no mechanism to collect levy for this essential preservation work. Given the fragile state of the house, its prominence on the site and its integration with programming, Administration is of the opinion that it is imperative to seed a preservation reserve fund with sufficient capital to facilitate crucial repairs over the next year or two.

Seeking and obtaining municipal funding (apportionment) agreements for JRPH museum operations may present a challenge in of itself, as the annual on-going levy requirement is approximately \$150,000- \$170,000 and adding the burden of infrastructure repairs, which are years overdue, on to current and future generations of ratepayers, may be unpalatable and repudiated. Seeding the JRPH preservation fund, is presented as a budget-neutral solution, as Administration is recommending that the customary \$500,000 annual levy funding for land acquisition, be diverted to this specific-purpose reserve fund. The land acquisition fund currently maintains a balance in excess of \$1.9 million.

During 2022, the Authority also engaged a consultant to undertake an assessment of its Greenways bridges and crossings. The preliminary report, received in December 2022, identified projected costs for infrastructure replacements and repairs, for end of lifespan bridges/crossings, in the order of \$1.8million, recommended to be completed between 2023 and 2027. An additional \$1.2million is estimated as the cost to replace end of lifespan assets in 2032.

While the 2023 budget includes a transfer to the general infrastructure reserve fund, of \$325,000, future budgets may need to account for a similar provision annually to address the infrastructure deficit noted above. The consequences of not replacing bridges may increase the Authority's risk profile to an unacceptable level and ultimately necessitate asset decommissioning/trail closures. Upon receipt and review of final asset condition reports, Administration will initiate the update to the asset management plan.

RESERVE FUNDS

The Authority maintains several reserve funds and this budget includes levy-funded transfers of \$840,000 to infrastructure reserves and transfers from the reserves, of \$795,500, are expected to fund capital projects and fleet/equipment acquisitions, as identified in **Appendix C**. Reserves are therefore projected to increment by \$44,500 and all Authority Reserve Funds are shown in **Appendix C**.

Capital projects include the following:

Table 3 - Capital Projects 2023

Capital Projects 2023	Total Cost	Infrastructure/ Other Reserve
JRPH Museum repairs	\$259,000	\$157,000
JRPH Connectivity	39,500	22,000
Greenways culvert/bridge remediation	242,500	242,500
Parking lot(s) resurfacing (deferred in part from 2022)	100,000	100,000
Contingency for emergency infrastructure repairs	30,000	30,000
Conservation Areas signage	25,000	25,000
Train Station maintenance & repairs	26,000	20,000
Fleet/Equipment replacement and fleet operations	352,700	153,000
Cloud development (S28) permitting system	70,500	46,000
	\$1,145,200	\$795,500

HUMAN RESOURCE ANALYSIS

While no new permanent staffing positions are contemplated, one term contract position is included in mandatory services but is grant-funded and related to the Hillman Marsh climate adaptation management plan. Despite the anticipated decline in permit revenues, Watershed Management Services (WMS) human resources will be mostly retained in order to fulfill one of the mandatory components of the Conservation Authorities Act Transition Plan, which is due by January 1, 2024. At the time of writing, one staff member in WMS is on temporary layoff and one has been redeployed to a vacant Conservation Areas Technician position. Recall of these positions will be dependent on the extent that development services revenues are expected to exceed the budgeted amount, based on ongoing monitoring and analysis of fee-for-service revenue trends.

Compensation, including payroll taxes and benefits is the Authority’s largest category of expense, comprising 45% of the budget and 72% of the compensation expense is associated with mandatory services. Certain positions that were partly included in 2022, due to recruitment schedules, are included as full-time- equivalents (or nearly) in the 2023 budget. Overall, total FTEs of 47.7 are slightly lower than the 49 budgeted 2022 FTEs, due to a contraction in Water Quality, as term funding ended in March 2023, and a slight contraction in Watershed Management Services, associated with reduced permit application activity and revenues.

Recruitment and retention remain an on-going challenge with demand for many positions, outpacing the available supply of talent. The Authority shares positions of a similar nature, with municipalities and the public sector, which often have higher pay scales, which contributes to the recruitment challenge.

Table 4 – Budgeted Wages 2023

	2023 BUDGETED WAGES	2022 BUDGETED WAGES	2022 PROJECTED WAGES
Total Wages & Benefits Mandatory Programs & Services	\$ 2,992,900	\$ 2,872,300	\$ 2,747,758
Total Wages & Benefits Non-Mandatory Programs & Services-Annual Recurring	792,100	814,000	803,875
Total Wages & Benefits Non-Mandatory Term-Limited Special Projects	323,534	435,050	501,902
Total Wages & Benefits	\$ 4,108,534	\$ 4,121,350	\$ 4,053,535

Table 5- Summary of Employee Full time Equivalents

Service Delivery Area	2023 Mandatory	2023 Non- Mandatory Ongoing	2023 Non- Mandatory Term Project	2022 Mandatory	2022 Non- Mandatory Ongoing	2022 Non- Mandatory Term Project
Watershed Management Services	11.8			14.0		
Conservation Services	9.0	6.0	.1	8.2	5.5	
Water Quality	1.0	2.4	1.7	.8	2.4	4.2
Community Outreach	1.7	5.2	1.1	1.7	4.3	.3
Corporate Services	7.3	.4		7.2	.4	
Total FTEs	30.8	14.0	2.9	31.9	12.6	4.5

RETURN ON LOCAL INVESTMENT

Historically, the local investment of levy and municipal special project funding, directed to the Authority has been matched dollar for dollar, if not exceeded. Between 2017 and 2022, the Authority received municipal funds of \$10,315,527, representing levy and special-project funds, for programs and projects, that are expected to be categorized as Non-Mandatory, under the Act, but during that time, non- municipal funds of \$10,978,866 were received, supporting those very same initiatives.

Table 6 - Sources of Funding

2017-2022 Sources of Funds – Non-Mandatory Programs & Services			
Levies + Municipal Special Project \$	\$	10,315,527	48%
Federal & Provincial Grants		9,124,819	43%
Essex Region Conservation Foundation		639,284	3%
Other Non-Government		1,214,763	6%
	\$	21,294,393	100%
Total Funding - All Sources	\$	10,978,866	\$1.06:\$1.00

For capital projects, which include a mix of projects, supporting both mandatory and non-mandatory functions, as those are now defined, ERCA has attracted \$1.56 for every \$1 of local taxpayer investment, as shown below:

2017-2022 Sources of Funds - Capital Investment			
Levies + Municipal Special Project \$	\$	2,032,722	39%
Federal & Provincial Grants		1,260,477	24%
Essex Region Conservation Foundation		1,905,595	37%
	\$	5,198,794	100%
Total Non-Municipal Funding - Capital Investment	\$	3,166,072	\$1.56:\$1.00

It should be noted that the Essex Region Conservation Foundation provided funds of almost \$2.0 million, towards capital projects, between 2017 and 2022, with substantial investment directed to the Cypher Systems Greenway, the Fox Creek Conservation Centre and recently, to the JRPH house repairs.

LEVERAGED INVESTMENT HIGHLIGHTS

- Since 2016, the Watershed Management Service department has successfully secured \$995,500 in grant funds to support flood and erosion hazard programs and projects across the Essex Region. Through various provincial and federal grant opportunities, the Authority has secured over \$400,000 through funding programs only available to Conservation Authorities, which have enabled significant repair and improvement projects as well as condition assessment for flood and erosion control infrastructure.

- An initial investment of approximately \$46,000 into the development of a Floodplain Prioritization assessment resulted in securing a total of \$422,000 from the federal and provincial governments to undertake updates to hydrologic and hydraulic modelling and subsequent flood mapping updates.
- Over the past 5 years, approximately 70% of secured grant funding obtained through Watershed Management Services has benefitted the City of Windsor, with the remaining 30% largely focused on maintaining critical flood control infrastructure throughout the region.
- ERCA has protected 484 acres of land in 2022 through acquisition and donation and will soon acquire an additional 70 acres as a donation. \$635,000 of CW~GS funding supported 2022 land acquisition costs, while external support received was approximately \$2,500,000 in contributions from partners and donated land values. The fair market value of 2023 expected donations of land is valued at over \$1,000,000.
- ERCA has restored over 400 acres and planted over 400,000 trees over the past five years with \$665,000 support from CW~GS levy funding, attracting \$2,349,500 in government grants, and non-government grants and donations, including \$163,000 from the Foundation (ERCF).
- Between 2017 and 2022, \$494,789 in CW~GS levy was used to support watershed research and water quality sampling at approximately 62 sampling locations throughout the region, and 275 water quality improvement projects were implemented, while corporate, federal and provincial contributions towards these initiatives, to enhance our understanding of impacts on our local water sources, was \$2,625,260.
- From 2017 – 2022, a total of \$562,755 of levy funding was used to support outreach and education programs, while \$250,778 in external funding was contributed through grants and donations. During that period, a total of 52 Community Outreach Events were undertaken across the region, resulting in 6,144 volunteers planting 14,937 trees, 2,275 native plant plugs and removing 2.32 metric tonnes of garbage across the region – even though stewardship events were severely curtailed though 2020 and 2021.
- Through 2021 and 2022, Administration actively solicited private funding as part of a focused fundraising campaign through the Essex Region Conservation Foundation, which has eliminated the need for levy funding for curriculum-based Outdoor Education programs for a five-year period.

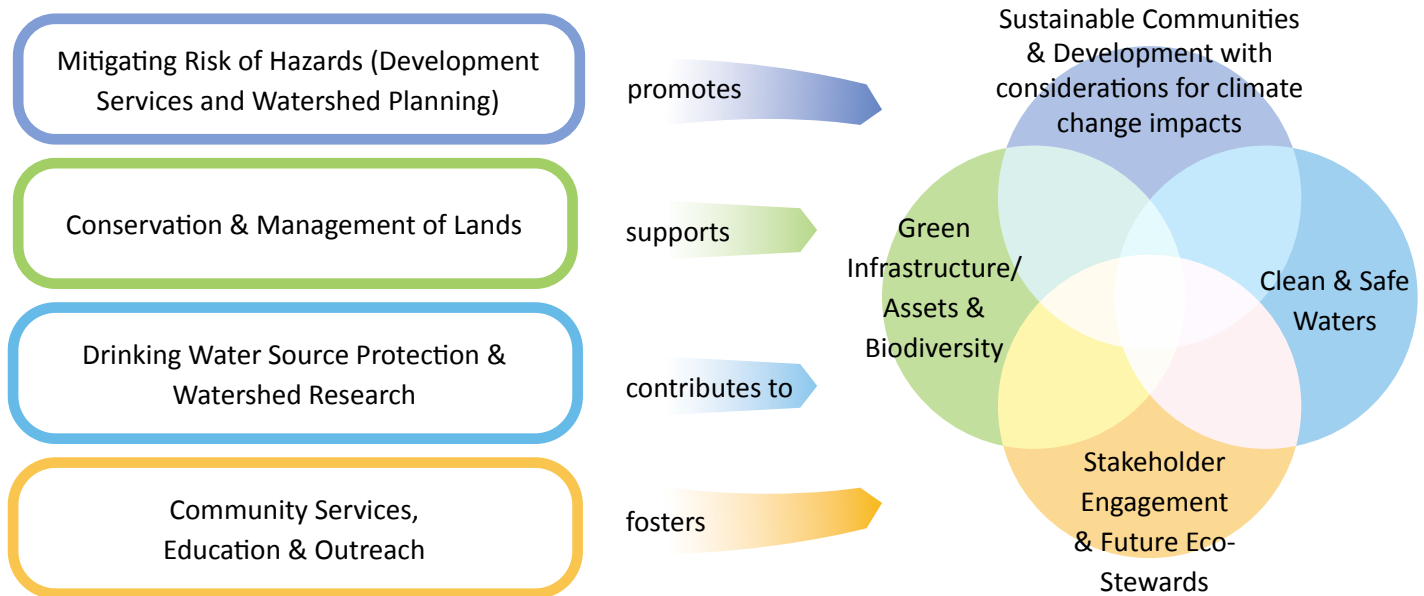
Integrated Watershed Management

As an integrated watershed management agency, ERCA’s five service delivery areas have developed over decades, and include beneficial programs and services that support our collective shared objectives and goals, related to ecological, social, and economic health.

These programs were developed by and are implemented by recognized experts in civil/environmental engineering, environmental studies, watershed planning, forestry, biology, ecology, agronomy, water quality science, restoration, and natural resource management. ERCA works across all sectors and levels of government, to secure mission support and sustainable funding, in order to achieve the community’s vision for our region.

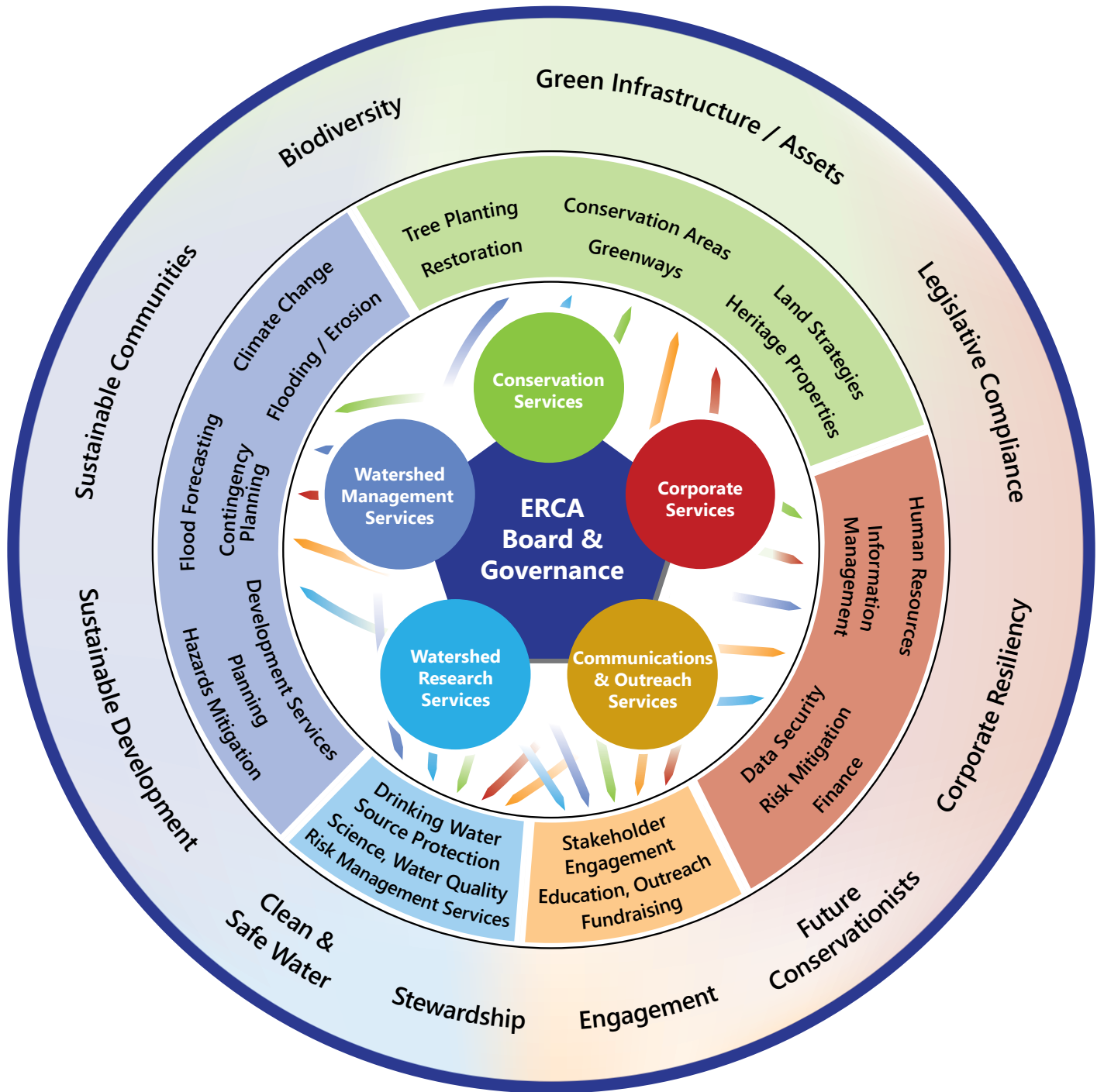
Recent changes to the Conservation Authorities Act confirmed core and the mandatory functions of conservation authorities including: mitigating risks of natural hazards; conserving and managing lands, for heritage and hazards; drinking water source protection; and surface water and groundwater monitoring. To continue to be relevant and to serve the residents of this region, ERCA should be delivering, and can continue to deliver the ancillary programs and services that impact the overall well-being, health and safety of the region and its citizens. **As noted above, the programs, which may be permanently recognized as non-mandatory in the near future, and are potentially at-risk for loss of municipal funding, have returned \$1.06 for every local taxpayer dollar since 2017.**

While it is convenient to organize business functions by service delivery areas and additionally, they align with Provincial categories, each of ERCA’s programs support environmental objectives, embraced by all:



ERCA delivers programs consistent with the objects of Conservation Authorities, as defined in the Conservation Authorities Act and is committed to delivering the non-mandatory local natural resource programs and services, in consultation with its participating municipalities and the residents of this region. However, museum operations, maintenance of heritage assets and heritage programming do not fall within the objects of Conservation Authorities, but notwithstanding, the Authority is operating the museum within the covenants of the 2008 property transfer agreement, for the John R Park Homestead site.

PROGRAM INTEGRATION MODEL



The Integrated Watershed Management approach requires an understanding of the interactions between our environment, the economy, and society. At the core of everything that ERCA does to better understand, preserve, and enhance our region, is ERCA’s Board of Directors and our five key service areas. Through the Board’s sound governance and oversight, along with Administration’s efforts in delivering the various interconnected programs within these service areas, ERCA continues to gain a better understanding of our watershed. It is through this approach that ERCA will continue to protect our region’s resources, people, and property, and address the escalating environmental challenges we face now and in the future. The Program Integration Model above demonstrates the linkages between each of the various programs and services, both Mandatory and Non-Mandatory, which are all crucial to achieving our region’s objectives of a healthy, sustainable future for the residents of Windsor-Essex.

Service Delivery Area

Operating Plan Highlights



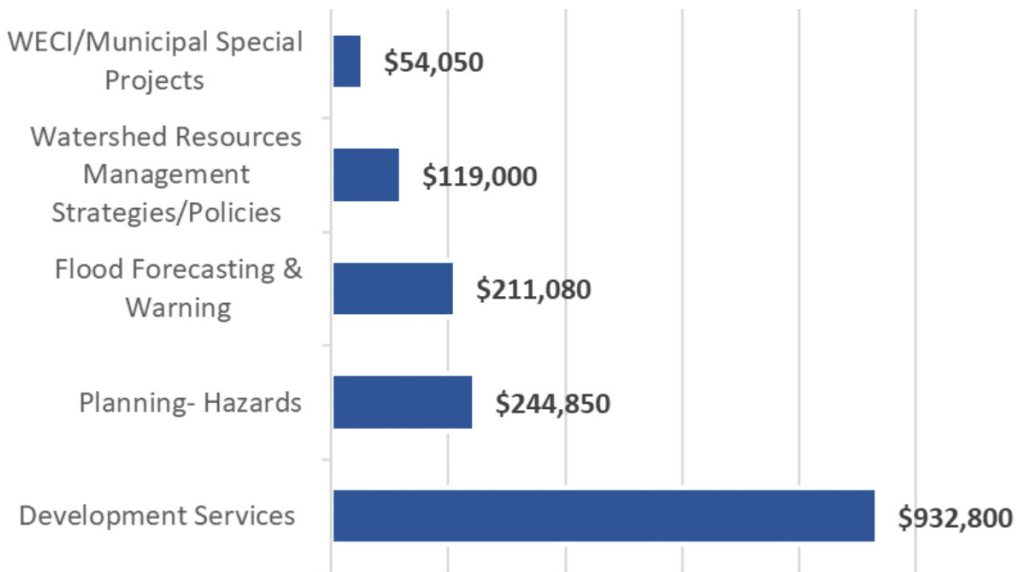
Watershed Management Services

Watershed Management Services are identified as mandatory services and ensures that development in the region progresses in a sustainable manner, is directed away from natural hazards, while protecting existing development, water resources, and natural features that contribute to flood and erosion attenuation.

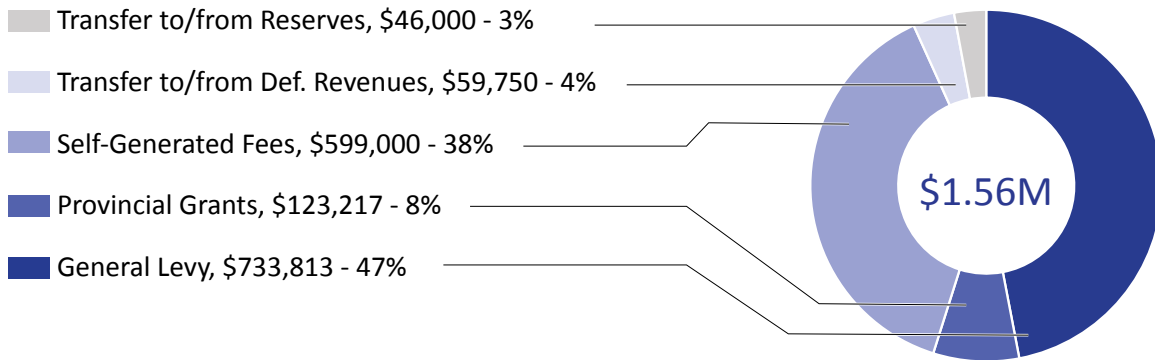
Watershed Management Services are delivered through four programs:

- Development Services (mandatory services)
- Watershed/Water Resources Engineering (mandatory services)
- Flood Management/Flood Forecasting and Warning (mandatory services)
- Watershed Planning (mandatory)
- Approximately 12 FTEs deliver these services

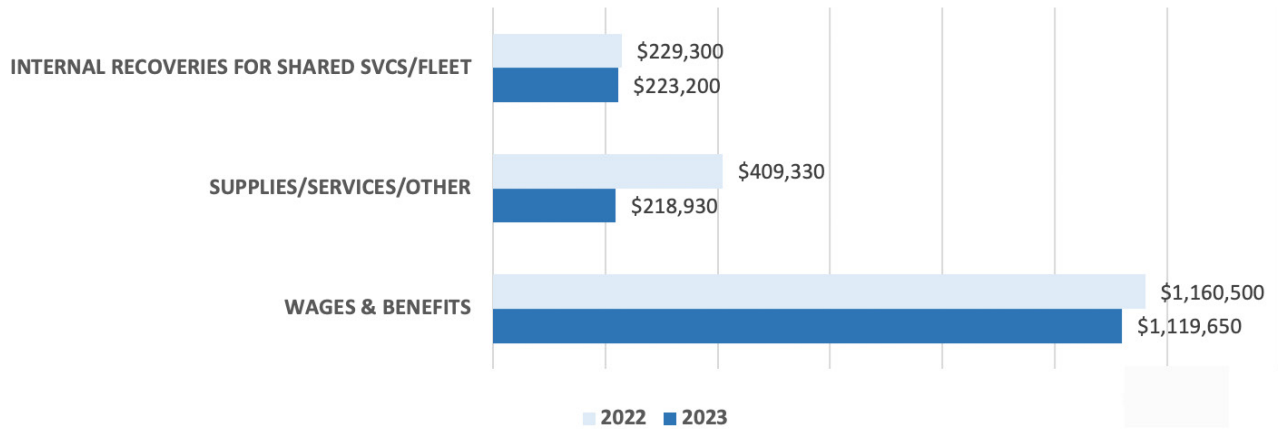
Mandatory Watershed Management Programs & Services - \$1.56M



Watershed Management Services Sources of Revenues for MANDATORY Programs



MANDATORY Watershed Management Program Expenses by Category



In general, the budgeted Watershed Management Services expenses are less than recent previous years as a result of the anticipated decline in development activities across the region. Past years included wages to account for increased hours to meet increasing demands and service delivery targets. The 2023 budget includes most staff on normal working hours with a focus on meeting development service delivery targets, policy review and development, and special projects and ancillary services that support core mandate functions. Two temporary layoffs have been instituted while development applications and related services continue to be monitored.



DEVELOPMENT SERVICES

ERCA administers the Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation, approved by the Minister of Natural Resources and Forestry and known as Ontario Regulation 158/06, as amended. The Regulation allows ERCA to regulate development within hazardous lands through a permitting process. These lands could be unsafe for development because of naturally occurring processes associated with flooding, erosion, unstable soils, dynamic beaches, unstable slopes or in areas where conservation of lands could be impacted by development. The priority is to reduce risk to life, damage to property, and social disruptions resulting from natural hazards.

2023 Program Highlights

- Administration will review the Authority’s development policies from 1987 and 2006 and complete an update to comply with current development practices and legislative requirements.
- In an effort to continue with modernizing development review processes, Watershed Management Services is working closely with Information Technology to migrate the permitting and Property Information Management System to a cloud-based service to reduce potential points of failure (i.e., Civic Centre power failures) that disrupt service delivery. This modernization includes a phased approach to build the necessary cloud-based software for staff use and the government-client portal for online services.

WATERSHED / WATER RESOURCES ENGINEERING

Managing the risks associated with the natural hazards of flooding and erosion is one of the primary roles of conservation authorities under the Conservation Authorities Act. This role is fulfilled through the delivery of multiple natural resource management programs and services, including flood plain management and mapping, water and erosion control infrastructure planning, and stormwater management. Many projects delivered through the engineering program are considered “special projects” or “ancillary services” that support core responsibilities of the authority within the context of natural hazards management. The program is currently wrapping up several complex flood mapping projects and beginning new undertakings to update the coastal hazard mapping completed in 1976.

2023 Program Highlights

- Complete the Little River Floodplain Mapping as part of the City of Windsor Sandwich South Master Servicing Study to inform regulatory requirements for future development. This project is delivered on behalf of the City of Windsor as a fee for service undertaking and is 100% cost recoverable.
- Complete the Turkey Hydrologic and Hydraulic Modelling, funded by the City of Windsor, the Town of LaSalle, and the Town of Tecumseh. This project was delivered as a fee-for-service undertaking ensuring cost recovery for the Authority, with municipal expenses subsidized with federal funding of \$182,000 through the National Disaster Mitigation Program (NDMP).
- In coordination with municipal partners, the coastal hazard mapping completed in 1976 will be updated through 2023, with final deliverables expected in March 2024. The total project is valued at approximately \$480,000, with \$240,000 of federal and provincial funding obtained through the Flood Hazard Identification and Mapping Program (FHIMP).
- Evaluate needs to support developing a Watershed-Based Resource Management Strategy, completed by December 31, 2024, as required through Ontario Regulation 686/21: Mandatory Programs and Services.
- Administration will continue to explore partnership and funding opportunities to update flood and erosion hazard mapping.

FLOOD MANAGEMENT

Recognizing that protection of life and property from flooding and erosion hazards is dependent on natural system protection, restoration and remediation; and that development and redevelopment should contribute to the prevention, elimination, and reduction in risk from flooding, erosion, and slope instability. The five pillars of flood management: prevention, mitigation, preparedness, response and recovery, are applied.

2023 Program Highlights

- Update ERCA’s Flood Contingency Plan.
- Develop an Operating and Maintenance Manual for ERCA owned and managed climate stations.
- Explore opportunities for increasing flood forecasting operational capacity, including grant funds support field data collection and telemetry.
- Explore grant opportunities through Water and Erosion Control Infrastructure (WECI) mandatory flood management activities across member municipalities.
- Monitor lake levels and a network of 30 climate stations to provide advanced warning of flooding and accelerated erosion.
- Continue to participate in flood-related emergency planning and response activities with member municipalities. Continue to participate as a selected committee member on the Provincial Flood Mapping Technical Team to fulfill Provincial commitments contained within Ontario’s Flood Strategy.

WATERSHED PLANNING

ERCA continues to work towards a ‘Planning-first principle’, which ensures that appropriate planning permissions are in place before any consideration is made for approvals under the Conservation Authorities Act. The planning program area delivers services that fall under the mandatory service category. ERCA’s service delivery through Watershed Planning includes all mandatory-related reviews and comments on various Planning Act instruments, as mandated through the amended [Conservation Authorities Act](#) and [Ontario Regulations 686/21: Mandatory Programs and Services](#). It is through this service that Administration provides the necessary comments related to natural hazards, source water protection, and conservation authority owned lands, ensuring the continued “planning-first approach” to protecting the watershed.

2023 Program Highlights

- Watershed Planning currently delivers hazard reviews and comments on circulated Planning Act instruments, as required through Ontario Regulation 686/21: Mandatory Programs and Services, ensuring consistency with the current Provincial Policy Statement and local natural hazard development policy. Source Water Protection, more specifically, the Risk Management Services related to Part IV of the Clean Water Act and comments related to lands owned by ERCA, are also delivered through Watershed Planning. The program is funded through a combination of General Levy and supplemented by program user fees, consistent with the “user pay principle”.
- The decentralization of climate change considerations continues to be implemented. Such considerations are delivered through Watershed Planning and Engineering services as potential impacts are often multi-faceted and require input from various professionals within WMS.

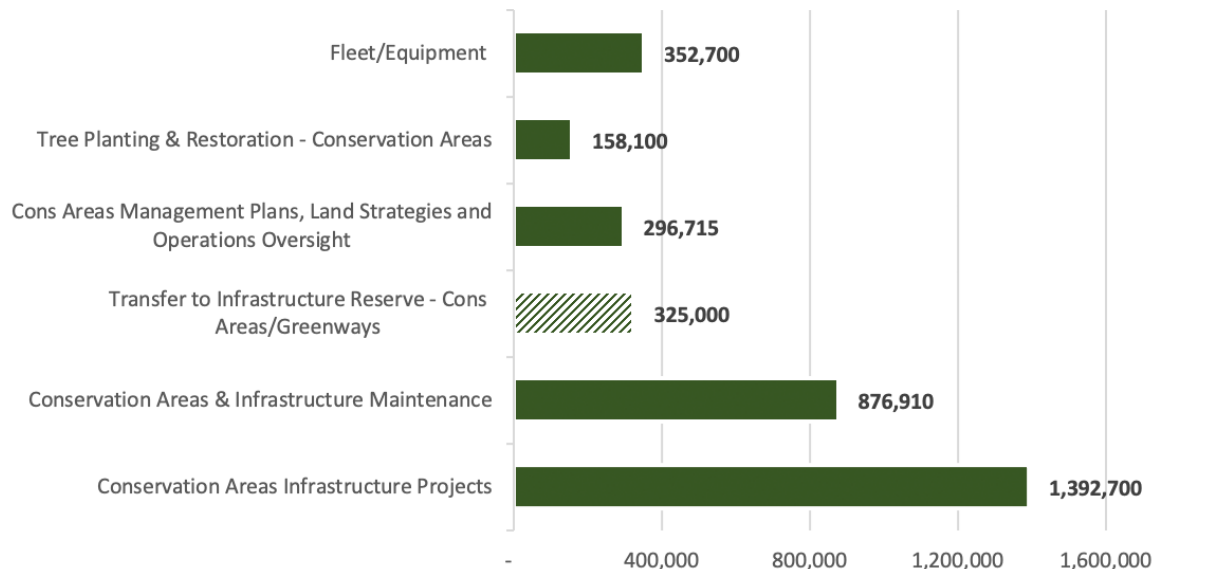
Conservation Services

ERCA’s Conservation Services programs protect, restore, and manage natural heritage areas and systems within ERCA’s watersheds. This is accomplished through a system of conservation lands, strategic and leveraged investment in land securement, and by identifying and implementing priority restoration projects. All Conservation Areas within the ERCA watershed are impacted on by Natural Hazards, fundamental to the management of sites is the access to hazard areas for flood observation and in the case of trails physical access to reaches that would otherwise be inaccessible. Further, some of our properties are designed/engineered to receive flood waters to reduce upstream impacts of flood waters should they occur. Conservation Services are delivered through multiple programs, in a mix of mandatory and non-mandatory services:

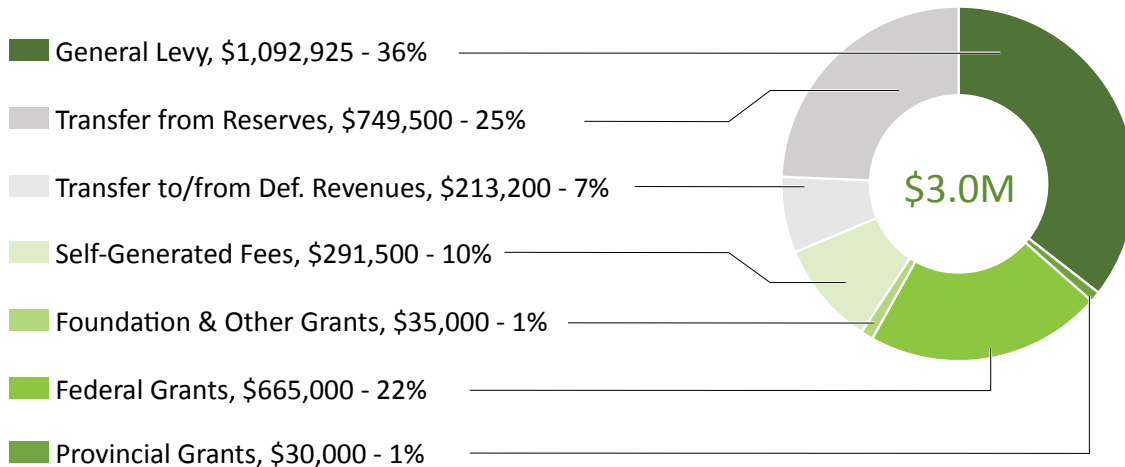
Mandatory Services	Non-Mandatory Services
Conservation Land Management	Tree Planting and Habitat Restoration on Private and Municipal lands
Public Conservation Areas	Land Securement & Acquisition
Tree Planting & Restoration - Conservation Lands	Holiday Beach Conservation Area
John R. Park Homestead – Conservation Area Operations	John R. Park Homestead – Museum Operations
Capital Projects	

Approximately 15 FTEs deliver the services and includes seasonal restoration workers, tree planters, conservation areas technicians and support staff. Included in the 2023 budget are costs associated with expanded staff capacity during the winter months to undertake maintenance along the greenways, including the new CASO property and implement hazard tree removals to ensure public safety.

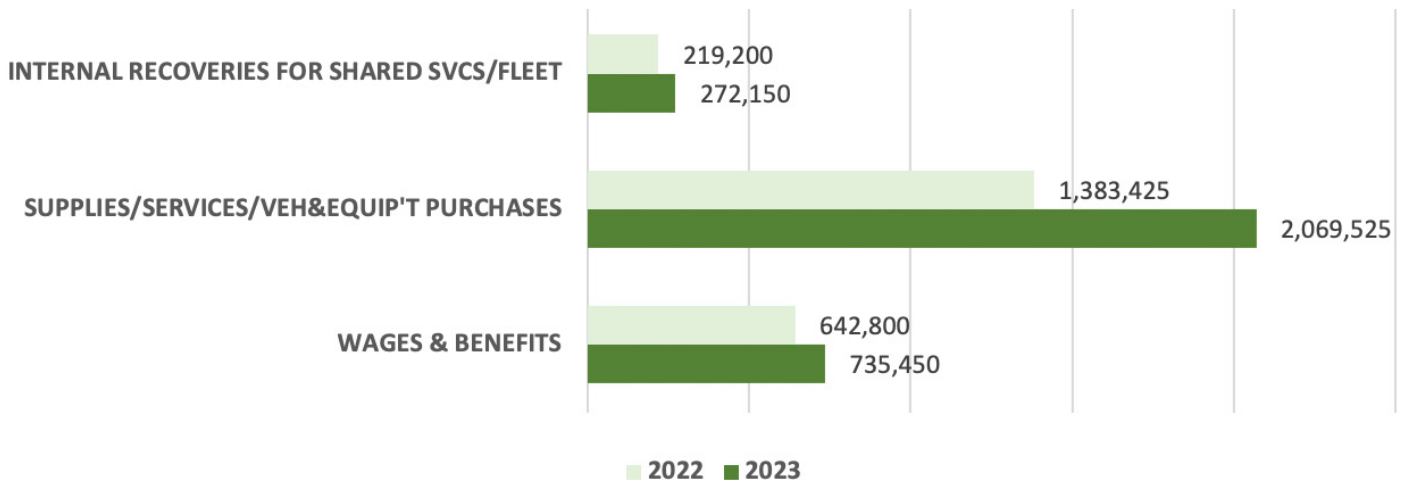
Mandatory Conservation Programs & Services - \$3.4M



Conservation Services Sources of Revenues for MANDATORY Programs



MANDATORY Conservation Programs & Services Expenses by Category



CONSERVATION LAND MANAGEMENT

The Essex Region supports a higher diversity of plant and animal species than any other region in Canada and sustains one of the highest concentrations of globally rare species in an area with some of the lowest percentage of natural cover in Canada. Conservation Areas are managed to protect this natural heritage, preserve human and cultural heritage, and support active and healthy living.

ERCA will continue to manage the natural resources of our region as outlined in the updated Conservation Authorities Act and undertake management of Conservation Areas to improve the biodiversity of the region while also improving the resiliency of species at risk that are vulnerable to climate change.

2023 Program Highlights

- ERCA’s Forester will undertake and update forest inventories in many conservation areas to inform management planning documents.
- Invasive species management will be undertaken along the greenway properties and in Conservation Lands that have wetlands.

- ERCA’s burn crew will implement prairie management through prescribed burn at Hillman Marsh.
- A new wetland will be built in the Cedar Creek watershed and plans are underway to restore a large former farm field to wetland.
- In keeping with revisions to the Conservation Authority act, staff have initiated the creation of a new Conservation Areas Land Management Strategy.
- ERCA has initiated a restoration and climate adaptation planning process at Hillman Marsh to restore habitat lost in this wetland and to stabilize the eroding shoreline.

PUBLIC CONSERVATION AREAS

Since 1974, ERCA has been acquiring lands to ensure the protection and conservation of their significant natural and cultural heritage features. Conservation Areas ensure that valuable greenspace is protected while allowing for recreational opportunities in safe, well maintained natural settings which are critical to maintaining physical and mental health. Conservation Areas and trails are also identified as key economic drivers and of critical importance to creating an environmentally and economically sustainable region, where people want to live and where companies want to invest.

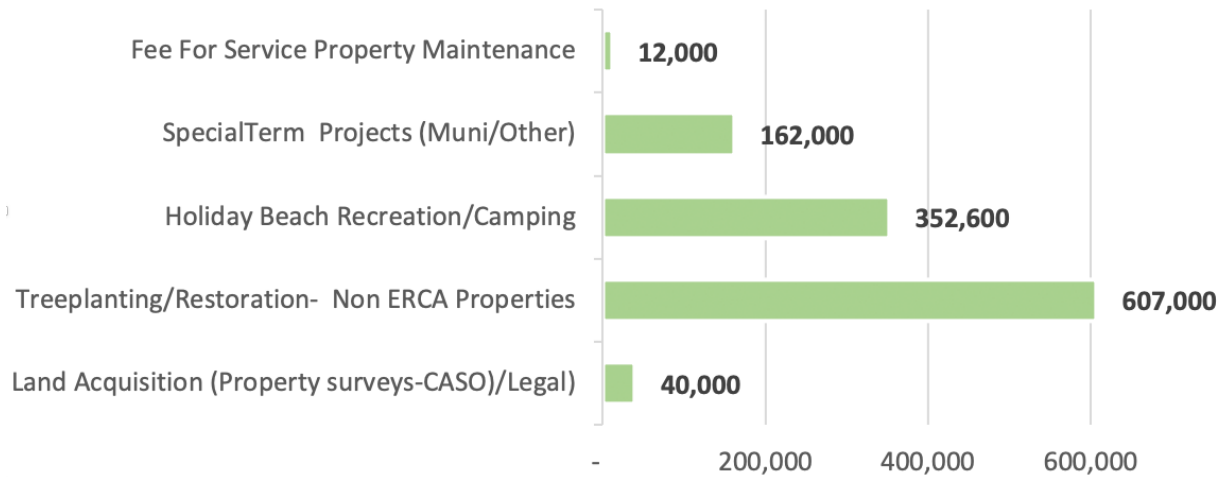
2023 Program Highlights

- Operate and maintain 17 conservation areas welcoming thousands of visitors each year.
- Ongoing replacement of fleet and equipment assets.
- Hard surfacing (tar and chip) parking lots to improve accessibility and visitor experiences at the John R. Park Homestead and Devonwood Conservation Areas.
- Continue to contribute to the update of ERCA’s Asset Management Plan to accurately reflect future capital funding requirements.
- Undertake restoration works of the main house at the John R. Park Homestead.
- Initiate wetland and shoreline restoration works at Hillman Marsh Conservation Area.
- Assess the condition of and forecast future maintenance work for the major bridges along ERCA’s rail trail corridors and initiate replacements of bridges at the end of their lifespan.
- Winterize and upgrade facilities at Holiday Beach to allow for winter festivals such as the annual maple syrup festival.
- Remove vegetation from trail edges and remove hazardous trees, primarily along the Greenway multi-use paths.
- Continue making public infrastructure investments in the Collavino Conservation Area with the goal of making the site publicly accessible within two years.
- Complete the installation of an accessible lift in the Fox Creek Conservation Center.
- Ongoing Tree Planting and Restoration in Conservation Areas.

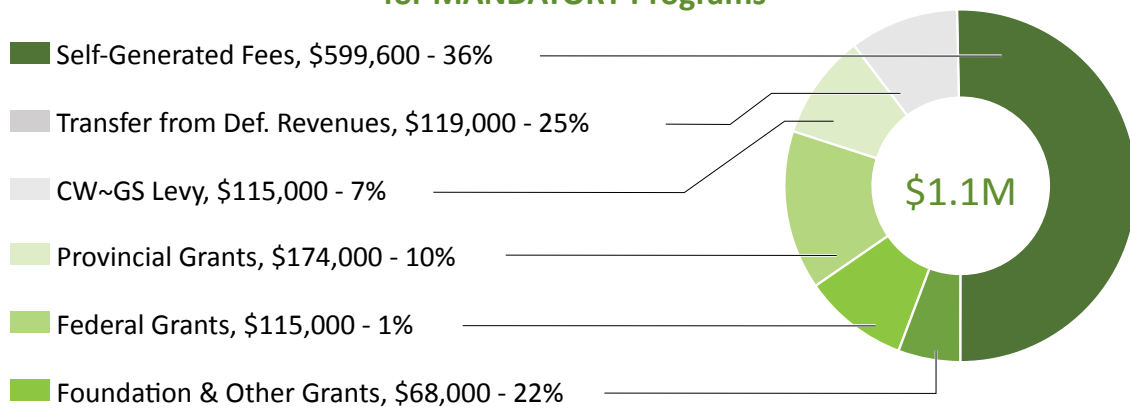
ERCA continues to expand natural habitat in this region by increasing wetland, prairie and tree cover on properties it owns. Through partnerships, lands will continue to be strategically acquired through purchase or donation to create a more sustainable region. In 2023, a new wetland on ERCA’s Cedar Creek landholdings will prevent ongoing erosion of our field and provide multiple co-benefits such as flood attenuation, water quality improvements and habitat for wildlife.

CONSERVATION SERVICES - NON-MANDATORY

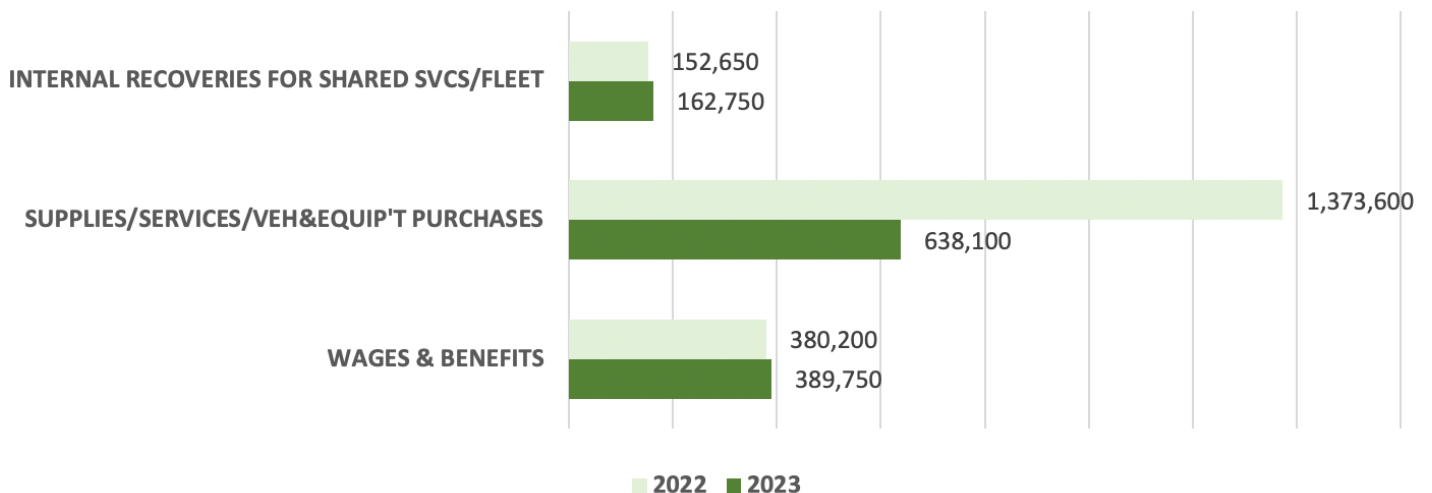
Non-Mandatory Conservation Services by Function - \$1.2M



Conservation Services Sources of Revenues for MANDATORY Programs



NON MANDATORY Conservation Programs & Services Expenses by Category



TREE PLANTING AND HABITAT RESTORATION ON PRIVATE AND MUNICIPAL LANDS

To achieve a sustainable future, mitigate climate impacts, expand tree canopy cover, improve water quality and keep endangered species from extinction in Canada, partnerships must continue with private landowners to grow the amount of habitat restored in the region. To assist with the costs of restoration that takes place on private lands and provide the biological professionals needed to undertake this work, ERCA obtains grants and donations to provide incentives and keeps cost reasonable, including funding from the Clean Water~Green Spaces fund. Clean Water~Green Spaces funding to assist with private lands restoration accounts for approximately 15% of this activity, which does not include the value of land. ERCA has restored over 430 acres of land on private property since 2017. These privately owned restoration sites are an invaluable contribution from our community as they further the rehabilitation of our region.

2023 Program Highlights

- Plant 50,000 trees throughout the region on our property as well as privately owned lands leading to the creation of at least 70 acres of new habitat.
- Build a minimum of two new wetlands in the region to reduce erosion and simultaneously create habitat.
- Continue a multi-year large scale restoration project on Caldwell First Nation property involving 10 acres of tree planting of Phase 2 in 2023.

LAND SECUREMENT

Each year ERCA works towards the strategic purchase of lands that have the highest biological value, as indicated by the Land Securement Strategy, and will have the greatest impact on improving the biological health of the region. Specifics of new land acquisitions are managed in Committee of the Whole and once purchased, restoration and management of these lands would be categorized as mandatory.

ERCA is currently negotiating the donation of a 72 acre parcel of land that will contribute to improve water quality, reduced soil erosion and habitat for wildlife.

As of December 31, 2022, the land acquisition fund has a total of \$1.9million in available funds.

HOLIDAY BEACH CONSERVATION AREA

The Province of Ontario with the Ministry of Natural Resources and Forestry as its representative, is the legal owner of Holiday Beach Conservation Area but the site is operated by the Authority via a thirty-year management agreement with the Province, which expires in 2031. The operational costs associated with this site are covered by user fees related to camping, hunting and cottage rentals, however, revenue generation is not sufficient to fund future capital replacement and major renovation costs. Recent trail and amenities improvements have been funded through government grants and contributions from the Foundation.

The most recent project, funded through the Federal Economic Development Agency for Southern Ontario allowed ERCA to expand the Maple Syrup Festival to include a second location at Holiday Beach Conservation Area, resulting in infrastructure improvements to winterize washrooms and undertake necessary upgrades to the portable classroom. Financial information for this grant is captured within the Community Outreach Services 2023 budget details, as the project spanned multiple program areas.

CAPITAL PROJECTS

An overview of major mandatory and non-mandatory capital projects included in the 2023 budget is summarized below. These projects will improve accessibility and overall visitor experiences in our Conservation Areas.

Capital Project	General Levy/ Reserve Transfers	ERCF/ Other	Fed Grant	Prov Grant	Total	Category
Greenway / Bridge replacement	\$242,000				\$242,000	Mandatory
Hillman coastal erosion and wetland works	\$10,000		\$50,000	\$500,000	\$560,000	Mandatory
JRPH telecommunications tower	\$22,000	\$17,500			\$39,500	Non-Mandatory
Parking lot resurfacing	\$100,000				\$100,000	Mandatory
JRPH historic buildings condition assessment & repairs (Phase 1)	\$137,000	\$102,000			\$259,000	Non-Mandatory
HBCA building winterization			\$110,000		\$110,000	Non-Mandatory
Collavino Conservation Area Improvements		\$90,000			\$90,000	Mandatory
Totals	\$511,000	\$209,500	\$160,000	\$500,000	\$1,400,500	

*Pending contribution agreements



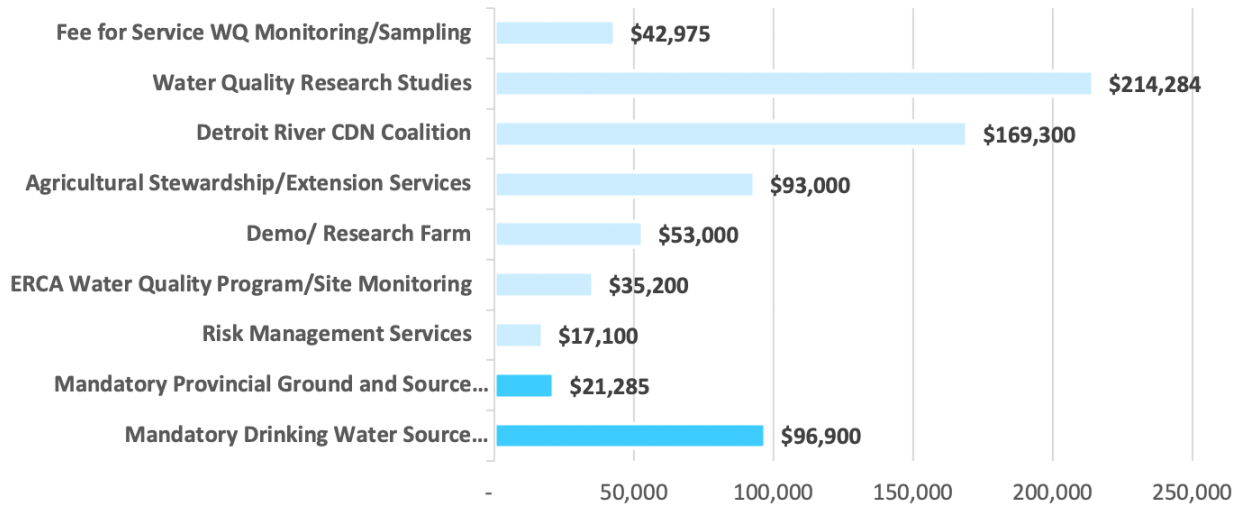
Water Quality Programs & Services

Water Quality programs and services endeavor to improve the health of local watercourses through agricultural Best Management Practices, enhanced monitoring at the watershed and edge-of-field scale and collection of landscape information through Geographic Information Services. Strengthened relationships with academic and government scientists and active participation in several ongoing research programs allows solutions to be developed that are best suited to the region’s unique ecosystem. Local sources of drinking water are protected through the implementation of policies in the Source Protection Plan and its amendments.

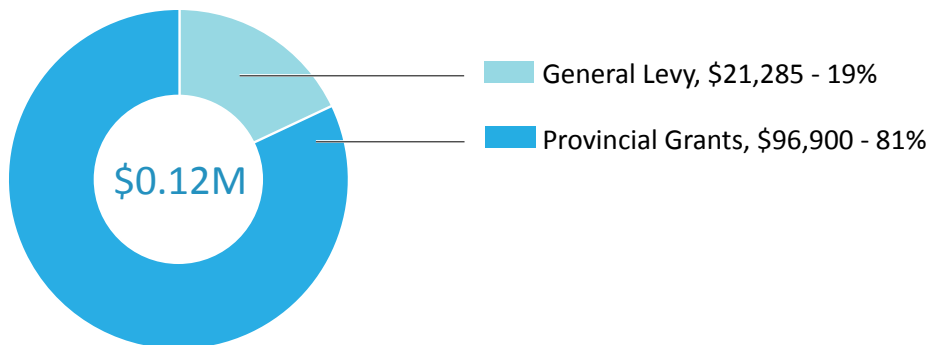
Water Quality Services are delivered through three programs:

- Source Water Protection (mandatory)
- Watershed Science (mandatory and non-mandatory)
- Water Quality Improvements (non-mandatory)
- ~5 FTEs deliver the combination of mandatory and non-mandatory programs

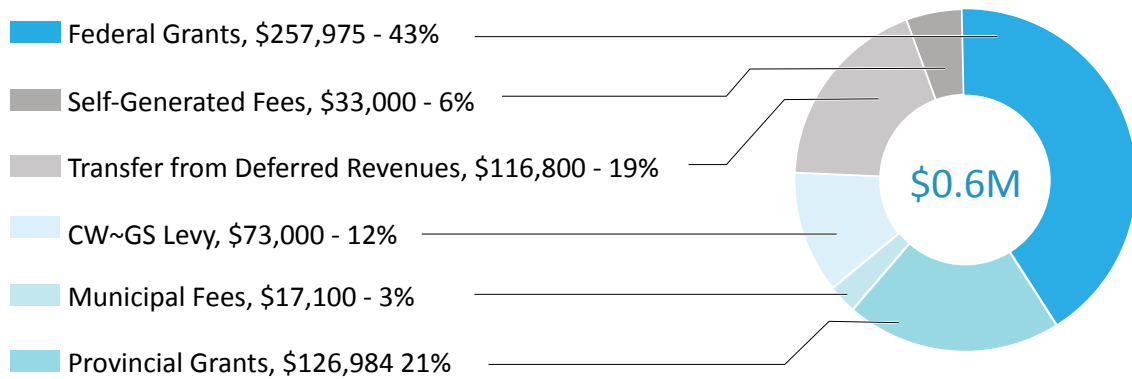
Mandatory & Non Mandatory Water Quality Programs & Services - \$0.7M



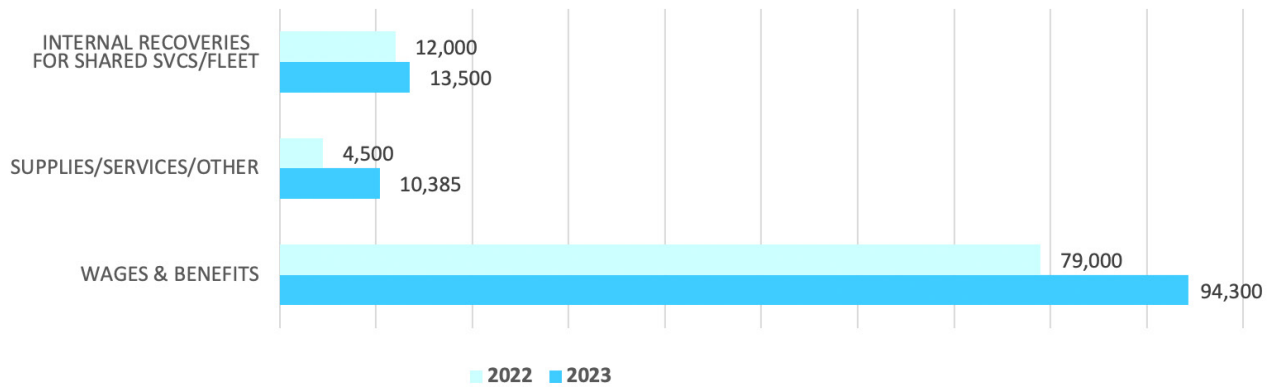
Water Quality Sources of Revenues for MANDATORY Programs



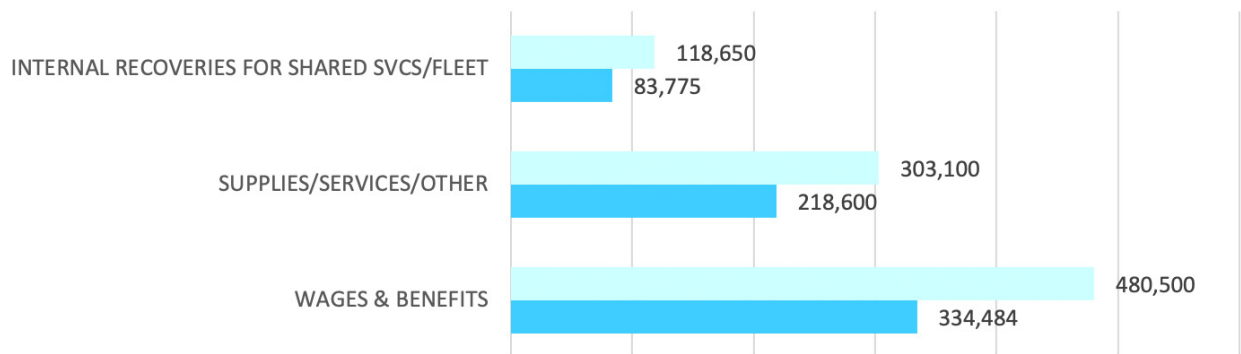
Water Quality Sources of Revenues for NON-MANDATORY Programs



MANDATORY Water Quality Programs & Services Expenses by Category



NON-MANDATORY Water Quality Programs & Services Expenses by Category



SOURCE WATER PROTECTION

Administered under the Clean Water Act, the watershed-based Source Protection Program is the first step in a multi-barrier approach to protect drinking water. It complements municipal water treatment and supports sound land use planning decisions. ERCA, and other conservation authorities, have designated responsibilities under the Clean Water Act to work closely with stakeholders to ensure that sources of municipal drinking water are safe and abundant. ERCA's Risk Management Services implements a specific subset of policies on behalf of municipalities.

- Source Water Protection (Clean Water Act) is identified as a mandatory program and service in the Conservation Authorities Act, and the Province remains committed to providing funding for this program; ERCA received a slight increase for the current two-year funding cycle (2022-2024) to accommodate expanded workload while the Source Protection Plan is being amended. This is the first time that the Province has provided multi-year funding for this program and their commitment provides greater stability for this mandatory work.
- Risk Management Services are offered on behalf of all municipalities in the Essex Region as a direct service cost through an agreement originally established in 2015. This agreement was renewed January 1, 2022, for another three-year term. Risk Management Officials undertake work to implement Source Protection Policies for which municipalities are the Implementing Body. This does not fall under a mandatory program or service in the Conservation Authorities Act, but rather is a Category 2 activity as it is a municipal responsibility.

2023 Program Highlights

- Provide annual reporting to the Province and Municipalities.
- Continue technical work to update the Source Protection Plan and Assessment Report to align with changes to the Director Technical Rules and the Section 36 Assessment Report. Begin the formal consultation process on the comprehensive updates to the Source Protection Plan, policies and Assessment Report.
- Update policies to address new types of Significant Drinking Water Threats and/or changes to applicable vulnerable areas.
- Conduct compliance monitoring to ensure properties with Risk Management Plans continue to adhere to Risk Management Measures.
- Continue reviewing s.59 applications for potential new significant drinking water threats.
- While a number of staff support this program and deliver DWSP services, it accounts for less than one full-time person.

WATERSHED SCIENCE

Healthy rivers, headwaters, and species in our watershed are key elements of a sustainable and healthy environment that we all rely on for our sources of drinking water, our economy and for recreation. The ability to track and report on changes to these indicators of healthy watersheds and share that knowledge helps assess and understand current health and emerging trends as a basis for setting environmental management priorities, identify research gaps to work with academic and other research partners to address, and manage, protect or enhance watershed resources. ERCA undertakes its watershed science programs through partnerships with the Provincial Water Quality Monitoring Network (PWQMN), and the Provincial Groundwater Monitoring Network (PGMN) and works in partnership with Provincial and Federal programs and with universities including the Great Lakes Institute for Environmental Research at the University of Windsor.

Within the Essex region, water health is inextricably linked to farming practices. Because of this, ERCA continues to support the Essex Soil and Crop Improvement Association to facilitate knowledge transfer opportunities. In collaboration with the Ontario Ministry of Agriculture and Rural Affairs and Environment Canada, ERCA provides incentives to producers. These incentives to undertake Best Management Practices on their farms can reduce fertilizer applications, reduce erosion, improve soils and decrease nutrient and soil runoff that leads to toxic algae blooms in Lake Erie.

- Participation in the PWQMN and PGMN are a mandatory program in the Conservation Authorities Act, however, the majority of our water quality science work falls outside mandatory services yet is critical to providing the residents of this region and partners with information. In 2023, ERCA will continue to monitor ground and surface water quality stations and provide this information to the Province, consistent with most Conservation Authorities. Beyond this fundamental monitoring, ERCA will also undertake the following water quality work, which is supported by Provincial and Federal grants:

2023 Program Highlights

- Collect water samples, funded by various external partners as funding is available, to provide samples for research projects that could not otherwise be collected due to travel restrictions or other logistical challenges.
- Seek out funding to maintain the important ongoing monitoring of greenhouse influenced streams. This sampling was supported by the MECP from 2012 to December 31, 2021. The MECP is not supporting this monitoring program in Fiscal Year 2022/23.
- Complete over 20 Agricultural Best Management Practice (BMP) projects in partnership with landowners.
- Operate the Essex County Demonstration Farm to facilitate agricultural research and disseminate lessons learned to the farming community.

Community Outreach Services

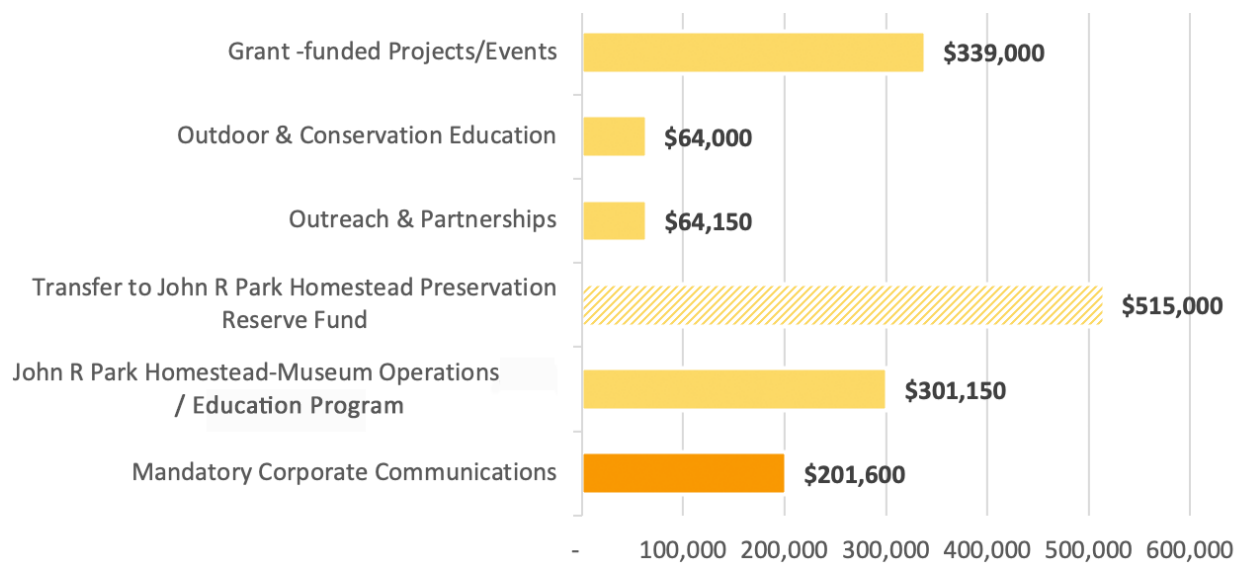
Communications and outreach services support all business units of the Authority. This includes supporting flood messaging, disseminating natural hazard information, engaging landowners in conservation practices and climate action, educating students of all ages about environmental sustainability, promotion of and engagement in tree planting and restoration, connecting people to nature through a variety of programs and events, identifying the value of natural connections to our health, and communicating broadly with stakeholder groups and watershed residents. Communications efforts also support revenue-generating activities for conservation areas.

Providing stewardship and educational opportunities to residents living within our watersheds is important and critical to conservation success across the region. Providing hands on opportunities for people to connect with nature and take action for the environment will raise awareness about broader local environmental needs, including expanding natural areas coverage, protecting mature forests, and reducing energy use to mitigate climate change impacts such as frequent and more intense flood events.

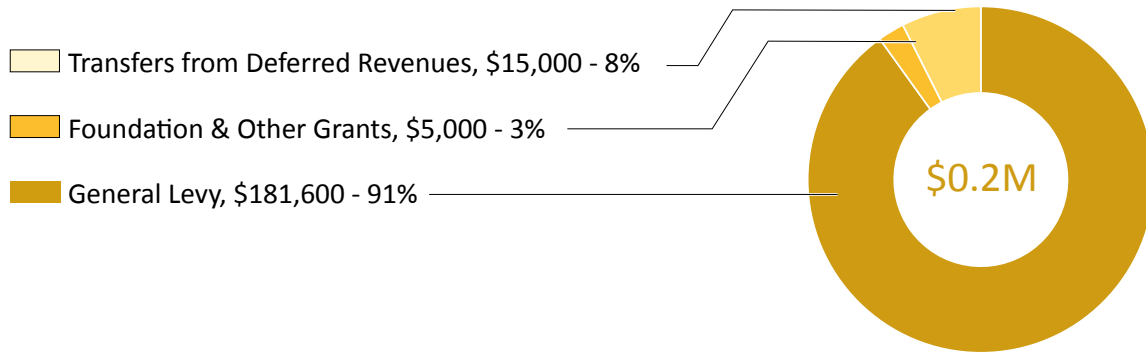
Community Outreach Services are delivered through four programs:

- Communications (mandatory)
- Outdoor Education (non-mandatory)
- Outreach and Engagement (non-mandatory)
- JRPH Museum Operations & Programming
- ~8 FTEs will deliver the mandatory and non-mandatory programs

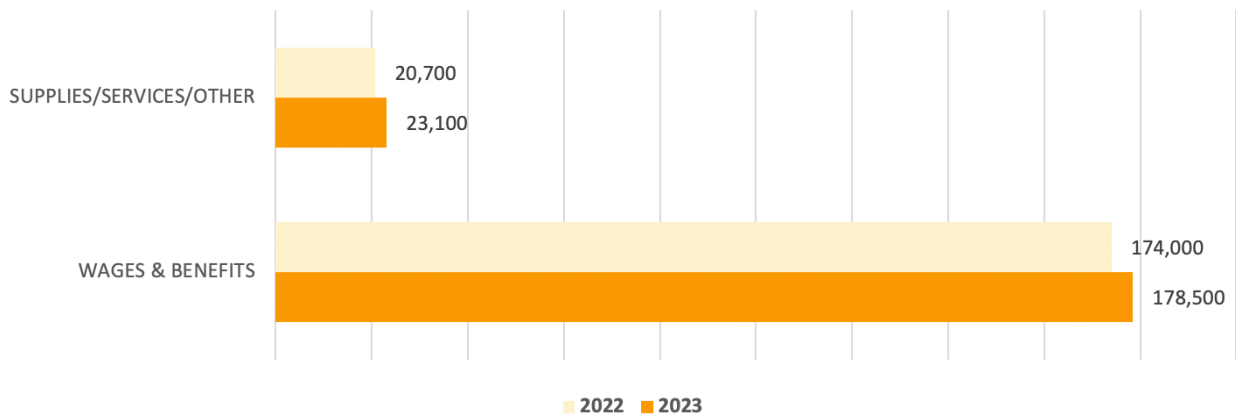
Community Outreach Services Mandatory and Non Mandatory Programs & Services + John R Park Homestead -\$1.5M



Community Outreach Sources of Revenues for MANDATORY Programs



MANDATORY Communications Expenses by Category



COMMUNICATIONS

Corporate communication is included as a mandatory service as it supports the communication needs of the Authority’s mandatory functions, including critical flood messaging, to various audiences across multiple platforms. This includes Annual Reporting, stakeholder relations, engagement through traditional and social media, media relations and other communications priorities.

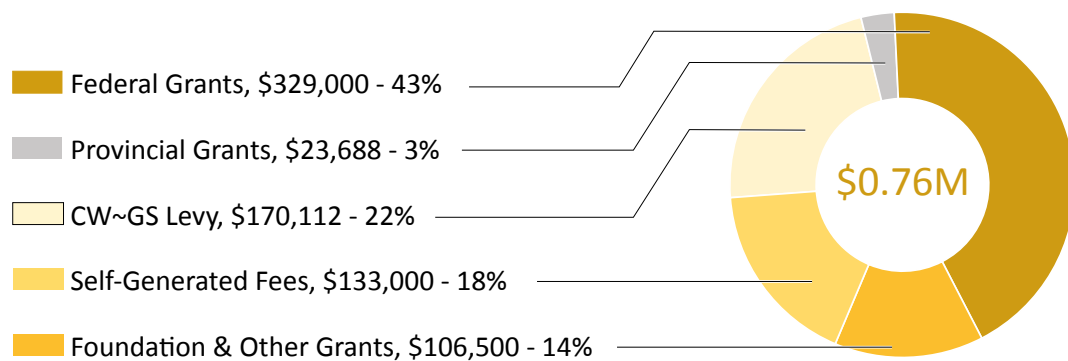
2023 Program Highlights

- Continue to engage and inform stakeholders and watershed residents to engage in conservation practices and programs across a variety of platforms; and communicate broadly as ERCA implements its Transition Plan.

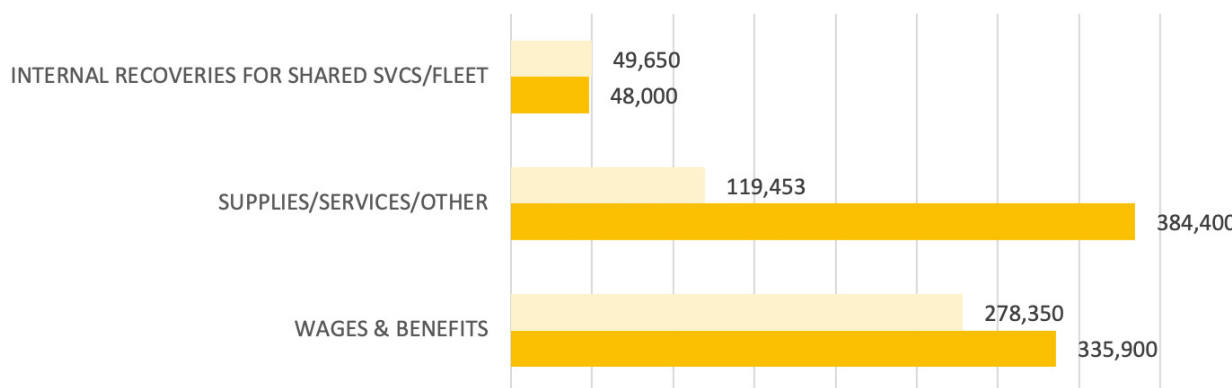
- Engage stakeholders and the broader Windsor-Essex-Pelee Island community in celebrating ERCA’s 50 years of conservation.
- Continue to support revenue generation through enhanced marketing of conservation programs.
- Continue to support the Essex Region Conservation Foundation in fundraising to support conservation projects and program areas.

NON-MANDATORY PROGRAMS

Community Outreach Services Sources of Revenues for NON MANDATORY Programs



NON MANDATORY Communications Expenses by Category



OUTDOOR EDUCATION

There is a significant body of research-based evidence surrounding the value of outdoor learning experiences. There is also increasing demand within the education sector for programs and services that focus on environmental issues that are important today. ERCA’s Outdoor Education programs provide experiential environmental programs and services for kindergarten to grade 12 students and teachers, meeting the objectives of the provincial curriculum. Busing costs and availability continue to impact student field trips. However, enhanced partnerships and relationships with all major school boards continue to position ERCA’s outdoor education and Specialist High Skills Major programs as a preferred service delivery partner. Nature-Near-You programs continue to be popular when bussing is not available. While outdoor education is identified as non-mandatory, significant fundraising through the Essex Region Conservation Foundation has eliminated the reliance on levy to continue to deliver these vital conservation education programs.

2023 Program Highlights

- Continue to deliver Specialist High Skills Major certification programs both digitally and in person as a preferred service delivery provider to ensure students across the province can receive training modules required to graduate with the SHSM designation.
- Continue to deliver both curriculum-based field trips at conservation areas and through Nature Near You programs to engage students in environmental learning.
- Implement the expanded Maple Syrup Festival program.
- Environmental Educator position remains on reduced hours.

OUTREACH AND ENGAGEMENT

There continues to be significant demand to provide opportunities for the community to engage in environmental restoration activities. Tree planting events for 2023 include Earth Day in east Windsor, as well as plantings in Sandwich Town and Ford City. Administration continues to pursue grants and partner funding to implement far-reaching stewardship and outreach programs. The Outreach and Partnerships Coordinator position continues to be a shared position also supporting the Detroit River Remedial Action Plan on a cost-recovery basis.

JOHN R. PARK HOMESTEAD - MUSEUM OPERATIONS

While passive recreation and related maintenance costs are eligible within the mandatory levy category, the John R. Park Homestead (JRPH) Museum and other heritage buildings are associated with the provision of non-mandatory services and the Authority is precluded from levying for preservation of these heritage assets. This is despite the fact that the transfer of the property from the Province in 2008 contained a number of restrictive covenants and obligations, regarding operations and the maintenance of assets. Additional covenants include the requirement to maintain the employ of a Curator and that the site be opened a minimum of 1080 hours, 180 days and 20 days during 8 months of the calendar year. Another significant covenant is that it be operated in accordance with the Community Museum Standards, as defined in the Ontario Heritage Act.

2023 Program Highlights

- Tree planting and citizen science programs include Earth Day Tree Planting, as well as planting activities in Sandwich Town, Ford City, Kingsville, Amherstburg, and others, with support from a variety of community partners.
- Introduce and manage the Adopt-A-Greenway program with various community partners to undertake annual cleanups of the 80km multi-use trail system.
- Host multiple clean up events across the region as part of the Bi-National Detroit River Coalition.

2023 Program Highlights

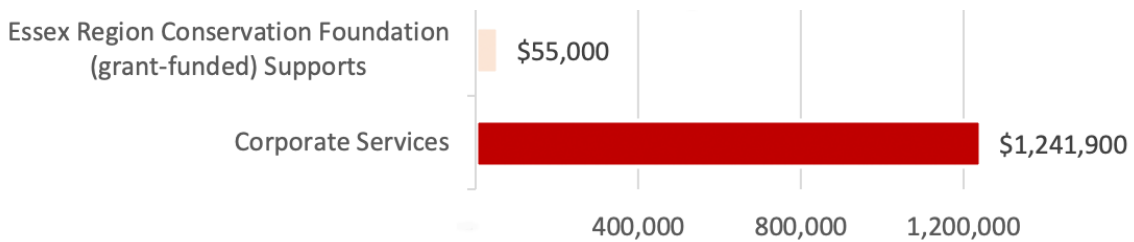
- A successful grant through the Federal Economic Development Agency for Southern Ontario in the amount of \$329,000 to significantly expand the Maple Syrup Festival will positively impact the budget as the grant provided for wages, as well as new exhibit and program materials. The expansion of this traditionally popular Festival also resulted in significant self-generated revenues.
- Further enhance partnerships with the Caldwell First Nation and expanding Indigenous Education programming.
- Continue to grow self-generated revenues through enhanced program options, marketing efforts and rental income opportunities.
- Initiate urgent structural repair work needed to the historic home.

Administration & Corporate Services

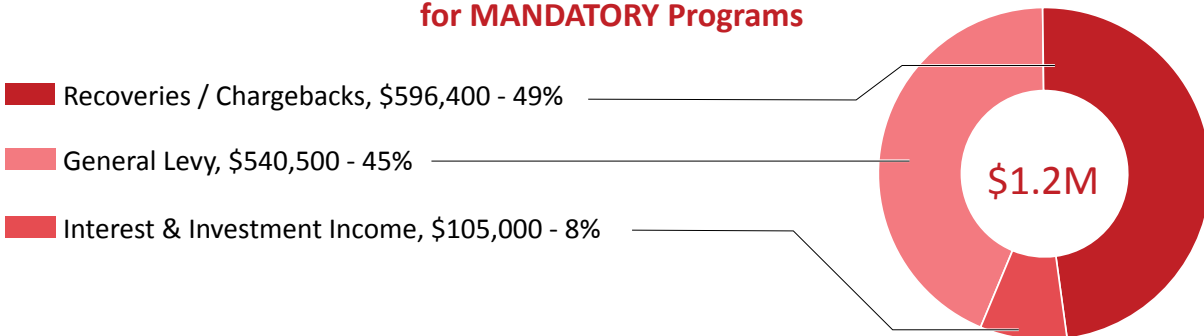
Corporate Services includes:

- Administration/Governance
- Compliance/Risk Management
- Finance
- Human Resources
- Information Management/Records/GIS/Systems/Network
- All services are provided to the Essex Region Conservation Foundation
- ~7 FTEs will deliver and support the diverse functions of Corporate Services

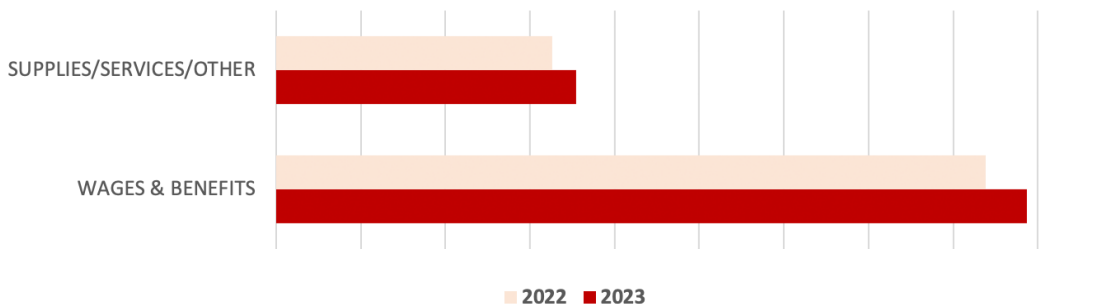
Corporate Services by Function - \$1.3M



Corporate Services Sources of Revenues for MANDATORY Programs



MANDATORY Corporate Services Expenses by Category



ADMINISTRATION / GOVERNANCE

2023 Program Highlights

- Continue to deliver and report on requirements outlined in the Transition Plan as required under O.Reg. 687/21.
- Engage municipal partners in consultations regarding suite of non-mandatory services and develop apportionment agreements for municipal funding, where required.
- Review and update Administrative Bylaws and Terms of Reference, where required.
- Explore potential transfer of ownership of Holiday Beach and/or asset management planning, with the Ministry of Natural Resources and Forestry.
- The Province is being reengaged regarding the John R Park Homestead, vis a vis the non-mandatory categorization, as the transfer agreement is with the Ontario Realty Corporation and the original transfer agreement was with the MNRF. (Ministry of Natural Resources and Forestry).
- Complete performance reviews, skills gap assessments and professional development opportunities (Management).

HUMAN RESOURCES

2023 Program Highlights

- Continue to review and update policy, procedures and guidelines to ensure ERCA's Health & Safety program remains robust and compliant with all legislation.
- Continue to provide some on-boarding of new hires remotely, for efficiency and convenience of new staff.
- Input into Collective Bargaining negotiations with CUPE Local 3784 for a new agreement commencing January 1, 2024.

FINANCE

2023 Program Highlights

- Prepare financial information, analysis and draft apportionment agreements for discussion and negotiation related to funding for non-mandatory levy-supported services. Update the required inventory of programs and services as required by the Transition Plan (O.Reg 687/21).
- Work in collaboration with watershed management(engineering) and conservation services to update the asset management plan, including segregation of non-mandatory assets.
- Continue with refining budgets and financial reports to support transparency of operations and to comply with new Ontario Regulation 402/22: Budget and Apportionment.
- Assist with exploring and evaluating revenue-generating proposals and concepts to reduce dependency on non-mandatory levies.

INFORMATION MANAGEMENT / RECORDS / SYSTEMS / NETWORK

2023 Program Highlights

In response to recommendations from the 2020 consultant’s report on the status and readiness of Information Technology at ERCA, a focus on IT modernization, sustainability, and security has been adopted to address various technology deficits and security needs. Included in this program are diverse projects that will provide the security and platforms needed to meet our mandated services.

The projects are broken down into several key areas of investment and practice, each representing a component of the Board approved plan. These include:

- **Permit Application and Property Information System (PIMS):** Completion of a modernized system based on current internet facing technologies, professional-built database, and modular, transaction-focused architecture, that will replace the legacy on-premise MS Access database. This new system will also incorporate a customer self-service portal to streamline applicant requests and payments while reducing the need for administrative resources.
- **Corporate records management:** Progress continues to be made on the cataloging of HR-related records, scanning of governance records and the disposition of expired records.
- **Infrastructure as a Service Migration:** The migration of our legacy, unsupported infrastructure (servers, storage, backup) to a cloud hosted solution provided by Microsoft which includes necessary upgrades to the unsupported, unpatched, vulnerable servers as well as providing client-side upgrades to email and MS Office. This implementation includes enhanced security, threat reduction, increased manageability, and redundancy. Secondary and stretch goals outlined in the approved modernization plan will be targeted for implementation this year. These will include the upgrade of multifactor authentication, automated software deployment, new security policies, end user security patching automation and automated security updates.
- **Information as a Service:** ERCA ITS will begin to build and integrate new systems to replace legacy offerings. In doing so, IT will begin to provide data integration, advanced reporting, business intelligence & decision support services to respond to the decision-making challenges faced by ERCA as well provide potential revenue streams via the creation of advanced, value-added service offerings. Other aspects to be addressed in these initiatives are: streamlining and facilitating a new web Presence; enhancing the online identity; and incorporating financial transactional services to ERCA’s online portfolio.
- **Website Rebuild:** ERCA will undertake a full rebuild and reinvestment in the website to better reflect changes to ERCA services and offerings. The overall goal is to better serve customers and to delineate the mandatory and non-mandatory services, while still maintaining a consistent identity and brand. The new site will be tied to the new permitting portal for development services and will include self-service and online payment options to reduce workflow and increase efficiency.
- **Phone System Replacement:** ITS is currently in the process of replacing the aged on-premises phone systems with a new cloud-based service which offers increased resilience, removes points of failure and streamlines services between ERCA sites
- **John R Park Homestead (JRPH) Communications improvements:** In response to feedback related to communications challenges (cellular and data connectivity) at the JRPH site, the deployment of a 68-foot communication Tower and antenna array will be added to the site to better serve our staff and guests. This new development will help boost reception and be coupled with an internal cellular booster setup in the guest center to ensure strong inbuilding signal. As part of this deployment, new fiber optic cable will be run in the building in preparation for future connectivity for the site as well as to prepare the way for future connectivity to new fiber optic networking options from Cogeco.

Summary

This 2023 Draft Budget including appendices, once approved by the Essex Region Conservation Authority Board of Directors, will be posted publicly on the Authority's website at www.essexregionconservation.ca and circulated to Municipalities to provide notice under the Conservation Authorities Act of a weighted vote, in accordance with Ontario Regulation 139/96, regarding the 2023 Draft Budget at the Board of Directors Meeting on May 10, 2023.

As budgets are a snapshot in time and represent management's best estimates at the time the budget is prepared, actual results can vary, and projects may proceed in a slightly altered fashion than contemplated in this budget. At any time, the Authority may experience employee attrition, turnover or short-term vacancies in positions, which may result in realized savings for the year but may be utilized to buffer against unanticipated/unbudgeted expenses or declines in revenues.

Administration endeavors to respond to the wishes of the community it serves by delivering programs and services, as consistent with the objects of the Conservation Authorities Act, and by utilizing public funds efficiently, effectively, responsibly and transparently.

APPENDICES

- **Appendix A:** Detailed 2023 Draft Budget Financial Activities
- **Appendix B:** Draft Municipal Levy Schedule (6.4%)
- **Appendix C:** Draft Reserves Continuity Schedule
- **Appendix D:** 2023 Funding Sources by Service Delivery Program Area
- **Appendix E:** Where Does Your Money Go?



ERCA Board

Jim Morrison, City of Windsor – Chair
Sue Desjarlais, Town of Lasalle – Vice-Chair
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TBD Team Lead, Planning Services
TBD Surveyor / Technical Assistant

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TBD Conservation Area Technician

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DRAFT 2023 DETAILED STATEMENT OF FINANCIAL ACTIVITIES

2023
DRAFT BUDGET

2022
BUDGET

2022
UNAUDITED

WATERSHED MANAGEMENT SERVICES

CATEGORY 1 MANDATORY SERVICES - RISKS OF NATURAL HAZARDS

DEVELOPMENT SERVICES

GENERAL LEVY	413,800	322,200	346,918
SELF-GENERATED FEES	519,000	715,000	677,890
	<u>932,800</u>	<u>1,037,200</u>	<u>1,024,808</u>
WAGES	691,500	796,000	803,649
CONSULTING	-	12,000	3,694
SUPPLIES/OFFICE/JANITORIAL	30,700	26,550	19,974
VEHICLE/TRAVEL/EQUIP'T USAGE	26,600	21,600	19,483
CORP SUPPORT/SHARED SVCS	120,000	138,000	131,157
RENT/INS/TAXES/UTILITIES	58,000	29,400	56,242
DUES/MEMBERSHIPS	1,000	1,150	1,506
AUDIT AND LEGAL	5,000	10,000	4,579
SMALL MISC	-	2,500	750
	<u>932,800</u>	<u>1,037,200</u>	<u>1,041,034</u>

PLANNING RELATED TO HAZARDS

GENERAL LEVY	164,850	107,150	123,072
SELF GENERATED FEES	80,000	108,500	134,395
	<u>244,850</u>	<u>215,650</u>	<u>257,467</u>
WAGES	200,200	182,000	208,332
SUPPLIES/OFFICE/JANITORIAL	1,550	1,550	363
VEHICLE/TRAVEL/EQUIP'T USAGE	1,500	500	750
CORP SUPPORT/SHARED SVCS	26,600	26,600	31,692
RENT/INS/TAXES/UTILITIES	15,000	5,000	14,580
	<u>244,850</u>	<u>215,650</u>	<u>255,717</u>

FLOOD /EROSION PROGRAM (S.39 PROV \$)

GENERAL LEVY	106,663	137,863	107,223
PROVINCIAL GRANTS	104,417	104,417	104,417
	<u>211,080</u>	<u>242,280</u>	<u>211,640</u>
WAGES	128,900	156,000	128,587
CONSULTING/INFO'N/DATA SVCS	35,500	35,500	36,079
SUPPLIES/OFFICE/JANITORIAL	5,180	5,180	4,540
VEHICLE/TRAVEL/EQUIP'T USAGE	7,000	6,000	6,635
CORP SUPPORT/SHARED SVCS	26,500	31,600	26,800
RENT/INS/TAXES/UTILITIES	8,000	8,000	8,999
	<u>211,080</u>	<u>242,280</u>	<u>211,640</u>

OTHER WMS TERM PROJECTS

GENERAL LEVY	48,500	-	-
OTHER GRANTS/USER FEES/RECOVERIES	46,000	-	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	24,500	-	-
	<u>119,000</u>	<u>-</u>	<u>-</u>
DIRECT WAGES	52,000	-	-
CONSULTING/OUTSIDE ENGINEERING	58,000	-	-
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	9,000	-	-
	<u>119,000</u>	<u>-</u>	<u>-</u>

CLIMATE CHANGE - HAZARDS

GENERAL LEVY	-	25,000	25,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(25,000)
	<u>-</u>	<u>25,000</u>	<u>(0)</u>
CONSULTING	-	25,000	-
	<u>-</u>	<u>25,000</u>	<u>-</u>

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
SUMMARY - CATEGORY 1 WMS MANDATORY SERVICES, RISKS OF NATURAL HAZARDS			
GENERAL LEVY	733,813	592,213	602,213
PROVINCIAL GRANTS	104,417	104,417	104,417
SELF-GENERATED FEES	599,000	823,500	812,285
TRANSFER TO/FROM DEF REVENUES	24,500	-	(25,000)
TRANSFER TO/FROM RESERVES	46,000	-	-
	1,507,730	1,520,130	1,493,916
WAGES & BENEFITS	1,072,600	1,134,000	1,140,568
SUPPLIES/SERVICES/OTHER	218,930	162,830	151,408
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	216,200	223,300	216,415
	1,507,730	1,520,130	1,508,391
SURPLUS/(DEFICIT)	-	-	(14,475)

MUNICIPAL WATER & EROSION CONTROL PROJECTS (50% PROV \$)

MUNICIPAL	-	-	4,000
	-	-	4,000
WAGES	-	-	308
CONSULTING/OUTSIDE ENGINEERING	-	-	3,190
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	-	-	502
	-	-	4,000

OTHER MUNICIPAL TERM STUDIES/PROJECTS

MUNICIPAL	(163,200)	97,000	241,225
PROVINCIAL GRANTS	182,000	182,000	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	35,250	-	22,479
	54,050	279,000	263,704
WAGES	47,050	26,500	14,850
CONSULTING/OUTSIDE ENGINEERING	-	246,500	245,854
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	7,000	6,000	3,000
	54,050	279,000	263,704

SUMMARY CATEGORY 1 MANDATORY SERVICES -WECI PROJECTS AND MUNICIPAL SPECIAL STUDIES

MUNICIPAL	(163,200)	97,000	245,225
PROVINCIAL GRANTS	182,000	182,000	-
TRANSFER TO/FROM DEF REVENUES	35,250	-	22,479
	54,050	279,000	267,704
WAGES & BENEFITS	47,050	26,500	15,158
CONSTRUCTION/ENGINEERING/SUPPLIES	-	246,500	249,043
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	7,000	6,000	3,503
	54,050	279,000	267,704
SURPLUS/(DEFICIT)	-	-	0

CATEGORY 2 NON MANDATORY SERVICES -MUNICIPAL PROGRAMS

PLANNING RELATED TO NATURAL HERITAGE

CW~GS LEVY	-	59,500	61,761
	-	59,500	61,761
WAGES	-	52,000	50,178
CORP SUPPORT/SHARED SVCS	-	7,500	8,072
RENT/INS/TAXES/UTILITIES	-	-	3,512
	-	59,500	61,761

SUMMARY CATEGORY 2 NON MANDATORY SERVICES - MUNICIPAL PROGRAMS

CW~GS LEVY	-	59,500	61,761
	-	59,500	61,761
WAGES & BENEFITS	-	52,000	50,178
SUPPLIES/SERVICES/OTHER	-	-	3,512
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	-	7,500	8,072
	-	59,500	61,761
SURPLUS/(DEFICIT)	-	-	(0)

CONSERVATION SERVICES

CATEGORY 1 MANDATORY SERVICES - CONSERVATION LANDS MANAGEMENT

GENERAL PROGRAM OPERATIONS, MANAGEMENT PLANS & LAND STRATEGIES

GENERAL LEVY	204,715	158,515	158,515
FEDERAL GRANTS	92,000	-	8,300
	<u>296,715</u>	<u>158,515</u>	<u>166,815</u>
WAGES	256,300	131,000	105,422
ENGINEERING/CONSULTING	-	-	-
SUPPLIES/OFFICE/JANITORIAL	5,515	4,215	2,972
VEHICLE/TRAVEL/EQUIP'T USAGE	3,500	2,000	2,681
CORP SUPPORT/SHARED SVCS	31,400	21,300	16,514
	<u>296,715</u>	<u>158,515</u>	<u>127,589</u>

CONSERVATION AREAS/GREEWAYS/OWNED PROPERTIES MAINTENANCE

GENERAL LEVY	775,110	704,360	670,635
FEDERAL GRANTS	-	-	-
FOUNDATION & OTHER GRANTS	-	20,000	30,450
SELF-GENERATED USER FEES	81,800	79,400	94,432
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	4,000	(4,424)
TRANSFERS TO/FROM RESERVES	20,000	20,000	(26,585)
	<u>876,910</u>	<u>827,760</u>	<u>764,508</u>
WAGES	371,500	389,900	316,679
CONSTRUCTION	-	-	10,158
ENGINEERING/CONSULTING	17,000	-	24,509
SUPPLIES/OFFICE/JANITORIAL	58,110	47,410	50,043
VEHICLE/TRAVEL/EQUIP'T USAGE	90,000	46,100	101,682
PLANT MAT/LANDOWNER GRANTS	5,500	24,000	17,762
CORP SUPPORT/SHARED SVCS	107,600	102,200	96,366
RENT/INS/TAXES/UTILITIES	155,700	125,300	121,560
AUDIT AND LEGAL	-	-	1,980
CAP MAINT/LOW VALUE ASSETS	68,000	89,600	21,015
SMALL MISC	3,500	3,250	4,104
	<u>876,910</u>	<u>827,760</u>	<u>765,859</u>

CAPITAL OR MAJOR MAINTENANCE/IMPROVEMENT PROJECTS

GENERAL LEVY	-	23,500	36,466
PROVINCIAL GRANTS	-	161,000	261,000
FEDERAL GRANTS	573,000	180,000	190,200
FOUNDATION & OTHER GRANTS	30,000	327,000	420,055
SELF-GENERATED FEES	-	-	-
TRANSFERS TO/FROM DEFERRED REVENUES	213,200	174,000	100,612
TRANSFERS TO/FROM RESERVES	576,500	27,000	(173,200)
	<u>1,392,700</u>	<u>892,500</u>	<u>835,133</u>
WAGES	24,250	14,000	36,299
CONSTRUCTION	1,124,300	688,500	606,935
ENGINEERING/CONSULTING/SUB CONTRACTING	179,000	133,000	135,023
CONSTRUCTION SUPPLIES	9,200	7,000	17,528
VEHICLE/TRAVEL/EQUIP'T USAGE	2,000	-	425
PLANT MAT/LANDOWNER GRANTS	5,000	-	1,380
CORP SUPPORT/SHARED SVCS	23,750	30,500	13,384
CAP MAINT/LOW VALUE ASSETS	23,200	19,500	30,846
SMALL MISC	2,000	-	896
	<u>1,392,700</u>	<u>892,500</u>	<u>842,715</u>

TREE PLANTING AND RESTORATION -ERCA LANDS

GENERAL LEVY	113,100	124,300	124,300
PROVINCIAL GRANTS	30,000	10,000	-
FOUNDATION & OTHER GRANTS	5,000	35,000	17,072
SELF GENERATED FEES	10,000	-	-
	<u>158,100</u>	<u>169,300</u>	<u>141,372</u>
WAGES	72,500	101,000	66,200
CONSTRUCTION	40,000	-	-
ENGINEERING/CONSULTING/SUB CONTRACTING	-	-	300
SUPPLIES/OFFICE/JANITORIAL	4,250	10,579	966
VEHICLE/TRAVEL/EQUIP'T USAGE	12,850	13,050	6,567
PLANT MAT/LANDOWNER GRANTS	11,500	24,071	18,483
CORP SUPPORT/SHARED SVCS	17,000	20,600	13,872
	<u>158,100</u>	<u>169,300</u>	<u>106,387</u>

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
FLEET & FIELD EQUIPMENT			
GENERAL LEVY	-	27,750	48,509
RECOVERIES/CHARGEBACKS	199,700	126,600	204,585
TRANSFERS TO/FROM RESERVES	153,000	43,000	(23,000)
	<u>352,700</u>	<u>197,350</u>	<u>230,094</u>
MAINTENANCE/REPAIRS	65,900	61,900	67,308
FUEL	57,500	31,000	57,935
LICENCES/MISC/SMALL TOOLS	19,300	19,450	18,383
AMORTIZATION	89,000	90,000	-
	<u>231,700</u>	<u>202,350</u>	<u>143,626</u>

SUMMARY CATEGORY 1 MANDATORY SERVICES -LAND MGMT, (OWNED) CONSERVATION AREAS OPERATIONS,MAINTENANCE & CAPITAL			
GENERAL LEVY	1,092,925	1,038,425	1,038,425
CW~GS LEVY	-	-	-
PROVINCIAL GRANTS	30,000	171,000	261,000
FEDERAL GRANTS	665,000	180,000	198,500
FOUNDATION & OTHER GRANTS	35,000	382,000	467,577
SELF-GENERATED FEES	291,500	206,000	299,016
TRANSFER TO/FROM DEF REVENUES	213,200	178,000	96,188
TRANSFER TO/FROM RESERVES	749,500	90,000	(222,785)
	<u>3,077,125</u>	<u>2,245,425</u>	<u>2,137,921</u>
WAGES & BENEFITS	735,450	642,800	533,147
CONSTRUCTION/ENGINEERING/SUPPLIES	1,948,525	1,388,425	1,212,189
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	272,150	219,200	240,840
	<u>2,956,125</u>	<u>2,250,425</u>	<u>1,986,176</u>
SURPLUS/(DEFICIT)	121,000	(5,000)	151,745

CATEGORY 3 NON MANDATORY SERVICES - ONGOING ERCA CORE CONSERVATION-RELATED PROGRAMS			
LAND SECUREMENT			
CW~GS LEVY	40,000	500,000	500,000
MUNICIPAL	-	-	549,793
FEDERAL GRANTS	-	-	1,013,655
FOUNDATION & OTHER GRANTS	-	-	1,053,250
TRANSFERS (TO)/FROM LAND ACQ FUND	-	(453,000)	135,294
	<u>40,000</u>	<u>47,000</u>	<u>3,251,992</u>
WAGES	5,000	18,300	20,074
PROPERTY	-	-	3,121,675
LEGAL, SURVEYING,CONSULTNG	30,000	22,700	98,144
CORP SUPPORT/SHARED SVCS	5,000	6,000	12,099
	<u>40,000</u>	<u>47,000</u>	<u>3,251,992</u>

RESTORATION/TREE PLANTING PROGRAM - NON ERCA PROPERTIES			
CW~GS LEVY	75,000	75,000	75,000
PROVINCIAL GRANTS	150,000	70,000	70,833
FEDERAL GRANTS	40,000	40,000	91,617
FOUNDATION & OTHER GRANTS	-	60,000	139,851
SELF-GENERATED FEES	225,000	255,000	339,556
IN-KIND	10,000	-	2,171
TRANSFERS (TO)/FROM DEFERRED REVENUES	107,000	25,600	(34,350)
	<u>607,000</u>	<u>525,600</u>	<u>684,678</u>
WAGES	207,400	187,800	216,147
CONSTRUCTION	40,000	-	-
ENGINEERING/CONSULTING/SUB-CONTRACTING	-	-	604
SUPPLIES/OFFICE/JANITORIAL	18,200	10,700	19,879
VEHICLE/TRAVEL/EQUIP'T USAGE	41,400	33,100	44,595
PLANT MAT/LANDOWNER GRANTS	215,500	216,500	311,777
CORP SUPPORT/SHARED SVCS	65,000	68,500	78,808
RENT/INS/TAXES/UTILITIES	9,000	8,000	8,935
IN KIND SVCS SUPPLIES	10,000	-	2,171
CAP MAINT/LOW VALUE ASSETS	500	1,000	1,744
	<u>607,000</u>	<u>525,600</u>	<u>684,660</u>

HOLIDAY BEACH (OPERATED UNDER MGMT AGREEMENT)			
CW~GS LEVY	-	6,000	6,000
SELF GENERATED	352,600	315,600	331,960
TRANSFERS TO/FROM RESERVES	-	-	(2,816)
	<u>352,600</u>	<u>321,600</u>	<u>335,144</u>

	2023	2022	2022
	DRAFT BUDGET	BUDGET	UNAUDITED
WAGES	161,000	166,800	154,962
ENGINEERING/CONSULTING/SUB CONTRACTING	8,500	1,000	4,126
SUPPLIES/OFFICE/JANITORIAL	61,600	44,664	62,590
VEHICLE/TRAVEL/EQUIP'T USAGE	19,000	17,036	19,699
CORP SUPPORT/SHARED SVCS	35,500	34,600	34,438
RENT/INS/TAXES/UTILITIES	44,000	40,500	44,641
MAJOR MAINT/ROADS/VEGETATION	20,500	16,500	9,932
SMALL MISC	2,500	500	2,506
	<u>352,600</u>	<u>321,600</u>	<u>332,894</u>

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING CORE CONSERVATION & HERITAGE PROGRAMS			
CW~GS LEVY	115,000	581,000	581,000
MUNICIPAL	-	-	549,793
PROVINCIAL GRANTS	150,000	70,000	70,833
FEDERAL GRANTS	40,000	40,000	1,105,272
FOUNDATION & OTHER GRANTS	-	60,000	139,851
SELF-GENERATED FEES	577,600	570,600	674,766
IN-KIND	10,000	-	1,052,171
TRANSFER TO/FROM DEF REVENUES	107,000	(427,400)	100,944
TRANSFER TO/FROM RESERVES	-	-	(2,816)
	<u>999,600</u>	<u>894,200</u>	<u>4,271,813</u>
WAGES & BENEFITS	373,400	372,900	391,183
OTHER OPERATING/SITE SUPPLIES/PROF SERVICES	478,200	373,200	3,705,305
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	148,000	148,100	173,058
	<u>999,600</u>	<u>894,200</u>	<u>4,269,546</u>
SURPLUS/(DEFICIT)	-	-	2,267

CATEGORY 3 NON MANDATORY SERVICES - FEE FOR SERVICE TERM-LIMITED PROJECTS/CONTRACTS			
FEE FOR SERVICE RESTORATION PROJECTS & HABITAT STUDIES			
MUNICIPAL	-	1,000,000	1,973,978
PROVINCIAL GRANTS	24,000	-	36,000
FEDERAL GRANTS	75,000	-	724,769
FOUNDATION & OTHER GRANTS	68,000	-	58,200
TRANSFERS (TO)/FROM DEFERRED REVENUES	(5,000)	-	75,639
	<u>162,000</u>	<u>1,000,000</u>	<u>2,868,586</u>
WAGES	9,000	-	17,868
CONSTRUCTION	70,000	1,000,000	2,623,616
ENGINEERING/CONSULTING/SUB-CONTRACTING	57,000	-	168,258
SUPPLIES/OFFICE/JANITORIAL	2,000	-	7,491
VEHICLE/TRAVEL/EQUIP'T USAGE	500	-	3,317
PLANT MAT/LANDOWNER GRANTS	15,000	-	35,000
CORP SUPPORT/SHARED SVCS	8,500	-	13,035
	<u>162,000</u>	<u>1,000,000</u>	<u>2,868,585</u>

FEE FOR SERVICE PROPERTY MAINTENANCE/MANAGEMENT			
SELF-GENERATED FEES	12,000	12,250	12,509
	<u>12,000</u>	<u>12,250</u>	<u>12,509</u>
WAGES	6,600	7,300	8,169
VEHICLE/TRAVEL/EQUIP'T USAGE	2,700	2,800	2,514
CORP SUPPORT/SHARED SVCS	2,300	1,750	1,626
RENT/INS/TAXES/UTILITIES	400	400	213
	<u>12,000</u>	<u>12,250</u>	<u>12,522</u>

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - FEE FOR SERVICE CONTRACTS/TERM LIMITED PROJECTS			
MUNICIPAL	-	1,000,000	1,973,978
PROVINCIAL GRANTS	24,000	-	36,000
FEDERAL GRANTS	75,000	-	724,769
FOUNDATION & OTHER GRANTS	68,000	-	86,200
SELF-GENERATED FEES	12,000	12,250	12,509
TRANSFER TO/FROM DEF REVENUES	12,000	-	133,436
	<u>191,000</u>	<u>1,012,250</u>	<u>2,966,891</u>
WAGES & BENEFITS	16,350	7,300	27,034
CONSTRUCTION/SUPPLIES/OTHER	159,900	1,000,400	2,920,861
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	14,750	4,550	19,009
	<u>191,000</u>	<u>1,012,250</u>	<u>2,966,904</u>
SURPLUS/(DEFICIT)	-	-	(13)

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
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WATER QUALITY

CATEGORY 1 MANDATORY SERVICE - DRINKING WATER SOURCE PROTECTION AND PROV SURFACE/GROUND WATER MONITORING PROGRAMS

GENERAL LEVY	21,285	-	-
PROVINCIAL GRANTS	96,900	95,500	70,258
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	21,999
	118,185	95,500	92,257
WAGES	94,300	79,000	75,556
SUPPLIES/OFFICE/JANITORIAL	785	-	384
VEHICLE/TRAVEL/EQUIP'T USAGE	1,500	-	-
CORP SUPPORT/SHARED SVCS	13,500	12,000	11,415
RENT/INS/TAXES/UTILITIES	3,500	1,500	1,770
PER DIEMS/MISC	4,600	3,000	4,345
	118,185	95,500	93,471

CATEGORY 2 MUNICIPAL SERVICES - RISK MANAGEMENT SERVICES (PART IV CWA, 2006)

MUNICIPAL	17,100	15,500	16,977
	17,100	15,500	16,977
WAGES	11,600	12,000	11,755
SUPPLIES/OFFICE/JANITORIAL	500	500	381
VEHICLE/TRAVEL/EQUIP'T USAGE	1,500	-	840
CORP SUPPORT/SHARED SVCS	1,500	1,500	2,210
RENT/INS/TAXES/UTILITIES	2,000	1,500	1,792
	17,100	15,500	16,977

CATEGORY 3 NON MANDATORY SERVICE - ONGOING ERCA CORE WATER QUALITY/RESEARCH PROGRAM

WATERSHED WATER QUALITY PROGRAM

CW~GS LEVY	-	54,000	51,739
TRANSFERS (TO)/FROM DEFERRED REVENUES	35,200	-	(35,000)
	35,200	54,000	16,739
WAGES	16,500	28,000	(8,938)
CONSULTING/SUB CONTRACTING	5,500	9,750	9,017
SUPPLIES/OFFICE/JANITORIAL	1,700	2,400	2,595
VEHICLE/TRAVEL/EQUIP'T USAGE	4,000	4,500	8,153
CORP SUPPORT/SHARED SVCS	4,500	8,000	1,256
RENT/INS/TAXES/UTILITIES	2,500	1,350	4,072
TECHNICAL EQUIPMENT	500	-	450
	35,200	54,000	16,604

DEMONSTRATION/CROP RESEARCH FARM

CW~GS LEVY	-	36,750	36,750
PROVINCIAL GRANTS	30,000	-	15,000
SELF-GENERATED	23,000	17,600	23,240
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(17,924)
	53,000	54,350	57,066
WAGES	32,500	35,500	29,259
SUPPLIES/OFFICE/JANITORIAL	4,250	1,500	11,026
VEHICLE/TRAVEL/EQUIP'T USAGE	4,000	3,000	5,639
PLANT MAT/LANDOWNER GRANTS	-	1,000	-
CORP SUPPORT/SHARED SVCS	6,000	7,500	6,585
RENT/INS/TAXES/UTILITIES	750	350	640
DUES/MEMBERSHIPS	500	500	259
SMALL MISC	5,000	5,000	3,658
	53,000	54,350	57,066

LANDOWNER STEWARDSHIP PROGRAM

CW~GS LEVY	73,000	35,000	35,000
IN-KIND	20,000	20,000	3,674
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(14,000)
	93,000	55,000	24,674

	2023	2022	2022
	DRAFT BUDGET	BUDGET	UNAUDITED
WAGES	38,000	7,000	11,910
SUPPLIES/OFFICE/JANITORIAL	-	-	300
VEHICLE/TRAVEL/EQUIP'T USAGE	-	2,000	-
PLANT MAT/LANDOWNER GRANTS	30,000	22,000	5,396
CORP SUPPORT/SHARED SVCS	4,000	4,000	3,144
RENT/INS/TAXES/UTILITIES	1,000	-	305
IN KIND SVCS SUPPLIES	20,000	20,000	3,674
	<u>93,000</u>	<u>55,000</u>	<u>24,729</u>

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - ERCA ONGOING WATER QUALITY/ RESEARCH PROGRAM			
CW--GS LEVY	73,000	125,750	123,489
PROVINCIAL GRANTS	30,000	-	15,000
SELF-GENERATED	23,000	17,600	23,240
IN-KIND	20,000	20,000	3,674
TRANSFER TO/FROM DEF REVENUES	35,200	-	(66,924)
	<u>181,200</u>	<u>163,350</u>	<u>98,479</u>
WAGES & BENEFITS	87,000	70,500	32,230
SUPPLIES/TECH SERVICES/EQUIP'T	71,700	65,850	41,504
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	22,500	27,000	24,664
	<u>181,200</u>	<u>163,350</u>	<u>98,399</u>
SURPLUS/(DEFICIT)	-	-	80

CATEGORY 3 NON MANDATORY SERVICES - TERM LIMITED GRANT-FUNDED/FEE-FOR-SERVICE PROJECTS/STUDIES			
DETROIT RIVER CANADIAN CLEANUP			
PROVINCIAL GRANTS	73,500	73,500	73,500
FEDERAL GRANTS	70,000	73,500	35,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	25,800	12,000	81,796
	<u>169,300</u>	<u>159,000</u>	<u>190,296</u>
WAGES	131,200	121,000	150,091
ENGINEERING/CONSULTING	-	-	6,243
SUPPLIES/OFFICE/JANITORIAL	4,400	6,150	5,710
VEHICLE/TRAVEL/EQUIP'T USAGE	300	250	1,286
PLANT MAT/LANDOWNER GRANTS	10,000	10,000	-
CORP SUPPORT/SHARED SVCS	21,000	20,000	24,578
RENT/INS/TAXES/UTILITIES	2,400	1,600	2,387
	<u>169,300</u>	<u>159,000</u>	<u>190,296</u>

REGIONAL ENERGY PLAN & CLIMATE CHANGE STUDIES			
FEDERAL GRANTS	-	5,000	-
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	5,864
	<u>-</u>	<u>5,000</u>	<u>5,864</u>
WAGES	-	5,000	5,100
VEHICLE/TRAVEL/EQUIP'T USAGE	-	-	-
CORP SUPPORT/SHARED SVCS	-	-	764
	<u>-</u>	<u>5,000</u>	<u>5,864</u>

OTHER WATER QUALITY STUDIES (FED\$ & PROV\$)			
PROVINCIAL GRANTS	23,484	280,000	224,758
FEDERAL GRANTS	145,000	-	113,396
OTHER	(10,000)	-	-
IN-KIND	-	70,000	20,313
TRANSFERS (TO)/FROM DEFERRED REVENUES	55,800	161,900	132,522
	<u>214,284</u>	<u>511,900</u>	<u>490,989</u>
WAGES	72,784	241,000	253,908
CONSULTING/SUB CONTRACTING	46,800	52,000	19,540
SUPPLIES/OFFICE/JANITORIAL	8,000	6,000	21,262
VEHICLE/TRAVEL/EQUIP'T USAGE	4,200	3,000	10,079
PLANT MAT/LANDOWNER GRANTS	70,000	70,000	85,173
CORP SUPPORT/SHARED SVCS	12,500	50,900	50,611
IN KIND SVCS SUPPLIES	-	70,000	20,313
TECHNICAL EQUIPMENT	-	19,000	29,801
SMALL MISC	-	-	301
	<u>214,284</u>	<u>511,900</u>	<u>490,988</u>

OTHER WATER QUALITY FEE FOR SERVICE (SAMPLING/DATA/ANALYSIS)			
FEDERAL GRANTS	42,975	37,000	28,038
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(1,441)
	<u>42,975</u>	<u>37,000</u>	<u>26,597</u>

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
WAGES	31,900	31,000	20,657
CONSULTING/SUB CONTRACTING	500	-	1,299
SUPPLIES/OFFICE/JANITORIAL	1,500	500	75
VEHICLE/TRAVEL/EQUIP'T USAGE	2,675	-	-
CORP SUPPORT/SHARED SVCS	5,700	5,500	3,575
RENT/INS/TAXES/UTILITIES	700	-	-
SMALL MISC	-	-	1,800
	<u>42,975</u>	<u>37,000</u>	<u>27,405</u>

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - GRANT-FUNDED/FEE-FOR-SERVICE PROJECTS/STUDIES			
PROVINCIAL GRANTS	96,984	353,500	298,258
FEDERAL GRANTS	257,975	115,500	176,434
SELF-GENERATED	(10,000)	-	-
IN-KIND	-	70,000	20,313
TRANSFER TO/FROM DEF REVENUES	81,600	173,900	218,740
	<u>426,559</u>	<u>712,900</u>	<u>713,746</u>
WAGES & BENEFITS	235,884	398,000	429,756
SUBSIDIES/MATERIALS/TECH SVCS/EQUIP'T	144,400	235,250	200,470
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	46,275	79,650	84,326
	<u>426,559</u>	<u>712,900</u>	<u>714,553</u>
SURPLUS/(DEFICIT)	-	-	(807)

COMMUNITY SERVICES

CATEGORY 1 MANDATORY SERVICES- SUPPORTS ALL MANDATORY SERVICES

CORPORATE COMMUNICATIONS			
GENERAL LEVY	181,600	189,700	189,700
FOUNDATION & OTHER GRANTS	5,000	5,000	4,167
TRANSFERS (TO)/FROM DEFERRED REVENUES	15,000	-	(15,000)
	<u>201,600</u>	<u>194,700</u>	<u>178,867</u>
WAGES	178,500	174,000	162,169
CONSULTING	10,000	15,000	-
SUPPLIES/OFFICE/JANITORIAL	12,400	4,800	4,519
VEHICLE/TRAVEL/EQUIP'T USAGE	250	450	233
CAP MAINT/LOW VALUE ASSETS	450	450	300
	<u>201,600</u>	<u>194,700</u>	<u>167,222</u>

CATEGORY 3 NON MANDATORY SERVICES - ONGOING ERCA STAKEHOLDER ENGAGEMENT, OUTREACH & EDUCATION

OUTDOOR & CONSERVATION EDUCATION			
CW~GS LEVY	-	-	(0)
FOUNDATION & OTHER GRANTS	40,000	45,000	87,243
SELF-GENERATED	24,000	28,000	20,689
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	(20,000)	(56,137)
	<u>64,000</u>	<u>53,000</u>	<u>51,795</u>
WAGES	51,350	36,100	43,341
SUPPLIES/OFFICE/JANITORIAL	1,970	2,320	1,231
VEHICLE/TRAVEL/EQUIP'T USAGE	1,080	1,080	64
CORP SUPPORT/SHARED SVCS	8,000	11,900	6,013
RENT/INS/TAXES/UTILITIES	1,600	1,600	1,146
	<u>64,000</u>	<u>53,000</u>	<u>51,795</u>

OUTREACH & ENGAGEMENT			
CW~GS LEVY	34,150	61,600	61,600
FOUNDATION & OTHER GRANTS	10,000	10,000	19,144
TRANSFERS (TO)/FROM DEFERRED REVENUES	20,000	-	(7,029)
	<u>64,150</u>	<u>71,600</u>	<u>73,715</u>
WAGES	35,100	45,000	27,228
SUPPLIES/OFFICE/JANITORIAL	3,350	3,850	5,904
VEHICLE/TRAVEL/EQUIP'T USAGE	4,200	1,950	4,388
PARTNER GRANTS/PLANT MATERIAL	9,000	9,000	24,366
CORP SUPPORT/SHARED SVCS	10,000	10,000	8,780
RENT/INS/TAXES/UTILITIES	2,000	1,300	2,406
CAP MAINT/LOW VALUE ASSETS	500	500	228
SMALL MISC	-	-	415
	<u>64,150</u>	<u>71,600</u>	<u>73,716</u>

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
JOHN R PARK HOMESTEAD MUSEUM OPERATIONS AND EDUCATIONAL PROGRAMMING			
GENERAL LEVY	-	189,565	189,565
CW~GS LEVY	150,962	-	-
PROVINCIAL GRANTS	23,688	23,688	23,688
FEDERAL GRANTS	6,000	6,000	65,274
FOUNDATION & OTHER GRANTS	26,500	23,000	28,142
SELF-GENERATED FEES	109,000	45,750	84,985
TRANSFERS (TO)/FROM DEF REVENUES	-	-	5,000
TRANSFERS (TO)/FROM RESERVES	(15,000)	(15,000)	(93,500)
	<u>301,150</u>	<u>273,003</u>	<u>303,154</u>
WAGES	189,000	182,000	202,045
CONSULTING/SUB K	-	3,500	1,869
SUPPLIES/OFFICE/JANITORIAL	43,850	21,303	29,271
VEHICLE/TRAVEL/EQUIP'T USAGE	3,300	300	4,298
CORP SUPPORT/SHARED SVCS	25,000	25,000	25,000
RENT/INS/TAXES/UTILITIES	38,500	36,900	37,899
CAP MAINT/LOW VALUE ASSETS	1,000	3,000	1,248
SMALL MISC	500	1,000	670
	<u>301,150</u>	<u>273,003</u>	<u>302,302</u>

SUMMARY CATEGORY 3 NON MANDATORY SERVICES - COMMUNITY OUTREACH, EDUCATION & JRPH MUSEUM OPERATIONS			
GENERAL LEVY	-	189,565	189,565
CW~GS LEVY	185,112	61,600	61,600
PROVINCIAL GRANTS	23,688	23,688	23,688
FEDERAL GRANTS	6,000	6,000	65,274
FOUNDATION & OTHER GRANTS	76,500	78,000	140,229
SELF-GENERATED FEES	133,000	73,750	99,974
TRANSFER TO/FROM DEF REVENUES	20,000	(20,000)	(58,166)
TRANSFER TO/FROM RESERVES	(15,000)	(15,000)	(93,500)
	<u>429,300</u>	<u>397,603</u>	<u>428,664</u>
WAGES & BENEFITS	275,450	263,100	272,614
OTHER OPERATING/SITE SUPPLIES/PROF SERVICES	105,850	84,853	109,068
INTERNAL RECOVERIES FOR SHARED SVCS/FLEET	48,000	49,650	46,131
	<u>429,300</u>	<u>397,603</u>	<u>427,813</u>
SURPLUS/(DEFICIT)	-	-	851

CATEGORY 3 NON MANDATORY SERVICES - FUNDRAISING/COMMUNITY EVENTS & GRANT FUNDED TERM PROJECTS			
FEDERAL GRANTS	329,000	250	250
FOUNDATION & OTHER GRANTS	30,000	-	7,700
SELF-GENERATED	-	-	7,000
TRANSFERS (TO)/FROM DEFERRED REVENUES	(20,000)	49,600	53,227
	<u>339,000</u>	<u>49,850</u>	<u>68,177</u>
WAGES	60,450	15,250	34,354
TREES/SUPPLIES	278,550	34,600	33,970
	<u>339,000</u>	<u>49,850</u>	<u>68,324</u>

CORPORATE SERVICES

CATEGORY 1 MANDATORY SERVICES- CORPORATE & SUPPORT FUNCTIONS			
ADMINISTRATION, GOVERNANCE, RISK, COMPLIANCE, HR, FINANCE & IM/IT			
GENERAL LEVY	540,500	502,550	492,550
RECOVERIES/CHARGEBACKS	596,400	631,600	632,808
INTEREST & INVESTMENT INCOME	105,000	30,000	86,268
OTHER	-	-	34,884
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(25,000)
TRANSFERS (TO)/FROM RESERVES	-	-	(35,000)
	<u>1,241,900</u>	<u>1,164,150</u>	<u>1,186,510</u>
WAGES	865,000	816,000	833,315
MEMBER EXPENSES/CO DUES	55,500	57,500	51,944
AUDIT/LEGAL/CONSULTING	54,000	48,000	23,791
SUPPLIES/EQUIPT/NETWORK	93,400	71,150	73,064
OCCUPANCY/PHONE	150,000	146,500	145,417
TRAVEL & BD/STAFF MEETINGS	2,000	3,000	3,015
RETIREE BENEFITS	22,000	22,000	21,094
	<u>1,241,900</u>	<u>1,164,150</u>	<u>1,151,641</u>

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
CORPORATE SPECIAL PROJECTS (RECORDS/IS/IT)			
TRANSFERS FROM RESERVES	-	43,000	-
	-	43,000	-
CONSULTING/OTHER	-	43,000	10,000
	-	43,000	10,000
RESERVES- MANDATORY PROGRAMS			
GENERAL LEVY	325,000	200,000	200,000
TRANSFER TO/FROM RESERVES	(325,000)	(200,000)	(200,000)
GAIN ON DISPOSAL OF ASSETS/OTHER INCOME	-	-	-
	-	-	-
SUMMARY CATEGORY 1 MANDATORY SERVICES - CORPORATE SERVICES			
GENERAL LEVY	865,500	702,550	692,550
RECOVERIES/CHARGEBACKS	596,400	631,600	632,808
INTEREST	105,000	30,000	86,268
OTHER	-	-	34,884
TRANSFER TO/FROM DEF REVENUES	-	-	(25,000)
TRANSFER TO/FROM RESERVES	(325,000)	(157,000)	(235,000)
	1,241,900	1,207,150	1,186,510
WAGES & BENEFITS	865,000	816,000	833,315
OTHER OPERATING/SUPPLIES/PROF SERVICES	376,900	391,150	328,326
	1,241,900	1,207,150	1,161,641
SURPLUS/(DEFICIT)	-	-	24,869
NON MANDATORY SERVICES- ESSEX REGION CONSERVATION GOVERNANCE & FINANCE SUPPORTS			
FOUNDATION SUPPORT GRANT	55,000	55,000	55,000
ERCF-RELATED WAGE SUPPORTS	55,000	55,000	56,123
NET FINANCIAL SUPPORT OF/(PROVIDED BY) ERCF	-	-	(1,123)
RESERVES- NON-MANDATORY PROGRAMS			
CWGS LEVY	500,000	-	-
TRANSFER TO/FROM RESERVES	(500,000)	-	-
	-	-	-

AUTHORITY FINANCIAL SUMMARY OF PROGRAMS & SERVICES BY CATEGORY

Programs & Services associated with Risks of Hazards, Conservation of Lands*, & Drinking Water Source Protection			
Total Municipal Levies associated with mandatory programs & services	2,895,123	2,499,388	2,486,422
Municipal special project	(163,200)	97,000	245,225
Other Government \$	505,317	391,917	182,976
Self-generated/Other grants	805,800	992,900	1,079,558
Shared services recoveries - Non-Mandatory Programs	311,500	328,000	378,822
Deferred Revenue Transfers	74,750	4,000	(24,946)
Reserve transfers	(106,000)	(94,000)	(284,585)
Total revenues associated with mandatory programs & services	4,323,290	4,219,205	4,063,471
Operational Expenses associated with mandatory services			
Wages & benefits -ERCA operations	2,968,650	2,858,300	2,711,292
Plant material, removals and landowner subsidies - ERCA operations	17,000	48,071	36,245
Site & operational supplies/services - Conservation Areas	60,550	53,415	56,214
Office supplies & expenses - other ERCA programs	25,865	14,480	12,954
Occupancy, taxes, utilities & waste removal	300,010	266,510	262,373
Maintenance, repairs & security-sites	111,750	86,700	38,849
Maintenance, repairs & supplies-fleet/equipment	119,400	94,500	121,129
Equipment, software/hardware & website- ERCA operations	91,415	68,800	68,051
Technical & sub-contracted services/consulting - ERCA operations	132,000	405,500	303,948
Insurance	138,700	80,150	125,661
Audit & Legal	34,000	33,000	28,510
Dues & memberships	45,300	50,229	45,502
Travel, training & professional development	11,250	14,950	6,901
Board ,committee & meeting expenses	20,600	20,000	17,760
Bank, credit card charges and interest	14,800	17,600	14,512
Fleet/Equipment replacement	210,000	85,000	86,193
Other	22,000	22,000	33,417
Total operational expenses -mandatory programs	4,323,290	4,219,205	3,969,511
Operating surplus/(Deficit) - mandatory programs/services	-	-	93,960

	2023 DRAFT BUDGET	2022 BUDGET	2022 UNAUDITED
Capital projects associated with conservation areas infrastructure			
Total Municipal Levies associated with capital projects/infrastructure	-	23,500	36,466
Transfers from Infrastructure Reserve	576,500	27,000	(173,200)
Grants from ERCF/Other funders	816,200	842,000	971,867
Total revenues associated with capital projects/infrastructure	1,392,700	892,500	835,133
Construction/engineering-ERCA capital projects (transferred to TCA at y/e)	1,368,450	878,500	806,416
Wages	24,250	14,000	36,299
Capitalized Infrastructure replacement			-
Total ERCA infrastructure investment	1,392,700	892,500	842,715
Surplus/(Deficit) - capital projects	-	-	(7,582)
TOTAL SURPLUS/(DEFICIT)-MANDATORY PROGRAMS/SVCS	-	-	86,378

CATEGORY 3 NON MANDATORY PROGRAMS & SERVICES			
On-going recurring core watershed programs & services			
Total Municipal Levies associated with NM programs & services	873,112	1,017,415	1,017,415
Municipal Special Project	-	-	549,793
Other Government \$	249,688	139,688	1,280,067
Self-generated/Other grants	895,100	874,950	2,216,904
Deferred Revenue Transfers	179,200	(447,400)	33,651
Reserve Transfers	(515,000)	(15,000)	(96,316)
Total revenues associated with ERCA-ongoing non-mandatory programs & services	1,682,100	1,569,653	5,001,514
Expenses associated with ERCA ongoing non-mandatory programs & services			
Wages & benefits -non mandatory operations	792,100	814,000	803,875
Construction& consulting engineering	80,500	13,700	84,404
Plants, removals and landowner subsidies	254,500	255,500	341,539
Supplies	96,807	53,215	90,484
Maintenance, repairs & security	32,200	22,272	27,219
Occupancy, taxes, utilities & waste removal	75,053	67,303	77,089
Equipment, software/hardware & website	16,400	13,723	13,869
Lab, data, technical & sub-contracted services	19,000	18,250	18,645
Insurance	42,350	34,500	46,925
Audit & legal	5,000	10,000	98,144
Dues & memberships	4,650	650	4,330
Travel, training & professional development	2,590	3,590	1,272
Bank, credit card charges and interest	11,700	10,700	11,081
In-kind supplies & services	30,000	20,000	5,845
Land acquisition & acquisition assistance	-	-	3,121,675
Shared services allocations	219,250	232,250	252,926
	1,682,100	1,569,653	4,999,439
Surplus/(Deficit) associated with ERCA-ongoing NM programs & services	-	-	2,075
Category 2 & 3 Municipal and Non Mandatory Term-limited projects with special grants and fixed terms			
Municipal Special Project/Fee For Service	17,100	1,015,500	1,990,955
Other Government \$	782,959	469,250	1,235,711
Self-generated/Other grants	100,000	82,250	105,722
Deferred Revenue Transfer	56,600	223,500	347,606
Total Revenues associated with term limited 3rd-party funded projects & services	956,659	1,790,500	3,679,994
Expenses associated with term limited 3rd-party funded projects & services			
Wages & benefits -special grant & municipal projects	323,534	435,050	501,902
Construction& consulting engineering-special grant & municipal	330,300	1,020,000	2,806,611
Plants, removals and landowner subsidies-special grant projects	99,500	101,000	139,473
Program supplies- special grant projects	46,000	16,150	34,888
Occupancy, taxes, utilities & waste removal	600	1,000	679
Equipment, software/hardware & website-special grant projects	58,400	20,000	43,889
Lab, data, technical & sub-contracted services -special grant	14,800	32,000	12,344
Insurance, audit & legal	5,500	3,500	4,392
Travel, training & professional development	500	-	2,167
Bank, credit card charges and interest	-	-	1,272
In-kind supplies & services	-	70,000	20,313
Shared services allocations	77,525	91,800	113,031
	956,659	1,790,500	3,680,961
Surplus/(Deficit) associated with term limited 3rd party funded projects &	-	-	(967)
SURPLUS/(DEFICIT) ASSOCIATED WITH ALL NMS & ACTIVITIES	-	-	1,108

Consolidated Surplus(Deficit)	-	-	87,486
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Municipal Levies associated with mandatory services	2,895,123	2,522,888	2,522,888
Municipal Levies associated with non-mandatory services	873,112	1,017,415	1,017,415
Total Municipal Levies	3,768,235	3,540,303	3,540,303

Levy - Operations	\$ 2,895,123	\$ 2,712,453	\$ 2,712,453
Levy - Clean Water-Green Spaces	873,112	827,850	827,850
Total Municipal Levy	3,768,235	3,540,303	3,540,303
Water & erosion control infrastructure and special projects	(163,200)	1,097,000	2,768,996
Risk management services	17,100	15,500	16,977
	3,622,135	4,652,803	6,326,276
Provincial			
Section 39 Flood/Erosion Program	104,417	104,417	104,417
Drinking Water Source Protection	96,900	95,500	70,258
Other (CMOG, SEO etc.)	536,672	806,188	704,778
	737,989	1,006,105	879,454
Federal			
	1,372,975	341,750	2,270,500
Total Government Transfer Payments & Fees-For-Services	5,733,099	6,000,658	9,476,230
Other revenues			
Permit and applicant fees - mandatory services	599,000	823,500	812,285
Admissions, program fees & other services	744,300	662,100	820,545
Leases & property rentals	83,100	85,500	88,125
Donations and other grants			
General	51,500	113,000	188,602
Essex Region Conservation Foundation grants	218,000	467,000	684,122
In-kind contributions	30,000	90,000	1,076,158
Interest income	105,000	30,000	89,518
Gain on sale of assets	-	-	-
Total other revenues	1,830,900	2,271,100	3,759,354
Transfers from/(to) deferred revenues	506,750	(45,900)	399,126
Interdepartmental recoveries	796,100	758,200	837,393
TOTAL REVENUES	\$ 8,866,849	\$ 8,984,058	\$ 14,472,103
EXPENSES BY CLASSIFICATION			
Wages & benefits -all programs	4,129,784	4,143,350	4,085,787
Construction-municipal projects	58,000	246,500	249,043
Construction-special grant projects	357,800	1,000,000	2,798,721
Construction-ERCA capital projects	1,328,300	835,200	754,349
Plant material, removals and landowner subsidies-special grant projects	352,000	343,571	455,829
Plant material, removals and landowner subsidies - ERCA operations	24,000	61,000	62,808
Program supplies- special grant projects	48,485	39,750	72,186
Site & operational supplies - Conservation Areas	133,450	92,273	121,257
Office supplies & expenses - other ERCA operations	63,487	23,737	23,323
Occupancy, taxes, utilities & waste removal	375,663	334,813	340,140
Maintenance, repairs & security-sites	103,950	108,972	55,909
Maintenance, repairs & supplies-fleet/equipment	119,400	94,500	121,129
Equipment, software/hardware & website-special grant projects	9,900	24,000	46,467
Equipment, software/hardware & website- ERCA operations	157,515	86,523	79,342
Lab, data, technical & sub-contracted services -special grant	57,800	66,750	33,788
Lab, data, technical & sub-contracted services - ERCA operations	74,500	42,500	69,875
Insurance	186,550	118,150	176,977
Audit, legal & consulting services	84,000	163,000	142,188
Dues & memberships	49,950	50,879	49,832
Travel, training & professional development	14,340	18,540	10,348
Board ,committee & meeting expenses	20,600	20,000	17,880
Bank, credit card charges and interest	26,500	28,300	26,864
In-kind supplies & services	30,000	90,000	26,158
Land acquisition & acquisition assistance	-	-	3,121,675
Amortization	375,500	317,500	-
Internal recoveries included in revenues	806,375	784,750	837,393
TOTAL EXPENSES	\$ 8,987,849	\$ 9,134,558	\$ 13,779,271

	2023	2022	2022
	DRAFT BUDGET	BUDGET	UNAUDITED
Total Revenues	8,866,849	8,984,058	14,506,987
Total Expenses	8,987,849	9,134,558	13,779,271
SURPLUS/(DEFICIT) (ACCRUAL BASIS)	(121,000)	(150,500)	727,716
ADD/SUBTRACT: NON CASH ITEMS			
Donation of land to ERCA	-	-	-
Gain/loss on asset disposal	-	-	-
Amortization	375,500	317,500	-
Transfers from Reserves (Per Schedule)	-	-	-
DEDUCT: CAPITAL ITEMS			
Land acquisition	-	-	-
Purchased fleet/equipment	(210,000)	(85,000)	(86,193)
Infrastructure additions	-	-	-
(DECREASE)/INCREASE IN NET SURPLUS (prior to reserve transfers)	44,500	82,000	641,523
TRANSFER (TO)/FROM RESERVES (Per Schedule)	(44,500)	(82,000)	(554,101)
FUND SURPLUS	\$ -	\$ -	\$ 87,422

APPENDIX B: MUNICIPAL LEVIES

MUNICIPAL LEVIES

MUNICIPALITY	CVA %	CVA %	GENERAL LEVY		CW~SP LEVY		TOTAL LEVIES			CHANGE
	2023 DRAFT	2022	2023 DRAFT	2022	2023 DRAFT	2022	2023 DRAFT	2022	2023-2022	
			DRAFT \$ 2,895,123	APPROVED \$ 2,712,453	DRAFT \$ 873,112	APPROVED \$ 827,850	DRAFT \$ 3,768,235	APPROVED \$ 3,540,303	\$ 227,932 \$ Difference	6.4%
TOWN OF AMHERSTBURG	6.07%	6.00%	\$ 175,773	\$ 162,713	\$ 53,010	\$ 49,660	\$ 228,783	\$ 212,373	\$ 16,410	7.7%
TOWN OF ESSEX	4.86%	4.76%	140,591	129,173	42,400	39,424	182,991	168,597	14,394	8.5%
TOWN OF KINGSVILLE	6.44%	6.34%	186,474	171,975	56,237	52,487	242,711	224,462	18,249	8.1%
MUNICIPALITY OF LAKESHORE	9.77%	9.69%	282,974	262,878	85,339	80,231	368,313	343,109	25,204	7.3%
TOWN OF LASALLE	9.03%	8.95%	261,314	242,710	78,807	74,076	340,121	316,785	23,335	7.4%
MUNICIPALITY LEAMINGTON	6.21%	6.17%	179,796	167,404	54,223	51,092	234,019	218,497	15,523	7.1%
TOWNSHIP OF PELEE	0.27%	0.28%	7,910	7,490	2,385	2,286	10,295	9,776	519	5.3%
TOWN OF TECUMSEH	8.22%	8.27%	238,054	224,440	71,792	68,500	309,846	292,940	16,906	5.8%
CITY OF WINDSOR	49.13%	49.54%	1,422,238	1,343,671	428,919	410,093	1,851,156	1,753,764	97,393	5.6%
TOTALS	100%	100%	\$ 2,895,123	\$ 2,712,453	\$ 873,112	\$ 827,850	\$ 3,768,235	\$ 3,540,303	\$ 227,932	6.4%

Appendix C: Schedule of Projected Reserves

ESSEX REGION CONSERVATION AUTHORITY											
2023 PROJECTED RESERVES	INFRASTRUCTURE / MAJOR MAINTENANCE	REVENUE STABILIZATION	GRANT MATCHING	VEHICLE / CA EQUIP'T	SUITE/F&F/IT/IS	HUMAN RESOURCES / ADMIN	LEGAL / INSURANCE	HISTORIC PROPERTIES RESERVE	TREE WARRANTY & SELF INSURANCE	OTHER WATERSHED	TOTAL RESERVES
PROJECTED OPENING BALANCE -01/01/2023	\$ 512,124	\$ 148,342	\$ 100,000	\$ 187,287	\$ 274,508	\$ 139,685	\$ 50,000	\$ 225,469	\$ 90,000	\$ 47,857	\$ 1,775,271
Transfers to reserves	325,000	-	-	-	-	-	-	515,000	-	-	840,000
Interest	-	-	-	-	-	-	-	-	-	-	-
AVAILABLE BALANCE	\$ 837,124	\$ 148,342	\$ 100,000	\$ 187,287	\$ 274,508	\$ 139,685	\$ 50,000	\$ 740,469	\$ 90,000	\$ 47,857	\$ 2,615,271
RESERVE FUND EXPENSES/TRANSFERS											
JRPH Museum repairs	-							157,000			157,000
JRPH Connectivity								22,000			22,000
Greenways culvert/bridge remediation	242,500										242,500
Parking lot(s) resurfacing	100,000										100,000
Emergency infrastructure repair contingency	30,000										30,000
Conservation Areas signage	25,000										25,000
Train Station maintenance & repairs								20,000			20,000
Fleet/Equipment replacement & maintenance				153,000							153,000
Cloud development (S28) permitting system					46,000						46,000
TOTAL EXPENSES	397,500	-	-	153,000	46,000	-	-	199,000	-	-	795,500
PROJECTED CLOSING BALANCE 12/31/2023	\$ 439,624	\$ 148,342	\$ 100,000	\$ 34,287	\$ 228,508	\$ 139,685	\$ 50,000	\$ 541,469	\$ 90,000	\$ 47,857	\$ 1,819,771
											\$ 44,500

APPENDIX D: FUNDING SOURCES BY SERVICE DELIVERY AREA



2023
 CVA in the watershed 46,471,165,642
 Population in the watershed 327,543

FUNDING SOURCES BY SERVICE DELIVERY AREA

Dept/Category of Program	Program Sub-Unit	Budgeted Expenses/Transfers	General Levy	CW~GS Levy	Municipal Special	Provincial Transfer Payments	Other Provincial	Federal	Fees/Grants/Def Rev	(To/From) Reserves	Total	Levy %	Levy Per Household (\$300k)
Watershed Management Programs & Services													
Cat 1 - Risks of Natural Hazards	Development Services	\$ 932,800	\$ 413,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 519,000	\$ -	\$ 932,800	44%	\$ 2.67
Cat 1 - Risks of Natural Hazards	Planning- Hazards	244,850	164,850	-	-	-	-	-	80,000	-	244,850	67%	\$ 1.06
Cat 1 - Risks of Natural Hazards	Flood Forecasting & Warning	211,080	106,663	-	-	104,417	-	-	-	-	211,080	51%	\$ 0.69
Cat 1 - Risks of Natural Hazards	Watershed Resources Management Strategies/Policies	119,000	48,500	-	-	-	-	-	24,500	46,000	119,000	41%	\$ 0.31
Cat 1 - Risks of Natural Hazards	WECI/Municipal Special Projects	54,050	-	-	(163,200)	-	182,000	-	35,250	-	54,050	0%	\$ -
Watershed Management Summary		1,561,780	733,813	-	(163,200)	104,417	182,000	-	658,750	46,000	1,561,780	47%	\$ 4.74
Conservation Programs & Services													
Cat 1 - Conservation of Lands	Conservation Areas Infrastructure Projects	1,392,700	-	-	-	-	-	573,000	243,200	576,500	1,392,700	0%	\$ -
Cat 1 - Conservation of Lands	Conservation Areas & Infrastructure Maintenance	876,910	775,110	-	-	-	-	-	81,800	20,000	876,910	88%	\$ 5.00
Cat 1 - Conservation of Lands	Transfer to Infrastructure Reserve - Cons Areas/Greenways	325,000	325,000	-	-	-	-	-	-	-	325,000	100%	\$ 2.10
Cat 1 - Conservation of Lands	Cons Areas Management Plans, Land Strategies and Operations Oversight	296,715	204,715	-	-	-	-	92,000	-	-	296,715	69%	\$ 1.32
Cat 1 - Conservation of Lands	Tree Planting & Restoration - Conservation Areas	158,100	113,100	-	-	-	30,000	-	15,000	-	158,100	72%	\$ 0.73
Cat 1 - Conservation of Lands	Fleet/Equipment	352,700	-	-	-	-	-	-	199,700	153,000	352,700	0%	\$ -
Cat 3 - Non Mandatory Services	Land Acquisition (Property surveys-CASO)/Legal)	40,000	-	40,000	-	-	-	-	-	-	40,000	100%	\$ 0.26
Cat 3 - Non Mandatory Services	Tree planting/Restoration- Non ERCA Properties	607,000	-	75,000	-	-	150,000	40,000	342,000	-	607,000	12%	\$ 0.48
Cat 3 - Non Mandatory Services	Holiday Beach Recreation/Camping	352,600	-	-	-	-	-	-	352,600	-	352,600	0%	\$ -
Cat 3 - Fee for Service/ Contracts	Special Term Projects (Muni/Other)	162,000	-	-	-	-	24,000	75,000	63,000	-	162,000	0%	\$ -
Cat 3 - Fee for Service/ Contracts	Fee For Service Property Maintenance	12,000	-	-	-	-	-	-	12,000	-	12,000	0%	\$ -
Conservation/Lands Summary		4,575,725	1,417,925	115,000	-	-	204,000	780,000	1,309,300	749,500	4,575,725	34%	\$ 9.90

Dept/Category of Program	Program Sub-Unit	Budgeted Expenses/Transfers	General Levy	CW~GS Levy	Municipal Special	Provincial Transfer Payments	Other Provincial	Federal	Fees/Grants/ Def Rev	(To/From) Reserves	Total	Levy %	Levy Per Household (\$300k)
Water Quality Programs & Services													
Cat 1 - Drinking Water Source Protection	Mandatory Drinking Water Source Protection (SPA)	96,900	-	-	-	96,900	-	-	-	-	96,900	0%	\$ -
Cat 1 - Provincial Ground and Source Water Monitoring PGM	Mandatory Provincial Ground and Source Water Monitoring PGM	21,285	21,285	-	-	-	-	-	-	-	21,285	100%	\$ 0.14
Cat 2 - Municipal Services	Risk Management Services	17,100	-	-	17,100	-	-	-	-	-	17,100	0%	\$ -
Cat 3 - Non Mandatory Services	ERCA Water Quality Program/Site Monitoring	35,200	-	-	-	-	-	-	35,200	-	35,200	0%	\$ -
Cat 3 - Non Mandatory Services	Demo/ Research Farm	53,000	-	-	-	-	30,000	-	23,000	-	53,000	0%	\$ -
Cat 3 - Non Mandatory Services	Agricultural Stewardship/Extension Services	93,000	-	73,000	-	-	-	-	20,000	-	93,000	78%	\$ 0.47
Cat 3 - Special/Term Projects	Detroit River CDN Coalition	169,300	-	-	-	-	73,500	70,000	25,800	-	169,300	0%	\$ -
Cat 3 - Special/Term Projects	Water Quality Research Studies	214,284	-	-	-	-	23,484	145,000	45,800	-	214,284	0%	\$ -
Cat 3 - Special/Term Projects	Fee for Service WQ Monitoring/Sampling	42,975	-	-	-	-	42,975	-	-	-	42,975	0%	\$ -
Water Quality Summary		743,044	21,285	73,000	17,100	96,900	169,959	215,000	149,800	-	743,044	13%	\$ 0.61
Community Outreach/Heritage Programs & Services													
Cat 1 - General Programs/Services	Mandatory Corporate Communications	201,600	181,600	-	-	-	-	-	20,000	-	201,600	90%	\$ 1.17
Cat 3 - Non Mandatory Services	John R Park Homestead-Museum Operations/Education Program	301,150	-	135,962	-	-	23,688	6,000	135,500	-	301,150	45%	\$ 0.88
Cat 3 - Non Mandatory Services	Transfer to John R Park Homestead Preservation Reserve Fund	515,000	-	515,000	-	-	-	-	-	-	515,000	100%	\$ 3.32
Cat 3 - Non Mandatory Services	Outreach & Partnerships	64,150	-	34,150	-	-	-	-	30,000	-	64,150	53%	\$ 0.22
Cat 3 - Non Mandatory Services	Outdoor & Conservation Education	64,000	-	-	-	-	-	-	64,000	-	64,000	0%	\$ -
Cat 3 - Non Mandatory Projects	Grant -funded Projects/Events	339,000	-	-	-	-	-	329,000	10,000	-	339,000	0%	\$ -
Community Outreach Summary		1,484,900	181,600	685,112	-	-	23,688	335,000	259,500	-	1,484,900	58%	\$ 5.60
Administration & Corporate Services													
Mandatory	Corporate Services	1,241,900	540,500	-	-	-	-	-	701,400	-	1,241,900	44%	\$ 3.49
Non Mandatory Services	Essex Region Conservation Foundation (grant-funded) Supports	55,000	-	-	-	-	-	-	55,000	-	55,000	0%	\$ -
Administration & Corporate Services Summary		1,296,900	540,500	-	-	-	-	-	756,400	-	1,296,900	42%	\$ 3.49
		\$ 9,662,349	\$ 2,895,123	\$ 873,112	\$ (146,100)	\$ 201,317	\$ 579,647	\$ 1,330,000	\$ 3,133,750	\$ 795,500	\$ 9,662,349	39%	\$ 24.33
Mandatory Services (BOLDED)		\$ 6,525,590	\$ 2,895,123	\$ -	\$ (163,200)	\$ 201,317	\$ 212,000	\$ 665,000	\$ 1,919,850	\$ 795,500	\$ 6,525,590	44%	\$ 18.69
Non Mandatory Services		\$ 3,136,759	\$ -	\$ 873,112	\$ 17,100	\$ -	\$ 367,647	\$ 665,000	\$ 1,213,900	\$ -	\$ 3,136,759	28%	\$ 5.64

Appendix E: Where Does Your Levy Go?



TO: Mayor and Members of City Council
FROM: Andrew Daher, Commissioner, Human & Health Services
DATE: April 17, 2023
SUBJECT: Housing Services Act (HSA) Regulatory Changes

In April 2019, the provincial government released the Community Housing Renewal Strategy, which outlined the commitment to stabilize and grow the community housing sector, Ontario introduced Bill 184, the *Protecting Tenants and Strengthening Community Housing Act, 2020*. Bill 184 provided regulation-making authority to transform Ontario's community housing framework, with the goal of protecting and growing community housing in order to ensure its long-term sustainability as housing providers reach the end of their mortgages (EOM) and/or operating agreements (EOA). Bill 184 proposed regulatory amendments in the following four areas:

- 1) Service and Exit Agreements
- 2) Service Level Requirements
- 3) New Access System Requirements; and
- 4) Local eligibility rules for income and asset limits for Rent-geared-to-income (RGI) assistance.

The Ministry of Municipal Affairs and Housing (MMAH) conducted consultations in 2021 regarding the above-proposed regulatory amendments, following which Ontario released the following two new Housing Services Act regulations. These two new regulations form part of the new framework for community housing and came into effect on July 1, 2022 with full implementation required by July 1, 2023:

- 1) O. Reg. 241/22: Service and exit agreements
- 2) O. Reg. 242/22: Service levels, access and income and asset limits

1 - Service and Exit Agreements

The amendments passed under O. Reg. 241/22 establish baseline rules for Service Agreements between Service Managers and housing providers whose original agreements to provide social housing have ended. As part of this amendment, post-end of operating agreement/end of mortgage (EOA/EOM) provisions are clarified and Service Managers are permitted to enter into new arrangements (service agreements) with non-profit housing providers based on local conditions and realities.

As of July 1, 2022, under the new regulatory framework community housing providers reaching the end of their mortgage and/or Operating Agreement have two options:

- a) Enter into a new Service Agreement with their Service Manager, or
- b) Enter into an Exit Agreement, ensuring existing tenants are not displaced and longstanding investments in community housing buildings/properties are preserved.

Both agreements must be negotiated between the Service Manager and the housing provider with key provisions and baseline rules. These guidelines are intended to provide greater flexibility, consistency and accountability across the province.

As outlined in O. Reg 241/22, at a minimum, Service Agreements must include:

- Baseline provisions to continue funding rent-gear-income (RGI) units;
- A minimum term length of 10 years (with provisions the agreement continues in effect until such time a new Service or Exit Agreement is negotiated);
- Selection rules for units where households will be receiving RGI assistance are to align with existing eligibility, selection and wait list rules under the HSA and in accordance with local rules;
- A process to manage non-compliance and dispute resolution; and
- Participation in regulated Housing Services Corporation (HSC) programs, with current exemptions continuing.

In the absence of further guidelines from the province and the expiry of some of our social housing operating agreements beginning as early as the current year (2023) and extending through 2030, Housing Services representatives are preparing for the negotiation of new Service Agreements with housing providers with expiring operating agreements as follows:

- Reviewed documents prepared by Housing Strategic Steering Committee (HSSC) – Service Agreement Technical Table (via the facilitation of the Housing Services Corporation (HSC)) and developed with the intent to assist Service Managers in the development and negotiation of service agreements i.e., Service Agreement resource/toolkit documents.
- Participate in Ad Hoc Service Manager Service Agreement Drop-in Sessions.
- Advised City Legal Services representative on the recent Housing Services Act regulatory changes and the opportunity Housing Services has been afforded to participate in a bulk-procurement process facilitated through the Housing Services Corporation (HSC) for the development of a draft Service Agreement template. Costs are to be shared evenly across participating Service Managers and estimated at less than \$2500 each.
- Confirming, HSC hired legal counsel specializing in housing matters to develop a multi-term Social Housing Service Agreement template to assist with the creation of updated individualized Service Agreements for housing providers with expiring agreements.
- Housing Services is actively participating in Service Manager bulk-service agreement development process, providing input on documents to assist with the development of Service Agreement terms and reviewing and providing feedback on proposed Service Agreement terms and conditions e.g., required and optional clauses.

As per the Housing Services Act regulations, Housing providers reaching and/or approaching their end of mortgage and/or Operating Agreement will continue to receive subsidy funding in accordance with their current legislated subsidy requirements and/or operating agreement provisions, until such time the Service Manager and housing provider negotiate a Service Agreement (or alternatively an Exit Agreement).

Attached please find Appendix 4: SH Notification 22-04 – New Service Agreement Framework for Ontario’s Community Housing Sector.

2 - Service Level Requirements

Within the HSA, the City of Windsor as Service Manager for Windsor and Essex County is required to fund a minimum number of rent-gear-to-income (RGI) units in the Windsor-Essex County service area. Current service level rules recognize only RGI assistance in accordance with specific calculation and waitlist rules, as well as Service Manager funded portable housing benefits (PHBs) that follow waitlist rules.

Effective July 1, 2022, Ontario Regulation 367/11 was amended to allow for additional types of Service Manager funded housing assistance to count toward legislated service levels.

Attached please find Appendix 2: SH Notification 22-02 – Amendment to service level rules in Ontario Regulation 367/11 under the Housing Services Act, 2011.

3 – New Access System Requirements

Section 10.2 of the HSA has been amended requiring Service Managers to have an access system for providing assistance related to any and all housing in its service area effective January 1, 2023. This assistance includes RGI assistance, as well as any form of assistance described in regulation and any specified programs approved by the Minister.

Ontario Regulation 367/11 has been amended outlining the social housing access system i.e., Central Housing Registry waitlist, must include any form of financial housing assistance that is:

- Provided in respect of households (targeted towards households) and that either reduces the rent that a household must otherwise pay, or is to assist the household in paying rent e.g., RGI, portable housing benefits – Windsor Essex Housing Benefit (WEHB), Canada Ontario Housing Benefit (COHB), and;
- Funded and/or administered by the Service Manager

With the assistance of the Central Housing Registry’s administration, the required rent-geared-to-income access updates were successfully implemented by January 1, 2023 in accordance with the regulations. Specific updates included:

- Ensured eligibility rules and a description of how households awaiting housing assistance are prioritized and selected for each form of assistance have been included within our service area’s rent-geared-to-income eligibility verification guidelines and local rules, as appropriate.
- Improved descriptions and instructions on how to apply for housing assistance, updated application form and updated website communication to reflect the same.
- Alternate forms of housing assistance under the access system i.e., Windsor Essex Housing Benefit (WEHB), Canada Ontario Housing Benefit (COHB) have been added to our social housing application form

Attached please find Appendix 1: SH Notification 22-01 – Amendments to Ontario Regulation 367/11 under the Housing Services Act, 2011 to enact new access system requirements.

4 – Income and Asset Limits

Ontario Regulation 367/11 has been amended and came into effect on July 1, 2022 requiring Service Managers to implement local income and asset limit rules to determine eligibility for RGI assistance by no later than July 1, 2023.

As part of the amendments, Service Managers are required to:

- 1) Set local income limits at least at the HILs prescribed for their service area.
- 2) Set local asset limits at least at \$50,000.
- 3) Periodically review and update their local income and asset limit rules at their discretion.

Social assistance benefit unit households i.e., Ontario Works, ODSP, will be exempt from local asset rules. All members of the household must be part the social assistance benefit unit to qualify for the asset limit exemption.

The Service Manager is currently undertaking a review of Income and Asset limit regulation changes, researching asset limit policies used in other service areas, consulting with select housing providers and will use this information to develop, communicate and implement changes to local rules, forms, procedures, etc. Existing local eligibility income and asset rules will remain in effect, until such time the Service Manager implements updated local rules no later than July 1, 2023.

Attached please find Appendix 3: SH Notification 22-03 – Amendments to local eligibility rules related to income and asset limits in Ontario Regulation 367/11 under the Housing Services Act, 2011.

If your office receives a call concerning any of the above noted changes please refer them to Jolayne Susko, Coordinator, Housing Administration and Policy in the Housing Services department at (519) 255-5200 x6278 or jsusko@citywindsor.ca and she will assist them in understanding and navigating the changes as it relates to their role and/or responsibility.

Regards,



AD: jms

cc: Kirk Whittal, Executive Director, Housing and Children's Services
Diane Wilson, Manager, Housing Services
Jolayne Susko, Coordinator, Housing Administration and Policy

Attachments:

Appendix 1: SH Notification – Release 22-01 – Amendments to Ontario Regulation 367/11 under the Housing Services Act, 2011 to enact new access system requirements

Appendix 2: SH Notification – Release 22-02 – Amendment to service level rules in Ontario Regulation 367/11 under the Housing Services Act, 2011

Appendix 3: SH Notification – Release 22-03 – Amendments to local eligibility rules related to income and asset limits in Ontario Regulation 367/11 under the Housing Services Act, 2011

Appendix 4: SH Notification – Release 22-04 – New Service Agreement Framework for Ontario's Community Housing Sector

SH *notification*

social housing

Subject: Amendments to Ontario Regulation 367/11 under the Housing Services Act, 2011 to enact new access system requirements

Legislation/Regulation

Operational

Release 22-01

The purpose of this notification is to provide an overview of amendments to Ontario Regulation 367/11 under the *Housing Services Act, 2011* (HSA) related to new access system requirements.

New Access System Requirement

The province is proclaiming legislative changes to section 10.2 of the HSA, in force on January 1, 2023. This section amends the HSA to require a Service Manager to have an access system for providing assistance related to housing in its service area.

The assistance includes rent-geared-to-income (RGI) assistance, any form of assistance described in regulation, and any specified program approved by the Minister.

Ontario Regulation 367/11 will be amended to outline that the access system will include any form of financial housing assistance that is:

- Provided in respect of households (targeted towards households) and that either reduces the rent that a household must otherwise pay, or is to assist the household in paying rent, and
- Funded or administered, or both, by the Service Manager.

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What are examples of forms of assistance?

The amended regulation includes assistance targeted to specific households either provided to landlords to reduce rent or directly to households to assist them in paying rent, including RGI assistance, rent supplements, portable housing benefits, housing allowances, flat rate benefits, and short-term/emergency financial assistance.

The assistance to be included is assistance that is funded and administered by the Service Manager, funded by another level of government and administered by Service Managers, or funded by the Service Manager and administered by another entity.

Service Managers are not required to, but may also include other forms of assistance in their access systems, such as affordable housing.

The amended regulation will require that the following information be made publicly available through the access system:

- The forms of assistance available under the access system (e.g., RGI assistance, portable housing benefits),
- A description of how to apply for the forms of assistance that can be accessed by the public (e.g., fill out RGI assistance application, apply directly with Indigenous housing providers), and
- Eligibility rules, and a description of how households are prioritized and selected for each form of assistance administered by the Service Manager.

When households are offered a form of assistance in the access system that is administered by the Service Manager, the household must be notified, in writing, of:

- The initial amount of the assistance, and a description of the method used to calculate the assistance, or if the assistance is provided in the form of reduced rent (e.g., RGI assistance), a description of the method used to calculate the rent,
- A description of the criteria for assessing continued eligibility for the assistance, and
- Any effect that receiving this assistance will have on basic financial assistance that a member of the household is receiving under Ontario Works or the Ontario Disability Support Program.

How are the rules different for assistance that is funded, but not administered by Service Managers?

For assistance that Service Managers fund but do not administer (e.g., funding provided to preserve RGI assistance for Urban Native Housing Units), the Service Manager would only be required to make information publicly available to households about:

- The forms of assistance available and
- A description of how to apply for the forms of assistance that can be accessed by the public.

When do the changes take effect?

The amendments to Ontario Regulation 367/11 related to requirements for the Service Manager's access system will come into effect on January 1, 2023.

Further Information

The amended regulation is available through the following link:

<https://www.ontario.ca/laws/regulation/r22242>

Should you have any questions, please contact Neshalia Mohindra, Manager, Community Housing Renewal Unit. Neshalia can be reached by e-mail at Neshalia.Mohindra@ontario.ca.

Peter Kiatipis



Director, Community Housing Policy Branch
Ministry of Municipal Affairs and Housing

SH *notification*

social housing

Subject: Amendment to service level rules in Ontario Regulation 367/11 under the Housing Services Act, 2011

Legislation/Regulation

Operational

Release 22-02

The purpose of this notification is to provide an overview of amendments to Ontario Regulation 367/11 under the *Housing Services Act, 2011* (HSA) related to service level rules.

Section 40 of the HSA requires Service Managers to provide assistance to a prescribed number of households whose income falls below the Household Income Limits (HILs), and to a prescribed number of high need households.

Current service level rules recognize only rent-geared-to-income (RGI) assistance in accordance with specific calculation and waitlist rules, as well as Service Manager-funded portable housing benefits (PHBs) that follow these waitlist rules (Schedule 4.1).

Effective July 1, 2022, Ontario Regulation 367/11 will be amended to allow additional types of Service Manager-funded housing assistance to count towards existing service levels when:

- 1) Households (other than households receiving social assistance) pay no more than 30% of their adjusted family net income on rent (See Schedule 4.2) **OR**
- 2) Are provided a benefit that follows existing PHB calculation rules and serves/prioritizes any client group (i.e., no requirement to follow RGI waitlist eligibility, priority, and selection rules) (See Schedule 4.3).

Any form of housing assistance that meets the requirements in items 1) or 2) as set out above may be included towards a Service Manager's service levels and there is no requirement to follow RGI eligibility, priority, and selection rules for these forms of assistance to count. Further details on these types of assistance that are now included within service levels are outlined in [Schedule 4.2 and Schedule 4.3 of O. Reg. 367/11](#).

There is a continued requirement that in order to count towards service levels, households served must have incomes at or below the relevant HILs for the service area (See [Ontario Regulation 370/11](#)).

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March 2022*

1

What does Service Manager-funded housing assistance mean?

It means the subsidy or rent reduction provided to the household is funded by the Service Manager and is not funded by other levels of government. For example, households receiving assistance through the Canada-Ontario Housing Benefit (COHB) program are not included in service levels.

Do Service Managers still need to follow RGI eligibility, priority, and selection rules for RGI assistance?

Yes. As set out in Ontario Regulation 367/11, eligibility, priority, and selection rules for RGI assistance continue to apply to households receiving RGI as part of a legacy social housing program. These rules also apply for RGI units funded under Service Agreements.

Households Receiving Social Assistance

The regulation is also amended to include Service Manager-funded forms of housing assistance that serve social assistance clients when the household pays no more than their social assistance shelter allowance towards rent. More details on this can be found in Schedule 4.2 of O. Reg. 367/11.

Households Served in Urban Native Housing

Households with incomes at or below the HILs that are served with housing assistance funded by a Service Manager that meet the requirements set out in Schedules 4.1, 4.2 or 4.3 may also count towards service levels.

Rules for Removing Households from the Waiting List

Rules for removing households from a Service Manager’s waiting list remain unchanged (See [section 46 \(1\) paragraph 5.1](#)). Unless the Service Manager is satisfied that there are extenuating circumstances, a household shall be removed from the list if the household has accepted an offer of a portable housing benefit made by the Service Manager that meets all requirements set out in Schedule 4.1 – including following RGI waiting list eligibility, priority, and selection rules.

Households that accept other forms of assistance that can count towards service levels under Schedule 4.2 or 4.3, including portable benefits that do not follow RGI waiting list rules, cannot be removed from the waiting list.

Summary of Additional Forms of Assistance that Count Towards Service Levels

Households with incomes at or below the HILs are served with Service Manager-funded assistance that meets requirements set out below:

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<p>Schedule 4.1 (Introduced in 2017)</p>	<p>Portable Housing Benefits that follow specific calculation and review rules, including following RGI waitlist eligibility, priority, and selection rules</p> <p><i>Note: Households that accept this form of assistance may be removed from the waiting list</i></p>
<p>Schedule 4.2 (New – Introduced in 2022)</p>	<p>Any form of housing assistance where households pay no more than 30% of their adjusted family net income on rent</p> <p>Households in receipt of social assistance must not pay more than their social assistance shelter amount</p> <p><i>Note: Households that accept forms of assistance under Schedule 4.2 may not be removed from the waiting list</i></p>
<p>Schedule 4.3 (New – Introduced in 2022)</p>	<p>Portable benefits that follow the same calculation and review rules for the amount of the benefit outlined in Schedule 4.1</p> <ul style="list-style-type: none"> • No requirement to follow RGI waiting list eligibility, priority, and selection rules <p><i>Note: Households that accept this form of assistance may not be removed from the waiting list</i></p>

When do the changes take effect?

The amendments to Ontario Regulation 367/11 related to service level requirements will come into effect on July 1, 2022.

Further Information

The amended regulation is available through the following link:
<https://www.ontario.ca/laws/regulation/r22242> (See Schedule 4.2 and Schedule 4.3)

Should you have any questions, please contact Neshalia Mohindra, Manager, Community Housing Renewal Unit. Neshalia can be reached by e-mail at Neshalia.Mohindra@ontario.ca.

Peter Kiatipis



Director, Community Housing Policy Branch
 Ministry of Municipal Affairs and Housing

SH *notification*

social housing

Subject: Amendments to local eligibility rules related to income and asset limits in Ontario Regulation 367/11 under the Housing Services Act, 2011

Legislation/Regulation

Operational

Release 22-03

The purpose of this notification is to provide an overview of amendments to Ontario Regulation 367/11 under the *Housing Services Act, 2011* (HSA) related to local income and asset limits eligibility rules for rent-geared-to-income (RGI) assistance.

Currently, under the HSA, Service Managers can set local income and asset limit eligibility rules for RGI assistance but the HSA does not require Service Managers to do so, leading to inconsistencies in how eligibility for rent-geared-to-income assistance is determined across the province. If a Service Manager chooses to set local asset and/or income limits, they must meet the requirements set out in regulation.

Ontario Regulation 367/11 is being amended to require Service Managers to set local income and asset limit rules to determine eligibility for RGI assistance.

As part of the amendments, **Service Managers will be required to:**

1. Set local income limits at least at the Household Income Limits (HILs) prescribed for their service area under [Ontario Regulation 370/11](#).
 - In alignment with RGI calculation rules in Ontario Regulation 316/19, household income will be based on net income (i.e., line 23600) as indicated on the notice of assessment of household members, less any Registered Disability Savings Plan income and plus any Registered Disability Savings Plan amounts repaid.
 - The income of full-time students will be excluded from determining household income.
 - Service Managers will continue to have flexibility to set different income limits for units of different types and sizes and for units in different parts of their service area.
 - Service Managers will continue to have flexibility to exclude payments from household income (e.g., universal child care benefits).
2. Set local asset limits at least at \$50,000.

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- Service Managers will be allowed to set different asset limits by household size and type (e.g., senior households).
 - Service Managers will continue to have flexibility to set different asset limits for units of different types and sizes and for units in different parts of their service area.
 - The current list of required asset exclusions in regulation will be updated so that registered retirement plans (i.e., Registered Retirement Savings Plans and Registered Retirement Income Funds) are excluded from the value of household assets.
 - Service Managers will continue to have flexibility to exclude additional assets from the value of household assets (e.g., compensation payments for pain and suffering).
3. Periodically review and update their local income and asset limit rules, at their discretion.
- Although no specified period for this requirement will be outlined in regulation, Service Managers are encouraged to review their local income and asset limit rules as part of their periodic review of local Housing and Homelessness Plans.

How will the new required local income and asset limits be applied to households?

Service Managers will be required to apply local income limits as part of determining initial eligibility for RGI assistance (i.e., new RGI applicants and applicants on waitlists) and apply local asset limits as part of determining both initial and continued eligibility for RGI assistance (i.e., new RGI applicants, applicants on waitlists, and households in receipt of RGI assistance).

Service Managers will be required to exempt social assistance clients (i.e., Ontario Works and Ontario Disability Support Program clients) from their local asset limit rules. This exemption will only apply in cases where all household members are part of a social assistance benefit unit.

At their discretion, Service Managers will have the flexibility to exempt households in extenuating circumstances from their local income and/or asset limit rules (e.g., survivors of domestic violence/human trafficking).

When do the changes take effect?

The amendments to Ontario Regulation 367/11 related to local income and asset limit rules will come into force on July 1, 2022. Service Managers will have a flexible one-year implementation period from the in-force date to meet the new requirements. All Service Managers must comply with the new requirements by July 1, 2023.

Until the Service Manager implements the new income and asset limit requirements, any local eligibility rules that were made by the Service Manager under sections 34 and 35, as they read immediately before they were revoked, continue to apply.

Service Managers are required to make reasonable efforts to notify households before implementing the new requirements.

Further Information

The amended regulation is available through the following link:

<https://www.ontario.ca/laws/regulation/r22242>

Should you have any questions, please contact Neshalia Mohindra, Manager, Community Housing Renewal Unit. Neshalia can be reached by e-mail at Neshalia.Mohindra@ontario.ca.

Peter Kiatipis



Director, Community Housing Policy Branch
Ministry of Municipal Affairs and Housing

SH *notification*

social housing

Subject: New Service Agreement Framework for Ontario's Community Housing Sector

- Legislation/Regulation
- Operational

Release 22-04

This notification provides an overview of amendments to Ontario Regulation 367/11 under the *Housing Services Act, 2011* (HSA) regarding the new Service Agreement framework for community housing projects that are at the end of their mortgages and operating agreements.

These amendments will establish baseline rules for Service Agreements between Service Managers and housing providers whose original obligations to provide social housing have come to an end. These amendments will also clarify post end of operating agreement/end of mortgage (EOA/EOM) operating provisions and enable Service Managers and housing providers to enter into new operating arrangements that address local housing needs and conditions.

Background

As part of the multi-year Community Housing Renewal Strategy (CHRS), Ontario passed Bill 184, the *Protecting Tenants and Strengthening Community Housing Act, 2020*, creating regulation-making authority to protect and grow deeply affordable community housing supply, stabilize the sector, and ensure community housing is sustainable over the long-term for Ontarians who need it.

Service Agreements aim to address outdated and complex rules by streamlining and creating baseline rules to provide a level of consistency and accountability in how housing need is being met across Ontario.

Service Agreements will enable Service Managers and housing providers to negotiate more flexible funding approaches, incentivize housing providers to stay in the system once their current obligations expire and allow new housing providers to enter the system.

If a Service Manager and a housing provider do not want to enter into a Service Agreement and join the new community housing framework, they must enter into an Exit

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March 2022

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Agreement to ensure that existing tenants are not displaced and longstanding public investments in community housing buildings are preserved.

What are Service Agreements?

A Service Agreement is a contract negotiated between the housing provider and the Service Manager for the provision of community housing under Part VII.1 of the HSA that stipulates terms regarding operations, administration, and funding arrangements.

What regulatory requirements apply to Service Agreements?

The Service Agreement framework establishes minimum requirements for:

- Baseline provisions to continue funding rent-geared-to income (RGI) units;
- Setting a minimum term length of 10 years;
- Selection rules for units where households will be receiving RGI assistance, to align with existing selection and waitlist rules under the HSA;
- The inclusion of a process to manage issues of non-compliance and dispute resolution; and
- Participation in regulated Housing Services Corporation (HSC) programs with current exemptions continuing.

What are the new funding rules and requirements under Service Agreements?

The new Service Agreement framework will include requirements that existing units continue to be funded in a sustainable way, bridging the gap between 30% of the household's income and the unit's rent. Service Managers and housing providers will be required to develop joint financial plans, to be reviewed every five years, to help ensure funding provided will sustain the tenants and the subsidized units during the Service Agreement.

Service Agreements will also allow Service Managers and housing providers to negotiate and include additional funding, where necessary, to keep projects in a satisfactory state of repair and provide other types of housing assistance to tenants (this could include property tax exemptions, for example). Service Agreements are to have a minimum term length of 10 years.

Selection Rules under Service Agreements

For units specified in Service Agreements where households will be receiving RGI assistance, the Service Agreement will need to outline that the housing provider will select households to occupy these units and receive RGI assistance using the Service Manager's selection system required under the HSA for Part VII housing projects.

Also, like Part VII housing projects, households will need to be selected for these units from the centralized waiting list for RGI assistance, and in accordance with existing eligibility, and provincial and local priority rules under the HSA.

Existing rules that allow housing providers to operate with specific mandates to serve a specified population will continue, and mandates will need to be specified in the Service Agreement.

How can new providers join this community housing framework?

New housing providers/projects can enter the new framework by signing a Service Agreement with the local Service Manager, subject to the Service Manager’s assessment of the project’s viability, condition of rental units and finances.

Can providers continue to access existing funding programs?
Housing providers who sign Service Agreements will be eligible to access funding opportunities through programs such as the Canada-Ontario Community Housing Initiative (COCHI) to support delivery of community housing.

When will these regulatory amendments come into effect?
Service Agreement regulations will come into force on July 1, 2022.

Will the delisting moratorium continue?
The delisting moratorium will continue until July 1, 2022, when the Service Agreement regulations come into force. After July 1, 2022, a housing provider looking to remove a housing project from the community housing system will need to enter into an exit agreement with the corresponding Service Manager in order to do so.

Further Information

The amended regulation is available through the following link:
<https://www.ontario.ca/laws/regulation/r22241>

The ministry plans to work with sector partners on guidance material to support implementation – including the negotiation of service agreements and dispute resolution processes.

Should you have any questions, please contact Michel Molgat Sereacki, Manager, Community Housing Equity and Supply Unit. Michel Molgat Sereacki can be reached by telephone at 416-873-1103, or by e-mail at michel.molgatsereacki@ontario.ca.

Peter Kiatipis



Director, Community Housing Policy Branch
Ministry of Municipal Affairs and Housing

*Ministry of Municipal Affairs and Housing
March 2022*



April 6, 2023

The Corporation of the City of Windsor
4155 Ojibway Parkway
Windsor, Ontario
N9C 4C3

Attention: Mr. Kevin Webb
Manager Environmental Quality

Notice of Intention to Apply Non-Potable Groundwater Site Condition Standards
Record of Site Condition – 669 Tuscarora Street, Windsor, Ontario

Dillon Consulting Limited has been retained to obtain a Record of Site Condition for the property located at 669 Tuscarora Street, Ontario (see attached figure).

We intend to apply non-potable groundwater condition standards to the property under O.Reg. 153/04 – Record of Site Condition – Part XV.1 of the Environmental Protection Act. Please confirm there is no objection with the application of these standards for this property.

Yours sincerely,

DILLON CONSULTING LIMITED

A handwritten signature in black ink that reads "Taryn Azzopardi".

Taryn Azzopardi, MEnvSc, G.I.T
Project Manager

Our file: 21-2304

3200 Deziel Drive
Suite 608
Windsor, Ontario
Canada
N8W 5K8
Telephone:
519.948.5000
Fax:
519.948.5054

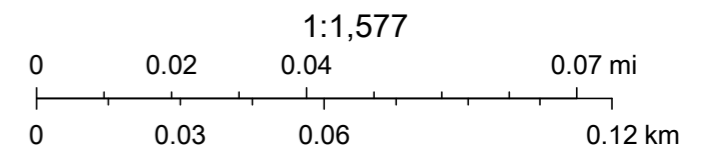
Dillon Consulting
Limited

669 Tuscarora Street



4/6/2023, 12:20:35 PM

- Parcels
- Parcels
- Major Roads
- Municipal Address



From: Webb, Kevin <KWebb@citywindsor.ca>

Sent: April 13, 2023 2:10 PM

To: clerks <clerks@citywindsor.ca>; Taryn Azzopardi <tazzopardi@dillon.ca>

Subject: FW: Letter of Notice of Non-Potable Standards - 669 Tuscarora St, Windsor

Good afternoon Taryn,

Further to your review of the subject property (669 Tuscarora Street., Windsor, Ontario) , and from our own [research on our EIS System](#), and in consideration that the property has access to the Windsor Utilities Commission potable water distribution system, the City of Windsor has no objection to the application of non-potable ground water Site Condition Standards for a Record of Site Condition at the property identified as (669 Tuscarora St., Windsor, Ontario).

Thanks and if you have any questions please do not hesitate to contact me.

Kevin Webb | Manager Environmental Quality



Office of the Commissioner of Infrastructure Services | Pollution Control

4155 Ojibway Parkway | Windsor ON | N9C 4A5

Office: 519 253 7217 ext 3330

Cell: 519 791 7844

kwebb@citywindsor.ca

www.citywindsor.ca

From: Thomas O'Dwyer P.Eng.,QP.RSC <thomas.odwyer.rsc@ctsoil.com>
Sent: April 14, 2023 10:46 AM
To: clerks <clerks@citywindsor.ca>
Subject: 22E064 A/B - Non potable GW - RSC - 930 Marion Ave

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom this may concern,
 This email is to give you notice that the below property is being file for a record of site condition (RSC), see attached site plan for reference:

Details	Information
Legal description	LOT 67 PLAN 575 WINDSOR; LOT 68 PLAN 575 WINDSOR; LOT 69 PLAN 575 WINDSOR; LOT 70 PLAN 575 WINDSOR; LOT 71 PLAN 575 WINDSOR; LOT 72 PLAN 575 WINDSOR; LOT 73 PLAN 575 WINDSOR; LOT 74 PLAN 575 WINDSOR; PT LOT 66 PLAN 575 WINDSOR AS IN R437701; PT LOT 75 PLAN 575 WINDSOR AS IN WC25470, WINDSOR
Municipal Address	930 Marion Ave, Windsor, ON N9A 2J2
UTM Coordinates	Zone: 17 T
	Easting: 333,663.34
	Northing: 4,686,798,48
Parcel Identification	PIN: 01147-0228 (LT)
Assessment Roll Number	030-210-06300-0000

The below has been applied in assessing the soil and ground water quality at the RSC Property.

- MOECP (2011) Table 3: Full Depth Generic Site Condition Standards in a Non-Potable Ground Water Condition Residential/Parkland/Institutional, fine-grained standards as provided in Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act (MOECC, 15 April 2011) (Table 3 RPI).

Please respond back acknowledging if there are not objections to the use of Table 3 RPI.

Tom O'Dwyer, P.Eng., P.E.
 Consulting Engineer

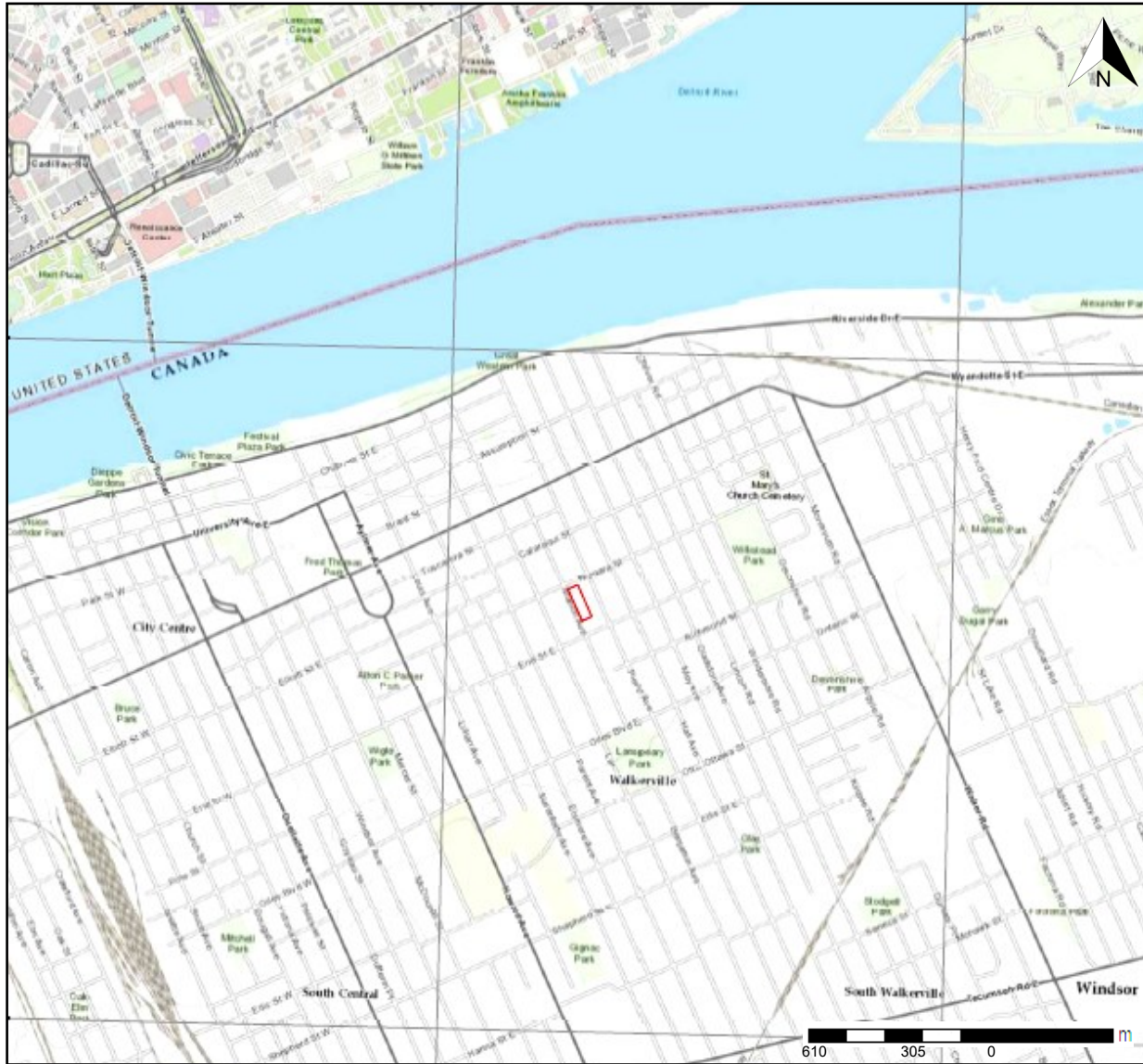
Soil & Materials Engineering Inc.

2000 Legacy Park Dr.
 Windsor, Ontario, N8W 5S6
 ph: (519) 966-8863 fx: (519) 966-8870
 or

4500 Blakie Road, Unit 127
 London, Ontario N6L 1G5
 ph. (519) 203-8863 fx: (519) 966-8870

C.T. Soil & Materials Engineering Inc.

1429 Washington Blvd, Suite 301
 Detroit, Michigan, 48226
 ph: (519) 966-8863 fx: (519) 966-8870
<http://www.ctsoil.com>
 email: todwyer@ctsoil.com



Legend

RSC Property



Soil & Materials Engineering Inc.
 2000 Legacy Park Drive
 Windsor, Ontario, N8W 5S6
 T: (519) 966-8863 F: (519) 966-8870

Title: Site Map

Project: Record of Site Condition
Location: 930 Marion Avenue, Windsor, Ontario
Job Number: 22E064 B
Client:
 Revisions: 00

Notes:

Sources:

- Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS,
- FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri
- Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and
- the GIS User Community



Legend

RSC Property

APEC	PCA	COPC	MEDIA	Testhole ID
APEC 1 De-icing Activities	Not applicable – salting of parking lot	EC, SAR Exempt by O. Reg. 153/04 Section 49.	Soil Exempt by O. Reg. 153/04 Section 49.	NA
APEC 2 Importation of Fill	PCA#30 – Importation of Fill Material of Unknown Quality	Metals, As, Sb, Se, pH, PAH, PHCs, BTEXs	Soil and Ground-water	22-1, 22-2(MW), 22-3, 22-4
APEC 3 Coal Storage	No PCA#. Coal Storage	Metals, As, Sb, Se, PAHs	Soil	22-9
APEC 4 Importation of Fill	PCA#30 – Importation of Fill Material of Unknown Quality	Metals, As, Sb, Se, pH, PAH, PHCs, BTEXs	Soil and Ground-water	22-5(MW), 22-6, 22-7(MW), 22-8



Soil & Materials Engineering Inc.
2000 Legacy Park Drive
Windsor, Ontario, N8W 5S6
T: (510) 966-8863 F: (519) 966-8870

Project: Record of Site Condition
Location: 930 Marion Avenue, Windsor, Ontario
Job Number: 22E064
Client:
Revisions: 00

Notes:

Title: Testhole Locations

From: Webb, Kevin <KWebb@citywindsor.ca>

Sent: April 18, 2023 1:10 PM

To: clerks <clerks@citywindsor.ca>; 'thomas.odwyer.rsc@ctsoil.com' <thomas.odwyer.rsc@ctsoil.com>

Cc: Renaud, Jake <jrenaud@citywindsor.ca>

Subject: RE: 22E064 A/B - Non potable GW - RSC - 930 Marion Ave

Good afternoon,

Further to your review of the subject property (930 Marion Ave., Windsor, Ontario) , and from our own research on our EIS System, and in consideration that the property has access to the Windsor Utilities Commission potable water distribution system, the City of Windsor has no objection to the application of non-potable ground water Site Condition Standards for a Record of Site Condition at the property identified as (930 Marion Ave., Windsor, Ontario). There are not objections to the use of Table 3 RPI.

Thanks and if you have any questions please do not hesitate to contact me.

Kevin Webb | Manager Environmental Quality



Office of the Commissioner of Infrastructure Services | Pollution Control

4155 Ojibway Parkway | Windsor ON | N9C 4A5

Office: 519 253 7217 ext 3330

Cell: 519 791 7844

kwebb@citywindsor.ca

www.citywindsor.ca

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority in the afternoon of Thursday, April 27, 2023 at the following location and in the order stated below. LOCATION: Via Electronic Participation

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST	RESULT
1	3:30 PM	3739070030049000000	B-010/23	EMILIA D CARREIRA	643 CHARLOTTE ST	CONSENT: Create a new Lot.	
2	3:30 PM	3739050240031000000	A-018/23	WARREN HINDS	700 BROCK ST	RELIEF: Change of use from combined building to single unit dwelling/ADU with reduced minimum lot area, width, front-yard depth, side-yard depth and steps with greater height in which are encroaching into front and side-yards, and exceeding the maximum deck side-yard encroachment.	
3	3:30 PM	3739060460002000000	A-019/23	WALTER DEMONTE	10770 RIVERSIDE DR E	RELIEF: Construct a single unit dwelling with reduced minimum front yard depth,	
4	3:30 PM	3739060370039010000	A-020/23	AMER CLAYB	8720 RIVERSIDE DR E	RELIEF: Construct an addition with reduced minimum front yard depth, exceeding maximum garage width and front yard paving.	
5	3:30 PM	3739070080055060000	A-021/23	WINDSOR COMMONS (2021) INC	655 SYDNEY AVE	RELIEF: A reduction in required minimum parking for a major commercial centre	
6	3:30 PM	3739040470082000000	A-022/23	MEDDCO PROPERTIES INC	325 GILES BLVD W	RELIEF: Existing multiple dwelling with reduced parking rate.	
7	3:30 PM	3739040490048000000	A-023/23	1571621 ONTARIO LIMITED	1291 OUELLETTE AVE	RELIEF: Conversion of existing medical office into a four (4) unit multiple dwelling with maximum total tread area, side-yard encroachment and side yard below grade entrance encroachment.	
8	3:30 PM	3739020190045000000	A-024/23	2536117 ONTARIO LIMITED	1252 LINCOLN RD	RELIEF: Creation of additional dwelling unit within a detached accessory in the rear yard of a single unit dwelling with maximum lot coverage.	

9	3:30 PM	3739020280063000000	A-025/23	CARLA JEAN DE QUEIROZ	1760 MOY AVE	RELIEF: Creation of an additional dwelling unit within a detached accessory building in the rear yard of a single unit dwelling with maximum lot coverage and minimum separation of exterior stairs from property line.
10	3:30 PM	3739060260027000000	A-026/23	1000018711 ONTARIO LIMITED	7931-7951 RIVERSIDE DR E	RELIEF: Reduce the minimum required parking spaces.

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal. In addition, if you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed applications, you must make a written request to the Committee of Adjustment at the address shown below.

Note: . To access the **Agenda Record and Comments for the upcoming meeting, as well as the Minutes from the previous meeting, please visit our website at: www.citywindsor.ca . Choose the Residents tab, then select Planning and click on Committee of Adjustment.**



Subject: Approval to Create By-Law for the Southwestern Ontario Development Fund - Ward 9

Reference:

Date to Council: April 24, 2023
Author: Luigi Congi
Asset Coordinator
lcong@citywindsor.ca
519-255-6100 x6136
Asset Planning
Report Date: 2023-04-03
Clerk's File #: GP/13792

To: Mayor and Members of City Council

Recommendation:

THAT City Council **PASS** By-law _____ authorizing the execution of the Transfer Payment Agreement for the Southwestern Ontario Development Fund required by His Majesty the King in Right of Ontario represented by the Minister of Economic Development, Job Creation and Trade, and further,

THAT three readings of the respective by-law **BE CONSIDERED** and **APPROVED** at the April 24, 2023 meeting of Council

Executive Summary:

N/A

Background:

The Southwestern Ontario Development Fund (SWODF) is a provincially administered program that offers 50% grant funding for eligible costs, up to a maximum of \$1,500,000, to qualifying municipalities for infrastructure related projects that assist in securing private sector investments.

As per CAO 170/2022 The Corporation of the City of Windsor ("City") submitted an application for the SWODF on August 25, 2022 to receive funding for the Point East Development project associated with the construction of the NextStar Energy Inc. battery manufacturing facility. Clarification was recently sought from the Minister of Economic Development, Job Creation and Trade (the "Ministry") concerning the potential need for a by-law to allow the Mayor and Administration to sign and bind the City if the City were to receive funding.

Discussion:

The Ministry responded to our inquiry by indicating that a by-law will be required. Therefore, to accommodate the Ministry’s request should our application for funding be successful, a by-law is being proposed for the confirmation of authority of Administration and the Mayor, to sign and bind the City. The by-law is being considered for Council approval at this time to ensure we can accommodate aggressive timelines that are inherent when executing Transfer Payment Agreements of similar funding programs.

Administration continues to maintain open lines of communication with the Ministry in an effort to accommodate any further requests or recommendations, in the hopes of strengthening our proposed project.

Risk Analysis:

If this by-law is not passed the City risks prolonging the possibility of receiving funding in a timely manner or potentially being denied funding.

Climate Change Risks

Climate Change Mitigation:

There is no climate change mitigation risk associated with this funding opportunity.

Climate Change Adaptation:

There is no climate change adaptation risk associated with this funding opportunity.

Financial Matters:

As stated, a by-law allowing the Mayor and Administration to sign and bind the City is required in the event of receiving any funding under the SWODF.

Consultations:

Joshua Meloche – Legal Counsel

Conclusion:

This report and related by-law are provided in anticipation of timelines and requirements of the Ontario Government, which are outside of the control of the City. As funding programs such as the SWODF are necessary to address financial needs of proposed projects, approval of the report and passage of the by-law is strongly recommended.

Approvals:

Name	Title
Natasha Gabbana	Senior Manager, Asset Planning
Shelby Askin-Hager	Commissioner, Legal & Legislative Services

Name	Title
Joe Mancina	Commissioner, Corp. Services/CFO
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:



Subject: 2023 Tax Policy Decisions and Establishment of the 2023 Final Property Tax Rates - City Wide

Reference:

Date to Council: April 24, 2023
Author: Angela Lonsbery
Manager, Revenue and Collections
519-255-6100 Ext 6557
alonsbery@citywindsor.ca
Taxation & Financial Projects
Report Date: 4/21/2023
Clerk's File #: AF/2013

To: Mayor and Members of City Council

Recommendation:

THAT City Council **RECEIVE** the information contained in the 2023 Tax Policy Report; and,

THAT City Council **APPROVE** the following Tax Policy Principles used to calculate the 2023 Final Property Tax Rates:

1. THAT the use of Optional Tax Classes of office building, shopping center, parking lot/vacant commercial land, and large industrial **CONTINUE** to be used in the establishment of annual property tax rates.
2. THAT tax reductions for the first sub-class of farmland awaiting development (FAD 1) continue to **BE REDUCED ANNUALLY** by the allowed 10% in taxation years 2023, 2024 and 2025.; and,

THAT City Council **APPROVE** a municipal Tax Relief Deferral Program of the Full Year-Over-Year Residential Property Tax Increases for Low-Income Seniors and Low-Income Persons with Disabilities based on the following criteria:

- An applicant is able to establish and document they are, or are the spouse of:
 - A low-income senior who is at least 65 years of age and who is in receipt of payments under the Guaranteed Income Supplement (GIS) or who is in receipt of financial assistance under the Ontario Works Act; or
 - A low-income person with disabilities who is in receipt of assistance paid under the Ontario Disability Support Program Act; and,
- The applicant is making application for their primary residence and the property is assessed in the residential property class; and,

- Tax amounts deferred will not be subject to penalty and interest throughout the deferral period; and
- Tax amounts deferred will become due and payable on the day that:
 - The subject property is sold or otherwise becomes the property of any person other than the eligible person or their spouse; or
 - An eligible person for whom tax assistance has been granted ceases to be an eligible person; and,

THAT City Council **APPROVE** the 2023 Tax Ratios and Municipal Tax Rates as presented:

Tax Class	2023 Ratio	2023 Municipal Tax Rate	2023 Education Tax Rate
Residential	1.000000	0.01786661	0.00153000
Farmland	0.250000	0.00446665	0.00038250
New Multi-Residential	1.000000	0.01786661	0.00153000
Multi-Residential	2.000000	0.03573322	0.00153000
Commercial	2.013994	0.03598325	0.00880000
Office Building	2.013994	0.03598325	0.00880000
Shopping Centre	2.013994	0.03598325	0.00880000
Parking Lot	1.016719	0.01816532	0.00822145
Industrial	2.315779	0.04137512	0.00880000
Large Industrial	2.932755	0.05239839	0.00880000
Pipeline	1.928249	0.03445127	0.00880000

and,

THAT City Council **APPROVE** the 2023 Final Property Tax collection dates as presented:

In Person	Pre-Authorized Payment Plans		
Due Date/Instalment	Due Date/Instalment	Mid-Month	End of Month
		July 17, 2023	July 31, 2023
July 19, 2023	July 19, 2023	August 15, 2023	August 31, 2023
September 13, 2023	September 13, 2023	September 15, 2023	September 29, 2023
November 15, 2023	November 15, 2023	October 16, 2023	October 31, 2023
		November 15, 2023	November 30, 2023

and,

THAT City Council **MAINTAIN** the prescribed maximum rate for late payment charges as follows:

- 1 ¼% of the amount of tax due and unpaid as a penalty for non-payment on the first day of default; and,
- 1 ¼% of the amount of tax due and unpaid as interest for non-payment on the first day of each month; and,

THAT the City Solicitor **BE AUTHORIZED** to prepare the necessary by-laws.

Executive Summary:

On April 3, 2023 City Council approved the 2023 municipal budget that resulted in a total levy requirement (including education property taxes) of \$460.4 million. Included in this levy was \$2.4 million which will come from property assessment growth (new development/new taxpayers) and \$52.5 million in the provincial education levy amounts. The remaining municipal levy requirement of \$405.5 million will be collected from all existing taxpayers.

Current property values in Ontario have been based upon market conditions which prevailed on or around January 1, 2016. Those values were expected to have been applied when calculating property taxes for each of the tax years 2017 to 2020. As a result of the ongoing pandemic, the Province once again placed a hold on the 2023 assessment update. As such, for 2023 property taxation all property values in Ontario have been held at the same value as used for purposes of calculating the property tax rates in 2020, 2021 and 2022. The recent provincial budget provided no comment in regard to the plan for property reassessment.

As part of this 2023 tax policy a financial assistance program is being recommended to aid low-income seniors and low-income persons with disabilities by *deferring* year-over-year increases in their property tax burden.

Administration is recommending that City Council approve the tax rates which are reflected in the report which result in an increase in property tax of 4.63% or \$147.74 for the average residential homeowner. It should be noted that this tax rate increase of 4.63% is slightly above the noted 4.48% increase in total property tax levy. This is primarily due to the fact that the tax rate increase reflects the total tax levy inclusive of additional revenue from growth that is funded from new property owners and property development.

Administration is recommending the traditional billing cycle. Final property tax bills will be prepared and mailed in June with due dates being set for mid-July, mid-September and mid-November.

Background:

On April 3, 2023 City Council approved the 2023 municipal budget that resulted in a total levy requirement (including education property taxes) of \$460.4 million. Included in this levy is \$2.4 million which will come from property assessment growth (new development/new taxpayers) and \$52.5 million for the provincial education levy. The remaining municipal levy requirement of \$405.5 million will be collected from all existing taxpayers. Consistent with prior years and to ensure adequate cash resources until such time as the budget was approved and final tax rates could be established, Administration prepared and issued Interim Property Tax Bills which equated to \$220 million or 50% of the total 2022 property tax levy, inclusive of the education levy. The 2023 Final tax bills will reflect the remaining levy to be collected.

With the 2023 operating and capital budget process having concluded, City Council must now provide direction which is required for property tax related policy and administrative matters. These directions, in effect, balance the tax levy amongst 1) property classes and 2) property owners. Following past practices, this report provides information to City Council with regards to each of the factors to be considered in making tax policy decisions and seeks direction from Council. This report also takes a closer look at some of the property assessment and tax misconceptions that tend to surface when the matter of property taxation arises. Based upon final direction from City Council, Administration will proceed to finalize the tax policy process, which includes formalization of the 2023 tax rates and completion of the billing process based upon similar timelines used in prior years.

Discussion:

Part 1. Property Assessment

Provincial Reassessment Update

Assessment value and property classification is the responsibility of the Municipal Property Assessment Corporation (MPAC). All properties in Ontario are valued consistently, using industry accepted valuation approaches, which are anchored to market conditions for an established base year. That assessment value has traditionally been applied to a property over a four-year period of time. Decreases in property values from the previous base year are effective immediately and remain lower throughout the four years. Increases in property value are phased-in equally over the four years (“phase-in rules”).

The application of the phase-in rules is illustrated below.

	Property A	Property B	Property C
Prior Base Year CVA	100,000	100,000	100,000
Current Base Year CVA	80,000	100,000	180,000
Application of Phase-In	Immediate decrease in Assessment Value	No change in Assessment Value	Increase in Assessment Value equally over 4 years
Year 1	80,000	100,000	120,000
Year 2	80,000	100,000	140,000
Year 3	80,000	100,000	160,000
Year 4	80,000	100,000	180,000

Current property values in Ontario have been based upon market conditions which prevailed on or around January 1, 2016. Those values have been applied when calculating property taxes for each of the tax years 2017 to 2020.

Prior to the pandemic, MPAC was on a path to update all property assessment values in Ontario to reflect market conditions as at January 1, 2019. These updated values were planned to apply to each of the four years being 2021 to 2024 using the phase-in rules as noted above for increases and decreases in assessment values. As a result of the pandemic, the Province placed a hold on the assessment update. As such, all property values in Ontario have been held at previously determined amounts. In other words, property values will continue to be the same for the 2023 taxation year as they were in 2020, 2021 and 2022.

Therefore, any changes in property assessments have been limited in 2023 to changes due to growth (impacts of new development) which, as explained further below in this report, includes downward changes resulting from property assessment appeal decisions.

Impact of Upcoming Reassessment

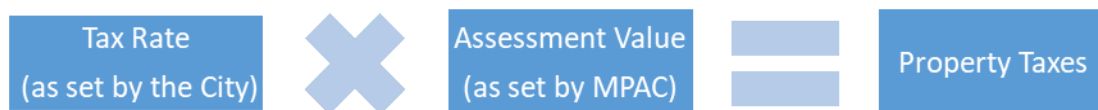
There has been no official confirmation as to when the next reassessment will take place and what base year will be used. Current Provincial legislation identifies a four year reassessment cycle which would set the next reassessment start date at January 1, 2025. There has been no word with regards to the base year to be used for purposes of determining assessment values. Locally, market conditions in 2016 were very different than what they are today. There has been a general upswing in terms of residential property sales values which will ultimately be reflected in any reassessment.

It is expected however that the same principles of phase-in will be applied to any new assessment values as shown below where an estimated \$200,000 rise in property assessments is applied for illustrative purposes. At this time, Administration has not been provided with any indication as to the magnitude of change that can reasonably be expected.

	Property 1		Property 2		Property 3	
2016 CVA	100,000		250,000		500,000	
New Base Year CVA – increase of \$200,000	300,000	200% increase	450,000	80% increase	700,000	40% increase
Application of Phase-In						
Year 1	150,000		300,000		550,000	
Year 2	200,000		350,000		600,000	
Year 3	250,000		400,000		650,000	
Year 4	300,000		450,000		700,000	

Reassessment Increase vs. Property Tax Increase

Taxes paid by property owners are calculated by applying tax rates to the assessed property value. The municipal property tax rate is determined annually based upon the requirements of the annual municipal budget levy. The education tax rate is determined annually by the Minister of Finance.



Holding assessment values constant, a change to the annual municipal levy can result in change to an individual's property tax. Where both assessment values and annual municipal levy change, a change to the property tax levied will occur.

The degree to which an increase in overall residential assessments is greater than other classes can also cause a shifting of taxes to occur. In addition, the degree to which some individual residential assessments are greater than other residential assessments a shifting of the tax burden is inevitably amongst property owners as illustrated below.

	Year 1	Year 2	\$ Change	Change
Total Taxes Levied by the Municipality	\$10,000	\$10,000	\$0	Municipality has not increased Taxes
MPAC Value				
Property 1	\$100,000	\$150,000	+\$50,000	50% Increase
Property 2	\$250,000	\$300,000	+\$50,000	20% Increase
Property 3	\$500,000	\$550,000	+\$50,000	10% Increase
Total Assessment Value	\$850,000	\$1,000,000	\$250,000	17.6% average Increase in value
Tax Rate	1.176%	1.00%		0.17% Decrease in rate
Taxes Paid				
Property 1	\$1,180	\$1,500	+\$320	27% Increase
Property 2	\$2,940	\$3,000	+\$60	2% Increase
Property 3	\$5,880	\$5,500	-\$380	6.4% Decrease
Total Taxes Collected	\$10,000	\$10,000	\$0	No Change

This table demonstrates that without a change in municipal property levy, the amount that each individual property owner will pay each year can be influenced by the assessment value as compared to the average assessment value in the class. The property taxes paid by Property 1 in Year 2 increased 27% due to the fact that the increase in value was more than the average. The property taxes paid by Property 3 actually decreased in Year 2 as a result of the assessment value increase being less than the average.

The further away property assessment values used for property tax purposes are from current market values, the greater the potential impact on tax shifting when reassessment is applied.

Once available, Administration will work with MPAC to review property valuation changes for consistency and anomalies with the goal to ensure that property notices mailed to taxpayers are reasonable. Property owners will continue to have the option to appeal their new assessment on an annual basis.

In summary, over the course of a reassessment cycle changes in property assessment values do occur. This is based upon two factors: change due to growth (new development and assessment reductions) and/or changes due to phase-in of new assessment values. The upswing in residential market values will impact each property assessment. All things being equal, each time there is a change in assessment there is a shifting of property taxes paid by individual taxpayers with some taxpayers paying more and others paying less. The degree to which each property owner is impacted is dependant upon the change in assessment value as compared to the average change in assessment value.

There are some tools available to municipal councils that can be used when considering changes in assessment however they are limited in their application. Caution must always be paid when applying these tools so as to avoid any future unintended consequences. Administration will advise City Council on how best to implement existing tools and any others that may become available once more information on reassessment is known.

Assessment Growth

As physical changes are made to a property through demolitions, construction and/or improvements MPAC will update the assessment value. Property owners are also able to appeal their assessment and/or classification on an annual basis. As settlements are reached the assessment values can be changed for the years covered by the appeal and each year thereafter to current. These changes are generally referred to as changes due to growth.

To measure the annual changes due to assessment growth, MPAC provides a “revised” returned roll as at the end of the taxation year. This revised roll takes the properties as originally provided at the end of the previous year and updates those properties for changes that occurred during the year. A comparison of the revised roll to the original roll determines the annual growth.

For example: Homeowner A decides to construct a 2nd floor addition to their home in 2022. As of January 1, 2022, the value of the home was \$130,000. The value of the addition increases the home value by \$50,000 to \$180,000. The homeowner’s 2022 property taxes were based upon the \$130,000 value however the 2023 taxes must be based upon the \$180,000. The homeowner would have received a supplemental property tax bill for 2022 which would be prorated from the date of completion of the renovation. This additional revenue is accounted for in each year and used to offset any in-year reductions.

If this were the only property with changes, the City’s assessment base has now increased by \$50,000 as a result of growth and the amount of additional taxes which are calculated on the new assessment can be considered additional revenue for purposes of setting the following year property tax levy.

The following table summarizes the changes that occurred on properties in 2022, after the 2022 assessment values had been established, and are now included in the 2023 assessment values.

2022 Changes in Assessment due to Growth

Tax Class	2022 Returned Assessment January 1, 2022	2022 Adjusted Assessment December 31, 2022	\$ Value Change due to Growth/Lost Assessment	% Change Due to Growth/Lost Assessment
Residential	13,627,988,977	13,752,663,039	124,674,062	0.91%
Farm	28,425,700	26,740,400	-1,685,300	-5.93%
Pipeline	66,623,400	66,927,400	304,000	0.46%
New Multi-Residential	423,400	11,225,300	10,801,900	2551.23%
Multi-Residential	733,587,703	729,404,220	-4,183,483	-0.57%
Commercial	2,257,683,182	2,265,876,360	8,193,178	0.36%
Office Building	137,073,258	137,293,596	220,338	0.16%
Shopping Centre	531,777,220	529,472,295	-2,304,925	-0.43%
Parking Lot/Vacant Commercial Land	107,145,300	105,420,500	-1,724,800	-1.61%
Industrial	286,589,845	291,876,417	5,286,572	1.84%
Large Industrial	269,882,143	267,289,000	-2,593,143	-0.96%
Total	18,047,200,128	18,184,188,527	136,988,399	0.76%

As further illustrated in Appendix A, the changes in property assessment values for each class are the result of both positive and negative adjustments. Negative adjustments occur from situations that cause a reduction to an assessment value. Examples include demolitions and assessment value appeals. Negative adjustments can also occur where there is a change in use of property causing the property to be removed from one property class and placed into another. While there would be an offsetting positive impact to this type of adjustment, there could likely be a change in assessment value so that the impact is not completely balanced. Depending upon the magnitude of change and more importantly the property tax class being impacted, the resulting financial impact can vary. While Administration can influence the timing for completion of new development through improved permitting and inspection processes, challenges to a property's assessment value, demolitions and timing of settlement of assessment appeals remains outside Administration's control. Due to this fact, it is difficult to project the impact of growth for a given year in advance of the year end.

The financial impact of the 2022 growth for 2023 is estimated to result in an additional \$2.4 million in property taxes. This amount was included in the 2023 budget as additional revenue used to offset budgetary pressures **without** impacting existing taxpayers.

Property Tax Rates vs. Property Taxes Paid

Recent articles and publications suggest due to the fact that Windsor's property tax rates are high, the property taxes in Windsor are high when compared to other municipalities in Ontario. These articles present analysis to prove this statement by providing a chart that multiplies various assessments by the municipality's property tax rate. Administration's response continues to be that the claims are flawed and the analysis is inaccurate.

Many researchers and members of the public, as evidenced by the article, look to property tax rates alone as a measure of property taxes. This narrow view, in looking only at one factor being tax rates, is where this conclusion is incorrect. As illustrated above, property taxes are the result of property assessment multiplied by property tax rates. It is generally proven that municipalities with lower assessment values have property tax rates that are higher than municipalities that have higher assessment values. To illustrate this statement, Administration relies upon data compiled from an annual survey of municipalities in Ontario, BMA Study. As shown in Appendix B, based upon the 2022 data, Windsor's tax rate is in fact higher than the noted peer municipalities however, Windsor's assessment values are much lower.

The combined effect (property assessment multiplied by property tax rate), as shown in Appendix C, clearly shows that the average residential property tax paid in Windsor is in fact lower than peer municipalities.

The other misconception that can lead to incorrect conclusions about the level of property tax is that properties with the same assessment value are the same. Despite recent market sales of residential homes, a residential home in Windsor with an average value of \$250,000 would have far more amenities and a larger lot size than a residential home in other parts of Ontario also valued at \$250,000. When determining whether property taxes are high, it is important to use the same or similar comparison base. The data collected was based upon a detached single family dwelling of approximately 1,200 sq. ft. containing 3 bedrooms, 1.5 bathrooms and 1 car garage.

While the forgoing analysis was conducted on a residential property, Appendix D provides the tax data with regards to all property classifications in Windsor. In 9 out of 12 categories, Windsor property taxes are lower than average when compared with peer municipalities.

With property assessment values continuing to be held at values the same as prior years and based upon the approved municipal budget increase of 4.48%, it can be reasonably anticipated that property tax rates will increase for 2023. The decisions and directions to follow will determine the extent that each property class and/or each individual property owner will be impacted by the tax rate increase.

Property Tax Collections and Financial Assistance Programs

Administration continues to closely monitor property tax arrears levels and, in 2022, restarted formal collection functions that had been temporarily suspended due to the

Covid 19 pandemic. It is acknowledged that taxpayers are facing significant financial challenges in 2023 due to inflationary pressures, rising interest rates and lingering financial effects of the pandemic.

To aid struggling property owners the municipality currently offers two financial assistance programs:

- The Tax Repayment Program is available to all property owners and involves Collection staff working with taxpayers to develop a *repayment* plan over a period of up to five years.
- The Tax Relief Program is available to single family residential property owners that meet program eligibility criteria. This program involves the *cancellation* of property taxes for a period of up to two years.

As part of the 2023 tax policy a third financial assistance program is being recommended to aid low-income seniors and low-income persons with disabilities by *deferring* year-over-year increases in their property tax burden.

Part 2. Tax Policy Decisions

Property Tax Classes and Use of Optional Tax Classes

All properties in Ontario are placed into **seven** main property classifications being:

- | | |
|---|--------------------|
| 1. Residential | 5. Farmland |
| 2. Multi-residential /New Multi-Residential | 6. Pipeline |
| 3. Commercial | 7. Managed Forest* |
| 4. Industrial | |

* the City does not have taxable assessment in this property class

In addition, municipalities have the ability to use Optional property classes which can be considered a sub-component of the main classes of commercial and industrial noted above.

Commercial (Main Class)



Commercial – residual

Office Building

Shopping Centre

Parking lot/Vacant land

Industrial (Main Class)



Industrial - residual

Large Industrial

The use of optional tax classes is not new and came from the application of a business occupancy tax (BOT), which existed prior to 1998. Under the BOT model, all properties were subject to a single rate of tax. An additional rate was then applied on a property by property basis based upon a classification of the business operating on the property. The business tax was then collected from the business owner who may or may not be the property owner. This created collection issues for municipalities when tenants moved or business ceased. The BOT model was abandoned and replaced with optional classes in 1998 when the entire property tax system as we know it today was adopted and legislated by the Province. To date, the City of Windsor has continued to maintain all optional commercial and industrial tax classes addressing the differential in rates through annual tax policy decisions.

The choice to opt out of any or all of the optional classes does exist on an annual basis. By eliminating one or more of the optional classes, there is the possibility that there will be tax shifts as the class(es) eliminated essentially become one. In this regard, depending upon the magnitude of the tax shifts, Ministerial consent may be required. Once a decision to combine or eliminate the optional class(es) is made, municipalities cannot go back to using the optional classes.

Administration has in the past modelled for City Council the impacts that would result from a collapse of the optional classes. When done for the purposes of lowering the tax burden of one or more class(es) Administration has consistently recommended against this course of action due to significant and immediate impacts within the main class. It is likely that Ministerial consent would also be withheld given the very significant shifts. Alternatively, should Council want to provide tax relief to one or more tax class(es) it could be done by way of the tax ratio movement which can be completed over a period of time and therefore lessens the tax shifting impacts. Ministerial consent in this case will still need to be received however this can be supported by way of a business case.

In past years, Administration has modelled the impact of both a full collapse and moderate tax ratio movement with regards to optional classes. As of 2017, and as a result of ratio reductions, there is no longer a different rate applied to the optional classes of shopping centre and office building.

Administration is not recommending a change to the use of optional property classes. Council is required to ratify this recommendation on an annual basis.

Small Business Tax Class

As part of the 2020 Ontario Budget announcement, municipalities have the ability to create a small business tax class. This tax class would be considered a sub-class of the existing commercial and industrial tax class. Unlike the optional classes identified above which are defined by the Province, municipal councils can determine the criteria that would apply to this sub-class. Municipal councils may also set the starting tax ratio and therefore tax rate for this sub-class at a value lower than the existing commercial or industrial class. The Province has also indicated that where the small business class is established and a lower tax rate set there may be an opportunity to seek matching education tax reductions for the sub-class.

While the ability to establish a small business class can be viewed as welcomed news for some municipalities, this authority cannot be taken lightly. Many factors need to be considered before decisions can be made as there can be long-term implications and possible unintended consequences if implemented too quickly and without sufficient consideration to the ongoing impacts and the resulting tax shifting that may occur. The pros and cons of implementing this program have been outlined in previous tax policy reports to council.

Administration has consulted with peer municipalities through various finance forums and discussions. At this time to our knowledge only the City of Toronto and City of Ottawa have adopted this class. Other municipalities have dismissed the use of this class due to the administrative burden and difficulty in defining eligibility parameters. Administration agrees with this position and will continue to monitor this tool reporting back to City Council should application be considered appropriate.

Farmland Reductions

Farmland property, used for farming operations, is taxed at a rate that is mandated at 25% of the residential rate (i.e. a mandatory 75% discount is applied). Properties which are included in the category of “awaiting development” recognizes that a plan of subdivision has been approved and takes into consideration that development has not yet occurred or completed. There are two subclasses of farmland awaiting development; a) FAD 1, those that have a registered plan in place and b) FAD 2, those that have development occurring but not complete.

Municipalities can establish a discount rate, where appropriate, for the tax treatment of each sub-class. For the first subclass, FAD 1 where a registered plan is in place a discount of no less than 25% can be applied. The current discount rate is 55%. In 2022 City Council made the decision to reduce the FAD 1 discount annually for the years 2022 through 2025 by 10% until such time as the 25% established rate is reached (i.e. a tax rate of 75% of the full rate). For clarity, the following chart illustrates the current discount rate and year over year reduction of the FAD 1 discount.

Baseline - 2021	Discount rate of 65% (Tax rate that is 35% of full tax rate)
2022	Discount rate of 55% (Tax rate that is 45% of full tax rate)
2023	Discount rate of 45% (Tax rate that is 55% of full tax rate)
2024	Discount rate of 35% (Tax rate that is 65% of full tax rate)
2025	Discount rate of 25% (Tax rate that is 75% of full tax rate)

The second sub-class FAD 2 applies where building permits have been registered against the property and development may be in progress in various stages. There is no discount applied to this sub-class.

In light of anticipated development on remaining farmlands Administration is recommending that Council continue the process to reduce the discounts provided to sub-class FAD 1 in order that development in those areas be reflective of full property taxation from start of development through to completion.

Tax Relief for Low Income Seniors and Low Income Persons with Disabilities

Section 319 of the Municipal Act, 2001 mandates a program whereby low-income seniors and low-income persons with disabilities are able to seek financial relief from **year-over-year** increases in their property tax burden. This program must be offered *in addition to* the tax relief program the City currently offers for persons suffering from extreme poverty or sickness under section 357 (1) (d1) of the Act.

While the program under Section 319 of the Act is mandatory, the individual municipality has some discretion in determining the program parameters including eligible property, eligible person, amount of relief and form of relief. It is Administration's recommendation that a program be implemented effective for the 2023 tax year with the following key parameters:

Eligible Property – Eligible property includes property in the residential property class, owned by an eligible person / applicant, and constitutes their primary residence.

Eligible Person – The program is meant to provide assistance to low income seniors and persons with disabilities that are on a fixed income and struggling to stay in their homes. In order to provide objectivity and streamline program the administration indicators as set by provincial and federal levels of government are recommended to determine core eligibility criteria.

Eligible Low Income Seniors would be defined as those persons 65 years of age or older based on birth year and able to document receipt of or eligibility to receive:

- a. Payment from the Federal Government under the Guaranteed Income Supplement (GIS) program; and/or
- b. Payment or qualification from the Province under Ontario Works Act.

Eligible Low Income Disabled Persons would be defined as those individuals in receipt of assistance paid under the Ontario Disability Support Program (ODSP) Act. There are no age requirements associated with the criteria for low-income disabled persons and the receipt of such payments confirms that determinations in regard to an individual's disability(ies) as well as their income have already been made.

Amount of Tax subject to Relief – Municipalities have the option to provide relief equal to either all or a portion of an eligible taxpayer's year-over-year tax increase resulting from assessment related increases. For the program to be effective the entire year-over-year increase would be subject to tax relief.

Form of Relief – Municipalities may choose to either cancel or defer an eligible amount. Cancellation of property taxes would result in a direct impact to existing taxpayers. In the case of a deferral the amount would become due and payable to the municipality at the time the property is sold or if at any time the property owner ceases to be an eligible person. No interest can be charged during the deferral period.

Establishment of Tax Ratios and 2023 Tax Rates

Education Tax Rates

Municipalities have **no** control over the education tax rates that apply to property classes within their jurisdiction as they are set by the Ministry of Finance. The rate applied is set equally across the Province. Where previously business class education rates were set for each municipality, as part of the 2020 Ontario Budget measures, the Province announced a reduction in tax rates for business classes which brought all business education tax rates to the same level for the 2021 taxation year. Those rates have not changed for the 2022 or 2023 taxation year.

2023 Education Rates

Tax Class	2023 Rates
Residential/Multi-Residential	0.00153000
Commercial/Office Building/Shopping Centre	0.00880000
Parking Lot	0.00822145
Industrial Residual	0.00880000
Large Industrial	0.00880000

Based upon the 2023 rates indicated above an estimated total of \$52.5 million will be collected and remitted for education taxes.

Municipally Retained Education Tax (PIL’s)

Properties that are owned by either Federal or Provincial agencies are subject to Payment in Lieu of Taxes (PIL’s). For certain properties that are deemed fully taxable, municipalities are allowed to retain the Education portion of the tax levy for municipal purposes. The Province’s decision therefore to reduce Education rates as of 2021 reduced the amount for municipalities that rely on retained education amounts as part of their annual revenue stream. In response to this, and the associated municipal concerns, the Province informed municipalities that the status quo education rate or rates in effect as of taxation year 2020 would be used for the purposes of calculating taxes for properties where the local municipality was entitled to retain the education portion.

Although paragraph 257.12(1)(c) of the *Education Act* provides the Minister of Finance with the Regulatory authority to prescribe rates for the purposes of calculating payments

in lieu of taxes, the statutory provisions under which those payments are made all rely on the tax rates applicable to taxable properties. That is, while the *Education Act* states that rates applicable for PILs can be separately identified, the Acts which actually flow the payments dictate that those rates match the rates for taxable properties. In other words, while the higher rates were regulated, the lower rates used for taxable properties were also applicable to PIL properties.

None of the payment provisions rely on specific tax rates due to the fact that they are not subject to taxation. It is prescribed by legislation that all these amounts must be calculated using the same rates as those that apply to taxable properties. This is very deliberate and an integral element of each piece of legislation. Quite simply, these statutes are crafted specifically to prevent and preclude special rates being used for the calculation of payments. That is, not only do these statutes not contemplate a special, dedicated PIL rate, they have been worded to ensure there is protection against any such rate being used.

In short, while the regulations state that the higher rate be applied to these specific properties, the actual rate that is being used to calculate the remittance to the City is the lower rate. This discrepancy results in a potential shortfall of approximately \$353,000 for 2023 if all government entities assessed in these assessment classes paid at the lower rate. The estimated shortfall however is only \$76,000 due to the fact that City owned and provincial PILs are paying in accordance to the prescribed rate and it is only the federal properties at risk.

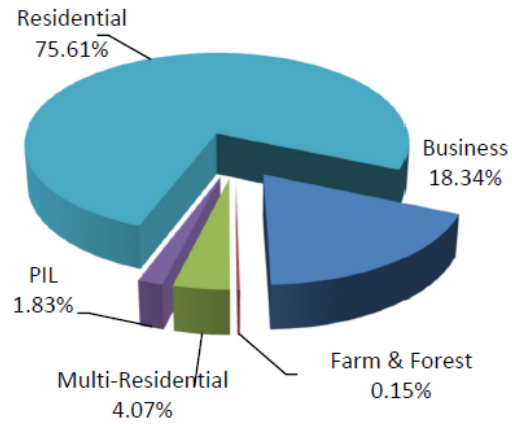
There has been much discussion with regards to this discrepancy at both the Provincial and Federal level however no concessions have been made to provide municipalities with any additional revenue as a result of the higher regulated rates. The shortfall for the combined 2021 and 2022 tax years totaled \$148,567 and was included in the allowance for doubtful accounts accrued as part of the 2022 year end close. Administration will continue to monitor any progress on this matter.

Municipal Tax Ratios

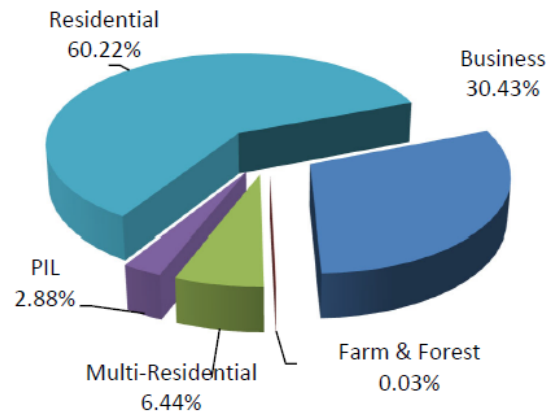
The setting of municipal tax ratios is one of the most complex and significant decisions in the process for establishing tax rates. Tax ratios reflect the relationship that the tax rate, for each of the seven main property classes and optional classes, bears to the residential property class. Tax ratios, when applied to the tax class assessment, results in a weighted assessment. It is this weighted assessment that is then used within a mathematical formula to calculate the tax rates for each class. Municipal tax ratios therefore assist in the determination as to how much of the municipal levy will be paid by each tax class. The changing of tax ratios will affect the percentage of the overall levy that is collected from each tax class.

To demonstrate the relationship between assessment and tax ratios, Figure 1 shows the percentage of assessment that is derived from each property class. Figure 2 demonstrates the distribution of the tax levy as a result of applying the tax ratios to those assessment values.

**Figure 1:
2023 Full CVA**



**Figure 2:
2023 General Levy**



While there may be a tendency to equate or compare tax ratios to other municipalities, strong caution should be used to not assume that a higher ratio automatically results in higher taxes. As indicated earlier in this report, total taxes result from both the impact of property assessment and property tax rates. According to the 2022 BMA Study, Windsor’s tax ratios and rates were higher than our peer municipalities (populations over 100,000) however the overall tax burden as paid by taxpayers was at or lower than our peers in **9 out of 12** categories (Appendix D).

Starting Ratios and Ratio Movement

Starting ratios reflect the results of policy decisions made in the prior year and form the “status quo” or “baseline” scenario for further ratio movements. Tax ratios were introduced in 1998 and were a reflection of the tax distribution amongst property classes immediately prior to the new legislation. At that time, the Province established “Ranges of Fairness” which were to be used as a guideline for the setting of tax ratios (Appendix E). The expectation by the Province was that municipalities would lower tax ratios over time to fall within the ranges of fairness. However this goal, as established by the Province, has been unachievable largely due to constant fluctuations in property assessment values and valuation methods/programs, fluctuating economic conditions (recessionary periods) which preclude an ability for any one class of property owner to absorb significant tax increases that may result, and other Provincial policy

announcements which mandate certain tax policy for select property classes and establishment of new property classes.

When assessment value fluctuations have been factored into tax ratio equations, the ability to reach the ranges of fairness has been severely compromised. Administration has demonstrated in past reports through tax scenario modelling that the negative consequences due to the shifting of property taxes from one class outweighed the benefits of the lower tax ratio. In other words, Administration has shown that a downward movement of a tax ratio for one class does cause a shift of the relative share of taxes being paid by that class onto the other tax classes. Conversely, as a result of significant assessment value decreases, taxes may be shifted from one class onto another. In this case tax ratios may need to be moved upwards in order to maintain the distribution of property taxes amongst the classes. Caution must always be used when moving tax ratios upwards or downwards as there is the possibility of longer term and possible unintended consequences.

Further to this, Provincial thresholds were also put into place that set a ceiling on where tax ratios should be. In other words, municipalities were generally precluded from increasing tax ratios. However, where an increase was allowed, if a tax ratio were to exceed the threshold, the class would be considered "*levy restricted*" (discussed below).

The 2023 Starting Tax Ratios (Appendix E) are calculated based upon maintaining the tax allocation which was set in the previous year.

Levy Restrictions

Levy restrictions only apply where the tax ratio is set above the Provincial threshold. To be levy restricted means that the class will not have to share, in full or in part, any increase as a result of a municipal tax levy increase. The levy restriction was intended to act a deterrent from moving ratios upwards.

Previously, if levy restricted, only 50% of any municipal tax levy increase is passed onto the class. With changes in regulations relating to the multi-residential tax class, the levy restriction for the class is set at 100%. This means that no municipal levy increase can be passed onto this class until the ratio is 2.0 or less.

When a class becomes levy restricted, City Council has the option to either:

- a) Leave the ratio as is and accept the restriction in place. In doing so, the affected class will continue to pay the same proportionate share of taxes as paid in prior year however any budget levy increase will be paid by all other non-restricted classes; or
- b) Make changes to the tax ratio for the class affected by the levy restriction, either as a one-time adjustment or as an adjustment over time, so as to achieve a ratio that is lower than the threshold. In doing so, the restricted class will then share in any future year budget levy increases.

In some cases, due to the levy restriction, the tax ratio will automatically lower each year. In this situation, City Council may choose to allow the class to fall below the threshold without any additional intervention.

Currently, all business classes are at the provincial threshold and therefore not considered to be levy restricted. No further downward changes are required to avoid any levy restriction implications in the setting of the 2023 tax rates.

Tax Ratio Movement

In previous years, Council has strategically chosen to reduce ratios of the business classes (multi-residential, commercial and industrial) downward towards the provincial thresholds. This decision was based upon preserving the interests of the business sector, who have generally been in favour of lower tax ratios and who argued that reducing ratios would stimulate economic development in the community and facilitate competitiveness and tax parity with other municipal jurisdictions. Historic data would suggest that lowering the tax ratios for business classes during periods of good economic conditions supports long-term financial stability in years where the business tax base is compromised. The ability to move ratios downwards was also facilitated by relatively stable assessment changes.

The reduction in education tax rates by the Province as part of the 2021 taxation year provided a substantial permanent reduction in property taxes for the business classes. Further reductions are therefore not being recommended in terms of lowering the municipal tax rate for business classes.

In addition, in the past Administration has modelled the impact of a change to the multi-residential rate created through a reduction to the ratio over a period of time. As shown in Appendix D, the taxes per unit for both walk-up and high-rise multi-residential dwellings are below the provincial average. Given the postponement of reassessment and the impact on changes to the residential property owner when there is a change in ratios, Administration has chosen to forego this analysis this year.

Establishment of 2023 Tax Rates

The following chart outlines the resulting 2023 Municipal and Education Tax Rates that will be applied to each property class. More detailed information is contained in Appendix F.

2023 Tax Ratios & Rates

Tax Class	2023 Ratio	2023 Municipal Tax Rate	2023 Education Tax Rate
Residential	1.000000	0.01786661	0.00153000

Farmland	0.250000	0.00446665	0.00038250
New Multi-Residential	1.000000	0.01786661	0.00153000
Multi-Residential	2.000000	0.03573322	0.00153000
Commercial	2.013994	0.03598325	0.00880000
Office Building	2.013994	0.03598325	0.00880000
Shopping Centre	2.013994	0.03598325	0.00880000
Parking Lot	1.016719	0.01816532	0.00822145
Industrial	2.315779	0.04137512	0.00880000
Large Industrial	2.932755	0.05239839	0.00880000
Pipeline	1.928249	0.03445127	0.00880000

Using the aforementioned rates, a property owner with a residential assessment of \$172,000 can expect an increase in property tax of \$147.74.

Regular Tax Billing and Instalment Due Dates

Administration is recommending that the process for preparation and mailing of the final 2023 tax bills proceed consistent with historical timelines. That is final tax bills will be prepared for mailing mid-June with the first instalment due in July, followed by September and November.

Following approval of this report, Administration will finalize the billing process with a mailing date on or around June 21, 2023.

Council is required to set the due dates upon which tax payments must be made. Property owners are able to make payments on their own or utilize one of our pre-authorized payment plans (PAP). It should be noted that in the past, the due dates for the final tax billing installments were set in the months of July, September and November to allow for a longer period between due dates for those taxpayers who chose to make payment on their own. The withdrawal dates for the monthly pre-authorized payment plans would be set so as to receive all tax payments between July and November.

2023 Final Property Tax Collection Dates

In Person	Pre-Authorized Payment Plans		
Due Date/Instalment	Due Date/Instalment	Mid-Month	End of Month
		July 17, 2023	July 31, 2023

July 19, 2023	July 19, 2023	August 15, 2023	August 31, 2023
September 13, 2023	September 13, 2023	September 15, 2023	September 29, 2023
November 15, 2023	November 15, 2023	October 16, 2023	October 31, 2023
		November 15, 2023	November 30, 2023

Pre-Authorized Payment Plan dates indicated are for those property owners who are current with their property taxes (non-arrears). A separate PAP plan is available to those taxpayers who have fallen into arrears and require assistance in getting current. Taxpayers in this situation are encouraged to contact Administration who will assist on a case-by-case basis.

Supplemental and Omitted Tax Bills

Following the completion of the final billing process, Administration is required to complete up to eight (8) additional billing cycles which reflect updated assessment information received from MPAC. These are known as supplemental and omitted assessments and reflect changes to property assessment values since the return of the roll in December 2022. Changes can include additions, demolitions, property severances and/or consolidations and new construction and can be retroactive applied to two previous tax years. The due dates set for these billings typically fall in line with one of the scheduled dates above with the last date no later than December 31, 2023.

Late Payment Charges

Council, by way of by-law, must resolve the rate to be used where there is non-payment of property taxes. The topic of late payment charges has been heavily debated in past years and can be contentious in terms of balancing the request to assist property owners who have fallen behind in their taxes against the need for the municipality to exercise prudent fiscal management. Administration has previously and consistently recommended to Council the retention of the existing rates for late payment charges as such charges represent a fundamental component of a strong collection system and secure the ongoing and continued timely payment of property taxes which thereby safeguards the ability of the Corporation to fund municipal services. No changes to the existing rates have been recommended for 2023.

Risk Analysis:

The establishment of tax policy is complex. It is not sufficient to only look at one determining factor such as tax rates or property value for purposes of meaningful comparison. The proper comparison of tax burdens across municipalities needs to be based on similar sized properties within municipalities that provide similar services. As always, City Council is also cautioned to carefully weigh the impacts of any decisions to change existing tax policy to ensure that any short-term outcomes are not outweighed in terms of longer term implications which could be much harder to reverse. Administration is recommending that there be no change to the tax ratios used in the determination of the 2023 tax rates and that the tax rate discount on the FAD 1 sub-class of farmland continue to be reduced. Should City Council request that additional information be provided prior to accepting this recommendation, direction would need to be very clear in terms of what changes should be presented. Administration will be commencing the process for the preparation of the 2023 Final Tax bills. A delay in the setting of the 2023 property tax rates could impact the timing for the release and mailing of the tax bills.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

Based upon the information contained in this report, Administration will begin the process to prepare and mail the 2023 Final Property tax bills which will levy a total of \$460.4 million based upon the estimated total tax rates as identified in the previously noted chart.

Based upon the rates presented above, the average residential homeowner will see an increase of 4.63% or \$147.74. It should be noted that this tax rate increase of 4.63% is slightly above the noted 4.48% increase in total property tax levy. This is primarily due to the fact that the tax rate increase reflects the total tax levy inclusive of addition revenue from growth that is funded from new property owners and property development as well as tax shifting that occurs from assessment changes.

The timing for the mailing and the payment dates have been set on a similar and consistent basis with previous years with instalment dates being due in July, September and November.

Consultations:

Municipal Tax Equity Consultants (MTE) Ltd.

Conclusion:

Direction with regards to tax policy decisions as well as assessment changes determine how the total tax levy is apportioned among classes and amongst individual property owners. Following Council direction, Administration will finalize the 2023 tax rates and begin the process for the production and mailing of the 2023 Final property tax bills.

Planning Act Matters:

N/A

Approvals:

Name	Title
Janice Guthrie	Deputy Treasurer – Taxation, Treasury and Financial Projects
Joe Mancina	Commissioner Corporate Services, Chief Financial Officer and City Treasurer
Onorio Colucci	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

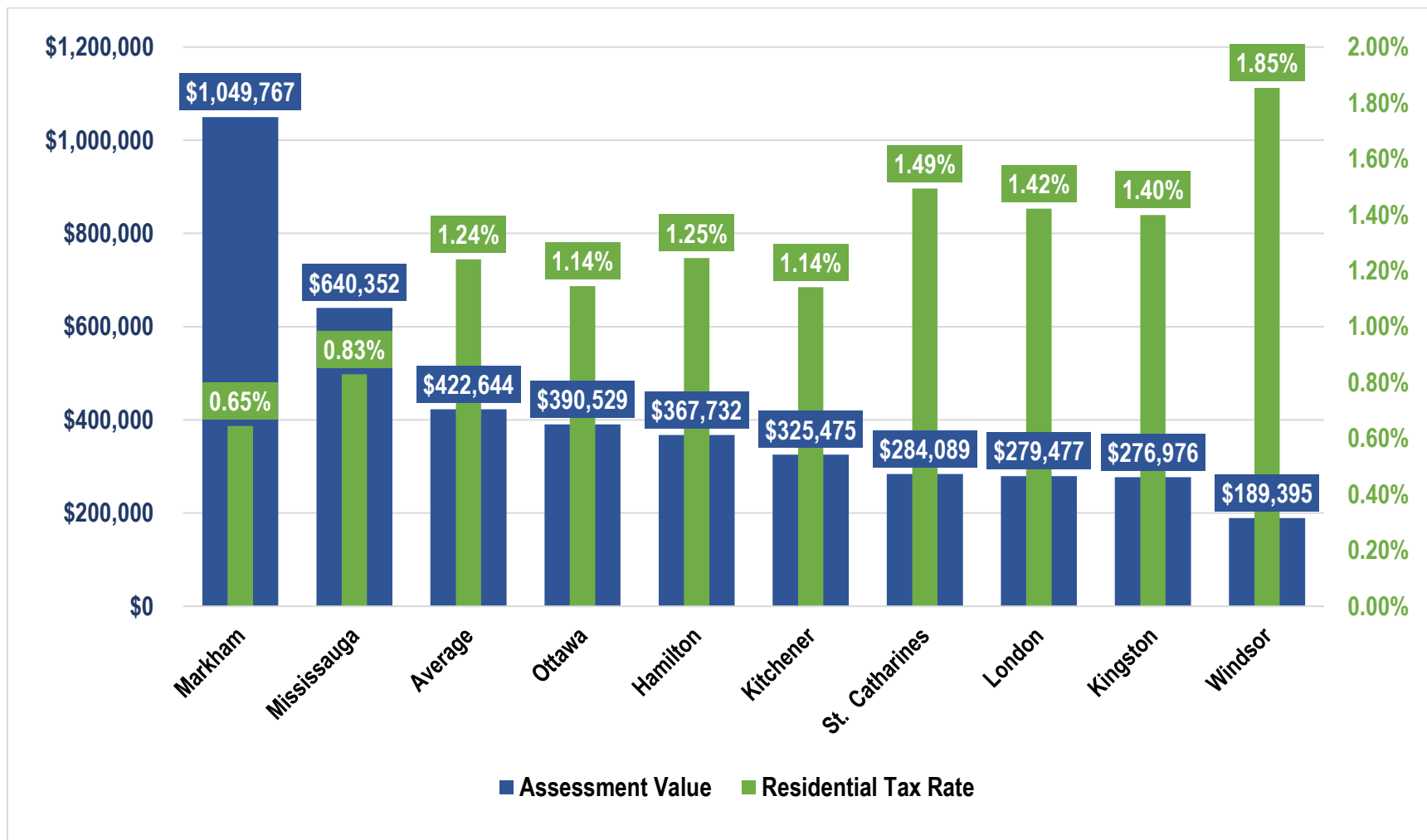
- 1 A - 2022 Assessment Growth and Loss Patterns
- 2 B - Average Residential Assessment vs. Residential Property Tax Rates
- 3 C - Property Taxes Paid on a Single Family Residential Home
- 4 D - Comparison of Relative Taxes Paid for All Property Classes
- 5 E - 2023 Start Ratios and Provincial Ranges of Fairness
- 6 F - 2023 Tax Ratio and Rate Scenario - Baseline

Appendix A

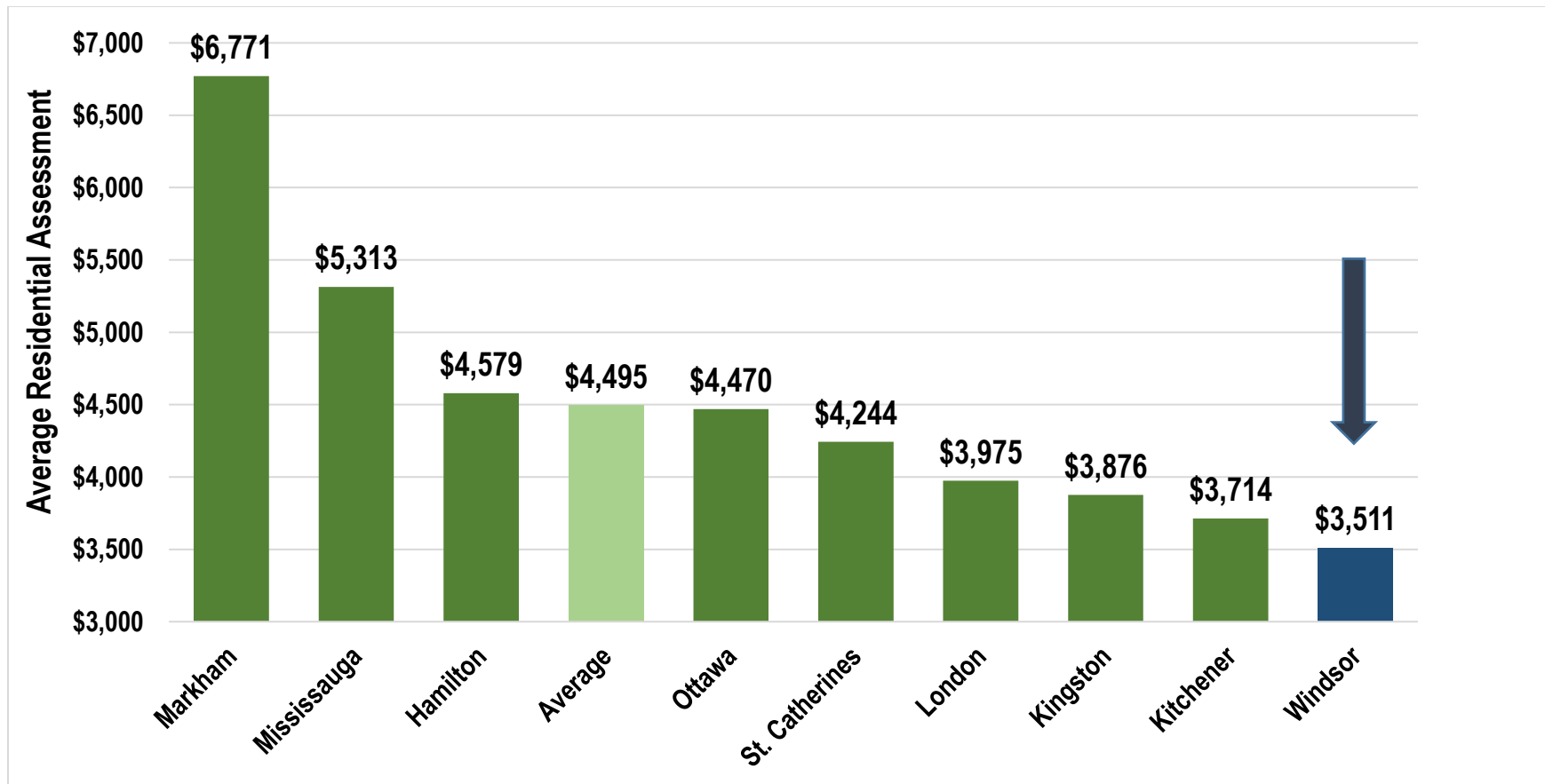
2022 Assessment Growth and Loss Patterns

Realty Tax Class	<i>Positive Growth</i>		<i>Negative Growth</i>		<i>Net Growth</i>	
<i>Taxable</i>						
Residential	161,565,563	1.19%	-36,255,501	-0.27%	125,310,062	0.92%
Farm	0	0.00%	-1,685,300	-5.93%	-1,685,300	-5.93%
New Multi-Residential	10,801,900	2551.23%	0	0.00%	10,801,900	2551.23%
Multi-Residential	793,126	0.11%	-4,976,609	-0.68%	-4,183,483	-0.57%
Commercial Residual	38,617,632	1.96%	-30,424,554	-1.54%	8,193,078	0.42%
Office Building	1,663,538	1.31%	-1,443,100	-1.13%	220,438	0.17%
Shopping Centre	8,890,150	1.67%	-11,195,075	-2.11%	-2,304,925	-0.43%
Parking Lot	2,215,700	2.37%	-3,940,500	-4.21%	-1,724,800	-1.84%
Industrial Residual	10,293,272	3.84%	-4,957,800	-1.85%	5,335,472	1.99%
Large Industrial	1,071,000	0.40%	-3,664,143	-1.36%	-2,593,143	-0.96%
Pipeline	304,000	0.46%	0	0.00%	304,000	0.46%
Sub-Total Taxable	745,593,009	4.21%	-607,919,710	-3.43%	137,673,299	0.78%
<i>Payment in Lieu</i>						
Residential	0	0.00%	-636,000	-19.22%	-636,000	-19.22%
Commercial Residual	100	0.00%	0	0.00%	100	0.00%
Office Building	0	0.00%	-100	0.00%	-100	0.00%
Parking Lot	0	0.00%	0	0.00%	0	0.00%
Industrial Residual	11,000	0.06%	-59,900	-0.32%	-48,900	-0.26%
Sub-Total PIL	409,800	0.12%	-1,094,700	-0.33%	-684,900	-0.21%
Total (Tax + PIL)	746,002,809	4.13%	-609,014,410	-3.37%	136,988,399	0.76%

Average Residential Assessment vs. Residential Property Tax Rates
Source: 2022 BMA Study



Property Taxes Paid on a Single Family Residential Home
Source: 2022 BMA Study



Comparison of Relative Taxes Paid for all Property Classes
Source: 2022 BMA Study

Tax Class Comparisons – Typical Properties	Low	High	Average	Windsor	Higher/Lower	%
Residential – Detached Bungalow Based on a detached 3 bedroom, single storey home with 1.5 bathrooms and 1 car garage.	\$3,339	\$6,771	\$4,382	\$3,511	Lower	80.12%
Residential – Two Storey Home Based on 2 storeys, 3-bedroom home with 2.5 bathrooms, two-car garage. Total area of the house is approximately 2,000 sq. ft. of living space.	\$4,460	\$8,563	\$5,506	\$6,094	Higher	110.67%
Residential – Senior Executive Based on a detached 2 storey, 4-5 bedrooms, 3 baths, 2-car garage with approximately 3,000 sq. ft. of living space.	\$5,207	\$14,368	\$7,463	\$7,681	Higher	102.65%
Multi-Residential – Walk-Up Apartments Multi-residential apartments containing more than 6 self-contained units, 2-4 storeys high.	\$802	\$2,311	\$1,868	\$1,542	Lower	82.54%
Multi-residential – Mid / High-Rise Apartment Based on a multi-residential property of more than 6 self-contained units and over 4 stories high. Comparison of taxes is based on a per unit basis.	\$963	\$2,904	\$2,124	\$1,926	Lower	90.67%
Commercial – Neighbourhood Shopping Typically, the smallest type of centre comprised of retail tenants that cater to everyday needs such as drug stores, variety stores and hardware stores. Can vary in size from 4,000 to 10,000 sq. ft. Comparison of taxes is based on a per square foot of floor area.	\$3.43	\$6.73	\$4.84	\$3.43	Lower	70.86%
Commercial – Office Building Per square foot of gross leasable area.	\$2.58	\$4.76	\$3.58	\$2.98	Lower	83.24%
Commercial – Hotels Taxes per suite	\$1,049	\$3,021	\$1,649	\$1,175	Lower	71.25%
Commercial – Motels Taxes per suite	\$978	\$2,389	\$1,521	\$1,840	Higher	120.97%
Standard Industrial Under 125,000 sq. ft. in size. Comparison of taxes based on a per square foot of floor area.	\$0.98	\$3.69	\$2.00	\$1.77	Lower	88.50%
Large Industrial Greater than 125,000 sq. ft. Comparison of taxes based on a per square foot of floor area.	\$0.52	\$2.65	\$1.25	\$1.20	Lower	96.00%
Industrial Vacant Land Based on taxes per acre.	\$811	\$23,068	\$10,118	\$4,506	Lower	44.53%

Source: BMA Management Consulting Inc. (Ontario Municipalities with Populations > 100,000)

2023 Start Ratios and Provincial Ranges of Fairness

Tax Class	2023 Start Ratios	Provincial Range of Fairness	Provincial Threshold	Subject to Levy Restriction
Residential	1.000000	1.0 – 1.0		N/A
Farm	0.250000	0.0 – 0.25		N/A
Pipeline	1.928249	0.6 – 0.7		N/A
New Multi-Residential	1.000000	1.0 – 1.1		N/A
Multi-Residential	2.000000	1.0 – 1.1	2.0**	No
*Commercial – Broad Class	1.979389	0.6 – 1.1	1.98	No
Commercial	2.013994			
Office Building	2.013994			
Shopping Centre	2.013994			
Vacant Land-Commercial/Parking Lot	1.016719			
*Industrial – Broad Class	2.610702	0.6 – 1.1	2.63	No
Industrial	2.315779			
Large Industrial	2.932755			

* It is the commercial and industrial broad class that is compared to the provincial threshold when determining if levy restrictions apply.

** Previous threshold was 2.74, change implemented in 2017.

**2023 Tax Ratio and Rate Scenario
Baseline
Municipal Levy of \$407,919,054 - Status Quo Tax Ratios**

Projected Tax Ratios, Rates and Overall Tax Impact by Class

Tax Class	2023				2022		Tax Impact on \$172,000 of Assessment Not Impacted by Assessment Change	
	Start Ratios	Municipal Tax Rate	Education Tax Rate	Total Tax Rate	Actual Total Tax Rate	% Change	\$ Change	% Change from 2022
Residential	1.000000	0.01786661	0.00153000	0.01939661	0.01853766	4.63%	147.74	4.63%
Farm	0.250000	0.00446665	0.00038250	0.00484915	0.00463442	4.63%	36.93	4.63%
Pipeline	1.928249	0.03445127	0.00880000	0.04325127	0.04159500	3.98%	284.88	3.98%
New Multi-Residential	1.000000	0.01786661	0.00153000	0.01939661	0.01853766	4.63%	147.74	4.63%
Multi-Residential	2.000000	0.03573322	0.00153000	0.03726322	0.03554532	4.83%	295.48	4.83%
Commercial	2.013994	0.03598325	0.00880000	0.04478325	0.04305333	4.02%	297.55	4.02%
Office Building	2.013994	0.03598325	0.00880000	0.04478325	0.04305333	4.02%	297.55	4.02%
Shopping Centre	2.013994	0.03598325	0.00880000	0.04478325	0.04305333	4.02%	297.55	4.02%
Parking Lot/Vacant Commercial Land	1.016719	0.01816532	0.00822145	0.02638677	0.02551346	3.42%	150.21	3.42%
Industrial	2.315779	0.04137512	0.00880000	0.05017512	0.04818598	4.13%	342.13	4.13%
Large Industrial	2.932755	0.05239839	0.00880000	0.06119839	0.05867930	4.29%	433.28	4.29%

Estimated Impact on Average Residential Homeowner

	2023	2022
Assessment	\$ 172,000	\$ 172,000
Total Tax Bill	\$ 3,336.22	\$ 3,188.48
Net Tax Increase/(Decrease)	\$ 147.74	
% Change	4.63%	

Total Tax Levy Allocation By Class

Tax Class	2023				2022	
	Municipal \$ Allocation	Education \$ Allocation	Total \$ Allocation	% of Total Levy	Total \$ Allocation	% of Total Levy
Residential	245,706,488	21,036,971	266,743,459	57.94%	252,616,097	57.66%
Farm	119,440	10,228	129,668	0.03%	132,202	0.03%
Pipeline	2,305,734	588,961	2,894,695	0.63%	2,771,200	0.63%
New Multi-Residential	200,558	17,175	217,733	0.05%	7,849	0.00%
Multi-Residential	26,063,961	1,115,988	27,179,949	5.90%	26,075,609	5.95%
Commercial	81,533,596	18,055,014	99,588,610	21.63%	95,315,004	21.76%
Office Building	4,940,270	1,142,312	6,082,582	1.32%	5,835,588	1.33%
Shopping Centre	19,052,134	4,659,356	23,711,490	5.15%	22,894,781	5.23%
Parking Lot/Vacant Commercial Land	1,914,997	866,142	2,781,139	0.60%	2,733,079	0.62%
Industrial	12,076,422	2,637,054	14,713,476	3.20%	13,878,333	3.17%
Large Industrial	14,005,513	2,352,143	16,357,656	3.55%	15,836,495	3.61%
Total	407,919,113	52,481,344	460,400,457	100.00%	438,096,237	100.00%

Item No. 13.1

BY-LAW NUMBER 44-2023

A BY-LAW TO AUTHORIZE THE CONSTRUCTION OF CURB AND GUTTER AND BOULEVARD RESTORATION ON CURRY AVENUE FROM NORFOLK STREET TO RICHARDIE BOULEVARD, IN THE CITY OF WINDSOR, AS A LOCAL IMPROVEMENT

Passed the 24th day of April, 2023.

WHEREAS it is deemed desirable to construct curb and gutter and boulevard restoration on Curry Avenue from Norfolk Street to Richardie Boulevard, pursuant to the Ontario Regulation 586/06, made under Municipal Act 2001, at a cost of \$128,272.46, HST excluded;

THEREFORE the Council of The Corporation of the City of Windsor ("Corporation") enacts as follows:

1. That the construction of curb and gutter and boulevard restoration on Curry Avenue from Norfolk Street to Richardie Boulevard, at a cost set out in Schedule "A" attached hereto and forming part of this by-law is hereby authorized as a local improvement under the provisions of the Ontario Regulation 586/06, Municipal Act 2001.
2. That the work shall be carried out and executed under the provisions and according to the directions and orders of the City Engineer.
3. That the Corporation's share of the cost of the said work shall be charged against all of the lands in the City of Windsor.
4. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 24, 2023
Second Reading - April 24, 2023
Third Reading - April 24, 2023

SCHEDULE A
to
By-law Number 44-2023

**CONSTRUCTION OF CURB AND GUTTER AND BOULEVARD
RESTORATION ON
CURRY AVENUE FROM NORFOLK STREET TO RICHARDIE BOULEVARD**

**LOCAL IMPROVEMENT CHARGES
Under Ontario Regulation 586/06,
Made Under Municipal Act 2001**

1. General Description of the Work:

Construction of curb and gutter and boulevard restoration on:

<u>Location</u>	<u>From</u>	<u>To</u>
Curry Avenue	Norfolk Street	Richardie Boulevard

2. The lots liable to be specially charged with respect to the work are as follows:

<u>REGISTERED PLAN</u>	<u>LOTS</u>
1343	Lots 761-811 Inclusive Lots 990-995 Inclusive

The properties to be assessed are registered under Assessment Roll Numbers:

080-330-13000-0000	080-330-15500-0000
080-330-13100-0000	080-330-15600-0000
080-330-13200-0000	080-330-15700-0000
080-330-13300-0000	080-330-15800-0000
080-330-13400-0000	080-330-15900-0000
080-330-13500-0000	080-330-16000-0000
080-330-13600-0000	080-330-16100-0000
080-330-13700-0000	080-330-16200-0000
080-330-13800-0000	080-330-16300-0000
080-330-13900-0000	080-330-16400-0000
080-330-14000-0000	080-330-16500-0000
080-330-14100-0000	080-330-16600-0000
080-330-14200-0000	080-330-16700-0000
080-330-14300-0000	080-330-16800-0000
080-330-14400-0000	080-330-16900-0000
080-330-14500-0000	080-330-17000-0000
080-330-14600-0000	080-330-17100-0000
080-330-14700-0000	080-330-17200-0000
080-330-14800-0000	080-330-17300-0000
080-330-14900-0000	080-330-17400-0000
080-330-15000-0000	080-330-17500-0000
080-330-15100-0000	080-330-17600-0000
080-330-15200-0000	080-330-17700-0000
080-330-15400-0000	

3. The total overall frontage is 910.73 meters from which 40.20 meters are deducted for the road right-of-ways at Norfolk Street and Richardie Boulevard, leaving a total abutting frontage of 870.53 meters, which is equal to the assessable frontage.
4. The final cost of the abutting landowners is \$69,619.36. The special one-time payment rate per metre of assessable frontage is \$79.97. The special assessment may be paid in full or in ten (10) annual installments at an

annual rate of \$10.88 per metre frontage. The annual rate includes 6.02% annual interest. The property owners have the right to select either a single payment or the annual special charges over the period of ten years.

5. The total local improvement cost to the Corporation of the City of Windsor is \$58,653.10 HST excluded, which includes the City's share of the public right-of-way and City owned and/or assessed property frontage, in accordance with Council Resolution 18/2021.
6. The estimated lifetime of the completed work is not less than ten (10) years.

Item No. 13.2

BY-LAW NUMBER 45-2023

A BY-LAW TO FURTHER AMEND BY-LAW
188-2000, BEING A BY-LAW TO APPOINT PROVINCIAL OFFENCES
OFFICERS FOR THE CORPORATION OF THE CITY OF WINDSOR

Passed the 24th day of April, 2023.

WHEREAS it is deemed expedient to further amend By-law Number 188-2000 being a by-law to appoint provincial offences officers, to update the list of persons enforcing regulatory by-laws;

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That Schedule "A" of By-law Number 188-2000 be deleted and the attached Schedule "A" be substituted therefore.
2. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 24, 2023
Second Reading - April 24, 2023
Third Reading - April 24, 2023

**SCHEDULE "A" TO BY-LAW 45-2023
TO BY-LAW NUMBER 188-2000**

APPOINTED PROVINCIAL OFFENCES OFFICERS

Department	Name
Building	John Revell
Building	Joe Baker
Building	Roberto Vani
Building	Barbara Rusan
Building	Marc Ronald Mantha
Building	Oliver Pozar
Building	James Dario Sovran
Building	Brandon Calleja
Building	James Arthur Holmes
Building	Mike Kenneth Arthur
Building	Bradley Dugal
Building	Brian Jackson
Building	George Eberhardt
Building	Dante Lapico
Building	Nicole Brush
Building	Michael Forte
Building	Jay McGuire
Building	Nicola Gesuale
Building	Christopher Jedlinski
Building	Ian Sakal
Building	Brian Velocci
Building	Robert Crescenzi
Building	Armando Cala
Building	Michael Mollica
Building	Enrique Silveyra
Building	Peter Quaglia
Building	Domenic Scandale
Building	Mike Mollica
Fire Services	Malcolm Bondy
Fire Services	Carey Chase
Fire Services	Mike Coste
Fire Services	David Ethier
Fire Services	Sean Fabel

Department	Name
Fire Services	Jeff Goldthorpe
Fire Services	Karen Koski
Fire Services	Steve Laforet
Fire Services	Dave O'Neil
Fire Services	James Waffle
Licensing & By-law Enforcement	Dan Jenner
Licensing & By-law Enforcement	Don Balino
Licensing & By-law Enforcement	Rocco Iacobelli
Licensing & By-law Enforcement	Andrew Wong
Licensing & By-law Enforcement	Bart Pogorzelski
Licensing & By-law Enforcement	Micheal Desjardins
Licensing & By-law Enforcement	Todd Hamilton
Licensing & By-law Enforcement	Craig Robertson
Licensing & By-law Enforcement	Rory Sturdy
Licensing & By-law Enforcement	Steve Vlachodimos
Licensing & By-law Enforcement	Kevin Kuprowski
Licensing & By-law Enforcement	Vedran Abidinovic
Licensing & By-law Enforcement	Gabrielle Fillion
Licensing & By-law Enforcement	Elie Houad
Office of the City Engineer	Bill Kralovensky
Office of the City Engineer	Phong Nguy
Office of the City Engineer	Shawn Barlow
Office of the City Engineer	Paul Hearn
Office of the City Engineer	Benjamin Byrne
Office of the City Engineer	Salvatore Vitale
Office of the City Engineer	John Colella
Office of the City Engineer	Andrew Lewis
Office of the City Engineer	Marc Ladouceur
Office of the City Engineer	Chris Nepszy
Parks	Marc Edwards
Parks	Yemi Adeyeye
Parks	Gaspar Hovarth
Parks	Gaetan Taillon
Planning	Kristina (Chung Wah) Tang
Planning	Michael Cooke
Pollution Control	Kevin Webb
Pollution Control	George Michael Chernawski

Department	Name
Pollution Control	Justine Cloutier
Pollution Control	David Petten
Pollution Control	Kai Yuan Qui
Pollution Control	Meraal Yared
Pollution Control	John Rohaly
Pollution Control	Austin Zhang

Item No. 13.3

BY-LAW NUMBER 46-2023

A BY-LAW TO AUTHORIZE THE EXECUTION OF THE TRANSFER PAYMENT AGREEMENT FOR THE SOUTHWESTERN ONTARIO DEVELOPMENT FUND PROGRAM (SWODF) BETWEEN THE CORPORATION OF THE CITY OF WINDSOR AND HIS MAJESTY THE KING IN RIGHT OF ONTARIO, REPRESENTED BY THE MINISTER OF ECONOMIC DEVELOPMENT, JOB CREATION AND TRADE

Passed the 24th day of April, 2023.

WHEREAS the Province of Ontario has agreed to identify projects, municipal and provincial, and be responsible for the transfer of funds to eligible municipalities pursuant to transfer payment agreements.

AND WHEREAS The Corporation of the City of Windsor is eligible for such SWODF funds;

AND WHEREAS it is a requirement of the Province of Ontario that an Agreement be entered into between The Corporation of the City of Windsor and the Province of Ontario for such SWODF funds;

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That the Mayor, the Chief Administrative Officer and City Clerk of The Corporation of the City of Windsor be and they are hereby authorized to execute any agreements, including Transfer Payment Agreements, and any amendments thereto, between His Majesty the King in right of Ontario, represented by the Minister of Economic Development, Job Creation and Trade and The Corporation of the City of Windsor, relating to funding to be provided by the Province of Ontario in connection with the Southwestern Ontario Development Fund Program.
2. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 24, 2023
Second Reading - April 24, 2023
Third Reading - April 24, 2023

Item No. 13.4

BY-LAW NUMBER 47-2023

A BY-LAW TO FURTHER AMEND BY-LAW 9023 BEING A BY-LAW TO REGULATE VEHICULAR PARKING WITHIN THE LIMITS OF THE CITY OF WINDSOR ON MUNICIPAL STREETS, MUNICIPAL PARKING LOTS AND PRIVATE PROPERTIES

Passed the 24th day of April, 2023.

WHEREAS By-law Number 9023, being a by-law to regulate vehicular parking within the limits of the City of Windsor on municipal streets, municipal parking lots and private properties, was passed on the 8th day of June, 1987.

WHEREAS it is deemed expedient to amend By-law 9023.

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

That **BY-LAW NUMBER 9023** be and the same is hereby amended as follows:

ITEM	REGULATION	STREET	SIDE	FROM	TO
1	Schedule "P" Personal Accessible Parking DELETE	Windermere Road	East	From a point 57.5m north of Ontario	To a point 63.5m north of Ontario
2	Schedule "P" Personal Accessible Parking DELETE	Windermere Road	West	From a point 58m north of Ontario	To a point 64m north of Ontario
3	Schedule "P" Personal Accessible Parking DELETE	Lawrence Road	East	From a point 49m south of Wyandotte Street East	To a point 57m south of Wyandotte Street East
4	Schedule "P" Personal Accessible Parking DELETE	Lawrence Road	West	From a point 49m south of Wyandotte Street east	To a point 57m south of Wyandotte Street east

5	Schedule "P" Personal Accessible ADD	Shepherd Street East	North	From a point 33m east of Pierre Ave	To a point 39m east of Pierre Ave
6	Schedule "P" Personal Accessible ADD	Shepherd Street East	South	From a point 29.8m east of Pierre Ave	To a point 35.8m east of Pierre Ave
7	Schedule "C" No Parking DELETE	Jos St Louis Avenue	East	Tecumseh Rd East	To South Limit of Jos St Louis Ave
8	Schedule "C" No Parking ADD	Jos St Louis Avenue	East	From a point 85m south of Tecumseh Rd East	To South Limit Of Jos St Louis Ave
9	Schedule "F" No Stopping DELETE	Campbell Avenue	East	From Riverside Dr W	To a Point 23m South of Riverside Dr W
10	Schedule "F" No Stopping ADD	Campbell Avenue	East	From Riverside Dr W	To a Point 54.5m South of Riverside Dr W

ITEM	REGULATION	WHICH STATES
11	10 (1) (n) Delete	10.(l)(n) No person shall park a vehicle at any time - In a designated space that is signed electrical vehicle parking only unless such vehicle is in the process of being re-charged (ADDED B/L 106-2015 AUG 4/15)
12	10 (2) (i) Add	10(2)(i) When properly worded or marked signs have been erected and are on display no person shall park a vehicle – In a designated space that is signed electrical vehicle parking only unless such vehicle is in the process of being recharged

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 24, 2023
 Second Reading - April 24, 2023
 Third Reading - April 24, 2023

Item No. 13.5

BY-LAW NUMBER 48-2023

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 9148 BEING A BY-LAW TO REGULATE TRAFFIC WITHIN THE LIMITS OF THE CITY OF WINDSOR

Passed the 24th day of April, 2023.

WHEREAS By-law Number 9148, being a by-law to regulate traffic within the limits of the City of Windsor, was passed on the 28th day of September, 1987.

AND WHEREAS it is deemed expedient to amend By-law Number 9148.

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That **BY-LAW NUMBER 9148** be and the same is hereby amended as follows:

ITEM	REGULATION	STREET	SIDE	FROM	TO
1	Schedule "P" Personal Accessible Parking DELETE	Elsmere Avenue	Both	From a point 43m North of Shepherd St E	To a point 49m North of Shepherd St E
2	Schedule "P" Personal Accessible Parking DELETE	George Avenue	West	From a Point 89m North Of Metcalfe St	To a Point 95m North Of Metcalfe St
3	Schedule "P" Personal Accessible Parking ADD	Albert Road	East	From a point 125m South of Metcalfe St	To a point 131m South of Metcalfe St
4	Schedule "P" Personal Accessible Parking ADD	Albert Road	West	From a point 127m South of Metcalfe St	To a point 133m South of Metcalfe St
5	Schedule "P" Personal Accessible Parking ADD	College Avenue	North	From a point 46m west of Felix Ave	To a point 52m west of Felix Ave

6	Schedule "P" Personal Accessible Parking ADD	Josephine Avenue	East	From a point 138m north of Grove Ave	To a point 144m north of Grove Ave
7	Schedule "P" Personal Accessible Parking ADD	Josephine Avenue	West	From a point 142m north of Grove Ave	To a point 148m north of Grove Ave
8	Schedule "C" No Parking ADD	Marentette Avenue	West	From Cataraqi St	To Elliot St E
9	Schedule "D" Alternate Side Parking DELETE	Marentette Avenue	East	From Cataraqi St	To Ottawa St
10	Schedule "D" Alternate Side Parking DELETE	Marentette Avenue	West	From Cataraqi St	To Ottawa St
11	Schedule "D" Alternate Side Parking ADD	Marentette Avenue	East	From Elliot St East	To Ottawa St
12	Schedule "D" Alternate Side Parking ADD	Marentette Avenue	West	From Elliot St East	To Ottawa St
13	Schedule "C" No Parking DELETE	Ducharme Street	Both	Walker St	Sixth Concession Rd
14	Schedule "C" No Parking DELETE	Ducharme Street	Both	Sixth Concession Rd	South limit of Ducharme St

15	Schedule "C" No Parking ADD	Ducharme Street	Both	Walker St	Helsinki St
16	Schedule "C" No Parking ADD	Ducharme Street	Both	Sixth Concession Rd to	Manzanillo Cres
17	Schedule "F" No Stopping ADD	Ducharme Street	Both	Manzanillo Cres	Helsinki St
18	Schedule "I" Loading Zones DELETE	Drouillard Road	West	A Point 13m North Of Ontario St	A Point 22.5m North Of Ontario St
19	Schedule "N" Angle Parking ADD	Clairview Avenue	South	From a point 15m east of Clover Ave	To a point 30m east of Clover Ave

20	Schedule "C" No Parking Parking DELETE	Clairview Avenue	Both	From Clover Ave	To Adelaide Ave
21	Schedule "C" No Parking Parking ADD	Clairview Avenue	South	From a point 30m east of Clover Ave	To Adelaide Ave
22	Schedule "A" Limited Parking DELETE	Campbell Avenue	East	A Point 7m South Of Adanac Ave	A Point 13m South Of Adanac Ave

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 24, 2023
Second Reading - April 24, 2023
Third Reading - April 24, 2023

Item No. 13.6

BY-LAW NUMBER 49-2023

A BY-LAW TO ESTABLISH AN UNIFORM GOVERNANCE STRUCTURE FOR ALL BUSINESS IMPROVEMENT AREA BOARDS OF MANAGEMENT IN THE CITY OF WINDSOR

Passed the 24th day of April, 2023.

WHEREAS there are several Business Improvement Area Boards of Management (“BIAs”) in the City of Windsor; and,

WHEREAS it is desirable to establish an uniform governance structure for all BIAs;

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. All BIAs shall adhere to the Windsor Business Improvement Area Governance By-law (the “Governance By-law”) including all appendices and schedules thereto, attached to this By-law as Schedule “A”.
2. Any inconsistencies between the Governance By-law and any other by-laws relating to BIAs shall be resolved in favour of the Governance By-law.
3. This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 24, 2023
Second Reading - April 24, 2023
Third Reading - April 24, 2023

**The City of Windsor Business Improvement
Area Governance By-law 49-2023**

I. DEFINITIONS

MUNICIPAL ACT – Ontario Municipal Act, 2001.

BIA - any business improvement area established by The Corporation of the City of Windsor.

BOARD – a board of directors for a business improvement area.

BUSINESS DAYS – any day during which the business offices at the City are open for business.

CITY - The Corporation of the City of Windsor.

COUNCIL – the council of The Corporation of the City of Windsor.

DIRECTOR – an individual appointed by the City as a director of a Board and/or any Past Chair appointed by a Board to serve as a director of a Board in accordance with this by-law.

GENERAL MEETING – a meeting of Members and Non-Voting Members which is called by the Board, from time to time, for any date and time to be held at a location in Windsor, as specified in the notice.

MEMBER – has the meaning given in the Municipal Act.

NON-MEMBER NOMINEE – an individual appointed in writing by a BIA Member to stand for nomination on behalf of the Member. A Non-Member Nominee must be employed by the Member's business.

NON-VOTING MEMBER – a person, business, or institution identified by the Board and approved by the Members of the BIA as offering value to the BIA through participation in BIA meetings.

NOTICE – the receipt or deemed receipt of notice of a meeting of the Members or of the Board of Management.

QUORUM – in the case of Board meetings is the number of Directors who must be present in order for business to be transacted, which shall be a majority of the whole number of Directors for the Board.

II. APPLICATION

- i. This by-law shall apply to all BIAs.
- ii. Where reference is made in this by-law to legislation, it shall refer to any form of legislation or by-law enacted by provincial, federal, and municipal authorities and shall include any amendments, replacement, or successor legislation.
- iii. In the event of any conflict between this by-law and the Municipal Act or any other applicable provincial or federal legislation, the provisions of the Municipal Act or the federal or provincial legislation shall prevail.
- iv. This by-law shall not be amended without the approval of Council.

III. PURPOSE OF THE BIA

The BIA oversees the improvement, beautification, and maintenance of municipally-owned land, buildings, and structures in the area beyond that provided at the expense of the municipality generally, as well as promote the area as a business or shopping area.

IV. MEMBERSHIP

- i. Membership in a BIA is prescribed by the Municipal Act.
- ii. In addition to Members, a BIA may also include Non-Voting Members as defined in this By-law. Non-Voting Members must be approved by a majority of the Members and their term of Non-Voting Membership coincides with each term of Council.
- iii. A list of all Members and Non-Voting Members shall be kept by the Secretary. The Secretary shall be responsible to ensure the Membership List is current.
- iv. Every Member is entitled to:
 - a. Notice of all General Meetings.
 - b. Attend any General Meeting.
 - c. Cast one vote on each question arising at any General Meeting.
 - d. Eligibility to hold any office of the Board of Management.
- v. Every Non-Voting Member is entitled to receive notice, to attend, and to be heard and at all General Meetings, but cannot vote on any issue.

V. BOARD OF MANAGEMENT

The business and affairs of the BIA towards its purpose shall be managed or supervised by the Board, and may include but is not limited to:

- i. entering into contracts or agreements;
- ii. hiring and supervising an executive director;
- iii. making banking and financial arrangements;
- iv. executing documents; and,
- v. purchasing insurance to protect the property, rights and interests of the BIA and to indemnify the BIA, its Members, the Board, and Officers from any claims, damages, losses or costs arising from or related to the affairs of the BIA.

VI. BOARD PROCEDURES

- i. The Board shall adopt the election procedures set out in Schedule “A” to this by-law.
- ii. The Board shall adopt the rules of procedure set out in Schedule “B” to this by-law.
- iii. These procedures shall not be amended without the approval of Council.

VII. APPOINTMENT OF DIRECTORS

- i. Directors are appointed to the Board by Council following the processes prescribed in the Municipal Act for a term of four years, mirroring the term of Council.
- ii. Within three months of the commencement of the new term of Council, or at any time as directed by Council in respect of a vacancy, the BIA shall conduct an election in accordance with the election procedures set out in Schedule “A”.
- iii. Following the election process, the BIA shall present its nominees to City Council for appointment.

- iv. Council members appointed to the Board shall be entitled to vote at Board meetings, but shall not be entitled to vote at General Meetings unless they are also Members of the BIA.
- v. Each BIA may elect a minimum of five and a maximum of nine Director nominees. The number of Director nominees shall be determined by the Board and approved by the Members.

VIII. APPOINTMENT OF OFFICERS

- i. Within one month of the appointment of the Board, and at the first meeting of each new year, as the case may be, the Board shall hold a meeting to appoint the following Officers from among the Directors:
 - a. Chair
 - b. Vice-Chair
 - c. Treasurer
 - d. Secretary
- ii. The Board may, at its discretion, appoint the Past Chair to hold office as a Director. The Past Chair, if appointed, shall be the most recent Chair of the Board.
- iii. Those appointed shall hold office for one year and are eligible to be reappointed for future terms.

IX. DUTIES OF DIRECTORS AND OFFICERS

- i. Every Director and Officer shall:
 - a. Exercise the powers and discharge the duties of the office honestly, in good faith, and in the best interests of the BIA;
 - b. Exercise the degree of care, diligence, and skill that a reasonable and prudent person would exercise in comparable circumstances;
 - c. Prepare for and attend all meetings;
 - d. Attend governance and conflict of interest training provided by the City at least once per term.

X. BOARD VACANCIES

- i. In the event of a vacancy on the Board which occurs before May 1 in the year of a municipal election, the Board shall call a General Meeting to select a replacement nominee as soon as is practicable, and in any event no later than one month following the vacating of the seat to determine a replacement to present to Council.
- ii. In the event of a vacancy on the Board which occurs on or after May 1 in the year of a municipal election, the Board shall name a nominee to fill the vacancy.
- iii. Where more than one candidate is nominated, the candidates will be invited to address the Board. The Board will then vote and send the recommended nominee to Council to consider appointment.
- iv. In the event that a Director does not attend three consecutive meetings without Board authority, the Board may consider a resolution to recommend that Council remove the Director from the Board.
- v. If a motion to recommend removal of a Director is contemplated, the Director shall be given at least five Business Days' notice and an opportunity to address the Board.

XI. REMUNERATION

- i. No remuneration shall be paid to any Director for acting as a member of the Board of a BIA.
- ii. Any reimbursement of Directors and Officers for out-of-pocket expenses shall be done in accordance with the BIA's approved Travel and Business Expense Policy.

XII. BOARD OF MANAGEMENT MEETINGS

- i. The Board shall meet at least once every two months.
- ii. Board meetings shall be held at the BIA office or at such other place within the City of Windsor that the Board may from time to time determine.
- iii. Notice of each regular Board meeting shall be provided at least five Business Days in advance of the meeting.

- iv. The agenda and all supporting documents for each regular Board Meeting shall be provided to all Directors and the City Clerk not less than seventy-two hours before the hour appointed for the holding of such meeting, including the provision of all relevant documents.
- v. In the event of a special meeting of the Board to consider a matter outside of the regular meetings of the Board, notice shall be provided no less than twenty-four hours before the hour appointed for the holding of such meeting, including the provision of all relevant documents.
- vi. The agenda shall be posted to the BIA's website.
- vii. Meeting and voting shall be public unless otherwise permitted by the Municipal Act.

XIII. ANNUAL GENERAL MEETING

- i. The Board shall call an annual General Meeting in each fiscal year, the agenda for which shall include but not be limited to:
 - a. minutes of the last General Meeting;
 - b. annual report on programme and accomplishments;
 - c. annual financial report for the current fiscal year and audited financial statement for the prior fiscal year; and,
 - d. proposed budget for the following year.
- ii. The Board shall distribute notice of the annual General Meeting to all members and Non-Voting Members at least fifteen calendar days before the annual General Meeting.
- iii. The notice shall include the agenda and all supporting documents.

XIV. SPECIAL GENERAL MEETINGS

- i. The Board may hold special General Meetings for any purpose on any date and at any time and at any place within Windsor.
- ii. The Board shall distribute notice of the special General Meeting to all Members and Non-Voting Members at least fifteen calendar days before the meeting.
- iii. The notice shall include the agenda and all supporting documents.

XV. RECORDS AND INFORMATION

- i. The Board shall maintain minutes of every meeting of the Board and shall forward true copies of such minutes to all Directors and the City Clerk as soon as practicable after the meeting.
- ii. Minutes of any Board meetings that are open to the public shall be posted on the BIA's website as soon as practicable following the meeting.
- iii. The Board shall adhere to the recordkeeping and retention requirements set out in Schedule "D" to this by-law.
- iv. Under section 2(3) of the Municipal Freedom of Information and Protection of Privacy Act the Board is deemed to be part of the municipality. Any requests for access to information or records received by the Board shall be referred to the City of Windsor's Freedom of Information Coordinator.

XVI. FINANCIAL ADMINISTRATION

- i. The fiscal year for the BIA shall be the calendar year.
- ii. The Board shall adhere to the financial accountability requirements set out in Schedule "C" to this by-law.
- iii. The City may withhold payments to the BIA until the Board demonstrates compliance with the financial accountability requirements.
- iv. The Board shall prepare a proposed budget for each fiscal year by the date and in the form required by the City.
- v. The proposed annual budget shall be presented to the Membership for information. The Board shall provide Member access to approved budget documents.
- vi. The Board may provide in its budget for the establishment and maintenance of a reserve fund in accordance with the Municipal Act.
- vii. The Board shall designate a financial institution for the deposit of funds on behalf of the BIA.
- viii. The Board shall submit its annual report for the preceding year to Council on the date and in the form required by the City.
- ix. The annual report shall include audited financial statements.

XVII. APPLICABLE POLICIES

- i. The BIA is a local board under the Municipal Act and shall abide by the provisions of the City's Code of Conduct for Members of Council and Local Boards Policy and any amendments thereto.
- ii. The BIA shall take all reasonable steps to provide a work and service environment that is free from any form of discrimination, harassment, and violence and that respects the dignity, self-worth and human rights of every individual in accordance with the Ontario Human Rights Code, the City's Respectful Workplace Policy, and any amendments thereto, including but not limited to provisions regarding:

a. Responsibility, Authority & Accountability:

1. The Board of Management shall maintain a zero-tolerance approach to workplace violence, harassment, and discrimination. All reported incidents of workplace violence, harassment, and discrimination that the Board of Management becomes aware of, shall be reviewed and appropriate action shall be taken.
2. Reprisal against an individual for filing a complaint, participating in any procedure related to the review of a complaint, or being associated with a person who filed a complaint, shall be treated as harassment and will not be tolerated.

b. Standards of Deportment:

The following is a partial list of breaches of acceptable standards of deportment which may be considered just cause for referral to the Integrity Commissioner as a violation of the Code of Conduct:

1. Using unsafe or dangerous work methods;
2. Committing acts of an immoral or indecent nature while on duty, including through the use of email or the internet;
3. Use of inappropriate language, specifically the use of profanity, excessive yelling when meeting or speaking with fellow Directors, Members, or the public;
4. Engaging in acts or gestures of violence or harassment towards other Directors, Members, or the public;

5. Engaging in acts of discrimination, harassment, or workplace violence towards other Directors, Members, or the public;
 6. Theft or fraud involving property or assets of the BIA, the City, or the public;
 7. Abuse of BIA or City property or using such property without authorization;
 8. Providing false information to the City or misusing or falsifying records;
 9. Lodging a vexatious or malicious complaint about another Director, Member, City employee, or a member of the public;
 10. Engaging in conduct which may tend to bring the City into disrepute, or which is offensive to the maintenance of good relations with other Directors, Members or the public, or which may otherwise interfere with the proper and efficient administration of the BIA;
 11. Purposefully recording others in one-on-one or group meetings or interviews in a secretive, non-consensual manner.
- iii. Where there is a conflict between the provisions of this section and the City's Respectful Workplace Policy and/or Code of Conduct, the more stringent provision of the two shall apply.
- iv. The BIA shall establish policies related to:
1. sale and disposition of land;
 2. hiring of employees; and,
 3. procurement of goods and services.
- v. The BIA shall establish a policy related to Travel and Business Expenses which shall be approved by the City.

SCHEDULE A

ELECTION PROCEDURES

I. DATE

- i. The Board shall select a date and time to conduct the election of Director nominees. The election shall not be conducted on a holiday or a date observed as a holiday by the City.

II. NOTICE OF ELECTION DATE AND CALL FOR NOMINATIONS

- i. Written notice of the election of Director nominees and a call for candidates shall be provided to all Members no later than thirty days before the date fixed for the election. The notice shall specify the time, date, and location of the election. Written notice shall also be provided to the City Clerk at clerks@citywindsor.ca.
- ii. In addition to written notice, the time, date, and location of the election, as well as the call for nominations shall be advertised through public and/or social media commencing no later than fourteen days before the election.
- iii. The call for nominations shall include the form attached as Appendix 1 to these Election Procedures and, the manner in which completed forms are to be submitted to the Board of Management, eligibility, and the date by which forms are due (“nomination day”).

III. NOMINATIONS

- i. Nomination forms shall be made available at the BIA Office, on the BIA website, and at any other location specified by BIA. These locations will be advertised in the call for nomination notices.
- ii. Each Member may nominate one candidate.
- iii. Members and Non-Member Nominees are eligible to be nominated.
- iv. Nomination day will be seven days before the date of the election.

- v. A person may withdraw their nomination by filing a written withdrawal with the BIA before nomination day.
- vi. Eligibility of all nominees must be verified by the Board.
- vii. If at 4:00 p.m. on the Monday following nomination day, the number of approved candidates for an office is the same as or less than the number to be elected, the BIA shall declare the candidate or candidates elected by acclamation.

IV. VOTING

- i. The BIA is responsible to conduct its own election. The Board shall appoint two people to act as election officials to conduct and oversee the election.
- ii. Each Member is entitled to one vote regardless of the number of properties that the Member may own or lease in the BIA.
- iii. Every Member that is a corporation or partnership has one vote regardless of the number of shareholders or partners comprising the Member.
- iv. Voting shall take place by secret ballot.
- v. After the poll closes the sealed ballots are to be delivered to the election officials.
- vi. A candidate has the right to appoint a representative to be present during the counting of all ballots.
- vii. The Election Officials shall count all ballots and post the results on the BIA website.

V. COUNCIL APPOINTMENT

- i. The list of elected nominees for the Board shall be forwarded to Council for the next available agenda to recommend appointment as Directors.
- ii. All ballots shall be kept in a locked place for thirty days following the election or until Council formally appoints the Board, at which time the ballots shall be destroyed.

SCHEDULE B

RULES OF PROCEDURE AND DUTIES OF OFFICERS

I. RULES OF PROCEDURE

- i. The rules in this Schedule B to this by-law are to be observed in all General Meetings and Board meetings.
- ii. The rules of procedure are to be interpreted in a manner that promotes the following fundamental principles:
 - a. the protection of basic rights by recognizing the right of the majority to decide, the minority to be heard, and Members and Non-Voting Members to have opportunities to;
 - b. the maintenance of decorum, with all attendees being treated with courtesy and respect;
 - c. all Members and Non-Voting Members have a right to promote informed debate and decisions;
 - d. Members and Non-Voting Members have the right to an efficient meeting;
 - e. all Members have equal rights, privileges, and obligations; and,
 - f. in the event of a conflict, facilitating a reasonable compromise.

II. DUTIES OF OFFICERS

- i. The Chair shall:
 - a. chair all meetings of the BIA including General Meetings and Board meetings, follow the agenda, and decide whether motions are in order;
 - b. rule on all procedural matters and maintain decorum;
 - c. ensure motions and amendments are clearly expressed and, if there is no motion under consideration, summarize the discussion for the purpose of the minutes; have general supervision of the affairs of the BIA;
 - d. along with the Secretary or Treasurer, sign all by-laws and execute any documents, contracts or agreements on behalf of the BIA
 - e. perform any other duties which the Board may, from time to time, assign;
 - f. be a member ex-officio on any committees of the Board; and,
 - g. ensure that all past financial records of the Board are transferred to the succeeding Treasurer when there is a change of Treasurer and

administrative records are transferred to the succeeding Secretary when there is a change of Secretary.

- ii. The Vice Chair shall exercise any or all of the duties of the Chair in the absence of the Chair or if the Chair is unable or unwilling to perform those duties.
- iii. The Secretary shall:
 - a. ensure that notice is given of each meeting of the BIA as required;
 - b. ensure that an agenda of the matters to be considered and any supporting documents are provided to Members and Non-Voting Members as required;
 - c. ensure that the minutes of each meeting (Board meetings and General Meetings) are recorded and presented at the following meeting for adoption. The minutes shall record:
 - i. the place, date, and time of the meeting;
 - ii. the name of the chair of the meeting;
 - iii. the names of all Directors present at Board meetings and Members and Non-Voting Members present at General Meetings;
 - iv. the names of those Directors not present at Board meetings;
 - v. the names of all others present at the meeting;
 - vi. the adoption of the minutes of the prior meeting; and
 - vii. all other motions, decisions, and other proceedings of the Board or General Meeting, as the case may be.
 - d. record confidential minutes of in camera sessions of the Board;
 - e. along with the Chair, sign the adopted minutes and distribute as required;
 - f. keep or cause to be kept the BIA's records and books, including by-laws, policies and resolutions, the minutes of all meetings, and all reports.
- iv. The Treasurer shall:
 - a. under the direction of the Board, supervise the expenditure of the funds of the BIA;
 - b. keep and maintain or cause to be kept and maintained the financial records and books of the BIA;
 - c. assist the auditor in the preparation of the financial statements of the BIA;
 - d. prepare and distribute the proposed annual budget in accordance with the requirements of the City; and,

- e. prepare and present a financial status report for the Board's review and consideration at each regular meeting.
- v. The Past Chair shall provide support, guidance, and continuity of knowledge and practice to the Board.
- vi. The Chair, in consultation with the Secretary and other members of the Board as required shall establish the agenda for each meeting, based on the matters submitted before the agenda distribution deadline.
- vii. Directors are entitled to submit agenda items for consideration by forwarding them to the Secretary before the agenda distribution deadline.

III. ELECTRONIC MEETINGS

- i. BIA's may hold electronic meetings. Any Director, Member, or Non-Voting Member participating in an electronic meeting shall be deemed to be present at the meeting for all purposes, including determination of quorum, and are entitled to participate in all aspects of the meeting.
- ii. The format and platform for the electronic meeting may be established by the Board.
- iii. In the event of an electronic meeting, an electronic link or other participation instructions must be provided in the meeting Notice, and any saved or archived records of the meeting must be maintained as minutes.

IV. VOTES

- i. Every Director has a vote on all motions, unless prohibited by law in which case the Secretary shall record the name of the Director who does not vote and the reason for not voting.
- ii. The Directors shall vote on any motion arising at any meeting of the Board. All motions must be seconded before proceeding to a vote.
- iii. Motions may include:
 - a. motion to approve or adopt an item;
 - b. motion to receive an item;
 - c. motion to postpone or refer an item; and,
 - d. motion to adjourn the meeting, provided the motion is not made when another Director is speaking, a vote has been called, the Directors are

voting, or a Director has indicated to the Chair a desire to speak on the matter under consideration

- iv. A majority of votes shall decide each motion.
- v. A tie vote means a motion does not carry.
- vi. Members have the right to abstain from voting.

V. DEPUTATIONS

The Board may hear depositions from the public at its discretion and may set limits on the speaking time.

VI. DETERMINATION OF MOTIONS

All motions arising at any General Meeting, other than those arising under new business, shall relate to an item on the agenda for that meeting, and the Chair shall have the right to determine whether a motion is in order. All questions shall be decided by a majority vote unless otherwise stated in this by-law or as required by law. At all meetings, every motion shall be decided by a show of hands unless a ballot on the motion is required by the Chair or requested by a Member. The Chair shall declare that a motion has been carried or not carried. The motion shall be entered into the minutes of the General Meeting. It is not necessary to record the number or proportion of the votes.

VII. NOTICE

Any notice of meeting shall be in writing and shall be delivered, mailed by prepaid mail, sent by facsimile, or sent by email. Notices that are:

- a. delivered personally shall be deemed to have been received upon receipt;
- b. transmitted by facsimile or email shall be deemed to have been given on the next Business Day following the day they were sent;
- c. mailed shall be deemed to have been given on the fifth Business Day following the date they were mailed.

A copy of all Notices must be provided to the City Clerk.

SCHEDULE C

FINANCIAL ACCOUNTABILITY REQUIREMENTS

I. ANNUAL BUDGET

- i. The Board shall prepare a proposed budget for each fiscal year by the date and in the form as set out in Schedule 1 to Schedule C or as amended from time to time.
- ii. The Board shall submit its budget to Council and Council may approve it in whole or in part but may not add expenditures to it.
- iii. The money to be collected from the Members by the City on behalf of the BIA shall be paid by the City Treasurer to the Board from time to time as follows:
 - a. An interim payment in amount of 50% of the prior year's approved levy upon receipt of a current year Board approved budget.
 - b. A final payment in the amount of the current year approved levy less any interim payment as noted in (a) upon receipt of the prior year's audited financial statements. The final payment will be reduced by any previously approved and committed funding for capital repayments to the City.
 - c. A holdback of 5% of the current year levy will be retained by the City and released at the end of each fiscal year. This holdback will be used by the City to fund any reduction in levy that occurs during the year. Any additional levy received during the year will be added to the holdback payment.
- iv. The Board is responsible to ensure that expenditures made are in accordance with the approved budget and that expenditures do not exceed revenues such that an operating deficit is incurred.

II. ANNUAL VARIANCE REPORTING

- i. Budget variance reporting shall be completed and presented to the Board at a minimum semi-annually or more frequently as requested by the Board.
- ii. An annual variance report shall be presented in conjunction with the current year budget to the Members and Non-Voting Members at the annual General Meeting.

III. ANNUAL FINANCIAL STATEMENTS

- i. The Board is responsible to ensure that the financial information relating to each fiscal year end is provided to the auditors in a timely manner but no later than ninety days following the fiscal year end.
- ii. Audited financial statements are required to be presented in conjunction with the annual report to Council.

IV. RESERVE FUNDS

- i. Any levy that is collected and not used in a current year shall be placed in a general operating reserve to be used in a subsequent year at the discretion of the Board. Expenditures from the reserve must be compliant with the Municipal Act and aligned with those that would typically be undertaken by the BIA. Where possible use of the reserve as a funding source is included in a budget submission the funding must be clearly identified as coming from the general operating reserve.
- ii. At no time shall the general operating reserve reach a level that exceeds 25% of the annual year's levy. Should the general operating reserve reach a level that is in excess of this maximum amount, the Board is required to develop a plan that will expend the funds with said plan being presented as part of the annual budget submission for approval by Council. The excess funds shall be included as a revenue source in the annual operating budget for the year in which the funds will be spent in accordance with the plan.
- iii. The Board may provide in its annual budget the establishment and maintenance of a specific purpose reserve fund to be used for special projects and or initiatives. Funds which are placed into these special purpose reserves must be used for the intended purpose. Reuse/redirection of funds previously set aside requires the approval of Council.
- iv. A separate schedule of transactions made from either the general operating and specific purpose reserves from the preceding year shall be included as a document in the annual financial statements.

V. INVESTMENTS

- i. Where there are funds on hand in excess of current operating requirements, the Board may, in their discretion, approve the placement of those excess funds in short and/or medium term (no greater than five

years) interest bearing deposits with a Schedule I bank or credit union with consideration of the following:

- a. Legality
 - a. Preservation of capital
 - b. Risk
 - c. Liquidity
- ii. Where funds are invested with a credit union, proof that the credit union meets the financial reporting requirements as defined by the Municipal Act must be obtained prior to the placement of the deposit and renewed annually through the period of time that the investment is held.
- iii. The term of the investment should not extend beyond the time for which the funds will be required.
- iv. Interest received from the investment of excess funds should be deposited into the BIA general account and can be used in support of expenditures that are consistent with items included in approved budgets.
- v. An annual report of investments and yields shall be prepared and presented at the annual General Meeting and included in the annual report to Council.

VI. BANKING AND SIGNING AUTHORITY

- i. The designation of a financial institution for the deposit and disbursements of funds on behalf of the BIA is the responsibility of the Board.
- ii. The disbursements of funds shall be by cheque or electronic form wherever possible/practical and in all cases where the disbursements are in excess of \$100.00 it shall be by way of cheques which shall bear at a minimum two signatures, namely that of the Chair and Vice-Chair. Alternate signing authorities may be granted to either the Treasurer and/or the Secretary who may sign a cheque in the place of a primary signature. At no time can a cheque bear the signature of two alternate signatories. Where electronic payment methods are in place, an approval process which aligns with the cheque signing process noted above shall be utilized as authorization to release payment.
- iii. The use of a business credit card for purposes of purchases may be utilized where practical. The Board is responsible to ensure that only authorized individuals are provided with a business credit card and that monthly statements are regularly reviewed and reconciled.

- iv. Where a BIA utilizes the position of Executive Director, in addition to the Chair and Vice-Chair, this position may be designated by the Board as a primary signatory for banking purposes.
- v. Under no circumstances will an individual authorize any payment to or sign any agreement or other document in relation to themselves, their spouse, partner, children or step-children, parents or step-parents, grandparents or step-grandparents, siblings or step-siblings.
- vi. Reimbursement for expenditures incurred on behalf of the BIA must be accompanied by a supporting invoice and be in compliance with the BIA's travel and business expense policy.
- vii. Bank reconciliations shall be completed and independently reviewed by the Treasurer on a regular monthly basis but no less than quarterly. Bank reconciliations shall be presented to the Board for approval.
- viii. Consideration will be given to the appropriateness of in-kind services. Where such services have been deemed appropriate the Treasurer must ensure that value is determined with regards to regulatory or legislative reporting and further that all in-kind services are identified in the annual report.

VII. BOOKS AND RECORDS

- i. The Secretary shall ensure that all necessary books and records required by the Board or by any applicable law are retained and preserved in a secure manner. The Secretary shall ensure that appropriate record and retention protocols are in place to ensure the appropriate safeguarding of all records and to ensure that such books and records remain readily available for inspection by Directors, auditors and others upon the approval of the Board.
- ii. Under section 2(3) of the Municipal Freedom of Information and Protection of Privacy Act, records relating to the business of the Board are accessible to the public upon request.

VIII. CASH HANDLING

- i. All cash must be immediately recorded upon receipt.
- ii. Cash must be kept secure at all times – lockable cash register, safe, floor safe, locked storage, etc. The safeguarding of cash should take into account the amount of cash on hand during various periods.

- iii. Active cashiering or cash counting stations are not to be left unattended, at any time, without being properly secured. Physical access to cash shall be restricted to authorized personnel.
- iv. Special events should be adequately supervised with appropriate internal control measures in place to ensure that all funds received from the event are appropriately tracked with appropriate audit trails in place with funds immediately deposited.
- v. The use of cash for payment of services should be limited and in no case should exceed \$100.

IX. BOOKEEPING

- i. The use of a bookkeeper for financial record keeping is strongly encouraged and may be established by the Board.
- ii. Where bookkeeping services are determined to be appropriate the terms and conditions, including fees, should be evidenced through a formal agreement.

X. REGULATORY FILINGS

- i. The Board is responsible to ensure that the BIA obtains any required registrations with the Canada Revenue Agency and obtains, if required, a corporate business identity number to be used for purposes of any required filings inclusive of payroll and HST.
- ii. The Board must ensure that appropriate processing of any required payroll is completed in full compliance with all Canada Revenue Agency requirements relative to processing, reporting and remittances.
- iii. The Board is responsible to ensure that payroll implications for any services provided to the BIA are appropriately considered and managed.
- iv. The Board is responsible to ensure that all regulatory filings with regards to Harmonized Sales Tax are completed on a timely basis.
- v. The Board must also ensure that any other regulatory filings with Canada Revenue Agency A or other level of government is completed in full compliance as defined by those entities.

XI. GRANTS

- i. BIA's are encouraged to seek alternative funding sources from upper levels of government such as grants to be used in support of planned events and activities
- ii. Where grant applications are submitted and accepted, Board approval to proceed with documentation to finalize the grant must be obtained.
- iii. The Board is responsible to ensure that all required reporting, documentation and/or claims submission are completed in full compliance with the grant provider so as to not jeopardize the receipt of funding.

Schedule 1 – Annual Budget and Variance Report Template

BIA Name	Summary Page		
	Previous Year	Previous Year	Current Year
	Approved Budget	Projected Actual	Proposed Budget
REVENUE			
BIA Levy		\$ -	\$ -
<u>Government Grants</u>			
Federal or Provincial			
Municipal			
<u>Other Revenue</u>			
Donations			
OTHER: PLEASE SPECIFY			
Rent			
Sponsorships			
Promotions & Events Revenue			
TOTAL REVENUE	\$ -	\$ -	\$ -
EXPENDITURES (includes non-recoverable HST)			
Total Administrative		\$ -	\$ -
Total Capital		\$ -	\$ -
Total Marketing		\$ -	\$ -
TOTAL EXPENDITURES	\$ -	\$ -	\$ -
Surplus/Deficit	\$ -	\$ -	\$ -

ACCUMULATED SURPLUS(DEFICIT)

Beginning Balance		\$ -	\$ -
Use of Reserve			\$ -
Addition to Reserve			
Ending Balance		\$ -	\$ -

BUDGET DECLARATION TO BE SIGNED AFTER AGM

Board of Management Approval			General Membership Approval		
Date	Month	Year	Date	Month	Year
Signature of Chair		Date	Signature of Treasurer		Date
<i>If budget is prepared by someone other than the Treasurer, please provide the name of the contact person below:</i>					
Name: _____ Phone Number: _____ Email Address: _____					

BIA Name Administrative Expenses		Previous Year	Previous Year	Current Year
		Approved Budget	Projected Actual	Proposed Budget
Staff	Salaries/Wages/Benefits			
Other Admin.	Accounting			
	Audit			
	AGM Expenses			
	Meeting Expenses (non AGM)			
	Bank Charges			
	Conferences/Seminars			
	Consultants			
	Donations			
	Strategic Plan			
	Memberships			
	Subscriptions			
	Insurance			
	Legal			
	Telephone			
	Postage & Courier			
	Transportation & Travel			
	Office Supplies			
	Office Equipment/Furniture/Maintenance			
	Printing			
	Storage/Maintenance			
	Rent/Lease			
	Utilities			
	Other: (please specify)			
Total Administrative Expenses		\$ -	\$ -	\$ -

BIA Name Capital Expenses		Previous Year	Previous Year	Current Year
		Approved Budget	Projected Actual	Proposed Budget
Capital				
(Only include BIA portion of any cost-share initiatives)	City of Windsor Loan Repayment			
	Street Furniture			
	Benches			
	Alley Enhancements			
	Signage			
	Decorative Lighting			
	Decorations-Seasonal			
	Decorations-Other			
	Banners			
	Murals			
	Planters			
	Hanging Baskets			
	Signage			
	Technical/Professional Services			
	Other: (please specify)			
General Maintenance				
	Flowers/Plants/Trees			
	Snow Removal			
	Decorations			
	Hydro			
	Graffiti Removal			
	Power Washing			
	Needle Collection			
	Street Cleaning			
	Broken Windows			
	Miscellaneous Repairs			
	Permit Fees			
	Security			
	Other: (please specify)			
Total Capital Expenses	\$ -	\$ -	\$ -	

BIA Name		Previous Year	Previous Year	Current Year
Communications/Marketing/Promotions & Events		Approved Budget	Projected Actual	Proposed Budget
Communications				
	Memberships			
	Subscriptions			
	Professional Development			
	Travel			
	General Meeting Expense			
	Board/Committee Meeting Expense			
	Budget Meeting Expense			
	Conference Expense			
	Internet/Website			
	Public Relations/Liaison			
Advertising and Marketing				
	Advertising			
	Printing – (Flyers, Brochures, etc.)			
	Marketing Design			
	Branding			
	Retail Recruitment			
	Social Media			
	Signage			
	Sponsorships			
	Newsletter			
	Website Development/Maintenance			
	Other: (please specify)			
Promotions & Events				
	Canada Day			
	Christmas			
	Easter			
	Spring Event (Please specify)			
	Summer Event (Please specify)			
	Fall Event (Please specify)			
	Winter Event (Please specify)			
	Signature Event 1 (complete tab)			
	Signature Event 2 (complete tab)			
Total		Consolidated City Council Agenda - April 24, 2023	\$ -	\$ -

BIA Name		Previous Year	Previous Year	Current Year
Signature Event 1 - Supporting Information		Approved Budget	Projected Actual	Proposed Budget
Event Name:				
Event Dates:				
Revenues				
Must be shown on Cover Page	BIA Contribution			
	Federal/Provincial Grant			
	Municipal Grant			
	Donations			
	Sponsorships			
	Festival Revenue			
Total Revenues		\$ -	\$ -	\$ -
Expenditures				
	Consultants			
	Entertainers			
	Fees - EMS			
	Fees - Police			
	Permits			
	Signage			
	Barricades			
	Advertising/Promotion			
	Waste Handling/Removal			
	Porto-potties			
	Staging			
Total Expenditures		\$ -	\$ -	\$ -
Notes: Please provide description of the event				

BIA Name		Previous Year	Previous Year	Current Year
Signature Event 2 - Supporting Information		Approved Budget	Projected Actual	Proposed Budget
Event Name:				
Event Dates:				
Revenues				
Must be shown on Cover Page	BIA Contribution			
	Federal/Provincial Grant			
	Municipal Grant			
	Donations			
	Sponsorships			
	Festival Revenue			
Total Revenues		0.00	0.00	0.00
Expenditures				
	Consultants			
	Entertainers			
	Fees - EMS			
	Fees - Police			
	Permits			
	Signage			
	Barricades			
	Advertising/Promotion			
	Waste Handling/Removal			
	Porto-potties			
	Staging			
Total Expenditures		0.00	0.00	0.00
Notes: Please provide description of the event				

BIA Name

Previous Year Actual Expenditures

Explanation of Significant Variances (Previous Year Projected Actual vs. Previous Year Approved Budget):

SUMMARY

(Include Previous Year accomplishments; also indicate what was not accomplished in the Previous Year and why)

1. Previous Year Accomplishments

--

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

--

Variance
-

3. Promotions, Events & Other Revenues

--

Variance
-

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

--

Variance
-

5. Capital & General Maintenance

--

Variance
-

7. Communications, Marketing, Promotions & Events

--

Variance
-

8. Harmonized Sales Tax (HST) Rebates

--

Mandatory

BIA Name

Current Year Proposed Budget

Explanation of Significant Variances (Current Year Proposed Budget vs. Previous Year Approved Budget):

SUMMARY

(Include any other pertinent information)

1. Current Year Goals and Objectives

--

Mandatory

REVENUES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each section below*

2. Grants, Donations & Sponsorships

--

Variance
-

3. Promotions, Events & Other Revenues

--

Variance
-

EXPENDITURES

*Provide explanations for significant variances only, i.e. **plus or minus 10%** variance for each category below*

4. Administration

--

Variance
-

5. Capital & General Maintenance

--

Variance
-

7. Communications, Marketing, Promotions & Events

--

Variance
-

SCHEDULE D

RECORDKEEPING AND RETENTION REQUIREMENTS

I. DEFINITION OF A RECORD

- i. A record is defined as any record of information however recorded, whether in printed form, on film, by electronic means or otherwise, and includes; correspondence, a memorandum, a book, a plan, a map, a drawing, a diagram, a pictorial or graphic work, a photograph, a film, a microfilm, a sound recording, a videotape, a machine readable record, any other documentary material, regardless of physical form or characteristics, and any copy thereof.

II. RECORDS RETENTION

- i. All Directors and BIA employees and volunteers are responsible for the retention of documents related to the business of the BIA.
- ii. A record of the Board may only be destroyed in accordance with section 255(1) of the Municipal Act and if the retention period has expired or the record is a copy of an original report or record.
- iii. All Board meeting minutes, agendas and any related documents and reports shall be considered permanent records and be kept in perpetuity.
- iv. Any other records related to the business of the BIA as defined above shall be kept for a period of seven years.

III. RECORDKEEPING REQUIREMENTS

- i. All Directors, employees and volunteers shall take care to ensure that all records of the Board are preserved in a secure and accessible manner.
- ii. Directors shall ensure that the personal privacy of individuals and economic interests of third parties are protected through proper physical records storage (locking filing cabinets) and secure electronic storage (password protecting files).
- iii. When conducting BIA business, Directors are encouraged to communicate using official Board issued email addresses, phone numbers, and technology where available.

Insert Company Logo Here

APPENDIX 1 - NOMINATION FORM
ELECTION TO BUSINESS IMPROVEMENT AREA BOARD

Member Type - Nominator:

- Commercial Property Owner
- Commercial Tenant
- I am eighteen years of age or over.

Nominator (full name): _____

Organization: _____

Email: _____

Address: _____ **Telephone No:** _____

Nominator

I, _____ hereby nominate _____ for a position on the Board of Directors of the BIA Board for the term expiring November, 2026.

Signed: _____ Date: _____
(Nominator's signature)

Member Type - Nominee:

- Authorized Representative of Commercial Property Owner
- Authorized Representative of Commercial Tenant (must be employed by the Member's business)
- I am eighteen years of age or over.

Nominee (full name): _____

Organization: _____

Email: _____

Address: _____ **Telephone No:** _____

Nominee

I, _____ agree to stand for election to the Board of Directors of the BIA Board and, if elected, I am prepared to devote the time and energy required of me to promote the best interests of the Business Improvement Area.

Signed: _____ Date: _____
(Nominee's signature)

Please return to **xxxxxxx** in a sealed envelope marked **"BIA Nomination"**
For questions or further information, please contact:

Name & email of BIA Contact

Nominations will be accepted until 10:00 am on **XXXX**

Item No. 13.7

BY-LAW NUMBER 50-2023

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 24th DAY OF April, 2023

Passed the 24th day of April, 2023.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this special meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - April 23, 2023
Second Reading - April 23, 2023
Third Reading - April 23, 2023

Essex Terminal train whistle noise

(Documented by John-Karel West)

Note: there are dates missing from October's documentation. I didn't start making a note of the noise on a regular basis until it became clear it wasn't going to stop. As of early October, it's been happening on a daily basis, with only the occasional break here and there. Sometimes we don't even get weekends off. Times during "normal work hours" aren't always documented, although some days the train whistle will sound in the afternoon almost constantly for an hour or more. The "long, long, short" pattern will often be heard three times in a rapid succession. Sometimes it's "long, long, short, long", or some other sequence that doesn't seem to follow any logic at all.

2022

October 6

Morning: started around 7:00 am, regularly until 8:00
Started again at 10:47

October 7

Started at 10:00 pm
Still going (and louder) at 11:24

October 10

6:50 am

October 12

6:50 am, 8:30

October 13

6:45 am, 8:00

October 14

8:15 am

October 27

7:15 am

November 4

11:30 pm

November 7

6:45 am

November 10

10:30 p.m. to midnight, almost nonstop

November 11

6:50 am

November 14

6:50 am

November 16

6:15 am

November 22

11:36 pm

November 23

Morning: 1:07-1:42 a.m. almost nonstop, again at 7:26, and all throughout the day

Night: 11:11 p.m., 11:30 (repeatedly)

November 24

Morning: 6:52 am

Night: 11:30 pm

November 25

Morning: 12:02-12:12 am, 6:47, 10:40

Afternoon: 4:00

Night: 6:34, 9:16, 9:21, 9:28, 9:43, 9:46, 9:50, 9:52

November 26

7:00-7:45 am

November 27

Morning: 8:24

Afternoon: 5:21, 5:24, 5:26, 5:27

November 28

Morning: 12:10 am, 6:44

Afternoon: 2:50, 4:06, 5:23, 5:53, 5:57, 6:03, 6:04, 6:06

Night: 9:52, 9:59, 10:00, 10:07, 10:38

November 29

Morning: 7:16 (about ten times)

Afternoon: repeatedly from 1:00 on, 2:50, 5:06

Night: 8:23, 11:00, 11:24

November 30

Morning: 6:44

Afternoon: 2:19

Night: 9:57, 9:59, 10:03, 10:05, 10:23, 10:46, 10:48, 10:49, 10:53, 10:54, 10:58, 11:02

December 1

Morning: 7:05, 8:12, 8:14, 8:15, 8:16, 8:17, 8:18, 8:23, 8:43

December 2

Afternoon: 12:58

Night: 10:07, 10:08, 10:32, 10:34, 10:37, 10:38

December 3

Morning: 8:33, 8:34, 8:42, 8:44, 8:46, 8:52

December 4

Morning: 7:40, 7:54, 8:10, 8:15

December 5

Morning: 6:55, 6:59, 7:02, 7:13, 7:14, 7:16

Night: 10:53, 10:56

December 6

7:12 am

December 7

Afternoon: 2:00, 2:40

Night: 5:38, 6:30, 9:02, 9:05, 9:22, 9:25, 9:30, 9:33, 9:51, 9:54, 9:55, 9:58, 10:00, 10:01, 10:53, 11:55, 11:57, 11:59

December 8

Morning: 7:21, 7:23

Night: 10:56, 11:01, 11:04

December 9

Repeatedly at 10:55 pm, 10:58

December 12

Morning: 6:50

Night: 10:08, 10:10, 10:12, 10:16, 10:32, 10:33, 10:35

December 15

Night: 10:30, 10:31, 10:33, 11:14, 11:17, 11:24

December 16

Morning: 7:27, 7:31, 7:39, 8:02

Night: 10:30 (it's been going repeatedly since before 10:00), 10:32, multiple times until 11:19

December 19

Morning: 7:05 am, 7:09, 7:12

Night: 10:38

December 20

Night: 10:10, 10:36, 10:39, 10:40, 10:42

December 21

Morning: 6:42, 6:43, 6:44 (twice)

Night: 10:18, 10:19, 10:21

December 22

Night: 5:33, 10:40 (8 times), 10:41

December 23

Morning: 12:23, 6:52, 6:57

December 24

12:11 a.m. (about eight times), 12:12

December 26

Night: repeatedly at 6:05 (about ten times in a row), 6:06, 6:07, 6:08, 10:37 pm, 11:23

December 27

Morning: 7:30

Night: 10:47, 10:54, 10:58, 11:00, 11:01, 11:02, 11:26, 11:29, 11:30

December 29

Morning: 12:12, 12:16, 12:17

For about 90 minutes straight during the afternoon, starting around 12:30 pm

Night: 9:35 (7 times), 9:36, 9:42, 9:51, 10:09, 10:19, 10:33, 10:47, 10:49, 10:50, 10:53, 10:55, 10:56

December 30

Morning: 7:05

Night: 11:23, 11:25, 11:27

December 31

Morning: 8:25, 8:28, 8:30

2023

January 4

Morning: 6:55, 7:03

January 5

Night: 9:30, 9:32, 10:03, 10:24, 10:28, 10:32, 10:33, 10:51, 10:53, 11:14

January 6

Morning: 6:48, 6:50

Night: 10:19, 10:21, 10:46, 11:06, 11:09 (seven times), 11:11, 11:14

January 7

Night: 10:21

January 8

Morning: 8:47, 8:50

January 9

Morning: 6:55, 6:57, 7:01, 7:02, 7:04

Night: 11:03, 11:04, 11:10, 11:20, 11:23, 11:27, 11:46, 11:48, 11:49, 11:52, 11:53, 11:54

January 10

Night: 7:46, 9:24

January 11

Morning: a single blast at 8:09 am

Night: 11:28 pm, 11:59, 12:10 am, 12:14

January 12

Morning: 8:41, 8:44

Afternoon: 3:47, 3:48, 3:50, 4:35, 4:36, 4:38

Night: 5:58 (six times), 5:59, 6:01

January 13

Morning: 6:48, 7:15, 7:45, 7:48 (seven times), 7:49 (five times), 7:58, 7:59, 8:14, 8:15

Afternoon: about 20 minutes straight from 3:55 pm, 4:19 (eight times), 5:10, 5:12, 5:14, 5:15

Night: 11:23, 11:25, 11:32, 11:34, 11:38

January 14

Morning: 8:08, 8:14, 8:15 (seven times)

Night: 11:11

January 15

Morning: 8:27

January 16

Morning: 7:25

Night: 5:36, 6:41, 11:52, 11:53

January 17

Morning: 7:31, 7:35, 7:36

Afternoon: 4:22, 4:26, 4:28, 4:30

January 18

Morning: 12:58 a.m., 1:00, 1:01 7:12, 7:15, 7:39, 7:41, 7:43, 7:46 (seven times), almost nonstop from 9:40 to 11:00 a.m.

Afternoon: 12:15 pm, 12:19, 12:20, 12:35, 1:49, 1:50 (six times), 2:15, 2:20, 3:20, 3:30, 3:33, 3:35, 3:37, 3:39, 3:40, 3:41, 3:42, 3:44, 3:46, 4:45-5:15 (repeatedly)

Night: 6:12, 6:13, 6:14

January 19

Afternoon: almost constant from 3:20 to 4:10

Night: 6:15, 6:20, 6:21, 6:25, 6:29, 6:31, 6:47, 6:51, 6:52

January 20

Morning: 1:14, 1:15, 1:19, 1:21, 6:48, 6:50, 6:51 (eight times), 6:55, 6:57, 7:11, 8:16, 8:18, 8:19, 8:22, 8:52, 9:52, 9:53, 9:55, 9:58, 10:00, 10:05, 10:20, 10:29, 10:34, 10:35, 10:36, 10:37, 10:54, 10:55, 10:56, 10:57, 10:59, 11:01, 11:04, 11:05, 11:06, 11:09, 11:28, 11:48, 11:51, 11:52, 11:55 (eight times), 11:56, 11:57, 11:59

Afternoon: 12:00, 12:05, 12:10, 12:25, 12:44, 12:49, 12:51, 12:52 (six times), 1:12, 1:21, 1:27, 2:58, 3:00, 3:47, 3:49, 3:55, 3:59, 4:00, 4:01, 4:02, 4:03, 4:08, 4:10, 4:11, 4:49, 5:20, 5:38, 5:46, 5:54, 5:56

Night: 6:14, 6:33, 6:35, 6:38, 6:42, 6:45 (seven times), 6:48 (eight times), 6:50, 6:51, 6:52, 6:57, 7:41

(87 separate instances of train whistle noise in one day)

January 21

Morning: 6:56, 6:57, 7:01, 8:14, 8:15, 8:32, 8:33, 8:39, 8:56, 8:57, 9:00, 9:01, 9:04, 9:30 (seven times), 9:45, 9:48

Afternoon: 3:35, 3:35, 3:49, 3:51 (eight times), 3:52, 3:53, 5:08, 5:19

Night: 6:35, 11:13

January 22

Morning: 8:59

Afternoon: 2:16, 2:18 (seven times), 2:27

Night: 10:32 (nine times), 10:33 (four times), 10:35

January 23

Morning 6:48

Afternoon: 3:13, 3:14, 3:19, 4:27, 4:29, 5:00, 5:02, 5:08, 5:16, 5:21, 5:26, 5:27, 5:30

Night: 6:30, 6:56, 11:27, 11:30 (seven times), 11:32, 11:33, 11:50, 11:58

January 24

Morning: 12:01 a.m., 12:10, 9:43, 9:48, 9:51, 9:52, 9:54, 10:02, 10:04, 10:05, 10:11, 11:13, 11:15, 11:16, 11:19, 11:20 (seven times), 11:21, 11:27, 11:29, 11:30, 11:45, 11:49

Night: 5:53, 6:07, 6:22, 6:23, 6:26, 6:27, 6:43, 6:44, 6:47, 6:48, 6:58, 7:08, 7:27, 7:28, 7:29, 7:36, 10:35, 10:46

(40 times in all)

January 25

Afternoon: 12:24, 12:26, 12:29, 4:24, 4:25, 4:27, 4:41, 4:44

Night: 6:05, 6:06, 6:09, 11:17, 11:22

January 26

Morning: 1:33, 1:34, 1:35, 1:37

Afternoon: 1:51, 2:57, 3:14, 4:44, 5:34, 5:35, 5:38 (nine times), 5:40

Night: 6:09, 6:14, 10:54, 10:55, 10:58, 10:59, 11:00, 11:01, 11:02, 11:36

January 27

Morning: 12:06, 12:09, 12:10, 12:11 (short, short, short, long), 12:12, 12:33, 7:11, 7:14, 7:20

Afternoon: 3:01, 3:51, 3:52, 3:53, 3:55, 4:03, 4:08, 5:03, 5:05, 5:08, 5:12

Night: 10:07, 10:09, 10:10, 10:11, 10:12, 10:13, 10:15, 10:16, 10:21, 10:24, 10:33, 10:36, 10:55, 10:57 (eight times), 10:58, 11:01

(36 times in all)

January 28

Morning: 7:50, 9:40, 9:53, 9:56 (seven times), 10:30

Night: 9:43, 9:45, 9:47, 9:48, 9:51, 10:59, 11:02

January 29

Morning: 9:43, 9:45, 9:47, 9:52, 10:17, 10:18, 10:25, 10:31

Afternoon: 2:35 (one incredibly loud blast)

Night: 6:48 (eight times), 6:49

January 30

Morning: 9:52, 9:58

Afternoon: 12:21, 12:23, 12:29, 1:53, 2:17, 2:31, 2:34, 2:35, 2:38 (nine times in rapid succession), 2:39, 2:41

Night: 6:22, 6:23, 6:25, 6:27, 6:32

January 31

Afternoon: 3:10 (seven times), 4:07, 4:08, 4:09, 4:35, 4:36, 4:37, 4:38 (eight times), 4:41

Night: 6:56, 10:13, 10:29, 10:38

February 1

Morning: 12:21 (one huge, incredibly loud blast that tore me out of sleep), 12:22, 12:25, 6:50, 8:33, 9:45 (seven times), 9:51, 9:52, 9:54

Afternoon: 2:05, 2:09, 2:19, 2:20, 2:23, 2:24, 3:59, 4:00, 4:01 (six times), 4:05, 4:13, 4:47

Night: 6:12, 6:23, 6:24 (seven times), 6:28, 6:29, 7:28, 7:48

February 2

Morning: 12:39, 12:40, 12:43 (seven times), 12:45, 12:46, 2:35, 6:59 (about ten times in rapid succession), 7:04, 7:07, 7:12, 7:18, 10:12

Afternoon: 12:15, 3:06 (seven times), 3:08, 4:04, 4:10, 4:12, 4:16, 4:19, 4:44, 4:46, 4:47, 4:48, 4:50, 5:10, 5:55

Night: 7:24

February 3

Morning: 1:49, 7:10, 7:30, 8:08, 8:09, 8:11, 8:14 (seven times), 10:01

Afternoon: 1:38, 3:25, 5:17 (eight times)

Night: 6:57 (seven times), 6:58, 7:01

February 4

Morning: 9:46

Afternoon: 3:46, 3:49, 4:15, 4:31, 4:32

Night: 9:45, 9:47, 9:48, 9:49 (eight times), 9:50, 9:52 (seven times), 9:53, 9:58, 10:09, 10:12, 10:19, 10:36, 10:37, 10:40, 10:41 (seven times), 10:42, 10:49, 10:54, 11:22

February 5

Morning: 7:26 (single blast), 7:50 (single blast), 7:51, 7:56, 7:58, 8:14, 8:56, 9:33

Night: 9:59, 10:01, 11:23 (seven times), 11:25, 11:26

February 6

Morning: 6:45, 6:47, 10:13

Afternoon: 5:51

Night: 6:55, 7:05, 10:24

February 7

Morning: 3:00, 6:45 (almost nonstop for the next half-hour), 9:11, 9:22, 10:00, 10:03, 10:06, 10:07 (seven times), 10:10 (six times), 10:11, 10:12, 10:13, 10:14, 10:15, 11:45

Afternoon: 3:12, 3:14, 3:17 (seven times), 3:18, 3:20, 4:23, 4:24, 4:26, 4:32, 4:49, 4:55, 5:05, 5:07, 5:31, 5:32, 5:33, 5:35, 5:57

Night: 6:13, 10:23, 10:35, 10:39, 10:41, 10:42, 10:45 (six times), 10:46, 10:48, 10:49, 10:55, 11:04

(45 times in all)

February 8

Morning: 6:41 (seven times), 6:47

Afternoon: 4:40, 4:42, 4:44

Night: 6:03, 7:49, 7:57, 11:21

February 9

Afternoon: 1:04, 3:39, 3:40, 3:45, 4:23, 4:24, 4:27, 4:28, 4:30, 4:46, 5:52

Night: 6:06, 10:01, 10:04 (seven times), 10:05, 10:07, 10:25, 10:28, 11:00, 11:04, 11:28, 11:31, 11:32, 11:35

February 10

Morning: 6:52, 6:56

Afternoon: 3:21, 3:23, 3:24, 3:30, 4:03, 4:06, 4:11, 4:24, 4:38, 4:41, 4:49, 5:17, 5:36, 5:38, 5:39, 5:42, 5:44 (six times), 5:49 (eight times; so loud, it sounded like the train was inside our house), 5:59

Night: 6:00, 6:03, 7:08, 7:09, 7:11, 7:14, 11:35, 11:43, 11:45, 11:49, 11:51, 11:54

February 11

Morning: 9:56, 10:02, 10:04, 10:23, 10:43, 11:30

Afternoon: 5:49, 5:51, 5:53, 5:57

February 12

Morning: 8:23, 8:33, 8:38, 8:43, 8:58, 9:21, 9:24, 9:35, 9:47, 9:48, 9:57, 10:06, 10:10, 11:09, 11:11, 11:13, 11:16, 11:22, 11:26

Afternoon: 1:30, 4:51, 4:58, 5:37, 5:38, 5:42, 5:43

February 13

Morning: 7:16 (six times), 7:21 (about ten times in a row), 7:27, 7:29, 8:11, 8:18, 8:19, 8:20, 8:21, 11:13

Afternoon: 2:37, 2:44, 2:55 (about ten times in a row), 2:57, 2:59, 3:11, 3:26, 4:22, 4:25, 4:45, 4:54, 4:55, 4:56, 4:59, 5:41, 5:43, 5:44, 5:47, 5:53, 5:54

Night: 6:16, 6:31, 6:40, 6:42, 6:52, 6:55, 6:58 (seven times), 7:01, 7:03, 7:05, 7:09, 7:15, 10:16, 10:17, 10:23, 10:40, 10:59, 11:16, 11:18, 11:21 (eight times), 11:22, 11:23

(52 times in all)

February 14

Morning: 6:53, 6:59, 8:54, 10:26

Afternoon: 12:10, 1:40, 2:43, 5:41

Night: 6:01, 7:04, 10:48 (ten times in a row), 10:49

February 15

Morning: repeatedly starting at 7:00

Afternoon: 3:10, 3:39, 3:41, 3:44 (seven times), 3:45, 3:47, 4:26, 4:28, 4:45, 4:47, 4:48, 4:52, 4:59, 5:00, 5:01, 5:18, 5:23, 5:25, 5:37, 5:45, 5:46, 5:47, 5:48, 5:53, 5:54, 5:56

Night: 7:06, 7:08, 7:09, 7:11, 9:45, 9:51, 9:54

February 16

Morning: 10:22, 10:23, 10:48, 10:55, 11:49

Afternoon: 4:07, 4:09, 4:15, 4:19, 4:21 (so loud it might as well have been inside our house), 4:22, 4:23

Night: 10:14, 10:15, 10:16, 10:18, 10:26, 10:28, 10:32, 10:37, 10:48, 10:49, 10:50, 10:58, 11:01, 11:11

February 17

Morning: 7:10

Afternoon: 3:37 (eight times in a row), 3:38 (long, long, long, long), 4:18, 4:19, 4:22, 4:24 (seven times), 4:36, 5:31, 5:33

Night: 6:39, 10:43, 11:03, 11:04

February 18

Morning: 8:54, 10:05, 10:24

Afternoon: 1:40, 3:32, 3:34, 3:36

February 19

Morning: 8:21, 8:25, 8:26, 8:29, 9:55, 9:56, 9:57, 9:58, 9:59, 10:00, 10:01, 10:02, 10:32

Afternoon: 5:51

Night: 6:47, 9:33, 9:37, 9:39, 10:04, 10:11, 10:15, 10:18 (six times), 10:19

(Even on a Sunday we don't get any peace)

February 20 (Family Day)

Morning: 6:47, 6:48 (short, short, short, long), 6:50

Afternoon: 2:24

Night: 6:51, 6:54, 11:15 (two blasts, so loud it sounded like the train was in our house)

February 21

Morning: 6:54, 6:59, 7:02, 7:21, 7:23, 8:45, 8:47, 9:50, 9:53, 10:05, 10:15, 10:46, 10:52 (eight times in a row), 10:54, 11:50

Afternoon: 12:30, 2:42, 2:50, 3:00, 3:02, 3:03, 3:04, 4:02, 4:07, 4:09, 4:11, 4:22, 4:24, 4:26, 4:28, 4:42, 4:54, 4:59, 5:00 (seven times in a row), 5:09, 5:18

Night: 6:07, 6:08, 6:09, 10:27 (five times), 10:28, 10:37

(42 times in all)

February 22

Afternoon: 4:10, 4:13, 4:20, 4:22, 4:25, 4:34, 4:37, 4:38, 4:40, 5:57

Night: 8:46, 10:23, 10:26, 10:28, 10:36, 10:43, 10:49, 10:59, 11:22, 11:24, 11:26

February 23

Afternoon: 3:56 (so loud it sounded like it was in our house), 4:00, 4:02, 4:03, 4:05, 4:20, 4:22, 4:28, 4:31, 4:32, 4:34 (ridiculously loud again), 4:35 (seven times), 4:39, 4:40, 5:27, 5:34 (six times), 5:36, 5:37, 5:38, 5:39, 5:41, 5:42, 5:43, 5:46, 5:52

Night: 9:37, 9:38, 9:41, 9:50, 10:51, 10:53, 10:56, 10:57 (ridiculously loud), 11:01 (seven times), 11:02, 11:05, 11:09 (ridiculously loud), 11:10, 11:13, 11:17, 11:21, 11:42

(42 times in all)

February 24

Morning: 8:46, 8:48, 9:37, 9:38, 9:40, 9:41, 9:44, 9:46, 9:48, 9:50, 9:51 (eight times), 9:53, 10:00, 10:34, 10:35, 10:40, 10:41, 10:42, 10:44, 10:51, 10:54 (eight times), 10:57, 10:58, 11:01, 11:05

Night: 7:00, 7:30

February 25

Morning: 12:22, 9:38, 11:20

Afternoon: 2:53, 3:42, 3:57, 4:21, 4:30 (eight times), 4:40

Night: 11:18 (five times), 11:20 (eight times – long, long, short, long, short, short, short, long), 11:22, 11:23, 11:37, 11:51

February 26

Morning: 7:43, 8:10, 8:11, 8:12, 8:13 (seven times), 8:16, 8:17, 8:19, 8:29, 8:35, 8:36, 8:38, 8:39, 8:40, 8:41, 8:42, 8:43, 8:45, 8:49, 8:55

Afternoon: 1:24, 1:31, 1:56 (ten times in a row), 1:58, 2:02, 3:18, 3:20, 3:40, 3:47, 3:48, 3:49, 3:52, 3:53 (nine times), 3:57, 4:15

Night: 7:56, 7:58, 8:00, 8:04 (seven times), 8:05 (five times), 8:07

(41 times in all)

February 27

Morning: 8:32

Afternoon: 5:48

Night: 10:33, 10:34, 10:36

February 28

Morning: 8:09, 8:22, 8:23, 8:36

Afternoon: repeatedly around 1:00, 2:40, 3:55, 4:36, 4:47, 4:51, 4:55, 4:56 (eight times)

Night: 7:26, 7:28, 7:29, 10:46, 11:03, 11:06 (so loud it sounded like it was in our house), 11:10 (and again), 11:12, 11:20

March 1

Morning: 8:29, 8:53, 10:40

Afternoon: 12:06, 2:50, 2:51, 2:57, 2:58, 2:59, 3:00, 3:13, 3:29

Night: 6:13, 6:50, 6:51 (nine times), 6:53, 6:54 (eight times), 6:55, 7:24, 7:28, 7:33, 7:54, 11:29, 11:30, 11:32, 11:37, 11:40, 11:44 (five times)

March 2

Morning: 8:35, 8:36, 8:37

Afternoon: 2:55 (eight times), 3:14, 4:20, 4:22, 4:28, 4:32 (so loud it sounded like it was in our house), 4:33, 4:35, 4:39, 4:42, 4:47, 4:49, 5:00, 5:02, 5:03, 5:11, 5:19, 5:25, 5:28, 5:34, 5:37

Night: 6:03, 6:10, 6:15, 6:16, 6:18, 6:23, 6:27, 6:28 (insanely loud), 6:31, 6:36 (six times)

(34 times in all)

March 3

Morning: 9:40

March 4

Morning: 10:02, 10:03, 10:05, 10:06, 10:12, 10:57, 10:58

Afternoon: 4:15, 4:28 (seven times), 4:30

Night: 11:35

March 5

Morning: 9:52 (incredibly loud), 9:53, 9:57, 10:33, 10:36, 10:37, 10:43 (eight times), 10:48, 10:49, 10:57, 10:58, 11:01, 11:02, 11:41, 11:43

Afternoon: 12:17, 2:44

Night: 10:06 (one incredibly loud blast)

March 6

Our first day off since January 3

March 7

Afternoon: 2:29, 3:02, 3:04, 3:45, 3:52, 3:54, 3:58, 3:59

Night: 10:01, 10:02, 10:04, 10:10 (one loud blast), 10:12, 10:14, 10:21, 10:25, 10:31, 10:49, 10:55, 10:56, 10:58, 11:08 (five times), 11:21

March 8

Morning: 7:10, 8:11, 8:14, 8:16, 8:29, 8:33 (very loud), 8:38 (eight times), 8:44

Afternoon: 3:05, 3:06, 5:05 (seven times), 5:07, 5:08, 5:10, 5:18, 5:24, 5:34, 5:36, 5:37, 5:39, 5:40 5:44

Night: 6:50, 10:54 (seven times), 10:55, 10:57 (so loud it sounded like the train was in our house), 10:58, 11:01, 11:02, 11:11, 11:23, 11:24, 11:29, 11:42, 11:51 (five times), 11:54, 11:57

(37 times in all)

March 9

Morning: 12:07 (insanely loud), 6:57, 7:18, 7:19 (seven times)

Afternoon: 3:48, 4:44, 5:15, 6:38, 6:39, 6:44, 7:15, 7:28, 7:29, 7:31, 7:46, 7:47

March 10

Morning: 11:19

Afternoon: 3:59, 4:00 (five times), 4:09, 4:13, 4:19 (five times), 4:22, 4:23 (four long bursts almost overlapping), 4:24, 4:39, 4:46, 4:53 (six times; incredibly loud), 5:56, 5:57

Night: 6:00, 7:47 (eight times; incredibly loud), 7:48 (incredibly loud), 7:49 (and again), 11:28 (seven times; so loud it sounded like the train was in our house), 11:29, 11:31, 11:36

March 11

Morning: 8:46, 8:48, 8:49, 8:50, 8:54 (two blasts), 9:37, 9:38, 9:39 (five times), 9:50, 9:52, 9:56, 9:57 (eight times), 10:01

March 12

Afternoon: 3:32, 3:36, 3:38

March 13

Afternoon: 3:52, 4:06, 4:09, 4:15, 4:25, 4:29, 4:30, 4:32

Night: 7:17

March 14

Morning: 10:00

Afternoon: 3:48, 3:59, 4:08, 4:19, 4:24, 4:25, 4:40, 4:46, 4:50, 4:52, 4:53, 4:55, 5:01

Night: 11:47, 11:48, 11:55

March 15

Morning: 12:10 (five times), 12:17, 12:33, 12:34 (incredibly loud), 12:35, 1:23, 1:24 (incredibly loud), 1:26, 1:33 (one very loud blast), 11:58

Afternoon: 12:00, 12:01, 3:14, 3:15, 4:19, 4:21 (eleven times), 4:40

Night: 6:39 (one incredibly loud blast), 7:40, 7:41, 7:42, 7:43, 7:44, 7:50, 7:54 (incredibly loud), 7:57, 8:12, 8:35 (so loud it sounded like the train was in our house), 8:36, 8:39, 9:53

March 16

Morning: 7:00, 10:26, 10:55

Afternoon: 3:45, 3:47, 3:48, 3:51, 3:52, 3:54, 4:17 (one loud blast), 4:33, 4:35 (eight times), 4:43, 4:45, 5:34, 5:36, 5:37

Night: 6:39, 6:49, 6:50, 6:56, 7:04, 7:06 (eight times), 7:07, 7:09, 7:23, 11:18, 11:20, 11:21, 11:22, 11:23, 11:24, 11:25 (seven times), 11:26, 11:30 (very loud), 11:32, 11:36, 11:41, 11:51, 11:54 (incredibly loud), 11:55 (even louder), 11:58 (so loud it sounded like the train was in our house)

March 17

Morning: 12:00, 12:02, 12:08, 12:38 (incredibly loud; different-sounding horn), 12:41 (and again), 11:03 (single blast), 11:05 (single blast)

Afternoon: 3:54, 3:55, 3:56, 3:57, 4:00, 4:01, 4:02, 4:08, 4:22, 4:48, 4:49 (seven times), 4:57 (loud), 4:58, 5:01

Night: 7:22, 7:34

March 18

Morning: 12:38, 12:42, 12:43 (five times), 1:14, 1:15, 1:17, 9:49, 9:55, 9:58, 10:19 (incredibly loud), 10:20 (and again), 10:21, 10:43, 10:45

Afternoon: 4:23 (loud; seven times), 4:24

March 19

Morning: 9:20, 9:28, 9:31, 9:34, 9:35, 9:36, 9:37 (incredibly loud), 9:38 (even louder), 9:39, 9:42, 9:46

Afternoon: 3:20, 5:36 (incredibly loud)

Night: 6:24

March 20

Morning: 6:58 (loud), 7:01, 7:03, 8:18 (seven times), 8:26, 8:27, 8:50, 8:51 (eight times), 8:52, 8:53, 8:54, 8:55, 8:56

Afternoon: 3:46, 3:47, 3:49, 3:50, 3:51, 4:35, 4:37, 4:38 (eight times), 4:42, 4:44

Night: 10:31

March 21

Morning: 6:51, 6:52, 6:56, 6:57 (loud), 9:34, 9:35 (eight times), 9:37, 9:51, 9:52

Afternoon: 1:15, 1:16, 1:17 (eight times), 1:18, 1:24, 1:28, 1:35, 1:44, 1:46, 1:48, 1:51 (eight times), 1:52, 1:54, 1:56, 1:57, 1:58, 1:59, 2:01, 3:41, 4:58 (eight times), 5:15, 5:16, 5:17, 5:21, 5:22

Night: 10:57, 11:14, 11:17, 11:18

March 22

Morning: 12:04, 12:07 (incredibly loud), 12:08 (even louder), 12:11

Afternoon: 3:00, 3:01, 3:04, 3:05, 3:06 (five incredibly short blasts followed by one longer blast), 4:18, 4:19 (seven times), 4:26 (incredibly loud), 4:27, 4:30, 5:07, 5:12, 5:25, 5:26, 5:28

Night: 7:08, 7:50, 7:52, 10:37, 11:04, 11:28, 11:31, 11:32, 11:33, 11:36, 11:37, 11:38

March 23

Morning: 12:20, 9:14, 9:23, 9:24, 9:30 (eight times, loud)

Afternoon: 3:23, 3:54, 3:56, 4:01, 4:03, 4:25, 4:32

Night: 6:24, 6:25, 6:26, 6:28, 6:37, 11:10

March 24

Morning: 9:37

Afternoon: 2:40, 4:38, 4:40, 4:42, 4:43, 4:47, 4:48, 4:51, 5:05, 5:22, 5:35, 5:41, 5:47, 5:50

Night: 6:02

March 25

Morning: 9:00

Afternoon: 4:00 (ten times), 4:01, 4:31

March 26

Morning: 8:56, 8:57 (incredibly loud), 8:58 (eight times), 9:01, 9:02, 9:04, 9:09, 9:15, 9:16, 9:17 (eight times), 9:18, 9:19 (eight times), 9:20, 9:26, 9:33, 10:14

Afternoon: 1:55, 2:07, 3:32 (loud), 3:34, 3:37

March 27

Afternoon: 3:48 (loud), 3:54, 4:09, 4:13 (incredibly loud), 4:18, 4:20, 4:33, 4:34, 4:35 (eight times), 4:36, 4:41, 4:43, 4:46, 5:01, 5:04, 5:06

March 28

Morning: 9:44, 9:45

Afternoon: 2:29 (five times), 2:34 (five times), 2:38, 3:37, 3:39, 3:40, 3:53, 4:25, 4:29, 4:32, 4:40, 4:44, 4:45, 5:23, 5:24, 5:27 (five times), 5:28 (five times), 5:29

Night: 6:25, 6:26, 6:27

March 29

Morning: 12:01, 12:02, 12:03, 12:09 (one blast), 12:18 (five times), 12:20, 12:21 (incredibly loud), 12:22, 12:25 (eight times; so loud it sounded like the train was in our house), 12:26, 12:28 (even louder), 6:30, 7:31, 7:32, 7:37, 7:59, 8:00, 11:30

Afternoon: 2:07, 2:10, 2:11, 2:12, 2:13, 2:14, 2:29 (loud), 2:32 (one long blast), 2:33 (again), 3:49, 3:50, 4:13 (one loud blast), 4:18 (eight times), 4:20, 4:48, 4:52, 4:53 (very loud), 4:56 (loud, eight times), 4:58 (loud), 4:59 (loud), 5:02, 5:05, 5:07, 5:29, 5:30 (incredibly loud), 5:33, 5:37, 5:38, 5:41, 5:50, 5:57, 5:59 (five times)

Night: 6:00, 6:05, 6:06, 6:07
(54 times in all)

March 30

Morning: 12:07, 12:10 (so loud it sounded like the train was in our house), 12:11 (and again), 12:12 (even louder), 12:13

Afternoon: 3:09, 3:10, 3:13, 4:32, 5:13, 5:49, 5:50, 5:52 (eight times), 5:53

Night: 6:03, 6:04, 7:44, 9:06

March 31

Morning: 12:09, 12:13, 12:30

Afternoon: 3:39, 3:40, 3:44, 3:55, 3:58, 4:42, 4:55 (five times, incredibly loud), 5:19, 5:23, 5:55 (incredibly loud)

Night: 6:00, 6:07, 6:08, 6:09, 6:13, 6:38, 6:43

April 1

Morning: 9:17, 9:19 (loud), 9:20 (six times; incredibly loud), 9:24, 9:32, 9:33

Afternoon: 3:40, 3:54 (single blast), 3:55 (incredibly loud), 3:58 (six times; even louder), 3:59, 4:00

April 2

Morning: 10:47

April 3

Morning: 12:45, 7:37, 7:41

Afternoon: 2:36, 2:38 (five times), 2:45, 2:59, 3:09 (six times), 4:20, 4:25, 4:29, 4:49, 5:00, 5:06, 5:07, 5:35, 5:38, 5:40, 5:44, 5:51 (five times; incredibly loud), 5:54 (eight times; incredibly loud), 5:56 (same)

Night: 6:05 (very loud), 6:07, 6:09, 7:30 (loud), 7:31, 7:32, 7:33, 7:34, 7:35, 7:36, 7:37, 7:38, 7:40

April 4

Morning: 1:01, 1:02 (five times)

Afternoon: 4:25, 4:27, 4:39, 4:55, 5:05, 5:07, 5:09 (loud), 5:20, 5:28, 5:34, 5:36, 5:58

Night: 6:05, 6:13, 6:37, 6:39, 6:58, 7:32, 9:00

April 5

Afternoon: 3:30, 3:32, 3:38, 4:59

Night: 6:57, 7:07, 7:08 (loud), 7:11, 7:15, 7:28 (six times), 7:29 (six times), 7:31, 7:32, 9:05, 9:41, 11:01, 11:02, 11:05, 11:06 (incredibly loud), 11:07 (again), 11:08, 11:10

April 6

Morning: 7:22 (loud), 7:24 (louder)

Afternoon: 12:26, 12:28 (incredibly loud), seven separate instances between 1:40 and 2:40 (the first time, it blew nine times in rapid succession), 2:58, 3:05, 3:11, 3:12, 3:13 (loud), 3:14, 4:29, 4:34, 4:42, 4:43 (incredibly loud), 4:47 (again), 4:48 (again), 5:45

Night: 7:28, 7:59, 8:01, 8:02, 10:35, 10:36, 10:37, 10:38, 10:39

April 7

Morning: 12:29 (one incredibly loud blast), 11:25

April 8

Afternoon: 2:51, 2:52, 3:24, 5:04, 5:05, 5:07, 5:09, 5:13

Night: 6:52 (one incredibly loud blast)

April 10

Morning: 9:25 (nine times), 9:28, 9:29, 9:59, 10:00, 10:04, 10:05, 10:06, 11:21, 11:59

Afternoon: 12:02, 12:04, 5:43

Night: 11:04, 11:06, 11:20, 11:22 (incredibly loud), 11:23, 11:27 (six times), 11:28

(On Easter Monday; I guess we only got Sunday off)

April 11

Morning: 7:12, 7:13 (incredibly loud; seven times), 7:17, 8:21, 8:22, 9:03, 9:04, 9:06, 9:17, 9:18, 9:22, 9:23, 9:24, 9:25, 9:26, 9:27, 9:28 (eight times), 9:29, 10:40, 10:51, 11:00

Afternoon: 2:01, 3:14, 3:15, 3:18, 4:38, 4:39 (incredibly loud), 4:41, 4:43, 5:36, 5:38 (eight times), 5:45

Night: 8:37 (incredibly loud), 8:38 (even louder), 8:39 (so loud it sounded like the train was in our house; seven times), 8:42, 8:43, 8:45, 8:50, 8:54, 9:04 (incredibly loud), 9:18, 9:25

(43 times in all)

April 12

Morning: 1:15 (incredibly loud; six times), 1:16 (single blast), 1:17 (single blast), 2:46 (single blast), 7:39, 7:40 (incredibly loud; six times), 8:02

Afternoon: 4:40 (single blast), 5:18, 5:20, 5:21 (incredibly loud), 5:22, 5:46

Night: 6:11, 6:30, 7:40, 10:48, 10:51, 11:14, 11:17 (incredibly loud), 11:18 (again), 11:21 (so loud it sounded like the train was in our house), 11:22 (and again), 11:23 (a different toned horn for a change), 11:24 (both horns at once), 11:25, 11:45, 11:48, 11:49

April 13

Morning: 9:12, 9:14, 9:16 (incredibly loud; six times), 9:19, 9:20 (two loud short blasts), 9:23, 10:39, 10:46, 10:48 (loud), 10:49, 10:50 (very loud), 10:51, 10:54, 11:05

April 14

(A rare day off; someone must have died)

April 15

Morning: 9:16, 9:22, 9:23 (one blast), 9:25 (two blasts)

Afternoon: 3:48

April 16

Morning: 9:26

Afternoon: 2:10, 2:11, 2:12, 2:14, 2:15, 2:21, 2:25, 3:08, 3:12, 3:13, 3:16, 3:17, 3:18, 3:19, 5:13, 5:16

April 17

Afternoon: 2:28, 2:31, 2:32 (very loud), 2:35 (eight times), 2:36, 2:38, 4:09, 4:38, 4:39 (very loud), 4:45, 4:48, 4:50 (five times; incredibly loud)

Night: 10:56, 10:58, 10:59 (incredibly loud), 11:02 (and again), 11:03 (and again), 11:04 (and again), 11:05 (and again), 11:06, 11:46

April 18

Morning: 7:16, 7:18, 7:24, 7:26 (incredibly loud), 9:53, 10:02 (incredibly loud), 10:03 (and again), 10:06, 10:09, 10:58 (five times), 11:02

Afternoon: 4:22, 4:24, 4:51, 4:54, 5:10 (eight times; incredibly loud), 5:11 (five times), 5:14, 5:15, 5:49

Night: 6:00, 6:05, 8:14, 8:34, 9:52, 9:55, 10:59, 11:00 (incredibly loud), 11:03 (even louder), 11:04, 11:05 (so loud it sounded like the train was inside our house), 11:06, 11:08, 11:13, 11:14, 11:18, 11:28, 11:43, 11:48, 11:51

(40 times in all)

April 19

(Another rare day off)

April 20

Afternoon: sounded 17 times between 1:20 and 2:05 (couldn't document exact times), 2:08 (eight times), 2:11, 2:27, 2:30 (seven times), 2:31, 2:32, 3:24, 5:04, 5:06, 5:46

Night: 6:52, 7:51, 11:43, 11:47 (eight times), 11:55

April 21

Morning: 12:12, 12:15, 12:16 (so loud it sounded like the train was in our house)

April 24, 2023
City Council Meeting
Item 11.1 – Written Submission

-----Original Message-----

From: Jean-Marc & Mary
Sent: April 20, 2023 9:35 AM
To: Kelly Stuart <kstuart@citywindsor.ca>
Subject: local improvement 3200 block of Clemenceau

We ask that the comments be presented as a written submission.

My husband (Jean-Marc) and I are very much in favor of this project. The 3200 block of Clemenceau Blvd is the last part of the road which does not have curbs and storm sewers. I reside at 3232 Clemenceau and have been waiting patiently for close to 30 years for our part of the street to be done. Speaking with a number of neighbors we are anxiously awaiting the completion of this project. We all realize there will be local improvements fees involved with this project.

Thank-you so much

Mary Aucoin
Home phone

-----Original Message-----

From: Jean-Marc & Mary
Sent: April 19, 2023 7:56 PM
To: clerks <clerks@citywindsor.ca>
Subject: local improvement 3200 block of Clemenceau

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello

My name is Mary Aucoin and reside at 3232 Clemenceau Blvd. Myself and husband (Jean-Marc) along with many neighbours in the 3200 are in favour of the local improvement project to be completed. Looking forward for this project to be completed as soon as possible.

Thank-you so much

Mary Aucoin