

December 8, 2023

**TO THE MAYOR AND MEMBERS OF COUNCIL:**

A special meeting of Council will be held on **Monday, December 11, 2023, at 1:00 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 for this meeting is enclosed under separate cover.

A meeting of the **Striking Committee** will be held on **Monday, December 11, 2023, immediately following the in-camera meeting of Council,** in Room 139, 350 City Hall Square. A resolution to meet in closed session must be adopted and shall contain the general nature of the matters to be considered. The resolution must be adopted by a majority of Council present during the open special meeting of the Striking Committee before the meeting may be closed. An agenda for this meeting is enclosed under separate cover.

The **regular meeting** of Council will be held on **Monday, December 11, 2023 at 4:00 o'clock p.m., in the Council Chambers, 350 City Hall Square.**

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, December 11, 2023

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

**Location:** Council Chambers, 1<sup>st</sup> 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 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

<b>Item #</b>	<b>Item Description</b>
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<b>1.</b>	<b>ORDER OF BUSINESS</b>
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<b>2.</b>	<b>CALL TO ORDER</b> - Playing of the National Anthem
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**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.

<b>3.</b>	<b>DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF</b>
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<b>4.</b>	<b>ADOPTION OF THE MINUTES</b>
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<b>4.1</b>	Adoption of the Windsor City Council meeting minutes held November 27, 2023 <b>(SCM 323/2023) (attached)</b>
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<b>5.</b>	<b>NOTICE OF PROCLAMATIONS</b>
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**Proclamations**

“Crime Stoppers Month” – January 2024

**Flag Raising Ceremony**

“Celebration of Victory Day of Bangladesh” – December 16, 2023

**Illumination**

“Crime Stoppers Month” – January 1 – 7, 2024

<b>6.</b>	<b>COMMITTEE OF THE WHOLE</b>
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**7. COMMUNICATIONS INFORMATION PACKAGE** (This includes both Correspondence and Communication Reports)

7.1 Correspondence 7.1.1 through 7.1.8 **(CMC 16/2023)** *(attached)*

7.2. 2022 Municipal Benchmarking Network of Canada (MBN Canada) Performance Report - City Wide **(CM 10/2023)**

**8. CONSENT AGENDA**

8.1. 2024 Schedule of Council and Standing Committee Meetings - City Wide **(C 150/2023)**

8.3. 2024 Interim Tax Bills - City Wide **(C 172/2023)**

8.4. Approval of Annual Temporary Borrowing By-Law for 2024 - City Wide **(C 173/2023)**

8.5. By-Law for the Repair and Improvement of the Gouin Drain - Ward 9 **(C 175/2023)**

8.6. 2023 Third Quarter Operating Budget Variance - City Wide **(C 154/2023)**

**CONSENT COMMITTEE REPORT**

8.7. Emergency Management Program and Emergency Response Plan By-law **(SCM 318/2023) & (C 171/2023)**

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

8.2. Temporary Patios on Private Property – Application and Approval Process – City Wide **(C 146/2023)**

**Clerk's note:** Administration is requesting a further deferral on this item, to a future meeting of Council in early 2024, to allow for a further review regarding possible options for Council's consideration.

**10. PRESENTATIONS AND DELEGATIONS**

**PRESENTATIONS** (10 minutes)

10.1. EMG presentation regarding Fire Master Plan  
a) Lyle Quan, Vice President of Operations, Emergency Management Group (PowerPoint)

- 10.2. University Medical Centre Presentation - Ward 3 (**SCM 319/2023**)  
a) Mr. Dennis Koren, Pharmacist/Owner, University Medical Centre (in person) (PowerPoint) and, Dr. Bryce Leontowicz, ER Physician, Erie Shores Healthcare (in person) and, Jeanine Parete-Nakhle, Pharmacist and UMC/Healthfirst Pharmacy Group and Medical Centre owner, available for questions (in person) and, George El-Turk, Pharmacist and UMC/Healthfirst Pharmacy Group and Medical Centre owner, available for questions (in person)  
b) Arms Bumanlag, Content Consultant, littleheart social, available for questions (in person)

**DELEGATIONS (5 minutes)**

- 11.1. Auditor General Status Update Report (**SCM 317/2023**)  
a) Christopher O'Connor, Managing Director, Risk Savvy Ltd., available for questions (in person)  
b) Howard Weeks, Ward 4 resident (in person)
- 11.3. Future of Curling – City Wide (**C 166/2023**)  
a) Terry Fink & Benjamin Iannetta, on behalf of the Future of Curling in Windsor Committee (in person)  
b) Robert Cunningham, Curler (in person)  
c) Rob Modestino, Ice Scheduler, Sun Parlour Female Hockey Association (in person)  
d) Paul van Heugten, President, South Windsor Skating Club (in person)  
e) Gail Robertson, Ward 10 resident (in person)  
f) Paula Gignac, Roseland Curling League Member (in person)  
g) Angela Barraco, President, Windsor Figure Skating Club (in person)

**11. REGULAR BUSINESS ITEMS (Non-Consent Items)**

- 11.2. Hazardous Materials Crossing Ambassador Bridge - Proposed Restriction Changes - City Wide (**C 174/2023**)
- 11.4. Adoption of the Corporate Technology Strategic Plan - City Wide (**C 176/2023**) (*attached*)
- 11.5. Nursing and Incontinence Supplies for Huron Lodge - RFP #94-23 – Ward 1 (**C 178/2023**) (*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)  
(ii) Report of the Striking Committee meeting

- 12.2 Adoption of the Special In-Camera Meeting minutes held December 1, 2023  
**(SCM 324/2023) (attached)**
- 12.3 Report of the Striking Committee of its meeting held November 27, 2023.  
**(SCM 325/2023) (attached)**
- 13. BY-LAWS (First and Second Reading) (attached)**
- 13.1 **By-law 152-2023** A BY-LAW TO ASSUME CLEARY STREET FROM ROXBOROUGH BOULEVARD TO PARTINGTON AVENUE, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 1196 KNOWN AS CLEARY STREET, IN THE CITY OF WINDSOR Authorized by M98-2012 dated February 21, 2012.
- 13.2 **By-law 153-2023** A BY-LAW TO ASSUME ST. PATRICK'S AVENUE FROM OJIBWAY STREET TO CLEARY STREET and ASKIN AVENUE FROM OJIBWAY STREET TO CLEARY STREET BEING STREETS SHOWN ON PLAN 12R-21561 KNOWN AS ST. PATRICK'S AVENUE and ASKIN AVENUE, IN THE CITY OF WINDSOR Authorized by M98-2012 dated February 21, 2012.
- 13.3 **By-law 154-2023** A BY-LAW TO ASSUME ROXBOROUGH BOULEVARD FROM OJIBWAY STREET TO CLEARY STREET, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 12M-555 KNOWN AS ROXBOROUGH BOULEVARD, IN THE CITY OF WINDSOR Authorized by M98-2012 dated February 21, 2012.
- 13.4 **By-law 155-2023** A BY-LAW TO ASSUME OJIBWAY STREET FROM ROXBOROUGH BOULEVARD TO CALIFORNIA AVENUE, BEING A STREET SHOWN ON PLAN 1110, 1268, 973, 883 AND 989 KNOWN AS OJIBWAY STREET, IN THE CITY OF WINDSOR Authorized by M98-2012 dated February 21, 2012.
- 13.5 **By-law 161-2023** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.57 METRE EAST/WEST ALLEY SOUTH OF CONTINENTAL AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD AND THE 20.12 METRE HUDSON AVENUE RIGHT-OF-WAY, EAST OF FOURTH STREET AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD, CITY OF WINDSOR. Authorized by CR 330/2023 dated August 8, 2023.
- 13.6 **By-law 162-2023** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.57 METRE EAST/WEST ALLEY SOUTH OF CONTINENTAL AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD AND THE 20.12 METRE HUDSON AVENUE RIGHT-OF-WAY, EAST OF FOURTH STREET AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD, CITY OF WINDSOR. Authorized by CR 330/2023 dated August 8, 2023.

- 13.7 **By-law 163-2023** A BY-LAW TO AMEND BY-LAW 10354, BEING A BY-LAW TO CLOSE, STOP UP AND CONVEY NORTH-SOUTH AND EAST-WEST ALLEYS WEST OF HURON CHURCH ROAD SOUTH OF CONTINENTAL. Authorized by CR 330/2023 dated August 8, 2023.
- 13.8 **By-law 164-2023** 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 283/2023 dated November 8, 2023.
- 13.9 **By-law 165-2023** 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 248/2023 dates September 21, 2023.
- 13.10 **By-law 166-2023** 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 284/2023 dated November 8, 2023.
- 13.11 **By-law 167-2023** A BY-LAW TO ADOPT THE EMERGENCY MANAGEMENT PROGRAM AND THE EMERGENCY PLAN UNDER THE EMERGENCY MANAGEMENT AND CIVIL PROTECTION ACT.  
**(See Item No. 8.7, Report C171/2023)**
- 13.12 **By-law 168-2023** 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 December, 2023.
14. **MOVE BACK INTO FORMAL SESSION**
15. **NOTICES OF MOTION**
16. **THIRD AND FINAL READING OF THE BY-LAWS (attached)**
- By-law 144-2023 and 152-2023 through 155-2023 and 161-2023 through 167-2023 inclusive
- 16.1 **By-law 144-2023** A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE GOUIN DRAIN. Authorized by CR478/2022 dated November 28, 2022.

- 17. PETITIONS**
  
- 18. QUESTION PERIOD**
  
- 19. STATEMENTS BY MEMBERS**
  
- 20. UPCOMING MEETINGS**
  
- 21. ADJOURNMENT**





**Committee Matters: SCM 323/2023**

**Subject: Adoption of the Windsor City Council minutes of its meeting held November 27, 2023.**



## CITY OF WINDSOR MINUTES 11/27/2023

### City Council Meeting

Date: Monday, November 27, 2023

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

#### **Members Present:**

##### **Mayor**

Mayor Drew 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

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls the meeting to order at 4:04 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 minutes of its meeting held October 30, 2023.

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

That the minutes of the Meeting of Council held October 30, 2023 **BE ADOPTED** as presented.  
Carried.

Report Number: SCM 316/2023

### 5. NOTICE OF PROCLAMATIONS

#### Proclamations

- "Transgender Day of Remembrance and Resilience" – November 20, 2023
- "Week of Romanian Pioneers" – November 24, 2023 – December 1, 2023
- "International Day for the Elimination of Violence against Women" – November 25, 2023
- "World AIDS Day" – December 1, 2023

#### Flag Raising Ceremony

- "Transgender Day of Remembrance and Resilience" – November 20 – 21, 2023
- "80th Anniversary of the Independence of Lebanon" – November 22 – 23, 2023
- "International Day of Elimination of Violence against Women" – November 24, 2023 – December 1, 2023
- "World AIDS Day" December 1 – 8, 2023

#### Illumination

- "Romanian National Day" – November 24 – 30, 2023
- "World AIDS Day" December 1 – 8, 2023

## **6. COMMITTEE OF THE WHOLE**

Moved by: Councillor Jim Morrison  
Seconded by: Councillor Ed Sleiman

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 146-2023 through 151-2023 and 156-2023 through 160-2023
- Carried.

## **7. COMMUNICATIONS INFORMATION PACKAGE**

### **7.1. Correspondence - Monday, November 27, 2023**

Moved by: Councillor Renaldo Agostino  
Seconded by: Councillor Fabio Costante

Decision Number: CR456/2023

That the following Communication Items 7.1.1 through 7.1.2 and 7.1.4 through 7.1.6 as set forth in the Council Agenda **BE REFERRED** as noted; and that Item 7.1.3 be dealt with as follows:

#### **7.1.3 Motion on Anti Auto Theft Program**

Moved by: Councillor Gary Kaschak  
Seconded by: Councillor Angelo Marignani

Decision Number: CR457/2023

That the letter from Ontario's Big City Mayors regarding the "Anti Auto Theft Program" **BE RECEIVED**; and further,

**Whereas** in Ontario, there has been a 112% increase in auto thefts over the past five years, with thefts rising 49% in 2022 alone according to the Insurance Bureau of Canada (IBC); and,

**Whereas** thieves and criminal networks have specifically targeted Ontario's biggest cities. In a 5 year span from 2014 - 2021 auto theft increased in Toronto 171%, Ottawa 208%, Vaughan 274%, Peel Region 159% and Halton Region 200%; and,

**Whereas** several Ontario municipalities have addressed this issue with programs to assist their residents including the City of Brampton and the City of Vaughan who have implemented Faraday bags/pouches pilot programs to their hardest hit neighbourhoods to deter “relay attacks” using vulnerabilities in keyless FOBs to steal vehicles swiftly; and,

**Whereas** the provincial government has committed \$51 million to fighting auto theft in May 2023 which includes the creation of an Organized Crime Towing and Auto Theft Team led by the Ontario Provincial Police (OPP), a new community safety grant that targets auto theft and the creation of a new Major Auto Theft Prosecution Response Team; and,

**Whereas** all levels of government as well as police departments, community safety groups and auto manufacturers need to work together to tackle this auto theft crisis in Ontario and across Canada,

**Therefore, be it resolved** that Ontario’s Big City Mayors (OBCM) call on the federal government to provide a more robust anti auto theft program that supports law enforcement agencies and municipalities in the form of funding, resources, and legislation to combat auto theft; and,

**That** this program include more funding to the Canadian Border Service Agency to increase inspections of shipping containers at all major Canadian ports; and,

**That** the federal government enact legislation requiring the inclusion of theft-deterrent technologies for all car manufacturers in new vehicle models in Canada; and,

**Be it further resolved that** Windsor City Council supports Ontario Big City Mayors (OBCM) call on the Ontario government to make changes to the vehicle transfer process, as recommended by the Insurance Bureau of Canada in order to take steps to minimize improper transfer of vehicles; and,

**That** these provincial changes should introduce a physical public VIN inspection conducted by a certified mechanic as part of the safety inspection that precedes every vehicle transfer, ensuring that info/images are captured and transmitted digitally through an update to the DriveON program to prevent the falsification of paper-based documents.

Carried.

No.	Sender	Subject
7.1.1	Hydro One Networks Inc.	Announcement: The Chatham to Lakeshore Line is on track to be completed by the end of 2024.  Commissioner, Infrastructure Services & City Engineer (Interim) Commissioner, Economic Development MU2023 Note & File
7.1.2	Town of Tecumseh Director, Legislative	Notice of Application for Proposed Draft Plan of Subdivision Approval

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No.	Sender	Subject
	Services & Clerk	<p style="text-align: center;">Commissioner, Economic Development                      Commissioner, Corporate Services (Interim)                      Chief Building Official                      City Solicitor (Acting)                      Development Applications Clerk                      Z2023                      Note &amp; File</p>
7.1.3	Ontario's Big City Mayors	<p style="text-align: center;">Motion Anti Auto Theft Program                       Windsor Police Services                      GM2023                      Note &amp; File</p>
7.1.4	Dillon Consulting Ltd.  and  Manager Environmental Quality	<p>Notice of Intention to Apply Non-Potable Ground Water Conditions Standards – 3251 Riverside Drive East, Windsor, ON – Dillon Consulting Limited, File #20-3740. The City of Windsor has no objection to the application.</p> <p style="text-align: center;">Commissioner, Infrastructure Services &amp; City Engineer (Interim)                      Manager, Environmental Quality                      EI/11165                      Note &amp; File</p>
7.1.5	WSP Canada Inc.  And  Manager Environmental Quality	<p>Response to Updated Notice of Intention to Apply Non-Potable Ground Water Conditions Standards – 660 University Avenue East, Windsor ON – WSP Project No. 211-06739-02. The City of Windsor has no objection to the application.</p> <p style="text-align: center;">Commissioner, Infrastructure Services &amp; City Engineer (Interim)                      Manager, Environmental Quality                      EI/11165                      Note &amp; File</p>
7.1.6	Committee of Adjustment Agenda	<p>Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, November 30, 2023 through electronic participation.</p> <p style="text-align: right;">Z2023                      Note &amp; File</p>

Carried.

Report Number: CMC 15/2023

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### 8. CONSENT AGENDA

#### 8.2. Reappointment of Meetings Investigator - City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR459/2023

That Local Authority Services Ltd. **BE APPOINTED** as the Meetings Investigator for the City of Windsor pursuant to section 239(2) of the *Municipal Act*, S.O. 2001, c.25, as amended; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute an agreement with Local Authority Services Ltd. for the period January 1, 2024 - December 31, 2028, which agreement is satisfactory in technical content to the Deputy City Clerk, in legal form to the City Solicitor and in financial content to the CFO/City Treasurer.

Carried.

Report Number: C 130/2023

Clerk's File: ACO/12733

#### 8.3. RFP 128-23 Acquisition of One High Pressure Sewer Flusher Truck – City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR460/2023

That City Council **APPROVE** the purchase of one (1) High Pressure Sewer Flusher Truck; and,

That the Purchasing Manager **BE AUTHORIZED** to issue a purchase order to Carrier Truck Centers Inc. in the amount of \$462,058.00 (excluding HST) for the purchase of one (1) Flusher truck, subject to approval as to technical content by the City Engineer and in financial content to the Chief Financial Officer and City Treasurer.

Carried.

Report Number: C 162/2023

Clerk's File: SW/14690

#### 8.4. Confirm and Ratify Report-Letter of Support for Amtrak-VIA Rail Toronto-Windsor-Detroit-Chicago Intercity Passenger Rail Connection – City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR461/2023

That the results of the email poll conducted by the Deputy Clerk on November 10, 2023 approving the following recommendation **BE CONFIRMED AND RATIFIED**:

That the report from the Senior Economic Development Officer requesting a Letter of Support for intercity passenger rail service **BE RECEIVED FOR INFORMATION**; and further,

That City Council **ENDORSE** a Letter of Support from the Mayor to the Minister of Transport supporting the proposed Amtrak-VIA Rail Intercity Passenger Rail Connection; and further,

That City Council **AUTHORIZE** Administration to represent the City of Windsor at future stakeholder meetings for this project; and further,

That Administration **BE DIRECTED** to report status updates to City Council as soon as is practical.

Carried.

Report Number: C 168/2023

Clerk's File: MTR2023

## **8.5. Confirm and Ratify Report-Connecting Links Program Intake 2024-2025 Grant Funding - Huron Church Road - City Wide**

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR462/2023

That the results of the email poll conducted by the City Clerk on November 7, 2023 approving the following recommendation **BE CONFIRMED AND RATIFIED**:

1) That City Council **AUTHORIZE** the Chief Administrative Officer to submit an application for the project outlined in this report to the Connecting Links Program 2024-25 subject to the documents being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer, and in technical content to the Commissioner of Infrastructure Services, or designates; and,

2) That City Council **SUPPORT** the use of the recommended funding sources and allocations as identified in the Financial Matters section of this report for the City portion of eligible project costs and any ineligible costs; and,



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3) That the CFO/City Treasurer **BE DIRECTED** to transfer the identified funding to the Connecting Links Program 2024-25 project (OPS-002-24) with all funding **DEEMED** placeholder funding until such time that the City is successful in being awarded the Grant; and,

4) That in the event the City receives written confirmation of the Grant funding being awarded to the City, that the following additional Recommendations **BE APPROVED**:

- a) That the CFO/City Treasurer **BE DIRECTED** to pre-commit the previously identified placeholder amounts of 2024 funding in the amount of \$400,000 and 2025 funding in the amount of \$471,703 from the Connecting Links Program 2024-25 capital project (OPS-002-24) so that these funds are available for immediate use; and,
- b) That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign and execute any agreements, declarations or approvals required resulting from receiving grant funding approval for the Connecting Links Program 2024-25 program subject to such documents being satisfactory in legal form to the Commissioner of Legal & Legislative Services, in financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer and in technical content to the Commissioner of Infrastructure Services, or designates; and,
- c) That the Mayor, in addition to the CAO and City Clerk, also **BE AUTHORIZED** to sign and execute any agreements, declarations and other such documents required as part of receiving funding for grants noted in this report, and only if deemed required by the grant provider; and,
- d) That the Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims, progress reports and applicable schedules and other such documents as may be required as part of the request for payment to the Commissioner of Infrastructure Services or designate, subject to financial content approval from the area's Financial Planning Administrator or their manager; and,
- e) That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the grant awarded 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 of Corporate Services, Chief Financial Officer/City Treasurer, and in technical content to the Commissioner of Infrastructure Services, or designates; and,

- f) 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 project, satisfactory in legal form to the Commissioner of Legal & Legislative Services, in technical content to the Commissioner of Infrastructure Services and financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer, or designates; and further,
- g) 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 Commissioner of Infrastructure Services and financial content to the Commissioner of Corporate Services, Chief Financial Officer/City Treasurer, or designates.
- 5) That in the event that the City is not successful in their application to the Connecting Links Program 2024-2025, that the identified placeholder funding **BE RETURNED** to its original funding sources.

Carried.

Report Number: C 169/2023  
Clerk's File: SW/12414

## **8.6. Confirm and Ratify Report--C.M.H Woods Pumping Station-Removal and Replacement of Underground Diesel Tank- City Wide**

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

Decision Number: CR463/2023

That the results of the email poll conducted by the City Clerk on November 14, 2023 approving the following recommendation **BE CONFIRMED AND RATIFIED**:

That the following tender be **ACCEPTED**:

<b>TENDERER:</b>	Vince Ferro Construction Ltd. Suite 200 3244 Walker Road Windsor, ON. N8W 3R8
<b>TENDER NO:</b>	109-23
<b>TOTAL TENDER PRICE:</b>	\$693,829.00, excluding HST
<b>ACCOUNT CHARGED:</b>	007 5410 9998 02942 7221044

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and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a contract with the tenderer, satisfactory in form to the City Solicitor, in technical content to the City Engineer, and financial content to the City Treasurer; and,

That the CFO/City Treasurer **BE DIRECTED** to transfer additional funds totalling \$550,000 from the Project ID 7169003 (Pumping Stations - General Repair Costs) to Project ID 7221044 (Woods Underground Diesel Tank) for the removal and replacement of the underground fuel storage tank at the C.M.H Woods Pumping Station.

Carried.

Report Number: C 170/2023

Clerk's File: SW/14689

### 8.10. Church Street (Tecumseh Road West to Cul-de-Sac) Traffic Calming – Ward 3

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR467/2023 ETPS 964

That Administration **BE DIRECTED** to install speed humps on Church Street between Tecumseh Road West and Cul-de-Sac; and,

That Council **SUPPORT** the immediate use of \$41,700 in 2026 Pay-As-You-Go funding previously approved as part of the 2023 10-year capital budget from the Traffic Calming Initiatives project, OPS-021-07, and **DIRECT** the City Treasurer to pre-commit those funds as part of the 2024 capital budget; and,

That a budget issue with regards to annual maintenance of \$3,090 **BE PRESENTED** as part of the 2025 operating budget development process and be considered a priority item based upon approval for the installations.

Carried.

Report Number: SCM 291/2023 & S 128/2023

Clerk's File: ST/13863

### 8.11. Response to CQ 19-2022 – Review of the use of Artificial Turf on the Public Right-of-way - City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR468/2023 ETPS 961

1. That the report of the Technologist III dated October 5, 2023 entitled, "Response to CQ 19-2022 – Review of the use of Artificial Turf on the Public Right-of-way - City Wide" **BE RECEIVED** for information.

Carried.

Report Number: SCM 290/2023 & S 126/2023  
Clerk's File: SW2023

### **8.12. Response to CR57/2022 – Data Collected and Potential Strategies to Target Rodent Issues – City Wide**

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

Decision Number: CR469/2023 ETPS 960

That the report of the Commissioner of Infrastructure Services dated October 6, 2023, entitled "Response to CR57/2022 – Data Collected and Potential Strategies to Target Rodent Issues" **BE RECEIVED** for information; and,

Carried.

Report Number: SCM 289/2023 & S 127/2023  
Clerk's File: AB2023

### **8.13. Response to CQ 18-2023 – Reversing Recycling and Garbage Collection Days – City Wide**

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

Decision Number: CR470/2023 ETPS 959

That the report of the Commissioner of Infrastructure Services dated October 5th, 2023, entitled "Response to CQ 18-2023 – Reversing Recycling and Garbage Collection Days" **BE RECEIVED** for information.

Carried.

Report Number: SCM 288/2023 & S 125/2023  
Clerk's File: SW2023

### **8.14. Response to Council Decision ETPS 942 – Options for Addressing Panhandling - City Wide**

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

Decision Number: CR471/2023 ETPS 965 ETPS 942

That the committee report of the Environment, Transportation & Public Safety Standing Committee dated March 9, 2023 entitled “Panhandling Statistics re Council Question CQ 11-2022 - City Wide” indicating:

1. That the attached additional information relating to panhandling regulation and statistics BE RECEIVED; and,
2. That by-law \*\*\*, being a by-law to regulate panhandling, BE CONSIDERED, and, if advisable, BE PASSED; and,
3. That administration BE DIRECTED to provide more information related to other options to issuing fines, including but not limited to outreach, to address the aggressive panhandling behaviour, for Councils consideration,

**BE NOTED AND FILED;** and further,

That the report of the Manager of Homelessness and Housing Support and the Deputy Licence Commissioner, dated July 24, 2023 entitled “Response to Council Decision ETPS 942 – Options for Addressing Panhandling - City Wide” submitted in response to direction provided through Council Decision ETPS 942 **BE RECEIVED** for information; and,

That City Council and Administration **ADVOCATE** to the provincial and federal levels of government for increased investments in programs and benefits for Canadians that will reduce poverty and increase affordability; and,

That City Council continue to **SUPPORT** programs and services that advance the goals of the 10-year Housing and Homelessness Master Plan, and the creation and expansion of affordable and supportive housing; and,

That Administration **BE DIRECTED** to send correspondence on behalf of Windsor City Council Requesting both the Windsor Police Services Board and Windsor Police Administration, that the Windsor Police Service take a more pro-active approach to addressing unsafe behaviours in the public roadways that impact or potentially impact traffic flows in a manner that is consistent with existing laws that fall within the enforcement scope of the Windsor Police Service; and,

That Administration **REPORT BACK** with infrastructure related strategies to discourage unsafe behaviours in the public roadway.

Carried.

Report Number: SCM 287/2023 & C 119/2023 & SCM 111/2023 & S 31/2023  
Clerk’s File: ACL2023 & ACOQ2023

## **8.15. Response to CQ 8-2023 - QR Coded Donation Signage to Support Homelessness Service Providers - City Wide**

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Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR472/2023 CSSC 203

That the report of the Commissioner of Human & Health Services in response to CQ 8-2023 – QR Coded Donation Signage to Support Homelessness Service Providers – City Wide **BE RECEIVED** for information; and,

That City Council **NOT PROCEED** with the QR Coded Donation Signage to Support Homelessness Service Providers; and,

That City Council **ADVOCATE** to the provincial and federal levels of government for increased investments in programs and benefits for Canadians that will reduce poverty and increase affordability; and,

That City Council continues to **ALLOCATE** municipal funding to support and expand programs and services that advance the goals of the 10-year Housing and Homelessness Master Plan, and the creation of affordable housing.

That administration **BE REQUESTED** to continue the ongoing work with the community to develop ideas to alleviate issues related to homelessness; and,

That administration **BE REQUESTED** to provide details on where the informational pieces about Homelessness and the services available will be placed when this report proceeds to Council.  
Carried.

Report Number: SCM 236/2023 & S 104/2023

Clerk's File: SS2023

### 8.17. Active Transportation Master Plan 2022 Update - City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR474/2023 ETPS 963

That the report of the Active Transportation Coordinator dated April 26, 2023 entitled "Active Transportation Master Plan 2022 Update" **BE RECEIVED** for information.

Carried.

Report Number: SCM 285/2023 & S 52/2023

Clerk's File: MB/5331

### 8.19. 2022 Annual Report of the 10 Year Housing & Homelessness Plan - Master Plan - City Wide

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

Decision Number: CR476/2023 CSSC 209

That this report from the Executive Director of Housing and Children's Services regarding the 2022 Annual Report on the Home Together: Windsor Essex 10 year Housing and Homelessness Master Plan **BE RECEIVED**; and further,

That the Executive Director of Housing and Children's Services, or their authorized designate **BE AUTHORIZED** to make the necessary submissions in a form and format required under the *Housing Services Act, 2011* related to the Windsor Essex 10 Year Housing and Homelessness Plan for the duration of the plan.

Carried.

Report Number: SCM 292/2023 & S 134/2023  
Clerk's File: GH/11710

## **8.20. Minutes of the Committee of Management for Huron Lodge of its meeting held September 11, 2023**

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

Decision Number: CR477/2023 CSSC 210

That the minutes of the Committee of Management for Huron Lodge meeting held September 11, 2023 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 295/2023 & SCM 276/2023

## **8.22. Contract Approval – Windsor Regional Employment Network – City Wide**

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

Decision Number: CR479/2023 CSSC 211

That City Council **AUTHORIZE** the Executive Director of Employment and Social Services, on behalf of the Human and Health Services Department, as Service Provider, to enter any agreement or related amendment, with The Corporation of the City of Windsor (the "City"), as Service System Manager ("SSM"), for funding related to the provision of Employment Ontario Employment Services within Windsor-Essex County, in form satisfactory to the City Solicitor, in financial content to the City Treasurer, and in content to the Manager of Employment & Training Initiatives; and further,

That City Council **AUTHORIZE** the Executive Director of Employment and Social Services or designate, on behalf of the Human and Health Services Department, as Service Provider, to sign

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and submit all other documents, memoranda, business plans, attestations, and reports required from the City, as SSM, relating to the provision of Employment Ontario Employment Services within Windsor-Essex County, subject to approval of financial content by the City Treasurer as applicable; and further,

That the Commissioner of Health and Human Services, or designate, on behalf of the City, as SSM, **BE AUTHORIZED** to execute, sign, amend, and terminate agreements with Service Providers, agencies and/or employers relating to the provision of Employment Ontario Employment Services within Windsor-Essex County, provided such agreements are satisfactory in form to the City Solicitor, technical content to the Executive Director of Employment and Social Services, and financial content by the City Treasurer. For agreements in excess of \$1,000,000, that in addition to Commissioner of Health and Human Services, the Chief Administrative Officer **BE REQUIRED** to sign as secondary authority.

Carried.

Report Number: SCM 297/2023 & C 152/2023

Clerk's File: GP/10258

### 8.23. Motorola Premier One CSR Software and Hosting Agreement 2024-2028 City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR480/2023 CSSC 212

That City Council **SUPPORT** entering into a five-year renewal agreement with Motorola Solutions Canada for the hosting and support of Premier One CSR Software at a 2024 annual cost of \$328,092 plus applicable taxes with annual increases of 3% to be funded from the 311 operating budget; and further,

That the City Treasurer/CFO **BE DIRECTED** to consider the additional costs for this agreement as a contractual adjustment in each of the subsequent five-year renewal period for purposes of future operating budget development; and,

That City Council **AUTHORIZE** the Chief Administrative Officer and the City Clerk to sign the required agreement subject to satisfactory review as to form by the City Solicitor, as to technical content by the Chief Information Officer/Executive Director of Information Technology and as to financial content by the Chief Financial Officer/City Treasurer.

Carried.

Report Number: SCM 298/2023 & S 132/2023

Clerk's File: MC/12263

### 8.24. Response to CQ 28-2023 – Risks of Oak Wilt on the City's Tree Population – City Wide



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

Decision Number: CR481/2023 CSSC 215

That the report of the City Forester and Manager of Forestry & Natural Areas dated October 13, 2023 entitled "Response to CQ 28-2023 – Risks of Oak Wilt on the City's Tree Population" **BE RECEIVED** for information.

Carried.

Report Number: SCM 300/2023 & S 131/2023  
Clerk's File: SRT2023

**8.25. OPA & Rezoning – Passa Architects - 1235 Huron Church Road - OPA 166 OPA/6902 Z-039/22 ZNG/6901 – Ward 2**

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

Decision Number: CR482/2023 DHSC 563

1. That Schedule "A" of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 82 to 93, Plan 1046 Town of Sandwich (PIN 01240-0366; 1235 Huron Church Road; Roll No. 050-380-03000), situated on the west side of Huron Church Road, as a Special Policy Area.

2. That Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

**1.X 1235 Huron Church Road**

<i>LOCATION</i>	1.X.1	The property described as Lots 82 to 93, Plan 1046 Town of Sandwich (PIN 01240-0366), known municipally as 1235 Huron Church Road, situated on the west side of Huron Church Road, south of Girardot Street, is designated on Schedule A: Planning Districts and Policy Areas in Volume I - The Primary Plan.
<i>PERMITTED USES</i>	1.X.2	Notwithstanding the "Open Space" designation of these lands on Schedule D: Land Use in Volume I – The Primary Plan, the following shall be additional permitted main uses: business office, child care centre, commercial school, hotel, medical appliance facility, medical office, multiple dwelling, personal service shop, place of entertainment and recreation, place of worship, professional studio, repair shop – light, retail store, workshop. Further, an automobile repair garage

shall be permitted as an accessory use.

<i>PROHIBITED USES</i>	1.X.3	The following uses are prohibited: car wash automatic, car wash coin-operated, and outdoor storage yard.
<i>LANDSCAPED SETBACK REQUIREMENTS</i>	1.X.4	Notwithstanding Special Policy Area 1.2 Huron Church Road Corridor in Chapter 1 of Volume II of the City of Windsor Official Plan, the minimum landscaped setback from the Huron Church Road right-of-way shall be 3.0 m for a non-residential building and 4.5 m for a residential building.
<i>DIRECT ACCESS TO HURON CHURCH ROAD</i>	1.X.5	Notwithstanding Section 7.2.6.4 (iv) in Volume I of the City of Windsor Official Plan, direct access to Huron Church Road is permitted, subject to approval of the City Engineer.

3. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 82 to 93, Plan 1046 Town of Sandwich (PIN 01240-0366; 1235 Huron Church Road; Roll No. 050-380-03000), situated on the west side of Huron Church Road, south of Girardot Street, from Green District 1.1 (GD1.1) to a new zoning district as follows:

**16.11 COMMERCIAL DISTRICT 3.11 (CD3.11)**  
**[ZNG/6901]**

**16.11.1 PERMITTED MAIN USES**

<i>Business Office</i>	<i>Place of Entertainment and Recreation</i>
<i>Child Care Centre</i>	<i>Place of Worship</i>
<i>Commercial School</i>	<i>Professional Studio</i>
<i>Hotel</i>	<i>Repair Shop - Light</i>
<i>Medical Appliance Facility</i>	<i>Retail Store</i>
<i>Medical Office</i>	<i>Workshop</i>
<i>Multiple Dwelling</i>	
<i>Personal Service Shop</i>	

**16.11.2 PERMITTED ACCESSORY USES**

Any use accessory to a permitted main use, including an *Automobile Repair Garage*

**16.11.3 PROHIBITED USES**

- Car Wash Automatic*
- Car Wash Coin-operated*
- Outdoor Storage Yard*

**16.11.5 PROVISIONS**

.1 Lot Frontage – minimum	15.0 m
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- 
- .4 Building Height
- |  |        |
|--|--------|
| a) For a <i>multiple dwelling</i> – minimum          | 14.0 m |
| b) For any non-residential <i>building</i> – minimum | 9.0 m  |
- .8 Landscaped Open Space Yard – minimum 30% of *lot area*
- .17 Exposed flat concrete block walls or exposed flat concrete walls, whether painted or unpainted, are prohibited.
- .20 Building Setback
- |  |        |
|--|--------|
| a) For a <i>Multiple Dwelling</i> from a:          |        |
| Front Lot Line - minimum                           | 4.50 m |
| Side Lot Line - minimum                            | 0.90 m |
| Rear Lot Line - minimum                            | 5.40 m |
| b) For any non-residential <i>building</i> from a: |        |
| Front Lot Line - minimum                           | 3.00 m |
| Side Lot Line - minimum                            | 0.90 m |
| Rear Lot Line - minimum                            | 1.90 m |
- .50 Section 20(1)278 shall not apply and the area forming the building setback from the *front lot line* shall be a *landscaped open space yard*.
- .55 For a *Multiple Dwelling*, required parking shall be 1 parking space per *dwelling unit* and Section 24.22.1 shall not apply.
- .60 Notwithstanding Clause .1 in Table 25.5.20.1 in Section 25.5.20, the minimum separation of a *loading space, parking area, or parking space* from Huron Church Road shall be 3.0 m.
- .65 Notwithstanding Clause .6 in Table 25.5.20.1 in Section 25.5.20, for a *Multiple Dwelling*, no separation is required between a *building wall* containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* and a *parking area, parking space or loading area*.
4. That, when Site Plan Control is applicable:
- A. Prior to the submission of an application for site plan approval, at the discretion of the City Planner, Deputy City Planner, or Site Plan Approval Officer, those documents submitted in support of the applications for amendments to the Official Plan and Zoning By-law 8600 **BE UPDATED** to reflect the site plan for which approval is being sought.
- B. The Site Plan Approval Officer **BE DIRECTED** to incorporate the following, subject to any updated information, into an approved site plan attached to an executed and registered site plan agreement:



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- b) Parking Area separation from a building wall containing a habitable room window or containing both a main pedestrian entrance and a habitable room window facing the parking area where the building is located on the same lot as the parking area – minimum 3.6 m [ZDM 6; ZNG/7001]”

II. That the Site Plan Approval Officer **BE DIRECTED** to incorporate the following, as required, in the Site Plan Approval and the Site Plan Agreement for the proposed development on the subject land:

- a) Alley Paving – The owner shall agree to obtain a Right-of-Way permit to drain and pave at the owner’s entire expense, any alley abutting the subject lands which is to remain open. All work shall be to the satisfaction of the City Engineer.
- b) Servicing Study – The owner agrees, at its own expense, to retain a Consulting Engineer to provide a detailed servicing study report on the impact of the increased flow to the existing municipal sewer systems, satisfactory in content to the City Engineer and prior to the issuance of a construction permit. The study shall review the proposed impact and recommend mitigating measures and implementation of those measures;
- c) Parkland dedication of 5% (cash-in-lieu) of the subject vacant parcel;
- d) Tree preservation for the site;
- e) Enbridge Gas minimum separation requirements; and
- f) Canada Post multi-unit policy.

Carried.

Report Number: SCM 302/2023 & S 136/2023  
Clerk’s File: Z/14601

### 8.28. Official Plan Amendment and Zoning By-law Amendment - City of Windsor - Airport Employment Lands - OPA 177 [OPA-7118] Z 027-23 [ZNG-7117] - Ward 9

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

Decision Number: CR485/2023 DHSC 565

1. That the portion of the Windsor International Airport lands subject of this report (hereafter referenced as the ‘subject lands’) **BE IDENTIFIED** as the lands defined in Figures 1-4 within

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report # S115/2023 being located on the north side of County Road 42 between the 8th and 9th Concession Roads.

2. That Schedule D - Lands Use of Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by changing the land use designations of the subject lands from 'Future Employment Area', 'Airport', and 'Open Space' to 'Industrial' and 'Business Park' as shown on Appendix D.
3. That Schedule B – Greenway System and Schedule J – Urban Structure Plan of Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** as shown on Appendix D.
4. That Schedule 'A' of Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating the subject lands as a Specific Policy Area;
5. That Chapter 1 of Volume 2: Secondary Plans & Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a Special Policy Area as follows:

**1.XX North Side of County Road 42 within the vicinity of the 8th Concession Road and 9th Concession Road**

- 1.XX.1 The property located on the north side of County Road 42 within the vicinity of the 8th Concession Road and 9th Concession Road, which includes portions of 3200 County Road 42, 0 County Road 42, and 0 Jefferson Boulevard is designated on Schedule A: Planning Districts and Policy Areas in Volume I: The Primary Plan.
- 1.XX.2 All development proposed within the airport employment lands shall consult with the Windsor International Airport and demonstrate compliance with the following requirements:
  - a) Building and structure height limits (to be derived from the Airport Zoning Regulations);
  - b) Transitional surface height restrictions;
  - c) Building and structure height limitations within the vicinity of existing solar panels;
  - d) Stormwater Management requirements for dry ponds; and
  - e) Requirements or limitations from Nav Canada to avoid or mitigate technological interference.
- 1.XX.3 Compliance with Ontario's D-6 Guidelines shall be required regarding minimum distance separation between industrial facilities and the Major Institutional land use designation shown in the County Road 42 Secondary Plan, to the satisfaction of the City Planner.
- 1.XX.4 Any outdoor storage area shall be located a minimum of 100 metres from County Road 42 and shall not be visible from County Road 42.

6. That Zoning By-law 85-18 **BE REPEALED** for the subject lands.
7. That Zoning By-law 8600 **BE AMENDED** by deleting S.20(1)321.
8. That Zoning By-law 8600 **BE AMENDED** by applying a Manufacturing District 2.2 (MD2.2), H-Manufacturing District 2.2 (HMD2.2), Manufacturing District 1.4 (MD1.4), and Green District 1.4 (GD1.4) to the subject lands as shown on Appendix E.
9. That the holding symbol **BE REMOVED** when the applicant submits an application to remove the holding prefix and the following conditions are satisfied:
  - a. Submission of an Environmental Evaluation Report to the satisfaction of the City Planner for any land within 120 m of any land with a Natural Heritage designation as shown on Schedule C: Development Constraints in the City of Windsor Official Plan.

Carried.

Report Number: SCM 304/2023 & S 115/2023  
Clerk's File: Z/14649 & Z14650

### **8.31. Minutes of the International Relations Committee of its meeting held July 31, 2023**

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

Decision Number: CR488/2023 DHSC 569

That the minutes of the International Relations Committee meeting held July 31, 2023 **BE RECEIVED** for information.

Carried.

Report Number: SCM 307/2023 & SCM 258/2023

### **11.2. 2024 Agency Grant Payments - City Wide**

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

Decision Number: CR492/2023

That Council **APPROVE** the funding for City Funded Agencies in 2024 up to a maximum of 50% of the 2023 approved grant amounts as outlined in this report.

Carried.

Report Number: C 160/2023  
Clerk's File: AF/14372

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### 11.4. Award of RFP#82-23 Regional Affordable Housing Strategy Consultant Proposal

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR494/2023

That City Council **AWARD** RFP 82-23, Regional Affordable Housing Strategy Consultant, to SHS Inc. for the provision of consulting services related to the development and delivery of a Regional Affordable Housing Strategy; and further,

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to execute agreements necessary to retain SHS Inc. for the provision of services, to an upset limit of \$166,568 (plus HST), satisfactory in legal form to the City Solicitor, in technical content to the Executive Director of Housing and Children's Services, and in financial content to the City Treasurer; and further,

That City Council **APPROVE** the transfer of up to a maximum of \$83,284 (plus HST), which represents the City of Windsor's fifty percent share of \$166,568 plus HST, from the City's Housing Reserve Fund 216; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute a cost sharing agreement with the Corporation of the County of Essex, to equally share the cost of retaining SHS Inc., provided such agreement is 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 & Children's Services; and further,

That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders for any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Housing and Children's Services; and further,

That the Commissioner, Human and Health Services **BE AUTHORIZED** to issue any change order(s) for any amendment(s) as may be required, including provisional items, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Housing and Children's Services; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to the City Treasurer; in legal form to the City Solicitor; and in technical content to the Executive Director of Housing and Children's Services.

Carried.

Report Number: C 148/2023

Clerk's File: GH/14692



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

#### 8.1. Temporary Patios on Private Property – Application and Approval Process – City Wide

Moved by: Councillor Gary Kaschak  
Seconded by: Councillor Angelo Marignani

Decision Number: CR458/2023

That the report of the Executive Initiatives Coordinator, Office of the CAO dated October 5, 2023 entitled “Temporary Patios on Private Property – Application and Approval Process – City Wide” **BE DEFERRED** to the December 11, 2023 City Council meeting to allow for further discussion with Councillor Renaldo Agostino.  
Carried.

Report Number: C 146/2023  
Clerk’s File: ACLB2023

#### 8.7. ERCA Non-Mandatory Category Three Programs – Cost Apportioning Agreement – City Wide

Moved by: Councillor Jo-Anne Gignac  
Seconded by: Councillor Mark McKenzie

That the report of the Executive Initiatives Coordinator, Office of the CAO dated November 7, 2023 entitled “ERCA Non-Mandatory Category Three Programs – Cost Apportioning Agreement – City Wide” **BE DEFERRED** to the to the 2024 Budget Deliberations meeting of Council.

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

Aye votes: Councillors Jo-Anne Gignac, Ed Sleiman, Fred Francis, Mark McKenzie and Mayor Drew Dilkens.

Nay votes: Councillors Angelo Marignani, Renaldo Agostino, Jim Morrison, Fabio Costante, Kieran McKenzie, and Gary Kashack.

Absent: None.

Abstain: None.

#### 9.1. Closure of part of north half of Lillian Street right-of-way, between Vimy Avenue and Memorial Drive, Ward 4, SAS-6629

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

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Decision Number: CR489/2023

That the report of the Planner II – Development Review dated August 22, 2023 entitled “Closure of part of north half of Lillian Street right-of-way between Vimy Avenue and Memorial Drive, Ward 4, SAS-6629” **BE WITHDRAWN** due to a number of concerns being identified.

Carried.

Report Number: SCM 308/2023 & S 41/2023

Clerk’s File: SAA2023

### 8.9. 2023 Third Quarter Operating Budget Variance - City Wide

Moved by: Councillor Fred Francis

Seconded by: Councillor Kieran McKenzie

Decision Number: CR466/2023

That the report of the Manager, Operating Budget Development & Control dated October 25, 2023 entitled “2023 Third Quarter Operating Budget Variance - City Wide” **BE DEFERRED** to the December 11, 2023 City Council meeting to allow for further discussion and information.

Carried.

Report Number: C 154/2023

Clerk’s File: AF/14372

### 8.8. 2024 Schedule of Council and Standing Committee Meetings - City Wide

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Mark McKenzie

Decision Number: CR465/2023

That the report of the City Clerk / Licence Commissioner dated October 11, 2023 entitled “2024 Schedule of Council and Standing Committee Meetings - City Wide” **BE DEFERRED** to the December 11, 2023 City Council meeting to allow for all members of Council to be in attendance when this item is being considered.

Carried.

Report Number: C 150/2023

Clerk’s File: ACO2023

### 13. BY-LAWS 152-2023 through 155-2023

Moved by: Councillor Jim Morrison

Seconded by: Councillor Ed Sleiman

Decision Number: CR498/2023

That the following By-laws No. 152-2023 through 155-2023 **BE DEFERRED** to the December 11, 2023 City Council meeting to allow administration to provide further information and clarification to Councillor Morrison:

**152-2023** A BY-LAW TO ASSUME CLEARY STREET FROM ROXBOROUGH BOULEVARD TO PARTINGTON AVENUE, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 1196 KNOWN AS CLEARY STREET, IN THE CITY OF WINDSOR  
Authorized by M98-2012 dated February 21, 2012

**153-2023** A BY-LAW TO ASSUME ST. PATRICK'S AVENUE FROM OJIBWAY STREET TO CLEARY STREET and ASKIN AVENUE FROM OJIBWAY STREET TO CLEARY STREET BEING STREETS SHOWN ON PLAN 12R-21561 KNOWN AS ST. PATRICK'S AVENUE and ASKIN AVENUE, IN THE CITY OF WINDSOR  
Authorized by M98-2012 dated February 21, 2012

**154-2023** A BY-LAW TO ASSUME ROXBOROUGH BOULEVARD FROM OJIBWAY STREET TO CLEARY STREET, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 12M-555 KNOWN AS ROXBOROUGH BOULEVARD, IN THE CITY OF WINDSOR  
Authorized by M98-2012 dated February 21, 2012

**155-2023** A BY-LAW TO ASSUME OJIBWAY STREET FROM ROXBOROUGH BOULEVARD TO CALIFORNIA AVENUE, BEING A STREET SHOWN ON PLAN 1110, 1268, 973, 883 AND 989 KNOWN AS OJIBWAY STREET, IN THE CITY OF WINDSOR  
Authorized by M98-2012 dated February 21, 2012

Carried.

## **10. PRESENTATIONS AND DELEGATIONS**

### **10.1. Annual Sponsor Windsor Recognition Award Presentation**

#### **Jason Moore, Senior Manager of Communications & Customer Service**

Jason Moore, Senior Manager of Communications & Customer Service appears before Council, and, along with Mayor Dilkens, present "Annual Sponsor Windsor Recognition Awards" to recognize the following community partners for sponsorship of over \$525,000 towards various events within our community:

- 1) CUPE Local 82 for commitment to Can Am Police Fire Games/Golf Series (Local 82 – BBQ Reception at Golf Tournament and Garden Tour during Games \$17,500)
- 2) CUPE Local 543 for commitment to Can Am Police Fire Games/Golf Series (4 years at SWAT level - \$14,000)
- 3) Second Chance CPR – Mike Mio & John Picco for commitment to Can Am Police Fire Games and Firefest - \$14,000+ (4 years at SWAT level (\$14,000) + Roseland Responder Golf Classic 2023-2026 - \$10,000)

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- 4) TWEPI – Gordon Orr – Firefest 2023 / Can Am Police Fire Games 2019-2022 / Roseland Responder Classic 2023-2026/ Bright Lights 2017-2023 – (\$100,000+ over time)
- 5) Zehrs Markets – JP Doe, Store Manager – Malden – 10 year support of Fireworks Transit Program (\$12,000 x 10 years / 50% = \$50,000)
- 6) Rose City Ford – Scott Ohler – for commitment to Can Am Police Fire Games (\$20,000) & 4 years Roseland Responder Classic (Title Sponsor at \$7,000 x 4 years- \$28,000).

Moved by: Councillor Fabio Costante

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR490/2023

That the Annual Sponsor Windsor Recognition Award presentation on November 27, 2023 by the Senior Manager of Communications & Customer Service **BE RECEIVED** for information.

Carried.

Clerk's File: APR2023

### 8.21. Response to CQ 19-2023 – Sandpoint Beach Concession - Ward 7

#### Borden Yewchyn, Big Daddy's Food Service

Borden Yewchyn, Big Daddy's Food Service, appears before Council regarding the administrative report entitled, "Response to CQ 19-2023 – Sandpoint Beach Concession – Ward 7" and is available for questions.

Moved by: Councillor Angelo Marignani

Seconded by: Councillor Mark McKenzie

Decision Number: CR478/2023 CSSC 213

- I. That the report of the Executive Director of Recreation and Culture dated October 13, 2023, entitled "Response to CQ 19-2023 – Sandpoint Beach Concession- Ward 7" **BE RECEIVED** for information; and further,
- II. That Administration **BE DIRECTED** to proceed with Option 2, being a mobile vendor opportunity; and further,
- III. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the Sandpoint Beach Concession 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 Commissioner, Corporate Services/Chief Financial Officer, in legal form to the Commissioner, Legal & Legislative Services; and in technical content to the Executive Director of Recreation & Culture; and,
- IV. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendation noted herein and sign any required

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documentation for the Sandpoint Beach Concession project, satisfactory in financial content to Commissioner, Corporate Services/Chief Financial Officer, in legal form to the Commissioner, Legal & Legislative Services; and in technical content to the Executive Director of Recreation & Culture; and,

- V. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted herein, subject to all specification being satisfactory in financial content to Commissioner, Corporate Services/Chief Financial Officer, and in technical content to the Executive Director of Recreation & Culture; and further,
- VI. That administration **BE DIRECTED** to permit Borden Yewchyn the opportunity to operate in accordance with the Sand Point Beach Concession project in the new space subject to obtaining a permit in accordance with Parks By-law 131-2019 and appropriate licencing in accordance with the Business Licensing By-law 395-2004.

Carried.

Report Number: SCM 296/2023 & S 130/2023  
Clerk's File: SR2023

### 11.1. Municipal Support Resolutions - Independent Electricity System Operator (IESO) Long Term 1 (LT1) RFP - Wards 2 and 5

**Chris Del Greco, Co-owner, John Cervini, Co-owner, Airport Power Inc., and Andre Belicka, Consultant, JM Energy**

Chris Del Greco, Co-owner, John Cervini, Co-owner, Airport Power Inc., and Andre Belicka, Consultant, JM Energy appear before Council regarding the administrative report entitled "Municipal Support Resolutions – Independent Electricity System Operator (IESO) Long Term 1 (LT1) RFP – Wards 2 and 5" and provide details related to the importance of receiving a municipal support resolution for the proposed API project to provide capacity and reliability needs for the Ontario electrical system; and concludes by indicating their intention to bid on the project as well as to provide details of their plan to achieve the same.

**Matt Lensink P.Eng., CEO, CEM Engineering**

Matt Lensink P.Eng., CEO, CEM Engineering, appears before Council regarding the administrative report entitled, "Municipal Support Resolutions – Independent Electricity System Operator (IESO) Long Term 1 (LT1) RFP – Wards 2 and 5" and provides a brief history and success of projects completed by their organization as it relates to providing capacity and reliability for the Ontario electrical system; and concludes by indicating their intention to bid on the project as well as to provide details of their plan to achieve the same.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Angelo Marignani

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Decision Number: CR491/2023

That City Council **SUPPORT** the Administrative recommendation to not provide Municipal Support Resolutions at this time for non-storage installations as part of the IESO LT1 RFP submission; and

That Administration **BE DIRECTED** to report back to Council in the event that either of the two projects identified in this report receive an IESO contract award for further consideration for municipal support.

Carried.

Councillors Fred Francis, Ed Sleiman, and Kieran McKenzie voting nay.

Report Number: C 141/2023

Clerk's File: EI/10822

### 8.29. Official Plan & Zoning Bylaw Amendments Z 022-23 [ZNG-7067] & OPA 173 [OPA-7070] 1027458 Ontario Inc. Banwell & Leathorne (North A) Multiple Dwelling Development - Ward 7

#### Karl Tanner & Theresa O'Neill, agents, Dillon Consulting

Karl Tanner & Theresa O'Neill, agents, Dillon Consulting, appear before Council regarding the administrative report dated October 19, 2023 entitled, "Official Plan & Zoning Bylaw Amendments Z 022-23 [ZNG-7067] & OPA 173 [OPA-7070] 1027458 Ontario Inc. Banwell & Leathorne (North A) Multiple Dwelling Development - Ward 7" and are available for questions.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Mark McKenzie

Decision Number: CR486/2023 DHSC 567

That the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:

#### 1.# WEST SIDE BANWELL ROAD SOUTH OF FIRGROVE DRIVE

1.#.1 The property described as Part of Block 1, Plan 12M-425, in the City of Windsor, known municipally as 0 Questa Drive, is designated a special policy area on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.#.2 Notwithstanding Section 2.7.5.5 of the Official Plan, Volume II:

- a) Medium Profile Residential Buildings up to 24 m in height shall be permitted on the subject property within 30m of Banwell Road

That the hold prefix **BE APPLIED** to the existing CD2.7 zone at Part of Block 1, Plan 12M-425, in the City of Windsor, known municipally as 0 Questa Drive the hold prefix may be removed when the applicant/owner submits an application to remove the holding prefix and the following conditions are satisfied:

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- a) an updated Transportation Impact Study is prepared and submitted to the satisfaction of the City Engineer; and
- b) The applicant receives a development permit for the construction of the extension of Leathorne Street onto Block 19, 12M-425

That subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for the lands described as Part of Block 1, Plan 12M-425 by adding site specific regulations as follow:

4xx. **WEST SIDE BANWELL ROAD SOUTH OF FIRGROVE DRIVE**

For the lands described as Part of Block 1, Plan 12M-425, in the City of Windsor, known municipally as 0 Questa Drive, the following shall be additional permitted uses:

- i. multiple dwelling;  
subject to the regulations in Section 12.2.5, and,  
Building height within 30m of Banwell Road – Maximum –24 m  
Landscaped Open Space – Minimum 24.5%

(ZDM 14; ZNG/7067)

Carried.

Councillor Angelo Marignani voting nay.

Report Number: SCM 305/2023 & S 137/2023

Clerk's File: Z/14652 & Z/14653

### **8.30. Official Plan & Zoning Bylaw Amendments Z 023-23 [ZNG-7068] & OPA 174 [OPA-7071] 1027458 Ontario Inc. Banwell South of Leathorne (North B) Multiple Dwelling Development - Ward 7**

#### **Karl Tanner & Theresa O'Neill, agents, Dillion Consulting**

Karl Tanner & Theresa O'Neill, agents, Dillion Consulting, appear before Council and expresses concern regarding the recommendation in the administrative report entitled, "Official Plan & Zoning Bylaw Amendments Z 023-23 [ZNG-7068] & OPA 174 [OPA-7071] 1027458 Ontario Inc. Banwell South of Leathorne (North B) Multiple Dwelling Development - Ward 7" and are available for questions.

#### **Kate Benedet, Ward 7 resident**

Kate Benedet, Ward 7 resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, "Official Plan & Zoning Bylaw Amendments Z 023-23 [ZNG-7068] & OPA 174 [OPA-7071] 1027458 Ontario Inc. Banwell South of Leathorne (North B) Multiple Dwelling Development - Ward 7" and concludes by providing details related to concerns with the proposed height of the building, the increase in traffic, flooding risk and how this development will negatively impact the residents quality of life.

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### Maureen Flannery, Ward 7 resident

Maureen Flannery, Ward 7 resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, "Official Plan & Zoning Bylaw Amendments Z 023-23 [ZNG-7068] & OPA 174 [OPA-7071] 1027458 Ontario Inc. Banwell South of Leathorne (North B) Multiple Dwelling Development - Ward 7" and concludes by suggesting some type of commercial development be included along with the proposed residential development in the Banwell corridor as the amenities would be appreciated by the residents.

### Joan Ennis, Ward 7 resident

Joan Ennis, Ward 7 resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, "Official Plan & Zoning Bylaw Amendments Z 023-23 [ZNG-7068] & OPA 174 [OPA-7071] 1027458 Ontario Inc. Banwell South of Leathorne (North B) Multiple Dwelling Development - Ward 7" and concludes by providing details related to flooding issues in the area, parking issues, the height of the buildings and the potential increase in volume of traffic, should the proposed development be approved.

Moved by: Councillor Fred Francis

Seconded by: Councillor Mark McKenzie

Decision Number: CR487/2023 DHSC 568

That the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:

#### 1.# WEST SIDE BANWELL ROAD SOUTH OF LEATHORNE DRIVE

1.#.1 The property described as Block 7, Plan 12M-425, in the City of Windsor, known municipally as 0 Banwell Road, is designated a special policy area on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.

1.#.2 Notwithstanding Section 2.7.5.5 of the Official Plan, Volume II:

b) Medium Profile Residential Buildings up to 24 m in height shall be permitted on the subject property within 30m of Banwell Road

That the hold prefix **BE APPLIED** to the existing CD2.7 zone at Block 7, Plan 12M-425, in the City of Windsor, known municipally as 0 Banwell Road, the hold prefix may be removed when the applicant/owner submits an application to remove the holding prefix and the following conditions are satisfied:

- b) an updated Transportation Impact Study is prepared and submitted to the satisfaction of the City Engineer; and
- c) The applicant receives a development permit for the construction of the extension of Leathorne Street onto Block 19, 12M-425.



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That subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for the lands described as Block 7, Plan 12M-425 by adding site specific regulations as follow:

4xx. **WEST SIDE BANWELL ROAD SOUTH OF FIRGROVE DRIVE**

For the lands described as Block 7, Plan 12M-425, in the City of Windsor, known municipally as 0 Banwell Road, the following shall be additional permitted uses:

ii. multiple dwelling;

subject to the regulations in Section 12.2.5, and,  
Building height within 30m of Banwell Road – Maximum –24 m

(ZDM 14; ZNG/7068)

Carried.

Councillor Angelo Marignani voting nay.

Report Number: SCM 306/2023 & S 138/2023

Clerk's File: Z/14654 & Z/14655

### 8.16. Follow-up to CR172/2023 – Essex Terminal Railway Whistling Cessation – Ward 4

#### John West, Ward 4 resident

John West, Ward 4 resident, appears before Council regarding the administrative report entitled, "Follow-up to CR172/2023 – Essex Terminal Railway Whistling Cessation – Ward 4" and expresses concern with the decision of Essex Terminal Railway to withhold the report of the noise decibel study; and concludes by encouraging Council to consider legal methods to ensure that Essex Terminal Railway provides the report.

Moved by: Councillor Mark McKenzie

Seconded by: Councillor Fred Francis

Decision Number: CR473/2023 ETPS 962

That the report of the Policy Analyst, Transportation Planning, dated October 6, 2023, entitled, "Follow-up to CR172/2023 - Essex Terminal Railway Whistling Cessation – Ward 4," **BE RECEIVED** for information; and further,

That Administration **BE REQUESTED** to continue discussions with Essex Terminal Railway in order to attempt to get the sound decibel levels report released; and,

That Administration **BE REQUESTED** to obtain an update from Member of Parliament Kusmierczyk related to his discussions with Federal Transportation Minister in regards to the status of the Rail Safety Grant Fund Program.

Carried.

Report Number: SCM 286/2023 & S 129/2023

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Clerk's File: MTR2023

### 11.3. Development and Implementation of a City Wide Vacant Home Tax Program

#### Caroline Taylor, Ward 2 resident

Caroline Taylor, Ward 2 resident, appears before Council in support of the administrative recommendation in the report entitled, "Development and Implementation of a City Wide Vacant Home Tax Program – City Wide"; and concludes by suggesting that administration take a proactive approach to reporting vacant properties instead of a resident complaint initiation aspect.

#### Thadd Opiola, property owner

Thadd Opiola, property owner, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, "Development and Implementation of a City Wide Vacant Home Tax Program – City Wide," indicating the percentage amount is high and concludes by inquiring how the vacant home tax impacts homes currently under construction.

Moved by: Councillor Fabio Costante

Seconded by: Councillor Gary Kaschak

Decision Number: CR493/2023

That this report with regards to the Design and Implementation of a Vacant Home Tax BE **RECEIVED**; and further,

That City Council **ADOPT** a Municipal Vacant Home Tax (VHT) program pursuant to Part IX.1 of the *Municipal Act, 2001* (the Act); and,

That City Council **AUTHORIZE** Administration to submit an application to the Minister of Finance to be designated as a municipality that has the power to impose a tax on residential vacant units, per Part IX.1 section 338.1 of the Act; and further,

That subject to receiving Ministerial consent to becoming a designated municipality in the regulations under the Act that the City of Windsor's VHT program **BE EFFECTIVE** January 1, 2024; and further,

That City Council **ESTABLISH** the vacancy reference period to be the prior taxation year; and further,

That City Council **APPROVE** a tax rate of 3% to be applied to the prior year's assessment value as determined by the Municipal Property Assessment Corporation (MPAC) to calculate the amount of VHT to be charged; and further,

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That City Council **APPROVE** the definition of “vacant” and the recommended exemptions listed in the Discussion section of this report, for the purposes of identifying properties that would be subject to the Vacant Home Tax; and further,

That City Council **SUPPORT** one new Property Tax Clerk position (L543 09) and one new Property Assessor position (L543 14) as permanent additions to the Assessment Division staff complement, which will be funded through revenue collected through the VHT program; and further,

That the CFO/City Treasurer **BE DIRECTED** to amend the 2024 staff complement to reflect the addition of the two (2) permanent staff required for the administration of the VHT program; and further,

That City Council **DIRECT** any resulting surplus in revenue, after all Administrative costs have been recovered, be transferred to the City’s Housing Reserve (Fund 216) to be used for purposes of housing related programs, projects and initiatives; and further,

That City Council **ESTABLISH** a penalty of \$3,500 to be imposed for declarations determined to be false or misleading; and further,

That where appropriate, any amounts which are considered due and payable to the municipality **BE ADDED** to property taxes and collected in the same manner as property taxes; and further,

That City Council **AUTHORIZE** Administration to take any and all action that is deemed necessary to enforce compliance and to undertake audits and inspections as necessary relative to the collection and remittance of the VHT as outlined in this report; and further,

That upon the City of Windsor receiving consent to be a designated municipality in the regulations under the Act, the City Solicitor **BE AUTHORIZED** to prepare the VHT By-law; and further,

That administration **BE REQUESTED** to report back to council after one year of the vacant home tax program being in place to provide information related to the effectiveness and/or opportunities for improvement, including the possibility of a repeat offender fee.

Carried.

Report Number: C 94/2023  
Clerk’s File: AF2023 & GP2023

### 8.18. Response to CQ 18-2022 – Jackson Park Bandshell Update – Ward 3

**Lana Talbot, Ward 2 resident**

Lana Talbot, Ward 2 resident, appears before Council regarding the administrative report entitled, “Response to CQ 18-2022 – Jackson Park Bandshell Update – Ward 3” and highlights the

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importance and significance of the bandshell in Windsor history as it relates to black culture and to advocate for a feasibility study for its restoration.

### **Leslie McCurdy, Performing Artist, Playwright, Producer, and Chair of the Black Council of Windsor Essex**

Leslie McCurdy, Performing Artist, Playwright, Producer, and Chair of the Black Council of Windsor Essex, appears before Council regarding the administrative report entitled, "Response to CQ 18-2022 – Jackson Park Bandshell Update – Ward 3" and highlights the importance and significance of the bandshell in Windsor history as it relates to black culture and to advocate for a feasibility study for its restoration and to be able to provide an affordable venue better suited to smaller performing arts groups.

### **Joi Hurst, Coalition for Justice Unity Equity**

Joi Hurst, Coalition for Justice Unity Equity, appears before Council regarding the administrative report entitled, "Response to CQ 18-2022 – Jackson Park Bandshell Update – Ward 3" and highlights the importance and significance of the bandshell in Windsor history as it relates to black culture and to advocate for a feasibility study for its restoration to be able to provide a common location for a pre-approved monument to be placed nearby.

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Ed Sleiman

That the report of the Executive Initiatives Coordinator dated August 21, 2023 entitled "Response to CQ 18-2022 – Jackson Park Bandshell Update – Ward 3" BE DEFERRED to a future City Council meeting to allow for further information from the Greater Essex County District School Board to be provided on the possibility of disposing of the subject land.

The motion is **put and lost**.

Aye votes: Councillors Ed Sleiman, Jo-Anne Gignac, and Angelo Marignani and Mayor Drew Dilkens.

Nay votes: Councillors Fred Francis, Fabio Costane, Renaldo Agostino, Mark McKenzie, Gary Kaschak, Kieran McKenzie, and Kim Morrison.

Absent: None.

Abstain: None.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Fabio Costante

Decision Number: CR475/2023 CSSC 205

That the report of the Executive Initiatives Coordinator dated August 21, 2023, entitled "Response to CQ 18-2022 – Jackson Park Bandshell Update-Ward 3" **BE RECEIVED** for information; and further,

That administration **BE REQUESTED** to engage in a feasibility study (two Phases) including a Condition Study and a Vision and Rendering Phase along with public consultation with various community groups, including artist groups, the black community as well as the general public and other community stakeholders; and,

That the Community Consultation **INCLUDE** discussion with the public school board, to address property and land use challenges as it relates to the bandshell; and,

That the study **BE FUNDED** from the Budget Stabilization Revenue Fund (BSR).  
Carried.

At the request of Councillor Fabio Costante, a recorded vote is taken on this matter.

Aye votes: Councillors Angelo Marignani, Jim Morrison, Fabio Costante, Kieran McKenzie, Fred Francis, and Gary Kashack.

Nay votes: Councillors Jo-Anne Gignac, Renaldo Agostino, Ed Sleiman, Mark McKenzie and Mayor Drew Dilkens.

Absent: None.

Abstain: None.

Report Number: SCM 238/2023 & S 106/2023  
Clerk's File: SR2023

## **8.7. ERCA Non-Mandatory Category Three Programs – Cost Apportioning Agreement – City Wide**

**Tim Byrne, CAO/Secretary-Treasurer & Shelley McMullen, CFO/Director Finance & Corporate Services, Essex Region Conservation Authority (ERCA)**

Tim Byrne, CAO/Secretary-Treasurer & Shelley McMullen, CFO/Director Finance & Corporate Services, Essex Region Conservation Authority (ERCA), appear before Council regarding the administrative report entitled, "ERCA Non-Mandatory Category Three Programs – Cost Apportioning Agreement – City Wide" and to provide an update on the compliance requirements as set forth in Bill 23; indicates that the City of Windsor is a major financial contributor to ERCA funding at 48.73% of total funding; ERCA has been successful in receiving provincial grants to provide programming within the community; provide details regarding the request for support from the municipality for additional funding for land acquisition for properties at risk and if not acted upon may possibly lose the opportunity to acquire remnant properties that could be considered for preservation and to receive grant funding in a timely fashion.

Moved by: Councillor Fred Francis

Seconded by: Councillor Jo-Anne Gignac

Decision Number: CR464/2023

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That the report entitled “ERCA Non-Mandatory Category Three Programs – Cost Apportioning Agreement” **BE RECEIVED** for information; and further,

That City Council **ADOPT** the administrative recommendations as outlined in the report; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign an updated cost apportioning agreement that aligns with administrative recommendations, to the satisfaction of the City Solicitor as to legal form, City Engineer as to technical content, and the City Treasurer as to financial implications; and further,

That the CFO/City Treasurer **BE DIRECTED** to establish a Reserve Fund (ERCA Land Acquisition) to be used for the purpose of providing funding to ERCA for future land acquisitions; and further,

That City Council **SUPPORT** an annual transfer of \$133,000 to the ERCA Land Acquisition Reserve; and further,

That the CFO/City Treasurer **BE DIRECTED** to include the annual transfer to the ERCA Land Acquisition Reserve as part of the 2024 Operating budget development.

Carried.

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

Report Number: C 161/2023

Clerk’s File: EI/14691

## 8.27. Zoning By-Law Amendment Z028-23(ZNG/7140) - 185 Randolph Place

### Tracey Pillon-Abbs, Principal Planner

Tracey Pillon-Abbs, Principal Planner, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, “Zoning By-Law Amendment Z028-23(ZNG/7140) - 185 Randolph Place” and is available for questions.

### Jack Federer, applicant

Jack Federer, applicant, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, “Zoning By-Law Amendment Z028-23(ZNG/7140) - 185 Randolph Place” and is available for questions.

### Mitch Gellman, area resident

Mitch Gellman, area resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, “Zoning By-Law Amendment Z028-23(ZNG/7140) - 185 Randolph Place” and cites concerns with the possibility of increased traffic, storm-water management and existing municipal services.

**Garfield Brush, area resident**

Garfield Brush, area resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled, "Zoning By-Law Amendment Z028-23(ZNG/7140) - 185 Randolph Place" and provides details related to the number of units, potential for increased foot and vehicular traffic, lack of available parking, decreased quality of life and a possible decline in overall property values.

**York Zhu, area resident**

York Zhu, area resident, appear before Council and expresses concern regarding the recommendation in the administrative report entitled, "Zoning By-Law Amendment Z028-23(ZNG/7140) - 185 Randolph Place" and provides details related to the proposed number of units, potential for increased foot and vehicular traffic, lack of available parking, decreased privacy and quality of life and a possible decline in overall property values.

Mayor Drew Dilkens leaves the meeting at 8:35 o'clock p.m. and Councillor Fabio Costante assumes the chair.

Mayor Drew Dilkens returns to the meeting at 8:37 o'clock p.m. and Councillor Fabio Costante returns to his seat at the Council Table.

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

Decision Number: CR484/2023 DHSC 566

- I. That Zoning By-law 8600 **BE AMENDED** by changing the zoning on the lands of Lot 11 Plan 766 Town of Sandwich; Lot 12 Plan 766 Town of Sandwich situated on the west side of Randolph Place, and known municipally as 185 Randolph Place by adding a site specific exception to Section 20(1) as follows:

X. **WEST SIDE OF RANDOLPH PLACE BETWEEN RIVERSIDE DRIVE EAST AND UNIVERSITY AVENUE**

For the 1173.0 m<sup>2</sup> lands comprising of Lot 11 Plan 766 Town of Sandwich; Lot 12 Plan 766 Town of Sandwich; a *multiple dwelling* with 11 or more units shall be an additional permitted use subject to the following provisions:

- .1 Lot Area – minimum 97.0 m<sup>2</sup> per dwelling unit
- .2 Lot Frontage – minimum – 27.0 m
- .3 Lot Coverage – maximum – 45.0 %
- .4 Main Building Height – maximum – 10.0 m
- .5 Building Setback:
  - a) *front yard depth* - minimum 6.0m
  - b) *rear yard depth* - minimum 7.5 m

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c) *side yard width* - minimum 2.0 m on one side, and 3.4 m on the other side

6. Parking:

- a) *Parking spaces* – minimum 7 spaces
- b) *Bicycle Parking Spaces* – minimum 15 spaces
- c) A *parking space* is prohibited in any required *front yard*
- d) *Parking aisle width* – as existing

7. Exterior walls shall be covered in facebrick on a minimum of 3.0 m from above grade on the North, East, and South elevations.

8. For the purpose of this provision any roof other than 4.5/12 is prohibited.

II. That the Site Plan Approval Officer **BE DIRECTED** to incorporate the following, as required, in the site plan approval and site plan agreement:

- a) The requirements and recommendations of municipal departments and agencies as noted in this report and detailed in Appendix I attached.

Carried.

Report Number: SCM 303/2023 & S 135/2023  
Clerk's File: Z/14670

## 11. REGULAR BUSINESS ITEMS (Non-Consent Items)

None.

## 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 Kieran McKenzie  
Seconded by: Councillor Mark McKenzie

Decision Number: CR496/2023

That the report of the Special In-Camera meeting held November 27, 2023 **BE ADOPTED** as presented.

Carried.

Clerk's File: ACO2023



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### 12.2. (ii) Report of the Striking Committee of its meeting held November 27, 2023

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

Decision Number: CR497/2023

That the report of the Striking Committee of its meeting held November 27, 2023 **BE ADOPTED** as presented.

Carried.

Clerk's File: ACOS2023

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

Moved by: Councillor Jim Morrison  
Seconded by: Councillor Ed Sleiman

That the following By-laws No. 146-2023 through 151-2023 and 156-2023 through 160-2023 be introduced and read a first and second time:

**Clerk's Note:** For By-laws 152-2023 through 155-2023 see deferral section.

**146-2023** A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS McROBBIE ROAD IN THE CITY OF WINDSOR Authorized by CR76/2011 dated February 28, 2011

**147-2023** A BY-LAW TO AMEND BY-LAW NUMBER 139-2013, BEING A BY-LAW TO DELEGATE AUTHORITY TO THE CITY PLANNER TO APPROVE AND PROCESS CERTAIN APPLICATIONS UNDER THE *PLANNING ACT* AND PERMITS UNDER THE ONTARIO *HERITAGE ACT* Authorized by CR424/2023 dated October 16, 2023

**148-2023** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.96 METRE NORTH/SOUTH ALLEY LOCATED NORTH OF REGINALD STREET, WEST OF ALBERT ROAD, SOUTH OF SEMINOLE STREET AND EAST OF ST. LUKE ROAD, CITY OF WINDSOR Authorized by CR498/2022 dated November 28, 2022

**149-2023** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.96 METRE NORTH/SOUTH ALLEY LOCATED NORTH OF REGINALD STREET, WEST OF ALBERT ROAD, SOUTH OF SEMINOLE STREET AND EAST OF ST. LUKE ROAD, CITY OF WINDSOR Authorized by CR498/2022 dated November 28, 2022

**150-2023** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 5.58 METRE EAST/WEST ALLEY LOCATED EAST OF MEIGHEN ROAD, WEST OF MELDRUM ROAD AND SOUTH OF TECUMSEH ROAD EAST, CITY OF WINDSOR Authorized by CR 496/2022 dated November 28, 2022

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**151-2023** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 5.58 METRE EAST/WEST ALLEY LOCATED EAST OF MEIGHEN ROAD, WEST OF MELDRUM ROAD AND SOUTH OF TECUMSEH ROAD EAST, CITY OF WINDSOR Authorized by CR 496/2022 dated November 28, 2022

**156-2023** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" Authorized by CR219/2023 dated May 29, 2023

**157-2023** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW" Authorized by CR220/2023 dated May 29, 2023

**158-2023** A BY-LAW TO APPOINT WIRA VENDRASCO AS ACTING CITY SOLICITOR AND TO RESCIND THE APPOINTMENT OF SHELBY ASKIN HAGER AS CITY SOLICITOR FOR THE CORPORATION OF THE CITY OF WINDSOR Authorized by MD 12-2023 and MD 13-2023 dated November 15, 2023

**159-2023** A BY-LAW TO ESTABLISH LANDS AS A PUBLIC HIGHWAY KNOWN AS McROBBIE ROAD IN THE CITY OF WINDSOR Authorized by CR76/2011 dated February 28, 2011

**160-2023** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 27th day of November, 2023  
Carried.

## 14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Fabio Costante

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 amended

Carried.

## 15. NOTICES OF MOTION

None presented.

## 16. THIRD AND FINAL READING OF THE BY-LAWS

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Moved by: Councillor Fabio Costante  
Seconded by: Councillor Jo-Anne Gignac

That the By-laws No. 146-2023 through 151-2023 and 156-2023 through 160-2023 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.

**Clerk's Note:** For By-laws 152-2023 through 155-2023 see deferral section.  
Carried.

### 17. PETITIONS

#### 17.1. Petition to Pave Parking Lot at Ypres Park bordering Somme Road between Francis Road and Arthur Road

Moved by: Councillor Gary Kaschak  
Seconded by: Councillor Ed Sleiman

Decision Number: CR495/2023

That the petition presented by Councillor Ed Sleiman on behalf of the residents of Ypres Park bordering Somme Road between Francis Road and Arthur Road requesting the parking lot be paved **BE RECEIVED** as part of the public record.  
Carried.

Clerk's File: ACO/14466

### 21. ADJOURNMENT

Moved by: Councillor Fred Francis  
Seconded by: Councillor Ed Sleiman

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 8:55 o'clock p.m.

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Mayor

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City Clerk

Adopted by Council at its meeting held November 27, 2023 (CR 496/2023)  
SV/bm

**SPECIAL MEETING OF COUNCIL – IN CAMERA**  
**November 27, 2023**

**Meeting called to order at: 2:31 p.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:**

Joe Mancina, Chief Administrative Officer  
Andrew Daher, Commissioner, Human and Health Services  
Mark Winterton, Acting Commissioner, Infrastructure Services/City  
Engineer  
Janice Guthrie, Commissioner, Corporate Services CFO/City Treasurer  
Dana Paladino, Acting Commissioner, Corporate Services  
James Chacko, Acting Commissioner, Community Services  
Jelena Payne, Commissioner Economic Development and Innovation  
Steve Vlachodimos, City Clerk  
Wira Vendrasco, Acting City Solicitor  
Abe Taqtaq, Mayor's Chief of Staff  
Anna Ciacelli, Deputy Clerk  
Norbert Wolf, Manager of Employee Relations (Item 1)  
Tyson Cragg, Executive Director Transit Windsor (Item 1)  
Anne-Marie Albidone, Manager of Environmental Services (Items 10)  
Jim Leether, Administrator Waste Collection Contracts (Item 10)

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Verbal Motion is presented by Councillor Fred Francis, seconded by Councillor Gary Kaschak, that Rule 3.3 (c) of the *Procedure By-law, 98-2011*, BE WAIVED to add the following Agenda item:

11. Legal matter – advice subject to solicitor-client privilege - negotiations

Motion Carried.

Verbal Motion is presented by Councillor Jo-Anne Gignac, seconded by Councillor Gary Kaschak, to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to <i>Municipal Act, 2001, as amended</i>
1	Personal matter – labour negotiations update – VERBAL REPORT, Section 239(2)(d)
2	Property matter – sale of land, Section 239(2)(c)
3	Property matter – sale of land, Section 239(2)(c)
4	Property matter – purchase of land, Section 239(2)(c)
5	Legal/property matter – expropriation settlement, Section 239(2)(e)

- 6                    **Legal/property matter – expropriation settlement, Section 239(2)(e)**
  
- 7                    **Legal/property matter – expropriation update/delegation of authority, Section 239(2)(e)**
  
- 8                    **Property matter – licence agreement, Section 239(2)(c)**
  
- 9                    **Technical/financial information – confirm and ratify e-mail poll, Section 239(2)(j)**

<b>Item No.</b>	<b>Subject &amp; Section - Pursuant to <i>Municipal Act, 2001, as amended</i></b>
10	Technical/financial information – update, Section 239(2)(j)
11	Legal matter – advice subject to solicitor- client privilege – negotiations, Section 239(2)(f)- ADDED

**Motion Carried.**

**Declarations of Pecuniary Interest:**

None declared.

**Discussion on the items of business.**

**Verbal Motion is presented by Councillor Mark McKenzie, seconded by Councillor Kieran McKenzie,  
to move back into public session.**

**Motion Carried.**

**Moved by Councillor Ed Sleiman, seconded by Councillor Fabio Costante,  
THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held November 27, 2023 directly to Council for consideration at the next Regular Meeting.**

1. That the confidential verbal update from the Manager of Labour Relations and the Executive Director of Transit Windsor respecting a personal matter – labour negotiations **BE RECEIVED.**

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2. That the recommendation contained in the in-camera report from the Coordinator of Real Estate Services, Manager of Real Estate Services, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance and City Treasurer respecting a property matter – sale of land **BE APPROVED**.
3. That the recommendation contained in the in-camera report from the Manager of Real Estate Services, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance and City Treasurer respecting a property matter – sale of land **BE APPROVED**.
4. That the recommendation contained in the in-camera report from the Coordinator of Real Estate Services, Manager of Real Estate Services, Acting City Solicitor, Acting Commissioner of Corporate Services, Acting Commissioner of Infrastructure Services/City Engineer and Commissioner of Finance and City Treasurer respecting a property matter –purchase of land **BE APPROVED**.
5. That the recommendation contained in the in-camera report from Senior Legal Counsel, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance and City Treasurer respecting a legal/property matter – expropriation settlement **BE APPROVED**.
6. That the recommendation contained in the in-camera report from Senior Legal Counsel, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance and City Treasurer respecting a legal/property matter – expropriation settlement **BE APPROVED**.
7. That the recommendation contained in the in-camera report from Senior Legal Counsel, Acting City Solicitor, Acting Commissioner of Corporate Services and Commissioner of Finance and City Treasurer respecting a legal/property matter – expropriation update/delegation of authority **BE APPROVED**.
8. That the recommendation contained in the in-camera report from the Manager of Real Estate Services, Acting City Solicitor, Acting Commissioner of Corporate Services, Executive Director of Recreation and Culture, Executive Director of Parks and Facilities, Commissioner of Community Services and Commissioner of Finance and City Treasurer respecting a property matter – licence agreement **BE APPROVED**.
9. That the recommendation contained in the in-camera report from the City Clerk and Acting Commissioner of Corporate Services, respecting a technical/financial information – confirm and ratify e-mail poll **BE APPROVED**.
10. That the recommendation contained in the in-camera report from the Financial Planning Administrator – Public Works, Executive Director of Operations, Acting Commissioner of Infrastructure Service, Acting City Solicitor, Acting Commissioner of Corporate Services and



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Commission of Finance and City Treasurer respecting a technical/financial matter – update **BE APPROVED.**

11. That the confidential verbal responses respecting a legal matter – solicitor-client privilege regarding negotiations **BE RECEIVED FOR INFORMATION.**

**Motion Carried.**

**Moved by Councillor Fred Francis, seconded by Councillor Jo-Anne Gignac,  
That the special meeting of council held November 27, 2023 BE ADJOURNED.  
(Time: 3:28 p.m.)  
Motion Carried.**

Adopted by Council at its meeting held November 27, 2023 (CR 497/2023)  
SV/bm

**STRIKING COMMITTEE – IN CAMERA**  
**November 27, 2023**

**Meeting called to order at: 3:29 p.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:**

Joe Mancina, Chief Administrative Officer  
Andrew Daher, Commissioner, Human and Health Services  
Mark Winterton, Acting Commissioner, Infrastructure Services/City  
Engineer  
Janice Guthrie, Commissioner, Corporate Services CFO/City Treasurer  
Dana Paladino, Acting Commissioner, Corporate Services  
James Chacko, Commissioner, Community Services  
Jelena Payne, Commissioner Economic Development and Innovation  
Steve Vlachodimos, City Clerk  
Wira Vendrasco, Acting City Solicitor  
Abe Taqtaq, Mayor's Chief of Staff  
Anna Ciacelli, Deputy Clerk

**Verbal Motion is presented by Councillor Jo-Anne Gignac, seconded by Councillor  
Fabio Costante,**

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to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to <i>Municipal Act, 2001</i> , as amended
1	Personal matter – about identifiable individual(s) – appointment of members to Active Transportation Panel/Age-Friendly Working Group/Community Public Art Working Group/Transit Windsor Working Group/Windsor Utilities Commission (1)

### Declarations of Pecuniary Interest:

None declared.

### Discussion on the items of business. (Item 1)

**Moved by Councillor Ed Sleiman, seconded by Councillor**

**Renaldo Agostino,**

**THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Striking Committee Meeting held November 27, 2023 directly to Council for consideration at the next Regular Public Meeting or Special meeting of Council.**

1. That the confidential discussions regarding appointments to the Active Transportation Expert Panel, Age-Friendly Windsor Working Group, Community Public Art Working Group, Transit Windsor Working Group and Windsor Utilities Commission **BE RECEIVED**, and further that appointments to the Working Groups and Commission **BE APPROVED** (see open report of the Striking Committee).

**Motion Carried.**

**Moved by Councillor Mark McKenzie, seconded by Councillor**

**Kieran McKenzie.**

**That the special Striking Committee meeting held November 27, 2023 BE ADJOURNED.**

**Minutes**  
**City Council**  
**Monday, November 27, 2023**

(Time: 3:51 p.m.)  
Motion Carried.



Correspondence Report: CMC 16/2023

ATTACHMENTS

Subject: Correspondence - Monday, December 11, 2023

No.	Sender	Subject
7.1.1	Ontario Land Tribunal	<p>Notice of Proceeding Commenced under subsection 34(19) of the <i>Planning Act</i> and decision delivered. Antonio Buttice et al. By-law 67-2022 1913, 1925 &amp; 1949 Devonshire Court, OLT Case No. OLT-22-003819</p> <p>Commissioner, Corporate Services (Interim) Acting City Planner Chief Building Official Deputy City Solicitor Development Applications Clerk GP2023 Note &amp; File</p>
7.1.2	Infrastructure Canada Community Policy and Programs Branch	<p>Letter to Manager, Homelessness &amp; Housing Support regarding the extension of the Reaching Home agreement (April 1, 2024 to March 31, 2028) and details regarding funding allocation.</p> <p>Commissioner, Human &amp; Health Services Executive Director, Housing &amp; Children’s Services Commissioner, Finance &amp; City Treasurer Manager, Homelessness &amp; Housing Support GP2023 Note &amp; File</p>

No.	Sender	Subject
7.1.3	<p>Administrative Memo from the Deputy Treasurer, Financial Planning</p> <p>and</p> <p>Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs</p> <p>and</p> <p>Member of Parliament (Windsor West) Brian Masse</p>	<p>Communication to provide background information &amp; letter regarding ex gratia payment on behalf of the Government of Canada to the City of Windsor to help cover extraordinary expenses related to ending the illegal blockade of the Ambassador Bridge.</p> <p>Commissioner, Finance &amp; City Treasurer Deputy Treasurer, Financial Planning MD/14403 &amp; GF2023 Note &amp; File</p>
7.1.4	<p>Commissioner, Economic Development</p> <p>and</p> <p>Ministry of Municipal Affairs and Housing</p> <p>and</p> <p>Ontario's Big City Mayors</p>	<p>Communication to provide additional information regarding the Provincial Building Homes Faster Fund (BFF)</p> <p>Commissioner, Economic Development Commissioner, Infrastructure Services &amp; City Engineer (Interim) Commissioner, Finance &amp; City Treasurer GP2023 Note &amp; File</p>
7.1.5	<p>Ministry of Natural Resources and Forestry</p>	<p>Posted decision notice finalizing the "Technical bulletin – Flooding hazards: data survey and mapping specifications"</p> <p>Commissioner, Economic Development Commissioner, Infrastructure Services &amp; City Engineer (Interim) GP2023 Note &amp; File</p>

No.	Sender	Subject
7.1.6	Dillon Consulting Limited	<p>Notice of Public Information Centre – Tecumseh Hamlet Infrastructure Improvements Municipal Class Environmental Assessment &amp; Functional Designs</p> <p style="text-align: right;">Commissioner, Infrastructure Services &amp; City Engineer (Interim) Commissioner, Economic Development Manager, Environmental Quality GM2023 Note &amp; File</p>
7.1.7	Acting City Planner / Executive Director	<p>Application for Zoning Amendment, Homes by Artisan 3842 Woodward Boulevard, to allow 2 semi-detached dwellings with on-site parking.</p> <p style="text-align: right;">Z/14699 Note &amp; File</p>
7.1.8	Committee of Adjustme Agenda	<p>Applications scheduled to be heard by the Committee of Adjustment/Consent Authority, Thursday, December 21, 2023.</p> <p style="text-align: right;">Z2023 Note &amp; File</p>

**Ontario Land Tribunal**  
Tribunal ontarien de l'aménagement  
du territoire



**ISSUE DATE:** December 05, 2023

**CASE NO(S):** OLT-22-003819

**PROCEEDING COMMENCED UNDER** subsection 34(19) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended

Appellant:	Antonio Buttice et al.
Subject:	By-law No. 67-2022
Description:	To permit a 4 Storey multiple dwelling
Reference Number:	BL 67-2022
Property Address:	1913, 1925 & 1949 Devonshire Court
Municipality/UT:	City of Windsor
OLT Lead Case No.:	OLT-22-003819
OLT Case No.:	OLT-22-003819
OLT Case Name	Buttice v. Windsor (City)

**Heard:** October 17, 2023 to October 20, 2023  
by Video Hearing

**APPEARANCES:**

**Parties**

Antonio Buttice *et al.*

2811035 Ontario Inc.

City of Windsor

**Counsel**

Raymond Colautti

Analee Baroudi

Wira Vendrasco



## **DECISION DELIVERED BY S. deBOER AND ORDER OF THE TRIBUNAL**

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[Link to Order](#)

### **INTRODUCTION**

[1] This Decision results from the Hearing of the merits conducted in respect to the appeal (“Appeal”) from Antonio Buttice *et al.* pursuant to s. 34 (19) of the Planning Act against the decision of the City of Windsor (“City”) to approve the Zoning By-law Amendment (the “ZBA”) application to the City of Windsor Zoning By-law 8600.

[2] The nature of the Appeal is that the proposed amendments to Zoning By-Law 8600 are not consistent with the Provincial Policy Statement, 2020, and that they do not conform to the policy direction of the City of Windsor Official Plan in general, and to the Heritage Conservation policies specifically.

[3] The Municipal addresses of the Subject Properties are 1913, 1925 and 1949 Devonshire Court, Windsor (“SP”).

[4] The Applicant is requesting an amendment to Zoning By-law 8600 to allow a multiple dwelling as an additional permitted use subject to additional provisions. The Applicant proposes to construct a multiple dwelling with a maximum building height of 15 metres, containing 23 dwelling units within a total of four storeys. A total of 30 parking spaces, including two accessible parking spaces, 21 bicycle spaces and one loading space are a part of the proposal (“Proposal”).

### **BACKGROUND**

[5] The Appeal was filed on April 21, 2022 by the Appellant. However, the history of the SP needs to be explained as the properties’ history and the process leading up to and including the Applicant’s application is a part of the Appellant’s case.

[6] The SP is located in the Walkerville Heritage Area as identified in the City OP. The SP is located at the southern portion of the Walkerville Heritage Area. This Heritage Area is bordered by the major commercial street corridors of Ottawa Street to the south, Lincoln Road to the west, Riverside Drive East to the north and Walker Road to the East. The SP is located approximately 100 to 150 metres from Ottawa Street.

[7] The SP was originally the site of the Memorial Hall of St. Mary's (Anglican) Church and was constructed in 1921. A larger church was built in 1955 on the remainder of the property and the original church then became a connected church hall, or larger meeting hall for all intents and purposes. The SP was listed in the City's Heritage Register, but had not been designated as such.

[8] In September of 2015, the (Anglican) Diocese of Huron submitted a Heritage Alteration Permit, requesting a demolition of both buildings, citing that the buildings had become unrepairable and needed to be demolished. The Heritage Alteration Permit ("HAP") was a requirement of the *Ontario Heritage Act* as a notice of intent to the City of such demolishment.

[9] The SP was zoned as "Institutional" (ID 1.1) at the time of HAP request. It was the intent of the Diocese of Huron to have the buildings demolished and the SP redesignated as Residential (RD 1.1), and to create three residential lots that could then be used to build three homes that, in the City's view, fit into the existing neighbourhood.

[10] The City's Planning and Building Services Department issued a report to City Council ("Calhoun Report") recommending the demolition permit be granted for the SP. The SP was removed from the heritage register by Council on December 12, 2016. The SP was rezoned from ID 1.1 to RD 1.1 in January of 2017, with a site-specific exception to allow the construction of three single dwelling units. A demolition permit was issued by the City on September 12, 2017, and demolition was completed on November 1, 2017.

[11] The Diocese of Huron sold the now three single dwelling lots to Vanderbilt Homes Ltd. sometime in 2018. The lots sat vacant until February 2021, when the Applicant bought the SP from Vanderbilt Homes Ltd.

[12] The Applicant then brought forth an application, including all the relevant requested studies, on August 31, 2021. Said Application was deemed complete by the City on September 28, 2021.

[13] The relief being sought through the site-specific Zoning By-law Amendment by the Applicant was:

- 1) to allow for the zoning to include the permitted use of a multiple dwelling;
- 2) included additional relief being requested for the permitted use of multiple dwellings:
  - a) to increase the maximum building height from the required 14m to 15m;
  - b) decrease the minimum front yard depth from the required 6.0 m to 1.9 m;
  - c) decrease the minimum rear yard depth from the required 7.5 m to 1.2 m;  
and
  - d) decrease the minimum landscaped open space from the required 35% spaces to 27%.

[14] On February 9, 2022, additional information and support studies were requested by the City as a part of the Application. All of the updated studies were accepted by the City.

[15] The Application was presented to the City Development and Heritage Standing Committee ("DHSC") for the March 7, 2022 public meeting. After the public meeting and in consideration of those comments, the Application itself, and the recommendations though the Staff Report, City Council approved the Application on March 21, 2022. Following that, Council passed Zoning By-law 67-2022 rezoning the SP to allow for the following:

1. That Section 20(1)340 BE DELETED AND REPLACED with the following:

**340. SOUTHEAST CORNER OF DEVONSHIRE COURT AND KILDARE ROAD**

For the lands comprising Lots 84 to 87, Registered Plan 684 designated as Parts 1 to 4, Plan 12R027198 a *multiple dwelling* shall be an additional permitted use and:

- 1) For any *dwelling*, the following additional provisions shall apply:
  - a) An *access area* or driveway is prohibited in any *front yard* or exterior *side yard*. Access to *parking space* shall be from an *alley*.
  - b) Exposed flat concrete block, untextured concrete whether painted or unpainted and vinyl siding on any exterior wall is prohibited. A minimum of fifty percent of the area of any exterior wall shall be covered by brick, textured concrete block, stucco, stone or any combination thereof.
- 2) For a *single unit dwelling*, the following additional provisions shall apply:
  - a) Main Building Height – minimum 7.00 m
  - b) Front Yard Depth – minimum 7.50 m
- 3) For *multiple dwelling*, the following provisions shall apply:
  - a) Lot Width – minimum 35.0 m
  - b) Lot Area – minimum 2,152.0 m<sup>2</sup>
  - c) Lot Coverage – maximum 35%
  - d) Main Building Height – maximum 15.0 m
  - e) Building Setback – minimum
    - 1) From that part of the lot line abutting Kildare Road 2.62 m
    - 2) From the part of the lot line abutting Devonshire Court 3.39 m
    - 3) From the midpoint of the 20 ft. radius of Lot 87 RP 684 1.89 m
  - 4) From an interior lot line 1.20 m
  - f) Landscaped open Space Yard – minimum 27.5% of *lot area*
  - g) Dwelling Units – maximum 23

## LEGISLATIVE FRAMEWORK

[16] A Hearing pursuant to subsection 34(19) of the *Planning Act* puts the onus on the Appellant to demonstrate to the Tribunal that the approved planning instrument (in this case, a Zoning By-law Amendment Application) is not consistent with the Provincial Policy Statement, 2020, (“PPS 2020”), does not maintain the general intent and purpose of the City of Windsor Official Plan, nor, for this matter, does it conform to the City of Windsor’s heritage conservation policies.

## THE HEARING OF THE MERITS

[17] As per the Tribunal-approved Procedural Order and Issues List, the following were the pertinent issues to be examined and ruled upon by the Tribunal:

### Heritage Issues

1. Will the proposed ZBA result in development that is of compatible height, massing, scale, setback and architectural style, as required by section 9.3.5(ii) of the City of Windsor Official Plan?
2. Will the proposed ZBA result in development that has regard for the following factors, as required by section 9.3.7.1(e) of the City of Windsor Official Plan?
  - (i) respecting the massing, profile and character of adjacent buildings;
  - (ii) approximating the width and established setback pattern of nearby heritage buildings;
  - (iii) respecting the yards, gardens, trees and landscaped grounds associated with the heritage properties and districts which contribute to their integrity, identity, and setting;
  - (iv) maintaining, enhancing or creating views and vistas of heritage resources; and
  - (v) minimizing the impact of shadowing on adjacent heritage properties, particularly on landscaped open spaces and outdoor amenity areas.
3. Has a Built Heritage Impact Study been submitted to the satisfaction of the City Planner, as required by section 9.3.7.1.(i) of the City of Windsor Official Plan?
4. Is the prior Heritage Impact Study, dated October 23, 2015 and done by the

City of Windsor Staff Heritage Planner, relevant to the determination of whether the ZBA should be approved?

Planning Issues

5. Will the proposed development be compatible with the surrounding neighbourhood with respect to height, massing and setbacks?
6. Is the proposed parking for the development sufficient?

[18] The Tribunal heard oral testimony from the following witnesses:

Representing the Appellant:

Antonio Buttice – (the Appellant) who gave will say evidence concerning the Proposal.

Roger Bastiaan – an abutting neighbour and Appellant Party member who gave will say evidence concerning the Proposal.

Maged Basiliou – a professional architect who was qualified to give expert opinion evidence in the area of architecture.

Representing the Applicant:

Tracey Pillon-Abbs – the professional planner who submitted the application on behalf of the Applicant. She was qualified to give expert opinion evidence in the area of land use planning.

Dan Currie – the professional planner who provided the Building Heritage Impact Study (“BHIS”) on behalf of the Applicant. He was qualified to give expert opinion evidence in the area of heritage land use planning.

Stephen Berrill – the architect who provided a shadow study as a part of the Application. He was qualified to give expert opinion evidence in the area of architecture and shadow impacts.

Representing the City:

Adam Szymczak – the City Planner who recommended the application for approval by the City. He was qualified to give expert opinion evidence in the area of land use planning.

[19] The following items were approved as exhibits to the Hearing:

Exhibit 1 Joint Document Book Vol. 1

Exhibit 2 Joint Document Book Vol. 2

Exhibit 3 Curriculum Vitae of Maged Basilious

Exhibit 4 Acknowledgement of Expert's Duty, Maged Basilious

Exhibit 5 Colautti Photos and Video

Exhibit 6 Aerial GIS View of Devonshire Court

Exhibit 7 Aerial GIS of Alley Behind Subject Property

*Antonio Buttice*

[20] In his oral testimony, Mr. Buttice stated that he and his family have lived at 1948 Devonshire Court for more than 20 years. His dwelling is located directly across from the SP. He stated that when the church was demolished, he felt that it was an appropriate option to build three dwellings that would match or “fit in” to the existing neighbourhood.

[21] Mr. Buttice stated that once the Applicant applied to rezone the SP for something that was not previously approved, he felt that City Staff and Council did not act in an appropriate manner and did not take into account the previous zoning for the three single unit dwellings.

[22] Mr. Buttice stated that the planning report authored by Mr. Szymczak did not mention, explain or deal with the fact that the previously-accepted Calhoun report stipulated that the property should be built with three single dwellings and that the proposed ZBA does not conform to the current land use.

[23] Mr. Buttice stated that Planning Staff were forcing this Application through, as it was known to Staff that a new intensification guidelines (“Intensification Guidelines”) study was to be adopted by Council that would render this Application not viable.

[24] Mr. Buttice stated that the Intensification Guidelines that were adopted in June of 2022 would have limited any low-profile apartment building to three storeys, which is less than the four-storey proposal that was approved by Council.

[25] Mr. Buttice stated that City Staff must have been aware of the upcoming Intensification Guidelines when Mr. Szymczak prepared his report on the ZBA proposal and yet the upcoming Guidelines were not mentioned in his report.

[26] Mr. Buttice stated that the Appellants in this matter do not oppose any development of the SP for single dwelling homes. However, Mr. Buttice stated that the complete disregard of the Calhoun report in making a decision on the Application was erroneous of both City Staff and Council and that, had the Calhoun report been taken into account throughout this process, Staff and Council would have come to a different conclusion regarding the Zoning By-law Application.



*Roger Bastiaan*

[27] In Mr. Bastiaan's oral testimony, he stated that during the rezoning process for the St. George's Church demolition there was significant community consultation and involvement for the City's Heritage Planning Department to create lots that would have to fit into the physical appearance of the neighbourhood.

[28] Mr. Bastiaan stated that the Zoning By-law that was presented to Council and Approved by the Applicant shows a blatant disregard for the previous decision made by Council. Mr. Bastiaan stated that the decision made in 2016 on the SP should not just be vacated without a proper explanation by the City.

[29] Mr. Bastiaan stated that the lack of transparency, lack of a proper explanation and a willingness of the City to abandon the previous zoning so quickly makes him feel that deception has been perpetrated on the citizens and homeowners surrounding the SP.

[30] Mr. Bastiaan stated that if the Tribunal were to dismiss the Appeal, it would set a precedent that would allow anyone living in the Walkerville area to convert their properties into apartments, thus ruining the character of the neighbourhood. Once this were allowed to occur, there would be no limit to the ways residential density could be increased.

[31] Mr. Bastiaan stated that the proposed setbacks on the SP are too small and do not fit in with the rest of the neighbourhood – the Proposal virtually eliminates the front, side and rear setbacks for the SP.

*Maged Basilious*

[32] Mr. Basilious took the Tribunal through his report, which demonstrates that the ZBA did not take into account the previous church and the footprint thereof. He stated that the church footprint and height demonstrate how much more shadow will be created by the new development (twice as much shadow as the church).

[33] The City did not use the church's height or footprint in any context when preparing its recommendation report to Council. Mr. Basilious stated that it would have been in everyone's best interest to demonstrate the difference in potential shadow effect by using the church's height as a part of the City's report.

[34] Mr. Basilious took the Tribunal to his report to demonstrate the proposed building's mass and its proximity to Kildare Street and Devonshire Court. Mr. Basilious stated that the new building will impede sightlines with adjacent properties, including the appellant's properties. Mr. Basilious stated that the massing of the new building is approximately seven times larger than any home in the area.

[35] Concerning privacy, Mr. Basilious stated that the new building could impede the use of the front yard properties directly across the street from the site due to the windows that would be facing these front yards.

[36] Concerning parking, Mr. Basilious stated that the new build has only 30 parking spots, whereas most of the units have two bedrooms. He stated that the parking requirements will not be sufficient as most of the units will have two vehicles per unit. Based on 23 units, he stated that 30 parking spaces will be inadequate.

[37] Concerning sky views, Mr. Basilious stated that the new build could impede the view of the sky by the properties across the road on Devonshire court. He stated that everyone has a right to view the sky and that this development could impede the existing homeowners from having that privilege.

[38] The final concern of Mr. Basilious was that the proposed building has a flat roof, which could cause a "heat envelope" in the area and if not properly mitigated, this could raise the localized ambient temperature by 1.5 to 2 degrees Celsius.

*Dan Currie*

[39] Mr. Currie prepared the BHIS report as apart of the application process for this file. Mr. Currie confirmed to the Tribunal that the SP is not within a Heritage Conservation District as per Part V of the *Ontario Heritage Act*. The SP is not located adjacent to properties that are listed or designated under the *Ontario Heritage Act*.

[40] Mr. Currie confirmed that the SP is located within a “Heritage Area” as per the City OP. Mr. Currie further confirmed that, nearby the SP, there are four properties listed on the Municipal Heritage Register, these being 1912, 1924, 1948 and 2050 Devonshire Court. Mr. Currie also confirmed that there is one heritage-designated nearby, a property known as 1287 Kildare Road.

[41] The purpose of the BHIS study was to assess the impact of the proposed development on the nearby heritage properties and the impact it may have to the surrounding area.

[42] It was Mr. Currie’s overall opinion that the Proposal before the Tribunal would not have any adverse impact on the heritage properties listed above; the proposal would not result in the destruction or alteration of any nearby heritage resources.

[43] Mr. Currie’s opined that the BHIS study concluded that the Proposal would conform to the policies of the OP, as the built form, height and materials used will help support the character of the surrounding area.

[44] Mr. Currie took the Tribunal through the issues that pertained to his study:

*1. Will the proposed ZBA result in development that is of compatible height, massing, scale, setback and architectural style, as required by section 9.3.5(ii) of the City of Windsor Official Plan?*

[45] Mr. Currie opined that the Proposal is compatible, as the Walkerville Heritage Area is not of uniform height, massing, scale setbacks and architectural styles, there are a number of examples of multi-unit buildings of a similar scale in the area, and the Proposal is compatible and able to co-exist with the surrounding area as there will not be adverse impacts to the surrounding neighbourhood.

*2. Will the proposed ZBA result in development that has regard for the following factors, as required by section 9.3.7.1(e) of the City of Windsor Official Plan:*

*(i) respecting the massing, profile and character of adjacent buildings;*

*(ii) approximating the width and established setback pattern of nearby heritage buildings;*

*(iii) respecting the yards, gardens, trees and landscaped grounds associated with the heritage properties and districts which contribute to their integrity, identity, and setting;*

*(iv) maintaining, enhancing or creating views and vistas of heritage resources; and*

*(v) minimizing the impact of shadowing on adjacent heritage properties, particularly on landscaped open spaces and outdoor amenity areas. Mr. Currie gave opinion that the Proposal is not disproportionate in height to the heritage resources in the area and that its design will respect the character of the area. He further opined that, even though the proposal does not have similar setbacks to the neighbourhood, the proposal does offer landscape features that will result in there being compatible setbacks and orientation of the proposed building?*

[46] It was Mr. Currie's opinion that the Proposal will not impact heritage resources in the area such as yards, gardens, etcetera. The view of these heritage resources will continue to be visible from the public right-of-way on Devonshire Court and Kildare Road.

[47] After reviewing the shadow study of Mr. Berrill, it was Mr. Currie's opinion that there would not be any shadow impacts created to the heritage properties.

[48] Mr. Currie gave opinion that the Proposal does have regard to 9.3.7(e) of the OP and has met its requirements.

1. *Has a Built Heritage Impact Study been submitted to the satisfaction of the City Planner, as required by section 9.3.7.1.(i) of the City of Windsor Official Plan?*

[49] It was Mr. Currie's opinion that the BHIS submitted was to the satisfaction of the City Planner and the report was prepared in accordance with s. 9.3.7(i) of the OP. Mr. Currie gave opinion that the initial report which was filed in August 2021 had comments from City Staff that required some updates. The updated report was submitted in February 2023 and was to the satisfaction of the City Planner.

*Stephen Berrill*

[50] Mr. Berrill took the Tribunal through his review of the shadow study that was a part of the Application. It was his opinion, through his report, that the shadow study demonstrates that there were not any significant impacts based on the shadows that would be created by the proposed development/multiple dwelling. Mr. Berrill gave opinion that there may be one hour per day early in the morning during the winter equinox where the projected shadowing would affect the properties across the Street on Devonshire Court. It was his opinion that this is a seasonal occurrence and, as such, there would be no unacceptable adverse shadow impacts to the adjacent properties.

*Tracy Pillon-Abbs*

[51] Ms. Pillon-Abbs confirmed for the Tribunal that she had been retained since March 2021 to prepare the Application that is now before the Tribunal. Ms. Pillon-Abbs took the Tribunal through the history of the Application and identified all the submissions and

studies and that had been required for the Application. Ms. Pillon-Abbs confirmed for the Tribunal that a virtual open house was held on May 20, 2021 and that 33 people attended. The comments from the open house were summarized and are included in her Planning Rationale Report that was a part of the finalized Application.

[52] Ms. Pillon-Abbs confirmed that the Application and Staff Report were submitted and presented to the City's Development Heritage Standing Committee ("DHSC") on March 7, 2022. The Staff Report was then presented to Council and approved on March 21, 2022.

[53] It was the opinion of Ms. Pillon-Abbs that the Application met all the criteria and tests as set out in the PPS and the City OP. As for the specific issues before the Tribunal, Ms. Pillon-Abbs gave her opinion on issues 5 and 6 as they focused on planning issues.

*5. Will the proposed development be compatible with the surrounding neighbourhood with respect to height, massing and setbacks?*

[54] It was the opinion of Ms. Pillon-Abbs that the proposal is consistent with the PPS as it meets policies of 1.1.1 (a), (b), (c), (e), 1.1.3.2, 1.1.3.4 and 1.1.3.6. These policies require that land use be efficient, provide for a mix of housing types, that it promotes intensification, is transit-supportive and uses existing infrastructure. This proposal meets all of these policies.

[55] Concerning the City OP, it was the opinion of Ms. Pillon-Abbs that the proposal conforms with the following policies.

[56] Section 3.2.1.2 of the City OP encourages a wide range of housing types in existing neighbourhoods. The proposal will provide a new housing choice option to the existing area. With a main travel corridor within a short walking distance, there are many amenities within close range.

[57] Section 6.2.1.2 of the OP permits what is considered a "medium profile building".

While this can be considered at the low range of a medium profile, a maximum building height of 15 metres is still required, which is one metre more than the permitted 14 metres. Ms. Pillon-Abbs opined that the one-metre request is minor in nature and will allow the proposal to fit into and be compatible with the neighbourhood.

[58] Section 6.3.1.1 and 6.3.1.2 are policies concerning a wide range of housing types. The form presented to the Tribunal is an efficient infill intensification that is an appropriate housing option that is not available in the surrounding neighbourhood. In the opinion of Ms. Pillon-Abbs, the proposal's form is appropriate considering the context of the surrounding neighbourhood.

[59] Section 6.3.2.5 of the City OP sets out the evaluation criteria for a new development. It was Ms. Pillon-Abbs' opinion that the proposal will provide an appropriate transition from a commercial and main travel thoroughfare to the low-density single detached homes that predominate the neighbourhood. The proposal does not abut any rear yard amenity spaces of the surrounding residential dwellings.

[60] It was the opinion of Ms. Pillon-Abbs that the Proposal has been designed to be compatible with the existing built-up area and the overall character of the Walkerville Heritage Area. It was her opinion that the proposal is compatible with the neighbourhood and there are no anticipated mitigation issues required in order that the proposal be compatible as stated in Mr. Currie's BHIS report. It was her opinion that, even though the proposal is different in the form of massing, height, and setbacks, it is still deemed to be compatible and will not hinder nor obstruct any views of the heritage resources, and that the proposal will be an improvement over an existing vacant lot and provide needed housing options.

[61] Sections 8.2.2.3 and 8.2.2.4 of the City's OP concerns the character of Heritage Areas. It was Ms. Pillon-Abbs' opinion that Mr. Currie's report addressed these concerns and that the proposal conforms to these policies.

[62] Sections 8.7.1.2, 8.7.1.3, 8.7.1.5 and 8.7.1.7 focus on design and built form maintaining the character of the area. Ms. Pillon-Abbs stated that the BHIS report confirms her opinion that the design as presented is a needed form and is appropriate for the area.

[63] Section 8.7.2.3 concerns the direction of infill properties in the City OP. It was Ms. Pillon-Abbs' opinion that the proposal conforms to this policy and agrees with the conclusions of the BHIS report, which states that the proposal will fit into the exiting neighbourhood.

[64] It was the opinion of Ms. Pillon-Abbs that the proposal does conform with the City OP and the proposal will be compatible with the surrounding neighbourhood with respect to height, massing and setbacks.

*6. Is the proposed parking for the development sufficient?*

[65] Concerning the parking requirements for the development, it was Ms. Pillon-Abbs' opinion that the parking allotment of 30 parking spaces is above the required minimum 28.75 spaces of the ZBL. Her opinion was that the parking is to be considered to be out of view from the Appellant's properties. The parking area will make use of the existing alleyway abutting the south end of the property for access to Kildare Road. There is not any relief being sought from the ZBL as the application has more parking spaces available than the required minimum deemed necessary. There is public transit available on Ottawa Street that can allow pedestrians to get to other amenities. In the opinion of Ms. Pillon-Abbs, the proposal surpasses the minimum requirements and the City is satisfied with the allotment of parking spaces for the proposal.

[66] It was Ms. Pillon-Abbs' conclusionary opinion that the proposal before the Tribunal is an appropriate redevelopment of an infill vacant property. The proposal is compatible with the surrounding neighbourhood and will bring a much-needed housing option to the area, and will fit into the existing neighbourhood and provide an appropriate transition from a commercial setting to a residential setting in the Walkerville Heritage Area. It was her



opinion that the proposal has regard for matter of Provincial interest as set out in s. 2 of the *Planning Act*, is consistent with the PPS and conforms to the general intent and purpose of the City's OP and with the City's ZBL and therefore that the proposal is good land use planning and should be approved as presented to the Tribunal.

*Adam Szymczak*

[67] Mr. Szymczak confirmed for the Tribunal that he was the person that was in charge of the Applicant's application and that he was the person responsible for the Planning Report that was considered before the DHSC and Council.

[68] Mr. Szymczak explained that in planning terms, the definition of "compatible" most often referred to can be found in *Motisi v. Bernardi*, 1987 CarswellOnt 3719, (1987) O.M.B.D. No. 2, 20 O.M.B.R. 129:

[69] "Being compatible with is not the same thing as being the same as. Being compatible with is not even the same thing as being similar to. Being similar to implies having a resemblance to another thing; they are like one another, but not completely identical. Being Compatible with implies nothing more than being capable of existing together in harmony."

[70] It was Mr. Szymczak's opinion that the proposal does meet the criteria of compatibility as the proposal will coexist with the surrounding neighbourhood in terms of scale, massing, height, orientation, setback, parking and amenity areas. Mr. Szymczak confirmed that the character of the Walkerville Heritage Area is primarily residential and single detached dwellings. Mr. Szymczak also confirmed that there are multi-unit buildings up to four storeys located on the edges of the Walkerville Heritage Area near major collector or arterial roads. It was Mr. Szymczak's opinion that the proposal before the Tribunal is consistent with these built forms given the location of the proposal next to or near an arterial road, this being Ottawa Street.

[71] Mr. Szymczak opined that the proposal had been thoroughly vetted in terms of the compatibility issue and the reports that were submitted by the Applicant met all the requirements of the City and confirmed the compatibility of the proposal.

[72] Mr. Szymczak took the Tribunal through his opinions on the issues at hand concerning this matter.

1. *Will the proposed ZBA result in development that is of compatible height, massing, scale, setback and architectural style, as required by section 9.3.5(ii) of the City of Windsor Official Plan?*

[73] Mr. Szymczak's opinion concerning this issue is that the Applicant has demonstrated through the Application process that all the requested planning justification reports, including but not limited to the BHIA, Traffic Impact Study and the Planning Rationale Report, met the concerns of Planning Staff. It was his opinion that the proposal can coexist with the existing land uses. The massing, height, setbacks and architectural style have been demonstrated by the Applicant to meet the criteria of compatible.

[74] Mr. Szymczak opined that the location of the Proposal being on the edge of the Walkerville Heritage Area and near an arterial roadway, is similar to other buildings of similar nature in the Heritage Area. These similar buildings in terms of height and massing demonstrate the issue of compatibility with regards to the location and size of the proposal.

[75] It was Mr. Szymczak's opinion that the architectural style that has been presented by the Applicant demonstrates the Applicant's desire to have a structure that will be aesthetically pleasing to the eye and fit into the neighbourhood, and that, even though changes in Bill 23 do not require to take into account the aesthetics of the neighbourhood, the Applicant has demonstrated that they are willing to keep the aesthetics as close as possible to match the aesthetics of the neighbourhood.

[76] Mr. Szymczak opined that the proposal will result in a compatible form in height,

massing, scall, setback and architectural style as per the City's OP.

*2. Will the proposed ZBA result in development that has regard for the following factors, as required by section 9.3.7.1(e) of the City of Windsor Official Plan?*

- (i) Respecting the massing, profile and character of adjacent buildings;*
- (ii) Approximating the width and established setback pattern of nearby heritage buildings;*
- (iii) Respecting the yards, gardens, trees and landscaped grounds associated with the heritage properties and districts which contribute to their integrity, identity, and setting;*
- (iv) Maintaining, enhancing or creating views and vistas of heritage resources; and*
- (v) Minimizing the impact of shadowing on adjacent heritage properties, particularly on landscaped open spaces and outdoor amenity areas.*

[77] As for the issues listed above, it was Mr. Szymczak's opinion that the proposal needed a BHIA to be completed as a part of the application process as per s. 10.2.15.1 of the OP. The initial and revised BHIA as submitted by Mr. Currie satisfied City planning staff as to possible heritage issues.

[78] It was Mr. Szymczak's opinion that proposal has demonstrated compatibility with the surrounding neighbourhood when in consideration of Issue 2(i).

[79] Concerning Issue 2(ii), it was Mr. Szymczak's opinion that the proposal adheres to Zoning By-law 8699, as there are not any parking spaces located at the front of the property. Vehicular access to the Kildare Street is via an existing alleyway. The proposal has regard to the width and established setback pattern of the neighbourhood and the proposal does not require any mitigation measures in order for the development to occur.

[80] As for Issue 2(iii), Mr. Szymczak opined that there are no heritage resources directly adjacent or on abutting the SL. The proposal will allow for appropriate setbacks for landscaping and buffering. The open space yards will be consistent with the Walkerville Heritage Area. Enhanced landscape features will be considered throughout the site plan

review process, which is not a part of the proposal before the Tribunal in this matter. Overall, Mr. Szymczak opined that the proposal has regard for the yards, gardens, trees and landscaped grounds in the Walkerville Heritage Area and will not harm the integrity of these resources.

[81] Concerning Issue 2(iv), it was Mr. Szymczak's opinion that the proposal will not have any impact on heritage resources in the Walkerville Heritage Area. Parking for the proposal is located away from any heritage views, vistas or resources. Mr. Szymczak opined that the proposal conforms to this section of the OP.

[82] It was Mr. Szymczak's opinion that, concerning Issue 2(v), he relies on and accepts the evidence of Mr. Berrill, which demonstrates that there are not any significant impacts to the surrounding properties pertaining to shadow impacts. As such, the proposal meets the requirements of this specific section of the OP.

*3. Has a Built Heritage Impact Study been submitted to the satisfaction of the City Planner, as required by section 9.3.7.1.(i) of the City of Windsor Official Plan?*

[83] It was Mr. Szymczak's opinion that the BHIS, and the revised BHIS, which answered additional concerns from Planning Staff, were submitted to the satisfaction of Planning Staff. Mr. Szymczak agrees with Mr. Currie's opinions and recommendations of the BHIS and the revised BHIS.

*4. Is the prior Built Heritage Impact Study dated October 23, 2015 done by the City of Windsor Staff Heritage Planner relevant to the determination of whether the ZBA should be approved?*

[84] Mr. Szymczak gave the Tribunal further background and history of the Calhoun Report. Mr. Szymczak confirmed that the Calhoun Report was prepared for the intent of demolishing the Church and adjoining hall under the *Ontario Heritage Act*. Once the demolition was completed, the property was rezoned from ID 1.1 to RD 1.1. After the

completion of this rezoning, this new zoning is what is used to compare any future zoning application against said property. The Calhoun Report is not a planning report, and, in the opinion of Mr. Szymczak, not relevant nor necessary to the application before the City.

*5. Will the proposed development be compatible with the surrounding neighbourhood with respect to height, massing and setbacks?*

[85] It was Mr. Szymczak's opinion that this issue was explain in the previously stated opinions in Issues 1 and 2. Mr. Szymczak is still of the opinion that the proposal is compatible with the surrounding neighbourhood in the context of height, massing, and setbacks. Mr. Szymczak stood by the opinions in his Planning Report and that the proposal is compatible.

*6. Is the proposed parking for the development sufficient?*

[86] It was Mr. Szymczak's opinion that the provision required for the proposal is a minimum of 1.25 parking spaces per unit in a dwelling containing a minimum of 5 dwelling units. For the 23 units proposed, 28 parking spaces are the minimum required. The development is proposing 30 spaces, more than the minimum requirement, and that the parking space types that are required also meet or exceed the minimum requirements of the Zoning By-law. The utilization of the alley to access Kildare Road ensures that no other driveway entrances are needed to comply with the Zoning By-law. As such, it was Mr. Szymczak's opinion that the proposal has sufficient parking for the development.

[87] It was Mr. Szymczak's overall opinion that the Proposal before the Tribunal is compatible with the existing and permitted lands. It was his opinion that the ZBA is consistent with the PPS, conforms to the general intent and purpose of the City's OP and represents good planning.

## **ANALYSIS AND FINDINGS**

[88] In forming a decision on this matter, the Tribunal must analyze the evidence presented before it, the oral testimony of the witnesses and must have regard to the decision and materials presented before Council when their decision was made on the Application.

[89] The Tribunal has given regard to the Appellant's evidence and has taken these into substantial consideration when completing its analysis and findings.

[90] With regards to the issue the Appellants have with the City's Zoning By-law process, and particularly, that the Appellants had not receive ample opportunity to present its concerns, the Tribunal finds that the Appellants did have opportunities throughout the City's process. The Tribunal's hearing of this matter has given the Appellants the opportunity to bring further qualitative and quantitative evidence to prove their case. The Tribunal found that the evidence provided did not persuade the Tribunal concerning the Appellant's issues with the Proposal.

[91] The Tribunal finds that, based on the totality of the evidence, the Appellant has not presented the Tribunal with any land planning evidence that can be viewed as contrary to the opinions of the witnesses provided by the Applicant and the City.

[92] It is the Tribunal's opinion that the City and Planning Staff have followed the correct processes and procedures for this application. All the necessary studies and reports were presented to Planning Staff before a Planning Report was completed and presented to Council.

[93] As for the issue concerning compatibility, the Tribunal agrees with the opinion of the witnesses provided by the Applicant and the City and finds that the Proposal comprises a compatible form and design. The proposal as presented to the Tribunal will provide for a transition from a commercial arterial road to a residential neighbourhood and will provide

for an alternate form of housing that the City stipulates is needed in the area. The Appellants may not agree that the proposal is compatible; however, the Appellants did not provide any **land planning evidence** to refute the position of the Applicant and the City.

[94] The Tribunal notes that, throughout the process of this matter, including the previous Motions, the Tribunal has offered every opportunity for the Appellant to raise legitimate land use planning concerns to prove their case. The Appellant was not able to retain a Land Use Planner for their case. The Tribunal ruled in the previous Motion of Discovery on what it deemed as applicable materials that could be used as a part of the Appellant's case. The Appellant had access to these applicable materials such as the raw shadow data from the Applicant, to provide their own evidence, such as a shadow study. The Appellants did not submit any such study as apart of their evidence. The Appellant's case was mostly based on will say evidence of the appellants and questioning of the professional witnesses that were presented by the Applicant and the City. Granted, the Appellant's architectural witness did provide drawings to show, in his determination, what the impacts of the Proposal could be, including shadows; however, this evidence was not enough to demonstrate nor to prove the Appellant's case.

[95] The Tribunal notes that, throughout this process, the Appellant has hinted at what it deems as "cloak and dagger" tactics by the City and the Applicant to force through this proposal. The Tribunal has not found evidence of this. The Appellant during this Hearing process once again argued, as previously done in the Motion of Discovery, that emails between City staff and the Applicant should be submitted as evidence to prove the bias of City Staff concerning this proposal. The Tribunal disagrees. The Tribunal is the "master of its own house" as the Tribunal makes its decisions on the basis of good land use planning and the evidence thereof. It is the Tribunal's opinion that if there were issues of bias or inappropriate land use planning, the Appellant should have been able to prove it in the reports that were presented to Council when it made its decision, and in the evidence presented before the Tribunal.

[96] The Tribunal finds that, due to the totality of the evidence provided, the Proposal is a matter of Provincial interest as per s. 2 of the *Planning Act*. The proposal is consistent with the PPS 2020, conforms with general intent and purpose of the City of Windsor OP and conforms with the City of Windsor Zoning By-law 8600.

[97] The Tribunal finds that the Appeal in this matter should be dismissed.

## ORDER

[98] **THE TRIBUNAL ORDERS** that the Appeal against Zoning By-law 8600 of the City of Windsor is dismissed.

“S. deBoer”

S. deBOER  
MEMBER

### Ontario Land Tribunal

Website: [olt.gov.on.ca](http://olt.gov.on.ca) Telephone: 416-212-6349 Toll Free: 1-866-448-2248

The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal (“Tribunal”). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.



**Subject:** FW: Reaching Home Funding – Community Allocations

**Sent:** November 28, 2023 3:53 PM

**To:** Goz, Kelly (She/Her)

**Subject:** Reaching Home Funding – Community Allocations

Dear Kelly:

Thank you for your continued support and commitment to prevent and reduce homelessness in Canada. Homelessness is a complex issue and the Government of Canada is committed to continuing to work with partners and communities to move towards the goal of eliminating chronic homelessness in Canada by 2030.

Through Reaching Home: Canada’s Homelessness Strategy, the Government of Canada will continue to support communities as they respond to the needs of people experiencing or at risk of homelessness.

On behalf of Infrastructure Canada, I am pleased to inform you of your community Reaching Home funding allocations.

Nearly \$4 billion from 2019-20 to 2027-28 is being provided through Reaching Home, including base funding, COVID-19 emergency funding and incremental funding.

- For 2024-25 through 2027-28, a total of \$1.394 billion in Reaching Home funding is being allocated to communities.
- This includes \$850.8 million in base funding from 2024-25 to 2027-28 (provided through Budget 2017), as well as \$543.3 million in incremental funding from 2024-25 to 2025-26 provided through Budget 2022.
- The Budget 2022 funding represents a significant increase over the program’s base funding for 2024-25 and 2025-26.

*Your Reaching Home agreement will be extended for four (4) years to cover the period from April 1, 2024 to March 31, 2028.*

Your incremental funding allocation is as follows:

Project #016401598, RH – Designated Communities – Community Entity, The Corporation of the City of Windsor

2024-2025	\$3,286,397
2025-2026	\$3,286,397
2026-2027	\$853,851
2027-2028	\$853,851

This funding will be administered through an amendment to your Reaching Home funding agreement.

Although there has been some variation in the way the funding allocations have been determined over the years, the focus remains on two key principles:

- Considerations of historical and existing funding levels to minimize service disruptions at the community level; and,
- Leverage census population statistics, recognizing comparability across all communities in Canada and that there is a high correlation between population and various community-level homelessness indicators.

Recipient-level allocations for 2024-2028 were determined based on these principles to maintain consistency with previous years while also taking into account population changes in the 2021 Census.

We appreciate the work you are doing to address homelessness in your community. Homelessness is caused by a range of social, economic, and individual factors that extend beyond the mandate of any one department, and so Reaching Home is designed to complement other federal programs.

### **Federal government is committed to addressing housing need and homelessness**

Reaching Home funding is one of several ways that the federal government is committed to addressing housing need and homelessness. These include initiatives focused on critical investments in affordable housing:

- the [Rapid Housing Initiative](#), which is dedicated to creating new affordable housing units;
- the [National Housing Co-Investment Fund](#), which is supporting co-op housing projects across the country;
- the [Housing Accelerator Fund](#), which will support the creation of at least 100,000 net new homes;
- the [Urban, Rural, and Northern Indigenous Housing Strategy](#), which will improve the quality and affordability of housing for Indigenous peoples, complementing the three existing distinction-based housing strategies (the First Nations Housing and Related Infrastructure Strategy, the Inuit Nunangat Housing Strategy and the Métis Nation Housing Sub Accord); and
- the [Veteran Homelessness Program](#), which works to prevent and reduce Veteran homelessness through the delivery of rent supplements and wrap-around services and by building capacity in the homelessness and Veteran-serving sectors.

The federal government also supports policies and programs to address structural and systemic causes of homelessness:

- [Canada's First Poverty Reduction Strategy](#), which has increased several benefits and income supports so that people in Canada live in dignity, are provided opportunity and inclusion, and have enhanced resilience and security;
- the [Canadian Drugs and Substances Strategy](#), which has introduced a series of measures for prevention, treatment and harm reduction;
- [Canada's Strategy to Prevent and Address Gender-Based Violence](#), which addresses this root cause of homelessness among women, girls, 2SLGBTQI+ and gender diverse people; and
- the [Resettlement Assistance Program](#), which funds the provision of immediate and essential services to refugees and eligible newcomers to Canada and helps them locate accommodation.

I will be in touch with you to further discuss the extension and next steps, in the meantime if you have any questions or require further clarification, please contact me.

Sincerely,



**Additional Information: AI 14/2023**

**Subject: Additional Information Memo to Letter from Minister for Convoy Funding**

**Reference:**

Date to Council: December 11, 2023  
Author: Tony Ardovini  
Deputy Treasurer Financial Planning  
(519) 255-6100 x6223  
tardovini@citywindsor.ca

Financial Planning  
Report Date: November 28, 2023  
Clerk's File #: MD/14403

**To:** Mayor and Members of City Council

**Recommendation:**

That City Council **RECEIVE** this Additional Information Report in conjunction with the attached letter to the Mayor from The Honourable Dominic LeBlanc, Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs.

**Additional Information:**

**Ambassador Bridge Convoy Costs**

As Council will recall, on February 7, 2022 a group of protestors demonstrating against public health measures meant to curb the spread of COVID-19, staged a blockade at the entrance to the Ambassador Bridge at the intersection of Huron Church and College Avenue. This resulted in complete gridlock along the Huron Church corridor along with major disruptions to the surrounding area.

In the period of time following the start of the blockade of the area, significant costs were incurred by the City to manage this emergency. As at December 2022, not all costs had been finalized and the City was estimating a total incremental cost of approximately \$6.9M.

On December 29, 2022, The Honourable Marco Mendicino, then the Minister of Public Safety announced Federal funding up to \$6.9M to cover the City's costs for the blockade, including for policing that helped restore public safety at the bridge and surrounding area.

In March 2023, Administration was contacted by staff at Public Safety Canada (PSC) and requested to provide details and further explanation of the costs incurred as a result of the blockade. Administration was advised that, given there was no existing program

that could be used to administer the funding, PSC would need to issue an ex gratia payment for the costs. At this time, finalized costs related to the Ambassador Convoy totalled \$6,995,406.

At the end of the review, PSC advised that funding could not exceed the previously announced \$6.9M, resulting in a shortfall of \$95,406.

On September 11, 2023, The Mayor’s Office received a letter from the Minister of Public Safety announcing that an ex gratia payment of \$6,094,915 had been approved to assist Windsor with these extraordinary expenses, a shortfall of \$900,491. To reconcile the shortfall, Administration was informed that the requested \$10,000 for foregone transit revenue was not approved. In addition, only 50% of the \$1,780,982 in legal costs were approved.

We have been advised by staff at the City of Ottawa that they are in a similar situation as Windsor, where most costs were reimbursed under the same program, except lost transit revenue and legal costs.

Based on the \$6,094,915 payment received, the 2023 Ambassador Convoy variance will be \$900,491, made up of \$212,896 for Windsor Police Services and \$687,595 for the City.

The table below summarizes costs and amounts funded by PSC by area.

Service Area	Final City Costs	Amount Funded by PSC	Difference
Windsor Police Services	\$5,338,663	\$5,125,767	\$212,896
PW Operations	\$177,323	\$177,323	\$0
Transit Windsor	\$41,859	\$31,859	\$10,000
EMS - Land Ambulance	\$36,282	\$36,282	\$0
Fire & Rescue Services	\$28,172	\$28,172	\$0
Legal	\$1,355,190	\$677,595	\$677,595
Parks & Facilities	\$13,482	\$13,482	\$0
Communications	\$4,435	\$4,435	\$0
	<b>\$6,995,406</b>	<b>\$6,094,915</b>	<b>\$900,491</b>

Despite the City’s best efforts to provide timely and accurate information to PSC and further despite recent attempts to contact the Ministry, no additional funding is being considered. As such, the shortfall of \$900,491 has been factored into the overall projections for the third quarter variance report, reducing the projected surplus in Corporate Accounts.

**Approvals:**

<b>Name</b>	<b>Title</b>
Tony Ardovini	Deputy Treasurer, Financial Planning
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

**Appendices:**



Ottawa, Canada K1A 0P8

His Worship Drew Dilkens  
Mayor of Windsor  
350 City Hall Square West, P.O. Box 1607  
Windsor, Ontario N9A 6S1

Dear Mayor Dilkens:

Pursuant to an announcement made on December 29, 2022, I am happy to advise that Public Safety Canada will soon be issuing an ex gratia payment in the amount of \$6,094,915 on behalf of the Government of Canada to help the City of Windsor cover extraordinary expenses incurred in dealing with and ending the illegal blockade of the Ambassador Bridge in February 2022.

As highlighted in the Federal Budget 2023, this extraordinary measure of reimbursing the City of Windsor through an ex gratia payment is taken first and foremost to support its residents, and ensure their taxes are not ultimately rerouted to bear costs resulting from illegal blockade by those who came from outside these communities.

I would like once again to express my sincere thanks to members of the Windsor Police Service and City officials who were involved in efforts to peacefully end the blockade, as well as those who supported my officials in finalizing this benevolent payment.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D. LeBlanc'.

The Honourable Dominic LeBlanc, P.C., K.C., M.P.

*Brian Masse*

Member of Parliament  
(Windsor West)



*Windsor*

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Fax: (613) 992-5397  
brian.masse@parl.gc.ca

Honourable Dominic LeBlanc, MP  
Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs  
House of Commons  
Ottawa, ON  
K1A 0A6

November 21, 2023

Dear Minister Leblanc,

I am writing you today about the serious situation of the shortfall in the federal reimbursement to the City of Windsor for the costs incurred due to the Ambassador Bridge blockade in 2022.

As you are aware, the City of Windsor was promised that all the expenses the municipality incurred because of the illegal blockade of the bridge, which had a devastating effect on Canadians – causing layoffs, forcing plant closures and endangering our international reputation. Managing and clearing the blockade resulted in significant costs for the City of Windsor.

On December 29, 2022, in a news release from the Government of Canada, it stated, *“The Honourable Marco Mendicino, Minister of Public Safety, today announced that the Government of Canada will help the City of Windsor pay for the costs of addressing the blockade, with up to \$6.9 million in federal funding in 2022-2023. These funds will assist with the extraordinary and significant expenses incurred by the city in their efforts to restore public safety at the bridge and the areas surrounding it.”*

In a letter from you to the Mayor of Windsor, stated, *“Pursuant to an announcement made on December 29, 2022, I am happy to advise that Public Safety Canada will soon be issuing an ex gratia payment in the amount of \$ 6,094,915 on behalf of the*

*Government of Canada to help the City of Windsor cover the extraordinary expenses incurred in dealing with and ending the illegal blockade of the Ambassador Bridge in February 2022.”*

Unfortunately, this is a shortfall of \$ 900, 491 of what the City of Windsor submitted for reimbursement and what was committed to by the Government of Canada on December 29, 2022.

As the City of Windsor is entering its budgeting process for the new year, this shortfall, if not reimbursed by the Government of Canada, will result in cuts to municipal services that the residents depend on. It is imperative that the Government of Canada live up to its commitment made almost a year ago to cover all the expenses the City of Windsor incurred for the benefit of all Canadians and ensure that local taxpayers and residents are not negatively impacted by this service they did for our country.

Thank you for your time and attention to this issue. I look forward to your response.

Best Regards,



Brian Masse  
Member of Parliament Windsor West





## Office of the Commissioner of Economic Development

**TO: Mayor and City Council**

**FROM: Jelena Payne, Commissioner Economic Development**

**DATE: November 24, 2023**

**SUBJECT: Provincial Building Faster Fund (BFF)**

Mayor Dilkens and Members of City Council,

The intent of this communication is to provide additional information and context to the recently announced Provincial Building Faster Fund (BFF) Program as noted in the letter from Minister of Municipal Affairs and Housing, the Honourable Paul Calandra.

### Overview of the Building Faster Fund

The BFF is a new three-year, \$1.2 billion program that provides funding based on performance against provincial housing targets. It will provide \$400 million in new annual funding for three years to municipalities that are on pace to meet provincial housing targets. Municipalities that reach 80 per cent of their annual target each year will be eligible for funding based on their share of the overall goal of 1.5 million homes. Municipalities that exceed their target will receive a bonus on top of their allocation. A municipality would receive no funding if it is below 80 per cent of its annual assigned target.

The Province indicates the program is currently in the final stages of design, and consultations with AMO, the City of Toronto and the Housing Supply Action Plan implementation team are underway.

### Annual Targets, Data Collection and Reporting

Municipalities must adopt a Council approved housing pledge to be eligible for BFF funding. Annual targets for the BFF will be calculated using the municipality's portion of the established provincial annual targets for new housing starts over a three-year period (2023, 2024, and 2025). The Province identified specific, standardized metrics for tracking progress towards the target:

**Housing Starts (CMHC Housing Starts survey) + additional units (source TBD) + institutional units (source TBD)**

For the first year of the program, 2023, province-wide annual housing targets will start at 110,000 new housing starts. From there, housing targets will ramp up to 125,000 in 2024, 150,000 in 2025 and 175,000 beginning in 2026.

**Windsor’s BFF targets as established by the Province:**

Target	2023	2024	2025
Provincial	110,000	125,000	150,000
City of Windsor	953	1,083	1,300

*\*Annual targets are determined by taking each municipality’s proportion of the overall 1.5M home goal and applying that proportion against the province wide annual target. Windsor’s proportion equals 0.0086.\**

As of October 2023 the Province is publishing data on municipal new home construction starts against housing targets.

<https://www.ontario.ca/page/tracking-housing-supply-progress>

The Provincial reporting site has published the following data for Windsor as of November, 2023:

2023 Housing Starts Target: **953**

2023 Housing Starts as of November: **301 (32% of annual target)**

According to the Provincial reports, as of late November, 72% of municipalities in Ontario are not meeting their targets and would not qualify for BFF funding.

Administration has confirmed that building permits for **538** new residential units have been issued thus far in 2023 in Windsor. There is a significant discrepancy between CMHC’s reported housing starts and the data on permits issued for new residential units. Clarification is needed on how the province measures and collects housing starts, as validity concerns have been raised.

2023 Windsor Development Services Data:

**Building Permits Issued Year to Date**

2023: January 01 – October 31				
Permit Type	Number of Permits Issued	Total Cost of Construction	Number of Residential Units Created	Number of Residential Units Lost
Residential	1088	\$141,867,642	432	41
Industrial	50	\$625,759,871	N/A	N/A
Commercial	151	\$36,593,367	N/A	N/A
Institutional/Government	71	\$134,012,330	N/A	N/A
Combined Use Building	14	\$28,618,435	106	0
<b>Totals</b>	<b>1374</b>	<b>\$966,851,645</b>	<b>538</b>	<b>41</b>

As the following Planning data shows, applications for rezoning and site plan control are robust. Data from 2023 (year to date) as well as data from 2021 and 2022 confirm the interest and demand for development in Windsor. There are many factors that influence the rate at which approved development projects are built, including interest rates, inflation, and the labour market.

**Rezoning Applications Year to Date**

2023: January 01 – September 30		
	Applications	Housing Units Related to the Rezoning Applications
Council Approved Rezoning Applications	14	1051
Pending/in Process Rezoning Applications that have not yet gone to Council	9	1044
<b>Totals</b>	<b>23</b>	<b>2095</b>

**Site Plan Control Applications Year to Date**

2023: January 01 - September 30		
	Applications	Housing Units Related to the Site Plan Control Applications
Approved Site Plan Control Applications	4	223
Pending/in Process Site Plan Control Applications	17	1476
<b>Totals</b>	<b>21</b>	<b>1699</b>

*\* The data in the above tables should be considered independent of each other. The data (housing units) is not unique and there is the potential for duplication in the two data sets\**

**Overview by Year- Rezoning & Site Plan Control Applications**

	Approved Rezoning Applications	Housing Units Related to the Rezoning Applications	Approved Site Plan Control Applications	Housing Units Related to the Site Plan Control Applications
2021	29	1515	9	1477
2022	30	2635	9	1210
2023 (Year to Date)	14	1051	4	223
<b>Totals</b>	<b>73</b>	<b>5201</b>	<b>22</b>	<b>2910</b>

*\* The data in the above tables should be considered independent of each other. The data (housing units) is not unique and there is the potential for duplication in the two data sets\**

**Context for Windsor**

City of Windsor Council approved and adopted a housing pledge on February 27, 2023 through CR108/2023. The pledge commits to pursuing all avenues to facilitate construction to reach the target of 13,000 homes in the next decade.

The concerns over the validity of the Province utilizing housing starts as a benchmark as opposed to permits issued is not limited to Windsor. Clarity is needed on how the housing start data is being captured and measured.

<https://storeys.com/building-faster-fund-penalizes-municipalities/>

Consultation with the Province is required in order to obtain clarity on the data collection and criteria for the program, as well as provide feedback from the perspective of the municipality. As a first step, Administration requested a meeting with MMAH which was held on December 4<sup>th</sup>. There were several questions raised, including what the definition of a housing start is, how the housing targets were determined, how the data on housing starts for municipalities is collected (i.e. what is the source and methodology), and how discrepancies in data are addressed so that municipally published targets are accurate. The MMAH representative noted the questions and committed to following up with responses after consultation within their office.

Feedback on the administrative burden for the municipality related to tracking and reporting housing starts as opposed to permit data was raised during the meeting. Tracking housing starts will require staff resources to ensure alignment with the MMAH definition, identify appropriate data sources, devise a tracking mechanism, collect the data, cross reference the collected data with MMAH published data,

resolve any discrepancies, and report the findings. This administrative burden could be alleviated by allowing municipalities to report data on the number of permits issued for residential units (e.g. data that is already being collected for the Housing Accelerator Fund) as a benchmark to track progress towards housing targets.

Significant investment through the provincial SDAF development services modernization initiative provided municipalities with the tools to reduce red tape, streamline services, and focus on customer needs to incent housing development. A key objective of the BFF should be to leverage this work and reduce the burden of reporting and data collection.

**Windsor’s Potential BFF Funding (Estimate Only)**

Funding from the BFF can be directed toward housing-enabling infrastructure and other related costs that support community growth. Eligible expenses will be determined by the Province following consultations with AMO, the City of Toronto and the Housing Supply Action Plan Implementation Team.

Preliminary internal estimates based on the targets assigned by the Province project that Windsor could receive approximately \$10M over the three-year period if the established provincial targets are met. It is important to note that this is an estimate only and is subject to change as final program parameters are released by the Province.

**Approvals:**

Name	Title
Jelena Payne	Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
John Revell	Chief Building Official
Neil Robertson	City Planner/Executive Director, Planning & Development Services (A)
Joe Baker	Senior Economic Development Officer
Joe Mancina	Chief Administrative Officer

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17th Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



234-2023-5137

October 23, 2023

Your Worship  
Mayor Drew Dilkens  
City of Windsor  
mayoro@citywindsor.ca

Dear Mayor Dilkens:

As you know, on August 21, 2023, Ontario announced the Building Faster Fund, a new three-year, \$1.2 billion program that will provide up to \$400 million per year to municipalities that meet or exceed their annual housing targets. Ten per cent of the overall funding will be reserved for small, rural and northern communities that have not yet been assigned a housing target.

This program is currently in the final stages of program design, informed by consultations underway with the Association of Municipalities of Ontario, the City of Toronto, and the Housing Supply Action Plan Implementation Team. However, I am writing today to provide details on your municipality's annual housing targets to inform municipal planning for the year ahead.

These are the targets that would apply under the Building Faster Fund provided you commit in writing as head of council to your overall municipal housing target if your municipality has not already previously pledged to meet this housing target and have provided feedback on the recommendations of the Housing Affordability Task Force by October 16, 2023. We also hope and expect that municipalities will submit a council-approved pledge by December 15, 2023, if they have not already done so, outlining the steps they will take to achieve their housing targets, but approval of this pledge is not a condition for accessing funding under the Building Faster Fund.

Annual targets will be determined by taking each municipality's proportion of the overall 1.5 million home goal and applying that proportion against province-wide annual targets, which will increase each year over the course of the Building Faster Fund. For example, if a municipality's target represents 5% of 1.5 million homes, the annual targets for that municipality would be 5% of the province-wide targets for 2023, 2024 and 2025. This ambitious and realistic approach will provide time for municipalities to ramp up approvals processes to the necessary levels.

For the first year of the program, 2023, province-wide annual housing targets will start at 110,000 new housing starts. From there, housing targets will ramp up to 125,000 in 2024, 150,000 in 2025 and 175,000 beginning in 2026 (one year beyond the end of the BFF program period). 175,000 units per year beginning in 2026 would be the pace needed to achieve 1.5 million homes by 2031.

..J2

For your municipality, this means your annual housing targets under the BFF would be:

Target	2023	2024	2025
Provincial	110,000	125,000	150,000
City of Windsor	953	1,083	1,300

Performance against these targets will be evaluated based on housing starts, as defined by Canada Mortgage and Housing Corporation's Starts and Completions Survey, as well as Additional Residential Units (for example, basement suites) and other institutional housing types (such as Long-Term Care beds) created in a given calendar year. Please note that the data source for Additional Residential Units is to be determined and more information on what counts will be available once consultations are completed and a final program design is announced.

For additional details on the design of the Building Faster Fund at this stage, please refer to the Backgrounder at this link: <https://news.ontario.ca/en/backgrounder/1003396/ontario-providing-new-tools-to-municipalities-to-build-more-homes-sooner>

Finally, please note that beginning in October 2023, the Ministry of Municipal Affairs and Housing will begin publishing on its website each municipality's annual housing targets, as well as progress towards those targets to date based on housing starts data, on our ministry website. Other data types, such as Additional Residential Units, will be added as they become available in the future.

I look forward to continuing our work together to ensure that more people can afford a place to call home.

Sincerely,



Hon. Paul Calandra  
Minister of Municipal Affairs and Housing

- c: Joe Mancina, Chief Administrative Officer, [jmancina@citywindsor.ca](mailto:jmancina@citywindsor.ca)  
Steve Vlachodimos, City Clerk & Senior Manager of Council Services, [svlachodimos@citywindsor.ca](mailto:svlachodimos@citywindsor.ca)  
Hon. Rob Flack, Associate Minister of Housing  
Michael Klimuntowski, Chief of Staff, Minister's Office  
Martha Greenberg, Deputy Minister  
Joshua Paul, Assistant Deputy Minister, Market Housing Division  
Sean Fraser, Assistant Deputy Minister, Planning and Growth Division  
Caspar Hall, Assistant Deputy Minister, Local Government Division



## **Motion - Consideration for Building Faster Fund Eligibility Requirements**

Moved by Mayor Shaun Collier - Ajax

**WHEREAS** the Building Faster Fund (BFF) was announced on August 21, 2023, to commit \$1.2 billion over three years to support housing-enabling infrastructure and other related costs that support community growth to municipalities that reach at least 80 per cent of their annual housing targets;

**AND WHEREAS** OBCM sees the Building Faster Fund as a housing accelerator incentive program and not a resolution to the discussion of being made whole for any municipal costs or shortfalls associated with other provincial government legislation/regulations;

**AND WHEREAS** the Ministry of Municipal Affairs and Housing (MMAH) has indicated that they will not count a housing start toward the target until a developer pulls the permit;

**AND WHEREAS** municipalities can fast track approvals, but do not build homes;

**AND WHEREAS** due to issues beyond the control of municipalities (high interest rates, mounting material costs, labour shortages, utilities etc.), the pulling of permits by developers may be stalled;

**AND WHEREAS** the ministry's method of counting housing starts will directly impact municipalities' ability to reach the housing targets required to access much needed funding;

**AND WHEREAS** Ontario's Big City Mayors (OBCM) have advocated for a collaborative approach to building homes;

### **NOW THEREFORE BE IT RESOLVED THAT**

OBCM send the attached letter (ATT-1) to the Minister of Municipal Affairs and Housing, the Honourable Paul Calandra, outlining concerns about the BFF eligibility criteria and requests municipal participation in the creation of new the eligibility criteria; and that

A copy of this motion be sent to the Association of Municipalities of Ontario and all OBCM members.





— **OBCM** —  
Ontario's Big City Mayors

The Honourable Paul Calandra

Minister of Municipal Affairs and Housing

[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)

Dear Minister Calandra,

On behalf of Ontario's Big City Mayors (OBCM) I want to thank your government for the creation of the Building Faster Fund (BFF) to help Ontario municipalities meet our housing targets. These funds are essential for our 29 member municipalities to be able to provide the servicing and infrastructure needed to meet our housing goals by 2031.

OBCM is pleased to see the commitment of \$1.2 billion dollars over the next three years in the Building Faster Fund, but we have concerns about the eligibility criteria in place to access these funds.

The Ministry has indicated that it will not count a housing start until a developer pulls the permit. While municipalities can fast track approvals, they do not build homes. Due to issues beyond our control (high interest rates, mounting material costs, labour shortages, etc.), developers have stalled the pulling of many of these permits. This directly impacts our member municipalities' ability to reach the annual housing target required to access this much needed funding.

These issues were also the focus of the recent housing report *Working Together to Build 1.5 Million Homes* (attached to this letter), released by Dr. Mike Moffatt's the PLACE Centre in collaboration with OBCM. In this report, we ask the Province of Ontario to bring all members of the home building process together (e.g., all three levels of government, developers, builders, labour, the higher education sector, the financial services industry, and not-for-profit groups) to create a mutually agreeable plan to reach our shared goal of building 1.5 million homes. It is critical that this plan includes an accountability framework for identifying the barriers to building, and a schedule of annual meetings to allow for us to work together to find solutions for housing delays.

We have heard from our membership on this and understand that you have as well, including most recently a letter from Mayor Shaun Collier from the Town of Ajax.

We all share the same goal; to build more homes for our residents. We hope that you and the Premier, the Honourable Doug Ford, will consider this issue and include the municipal sector in discussions on changes to the eligibility criteria for the Building Faster Fund, and consider our perspective as you look at how to best support municipalities and our joint effort to move the housing portfolio forward.



— **OBCM** —  
Ontario's Big City Mayors

Thank you again for your collaborative approach to getting homes built and for your recognition that local leaders are best positioned to make growth decisions for their communities.

Sincerely,

Marianne Meed Ward, Mayor of Burlington

Chair, Ontario's Big City Mayors

cc. Hon. Doug Ford, Premier of Ontario

Hon. Rob Flack, Associate Minister of Housing

**Ministry of Natural Resources and  
Forestry**

Resources Planning and Development  
Policy Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 3C7

**Ministère des Richesses naturelles et  
des Forêts**

Direction des politiques de planification et  
d'exploitation des ressources  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 3C7

Good Morning,

Today, the government posted a decision notice to the [Environmental Registry of Ontario](#) finalizing the “[Technical bulletin - Flooding hazards: data survey and mapping specifications](#)”.

This new technical bulletin is to be applied when delineating the flooding hazard through mapping new, or updating existing, maps. It is intended to assist technical personnel experienced in mapping and geomatics in undertaking flood hazard surveying and mapping in Ontario and to serve as the definitive source of flood hazard data, survey and mapping guidance for use in Ontario.

Feedback on the draft technical bulletin was accepted from July 4th until September 5th, 2023. Feedback was for the most part supportive of the criteria and guidance provided in the Technical Bulletin. Comments received supported the additional clarity with regards to the necessary data considerations and mapping specifications to support flood hazard identification in Ontario. There was broad support for the Technical Bulletin providing flood hazard mapping recommendations, but not being a set of mandatory instructions to be applied in all circumstances.

Expanded guidance and clarification was provided for using surveyed and remotely sensed channel bathymetry and floodplain surface topography, to support the use of different types of models. Clarification and guidance related to vertical and horizontal datum transformations to the CGVD2013 datum (see Section 3.0 of Technical Bulletin), and associated limitations on the conversion process were sought however, MNRF endeavours to update this Technical Bulletin in the future to align with and reference pending Government of Ontario Information and Technology Standards.

Other additional comments received will be revisited in future revisions of this Technical Bulletin as future associated Technical Bulletins (e.g., hydrology and hydraulics methods) are released and new content can be added. The Ministry intends to keep this and other future natural hazard technical bulletins in an ‘evergreen’ state and update as new science and methods emerge.

As committed to in Ontario's Flooding Strategy, MNRF is in the process of updating other natural hazard technical guidance and anticipates additional documents to be released for public comment over the coming months and years.

Sincerely,

Jennifer Keyes  
Director, Resources Planning and Development Policy Branch  
Ministry of Natural Resources and Forestry

**Subject:** FW: Notice of Public Information Centre – Tecumseh Hamlet Infrastructure Improvements  
Municipal Class EA & Functional Design

**From:** Wittmann, Elizabeth

**Sent:** November 29, 2023 2:45 PM

**Subject:** Re: Notice of Public Information Centre – Tecumseh Hamlet Infrastructure Improvements Municipal Class EA & Functional Design

Good afternoon,

Thank you to everyone who came out to the Public Information Centre for the Tecumseh Hamlet Infrastructure Improvements Municipal Class EA.

This email is to notify you that the PIC #2 materials are now available for review on the Town's website at

<https://www.tecumseh.ca/en/business-and-development/tecumseh-hamlet-secondary-plan.aspx>.

To provide comments or request further information, please respond back to this email or contact one of the project team members listed below. Comments for this PIC are requested by January 5, 2024.

**Laura Herlehy, Project Engineer, Dillon Consulting Ltd**

Tel: 519-948-4243 Ext. 3216

Email: [lherlehy@dillon.ca](mailto:lherlehy@dillon.ca)

**Shane McVitty, Development Engineer, Town of Tecumseh**

Tel: 519-735-2184 Ext. 180

Email: [smcvitty@tecumseh.ca](mailto:smcvitty@tecumseh.ca)

**Enrico De Cecco, Senior Planner, Town of Tecumseh**

Tel: 519-735-2184 Ext. 123

Email: [edececco@tecumseh.ca](mailto:edececco@tecumseh.ca)

Kind Regards,  
Elizabeth

On Fri, Oct 27, 2023 at 10:22 AM Wittmann, Elizabeth wrote:

Good morning,

A Municipal Class Environmental Assessment (EA) is underway for the transportation, water, wastewater, and stormwater infrastructure required to service future development opportunities in the Tecumseh Hamlet Secondary Plan area.

On behalf of the Town of Tecumseh, attached please find the Notice of Public Information Centre #2 for the Tecumseh Hamlet Infrastructure Improvements Municipal Class EA. The Public Information Centre is being held November 27, 2023 from 4:00 pm to 7:00 pm at the Tecumseh Recreation Complex and Arena, Centre Ice Room. Additional details are provided in the attached notice.

In addition to the municipal servicing infrastructure design concept, there will be an update on the Town's Tecumseh Hamlet Secondary Plan. This will include details on the proposed expansion and enhancement to McAuliffe Park on Shields St. PIC # 2 Material will be available for review after November 27, 2023 on the Town's website at [www.tecumseh.ca](http://www.tecumseh.ca).

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice. The comment period related to this Public Information Session will be open until January 5, 2024. Kind Regards,

**Elizabeth Wittmann**

**Dillon Consulting Limited**

51 Breithaupt Street Suite 200

Kitchener, Ontario, N2H 5G5

T - 519.571.9833ext. 3157

[ewittmann@dillon.ca](mailto:ewittmann@dillon.ca)

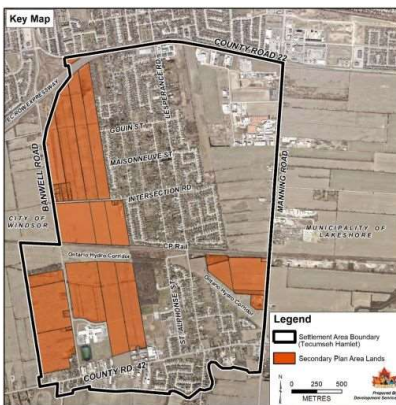
[www.dillon.ca](http://www.dillon.ca)

# Tecumseh Hamlet Secondary Plan

## Tecumseh Hamlet Secondary Plan

The Town of Tecumseh, in collaboration with DIALOG (planning/urban design consultant) and Dillon Consulting Limited (engineering consultant), has re-initiated the process to finalize the Tecumseh Hamlet Secondary Plan.

The Tecumseh Hamlet Settlement Area (see Key Map) is situated south of County Road 22 and is generally delineated by County Road 19/Manning Road to the east, County Road 42 to the south and Banwell Road to the west.



The Tecumseh Hamlet Secondary Plan Area is a composite of primarily large undeveloped lands that are currently farmed. In addition, there are a number of natural heritage landscapes and existing homes. The scope of work will consider the broader Settlement Area to carefully integrate key municipal infrastructure elements between the Secondary Plan Area Lands and existing built-up areas of the Hamlet. These key infrastructure elements include the extension of roads, trails, and underground services. A broader focus will ensure a holistic approach to the evolution of the Settlement Area and ensure that the boundary satisfies the requirements of future class EA and Master Plan study.

The Secondary Plan will address the integration of existing and new development, land use distribution, and related infrastructure requirements. It will seek to strengthen mobility and street network connectivity; build an interconnected network of public open space; identify the location and distribution of community facilities; and identify the future development intensity and scope. One of the main goals of the Plan will be to deliver a complete, walkable and diverse community, comprising sustainable neighbourhoods through the provision of a wide variety of land uses and building types, supported and enhanced by quality private development and public spaces and amenities.

## December 2022 Open House

An Open House was held in December of 2022 to review [initial land use and design concepts](#) for the Secondary Plan area.

## April 2023 Public Information Centre (PIC)

Following the December 2022 Open House a Public Information Centre (PIC) was held in April of 2023 with respect to:

1. Infrastructure Improvements/Municipal Class Environmental Assessment (EA) & Functional Design; and
2. Secondary Plan Project Update

The Municipal Class Environmental Assessment (EA) is being prepared for the transportation, water, wastewater and stormwater infrastructure required to service the area for future development opportunities.

Proposed [infrastructure improvement design details](#) and [updated land use and design concepts](#) were provided.

## November 27, 2023 Public Information Centre (PIC)

Following the first Public Information Centre (PIC #1) held on April 13, 2023, a second in-person [Public Information Centre \(PIC #2\) was held on November 27, 2023](#) to provide:

1. An update on the Secondary Plan;
2. An overview of the McAuliffe Park Regional Park expansion and enhancement plan;
3. An update on the Class EA process; and
4. A summary of alternative municipal servicing design concepts and presentation of preliminary preferred land use design concepts.

These updated (November 2023) [servicing design concepts](#) and [land use design concepts](#) are available for review.

In addition, the purpose of the PIC #2 was to obtain public and agency feedback on the planning and engineering concepts prior to the completion of the Secondary Plan and Environmental Assessment, both of which are scheduled for completion early 2024.

## Additional Information

### Town of Tecumseh Contacts

If you would like further information regarding the Tecumseh Hamlet Secondary Plan, or if you would like to be added to the mailing list, please contact the Town of Tecumseh.

Enrico De Cecco, MCIP, RPP

Senior Planner

Town of Tecumseh

Phone: (519) 735-2184 ext. 123 Email: [edececco@tecumseh.ca](mailto:edececco@tecumseh.ca)

Shane McVitty, P.Eng.

Development Engineer

Phone: (519) 735-2184 ext. 180

Email: [smcvitty@tecumseh.ca](mailto:smcvitty@tecumseh.ca)



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Designed by [eSolutionsGroup](http://www.esolutionsgroup.ca) (<http://www.esolutionsgroup.ca>)

### Contact

Town of Tecumseh

917 Lesperance Road

Tecumseh ON N8N 1W9

Phone: 519 735 2184

Fax: 519 735 6712

Contact Us





December 1, 2023

Pillon Abbs Inc.  
Attn: Tracey Pillon-Abbs  
23669 Prince Albert Road  
Chatham, ON N7M 5J7

Dear Agent,

**Re: REZONING APPLICATION**  
**APPLICANT: HOMES BY ARTISAN**  
**LOCATION: 3842 WOODWARD BLVD.**  
**FILE NO.: Z-030/23 [ZNG/7151]**

This is to acknowledge receipt of the application for a rezoning, which has been assigned the above-referenced file number. In accordance with the delegation authority as prescribed by By-Law 139-2013, the information and material required has been provided, therefore the application was deemed COMPLETE on November 24, 2023 and processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of the Planning Department on the application and the dates of the public meetings.

Please email me at [bnagata@citywindsor.ca](mailto:bnagata@citywindsor.ca), if you have any questions.

Sincerely,

A handwritten signature in black ink that reads 'Brian Nagata'.

Brian Nagata, MCIP, RPP  
Planner II – Development Review

BN/ap

**PLANNING DEPARTMENT – DEVELOPMENT DIVISION**

**Memo**

**To:** City Clerk  
**From:** City Planner/Executive Director  
**Date:** December 8, 2023  
**Subject:** TRANSMITTAL OF NEW FILE **Our File Number: Z-030/23 [ZNG/7151]**  
**RE:** Application For:  Zoning Amendment  Official Plan Amendment  
 Part Lot Control  Draft Plan of Subdivision/Condominium

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Applicant: HOMES BY ARTISAN  
Location: 3842 WOODWARD BLVD.  
Description: Application to construct 2 semi-detached dwellings with on-site parking.

The REZONING application submitted by HOMES BY ARTISAN for 3842 WOODWARD BLVD. has been deemed as complete.

Enclosures:

- (X) 1 copy of Application Form
- ( ) 1 copy of Drawings
- ( ) 1 copy of Site Plan



---

Neil Robertson, MCIP, RPP  
Deputy City Planner

/ap

## ZONING BY-LAW AMENDMENT APPLICATION

### INSTRUCTIONS

**Verify that you are using the most current application form.**

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)

### TYPE OF REZONING AMENDMENT

### DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

#### **Minor Zoning Amendment:**

- Site zoned commercial, institutional, or manufacturing
  - Addition to the list of permitted uses
- Site already zoned
  - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
  - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
  - Site-specific zoning for a site with a lot area of less than 1,000.0 m<sup>2</sup>

**Major Zoning Amendment:** Any other amendment not listed as minor.

# ZONING BY-LAW AMENDMENT APPLICATION

## ZONING BY-LAW AMENDMENT PROCESS

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The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca).
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca).
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

## CONTACT INFORMATION

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Planning & Development Services  
Suite 210  
350 City Hall Square West  
Windsor ON N9A 6S1

Telephone: 519-255-6543  
Fax: 519-255-6544  
Email: [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca)  
Web Site: [www.citywindsor.ca](http://www.citywindsor.ca)

# ZONING BY-LAW AMENDMENT APPLICATION

## 1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO  YES  File Number: PC- 31/23

*Staff Use Only*

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Tracy Tang
	<input type="checkbox"/> Frank Garardo
	<input type="checkbox"/> Simona Simion
	<input type="checkbox"/> Laura Strahl
	<input type="checkbox"/> _____

## 2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

*Staff Use Only*

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input checked="" type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

# ZONING BY-LAW AMENDMENT APPLICATION

## 3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

### Applicant

Name: Homes By Artisan Contact: Mamum Chowdury  
Name of Contact Person

Address: [REDACTED]

Address: LaSalle, ON Postal Code: [REDACTED]

Phone: [REDACTED] Fax: \_\_\_\_\_

Email: [REDACTED]

### Registered Owner Same as Applicant

Name: Adewale Aderinto Contact: \_\_\_\_\_  
Name of Contact Person

Address: [REDACTED]

Address: LaSalle, ON Postal Code: [REDACTED]

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

### Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP  
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: \_\_\_\_\_

Email: tracey@pillonabbs.ca

## 4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO  YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO  YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

# ZONING BY-LAW AMENDMENT APPLICATION

## 5. SUBJECT LAND INFORMATION

Municipal Address 3842 Woodward Blvd

Legal Description Plan 1045 S PT Lot 19; Pt Closed Alley

Assessment Roll Number 070-260-22900-0000

If known, the date the subject land was acquired by the current owner: \_\_\_\_\_

Frontage (m) 30.48 m Depth (m) 48.83 m Area (sq m) 1,457.80 m2

Official Plan Designation Residential, Schedule D

Current Zoning Residential District 1.1 (RD 1.1), Map 12

Existing Uses Residential use

If known, the lengths of time that the existing uses have continued: Unknown

Previous Uses Unknown

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO  YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO  YES  File: \_\_\_\_\_

An application for an amendment to a Zoning By-law: NO  YES  File: \_\_\_\_\_

An application for approval of a Site Plan: NO  YES  SPC- \_\_\_\_\_

A Minister's Zoning Order (Ontario Regulation): NO  YES  OR#: \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 6. DESCRIPTION OF AMENDMENT

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Amendment to Zoning By-law from: RD1.1

to: RD2.1

Proposed uses of subject land: Residential use proposed

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Describe the nature and extent of the amendment(s) being requested:

Construct two new semi-detached dwellings with on-site parking. Proposed to sever the subject lands into 2 parcels. Dwellings will be further severed at the common wall. Each unit will be freehold.

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Why is this amendment or these amendments being requested?

Request to change the zoning to permit semi-detached dwellings.

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Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

See Planning Rationale Report \_\_\_\_\_

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Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report \_\_\_\_\_

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If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report  See Official Plan Amendment

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# ZONING BY-LAW AMENDMENT APPLICATION

## 7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
  - See attached Existing Plan or Sketch of Subject Land

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Existing single detached dwelling to be demolished.

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## 8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
  - See attached concept plan

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# ZONING BY-LAW AMENDMENT APPLICATION

## 9. ACCESS TO SUBJECT LAND

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Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road                       Provincial Highway                       Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

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## 10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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**WATER** – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other \_\_\_\_\_

**SANITARY** - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other \_\_\_\_\_

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

**STORM DRAINAGE** - Indicate whether storm drainage will be provided by:

- Sewers                       Ditches                       Swales                       Other \_\_\_\_\_

# ZONING BY-LAW AMENDMENT APPLICATION

## 11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- the boundaries and dimensions of the subject land;
- the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- the current uses of all land that is adjacent to the subject land;
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- the location and nature of any easement affecting the subject land.

## 12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at [planningdept@citywindsor.ca](mailto:planningdept@citywindsor.ca) or 519-255-6543.

### APPLICATION FEE

Amendment Type	Code	<input checked="" type="checkbox"/> Minor Rezoning	<input type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
<b>Total Application Fee</b>		<b>= \$4,597.00</b>	<b>= \$6,187.40</b>

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

### OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,258.40  
Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee - Servicing Agreement** Code 63002 \$597.64 plus \$50 per unit, lot, or block  
Required when the preparation of a servicing agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,536.00  
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.
- Ontario Land Tribunal (OLT) Appeal Fee** \$1,100.00  
An appeal is made through Council Services (519-255-6211 or [clerks@citywindsor.ca](mailto:clerks@citywindsor.ca)). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information

# ZONING BY-LAW AMENDMENT APPLICATION

## 13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

Website


Other \_\_\_\_\_

## 14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Mamun Chowdury, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X



Signature of Applicant

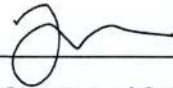
*Sign in the presence of a Commissioner  
For Taking Affidavits*

Town of LaSalle

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me



Signature of Commissioner

at the

Municipality of Chatham-Kent

Location of Commissioner

this 6th

day of November

, 2023

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,  
Province of Ontario, for Pillon Abbs Inc.  
Expires August 4, 2023

### READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements

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### A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Adewale Aderinto, am the registered owner of the land that is  
*Name of Registered Owner*

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.  
*Name of Agent*

X   
Signature of Registered Owner

November 6, 2023  
Date

If Corporation - I have authority to bind the corporation

### A2. Authorization to Enter Upon the Subject Lands and Premises

I, Adewale Aderinto,  
*Name of Registered Owner*

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X   
Signature of Registered Owner

November 6, 2023  
Date

If Corporation – I have authority to bind the corporation

**SCHEDULE A CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE A – Authorizations & Acknowledgements - *Continued*

### A3. Acknowledgements

#### Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

#### Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

#### Acknowledgement

I acknowledge that I have read and understand the above statements:

X 

November 6, 2023

Signature of Applicant or Agent

Date

**END OF SCHEDULE A  
COMPLETE SCHEDULE E ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E – Environmental Site Screening Questionnaire

---

### Previous Use of Property

- Residential       Industrial       Commercial       Institutional  
 Agricultural       Parkland       Vacant       Other \_\_\_\_\_

- a) If previous use of the property is Industrial or Commercial, specify use:  
\_\_\_\_\_
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?  
 Yes       No       Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?  
 Yes       No       Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?  
 Yes       No       Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?  
 Yes       No       Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?  
 Yes       No       Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?  
 Yes       No       Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?  
 Yes       No       Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?  
 Yes       No       Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?\*
- Yes       No       Unknown
- \* Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

**SCHEDULE E CONTINUES ON NEXT PAGE**

# ZONING BY-LAW AMENDMENT APPLICATION

## SCHEDULE E - CONTINUED

### Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Mamun Chowdury

Name of Applicant (print)

X 

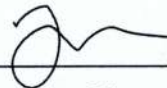
Signature of Applicant

November 6, 2023

Date

Tracey Pilon-Abbs

Name of Agent (print)



Signature of Agent

November 6, 2023

Date

**END OF SCHEDULE E**



# ZONING BY-LAW AMENDMENT APPLICATION

**DO NOT COMPLETE BELOW – STAFF USE ONLY**

<b>Receipt and Assignment of Application</b>	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

<b>Complete Application</b>		
This application is deemed complete on _____ <div style="text-align: center;"><i>Date</i></div>		
_____		
<i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

<b>Internal Information</b>			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			
_____			

**THIS IS THE LAST PAGE OF THE APPLICATION FORM**

## COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

**PLEASE BE ADVISED THIS MEETING WILL BE CONDUCTED ELECTRONICALLY.**

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday December 21, 2023, 3:30 PM, in the order stated below.

Persons wishing to provide comments to the Committee of Adjustment on the item contained herein are strongly encouraged to submit their comments in writing, by email to Jessica Watson, Secretary-Treasurer via email - [COAdjustment@citywindsor.ca](mailto:COAdjustment@citywindsor.ca) **no later than December 20, 2023.**

*If you would like to Register to attend the public hearing please register on our website at this link- [Committee of Adjustment Deadline Dates and Meeting Schedule \(citywindsor.ca\)](#)*

ITEM	TIME	FILE #	APPLICANT	LOCATION	REQUEST
1	3:30 PM	A-080/23	1422544 B.C. LTD.	389 CAMPBELL AVE	<b>RELIEF:</b> Proposed double duplex dwelling with minimum lot width and side yard width.
2	3:30 PM	B-052/23	LYNNE MARI VENABLES	3377 BYNG RD	<b>CONSENT:</b> To sever alley.
3	3:30 PM	A-081/23	AMMAD HUSSAIN ALVI, ASMA MURTUZA, AWAIS HUSSAIN ALVI	2356 GEORGE AVE	<b>RELIEF:</b> Accommodating a single unit dwelling with reduced minimum lot width and minimum lot area for both the severed and retained lots.
4	3:30 PM	B-054/23	AMMAD HUSSAIN ALVI, ASMA MURTUZA, AWAIS HUSSAIN ALVI	2356 GEORGE AVE	<b>CONSENT:</b> Create a New Lot
5	3:30 PM	B-055/23	1954945 ONTARIO INC	1440 NORTH SERVICE RD	<b>CONSENT:</b> Create a new Lot
6	3:30 PM	B-056/23	1954945 ONTARIO INC	1440 NORTH SERVICE RD	<b>CONSENT:</b> Create a new Lot
7	3:30 PM	B-057/23	1954945 ONTARIO INC	1440 NORTH SERVICE RD	<b>CONSENT:</b> Create a New Lot
8	3:30 PM	B-058/23	1954945 ONTARIO INC	1440 NORTH SERVICE RD	<b>CONSENT:</b> Create a New Lot
9	3:30 PM	B-059/23	1954945 ONTARIO INC	1440 NORTH SERVICE RD	<b>CONSENT:</b> Create a New Lot
10	3:30 PM	B-051/23	1998308 ONTARIO INC	636 GRAND MARAIS RD E & 635 ATKINSON	<b>CONSENT:</b> Create a new Lot and easements for services.
11	3:30 PM	B-053/23	2794957 ONTARIO INC	642 GRAND MARAIS RD E & 641 ATKINSON	<b>CONSENT:</b> Create a New Lot and easements for services.

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, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: [Committee of Adjustment Meeting Agenda \(citywindsor.ca\)](#)***



**Subject: Adoption of the Corporate Technology Strategic Plan - City Wide**

**Reference:**

Date to Council: December 11, 2023  
Author: Aftab Ahmad  
CIO/Executive Director of Information Technology  
519-255-6100 Ext 6688  
aahmad@citywindsor.ca

Co-Author: Mark Ferrari  
Project Manager  
mferrari@citywindsor.ca  
Information Technology  
Report Date: November 24, 2023  
Clerk's File #: SI/14415

**To:** Mayor and Members of City Council

**Recommendation:**

**THAT** City Council **RECEIVE FOR INFORMATION** the Report from the Chief Information Officer/ Executive Director of Information Technology presenting the Corporate Technology Strategic Plan; and further,

**THAT** City Council **ENDORSE IN PRINCIPLE** the Corporate Technology Strategic Plan and companion Workplan, a summary of which is attached as Appendix A, to guide future direction and investment in information technology, digital transformation and service delivery modernization; and further,

**THAT** City Council **DIRECT** that any additional operational or capital funding required to implement the Corporate Technology Strategic Plan and Workplan be brought forward by the Chief Information Officer/Executive Director of Information Technology as part of the department's annual operating and capital budget submission; and further, subject to sufficient funding being approved,

**THAT** City Council **AUTHORIZE** the Chief Information Officer/Executive Director of Information Technology to take steps to operationalize the recommendations outlined in the Corporate Technology Strategic Plan and companion Workplan and bring future recommendations related to implementation back to Council as necessary; and further,

**THAT** City Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary to bring the Corporate Technology Strategic Plan to fruition, 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 City Treasurer and in technical content to the Chief Information Officer/Executive Director of Information Technology or designates; and further,

**THAT** the Chief Administrative Officer and City Clerk or their designates **BE AUTHORIZED** to take any such action and sign/execute any documentation required to implement the above recommendations, provided such agreements and documents are satisfactory in form to the City Solicitor, satisfactory in financial content to the City Treasurer, and in technical content to the Commissioner of Economic Development and/or Commissioner, Corporate Services and the Chief Information Officer/Executive Director of Information Technology; and further,

**THAT** the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to City Treasurer, in legal form to the City Solicitor; and in technical content to the Commissioner of Economic Development and/or Commissioner, Corporate Services and the Chief Information Officer/Executive Director of Information Technology; and further,

**THAT** Administration **BE AUTHORIZED** to issue any change order(s) for any amendment(s) as may be required, provided that the amendment(s) are within approved budget amounts, satisfactory in financial content to City Treasurer, and in technical content to the Chief Information Officer/Executive Director of Information Technology.

### **Executive Summary:**

Perry Group Consulting Ltd. has developed a Corporate Technology Strategic Plan and workplan, highlighted in the summary attached as Appendix A, to assist the Corporation to address technology challenges and transform the way digital services are planned, delivered and supported. Over the past 18 months, Perry Group Consulting Ltd. undertook in depth analysis and extensive engagement with staff across the Corporation to develop the plan and validate its findings.

The Corporate Technology Strategic Plan proposes a phased approach to a three-stage action plan that positions the Corporation to take advantage of the transformative potential that digital, data and technology offer, thereby enhancing the user experience and exceeding the expectations of those who are reliant on City services.

## Background:

Achieving high-quality service, utilizing technology and data strategically, and maximizing taxpayer funds is key for local governments. The public sector is also exploring ways to access and leverage data to utilize as a valuable resource and inform decisions. Communities are aggressively competing to attract new businesses and talented knowledge workers.

In 2022, the City of Windsor received a grant through the provincial Audit and Accountability Fund to secure a third-party review of City of Windsor digital modernization services. StrategyCorp, Inc. was selected to provide recommendations for changes and improvements to support efforts to modernize services across the Corporation as a whole. The findings of StrategyCorp were presented to Council in early 2023.

Also in 2022, Perry Group Consulting Ltd. was selected through a competitive procurement process (RFP#23-22) to work with the Corporation to review all aspects of technology and technology management and develop a future looking Strategic Plan and Roadmap to constitute Information Technology as the foundational support enabling and supporting transformative corporate service delivery.

As an expert in technology, data, and digital strategy development, Perry Group specializes in modernizing service delivery in municipalities. The firm has worked with over 200 municipalities, similar in size and scope to Windsor, on technology strategy including Oakville, Burlington, Barrie, Richmond Hill, Thunder Bay, Sudbury, Kitchener, Vaughan, Oshawa, and London.

Over the past 18 months, Perry Group Consulting Ltd. undertook in depth analysis and extensive engagement with staff across the Corporation to develop the plan and validate its findings. This work has informed the proposed Corporate Technology Strategic Plan before City Council for consideration.

The Strategic Plan, when implemented in its entirety, will enable technology assets to be:

- effectively managed, maintained, secured and supported to meet current and future needs of the Corporation,
- planned for, procured and implemented in a cost-effective manner, and
- leveraged to efficiently and effectively respond to user expectations and deliver superior customer service via all City departments.

Foundationally this Strategic Plan also embeds strong governance practices to ensure that corporate technology decisions support the City's broader strategic goals and objectives, specifically City Council's 20 Year Strategic Vision and the Windsor Works strategy.

## **Discussion:**

At the City of Windsor, technology is the backbone of everything we do and all the services we provide from billing to managing transportation to handling customer inquiries and much more. Data and information are also becoming increasingly important, providing insights about service delivery that allow City officials to improve efficiency and services. Modern data analytics are essential for informing grant applications and accessing upper level of government funding programs. Predictive analytics are helping municipalities work smarter and more efficiently.

Perry Group observed that:

- many of the City's business processes still rely on paper, physical signatures, and manual processing
- effective project delivery and governance practices are limited
- web and digital services are not meeting customer expectations
- many of the City's core systems and business solutions are outdated

As noted in the attached summary, we live in a digital age where 95% of Canadians use internet and 84% own smartphones. Everyday activities like banking, connecting with friends and families, shopping, and even renewing a driver's license or health card is all online. Digitization of services is not a choice, but a must have.

Ongoing digital transformation is already disrupting a number of sectors but is vital to future business and employment growth and sustainability, and overall customer satisfaction. Expectations are increasing for easy to use, intuitively designed services both in the private and public sectors. Citizens are quick to adopt new innovations and businesses must be adept and catch up to survive. Governments are typically slow to embrace change, resulting in challenges to meet or exceed customer needs and expectations.

As articulated through their 20 Year Strategic Vision, Windsor City Council has committed to creating more jobs, improving quality of life, and elevating the reputation of the City. Specifically, Council has:

- Committed to continuous improvement, resting on the foundation of affordable, efficient, sustainable, and progressive service to the public.
- Dedicated themselves and staff to the satisfaction of existing residents and improving the efficiency of service delivery.
- Made infrastructure decisions to ensure long-term sustainability.

The CTSP and initiatives identified here actively support each of these elements, in addition to incorporating several initiatives identified in the Windsor Works, including a broad focus on data and online services and community engagement.

To support Council's vision, Administration's goal is to deliver modern, customer-centric services that take advantage of modern technology capabilities and service delivery paradigms to be efficient, effective, convenient, and easy to use, and in parallel, provide the tools to staff that make it easy and simple to administer and run these programs.

From a technology perspective, the departmental vision for its role to support Council's vision is encapsulated in the following statement:

***Modern, customer-centric City services powered by digital, data and technology.***

The Corporate Technology Strategic Plan provides a staged roadmap towards action to achieve the departmental vision. The CTSP also identifies a number of resource requirements that will be required to achieve desired outcomes.

The key overarching recommendations regarding technology are that the City of Windsor:

1. Establish a new, integrated Information, Digital and Technology Governance Program.
2. Establish, support, and culturally embed a clear mandate and role for the IT Department.
3. Align the IT department with the recommended best practices including retooling, retraining and adding resources as outlined in the Strategic Plan.
4. Invest in building strong partnerships and collaboration between the IT Department and business units.
5. Review Digital, Data and Technology funding, and explore new funding sources to grow the baseline spend and investment in technology.
6. Ensure capital funding for projects includes people costs for implementation and establish arrangements to draw in IT resources on-demand.
7. Focus workstream efforts on digital services, modern workplace, modern business solutions, modern infrastructure, and GIS/data
8. Invest in digital education and training for leaders and staff to help the organization become more tech savvy and better primed to take advantage of new and emerging digital opportunities.
9. Provide regular reports to City Council on the progress of the Strategic Plan implementation and associated work plan items.

As the Workplan is an evolving longer-term program, the Perry Group recommends, and Administration supports, a phased approach to implementation. The three stages are more fully discussed in the Workplan but highlighted below.



### **Stage 1: Setting Robust Foundations 2023 - 2025**

The work in the first stage involves “getting our house in order” and includes low-cost solutions to set the foundations for success such as:

- parameters around how the City manages digital, data and technology
- establishment of a new governance structure
- review of each position to align with the evolving technology sector
- development of training, policies and procedures, and metrics

Phase 1 positions IT as an expert team that partners with business units in transformation work.

### **Stage 2: Establishing the Pillars for Success 2024 - 2028**

Work in Stage 2 will focus on the systems, programs, and infrastructure that the City relies on to provide services to staff and residents.

- implement effective enterprise (pillar) systems with roadmaps for the city’s core systems
- enhance and expand online services
- continue to build out the capabilities of the IT organization
- modernize technology infrastructure offerings

### **Stage 3: Accelerating Technology, Digital and Data Capabilities 2027+**

In Stage 3 the City will be well-placed- to start shifting its attention from core work to more innovative and forward-looking work to take advantage of new and emerging technologies.

- continued evolution of corporate platforms
- expanded breadth of digital services
- pervasive digital mindset and culture throughout the organization

The Perry Group has suggested Administration pursue five major programs of work to advance and modernize the City, namely:

1. Growing the City’s **Digital Service** delivery capabilities - *build the platforms and capabilities to enable the design and delivery of great digital City services*
2. Providing staff with **Modern Workplace** technology and capabilities - *give staff the tools they need to do the job and enable a modern/digital workplace that can attract and retain the brightest minds*

3. Establishing **Modernized Business Solutions** (the core pillars) for business effectiveness - *modernize the City's core business processes and the solutions that support them*
4. Updating and **Modernizing Infrastructure** - *ensure the City's IT infrastructure is modern, secure, resilient, agile and interoperable*
5. Establishing and fully leveraging enterprise **GIS and Data** capabilities - *leverage the power of GIS and data to inform decision-making*

The CTSP is specifically designed to first create a more conducive environment for success with digital, data and technology; then address the historic technical debt, establishing the right pillars for enterprise success; and finally, with the right modernized pillars in place, moving on to more innovative application of digital, data and technology capabilities.

### **Risk Analysis:**

The Perry Group has identified several risk factors should the Corporation not address or advance the technology requirements and implement the proposed recommendations, including an inability to take advantage of new technologies and tools, and inability to access valuable data insights that can improve service experiences, target specific business problems, and drive efficiency and effectiveness.

### **Human Resource Risk**

A strong, skilled team is a foundational element of the CTSP. When benchmarked against other municipalities, the City of Windsor investment in IT staff is moderately comparable to other municipalities, but behind leaders (e.g., Kitchener, Oakville). Approximately 2.65% of the City's workforce is employed in the IT department and Perry Group's standard advice for municipalities is to ramp up to a minimum 3% target.

Recruiting and retaining the best and brightest employees is difficult without modern tools and work practices, which can also lead to frustration and low staff morale. It is imperative that the right people, with the right skills, are in the right positions to successfully implement the recommendations of the Plan. As the CTSP is implemented, Administration will engage CUPE Local 543 and CANUE as appropriate.

## Financial Risk

Investments in digital, data and technology have the potential to deliver tremendous efficiency gains, but if not fully implemented, can create more inflexibility and decrease productivity. Funding the maintenance of obsolete systems is inefficient.

However, the cost estimates associated with full implementation of the CTSP are substantial, and Administration recognizes the inherent competition for limited financial resources.

## Timing

Recognizing that ongoing investment in supported corporate systems is necessary to minimize security risk is a cost of doing business in technology driven business solutions. Obsolete systems increase security risks with the gradual loss of vendor support. Further, any delay in implementing the CTSP increases risks to productivity, costs and service enhancements.

## Community/Reputation

Residents expect fast, easy, convenient service. There is a reputational risk if the City does not deliver services that match customer expectations. Tasks that could be automated with the right software are not and subsequently take too much people power to complete. This limits the City's ability to scale as it grows.

Communities that do not prioritize digital transformation risk losing future economic opportunities to those that do, which also carries the potential for significant financial risk.

## Cross-corporate

Perry Group notes that what is contemplated within the Corporate Technology Strategic Plan is a whole organization change – not just a change to the IT Department. Becoming a more tech-enabled, digital organization is a mindset and cultural change, more than a technological one. As each business case for individual recommendations comes forward, the risks to other departments in the Corporation will be fully identified.

Successive reviews and audits of the state of IT at the City have indicated a need for change. This Strategic Plan is designed to bring about necessary changes and in doing so, set the City up for success in delivering on the vision of delivering “**Modern, Customer-Centric City Services Powered by Digital, Data and Technology.**”

## **Climate Change Risks**

N/A

## **Climate Change Mitigation:**

N/A

## **Climate Change Adaptation:**

N/A

## **Financial Matters:**

It is important to recognize that City Council's approval of the Strategic Plan in principle results in no immediate financial implications as such approval does not equate to approval of all projects and associated budgets for subsequent years. Cost estimates will be further refined as the scope and resource requirements for each aspect of the CTSP are developed and will be brought forward as part of the established budget process for consideration.

Perry Group also reviewed the City's spend on technology across the most recent Capital and Operating budgets. In line with resourcing levels, Windsor's investment in technology is also lower than generally recommended. Gartner, a US based international technology industry research analyst firm, reports that local and state governments across North America on average spend around 4.3% of their budgets on technology. Perry Group typically recommends, at minimum, a 3% target for investment.

The cost estimates associated with full implementation of the CTSP are substantial. Administration recognizes the inherent competition for limited financial resources. The CTSP is anticipated to be implemented over multiple years and Administration will explore any opportunities to reallocate existing resources, while looking for alternative funding to reduce any impacts on the municipal levy.

The following preliminary estimates are offered to illustrate an order of magnitude to the potential budgetary impact of this Strategic Plan over time.

## **Capital – Infrastructure**

Preliminary estimates in the CTSP identify capital investments of nearly \$25M, of which approximately \$15M has already been identified within the 10yr Capital Budget and existing IT reserves. As with any master plan, the CTSP will evolve and be refined over time as the various initiatives are assessed and more detailed data becomes available.

The current estimated \$10M in capital funding required will be further distilled over time and may be funded by a combination of reviewing and reprioritizing current capital commitments, reserves, and/or capital budget requests brought forward as part of the annual budget process for approval.

## Operating

An early high-level estimate for implementing all the proposed recommendations is anticipated to require an additional **\$3M** in base operating funding, incrementally over the next three years. This would bring the City closer to the level of investing in IT that would be consistent with other leader municipalities. Full implementation of the new IT service delivery model will require this funding to be annualized in future operating budgets.

These phased investments will come forward through the Technology Governance (I-DaT) process detailed in the CTSP and supported by an Annual Technology Work Plan that outlines suitable business justifications and cases that have followed the required due diligence steps. This means that individual project proposals will have passed through the Idea, Concept and Project proposal stages, allowing for the development of detailed financial, resource and business cases that demonstrate their value. As with all new initiatives, redeployment of existing resources will be explored, and any new operating budget requests will be brought forward as part of the annual budget process for approval.

## Consultations:

<b>Name</b>	<b>Title</b>
Alex Vucinic	Purchasing Manager
Tony Ardovini	Deputy Treasurer – Financial Planning
Sandra Bradt	Executive Initiatives Coordinator
Caroline Iatonna	Financial Planning Administrator
Norbert Wolf	Manager of Employee Relations
Dan Iatonna	Manager, Employment and Consulting Services
	Corporate Leadership Team

**Conclusion:**

The Corporate Technology Strategic Plan (CTSP) is the technology roadmap for the future, designed to meet business community and resident expectations. This journey entails improving IT services, enhancing user experiences by offering simple, user-friendly, secure, end-to-end digital services for customers and city service users, and equipping staff and management with the necessary tools to work efficiently and effectively. The recommendations made in the Strategic Plan represent a significant course change, pushing the IT Department forward as a strategic partner, realigning responsibilities for clearer accountability, and making significant investments in staffing and new technology to best position the City of Windsor to reap the benefits of a prosperous future.

**Planning Act Matters:**

N/A

**Approvals:**

<b>Name</b>	<b>Title</b>
Aftab Ahmad	Chief Information Officer/Executive Director of Information Technology
Vincenza Mihalo	Executive Director of Human Resources
Dana Paladino	Commissioner, Corporate Services (A)
Jelena Payne	Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administration Officer

**Notifications:**

<b>Name</b>	<b>Address</b>	<b>Email</b>
Ben Perry		ben.perry@perrygroupconsulting.ca

**Appendices:**

- 1 Public Report Appendix A



CORPORATE TECHNOLOGY  
STRATEGIC PLAN (CTSP)  
Corporation of the City of Windsor



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## Welcome to the Corporate Technology Strategic Plan

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We live in a digital age, 95% Canadian use internet and 84% own smartphones. Everyday activities like banking, connecting with friends and families, shopping, and even renewing a driver's license or health card is all online. Digitization of services is not a choice, but a must have.

Our Corporate Technology Strategic Plan (CTSP) is the roadmap for the future designed to meet our residents' expectations. This journey entails improving IT services, enhancing user experiences by offering simple, user-friendly, secure, end-to-end digital services for customers and city service users, and equipping staff and management with the necessary tools to work efficiently and effectively. This includes fully digitized processes, reducing manual tasks, facilitating easy collaboration, enabling hybrid/flexible/remote and field working, and improving data access supported by analytics and insights.

## The Vision

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*“Modern, customer centric City services powered by digital, data and technology”*

When services are powered by digital, data, and technology, it creates a whole new experience for the residents by making city services available at their finger tips.

Let's consider a fully digital service scenario:



*Mary witnesses a stop sign being knocked over. Using her smartphone, she takes a photo and uploads it to report the problem.*

*The notification is received and automatically recorded, categorized, located, and a request dispatched to a crew in the area who receives it on a laptop in their work vehicle.*

*They immediately erect a temporary stop sign. Mary gets an update to let her know that a temporary fix is in place. Mary feels reassured the City is working hard and smart to keep citizens safe.*

*When a permanent sign is in place Mary receives a notification that the issue has been resolved and is asked to rate her interaction with the City.*

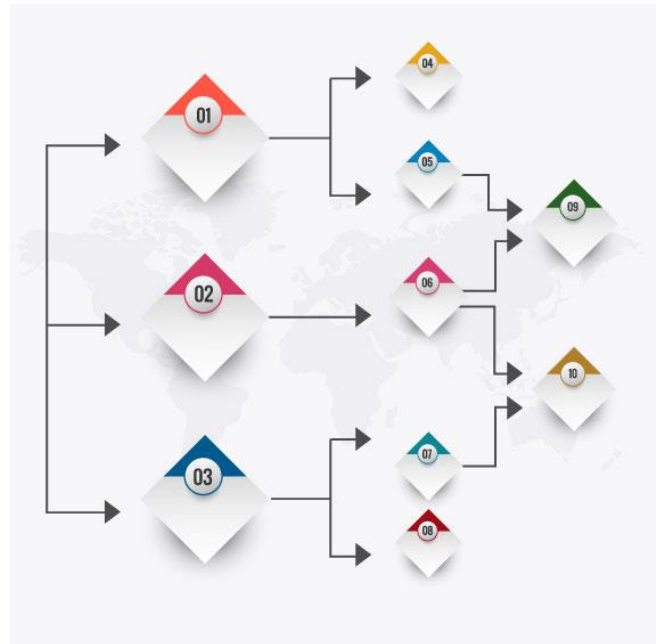


## Why Digitization

In the best-run organizations, a combination of people, processes, and technology is crucial for delivering excellent customer services.

Digitizing processes eliminates the need for offline steps and enables transactions to be carried out digitally using computers or smartphones, anytime and anywhere. Integration of business solutions enables seamless task flow between teams and systems, with complete visibility and auditability. The digital process chain empowers management and staff to monitor workflows, identify exceptions, and improve process effectiveness.

This is where we need to be, and by digitizing key processes, we can streamline operations, allocate resources more effectively, and ultimately become a high-performing organization.



## What will we need to be powered by digital, data and technology?

To digitize City processes and to deliver modern, customer centric City services we need to develop stronger capabilities in the following areas:

- Designing and delivering Web and Digital services and solutions.
- Implementing and operating effective Business Solutions for our enterprise and specialized business processes.
- Providing modern devices and tools for a modern workforce.
- Designing, building and operating Modern, responsive and flexible Infrastructure.
- Collecting, compiling, analyzing and interpreting data and spatial data.



## What are the expected benefits?

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Investing in modernization and digital transformation work will bring various benefits:

1

**Delivering modern customer service:** It will enable the provision of online, self-service options available 24x7 from anywhere, improving convenience for customers and demonstrating commitment to meeting their needs.

2

**Shifting transactions to lower cost channels:** By encouraging online transactions, the organization can reduce reliance on expensive channels and provide better value for taxpayers' money.

3

**Increasing efficiency and productivity:** Modernization efforts can streamline back-office operations and enhance productivity for field workers, leading to improved overall efficiency.

4

**Simplifying work processes:** Simplifying processes reduces staff frustration, enhances recruitment and retention efforts, and creates a more favorable work environment.

5

**Reducing duplicative and unnecessary work:** Automation and modernization can identify and eliminate duplicative or unnecessary tasks, freeing up staff capacity for more valuable, high-impact work across the organization.

6

**Enabling data analysis and insights:** Digital transformation facilitates data collection, analysis, and mining. This allows organizations to identify trends and gain insights that inform future operational improvements and decision-making.



## Three-Stage Approach

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There is a lot of work to do, so we will take a three-stage approach:

### ■ Stage 1 – Setting the Foundations (2023 – 2025)

The first stage is about setting the foundations, the conditions to be successful. This includes:

- Repositioning Information Technology (IT), establishing a new IT organization structure and hiring to key roles to fill current capability gaps.
- Setting up a revamped Technology, Digital and Data Governance Model including new committees, Working Groups and communities of practice, as well as reviewing IT policies and setting technology architectures.
- Review IT Financing, with a view to increasing investment in technology.
- Fully adopting Microsoft 365, including Teams, OneDrive, SharePoint Online.
- Developing the Enterprise Resource Planning (ERP) business case, strategy and roadmap.
- Improving IT service basics through a focus on IT Service Catalogue, optimizing core IT processes, and introducing online self-service capabilities for IT services.
- Establishing a Digital, Data and Technology Education and Training program.
- Continue to strengthen security and risk management programs.





## ■ Stage 2 – Pillars for Success (2024 – 2028)

With the foundations established, we look to deliver a series of critical technology products, programs, and projects, including:

- Establishing a Corporate Web and Digital program – updating the City’s website and implementing digital service building blocks.

- Establishing effective enterprise (pillar) systems programs for ERP, Asset and Work, Planning, Permits and Licensing, Customer Relationship Management, Collaboration and Information Management and Document and Records Management.

- Setting the corporate Data Strategy and setting up a corporate Business Intelligence and data platform.

- Continued build-out of the IT organization through the addition of new resources, and review of all “tech-adjacent” roles and align to proposed Business Technologist role.

- Progressively update all job descriptions corporate-wide to refresh technology and digital skill requirements.

- Modernizing technology offerings, including: modernization of the device fleet, expanding access to technology resources for all employees, setting Cloud, Print and Telephony Strategies.

- Technology, Digital and Data Literacy program, including training and learning, external speakers and showcasing internal successes.





### ■ Stage 3 – Accelerate (2027+)

With the pillars established, the City can accelerate its innovative practices through:

- Continued evolution of its corporate platforms to streamline services, processes and improve experiences for customers and staff.
- Expanded breadth of digital services, built on the ability to design, launch, and iterate new digital products, services and capabilities that sit on common digital patterns, (login, request, register, apply, pay, book/reserve).
- Expanded GIS, data, and analytics capabilities, including authoritative corporate data sources, geo and other analysis-driving insights and decision-making.
- A digital mindset and culture throughout the organization, where there is an openness to digitally-driven change.



## Delivering Major Programs of Work

The focus of our work is targeted across five major programs, each designed to put in place the key solutions and services that we need to meet the needs of the community and our staff. These are the key areas of focus and initiatives that you can expect to see over the coming years:



## Digital Services

This program focuses on building the web and digital platforms and capabilities to enable us to design and deliver great digital city services and experiences.

Key initiatives include:



- New Web and Digital team
- Corporate Digital Standards
- Revamp Windsor.ca
- Digital Platform with reusable patterns
- New Digital Services

## Modern Workplace

This program focuses upon giving staff the tools, they need to do the job and enabling a modern/digital workplace that can attract and retain the brightest minds.

Key initiatives include:



- Microsoft 365 as the core collaboration platform
- Information Strategy
- Effortless Agenda and meeting management system.
- Renew End-Point Technology (Laptops, Smartphones)
- IT Support Service Expansion
- Advanced Workflow Management



## Modernized Business Solutions

This program focuses upon modernizing the City's core business processes and the solutions that support those core processes.

Key initiatives include:



- ERP Replacement
- Asset Management Systems Roadmap and Enhancements
- Planning, Permitting and Licensing Systems Roadmap and Enhancements
- Customer Relationship Management (CRM) System Roads Map and Enhancements
- Key Business Solutions Replacement
- Integration Platform

## Modernized Infrastructure

This program is designed to ensure that the City's IT infrastructure is modern, secure, resilient, agile, and interoperable.

Key initiatives include:



- Enhanced Cybersecurity and Risk Management program
- Comprehensive Business Continuity and Disaster Recovery programs
- Cloud Strategy and Policies
- Network Investment Strategy
- Telephony Strategy





## GIS and Data

This program is about ensuring the City is well positioned to fully leverage the power of GIS and data to inform decision-making and increase efficiency and effectiveness.

Key initiatives include:



- Establishing a mature enterprise GIS approach
- Modern enterprise GIS environment
- GIS strategy
- GIS Products and Services Expansion
- GIS Integration with enterprise systems
- NG-911 Implementation
- Regional GIS Partnership Expansion
- Corporate Data and BI Platform

## Measuring Success

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Moving forward, we need to build momentum by beginning to action the work identified here. The Strategic Plan outlines specific tracking metrics in order to measure success. These fall under the areas of the Strategic Plan itself, the digital services, the digital workplace, the digitized business processes, the digital infrastructure, and GIS/data/analytics.



## Conclusion

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Information technology is an ever-changing landscape, and leading organizations are quick to embrace and invest in its potential. The Corporate Technology Strategic plan positions the City of Windsor as a municipal leader, a workplace that attracts top talent, realizing its vision of delivering **Modern, Customer-Centric City Services Powered by Digital, Data and Technology.**



**Subject: Nursing and Incontinence Supplies for Huron Lodge - RFP #94-23 – Ward 1**

**Reference:**

Date to Council: December 11, 2023  
Author: Alina Sirbu  
Executive Director Long-Term Care / Administrator  
519-253-6060 ext. 8253  
asirbu@citywindsor.ca  
Huron Lodge  
Report Date: December 4, 2023  
Clerk's File #: AH/14401

**To:** Mayor and Members of City Council

**Recommendation:**

**THAT** City Council **APPROVE** the selection of Cardinal Health Canada as the successful proponent for the provision of nursing and incontinence supplies, in accordance with their submission in response to RFP #94-23 for a three (3) year term with an option to extend the contract for an additional two (2) year term based on mutual agreement of both parties; and,

**THAT** the Purchasing Manager **BE AUTHORIZED** to issue a Contract Purchase Order to Cardinal Health Canada for the provision of nursing and incontinence supplies, satisfactory in financial content to the City Treasurer, and in technical content to the Executive Director of Long-Term Care/Administration.

**Executive Summary:**

N/A

**Background:**

This contract will involve the provision of nursing and incontinence supplies to Huron Lodge.

The recommended service provider has demonstrated quality service to Huron Lodge in the past and operated within the required standards of RFP#150-16 that was awarded, extended for the pandemic period and has now expired.

## **Discussion:**

The Corporation of the City of Windsor invited submissions from potential proponents for nursing and incontinence supplies at Huron Lodge. RFP#94-23 closed on July 17<sup>th</sup>, 2023 with two proponents submitting proposals for the services. Subject to the evaluation criteria described in the RFP, the City opened the cost proposal of any proponent achieving a minimum score of 70% on its services proposal in accordance with the evaluation matrix. Cardinal Health Canada scored the highest in the services proposal and was the only proponent to move on to the cost submission. In accordance with the City of Windsor's Purchasing Bylaw, Administration recommends the proposal submitted by Cardinal Health Canada, as the overall top scoring proposal, to be the provider to Huron Lodge for Nursing and Incontinence supplies.

## **Risk Analysis:**

There are no critical or significant risks associated with the recommendation in this report. The request for proposal bidding and selection process was completed as prescribed by the Purchasing By-Law 93-2012 and this report is presented to Council per the same by-law.

## **Climate Change Risks**

### **Climate Change Mitigation:**

N/A

### **Climate Change Adaptation:**

N/A

## **Financial Matters:**

Total value of the proposal submission for nursing supplies and incontinent products is an annualized amount of \$328,270.35. This annualized amount is based on the estimated quantity of products provided by the proponent. With an annual operating budget of \$343,112 for nursing supplies and incontinent products, there are sufficient funds available.

The successful proponent has committed to a cost guarantee for incontinent products in the amount of \$1.20 per resident per day with a cap of 15% above the cost guarantee amount and reconciled every 12 months. For clarity, based on 224 residents, the proponent will provide a reimbursement to Huron Lodge for the cost of incontinent product greater than \$1.20 per resident per day or \$98,112 but less than \$1.38 per resident per day or \$112,829. This equates to a maximum reimbursement to Huron Lodge of \$14,717 annually. The Appendix G Pricing Schedule from the proponent outlines the estimated quantities to be supplied to Huron Lodge with incontinent products totalling \$144,249. Similarly, the 5-year average 2018 to 2022 of actual incontinence expenditures is \$139,990. Thus, it is likely Huron Lodge will receive the

maximum reimbursement of \$14,717 annually. The proponent also submitted that they will contribute \$4,000 for a Huron Lodge staff member's time to assist managing incontinence supplies.

**Consultations:**

Andrea Sayers - Financial Planning Administrator  
 Lauren Meyers - Director of Care- Huron Lodge

**Conclusion:**

Based on the proposals submitted for RFP#94-23 and in accordance with the City of Windsor's Purchasing By-Law, Administration recommends award to the highest scoring proposal as submitted by Cardinal Health Canada to provide nursing and supplies for Huron Lodge.

**Planning Act Matters:**

N/A

**Approvals:**

Name	Title
Linda Higgins	Manager, Intergovernmental Funding – Human Services Integration
Alina Sirbu	Executive Director/Administrator Huron Lodge Long-Term Care Home
Alex Vucinic	Purchasing Manager or Designate
Janice Guthrie	Commissioner, Corporate Services / CFO
Andrew Daher	Commissioner, Human and Health Services
Joe Mancina	Chief Administrative Officer

**Notifications:**

Name	Address	Email
Cardinal Health Canada Inc. Att: Kelly Downing	1000 Tesma Way Vaughan, On L4K 5R8	Kelly.downing@cardinalhealth.ca 1-905-417-3296

**Appendices:**



**Committee Matters: SCM 324/2023**

**Subject: Adoption of the Special Windsor City Council In Camera minutes of its meeting held December 1, 2023.**

**SPECIAL MEETING OF COUNCIL – IN CAMERA  
December 1, 2023**

**Meeting called to order at: 10:01 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 (arrives at 10:09 a.m.)  
Councillor Kieran McKenzie  
Councillor Mark McKenzie  
Councillor Jim Morrison  
Councillor Ed Sleiman

**Also in attendance:**

Joe Mancina, Chief Administrative Officer  
Andrew Daher, Commissioner, Human and Health Services  
Mark Winterton, Acting Commissioner of Infrastructure Services/City  
Engineer  
Janice Guthrie, Commissioner of Finance/City Treasurer  
Dana Paladino, Acting Commissioner of Corporate Services  
James Chacko, Acting Commissioner of Community Services  
Jelena Payne, Commissioner Economic Development  
Steve Vlachodimos, City Clerk  
Wira Vendrasco, Acting City Solicitor  
Abe Taqtaq, Mayor's Chief of Staff  
Aaron Farough, Senior Legal Counsel (Item 1)  
Vito Grammatico, Senior Economic Development Officer (Item 2)  
Neil Robertson, City Planner (Item 2)  
Jake Renaud, Executive Director of Pollution Control (Item 3)

**Verbal Motion is presented by Councillor Ed Sleiman, seconded by  
Councillor Mark McKenzie,  
to move in Camera for discussion of the following item(s):**

- | Item No. | Subject & Section - Pursuant to <i>Municipal Act</i> , 2001, as amended  |
|----------|--|
| 1        | Property matter – disposition of land, Section 239(2)(c) (report to be distributed under separate cover)                                     |
| 2        | Property/legal matter – disposition of land/solicitor-client privilege, Section 239(2)(c)(f) (report to be distributed under separate cover) |
| 3        | Legal matter – advice subject to solicitor-client privilege/plan, Sections 239(2)(f)(k) – verbal report                                      |
| 4        | Legal matter – advice subject to solicitor-client privilege, Section 239(2)(f) – verbal update   |

**Motion Carried.**

**Declarations of Pecuniary Interest:**

None declared.

**Discussion on the items of business.**

**Verbal Motion is presented by Councillor Gary Kaschak, seconded by Councillor Jim Morrison, to move back into public session.**

**Motion Carried.**

**Moved by Councillor Renaldo Agostino, seconded by Councillor Ed Sleiman, THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held December 1, 2023 directly to Council for consideration at the next Regular Meeting.**



1. That the recommendation contained in the in-camera report from Senior Legal Counsel, Acting City Solicitor, Acting Commissioner of Corporate Services, Commissioner of Economic Development, Commissioner of Community Services and Commissioner of Finance/City Treasurer respecting a property matter – disposition of property **BE APPROVED AS AMENDED.**

**Recorded vote requested by Councillor Fred Francis**

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

**Nay votes: Councillor Fred Francis**

2. That the recommendation contained in the in-camera report from the Senior Economic Development Officer, Acting City Planner, Acting City Solicitor, Commissioner of Economic Development, Acting Commissioner of Corporate Services and Commissioner of Finance/City Treasurer **BE APPROVED AS AMENDED.**

3. That the confidential verbal report from the Acting Commissioner of Infrastructure Services/City Engineer respecting a legal matter – advice subject to solicitor-client privilege **BE RECEIVED**, and further that this item **BE REFERRED** to the December 11, 2023 in-camera meeting of Council to allow for a written report.

4. That the confidential verbal report from Mayor Drew Dilkens and Administration respecting a legal matter – advice subject to solicitor-client privilege **BE RECEIVED** and that the Mayor and Administration **BE AUTHORIZED TO PROCEED** in accordance with the verbal direction of Council.

**Motion Carried.**

**Moved by Councillor Jo-Anne Gignac, seconded by Councillor Ed Sleiman,**  
**That the special meeting of council held December 1, 2023 BE ADJOURNED.**  
**(Time: 12:02 p.m.)**

**Motion Carried.**



**Committee Matters: SCM 325/2023**

**Subject: Report of the Striking Committee of its meeting held November 27, 2023**

**REPORT OF THE STRIKING COMMITTEE  
of its meeting held  
November 27, 2023**

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**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:**

Joe Mancina, Chief Administrative Officer  
Andrew Daher, Commissioner, Human and Health Services  
Mark Winterton, Acting Commissioner, Infrastructure Services/City  
Engineer  
Janice Guthrie, Commissioner, Corporate Services CFO/City Treasurer  
Dana Paladino, Acting Commissioner, Corporate Services  
James Chacko, Commissioner, Community Services  
Jelena Payne, Commissioner Economic Development and Innovation  
Steve Vlachodimos, City Clerk  
Wira Vendrasco, Acting City Solicitor  
Abe Taq Taq, Mayor's Chief of Staff  
Anna Ciacelli, Deputy Clerk

**Declarations of Pecuniary Interest:**

None declared.

Your Committee submits the following recommendations:

1. That the appointment of the following persons to the Working Groups/Panel **BE APPROVED** for the term 2023-2026:

**Active Transportation Expert Panel**

Cole Gorham  
Paul Henshaw  
Teena Ireland  
Kevin Morse  
Jocelyn Nikita  
James Sommerdyk

**Age-Friendly Windsor Working Group**

Gerald Corriveau  
Larry Duffield  
Andrea Grimes  
Cindy Matchett  
Roxanne Tellier  
Tom Wilson

**Community Public Art Working Group**

Brian Brown  
Ashley Kijewski  
Leisha Nazarewich  
Nadja Pelkey  
Terrance Travis

**Transit Windsor Working Group**

Bernard Drouillard  
Jaykumar Patel  
Trevor Ramieri  
Katie Stokes  
Iain Sutcliffe

(2) That Robert Feldmann **BE APPOINTED** to the Windsor Utilities Commission for the term January 17, 2024 to January 17, 2027. to fill the vacancy of Doug Lawson

(3) That the resignations of Moustafa Yahfoufi and Councillor Renaldo Agostino **BE ACCEPTED** and further the City Clerk **BE REQUESTED** to advertise for the citizen vacancy on the Board.

MAYOR

CITY CLERK

BY-LAW NUMBER 152-2023

A BY-LAW TO ASSUME CLEARY STREET FROM ROXBOROUGH BOULEVARD TO PARTINGTON AVENUE, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 1196 KNOWN AS CLEARY STREET, IN THE CITY OF WINDSOR

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

**AND WHEREAS** The Corporation of the City of Windsor entered into a subdivision agreement with **SOUTH WINDSOR DEVELOPMENT COMPANY** to provide for the public highways and municipal services on *Plan of Subdivision 1196* and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on **Plan of Subdivision 1196** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

**SCHEDULE "A"**  
**TO BY-LAW 152-2023**

CLEARY STREET FROM ROXBOROUGH BOULEVARD TO  
PARTINGTON AVENUE PLAN 1196; WINDSOR  
**Part of PIN 01555-7323 (LT)**  
**Cleary Street, Windsor**

BY-LAW NUMBER 153-2023

A BY-LAW TO ASSUME ST. PATRICK'S AVENUE FROM OJIBWAY STREET TO CLEARY STREET and ASKIN AVENUE FROM OJIBWAY STREET TO CLEARY STREET BEING STREETS SHOWN ON PLAN 12R-21561 KNOWN AS ST. PATRICK'S AVENUE and ASKIN AVENUE, IN THE CITY OF WINDSOR

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

**AND WHEREAS** The Corporation of the City of Windsor entered into a subdivision agreement with **SOUTH WINDSOR DEVELOPMENT COMPANY** to provide for the public highways and municipal services on **Plan 12R-21561** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on **Plan 12R-21561** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023



**SCHEDULE "A"**  
**TO BY-LAW 153-2023**

ST. PATRICK'S AVENUE FROM OJIBWAY STREET TO CLEARY STREET, PLAN 12R21561; WINDSOR  
**Part of PIN 01583-0445 (LT)**  
**St. Patrick's Avenue, Windsor**

ASKIN AVENUE FROM OJIBWAY STREET TO CLEARY STREET, PLAN 12R21561; WINDSOR  
**Part of PIN 01583-0405 (LT)**  
**Askin Avenue, Windsor**

BY-LAW NUMBER 154-2023

A BY-LAW TO ASSUME ROXBOROUGH BOULEVARD FROM OJIBWAY STREET TO CLEARY STREET, BEING A STREET SHOWN ON PLAN OF SUBDIVISION 12M-555 KNOWN AS ROXBOROUGH BOULEVARD, IN THE CITY OF WINDSOR

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

**AND WHEREAS** The Corporation of the City of Windsor entered into a subdivision agreement with **SOUTH WINDSOR DEVELOPMENT COMPANY** to provide for the public highways and municipal services on **Plan of Subdivision 12M-555** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on **Plan of Subdivision 12M-555** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

**SCHEDULE "A"**  
**TO BY-LAW 154-2023**

ROXBOROUGH AVENUE FROM OJIBWAY STREET TO CLEARY  
STREET, PLAN 12M555; WINDSOR  
**PIN 01555-7233 (LT)**  
**Roxborough BOULEVARD, Windsor**

BY-LAW NUMBER 155-2023

A BY-LAW TO ASSUME OJIBWAY STREET FROM ROXBOROUGH BOULEVARD TO CALIFORNIA AVENUE, BEING A STREET SHOWN ON PLAN 1110, 1268, 973, 883 AND 989 KNOWN AS OJIBWAY STREET, IN THE CITY OF WINDSOR

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

**AND WHEREAS** The Corporation of the City of Windsor entered into a subdivision agreement with **SOUTH WINDSOR DEVELOPMENT COMPANY** to provide for the public highways and municipal services on **Plan of Subdivision 1110, 1268, 973, 883 AND 989** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on **Plan of Subdivision 1110, 1268, 973, 883 AND 989** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

**SCHEDULE "A"**  
**TO BY-LAW 155-2023**

OJIBWAY STREET PLAN 1110 SANDWICH WEST; OJIBWAY STREET PLAN 1268 SANDWICH WEST BETWEEN PARTINGTON AVENUE & ROXBOROUGH BOULEVARD; WINDSOR

**Part of PIN 01555-4987 (LT)**

**Ojibway Street, Windsor**

OJIBWAY STREET PLAN 1268 SANDWICH WEST BETWEEN RANKIN AVENUE & PARTINGTON AVENUE; WINDSOR

**PIN 01555-4986 (LT)**

**Ojibway Street, Windsor**

OJIBWAY STREET PLAN 973 SANDWICH WEST BETWEEN RANDOLPH AVENUE & RANKIN AVENUE; WINDSOR

**PIN 01555-4715 (LT)**

**Ojibway Street, Windsor**

OJIBWAY STREET PLAN 973 SANDWICH WEST; OJIBWAY STREET PLAN 883 SANDWICH WEST; OJIBWAY STREET PLAN 989 SANDWICH WEST; OJIBWAY STREET PLAN 997 SANDWICH WEST; OJIBWAY STREET PLAN 1014 SANDWICH WEST BETWEEN RANDOLPH AVENUE & CALIFORNIA AVENUE; WINDSOR

**Part of PIN 01583-0970**

**Ojibway Street, Windsor**

BY-LAW NUMBER 161-2023

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.57 METRE EAST/WEST ALLEY SOUTH OF CONTINENTAL AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD AND THE 20.12 METRE HUDSON AVENUE RIGHT-OF-WAY, EAST OF FOURTH STREET AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD, CITY OF WINDSOR

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** the 4.57 metre east/west alley, south of Continental and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "A" hereto annexed, is assumed for subsequent closure;

**AND WHEREAS** the 20.12 metre Hudson Avenue right-of-way, east of Fourth Street and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "B" hereto annexed, is assumed for subsequent closure;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.57 metre east/west alley, south of Continental and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "A" hereto annexed and forming part of this by-law, be and the same is hereby assumed for subsequent closure.
2. That the 20.12 metre Hudson Avenue right-of-way, east of Fourth Street and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "B" hereto annexed, be and the same is hereby assumed for subsequent closure.
3. That 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 - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

**SCHEDULE "A"**  
**TO BY-LAW 161-2023**

Alley Plan 1154, Sandwich West, abutting Lots 93, 94, 95, Plan 1154, except Part 131, 12R4051; Windsor

Being all of PIN 01262-1157

City of Windsor  
County of Essex

**SCHEDULE "B"**  
**TO BY-LAW 161-2023**

Hudson Ave, Plan 1154, Sandwich West, abutting Lots 154 to 158, Plan 1154,  
except Part 127, 12R4051; Windsor

Being all of PIN 01262-1156

City of Windsor  
County of Essex



BY-LAW NUMBER 162-2023

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.57 METRE EAST/WEST ALLEY SOUTH OF CONTINENTAL AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD AND THE 20.12 METRE HUDSON AVENUE RIGHT-OF-WAY, EAST OF FOURTH STREET AND WEST OF THE E.C. ROW EXPRESSWAY WESTBOUND ONRAMP AT HURON CHURCH ROAD, CITY OF WINDSOR

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** it is deemed expedient to close, stop up and convey the 4.57 metre east/west alley, south of Continental and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "A" hereto annexed.

**AND WHEREAS** it is deemed expedient to close, stop up and convey the 20.12 metre Hudson Avenue right-of-way, east of Fourth Street and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "B" hereto annexed.

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.57 metre east/west alley, south of Continental and west of the E.C. Row Expressway westbound onramp at Huron Church Road, more particularly described in Schedule "A" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
2. That the above referenced alley BE CONVEYED to the owner of the property known municipally as 0 Hudson Avenue (legally described as Lots 94 & 95, Plan 1154) and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
  - a. Location survey to determine if existing City of Windsor underground street light conductor is situated within the subject alley; and
  - b. Relocation of City of Windsor underground street light conductor from the subject alley if deemed necessary by EnWin Utilities Ltd.
3. That the 20.12 metre Hudson Avenue right-of-way, east of Fourth Street and west of the E.C. Row Expressway westbound onramp at Huron Church Road, City of Windsor, more particularly described in Schedule "B" attached hereto and forming part of this by-law, be and the same is hereby closed and stopped up.
4. That the above referenced right-of-way BE CONVEYED to the owner of the property known municipally as 0 Hudson Avenue (legally described as Lots 94 & 95, Plan 1154) and as necessary, in a manner deemed appropriate by the City Planner.
5. THAT the Conveyance Cost be set in accordance with Council Resolution CR 330/2023.

6. That any required easements pursuant to Council Resolution CR 330/2023 be registered prior to conveyance.
7. That the Chief Administrative Officer and City Clerk be authorized and directed to execute on behalf of The Corporation of the City of Windsor and to seal with the seal thereof, any and all documents necessary to implement the foregoing; and that the transaction be completed electronically, for property where it is available, pursuant to By-law Number 366-2003, as amended from time to time.
8. This by-law shall come into force and take effect the day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

**SCHEDULE "A"**  
**TO BY-LAW 162-2023**

Alley Plan 1154, Sandwich West, abutting Lots 93, 94, 95, Plan 1154, except Part 131, 12R4051; Windsor

Being all of PIN 01262-1157

City of Windsor  
County of Essex

**SCHEDULE "B"**  
**TO BY-LAW 162-2023**

Hudson Ave, Plan 1154, Sandwich West, abutting Lots 154 to 158, Plan 1154,  
except Part 127, 12R4051; Windsor

Being all of PIN 01262-1156

City of Windsor  
County of Essex

BY-LAW NUMBER 163-2023

A BY-LAW TO AMEND BY-LAW 10354, BEING A BY-LAW TO CLOSE, STOP UP AND CONVEY NORTH-SOUTH AND EAST-WEST ALLEYS WEST OF HURON CHURCH ROAD SOUTH OF CONTINENTAL

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** it is deemed expedient to amend By-law 10354, adopted on the 16<sup>th</sup> day of July, 1990 (the "By-law");

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. The By-law is amended by deleting the following wording under section 2.:

"That each of the owners whose lands abut upon lands described herein shall have the right to purchase, at a price of \$1.00 per square foot, that part thereof upon which his land abuts to the middle line of such closed up and stopped up part; provided, however, that any such owner shall notify the Clerk of The Corporation of the City of Windsor, in writing, of his intention to exercise his right to purchase by not later than July 27, 1990, provided that, if such owner does not exercise his right to purchase on or before such date, the Council may sell the part that he has the right to purchase to any other person at the same or a greater price, as the Council shall see fit."

And inserting the following in its place:

"THAT Conveyance Cost **BE SET** as follows:

- a. For alley abutting lands zoned MD1.4, \$7.00 per square foot without easements plus HST (if applicable), and \$3.50 per square foot with easements plus HST (if applicable). Survey cost and deed preparation cost included."
2. This by-law shall come into force and take effect that day upon which it is registered in the Land Registry Office for the County of Essex (No. 12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

**SCHEDULE "A"**  
**TO BY-LAW 163-2023**

Alley Plan 1154, Sandwich West, abutting Lots 93, 94, 95, Plan 1154,  
except Part 131, 12R4051; Windsor

Being all of PIN 01262-1157

City of Windsor  
County of Essex

**SCHEDULE "B"**  
**TO BY-LAW 163-2023**

Hudson Ave, Plan 1154, Sandwich West, abutting Lots 154 to 158, Plan 1154, except Part 127, 12R4051; Windsor

Being all of PIN 01262-1156

City of Windsor  
County of Essex

BY-LAW NUMBER 164-2023

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 11<sup>th</sup> day of December, 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 8<sup>th</sup> 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:

1. That **BY-LAW NUMBER 9023** be and the same is hereby amended as follows:

ITEM	REGULATION	STREET	FROM THE	TO THE
1	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	North side of Erie Street East	North side of Richmond Street
2	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	North side of Richmond Street	North side of Shepherd Street East
3	Schedule "A" Through Highways <b>DELETE</b>	Gladstone Avenue	North side of Shepherd Street	South side of Erie Street
4	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	North side of the north leg of Assumption Street	North side of Niagara Street
5	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	North side of Niagara Street	North side of Erie Street East
6	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	North side of Shepherd Street	South side of Shepherd Street



7	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	North side of Seneca Street	South side of Seneca Street
8	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	South side of Seneca Street	North side of Tecumseh Street East
9	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	South side of Tecumseh Street East	North side of Lens Avenue
10	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	South side of Lens Avenue	North side of Ypres Boulevard
11	Schedule "A" Through Highways <b>ADD</b>	Gladstone Avenue	South side of Ypres Boulevard	North side of Memorial Drive
12	Schedule "A" Through Highways <b>DELETE</b>	Gladstone Avenue	North side of Ypres Boulevard	South side of Lens Avenue ( <b>deleted &amp; substituted B/L 145-2006, Aug. 8/06</b> )
13	Schedule "A" Through Highways <b>DELETE</b>	Gladstone Avenue	North side of Erie Street	South side of Riverside Drive
14	Schedule "A" Through Highways <b>DELETE</b>	Gladstone Avenue	From the south side of Somme Avenue	To the north side of Somme Avenue

ITEM	REGULATION	STREET	DIRECTION OF TRAFFIC	INTERSECTING STREET	TYPE OF RESTRICTION	PERIOD OF PROHIBITION
15	Schedule "F" Relating to Street on Which Certain Turns are Prohibited <b>DELETE</b>	Wyandotte Street East	East and Westbound	Ouellette Avenue	Left turns	At all times

16	Schedule "F" Relating to Street on Which Certain Turns are Prohibited <b>ADD</b>	Wyandott e Street East	East and Westbound	Ouellette Avenue	Left turns	At all times buses excepted
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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 - December 11, 2023  
 Second Reading - December 11, 2023  
 Third Reading - December 11, 2023

BY-LAW NUMBER 165-2023

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 11<sup>th</sup> day of December, 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 28<sup>th</sup> 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	DIRECTION OF TRAFFIC	INTERSECTING STREET	TYPE OF RESTRICTION	PERIOD OF PROHIBITION
1	Schedule "F" Relating to Streets on Which Certain Turns are Prohibited <b>ADD</b>	Wyandotte Street East	Eastbound	Pillette Road	Right turns	On red signal
2	Schedule "F" Relating to Streets on Which Certain Turns are Prohibited <b>ADD</b>	Wyandotte Street East	Westbound	Pillette Road	Right turns	On red signal
3	Schedule "F" Relating to Streets on Which Certain Turns are Prohibited <b>ADD</b>	Pillette Road	Northbound	Wyandotte Street East	Right turns	On red signal
4	Schedule "F" Relating to Streets on Which Certain Turns are Prohibited <b>ADD</b>	Pillette Road	Southbound	Wyandotte Street East	Right turns	On red signal
5	Schedule "F" Relating to Streets on Which Certain Turns are Prohibited <b>ADD</b>	Geraedts Dr	Northbound	Cabana Rd W	Right turns	On red signal

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 - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

BY-LAW NUMBER 166-2023

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 11<sup>th</sup> day of December, 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 8<sup>th</sup> 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:

1. That **BY-LAW NUMBER 9023** be and the same is hereby amended as follows:

ITEM	REGULATION	STREET	SIDE	FROM	TO	MONTHS	ADDITIONAL RESTRICTIONS
1	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	East	A point 114m south of Ontario St	A point 120m south of Ontario St	February, April, June, August, October, December	8:30 a.m. to 3:30 p.m. Monday to Friday, Effective 8:30 a.m. on the first day of each month
2	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	West	A point 114m south of Ontario St	A point 120m south of Ontario St	January, March, May, July, September, November	8:30 a.m. to 3:30 p.m. Monday to Friday
3	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	East	A point 98m north of Reginald St	A point 104m north of Reginald St	April, June, August, October	Effective 9 a.m. on the first day of each month
4	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	West	A point 100m north of Reginald St	A point 106m north of Reginald St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month

5	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	East	A point 68m south of Ontario St	A point 74m south of Ontario St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
6	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	West	A point 65m south of Ontario St	A point 71m south of Ontario St	January, February, March, May, July, September, November, December	8:30 a.m. to 3:30 p.m. Monday to Friday
7	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	East	A point 41m south of Ontario St	A point 57m south of Ontario St	April, June, August, October	Effective 9 a.m. on the first day of each month
8	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Albert Rd	Both	A point 25m north of Ontario St	A point 31m north of Ontario St		
9	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Askin Ave	West	A point 97m north of Wyandotte St W	A point 103m north of Wyandotte St W		
10	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Barrymore Ln	North	A point 71m north of Brock St	A point 77m north of Brock St		
11	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Bridge Ave	West	A point 94m south of University Ave W	A point 100m south of University Ave W		

12	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Bridge Ave	East	A point 91m north of southerly limit of Bridge Ave	A point 97m north of southerly limit of Bridge Ave	April, June, August, October	Effective 9 a.m. on the first day of each month
13	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Bridge Ave	West	A point 91m north of southerly limit of Bridge Ave	A point 97m north of southerly limit of Bridge Ave	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
14	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Campbell Ave	East	A point 46m south of College Ave	A point 52m south of College Ave	February, April June, August, October, December	Effective 9 a.m. on the first day of each month
15	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Campbell Ave	West	A point 50m south of College Ave	A point 56m south of College Ave	January, March, May, July, September, November,	Effective 9 a.m. on the first day of each month
16	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Cataraqui St	North	A point 34m west of Hall Ave	A point 40m west of Hall Ave	April, June, August, October	Effective 9 a.m. on the first day of each month
17	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Cataraqui St	South	A point 28m west of Hall Ave	A point 34m west of Hall Ave	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
18	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Dougall Ave	East	A point 23m south of Grove Ave	A point 29m south of Grove Ave	April, June, August, October	Effective 9 a.m. on the first day of each month

18	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Dougall Ave	West	A point 15m south of Grove Ave	A point 21m south of Grove Ave	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
19	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elliott St E	North	A point 62m west of Howard Ave	A point 68m west of Howard Ave		
20	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elliott St W	North	A point 22m west of Pelissier St	A point 28m west of Pelissier St		
21	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elliott St W	North	A point 11m west of Dougall Ave	A point 17m west of Dougall Ave		
22	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elm Ave	West	A point 166m north of University Ave W	A point 172m north of University Ave W		
23	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elm Ave	Both	A point 202m north of Wyandotte St W	A point 208m north of University Ave W		
24	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elm Ave	East	A point 197m north of Wyandotte St W	A point 203m north of Wyandotte St W	April, June, August, October	Effective 9 a.m. on the first day of each month



25	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elm Ave	East	A point 191m north of Wyandotte St W	A point 197m north of Wyandotte St W	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
26	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elsmere Ave	West	A point 170m south of Erie St E	A point 176m north of Erie St E		
27	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elsmere Ave	East	A point 84m north of Erie St E	A point 90m north of Erie St E	April, June, August, October	Effective 9 a.m. on the first day of each month
28	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elsmere Ave	West	A point 84m north of Erie St E	A point 90m north of Erie St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
29	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elsmere Ave	East	A point 160m north of Hanna St E	A point 166m north of Hanna St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
30	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Elsmere Ave	West	A point 166m north of Hanna St E	A point 172m north of Hanna St E	April, June, August, October	Effective 9 a.m. on the first day of each month
31	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Marion St	East	A point 28m south of Erie St E	A point 34m south of Erie St E	April, June, August, October	Effective 9 a.m. on the first day of each month

32	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Marion St	West	A point 24m south of Erie St E	A point 30m south of Erie St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
33	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Goyeau St	East	A point 67m north of Ellis St E	A point 86m north of Ellis St E	April, June, August, October	Effective 9 a.m. on the first day of each month
34	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Goyeau St	West	A point 76m north of Ellis St E	A point 88m north of Ellis St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
35	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Hickory Rd	West	A point 15m north of the next Alley south of Ontario St	A point 21m north of the next Alley south of Ontario St		
36	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Josephine Ave	Both	A point 282m south of University Ave W	A point 288m south of University Ave W		
37	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Josephine Ave	West	A point 102.5m south of Grove Ave	A point 109.5m south of Grove Ave		
38	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Laing St	North	A point 27m west of McEwan Ave	A point 33m east of McEwan Ave		

39	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Langlois Ave	Both	A point 92m north of Shepherd St E	A point 98m north of Shepherd St E		
40	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Langlois Ave	East	A point 104m north of Shepherd St E	A point 110m north of Shepherd St E	April, June, August, October	Effective 9 a.m. on the first day of each month
41	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Langlois Ave	West	A point 108m north of Shepherd St E	A point 114m north of Shepherd St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
42	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Lillian Ave	East	A point 23m south of Shepherd St E	A point 29m south of Shepherd St E	April, June, August, October	Effective 9 a.m. on the first day of each month
43	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Lillian Ave	West	A point 29m south of Shepherd St E	A point 35m south of Shepherd St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
44	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Lincoln Rd	East	A point 122m north of Ottawa St	A point 128m north of Ottawa St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
45	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Lincoln Rd	West	A point 122m north of Ottawa St	A point 128m north of Ottawa St	April, June, August, October	Effective 9 a.m. on the first day of each month

46	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Maisonville Ave	West	A point 67m north of Whelpton St	A point 73m north of Whelpton St		
47	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Marentette Ave	East	A point 61m north of Shepherd St	A point 67m north of Shepherd St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
48	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Marentette Ave	West	A point 64m north of Shepherd St	A point 70m north of Shepherd St	April, June, August, October	Effective 9 a.m. on the first day of each month
49	Schedule "P" Personal Accessible Parking <b>DELETE</b>	McEwan Ave	East	A point 84m south of Laing St	A point 90m south of Laing St	April, June, August, October	Effective 9 a.m. on the first day of each month
50	Schedule "P" Personal Accessible Parking <b>DELETE</b>	McEwan Ave	West	A point 84m south of Laing St	A point 90m south of Laing St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
51	Schedule "P" Personal Accessible Parking <b>DELETE</b>	McKay Ave	East	A point 172m south of Grove Ave	A point 178m south of Grove Ave		
52	Schedule "P" Personal Accessible Parking <b>DELETE</b>	McKay Ave	West	A point 181m south of Grove Ave	A point 187m south of Grove Ave		

53	Schedule "P" Personal Accessible Parking <b>DELETE</b>	McKay Ave	Both	A point 88m north of Rooney St	A point 94m north of Rooney St		
54	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Memorial Dr	South	A point 19m east of Marentette Ave	A point 25m east of Marentette Ave		
55	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Monmouth Rd	East	A point 17m north of Niagara St	A point 23m north of Niagara St		
56	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Monmouth Rd	West	A point 105m north of Ottawa St	A point 111m north of Ottawa St		
57	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Parent Ave	East	A point 209m north of Tecumseh Rd E	A point 215m north of Tecumseh Rd E		
58	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Partington Ave	East	A point 84.5m north of Pellitier St	A point 90.5m north of Pellitier St		
59	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Partington Ave	West	A point 76.5m north of Pellitier St	A point 82.5m north of Pellitier St		

60	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Partington Ave	Both	A point 96m north of Pellitier St	A point 102m north of Pellitier St		
61	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Pierre Ave	East	A point 34m south of Assumption St	A point 40m south of Assumption St	April, June, August, October	Effective 9 a.m. on the first day of each month
62	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Pierre Ave	West	A point 34m south of Assumption St	A point 40m south of Assumption St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
63	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Rooney St	North	A point 64m east of Bridge Ave	A point 70m east of Bridge Ave	April, June, August, October	
64	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Rooney St	South	A point 57m east of Bridge Ave	A point 65m east of Bridge Ave	January, February, March, May, July, September, November, December	
65	Schedule "P" Personal Accessible Parking <b>DELETE</b>	St Luke Rd	East	A point 85m north of Tecumseh Rd E	A point 91m north of Tecumseh Rd E	April, June, August, October	Effective 9 a.m. on the first day of each month
66	Schedule "P" Personal Accessible Parking <b>DELETE</b>	St Luke Rd	West	A point 85m north of Tecumseh Rd E	A point 91m north of Tecumseh Rd E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month

67	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Tuscarora St	Both	A point 26m west of Marrion Ave	A point 32m west of Marrion Ave		
68	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Vera Pl	South	A point 49m west of Church St	A point 55m west of Church St		
69	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Victoria Ave	East	A point 125m north of Hanna St W	A point 131m north of Hanna St W	April, June, August, October	Effective 9 a.m. on the first day of each month
70	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Victoria Ave	West	A point 117m north of Hanna St W	A point 122m north of Hanna St W	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
71	Schedule "P" Personal Accessible Parking <b>DELETE</b>	Ypres Ave	South	A point 233m east of Walker Rd	A point 243m east of Walker Rd		
72	Schedule "P" Personal Accessible Parking <b>DELETE</b>	McKay Ave	West	A point 99m north of Wyandotte St W	A point 105m north of Wyandotte St W		
73	Schedule "P" Personal Accessible Parking <b>ADD</b>	Albert Rd	East	A point 41m south of Ontario St	A point 47m south of Ontario St	April, June, August, October	Effective 9 a.m. on the first day of each month

74	Schedule "P" Personal Accessible Parking <b>ADD</b>	Albert Rd	West	A point 25m north of Ontario St	A point 31m north of Ontario St		
75	Schedule "P" Personal Accessible Parking <b>ADD</b>	Askin Ave	West	A point 169m north of Wyandotte St W	A point 175m north of Wyandotte St W		
76	Schedule "P" Personal Accessible Parking <b>ADD</b>	Brant St	North	A point 54m east of Marentette Ave	A point 60m east of Marentette Ave	discrepancy with BL. BL says alternate side Parking	
77	Schedule "P" Personal Accessible Parking <b>ADD</b>	Askin Ave	West	A point 169m north of Wyandotte St W	A point 175m north of Wyandotte St W		
78	Schedule "P" Personal Accessible Parking <b>ADD</b>	Bridge Ave	West	A point 185m south of University Ave W	A point 191m south of University Ave W		
79	Schedule "P" Personal Accessible Parking <b>ADD</b>	Elliott St W	North	A point 22m west of Pelissier St	A point 28m west of Pelissier St		
80	Schedule "P" Personal Accessible Parking <b>ADD</b>	Elliott St W	North	A point 11m west of Dougall Ave	A point 17m west of Dougall Ave		



81	Schedule "P" Personal Accessible Parking <b>ADD</b>	Elsmere Ave	East	A point 139m south of Shepherd St E	A point 145m south of Shepherd St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
82	Schedule "P" Personal Accessible Parking <b>ADD</b>	Elsmere Ave	West	A point 134m south of Shepherd St E	A point 140m south of Shepherd St E	April, June, August, October	Effective 9 a.m. on the first day of each month
83	Schedule "P" Personal Accessible Parking <b>ADD</b>	Elsmere Ave	East	A point 84m north of Erie St E	A point 90m north of Erie St E	April, June, August, October	Effective 9 a.m. on the first day of each month
84	Schedule "P" Personal Accessible Parking <b>ADD</b>	Elsmere Ave	West	A point 84m north of Erie St E	A point 90m north of Erie St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
85	Schedule "P" Personal Accessible Parking <b>ADD</b>	Goyeau St	East	A point 67m north of Ellis St E	A point 73m north of Ellis St E	April, June, August, October	Effective 9 a.m. on the first day of each month
86	Schedule "P" Personal Accessible Parking <b>ADD</b>	Goyeau St	West	A point 74m north of Ellis St E	A point 80m north of Ellis St E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
87	Schedule "P" Personal Accessible Parking <b>ADD</b>	Hickory Rd	East	A point 15m north of the next Alley south of Ontario St	A point 21m north of the next Alley south of Ontario St	January, March, May, July, September, November	Effective 9 a.m. on the first day of each month

88	Schedule "P" Personal Accessible Parking <b>ADD</b>	Hickory Rd	West	A point 15m north of the next Alley south of Ontario St	A point 21m north of the next Alley south of Ontario St	February, April, June, August, October, December	Effective 9 a.m. on the first day of each month
89	Schedule "P" Personal Accessible Parking <b>ADD</b>	Josephine Ave	West	A point 102.5m south of Grove Ave	A point 108.5m south of Grove Ave		
90	Schedule "P" Personal Accessible Parking <b>ADD</b>	Laing St	North	A point 27m west of McEwan Ave	A point 33m east of McEwan Ave		
91	Schedule "P" Personal Accessible Parking <b>ADD</b>	Lincoln Rd	East	A point 160m south of Ottawa St	A point 166m south of Ottawa St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
92	Schedule "P" Personal Accessible Parking <b>ADD</b>	Lincoln Rd	West	A point 160m south of Ottawa St	A point 166m south of Ottawa St	April, June, August, October	Effective 9 a.m. on the first day of each month
93	Schedule "P" Personal Accessible Parking <b>ADD</b>	Partington Ave	East	A point 76m north of Pellitier St	A point 82m north of Pellitier St	April, June, August, October	Effective 9 a.m. on the first day of each month
94	Schedule "P" Personal Accessible Parking <b>ADD</b>	Partington Ave	West	A point 76m north of Pellitier St	A point 82m north of Pellitier St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month

95	Schedule "P" Personal Accessible Parking <b>ADD</b>	Partington Ave	East	A point 96m north of Pellitier St	A point 102m north of Pellitier St	April, June, August, October	Effective 9 a.m. on the first day of each month
96	Schedule "P" Personal Accessible Parking <b>ADD</b>	Partington Ave	West	A point 96m north of Pellitier St	A point 102m north of Pellitier St	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
97	Schedule "P" Personal Accessible Parking <b>ADD</b>	Bridge Ave	West	A point 27m south of Reginald Rd	A point 33m south of Reginald Rd		
98	Schedule "P" Personal Accessible Parking <b>ADD</b>	Josephine St	East	A point 207m north of Grove Ave	A point 213m south of Grove Ave	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
99	Schedule "P" Personal Accessible Parking <b>ADD</b>	Josephine St	East	A point 206m north of Grove Ave	A point 212m south of Grove Ave	April, June, August, October	Effective 9 a.m. on the first day of each month
100	Schedule "P" Personal Accessible Parking <b>ADD</b>	Taylor Ave	South	A point 36m north of McEwan Ave	A point 42m north of McEwan Ave		
101	Schedule "P" Personal Accessible Parking <b>ADD</b>	Monmouth Rd	West	A point 105m north of Ottawa St	A point 111m north of Ottawa St		

102	Schedule "P" Personal Accessible Parking <b>ADD</b>	Bellevue Ave	East	A point 94m south of Riverside Dr E	A point 100m north of Riverside Dr E	January, February, March, May, July, September, November, December	Effective 9 a.m. on the first day of each month
103	Schedule "P" Personal Accessible Parking <b>ADD</b>	Bellevue Ave	West	A point 94m south of Riverside Dr E	A point 100m north of Riverside Dr E	April, June, August, October	Effective 9 a.m. on the first day of each month

ITEM	REGULATION	STREET	SIDE	FROM	TO	MONTHS	ADDITIONAL RESTRICTIONS
104	Schedule "Z" Off-Street Accessible Parking <b>ADD</b>	Ypres Ave	South	A point 233m east of Walker Rd	A point 243m east of Walker Rd		

ITEM	REGULATION	STREET	SIDE	FROM	TO	ADDITIONAL RESTRICTION
105	Schedule "A" Limited Parking On <b>DELETED</b>	Sandwich St	East	From Sandwich St	A point 46m north of South St	30 Minutes Limit – 9:00 AM To 6:00 PM – Monday to Saturday
106	Schedule "A" Limited Parking On <b>DELETED</b>	Drouillard Rd	East	A point 83m south of Reginald St	A point 95m north of Reginald St	10 Minute Limit – 8:00 AM To 12:00 PM – Monday to Saturday
107	Schedule "A" Limited Parking On <b>DELETED</b>	Drouillard Rd	West	A point 83m south of Reginald St	A point 95m north of Reginald St	10 Minute Limit – 8:00 AM To 12:00 PM – Monday to Saturday
108	Schedule "A" Limited Parking On <b>DELETED</b>	Drouillard Rd	East	A point 65m north of Seminole St	A point 136m north of Seminole St	1 Hour Limit – Monday to Saturday

ITEM	REGULATION	STREET	SIDE	FROM	TO	ADDITIONAL RESTRICTION
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109	Schedule "B" Alternate Side - Limited Parking <b>ADD</b>	Drouillard Rd	Both	A point 83m south of Reginald St	A point 95m north of Reginald St	10 Minute Limit – 8:00 AM To 12:00 PM – Monday to Saturday
110	Schedule "B" Alternate Side - Limited Parking <b>ADD</b>	Drouillard Rd	Both	Seminole St	North leg of Metcalfe St	2 Hours Limit – 9:00 AM To 5:00 AM

ITEM	REGULATION	STREET	SIDE	FROM	TO	ADDITIONAL RESTRICTION	ADDITIONAL INFO
111	Schedule "D" Alternate Side Parking <b>DELETE</b>	Drouillard Rd	East	A point 44m north of Franklin St	A point 150m north of Tecumseh Rd E	April, June, August, October	
112	Schedule "D" Alternate Side Parking <b>DELETE</b>	Drouillard Rd	West	A point 46m north of Tecumseh Rd E	Next Rail Line North	January, February, March, May, July, September, November, December	
113	Schedule "D" Alternate Side Parking <b>ADD</b>	Drouillard Rd	East	A point 150m north of Tecumseh Rd E	Seminole St	April, June, August, October	
114	Schedule "D" Alternate Side Parking <b>ADD</b>	Drouillard Rd	West	A point 45m north of Tecumseh Rd E	Seminole St	January, February, March, May, July, September, November, December	
115	Schedule "D" Alternate Side Parking <b>ADD</b>	Drouillard Rd	East	Seminole St	Next Rail Line North	April, June, August, October	4:00 AM to 6:00 AM
116	Schedule "D" Alternate Side Parking <b>ADD</b>	Drouillard Rd	West	Seminole St	Next Rail Line North	January, February, March, May, July, September, November, December	4:00 AM to 6:00 AM

ITEM	REGULATION	STREET	SIDE	FROM	TO	ADDITIONAL RESTRICTION
117	Schedule "C" No Parking <b>ADD</b>	Morand St	North	Sixth Concession Rd	Locke St	

ITEM	REGULATION	SECTION	RESTRICTION
118	TEXT Part II General Rules Parking on Boulevards <b>DELETE</b>	7	No person shall park a vehicle on, over or along any boulevard, sidewalk, curb, pathway, footpath or crosswalk used by or set aside for the use of pedestrians and forming part of any highway, or being in or upon any park, park lot, boulevard, garden or other place set apart for ornament or embellishment, or for public recreation within the Municipality.
119	TEXT Part II General Rules Parking on Boulevards <b>ADD</b>	7	No person shall park a vehicle on, over or along any boulevard, shoulder, sidewalk, curb, pathway, footpath or crosswalk used by or set aside for the use of pedestrians and forming part of any highway, or being in or upon any park, park lot, boulevard, garden or other place set apart for ornament or embellishment, or for public recreation within the Municipality.
120	TEXT Part I Interpretation Boulevards <b>DELETE</b>	1a	"Boulevard" means all parts of the highway save and except any roadway, shoulder, driveway or sidewalk. <b>(Replaced B/L 82-2010 May 17, 2010).</b>
121	TEXT Part I Interpretation Boulevards <b>ADD</b>	1a	"Boulevard" means all parts of the highway save and except any roadway, driveway or sidewalk. <b>(Replaced B/L 82-2010 May 17, 2010).</b>

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 - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

BY-LAW NUMBER 167-2023

A BY-LAW TO ADOPT THE EMERGENCY MANAGEMENT PROGRAM AND  
THE EMERGENCY PLAN UNDER THE EMERGENCY MANAGEMENT AND  
CIVIL PROTECTION ACT

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** under the *Emergency Management and Civil Protection Act* (the “Act”), The Corporation of the City of Windsor (the “City”) is required to develop and implement an emergency management program (the “Program”);

**AND WHEREAS** under the Act, the Program must by by-law be adopted by City Council;

**AND WHEREAS** under the Act, the City is required to develop and implement an emergency plan (the “Plan”);

**AND WHEREAS** under the Act, the Plan must by by-law be adopted by City Council;

**THEREFORE** the Council of the Corporation of the City of Windsor enacts as follows:

1. The Program, which has been developed by the City in accordance with the requirements of the Act and international best practices, a copy of which is attached hereto as Schedule “A”, is hereby adopted.
2. The Plan, which has been developed by the City in accordance with the requirements of the Act and international best practices, a copy of which is attached hereto as Schedule “B”, is hereby adopted.
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 - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023



**SCHEDULE “A”**

Emergency Management Program

# Emergency Management Windsor Program

## Objective

The objective of Emergency Management Windsor's Program is to ensure a level of readiness so that in the event of an emergency or disaster, Windsor Fire & Rescue Services (WFRS) and the City of Windsor have the plans, practices, and procedures in place to mitigate, prepare for, respond to, and recover from such event; and

To maximize human safety and preservation of property, minimize danger, restore normal operations of business, and assure responsive communication to all appropriate parties.

## Roles and Responsibilities of the Emergency Planning Officer (EPO)

As outlined in the Emergency Management and Civil Protection Act, the Emergency Planning Officer for Windsor Fire & Rescue Services shall maintain the following:

1. Community Emergency Management Coordinator and alternates
  - a. Completion of Incident Management System 100, Incident Management System 200, Emergency Management 200, and Emergency Management 300 courses by Emergency Management Ontario.
2. Designated Emergency Information Officer
3. Emergency Management Program Committee (EMPC)
  - a. See Annex R of the Emergency Response Plan for further details.
4. Hazard Identification and Risk Assessment
  - a. See Annex B of the Emergency Response Plan for further details.
5. Critical Infrastructure List
  - a. See Annex O of the Emergency Response Plan for further details.
6. Municipal Emergency Response Plan
7. Community Control Group (CCG)
  - a. The CCG shall participate in training delivered by the EPO annually.
  - b. The EPO shall support the design, implementation, participation, evaluation, debriefing, and documentation of an annual emergency exercise.
  - c. See Section 5 of the Emergency Response Plan for further details pertaining to the CCG.
8. Emergency Operations Centre
  - a. See Appendix 6 of the Emergency Response Plan for further details.
9. Public Education
  - a. The City is required to provide public education on risks to public safety and on public preparedness for emergencies. Public Education will occur throughout the year, with a focus during Emergency Preparedness Week.
10. Emergency Management Program Annual Review
  - a. The City's EMPC shall conduct a review of the Program annually.

**SCHEDULE “B”**

Emergency Plan



# EMERGENCY RESPONSE PLAN



As Approved by CR110/2020  
By-Law 98-2005 As Amended



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# Revision History

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Revision Number	Revised by	Changes	Revision Date
1	Deputy of Support Services, WFRS	Complete revision	April 20, 2015
2	Emergency Planning Officer, WFRS	Complete revision	March 2, 2020
3	Emergency Planning Officer, WFRS	Corporate Leadership Team title changes, removal of EOC locations to Appendix 6, and minor housekeeping	November 21, 2023

# 1.0 Emergency Response Plan Overview

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The Emergency Management and Civil Protection Act (EMCPA) defines an “emergency” as a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by forces of nature, disease or other health risk, an accident or an act whether intentional or otherwise.

Emergencies require a coordinated response by a number of organizations, both governmental and private, under the direction of the appropriate elected and senior municipal officials.

## 1.1 Aim

As per the EMCPA, the City of Windsor has formulated this Emergency Response Plan (ERP), which was adopted by Council as By-Law 98-2005.

The aim of the City of Windsor’s ERP is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors of the City of Windsor when faced with an emergency.

## 1.2 Legal Authorities

The legislation under which the City and its employees are authorized to respond to an emergency are:

- Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9
- Ontario Regulation 380/04
- By-Law 98-2005

## 1.3 Plan Maintenance

Windsor Fire & Rescue Services (WFRS) is responsible for maintaining the City’s ERP.

The ERP and related plans and protocols are reviewed annually by the City’s Emergency Management Program Committee (EMPC).

Additionally, plans are re-evaluated to ensure currency when any of the following occurs:

- Legislative and regulatory changes
- New hazards are identified or existing hazards change
- Resource or organizational structure change
- After exercises
- After emergency/disaster response
- Infrastructural, economic and/or political changes



Appendices and annexes do not form part of the ERP as they may be confidential and provide more detailed relevant information that may require frequent updating, be of technical nature, or contain sensitive or personal information that could pose a security threat or violate privacy legislation if released. A copy of all appendices and annexes are available at the City's Emergency Operations Centre (EOC) for use by the City's Community Control Group (CCG) and support/advisory staff.

### 1.3.1 Council Approval

Where significant portions of the City's ERP are revised, City Council is required to adopt the plan by by-law. Smaller revisions as well as revisions of appendices may be made by the EMPC or WFRS.

### 1.3.2 Plan Distribution

The most current version of the ERP is available on the City of Windsor website ([www.citywindsor.ca](http://www.citywindsor.ca)).

Additionally, a copy of the ERP can be viewed at WFRS Headquarters.

As per the EMCPA, a copy of the ERP or any revisions will be submitted to Emergency Management Ontario (EMO).

## 1.4 Training and Exercises

Responding personnel are required to maintain competency with respect to their designated areas of responsibility and assigned tasks. Ongoing training and exercises with the aim of maintaining competency are standard practice. The City of Windsor maintains an exercise program in order to meet legislative requirements. As required by the EMCPA, the City's ERP will be tested in whole or in part at minimum annually.

## 1.5 Emergency Management Program Committee

The City will maintain an Emergency Management Program Committee (EMPC) as required by the EMCPA. The Chief Administrative Officer (CAO) may appoint members of the committee without council approval. The Terms of Reference for the EMPC and the membership can be found in Annex R.

## 2.0 Declaration / Termination of an Emergency

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### 2.1 Action Prior to a Declaration

When an emergency exists or appears to be imminent, but has not yet been declared, City employees have a responsibility to take such actions under this ERP as may be necessary to help protect the lives and property of the inhabitants of the City of Windsor.

The EOC may be activated for any emergency for the purposes of managing an emergency, maintaining services to the community and supporting the emergency site.

### 2.2 Declaration of an Emergency

The Mayor or Acting Mayor, as Head of Council, is responsible for declaring an emergency. This decision is made in consultation with the Community Emergency Management Coordinator (CEMC) and the CCG and is guided by information and considerations contained within *Appendix 2*. Upon such declaration, the Mayor will notify the following parties:

- EMO
- City Council
- Public
- Neighbouring community officials (both Canadian and American)
- Local Members of Provincial Parliament
- Local Members of Parliament

### 2.3 Termination of an Emergency

A community emergency may be terminated at any time by the:

- Mayor or Acting Mayor; or
- City Council; or
- The Premier of Ontario.

When terminating an emergency, the Mayor or Acting Mayor will notify the following parties:

- EMO
- City Council
- Public
- Neighbouring community officials (both Canadian and American)
- Local Members of Provincial Parliament
- Local Members of Parliament

## 2.4 Requests for Assistance

Assistance from other municipalities may be requested through their respective Head of Council and/or their CEMC. The request shall not be deemed a request that the County or Municipality assume authority and control of the emergency.

The assistance of Federal and Provincial Ministries may be requested at any time without any loss of control or authority via EMO through the Provincial Emergency Operations Centre (PEOC) by the CEMC.

## 3.0 Emergency Notification Procedures

The executive authority for the management and mitigation of a potential or declared emergency lies with the CCG. Upon receipt of a warning of a real or potential emergency, the affected department will immediately contact the CEMC either directly or via the WFRS Emergency Communications Centre to inform the CEMC of the nature of the real or potential emergency.

The CEMC will consult with the Chief Administrative Officer (CAO) to determine what actions are required. If deemed necessary, the CEMC or designate will notify WFRS Emergency Communication Centre to start the notification procedure of all CCG members. Upon notification, it is the responsibility of the CCG members to implement their own internal notification procedures notifying their required support staff and volunteer organizations.

City of Windsor subordinate plans annexed to this ERP may be implemented at any time in whole or in part as required. The contact information of the CCG members and their alternates are contained within *Appendix 1*.

### 3.1 Notification Levels

Most emergencies are managed on scene by emergency services and other city departments and are considered routine operations. When emergencies of greater magnitude occur, they require an emergency management response structure beyond normal daily operations. The following response levels are to be used as a guide before, during and following emergencies. Each level signifies the variation of the impact to the community caused by the major incident or emergency.

Response Level	Actions	Criteria	Examples
Normal Operations	Normal response by operating departments and responders	Routine operations	Small car accident, isolated flooding, small power outage, house fire
Level 1: Enhanced monitoring level	CCG members are notified and on standby  CCG members monitoring incident	Minor impact to citizens and environment  Minor impact on resources	Apartment fire with displacements, contained hazmat, predicted significant weather event (flood, tornado, ice storm, etc.)
Level 2: Partial notification/activation of CCG/EOC	CCG responds to EOC  PEOC may be notified	Significant impact to citizens, property and environment  Significant media attention  Significant demand on resources	Chemical spill, multiple fire locations, multiple suspects/active threat, boil water advisory, significant weather event (flood, tornado, ice storm, etc.)
Level 3: Full notification/activation of CCG/EOC	Municipal emergency declared by Mayor  PEOC notified	Major impact to citizens, property and environment  Major media and/or public interest  Major demand on resources	Ice storm, tornado, large scale flood, chemical spill, commercial airliner crash, train derailment, large propane explosion, pipeline leakage, potable water emergency, epidemic, terrorism

## 3.2 EOC Operations

The EOC may function with only a limited number of persons depending on the emergency. Operations within the EOC may not require the entirety of the CCG, however all members of the CCG must be notified of the EOC activation. For information regarding the EOC facility including location, staffing, physical layout, equipment and resources, refer to the EOC Manual *Appendix 6*.

# 4.0 Incident Management System

The City of Windsor uses the Incident Management System (IMS), a standardized approach to emergency management that encompasses personnel, facilities, equipment, procedures and communications operating within a common organizational structure. The five major sections of the IMS (Management Team, Operations, Planning, Logistics, and Finance/Administration) can be expanded or contracted to meet requirements as an event progresses or digresses.

The primary responsibilities of each of these functions are:

**EOC Management:** Responsible for overall policy and coordination through the joint efforts of government agencies and private organizations. Management includes the EOC Incident Commander, Site Incident Commander, Community Control Group, Emergency Information Officer (EIO), Safety Officer and Liaison Officer.

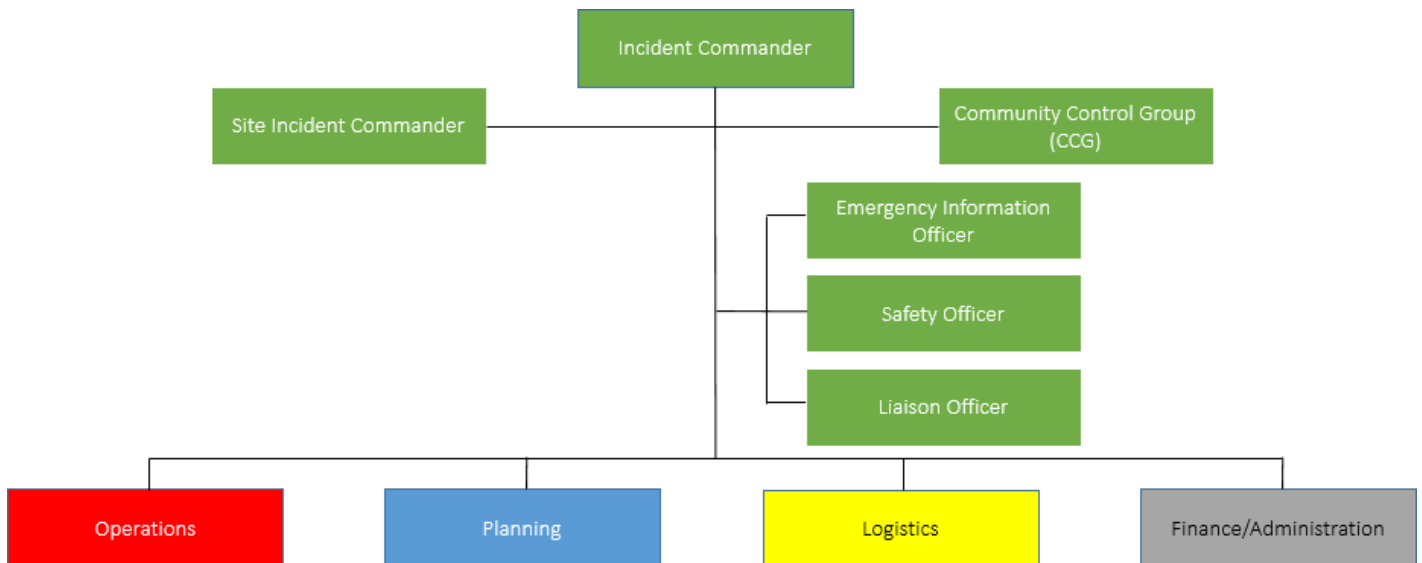
**Operations:** Responsible for coordinating all jurisdictional operations in support of the emergency response through implementation of the EOC Incident Action Plan (IAP).

**Planning:** Responsible for collecting, evaluating and disseminating information; developing the EOC’s IAP and Situation Report in conjunction with other functions; and maintaining EOC documentation.

**Logistics:** Responsible for ensuring the EOC is operational and providing facilities, services, personnel, equipment and materials to the site and EOC.

**Finance/Administration:** Responsible for financial activities and other administrative aspects.

## 4.1 IMS Organization Chart for the EOC



## 4.2 EOC Operations

Members of the CCG will gather at regular intervals during the emergency to inform each other of actions taken and problems encountered. The Incident Commander (IC) will establish the frequency of meetings and agenda items. Meetings will be kept as brief as possible and occur by electronic conferencing when appropriate thus allowing members to carry out their individual responsibilities. IMS forms track incident information and actions taken. IMS form can be found in *Appendix 3*.

### 4.2.1 Relationship between EOC IC and CCG

Depending on the nature of the emergency and once the EOC IC has been assigned, the CCG is to offer support to the EOC IC with equipment, staff and other resources as required.

The CCG will ensure that the rest of the community maintains municipal services.

## 4.3 Site Incident Command

During any incident, emergency responders (Fire, Police and EMS) will establish an Incident Commander at the site where the emergency exists. They will work together to protect the life, health, safety and property of both the public and emergency response personnel. Emergency site operations are typically organized under the IMS as a recognized command structure for the incident to make the most efficient use of personnel and equipment. Upon activation of the ERP, the emergency site operations will be supported by the EOC.

The site IC is responsible for taking overall responsibility for managing the incident, and providing the overall leadership for incident response. Having assumed command, the site IC should ensure that all response organizations that are likely to be involved are advised of the incident. Command must be established in an unmistakable fashion at the beginning of the incident and maintained until the end of the incident.

The Command Post is a mobile unit that can be provided to the site if deemed necessary and is the location from which the site IC oversees incident management and on-site operations. It is positioned outside of the present and potential hazard zone, but close enough to the incident to maintain command.

### 4.3.1 Relationship between Site IC and Command including control structures of emergency responders

The senior representative for each emergency response agency (Police, Fire, EMS, Operations / Public Works) at the site will consult with the site IC to offer a coordinated and unified effective response utilizing the IMS.

The Site IC will follow the appropriate protocols and processes under the IMS and communicate the IAP to the EOC IC or the CCG.

## 5.0 Community Control Group / EOC Support Staff

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### 5.1 Community Control Group Members

The EOC will be directed by the CCG (equivalent to the Municipal Emergency Control Group) – a group of officials who are responsible for coordinating the provision of essential services necessary to minimize the effects of an emergency on the community.

The CCG consists of the following officials:

1. Mayor of the City of Windsor
2. Chief Administrative Officer (CAO)
3. Community Emergency Management Coordinator (CEMC) / Fire Chief
4. Chief of Police
5. Essex-Windsor Emergency Medical Services (EMS) Chief
6. Commissioner, Community Services
7. Commissioner, Finance & City Treasurer
8. Commissioner, Infrastructure Services
9. Commissioner, Human & Health Services
10. Commissioner, Economic Development
11. Commissioner, Corporate Services

#### 5.1.2 Responsibilities of the CCG

All CCG members shall assist in the mitigation of the incident by fulfilling all required roles in the IMS and maintaining operational capabilities relative to all areas of responsibility and provide technical assistance to the EOC in their area of expertise.

All members shall:

- Immediately contact the CEMC via the WFRS Emergency Communications Centre to inform the CEMC of the nature of the real or potential emergency
- Be trained in IMS and fill a role under IMS structure as required
- Maintain operations capabilities relative to all areas of responsibility
- Ensure Business Continuity Plans (BCP) are implemented for their respective areas as required
- Ensure the appropriate IMS forms are completed in the respective areas, hand in all IMS forms and participate in a debriefing prior to leaving the EOC
- Maintain a personal log outlining decisions made and actions taken and submit a summary of the log to the CEMC within two weeks of the deactivation of the EOC
- Coordinate and direct their service and provide actions necessary for the mitigation of the effects of the emergency, provided they are not contrary to law
- Determine if the location and composition of the CCG are appropriate
- Advise the Mayor as to whether the declaration of an emergency is recommended
- Advise the Mayor on the need to designate all or part of the city as an emergency area



- Provide support to the emergency site(s) by providing equipment, staff and resources as required
- Ensure pertinent information regarding the emergency is promptly forwarded to the EIO and the Manager of the Customer Contact Centre for dissemination to the media and public
- Determine the need to establish advisory groups and or sub-committees / working groups for any aspect of the emergency including recovery
- Authorize expenditure of money required for dealing with the emergency as appropriate
- Notify the service, agency or group under their direction of the termination of the emergency
- Consider applications for Municipal Disaster Recovery Assistance (MDRA)

## 5.2 Individual Responsibilities of the CCG

Examples of responsibilities include but are not limited to:

### 5.2.1 Mayor of the City of Windsor

- Consult with the CAO, CEMC and *Appendix 2* regarding declaring and terminating an emergency
- Declare an emergency within the designated area if appropriate
- Declare the termination of an emergency (City Council or the Premier of Ontario also has this ability)
- Notify EMO, City Council, Public, neighbouring communities (both Canadian and American), Local Member of Provincial Parliament and Local Members of Parliament of the declaration and termination of an emergency
- Work in conjunction with the EIO to provide accurate and timely information to the media and public

### 5.2.2 Chief Administrative Officer

- Consult with the CEMC regarding the need to activate the EOC
- In consultation with the CEMC, activate the Emergency Notification System known as Windsor Alerts to start the notification procedure of the CCG
- Advise the Mayor on policies and procedures, as appropriate
- In conjunction with the Mayor and CCG, approve major announcements and media releases prepared by the EIO and the Manager of the Customer Contact Centre
- Approve emergency expenditures

### 5.2.3 CEMC / Fire Chief

- Consult with the CAO regarding the need to activate the EOC
- Activate the Emergency Notification System known as Windsor Alerts to start the notification procedure of the CCG
- Activate and arrange the EOC
- Ensure suitable back-up facilities are available and designated should the primary EOC not be available or suitable to be activated

- Provide members of the CCG with the necessary plans, resources, supplies, maps, radios and equipment
- Provide advice and clarification regarding the implementation of the ERP
- Liaise with community support agencies
- Ensure that the IMS is established and utilized
- Ensure that the operating cycle is met by the CCG and related IMS documentation is maintained and stored for future reference
- Address any action items that may result from the activation of the ERP and keep the CCG informed of implementation needs
- Provide the EOC with information and advice on firefighting, rescues and hazardous materials or other public safety matters
- Depending on the nature of the emergency, assign and maintain communication with the Site IC and utilize the Command Post when applicable
- Inform the Mutual Aid Fire Coordinator of the emergency situation and / or initiate mutual aid arrangements for the provision of additional firefighters and equipment
- Determine the need for specialized equipment and / or resources either locally, provincially or federally
- Provide assistance to other departments and agencies and contribute to non-firefighting operations where necessary

## 5.2.4 Chief of Police

- Ensure the protection of life, property and the provision of law and order
- Ensure that security is in place for the EOC
- Notify the necessary emergency and community services
- Depending on the nature of the emergency, assign and maintain communication with the site IC and utilize the Command Post when applicable
- In accordance with the EIO, alert persons endangered by the emergency and assist in coordinating reception / evacuation procedures
- Provide police service in the EOC, reception / evacuation centres, morgues and other facilities
- Notify the Coroner of fatalities
- Liaise with other community, provincial and federal police agencies

## 5.2.5 Essex-Windsor Emergency Medical Services (EMS) Chief

- Liaise with the Medical Officer of Health on areas of mutual concern
- Coordinate efforts with Salvation Army, Red Cross and / or any other partnered group that may assist in providing a service to meet their objectives
- Liaise with Homes for the Aged and Nursing Homes

## 5.2.6 Commissioner, Community Services

- Provide technical assistance in areas of expertise to the EOC such as Forestry, Municipal Facilities, etc.
- Coordinate in conjunction with the Commissioner, Human & Health Services for the use of City recreational centres/buildings for evacuation and visitor purposes

## 5.2.7 Commissioner, Finance & City Treasurer

- Provide purchasing advice to the CCG in alliance with the Purchasing By-law (*Appendix 4*)
- Liaise with the Treasurers / Directors of Finance from neighbouring communities
- Ensure that records of expenses are maintained for future claim purposes
- Ensure the prompt payment and settlement of all the legitimate invoices and claims incurred during an emergency

## 5.2.8 Commissioner, Infrastructure Services

- Provide technical assistance in areas of expertise to the EOC
- Assist with acquiring any mapping that may be used in the EOC

## 5.2.9 Commissioner, Human & Health Services

- Develop, maintain and implement the Human & Health Services Emergency Response Plan *Annex Q*
- Ensure the well-being of Windsor and Essex County residents who have been displaced from their homes by arranging for registration and the provision of basic needs such as emergency shelter, food and other personal needs as required
- Liaise with CEMCs in Windsor and Essex County to select sites which could serve as Reception Centres and/or Emergency Shelters – Refer to *Appendix 8 and 9*
- Manage the opening and operating of reception centre(s) and/or evacuation centre(s) and coordinate services with the Canadian Red Cross and other community partners as required
- Ensure the continuation of essential departmental services to the public during an emergency

## 5.2.10 Commissioner, Economic Development

- Provide oversight for the service areas reporting to them

## 5.2.11 Commissioner, Corporate Services

- Provide oversight for the service areas reporting to them
- Provide information, recommendations and clarity to the CCG regarding legal matters as they apply to the actions and decisions of the group during the response to an emergency
- Upon direction by the Mayor, the Commissioner will ensure that all Councilors are advised of the declaration and termination of an emergency

## 5.4 EOC Support Staff

The EOC Support Staff includes additional personnel that may be called to respond to the EOC including City of Windsor Departments, EMO, Ontario Provincial Police (OPP), local hospital representatives, Windsor Port Authority, ENWIN, liaison staff from provincial ministries and any other officials, experts or representatives from the public or private sector required.

## 6.0 Internal and External Communications

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During an emergency, the City of Windsor is committed to providing accurate and timely information to staff, other levels of government, key stakeholders and community agencies, the general public and the media.

### 6.1 Emergency Information Officer

The Senior Manager of Communications & Customer Service or alternate for the City of Windsor will perform the role of Emergency Information Officer to co-ordinate the internal and external dissemination of information.

### 6.2 Internal Communications

During a significant event or declared emergency, City of Windsor employees may be directed to attend work, work from another location, or work from home depending on the situation. Employees are required to verify the expectation and keep informed on the status of the emergency through telephone and email messages.

### 6.3 External Communications

External communications utilize a variety of media including social media and the City's website.

#### 6.3.1 Media Inquiries

All media requests for information concerning the emergency shall be referred to the EIO who will arrange all media opportunities with a designated spokesperson(s).

When other jurisdictions and agencies are involved in an event or situation, the EIO will ensure there is a joint coordination of media releases and press conferences.

#### 6.3.2 Media Centre

The EIO is responsible for establishing a Media Centre where all media briefings and press conferences are to be coordinated.

## 7.0 Resource Management

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It is important to identify the resources utilized to manage the emergencies identified in this plan and the most effective method of acquiring these resources in a timely manner.

### 7.1 Volunteer Management

Volunteers are generally coordinated through community partners such as Canadian Red Cross and St. John Ambulance.

### 7.2 Provincial Assistance

Head of Council, upon consultation with the CEMC and CCG may request assistance from the Province of Ontario at any time without any loss of control or authority. This request is made by contacting EMO through the PEOC.

When requested by the City, EMO may send a Field Officer to provide provincial liaison and advice on provincial matters.

#### 7.2.1 Role of the Premier of Ontario

Under Section 7 of the Act, the Premier of Ontario may:

- Declare that an emergency exists throughout Ontario or in any part thereof and may take such action and make such orders as he or she considers necessary and are not contrary to law to implement the emergency plan and to protect property and the health, safety and welfare of the inhabitants of the emergency area and
- Exercise any power or perform any duty conferred upon a Minister of the Crown or a Crown employee by or under an Act of Legislature and
- Where a declaration is made and the emergency area or any part thereof is within the jurisdiction of a municipality, the Premier of Ontario may, where he or she considers it necessary, direct and control the administration, facilities and equipment of the municipality to ensure the provision of necessary services in the emergency area and without restricting the generality of the foregoing, the exercise by the municipality of its power and duties, in the emergency area, whether under an emergency plan or otherwise is subject to the direction and control of the Premier, and
- Require any municipality to provide such assistance as he or she considers necessary to an emergency area or any part thereof that is not within the jurisdiction of the municipality and may direct and control the provision of such assistance.

### 7.3 Federal Assistance

The Federal Government has developed the Federal Emergency Response Plan (FERP) to harmonize emergency response efforts by the Federal and Provincial / Territorial Governments, Non-Governmental Organizations and the private sector.

Requests for personnel or resources from the Federal Government are made to EMO through the PEOC.

## 8.0 Recovery and Post Incident Activities

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### 8.1 Recovery

Recovery involves all actions taken to recover from the incident. Some recovery strategies are already initiated while the incident is occurring while other strategies are initiated as soon as the recovery phase is announced.

With the restoration of utilities, services and other infrastructure, the City begins to return to a state of normalcy. Other recovery activities include long-term debris management, inspection services, redevelopment and facility reconstruction.

### 8.2 Debriefing

A debriefing is a meeting of key officials from responding organizations to formally discuss issues of mutual interest pertaining to a major incident or emergency. It provides an opportunity for organizations and departments involved in emergency management post-disaster to review the lessons learned.

### 8.3 After Action Report

A formal After Action Report (AAR) will be completed after any major incident or emergency involving the operation of the EOC. It will include events of the incident, the operational impacts, concerns and issues, associated costs and recommendations and findings from the debriefings. This report will be utilized when evaluating deficiencies in the ERP and related plans and procedures. Changes will be made to all documents if necessary.

### 8.4 Compensation for Losses

The Municipal Disaster Recovery Assistance (MDRA) program is in place to help municipalities address extraordinary emergency response costs and damage to essential property or infrastructure such as bridges, roads and public buildings as a result of a natural disaster.

The Disaster Recovery Assistance for Ontarians (DRAO) program may assist individuals, small businesses, farmers, and not-for-profit organizations who have experienced damage to, or loss of, essential property as a result of a natural disaster.

## 9.0 Acronyms

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AAR	After Action Report
BCP	Business Continuity Plan
CAO	Chief Administrative Officer
CCG	Community Control Group
CEMC	Community Emergency Management Coordinator
DRAO	Disaster Recovery Assistance for Ontarians
EIO	Emergency Information Officer
EMCPA	Emergency Management and Civil Protection Act
EMO	Emergency Management Ontario
EMPC	Emergency Management Program Committee
EMS	Emergency Medical Services
ERP	Emergency Response Plan
EOC	Emergency Operations Centre
FERP	Federal Emergency Response Plan
HIRA	Hazard Identification and Risk Assessment
IAP	Incident Action Plan
IC	Incident Commander
IMS	Incident Management System
MDRA	Municipal Disaster Recovery Assistance
OPP	Ontario Provincial Police
PEOC	Provincial Emergency Operations Centre
WFRS	Windsor Fire Rescue Services
WPS	Windsor Police Service

## 10.0 Appendices

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Appendix	Name
Appendix 1	Emergency Response Contact List
Appendix 2	Checklist in Consideration of a Declaration of Emergency
Appendix 3	IMS Forms Package
Appendix 4	Purchasing By-Law 93-2012
Appendix 5	Emergency Management and Civil Protection Act
Appendix 6	EOC Manual
Appendix 7	Dispatch Emergency Notification Procedures
Appendix 8	Reception Centres/Emergency Shelters Map – Windsor
Appendix 9	Reception Centres/Emergency Shelters Map – Essex County



## 11.0 Annexes

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Annex	Name
Annex A	Community Risk Profile
Annex B	HIRA
Annex C	Emergency Resource Handbook
Annex D	Evacuation Plan
Annex E	City of Windsor Flood Response Plan
Annex F	Essex County Mutual Aid Plan
Annex G	Spill & Complaint Response Procedure
Annex H	Winter Maintenance Manual
Annex I	Humane Society Disaster Manual
Annex J	Provincial Emergency Information Plan
Annex K	City of Windsor Nuclear Emergency Response Plan
Annex L	Amherstburg Nuclear Emergency Plan
Annex M	Provincial Nuclear Emergency Response Plan
Annex N	Heat Alert Response Plan
Annex O	Critical Infrastructure List
Annex P	Aiding Vulnerable Populations in Emergencies
Annex Q	Human & Health Services Emergency Response Plan
Annex R	Emergency Management Program Committee Terms of Reference & Committee Membership List

## 12.0 Glossary

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**Command Post:** The physical location of the tactical level, on scene incident command and management organization.

**Critical Infrastructure:** Critical infrastructure is the interdependent, interactive, interconnected networks of institutions, services, systems and processes that meet vital human needs, sustain the economy, protect public safety and security and maintain continuity of and confidence in the organization.

**Community Control Group:** That group of key individuals directing those services necessary for mitigating the effects of the emergency.

**Disaster:** A term which is used by the provincial and federal government to describe a major emergency which is governed by those levels of government.

**Disaster Recovery Assistance for Ontarians (DRAO):** A provincial financial assistance program intended to alleviate the hardship suffered by individuals, farmers, small business enterprises and non-profit organizations, whose essential property has been damaged in a sudden and unexpected natural emergency, such as a severe windstorm, tornado, flood, forest fire or ice storm.

**Emergency:** “Emergency” means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

**Emergency Area:** The area in which the emergency exists.

**Emergency Management Program:** A program that is based on a hazard identification and risk assessment process and leads to a comprehensive program that includes the four core components of mitigation/prevention, preparedness, response and recovery. The program will consist of a risk analysis, a current emergency response plan based on that analysis, the operation of an Emergency Management Program Committee, an Emergency Operations Centre, a formalized training and exercise program, a Community Emergency Information Plan, a Community Public Awareness Program, and will be reviewed annually.

**Emergency Information Officer (EIO):** The Manager of Corporate Communications or alternate for the City of Windsor will perform the role of Emergency Information Officer to co-ordinate the internal and external dissemination of information.

**Emergency Management Program Committee:** Mandatory committee, which advises council on the development and implementation of the City’s emergency management program, and conducts an annual review of the City’s emergency management program with recommendations to Council for its revision, if necessary.

**Emergency Operations Centre:** A designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to the emergency.

**Emergency Social Services (ESS):** The provision of food, clothing, shelter, registration and inquiry, and personal services during and following an emergency in order to meet essential human needs .ESS also provides temporary rehabilitation assistance until regular pre-emergency social services resume operations, or until other plans and programs come into effect.

**Evacuation:** Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

**First Responders:** Emergency response personnel who are normally the first to respond to any emergency. They include e.g. the Fire Department, Police Services and Paramedic Services.

Hazard Identification Risk Assessment (HIRA): Identification of hazards or risks to public safety, public health, the environment, property, critical infrastructure and economic stability from natural, human-caused and technological sources/activities and evaluation of the importance of the activity to the continued operation of the community. The vulnerability of the community to each activity should also be evaluated.

Incident Commander: The person at the incident site from the lead agency who coordinates and manages the response to the emergency.

Incident Management System (IMS): A standardized system that defines the basic command structure, and roles and responsibilities required for the effective management of an emergency incident or situation.

Inner Perimeter: A restricted area in the immediate vicinity of the emergency scene as established by an Officer-In-Charge/ Incident Commander from a responding emergency service. Access to the inner perimeter is restricted to those essential emergency personnel actively involved in the occurrence.

Operational Period: The period of time scheduled for execution of a given set of operational actions as specified in the action plan. Operational periods can be of various lengths, although usually not over 24 hours.

Outer Perimeter: The geographic area surrounding the inner perimeter. This area will serve as a co-ordination and assembly point for essential emergency personnel. Access to the outer perimeter is restricted to essential emergency personnel as determined by the Incident Commander.

Provincial Emergency Operations Centre (PEOC): The designated facility established to manage the response to and recovery from the emergency or disaster for the province of Ontario.

Reception/Evacuation Centre: A reception/evacuation centre is the site where emergency services (food, clothing, referral to shelter, referral to social services, registration and inquiry) are offered to persons displaced by an emergency.

Recovery: The recovery phase begins immediately following an emergency, with efforts to restore minimum services and continues with long-term efforts to return the community to normal. Immediate recovery activities include assessing damage, clearing debris, providing shelter and restoring food supplies and utilities. Long-term recovery activities include rebuilding and redeveloping the community and implementing mitigation programs.

Resource Management: Those actions taken by an organization to: identify sources and obtain resources needed to support emergency response activities; coordinate the supply, allocation, distribution, and delivery of resources so they arrive where and when they are most needed; and maintain accountability for the resources used.

Response: In emergency management applications, activities designed to address the immediate and short-term effects of the emergency.

BY-LAW NUMBER 168-2023

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 December, 2023

Passed the 11<sup>th</sup> day of December, 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 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 - December 11, 2023  
Second Reading - December 11, 2023  
Third Reading - December 11, 2023

BY-LAW NUMBER 144-2023

A PROVISIONAL BY-LAW TO PROVIDE FOR THE REPAIR AND  
IMPROVEMENT OF THE GOUIN DRAIN

Passed the 11<sup>th</sup> day of December, 2023.

**WHEREAS** the Council of The Corporation of the City of Windsor has procured a Drainage Report under section 78 of the *Drainage Act* for the repair and improvement of the Gouin Drain;

**AND WHEREAS** the report dated September 14, 2023 has been authored by Dillon Consulting Limited and the attached report forms part of this by-law

**AND WHEREAS** the estimated total cost of the drainage works is \$1,599,600.00 which will be borne by the property owners within the City of Windsor in accordance with the Schedule of Assessment in the Drainage Report;

**AND WHEREAS** the Council of The Corporation of the City of Windsor is of the opinion that the repair and improvement of the Gouin Drain is desirable;

**THEREFORE** the Council of The Corporation of the City of Windsor, pursuant to the provisions of Section 45 of the Drainage Act, R.S.O. 1990, hereby enacts as follows:

1. **THAT** the Engineer's Report for the Repair and Improvement of the Gouin Drain as prepared by Dillon Consulting Limited, dated September 14, 2023, which is attached hereto as Schedule "A", is hereby adopted, and the drainage works as therein indicated and set forth are hereby authorized and shall be completed in accordance therewith.
2. **THAT** 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 - October 30, 2023  
Second Reading - October 30, 2023  
Third Reading - December 11, 2023