

March 17, 2023

TO THE MAYOR AND MEMBERS OF COUNCIL:

Two special meetings of Council will be held on **Monday, March 20, 2023, in Room 139, 350 City Hall Square. The first meeting will commence at 2:30 p.m., and the second meeting will commence at 3:00 p.m.** Council will at the special meetings adopt resolutions to authorize Council to meet in closed session, and the resolutions shall contain the general nature of the matters to be considered in the closed session. The resolutions must be adopted by a majority of Council present during the open special meetings before the meetings may be closed. Agendas for these meetings are enclosed under separate cover.

The **regular meeting** of Council will be held on **Monday, March 20, 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, March 20, 2023

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

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

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

MEMBERS:

Mayor Drew Dilkens

Ward 1 - Councillor Fred Francis

Ward 2 - Councillor Fabio Costante

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman

Ward 6 - Councillor Jo-Anne Gignac

Ward 7 – Councillor Angelo Marignani

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

- | Item # | Item Description |
|---------------|---|
| 1. | ORDER OF BUSINESS |
| 2. | CALL TO ORDER - Playing of the National Anthem

READING OF LAND ACKNOWLEDGEMENT
We [I] would like to begin by acknowledging that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The City of Windsor honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land. |
| 3. | DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF |
| 4. | ADOPTION OF THE MINUTES |
| 4.1. | Adoption of the Special Meeting of Council minutes held March 9, 2023 (SCM 93/2023)
(attached) |
| 4.2. | Adoption of the Windsor City Council meeting minutes held February 27, 2023
(SCM 99/2023) (attached) |
| 5. | NOTICE OF PROCLAMATIONS

Flag Raising Ceremony

"13 th Pakistan Day" – March 19, 2023
"Run for Rocky Day" - April 6, 2023 – April 10, 2023

Illumination

"World Down Syndrome Day" – March 21, 2023
"Epilepsy Awareness Day" – March 26, 2023 |
| 6. | COMMITTEE OF THE WHOLE |
| 7. | COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports) |
| 7.1 | Correspondence 7.1.1 through 7.1.15 (CMC 4/2023) (attached) |

- 7.2. Mayor, Councillors and Appointees Statement of Remuneration and Expenses for 2022 **(C 31/2023)**
Clerk's Note: David Hanna, Ward 3 resident, submitting the *attached* email dated March 15, 2023 as a written submission
- 7.3. 2022 Status Report regarding City's response to Cannabis Retail Store Applications provided to AGCO – City Wide **(C 37/2023)**

8. **CONSENT AGENDA**

- 8.1. Cabana Corridor Improvements Phase 4 - Mount Carmel Drive to Highway 3; Legal Agreements with St. Clair College - Ward 1 **(C 42/2023)**
- 8.2. Private Access Culvert within the Little 10th Concession Drain for 3940 Lauzon Road - Ward 9 **(C 29/2023)**
- 8.3. Sunset Avenue From Wyandotte to College Project; Legal Agreements with University of Windsor - Ward 2 **(C 33/2023)**
- 8.4. Private Access Culvert within the 5th Concession Drain for 4088 and 4096 Sixth Concession Road - Ward 9 **(C 30/2023)**

CONSENT COMMITTEE REPORTS

- 8.5. Windsor Bicycling Committee 2022 Annual Report **(SCM 65/2023)** & **(SCM 3/2023)**
- 8.6. Minutes of the Windsor Bicycling Committee of its meeting held December 13, 2022 **(SCM 66/2023)** & **(SCM 22/2023)**
- 8.7. Grove Avenue (Janette Avenue to Bruce Avenue) Traffic Calming - Ward 3 **(SCM 67/2023)** & **(S 8/2023)**
- 8.8. West Windsor Flood Risk Study - Climate Change Risk Assessment - Report Endorsement - Wards 1 & 2 **(SCM 68/2023)** & **(S 20/2023)**
- 8.9. E-Scooter Update - City-wide **(SCM 69/2023)** & **(C 7/2023)**
- 8.10. Response to CQ 9-22 – Driveway Culvert Rehabilitation & Backyard Drainage Implementation Programs **(SCM 70/2023)** & **(C 2/2023)**
- 8.11. Effectiveness of Salting Residential Streets During Winter Control Incident Response to Prevent Ice Formation **(SCM 71/2023)** & **(C 227/2022)**
Clerk's Note: Administration submitting the *attached* memo as additional information **(AI 6/2023)**
- 8.12. Response to CQ 15-2021 – July 16, 2021 Rain Event (City Wide) **(SCM 72/2023)** & **(C 8/2023)**

- 8.13. CQ5-2022 Non-BIA Commercial Areas as Community Safety Zones - City-wide **(SCM 73/2023) & (C 4/2023)**
- 8.14. Update to Transit Windsor Signing Authorities - City Wide **(SCM 76/2023) & (S 18/2023)**
- 8.15. Zoning By-law Amendment Application for property known as 478 Janette Avenue; Applicant: 1413600 Ontario Ltd.; File No. Z-029/22, ZNG/6847; Ward 3. **(SCM 84/2023) & (S 26/2023)**
- 8.16. Approval of a Plan of Condominium with Exemption under Section 9(3) of the Condominium Act, 4755, 4775 & 4785 Walker Road; Applicant: 5042667 Ontario Ltd.; File# CDM 002-22 [CDM-6829]; Ward 9 **(SCM 85/2023) & (C 25/2023)**
- 8.17. Official Plan & Zoning Bylaw Amendments, Draft Plan of Subdivision Applications - Z 027-22 [ZNG-6832], OPA 163 [OPA-6833], SDN001/22 [SDN6834] - 1027458 Ontario Inc. - 0 Clover Avenue - NE Corner Florence & Beverly Glen - Ward 7 **(SCM 86/2023) & (S 24/2023)**
- 8.18. Closure of part of E. C. Row Avenue East right-of-way, west of Banwell Road, Ward 9, SAS-6835 **(SCM 87/2023) & (C 155/2022)**
- 8.19. Downtown Windsor Enhancement Strategy and Community Improvement Plan Grant Applications made by Michael de Rita for 2734844 Ontario Ltd. for 261-267 Pelissier Street, Ward 3 **(SCM 88/2023) & (S 16/2023)**
- 8.20. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by Edna (Windsor) Inc., Walkerville Commercial Centre Inc., and Walkerville Walker Developments Inc for 0 Edna Street, 0 St. Luke Road, and part of 890 Walker Road (Ward 5) **(SCM 89/2023) & (S 5/2023)**
- 8.21. United Way - ProsperUs Collective Impact Initiative - Progress of the PropserUS Cradle to Career Strategy for Windsor **(SCM 80/2023) & (SCM 78/2023)**
- 8.22. 2023 Municipally Significant Event Status, Wards 2,3,4,6,7 **(SCM 82/2023) & (S 21/2023)**

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

10. **PRESENTATIONS AND DELEGATIONS**

PRESENTATION (15 minutes)

- 10.1. Presentation regarding “Report of the Public Inquiry into the 2022 Order Emergency” – Jennifer King, Partner – Gowling WLG
Clerk’s Note: Report of the Public Inquiry into the 2022 Public Order Emergency **(SCM 100/2023) (attached)**

DELEGATIONS (5 minute maximum)

- 8.23. Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC) – City Wide **(SCM 81/2023) & (S 22/2023)**
a) Mike Morency, Executive Director, Matthew House Refugee Welcome Centre – Windsor (in person)
Clerk’s Note: Mike Morency Executive Director, Matthew House Refugee Welcome Centre Windsor submitting the **attached** letter dated March 17, 2023 as additional information
b) David Cote, Staff Lawyer, Legal Assistance of Windsor, available for questions (in person)

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

- 11.1. Hosting 2023 Western Ontario Regional FireFit Competition - City Wide **(C 38/2023)**

12. CONSIDERATION OF COMMITTEE REPORTS

- 12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
- 12.2. Adoption of the Striking Committee In-Camera minutes held February 27, 2023 **(SCM 96-2023) (attached)**
Clerk’s Note: The striking committee report held February 27, 2023 was adopted at the March 9, 2023 special meeting of City Council

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

- 13.1. **By-law 19-2023** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR41/2023 dated January 30, 2023
- 13.2. **By-law 20-2023** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR9/2023 dated January 16, 2023
- 13.3. **By-law 21-2023** A BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE 5TH CONCESSION DRAIN, see item no. 8.4, dated March 20, 2023
- 13.4. **By-law 22-2023** A BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE LITTLE 10TH CONCESSION DRAIN, see item no. 8.2, dated March 20, 2023

- 13.5. **By-law 23-2023** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 18 FOOT EAST/WEST ALLEY, NORTH OF SEMINOLE STREET, SOUTH OF 1480 OLIVE ROAD, EAST OF OLIVE ROAD, WEST OF NORMAN ROAD, CITY OF WINDSOR, authorized by CR497/2022, dated November 28, 2022
- 13.6. **By-law 24-2023** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 18 FOOT EAST/WEST ALLEY, NORTH OF SEMINOLE STREET, SOUTH OF 1480 OLIVE ROAD, EAST OF OLIVE ROAD, WEST OF NORMAN ROAD, CITY OF WINDSOR, authorized by CR497/2022, dated November 28, 2022
- 13.7. **By-law 25-2023** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.27 METRE EAST/WEST ALLEY, NORTH OF REGINALD STREET, SOUTH OF SEMINOLE STREET, EAST OF AUBIN ROAD, WEST OF GEORGE AVENUE, CITY OF WINDSOR, authorized by CR12/2023, dated January 16, 2023
- 13.8. **By-law 26-2023** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.27 METRE EAST/WEST ALLEY, NORTH OF REGINALD STREET, SOUTH OF SEMINOLE STREET, EAST OF AUBIN ROAD, WEST OF GEORGE AVENUE, CITY OF WINDSOR, authorized by CR12/2023, dated January 16, 2023
- 13.9 **By-law 27-2023** A BY-LAW TO AMEND BY-LAW 8946, BEING A BY-LAW TO CLOSE, AND STOP UP AND CONVEY THE NORTH/SOUTH ALLEY BETWEEN CHURCH AND BRUCE, FROM FRONTENAC TO LIBERTY, R.P. 1305, authorized by CAO 168/2022, dated August 9, 2022
- 13.10 **By-law 28-2023** A BY-LAW TO AMEND BY-LAW NUMBER 208-2008, BEING A BY-LAW TO DELEGATE TO ADMINISTRATION THE AUTHORITY TO PROCESS, MAKE DECISIONS ON, AND TO EXECUTE AGREEMENTS FOR CERTAIN MATTERS, authorized by CR40/2023, dated January 30, 2023
- 13.11 **By-law 29-2023** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR91/2023, dated February 27, 2023
- 13.12 **By-law 30-2023** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 20th DAY OF MARCH, 2023
14. **MOVE BACK INTO FORMAL SESSION**
15. **NOTICES OF MOTION**

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

By-laws 19-2023 through 30-2023 (inclusive)

17. **PETITIONS**

18. **QUESTION PERIOD**

18.1 Outstanding Council Questions as of March 14, 2023 **(SCM 92/2023)** *(attached)*

18.2 Outstanding Council Directives as of March 20, 2023 **(SCM 95/2023)** *(attached)*

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

Vision Zero Stakeholder Group
Wednesday, March 22, 2023
2:00 p.m., via Zoom

City Hall Square Plaza Project Committee
Thursday, March 23, 2023
2:00 p.m., Suite 140, 350 City Hall Square West

Windsor Licensing Commission
Wednesday, March 29, 2023
9:30 a.m., Council Chambers

Environment, Transportation & Public Safety Standing Committee
Wednesday, March 29, 2023
4:30 p.m., Council Chambers

Special Meeting of Council – 2023 Operating & Capital Budgets
Monday, April 3, 2023
10:00 a.m., Council Chambers

Community Services Standing Committee
Wednesday, April 5, 2023
9:00 a.m., Council Chambers

Development & Heritage Standing Committee
Wednesday, April 5, 2023
4:30 p.m., Council Chambers

21. **ADJOURNMENT**

Item No. 4.1



Committee Matters: SCM 93/2023

Subject: Adoption of the Special Meeting of Council minutes held March 9, 2023

Special Meeting of Council Minutes

Date: Thursday, March 09, 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

Clerk's Note: Councillor Fabio Costante participated via video conference (Zoom), in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation.

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Special Meeting of Council
Thursday, March 09, 2023

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1. ORDER OF BUSINESS

2. CALL TO ORDER

The Mayor calls the meeting to order at 4:00 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Renaldo Agostino discloses an interest and abstains from voting on Item 6.1 being the Report of the Striking Committee Meeting of Council held February 27, 2023 as he has a continuing business relationship providing services to the various BIA boards which, he is informed by the Integrity Commissioner, results in him having a disqualifying interest in Council's decisions with respect to its governance review of BIA matters and the temporary appointment of Council as constituting the City's BIA boards.

4. COMMITTEE OF THE WHOLE

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

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

- (a) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
- (b) hearing presentations and delegations;
- (c) consideration of Committee reports;
- (d) Report of the Striking Committee Meeting of Council Held February 27, 2023; and
- (e) consideration of by-law 18-2023.

Carried.

5. REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

6. CONSIDERATION OF COMMITTEE REPORTS

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6.1. Report of the Striking Committee of its meeting held February 27, 2023

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

Decision Number: CR117/2023

That the report of the Striking Committee of its meeting held February 27, 2023 **BE ADOPTED** as presented, and that it take effect as of February 28, 2023.

Carried.

Councillor Kieran McKenzie voting nay.

Councillor Renaldo Agostino discloses an interest and abstains from voting on this matter.

Report Number: SCM 83/2023

Clerk's File: MB2023

7. BY-LAWS (First and Second Readings)

7.1. A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 9th DAY OF MARCH, 2023

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Mark McKenzie

That the following By-law No. 18-2023 be introduced and read a first and second time:

By-law 18-2023 A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 9TH DAY OF MARCH, 2023

Carried.

8. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Jim Morrison
Seconded by: Councillor Jo-Anne Gignac

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

- 1) Items Deferred
Items Referred
- 2) Committee Reports as presented

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Special Meeting of Council Thursday, March 09, 2023

3) By-laws given first and second readings as presented
Carried.

9. THIRD AND FINAL READING OF THE BY-LAWS

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

That By-law No. 18-2023 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.
Carried.

10. ADJOURNMENT

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

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

Accordingly, the meeting is adjourned at 4:19 o'clock p.m.

Mayor

City Clerk

Item No. 4.2



Committee Matters: SCM 99/2023

Subject: Adoption of the Windsor City Council meeting minutes held February 27, 2023



CITY OF WINDSOR MINUTES 02/27/2023

City Council Meeting

Date: Monday, February 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

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 4:00 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Jim Morrison discloses an interest on Item 11.4 being “Proposed Closure of the Windsor Star production plant by Postmedia,” as a family member is employed by the Windsor Star.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council meeting minutes held February 13, 2023

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

That the minutes of the meeting of Council held February 13, 2023 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 62/2023

5. NOTICE OF PROCLAMATIONS

Proclamations

- “Heritage Week” – February 20, 2023 – February 26, 2023
- “Stand with Ukraine Day” – February 24, 2023
- “Nutrition Month” – March 2023
- “International Women’s Day” – March 8, 2023
- “Transit Operator and Worker Appreciation Day” – March 18, 2023

Illumination

- “Stand with Ukraine Day” – February 24, 2023 to February 26, 2023

:

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6. COMMITTEE OF THE WHOLE

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

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

- (a) communication items;
 - (b) 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 16-2023 through 17-2023 (inclusive)
- Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.1. Correspondence Monday, February 27, 2023

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

Decision Number: CR79/2023

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

7.1.4 Resolution regarding the location of SafePoint Consumption Services (Urgent Public Health Needs and Consumption and Treatment Services Site) passed on February 3, 2023 including an additional letter of support from Legal Assistance of Windsor (LAW); and the administrative report outlining the financial implications, obligations and risks associated with the opening of a Consumption Treatment Centre without Federal or Provincial funding

Moved by: Councillor Joanne Gignac
Seconded by: Councillor Mark McKenzie

That Council APPROVE the resolution provided by the Windsor-Essex County Health Unit Board of Health, dated February 3, 2023, regarding SafePoint Consumption Services at 101 Wyandotte St. East attached as appendix A; save and except the City's financial obligation to fund the SafePoint Consumption Services at 101 Wyandotte St. East should the Provincial/Federal funding be delayed.

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

At the request of Councillor Jo-Anne Gignac, a recorded vote is taken on this matter.

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

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

Abstain: None.

Moved by: Councillor Fabio Costante

Seconded by: Councillor Gary Kaschak

Decision Number: CR80/2023

That City Council **REAFFIRM** their support and endorsement of the resolution by the Windsor-Essex County Board of Health, dated February 3, 2023, regarding the SafePoint Consumption Services at 101 Wyandotte St. East attached as appendix A.

Carried.

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

Aye votes: Councillors Angelo Marignani, Renaldo Agostino, Jim Morrison, Fabio Costante, Kieran McKenzie, Fred Francis, and Gary Kaschak

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

Abstain: None.

7.1.3 Motion by the Ontario's Big City Mayor's (OBCM) outlining five recommendations to make an immediate impact on the mental health and addictions crisis seen throughout Ontario communities

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Joanne Gignac

Decision Number: CR81/2023

That the correspondence from the Ontario Big City Mayor's (OBCM) regarding "Recommendation on the Health and Homelessness Crisis" attached in Appendix A **BE RECIEVED**; and further,

That the City of Windsor **ENDORSE** these recommendtdations.

Carried.

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No.	Sender	Subject
7.1.1	Member of Parliament, Windsor West	Letter regarding the need to assist municipalities to sustain commitments agreed to on behalf of the Federal Government under the Disaster Mitigation and Adaptation Fund (DMAF) City Treasurer Commissioner, Infrastructure Services EI2023 Note & File
7.1.2	Minister of Municipal Affairs and Housing	Letter addressing the City of Windsor's assigned Municipal Housing Target and Municipal Housing Pledge of constructing 13,000 new homes in the community under the More Homes Built Faster Plan City Planner Deputy City Solicitor Commissioner, Economic Development & Innovation Commissioner, Legal & Legislative Services Chief Building Official Commissioner, Human & Health Services GP2023 Note & File
7.1.3	Ontario's Big City Mayors (OBCM)	Motion by the Ontario's Big City Mayor's (OBCM) outlining five recommendations to make an immediate impact on the mental health and addictions crisis seen throughout Ontario communities Commissioner, Human & Health Services GH2023 COUNCIL DIRECTION REQUESTED, otherwise Note & File

<p>7.1.4</p>	<p>Windsor Essex County Health Unit</p> <p>AND</p> <p>Legal Assistance of Windsor (LAW)</p> <p>AND</p> <p>Commissioner, Human & Health Services</p>	<p>Resolution regarding the location of SafePoint Consumption Services (Urgent Public Health Needs and Consumption and Treatment Services Site) passed on February 2, 2023 including an additional letter of support from Legal Assistance of Windsor (LAW); and the administrative report outlining the financial implications, obligations and risks associated with the opening of a Consumption Treatment Centre without Federal or Provincial funding</p> <p style="text-align: right;">Commissioner, Human & Health Services MH/14274 Note & File</p>
<p>7.1.5</p>	<p>Manager of Urban Design</p>	<p>Recent Site Plan (SPC) applications:</p> <ul style="list-style-type: none"> • Essex Morterm Holdings, 5353 Maplewood, Expansion of Existing Warehouse • Archon Architects Inc., 305-511 Sunset; 2598 & 2750 Wyandotte W; 440-480 Huron Church, Renovation to Existing 10 Storey Building and Basement • John Bortolotti, 2109, 2139 Ottawa – 1375, 1385, 1395 Walker, Strip Mall Addition • Mid South Land Developments Corp, 0 Munich at Twin Oaks Dr., New Industrial Park Development • Mid South Land Developments Corp, 6365 Hawthorne, Addition to Existing Production Facility • Architecturra, 2000 Talbot, New Welcome Centre Addition • D.C. McCloskey Engineering Ltd., 964 Tecumseh W, Construction of a Warehouse Building <p style="text-align: right;">Z2023 Note & File</p>

Carried.

Report Number: CMC 3/2023

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8. CONSENT AGENDA

8.1. Meadowbrook Development Community Garden - Ward 8

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR82/2023

- I. That Council **APPROVE** the request of Windsor Essex Community Housing Corporation (WECHC) to use the property legally described as Part Lot 125 (McNiff's), Concession 2, designated as Part 8 on Plan 12R-838, subject to LT14791 and, known municipally as 0 Meadowbrook Lane (the "**Licensed Lands**"), in order to facilitate the installation of a community garden operation on the following conditions:
 - 1) Use of .23 acre (.09 hectare) Licensed Land, as depicted in the sketch attached as appendix 'A', for use as a community garden;
 - 2) The term of the license is from March 1, 2023 to Nov 30, 2033;
 - 3) WECHC is obligated to take the Licensed Land in as is condition, and to construct and maintain their improvements on the Licensed Land at their expense;
 - 4) The City makes no representations or warranties as to the soil condition or the Licensed Land's suitability for use as a community garden;
 - 5) Property taxes for the Licensed Lands will be the responsibility of the WECHC;
 - 6) The fee for the Licensed Land is \$1.00, payable in advance;
 - 7) The licensed area is to be kept free of pests and animals;
 - 8) The use of pesticides and herbicides is prohibited;
 - 9) The use of uncomposted manure and fertilizer is prohibited;
 - 10) Liability insurance in the amount of \$2,000,000 with "The Corporation of the City of Windsor" named as an additional insured, in accordance with the Purchasing Bylaw, and satisfactory in form and content to the Manager of Risk and Insurance;
 - 11) The WECHC agrees to indemnify and hold harmless The Corporation of the City of Windsor, its affiliates, officers, employees, councillors, and assigns [collectively the "City"], from and against any and all losses, damages, costs, and expenses, and all claims, demands, actions, causes of action, suits, proceedings and liability, including all claims made by any third party under or relating to this license, for bodily injury or property damage howsoever arising, unless caused by the City's negligence;
 - 12) The City is not responsible in the case of vandalism or theft;
 - 13) WECHC must provide plans and specifications of the facility for review and approval to the satisfaction of the Executive Director of Parks and Facilities;
 - 14) The storage of motor vehicles, tractors, fuel and chemicals is prohibited;
 - 15) WECHC will maintain the Licensed Lands not under cultivation by controlling weeds and grass on a regular basis;
 - 16) The balance of the terms and conditions of this license, except as noted herein, are the standard requirement in other municipal licenses, and;

- II. That the Cheif Administrative Officer and City Clerk **BE AUTHORIZED** to execute a license agreement, satisfactory in form to the City Solicitor, in technical content to the Executive Director of Parks and Facilities, and in financial content to the City Treasurer.
Carried.

Report Number: C 14/2023
Clerk's File: APM2023

8.2. Award of Proposal No. 10-23 Bicycle/Scooter Sharing Program - City-wide

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

Decision Number: CR83/2023

1. That, in accordance with the terms of RFP 10-23, Council **AWARD** the contract to supply and operate an e-bike and e-scooter share program in the City of Windsor to the following successful proponent:

Proponent/Company:	Bird Canada Inc.
Proposal:	Bicycle/Scooter Sharing Program No. 10-23
Upset Limit:	N/A
Account:	N/A

2. That Parks By-law 131-2019 **BE AMENDED** as listed and attached in Appendix A.
3. That the City Solicitor **BE DIRECTED** to prepare the required by-law amendment.

Carried.

Report Number: C 22/2023
Clerk's File: MT/14304

8.3. Zoning Bylaw Amendment –Z 022-22 [ZNG-6787] & OPA 161 [OPA-6788] Passa Assoc 3821 King St - Ward 2

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

Decision Number: CR84/2023 CR42/2023 DHSC 454

That the application to amend the City of Windsor Official Plan by changing the designation of PLAN 953 N PT BLK A;PLAN 40 PT PARK LOT 1; in the City of Windsor, known municipally as 3821 King Street (Roll # 050-180-09900) from "Industrial" to "Residential" **BE DENIED**; and,

That the application to amend Zoning By-law 8600 by changing the zoning of PLAN 953 N PT BLK A;PLAN 40 PT PARK LOT 1; in the City of Windsor, known municipally as 3821 King Street (Roll # 050 - 180 - 09900) from Manufacturing District (MD) 1.2 to Residential District (RD) 2.5 **BE DENIED**.

Carried.

Report Number: SCM 13/2023 & S 124/2022
Clerk's File: Z/14428

8.4. Housing and Homelessness Advisory Committee 2022 Annual Report

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

Decision Number: CR85/2023 CSPS 199
That the Housing and Homelessness Advisory Committee 2022 Annual Report **BE APPROVED**.
Carried.

Report Number: SCM 31/2023 & SCM 332/2022
Clerk's File: MB2023

8.5. Diversity Committee 2022 Annual Report

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

Decision Number: CR86/2023
That the Diversity Committee 2022 Annual Report **BE APPROVED**.
Carried.

Report Number: SCM 32/2023 & SCM 2/2023
Clerk's File: MB2023

8.6. Windsor International Diaspora African Festival - WIDAFEST 2023 - Ward 3

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

Decision Number: CR87/2023 CSPS 202
That the request from Zalent Creative Inc. to host the inaugural Windsor International Diaspora African Festival, also known as WIDAFEST, scheduled for Friday, July 28 to Sunday, July 30, 2023, at the Riverfront Festival Plaza and Riverfront Civic Terrace **BE APPROVED**, subject to the terms and conditions of the Special Event Permit; and further,

That the request for Council to designate the event as a Significant Event status for the purpose of Zalent Creative Inc. applying for Alcohol and Gaming Commission of Ontario (AGCO) special occasions permits as required by the AGCO, **BE APPROVED**; and further,

That the Riverfront Festival Plaza site be extended to include the Riverfront Trail seawall between Don Sadler Way and the Civic Terrace beginning Friday, July 28, 2023 4:00 p.m. to Saturday, July 29, 2023 1:00 a.m.; beginning Saturday, July 29, 2023 from 2:00 p.m. to Sunday, July 30, 2023

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1:00 a.m.; beginning Sunday, July 30, 2023 from 12:00 noon to 10:00 p.m., **BE APPROVED**; and further,

That the request to temporarily close Riverside Drive East between Devonshire Road and McDougall Street on Saturday, July 29, 2023 from 2:00 p.m. – 4:00 p.m. to host the official WIDAFEST Parade, **BE APPROVED**.

Carried.

Report Number: SCM 33/2023 & S 10/2023

Clerk's File: SR/14497

8.7. Windsor Accessibility Advisory Committee 2022 Annual Report

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR88/2023 CSPS 200

That the Windsor Accessibility Advisory Committee 2022 Annual Report **BE APPROVED**.

Carried.

Report Number: SMC 34/2023 & SCM 1/2023

Clerk's File: MB2023

8.9. Rezoning - Damon & Kelly Winney - 966 California Ave - Z 041/22 ZNG/6926 - Ward 2

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR90/2023 DHSC 464

I. That Zoning By-law 8600 **BE AMENDED** for Plan 50; Lot 88; N PT Lot 87 municipally known as 966 California Avenue, by adding a site-specific exception to Section 20(1) as follows:

459. **SOUTHEAST CORNER OF CALIFORNIA AVENUE AND DAVIS STREET**

For the lands comprising Plan 50; Lot 88; N PT Lot 87, a *semi-detached dwelling* shall be an additional permitted use and shall be subject to the following additional provisions:

- a) Lot Area – minimum 432.0 m²
- b) Lot Width – minimum 12.0 m

Further, for a *semi-detached dwelling*, two *dwelling units* in a *semi-detached dwelling unit* and one *dwelling unit* in an *accessory building* which is accessory to a *semi-detached dwelling* shall be additional permitted uses and shall be subject to the provisions in Sections 5.99.80.3 and 5.99.80.5.

[ZDM4; ZNG/6926]

Carried.

Report Number: SCM 41/2023 & S 7/2023

Clerk's File: Z/14506

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8.10. Rezoning – Hussain Alameri – 3857 Wyandotte Street East - Z-033/22 ZNG/6868 - Ward 5

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR91/2023 DHSC 465

That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Con 1, PT LOT 103, PLAN 61, N PT LOT 1 (known municipally as 3857 Wyandotte Street East; Roll No.: 3739-010-060-09000-0000), situated on the south side of Wyandotte Road East, west of George Avenue, by adding a site specific exception to Section 20(1) as follows:

461. SOUTH SIDE OF WYANDOTTE STREET EAST, WEST OF GEORGE AVENUE

For the lands comprising of Con 1, PT LOT 103, PLAN 61, N PT LOT 1 (known municipally as 3857 Wyandotte Street East; Roll No.: 3739-010-060-09000-0000), a *motor vehicle dealership* shall be an additional permitted use and the following additional provisions shall apply:

- a) Required parking spaces – minimum – 18
- b) Parking space separation from a street – minimum – 3.0 m
- c) The parking or storing of a motor vehicle in the parking space separation is prohibited.

[ZDM 6/10, ZNG/6868]

Carried.

Report Number: SCM 42/2023 & S 1/2023

Clerk's File: Z/14514

8.12. Request for Demolition of Greenhouses at Lanspeary Park - 1250 Langlois Avenue (Ward 4)

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR93/2023 DHSC 468

- I. That Council **BE INFORMED** of the proposed demolition of the Lanspeary Park Greenhouse Complex, at 1149 Giles Blvd East and 1219 Pierre Avenue;
- II. That the fieldstone structure (former comfort station part of the greenhouse complex) at Lanspeary Park **REMAIN** on the Windsor Municipal Heritage Register and **BE PROTECTED** from demolition activities of the rest of the Lanspeary greenhouse complex;

III. That Administration **INCORPORATE** commemoration of the demolished greenhouse complex.
Carried.

Report Number: SCM 44/2023 & S 14/2023
Clerk's File: SB2023

8.13. Heritage Videos (2) presented by Heritage Planner

Moved by: Councillor Ed Sleiman
Seconded by: Renaldo Agostino

Decision Number: CR94/2023

That the two (2) videos presented by the Heritage Planner dated February 6, 2023 featuring the story of the restoration of the Strathcona Building and the discovery and display of the Walker Power Building Turntable **BE RECEIVED** for information.
Carried.

Report Number: SCM 45/2023
Clerk's File: MBA2023

8.14. Request for Heritage Alteration Permit for Willistead Manor, 1899 Niagara Street (Ward 4)

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

Decision Number: CR95/2023 DHSC 469

I. That a Heritage Permit at Willistead Manor, 1899 Niagara Street, **BE GRANTED**, for removal and alterations to the playground as per Appendix B; and,

II. That the City Planner or his designate **BE DELEGATED** the authority to approve further changes associated with the proposed scope of work.
Carried.

Report Number: SCM 46/2023 & S 11/2023
Clerk's File: SR/12667

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8.15. 749 and 753 Walker Road, Semi-Detached Houses - Heritage Permit Request (Ward 4)

Moved by: Councillor Ed Sleiman

Seconded by: Renaldo Agostino

Decision Number: CR96/2023 DHSC 470

- I. That the Heritage Permit at 749 Walker Road, Semi-Detached House, **BE GRANTED** for the erection of one rear detached garage with one second floor additional dwelling unit per Appendix B of this report; and,
- II. That the Heritage Permit at 753 Walker Road, Semi-Detached Houses, **BE GRANTED** for the removal of an accessory structure and erection of one rear detached garage with one second floor additional dwelling unit per Appendix B of this report; and,
- III. That the Heritage Permit approvals **BE SUBJECT** to the following approval conditions prior to work start:
 - a. Submission of satisfactory product details and samples (including material and colour selections);
 - b. Provision of satisfactory architectural drawings by qualified designers;
 - c. Determination that the work is satisfactory to meet Building code compliance; and,
- IV. That the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the proposed scope of work for the erection of the rear detached garages with second floor additional dwelling units.

Carried.

Report Number: SCM 47/2023 & S 12/2023

Clerk's File: MBA/3430

8.16. Downtown Windsor Enhancement Strategy and Community Improvement Plan – Grant Extensions, Ward 3

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR97/2023 DHSC 471

- I. That CR57/2020, CR37/2021, CR151/2021, CR310/2021, CR285/2020 **BE AMENDED** to extend the project completion deadline to one (1) year from Council approval of Report S6/2023;
- II. That Item VIII of CR310/2021 **BE AMENDED** to extend the deadline for the applicant to sign the grant agreement to one year from Council approval of Report S6/2023;
- III. That Items I and II of CR37/2021 **BE DELETED** and the following **BE SUBSTITUTED** therefor:
 - I. That the request made by 5021089 Ontario Inc (Owner) for the proposed

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development at 477 Pelissier Street to participate in the New Residential Development Grant Program **BE APPROVED** for \$32,500 towards eligible cost of creating thirteen (13) new residential units pursuant to the Downtown Windsor Enhancement Strategy and Community Improvement Plan;

- II. That the request made by 5021089 Ontario Inc (Owner) for the proposed development at 477 Pelissier Street to participate in the Building/Property Improvement Tax Increment Grant Program **BE APPROVED** for 100% of the municipal portion of the tax increment resulting from the proposed development of thirteen (13) new residential units and one (1) office unit in an existing building for five (5) years in accordance with the Downtown Windsor Enhancement Strategy and Community Improvement Plan;

- IV. Grant funds in the amount of \$15,000 under the New Residential Development Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to the City Centre Community Development Planning Fund (Project #7011022) when the work is completed at 477 Pelissier Street.

Carried.

Report Number: SCM 48/2023 & S 6/2023
Clerk's File: SPL2023

8.17. Closure of east/west alley between Chilver Road and north/south alley, Ward 4, SAA-6884

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR98/2023 DHSC 472

- I. That the 4.57-metre-wide east/west alley located between Chilver Road and the north/south alley situated between Wyandotte Street East and Tuscarora Street, and shown on Drawing No. CC-1821 *attached* hereto as Appendix "A", **BE ASSUMED** for subsequent closure;
- II. That the 4.57-metre-wide east/west alley located between Chilver Road and the north/south alley situated between Wyandotte Street East and Tuscarora Street, and shown on Drawing No. CC-1821 *attached* hereto as Appendix "A", **BE CLOSED AND CONVEYED** to the owner of the abutting property known municipally as 1801-1833 Wyandotte Street East (legally described as Part of Lots 1 & 2, Plan 479) and as necessary, in a manner deemed appropriate by the City Planner, subject to the following:
 - a. Easement, subject to there being accepted in the City's standard form and in accordance with the City's standard practice, be granted to:
 - i. Bell Canada to protect existing aerial facilities;
 - ii. Enbridge Gas to protect existing underground infrastructure;
 - iii. EnWin Utilities Ltd. to accommodate the pole, anchors and existing overhead plant;
 - iv. MNSi for existing aerial infrastructure;

-
- v. Rosati Development Corp. for access to repair and maintain the north face of the existing building at the property known municipally as 624-634 Chilver Road (legally described as Part of Lots 1 & 2 & Part of Closed Alley, Plan 479);
 - vi. Rosati Development Corp. for pedestrian access from the north exit door off of the northerly main floor commercial unit in the existing building at the property known municipally as 624-634 Chilver Road (legally described as Part of Lots 1 & 2 & Part of Closed Alley, Plan 479);
 - vii. Rosati Development Corp. for use of the 5.49 metre section of the alley at its easterly terminus by the occupants of the existing building at the property known municipally as 624-634 Chilver Road (legally described as Part of Lots 1 & 2 & Part of Closed Alley, Plan 479) for the storage of refuse containers; and
 - viii. The Corporation of the City of Windsor for access to repair and maintain the existing circa 1920 300 millimetre vitrified clay combined sewer with manhole.
- b. Driveway Permit be obtained to keep and maintain the driveway approach **OR** to remove the redundant approach off of Chilver Road to City Standards.
- III. That Conveyance Cost **BE SET** as follows:
- a. For alley conveyed to abutting lands zoned CD2.2: \$20.00 per square foot without easements and \$10.00 per square foot with easements.
- IV. That The City Planner **BE REQUESTED** to supply the appropriate legal description, in accordance with Drawing No. CC-1821, *attached* hereto as Appendix "A".
- V. That The City Solicitor **BE REQUESTED** to prepare the necessary by-law(s).
- VI. That The Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all necessary documents approved as to form and content satisfactory to the City Solicitor.
- VII. That the matter **BE COMPLETED** electronically pursuant to By-law Number 366-2003.
Carried.

Report Number: SCM 49/2023 & S 143/2022
Clerk's File: SAA2023

8.18. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by The Walker Power Building Inc. for 325 Devonshire Road (Ward 4)

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

Decision Number: CR99/2023 DHSC 473

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- I. That the request made by The Walker Power Building Inc. to participate in the Brownfield Tax Assistance Program **BE APPROVED** for remediation and redevelopment at 325 Devonshire Road for up to 3 years pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,
- II. That, Administration **BE DIRECTED** to prepare a tax cancellation by-law to implement the Brownfield Tax Assistance Program in accordance with the *Municipal Act* and that the appropriate information and material be sent to the Minister of Finance requesting relief from the education portion of the taxes for 325 Devonshire Road in accordance with the Provincial Brownfield Financial Tax Incentive Program; and,
- III. That the request made by The Walker Power Building Inc. to participate in the Brownfield Rehabilitation Grant Program **BE APPROVED** for 70% of the municipal portion of the tax increment resulting from the remediation and redevelopment at 325 Devonshire Road for up to 10 years or until 100% of the eligible costs are repaid pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan; and,
- IV. That the submission of the following material, satisfactory to the City Planner, **BE CONDITIONS** of approval:
 - a. Written acknowledgement from the Ministry of Environment, Conservation and Parks that a Record of Site Condition has been filed in the Environmental Site Registry; and
 - b. All final copies of Archaeological Assessments and letter from the Ministry of Citizenship and Multiculturalism that the Stage 4 Archaeological Assessment has been entered into the Ontario Public Register of Archaeological Reports.
- V. That, Administration **BE DIRECTED** to prepare an agreement between The Walker Power Building Inc. and/or persons or companies that have legally been assigned the right to receive grant payments and the City to implement the Brownfield Tax Assistance and Brownfield Rehabilitation Grant Programs in accordance with all applicable policies, requirements, and provisions contained within the Brownfield Redevelopment Community Improvement Plan to the satisfaction of the City Planner as to content, the City Solicitor as to legal form, and the CFO/City Treasurer as to financial implications; and,
- VI. That the CAO and City Clerk **BE AUTHORIZED** to sign the Brownfield Tax Assistance and Rehabilitation Grant Agreements; and,
- VII. That the approval to participate in the Brownfield Tax Assistance and Brownfield Rehabilitation Grant Programs **EXPIRE** if the grant agreements are not signed by applicant within one year following Council approval. The City Planner may extend the deadline for one year upon request from the applicant.

Carried.

Report Number: SCM 50/2023 & S 88/2019
Clerk's File: SPL2023

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8.19. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by Lakefront Heights Inc. for part of 10835 Riverside Drive East (Ward 7)

Moved by: Ed Sleiman

Seconded by: Renaldo Agostino

Decision Number: CR100/2023 DHSC 474

- I. That the request made by Lakefront Heights Inc. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and other eligible study, if required (e.g. delineation of contaminants or remedial work plan) for property located on the southern part of 10835 Riverside Drive East pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan;
- II. That the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$15,000 based upon the completion and submission of a Phase II Environmental Site Assessment and up to an additional maximum of \$10,000 (total of \$25,000) based upon the completion a second eligible study (e.g. delineation of contaminants or Remedial Work Plan) completed in a form acceptable to the City Planner and City Solicitor;
- III. That the grant funds in the amount of \$25,000 under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner;
- IV. That should the proposed Phase II Environmental Site Assessment Study and/or other eligible study not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.

Carried.

Report Number: SCM 51/2023 & S 149/2022

Clerk's File: SPL2023

8.20. Brownfield Redevelopment Community Improvement Plan (CIP) applications submitted by 2798315 Ontario Inc. and 1068414 Ontario Inc. for property located at 1969 Wyandotte Street East, 626 Argyle Road, 2090 Brant Street, 420 Devonshire Road, and 480-500 Argyle Road (Ward 4)

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

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Decision Number: CR101/2023 DHSC 475

- I. That the requests made by 2798315 Ontario Inc. and 1068414 Ontario Inc. to participate in the Environmental Site Assessment Grant Program **BE APPROVED** for the completion of a proposed Phase II Environmental Site Assessment Study and other eligible studies, if required (e.g. delineation of contaminants) for three separate projects located at the following properties, pursuant to the City of Windsor Brownfield Redevelopment Community Improvement Plan:
- a. 1969 Wyandotte Street East;
 - b. 626 Argyle Road; and
 - c. 2090 Brant Street, 420 Devonshire Road, and 480-500 Argyle Road.
- II. That the City Treasurer **BE AUTHORIZED** to issue payment up to a maximum of \$61,525 based upon the completion and submission of a Phase II Environmental Site Assessment and other eligible studies, if required as follows, completed in a form acceptable to the City Planner and City Solicitor:
- a. 1969 Wyandotte Street East – maximum of \$18,425;
 - b. 626 Argyle Road—maximum of \$18,100; and
 - c. 2090 Brant Street, 420 Devonshire Road, and 480-500 Argyle Road—maximum of \$25,000.
- III. That the grant funds in the amount of \$61,525 under the Environmental Site Assessment Grant Program **BE TRANSFERRED** from the CIP Reserve Fund 226 to Brownfield Strategy Remediation (project 7069003) when the eligible work is completed to the satisfaction of the City Planner; and,
- IV. That should the proposed Phase II Environmental Site Assessment Study and/or other eligible studies not be completed within two (2) years of Council approval, the approval **BE RESCINDED** and the funds be uncommitted and made available for other applications.

Carried.

Report Number: SCM 52/2023 & S 3/2023
Clerk's File: SPL2023

8.21. Amendment to Sign By-law 250-04 for 5515 Maplewood Drive, File No. SGN-005/22 - Ward #1

Moved by: Ed Sleiman
Seconded by: Renaldo Agostino

Decision Number: CR102/2023 DHSC 476

That the application for a Site Specific Amendment to the Windsor Sign By-law 250-2004, to allow for the installation of a Ground Sign on the municipal right-of way in front of 5515 Maplewood Drive, **BE DENIED.**

Carried.

Report Number: SCM 53/2023 & C 220/2022
Clerk's File: SBS2023

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8.22. Amendment to Sign By-law 250-04 related to Billboards and Electronic Billboards, File No. SGN-003/22 – City Wide

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR103/2023 DHSC 477

- I. That City Council **DIRECT** the Planning Division to undertake a comprehensive review and update of the Sign By-law 250-2004, related to Paper Copy Billboard and Electronic Change Copy Billboard Ground and Wall Signs on private property; and,
- II. That City Council **APPROVE** a one-year moratorium on permits for the installation of New Billboards and retrofitting of existing Paper Copy Billboards to Electronic Change Copy Billboards to allow for the Planning Division to complete its review; and,
- III. That the Planning Division **PROVIDE** Council with recommendations for Amendments to the Sign By-law related to Paper Copy Billboard and Electronic Change Copy Billboard Ground and Wall Signs, for a decision by Council prior to the expiry date of the moratorium; and,
- IV. That Administration **PROVIDE** a status update of the review being undertaken at the August 23rd, 2023 meeting of the Development & Heritage Standing Committee meeting.

Carried.

Report Number: SCM 54/2023 & C 225/2022

Clerk's File: SBS2023

8.23. North Neighbourhood Development, Phase 7 – 1027458 Ontario Ltd.- Cost Sharing for Sanitary Sewer Oversizing - Ward 7

Moved by: Ed Sleiman

Seconded by: Renaldo Agostino

Decision Number: CR104/2023 DHSC 478

- I. That Council **APPROVE** a cost sharing payment to 1027458 Ontario Ltd. estimated at \$147,800.00, excluding HST (final payment to be based on actual construction costs), for sanitary sewer oversizing costs for Lublin Ave and the sewer extension and additional restoration required to provide future service for privately owned lands on Wyandotte Street East (Benefiting Properties) shown on Appendix 'A' (C-3705) as part of the North Neighbourhood Development, Phase 7, to be funded from Project ID #7035119 – New Infrastructure Development; and,
- II. That Administration **BE DIRECTED** to recover the costs noted in I. above from the Benefiting Properties prior to the issuance of building permits for those lands, plus an annual interest rate applied from the date the services constructed are accepted onto maintenance by the Corporation based on the Infrastructure Ontario Construction Loan rate at the time that

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payment is made and the project is deemed substantially performed and accepted onto maintenance (currently 4.75%), plus 1%; and,

- III. That the application of section 78 of Bylaw 93-2012 (the Purchasing Bylaw) **BE WAIVED** with respect to the cost sharing related to sanitary sewer oversizing for the North Neighbourhood Development, Phase 7, to allow a cost sharing agreement value greater than \$100,000.00 without the issuance of an RFT.

Carried.

Report Number: SCM 55/2023 & C 5/2023

Clerk's File: SW2023

8.24. Minutes of the International Relations Committee of its meeting held November 23, 2022

Moved by: Ed Sleiman

Seconded by: Renaldo Agostino

Decision Number: CR105/2023 DHSC 479

That the minutes of the International Relations Committee (IRC) of its meeting held November 23, 2022 **BE RECEIVED**.

Carried.

Report Number: SCM 58/2023 & SCM 331/2022

11.5. Exemption to Demolition Control By-law 9198-Howard-Erie Neighbourhood Improvement Program Area

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

Decision Number: CR110/2023

- I. That the Chief Building Official **BE AUTHORIZED** to issue a demolition permit to Homes By Artisan (C/O Mamun Chowdury) on behalf of the owner Erie Centre Inc. (C/O Adewale Aderinto) to demolish the mixed-use building (clinic/pharmacy, residential) located 101 Erie Street East (see Appendix 'A') to construct a one (1) storey commercial building for a pharmacy and clinic (See Appendix 'B') and public parking area (19 spaces) as identified on the approved Site Plan Control Agreement drawings; and,
- II. That any minor changes **BE SUBJECT TO** the approval of the City Planner and Chief Building Official at the time of issuance of the Building Permit;
- III. That the Chief Building Official **BE AUTHORIZED** to require, as a condition of the demolition permit, that the redevelopment be substantially complete within two years of demolition permit issuance.

Carried.

11.6. High Intensity Needs Funding Program Attestation Requirement-City Wide

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

Decision Number: CR111/2023

That the report from the Executive Director/Administrator of Huron Lodge Long-Term Care regarding the High Intensity Needs Fund (HINF) program **BE RECEIVED** for information; and further,

That City Council **AUTHORIZE** the Executive Director/Administrator of Huron Lodge or designate to sign all attestations, documents and reports required to be submitted to the Ministry of Long-Term Care in connection with the HINF program, subject to being satisfactory in form to the City Solicitor and in financial content to the City Treasurer as applicable.

Carried.

Report Number: C 16/2023
Clerk's File: AH2023

11.7. By-Law for Repair and Improvement of the 5th Concession Drain - Ward 7

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

Decision Number: CR112/2023

That City Council **ADOPT** the Drainage Engineer Report completed by J. S. Laird dated 22 June 1925 (attached), for the Repair and Improvement to the 5th Concession Drain and **PASS** By-law 16-2023 to establish the 5th Concession Drain.

Carried.

Report Number: C 20/2023
Clerk's File: SW2023

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

None presented.

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10. PRESENTATIONS AND DELEGATIONS

8.8. Rezoning – HD Development Group – 1850 North Service Road – Z-021/22 ZNG/6784 - Ward 10

Dora Ferro, Area Resident

Dora Ferro, Area Resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Rezoning- HD Development Group- 1850 North Service Road- Z-021/2022 ZNG/6784- Ward 10” and provides details related to how the proposed development will negatively affect her and her neighbourhood including the size and height of the development; one entrance/exit; cost of the units; traffic issues; parking concerns; shadow concerns; and concludes by inquiring about the appeal body.

Jackie Lassaline, Principal Planner, Lassaline Planning Consultants

Jackie Lassaline, Principal Planner, Lassaline Planning Consultants, appears before Council regarding the administrative report entitled “Rezoning- HD Development Group- 1850 North Service Road- Z-021/2022 ZNG/6784- Ward 10” and is available for questions.

Haider Habib, HD Development Group

Haider Habib, HD Development Group, appears before Council regarding the administrative report entitled “Rezoning- HD Development Group- 1850 North Service Road- Z-021/2022 ZNG/6784- Ward 10” and is available for questions.

Kerry Shaw, Area Resident

Kerry Shaw, Area Resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Rezoning- HD Development Group- 1850 North Service Road- Z-021/2022 ZNG/6784- Ward 10” and requests a deferral of the application to provide complete study information prior to any approvals; cites concerns with the size of the proposed development; incomplete shadow studies; parking; traffic; one entrance; cost of the units; and the open house process; and urges Council not to approve the proposed application.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Ed Sleiman

Decision Number: CR89/2023 DHSC 463

1. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Part of Lot 95, Sandwich East Concession 2 (McNiff’s Survey), designated as Parts 1 & 2, Plan 12R28716 (known municipally as 1850 North Service Road; Roll No. 070-200-02020), situated on the north side of North Service Road, west of Byng Road from Green District 1.2 (GD1.2) to Residential District 3.3 (RD3.3).

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2. That the Site Plan Approval Officer **BE DIRECTED**:

- a) To incorporate the following into site plan approval of the required site plan control agreement:
 - 1) Mitigation measures identified in the Road Traffic and Stationary Noise Impact Study prepared by JJ Acoustic Engineering Ltd and dated January 17, 2022 subject to the approval of the City Planner;
 - 2) Requirements of the City of Windsor - Engineering Department - Right-Of-Way Division in Appendix D to Report S 105/2022, subject to the approval of the City Engineer.
- b) To review and consider the comments from municipal departments and external agencies in Appendix D to Report S 105/2022.

Carried.

Report Number: SCM 40/2023 & S 105/2022 & AI 1/2023

Clerk's File: Z/14429

11.4. Proposed Closure of the Windsor Star production plant by Postmedia

Colin Brian, Unifor Local 517G President

Colin Brian, Unifor Local 517G President, appears before Council regarding the correspondence entitled "Proposed Closure of the Windsor Star production plant by Postmedia", and provides a brief overview of the proposed closure and logistics moving forward; and concludes by requesting that Council support their group and forward a letter to Postmedia in opposition of the proposed closure; request retention of the Windsor Star archives; and in support of the Goodfellows sponsorship.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Fabio Costante

Decision Number: CR109/202

That Administration **BE REQUESTED** to forward a letter to Postmedia requesting reconsideration of the proposed closure of the Windsor Star print facility; and,

That this correspondence **BE FORWARDED** to the regional Members of Parliament (MP), Members of Provincial Parliament (MPP), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM) and the local School Boards; and,

That Administration **BE REQUESTED** to forward this letter and accompanying correspondence to the Windsor Public Library and the University of Windsor indicating The City of Windsor's willingness to support efforts to preserve the archival materials currently located at the Postmedia Windsor Star print facility.

Carried.

Report Number: SCM 59/2023

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8.11. Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7

Kim Anber, on behalf of Banwell Community Church

Kim Anber, on behalf of Banwell Community Church, appears before Council in support of the recommendation in the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and is available for questions.

Aaron D. Blata, Associate/Professional Traffic Operations Engineer, RC Spencer Associates Inc.

Aaron D. Blata, Associate/Professional Traffic Operations Engineer, RC Spencer Associates Inc., appears before Council regarding the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and is available for questions.

Jerry Kavanaugh, Architect, ADA Inc.

Jerry Kavanaugh, Architect, ADA Inc., appears before Council regarding the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and is available for questions.

Peter Valente, Developer

Peter Valente, Developer, appears before Council regarding the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and is available for questions.

Tony Chau, Senior Project Manager, ADA Inc.

Tony Chau, Senior Project Manager, ADA Inc., appears before Council regarding the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and is available for questions.

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Tracey Pillon-Abbs, Principal Planner, Pillon-Abbs Inc.

Tracey Pillon-Abbs, Principal Planner, Pillon-Abbs Inc. appears before Council regarding the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and is available for questions.

Gwen Pawloski, Area Resident

Gwen Pawloski, Area Resident, appears before Council and expresses concern regarding the recommendation in the administrative report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7”, and prefers that the zoning remain residential only, due to some empty storefronts within close proximity; and concludes by citing traffic concerns in the area.

Russell Pearson, Area Resident

Russell Pearson, Area Resident, appears before Council and expresses concern with the administrative recommendation in the report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and concludes by citing his concern with the size of the building; the mixed use zoning; and the increased traffic this proposed development would bring to the area.

Thamer Roufai, Area Resident

Thamer Roufai, Area Resident, appears before Council and expresses concern with the administrative recommendation in the report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and cites concern with the height of the building; increased traffic; the road type classification; and concludes by suggesting another site be selected for this proposed development.

Safaa Boulis, Area Resident

Safaa Boulis, Area Resident, appears before Council and expresses concern with the administrative recommendation in the report entitled “Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7” and concludes by citing concerns with visibility; shadows; infrastructure; traffic issues; the proximity of the development to their property; and the height of the proposed development.

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Karin Sereres, Area Resident

Karin Sereres, Area Resident, appears before Council regarding the administrative report entitled "Official Plan Amendment and Zoning By-law Amendment for the southerly 1.295 ha portion of the lands municipally known as 2400 Banwell Road; Applicant: Maple Leaf Homes Ltd.; File Nos. OPA 156 [OPA/6702]; Z-010/22 [ZNG/6701]; Ward 7" and expresses concern with the proposed 8 storey building casting shadows; increased noise levels; decreased privacy; potential increased crime; increased lighting; traffic flow impacts; current infrastructure capacity; and concludes by suggesting that the City ensures that changes are made to the intersection of McHugh, McNorton and Banwell to accommodate the increased traffic from the development and the new battery plant.

Moved by: Councillor Angelo Marignani

Seconded by: Councillor Renaldo Agostino

Decision Number: CR92/2023 DHSC 466

- I. That the City of Windsor Official Plan Volume II – Secondary Plan, East Riverside Planning Area **BE AMENDED** by changing the land use designation of the land located on the east side of Banwell Road, between McNorton Street and VIA Rail Corridor, described as Part of Block 1, Plan 12M-428, designated as PART 2, Plan 12R-29004, from **Business Park to Banwell Road Mixed Use Corridor**;
- II. That the City of Windsor Official Plan, Volume II, Part 1 – Special Policy Areas, **BE AMENDED** by adding site specific policies as follows:
 - 1.X EAST SIDE OF BANWELL ROAD, BETWEEN MCNORTON STREET AND VIA RAIL CORRIDOR
 - 1.X.1 The property described as Part of Block 1, Plan 12M-428, designated as PART 2, Plan 12R-29004, located on the east side of Banwell Road, between McNorton Street and VIA Rail Corridor, is designated on Schedule A: Planning Districts and Policy Areas in Volume I – The Primary Plan.
 - 1.X.2 Notwithstanding the policy in section 2.7.5.5 of the Official Plan, Volume II, a maximum building height of 20m shall be permitted on the subject property.
 - 1.X.3 Policy 2.7.5.6 of the Official Plan, Volume II, *Exterior Lot Line Development* shall not apply to a development on a property for which the east limit of Banwell Road is the only exterior lot line;
- III. That an amendment to the Zoning By-law 8600 **BE APPROVED** to change the zoning of the land located on the east side of Banwell Road, between McNorton Street and VIA Rail Corridor, described as Part of Block 1, Plan 12M-428, designated as PART 2, Plan 12R-29004, from Manufacturing District 1.4 (MD1.4) to Commercial District 2.2 with a holding symbol (HCD2.2), subject to the following additional site-specific holding provisions:

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“H460 EAST SIDE OF BANWELL ROAD, BETWEEN MCNORTON STREET AND VIA RAIL CORRIDOR

For the land comprising Part of Block 1, Plan 12M-428, designated as PART 2, Plan 12R-29004, a *Combined Use Building* is subject to the following additional regulations:

- a) Sections 15.2.5.4 and 15.2.5.15 of by-law 8600 shall not apply;
- b) The following additional provisions shall apply:
 - .3 Lot Coverage – maximum - 35%
 - .4 Building Height – maximum - 20.0 m
 - .5 Front Yard Depth – minimum - 6.0 m
 - .6 Building Setback – minimum
 - From the *rear lot line* to the nearest part of the building
 - (a) 10m or less in height - 7.5 m
 - (b) Above 10m in height - 22.5 m
 - .8 Landscape Open Space Yard – minimum - 35% of *lot* area
 - .13 Dwelling Unit Density – dwelling units per hectare – maximum
 - 110 units per ha
 - .90 A *parking space* is prohibited in any *front yard* and within that section of the required *rear yard*, 2.5m from the rear lot line.
 - .95 A new mid-block vehicular access is prohibited along the east limit of Banwell Road, between McNorton and the VIA Rail Corridor, save and except a new access resulting from the relocation of the existing midblock right in /right out vehicular access on the east side of Banwell south of McNorton
- c) Non-residential use shall have a minimum gross floor area of 350 m² and shall be located at street level along the west wall of the building fronting onto Banwell Road;
- d) A minimum separation of 30.0 m shall be maintained between the railway right-of-way and a residential, commercial, institutional or recreational *use*;
- e) An earth berm having a minimum height of 2.50 m and slopes of 2.5 to 1 or greater, shall be constructed continuously adjacent to the common boundary line between the lot and the railway right of way and maintained in good practice; and
- f) A chainlink fence having a minimum height of 1.830 m shall be erected continuously along the common boundary line between the lot and the railway right-of-way.

[ZDM 15; ZNG/6701]

IV. That the holding (H) symbol **BE REMOVED** when the applicant/owner submits an application to remove the holding (H) symbol and the following conditions are satisfied:

- 1. The applicant/owner submit a water servicing report for the subject development, to the satisfaction of the City Engineer and ENWIN Ltd.;

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2. The applicant/owner obtain any required easement(s) associated with water servicing access from existing watermain on McNorton Street or Tranquility Avenue, per the recommendations contained in the water servicing report; and
- V. That the Site Plan Approval Officer **BE DIRECTED** to incorporate the following requirements and other requirements found in Appendix D of this Report, in the Site Plan Approval process and the Site Plan Agreement for the proposed development on the subject land:
 - a) Sanitary Sampling Manhole;
 - b) Parkland dedication of 5% (cash-in-lieu) of the subject vacant parcel;
 - c) Noise mitigation measures as recommended in the Road & Rail Traffic and Stationary Noise Impact Study (dated Oct. 24, 2022, Revised Jan. 10, 2023, prepared by J.J Acoustic Engineering Ltd (JJAЕ), including warning clauses for rail and road traffic impacts;
 - d) Safety measures per section 7.2.8.8 (d), OP Vol. I;
 - e) Preservation of some existing trees per Landscape Architect's comment in Appendix D of this report;
 - f) Enbridge Gas minimum separation requirements;
 - g) Adequate clearance from existing ENWIN's pole lines and power lines;
 - h) Canada Post multi-unit policy;
 - i) SAR mitigation measures as in the attached Appendix F to this report; and
 - j) Sight-triangle for Banwell Road and VIA at-grade crossing.
 - VI. That the City Planner **BE DIRECTED** to undertake a house-keeping amendment to the City of Windsor Official Plan Volume II – Secondary Plan, East Riverside Planning Area, Schedule ER-2, Land Use Plan, by changing the land use designation of the land located on the east side of Banwell Road, between McNorton Street and VIA Rail Corridor, described as Part of Block 1, Plan 12M-428, designated as PART 1, Plan 12R-29004, from **Business Park** to **Banwell Road Mixed Use Corridor**.
 - VII. That the City Solicitor **BE DIRECTED** to amend Traffic By-law 9148 to prohibit Northbound U-turns at the Banwell/McNorton intersection.

Carried.

Report Number: SCM 43/2023 & S 13/2023
Clerk's File: Z/14510

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

11.1. Impacts of Bill 108 and Bill 109, *More Homes for Everyone Act, 2022* – Subsequent Changes to the Development Application Process, City Wide

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Fabio Costante

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Decision Number: CR106/2023

That the report of the Executive Initiatives Coordinator, Office of the CAO and the Manager of Urban Design, Deputy City Planner, dated February 9, 2023, entitled “Impacts of Bill 108 and 109, *More Homes for Everyone Act, 2022*—Subsequent Challenges to the Development Application Process—City Wide” **BE RECEIVED FOR INFORMATION**; and further,

That City Council **SUPPORT** the changes to the development process for *Planning Act* Applications and Building Code Applications as outlined in this report in response to Bill 108 and Bill 109; and further,

That City Council **DIRECT** the Executive Director of Planning and the Commissioner of Economic Development and Innovation to pursue restructuring the Planning department to meet legislated obligations and growing development demands, improve cross-departmental collaboration, attract and retain qualified staff, and offer exceptional services that are flexible and responsive to business needs; and further,

That City Council **DIRECT** the Chief Administrative Officer, as authorized through CAO By-law 218-2022, to hire any new positions in the Planning Department and approve any further actions required to operationalize the details of the restructuring as outlined in report C 18/2023; and further,

That City Council **DIRECT** Administration to monitor operations subsequent to the changes implemented as a result of Bill 109, and provide reports on any cross-departmental impacts with recommendations to address those impacts; and further,

That City Council **DIRECT** Administration to provide ongoing feedback to the Province through their respective associations in the best interests of the City of Windsor as the impacts of Bill 109 arise; and further,

That Administration **BE DIRECTED** to track all variances and local costs that are required to put the legislation into effect, and that the information **BE FORWARDED** to a future meeting of Council.

Carried.

Report Number: C 18/2023

Clerk’s File: SB2023

11.2. Impacts of Bill 23, *More Homes Built Faster Act, 2022* – Informational Report

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Angelo Marignani

Decision Number: CR107/2023

That report C 19/2023 regarding the *More Homes Built Faster Act* – Bill 23 **BE RECEIVED** for information; and further,

That City Council **DIRECT** Administration to provide ongoing feedback to the Province through their respective associations to convey the interests of the City of Windsor as the impacts of Bill 23 are realized; and further,

That Administration **BE DIRECTED** to track all variances and local costs that are required to put the legislation into effect, and that the information **BE FORWARDED** to a future meeting of Council.
Carried.

Report Number: C 19/2023
Clerk's File: SB2023

11.3. Municipal Housing Targets and 13,000 Homes Pledge - City Wide

Moved by: Councillor Jim Morrison
Seconded by: Councillor Gary Kaschak

Decision Number: CR108/2023

That the report from the Manager Urban Design/Deputy City Planner regarding the Province of Ontario's Municipal Housing Targets and Building 13,000 Homes Pledge **BE RECEIVED** for information; and further,

That City Council **ENDORSE** the draft City of Windsor Municipal Housing Pledge attached as Appendix B; and further,

That City Council **DIRECT** that the Municipal Housing Pledge be submitted to the Minister of Municipal Affairs and Housing by the March 22, 2023 deadline.

Councillors Kieran McKenzie and Angelo Marignani voting nay.
Carried.

Report Number: C 21/2023
Clerk's File: SB2023

12. CONSIDERATION OF COMMITTEE REPORTS

12.1. Report of the Special In-Camera meeting held February 27, 2023

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

Decision Number: CR113/2023

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

12.2. Report of the Striking Committee of its meeting held February 13, 2023

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

Decision Number: CR114/2023

That the report of the Striking Committee of its meeting held February 13, 2023 **BE ADOPTED** as presented.

Carried.

Report Number: SCM 63/2023
Clerk's File: ACO2023

13. BY-LAWS (First and Second Reading)

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

That the following By-laws No. 16-2023 and 17-2023 be introduced and read a first and second time:

By-law 16-2023 A BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE 5TH CONCESSION DRAIN (See Item No. 11.7, Report C 20/2023)

By-law 17-2023 A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 27TH DAY OF FEBRUARY, 2023

Carried.

14. MOVE BACK INTO FORMAL SESSION

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

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

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

Carried.

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15. NOTICES OF MOTION

None presented.

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Ed Sleiman

Seconded by: Councillor Renaldo Agostino

That the By-laws No. 16-2023 and 17-2023 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

Carried.

17. PETITIONS

None presented.

18. QUESTION PERIOD

18.1. CQ 9-2023

Moved by: Councillor Jo-Anne Gignac

Seconded by: Councillor Gary Kaschak

Decision Number: CR115/2023

That the following Council Question by Councillor Jo-Anne Gignac **BE APPROVED**, and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011:

CQ 9-2023:

Assigned to Commissioner, Infrastructure Services:

Asks that Administration report back on feasibility of a crosswalk at Sunrise Assisted Living to Coventry/Reaume Park.

Carried.

Clerk's File: SR2023

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18.2. CQ 10-2023

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

Decision Number: CR116/2023

That the following Council Question by Councillor Angelo Marignani **BE APPROVED**, and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011:

CQ 10-2023:

Assigned to Commissioner, Community Services:

That Administration report back to City Council on a collaboration with Detroit City Council in creating a new International Freedom Festival. This world class civic event will promote international investment while improving the quality of life in our city. It will showcase our rich heritage and shared identity of our two cities. The focal point of this new annual festival will be the new Gordie Howe International Bridge, opening in 2024. There is more than a bridge that connects us and it is in our advantage to strengthen these connections.

Carried.

Clerk's File: SR2023

21. ADJOURNMENT

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

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 7:19 o'clock p.m.

Mayor

City Clerk

Adopted by Council at its meeting held February 27, 2023 (CR113/2023)
SV/bm

SPECIAL MEETING OF COUNCIL – IN CAMERA
February 27, 2023

Meeting called to order at: 2:30 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:

Onorio Colucci, Acting Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
Chris Nepsy, Commissioner, Infrastructure Services
Janice Guthrie, Acting Commissioner, Corporate Services CFO/City
Treasurer
Shelby Askin-Hager, Commissioner, Legal and Legislative Services
Ray Mensour, Commissioner, Community Services
Jelena Payne, Commissioner Economic Development and Innovation
Steve Vlachodimos, City Clerk
Andrew Teliszewsky, Mayor's Chief of Staff
Michelle Staadegaard, Manager of Culture & Events (Item 4)
Aaron Farough, Senior Legal Counsel (Items 1 to 6)

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

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<u>Item No.</u>	<u>Subject</u>	<u>Section – Pursuant to Municipal Act, 2001, as amended</u>
1.	Legal matter – expropriation settlement	239(2)(e)(f)
2.	Legal matter – expropriation settlement	239(2)(e)(f)
3.	Personal matter – about an identifiable individual	239(2)(b)
4.	Property matter – pending acquisition of land/negotiations	239(2)(c)(k)
5.	Property matter –lease of land	239(2)(c)(k)
6.	Property/legal matter – disposition of land (report to be distributed prior to meeting)	239(2)(c)(f)

Motion Carried.

Declarations of Pecuniary Interest:

None declared.

Discussion on the items of business. (Items 1, 2, 3, 4, 5 and 6)

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

Motion Carried.

**Moved by Councillor Fred Francis, 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 February 27, 2023 directly to Council for consideration at the next Regular Meeting.**

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1. That the recommendation contained in the in-camera report from Senior Legal Counsel, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a legal matter – expropriation settlement **BE APPROVED**.
2. That the recommendation contained in the in-camera report from Legal Counsel, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a legal matter – expropriation settlement **BE APPROVED**.
3. That the recommendation contained in the in-camera report from the Supervisor of Community Programming – Cultural Affairs, Manager of Culture and Events, Executive Director of Recreation and Culture, Commissioner, Community Services and Commissioner, Corporate Services CFO/City Treasurer respecting a personal matter – about an identifiable individual **BE APPROVED**.
4. That the recommendation contained in the in-camera report from the Manager of Culture and Events, Executive Director of Recreation and Culture, Commissioner, Community Services, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – pending acquisition of land/negotiations **BE APPROVED**.
5. That the recommendation contained in the in-camera report from the Senior Economic Development Officer, Commissioner, Economic Development and Innovation, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – lease of land **BE APPROVED**.
6. That the recommendation contained in the in-camera report from Legal Counsel, Commissioner, Legal and Legislative Services, Deputy Treasurer Taxation and Commissioner, Corporate Services CFO/City Treasurer respecting a property/legal matter – disposition of land **BE APPROVED**.

Motion Carried.

Moved by Councillor Angelo Marignani, seconded by Councillor

Gary Kaschak,

That the special meeting of council held February 27, 2023 BE ADJOURNED.

(Time: 3:06 p.m.)

Motion Carried.

Item No. 7.1



Correspondence Report: CMC 4/2023

ATTACHMENTS

Subject: Correspondence Monday, March 20, 2023

No.	Sender	Subject
7.1.1	Lisa Gretzky, MPP Windsor West	Letter requesting that provincial funding be forwarded to the Windsor-Essex County Health Unit (WECH) to allow for the opening and operation of the SafePoint Consumption and Treatment Services Site Commissioner, Human & Health Services GP2023 Note & File
7.1.2	Andrew Dowie, MPP Windsor-Tecumseh	Letter requesting that the City of Windsor and Windsor-Essex County Health Unit (WECH) receive confirmation of provincial funding to allow for the opening of the SafePoint Consumption and Treatment Services Site Commissioner, Human & Health Services MH/14274 Note & File
7.1.3	Minister of Transport	Letter addressing preconstruction conditions associated with the Government of Canada's approval of the construction of a replacement Ambassador Bridge and the expansion of the associated Canadian border services facilities Commissioner, Infrastructure Services Chief Building Official City Planner Commissioner, Legal & Legislative Services GF2023 Note & File

7.1.4	Ministry of Energy	<p>Letter expressing gratitude to Council for passing a resolution in support of a reliable, affordable and clean electricity grid across Ontario</p> <p style="text-align: right;">Commissioner, Economic Development & Innovation GP2023 Note & File</p>
7.1.5	Town of Tecumseh	<p>Notice of study commencement and public information centre #1, Thursday, April 13, 2023 at 4:00 o'clock p.m. taking place at the Tecumseh Recreation Complex and Arena, Centre Ice Room, 1202 McNorton Street, Tecumseh</p> <p style="text-align: right;">Commissioner, Infrastructure Services City Planner Deputy City Solicitor – Legal & Real Estate SW2023 Note & File</p>
7.1.6	Spirits Canada, Association of Canadian Distillers	<p>Letter requesting that the City of Windsor participate in a pilot program to collect data on consumer reaction to the sale of spirits alongside beer, wine and cider in grocery stores</p> <p style="text-align: right;">APR2023 COUNCIL DIRECTION REQUESTED, otherwise Note & File</p>
7.1.7	Commissioner, Human & Health Services, City of Windsor	<p>Memo regarding The Association of Municipalities (AMO) request for every municipality and District Social Services Administration Board (DSSAB) to pass a resolution to call for the end of homelessness</p> <p style="text-align: right;">GH/11710 COUNCIL DIRECTION REQUESTS, otherwise Note & File</p>

7.1.8	Committee of Adjustment	Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, March 30, 2023 at 3:30 p.m., through Electronic Meeting Participation Commissioner, Economic Development & Innovation City Planner Z2023 Note & File
7.1.9	City Planner/Executive Director	Application for Zoning Amendment, JBM Capital Inc., 2601 Lauzon Parkway, Application to permit a townhouse dwelling Z/14545 Note & File
7.1.10	City Planner/Executive Director	Application for Zoning Amendment, 2863167 Ontario Inc., 4170 & 4190 6 th Concession Road, Application to permit townhouse dwellings on the subject lands Z/14544 Note & File
7.1.11	City Planner/Executive Director	Application for Condominium Application, Ryan Michael Solcz Prof. Corp., 1500 Ouellette Ave, Application for a 10-unit residential and 2-unit commercial development Z/14543 Note & File
7.1.12	City Planner/Executive Director	Application for Zoning Amendment, Supreme Homes Group, 2609 Pillette Ave, Application to permit semi-detached dwellings Z/14542 Note & File
7.1.13	City Planner/Executive Director	Application for Zoning Amendment, Supreme Homes Group, 1334-1336 Lincoln Road, Application to permit a three-plex dwelling Z/14540 Note & File

7.1.14	City Planner/Executive Director	Application for Zoning Amendment, Avant Group Inc., 0 & 1466 St. Patrick's Ave, Application to permit the construction of a townhome dwelling with four dwelling units Z/14541 Note & File
7.1.15	City Planner/Executive Director	Application for Zoning Amendment, 5050542 Ontario Inc., 3623, 3631, & 3637 Howard Ave, Application to construct 11 multiple dwellings with a total of 64 dwelling units Z/14539 Note & File



LISA GRETZKY

MPP Windsor West
Députée provinciale de Windsor-Ouest

March 1, 2023

The Honourable Sylvia Jones
Minister of Health
College Park 5th Flr, 777 Bay St
Toronto, ON M7A 2J3

Dear Minister Jones,

I am writing to you today about an extremely important and urgent matter regarding provincial funding associated with the Safepoint Consumption and Treatment Services site in my community in Windsor. It is crucial that provincial funding is forwarded to the Windsor-Essex County Health Unit as quickly as possible. I share in the concern of many in my community as we await the funding needed to open and operate the Safepoint Consumption and Treatment Services site.

As you are likely aware, Ontario has an overdose epidemic. The number of overdoses in my community and across the province are extremely high and very alarming. The funding needed to open and operate the Safepoint Consumption and Treatment Services site is vital and lifesaving. Further delays will result in lives lost and further harm to families and my community.

To highlight the importance of the life-saving services offered at the Safepoint Consumption and Treatment Services site, individuals will be provided with a range of comprehensive, compassionate, and evidence-based services that meet them “where they are at” in their journeys with substance use. This will include:

- Supervised consumption services
- Distribution of sterile harm reduction equipment and supplies
- Distribution of naloxone kits and training
- Drug checking services
- Basic medical care and support
- Addiction support
- Connections and referrals to substance use treatment and recovery, mental healthcare, primary care, and social services

Healthcare in Ontario is under severe pressure. People requiring mental health and addiction services often face long waitlists and barriers to accessing care. Delays in accessing care can have deadly consequences. Providing ongoing, stable funding for Safepoint, to get it open and operating with no delay is just one way to combat pressures on our healthcare system.

COMMUNITY OFFICE

2443 Dougall Ave (Dorwin Plaza)
Windsor, ON N8X 1T3
☎ 519-977-7191 • 📠 519-977-7029
✉ LGretzky-CO@ndp.on.ca

QUEEN'S PARK

Room 325, Main Legislative Building
Queen's Park, Toronto, ON M7A 1A5
☎ 416-325-0235 • 📠 416-325-0873
✉ LGretzky-QP@ndp.on.ca

Minister Jones, provincial funding for SafePoint will save lives. Individuals and their families are relying on you to provide the necessary funding and supports they need to live long, healthy lives together. I look forward to your prompt response regarding the status and the certainty that funding it is on its way.

Sincerely,

A handwritten signature in black ink that reads "Lisa Gretzky". The signature is fluid and cursive, with the first name "Lisa" written in a larger, more prominent script than the last name "Gretzky".

Lisa Gretzky MPP Windsor West
Critic of Mental Health and Addictions

CC: Windsor-Essex County Health Unit
Mayor Drew Dilkens
Councillor Fred Francis – Ward 1
Councillor Fabio Costante – Ward 2
Councillor Renaldo Agostino – Ward 3
Councillor Mark McKenzie – Ward 4
Councillor Ed Sleiman – Ward 5
Councillor Jo-Anne Gignac – Ward 6
Councillor Angelo Marignani – Ward 7
Councillor Gary Kaschak – Ward 8
Councillor Kieran McKenzie – Ward 9
Councillor Jim Morrison – Ward 10

ANDREW DOWIE
MPP - Windsor–Tecumseh



(519) 251-5199
andrew.dowie@pc.ola.org
andrewdowiempp.ca

March 3, 2023

The Honourable Sylvia Jones
Minister of Health
777 Bay Street, 5th Floor
Toronto, ON M7A 2J3

Dear Minister Jones,

RE: Application for SafePoint Consumption and Treatment Site, Windsor-Essex County Health Unit

On behalf of my constituents, I want to sincerely thank you, Minister, and your staff for your continued responsiveness regarding the Windsor-Essex County Health Unit's application for operational funding towards the SafePoint Consumption and Treatment Site and the many service priorities identified by our health care partners.

When I first inquired to your staff regarding the status of the application for funding for the SafePoint Consumption and Treatment Site, I was provided with the relevant information that I needed. I gained a significant understanding of the application process and for the status within which the project sits today.

As staff at both the Ministry and the Windsor-Essex County Health Unit (WECHU) have confirmed with me, the application for provincial operational funding to support the SafePoint has been submitted successfully and there are no technical concerns. I understand that staff at WECHU and the Ministry continue to collaborate to inform the ongoing budget lines and forecasts, and that approval of Health Canada is required to begin any operations.

WECHU intends to open the SafePoint site later this month, subject to federal approval to operate the facility. WECHU is aware that their desire to operate this quickly is aggressive relative to the funding delivery experienced in other areas. This timing is due to the unmet demand for wraparound services that is being widely requested within our community and does not exist today.

The City of Windsor and the County of Essex would be grateful to receive confirmation of the timing for provincial funding approval for this service.

With warm regards,

A handwritten signature in black ink, appearing to read 'Andrew Dowie', written in a cursive style.

Andrew Dowie
Member of Provincial Parliament
Windsor—Tecumseh

cc Mayor and Members of Council, City of Windsor
MPP Anthony Leardi, Essex
MPP Trevor Jones, Chatham-Kent—Leamington
Dr. Ken Blanchette, CEO Windsor-Essex County Health Unit
Fabio Costante, Chair, Windsor-Essex County Health Unit



PROTECTED B

March 6, 2023

Your Worship Dilkens
350 City Hall Square West, Suite 510
Windsor ON N9A 6S1

Dear Mayor Dilkens:

I am writing with respect to the 2017 Government of Canada approval for the construction of a replacement Ambassador Bridge and expansion of the associated Canadian border services facilities.

The Government of Canada's approval for the construction of the replacement bridge included a condition that construction begin by August 30, 2022. It is my understanding that the preconstruction conditions associated with the approval were not met.

The approval to undertake the work associated with the expansion of the Canadian border services facilities does not have a condition associated with a required construction start date and remains valid. It is my understanding that although there have been numerous discussions between Canadian Transit Company (CTC) representatives and the City of Windsor since 2017, there is no finalized agreement to address the conditions related to the construction of the border services facilities requiring the City's agreement.

Given the amount of time that has passed since the 2017 approval, I have asked the CTC to inform me of their intentions in relation to the expansion of the Canadian border service facilities.

I am aware of your concerns regarding the relocation of the firehall and the residential homes in the vicinity of the customs plaza expansion site, as well as the concerns of the local community, regarding the project's impacts. Although the *International Bridges and Tunnels Act* does not provide powers for me to intervene in this matter, I have strongly urged the CTC to continue cooperating with you in order to finalize an agreement. To this end, I have requested that the CTC provide me with a plan of their intentions for the border services facilities project, including comprehensive project plans with detailed timelines, and a clear statement clarifying whether the original project has changed in any way, no later than March 31, 2023.

Finally, I would like to acknowledge the efforts of the City of Windsor staff in keeping Transport Canada officials informed of the City's priorities and challenges with respect to the Ambassador Bridge. My officials continue to be available to share information with the City, and to address questions or concerns that may arise.

Sincerely,

A handwritten signature in black ink, appearing to read 'Omar Alhabra', written in a cursive style.

The Honourable Omar Alhabra, P.C., M.P.
Minister of Transport

c.c. The Honourable Irek Kusmierczyk, M.P.
Windsor—Tecumseh

Ministry of Energy

Ministère de l'Énergie

Office of the Minister

Bureau du ministre

77 Grenville Street, 10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

77, rue Grenville, 10^e étage
Toronto ON M7A 2C1
Tél. : 416-327-6758



MAR 13 2023

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

Dear Mayor Dilkens: *Drew,*

I am writing to thank you for your Council's leadership and support for our government's work to ensure that Ontarians can count on a reliable, affordable and clean electricity grid.

Ontario's economy and population are continuing to grow, and work to electrify transportation and industrial processes is advancing. To support this growth, we know we have to be ready to build out our electricity system to keep up with rising demand.

New electricity generation and storage are needed to enable that electrification, support a growing population and attract new investment in the province's economy. As you know, at our government's direction the Independent Electricity System Operator (IESO) is working to procure new resources through competitive processes that will ensure the long-term reliability of the system while keeping costs down for ratepayers.

Your partnership is vital to developing these new energy projects, and further to my letter of December 23, 2022, the IESO has made it very clear that for projects to be eligible to compete in the procurements, a municipal council resolution declaring support for that project was mandatory. This is to ensure that proposed projects are only built in willing host communities.

I was pleased to learn that your Council has passed such a resolution declaring that your community is supportive of future energy development. I'd like to personally recognize you as one of Ontario's Energy Champions.

Thank you again for supporting our work to build out Ontario's world-class electricity system and for doing your part to keep it reliable, affordable and clean.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", written over a large, light-colored scribble or watermark.

Todd Smith
Minister

- c: Hon. Joe Oliver, PC, Board Chair, IESO
- Lesley Gallinger, President and Chief Executive Officer, IESO

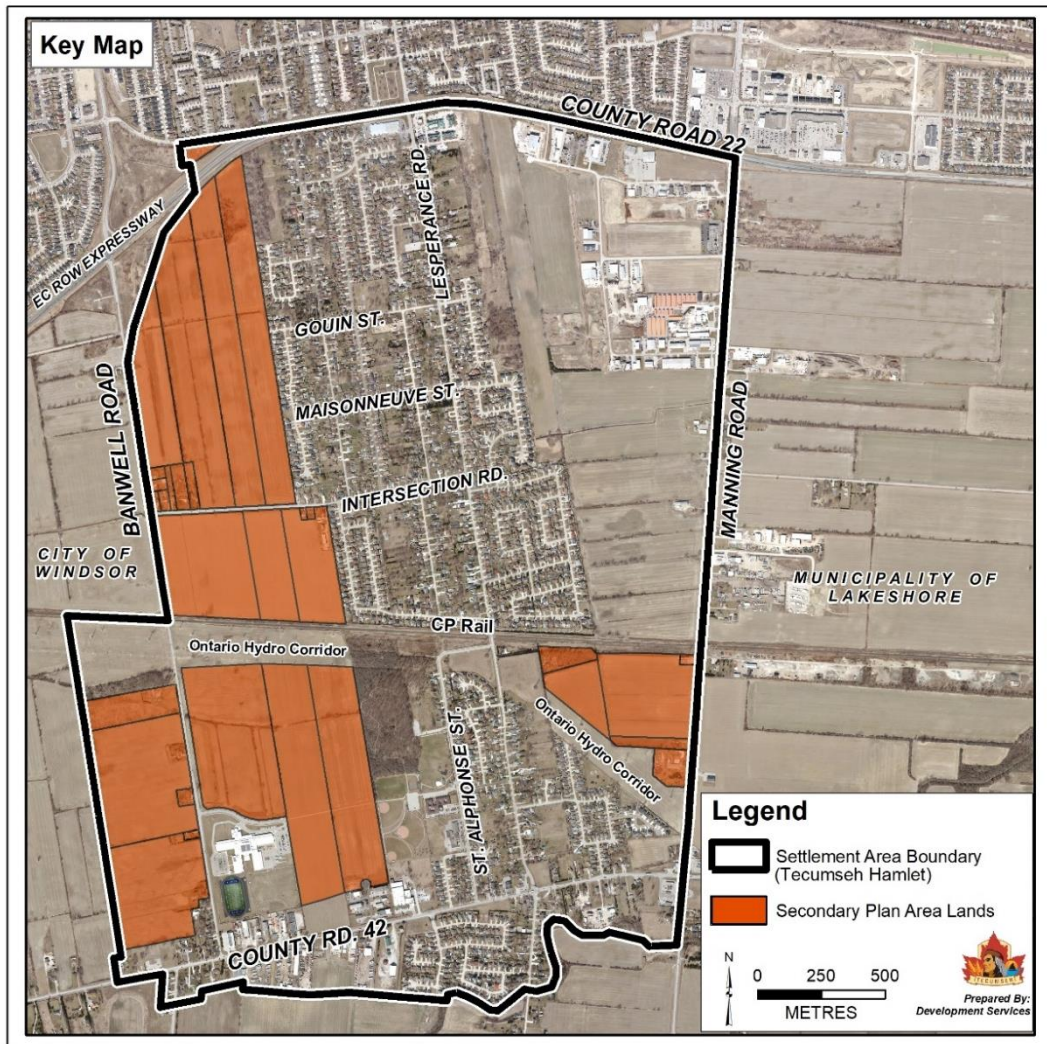


Notice of Study Commencement and Public Information Centre #1



Tecumseh Hamlet Infrastructure Improvements Municipal Class Environmental Assessment (EA) & Functional Design and Tecumseh Hamlet Secondary Plan Project Update

To support the Tecumseh Hamlet Secondary Plan study initiated in 2022 for the southerly and westerly portions of the Tecumseh Hamlet (the Hamlet), the Town has retained Dillon Consulting Limited to complete a Municipal Class Environmental Assessment (EA) for the transportation, water, wastewater and stormwater infrastructure required to service the area for future development opportunities. This study is following the planning and design process for Schedule 'C' projects under the *Municipal Class EA* (2000, as amended).



The Tecumseh Hamlet Area is a composite of primarily large undeveloped agricultural lands along Banwell Road and Manning Road, between County Road 22 to the north and County Road 42 to the south (see Key Map). Proposed land uses within the Hamlet will include residential, commercial, institutional, stormwater management facilities, natural heritage landscapes, and various neighbourhood amenities.

This **Environmental Assessment** is building on the Secondary Plan Process that is underway for the Tecumseh Hamlet. DIALOG (planning/urban design consultant) and Dillon Consulting Limited (engineering consultant), have been retained by the Town of Tecumseh to assist with the finalization of the **Tecumseh Hamlet Secondary Plan**.

An in-person **Public Information Centre (PIC)** is being held to provide:

- i) An overview of the Class EA process; and
- ii) An update on the Secondary Plan.

In addition, the purpose of the **PIC** is to also obtain public and agency feedback on the alternative solutions and the preliminary preferred solution.

The PIC has been scheduled as follows:

Date: Thursday April 13, 2023

Time: 4:00 p.m. to 6:00 p.m.

Location: Tecumseh Recreation Complex and Arena, Centre Ice Room (Located on the Upper Level), 12021 McNorton Street, Tecumseh

We want to hear from you! Members of the public, interested stakeholders and Indigenous Communities are encouraged to provide comments and actively participate in the environmental review process for this project. Information related to the project will be available on the Town's website at www.tecumseh.ca. To provide comments or request further information, please contact one of the project team members listed below. Comments are requested by **Friday March 31, 2023**.

Laura Herlehy, P.Eng
Project Engineer
Dillon Consulting Limited
3200 Deziel Drive Suite 608
Windsor, Ontario, N7M 4V4
Tel: 519-948-4243 ext.3216
Email: lherlehy@dillon.ca

Shane McVitty
Development Engineer
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9
Tel: 519-735-2184 ext. 180
Email: smcvitty@tecumseh.ca

Enrico De Cecco
Planner
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario, N8N 1W9
Tel: 519-735-2184 ext. 123
Email: edececco@tecumseh.ca

Information collected for this study will be used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. With the exception of personal information, all comments will become part of the public record.



March 8, 2023

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

Dear Mayor Dilkens,

Ontario's distilled spirits industry has been working to see its products sold in Ontario grocery stores which already sell beer, wine and cider.

In support of this objective, Spirits Canada has asked the provincial government to initiate a pilot program to test consumer reaction to the sale of spirits alongside beer, wine and cider. The pilot would also generate such other information as may be helpful to the government in evaluating expansion of spirits to grocery stores which are already equipped and experienced in selling these other beverage alcohol products.

I am writing to ask that the City of Windsor advise the government that it is interested in being the site of such a pilot. We believe this will serve as an important element in obtaining the government's agreement. If Windsor City Council were to pass a resolution and share it with the government, it would help to give the Province confidence that the municipality would be a willing participant in the pilot.

Windsor is home to the historic Hiram Walker and Sons facility, one of the largest distilleries in North America and the source of several iconic Canadian whiskies. Generations of Windsor citizens have made their livelihood in the distilled spirits industry and have proudly contributed to Ontario's robust export economy.

It is remarkable that beer, wine and cider from other countries may be sold in Ontario grocery stores but, Ontario-made spirits produced by Ontario workers from entirely local agricultural inputs, do not enjoy the same opportunity. Through the proposed pilot, we hope to be able to persuade government to rectify this situation and provide equal market access for spirits.

I would be pleased to answer any questions you may have regards our request and provide further information as necessary.

Thank you for consideration of our request.

Sincerely,



Jan Westcott
President and Chief Executive Officer

Human and Health Services

TO: Mayor and City Council

FROM: Andrew Daher, Commissioner of Human & Health Services

DATE: March 20, 2023

SUBJECT: A call to the Provincial Government to End Homelessness

The Association of Municipalities of Ontario (AMO) is encouraging every municipality and District Social Services Administration Board (DSSAB) to consider passing a resolution ahead of the provincial budget calling on the province to end homelessness. Addressing the homelessness crisis in Ontario was among the top priorities for municipalities in Ontario, according to the AMO's 2023 Pre-budget Submission to the committee on finance and economic affairs on Feb. 13. The challenges we are facing around homelessness are not unique to Windsor-Essex, as every municipality and DSSAB throughout the province share similar issues, experiences and constraints.

Administration is asking City Council to consider endorsing and submitting the following resolution, based on the following template which has been prepared and circulated to municipalities and DSSABs by AMO:

To Premier Doug Ford:

Please be advised that [Municipality/ DSSAB/Municipal Association] [Council/Board] at its meeting held [Date] adopted the following:

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;

WHEREAS homelessness requires a range of housing, social service and health solutions from government;

WHEREAS homelessness is felt most at the level of local government and the residents that they serve;

WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,

WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT [Municipality, DSSAB/Municipal Association] calls on the Provincial Government to urgently:

- a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
- b. Commit to ending homelessness in Ontario;
- c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.

AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; and to the Association of Municipalities of Ontario.

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority in the afternoon of Thursday, March 30, 2023 at the following location and in the order stated below. LOCATION: Via Electronic Participation – Zoom

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST
1	3:30 PM	3739010050057000000	A-011/23	CHRISTIAN CHUKWUMA ODUM, SANDRA OLUCHI AKUCHIE	884 JOS JANISSE AVE	RELIEF: The creation of an addition for a single unit dwelling with reduced minimum side yard and Lot area.
2	3:30 PM	3739060180011000000	A-012/23	MICHAEL CHAUVIN, DIANE CHAUVIN	7140 ST ROSE AVE	RELIEF: Creation of a new garage with covered porch exceeding the maximum accessory building Lot coverage.
3	3:30 PM	3739030380052000000	A-013/23	KELLY FRENCH, KRISTOFER MITREVSKI	1385 BENJAMIN AVE	RELIEF: Creation of a new garage exceeding maximum accessory building Lot coverage.
4	3:30 PM	3739030270076000000	A-014/23	HAUSOLOGY INC.	926 GILES BLVD E	RELIEF: To construct an addition to create a multiple dwelling with maximum of 4 units with reduced minimum lot width and area.
5	3:30 PM	3739080090037000000	B-009/23	EDWARD ALLAN MCDOWELL, HEATHER BOTTOSET	3888 KENNEDY DR E	CONSENT: Lot addition
6	3:30 PM	3739030210001000000	A-015/23	RAMZI SAYEH	1056 CATARAQUI ST	RELIEF: Construct a detached Additional Dwelling Unit exceeding maximum Lot coverage (Lot and accessory building).
7	3:30 PM	3739070660034070000	A-016/23	1000085768 ONTARIO INC.	0 CANTELON DR	RELIEF: Creation of an industrial building with reduced side yards.
8	3:30 PM	3739070420034160000	A-017/23	GRAND CENTRAL BUSINESS PARK INC	2820 DODGE DR	RELIEF: Creation of an industrial building with reduced side yard, landscaping and parking separation.

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

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



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: March 6, 2023

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-011/23 [ZNG/6993]**

RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: JBM CAPITAL INC.
 Location: 2601 LAUZON PARKWAY
 Description: Application to amend Zoning By-law 8600 to permit a townhouse dwelling.

The ZONING AMENDMENT application submitted by JBM CAPITAL INC. for 2601 LAUZON PARKWAY has been deemed as complete on March 2, 2023.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan

Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ap

March 3, 2023

Bezaire Partners
ATTN: Paul Bezaire
302-180 Eugenie St. West
Windsor, ON N8X 2X6

Dear Mr. Bezaire,

Re: REZONING APPLICATION
APPLICANT: JBM CAPITAL INC.
LOCATION: 2601 LAUZON PARKWAY
FILE NO.: Z-011/23 [ZNG/6993]

This is to acknowledge receipt of the application for 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 March 2, 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 aszymczak@citywindsor.ca, if you have any questions.

Yours truly,



Adam Szymczak, MCIP, RPP
Planner III - Zoning

AS/ap

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- 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.
- 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. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- 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: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- 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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

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 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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.
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.
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

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
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- Exempt

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"/> _____
<input type="checkbox"/> Greg Atkinson	<input type="checkbox"/> Frank Garardo
<input type="checkbox"/> Simona Simion	<input type="checkbox"/> Laura Strahl

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. 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.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. 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.**

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

<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-Climature Study	<input type="checkbox"/> Noise Study	<input 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 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: <u>Planning Letter submitted</u>		

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: JBM Capital Inc. Contact: Joe Mikhail
Name of Contact Person

Address: 100 Ouellette , Unit 700 Windsor ON

Address: _____ Postal Code: N9A 6T3

Phone: _____ Fax: _____

Email: jbm@mikhailholdings.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

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

Name: Bezaire Partners Contact: Paul Bezaire
Name of Contact Person

Address: 302-180 Eugenie St. West Windsor, ON

Address: _____ Postal Code: N8X 2X6

Phone: 519 816 6844 Fax: _____

Email: pbezaire@bezaire.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

Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 2601 Lauzon Parkway

Legal Description CON 2; PT LOT 124; RP 1644; PY BLOCK A; RP 12R10031; PARTS 5 & 6, RP 12R27242; PARTS 3 TO 5

Assessment Roll Number 3739-070-670-56925-0000

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

Frontage (m) 153.52 Depth (m) 176.88 Area (sq m) 10,911

Official Plan Designation Mixed Use on Schedule D

Current Zoning Residential District 3.2 (RD 3.2) ZDM15 with site specific zoning s.20(1)448

Existing Uses Vacant

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

Previous Uses _____

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

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: CR318/2022

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

Amendment to Zoning By-law from: RD3.2

to: RD 3.2 with A site specific exception 20(1)448 to

Proposed uses of subject land: permit a Townhome Dwelling as an additional permitted use subject to townhome dwelling provisions of RD2.2 or 2.3

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

add an additional permitted use to the existing site specific zoning within in the same zoning

Why is this amendment or these amendments being requested?

The property was recently rezoned and in doing so, the possibility of pefrmitting townhomes was inadvertently lost.

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

See Planning Rationale Report See report by Tracey Pilon filed with original zoning amendment with additional planning letter prepared by Bezaire

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

See Planning Rationale Report See report by Tracey Pilon filed with original zoning amendment with additional planning letter prepared by Bezaire

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

N/A

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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 Site Plan Conceptual

construct 44 townhomes in 5 buildings with 44 parking spaces and 1 B.F

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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,

- a) the boundaries and dimensions of the subject land;
- b) 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;
- c) 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;
- d) the current uses of all land that is adjacent to the subject land;
- e) 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;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when 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 or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input 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>
Total Application Fee		= \$4,597.00	= \$6,187.40

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). 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, Joe Mikhail, 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*

Windsor

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the _____

Signature of Commissioner

Location of Commissioner

this _____ day of _____, 20____
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

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, Joe Mikhail, 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

Bezaire Partners, Paul Bezaire to make this application on my behalf.
Name of Agent

X _____
Signature of Registered Owner Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Joe Mikhail,
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 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:



16 February 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:

Unknown

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.

Joe Mikhail

Name of Applicant (print)

X

Signature of Applicant

Date

Paul Bezaire

Name of Agent (print)



Signature of Agent

16 February 2023

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

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"/> Greg Atkinson (GA) |
| <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"/> _____ |

Complete Application

This application is deemed complete on _____
Date

Signature of Delegated Authority

- | | | |
|---|---|--|
| <input type="checkbox"/> Neil Robertson, MCIP, RPP
Manager of Urban Design | <input type="checkbox"/> Michael Cooke, MCIP, RPP
Manager of Planning Policy | <input type="checkbox"/> Thom Hunt, MCIP, RPP
City Planner & Executive Director |
|---|---|--|

Internal Information

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Payment Type: Cash Certified Cheque Credit Card 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

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

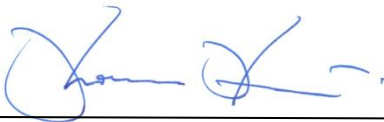
To: City Clerk
From: City Planner/Executive Director
Date: March 6, 2023
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-001/23 [ZNG/6946]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: 2863167 ONTARIO INC.
Location: 4170 & 4190 6TH CONCESSION ROAD
Description: Application to amend Zoning By-law 8600 to permit townhouse dwellings on the subject lands.

The ZONING AMENDMENT application submitted by 2863167 ONTARIO INC. for 4170 & 4190 6TH CONCESSION ROAD has been deemed as complete on February 22, 2023.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ap

February 24, 2023

Storey Samways Planning LTD.
ATTN: David French
55 Forest Street, Suite N
Chatham, ON N7L 1Z9

Dear Mr. French:

Re: REZONING APPLICATION

APPLICANT: 2863167 ONTARIO INC.

LOCATION: 4170 & 4190 6TH CONCESSION ROAD

FILE NO.: Z-001/23 [ZNG/6946]

This is to acknowledge receipt of the application for 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 February 22, 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 jnwaesei@citywindsor.ca, if you have any questions.

Yours truly,



Justina Nwaesei, MCIP RPP
Planner III - Subdivisions

JN/ap

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- 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.
- 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. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- 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: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- 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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

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 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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.
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.
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

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
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- _____

Staff Use Only

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

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. 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.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. 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.**

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

<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 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 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: 2863167 ONTARIO INC. Contact: PAWAN KICHI
Name of Contact Person

Address: 1436 HELSINKI COURT

Address: WINDSOR Postal Code: N9G 0B4

Phone: 416-705-6637 Fax: _____

Email: Pawan Khichi <PKhichi@avanihomes.com>

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

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

Name: STOREY SAMWAYS PLANNING LTD. Contact: DAVID FRENCH
Name of Contact Person

Address: 55 FOREST STREET, SUITE N

Address: CHATHAM, ON Postal Code: N7L 1Z9

Phone: 519-354-4351 Fax: _____

Email: DAVIDF@STOREYSAMWAYS.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

Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 4170 & 4190 SIXTH CONCESSION ROAD, WINDSOR

Legal Description PART OF LOT 13, CONCESSION 6, SANDWICH EAST

Assessment Roll Number 070-150-00520 & 070-150-00510

If known, the date the subject land was acquired by the current owner: NOVEMBER 24 & 25, 2021

Frontage (m) _____ Depth (m) _____ Area (sq m) _____

Official Plan Designation LOW PROFILE RESIDENTIAL, SCHEDULE NR2-7, NORTH ROSELAND PLANNING AREA

Current Zoning RESIDENTIAL DISTRICT 1.2 (RD1.2)

Existing Uses 4170 - RESIDENTIAL
4190 - RESIDENTIAL

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:

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

Amendment to Zoning By-law from: RD1.2
to: SITE-SPECIFIC RD2.2-###
Proposed uses of subject land: RESIDENTIAL - TOWNHOUSE DWELLINGS

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

REZONE TO RD2.2 TO PERMIT PROPOSED TOWNHOUSE DWELLINGS
AND DWELLING UNITS. ESTABLISH SITE-SPECIFIC PERFORMANCE
STANDARDS TO DECREASE MINIMUM INTERIOR SIDE YARD TO 1.2 M
FOR LOTS 23 & 24, AND INCREASE FRONT YARD PAVING TO 75% (LOT 24).

Why is this amendment or these amendments being requested?

TO PERMIT THE PROPOSED NEW SUBDIVISION BUILDOUT.

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

See Planning Rationale Report The proposed subdivision is a clear example of residential intensification within an
identified settlement area and provides additional housing types / options, and is able to make use of existing hard and
social infrastructure to service the residents. The application is consistent with the PPS.

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

See Planning Rationale Report Similar to the PPS, the proposal conforms to, and assists in implementing
various housing policies within the Windsor OP. As well the North Roseland Planning Area policies supports the proposed
low profile residential development, which includes on-street townhouses. The application conforms to the
Windsor Official Plan.

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

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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

Two existing dwellings and accessory structures to be removed.

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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 Site Plan Conceptual

FIVE TOWNHOUSE DWELLINGS, CONTAINING 27 DWELLING UNITS. SEE ATTACHED DRAFT PLAN.

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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,

- a) the boundaries and dimensions of the subject land;
- b) 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;
- c) 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;
- d) the current uses of all land that is adjacent to the subject land;
- e) 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;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when 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 or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" 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>
Total Application Fee		= \$4,597.00	= \$6,187.40

OTHER FEES

Re-Notification/Deferral Fee Required when an applicant requests a deferral after notice of a public meeting has been given.	Code 53016	\$2,258.40
Legal Fee - Servicing Agreement Required when the preparation of a servicing agreement is a condition of approval.	Code 63002	\$597.64 plus \$50 per unit, lot, or block
Removal of the Holding Symbol Application 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.	Code 53001	\$1,536.00
Ontario Land Tribunal (OLT) Appeal Fee An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information		\$1,100.00

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 OCCURED NOVEMBER 9, 2022

PLEASE SEE ATTACHED INVITATION AND COMMENTS / RESPONSES

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, PAWAN KHICHI, 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.



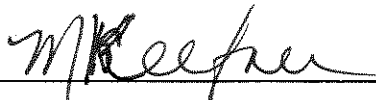
Signature of Applicant

City of Windsor - Dec 21/22

Location of Applicant at time of declaration

*Sign in the presence of a Commissioner
For Taking Affidavits*

- This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the City of Windsor
Signature of Commissioner *Location of Commissioner*

this 21 day of December, 2022
day *month* *year*

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

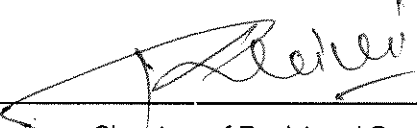
A1. Authorization of Registered Owner for Agent to Make the Application

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, PAWAN KHICHI, 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

DAVID FRENCH to make this application on my behalf.
Name of Agent



Signature of Registered Owner

Dec 21, 2022

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, PAWAN KHICHI
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.



Signature of Registered Owner

Dec 21, 2022

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.

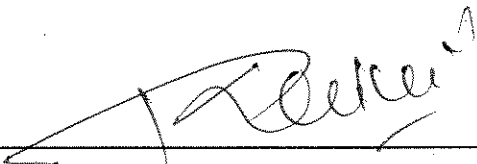
Additional information can be found at:

<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:



Signature of Applicant or Agent

Dec 21, 2022

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.

Pawan Khichi

Name of Applicant (print)



Signature of Applicant

Dec 21, 2022

Date

DAVID FRENCH

Name of Agent (print)

**David
French**

Signature of Agent

Digitally signed by David French
DN: cn=David French, o=Storey
Samways Planning Ltd.,
ou=Planning,
email=davidf@storeysamways.ca,
c=CA
Date: 2022.12.20 14:35:22 -05'00'

December 12, 2022

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	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"/> Greg Atkinson (GA)
<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"/> _____

Complete Application		
This application is deemed complete on _____ Date		
_____ Signature of Delegated Authority		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
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



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: March 6, 2023

Subject: TRANSMITTAL OF NEW FILE **Our File Number: CDM-004/22 [CDM/6939]**

RE: Application For: () Zoning Amendment () Official Plan Amendment
 () Part Lot Control (X) Draft Plan of Subdivision/Condominium

Applicant: RYAN MICHAEL SOLCZ PROF. CORP.
 Location: 1500 OUELLETTE AVENUE
 Description: Application to approve a Plan of Condominium for a 10-unit residential and 2-unit commercial development.

The CONDOMINIUM application submitted by RYAN MICHAEL SOLCZ PROF. CORP. for 1500 OUELLETTE AVENUE has been deemed as complete.

Enclosures:

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



Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ap

February 24, 2023

Ryan Michael Solcz Prof. Corp.
Attn: Ryan Michael Solcz
201-1500 Ouellette Ave.
Windsor ON N8X 1K7

Dear Mr. Solcz,

Re: CONDOMINIUM APPLICATION
APPLICANT: RYAN MICHAEL SOLCZ
LOCATION: 1500 OUELLETTE AVENUE
FILE NO.: CDM-004/22 [CDM/6939]

This is to acknowledge receipt of the application for draft plan of condominium, 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 February 16, 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 jnwaesei@citywindsor.ca, if you have any questions.

Yours truly,



Justina Nwaesei, MCIP RPP
Planner III - Subdivisions

JN/ap

SUBDIVISION/CONDOMINIUM APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

This application is valid for: Plan of Subdivision, Plan of Condominium, Condominium Conversion, Extension of Draft Approval, Amendment to Draft Approval, Final Approval & Registration, Amendment to Agreement, or Amalgamation of Condominium Corporation. Discuss with a staff Planner to determine what must be completed for the application type.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application. Read Pages 2 to 4 before submitting this application and other documents.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, registered owner, agent, and Ontario Land Surveyor. For a corporation, provide full corporate name. Include the full name of a contact person. For more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are resubmitting a previous or earlier plan and if yes, provide the file number.
- 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 if the plan is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan and the appropriate Zoning By-law. If an Official Plan Amendment and/or Zoning By-law Amendment is required, you must have already submitted those applications, or must submit them with this application, otherwise this application will be returned.
- Section 7: Complete this section if you are applying for approval of a Plan of Condominium. New construction applies to buildings that were recently built, under construction, or not yet under construction. Conversion applies to existing buildings that contain residential rental units that are being converted to Condominium Status. To be considered for an exemption from Section 9(3) of the Condominium Act, you must formally request such exemption. Submit all the documents indicated in Section 7 with this application.
- Section 8: Provide the number of lots, blocks, units or dwellings, the number of hectares, the density measured as units per hectare and the number of parking spaces for the proposed land use for all applications. For Plan of Condominium applications also provide the date of construction and the floor coverage in square metres.
- 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. Submit all required documents indicated in Section 10 with this application.
- Section 11: Provide a description of the existing land use, buildings & infrastructure, vegetation, topography & drainage of the subject land or check the box beside "See Planning Rationale Report" if described in the report.
- Section 12: Provide a description of what measures have been or will be taken to mitigate adverse environmental effects from the proposed development on the surrounding areas and from the surrounding areas on the proposed development or check the box beside "See Planning Rationale Report" if described in the report.
- Section 13: Explain your proposed strategy for consulting with the public.
- Section 14: Check the appropriate application fee box based on the pre-submission consultation with the Planner.
- Section 15: Print you name in full and sign the sworn declaration in the presence of a Commissioner for Taking Affidavits.

DATE RECEIVED STAMP

Schedules: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, & application fee/credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

SUBDIVISION/CONDOMINIUM APPLICATION

PLAN REQUIREMENTS

A. NUMBER OF COPIES REQUIRED

The Planning Act, R.S.O. 1990, c. P.13, requires that copies of the draft plan as required by the Minister must accompany all applications.

A1. Submit six (6) full size paper copies of the draft plan; AND

A2. A digital copy of the CAD files of the draft plan in DWG, PDF, and JPG formats.

File names should be logical and clearly indicate the nature of the file and include either the SDN or CDM file number (SDN 000-00 or CDM 000-00) or the name of the applicant and site location.

For example, "SDN000-00 draft plan.dwg" or "Applicant Name-Site Location-Draft Plan.dwg".

If further copies are required, we will notify you. To submit drawings on an alternate device, please discuss with the assigned Planner.

B. DRAFT PLAN REQUIREMENTS

All plans and measurements must be in metric. Draft plans must be drawn to scale and indicate all items as required by Section 51(17) of the Planning Act and the City of Windsor as follows:

- B1. Boundaries of the land to be subdivided, certified by an Ontario Land Surveyor, and based on NAD83, Zone 17.
- B2. Locations, widths and names of proposed roads, streets, highways and rights-of-way within the proposed subdivision and existing roads, streets, highways, and rights-of-way abutting the proposed subdivision;
- B3. On a small key plan, with a scale of not less than one centimetre to 100 metres, all of the land adjacent to the proposed subdivision that is owned by the applicant or in which the applicant has an interest, every subdivision adjacent to the proposed subdivision and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which such land forms the whole or part;
- B4. Purpose for which the proposed lots are to be used;
- B5. Existing uses of all adjoining lands;
- B6. Approximate dimensions and layout of the proposed lots and/or blocks;
- B7. If any affordable housing units are being proposed, the shape and dimensions of each proposed affordable housing unit and the approximate location of each proposed affordable housing unit in relation to other proposed residential units;
- B8. Natural and artificial features such as buildings or other structures or installations, railways and rail yards, highways, roads, streets and recreational trails, hydro lines and other public utilities, watercourses, drainage ditches, wetlands and wooded areas, archaeological or heritage features, and significant plant and wildlife habitat (including ESAs & ANSIs) within or adjacent to the land proposed to be subdivided;
- B9. Availability and nature of domestic water supplies;
- B10. Nature and porosity of the soil;
- B11. Existing contours or elevations as may be required to determine the grade of the streets, roads and highways and the drainage of the land proposed to be subdivided;
- B12. Municipal services available or are to be available to the land proposed to be subdivided;
- B13. Nature and extent of any restrictions affecting the land proposed to be subdivided including restrictive covenants, easements, or the Airport Operating Area; and
- B14. Floodplains, flood ways, flood prone areas, and flood elevations

C. CONDOMINIUM DRAFT PLAN REQUIREMENTS

In addition to the above requirements, draft plans proposing condominium ownership must include:

- C1. Proposed exclusive use areas of the common element such as backyards and parking;
- C2. Roadways and pedestrian access to proposed private units.

SUBDIVISION/CONDOMINIUM APPLICATION

APPLICATION PROCESSING

The applicant or their agent is responsible for researching and evaluating the site and the proposal to ensure that the development will conform to the interests of the health, safety, and welfare of existing and future residents, and for filling in the application and for supplying all documents necessary to constitute a complete application. Supporting studies must be conducted prior to the submission of the application. This information will be used to review and assess the application.

Section 51(24) of the Planning Act and Section 11.4.2.3 of the City of Windsor Official Plan list the criteria that are used in evaluating a draft plan. Where additional copies of the plan or supporting documents are subsequently requested by staff or review agencies, the applicant is responsible for supplying them at their cost.

Timelines in the Planning Act have been suspended during the State of Emergency. 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. The application will be terminated without notice after 60 days of inactivity. Direct all questions about the application to the assigned Planner. The procedure generally encompasses the following steps:

1. Within 30 days of receiving this application, the City Planner, or their designate, will review the application to determine if it is or is not complete. If deemed incomplete, the application, supporting documents, and fee may be returned for completion, correction, or clarification, or the applicant may be requested to submit additional or revised supporting information. Administration, the Development & Heritage Standing Committee (DHSC), and City of Windsor Council reserve the right to request additional information any time during the processing of the application.
2. 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. Mandatory public notice of the DHSC meeting is advertised in the Windsor Star at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to all property owners and/or tenants within 120 metres of the subject land. The DHSC meeting is the public meeting required by the Planning Act. The staff report is provided to the applicant and DHSC members, and is made available to the public, 10 days before the DHSC meeting.
6. At the DHSC meeting, a staff planner introduces the application and reviews the recommendation in the staff report. The applicant and other interested parties are given an opportunity to make verbal or written submissions. The DHSC may ask questions of the staff planner, the applicant and their representatives and any party that made verbal or written submissions. The DHSC may choose to recommend draft approval, denial or deferral of the application. It may also modify the recommendation of the Planning Division.
7. If recommended for draft approval or denial, the staff report and the minutes of the DHSC meeting are forwarded to City of Windsor Council for consideration at a future date. The Planning Division has no control over the placement of an application on a Council Meeting agenda. The City Clerk will forward the date and time of the Council Meeting to the contacts in Section 3. Call 311 or contact the City Clerk at 519-255-6211 or clerks@citywindsor.ca
8. The Council meeting, the applicant and the other parties may make verbal or written submissions. If the applicant concurs with the recommendation of DHSC, and there is no opposition to the application, Council may place the application on the Consent Agenda, a part of the Council meeting containing items that are grouped together and passed with one motion. Council may choose to draft approve, deny, or defer the application.
9. Applications may be referred, or the decision of Council may be appealed, to the Ontario Land Tribunal (OLT). Appeals are filed with the City Clerk. Contact the City Clerk at 519-255-6211 or clerks@citywindsor.ca
10. If Council approves the draft plan and no appeals are received, an agreement is prepared for signature and registration on title.
11. The conditions of draft approval must be fulfilled prior to the expiry of draft approval. It is the responsibility of the property owner or applicant to obtain confirmation from agencies and departments that the conditions of draft approval have been fulfilled. Some agencies may require that a copy of the completed subdivision agreement be forwarded to them prior to notifying the City that the conditions have been fulfilled.

SUBDIVISION/CONDOMINIUM APPLICATION

FINAL APPROVAL & REGISTRATION REQUIREMENTS

When you are ready to obtain final approval and register the plan, the following must be submitted:

1. Fee for Final Approval & Registration – see Section 14 - Fees on page 13;
2. One (1) mylar copy of the plan to be registered;
3. Five (5) paper copies of the plan to be registered, one of which has the AOLS Plans Submission Form attached to it; and
4. One digital file transfer device containing geo-referenced CAD files of the plan to be registered.

OTHER INFORMATION

Read the staff report, draft approval, final approval, and agreements carefully and take note of all conditions and expiry dates in these documents.

Other municipal departments and external agencies may have their own requirements, fees and approvals in addition to the requirements, fees and approvals listed in this application form.

The City of Windsor does not send reminders regarding conditions and expiry dates. It is the responsibility of the property owner to complete all conditions or obtain approval from Council or the delegated approval authority to extend draft approval, prior to the expiry date.

When submitting an extension to draft approval, you must allow for sufficient time to process the application and to obtain approval of the extension. Submission, or acceptance, of an application for an extension to draft approval does not automatically extend the expiry date. It is the responsibility of the property owner to be aware of all conditions and expiry dates.

Planning legislation, regulations, fees, and processes are subject to change.

CONTACT INFORMATION

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

SUBDIVISION/CONDOMINIUM APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 056/22

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Justina Nwaesei
<input type="checkbox"/>	

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

If you do not have a valid Pre-submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application. The City of Windsor reserves the right to require additional supporting information during the processing of the application. All documents submitted are made available for public review.

Unless otherwise indicated, for each document, provide one paper copy and one digital copy. Draft Plans shall be provided in DWG, PDF & JPG format. Other drawings shall be provided in letter size (8.5 by 11 inches) in JPG and PDF format. All other documents shall be provided in Word and PDF format. PDF documents shall be flattened with no layers.

If you are submitting a companion planning application (official plan or rezoning), you need only submit one set of the required supporting information. Include checked supporting information with this application.

- | | | | |
|---|--|---|--|
| <input checked="" type="checkbox"/> Deed and/or Offer to Purchase | <input checked="" type="checkbox"/> Topographic Plan of Survey | <input checked="" type="checkbox"/> Draft Plan (6 copies + digital Files) | <input type="checkbox"/> Conceptual Site Plan |
| <input type="checkbox"/> Structural Integrity Report | <input type="checkbox"/> Rent Roll | <input type="checkbox"/> Section 9(3) Exemption Request | <input type="checkbox"/> Approved Site Plan |
| <input type="checkbox"/> Planning Rationale Report | <input type="checkbox"/> Noise Study | <input type="checkbox"/> Vibration Study | <input type="checkbox"/> Site Plan Agreement |
| <input type="checkbox"/> Watershed/Subwatershed Plan | <input type="checkbox"/> Master Drainage Plan | <input type="checkbox"/> Sanitary and/or Storm Sewer Study | <input type="checkbox"/> Building Permit |
| <input type="checkbox"/> Hydrogeological Report | <input type="checkbox"/> Servicing Option Report | <input type="checkbox"/> Stormwater Management Plan | <input type="checkbox"/> Micro-Climate Study |
| <input type="checkbox"/> Transportation Impact Study | <input type="checkbox"/> Transportation Impact Statement | <input type="checkbox"/> Environmental Evaluation Report | <input type="checkbox"/> Tree Inventory and Preservation Study |
| <input type="checkbox"/> Environmental Site Assessment | <input type="checkbox"/> Record of Site Condition (RSC) | <input type="checkbox"/> Lighting Study | <input type="checkbox"/> Market Impact Assessment |
| <input type="checkbox"/> Archaeological Assessment | <input type="checkbox"/> Built Heritage Impact Study | <input type="checkbox"/> Urban Design Study | <input type="checkbox"/> Guideline Plan |
| <input type="checkbox"/> Conservation Plan | Other Required Information: _____ | | |

SUBDIVISION/CONDOMINIUM APPLICATION

3. CONTACT INFORMATION

Provide in full the name of the applicant & contact person, registered owner, agent, & Ontario Land Surveyor and mailing address, phone & fax number and email address. If the case of 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 regarding the application will be with the Agent authorized by the Owner to file the application. If there is no Agent, all communication will be with the Applicant.

Applicant

Name: RYAN MICHAEL SOLCZ PROF. CORP. Contact: RYAN MICHAEL SOLCZ
Name of Contact Person

Address: 201-1500 OUELLETTE AVE

Address: WINDSOR, ON Postal Code: N8X 1K7

Phone: 519-973-1899 Fax: 519-258-9985

Email: RYAN@SOLCZLAW.COM

Registered Owner Same as Applicant

Name: 627444 ONTARIO LTD. Contact: MICHAEL CERVI
Name of Contact Person

Address: 201-1500 OUELLETTE AVE

Address: WINDSOR, ON Postal Code: N8X 1K7

Phone: 519-258-9494 Fax: 519-258-9985

Email: MCERVI@BELLNET.CA

Agent Authorized by the Owner to File the Application (If applicable, complete Section A1 in Schedule A)

Name: RYAN MICHAEL SOLCZ PROF. CORP. Contact: RYAN MICHAEL SOLCZ
Name of Contact Person

Address: 201-1500 OUELLETTE AVE

Address: WINDSOR, ON Postal Code: N8X 1K7

Phone: 519-973-1899 Fax: 519-258-9985

Email: RYAN@SOLCZLAW.COM

Ontario Land Surveyor

Name: Verhaegen Land Surveyors Contact: ROY SIMONE
Name of Contact Person

Address: 944 Ottawa Street, Windsor Ontario

Address: _____ Postal Code: N8X 2E1

Phone: 519-258-1772 Fax: _____

Email: rsimone@vshbbsurveys.com

SUBDIVISION/CONDOMINIUM APPLICATION

4. RESUBMISSION OF A PREVIOUS PLAN?

No Yes Previous Plan/File No. _____ Do Not Know

5. SUBJECT LAND INFORMATION *(attach additional sheets as required)*

Municipal Address 1500 OUELLETTE AVE, WINDSOR ON N8X 1K7

Legal Description PT LOT 14 BLOCK 9 PLAN 358 WINDSOR; PT LOT 15 BLOCK 9 PLAN 358 WINDSOR; PT LOT 16 BLOCK 9 PLAN 358 WINDSOR; PT LOT 17 BLOCK 9 PLAN 358 WINDSOR AS IN R1091590, R1075711, R1101997 ; WINDSOR ON PIN 01178-0312 (LT)

Assessment Roll Number 3739-040-540-06000-0000

Frontage (m) 167.75 Depth (m) IRREG Area (sq m) 23499

Official Plan Designation CD3.5

Current Zoning CD3.5

Existing Uses CD3.5

Previous Uses COMM/RES

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

WINDSOR FAMILY CREDIT UNION LIMITED - 3000 MARENTETTE AVE, WINDSOR, ON N8X 4G2

Are there any easements or restrictive covenants affecting the subject land? No Yes

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

Is the subject land located in an area of high archaeological potential? No Yes

Will the plan permit development on land that has high archaeological potential? No Yes

If YES, submit: An Archaeological Assessment prepared by a person who holds a licence that is effective with respect to the subject land, issued under Part VI (Conservation of Resources of Archaeological Value) on the Ontario Heritage Act; and a Conservation Plan for any archaeological resources identified in the Archaeological Assessment.

Has the subject land ever been subject of: *(leave blank if unknown)*

An application for a plan of subdivision/condominium or consent? No Yes File: _____

An application for a zoning by-law amendment or a minor variance? No Yes File: _____

An application for approval of a site plan? No Yes File: _____

A Minister's Zoning Order (Ontario Regulation)? No Yes OR#: _____

Ontario Regulation

SUBDIVISION/CONDOMINIUM APPLICATION

6. PLANNING CONFORMITY

If an Official Plan Amendment and/or a Zoning By-law Amendment is required, the Planning Division must have already received it or it must be submitted with this application, otherwise this application will be returned as incomplete.

Is the plan consistent with Provincial Policy Statement? No Yes

Does the plan conform to the Official Plan? No Yes

If No, you must submit a companion application for an Amendment to the Official Plan.

Does the plan conform to the Zoning By-law? No Yes

If No, you must submit a companion application for an Amendment to the Zoning By-law.

7. PLAN OF CONDOMINIUM INFORMATION

New Construction

Has the City approved a Site Plan? No Yes If Yes, attach the approved Site Plan.

Site Plan Agreement registered? No Yes If Yes, attach the Site Plan Agreement.

Has a Building Permit been issued? No Yes If Yes, attach the Building Permit. 127256 000
SEE 22
00 CPBC

Status of Building: Not Under Construction Under Construction Completed
Date Completed: _____

Are any units occupied? No Yes If Yes, number of units: _____

Conversion of a Building Containing Residential Rental Units (Condominium Conversion)

Is this an application to convert a building containing residential units to condominium status?

No Yes If Yes, submit a Structural Integrity Report

Does the building contain any residential rental units?

No Yes If Yes, attach a Rent Roll with the names of all tenants, the rent paid by each tenant and their apartment number.

How many rental units are to be converted: _____ units

Are tenants willing to purchase units if converted to condominium?

No Yes If Yes, attach documentation signed by tenants. Do Not Know

Exemption from Section 9(3) of the Condominium Act

Are you applying for an exemption pursuant to Section 9(3) of the Condominium Act?

No Yes If Yes, attach a request for such exemption signed by the owner or agent.

SUBDIVISION/CONDOMINIUM APPLICATION

7. PROPOSED LAND USES

Indicate the intended uses of the land in the proposal. Complete this section in full.

All Applications						Condominium Only	
Proposed Use	Number of Lots or Blocks	Number of Units or Dwellings	Hectares (ha)	Density (units/ ha)	Number of Parking Spaces	Date of Construction	Floor Coverage
Detached Residential					<i>Condo Only</i>		
Semi-detached Residential					<i>Condo Only</i>		
Multiple Attached Residential							
Apartment Residential		10			0	Aug 8, 2022	7000 SQ FT
Seasonal Residential							
Mobile Home							
Other Residential							
Commercial		2					7000 SQ FT
Industrial							
Institutional (specify)							
Park or Open Space							
Roads							
Other (specify) Parking Spaces (each a parcel)					31 interior 21 exterior		
TOTAL		12			52		

SUBDIVISION/CONDOMINIUM APPLICATION

9. ACCESS TO SUBJECT LAND

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

- Provincial Highway Municipal Road 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 uses or to be used and provide the approximate distance of these facilities from the subject land and the nearest public road:
-
-

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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

- Publicly owned & operated piped water system Other _____
- Privately owned & operated individual well Privately owned/operated communal well

Sanitary - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system Other _____
- Privately owned & operated individual septic system Privately owned & operated communal septic system

Submit a Servicing Options Report and a Hydrogeological Report if any of the following apply:

- a. More than five lots or units on privately owned & operated individual or communal wells;
- b. Five or more lots or units on privately owned & operated individual or communal septic systems; or
- c. Less than five lots or units on privately owned & 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;

Submit a Hydrogeological Report if the plan would permit development of less than five lots or units on privately owned & operated individual or communal septic systems, and 4,500 litres of effluent or less would be produced per day as a result of the development being completed.

Storm Drainage - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

SUBDIVISION/CONDOMINIUM APPLICATION

11. SITE APPRAISAL AND EVALUATION

Give a brief description of the existing land use, buildings and infrastructure, vegetation, topography and drainage of the subject land:

See Planning Rationale Report _____

Subject land is zoned as CD 3.5 and is currently used as office building. 2 floors of residential are currently under construction. The topography is flat and there is no major vegetation on the property. There is standard drainage.

12. MITIGATION OF ENVIRONMENTAL EFFECTS

What measures (such as buffering, berms, setbacks, barriers, etc.) have been or will be taken to mitigate adverse environmental effects (such as traffic, noise, odours, pollution of nearby water bodies, etc.) from the proposed development on the surrounding areas and to mitigate adverse effects from the surrounding areas on the proposed development? In agricultural areas, refer to the Agricultural Code of Practice.

Where potential adverse environmental effects (species-at-risk, wetland protection, floodplains, etc.) are foreseen, consultation with the Ministry of Natural Resources and Forestry, the Ministry of Environment, Conservation and Parks, and/or the Essex Region Conservation Authority is recommended.

See Planning Rationale Report _____ There will be no adverse environmental effects as the construction is renovation only in a developed area of the City.

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 _____

SUBDIVISION/CONDOMINIUM APPLICATION

14. FEES

Verify fees before submitting the application. Fees are subject to change and are not refundable when the application is deemed complete. Method of payment: Cash, Mastercard or Visa (complete and attach Credit Card Authorization), or by Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor.

Plan of Subdivision - Draft Approval

Code 53007	Base Fee: _____ lots/blocks at \$684.00 per lot/block	\$	
Code 63024	GIS Fee	+ \$	50.00
Code 53023	Essex Region Conservation Authority Fee	+ \$	300.00
Code 53010	Legal Fee - Agreement Preparation	+ \$	2,184.78
Code 53010	Legal Variable Fee: _____ lots/blocks at \$50.00 per lot/block	+ \$	_____
Plan of Subdivision (Draft Approval) Total Fee			= \$ _____

Plan of Condominium - Draft Approval - New Building

Code 53007	Base Fee: <u>12</u> lots/units at \$185.00 per lot/unit	\$	<u>2,220.00</u>
Code 63024	GIS Fee	+ \$	50.00
Code 53023	Essex Region Conservation Authority Fee	+ \$	300.00
Code 53010	Legal Fee – Agreement Preparation	+ \$	1,714.98
Code 53010	Legal Variable Fee: <u>12</u> lots/units at \$50.00 per lot/unit	+ \$	<u>600.00</u>
Plan of Condominium (Draft Approval) Total Fee			= \$ <u>4,884.98</u>

Condominium Conversion - Draft Approval - Existing Building

Code 53009	Base Fee	\$	7,575.00
Code 53009	Base Fee per Unit: _____ units at \$71.40 per unit	+ \$	_____
Code 63024	GIS Fee	+ \$	50.00
Code 53023	Essex Region Conservation Authority Fee	+ \$	300.00
Code 53010	Legal Fee – Agreement Preparation	+ \$	1,714.98
Code 53010	Legal Variable Fee: _____ units at \$50.00 per unit	+ \$	_____
Condominium Conversion (Draft Approval) Total Fee			= \$ _____

A Building Division Inspection Fee for an inspection and report preparation will be invoiced separately. Contact the Building Division at 519-255-6267 for additional information.

Fees Continued on Next Page

SUBDIVISION/CONDOMINIUM APPLICATION

14. FEES (continued)

Plan of Subdivision/Condominium – Extension of Draft Approval

Code 53035 Total Fee = \$ 3,329.60

Plan of Subdivision/Condominium – Amendment to Draft Approval

Code 53007 Base Fee \$ 3,646.30

Code 63024 GIS Fee + \$ 50.00

Amendment to Draft Approval Total Fee = \$ 3,696.30

Plan of Subdivision/Condominium – Final Approval & Registration

Payment of this fee is per registration and is required prior to final approval and registration of every draft approved Plan of Subdivision, Plan of Condominium, and Condominium Conversion.

Code 71130 Per Registration = \$ 519.60

Plan of Subdivision/Condominium – Amendment to Agreement

Code 71102 Base Fee \$ 3,048.00

Code 53010 Legal Fee - Agreement Preparation + \$ 857.49

Amendment to Agreement Total Fee = \$ 3,905.49

Plan of Condominium – Amalgamation of Condominium Corporation

Code 53009 Total Fee = \$ 1,863.00

Re-notification of Public Notice/Applicant Request for Deferral Fee

Required when an applicant requests a deferral after notice of a public meeting has been given.

Code 53016 Total Fee = \$ 2,258.40

Ontario Land Tribunal (OLT) Appeal Fee - \$1,100.00

An appeal is made through the Office of the City Clerk (519-255-6211). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information.

Engineering Review Fee – The Office of the City Engineer will collect a fee equal to 4% of total municipal infrastructure construction costs excluding water, hydro, telecommunication, and gas infrastructure. The fee is payable at the time construction drawings are submitted to the City Engineer for signature. The total value of construction will be confirmed based on an estimate provided by the developer's Consulting Engineer. Contact Patrick Winters, Development Engineer, at 519-255-6100 ext 6462 or pwinters@citywindsor.ca for additional information.

SUBDIVISION/CONDOMINIUM APPLICATION

15. 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, MICHAEL CERVI, A.S.O. OF 627444 ONTARIO LTD.,, solemnly declare that the information required under Schedule 1 to Ontario Regulation 544/06 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.



Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

Windsor, Ont


Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me in person at the City of Windsor
Signature of Commissioner Location of Commissioner

this 6th day of December, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW


Ryan Solcz (80714604)

COMPLETE SCHEDULES A & E IN FULL & SIGN

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

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, MICHAEL CERVI, A.S.O. OF 627444 ONTARIO LTD.
name of registered owner

am the registered owner of the land that is subject of this application and I authorize

RYAN MICHAEL SOLCZ to make this application on my behalf.
name of agent


Signature of Registered Owner

Dec 6 2022
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, MICHAEL CERVI, A.S.O. OF 627444 ONTARIO LTD., hereby authorize the members of the Planning, Heritage & Economic Development Standing Committee and City Council and staff of The Corporation of the City of Windsor to enter upon the subject land 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 land that may be required as condition of approval. This is their authority for doing so.


Signature of Registered Owner

Dec 6 2022
Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt & Review, Fees & Termination, Other Requirements & Expiry Dates, 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 and 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 other municipal departments and external agencies may have their own requirements, fees and approvals in addition to the requirements, fees and approvals described throughout this application form, in any staff reports, and in any agreements, and that it is my responsibility to read the staff report, draft approval, final approval and agreements and to note any expiry dates in any of these documents.

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:



Signature of Applicant or Agent



Date

END OF SCHEDULE A – COMPLETE SCHEDULE E ON NEXT PAGE

SUBDIVISION/CONDOMINIUM 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:

OFFICE

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 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, please attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SUBDIVISION/CONDOMINIUM APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire - Continued

Environmental Site Screening Questionnaire 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 further 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.

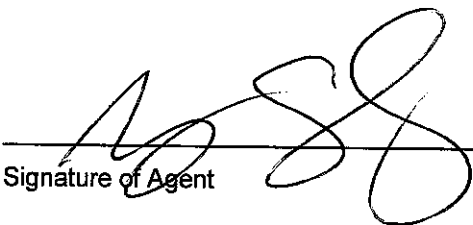
Wentzel Cerri ASU
627444 Ontario Ltd.

Name of Applicant (print)


Signature of Applicant

Dec 6 2022
Date

Ryan M Solc3
Name of Agent (print)


Signature of Agent

Dec 6 2022
Date

END OF SCHEDULE E

SUBDIVISION/CONDOMINIUM APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp _____

This application has been assigned to:

Jim Abbs (JA) Justina Nwaesei (JN)

Complete Application

This application is deemed complete on _____
Date

Signature of Delegated Authority

Neil Robertson, MCIP, RPP
Manager of Urban Design

Michael Cooke, MCIP, RPP
Manager of Planning Policy

Thom Hunt, MCIP, RPP
City Planner & Executive Director

Internal Information

Fee Paid: \$ _____ Receipt No. _____ Date: _____

Payment Type: Cash Certified Cheque Credit Card Personal Cheque

NEW File No. SDN/ _____ Previous File No. SDN/ _____

NEW File No. CDM/ _____ Previous File No. CDM/ _____

Related ZNG File No. ZNG/ _____ Related OPA File No. OPA _____

Other File Numbers: _____

Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

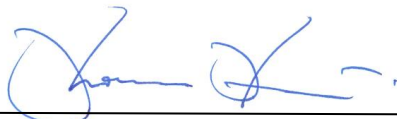
To: City Clerk
From: City Planner/Executive Director
Date: March 6, 2023
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-005/23 [ZNG/6951]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: SUPREME HOMES GROUP
Location: 2609 PILLETTE AVENUE
Description: Application to amend Zoning By-law 8600 to permit semi-detached dwellings.

The ZONING AMENDMENT application submitted by SUPRMEME HOMES GROUP for 2609 PILLETTE AVENUE has been deemed as complete on February 16, 2023.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ap

February 24, 2023

Supreme Homes Group
ATTN: John Atwan
8535 Riverside Dr.
Windsor ON N8S 1G1

Dear Mr. Atwan,

Re: REZONING APPLICATION
APPLICANT: SUPREME HOMES GROUP
LOCATION: 2609 PILLETTE AVENUE
FILE NO.: Z-005/23 [ZNG/6951]

This is to acknowledge receipt of the application for 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 February 16, 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 jabbs@citywindsor.ca, if you have any questions.

Yours truly,



Jim Abbs, MCIP, RPP
Planner III - Subdivisions

JA/ap

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- 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.
- 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. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- 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: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- 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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

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 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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.
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.
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

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
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS-_____

Staff Use Only

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

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. 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.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. 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.**

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

<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 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 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: Supreme Homes Group Contact: John Atwan
Name of Contact Person

Address: 8535 Riverside Dr., Windsor, ON

Address: _____ Postal Code: N8S1G1

Phone: 519 994-4248 Fax: _____

Email: Supremehomesgroup@gmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

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

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

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

Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 2609 Pilette Rd, Windsor, ON,

Legal Description Lots 13 and 14 and Part of alley
Registered Pkn 1160

Assessment Roll Number 070-420-06102

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

Frontage (m) 16.57 Depth (m) 32.58 Area (sq m) 539.85

Official Plan Designation _____

Current Zoning Rd 1.2

Existing Uses V/L

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

Previous Uses _____

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

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

Amendment to Zoning By-law from: Rd 1.2

to: Rd. ~~1.2~~ 2.1

Proposed uses of subject land: Semi-Detached Dwellings with site specific provisions to allow for semi-detached

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

To Re-Zone to 2.1 to construct semi-detached dwellings.

Why is this amendment or these amendments being requested?

To create more homes and more affordable homes.

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

See Planning Rationale Report applicable policies are 1.1.1 b) e) f) g) and 1.1.3.1 and 1.1.3.2 a) b) and 1.1.3.3

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

See Planning Rationale Report official plan policies: 6.3.2.1 Permitted uses: 6.3.1.3 intensification and 6.3.2.4 locational criteria

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

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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 Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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 is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when 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 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>
Total Application Fee		= \$4,597.00	= \$6,187.40

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). 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, John Atwan, 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.



Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me Theresa Cordeiro at the Kirwin Partners, Windsor, Ontario.

Signature of Commissioner

Location of Commissioner

this 16th day of January, 2023
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Theresa Cordeiro, a Commissioner, etc.,
Province of Ontario, for Kirwin Partners LLP,
Barristers and Solicitors.
Expires August 26, 2024.

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

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, John Atwan, 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

_____ to make this application on my behalf.
Name of Agent

Signature of Registered Owner


Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Supreme HomeS Group (John Atwan)
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.


Signature of Registered Owner

01/04/23
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:



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.

John Atwan

Name of Applicant (print)

[Handwritten Signature]

Signature of Applicant

01/04/2023

Date

Name of Agent (print)

Signature of Agent

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application		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"/> Greg Atkinson (GA)	
<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"/> _____	

Complete Application		
This application is deemed complete on _____		
<i>Date</i>		

<i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information		
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

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

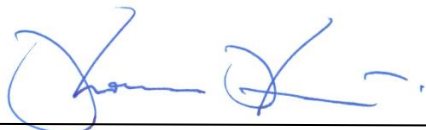
To: City Clerk
From: City Planner/Executive Director
Date: March 6, 2023
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-004/23 [ZNG/6950]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: SUPREME HOMES GROUP
Location: 1334-1336 LINCOLN ROAD
Description: Application to amend Zoning By-law 8600 to permit a three-plex dwelling.

The ZONING AMENDMENT application submitted by SUPRMEME HOMES GROUP for 1334-1336 LINCOLN ROAD has been deemed as complete on February 16, 2023.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ap

February 24, 2023

Supreme Homes Group
ATTN: John Atwan
8535 Riverside Dr.
Windsor ON N8S 1G1

Dear Mr. Atwan,

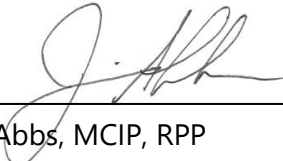
Re: REZONING APPLICATION
APPLICANT: SUPREME HOMES GROUP
LOCATION: 1334-1336 LINCOLN ROAD
FILE NO.: Z-004/23 [ZNG/6950]

This is to acknowledge receipt of the application for 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 February 16, 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 jabbs@citywindsor.ca, if you have any questions.

Yours truly,



Jim Abbs, MCIP, RPP
Planner III - Subdivisions

JA/ap

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- 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.
- 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. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- 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: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- 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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

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 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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.
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.
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

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
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS-_____

Staff Use Only

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

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. 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.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. 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.**

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

<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 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 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: Supreme Homes Group inc. Contact: John Atwan
Name of Contact Person
Address: 8535 Riverside Dr. E, Windsor, ON
Address: _____ Postal Code: N8S 1G1
Phone: 514-999-4248 Fax: _____
Email: Supremehomesgroup@gmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person
Address: _____
Address: _____ Postal Code: _____
Phone: _____ Fax: _____
Email: _____

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

Name: _____ Contact: _____
Name of Contact Person
Address: _____
Address: _____ Postal Code: _____
Phone: _____ Fax: _____
Email: _____

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
- Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 1334-1336 Lincoln Road, Windsor, ON

Legal Description Plan 628: Lot 11

Assessment Roll Number 020-190-06900

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

Frontage (m) 9.14 Depth (m) 36.576 Area (sq m) 334.45

Official Plan Designation _____

Current Zoning Rd 2.1

Existing Uses Duplex

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

Previous Uses _____

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#: _____

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Rd 2.1
to: Rd 2.2 (Specific Provisions to allow 3plex)

Proposed uses of subject land: To Demolish existing Structure (Duplex) and build a (3) Three Plex.

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

To Re-Zone from Rd. 2.1 to Rd. 2.2 to construct (3) Three Plex.

Why is this amendment or these amendments being requested?

To create more homes and affordable rents.

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

See Planning Rationale Report applicable policies are 1.1.1 b) e) f) g) and 1.1.3.1 and 1.1.3.2 a) b) and 1.1.3.3

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

See Planning Rationale Report official Plan Policies; 6.3.2.1 Permitted uses; 6.3.1.3 intensification and 6.3.2.4 Locational criteria

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

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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 Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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 is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when 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 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>
Total Application Fee		= \$4,597.00	= \$6,187.40

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). 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, John Atwan, 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.



Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

Kirwin Partners

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me Shereen Badier at the Kirwin Partners, Windsor, Ontario
Signature of Commissioner Location of Commissioner

this 16th day of January, 2023.
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

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.

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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:



Signature of Applicant or Agent

01/04/2023

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.

John Atwan (Supreme Homes Group)

Name of Applicant (print)


Signature of Applicant

01/04/2023

Date

Name of Agent (print)

Signature of Agent

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application		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"/> Greg Atkinson (GA)	
<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"/> _____	

Complete Application		
This application is deemed complete on _____ Date		
_____ Signature of Delegated Authority		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information		
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

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

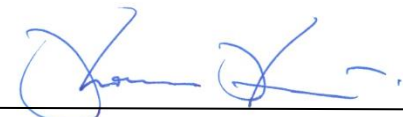
To: City Clerk
From: City Planner/Executive Director
Date: March 6, 2023
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-037/22 [ZNG/6899]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: AVANT GROUP INC.
Location: 0 & 1466 ST. PATRICK'S AVE.
Description: Application to amend Zoning By-law 8600 to permit the construction of a townhome dwelling with four dwelling units.

The ZONING AMENDMENT application submitted by AVANT GROUP INC. for 0 & 1466 ST. PATRICK'S AVE. has been deemed as complete on February 9, 2023.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ap

February 24, 2023

Avant Group Inc.
ATTN: Mohammad Hanash
5980 Tecumseh Rd. East
Windsor ON N8T 1E3

Dear Mr. Hanash,

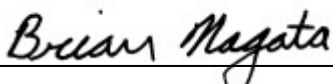
Re: REZONING APPLICATION
APPLICANT: AVANT GROUP INC.
LOCATION: 1466 ST. PATRICK'S AVE. & 0 ST. PATRICK'S AVE.
FILE NO.: Z-037/22 [ZNG/6899]

This is to acknowledge receipt of the application for 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 February 9, 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, if you have any questions.

Yours truly,



Brian Nagata, MCIP, RPP
Planner II – Development Review

BN/ap

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- 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.
- 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. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- 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: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- 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. Complete Credit Card Authorization if paying by credit card
- Submit application form, supporting information, and application fee / credit card authorization to Senior Steno Clerk at Planning Division, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

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 m²

Major Zoning Amendment

Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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 makes 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 the City Clerk of the date, time, and location of the Council meeting. Call 311 or contact the City Clerk at 519-255-6211 or 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, the City Clerk 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 the City Clerk. 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 the City Clerk at 519-255-6211 or 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

Planning & Building Department – Planning Division
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS-064/21

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander
<input type="checkbox"/> Melissa Gasic	<input type="checkbox"/> Justina Nwaesei
<input type="checkbox"/> _____	<input type="checkbox"/> Greg Atkinson
	<input type="checkbox"/> Simona Simion
	<input type="checkbox"/> Laura Diotte
	<input type="checkbox"/> Adam Szymczak

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. 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.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. 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.**

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

<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: AVANT GROUP INC. Contact: MOHAMMAD HANASH
Name of Contact Person

Address: 5980 TECUMSEH RD. E., WINDSOR, ON

Address: _____ Postal Code: N8T 1E3

Phone: 519-919-2010 Fax: _____

Email: mohammad@avantgroupincorp.com

Registered Owner Same as Applicant

Name: TIAN YAO INVESTMENT LTD. Contact: YAO LI (ERIC)
Name of Contact Person

Address: 1638 ST. CLAIR AVE., WINDSOR

Address: _____ Postal Code: N9B 3L1

Phone: 226-346-5825 Fax: _____

Email: tianyaolt@gmail.com

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

Name: AVANT GROUP INC. Contact: MOHAMMAD HANASH
Name of Contact Person

Address: 5980 TECUMSEH RD. E., WINDSOR, ON

Address: _____ Postal Code: N8T 1E3

Phone: 519-919-2010 Fax: _____

Email: mohammad@avantgroupincorp.com

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

Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 1466 ST. PATRICKS AVE. & 0 ST. PATRICKS AVE.

Legal Description PLAN 973 LOT 14 N PT LOT 15 & PLAN 973 LOT 16 S PT LOT 15

Assessment Roll Number 3739-080-640-19600-000 & 3739-080-640-19700-000

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

Frontage (m) 27.43 m Depth (m) 30.48 m Area (sq m) 836.07 sq. m.

Official Plan Designation RESIDENTIAL (SCHEDULE D: LAND USE)

Current Zoning ZONING BY-LAW 8600 - RESIDENTIAL DISTRICT 1.4 (RD1.4)

Existing Uses RESIDENTIAL

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

Previous Uses _____

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

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

Amendment to Zoning By-law from: ZONING BY-LAW 8600 - RESIDENTIAL DISTRICT 2.2 (RD2.2)

to: _____

Proposed uses of subject land: Construction of a townhome dwelling with four(4) dwelling units with attached garage and driveways.

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

Rezoning subject lot from Residential District 1.4 (RD1.4) to Residential District 2.2 (RD2.2)

Why is this amendment or these amendments being requested?

Construction of a townhome dwelling with four(4) dwelling units with attached garage and driveways.

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

See Planning Rationale Report _____

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

See Planning Rationale Report _____

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

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

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

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

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 Site Plan Conceptual

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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,

- a) the boundaries and dimensions of the subject land;
- b) 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;
- c) 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;
- d) the current uses of all land that is adjacent to the subject land;
- e) 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;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when the application is deemed complete. Method of payment: Cash, Mastercard or Visa (complete Credit Card Authorization on page 15), or by Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor.

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>
Total Application Fee		= \$4,597.00	= \$6,187.40

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 the Office of the City Clerk (519-255-6211). 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, AVANT GROUP INC., 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.



Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

2022-07-06 5980 TECUMSEH RD. E.

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the _____

Signature of Commissioner

Location of Commissioner

this _____ day of _____, 20_____

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

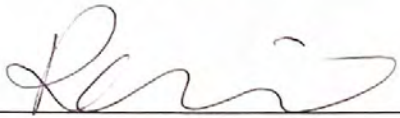
A1. Authorization of Registered Owner for Agent to Make the Application

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, TIAN YAO INVESTMENT LTD. 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

AVANT GROUP INC. to make this application on my behalf.
Name of Agent



Signature of Registered Owner

July 06 2022

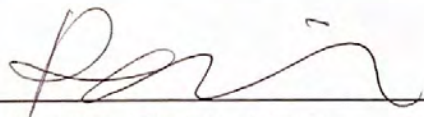
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, TIAN YAO INVESTMENT LTD.
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.



Signature of Registered Owner

July 06 2022

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:



Signature of Applicant or Agent

2022-07-06

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?*

** 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.

AVANT GROUP INC.

Name of Applicant (print)



Signature of Applicant

2022-07-06

Date

AVANT GROUP INC.

Name of Agent (print)



Signature of Agent

2022-07-06

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- | | |
|---|---|
| <input type="checkbox"/> Adam Szymczak (AS) | <input type="checkbox"/> Greg Atkinson (GA) |
| <input type="checkbox"/> Pablo Golob (GL) | <input type="checkbox"/> Jim Abbs (JA) |
| <input type="checkbox"/> Justina Nwaesei (JN) | <input type="checkbox"/> Kevin Alexandar (KA) |
| <input type="checkbox"/> Laura Diotte (LD) | <input type="checkbox"/> Melissa Gasic (MG) |
| <input type="checkbox"/> Simona Simion (SS) | <input type="checkbox"/> _____ |

Complete Application

This application is deemed complete on _____
Date

Signature of Delegated Authority

- | | | |
|---|---|--|
| <input type="checkbox"/> Neil Robertson, MCIP, RPP
Manager of Urban Design | <input type="checkbox"/> Michael Cooke, MCIP, RPP
Manager of Planning Policy | <input type="checkbox"/> Thom Hunt, MCIP, RPP
City Planner & Executive Director |
|---|---|--|

Internal Information

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Payment Type: Cash Certified Cheque Credit Card 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

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

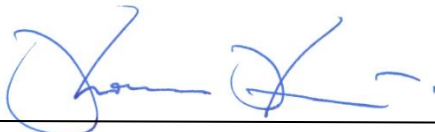
To: City Clerk
From: City Planner/Executive Director
Date: March 6, 2023
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-003/23 [ZNG/6949]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: 5050542 ONTARIO INC.
Location: 3623, 3631 & 3637 HOWARD AVE.
Description: Application to amend Zoning By-law 8600 to construct 11 multiple dwellings with a total of 64 dwelling units.

The ZONING AMENDMENT application submitted by 5050542 ONTARIO INC. for 3623, 3631 & 3637 HOWARD AVE. has been deemed as complete on February 9, 2023.

Enclosures:

- 1 copy of Application Form
- 1 copy of Drawings
- 1 copy of Site Plan



Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ap

February 24, 2023

Pillon Abbs Inc
ATTN: Tracey Pillon-Abbs
23669 Prince Albert Rd
Chatham ON N7M 5J7

Dear Ms Pillon-Abbs:

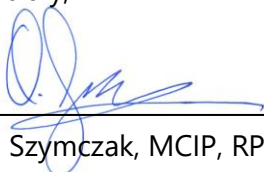
Re: REZONING APPLICATION
APPLICANT: 5050542 ONTARIO INC.
LOCATION: 3623, 3631 & 3637 HOWARD AVE.
FILE NO.: Z-003/23 [ZNG/6949]

This is to acknowledge receipt of the application for 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 February 09, 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 aszymczak@citywindsor.ca, if you have any questions.

Yours truly,



Adam Szymczak, MCIP, RPP
Planner III - Zoning

AS/ap



ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Pre-Submission consultation with a staff Planner is mandatory per By-law 199-2007. If you do not have a valid Pre-Submission Letter, you must meet with a staff Planner who must sign and date this section.
- Section 2: During Pre-Submission consultation a staff Planner will indicate what supporting information must be submitted with the application.
- 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.
- 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. If this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- 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: Check the appropriate box based on a valid Pre-Submission Letter or pre-submission consultation.
- 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

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is determined by the City Planner or their designate.

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 m²

Major Zoning Amendment

- Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

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.
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.
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

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
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PRE-SUBMISSION CONSULTATION

By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify fee payable, and to review the process. This application is incomplete unless you have a valid Pre-Submission Letter or a staff Planner signs below.

Valid Pre-Submission Letter? NO YES File Number: PS- 047/22

Staff Use Only

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

2. REQUIRED SUPPORTING INFORMATION *(To be completed by a staff Planner)*

Unless you have a valid Pre-Submission Letter, a staff Planner will indicate below what supporting information must be submitted with the application during pre-submission consultation. 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.

For each document, provide one paper copy, and where possible, one digital copy on a CD or USB flash drive. 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.**

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

<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 checked="" 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 checked="" type="checkbox"/> Sanitary Sewer Study	<input checked="" type="checkbox"/> Species at Risk Screening	<input checked="" type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input checked="" type="checkbox"/> Transportation Impact Study
<input checked="" type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input checked="" type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: <u>Watershed Plan included in the Storm Report.</u>		

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: 5050542 Ontario Inc. Contact: Peter Vitti
Name of Contact Person

Address: 2362 Tecumseh Road West

Address: Windsor, ON Postal Code: N9B 1W1

Phone: _____ Fax: _____

Email: petervitti@gmail.com

Registered Owner Same as Applicant

Name: Peter Vitti, Christina Vaciaros, Anna Vitti and Vitti Construction Ltd Contact: Peter Vitti
Name of Contact Person

Address: see above

Address: _____ Postal Code: _____

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 Road

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
- Are you submitting a companion Site Plan Control application? NO YES

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 3623, 3631 and 3637 Howard Ave

Legal Description Plan 1431 Lot 12, N Pt Lot 12, T/W & S/T ROW and S Pt Lot 13

Assessment Roll Number 080-033-00100-0000, 080-033-00200-0000 and 080-033-00200-0000

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

Frontage (m) 61.0 m Depth (m) 206.55 m Area (sq m) 1.259 ha

Official Plan Designation Mixed Use Corridor, Schedule D-1: Land Use

Current Zoning Residential District 1.1 (RD1.1) and (HRD1.1), Map 8

Existing Uses Residential uses (3 parcels)

If known, the lengths of time that the existing uses have continued: 2022 & 2001

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

Amendment to Zoning By-law from: RD1.1 / HRD1.1

to: RD2.2

Proposed uses of subject land: Proposed to use the Site for residential

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

Proposed to construct 11 multiple dwellings (six 4-plex and five 8-plex) for a total of 64 dwelling units. Each
dwelling will be 2 storeys in height. A total of 74 parking spaces are proposed on-site. Tenure to be
freehold (condominium).

Why is this amendment or these amendments being requested?

The amendment would allow the proposed multiple dwellings to be added as a permitted use. All other
RD2.2 zone provisions will comply.

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

See Planning Rationale Report _____

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

See Planning Rationale Report _____

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

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

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:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

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 is determined by the City Planner or their designate.

Verify fees before submitting the application. Fees are subject to change and are not refundable when 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 or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" 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	+ \$200.00	+ \$300.00
Total Application Fee		= \$4,597.00	= \$6,187.40

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). 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, Peter Vitti, 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.

DocuSigned by:

 CB7E2275EB874C3

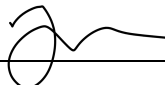
City of Windsor

Signature of Applicant

Location of Applicant at time of declaration

*Sign in the presence of a Commissioner
For Taking Affidavits*

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the Municipality of Chatham Kent
Signature of Commissioner *Location of Commissioner*

this 10th day of January, 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


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, Peter Vitti, 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

DocuSigned by:

CB7F2275FB874C3...
Signature of Registered Owner


January 10, 2023
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Peter Vitti,
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.

DocuSigned by:

CB7F2275FB874C3...
Signature of Registered Owner

January 10, 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:

DocuSigned by:



CB7F2275FB874C3...

Signature of Applicant or Agent

January 23, 2023

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

- | | | | |
|---|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> Residential | <input type="checkbox"/> Industrial | <input type="checkbox"/> Commercial | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Agricultural | <input type="checkbox"/> Parkland | <input type="checkbox"/> Vacant | <input type="checkbox"/> 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?*

** 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.

Peter Vitti

Name of Applicant (print)

DocuSigned by:



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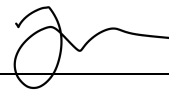
Signature of Applicant

January 10, 2023

Date

Pillon Abbs Inc.

Name of Agent (print)



Signature of Agent

January 10, 2023

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	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"/> Greg Atkinson (GA)
<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"/> _____

Complete Application
This application is deemed complete on _____ <i>Date</i>
_____ <i>Signature of Delegated Authority</i>
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design <input type="checkbox"/> Michael Cooke, MCIP, RPP Manager of Planning Policy <input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
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



Subject: Additional Information Memo re: C227/2022 - Effectiveness of Salting Residential Streets During Winter Control Incident Response to Prevent Ice Formation - City Wide

Reference:

Date to Council: March 20, 2023
Author: Phong Nguy
Manager of Contracts, Field Services and Maintenance
pnguy@citywindsor.ca
519-255-6560 ext. 4253

Public Works - Operations
Report Date: December 21, 2022
Clerk's File #:SW2022

To: Mayor and Members of City Council

Additional Information:

At the Environment, Transportation & Public Safety Standing Committee Meeting on February 22, 2023, Councillor Kieran McKenzie made a motion to receive the report and asked that Administration be requested to report back to Council with a high-level cost estimate to implement the service as envisioned in the administrative report. Councillor Costante requested that this come back at the subsequent meeting of Council.

A high-level cost estimate to implement the service envisioned in the administrative report would require \$5,360,000+HST of equipment investment to purchase 16 additional trucks. Operational costs are estimated to be approximately \$892,000 annually based on 17 residential rollouts per year. There will also be an additional cost for salt estimated to be \$135,000 annually.

City Council should note that these high level cost estimates are presented in order to provide an order of magnitude as to the budgetary requirements that would be necessary to undertake this work. Should City Council direct that this service level enhancement go forward, it would be necessary for Administration to undertake further more detailed financial analysis and due diligence to reaffirm the noted budgetary impacts.

Approvals:

Name	Title
------	-------

Name	Title
Cindy Becker	Financial Planning Administrator
Shawna Boakes	Executive Director of Operations
Chris Nepszy	Commissioner, Infrastructure Services
Joe Mancina	Commissioner, Corporate Services CFO/City Treasurer
Onorio Colucci	Chief Administrative Officer

Item No. 10.1



Committee Matters: SCM 100/2023

Subject: Report of the Public Inquiry into the 2022 Public Order Emergency



Subject: Report of the Public Inquiry into the 2022 Public Order Emergency
Report to: Mayor and Members of City Council
From: Jennifer L. King, Partner, Gowling WLG
Date: March 20, 2023

“Lawful protest descended into lawlessness, culminating in a national emergency.”
 – Commissioner Rouleau

Introduction

On February 17, 2023, Commissioner Paul Rouleau released his much-anticipated, five-volume, 2000 page **Report of the Public Inquiry into the 2022 Public Order Emergency** (the “Report”). The Report and the inquiry that preceded it are historic. The federal government’s declaration of a public order emergency in February 2022 was the first time that the *Emergencies Act* had been used in its 35-year history. The inquiry that followed was mandated by the *Act*.

The six weeks of public hearings that took place in the fall of 2022 gave the Canadian public a rare view into the inner workings of our federal government facing a novel, modern crisis. Indeed, this is only the fourth public inquiry (of 371) in which the federal government has agreed to waive cabinet privilege.

The Public Order Emergency Commission (“POEC”) was an immense undertaking. The Commission received more than 8,900 exhibits into evidence. During six weeks of public hearings in the fall, over the course of only 31 days, the Commissioner heard from 76 witnesses including protest participants, law enforcement, federal, provincial and municipal officials, and people and businesses affected by the protests. From Windsor, Mayor Dilkens and Chief Laforet were interviewed by Commission counsel. Mayor Dilkens testified at the public hearing and was cross-examined by numerous parties. Eight Cabinet ministers, including the Prime Minister, testified and were subject to cross-examination, including by Windsor. The factual hearings were followed by a week of policy hearings, during which 50 experts testified.

Commissioner Rouleau ultimately concluded that the federal government met the “very high” threshold needed to invoke the *Emergencies Act*. However, Commissioner Rouleau also found that the situation could have been avoided, citing failures in policing and federalism.

The Report is not limited to a retrospective assessment of the propriety of the exercise of governmental power. Commissioner Rouleau recognized that making recommendations “is one of the most significant aspects of any commission of inquiry, this one included.” The many lessons learned and recommendations arising from the public inquiry are of significance to the City as it looks ahead and prepares for potential future emergencies.

In the following, we address: (1) Highlights; (2) An overview of Windsor’s participation in the POEC; (3) Key findings and lessons learned; (4) Recommendations of relevance to the City; (5) Limitations of the Report; and (6) What’s Next?

1. Highlights

- The POEC put Windsor in the national and international spotlight. The inquiry highlighted the jurisdictional issues Windsor faces as host to multiple border crossings, the challenges posed by the need to protect the Ambassador Bridge while prioritizing local residents and businesses,

and the vital role that Windsor and the Bridge play in the provincial and national economy and in Canada's relationship with the United States.

- Consistent with the evidence submitted by Windsor, the Commissioner found that the City and Windsor Police Services ("WPS") acted effectively, appropriately and a coordinated manner in response to the Ambassador Bridge blockade. The Commissioner found there was a unified approach to messaging between police, the Windsor Police Services Board ("WPSB"), and the City, and recognized Windsor for its collaborative and cooperative approach and its accurate and consistent messaging to the public.
- Windsor's recommendations are reflected in the Commissioner's recommendations for reform. In particular, **Recommendation 30** recommending that the federal government should "initiate discussions with provincial and territorial governments, in consultation with Indigenous governments and affected municipalities, to promptly identify critical trade transportation corridors and infrastructure, and establish protocols to protect them and respond to interference with them".
- Commissioner Rouleau's recommendations call on the federal government to work with municipal governments and other stakeholders to, "comprehensively examine the scope and limitations on police powers in relation to protest activities" and to develop or enhance protocols on information sharing. The Report also calls on all levels of government to coordinate in their study of the impact of social media.
- The Commissioner gave the federal government twelve months from the release of the Report (i.e. to **February 17, 2024**) to issue a public response to the Commissioner's recommendations. **Recommendation 55** recommends that the federal government provide a detailed timeline for the implementation of the recommendations it accepts. Federal ministers, including Minister Alghabra, have already announced that they are scheduling meetings with provincial counterparts to discuss the report's recommendations.

2. Windsor's participation in the POEC

Windsor was among the 22 parties who were granted standing before the Commission. Windsor was a full and active participant in both the factual and policy phases of the inquiry. As a local government at the front lines of emergency response and the home of critical infrastructure including the Ambassador Bridge, Windsor offered evidence, expertise, and perspectives relevant to the Commissioner's mandates.

In addition to collecting and producing thousands of documents requested by the Commission under tight timelines, Windsor filed a comprehensive institutional report, a timeline of key events, and written closing submissions on matters of fact and policy. Windsor staff and officials, including Mayor Dilkens, the Mayor's Chief of Staff Andrew Teliszewsky, Commissioner Shelby Askin Hager, Fire Chief Stephen Laforet, Emergency Planning Officer Emily Bertram, and many others, worked with external legal counsel to respond to the Commission's significant production demands and advance Windsor's written submissions.

Windsor's participation in the Commission was important and in the public interest. Commissioner Rouleau found in the Report that the public inquiry required after invocation of the *Emergencies Act* is an important and robust mechanism for accountability; a safeguard imposed by the *Act*. Windsor contributed to the openness and fairness of the inquiry. Its evidence was necessary to ensure the

Commission had a full understanding of the circumstances of the Windsor blockade and measures taken to respond to the Windsor events. The inquiry also presented an opportunity for the public to hear about the impacts of the blockade on Windsor and its residents, and the difficult role that Windsor shoulders in protecting a nationally-significant border crossing.

Many of Windsor's concerns and much of its evidence about its response to the blockade are reproduced or reflected in the Report. Further, many of Windsor's key recommendations are reflected in the Report's recommendations section, discussed in section 4, below.

3. The Report: Findings and Lessons Learned

Over 550 pages of the Report contains a methodical analysis of the evidence and narrative of the events leading to the Federal Government's declaration of a public order emergency under the *Emergencies Act*. Chapter 10 is devoted to detailing the Windsor and Ambassador Bridge protests. The Commissioner noted that the blockade of the Ambassador Bridge was not the first blockade of a Canadian port of entry inspired by the protests in Ottawa, but "it was perhaps the most significant."

The analysis of the evidence is followed by the Commissioner's findings on the facts.

Ultimately, Commissioner Rouleau concluded:

...in this case, the very high threshold for invocation was met. I have done so with reluctance. The state should generally be able to respond to circumstances of urgency without the use of emergency powers. It is only in rare instances, when the state cannot otherwise fulfill its fundamental obligation to ensure the safety and security of people and property, that resort to emergency measures will be found to be appropriate. As for the measures Cabinet put in place in response to the emergency, I conclude that while most of the measures were appropriate and effective, others fell short.

We have reviewed the Report's analysis and findings, and identified a number of lessons learned that may be of interest to Windsor:

a) Unified and effective communication is necessary to support emergency response

The Report clearly demonstrates how poor communication leads to poor emergency response. In an emergency, poor responses leads to poor outcomes for residents. It is critical to provide unified messaging to the public, have open lines of communication between a municipality and its police services, and to ensure that municipal communications do not interfere with or undermine police operations.

The Commissioner contrasted communication failures elsewhere with Windsor's approach, where there was "a highly coordinated messaging plan that involved both police and government." The Report notes that Windsor's public officials, in addition to supporting WPS, were also "taking on an active public-facing role attempting to use public statements to reduce tensions and resolve the protests." The Report describes Mayor Dilkens being briefed on key messages (focusing on de-escalation) and found that his role was to present a unified message in coordination with the WPS. The report notes that Windsor councillors were advised to take a coordinated approach to messaging (rather than individually

communicating via social media and otherwise) and that “City councillors co-operated and amplified the City’s messaging throughout the event.”

The Report also shows that there was excellent communication between WPS and the City, in contrast to the communications issues evident in Ottawa. This includes early communication regarding the threat of a blockade, City offers of support and requests to be kept up to date, and WPS requests for assistance regarding jersey barriers. This included good communication between the WPSB and the City:

I also find that there was a unified approach to messaging between police, the Windsor Police Services Board (WPSB), and the municipal government. Unlike in Ottawa, where the mayor and the chair of the OPSB were at odds, Windsor’s mayor was also the chair of the WPSB. This meant that information flowed freely between the WPSB and City Council, and that it fostered coordination, which allowed the WPS to control public messaging.

We note that Commissioner Rouleau emphasized that “more of an effort should have been made by government leaders at all levels during the protests to acknowledge that the majority of protesters were exercising their fundamental democratic rights”.

b) Importance of a proactive approach in an emergency

The Commissioner’s view was that even though the protest response was police-led, municipal governments should take early and proactive action with the tools they have at their disposal. The Report notes with approval Windsor’s actions to swiftly and efficiently bring an injunction. The Report reflects that Windsor began considering an injunction on February 9, Council resolved to do so February 10, and an injunction was in place by February 11. The Commissioner also noted that this injunction was brought with strong communication with and support from WPS.

c) Failure of federalism – the importance of collaboration at all levels of government

The Commissioner found it was failure to anticipate the decline in social cohesion and surge in civil unrest that commonly accompanies pandemics, and to properly manage the legitimate protests that emerged, especially the protest in Ottawa, that resulted in the emergency. Had there been greater collaboration among the various police forces and levels of government from the start, the emergency could likely have been avoided.

Referring to this lack of collaboration, the Commissioner found that:

... in Canada, our federal system of government enriches democracy by striving to maintain national unity while supporting regional diversity. But fulfilling these promises depends on co-operation and collaboration. Responding to situations of threat and urgency in a federal system requires governments at all levels, and those who lead them, to rise above politics and collaborate for the common good. Unfortunately, in January and February 2022, this did not always happen.

d) Importance of police oversight

Commissioner Rouleau was particularly concerned with the oversight role of police services boards. The Report recognizes that it is a municipality’s duty under Ontario’s *Police Services Act* to provide

“adequate and effective police services” in accordance with the needs of the municipality. The report further recognizes that police services boards have a role in ensuring that the municipality has adequate and effective police services.

The report found that the OPSB had a “diminished view” of the Board’s role, and that this view was “widely held.” While the OPSB only limited rights to direct the chief of police (it cannot direct specific operational decisions or on day-to-day operation), it was entitled to obtain information, including operational information, from the chief of police. It was also entitled to discuss, express opinions, and make suggestions to the chief of police regarding any matter relating to policing in the municipality.

As noted above, the Commissioner found that it was advantageous that Mayor Dilkens served as the Chair of the WPSB, allowing information to flow freely between the Board and City Council. Further, he approved of the WPSB’s decision to hold in camera meetings with Chief Mizuno in order for her to be able to speak freely and frankly with the Board.

The Commissioner found that it is a police chief’s responsibility to answer to the police services board. Commissioner Rouleau contrasted the failure of the OPS executive to prioritize board meetings to the situation in Windsor. WPS executives had the ability to update the WPSB because it was less involved in operations.

e) Clearer guidelines with respect to requests for policing resources, and the appropriate role of municipal governments in these requests, are required

The Report recognizes the need to have clearer guidelines with respect to how local police forces can request supplementary policing support from other agencies in a crisis.

f) Governments, including municipal governments, have an active role to play in balancing Charter expression rights against the needs of the community

The Commissioner recognized that the protests resulted from deeper social trends in Canadian society, including economic marginalization, social anxiety, diminished confidence in public institutions, and the view that COVID-19 measures were imposed by political elites to the detriment of working people. While the Commissioner recognized that protesters had valid and understandable grievances he also recognized that the protests were aggressive, troubling, confrontational and often hostile. He had “no difficulty” finding that many of the views expressed were based on misinformation and that “some views were outright conspiratorial”.

Nevertheless, the Commissioner acknowledges his discussion of Charter rights, that the exercise of freedom of expression by some may well be unpleasant for others. The Commissioner found that “governments cannot limit protests just because they are loud and angry or might provoke or enrage others.” The Commission also found that freedom of assembly, protected by s. 2(c) of the Charter, may include disruptive (and even highly disruptive) assemblies, though these Charter rights are not yet well –defined by jurisprudence.

This being said, the Commissioner recognized that many of the convoy protesters were operating under the misapprehension that their activities were lawful simply because they were engaged in protests, thus exercising Charter rights. The Commissioner recognized that protest activities are subject to reasonable limits which, when exceeded, may be restricted or even punished. Windsor’s successful injunction is an example of an appropriate restriction in this case.

Importantly for Windsor and other governments, the Commission recognized that freedom of expression includes the right to access some public property, including streets, airport terminals, and other public forums. This does not mean that all government property must be made available, however, and the Commission recognized that protest on property not usually open to the public does not generally attract Charter protection.

The Commission report recognizes what Chief Justice Morawetz recognized in granting the injunctions in February 2022 – while the right to exercise freedom of expression rights is central, those rights are subject to reasonable limits. The report recognizes that governments, including municipal governments, have an active role to play in balancing those expression rights against the needs of the community and, where necessary, to intervene to correct that balance.

g) Economic concerns can be relevant to the existence of a national emergency

A question that arose throughout the public hearings was whether economic concerns could be relevant to the existence of a national emergency. Federal government leaders, in particular Deputy Prime Minister Freeland, and Mayor Dilkens gave evidence that supported the conclusion that the economic disruption caused by the Bridge blockade was so serious it endangered the lives, health and safety of Canadians.

Commissioner Rouleau found that to the extent a public order event causes an economic disruption that is significant enough to put the life, health and safety of Canadians in danger, Cabinet can take those consequences into account.

h) Deterrence is preferable to removal by force

Commissioner Rouleau found that the use of emergency measures to deter participation in the unlawful protests was an appropriate objective. Deterrence is as a general matter preferable to removal by force. He noted that a number of witnesses testified they believed the measures had a deterrent effect, including to reduce the risk of a second blockade in Windsor. Commissioner Rouleau found that it is “fair to say” that the declaration and measures taken had a deterrent effect across the country.

4. Recommendations relevant to Windsor

Commissioner Rouleau makes 56 recommendations. Given his broad mandate and short timelines, the Commissioner cautioned that he was not in a position to make informed and meaningful recommendations on every topic. He expressed gratitude for the assistance provided by witnesses, parties and policy experts.

As a party to the Commission, Windsor presented a written closing submission listing 18 recommendations. Windsor also worked collaboratively with other parties – Ottawa, OPS, OPP, WPS and the National Police Federation – to advance Joint Policy Recommendations. Many of Windsor’s recommendations are reflected in the Report’s final recommendations, and the Commissioner made reference to the Joint Policy Recommendations in several instances.

We are particularly pleased to see **Recommendation 30** regarding critical trade corridors and infrastructure:

The federal government should initiate discussions with provincial and territorial governments, in consultation with Indigenous governments and affected municipalities, to

promptly identify critical trade transportation corridors and infrastructure, and establish protocols to protect them and respond to interference with them.

In making this recommendation, Commissioner Rouleau commented that several parties (including Windsor) suggested establishing protocols by which various levels of government could respond to disruptive protests affecting the operation of ports. The Commissioner found that it would be preferable if the federal government could, through collaboration with indigenous governments, the provinces, territories and affected municipalities “assign responsibilities and develop protocols across all relevant levels of government to keep trade transportation corridors and infrastructure clear without resorting to emergency legislation.”

Consistent with Windsor’s evidence and submissions, the Commissioner found that the evidence he heard “demonstrates that consultation with affected municipalities will also be important for the development of an effective approach to this issue.”

Other notable recommendations in the Final Report reflect Windsor’s recommendations, and the Joint Policy Recommendations, including:

Recommendations 1 and 2: The federal government in conjunction with other stakeholders should develop or enhance protocols on information sharing, intelligence gathering and distribution, and the stakeholders should consider the creation of a single national intelligence coordinator for major events of a national or interprovincial or interterritorial dimension.

Recommendation 14: Standards, frameworks, legislation, policies, procedures or manuals for policing a major event, should include among other things “ongoing assessment of community impact” and “coordination with non-policing first responders and relevant public authorities or agencies (for example, through the creation of executive tables)”

Recommendation 20: The federal government and others should develop an expedited accreditation process for RCMP or interprovincial officers so that they may immediately enforce provincial legislation or municipal by-laws where applicable.

Recommendation 23: Commissioner Rouleau noted the Joint Policy Recommendation that governments and legislative bodies analyze and consider whether existing laws are sufficiently responsive to modern protests and provide an appropriate balance between *Charter* rights, public safety and other interests. He found that the *status quo* – lack of clarity over the scope of existing police powers – is unacceptable. He recommended “the time has come” for a comprehensive examination, led by the federal government, in conjunction with *all* levels of government and police services and other stakeholders, to “comprehensively examine the scope and limitations on police powers in relation to protest activities.” This should result in the clarification of such protocols.

Other recommendations which may be of interest to Windsor include:

Recommendation 3: Police and other law enforcement agencies should develop, in conjunction with affected governments, protocols around requests for additional law enforcement resources where a police service is unable to respond on its own to major events.

Commissioner Rouleau recommended that such protocols should address “to what extent governments should participate in these requests for resources”. He further identified an issue for future study regarding whether allocation of policing resources and whether direction or

guidance from government in setting priorities, particularly where the allocation might involve economic considerations. This was an issue that arose during the protests in Ottawa and Windsor, and the priority to be given to each situation including potentially on the basis of the relative economic impact of the protests.

Recommendations 4 and 5: All police services boards in jurisdictions that may be the subject of or adversely affected by major events should create policies, consistent with the Morden and Epstein reports and their statutory-defined responsibilities, that delineate their oversight and governance roles in addressing those events. Commissioner Rouleau was particularly concerned that boards understand and articulate the scope and meaning of prohibitions against interference in operations. Commissioner Rouleau recommended that governments consider incorporating these points in policing legislation or mandating the creation of board policies that incorporate these points.

Recommendations 16 – 19: The Report recommended that police services should have PLT officers or have entered into an agreement to access such officers, and should clearly articulate the role of PLT officers within the context of major events.

Recommendation 22: Commissioner Rouleau praised the public messaging taken by Windsor City Officials and police in Windsor, and recommended that “municipalities, police services boards, and police services should, when dealing with major events, provide the public with accurate, useful and regularly updated information.”

Recommendation 27: The federal government should develop on a priority basis publicly available guidelines that set out: 1) the distinction between what information is and is not permitted to be requested of police by elected officials, and 2) whether there are circumstances in which the police should on their own initiative provide information to elected officials and/or senior government officials.

Recommendation 32: The definition of public order emergencies should be reviewed and modernized to capture situations that could legitimately pose a serious risk to the public order.

Recommendations 50 & 51: The 360 days within which an Inquiry must complete its work should start to run on the day that the Order in Council creating the Commission is made, and the Commissioner should have the power to extend the time by up to six months.

Recommendation 53: All levels of government should continue to study the impact of social media, including misinformation and disinformation, on Canadian society, with a focus on preserving freedom of expression and the benefits of new technology, while addressing serious challenges that misinformation and other online harms present. Governments should coordinate their work in this area to address jurisdictional issues.

Finally, we note that the Report contains important recommendations directed at the federal government regarding social media and government monitoring of such information. We recommend that the City follow the federal government’s implementation of these recommendations with interest, as it may inform the City’s approach.

5. Limitations of the Report

Although impressive in scope, particularly given the compressed timelines, in our view the Report and in particular its recommendations do not adequately address the municipal perspective and role in emergency management. As a result, the Report fails to adequately address key issues hampering inter-jurisdictional emergency management coordination, including: 1) the absence of municipalities in federal-provincial emergency management coordination and 2) the downloading of policing and other emergency response costs to municipalities.

In our view, the Report fails to comprehensively consider the emergency management system in Canada and Ontario as it operates in practice. Municipalities address the vast majority of emergencies in Ontario, with minimal oversight and support from the provincial emergency management structure. This evidence was before the Commission. Windsor submitted that an effective emergency management framework must recognize municipalities' contribution and agency in an emergency. Further, the Commission's research council member, Professor Stacey, advised that "coordination on the ground is in fact hampered by the absence of municipalities and indigenous governing bodies in these arrangements."

Although the Commissioner took a positive step by recommending that the federal government "consult" with municipalities to establish protocols to protect critical infrastructure, the Commissioner did not take advantage of this opportunity to recommend that the federal **government include affected municipalities at the table** in developing these protocols. Interjurisdictional Roundtable Panelist Ryan Teschner recommended that a modernized governance structure should have, as a basic premise, an interjurisdictional coordinating group that includes the local level. These groups should have clear roles, clear responsibilities and a mission statement. This recommendation was not reflected in the Report.

Despite devoting significant hearing time and Report pages to reviewing and assessing the adequacy of the municipal responses in Ottawa and Windsor, the Report provides limited assistance in clarifying and detangling the powers available to each level of government at a border crossing like the Ambassador Bridge.

The Report also did not address which level of government is responsible for resources to support front-line emergency response in a national emergency. The downloading of policing and other costs to the municipal level is a longstanding challenge. The Federation of Canadian Municipalities ("FCM") has made efforts to bring this issue to the federal table since 2008,¹ but there is still no established mechanism or formula to ensure that municipalities do not bear the burden or the cost of providing policing services for events under federal jurisdiction.

Windsor made specific recommendations about addressing resource gaps quickly. Lack of resources at the local level negatively impacts the speed and capacity of emergency response. The Commissioner also did not address who must bear responsibility for the costs of protecting critical infrastructure; an issue of significant concern to Windsor. Windsor's closing submissions recommended that the costs of protecting national critical infrastructure should be borne by the federal and provincial governments rather than municipal taxpayers.

While we are pleased to see many of Windsor's recommendations reflected in the Commissioner's recommendations, some of Windsor's detailed and specific policy recommendations are not reflected in the Report. For example, Windsor recommended that any framework for protection of critical

¹ https://data.fcm.ca/documents/reports/Towards_Equity_and_Efficiency_in_Policing_EN.pdf

infrastructure should include prevention, mitigation, preparedness, response and recovery. Such a framework should not be limited to response alone, and should establish a link to multi-jurisdictional and multi-agency structures to share information. Significantly, Windsor emphasized the importance of providing resources required to support any protocol or framework. The Commissioner's Recommendation 30 regarding critical infrastructure does not fully reflect these important details.

6. What's Next?

a) Parliamentary Review Committee

In addition to testifying before the Commission, Mayor Dilkens appeared before the Special Joint Committee on the Declaration of Emergency in Ottawa on November 24, 2022. This Special Joint Committee was established pursuant to section 62 of the *Emergencies Act* to review "the exercise of powers and the performance of duties and functions pursuant to a declaration of emergency." The Joint Committee has been studying the government's decision to invoke the Act for a year. It last met on December 8, 2022, and will reconvene in March 2023.

In the Report, Commissioner Rouleau is critical of the Committee's broad understanding of its mandate and the parallel Committee process, which placed additional demands on witnesses also testifying in the public hearings.

The Committee has still not completed its work, and have given itself a deadline of March 31, 2023 to table its final report in Parliament. Based on comments from Committee members, we expect there will be dissenting opinions – or minority reports – written by members who disagree with the overall report and recommendations.

b) Reviewing and responding to the recommendations

The Commissioner gave the federal government twelve months from the release of the Report (i.e. to **February 17, 2024**) to issue a public response to the Commissioner's recommendations. **Recommendation 55** recommends that the federal government provide a detailed timeline for the implementation of the recommendations it accepts.

We expect the federal government will maintain focus on emergency response and planning over the next year as it works through the recommendations. This may include attempts to collaborate with other levels of government and stakeholders, including Windsor, as recommended by the Commission.

We also expect other parties to the Commission will be reviewing the recommendations and will be looking to participate in further consultations.

Item No. 12.2



Committee Matters: SCM 96/2023

Subject: Adoption of the Striking Committee In-Camera Minutes held February 27, 2023

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

Meeting called to order at: 2:42 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:

Onorio Colucci, Acting Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
Chris Nepsy, Commissioner, Infrastructure Services
Shelby Askin-Hager, Commissioner, Legal and Legislative Services
Ray Mensour, Commissioner, Community Services
Jelena Payne, Commissioner Economic Development and Innovation
Steve Vlachodimos, City Clerk
Janice Guthrie, Deputy Treasurer
Andrew Teliszewsky, Mayor's Chief of Staff

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

<u>Item No.</u>	<u>Subject</u>	Section – Pursuant to Municipal Act, 2001, as amended
1.	Personal matter – about identifiable individuals – appointment of BIA members	239(2)(b)

Declarations of Pecuniary Interest:

None declared.

Discussion on the items of business. (Item 1)

Moved by Councillor Mark McKenzie, seconded by Councillor Angelo Marignani,

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

1. That consideration of the appointment of members to the various Business Improvement Area (BIA) Boards of Management for the term expiring November 14, 2026 **BE PUT ON HOLD** for up to 60 days to allow for administration to develop for Council’s consideration a set of basic uniform governance and procedural rules, including but not limited to: how membership is determined, how elections are conducted, the manner of selecting board members, the resignation of members, the determination of when a member’s seat becomes vacant, the filling of vacancies, how verifications are undertaken, how financial matters are handled; and further,

That during this time period, that City Council **BE APPOINTED** as the Board for the various BIA’s, to allow for the development and implementation of this common framework for the BIA’s, in the spirit of openness and transparency in a consistent manner; and further,

To provide funding until such time as the 2023 BIA Budget submissions can be ratified by the Board and subsequently approved by City Council, **THAT** City Council **APPROVE** release of an interim payment calculated as 50% of the 2022 approved levy with said funding to support business expenditures funded and approved within the 2022 BIA levy. (For greater clarity, funds cannot be used to

support new projects or initiatives until such time as approval of the 2023 Budget has been given by City Council.

**Motion Carried.
Councillor Kieran McKenzie voting nay**

**Moved by Councillor Fred Francis, seconded by Councillor Fabio Costante,
That the special Striking Committee meeting held February 27, 2023 BE
ADJOURNED.**

**(Time: 3:05 p.m.)
Motion Carried.**

Item No. 13.1

BY-LAW NUMBER 19-2023

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 20th day of March, 2023.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by **deleting** paragraph 310 and **replacing** with the following paragraph:

**"310. SOUTHWEST CORNER OF RIVERSIDE DRIVE EAST AND
HALL AVENUE**

For the lands comprising part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT], the following shall apply:

ADDITIONAL PERMITTED USES:

Multiple Dwelling with five or more dwelling units

Business Office

Business Office in a Combined Use Building with any of the uses permitted in Section 11.2.1, provided that all dwelling units, not including entrances thereto, are located entirely above a business office;

ADDITIONAL PROVISIONS FOR *BUSINESS OFFICE & BUSINESS OFFICE IN A COMBINED USE BUILDING*:

- | | | |
|-----|---|-------------------|
| .3 | Lot Coverage - Total - maximum | - 30.0% |
| .4 | Building Height – maximum | - 14.0 m |
| .8 | Landscape Open Space Yard – minimum | - 15% of lot area |
| .20 | Building Setback – minimum: | |
| | a) From the <i>exterior lot line</i> along Hall Avenue – 1.20 m; and 3.20 m | |
| | for any part of the <i>building</i> above 8.0 m in height; | |
| | b) From the <i>exterior lot line</i> along Riverside Drive - 6.0 m; and 8.0 m | |
| | for any part of the <i>building</i> above 8.0 m in height; | |
| | c) From an <i>interior lot line</i> – 15.0 m, for the area within 30.0 m from the Riverside Drive right-of-way; and 1.50 m for the remainder of the area; | |
| | d) From the <i>rear lot line</i> – 50.0 m; | |
| .50 | <i>Parking spaces</i> shall be setback a minimum of 12.0 m from the south limit of Riverside Drive East right-of-way, and shall be screened from Riverside Drive East and adjacent dwellings. | |

.55 The minimum parking area separation from the abutting north-south alley shall be 1.10 m.

.90 A *parking space* is prohibited in any required *front yard*.

.95 Vehicular access is prohibited along the Riverside Drive frontage and along the east-west alley abutting Hall Avenue situated at the most southerly limit of the subject land.

ADDITIONAL PROVISIONS FOR *MULTIPLE DWELLING WITH FIVE OR MORE DWELLING UNITS*:

1. The provisions in Section 20(1)310 that apply to a *Business Office* and a *Combined Use Building* shall also apply to a *multiple dwelling* with five or more *dwelling units*, save and except for s.20(1)310.3, s.20(1)310.4, s.20(1)310.8 and 20(1)310.20(d); and

2. The following additional provisions shall apply to a *multiple dwelling* with five or more *dwelling units*:

.2 Lot Area – minimum - 93.0 m² per unit

.3 Lot Coverage – maximum - 45%

.4 Main Building Height – maximum - 18.0 m

.8 Landscape Open Space Yard – minimum - 35% of lot area

.20 Building setback from rear lot line - minimum - 7.50 m

3. A scenery loft shall be an additional permitted facility on a *multiple dwelling* with five or more *dwelling units*, subject to the following:

a. The “*Exceptions To Maximum Building Height Provisions*” shall not apply to a scenery loft on the subject land; and

b. The Scenery Loft Provisions in section 5.35.5 of by-law 8600 shall not apply, save and except the requirement for a maximum height of 4.0 metres.

[ZDM 6; ZNG/4153; ZNG/5270; ZNG/6633]”

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Column 2, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	6	Part of Lot 92, Concession 1, [PIN 01150-0313 LT] and Lot 6, Registered Plan 433 [PIN 01150-0110 LT]	-	S.20(1)310

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 20, 2023
 Second Reading - March 20, 2023
 Third Reading - March 20, 2023

Item No. 13.2

BY-LAW NUMBER 20-2023

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 20th day of March, 2023

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

457. WEST SIDE OF ST. LUKE ROAD, NORTH OF ESSEX TERMINAL RAILWAY

For the lands comprising of Part of Lot 97, Concession 1; Part 2, 12R-29281, situated on the west side of St. Luke Road, north of Essex Terminal Railway, the following provisions shall apply:

- a. Notwithstanding Section 3.10, for the lands comprising of Part of Lot 97, Concession 1; Part 2, 12R-29281, situated on the west side of St. Luke Road, north of Essex Terminal Railway an "outdoor storage yard: shall be defined to mean:
 - " an open space which has a minimum area of 10.0 m2 and is used for storage. A loading compound, parking area, transport storage area, or transport terminal is not an outdoor storage yard."
- b. an "outdoor storage yard" shall be an additional permitted use.
(ZDM 7, ZNG-6846).

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	7	Part of Lot 97, Concession 1; Part 2, 12R-29281	N/A	S.20(1)457

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 20, 2023
 Second Reading - March 20, 2023
 Third Reading - March 20, 2023

Item No. 13.3

BY-LAW NUMBER 21-2023

A BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE 5TH CONCESSION DRAIN

Passed the 20th day of March, 2023.

WHEREAS the Council of The Corporation of the City of Windsor has procured a Drainage Report for the 5th Concession Drain as prepared by RC Spencer Associates Inc, dated January 27, 2023, to install a private access culvert for the properties at 4088 and 4096 Sixth Concession Road (Engineer's Drainage Report) which report is attached hereto and forms part of this by-law;

AND WHEREAS the estimated total cost will be borne entirely by the property owners of 4088 Sixth Concession Road (Parcel 9; Lot 1; Roll Number 070-150-01501-0000) in the amount of \$50,670.00 and 4096 Sixth Concession Road (Parcel 8; Lot 2; Roll Number 070-150-01502-0000) in the amount of \$50,670.00 for a total cost of \$101,340.00 in accordance with the Schedule of Assessment for Construction 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 5TH Concession Drain is desirable;

THEREFORE the Council of The Corporation of the City of Windsor, pursuant to the provisions of Section 45 and Section 58 of the Drainage Act, R.S.O. 1990, hereby enacts as follows:

1. **THAT** the Drainage Report for the Repairs and Improvements of the 5th Concession Drain as prepared by RC Spencer Associates Inc, dated January 27, 2023, to install a private access culvert for the properties at 4088 and 4096 Sixth Concession Road (Engineer's Drainage Report), 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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

MUNICIPAL DRAINAGE REPORT

NEW DRIVEWAY ACCESS AND DRAIN ENCLOSURES
OVER THE 5TH CONCESSION DRAIN

IN THE CITY OF WINDSOR



RC SPENCER ASSOCIATES INC.
Consulting Engineers

Windsor: 800 University Avenue W. – Windsor ON N9A 5R9

Leamington: 18 Talbot Street W. – Leamington ON N8H 1M4

Chatham-Kent: 49 Raleigh Street – Chatham ON N7M 2M6

27 January 2023

Mayor and Municipal Council
City of Windsor
350 City Hall Square East
Windsor, Ontario N9A 6S1

Re: New Driveway Access and Drain Enclosures over the 5th Concession Drain
In the City of Windsor
Project No. 20-978

Mayor and Municipal Council:

1.0 AUTHORIZATION

In accordance with your instructions under Section 78 of the Drainage Act, we have prepared the following report for the installation of a driveway culvert and drain enclosure over the 5th Concession Drain for two properties. Accordingly, the firm of RC Spencer Associates Inc. has performed all the necessary surveys, investigations, etc., and we report thereon as follows.

2.0 DRAINAGE HISTORY

The 5th Concession Drain is an existing open municipal drain that runs along the east side of 6th Concession Road. A review of the records indicates that the last major work of repair and improvement of the 5th Concession Drain was carried out under a report prepared by J. S. Laird dated 22 June 1925. Under that report, the entire length of the drain was repaired and improved by means of deepening and cleanout of the accumulated sediment.

3.0 SITE MEETING

After reviewing the drainage information and the previous Engineer's reports on the drain, a virtual on-site meeting was held on 23 November 2021 with the landowners in the watershed. The landowner of Parcel No. 8 and 9 requested the installation of a culvert to provide for a driveway access and drain enclosure fronting both properties.

4.0 INSPECTION AND SURVEY

Our survey and examination along the length of the 5th Concession Drain was carried out in September 2022. The survey comprised of the recording of topographic data and examining the drain for available depth necessary to provide sufficient drainage. The closest upstream and downstream culverts to Parcels No. 8 and 9 were surveyed and inspected.

5.0 WATERSHED DESCRIPTION

The watershed of the 5th Concession Drain North is irregular in shape and has a drainage area of approximately 5.2 Ha (12.85 Ac) upstream of Parcel No. 9.

The soil type in the watershed is comprised entirely of Brookston Clay Loam based on the Windsor and Essex Region Soils Mapping. This soil is categorised as Hydrologic Soil Group (HSG) 'D'. This category of soils is classified to have very slow infiltration rates when thoroughly wetted. This means that in a heavy rainfall event, the majority of storm water is conveyed as overland flow. The lands in the drainage area are comprised largely of residential properties and municipal Right-of-Ways.

6.0 LANDOWNER REQUEST

The owner of Parcel No. 8 and 9 has requested to install driveway culverts and drain enclosures for the two properties. The driveways will be located as shown on the design drawings with the drain enclosures extending to the property limits.

7.0 RECOMMENDATIONS

Based on our review of the history, the information obtained during the on-site meeting, subsequent discussions with the landowners and the City, a review of the survey data and our detailed analysis and designs, we recommend the following:

- a) That proper sediment control measures be implemented during construction.
- b) The provision of a schedule of assessment for the work recommended under this report on the 5th Concession Drain.
- c) The provision of a schedule of assessment for the cost of any future works of repair and/or maintenance carried out on the drain enclosures in the 5th Concession Drain.
- d) We recommend that these works be done and the related costs be assessed under the provisions of the Drainage Act.
- e) We recommend that the drain enclosure for Parcels No. 8 and 9 consist of a 42.2m length of 900mm diameter HDPE BOSS 2000 with a 320kPa pipe stiffness and Poly-tite joint system.
- f) We recommend the installation of three 600mm diameter HDPE inline sump pit catch basins with frame and cover using prefabricated 900x600mm HDPE tee.
- g) We recommend the installation of two 150mm diameter PVC private storm connections for Parcels No. 8 and 9 connected to the new 900mm diameter HDPE BOSS 2000.
- h) We recommend that the new drain enclosure for Parcels No. 8 and 9 be formally incorporated as part of the 5th Concession Drain and be maintained by the City of Windsor.

8.0 DRAWINGS AND SPECIFICATIONS

As part of this report, we have attached design drawings for the proposed driveway culverts and drain enclosures. There is a set of 2 drawings showing:

- a) A watershed plan indicating the drainage area boundary for the 5th Concession Drain; and
- b) Culvert design drawings and details.

Attached as **Appendix 'B'** are:

- a) **'Special Provisions'** for the construction which set out specifications and construction details for the various aspects of the required works to be conducted under this report;
- b) **'General Specifications for Open Drains'**; and,
- c) **'Environmental Protection Special Provisions'**.

9.0 ALLOWANCES

We have not provided any allowances under Section 29 of the Drainage Act as the culverts will be located within the limits of the existing municipal drain. Also, we have not included any allowances under Section 30 of the Drainage Act for damages to lands and crops (if any) caused by the construction and repair and improvement of the farm and access crossings and the operation of equipment as all excess materials will be hauled off-site and no crops are involved.

10.0 ESTIMATE OF COSTS

Our estimate of the total cost of the proposed work, including the cost of the engineer’s report and all incidental expenses, is made up as follows:

Driveway Culvert and Drain Enclosure for Parcels No. 8 and 9

a) Earth excavation and grading.	\$ 4,000.00
b) Supply and install 42.2m of 900mm diameter High Density Polyethylene (HDPE) BOSS 2000 with a 320kPa pipe stiffness and Poly-tite joint system.	\$ 33,760.00
c) Supply, place and compact all granular ‘A’ material for pipe bedding and backfill, being approximately 210 tonnes.	\$ 6,275.00
d) Supply, place and compact all granular ‘A’ backfill in driveway areas, being approximately 115 tonnes.	\$ 3,450.00
e) Supply, place and compact imported clay material for drain backfill in green areas, being approximately 130 cubic metres.	\$ 3,900.00
f) Supply and place 100mm thick imported topsoil and hydroseed per City of Windsor specification S-15 and S-34 in all green areas shown on the design drawings, being approximately 200 square metres.	\$ 4,000.00
g) Supply and install three 600mm diameter HDPE inline sump pit catch basin with frame and cover per AS-301. Connect using prefabricated 900x600mm HDPE tee.	\$ 7,200.00
h) Supply and install two 150mm diameter PVC private drain connections and connect to 900mm diameter HDPE BOSS 2000.	\$ 3,000.00
i) Remove existing broken concrete headwall and connect new HDPE pipe to existing corrugated steel pipe.	\$ 3,000.00
j) Supply and install block headwall including geotextile tieback system and granular base per precast manufacturer specifications, being approximately 6 linear metres. Price to include submission of shop drawings.	\$ 9,000.00
k) Traffic Control	\$ 1,500.00
l) Construct, maintain during construction, and remove clay earth dams, bypass pump and silt fencing including dewatering.	\$ 1,500.00
SUB TOTAL FOR CONSTRUCTION	\$ 80,585.00
H.S.T. ON CONSTRUCTION (1.76% NET)	\$ 1,420.00
TOTAL FOR CONSTRUCTION – (including net H.S.T.)	\$ 82,005.00

INCIDENTALS

Survey, report, estimate, specifications and drawings	\$ 11,000.00
Contract administration and inspection	\$ 3,000.00
Contingency allowance	\$ 5,000.00
SUBTOTAL FOR INCIDENTALS	\$ 19,000.00
H.S.T. ON INCIDENTALS (1.76% NET)	\$ 335.00
TOTAL FOR INCIDENTALS (including net H.S.T.)	\$ 19,335.00
TOTAL ESTIMATED COST	\$ 101,340.00

The estimate provided in this report was prepared according to current materials and installation prices as of the date of this report. In the event of delays from the time of filing the report by the Engineer to the time of tendering the work, it is understood that the estimate of cost is subject to inflation. The rate of inflation shall be calculated using the Consumer Price Index applied to the cost of construction from the date of the report to the date of tendering.

11.0 UTILITIES

It may become necessary to temporarily or permanently relocate utilities that may conflict with the construction recommended under this report. If this occurs, in accordance with Section 26 of the Drainage Act, we assess any relocation cost against the public utility having jurisdiction. Under Section 69 of the Drainage Act, the public utility is at liberty to do the work with its own forces, but if it should not exercise this option within a reasonable length of time, the Municipality will arrange to have this work completed and the costs will be charged to the appropriate public utility.

12.0 ASSESSMENT

Under the Drainage Act, assessments against individual properties are normally comprised of three (3) assessment components:

- i. *Benefit (advantages relating to the betterment of lands, roads, buildings, or other structures resulting from the improvement to the drain).*
- ii. *Outlet Liability (part of cost required to provide outlet for lands and roads).*
- iii. *Special Benefit (additional work or feature that may not affect function of the drain).*

We have assessed the estimated costs against the affected lands and roads as listed in Schedule 'A-1' under "Value of Special Benefit," "Value of Benefit" and "Value of Outlet." Schedule 'A-1' relates to the estimated cost of the construction recommended in this report. Schedule 'A-2' attached to this report is to be used to assess future maintenance costs and will not be levied at this time.

The Special Benefit assessments shown in Schedule 'A-1' were derived as follows:

1. Culvert for Parcel No. 8

The cost of the installation of the driveway culvert and drain enclosure for Parcel No. 8 is estimated at \$40,292.50 plus net HST of \$710.00. The engineering, inspection and other incidentals costs associated with this new drain enclosure is \$9,500.00 plus net HST of \$167.50. Therefore, the total estimated cost of the driveway culvert and drain enclosure for Parcel No. 8 is \$50,670.00. Since this access culvert is a new installation, the estimated cost of this work is assessed at 100% against the adjoining property as a Special Benefit, as shown in Schedule 'A-1'. Therefore, no Outlet or Benefit assessments have been made as part of the construction of the driveway access and drain enclosure.

2. Culvert for Parcel No. 9

The cost of the installation of the driveway culvert and drain enclosure for Parcel No. 9 is estimated at \$40,292.50 plus net HST of \$710.00. The engineering, inspection and other incidentals costs associated with this new drain enclosure is \$9,500.00 plus net HST of \$167.50. Therefore, the total estimated cost of the driveway culvert and drain enclosure for Parcel No. 9 is \$50,670.00. Since this access culvert is a new installation, the estimated cost of this work is assessed at 100% against the adjoining property as a Special Benefit, as shown in Schedule 'A-1'. Therefore, no Outlet or Benefit assessments have been made as part of the construction of the driveway access and drain enclosure.

The items of work recommended in this report shall be pro-ratable items of work for the purposes of levying the actual final assessments.

13.0 FUTURE MAINTENANCE

After completion, the driveway culverts and drain enclosures installed under this report shall be maintained by the City of Windsor using Schedule 'A-2' included in Appendix 'A'. Schedule 'A-2' is based upon an arbitrary maintenance cost of \$5,000. The actual maintenance assessments will be determined by pro-rating the actual maintenance costs in the proportions set out in Schedule 'A-2'. We recommend that the future works of repair and maintenance of the culverts be carried out by the City of Windsor. These costs are to be assessed as described in the following paragraphs.

Schedule 'A-2' represents all of the lands and roads that drain through the culvert for Parcel No. 9. When calculating the outlet assessments for the cost of maintaining a particular culvert, only the properties or proportions of properties that drain through the culvert shall be assessed and the remainder of the properties shall be eliminated from the schedule prior to prorating the outlet assessments. The Outlet assessments shown in Schedule 'A-2' are each based upon an arbitrary amount of \$ 5,000.

The owner of Parcel No. 8 has chosen to enclose the drain fronting the entire width of the property. The Special Benefit was calculated based upon 70% rate for the estimated cost of a standard access culvert (7.0 m wide driveway) and 100% rate for the estimated cost of any additional length used to further enclose the drain. The remaining proportion shall be assessed as Outlet only against the lands and roads upstream of this culvert that drain through it.

The owner of Parcel No. 9 has also chosen to enclose the drain fronting the entire width of the property. The Special Benefit was calculated based upon 70% rate for the estimated cost of a standard access culvert (7.0 m wide driveway) and 100% rate for the estimated cost of any additional length used to

further enclose the drain. The remaining proportion shall be assessed as Outlet only against the lands and roads upstream of this culvert that drain through it.

The division between Special Benefit and Outlet Assessment for the future maintenance of each driveway culvert and drain enclosure shall be as follows:

Owner(s) / Parcel No.	Type	Special Benefit	Outlet
Parcel No. 8	Driveway Culvert and Drain Enclosure	74%	26%
Parcel No. 9	Driveway Culvert and Drain Enclosure	74%	26%

14.0 FISHERIES ISSUES

The Federal Fisheries Act requires that no deleterious substances be introduced to fish habitat and that there be no net loss of fish habitat as a result of any undertaking. Any activities that may introduce deleterious substances or result in loss of fish habitat may require a permit from the Minister of Fisheries, Oceans and the Canadian Coast Guard.

A self-assessment of the project has been completed and an application for a DFO review was submitted. To avoid and mitigate the potential for serious harm to fish, DFO recommends implementation of the measures listed below:

- Complete all work in the dry.
- Utilize appropriate erosion and sediment control measures.
- Stabilize any disturbed banks as soon as possible.
- Complete all works outside of the provincial restricted activities timing window for spring spawning fish (March 15 to July 15)

Provided that the above measures are followed by the Contractor, DFO is of the view that the proposed work will not result in serious harm to fish or prohibited effects on listed aquatic species at risk. As such, an authorization under the Fisheries Act or a permit under the Species at Risk Act are not required.

The Contractor will be responsible to meet the other requirements of federal, provincial and municipal agencies. In addition, the Environmental Specifications attached to this report provides appropriate avoidance and mitigation measures for the Contractor to adhere to.

15.0 ENVIRONMENTAL REQUIREMENTS

Construction involved with the replacement and new installation of the farm and access culverts must comply with the “Environmental Protection Special Provisions” in Appendix ‘B’ and the “Species at Risk Act”.

The Essex Region Conservation Authority has completed a preliminary review and are in support of the proposed works. In consideration of the location of the proposed works, the contributing upstream watershed area and site specific characteristics, an approval from ERCA is not required.

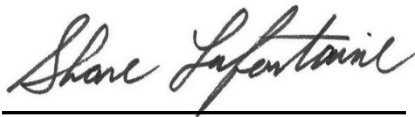
16.0 GRANTS

In accordance with the provisions of Sections 85, 86 and 87 of the Drainage Act, a grant in the amount of 33–1/3 percent of the assessment eligible for a grant may be made in respect to the assessment made under this report upon privately owned lands used for agricultural purposes. The assessments levied against privately owned agricultural land must also satisfy all other eligibility criteria set out in the Agricultural Drainage Infrastructure Program policies. There are no assessed properties that are privately owned lands used for agricultural purposes in the 5th Concession Drain watershed. Therefore, none of the assessed properties are eligible for grant.

All of which is respectfully submitted.

RC SPENCER ASSOCIATES INC.

PREPARED BY:



Shane Lafontaine, P.Eng.

**Designated Engineer
27 January 2023**

REVIEWED BY:



Marvel Hormiz, P. Eng.

**Review Engineer
27 January 2023**



APPENDIX 'A'

SCHEDULES OF ASSESSMENT

SCHEDULE A-1 - Schedule of Assessment for Construction

SCHEDULE A-2 - Schedule of Assessment for Future Maintenance of Culverts

**NEW DRIVEWAY ACCESS AND DRAIN ENCLOSURES
OVER THE 5TH CONCESSION DRAIN**

CITY OF WINDSOR

**SCHEDULE A-1
SCHEDULE OF ASSESSMENT FOR CONSTRUCTION**

**NEW DRAIN ENCLOSURES OVER THE 5TH CONCESSION DRAIN
CITY OF WINDSOR**

A) PRIVATELY OWNED - NON-AGRICULTURAL LANDS (NON-GRANTABLE)										
PARCEL NO.	TAX ROLL NO.	CON. OR PLAN NO.	LOT OR PART OF LOT	AREA OWNED (Hectares)	AREA AFFECTED (Hectares)	OWNER	(SECTION 22) VALUE OF BENEFIT	(SECTION 23) OUTLET LIABILITY	(SECTION 24) VALUE OF SPECIAL BENEFIT	TOTAL ASSESSMENT
8	150-01502	12M-665	LOT 2	0.117	0.117		\$ -	\$ -	\$ 50,670.00	\$ 50,670.00
9	150-01501	12M-665	LOT 1	0.119	0.119		\$ -	\$ -	\$ 50,670.00	\$ 50,670.00
Total Affected Lands (Hectares)					0.236					
Total Assessment on Municipal Roads							\$ -	\$ -	\$ 101,340.00	\$ 101,340.00

TOTAL ASSESSMENT FOR SCHEDULE A-1	\$ -	\$ -	\$ 101,340.00	\$ 101,340.00
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TOTAL LANDS AFFECTED (Ha)	
A) Municipal Roads	0.000
B) Non-Agricultural Lands	0.236
C) Agricultural Lands (Grantable)	0.000
D) Agricultural Lands (Non-grantable)	0.000
Total Lands Affected:	0.236

NOTE: Assessment Values have been rounded to the nearest whole dollar for presentation purposes.

1 Hectare = 2.471 Acres

SCHEDULE A-2
SCHEDULE OF ASSESSMENT FOR FUTURE MAINTENANCE OF CULVERTS
NEW DRAIN ENCLOSURES OVER THE 5TH CONCESSION DRAIN
CITY OF WINDSOR

A) MUNICIPAL ROADS									
PARCEL NO.	Description	AREA OWNED (Hectares)	AREA AFFECTED (Hectares)	OWNER	(SECTION 22) VALUE OF BENEFIT	(SECTION 23) OUTLET LIABILITY	(SECTION 24) VALUE OF SPECIAL BENEFIT	TOTAL ASSESSMENT	
1	Dougall Parkway (East of 6th Concession Road)	-	2.057	Ministry of Transportation of Ontario	\$ -	\$ 2,278.00	\$ -	\$ 2,278.00	
2	Dougall Parkway	-	0.321	City of Windsor	\$ -	\$ 355.00	\$ -	\$ 355.00	
3	6th Concession Road	-	1.467	City of Windsor	\$ -	\$ 1,624.00	\$ -	\$ 1,624.00	
Total Affected Lands (Hectares)			3.845						
Total Assessment on Municipal Roads					\$ -	\$ 4,257.00	\$ -	\$ 4,257.00	

B) PRIVATELY OWNED - NON-AGRICULTURAL LANDS (NON-GRANTABLE)										
PARCEL NO.	TAX ROLL NO.	CON. OR PLAN NO.	LOT OR PART OF LOT	AREA OWNED (Hectares)	AREA AFFECTED (Hectares)	OWNER	(SECTION 22) VALUE OF BENEFIT	(SECTION 23) OUTLET LIABILITY	(SECTION 24) VALUE OF SPECIAL BENEFIT	TOTAL ASSESSMENT
4	150-00510	CON 6	PT LOT 13	0.400	0.400		\$ -	\$ 195.00	\$ -	\$ 195.00
5	150-00520	CON 6	PT LOT 16	0.442	0.442		\$ -	\$ 208.00	\$ -	\$ 208.00
6	150-00797	CON 6	PT LOT 14	0.273	0.273		\$ -	\$ 155.00	\$ -	\$ 155.00
7	150-01581	12M-665	BLOCK 81	0.068	0.042		\$ -	\$ 28.00	\$ -	\$ 28.00
8	150-01502	12M-665	LOT 2	0.117	0.117		\$ -	\$ 78.00	\$ -	\$ 78.00
9	150-01501	12M-665	LOT 1	0.119	0.119		\$ -	\$ 79.00	\$ -	\$ 79.00
Total affected Lands (Hectares)					1.393					
Total Assessment on Privately Owned Non-Agricultural Lands (Non-Grantable)							\$ -	\$ 743.00	\$ -	\$ 743.00

TOTAL ASSESSMENT FOR SCHEDULE A-2	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
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TOTAL LANDS AFFECTED (Ha)	
A) Municipal Roads	3.845
B) Non-Agricultural Lands	1.393
C) Agricultural Lands (Grantable)	0.000
D) Agricultural Lands (Non-grantable)	0.000
Total Lands Affected:	5.238

NOTE: Assessment Values have been rounded to the nearest whole dollar for presentation purposes.

1 Hectare = 2.471 Acres

APPENDIX 'B'

SPECIAL PROVISIONS AND SPECIFICATIONS

**NEW DRIVEWAY ACCESS AND DRAIN ENCLOSURES
OVER THE 5TH CONCESSION DRAIN**

CITY OF WINDSOR

SPECIAL PROVISIONS

1.0 GENERAL SPECIFICATIONS

The General Specifications attached hereto are part of Appendix 'B'. It forms part of this specification and is to be read with these specifications and the Drawings contained in the report. Where there is a difference between the requirements of the Special Provisions and the General Specifications, the Special Provisions shall take precedence.

2.0 DESCRIPTION OF WORK

The accompanying Engineer's report deals with the installation of two driveway culverts and drain enclosures. The work to be carried out under this Contract generally comprises the supply of all materials, equipment and labour required to construct a culvert that extends across the entire frontage of Parcels No. 8 and 9. Granular backfill shall be placed in the location of the driveways shown on the design drawings. The remaining drain enclosure shall consist of clay backfill with a surface of topsoil and hydroseed. The new culvert shall be connected to the adjacent driveway culvert to the north. End treatment on the south end of the new drain enclosure shall consist of a precast concrete block headwall. The work includes the installation three sump pit catch basins as well as the installation of a private drain connection for both parcels that shall be connected to the new culvert. The work also includes the removal of all brush, trees and surplus materials required to complete the new culvert installation. This material shall be removed and disposed off-site at an approved disposal site at the Contractor's expense. Where drain banks and grassed areas are disturbed, the areas will be restored to pre-existing conditions with screened topsoil and hydroseed.

Dewatering, Silt Control and Traffic Control measures will be implemented during construction.

Tile outlet pipes will be replaced if required and as designated by the Drainage Superintendent in the field.

3.0 WORKING AREA

The working area for the new culvert installations shall have a width of 10 m located along the east side of the drain and extends north and south across the frontage of Parcels No. 8 and 9.

Any damages to lands and/or roads from the Contractor's work shall be rectified to pre-existing conditions at the Contractor's expense.

4.0 CULVERT CONSTRUCTION

4.1 Location of Access Culvert

The culvert ends shall extend to the property limit of Parcel No. 8 and connect to the property adjacent to Parcel No. 9 at the north end. The granular driveways shall be installed at the locations shown on the design drawings. Prior to installation, the Contractor shall contact the Drainage Superintendent to confirm the exact location for the new culvert. The Drainage Superintendent, in consultation with the property owner, shall establish the exact location for the new culvert in the field.

4.2 Reference Specifications

The contractor shall supply all materials, labour and equipment necessary for the proper completion of the work, unless otherwise stated in the Specifications or the Tender documents. City of Windsor standards and specifications to supersede OPS references.

Materials shall be as follows:

High Density Polyethylene (HDPE) BOSS 2000

All HDPE pipes to have 320kPa pipe stiffness and conform to OPSS 1854. HDPE pipes shall be joined using poly-tite bell and gasket joint system.

Erosion Stone for Sloping End Protection

All stone to be used for erosion protection shall be 150-300 mm clear quarried rock or OPSS 1004, minimum 300 mm thickness. Round field stone is not acceptable.

Bedding Below and up to Springline of Culvert Pipe Invert

20-25mm clear stone conforming to OPSS Division 10.

Backfill Material

Granular 'A' conforming to OPSS Division 10.

Driveway Surface Material

Granular 'A' conforming to OPSS Division 10.

Filter Fabric

"Non-Woven" geotextile filter fabric with a minimum strength equal to or greater than Terrafix 270R, Amoco 4546, Mirafi 140NC or approved equivalent.

4.3 Dry Culvert Installation

Suitable dykes shall be constructed in the drain so that the installation of the pipe can be accomplished in the dry. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. Granular materials shall be compacted to 100% of their maximum dry density.

4.4 Vertical End Protection

Endwalls shall be constructed of vertical precast concrete block material, as shown on the Drawings. Each endwall shall be designed by the manufacturer and a shop drawing must be submitted to the engineer for review.

4.5 Lateral Tile Drains

Should the Contractor encounter any lateral tiles within the proposed culvert limits as shown and also those not shown on the attached drawings, the Contractor shall re-route the outlet tile drain(s) in consultation with the Drainage Superintendent, as required, to accommodate the new culvert. **Tile drain outlets through the wall of the new culvert pipe will not be permitted.** All costs associated with re-routing lateral tile drains (if any) shall be at the Contractor's expense.

4.6 Silt Control

Although it is anticipated that the culvert installation at this site will be undertaken in the dry, the Contractor shall supply and install a temporary straw bale check dam in the drain bottom immediately downstream of the culvert site during the time of construction. The straw bale check dam shall be to the satisfaction of the Drainage Superintendent and must be removed upon completion of the construction. All costs associated with the supply and installation of this straw bale check dam shall be included in the cost bid for that item.

4.7 Seeding

The disturbed grassed areas resulting from the construction of the culvert and proposed seeding areas shall be seeded as specified herein. The surface area over the backfilled trench shall be finely graded to match the original grade. The surface shall be predominantly fine and free from weeds and other unwanted vegetation. All other loose surface litter shall be removed and disposed of.

All seeding shall be completed per City of Windsor standard specification S-15 (Construction Specification for Seeding). All topsoil placement shall be completed per City of Windsor standard specification S-34 (Topsoil).

The seeding shall be deemed "Completed by the Contractor" when the seed has established in all areas to the satisfaction of the Engineer. Re-seeding and/or other methods required to establish the grass will be given consideration to achieve the end result and the costs shall be incidental to the works.

5.0 MAINTENANCE OF FLOWS

Should rainfall events generate flows in the drain, the contractor is responsible for maintaining the flows in the open drain so that flooding does not occur and for maintaining flows in the covered drains so that subsurface drainage is maintained.

6.0 ENVIRONMENTAL REQUIREMENTS

The Contractor shall comply with the requirements of the attached "Environmental Protection Special Provisions" in Appendix 'B' and "Species at Risk Act", which will be provided during Tender period. The Contractor shall also comply with the approval requirements of the Fisheries and Oceans Canada and the Essex Region Conservation Authority.

To avoid and mitigate the potential for serious harm to fish, DFO recommends implementation of the measures listed below:

- Complete all work in the dry.
- Utilize appropriate erosion and sediment control measures.
- Stabilize any disturbed banks as soon as possible.
- Complete all works outside of the provincial restricted activities timing window for spring spawning fish (March 15 to July 15)

GENERAL SPECIFICATION FOR OPEN DRAINS

(Revised 2016 11 25)

SECTION 1 - AGREEMENT AND GENERAL CONDITIONS

- (1) Payment for the work shall be on a lump sum basis unless otherwise indicated. The Contractor agrees to enter into a formal contract with the Municipality upon acceptance of the tender. The General Conditions of the contract shall be those of the Stipulated Price Contract CCDC2-Engineers, 2008 or the most recent revision of this document. The form of agreement between Owner and Contractor shall be that of the previously stated document or a form of agreement specifically prepared by the Municipality for this purpose.
- (2) All work shall be in first class condition, comply fully with the report, Special Provisions, General Specifications and the Drainage Act, and be carried out to the satisfaction and approval of the Drainage Superintendent for the Municipality. Upon completion of the project, the work will be inspected by the Engineer and the Drainage Superintendent. Any deficiencies noted during the final inspection shall be immediately rectified by the Contractor. Final inspection will be made by the Engineer within 20 days after the Drainage Superintendent has received notice in writing from the Contractor that the work is completed, or as soon thereafter as weather conditions permit.
- (3) The Contractor shall complete all work on or before the date fixed at the time of tendering. The Contractor will be held liable for any damages or expenses occasioned by his/her failure to complete the work on time and for any expenses of inspection, superintending, re-tendering or re-surveying, due to their neglect or failure to carry out the work satisfactorily or in a timely manner. Any such expenses or damages may be deducted by the Drainage Superintendent from the amount of the contract or may be recovered by the Municipality from the Contractor and his sureties.
- (4) The Contractor shall be required to submit to the Municipality a Certificate of Good Standing from the Workplace Safety and Insurance Board prior to the commencement of the work and the Contractor shall be required to submit to the Municipality a Certificate of Clearance for the project from the Workplace Safety and Insurance Board before final payment is made to the Contractor.
- (5) The Contractor shall keep the work under his/her personal control, and shall not assign, transfer, or sublet any portion without first obtaining the written consent of the Municipality.

SECTION 2 - EXAMINATION OF SITE, PLANS AND SPECIFICATIONS

- (1) Each tenderer must visit the site and review the plans and specifications before submitting his tender and must satisfy himself as to the extent of the work and local conditions to be met during the construction. He is not to claim at any time after submission of his tender that there was any misunderstanding of the terms and conditions of the contract relating to site conditions. The Contractor will be at liberty, before bidding, to examine any data in the possession of the Municipality or of the Engineer.
- (2) The quantities shown or indicated on the drawings or in the report are estimates only and are for the sole purpose of indicating to the tenderers the general magnitude of the work. The tenderer is responsible for checking the quantities for accuracy prior to submitting his tender.

SECTION 3 - CONTRACTOR'S LIABILITY

- (1) The Contractor, his/her agents and all workmen or persons under his control including sub-contractors, shall use due care that no person or property is injured and that no rights are infringed in the prosecution of the work. The Contractor shall be solely responsible for all damages, by whomsoever claimable, in respect to any injury to persons or property of whatever description and in respect of any infringement of any right, privilege or easement whatever, occasioned in the carrying on of the work, or by any neglect on the Contractor's part.
- (2) The Contractor shall indemnify and hold harmless the Municipality and the Engineer, their agents and employees from and against claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributable to the Contractor's performance of the contract.

SECTION 4 – ONTARIO PROVINCIAL STANDARDS

- (1) Ontario Provincial Standard Specifications (OPSS) and Ontario Provincial Standard Drawings (OPSD) shall apply and govern at all times unless otherwise amended or extended in these Specifications or on the Drawing. Access to the electronic version of the Ontario Provincial Standards is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web, go to <http://www.mto.gov.on.ca/english/transrd/>. Under the title Technical manuals is a link to the Ontario Provincial Standards. Users require Adobe Acrobat to view all pdf files.

SECTION 5 – APPROVALS, PERMITS AND NOTICES

- (1) The construction of the works and all operations connected therewith are subject to the approval, inspection, by-laws and regulations of all Municipal, Provincial, Federal and other authorities having jurisdiction in respect to any matters embraced in this Contract. The Contractor shall obtain all approvals and permits and notify the affected authorities when carrying out work in the vicinity of any public utility, power, underground cables, railways, etc.

SECTION 6 – NOTIFICATION OF WORK

- (1) Prior to commencing any work of installing any new bridge or removing any existing structures, the Contractor shall inform the Municipal Drainage Superintendent of his intent to commence work at least 48 hours prior to commencing any work. The Owner or Contractor shall endeavor to install and complete the new structure without delay once the work has commenced. If for any reason the work does not proceed continuously then the Owner or Contractor shall notify the Drainage Superintendent in advance of any backfilling operation or headwall construction so that he may schedule inspection of same

SECTION 7 – CONSTRUCTION SAFETY

- (1) The Contractor shall comply with all the requirements of the Occupational Health and Safety Act, 2013, and the regulations passed in connection therewith, as administered by the Ontario Ministry of Labour and all subsequent amendments of the said Act.
- (2) The Contractor shall exercise all possible precaution against injury to persons or property resulting from his work. The Contractor shall leave no trenches, pits, holes or excavations uncovered, without providing sufficient protection at all times. The Contractor shall install, erect and provide barricades, signs, traffic cones, flashers, lights, plates, warning and other devices, materials and personnel as may be required at his own expense in order to provide for the safe passage and control of traffic and to ensure public safety. All traffic control shall be in accordance with the latest standards of the Ministry of Transportation.

SECTION 8 – TRAFFIC CONTROL

- (1) The Contractor shall not perform excavation operations from the travelled portion of the roadway nor close a road or reduce the width or number of traffic lanes available for traffic except as specified in the contract documents or approved by the Engineer.
- (2) The Contractor will be required to control vehicular and pedestrian traffic along roads at all times and shall, at his/her own expense, provide for placing and maintaining such barricades, signs, flags, lights and flag persons as may be required to ensure public safety. The Contractor will be solely responsible for controlling traffic and shall appoint a representative to maintain the signs and warning lights at night, on weekends and holidays and at all other times that work is not in progress. The costs associated with provision of proper signage, barricades, lights and flag persons shall be considered incidental to the works to remove the old bridge and complete the new bridge installation.
- (3) **During all phases of the project, adjoining public roadways shall remain open to through traffic with at least one lane being open to through traffic at all times.**
- (4) All traffic control during construction shall be strictly in accordance with the **Occupational Health and Safety Act** and the current version of the **Ontario Traffic Manuals**. Access to the electronic version of the **Ontario Traffic Manual** is available online through the MTO website, free of charge to all users. To access the electronic standards on the Web, go to <http://www.mto.gov.on.ca/english/transrd/>, click on "Library Catalogue", under the "Title", enter "Ontario Traffic Manual" as the search. Open the applicable "Manual(s)" by choosing the "Access Key", once open look for the "Attachment", click the PDF file. Users require Adobe Acrobat to view all PDF files.
- (5) **Contractors are reminded of the requirements of the Occupational Health and Safety Act pertaining to Traffic Protection Plans for workers and Traffic Control Plan for Public Safety.**

SECTION 9 – GENERAL CO-ORDINATION

- (1) The Contractor shall be responsible for the coordination between the working forces of other organizations and utility companies in connection with this work. The Contractor shall have no cause of action against the Municipality or the Engineer for delays based on the allegation that the site of the work was not made available to him by the Municipality or the Engineer by reason of the acts, omissions, misfeasance or non-feasance of other organizations or utility companies engaged in other work.

SECTION 10 – STATIONS AND BENCHMARKS

- (1) Reference Stations measured in meters, are indicated on the drawings and represent stations along the course of the work. Stationing is shown along the profile at 25 m intervals numbered consecutively, 0+000, 0+025, 0+050, 0+075, etc. Where cut depths are shown on the profile, they represent the approximate depth, in meters, of the finished drain as measured from the surface of the ground to the design gradeline for the bottom of the open drain. Where excavation depths are shown on the profile, they represent the approximate depth, in meters, from the existing drain bottom down to the design gradeline for the bottom of the open drain.
- (2) The Contractor will be held responsible during the progress of the work for the preservation of all reference stakes, benchmarks and survey markers which fall within the limits of the work. The cost of replacing any benchmark or survey marker defaced or destroyed by the Contractor as a result of his work will be deducted from any monies due the Contractor.

SECTION 11 - ALIGNMENT

- (1) Except where specified otherwise, the excavation will follow as nearly as possible the course of the existing drain with sloping and widening carried out on each bank as required to produce the specified cross-section. Wherever sharp or irregular bends occur, all sloping and widening is to be done on that side of the drain that will tend to reduce the curve and improve the alignment of the channel.
- (2) Where one drain bank adjoins the travelled part of any roadway or laneway, all sloping and widening is to be done on that side of the drain farthest from the roadway unless otherwise directed by the Engineer.
- (3) Where the drain bank adjoins an existing fence which is not specified for removal or relocation all required sloping and widening shall be carried out on that side of the drain farthest from the fence.
- (4) Where a drain is to be moved off a road allowance and onto adjoining lands, the top edge of the nearest finished drain bank is to be not closer than 1 metre to the limit of the road allowance or top edge of the abandoned channel. The centreline of the new channel is to be as straight as possible even though this 1 metre dimension is exceeded in places.
- (5) Where a new drain is constructed, its centre line will be as straight as possible and any changes in direction shall be in the form of smooth, regular bends.
- (6) Where a new drain is to be constructed adjoining an existing fence line, the Contractor shall lay out a suitable centre line such that the top edge of the adjacent drain bank, at its widest point, will not be closer than 1 metre to the fence and the Contractor shall use this centre line to establish the drain location.
- (7) The Contractor must lay out the proposed centre line in the field for approval by the Drainage Superintendent prior to construction.

SECTION 12 - PROFILE

- (1) The excavation of the drain must be at least to the depth intended by the grade line shown on the Profile, which grade line is governed by the benchmarks. The Profile shows, for the convenience of the Contractors and others, the approximate depth of excavation from the surface of the ground to the final invert of the channel in metres and decimals of a metre and also the approximate depth of excavation from the bottom of the existing channel to the final invert of the channel. Benchmarks, which have been established along the course of the drain, shall govern the final elevation of the drain. The location and elevation of the benchmarks are shown on the Drawings.

SECTION 13 - BOTTOM WIDTH AND SIDE SLOPES

- (1) The bottom widths and the side slopes of the various sections of the finished drain are to be true to line and grade as shown on the Profile.
- (2) Contractors will not be restricted to the exact dimensions specified but must excavate clear of the specified cross-sections and may excavate such additional depth or width as may be required to accommodate the use of suitable excavating equipment or to allow for minor sedimentation prior to final inspection provided that at no place are the side slopes of the excavation to be cut steeper than the slope specified on the Profile. The Contractor is not to excavate the drain bottom so much deeper than the grade line as to result in the formation of pockets in the drain bottom that will cause water to stand in pools along the drain. Should over-excavation of the drain bank occur, the Contractor will **not** be permitted to repair with native material packed into place by the excavator and reshaped. Should over-excavation occur, the Contractor will be required to have a bank repair detail engineered by a Professional Engineer (hired by the Contractor), to ensure long term stability of the bank is maintained. Such repairs shall be subject to approval by the Engineer and will be at no extra cost to the item.

SECTION 14 - OBSTRUCTIONS

- (1) All brush, timber, logs, stumps, stones, or other obstructions encountered within the limits of the channel along the course of the drain are to be removed by the Contractor. Timber, logs and stumps are to be dealt with in the same manner as specified for brush and trees. Large stones and other similar materials are to be piled near the limit of the spread area so as not to interfere with the spreading of the excavated material. The disposal of this material shall be the owner's responsibility.

SECTION 15 - BRUSH AND TREES

- (1) Brushing shall be carried out on the entire drain within the above identified sections of the drain where required and as specified herein. **All** brush and trees located within the drain side slopes shall be cut parallel to the side slopes, as close to the ground as practicable. Tree branches that overhang the drain shall be trimmed. Small branches and limbs are to be disposed of by the Contractor along with the other brush. Tree stumps, where removed to facilitate the drain excavation and reshaping of the drain banks, may be burned by the Contractor where permitted; otherwise, they shall be disposed of, off the site. All thorn trees shall be disposed of off-site.
- (2) Where the existing bottom widths and side slopes of the drain are sufficient to permit the specified deepening of the drain without disturbing the existing banks above the present drain bottom, the Contractor will be required to cut the brush and trees on the sloping banks flush with the surface of the banks but he will not be required to remove their roots and stumps unless they will obviously create obstructions to the flow of water in the drain.
- (3) Where it is necessary to widen the drain and excavate material from the sloping banks, all brush and trees within the limits of the channel and within 1 metre of the top of the drain banks and within the spread area are to be cut and those roots and stumps in the drain bottom and on the banks where the widening takes place shall be completely removed unless the Drainage Superintendent permits the Contractor to cut the roots and stumps flush with the surface of the finished banks.
- (4) The Contractor shall make every effort to preserve mature trees which are beyond the drain side slopes, and the working corridors. If requested to do so by the Drainage Superintendent, the Contractor shall preserve certain mature trees within the designated working corridors.
- (5) Where there is a fence adjoining the drain, he will be required to cut the brush in the fence line and on the side of the fence opposite the drain only if the excavating equipment will be operated from this side or excavated material is to be placed and levelled on this side.
- (6) The Contractor shall cut off flush with the ground all brush and trees having a diameter of 150 mm or less from the disposal area. Should the Contractor find it necessary to remove trees having a diameter of 150 mm or larger from the disposal area in order to permit the efficient excavation of the drain or spreading of excavated material, he will be at liberty to do so only on permission of the Drainage Superintendent in charge of the work.
- (7) All trees over 200 mm in diameter that are cut are to be trimmed of branches, and the trunks, along with branches over 200 mm in diameter, are to be cut up into log lengths and piled for the use of the adjoining owner unless the owner advises the Drainage Superintendent he does not want them, in which case they are to be disposed of by the Contractor along with the other brush. Small branches and limbs are to be disposed of by the Contractor along with the other brush. Tree stumps may be burned by the Contractor where permitted; otherwise, they shall be disposed of by him away from the site of the work.
- (8) Following completion of the work, the Contractor is to trim up any broken or damaged limbs on trees which remain standing, disposing of the branches cut off along with other brush and leaving the trees in a neat and tidy condition.
- (9) Brush and trees removed from the drain and banks thereof and from the disposal area are to be put into piles by the Contractor, in locations where they can be safely burned, and are to be burned by the Contractor after obtaining the necessary permits, as required. If, in the opinion of the Drainage Superintendent, any of the piles are too wet or green to be burned, he will so advise the Contractor who may then arrange, to the Drainage Superintendent's satisfaction, an agreement in writing, with the owners where the piles are located, for them to burn the material when dry enough. If a satisfactory agreement cannot be made, the Contractor to haul away the unburned materials to an approved dump site.
- (10) Since the trees and brush that are cut off flush with the earth surface may sprout new growth later, it is strongly recommended that the Municipality make arrangements for spraying this new growth at the appropriate time so as to kill the trees and brush.

- (11) Prior to and during the course of burning operations the Contractor shall comply with the guidelines prepared by the Air Quality Branch of the Ontario Ministry of the Environment and shall ensure that the Environmental Protection Act is not violated.
- (12) In no case will brush or trees be buried in the spoil bank or within the excavated material.
- (13) The Contractor will be required to brush rake the excavated material to remove brush and trees from the spoil if so instructed by the Drainage Superintendent.
- (14) As part of this work, the Contractor shall remove any loose timber, logs, stumps, large stones or other debris from the drain bottom and from the side slopes. Timber, logs, stumps, large stones or other debris shall be disposed of off-site.

SECTION 16 – EXCAVATION OF DRAIN

- (1) All excavated material shall be handled as specified in the following section. Materials deposited on the farmlands shall be within the working corridors, at least 2.0 m from the top of the drain bank, or as specified on the drawings. Upon allowing drying of excavated materials (if necessary) and as approved by the Drainage Superintendent, the Contractor shall level excavated materials as specified. Excavated material shall not be placed on dykes, in ditches, tiles or depressions intended to conduct water into the drain.
- (2) Seeding of the disturbed drain banks shall be completed immediately following drain construction as specified in the Special Provisions.
- (3) All excavation work shall be done in such a manner as to not harm any vegetation or trees, not identified in this report or by the Drainage Superintendent for clearing. Any damages to trees or vegetation caused by the Contractors work shall be rectified to the satisfaction of the Drainage Superintendent.
- (4) The Contractor shall exercise caution around existing tile inlets and shall confirm with the property owners that all tiles have been located and tile ends repaired as specified.

SECTION 17 - DISPOSAL OF EXCAVATED MATERIAL

- (1) Where a part of the drain is being relocated, the Contractor shall strip the topsoil from the alignment of the new course and stockpile it for re-use following the completion of the subsoil operations. Subsoil excavated from the new course is to be used first to fill the existing course which is to be abandoned. Where the Contractor can conveniently do so, he may deposit the material in the old course as he excavates it from the new course but where the distance separating the new course from the old course is too great to permit this the excavated material must be loaded onto trucks, hauled to the abandoned drain and placed in the old channel. The material shall be placed in the abandoned channel in layers no greater than 300 mm in thickness. Each layer shall be thoroughly compacted with the levelling equipment available at the site prior to the placement of the subsequent layers. The abandoned channel shall be filled to an elevation at least 300 mm higher than the adjacent natural ground elevation to allow for settlement. If insufficient material is available to fill the old course, the surface of the material shall be graded so as to eliminate any low areas that would collect water.
- (2) Excess excavated material not required for the filling of an abandoned channel or material excavated from the drain under normal construction, repair, or improvement shall be deposited and spread on the immediately adjoining farmlands in the locations set out in the Special Specifications. The material shall be deposited and spread no closer than 2 metres from the top edge of the adjacent drain bank and at least 1 metre clear of all fences.
- (3) Where the excavated material is deposited in bush land, it is to be spread and levelled in the form of a spoil bank over at least the full width of the strip that has been cleared to permit the passage of excavating equipment but in no case is the top surface to be left more than 600 mm above the natural ground level even though this may require additional clearing to produce a sufficient disposal area. On completion, the spoil bank is to be left so that it is smooth enough to drive an ordinary farm vehicle along it.
- (4) Where the adjoining land is sufficiently clear to permit cultivation, the Contractor shall deposit the excavated material on the property and spread the material over a width that, after spreading, the excavated material will generally have a thickness of approximately 150 mm. The Contractor shall utilize a minimum spread width of 6 metres and a maximum spread width of 20 metres even though this results in a depth of material in excess of 150 mm. The material shall be thoroughly spread and levelled with suitable equipment and left in a condition which permits cultivation with ordinary farm equipment without causing undue hardship on farm machinery and personnel.
- (5) After the excavated material has been spread and levelled, any stockpiled topsoil is to be spread over it to a depth of no more than 100 mm.
- (6) No excavated material is to be placed on lawns or ornamental shrubbery but is to be deposited on either or both sides of the lawn on the farmlands immediately adjacent to the lawn.
- (7) Excavated material or topsoil shall not be placed in ditches, tiles or depressions intended to conduct water into the drain.
- (8) The material shall be sufficiently levelled to allow further working by agricultural implements.
- (9) All stones and other debris removed from the drain, which may interfere with agricultural implements, shall be disposed of off-site.
- (10) The Drainage Superintendent in charge will be the sole judge as to the proper disposal of material under the contract and this specification

SECTION 18 - FENCES

- (1) Where it is necessary to remove any fences which parallel the course of the drain in order to permit the excavation of the drain or the disposal of excavated material the Contractor shall remove the fence. An allowance will be made to the owners of the properties to compensate them for damages to fences which are considered capable of restraining cattle. The Contractor shall notify the owner of his intentions to remove the fence at least 7 days prior to doing so. Any owner has the option to salvage his fencing materials but must do so sufficiently in advance of the Contractor's operations so as to cause no unnecessary delays to him. If the owner does not remove his fences, the Contractor shall carefully take down the fence and leave the materials neatly placed beyond the limit of the spread area for disposal or reconstruction by the owner. The owner will be responsible to construct and maintain any temporary fencing during the progress of the work. The landowners and not the Contractor will be

responsible for the control of livestock in the adjoining field during the period of construction. Unless otherwise specified, the Contractor will not be required to reconstruct the fences following the completion of the work of excavation and levelling.

- (2) No permanent fencing shall be constructed or reconstructed without the approval of the Drainage Superintendent. Any fences that are constructed or reconstructed along the course of the drain are to be kept at least 1 metre clear of the top edge of the adjacent drain bank.
- (3) Where the Contractor finds it necessary to remove any fences which cross the drain, he shall remove the fencing materials in a careful, workmanlike manner. Unless otherwise directed the Contractor shall reconstruct the cross fences in as good a condition as the old material permits.

SECTION 19 - ROAD CROSSINGS

- (1) Where the drain crosses the travelled part of a road through a bridge, the Contractor shall excavate the drain to its specified dimensions through the bridge opening, using care to avoid damaging it. If after the drain has been excavated at any bridge structure it appears to the Drainage Superintendent that repairs or replacement may be required, he shall so advise the Road Authority having jurisdiction over the particular bridge.
- (2) Where a new bridge is required or where any underpinning, strengthening or repairs is rendered necessary by the work, it is to be carried out by the Road Authority at its own expense.
- (3) Where the drain crosses the travelled part of a road through a pipe that does not have to be replaced or lowered, the Contractor shall clean the pipe to its full cross-sectional area using care to avoid damaging it.
- (4) Where the existing pipe is of sufficient size and is in a good state of repair but requires to be lowered, the Contractor shall carefully remove it, clean it to its full cross-sectional area and replace it in the drain as specified herein.
- (5) Where the existing pipe must be replaced, the Contractor shall carefully remove it from the drain, clean it to its full cross-sectional area, and leave it beside the drain for removal by the Road Authority. Unless otherwise instructed he shall install the new road culvert as supplied by the Road Authority. All backfill material shall be compacted granular material supplied by the Road Authority, unless otherwise specified.
- (6) The Contractor shall notify the Road Authority having jurisdiction over the structure under construction at least 72 hours in advance of any construction activities.

SECTION 20 - FARM AND ACCESS CULVERTS

- (1) Where a farm or access culvert or bridge does not have to be replaced or lowered, the Contractor shall clean it to its full cross-sectional area using care to avoid causing damage to it in the process.
- (2) Where a pipe culvert is to be lowered, the Contractor shall carefully remove it, clean it to its full cross-sectional area and replace it in the drain with its invert set 10% of the pipe diameter below the grade line.
- (3) Where a culvert is to be replaced, the Contractor shall carefully remove it from the drain, clean it to its full cross-sectional area and leave it on the drain bank. If the pipe was originally supplied and installed by the property owner, it shall be left for disposal by the owner. If the pipe was installed under the provisions of The Drainage Act, it shall be disposed of as directed by the Drainage Superintendent and any salvage value from the sale of the pipe shall be credited to the drain. Wooden or concrete farm or access bridges which must be removed from the drain shall be disposed of in the same manner.
- (4) Where a pipe culvert is to be installed in the drain, all materials shall be supplied by the Drainage Superintendent as an expense to the drain. The Contractor shall install the pipe in the location directed by the Drainage Superintendent in accordance with the specifications governing the installation.
- (5) Where a new culvert is to be installed, the owner may request the Drainage Superintendent to have it placed in a different location from the existing one and this will be permitted so long as the relocation does not result in an increase in the area draining through the culvert. Adequate notice of the change must be given to the Contractor. In no case may the existing culvert be left in the drain when it has been specified that it is to be removed.

SECTION 21 - FARM AND ACCESS PIPE CULVERT INSTALLATION

21.1 - Location and Elevation of Access Culvert or Farm Culvert

- (1) In general, the new access or farm culvert shall be installed as shown on the drawings attached to the engineer's report. Prior to installation, the Contractor shall contact the Drainage Superintendent to confirm the exact location for the new culvert. The Drainage Superintendent, in consultation with the property owner, shall establish the exact location for the new culvert in the field.
- (2) The invert (inside bottom) bottom of the pipe shall be set according to the elevations shown on the accompanying plans. For the purpose of construction, the benchmark indicated on the accompanying plans shall be used to determine the elevation of the proposed enclosure.

21.2 Dry Culvert Installation

- (1) Suitable dykes shall be constructed in the drain so that the installation of the pipe can be accomplished in the dry. The Contractor shall perform the excavation, placement of bedding, pipe and backfill in a dry condition and shall provide all required pumps and/or equipment to enable the work to proceed in the dry.

21.3 Pipe Installation

- (1) The required pipe shall be set in the drain to the dimensions shown on the accompanying drawings and the Contractor shall carry out all required excavation to install the pipe and specified rip-rap end treatment. The drain bottom shall be cleaned, prepared, shaped and compacted to suit the new culvert configuration, as shown on the drawings. The Contractor shall excavate sufficient material from the drain banks and bottom to permit placement of the pipe and backfill material. The minimum trench width as shown on the drawings, shall be provided from the face of the pipe to the excavated trench wall along each bank to provide working room to compact the backfill material.

- (2) The surface on which the culvert is to be laid shall be true to grade and alignment and shaped to accept the materials to be placed. The pipe shall be laid to the alignment and grade shown in the report but may not be placed on a bed containing frozen materials.
- (3) The end protection to each end of the pipe structure shall be as specified in the Special Provisions and on the Drawings and in accordance with the following applicable specifications.
- (4) All newly excavated portions of the drain bank shall be seeded.
- (5) The Contractor shall dispose of all surplus excavated material at an approved disposal site at his expense.
- (6) Riveted corrugated steel pipe shall be laid with the inside circumferential laps pointing in the direction of the flow. The longitudinal laps shall be located in the upper half of the pipe.
- (7) All helical corrugated steel pipe shall be supplied with re-rolled annular ends and shall be installed so that the helix angle is constant for the total length of the installation and each pipe section shall be installed next to the previous section such that the lock-seam forms a continuous helix.
- (8) Corrugated steel pipe sections shall be joined together by means of plant fabricated couplers having a minimum wall thickness of 1.6 mm and a 10 c width. The couplers shall be installed to lap approximately equal portions of the pipe sections being connected, such that the corrugations or projections of the coupler properly engage the pipe corrugations.
- (9) Where fabrication of structural plate structures by the Contractor is specified, they must be assembled in the trench or at the side of the excavation. If the assembled structure has to be moved to its final position, it shall be moved in such a manner that no damage or distortion is caused to the structure. The materials shall be assembled and handled in accordance with the manufacturer's specifications and directions.
- (10) The whole of the work shall be done in a neat, thorough and workmanlike manner such that the alignment of the bridge pipe at each location meets the full satisfaction of the drainage superintendent.

21.4 Backfilling and Compaction

- (1) Backfill and cover material on each side of the culvert pipe shall be carefully placed simultaneously on each side of the pipe so that damage to or movement of the pipe is avoided. At no time shall the levels on each side differ by more than the 300 mm uncompacted layer. Then, a 300mm thick layer of Granular 'A' material, O.P.S.S. Spec 1010 shall be constructed as a road base. All backfill materials shall be placed in layers not exceeding 300mm (12") in thickness, loose measurement. Each layer shall be thoroughly compacted in place to a Standard Proctor Density of 100% by means of mechanical compactors. The Contractor shall provide sufficient water to the granular material such that optimum compaction levels are achieved. The equipment used and method of compacting the backfill material shall be to the full satisfaction of the Drainage Superintendent.

SECTION 22 – LATERAL TILE DRAINS

- (1) Should the Contractor encounter any lateral tiles within the proposed culvert limits as shown and also those not shown on the attached drawings, the Contractor shall re-route the outlet tile drain(s) in consultation with the Drainage Superintendent, as required, to accommodate the new culvert. **Tile drain outlets through the wall of the new culvert pipe will not be permitted.** All costs associated with re-routing lateral tile drains (if any) shall be at the Contractor's expense. Care must be taken in handling plastic drain pipe in cold weather to avoid causing damage.
- (2) Plastic drain pipe shall be held in position on planned grade immediately after installation by careful placement of backfill material.

SECTION 23 – CULVERT END PROTECTION - SLOPING RIP-RAP

- (1) Where specified, the Contractor shall install quarried rip-rap erosion protection materials on the slopes at both ends of the pipe. The backfill and quarried rip-rap protection over the ends of the pipe shall be sloped at 1.5 horizontal to 1 vertical or to a flatter slope specified on the drawings. All stone used for rip-rap culvert end protection shall be 125-225 mm clear quarried rock or OPSS.MUNI 1004 and be placed with a minimum thickness of 300mm thickness. Prior to placing rip-rap materials on the backfill materials, the Contractor shall lay a non-woven geotextile filter fabric equal to a "TerraFix 270R" or approved equal. The geotextile filter fabric shall extend from the bottom of the pipe to the top of each side slope of the drain and between both side slopes of the drain. No portion of the filter fabric shall remain exposed to sunlight. The Contractor shall take extreme care to not damage the geotextile filter fabric when placing the rip-rap on top of the filter fabric. The geotextile filter fabric and quarried stone shall be placed to the complete satisfaction of the Drainage Superintendent. **Concrete rip-rap or round stone will not be permitted.**
- (2) Where a clay layer is specified beneath the Rip-Rap End Protection, it shall be a 500 mm thick layer of cohesive clay material that is dry select earth material free of topsoil, organic matter, broken concrete, steel, wood and deleterious substances. It shall be placed and shaped before the filter fabric layer is placed.

SECTION 24 - BAGGED CONCRETE HEADWALLS – SINGLE BAG THICKNESS

- (1) Sacked concrete end walls that do not exceed 1.8 m in height shall be constructed of a single row of sacked concrete. The installation of the end wall shall be governed by the drawings. The end wall treatment shall extend to the same elevation as the finished travelled surface and fit to the top of bank elevation on both banks and in any event be a minimum of 300 mm above the crown of the pipe.
- (2) Where specified and after the Contractor has set in place the new pipe and partially backfilled same, he shall install new concrete filled jute bag headwalls at each end of the pipe. When constructing the concrete jute bag headwalls, the Contractor shall place the bags so that the completed headwall will have a slope inward from the bottom of the pipe to the top of the finished headwall, the slope of the headwall shall be one unit horizontal to five units vertical.
- (3) The Contractor shall completely backfill in behind the new concrete jute bag headwalls with granular material, Granular "B" per O.P.S.S. 1010, and the granular material shall be compacted in place with a Standard Proctor Density of 100%. The placing of the jute bag headwalls and the backfilling shall be performed in lifts simultaneously. The granular backfill shall be placed and compacted in lifts not to exceed 300mm (12") in thickness.

- (4) The concrete jute bag headwalls shall be constructed by filling jute bags with concrete. All concrete used to fill the jute bags shall have a minimum compressive strength of 20 MPa in 28 days and shall be provided and placed only as a wet mix. Under no circumstances shall the concrete to be used for filling the jute bags be placed as a dry mix. The jute bags, before being filled with concrete, shall have a dimension of 460mm x 660mm (18" x 26"). The jute bags shall be filled with concrete so that when they are laid flat, they will be approximately 100mm (4") thick, 300mm (12") to 380mm (15") wide and 460mm (18") long.
- (5) The concrete jute bag headwall to be provided at the end of the pipe shall be of single bag wall construction or as specified otherwise. The concrete filled bags shall be laid so that the 460mm (18") dimension is parallel with the longitudinal length of the new pipe. The concrete filled bags shall be laid on a footing of plain concrete being 460mm (18") wide or as otherwise specified, extending for the full length of the wall, and from 0.3 metres (1.0') below the bottom of the corrugated pipe to the bottom of the culvert pipe. All concrete used for the footing shall have a minimum compressive strength of 20 MPa in 28 days.
- (6) The completed jute bag headwalls shall be securely embedded a minimum of 0.50m (20") into the side slopes of the drain. At the roadside of the bridge the Contractor shall flair outwards each headwall approximately 1.5m (5.0') as directed by the Drainage Superintendent.
- (7) Upon completion of the jute bag headwall the Contractor shall cap the top row of concrete filled bags with a layer of plain concrete, 150mm (6") thick, and hand trowelled to obtain a pleasing appearance. The concrete cap shall be the same width as the bagged wall and excess concrete will not be allowed to be placed on the cap area. The concrete cap shall not overhang the bagged wall on the driveway side of the wall.
- (8) The Contractor shall fill all voids between the concrete filled jute bags and the corrugated steel pipe with concrete, particular care being taken underneath the pipe haunches to fill all voids.

SECTION 25 – BAGGED CONCRETE HEADWALLS – DOUBLE BAG THICKNESS

- (1) Sacked concrete end walls that exceed 1.8 m in height shall be constructed of double rows of sacked concrete.
- (2) The concrete filled bags are to be laid so that the 460mm (18") dimension is perpendicular (at right angles) to the longitudinal length of the new pipe. Therefore, the long dimension of the bag will be visible when the headwall is complete.

SECTION 26 – GROUTED CONCRETE RIP-RAP WALL

- (1) Where specified, the Contractor may construct a grouted concrete rip rap headwall. The specifications for the installation of a concrete filled jute bag headwall shall be followed with the exception that broken sections of concrete may be substituted for the jute bags. The concrete rip rap shall be approximately 460mm (18") square and 100mm (4") thick and shall have two flat parallel sides. The rip rap shall be fully mortared in place using a mixture composed of three parts of clean, sharp sand to one part of Portland Cement.

SECTION 27 – PRECAST CONCRETE HEADWALLS

- (1) Where specified as an alternative, the Contractor may supply and install precast concrete headwalls. Said precast headwalls shall be a custom-made product, manufactured by Underground Specialties (Windsor) or similar provider.
- (2) The precast concrete headwall or precast blocks or modules shall be of the shape, size and dimensions shown on the drawings.
- (3) Precast provider to provide stamped engineering drawing for precast headwall and Geotextile restrainers for approval.
- (4) Excavation for the headwalls shall be in conformance with O.P.S.S. Section 902.
- (5) The supply and placement of concrete shall be in conformance with O.P.S.S. Section 904. All concrete shall have a strength of 33 MPa after 28 days. All concrete shall be air entrained to an air content of $6\% \pm 1.5\%$ by volume for 19mm maximum size of aggregate. Minimum cover for concrete shall be 40mm (1 1/2").
- (6) The supply and placement of reinforcing steel shall be in conformance with O.P.S.S. Section 905. The reinforcing steel shall be grade 400 and shall be of the size and type shown on the drawings.
- (7) The Contractor shall place the precast headwall so that it is straight and plumb. The method of backfilling the side slope trenches shall be such that no voids remain under the haunches of the sloping concrete headwall. The Contractor's method of achieving this shall be approved prior to start of construction.
- (8) The Contractor shall provide a sufficient opening in the headwalls so that when the headwalls are set and plumb the corrugated steel pipe may be inserted or adjusted to grade. The void between the corrugated steel pipe and opening in the headwall shall be fully mortared in place using a mixture composed of three parts of clean, sharp sand to one part of Portland Cement.
- (9) After the corrugated steel pipe has been set and partially backfilled with Granular "B" per O.P.S.S. 1010 and compacted to 100% Standard Proctor Density, geotextile tie backs to the precast concrete headwalls in accordance to approved stamped headwall and restraining devices.

SECTION 28 - TILE OUTLET PIPES AND ROAD DRAINS

- (1) Where existing tile outlet pipes of cast iron, asbestos cement, corrugated steel or other rigid material are encountered along the course of the drain, and where they will be removed or rendered useless by the work, the Contractor, as part of his work, shall reinstall the outlet pipes in the re-graded bank.
- (2) Where, in the course of the grading operation tile drains having no outlet pipe are encountered or the existing outlet pipe is not suitable for re-installation, the Contractor shall install an outlet pipe manufactured for that purpose. The outlet pipe shall be one size larger than the diameter of the tile, 3 metres in length, and supplied by the Drainage Superintendent as an expense to the drain.
- (3) All outlet pipes installed shall be at least 3 metres long and shall be embedded 2.5 metres into the bank of the drain and shall protrude 0.5 metres beyond its face. The outlet end shall be fitted with a removable wire rodent guard.
- (4) Where a drain adjoining a road is relocated, the Drainage Superintendent shall arrange to have all existing private and road drains which cross beneath the road extended across the old course of the drain to the drain in its new location. The cost of all pipe materials to extend these drains together with the installation costs will be borne by the Road Authority having jurisdiction.

SECTION 29 – RIP-RAP EROSION PROTECTION

- (1) The Contractor shall supply and install the required quantities of graded stone rip-rap erosion protection materials where specified. All stone used for rip-rap culvert end protection shall be 125-225 mm clear quarried rock or OPSS.MUNI 1004 and be placed with a minimum thickness of 300mm thickness. Prior to placing rip-rap materials on the backfill materials, the Contractor shall lay a non-woven geotextile filter fabric equal to a "Terrafix 270R" or approved equal. No portion of the filter fabric shall remain exposed to sunlight. The Contractor shall take extreme care to not damage the geotextile filter fabric when placing the rip-rap on top of the filter fabric. The geotextile filter fabric and quarried stone shall be placed to the complete satisfaction of the Drainage Superintendent. **Concrete rip-rap or round stone will not be permitted.**

SECTION 30 – LOCATION OF STRUCTURES, ETC.

- (1) The Contractor shall satisfy himself as to the exact location, nature and extent of any existing structure, utility or other object which he may encounter during the course of the work. The Contractor shall indemnify and save harmless the Municipality and the Engineer for any damages which he may cause or sustain during the progress of the work. He shall not hold the Municipality or the Engineer liable for any legal action arising out of any claims brought about by such damage caused by him.

SECTION 31 - LAWN RESTORATION

- (1) Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

SECTION 32 – PROPERTY BARS AND SURVEY MONUMENTS

- (1) The Contractor shall be responsible for marking and protecting all property bars and survey monuments during construction. All missing, disturbed or damaged property bars and survey monuments shall be replaced at the Contractor's expense, by an Ontario Land Surveyor.

SECTION 33 - CLEAN UP AND RESTORATION

- (1) The Contractor shall leave the whole of the site of the work in a neat, thorough and workmanlike appearance to the full satisfaction of the Drainage Superintendent. He shall haul away any excess earth from the site. He shall haul to the site, at his own expense, sufficient earth to fill any depressions caused by his work. All debris and waste materials specified for disposal by others shall be left in a neat condition. All materials to be disposed of under this contract shall be removed by the Contractor and the site left in a neat and tidy condition. The site shall be left, as closely as possible, in the same condition it was in prior to the commencement of the work.
- (2) As part of the work and upon completion, the Contractor shall remove and dispose of, off-site any loose timber, logs, stumps, large stones, rubber tires, cinder blocks or other debris from the drain bottom and from the side slopes. Where the construction works cross a lawn, the Contractor shall take extreme care to avoid damaging the lawn, shrubs and trees encountered. Upon completion of the work, the Contractor shall completely restore the area by the placement and fine grading of topsoil and seeding or sodding the area as specified by the Engineer or Drainage Superintendent.

SECTION 34 - UTILITIES, RAILWAYS, ETC.

- (1) The Contractor shall note that overhead and underground utilities such as hydro, gas, telephone and water are not necessarily shown on the drawings. Before commencing work, the Contractor will investigate the location of any and all railways, utility lines, wires, pipes, poles, towers, cables, etc. which may interfere with the proposed work. He will take all necessary steps to avoid damaging these. The Contractor will be liable for any damage to utilities and should any damage result to them from his operations, he will be completely responsible for these damages and will save harmless the Municipality and the Engineer from any legal actions which may arise as a result of such damage.
- (2) If permits are required to allow the work to be carried out on or adjacent to any utilities, pipelines, railways, etc., the Contractor shall obtain these at his own expense.
- (3) All work on or adjacent to any utility, pipeline, railway, etc., is to be carried out in accordance with the requirements of the utility, pipeline, railway, or other, as the case may be, and its specifications for such work form part of this specification and apply.
- (4) In accordance with Section 26 of the Drainage Act, if utilities are encountered during the installation of the drainage works that conflict with the work, the operating utility company shall relocate the utility at their own costs. The Contractor however will be responsible to co-ordinate these required relocations and their co-ordination work shall be considered incidental to the project.

SECTION 35 – DAMAGE TO TRAVELLED PORTION OF MUNICIPAL ROADS

- (1) The Contractor shall be responsible for any damage caused by him to any portion of the municipal road system, especially to the travelled portion. When excavation work is being carried out and the excavation equipment is placed on the travelled portion of a road, the travelled portion shall be protected by having the excavation equipment placed on satisfactory timber planks or timber pads. If any parts of the travelled portion of the road are damaged by the Contractor, the Municipality shall have the right to have the necessary repair work done by its employees and the cost of all labour and materials used to carry out the repair work shall be deducted from the Contractor's contract and credited to the Municipality.

SECTION 36 – MAINTAINING FLOWS

- (1) The Contractor shall maintain the flow of any drainage works encountered in the progress of the work at no expense to the Owner. The Contractor shall obtain written approval from the Engineer in charge to stop up any drain and if necessary, provide pumping equipment, build necessary by-passes, etc. at no expense to the Owner.

SECTION 37 – MAINTENANCE

- (1) The successful Tenderer shall guarantee the work for a period of one (1) year from the date of acceptance (as evidenced by the final inspection report), thereof from deficiencies that, in the opinion of the Engineer, were caused by faulty workmanship or materials. The successful Tenderer shall, at his/her own expense, make good and repair deficiencies and every part thereof, all to the satisfaction of the Engineer. Should the successful Tenderer for any cause, fail to do so, then the Municipality may do so and employ such other person or persons as the Engineer may deem proper to make such repairs or do such work, and the whole costs, charges and expense so incurred may be deducted from any amount due to the Tenderer or may be collected otherwise by the Municipality from the Tenderer. Nothing herein contained shall be construed as in any way restricting or limiting the liability of the Contractor under the appropriate laws under which the work is being done.

SECTION 38 - DRAINAGE SUPERINTENDENT

- (1) Where the word "Drainage Superintendent" is used in this specification, it shall mean the person or persons appointed by the Council of the Municipality having jurisdiction, to superintend the work.
- (2) The Drainage Superintendent will be permitted to make minor variations in the, work so long as these variations will result in either a more satisfactory drain or a more economical one. These variations, however, must not be such as to change the intent of the work performed nor are they to reduce the standard of quality.

SECTION 39 - SPECIAL PROVISIONS

- (1) The Part of the Specifications headed "Special Provisions" which is attached hereto forms part of this Specification and is to be read with it. Where there is any difference between the requirements of this General Specification and those of the Special Provisions, the Special Provisions shall govern.

RC SPENCER ASSOCIATES INC.

Windsor, Leamington & Chatham, Ontario

ENVIRONMENTAL PROTECTION SPECIAL PROVISIONS

(Revised 2016 11 25)

SECTION 1 – GENERAL

- (1) These Environmental Protection Special Provisions shall apply and form part of this Contract. All costs associated to confirming with these Special Provisions shall be included in the Tender prices bid.

SECTION 2 - FIRES

- (1) Fires and burning of rubbish on site will be permitted only with special approval from the Municipality.

SECTION 3 - DISPOSAL OF WASTES

- (1) The Contractor shall not bury rubbish and waste materials on site unless approved by the Engineer and all applicable approving authorities. The site shall be maintained free of accumulated waste and rubbish. All waste materials should be disposed of in a legal manner at a site approved by all local approving authorities and the Engineer.
- (2) The Contractor shall not allow deleterious substances, waste or volatile materials such as mineral spirits, or paint thinner, to enter into waterways, storm or sanitary sewers.
- (3) The disposal of dredge material where applicable shall be in accordance with the above.

SECTION 4 - POLLUTION CONTROL

- (1) The Contractor shall maintain under this Contract temporary erosion, sediment and pollution control features installed.
- (2) The Contractor shall control emissions from equipment and plant to local authority's emission requirements.
- (3) The Contractor shall not cause excessive turbidity when performing in-water work. The Contractor shall not allow any debris, fill or other foreign matter to enter into the waterway. The Contractor shall remove from the waterway, all extraneous materials resulting from in-water work.
- (4) The Contractor shall abide by local noise By-Laws for the duration of the Contract.
- (5) Spills of deleterious substances into waterways and on land shall be immediately contained by the Contractor and the Contractor shall cleanup in accordance with Provincial regulatory requirements. All spills shall be reported to the Ontario Spills Action Centre (1-800-268-6060), local authorities having jurisdiction and the Engineer. To reduce the risk of fuel entering the waterway, refuelling of machinery must take place a safe distance from the waterway. The Contractor shall note that the Engineer or the Owner takes no responsibility for spills, this shall be the sole responsibility of the Contractor.

SECTION 5 - WHMIS

- (1) The Contractor shall comply with the requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials and regarding labelling and the provision of material safety data sheets acceptable to Labour Canada.

SECTION 6 - DRAINAGE

- (1) The Contractor shall not pump water containing suspended materials into waterways, sewers or drainage systems. The Contractor shall be solely responsible for the control, disposal or runoff of water containing suspended materials or other harmful substances in accordance with these specifications, and local authority requirements. The Contractor shall provide temporary drainage and pumping as necessary to keep excavations and the site free from water.
- (2) The Contractor shall install and maintain sediment control devices as indicated on the Contract Drawing and as directed by the Engineer.

SECTION 7 - PROTECTION OF VEGETATION

- (1) The Contractor shall exercise the utmost caution to ensure that existing trees and plants on-site and on adjacent properties are not damaged or disturbed unless noted otherwise in the Removals Special Provisions of this Contract. The Contractor shall restrict tree removal to areas indicated on the Contract Drawings and/or designated on-site. No trees or shrubs shall be removed without the approval of the Engineer.

SECTION 8 - DUST CONTROL

- (1) The Contractor will be solely responsible for controlling dust nuisance resulting from his operations, both on the site and within adjacent rights-of-way.
- (2) Water and calcium chloride shall be applied to areas on or adjacent to the site as authorized by the Engineer as being necessary and unavoidable for the prevention of dust nuisance or hazard to the public. No payment will be made for dust control unless otherwise specified in the Special Provisions.

SECTION 9 - RESTRICTIONS FOR IN-WATER WORKS

- (1) The Contractor shall only perform in-water works during times when conditions permit reasonable production rates to be achieved. The Contractor shall be required to adopt good housekeeping practices that minimize disturbance to the site and the adjacent waterway.

- (2) The Contractor shall note that this Project is subject to approval from the Essex Region Conservation Authority and as such, any possible turbidity caused by the construction of shore protection works is of key importance.
- (3) The Contractor shall minimize the turbidity (sedimentation) produced by any in-water works construction or operations. The Contractor will be ordered to cease operations if, in the opinion of the Engineer or authorities having jurisdiction, the in-water work is producing unacceptable amounts of turbidity in the waterway. Based on this, the Contractor shall either adjust his operation(s) to produce lower turbidity levels, wait for more favourable conditions before operations will be allowed to continue, or undertake approved mitigating measures (e.g., sediment control, etc.). All costs associated with the above will be the sole responsibility of the Contractor, and no claims for extras or delays will be considered.

SECTION 10 - FISH HABITAT

No work shall be undertaken when there is likelihood of adverse effects on fish spawning or fish habitat in downstream waters. The Contractor shall implement the following measures to avoid causing harm to fish and fish habitat:

10.1 - Site Selection

- (1) Design and plan activities and works in the water body such that loss or disturbance to aquatic habitat is minimized and sensitive spawning habitats are avoided.
- (2) Design and construct approaches to the water body such that they are perpendicular to the watercourse to minimize loss or disturbance to riparian vegetation.
- (3) Undertake all instream activities in isolation of open or flowing water to maintain the natural flow of water downstream and avoid introducing sediment into the watercourse.

10.2 - Standard Practices

- (1) Work will not be conducted at times when flows are elevated due to local rain events, storms or seasonal floods. Construct the work 'in the dry' and cut only trees necessary to do the work (no clear-cutting) and as specified in the Construction Specifications. All disturbed areas and all disturbed soils on both banks and within the channel, including spoil, must be stabilized immediately, and upon completion of work returned to a pre-disturbed state or better as soon as conditions allow.

10.3 - Timing Windows

- (1) For spring spawning fish in southwestern Ontario, the timing window for construction, is July 15 to March 15. This covers all warm water fish species, which is the type of fish that will be found in essentially all the small watercourses and drains in southwestern Ontario. Do not carry out in-water work and any work affecting fish or fish habitat outside of the timing window without prior authorization from the appropriate authorities for emergency situations affecting public safety.

10.4 - Contaminant and Spill Management

- (1) Plan activities near water such that materials such as paint, primers, blasting abrasives, rust solvents, degreasers, grout, poured concrete, or other chemicals do not enter the watercourse. All activities should be controlled to prevent the entry of petroleum products, debris, rubble, concrete or other deleterious substances into the water.
- (2) Develop a response plan that is to be implemented immediately in the event of a sediment release or spill of a deleterious substance and keep an emergency spill kit on site.
- (3) Ensure that building material used in a watercourse has been handled and treated in a manner to prevent the release or leaching of substances into the water that may be deleterious to fish.

10.5 - Erosion and Sediment Control

- (1) Develop and implement an 'Erosion and Sediment Control Plan' for the site that minimizes risk of sedimentation of the water body during all phases of the project. Erosion and sediment control measures should be maintained until all disturbed ground has been permanently stabilized, suspended sediment has resettled to the bed of the water body or settling basin, and runoff water is clear. The plan should, where applicable, include:
 - Installation of effective erosion and sediment control measures before starting work to prevent sediment from entering the water body.
 - Measures for managing water flowing into the site, as well as water being pumped/diverted from the site such that sediment is filtered out prior to the water entering a water body. For example, pumping/diversion of water to a vegetation area, construction of a settling basin or other filtration system.
 - Site isolation measures (e.g., silt boom or silt curtain) for containing suspended sediment where in-water work is required (e.g., dredging, culvert work). To prevent sediment entry into the Drain, in the event of an unexpected rainfall, silt barriers and/or traps must be placed in the channel during the works and until the site has been stabilized. All sediment and erosion control measures are to be in accordance with related Ontario Provincial Standards. It is incumbent on the proponent and his/her contractors to ensure that sediment and erosion control measures are functioning properly and are maintained/upgraded as required.
 - Measures for containing and stabilizing waste material (e.g., dredging spoils, construction waste and materials, uprooted or cut aquatic plants, accumulated debris) above the high-water mark of nearby water bodies to prevent re-entry.
 - Regular inspection and maintenance of erosion and sediment control measures and structures during the course of construction. Repairs to erosion and sediment control measures and structures if damage occurs. Sediment in the barriers/traps must be removed and stabilized on land to prevent entry of sediment into the water. Removal of non-biodegradable erosion and sediment control materials once the site is stabilized.

10.6 - Fish Protection

- (1) Ensure that all in-water activities, or associated in-water structures, do not interfere with fish passage, constrict the channel width, or reduce flows.
- (2) Retain a qualified professional to ensure applicable permits for relocating fish are obtained and to capture any fish trapped within an isolated/enclosed area at the work site and safely relocate them to an appropriate location in the same waters. Fish may need to be relocated again, should flooding occur on the site.
- (3) Screen any water intakes or outlet pipes to prevent entrainment or impingement of fish. Entrainment occurs when a fish is drawn into a water intake and cannot escape. Impingement occurs when an entrapped fish is held in contact with the intake screen and is unable to free itself.
- (4) Avoid using explosives in or near water. Use of explosives in or near water produces shock waves that can damage a fish's swim bladder and rupture internal organs. Blasting vibrations may also kill or damage fish eggs or larvae.

10.7 - Operation of Machinery

- (1) Ensure that machinery arrives on site in a clean condition and is maintained free of fluid leaks, invasive species, and noxious weeds. Wash, refuel, and service machinery and store fuel and other materials for the machinery in such a way as to prevent any deleterious substances from entering the water.
- (2) Whenever possible operate machinery on land above the high-water mark, on ice, or from a floating barge in a manner that minimizes disturbance to the banks and bed of the water body.
- (3) To cross a municipal drain or watercourse, use the existing crossing structures within the designated working corridors or construct temporary crossing structures approved by the Engineer. Forging will not be permitted unless approved by the Engineer and carried out by the Contractor according to the requirements determined by the Engineer.

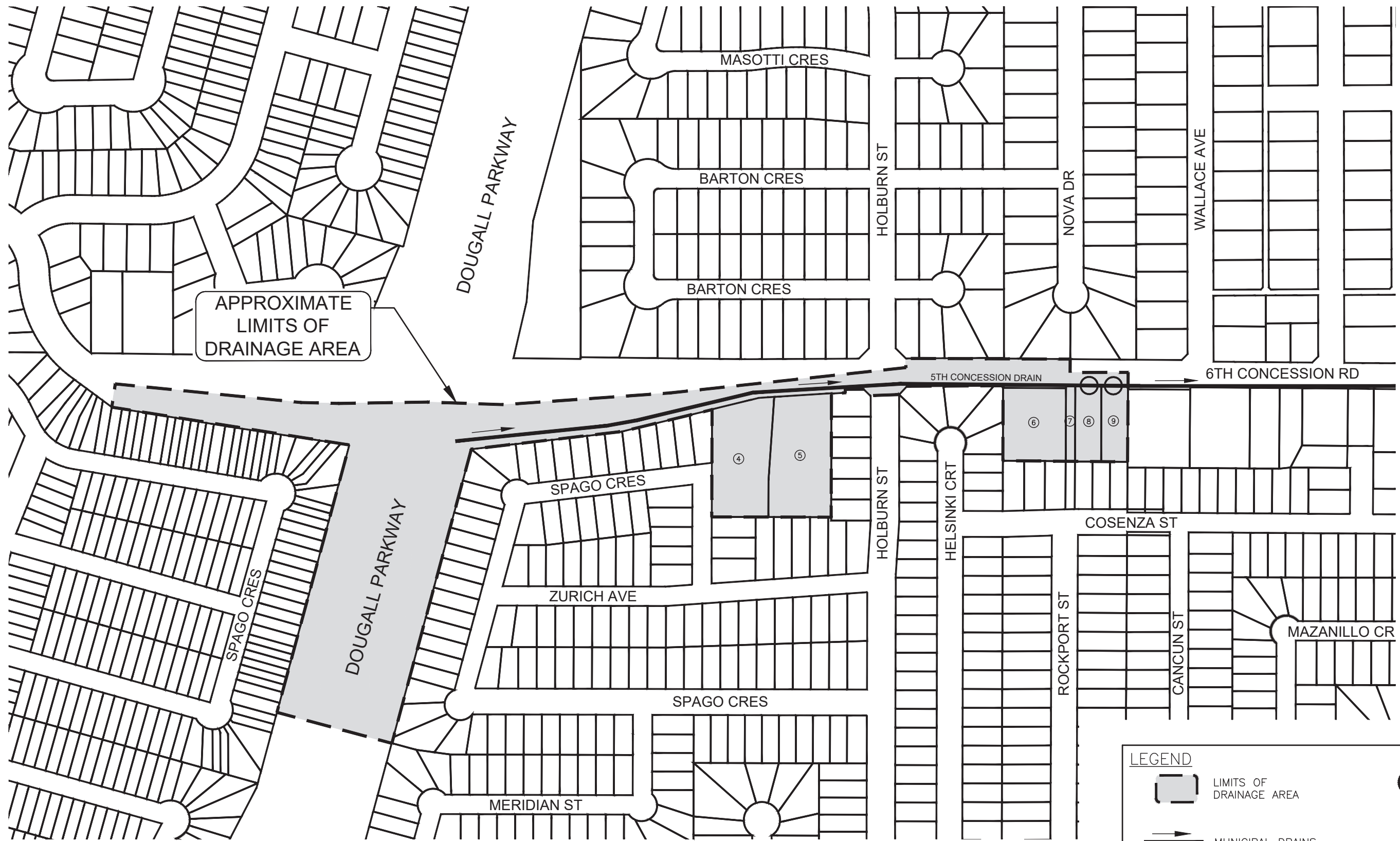
10.8 - Culvert Work

- (1) It is important to apply the relevant mitigation measures outlined above, to ensure that no deleterious materials reach fish habitat and that there are no detrimental impacts to physical fish habitat.
- (2) Existing culverts may be repaired, replaced, and removed, and debris may be removed from them, without contacting DFO. Important things to consider are:
 - the timing window, which will be July 15 to March 15 for almost 100% of projects;
 - that fish passage must not be obstructed;
 - that the channel cannot be realigned;
 - that culverts are designed for a minimum embedment of 10% below grade;
 - that new material placed below the high-water mark must be properly stabilized and protected from erosion;
 - that the channel must not be narrowed; and
 - that work must be done when there is no flowing water.
- (3) It is best to time work when stream flows are at a minimum, but contingency measures should be in place in the event that a heavy rain occurs. Cofferdams or other features should be used above the area of construction and water above it should be pumped into the stream channel downstream of the construction. If the initial dewatering strands fish, they should be captured and placed downstream in the wetted area. It may be necessary to get a permit from MNRF to move the fish.




SECTION 11 - ENDANGERED SPECIES ACT

- (1) All work must comply with the current version of the Ontario Endangered Species Act, 2007, S.O. 2007, c.6; O. Reg.230/08: (Species at Risk in Ontario); and O. Reg. 242/08: (General).
- (2) The Municipality shall obtain the most current Endangered Species information available from MNRF and other sources. A designated persons employed by the Municipality will be responsible for reviewing habitat maps to determine if registration of prescribed activities or full review and approval by MNRF and other agencies is required.
- (3) Prior to the start of any construction activities, the Contractor shall meet with the Municipal Designate to obtain a copy of specific mitigation procedures for dealing with endangered species should they be encountered anytime during construction.

RC SPENCER ASSOCIATES INC.
Windsor, Leamington & Chatham, Ontario



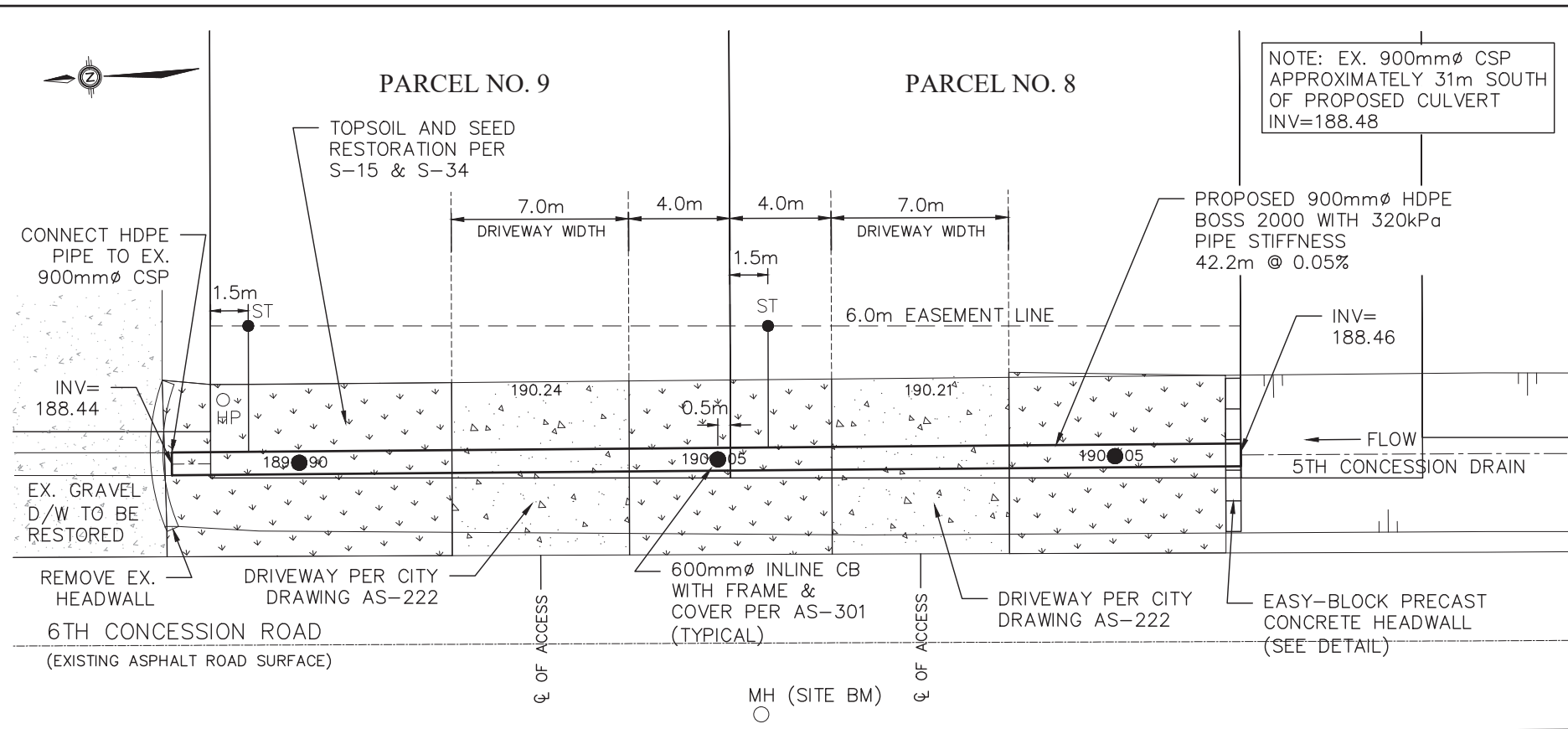
LEGEND

-  LIMITS OF DRAINAGE AREA
-  MUNICIPAL DRAINS
-  NEW CULVERT INSTALLATION

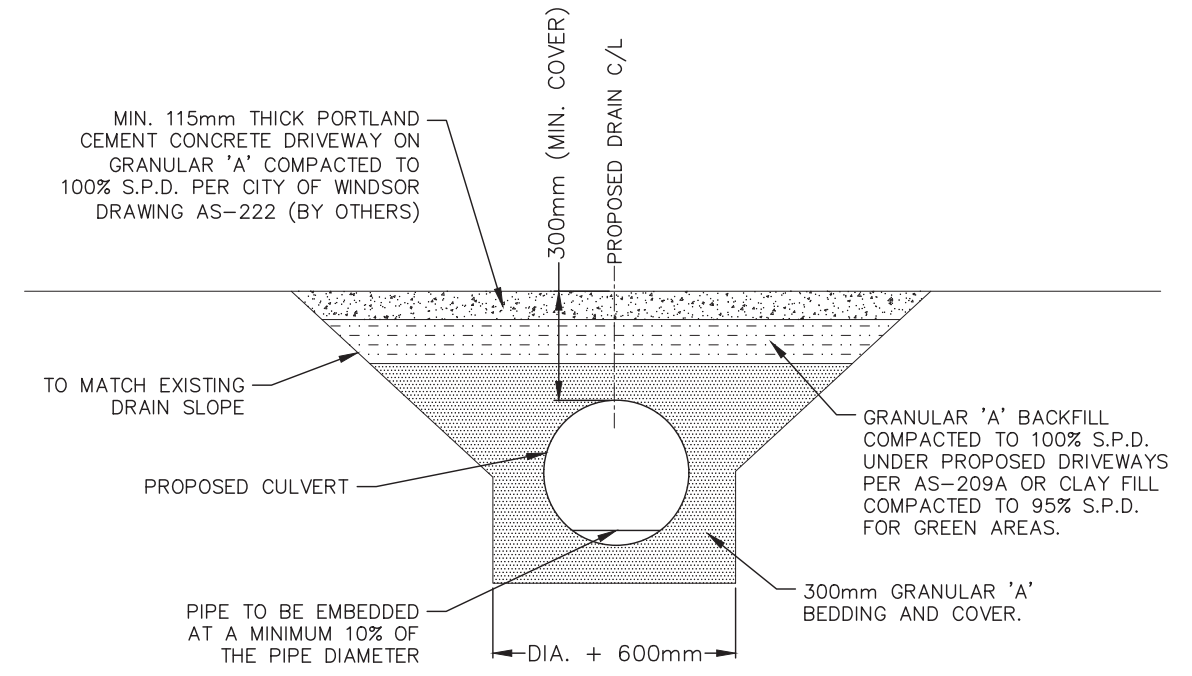


RC SPENCER ASSOCIATES INC.
 Consulting Engineers
 Windsor: 800 University Ave. W., Windsor, ON N9A 5B9
 Leamington: 18 Talbot St. W., Leamington, ON N8H 1M4
 Chatham-Kent: 49 Raleigh St., Chatham, ON N7M 2M6

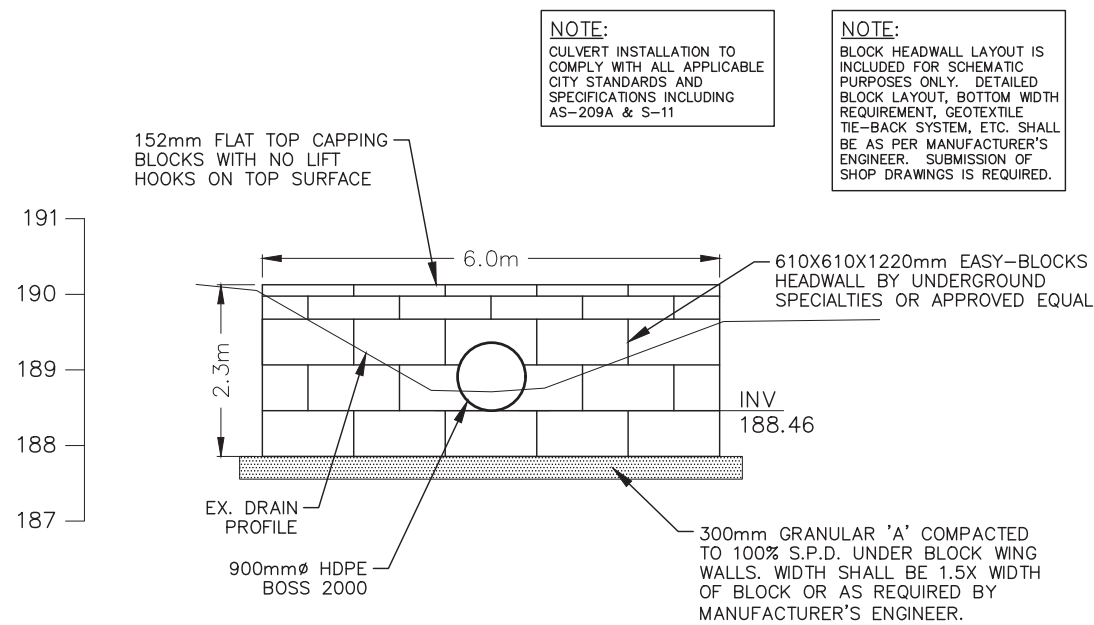
DESIGN	M.M.H.	5TH CONCESSION DRAIN CULVERTS	PROJECT NO.	20-978
CHECKED	S.M.L.		SHEET NO.	1
DRAWN	M.M.H.	DRAINAGE AREA PLAN	OF	2
CHECKED	S.M.L.			
DATE	27 JAN. 2023			
SCALE	1:3,000			



PLAN VIEW
SCALE: 1:250



CROSS-SECTION DETAIL (TYPICAL)
NOT TO SCALE



HEADWALL DETAIL
SCALE: 1:100

CULVERT SPECIFICATIONS FOR PARCEL 8 & 9
(NEW CULVERT INSTALLATION)

PIPE SIZE	900mm DIAMETER
PIPE LENGTH	42.2m
PIPE GAUGE	N/A
CORRUGATION PROFILE	N/A
TYPE OF PIPE	HDPE BOSS 2000 WITH 320kPa PIPE STIFFNESS
UPSTREAM PIPE INVERT	188.46
DOWNSTREAM PIPE INVERT	188.44
PIPE GRADE	0.05%

SITE BENCHMARKS:
CENTER OF MANHOLE LOCATED AT THE SOUTHBOUND LANE OF 6TH CONCESSION ROAD FRONTING PARCELS NO. 8 AND 9.

ELEV= 190.092



Consolidated Agenda - March 20, 2023

DESIGN	M.M.H.
CHECKED	S.M.L.
DRAWN	M.M.H.
CHECKED	S.M.L.
DATE	27 JAN. 2023
SCALE	AS SHOWN

5TH CONCESSION DRAIN CULVERTS

CULVERT DETAILS

PROJECT NO.	20-978
SHEET NO.	2
OF	2



Item No. 13.4

BY-LAW NUMBER 22-2023

A BY-LAW TO PROVIDE FOR THE REPAIR AND IMPROVEMENT OF THE
LITTLE 10TH CONCESSION DRAIN

Passed the 20th day of March, 2023.

WHEREAS the Council of The Corporation of the City of Windsor has procured a Drainage Report for the Little 10th Concession Drain as prepared by Baird AE, dated February 2, 2023 to install private access culvert for the property at 3940 Lauzon Road (Engineer's Drainage Report) which report is attached hereto and forms part of this by-law;

AND WHEREAS the estimated total cost will be borne entirely by the property owner of 3940 Lauzon Road (090-040-01900-0000) in the amount of \$62,150.00 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 Little 10th Concession Drain is desirable;

THEREFORE the Council of The Corporation of the City of Windsor, pursuant to the provisions of Section 45 and Section 58 of the Drainage Act, R.S.O. 1990, hereby enacts as follows:

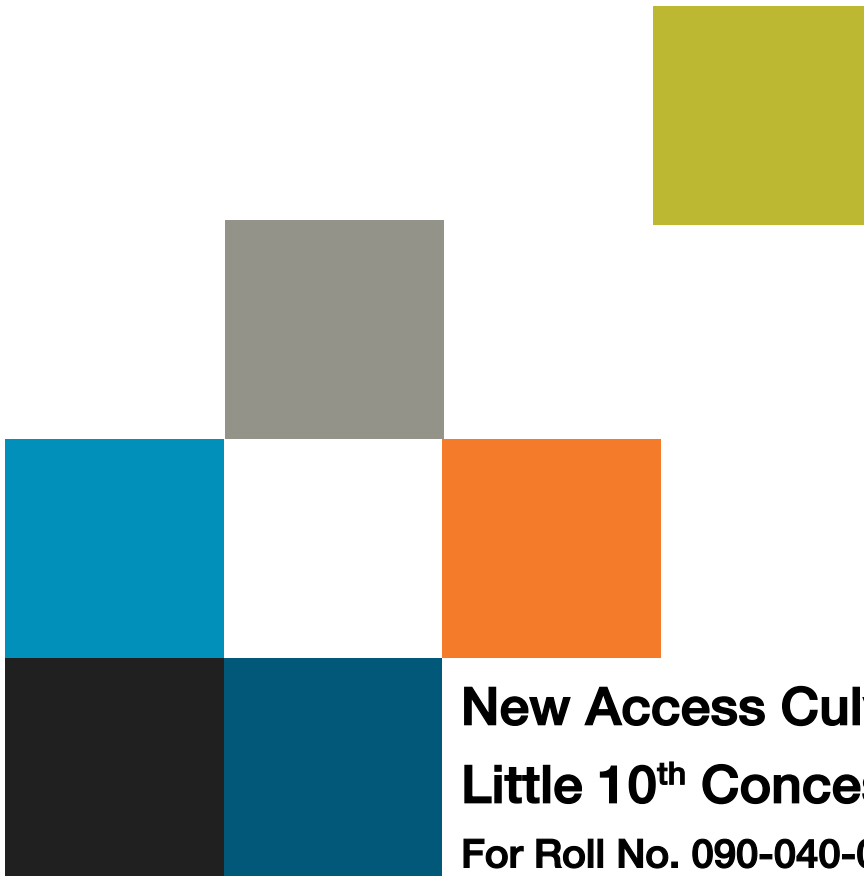
1. **THAT** the Drainage Report for the Repairs and Improvements of the Little 10th Concession Drain as prepared by Baird AE, dated February 2, 2023 to install private access culvert for the property at 3940 Lauzon Road (Engineer's Drainage Report), which is attached hereto as Schedule "A", is hereby 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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023



The City of Windsor

February 2, 2023

Project No. 22-060

February 2, 2023

The City of Windsor
City Hall
Windsor ON N9A 6S1

27 Princess St.
Unit 102
Leamington, ON
N8H 2X8
519.326.6161
1.844.842.9188

Mayor and Members of Council,

Subject: New Culvert over the Little 10th Concession Drain
Roll No. 090-040-01900
In the City of Windsor
Our File Reference 22-060

bairdAE.ca

1.0 Authorization

A request was received by the City of Windsor from the landowner of parcel 090-040-01900 for the construction of a new culvert over the Little 10th Concession Drain. Council accepted the request under Section 78 of the Drainage Act (the Act) and on August 8, 2022, appointed the undersigned to prepare a report for the construction of said culvert.

2.0 Purpose of Report and Current Engineer's Report

The purpose of this report is to provide plans and specifications for the construction of a new culvert to provide access for a proposed dwelling. This report provides a description and estimated cost of the proposed work and a recommendation for distribution of the construction and incidental costs related to the work. This report further provides for the distribution of future maintenance costs. The assessments provided in this report are based on the estimated cost of the work. These assessments will be pro-rated to the actual cost of the project upon completion of the work.

The last repair and improvement were made to the Little 10th Concession Drain based on a report prepared by Tim Oliver, P.Eng. dated August 15, 2013. Under this report, the drain was improved through brushing, cleaning of the drain bottom and replacement of numerous bridges.

Prior to the 2013 report, the Little 10th Concession Drain was last improved under a report prepared by C.G. Russell Armstrong, P.Eng., dated October 3, 1968.

3.0 Site Meeting

On November 16, 2022, a meeting was held to discuss the proposed work.

The following people were in attendance:

Name	Address
Mike St. Jules	3945 Lauzon Road
Dan Nicodeni	3575 Lauzon Road
Andy Schentzer	4000 Lauzon Road
Sevgi Koprulu	3930 Lauzon Road
Alessia Mussio	Town of Tecumseh
Joseph Lappalainen	Town of Tecumseh
Tom Graziano, P.Eng	City of Windsor
Halliday Pearson, P.Eng.	Baird AE
David Basiliou, P.Eng.	Baird AE

Mr. Graziano welcomed attendees and explained that this meeting was being held to discuss the culvert proposed for the new residence at 3940 Lauzon Road.

All construction costs will be assessed to the subject parcel. Future maintenance of the new primary culvert will be shared between the owner and the upstream lands and roads.

Mr. Basiliou discussed the Drainage Act process. After the report is received by the City, it takes approximately three (3) months to move through the process. A meeting to consider the technical aspects of the report will be held before Council. As the owner is being assessed 100% of the construction cost, a Court of Revision waiver may be signed. The Engineer and/ or the Drainage Superintendent will contact the owner at the appropriate time to discuss the waiver.

4.0 Survey and Investigation

The subject section of the Little 10th Concession Drain flows northwesterly along the east side of Lauzon Road. A plan showing the drain layout and proposed culvert location is attached to this report.

Cross-section information was obtained at the desired location of the new access culvert, approximately 315 metres north of County Road 42. Drain bottom elevations and downstream culvert information were also recorded.

Approximately 32 metres downstream of the proposed culvert location, there is an existing culvert constructed of 8m of 1780mm x 1360mm aluminized CSPA with concrete jute bag headwalls providing access to a residential parcel. The upstream culvert provides access to agricultural lands and consists of 11m of 1780mm x 1360mm aluminized CSPA with concrete jute bag headwalls, approximately 209 metres south of the proposed culvert.

5.0 Recommendations

Based on our hydraulic calculations, site survey, investigations and discussions with the City and landowners, we would recommend the following:

7.32 metres of 1220x 1920mm reinforced elliptical concrete pipe, Class HE I with poured concrete headwalls.

We have based the proposed invert elevations on the existing drain bottom elevations, upstream and downstream culvert inverts and the design grade provided in the 2013 report. The work shall be carried out in accordance with the attached specifications, accompanying drawings and under the provisions of the Act.

6.0 Fisheries Issues

The Little 10th Concession Drain is a Type 'F' drain. We would recommend the following measures be utilized to mitigate damage to the drain during construction:

- No work shall be undertaken between March 15 and June 30;
- All work shall be completed in the dry;
- Culverts shall be installed with a minimum of 10.0% embedment;
- All disturbed soils shall be stabilized upon completion of the work;
- Sediment control shall be implemented during construction;
- Contractor shall prevent entry of petroleum products, debris and deleterious substances into the water.

An ERCA permit will be required for the construction of this access culvert as the Little 10th Concession Drain is located within the regulated area and is under the jurisdiction of ERCA.

A Species at Risk Screening was completed. The screening indicates that snake species are a concern for this work area. Standard mitigation measures apply and are available by contacting the Drainage Superintendent.

A self-assessment was completed to determine if Fisheries and Oceans Canada (DFO) would need to review this project. Based on the DFO Self-Assessment website, we have determined that the work laid out in this report does not require DFO review. However, standard measures for fish and habitat mitigation should be implemented.

7.0 Drawing and Specifications

Attached to this report is Drawing No. 22-060, which consists of plans showing the location of the proposed works, the land affected and the details and cross-sections of the recommended work. The design drawings are attached to this report in Appendix B.

Specifications are included in this report describing the dimensions, grades, disposal of material, working areas for construction and future maintenance, and other particulars of the recommended work. Specifications can be found in Appendix A of this report.

8.0 Working Area

The Contractor shall complete the work from the Lauzon Road right-of-way.

9.0 Estimate of Cost

Our estimate of the total cost of this work, including all incidental expenses, is the sum of **SIXTY TWO THOUSAND ONE HUNDRED AND FIFTY** ----- dollars (**\$62,150.00**) made up as follows:

CONSTRUCTION

Item	Quantity	Description	Amount
1.	L.S.	Price includes supply and placement of 7.32 metres of 1220x 1920mm reinforced elliptical concrete pipe, Class HE I; supply, placement and compaction of new granular 'A' material; supply and construction of poured concrete headwalls; cleaning of existing drain 6.0 metres from each end of pipe; traffic control; supply, installation and maintenance of silt fence downstream of culvert	
			\$ 40,000
2.	L.S.	Existing field tiles to be extended to downstream end of pipe at both culvert locations, as required.	
			\$ 1,500
3.	L.S.	Supply and placement of good quality topsoil, hydroseed and mulch on all disturbed portions of the drain	
			\$ 1,000
Total for Construction (excluding HST)			\$ 42,500

INCIDENTALS

Estimated cost of site meeting and survey	\$	1,200
Estimate cost of design, report, assessment, estimate and specifications	\$	5,300
Estimated cost of assistants, expenses and drafting	\$	2,000
Estimated cost of letting contract	\$	1,000
Estimated cost of supervision and inspection during construction	\$	1,500
Attendance at public meetings	\$	1,000
Estimated cost of ERCA permit	\$	500
		=====
Total for Incidentals (excluding HST)	\$	12,500
Total for Construction (brought forward)	\$	42,500
Sub-Total for Incidentals and Construction	\$	55,000
HST Payable	\$	7,150
		=====
TOTAL ESTIMATE	\$	62,150
		=====

10.0 Construction Assessment

This culvert shall provide primary access to the adjacent parcel. Therefore, the cost of the culvert shall be assessed 100% to parcel 090-040-01900.

11.0 Maintenance Assessment

Future maintenance of the subject culvert shall be undertaken using the attached specifications. The maintenance cost shall be assessed 50% to parcel 090-040-01900 with the remaining cost being assessed as Outlet to the upstream lands and roads on an affected area basis in accordance with the current by-law.

The cost of future maintenance on surface materials other than Granular 'A' and the cost of any special features shall also be assessed 100% as Benefit to the lands served by the culvert.

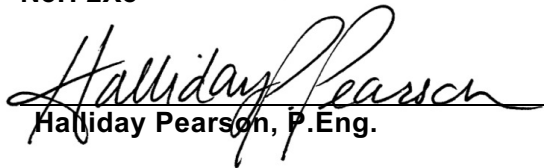
12.0 Grant

In accordance with the provisions of Sections 85, 86 and 87 of the Act, a grant in the amount of 33-1/3 percent of the assessment eligible for a grant may be made in respect to the assessment made under this report upon privately owned lands used for agriculture.

The subject lands do not qualify for this Provincial grant.

All of which is respectfully submitted,

BAIRD AE
27 PRINCESS STREET, SUITE 102
LEAMINGTON, ONTARIO
N8H 2X8


Halliday Pearson, P.Eng.



APPENDIX A

Specifications

Construction Specifications

1.0 Pipe Material

The Contractor shall supply and place 7.32 metres of 1220x 1920mm reinforced elliptical concrete pipe, Class HE I.

2.0 Working Area

The Contractor shall complete the works from the Lauzon Road right-of-way as provided for under Section 63 of the Act. The Contractor is responsible for providing appropriate traffic control per Book 7 Temporary Conditions.

3.0 Excavated Material

The Contractor shall cast all excavated material on the adjacent agricultural lands. Excavated material shall be spread to a depth of no more than 100 mm and shall be kept at least 0.5 metres clear from the finished edge of the drain, care being taken not to fill any existing tiles, ditches, furrows or drains with the excavated material. Debris (garbage, wood pieces, concrete, etc.) shall be removed from the excavated material and disposed of offsite at a location determined by the Contractor at their expense.

4.0 Location and Elevation of Culvert

The proposed location and elevations of the culvert shall be according to the drawings, 22-060.

5.0 Placement of Culvert & Headwalls

The Contractor shall construct suitable dykes in the drain so that installation of the culvert can be completed in the dry. The Contractor shall perform the excavation, placement of pipe and backfill in a dry condition and shall provide all required pumps and/ or equipment to enable the work to proceed in the dry. The Contractor shall ensure that flows in the open drain are maintained and that the dyked drain does not result in flooding upstream of the construction area. Weather conditions shall be monitored by the Contractor.

The Contractor shall excavate all vegetation, topsoil and existing granular material from the bank slopes and bottom of the existing drain. Excavated material shall be spread as described in Item 3.0.

The required work includes supply and placement of the pipe specified in 1.0 Pipe Material. The Contractor shall supply new granular 'A' materials. The pipe shall be installed per OPSD 802.050 and 807.050.

The Contractor shall carefully unload, handle and place the specified pipe so as not to damage. Damaged material or distorted from improper installation will not be accepted.

The Contractor shall construct poured concrete headwalls at either end of the pipe. These headwalls shall conform to OPSD 804.040 and City of Windsor AS-209A. The Contractor shall supply to the Engineer a shop drawing for approval prior to commencing construction.

6.0 Granular 'A' Driveways

The Contractor shall construct a driveway approach from the edge of the road across the drain to a minimum of 1.0 metre beyond the north drain bank. The Contractor shall supply, place and compact a minimum of 300mm of granular 'A' for the driveway surface. At the road edge, the driveway shall be widened as shown on the attached plans.

7.0 Alignment

The alignment of the pipes throughout shall be to the full satisfaction of the Drainage Superintendent or Engineer in charge. The whole of the work shall be done in a neat, thorough and workmanlike manner to the full satisfaction of the Drainage Superintendent or Engineer.

8.0 Location of Structures, Etc.

The Contractor shall satisfy himself as to the exact location, nature and extent of any existing structure, utility or other object which he may encounter during the course of the work. The Contractor shall indemnify and save harmless, the Municipality and the Engineer for any damages which he may cause or sustain during the progress of the work. He shall not hold the Municipality or the Engineer liable for any legal action arising out of any claims brought about by such damage caused by him.

9.0 Damage to Travelled Portion of Municipal Road

The Contractor will be responsible for any damage caused by him to any portion of the municipal road system, especially to the travelled portion. When excavation work is being carried out and the excavation equipment is placed on the travelled portion of a road, the travelled portion shall be protected by having the excavation equipment placed on satisfactory timber planks or timber pads. If any parts of the travelled portion of the road is damaged by the Contractor, the road authority shall have the right to have the necessary repair work done by its employees and the cost of all labour and materials used to carry out the repair work shall be deducted from the Contractor's contract and credited to the road authority.

10.0 Construction Safety

The Contractor shall comply with all the requirements of the Occupational Health and Safety Act, 1990 and the regulations passed in connection therewith, as administered by the Ontario Ministry of Labour and all subsequent amendments of the said Act.

The Contractor shall exercise all possible precaution against injury to persons or property resulting from his work. The Contractor shall leave no trenches, pits, holes or excavations uncovered, without providing sufficient protection at all times. The Contractor shall install, erect and provide barricades, signs, traffic cones, flashers, lights, plates, warning and other devices, materials and personnel as may be required and at his own expense in order to provide for the safe passage and control of traffic and to ensure public safety. All traffic control shall be in accordance with the latest standards of the Ministry of Transportation.

11.0 Certificate of Clearance

The Contractor will be required to submit to the Municipality a Certificate of Good Standing from the Workplace Safety & Insurance Board prior to the commencement of the work and the Contractor will be required to submit to the Municipality, a Certificate of Clearance for the project from the Workplace Safety & Insurance Board before final payment is made to the Contractor.

12.0 Progress Orders

Monthly progress orders for payment shall be furnished to the Contractor by the Commissioner in charge; said orders shall not be for more than 90% of the value of the work done and the materials furnished on the site. The paying of the full 90% does not imply that any portion of the work has been accepted. The remaining 10% will be paid 60 days after the final acceptance and completion of the work.

13.0 Cleaning Up

The Contractor shall leave the whole of the site of the work in a neat, thorough and workmanlike appearance to the full satisfaction of the Drainage Superintendent or Engineer. The Contractor shall haul away any excess earth from the site. He shall haul to the site, sufficient earth to fill any depressions caused by his work at his own expense. The site shall be left as close as possible in the same condition as it was prior to the commencement of the work.

14.0 Measurement and Payment

Payment for the work shall be on a unit price basis unless otherwise indicated and shall include all the work shown on the accompanying drawings and specifications.

15.0 Maintaining Flow

The Contractor shall maintain the flow of any drainage works encountered in the progress of the work and at no expense to the Owner. The Contractor shall obtain written approval from the Drainage Superintendent or Engineer in charge to stop up any drain and if necessary provide pumping equipment, build necessary by-passes, etc. at no expense to the Owner.

16.0 Notification of Work

Prior to commencing any work of installing the extension of the culvert or removing any existing structures, the Contractor shall inform the Drainage Superintendent of his intent to commence work at least 48 hours prior to commencing any work. The Owner or Contractor shall endeavour to install and complete the new structure without delay once he has commenced the work. If for any reason the work does not proceed continuously then the

Owner or Contractor shall notify the Drainage Superintendent in advance of any backfilling operation or headwall construction so that he may schedule inspection of same. The completed work must be done to the satisfaction of the Drainage Superintendent and be approved by him.

17.0 Final Inspection

Upon completion of the work, the Drainage Superintendent and/ or Engineer shall perform a final inspection to ensure the work complies with the drawings and specifications provided herein. Should deficiencies be noted, the Contractor shall immediately make repairs satisfactory to the Drainage Superintendent and/ or Engineer.

18.0 Maintenance

The Contractor shall repair and make good at his expense any damages or faults in the work that may appear within one year after its completion (as evidenced by the final inspection report), as the result of imperfect or defective work done or materials furnished. Nothing herein contained shall be construed as any way restricting or limiting the liability of the Contractor under the appropriate laws under which the work is being done.

19.0 Tile Drains

Should the Contractor encounter tile drains with the proposed culvert limit, the Contractor shall re-route the tile drain in consultation with the Drainage Superintendent and/ or Engineer. The tiles shall be extended and routed downstream. Tile drain connections through the wall of the pipe will not be permitted.

20.0 Restoration

The complete maintenance works shall be done in a neat, thorough, and workmanlike manner, and shall be cleaned up to the full satisfaction of the Consultant.

The whole of the work shall be satisfactorily cleaned up and during the course of the construction no portion shall be left in any untidy or incomplete state before subsequent portions are undertaken.

All driveways, access bridges, or any other means of access onto the job site shall be fully restored to their former condition at the Contractor's expense. Before authorizing Final Payment, the Consultant shall inspect the work in order to be sure that the proper restoration has been performed.

The Contractor will be fully responsible for the restoration of all areas disturbed by his operations in the carrying out of this work. The Contractor shall supply topsoil so that he can place a minimum of 100 mm in depth of topsoil over the restoration area. Any depressions caused by equipment or due to the movement of materials shall be backfilled with topsoil and satisfactorily levelled and raked in place on all lawn areas to be restored. The Contractor shall seed and mulch said areas in accordance with 21.0 Seeding and Mulching.

21.0 Seeding and Mulching

The Contractor shall fine grade the finished surfaces and shall apply hydroseeding and mulch. The seeding and mulching operation shall be carried out according to O.P.S.S. Spec. 572 or as amended herein and the operation shall include the supplying and placing of the following:

- A) Seed Mixture - Creeping Red Fescue - 50%
 - Red Top - 20%
 - Canada Blue Grass - 15%
 - Kentucky Blue Grass - 15%
- B) Nurse Crop - Oats if seeding and mulching is performed during May or June.
 - Annual Rye Grass if seeding and mulching is performed during Sept. or Oct.
- C) Fertilizer - 5-20-10 mixture
- D) Mulch - Wood Cellulose Fibre or Straw
- E) Adhesive - Asphalt Emulsion if straw mulch used
 - Liquid Polyvinyl Acetate if wood fibre mulch used

The application rates shall be as follows:

- A) Grass Seed Mixture - 90 lbs./acre
- B) Fertilizer - 350 lbs./acre
- C) Nurse Crop Seed - 55 lbs./acre
- D) Mulch
 - 1300 lbs./acre if wood fibre used
 - 1" to 2" depth if straw used
- E) Adhesive
 - 200 imp.gal/acre for Asphalt Emulsion
 - 205 lbs./acre for Liquid Polyvinyl Acetate

The seeding and mulching operation shall be only carried out as weather conditions permit during the months of May and June in the Spring, and September and October in the Fall. If the excavation work is carried out during the months of May and June, or September or October, the Contractor has the option of contacting the Drainage Superintendent and if the Contractor receives his written permission, the seed mixture as above specified, may be placed on the excavated side slopes by the Contractor by hand, daily, at the completion of his daily excavation operation. If the Contractor has been given written permission by the Drainage Superintendent to place the seeding mixture by hand daily, at the completion of his daily excavation operation, the Contractor shall be responsible to give the side slopes a rough, harrowed texture prior to placing the seed mixture.

22.0 Fires and Disposal of Wastes

Fires and burning of rubbish on site will be permitted only with special approval from the City.

The Contractor shall not bury rubbish and waste materials on site unless approved by the Engineer and all applicable approving authorities. The site shall be maintained free of accumulated waste and rubbish. All waste materials should be disposed of in a legal manner at a site approved by all local approving authorities and the Engineer.

The Contractor shall not allow deleterious substances, waste or volatile materials such as mineral spirits, or paint thinner, to enter into waterways, storm or sanitary sewers.

23.0 Pollution Control

The Contractor shall maintain under this Contract temporary erosion, sediment and pollution control features installed. The Contractor shall control emissions from equipment and plant to local authorities' emission requirements. The Contractor shall not cause excessive turbidity when performing in-water work. The Contractor shall not allow any debris, fill or other foreign matter to enter into the waterway. The Contractor shall remove from the waterway, all extraneous materials resulting from in-water work.

The Contractor shall abide by local noise By-Laws for the duration of the Contract.

Spills of deleterious substances into waterways and on land shall be immediately contained by the Contractor and the Contractor shall clean up in accordance with Provincial regulatory requirements. All spills shall be reported to the Ontario Spills Action Centre (1-800-268-6060), local authorities having jurisdiction and the Engineer.

To reduce the risk of fuel entering the waterway, refuelling of machinery must take place a safe distance from the waterway. The Contractor shall note that the Engineer or the Owner takes no responsibility for spills, this shall be the sole responsibility of the Contractor.

24.0 Drainage

The Contractor shall not pump water containing suspended materials into waterways, sewers or drainage systems. The Contractor shall be solely responsible for the control, disposal or runoff of water containing suspended materials or other harmful substances in accordance with these specifications, and local authority requirements. The Contractor shall provide temporary drainage and pumping as necessary to keep excavations and site free from water. The Contractor shall install and maintain sediment control devices as indicated on the Contract Drawing and as directed by the Engineer.

25.0 Protection of Vegetation

The Contractor shall exercise the utmost caution to ensure that existing trees and plants on-site and on adjacent properties are not damaged or disturbed unless noted otherwise in the Removals Special Provisions of this Contract. The Contractor shall restrict tree removal to areas indicated on the Contract Drawings and/or designated on-site. No trees or shrubs shall be removed without the approval of the Engineer.

26.0 Dust Control

The Contractor will be solely responsible for controlling dust nuisance resulting from his operations, both on the site and within adjacent right-of-ways.

Water and calcium chloride shall be applied to areas on or adjacent to the site as authorized

by the Engineer as being necessary and unavoidable for the prevention of dust nuisance or hazard to the public. No payment will be made for dust control unless otherwise specified in the Special Provisions.

27.0 Restrictions for In-Water Works

The Contractor shall only perform in-water works during times when conditions permit reasonable production rates to be achieved. The Contractor shall be required to adopt good housekeeping practices that minimize disturbance to the site and the adjacent waterway.

The Contractor shall note that this Project is subject to approval from the Essex Region Conservation Authority and as such, any possible turbidity caused by the construction of the shore protection works is of key importance.

The Contractor shall minimize the turbidity (sedimentation) produced by any in-water works construction or operations. The Contractor will be ordered to cease operations if, in the opinion of the Engineer or authorities having jurisdiction, the in-water work is producing unacceptable amounts of turbidity in the waterway. Based on this, the Contractor shall either adjust his operation(s) to produce lower turbidity levels, wait for more favourable conditions before operations will be allowed to continue, or undertake approved mitigating measures (e.g. sediment control, etc.). All costs associated with the above will be the sole responsibility of the Contractor, and no claims for extras or delays will be considered.

28.0 Fish Habitat

No work shall be undertaken when there is likelihood of adverse effects on fish spawning or fish habitat in downstream water.

APPENDIX B Drawings

SHEET INDEX:

SHEET NUMBER	SHEET TITLE
SHEET 1	TITLE PAGE & DRAINAGE AREA
SHEET 2	PROPOSED CULVERT DETAILS

BENCHMARK:

BENCHMARK 1: ☆
 TOP NUT OF FIRE HYDRANT ON LAUZON RD
 ELEVATION 183.003m



LITTLE 10th CONCESSION DRAIN

SCALE: N/A



27 PRINCESS STREET, SUITE #102
 LEAMINGTON, ONTARIO
 N8H 2X8

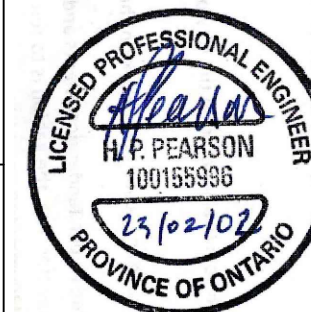
700 - 1350 PROVINCIAL ROAD,
 WINDSOR, ONTARIO
 N8W 5W1

PROJECT TITLE:

LITTLE 10th CONCESSION DRAIN - NEW CULVERT
 3940 LAUZON ROAD - CONCESSION 3 PT. LOT 136, CITY OF WINDSOR, ON

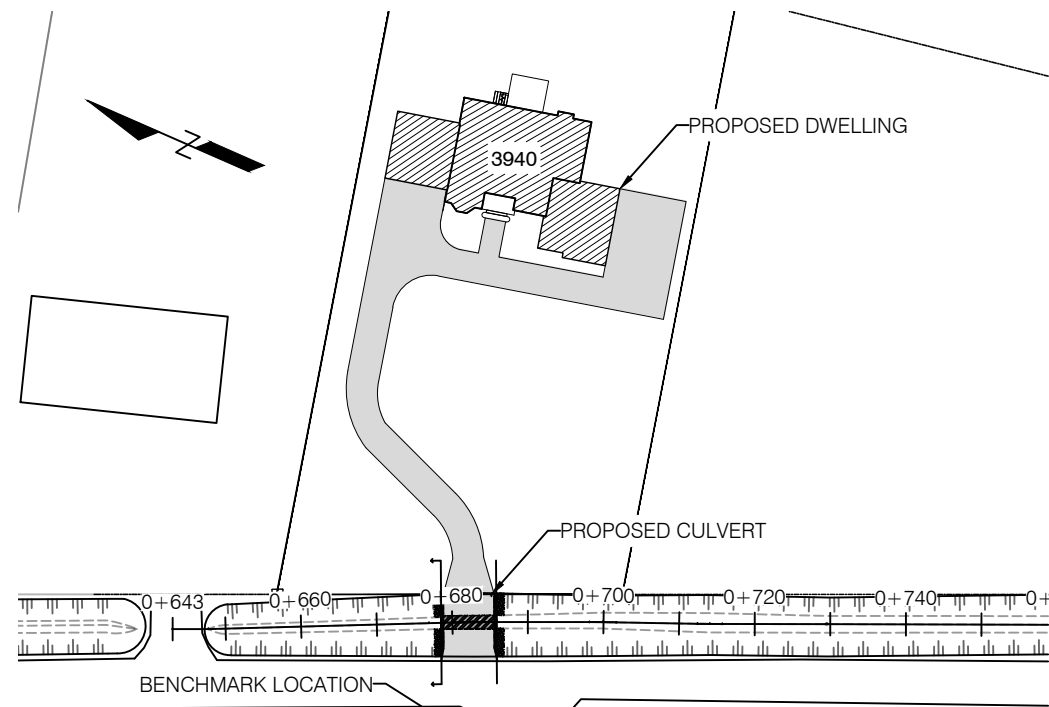
SHEET:

TITLE PAGE & DRAINAGE AREA



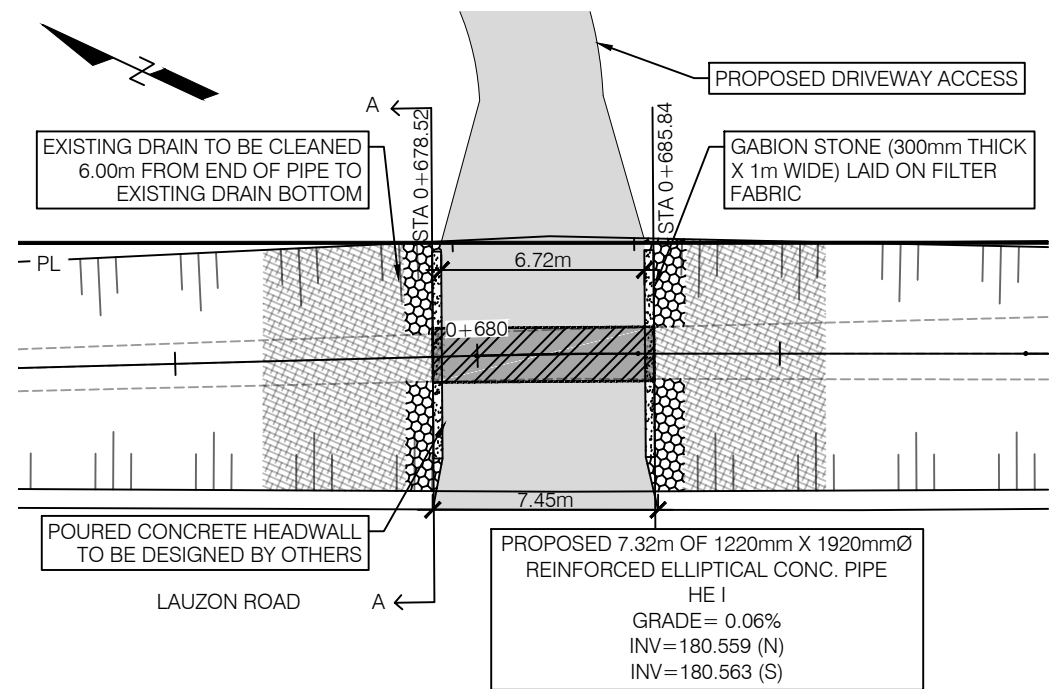
Halliday Pearson
 HALLIDAY P. PEARSON P. ENG.

DRAWN BY: J.H.	SCALE: AS NOTED	DATE: FEB 02, 2023
CHK'D BY: H.P.P.	SHEET No. : 1 OF 2	PROJECT No. : 22-060



PLAN VIEW- CULVERT

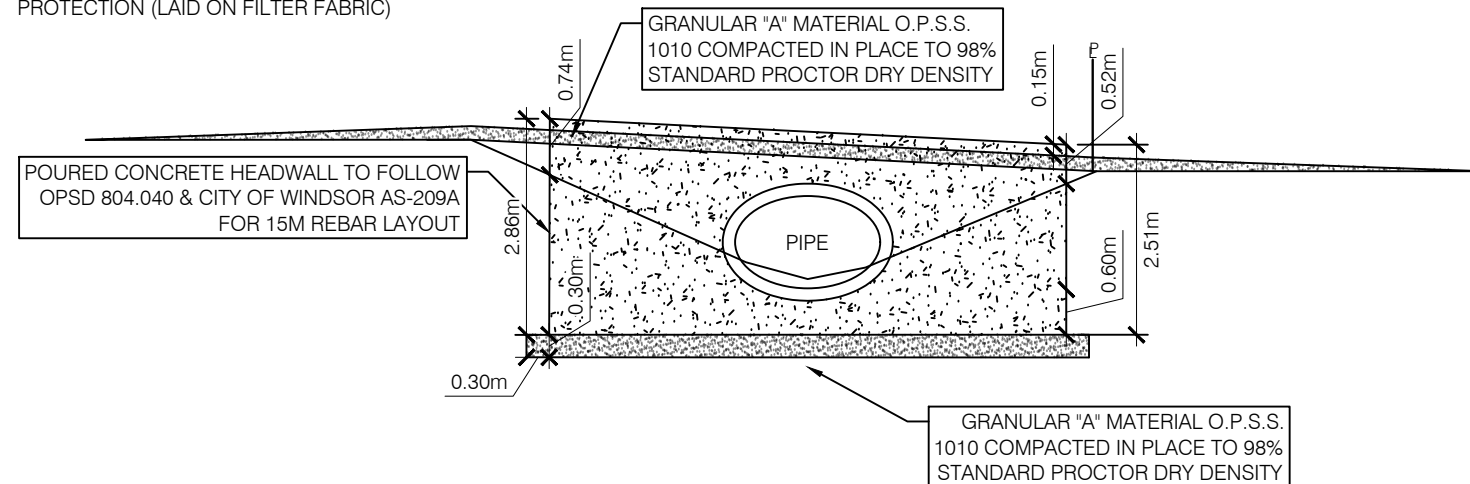
SCALE: 1:1000



PLAN VIEW- CULVERT

SCALE: 1:250

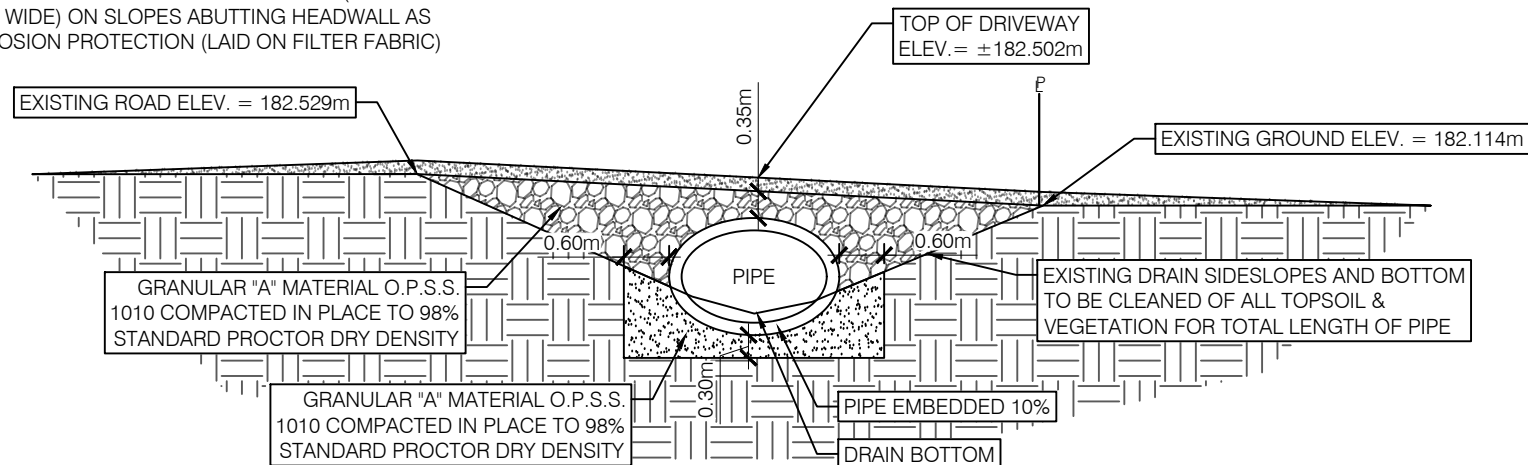
NOTE: GABION STONE TO BE PLACED (300mm THICK X 1m WIDE) ON SLOPES ABUTTING HEADWALL AS EROSION PROTECTION (LAID ON FILTER FABRIC)



TYPICAL - POURED CONCRETE WALL

SCALE: 1:100

NOTE: GABION STONE TO BE PLACED (300mm THICK X 1m WIDE) ON SLOPES ABUTTING HEADWALL AS EROSION PROTECTION (LAID ON FILTER FABRIC)



CROSS SECTION - SECTION 'A' - 'A'

SCALE: 1:100

PROJECT TITLE: LITTLE 10th CONCESSION DRAIN - NEW CULVERT				BENCH MARK ELEVATION: 183.003m		BENCH MARK LOCATION: TOP NUT OF FIRE HYDRANT																	
3940 LAUZON ROAD - CONCESSION 3PT. LOT 136, CITY OF WINDSOR, ON				CULVERT SIZE		PIPE LENGTH		PIPE GAUGE		CORRUGATIONS		CULVERT TYPE		PIPE INVERT ELEVATIONS		FINISHED DRIVEWAY ELEVATIONS							
SHEET TITLE: PROPOSED CULVERT CROSS-SECTIONS				DRAWN BY: J.H.		SCALE: AS NOTED		DATE: FEB 02, 2023		1220mm X 1920mm CLASS HE I		7.32		HE I		N/A		REINFORCED ELLIPTICAL CONCRETE PIPE		UPSTREAM END: 180.563 DOWNSTREAM END: 180.559		182.502	
				CHCK'D BY: H.P.P.		SHEET No. : 2 OF 2		PROJECT No. : 22-060		Consolidated Agenda - March 20, 2023													

Item No. 13.5

BY-LAW NUMBER 23-2023

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 18 FOOT EAST/WEST ALLEY, NORTH OF SEMINOLE STREET, SOUTH OF 1480 OLIVE ROAD, EAST OF OLIVE ROAD, WEST OF NORMAN ROAD, CITY OF WINDSOR

Passed the 20th day of March, 2023.

WHEREAS the 18 foot east/west alley, north of Seminole Street, south of 1480 Olive Road, east of Olive Road and west of Norman Road, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

AND WHEREAS it is deemed expedient that the said lands be assumed for subsequent closure;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows: That the 18 foot east/west alley, north of Seminole Street, south of 1480 Olive Road, east of Olive Road and west of Norman 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 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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

SCHEDULE "A" TO BY-LAW 23-2023

PT ALLEY (CLOSED BY LT395969) PL 1063, ABUTTING LOTS 272, 271, & PT LOT 270 SAVE & EXCEPT PTS. 3, 4, 12R20195; WINDSOR S/T EASE AS IN LT395970; CITY OF WINDSOR

Being PIN 01104-0467

City of Windsor
County of Essex

Item No. 13.6

BY-LAW NUMBER 24-2023

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 18 FOOT EAST/WEST ALLEY, NORTH OF SEMINOLE STREET, SOUTH OF 1480 OLIVE ROAD, EAST OF OLIVE ROAD, WEST OF NORMAN ROAD, CITY OF WINDSOR

Passed the 20th day of March, 2023.

WHEREAS it is deemed expedient to close, stop up and convey the 18 foot east/west alley, north of Seminole Street, south of 1480 Olive Road, east of Olive Road and west of Norman Road, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 18 foot east/west alley, north of Seminole Street, south of 1480 Olive Road, east of Olive Road and west of Norman Road, City of Windsor, 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 any required easements pursuant to Council Resolution CR497/2022 be registered prior to conveyance.
3. That the closed alley be conveyed to the owner of the abutting property known municipally as 1480 Olive Road and zoned RD1.2 and the conveyance cost of the closed alley be set at \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
4. That prior to the conveyance of the closed alley to the owner of the abutting property known municipally as 1480 Olive Road, the owner to obtain a Driveway Permit to complete and maintain the Olive Road right-of-way to City of Windsor Standard Engineering Drawing AS-222.
5. 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.
6. 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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

SCHEDULE "A" TO BY-LAW 24-2023

PT ALLEY (CLOSED BY LT395969) PL 1063, ABUTTING LOTS 272, 271, & PT LOT 270 SAVE & EXCEPT PTS. 3, 4, 12R20195; WINDSOR S/T EASE AS IN LT395970; CITY OF WINDSOR

Being PIN 01104-0467

City of Windsor
County of Essex

Item No. 13.7

BY-LAW NUMBER 25-2023

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 4.27 METRE EAST/WEST ALLEY, NORTH OF REGINALD STREET, SOUTH OF SEMINOLE STREET, EAST OF AUBIN ROAD, WEST OF GEORGE AVENUE, CITY OF WINDSOR

Passed the 20th day of March, 2023.

WHEREAS the 4.27 metre east/west alley, north of Reginald Street, south of Seminole Street, east of Aubin Road and west of George Avenue, City of Windsor, more particularly described in Schedule "A" hereto annexed, is vested in The Corporation of the City of Windsor;

AND WHEREAS it is deemed expedient that the said lands be assumed for subsequent closure;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.27 metre east/west alley, north of Reginald Street, south of Seminole Street, east of Aubin Road and west of George Avenue, 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 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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

SCHEDULE "A" TO BY-LAW 25-2023

Alley Plan 1340 Ford City abutting Lots 38 to 42 Plan 1340; Windsor

Being PIN 01101-0550

City of Windsor
County of Essex

Item No. 13.8

BY-LAW NUMBER 26-2023

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 4.27 METRE EAST/WEST ALLEY, NORTH OF REGINALD STREET, SOUTH OF SEMINOLE STREET, EAST OF AUBIN ROAD, WEST OF GEORGE AVENUE, CITY OF WINDSOR

Passed the 20th day of March, 2023.

WHEREAS it is deemed expedient to close, stop up and convey the 4.27 metre east/west alley, north of Reginald Street, south of Seminole Street, east of Aubin Road and west of George Avenue, City of Windsor, more particularly described in Schedule "A" attached hereto;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the 4.27 metre east/west alley, north of Reginald Street, south of Seminole Street, east of Aubin Road and west of George Avenue, City of Windsor, 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 closed alley be conveyed to the owner of the abutting property known municipally as 1590 Aubin Road and zoned RD1.2 and the conveyance cost of the closed alley be set at \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.
3. 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.
4. 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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

SCHEDULE "A" TO BY-LAW 26-2023

Alley Plan 1340 Ford City abutting Lots 38 to 42 Plan 1340; Windsor

Being PIN 01101-0550

City of Windsor
County of Essex

Item No. 13.9

BY-LAW NUMBER 27-2023

A BY-LAW TO AMEND BY-LAW 8946, BEING A BY-LAW TO CLOSE, AND STOP UP AND CONVEY THE NORTH/SOUTH ALLEY BETWEEN CHURCH AND BRUCE, FROM FRONTENAC TO LIBERTY, R.P. 1305
Authority No. CAO168/2022

Passed the 20th day of March, 2023.

WHEREAS it is deemed expedient to amend By-law 8946 passed the 13th day of April, 1987, and registered on title on the 21st day of April, 1987 as Instrument No. R1006826 relating to the property more particularly described in Schedule "A" hereto annexed;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law 8946 passed the 13th day of April, 1987, and registered on title on the 21st day of April, 1987 as Instrument No. R1006826 be amended by deleting sections 2(i) and (ii) in their entirety and inserting the following in their place:

For alley conveyed to abutting lands zoned RD1/4: \$1.00 plus deed preparation fee.

2. This by-law shall come into force and take effect on the day upon which it is registered in the Land Registry Office for the County of Essex (No.12)

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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

SCHEDULE "A" TO BY-LAW 27-2023

PT ALLEY PL 1305 SANWHICH WEST CLOSED BY R1006826 ABUTTING LTS
199, 200 PL 1305 EXCEPT R1049077, R1039528 S/T R1006826; WINDSOR

Being PIN 01302-0340

City of Windsor
County of Essex

Item No. 13.10

BY-LAW NUMBER 28-2023

A BY-LAW TO AMEND BY-LAW NUMBER 208-2008, BEING A BY-LAW TO DELEGATE TO ADMINISTRATION THE AUTHORITY TO PROCESS, MAKE DECISIONS ON, AND TO EXECUTE AGREEMENTS FOR CERTAIN MATTERS.

Passed the 20th day of March, 2023.

WHEREAS By-law Number 208-2008 was passed by the Council of The Corporation of the City of Windsor on December 1, 2008;

AND WHEREAS By-law Number 208-2008 has been amended from time to time;

AND WHEREAS it is deemed expedient to further amend said By-law Number 208-2008 of The Corporation of the City of Windsor;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. **THAT** By-law Number 208-2008 be further amended by adding the following section to Section 3. Council further delegates to the Administration of the City of Windsor the authority to process, decide upon and execute agreements for the following matters subject to the favourable recommendation of the responsible executive director:

“3.47 Authority for the Chief Administrative Officer, in accordance with S.23.2(4) of the *Municipal Act*, to approve the appointment of a Drainage Engineer pursuant to Section 8 of the *Drainage Act*, subject to the services proposal being below \$100,000 in value and satisfactory in technical content to the Commissioner of Infrastructure Services.”

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 - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

Item No. 13.11

BY-LAW NUMBER 29-2023

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE
"CITY OF WINDSOR ZONING BY-LAW"

Passed the 20th day of March, 2023.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of The Corporation of the City of Windsor enacts as follows:

1. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

461. SOUTH SIDE OF WYANDOTTE STREET EAST, WEST OF GEORGE AVENUE

For the lands comprising of Con 1, PT LOT 103, PLAN 61, N PT LOT 1, a *motor vehicle dealership* shall be an additional permitted use and the following additional provisions shall apply:

- a) Required parking spaces – minimum – 18
- b) Parking space separation from a street – minimum – 3.0 m
- c) The parking or storing of a motor vehicle in the parking space separation is prohibited.

[ZDM 6/10; ZNG/6868]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	6/10	(Con 1, PT LOT 103, PLAN 61, N PT LOT 1; Roll No. 3739-010-060- 09000-0000, situated on the South side of Wyandotte Street East, West of George Avenue)	--	S.20(1)461

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 20, 2023
 Second Reading - March 20, 2023
 Third Reading - March 20, 2023

Item No. 13.12

BY-LAW NUMBER 30-2023

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 20th DAY OF MARCH, 2023

Passed the 20th day of March, 2023.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this special meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - March 20, 2023
Second Reading - March 20, 2023
Third Reading - March 20, 2023

Item No. 18.1



Council Questions: SCM 92/2023

Subject: Summary of Outstanding Council Questions as of March 14, 2023

OUTSTANDING COUNCIL QUESTIONS

Just a reminder that this is quoted from the 2004 Council report:

“overdue Council Questions (i.e., outstanding for 30 days or more) be responded to immediately.”

Outstanding:

- 2016 – 1
- 2017 – 1
- 2019 – 2
- 2020 – 6
- 2021 – 6
- 2022 – 13
- 2023 – 10

2016

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Irek Kusmierczyk	Comm. Infrastructure Services	<p>CQ10-2016</p> <p>Asks that administration report back on best practices from other cities regarding metered on-street accessible parking AND to provide feasibility and cost of implementing free metered parking for residents with Accessible Parking Permits.</p> <p>ST2016 (February 22, 2016)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR414/2019 ETPS691 Referred back to Accessibility Committee and New City Hall Project Steering Committee for consideration. (Aug 26, 2019)</p>

2017

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Irek Kusmierczyk	Chief Administrative Officer	CQ36-2017 Asks that Administration report back on the 100 resilient cities program which is funding the position of a Chief Resiliency Officer in 4 Canadian cities – and report back on cost and benefits of establishing the position of a Chief Resiliency Officer both in Windsor and regionally. AS/8286 (September 5, 2017)	Type of Response Required -Written Report

2019

Total Outstanding: 2

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Chief Administrative Officer	<p>CQ 7-2019</p> <p>Asks that in light of the recent announcement from FCA to eliminate the third shift at the Windsor Assembly Plant and understanding the gravity of the economic impact to our community where as many as 10,000 jobs may be lost or affected, that Administration develop a proposal for Council’s review that could incent FCA to consider the possibility of introducing a new product into the Windsor Assembly Plant Facility. In doing so Administration should consider how existing City of Windsor economic development programs could be applied or amended to create a proposal that can help to protect the jobs now at risk both at the Windsor Assembly Plant and across the community generally.</p> <p>SPL/10759 (April 15, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Jo-Anne Gignac	Comm. Community Services	<p>CQ 16-2019</p> <p>Asks that Administration prepare a maintenance plan for East Bank of Little River where resident delegations identified a noxious, invasive plant (weed) issue.</p> <p>SR2019 (July 8, 2019)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR655/2020 Additional info requested.</p>

2020

Total Outstanding: 6

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Human Health & Services and Comm. Economic Development & Innovation	<p>CQ 4-2020</p> <p>That Administration prepare a comparative analysis of the Affordable Housing frameworks and incentives that are in place in comparable municipalities. To the extent that the data is available the analysis should consider all forms of affordable housing and the composition of the affordable housing marketplace in the communities analyzed.</p> <p>SS2020 (February 3, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gary Kaschak	Comm. Infrastructure Services	<p>CQ 7-2020</p> <p>Asks that if Council decides to move forward with reducing the speed limit to 40 km/h on all city residential streets, that administration advise of the timelines and cost to implement this across the city.</p> <p>ST2020 (March 2, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p> <p>CR169/2021 Referred to Admin.</p>
Fred Francis	Chief Administrative Officer	<p>CQ8-2020</p> <p>Asks Administration to prepare a report for Council's consideration regarding new initiatives, put in place to battle Covid19, that can remain in place to increase safety measures, efficiencies, environmental measures and cost savings moving forward. These measures might include paperless agendas and digital participation in meetings of council, among others.</p> <p>MH/13786 (April 27, 2020)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Fabio Costante	Executive Director Human Resources	<p>CQ17-2020</p> <p>It is important that we recognize and acknowledge the historic and systemic nature of racism and discrimination in our country and our City. We understand that to move forward and promote equity and eliminate anti-racism requires reaching out to and hearing from the voices of those in our community and Corporation most impacted by discrimination and racism.</p> <p>In this pursuit, it is also essential that we work towards having a Corporation that is representative of the people it serves and that everyone is treated with respect. As such, I am seeking the input and recommendations of</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		<p>Administration and our Diversity Advisory Committee on the viability of:</p> <ol style="list-style-type: none"> 1. Including community-led consultations on systemic racism, under Phase 2 of the City of Windsor Diversity and Inclusion Initiative. 2. Seeking the input of those in our Corporation and related entities and our community most affected by racism and discrimination, regarding barriers to hiring and advancement in our Corporation and related entities as part of the Diversity and Inclusion Initiative. 3. Including recommendations and input regarding providing historical information and educational materials for City owned statues, buildings and streets named with racist histories as part of the Diversity and Inclusion Initiative, and further developing a plan for inclusive street and property naming practices in the future. <p>APM2020 (July 13, 2020)</p>	
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ21-2020</p> <p>That given the significant cluster of developments through the Howard Avenue corridor between Cabana and South Cameron and increasing concerns among current residents around the capability of the municipal infrastructure directly impacted to support these developments, that Administration prepare a report evaluating those capacities and what if any appropriate investments should proceed in order to accommodate the new developments. The analysis should include a consolidated traffic impact study, an analysis of the condition of the roadway, the need for traffic management infrastructure and/or traffic calming as well as active transportation capacities or deficiencies.</p> <p>ST2020 (July 27, 2020)</p>	<p>Type of Response Required -Written Report</p>
McKenzie	Comm. Economic Development & Innovation	<p>CQ32-2020</p> <p>That Administration review and report back to Council on tree protection and replacement policies as it relates to the City of Windsor's land development bylaws. The review should include information pertaining to replacement ratios and the mechanisms by which trees are protected and required to be protected through the development process as well as the extent to which development is impacting the total tree</p>	<p>Type of Response Required -Written Report</p>

		count under our current framework along with options for Council to consider in terms of protecting trees and increasing tree cover through land development policy. SRT2020 (December 7, 2020)	
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2021

Total Outstanding: 6

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Jo-Anne Gignac	Executive Director of Human Resources	<p>CQ 7-2021 Asking Administration to provide a report to Council outlining the policy that regulates procedures after an accident involving City vehicles and any amendments they might propose to update it.</p> <p>ACD2021 & AL2021 18.2 (March 29, 2021)</p>	<p>Type of Response Required -Written Report</p>
Fabio Costante	Comm. Infrastructure Services	<p>CQ 15-2021 Asks that Administration report back on the possible causes of flooding on July 16th based on data collected, and that administration further provide any potential solutions moving forward.</p> <p>SW2021 (July 19, 2021)</p>	<p>Type of Response Required -Written Report</p>
Kieran McKenzie	Comm. Legal & Legislative Services	<p>CQ 17-2021 Asks that, to promote greater public safety for all people, that Administration work to develop a by-law for Council consideration to provide the City of Windsor with additional tools within the licensing framework for enforcement agencies to address unsafe and illicit activity in hotels and motels across the community that create dangerous and undesirable situations for motel guests, neighbours, and community members alike. The bylaw development process should include consultation process with industry stakeholders and social service providers, social agencies and health providers from both within and external to the City of Windsor as well as any other stakeholder group deemed appropriate by Administration.</p> <p>AB2021 & MH2021 18.1 (July 26, 2021)</p>	<p>Type of Response Required -Written Report</p>
Jo-Anne Gignac	Comm. Infrastructure Services	<p>CQ 18-2021 Asks that Administration review the current truck routes in Windsor and bring a report with recommendations to Council on updating it as soon as possible.</p> <p>ST2021 18.2 (July 26, 2021)</p>	<p>Type of Response Required -Written Report</p>

Jo-Anne Gignac	Comm. Economic Development & Innovation	<p>CQ 26-2021</p> <p>Asks that Administration research what municipal zoning bylaws may be in place in other municipalities in Ontario or across Canada that regulate Cannabis retail outlets/consumption areas.</p> <p>GP/13047 18.3 (November 1, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Fabio Costante	Comm. Infrastructure Services	<p>CQ 27-2021</p> <p>Asks that Administration report back on opportunities to amend the warrant matrix and incorporate additional factors when determining the installation of 4-way stops in our residential neighbourhoods. This may include certain factors in the warrant threshold be lowered or amended, and may also include other factors such as petitions and school zones to be incorporated in the overall matrix.</p> <p>ST2021 (November 15, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Total Outstanding: 13

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Jo-Anne Gignac	Comm. Infrastructure Services	<p>CQ 1-2022 Asks Public Works if adjustment to snow incident response would be more effective if salting of residential streets at least once to prevent ice forming. Intention is not to increase budget to include additional salting but perhaps redirecting multiple salting of arterials to direct 1 to residential streets.</p> <p>SW2022 18.3 (January 17, 2022)</p>	<p>Type of Response Required -Written Report</p>
Jo-Anne Gignac	Comm. Infrastructure Services	<p>CQ3-2022 Asks Administration for a report outlining how deficient residential roads not in the 10 year Capital Budget will be addressed.</p> <p>ACOQ2022 18.3 (February 14, 2022)</p>	<p>Type of Response Required -Written Report</p>
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ5-2022 Asks Administration to report back to Council on the appropriateness of adding non-BIA commercial districts as Community Safety Zones in commercial shopping districts that generate similar levels of pedestrian and active transportation activity.</p> <p>ACOQ2022/MI2022 (April 11, 2022)</p>	<p>Type of Response Required -Written Report</p>
Jo-Anne Gignac	Comm. Infrastructure Services	<p>CQ8-2022 Asks Administration to review and report to Council if there is a current policy to prioritize "half width streets" to bring them up to current standard width. Also if there are Provincial regulations as to required standard widths for residential roads.</p> <p>ACOQ2022 & ST2022 18.3 (May 9, 2022)</p>	<p>Type of Response Required -Written Report</p>
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ9-2022 That Administration report back on the potential benefits of the City of Windsor offering a Private Culvert Rehabilitation Subsidy program to residents similar to other programs currently offered through the Flood Mitigation program framework such as the Basement Flooding Protection Program and the Downspout Disconnection Program. The analysis should include reference to impacts both to individual homeowners and the community as a whole from a flood mitigation standpoint as well as</p>	<p>Type of Response Required -Written Report</p>

		<p>estimated financial impacts, storm water management benefits and a potential funding source. The report to also include a subsidy program for backyard drains on private property. Carried.</p> <p>ACOQ2022 18.3 (June 13, 2022)</p>	
Kieran McKenzie	Comm. Community Services	<p>CQ12-2022</p> <p>Asks that Administration report back on the impact and feasibility of adding solar lights to park trails across the City when trail remediation occurs and where appropriate, and further, to report back on the impact of adding solar lights to any new park trail system as a standard practice moving forward.</p> <p>ACOQ2022/ST2022 (July 25, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Fabio Costante	Comm. Community Services	<p>CQ 14-2022</p> <p>Asks that, as part of the Urban Forest Management Plan, Administration should include information about the following: How a tree is determined to be either public or privately owned. Reason(s) for potential change in ownership status. The impacts of change in ownership status for the municipality and the private property owner with respect to liability, maintenance and replacement costs.</p> <p>ACOQ2022 & SRT2022 (August 8, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ 17-2022</p> <p>Asks that Administration report back to Council on traffic noise along the EC Row corridor where sound mitigation measures are not in place close to sensitive land uses.</p> <p>ACOQ2022 & ST2022 (September 6, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Community Services	<p>CQ 18-2022</p> <p>Asks that Administration provide an update on the current status and condition of the Jackson Park Band shell and further comment on the viability of a Feasibility Study outlining the scope of work necessary to bring the band shell back into community access and usage within the Parks Department inventory of assets.</p> <p>ACOQ2022 & SR2022 (September 6, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Infrastructure Services	<p>CQ 19-2022</p> <p>Asks that Administration undertake a review of the use of artificial turf on the public right-of-way with a view to assess the impacts as it relates to climate change and bio diversity and to assess the on-going use of the material in terms of all</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		potentially affected departments at the City of Windsor. ACOQ2022 & APM2022 (September 26, 2022)	
Jo-Anne Gignac	Comm. Community Services	CQ 21-2022 Asks that Administration bring forward a report/recommendation to designate the Miracle Park as a regional park. ACOQ2022 & SR2022 (October 11, 2022)	Type of Response Required -Written Report
Jim Morrison	Comm. Community Services	CQ 22-2022 Asks that Administration develop a plan for Council consideration to install solar lights where feasible and appropriate on all existing parkland trails. The analysis should include full costing of a variety of phasing options as well as cost projections for the initial installation, full life cycle maintenance and replacement of the lights. ACOQ2022 & SR2022 (October 11, 2022)	Type of Response Required -Written Report
Kieran McKenzie	Comm. Economic Development & Innovation	CQ 23-2022 Asks that Administration report back to Council on ways in which the City of Windsor may regulate overnight RV Parking in private lots, particularly in instances where this specific and problematic land use impacts and creates nuisance for adjacent property owners. A review of how other municipalities in Ontario have handled this issue should be included. ACOQ2022 & ST2022 (November 9, 2022)	Type of Response Required -Written Report

Total Outstanding: 10

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kieran McKenzie	Comm. Economic Development & Innovation	<p>CQ 1-2023</p> <p>Asks that given Council's declaration of a Climate Change Emergency informing the need to address climate change through municipal policy frameworks;</p> <p>And further, given the energy capacity challenges and opportunities faced by our community over the short, medium and long term;</p> <p>That Administration report back to Council with proposals for Council consideration to create a Green Energy Community Energy Plan (CIP) with the goal of creating a favourable energy investment climate for sustainable energy proposals.</p> <p>ACOQ2023 (January 16, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gary Kaschak	Comm. Community Services	<p>CQ2-2023</p> <p>Asks if this City Council wanted to potentially relocate in 2024 or 2025 the Bright Lights event from Jackson Park to a Downtown location starting at an Intersection like University Ave and Ouellette Ave and then work its way East to the City Hall open lands and then proceed North along the open lands/esplanade towards Riverside Drive. I ask Administration to provide a report in regards to the infrastructure, logistics and safety requirements required and obviously the cost of potentially relocating this event for the December 2024 Holiday season or no later than the December 2025 Holiday season.</p> <p>ACOQ2023 (January 16, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Angelo Marignani	Comm. Infrastructure Services	<p>CQ3-2023</p> <p>Asks that administration report back on best practices from other cities regarding snow removal and to provide feasibilities and cost to implementing and implementing the bylaw looking into localized streets snow removal due to drifts and blowing winds.</p> <p>ACOQ2023(January 30, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Mark McKenzie	Comm. Infrastructure Services	<p>CQ 4-2023</p> <p>That Administration develop a report and policy for Council on the feasibility of Electric Vehicle Charging Stations be installed to all current and future municipally owned parking lots and garages.</p> <p>ST2023 (February 13, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Economic Development & Innovation/City Planner	<p>CQ 5-2023</p> <p>Given the significant housing crisis challenging municipalities across Canada, including the City of Windsor</p> <p>And noting, the objective stated by the Government of Ontario to add 1.5 Million home across the province over the next 10 years, including 13,000 in our Community.</p> <p>And Whereas, the City of Windsor has already recognized the benefits of adding housing capacity through Additional Dwelling Units (ADUs) by enacting Planning Act amendments thereby eliminating some barriers to investment.</p> <p>That Administration report back with further options for Council to consider that would include a range of financial tools including (but not necessarily limited to) a targeted Community Improvement Plan or Grant program that would address industry challenges to help promote greater uptake of the opportunity to augment housing stock through investments in ADUs.</p> <p>SS2023 (February 13, 2023)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Kieran McKenzie	Comm. Legal & Legislative Services/City Clerk	<p>CQ 6-2023</p> <p>That, given the City of Windsor’s stated objective in Council’s approved Diversity and Inclusion Initiative to: continually take steps to learn and grow as a community and to recognize that “diversity adds to our strength and creates an important opportunity for fostering understanding, acceptance and innovation”, and,</p> <p>The City’s publicly articulated commitment to an Agency, Board and Committee (ABC) appointments process that is transparent, fair and consistent;</p> <p>That Administration undertake a review of the city’s appointment policy, including a comparison to processes and policies adopted in peer municipalities such as (but not limited to)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		<p>London, Kitchener and Cambridge and report back with options for Council consideration in terms of best practices or improvements that can be made in the context of Equity, Diversity, Inclusion, Transparency and Accountability.</p> <p>ACO2023 (February 13, 2023)</p>	
Fred Francis	Comm. Community Services	<p>CQ 7-2023</p> <p>That administration report back on possible tourism and event options in Windsor for city council to review related to WWE's Summer Slam being at Ford Field in the City of Detroit on August 5, 2023.</p> <p>SR2023 (February 13, 2023)</p>	<p>Type of Response Required -Written Report</p>
Renaldo Agostino	Comm. Health & Human Services	<p>CQ 8-2023</p> <p>That Administration to report back to City Council and provide more information regarding QR codes on city property to encourage digital donations in an effort to help those in need. Donation signs/programs similar to those found in the City of Greenville, South Carolina or Daytona Beach. Specifically, is there an opportunity to work with our homelessness/housing service provider partners to place QR coded signs in areas where aggressive behaviour currently could take place in our city so that people can become better educated to the services and supports in our community and can contribute to these organizations digitally? We are entering a cashless era. Could an idea such as this one work for everyone in our community.</p> <p>APR2023 (February 13, 2023)</p>	<p>Type of Response Required -Written Report</p>
Jo-Anne Gignac	Comm. Infrastructure Services	<p>CQ 9-2023:</p> <p>Asks that Administration report back on feasibility of a crosswalk at Sunrise Assisted Living to Coventry/Reaume Park.</p> <p>SR2023 (February 27, 2023)</p>	<p>Type of Response Required -Written Report</p>
Angelo Marignani	Comm. Community Services	<p>CQ 10-2023</p> <p>That Administration report back to City Council on a collaboration with Detroit City Council in creating a new International Freedom Festival. This world class civic event will promote international investment while improving the quality of life in our city. It will showcase our rich heritage and shared identity of our two cities. The focal point of this new annual festival will be the new Gordie Howe International Bridge, opening in 2024. There is more than a bridge</p>	<p>Type of Response Required -Written Report</p>

		that connects us and it is in our advantage to strengthen these connections. SR2023 (February 27, 2023	
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/sg
as of March 14, 2023

Item No. 18.2



Council Directives: SCM 95/2023

Subject: Outstanding Council Directives as of March 20, 2023

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 17, 2012	CR293/2012	16287	City Planner	That the report of the City Planner dated November 21, 2012 entitled "Exemption from Sandwich Demolition Control By-law 20-2007 — 508, 520, 540, 556, 570, 590, 604, 612, 615, 622, 623, 631, 639, 646, 663, 670, 673, 686, 704, 710, 718, 724, 730, 738, 744, 750, 753, 758-760, 759, 765, 764, 769, 772, 777, 778, 781, 784, and 790 Indian Road, 812 and 862 Mill Street, and 764, 770, 780 and 788 Rosedale Avenue" BE DEFERRED as requested by the Canadian Transit Company, to allow for further discussions with administration on this matter.	Report remains deferred by Council, as per the Commissioner, Legal & Legislative Services.
August 24, 2015	CR159/2015 Clause XI	17893		"Corporate Payroll Business Process Review UPDATE": That the final FTE staffing changes reductions and resultant project savings and completions, BE REPORTED to City Council as part of or prior to the 2018 budget process	Q1 2021
May 16, 2016	CR334/2016	S 76/2016	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	THAT City Council AUTHORIZE the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) to sign Minutes of Settlement as it relates to the Centralized Property Appeals. THAT the CFO/Commissioner, Corporate Services Chief Financial Officer & City Treasurer(or delegate) BE REQUIRED to report the results of the Minutes of Settlement to City Council once all appeals have been finalized.	Ongoing as required

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 19, 2016	CR594/2016	C 176/2016	Chief Administrative Officer	<p>THAT City Council APPROVE the allocation of \$400,000 for the design, creation, installation and unveiling of a commemorative statue to honour the life and work of Hiram Walker; and,</p> <p>THAT City Council APPROVE that \$390,000 BE FUNDED from the 2014 Enhanced Capital Budget Contingency Placeholder for this project with the remaining \$10,000 to BE FUNDED from Councillor Holt's 2016 ward funds; and,</p> <p>THAT City Council APPROVE the sole source retention of artist Mark Williams for the creation, fabrication and installation of a statue/sculpture depicting Hiram Walker and DIRECT administration to prepare an agreement to retain the services of Mr. Williams accordingly; and,</p> <p>THAT the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to take any other steps as may be required to bring effect to these resolutions, satisfactory in form to the Commissioner, Legal & Legislative Services, in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and in technical content to the Commissioner, Infrastructure Services; and,</p> <p>THAT the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign any required documentation as it relates to this project, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and further,</p> <p>THAT administration REPORT BACK on fundraising efforts towards this project within six months.</p>	CAO 4032 - To be completed 2020

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 6, 2017	CR59/2017	CM 59/2016	City Planner	<p>THAT the report of the City Planner dated October 26, 2016 entitled "Response to CQ34-2016: Design Guidelines for fencing along Riverside Drive" BE RECEIVED for information; and further,</p> <p>THAT Administration BE DIRECTED to prepare a report for Council's consideration that would:</p> <ul style="list-style-type: none"> - Institute a by-law standard for decorative fencing and parking areas along Riverside Drive (both the north and south sides of Riverside Drive); and - Include options for incentivizing existing commercial and industrial property owners to be able to upgrade their existing fencing along the waterfront side of Riverside Drive; and <p>Include costing for decorative fencing from just east of Hiram Walker's all the way to Strabane.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 16, 2017	CR648/2017	C 180/2017	Chief Administrative Officer	<p>... That pending the restoration of the Street Car #351, City Council APPROVE IN PRINCIPLE the installation of Street Car #351 into a Riverfront Park location with a future report to City Council for site location approval and funding request to install at said location and to develop a maintenance fund for future requirements; and further,</p> <p>That administration BE DIRECTED to undertake a public consultation process on this project, and that following this process, that an administrative report BE PREPARED for Council's consideration no later than 6 months after the Trolley is accepted from the current owner, to provide options as to usage if it is for some kind of vending (e.g., food and/or drink) or anything of that nature, including costs for transportation, placement, and potential sites; and further,</p> <p>That the CAO and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign any other documents required to bring effect to these resolutions, in form satisfactory to the Commissioner, Legal & Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer/Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and in technical content to the Corporate Leader of Parks, Recreation, Culture and Facilities and Executive Director of Recreation and Culture; and further,</p>	CR297/2018 Fundraising Ongoing
January 15, 2018	B32/2018	S 184/2017	City Forester	<p>THAT the report from the City Forester regarding an update on the progress of a City-wide Tree Inventory Project, a Preventative Tree Maintenance Program and a Urban Forest Management Plan BE RECEIVED; and further,</p> <p>THAT funding for the Preventative Tree Maintenance Program in the estimated annual amount of \$2,080,000 beginning in 2019 BE REFERRED to future Capital budget deliberations; and,</p> <p>That Administration PROVIDE information on any available subsidized programs which may exist by investigating best practices used in other municipalities; and that this information BE PROVIDED during the 2019 Budget deliberation process.</p>	Will be included in Capital Variance Report 2021

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 26, 2018	CR155/2018	C 52/2018	Commissioner, Infrastructure Services	<p>...That the Purchasing Department BE AUTHORIZED to issue a Purchase Order to Haddad, Morgan and Associates Ltd. to provide engineering services related to the redevelopment of 6700 Raymond Ave (former Concord School site) for an upset limit of \$75,500 plus taxes; and further,</p> <p>That the Commissioner, Infrastructure Services or designate BE AUTHORIZED to issue the requisite tender for the construction works required for the redevelopment and FURTHER that once the tender results are known that a report be submitted to City Council relative to the award of the contract and identifying a funding source for any projected funding shortfalls that may arise.</p>	<p>On hold pending Planning's review of tiny houses as asked by Councillor Gignac Now that the SMP is complete we need to review the impact of this development however the concepts are still being developed by Planning - update towards end of Dec. 2020</p>
May 7, 2018	CR245/2018	CMC 9/2018	Chief Administrative Officer	<p>That the correspondence from the Ministry of Education dated April 27, 2018 regarding an update to Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) BE RECEIVED, and further, that Administration BE DIRECTED to prepare a report for Council's consideration in terms of the possibility for applying on the City of Windsor's behalf for the Call of Proposals being issued this summer to participate in the Voluntary Integrated Planning and Partnerships Initiative (VIPPi), to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.</p>	
May 7, 2018	CR265/2018 ETPS 597	SCM 178/2018 & S 59/2018	Commissioner, Community Services	<p>That the report of the Manager of Parks Development dated March 28, 2018 entitled "Response to CQ4-2016 Lighting at Riverfront Walkway Near Askin Boulevard" BE RECEIVED for information; and,</p> <p>That a report be BROUGHT BACK as part of the 2021 budget deliberations relative to the matter so that council can debate the allocation of the Central Riverfront Park Improvement placeholder funds, including consideration of lighting the riverfront walkway.</p>	<p>Stand alone report or as part of Capital Budget submissions under CRIP or lighting projects for 2021</p>

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 7, 2018	CR275/2018	C 77/2018	Commissioner, Community Services	That Council PROVIDE Riverwest with the City's copyright permission to use banners with the likeness of public artwork owned by the City on condition that Riverwest agrees that the banners contain an acknowledgement of the artists who produced the original artwork; and further, That Council APPROVE the requested \$5000 indemnity and that this BE CHARGED to the Budget Stabilization Reserve Fund (BSR) and that Administration BE DIRECTED to prepare a draft policy for Council's consideration regarding banners (how they can be requested, all costs associated, etc.) outlining what would be expected.	
June 4, 2018	CR333/2018 Clause VII	S 235/2017 & SCM 75/2018	Commissioner of Economic Development and Innovation	VII. That Administration REPORT BACK to City Council regarding the catalyst project designation under the Building/Property Tax Increment Grant Program.	
August 27, 2018	CR472/2018	C 148/2018	City Planner	That the Walkerville area BE SELECTED as a pilot project area for the Districting Initiative and generally bounded on the north by the Detroit River, on the south by Niagara Street, on the east by Walker Road, and to the west by Gladstone Avenue. That a design and costing consultant at a cost not to exceed \$100,000.00 (plus HST) BE RETAINED for purposes of performing a higher level design analysis/value engineering and market costing so that the most accurate budget estimates can be obtained and further approved by Council prior to project selection/execution; and further, That the cost of the design and costing consultant BE FUNDED from the 2018 Enhanced Budget for District Theming previously approved for spending by Council via CR123/2018; and, That a future Council Report BE PREPARED by the City Planner recommending and describing the specific Walkerville Districting projects to be completed with estimated budgets and timelines for completion.	

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 17, 2018	CR503/2018 ETPS 630	SCM 332/2018 & C 122/2018	Commissioner, Community Services	<p>That the report of the Manager Parks Development, dated July 20, 2018, responding to CQ27-2017 regarding first responders signage for parks, BE RECEIVED for information; and,</p> <p>That City Council BE ADVISED that Administration will return to Council in January 2019 to request the approval to proceed with this project and release the 2023 funding allocated as part of the 2018 Enhanced Budget, and further,</p> <p>That Administration BE DIRECTED to develop a wayfinding standards policy based on the results of the Little River Corridor wayfinding signage and markers, as a pilot project, to be brought to City Council for approval.</p>	Wayfinding signage at Little River Corridor install Spring 2020 as Pilot. Report to follow on year after review of pilot (summer/fall 2021)

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 1, 2018	CR550/2018	S 165/2018	Commissioner, Community Services	<p>That the report from Glos Associates Inc. titled “Proposed Relocation/Construction of Lanspeary Park Greenhouse Feasibility Study” and dated September 10, 2018 BE RECEIVED; and further,</p> <p>That Council APPROVE OPTION #2 – Construct a new greenhouse complex at Jackson Park- as the preferred solution; and further,</p> <p>That Council REFER consideration of the associated funding for the chosen option to the 2019 budget deliberations; and further,</p> <p>That subject to funding being approved in the Capital Budget, Administration BE DIRECTED to construct a new greenhouse complex at Jackson Park inclusive of the expansion space for in-house plant production and thereafter proceed to demolish the existing Lanspeary Park Greenhouse Complex, taking into consideration any heritage features or buildings contained thereon, and restore the subject area to parkland; and further,</p> <p>That Administration BE DIRECTED to offer options for the expansion of the demonstration house on the site within the re-development plans for Lanspeary Park (options showcasing the low impact re-development); and further,</p> <p>That Administration BE DIRECTED to provide information on production numbers for having this in-house versus externally for this service (how much does the taxpayer benefit from having this in-house).</p>	<p>Info on production numbers will be included in the report for approving the precommitment of remaining funds required anticipated in early January 2021. Lanspeary redevelopment plans/report will follow public open house, late 2021 early 2022.</p>

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 7, 2019	CR4/2019	C 217/2018	Chief Administrative Officer	<p>1. That City Council AUTHORIZE Administration to proceed with, and PRE-COMMIT funding for, the additional 2018 Enhanced Capital Projects identified in Appendix A for the 2019 calendar year; and,</p> <p>2. That the award of tenders or RFP's for the identified works BE PRE-APPROVED, subject to being within the allocated budget and in accordance with Purchasing by-law 93-2012, and that the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to sign all relevant agreements, in form satisfactory to the Commissioner, Legal & Legislative Services, in financial content satisfactory to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer and in technical content satisfactory to the Commissioner, Infrastructure Services, City Planner or Corporate Leader of Parks, Recreation, Culture and Facilities; and,</p> <p>3. That Administration REPORT BACK to City Council through a Communication Report(s) the results of all tenders that were awarded and approved, with any that require additional funding to be reported to Council separately.</p>	
February 4, 2019	CR35/2019	C 11/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council APPROVE, as per the requirements of the Leadership Asset Management Program (LAMP), the use of the tools and guidelines for Triple bottom line plus (TBL+), Whole life-cycle (WLC) and Business Case Evaluation (BCE) as developed through the LAMP grant and approved by the Asset Planning Steering Committee; and,</p> <p>That City Council DELEGATE authority to the Asset Planning Steering Committee to provide oversight to the implementation of this framework and to amend the guidelines and tools as may be deemed necessary as such guidelines and tools are integrated within the Corporation; and further,</p> <p>That Administration BE DIRECTED to prepare a report for Council's consideration on methods that could be used to accelerate the process for implementation</p>	Under review

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 25, 2019	CR120/2019	C 43/2019	Commissioner, Legal & Legislative Services	That the report of the Commissioner, Corporate Services Chief Financial Officer & City Treasurer regarding the Mayor, Councillors and Appointees 2018 Statement of Remuneration and Expenses BE RECEIVED for information; and further, That in a municipal election year, NO COUNCILLOR SHALL BE PERMITTED to commit to any conferences after the date of an election in a municipal election year; and further, That Administration BE DIRECTED to prepare a report for Council's consideration on a process that would allow all members of Council to access conference materials and summary notes for information purposes, from those Councillors that attend conferences.	
April 1, 2019	B8/2019	C 226/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That City Council RECEIVE the 2019 Capital Budget 7-Year Plan documents reflective of approx. \$845.104 M in total funding; and... That Administration BE DIRECTED to REPORT BACK to Council regarding the infrastructure deficit and a high-level plan to address it; and, As amended a total of \$240,000 from the 2019 Grant Matching and Inflationary Pressures project (FIN-001-19) be reallocated to: Capitol Theatre Capital Improvements (ENG-010-17) in the amount of \$40,000 for the new Marquee sign and Pedestrian Crossing (OPS-001-19) in the amount of \$200,000 for priority pedestrian crossings as identified in agenda Item 11.14.	
April 1, 2019	B14/2019	C 188/2018	Commissioner, Infrastructure Services	That Council FORMALLY REQUEST the Lieutenant Governor of Ontario for permission to divest of the City-owned shore wall along Lake St. Clair; and, That Administration FURTHER REPORT BACK with respect to the question regarding possible transfer ownership of shore walls and associated land; and...	Letter sent to ERCA Richard Wyma on November 2019. Letter sent by CAO to MNRF January 16, 2020 c/o Mitch Wilson. Cannot be responded to until a response is received. It will likely be a year or more. September 9, 2020 - Lt Gov. has not yet responded

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 1, 2019	B61/2019	Reference #C118	Chief Executive Officer Windsor Library	That the recommended “Addition of Friday Branch Hours” (Budget Issue #2019-0358) in the amount of \$98,412 BE NOT APPROVED , and that it BE FUNDED through one-time dollars and that Administration REPORT BACK in 2020.	
May 6, 2019	CR210/2019	C 78/2019	Community Development and Health Services Commissioner – Corporate Leader Social Development and Health	<p>That the report from the Commissioner of Community Development and Health Services and the Administrator/Executive Director of Huron Lodge Long-Term Care Home BE RECEIVED for information; and further...</p> <p>That the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to execute any documents required to establish and participate in the Ontario Health Team, such that any funding does not create an additional annualized cost without the prior approval of City Council, and subject to legal approval by the Commissioner, Legal & Legislative Services, financial approval by the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical approval by the Community Development and Health Commissioner and Executive Director of Huron Lodge; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports to City Council as the Ontario Health Team is established in Windsor and Essex County.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR322/2019	C 68/2019	Chief Building Official	<p>That a vacant building registry NOT BE IMPLEMENTED at this time and the vacant building initiative (VBD) BE EXTENDED to July 2020; and,</p> <p>That Building Administration CONTINUE TO REVIEW the effectiveness of the VBI program and PROVIDE City Council costing options to maintain permanent pro-active vacant building enforcement as part of the 2020 Building Inspections budget submission; and,</p> <p>That a sixth goal BE ADDED to the 5 program goals listed in the report, specifically “To mitigate visible blight for the affected neighbourhood”; and,</p> <p>That administration BE DIRECTED to report back in 2020 for a more fulsome breakdown of statistics including types of orders issued, which were successful, which were complied with, and that the report ALSO INCLUDE options for a vacant building registry that expressly includes the topic of access, cost recovery, identification, highest fees possible under the law and the shortest timelines.</p>	
July 8, 2019	CR334/2019	SCM 205/2019 & S 102/2019	City Planner	<p>That this Council Report responding to CQ 1-2019 on the benefits and process to designating Walkerville a Heritage Conservation District under the Ontario Heritage Act BE RECEIVED FOR INFORMATION; and,</p> <p>That Administration BE DIRECTED to proceed with the implementation of the Walkerville Heritage Conservation District Study; and,</p> <p>That administration PROVIDE a fulsome report to the Development and Heritage Standing Committee outlining the process, timelines and next steps.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 8, 2019	CR340/2019	SCM 183/2019 & S 97/2019	Commissioner, Human & Health Services	<p>...That Administration BE DIRECTED to bring the Community Safety and Well-being Plan to City Council and the Windsor Police Services Board in sufficient time to be adopted prior to the Provincial government's deadline of January 1, 2021; and further,</p> <p>That the Commissioner of Community Development and Health Services or her designate BE REQUESTED to provide regular updates to the Community Services and Parks Standing Committee over the process of development and implementation of the Community Safety and Well-being Plan.</p>	CR337/2020 Extended deadline
July 8, 2019	CR347/2019	SCM 190/2019 & S 79/2019	Commissioner, Human & Health Services	<p>...That the Chief Administrative Officer and Commissioner, Legal & Legislative Services BE AUTHORIZED to execute any agreements, documents and forms required to establish and participate as a Prototype, Service System Manager and/or Direct Delivery Agent, such that any funding does not create an additional annualized City cost without the prior approval of City Council. Authorization would be subject to approval as to legal content by the Commissioner, Legal & Legislative Services, as to financial content by the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer or designate, and as to technical content by the Community Development and Health Services Commissioner and the Commissioner, Human & Health Services; and further,</p> <p>That Administration BE DIRECTED to provide appropriate reports and updates to City Council regarding the Ontario Works – Employment Ontario Transformation as information becomes available.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 7, 2019	CR495/2019 Clause 6	C 162/2019	Sokol- Asset Planning	1 – That Council AUTHORIZE administration to negotiate a Municipal Sewer Access Agreement between the City of Windsor and Noventa Energy Partners Ltd. for the purpose of connecting to the City's sanitary sewer trunk line at a designated location along Riverside Drive, satisfactory in form to the Commissioner, Legal & Legislative Services, in technical content to the Commissioner, Infrastructure Services, and in financial content to the Commissioner, Corporate Services Chief Financial Officer & Commissioner, Corporate Services Chief Financial Officer & City Treasurer and Commissioner, Corporate Services Chief Financial Officer & City Treasurer; and... 6 – That Council DIRECT administration to report back detailing the outcome of the negotiated agreements and other related matters contained in this report.	Ongoing- Negotiations are continuing and once finalized a report will be prepared
November 18, 2019	CR543/2019	S 198/2019	Commissioner, Human & Health Services	...That Administration BE DIRECTED to bring the regional Community Safety and Well-Being Plan to City Council and Essex County Council in sufficient time to be considered prior to the Provincial government's deadline of January 1, 2021.	CR337/2020 Extended deadline
November 18, 2019	CR564/2019	SCM 388/2019 & SCM 329/2019	Windsor Police Services	That Report No. 21 of the Windsor BIA Advisory Committee – Increasing enforcement on Wyandotte St. East from Devonshire to Lauzon indicating: That Administration from Windsor Police Services BE REQUESTED to report back on the feasibility of increasing enforcement on Wyandotte Street East from Devonshire to Lauzon Road due to excessive speeding along this corridor.	
December 2, 2019	CR601/2019	SCM 417/2019 & SCM 365/2019		That Report No. 2 of the Committee of Management for Huron Lodge indicating: That Administration BE REQUESTED to report back on the history of per diem funding in long term care homes and the comparators relating to the allocation of food per diems in other institutions	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 2, 2019	CR608/2019	SCM 412/2019 & S 200/2019	Commissioner, Human & Health Services	<p>That this report from the Executive Director of Housing and Children's Services regarding the Windsor Essex Child Care and Early Years Service System Plan 2020-2025 BE ACCEPTED; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Province of Ontario's Ministry of Education on or before December 31, 2019 as required under the Child Care and Early Years Act; 2014 (CCEYA); and,</p> <p>That the Executive Director of Housing and Children's Services REPORT BACK to Council should the Ministry of Education have substantial changes and/or recommendations that are directed by the Minister to be incorporated into The Windsor Essex Child Care and Early Years Service System Plan 2020-2025; and,</p> <p>That the Executive Director of Housing and Children's Services BE AUTHORIZED to submit subsequent reports/updates on The Windsor Essex Child Care and Early Years Service System Plan 2020-2025 to the Ministry of Education if required; and further,</p> <p>That Administration REPORT BACK to the Community Services and Parks Standing Committee once further analysis is completed regarding the causal data related increase in vulnerability as reported in the Early Development Instrument (EDI) and further analysis in terms of breakdowns of EarlyON programs and usage.</p>	
January 27, 2020	B9/2020	SCM 299/2019 & S 167/2019	Commissioner, Infrastructure Services	That Administration BE DIRECTED to prepare a report for Council's consideration related to options for curbside garbage collection instead of alley collection citywide wherever possible.	Report written as C 151/2020. Will be updated with new financial information and is expected to go to December 16 ETPS
January 27, 2020	B58/2020	AFB/13467	Chief Administrative Officer	That Administration BE DIRECTED to implement a Zero Based Participatory Full Council Budget model for the 2021 Budget deliberations and further that a report BE PROVIDED in the Spring of 2020 outlining the parameters and options for a Zero Based Budget model for Council's consideration and decision.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 24, 2020	CR99/2020 CR605/2019 CSPS79	SCM 58/2020 & C 160/2019	Commissioner, Community Services	<p>...That the International Relations Committee BE REQUESTED to review the \$25,000 commitment for the You + Me sculpture project due to the updated information regarding the \$50,000 financial commitment to this project by the Rotary Club of Windsor-Roseland;</p> <p>That the International Relations Committee RECONSIDER committing \$25,000 in the You + Me sculpture project; and further,</p> <p>That, in the absence of the International Relations Committee reconsidering a \$25,000 financial commitment, the International Relations Committee REPORT BACK to Council with their plan for the \$25,000 that was previously committed to the You + Me sculpture project.</p>	Completed - a small portion (\$5,000) was allocated to the You +Me sculpture project and of the remaining \$20,000 the IRC has approved \$14,000 for the Sister Cities Pole
April 27, 2020	CR149/2020	C 76/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the results of the email poll conducted by the Deputy Commissioner, Legal & Legislative Services on April 8, 2020 approving the following recommendation BE CONFIRMED AND RATIFIED:</p> <p>That, consistent with CR 127/2020 which provided all taxpayers property tax relief in the form of an extension for payment of the third interim tax instalment, City Council EXTEND the due date for the 2020 1st quarter remittance of the Municipal Accommodation Tax (MAT) from April 30, 2020 to June 30, 2020; and further,</p> <p>That there WILL BE NO late payment charges in either form, penalty and/or interest through the period June 30, 2020; and further,</p> <p>That the Commissioner, Legal & Legislative Services AMEND By-law 133-2018;</p> <p>and further,</p> <p>That administration BE DIRECTED to prepare a report for Council's consideration, as soon as possible, on options available for the City of Windsor to use the Municipal Accommodation Tax (MAT) to help the local hospitality industry as a result of the ongoing COVID-19 pandemic.</p>	Deferred due to ongoing COVID closures

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 27, 2020	CR380/2020	C 145/2020	Community Development and Health Commissioner & Corporate Leader – Social Development and Health	<p>That the Review of Emergency Shelter Services in Windsor Essex Report by Vink Consulting Inc. BE RECEIVED for information; and,</p> <p>That the Executive Director of Housing and Children’s Services BE DIRECTED to bring forward reports to City Council addressing the recommendations for the future state of the emergency shelter system, including implementation plans with associated costs; and,</p> <p>That the Executive Director of Housing and Children’s Services BE AUTHORIZED to pursue funding options to support any required operational and capital investments and further, should such funding options be in the forms of grants and/or loans; and,</p> <p>That the Chief Administrative Officer and Commissioner, Legal & Legislative Services, or their designates, BE AUTHORIZED to sign any applications and take any such actions as required to secure funding provided such documents are in a form satisfactory to the Commissioner, Legal & Legislative Services, satisfactory in financial content to the Commissioner, Corporate Services Chief Financial Officer & City Treasurer, and technical content to the Executive Director of Housing and Children’s Services; and further,</p> <p>That Administration BE DIRECTED to report back to the Community Services and Parks Standing Committee on a quarterly basis on timelines and progress of the report.</p>	
November 7, 2020	CR553/2020 DHSC 207 Clause III	SCM 311/2020 & S 53/2020	City Planner	<p>...</p> <p>III. That Administration REPORT BACK to Council regarding initiation of a Heritage Conservation District Area Study for this area; and, that the report include suggestions related to potential boundaries, optional designation of a Heritage Conservation District Study Area Bylaw, timing of the study and funding considerations.</p>	
November 23, 2020	CR585/2020	C 220/2020	Commissioner, Community Services	<p>That the report of the Senior Manager – Facilities dated November 6, 2020 entitled “Corporate Security Plan and Risk Assessment” BE DEFERRED to allow for additional information from administration.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 7, 2020	CR616/2020 Clause 6	C 54/2020	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	6. That administration BE DIRECTED to report back at a high level on the economic impact and any perceived impacts on development if Council were to revisit eliminating the industrial exemption.	Ongoing
December 21, 2020	CR655/2020	SCM 374/2020 & S 164/2020	Commissioner of Parks, Recreation, Culture and Corporate Facilities	That Administration BE REQUESTED to report back to Council outlining the costs associated with undertaking an invasive species management strategy citywide.	
January 18, 2021	CR40/2021 ETPS 802	SCM 16/2021 & S 155/2020	Commissioner, Infrastructure Services	That the report of the Environment, Transportation and Public Safety Standing Committee of its meeting held December 16, 2020 regarding "Wyandotte Street East Corridor Review" BE REFERRED back to Administration to narrow the focus as soon as possible, and to satisfy the Active Transportation Master Plan by providing cycling infrastructure along Wyandotte Street East and further, that in-person public meetings BE HELD once permitted, as part of a consultation process that would include residents and businesses in the subject area.	
February 8, 2021	CR69/2021	SCM 44/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That Council RECEIVE the external advisory report and ENDORSE IN PRINCIPLE the recommendations enclosed in Windsor Works: An Economic Development Strategy for the City's Future Growth; and further, That Council DIRECT Administration to undertake the work required in order to prepare a detailed implementation plan as soon as practical and provide quarterly updates to Council on progress.	
February 22, 2021	B26/2021		Commissioner, Infrastructure Services	That the Street Extension and Trunk Sewer Project on Jarvis (ECP-010-07) BE DEFERRED for a period of 1 year to allow for the completion of the Environmental Assessment and public consultation to be conducted.	
March 29, 2021	CR110/2021	Clerk's File: SP2021		That the report of the Windsor Police Service entitled "Strategic Plan: 2020-2022" BE REFERRED to a future meeting of Council to allow for representatives from the Windsor Police Service to be in attendance and available for questions	
March 29, 2021	CR111/2021	Clerk's File: MU2021		That the "Windsor Utilities Commission 2020 Summary Report: Water + Imagination = Quality of Life" BE REFERRED to a future meeting of Council to allow for representatives from Windsor Utilities Commission to be in attendance and available for questions	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 19, 2021	CR161/2021	SCM 108/2021 & S 9/2021	Commissioner, Infrastructure Services	<p>1. That the Community Safety Zone Policy, attached as Appendix 1 of this report, BE ADOPTED.</p> <p>2. That Traffic By-law 9148 BE AMENDED as listed and attached in Appendix 2 of this report.</p> <p>3. That the Commissioner, Legal & Legislative Services BE DIRECTED to prepare the necessary documents to amend the by-law.</p> <p>4. That Administration BE REQUESTED to provide a report back on the cost of adding the nine Business Improvement Areas as Community Safety Zones.</p>	
May 3, 2021	CR179/2021	C 51/2021	Commissioner, Legal & Legislative Services	That the report of the Senior Legal Counsel and Student-at-Law dated April 9, 2021 entitled "Response to CR591/2020 – Cannabis Odour" BE DEFERRED to allow for a further report once the enforceability of the Town of Leamington's Cannabis Regulation By-law is considered by the Superior Court of Justice and the Normal Farm Practices Protection Board, and that the report also include possible enforcement options that would be available for Council's consideration.	
May 17, 2021	CR213/2021	MBA/3183 MBA/2988 &	City Planner	That the correspondence from Paul Mullins on behalf of Assumption Parish dated April 23, 2021 requesting support from the City of Windsor to be recognized by Parks Canada as a Nationally Significant Historic Site, BE REFERRED to administration for review and a report back to Council for consideration, specifically as it would pertain to the ramifications designation would have on city property.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
June 21, 2021	CR285/2021	C 87/2021	Chief Administrative Officer	<p>That Council RECEIVES the report from the Chief Administrative Officer on June 7, 2021, which provides a preliminary organizational review of The Corporation of the City of Windsor; and,</p> <p>That Council DIRECTS Administration to report back to Council with a Corporate Strategic Plan that will provide strategic and tactical objectives that will continue to create an organization that is innovative, agile, collaborative, solution-oriented, efficient, and effective; and,</p> <p>That Council DIRECTS Administration to create an Implementation Playbook for the 20-Year Strategic Vision to ensure the continued rapid realization of its goals; and,</p> <p>That Council DIRECTS Administration to report back to Council with amendments to the Delegated Authority By-law No. 208-2008 to remove “red tape” and enable rapid execution of Council’s vision and direction; and,</p> <p>That Council AMENDS CAO By-law No. 218-2002 to reflect the current organizational structure, i.e. clarifying that the CAO shall recommend to Council the appointment and dismissal of Corporate Leadership Team members and statutory officers but not Department Heads; and,</p> <p>That Council DIRECTS Administration to retain an expert in effective board governance and facilitation, and schedule a closed Council Workshop for education purposes.</p>	
July 19, 2021	CR321/2021	GCE2021 & ACOQ2021	Commissioner, Legal & Legislative Services	<p>That the correspondence from the Commissioner, Legal & Legislative Services dated July 13, 2021 regarding “Response to CQ11-2021: Ontario Conservation Authority Working Group consultations” BE RECEIVED; and further,</p> <p>That administration BE DIRECTED to schedule an education/information session for Council and administration regarding core services and optional services, in order to allow Council to then issue a submission to the Ontario Conservation Authority Working Group as part of their consultations that are currently underway for both Phase 1 and 2.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 19, 2021	CR331/2021 CSPS 155	SCM 223/2021 & S 80/2021	Commissioner, Community Services	<p>That the report from the Cultural Development Coordinator regarding the expansion of the City of Windsor’s Poet Laureate program BE RECEIVED; and further,</p> <p>That the Poet Laureate program, established as an ongoing program, BE REBRANDED as the ‘Poet Laureate and Storytellers’ program; and further,</p> <p>That the program BE UPDATED to include two new positions – Indigenous Storyteller and Multicultural Community Storyteller; and further,</p> <p>That the additional funding required for the expanded program honorariums and programming initiatives in 2021 in the amount of \$9,500 BE CHARGED to the Culture and Events operating budget; and further,</p> <p>That Council PRE-COMMIT a \$9,500 increase to the Culture and Events 2022 operating budget; and further,</p> <p>That Administration BE DIRECTED to seek nominations for recognized Windsor literary and spoken word artists for the position of Indigenous Storyteller and Multicultural Community Storyteller, to be appointed for two-year terms; and further,</p> <p>That the administrative report BE REFERRED to the Diversity Committee for review and comment; and,</p> <p>That additional consultations BE CONDUCTED as appropriate.</p>	
July 26, 2021	CR360/2021 DHSC 310	SCM 243/2021 & S 87/2021	Commissioner, Economic Development & Innovation	<p>1. That Report No. S 87/2021 entitled “Updates to the 2021 Ontario Heritage Act Amendments” BE RECEIVED for information; and,</p> <p>2. That the City Planner BE DIRECTED to prepare amendments to City of Windsor Official Plan, Delegation By-law, and create new Heritage Procedures/By-law, or utilize other policies or tools as required, to address the legislative changes and for Council’s consideration.</p>	Following Ontario Bill 23 City waiting on the regulations to determine if there will be any changes/impacts on the amendments proposed.

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 26, 2021	CR363/2021 DHSC 313	SCM 246/2021 & S 71/2021	Commissioner, Economic Development & Innovation	<p>1. That Report No. S 71/2021 updating City Council on the use and implementation of the Brownfield Redevelopment Community Improvement Plan (CIP) and tabling issues to be addressed as part of the CIP update BE RECEIVED for information; and,</p> <p>2. That the City Planner BE DIRECTED to consult with stakeholders regarding potential changes to the Brownfield Redevelopment CIP outlined in Report No. S 71/2021 and prepare any necessary CIP amendments for Council's consideration.</p>	
July 26, 2021	CR365/2021 CR333/2021	C 98/2021	Commissioner, Human & Health Services	<p>...That the Executive Director of Housing and Children's Services BE DIRECTED to develop a proposed model for the Housing Hub project and bring back recommendations to City Council for consideration; and further,</p> <p>That Administration PREPARE an official letter on behalf of City Council to help advocate other levels of government to address funding gaps with respect to mental health and addictions to ensure the new housing hub is a success.</p>	
September 27, 2021	CR387/2021	C 116/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That the 2020 Annual Investment Compliance Report for the year ending December 31, 2020 BE RECEIVED for information; and further,</p> <p>That City Council SUPPORT the following actions with regards to the development and implementation of an enhanced investment strategy:</p> <p>That Administration BE AUTHORIZED to prepare a Request for Proposal (RFP) for Investment Advisory services; and further,</p> <p>That Administration BE DIRECTED to explore alternative options to traditional financial instruments to maximize overall investment returns for the City; and further,</p> <p>That Administration BE AUTHORIZED to prepare an Expression of Interest (EOI) to seek interest in the development of an in-house solution for managing current and projected cash flows more efficiently through the use of technology; and further,</p> <p>That Administration BE DIRECTED to report back to City Council the results of the above noted actions.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 27, 2021	CR402/2021 ETPS 841	SCM 263/2021 & S 69/2021	Commissioner, Infrastructure Services	<p>That the report of the Engineer I dated June 4, 2021 entitled "Alley Standards Development – City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to develop an Alley Standards Development Committee as outlined in the report; and,</p> <p>That the Alley Standards Development Committee REPORT BACK to Council with a fulsome report regarding alleys across the City, including but not limited to the following:</p> <ul style="list-style-type: none"> • Capital and Annual Costs associated with developing, maintaining and enforcing a set of standards for all of the City's alleys • Clear Alley Standards • Different Kinds of Alleys • Alley Closure Process • Additional Dwelling Units accessing alleys and required maintenance • Collection of Garbage and Refuse at Curbside in a consistent manner • Data and Statistics related to resources spent on 311 calls in alleyways regarding clean up/rodent or other issues 	
October 4, 2021	CR429/2021 DHSC 326	SCM 296/2021, S 41/2020, AI 7/2021, & AI 10/2021	Commissioner, Economic Development & Innovation	<p>That the report of the Senior Planner – Policy and Special Studies dated February 27, 2021 entitled "Closure of Part of Dodsworth Street, Between Kay Street and Malden Road, Between 5168 and 5180 Malden Road - Applicant: T. Fasan - SAS/5917 - Ward 1" BE REFERRED back to administration to allow administration the opportunity to work with the Applicant to come to an amenable resolution for everyone involved</p>	In progress. Applicant given 3 options at meeting March 7, 2023.

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 4, 2021	CR448/2021 ETPS 858	SCM 313/2021 & S 110/2021	Commissioner, Infrastructure Services	<p>That the report of the Manager of Contracts, Maintenance & Field Services dated August 19, 2021 entitled “Response to CQ 5-2021 Pedestrian Walkways – City Wide” BE RECEIVED for information; and,</p> <p>That the addition of signage at pedestrian inter-block walkways in the wintertime BE APPROVED; and,</p> <p>That administration BE DIRECTED to monitor the effectiveness for a period of 2 years; and,</p> <p>That funding in the amount of \$18,600 BE APPROVED; and,</p> <p>That the amount BE FUNDED from the Budget Stabilization Reserve Fund (BSR)</p>	
October 4, 2021	CR452/2021	C 123/2021 & C 129/2021	Commissioner, Infrastructure Services	<p>That the report of the Senior Manager of Engineering dated September 17, 2021 entitled “Festival Plaza Improvement – Final Design – Ward 3” and the report of the Manager of Parks Development dated August 23, 2021 entitled “Waterfront Beacon – Street Car # 351” BE REFERRED back to Administration to allow for a comprehensive report related to how the Festival Plaza and Waterfront Beacon can be linked to the new City Hall Esplanade moving forward; including but not limited to information related to bathroom facilities, food services, and other options, for Council’s consideration.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR466/2021 ETPS 845	SCM 300/2021, SCM 224/2021, C 152/2021 & SCM 350/2021	Commissioner, Infrastructure Services	<p>That Report No. 110 of the Windsor Essex County Environment Committee (WECEC) of its meeting held June 24, 2021 indicating: That the proposal from the Windsor-Essex Youth Climate Council for a pop-up temporary separated bike lane on University Avenue BE ENDORSED. BE APPROVED; and,</p> <p>That City Council ENDORSE the creation of a pilot project for temporary separated bike lanes along University Ave. in 2022; and,</p> <p>That Administration CONSULT with external stakeholders including the University of Windsor, the DWBIA, Bike Windsor-Essex and other organizations or groups as appropriate to develop a pilot project for separated bike lanes along University Ave.; and,</p> <p>That Administration BE REQUESTED to report back to Council with a more detailed outline of the pilot project related to consistency including but not limited to financial implications and the following:</p> <ul style="list-style-type: none"> • Administration would engage with the University of Windsor to identify any potential funding or cost-sharing; • Administration, working collaboratively across departments, would develop design alternatives for the University Avenue corridor; • These alternatives would be presented to stakeholders in a public consultation program; and, • Administration would report back to Council with a recommended alternative, results of public consultation, and cost estimates to seek Council's approval for construction as well as for funding approval of associated capital and operating costs. 	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR475/2021 CR452/2021	C 123/2021	Commissioner, Community Services	<p>I. That City Council DIRECT Administration to work with the consultant to develop different costing options for the final detailed design of the Festival Plaza that vary in price, and once completed, undertake public and stakeholder consultations on those designs. This will give Council the opportunity to determine the level of investment that should be made at Festival Plaza; and,</p> <p>II. That City Council DIRECT the Manager of Parks Development to apply for a site-specific amendment to the Official Plan and Zoning By-law 8600 to allow the necessary buildings and structures within Festival Plaza to extend above the crown of the pavement of Riverside Drive as all potential options will require an amendment; and,</p> <p>III. That City Council DIRECT Administration to create a detailed connectivity plan, including public consultation, between the riverfront and the adjacent areas along the CRIP footprint with special consideration for downtown areas. The plan should not include tunnels underneath Riverside Drive but rather should have multiple access points to link the northside of Riverside Drive to the southside of Riverside Drive focusing on pedestrian safety and include options for physical design changes to Riverside Drive; and further,</p> <p>IV. That City Council DIRECT Administration to prepare a comprehensive Council report that incorporates all of the above recommendations.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 25, 2021	CR476/2021 CR452/2021	C 129/2021	Commissioner, Community Services	<p>That City Council APPROVE the design of the building and the terraces for the Legacy Beacon as the new home for Streetcar No. 351, located on the waterfront North of Riverside Drive at the foot of Caron Avenue in Legacy Park (Appendix A); and,</p> <p>That the City Planner BE DELEGATED the authority to approve the Site Plan Control Application and BE AUTHORIZED to approve minor changes to the design to allow for the construction for a permanent building (Legacy Beacon) to house Streetcar No. 351; and,</p> <p>That City Council APPROVE and pre-commit \$1,000,000 in 2023 from the Central Riverfront Festival Plaza (PFO-003-15) for the incremental construction costs needed at the Legacy Beacon; and further,</p> <p>That Administration REPORT BACK to Council with a business case for the concession/terrace area prior to the 2022 budget deliberation meetings or as soon as possible thereafter.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR496/2021 CSPS 163	SCM 329/2021 & S 51/2021	Commissioner, Community Services	<p>That the report of the Senior Manager of Facilities dated May 13, 2021 entitled "CQ 4-2021 - Proposal for Council consideration to provide menstrual hygiene products in select municipal buildings free of charge" BE RECEIVED for information; and,</p> <p>That Council APPROVE a 1-year pilot program-Option C as outlined in the administrative report, to provide free menstrual products in public women's, men's, universal and family washrooms at the locations listed below:</p> <ul style="list-style-type: none"> • WFCU Centre • Windsor Water World • Windsor International Aquatic and Training Centre • Capri Pizzeria Recreation Complex • 350 City Hall Square W. • 400 City Hall Square E; and, <p>That the estimated cost of \$19,000 plus HST BE FUNDED from the City's Budget Stabilization Reserve (BSR) Fund; and further,</p> <p>That the City's Advisory Committees, Boards and Commissions (ABC's) BE MADE AWARE of the pilot program and BE REQUESTED to adopt a similar program at their facilities where applicable; and,</p> <p>That Administration REPORT BACK to Council with a six month interim report to provide a status update, and after one year with the results of the pilot program to request annual operating funds through the 2023 budget process.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 1, 2021	CR497/2021 CSPS 164	SCM 333/2021 & S 132/2021	Commissioner, Community Services	<p>That the report of the Cultural Development Coordinator and Manager of Culture & Events dated September 16, 2021 entitled "Update of Round 2 of the Arts, Culture and Heritage Fund 2021 – City Wide" BE RECEIVED for information; and,</p> <p>That Administration REPORT BACK during the 2022 budget deliberations with potential increases to the Arts, Culture and Heritage Fund Grant Program funding envelope that matches and keeps pace with growth in the community; and,</p> <p>That Administration BE DIRECTED to investigate the possibility of private sector partnerships to augment the funding envelope that this program delivers to the community.</p>	
November 15, 2021	CR520/2021 ETPS 867	SCM 363/2021 & S 136/2021	Commissioner, Infrastructure Services	<p>That the report of Transportation Planning Senior Engineer dated September 27, 2021 entitled "2019 Road Safety Report – City-Wide" BE RECEIVED for information; and further,</p> <p>That the data in this report BE REVIEWED and BROUGHT FORWARD when decisions related to development patterns and other investment in infrastructure are being considered including but not limited to opportunities for development or planning.</p>	
December 13, 2021	B34/2021 CR419/2021	C 113/2021	Commissioner, Community Services	<p>That the report of the Project Administrator dated August 27, 2021 entitled "Proposed Artificial Turf Sports Field - Ward 6 & 7" BE REFERRED back to Administration to continue to explore artificial turf options with stakeholders for Council's consideration.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 13, 2021	B38/2021	C 171/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That this report with regards to the Power to Impose a Tax on Vacant Residential Units BE RECEIVED for information; and further,</p> <p>That City Council APPROVE the development of a Vacant Residential Unit Tax program for the City of Windsor; and further,</p> <p>That Administration BE DIRECTED to conduct further research in terms of designing and implementing a Vacant Residential Unit Tax program inclusive of community consultation and that a fully developed program be brought back to City Council for approval prior to implementation; and further,</p> <p>That City Council APPROVE the use of funding from the Budget Stabilization Reserve to offset any shortfall in the projected revenue up to the \$100,000 that has been included in the 2022 Operating Budget in the event that the implementation of a Vacant Residential Unit Tax program be delayed.</p>	
December 13, 2021	B47/2021	Clerk's File: GH/14271	Commissioner, Human & Health Services	That the Executive Director Housing and Children's Services BE REQUESTED to report back to the Community Services and Parks Standing Committee related to pressures specific to the Rent Assistance Program in 2022	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 20, 2021	CR555/2021 ETPS 864	SCM 361/2021, C 154/2021 & AI 19/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>1) That City Council RECEIVE the report of the Supervisor of Environmental Sustainability & Climate Change dated October 7, 2021, entitled "Response to Council directive regarding applying a climate lens to the City's purchasing practices – City Wide"; and,</p> <p>2) That City Council APPROVE Administration proceeding with identified strategies for 2021/2022 including:</p> <ul style="list-style-type: none"> • Form an internal Sustainable Purchasing Team; • Update current purchasing procedures/documents to ensure environmental sustainability and climate change is being considered; • Update the City's Sustainable Purchasing Guide (2015) to reflect updates for climate change considerations; and • Join the Canadian Collaboration for Sustainable Procurement for 2021/2022; and, <p>3) That Administration REPORT BACK to City Council by the third quarter (Q3) 2022 with a report on achievements and possible next steps.</p>	
January 17, 2022	CR19/2022 CR543/2021 Clause 7, 8 & 9	C 141/2021 & AI 1/2022	Commissioner, Infrastructure Services	<p>...7. That the annual operating cost requirements BE REFERRED to the 2023 budget.</p> <p>8. That Administration BE DIRECTED to report back to Council with a by-law and policy amendment for Council consideration that provides for options to add signalized traffic management tools at school crossing checkpoints on arterial roadways where they do not currently exist and are not likely to meet the full scope of warrant criterion as is currently applied and that this information BE BROUGHT FORWARD to Council by the 2nd quarter of 2022.</p> <p>9. That Administration BE DIRECTED to report back specifically related to the school crossing at the Cabana and Caron/Clara intersection with potential funding options to install a pedestrian activated traffic light at that location.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 17, 2022	CR20/2022	C 6/2022	Chief Administrative Officer	<p>That City Council APPROVE waiving the fees associated with the BIA Parklet, Curbside and Sidewalk Cafes for 2022; and,</p> <p>That City Council APPROVE increasing the current 15 minutes free parking via the City of Windsor Parking App to 60 minutes, and also include surface parking lots; and...</p> <p>That the financial impacts from these recommendations BE REPORTED to City Council as part of the 2022 Quarterly Variance reports as COVID 19 pandemic costs; and,</p> <p>That the following recommendation BE DEFERRED to the January 31, 2022 Council Meeting to allow for administration to provide additional information related to the financial impacts of waiving licence fees, and deferring the business licence deadline beyond June 30, 2022, to the next calendar year, including waiving penalties/interest charges:</p>	
January 31, 2022	CR33/2022 CSPS 172	SCM 6/2022 & SCM 403/2021	Commissioner, Community Services	<p>That the minutes of the Community Public Art Advisory Committee of its meeting held October 12, 2021 BE RECEIVED for information; and further,</p> <p>That the portion in the subject minutes pertaining to the sculptural tribute honouring music industry pioneer Rosalie Trombley BE REFERRED back to Administration to determine whether a public display can be considered, either at the Chimczuk Museum or the Art Gallery of Windsor, and that this BE REPORTED BACK to Council.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 31, 2022	CR36/2022 CSPS 175	SCM 9/2022 & S 144/2021	Commissioner, Human & Health Services	<p>That the report of the Coordinator of Housing Administration & Policy dated October 28, 2021 entitled "Rent Supplement Program Expiries and Mitigation Strategy – City Wide" BE RECEIVED for information; and,</p> <p>That the Corporation of the City of Windsor REQUEST the Province of Ontario and Government of Canada to provide further financial support to extend funding for rent supplement/housing allowance programs and include reference to impacts of the sunsetting of rent supplement and housing allowance programs including specific data points; and,</p> <p>That the Association of Municipalities of Ontario (AMO) BE REQUESTED to quantify these impacts province-wide; and,</p> <p>That the resolution BE FORWARDED to Windsor and Essex County Members of Parliament (MPs), Windsor and Essex County Members of Provincial Parliament (MPPs), the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Ontario Municipal Social Services Association (OMSSA), the Ministry of Municipal Affairs and Housing, and the Premier of Ontario; and further,</p> <p>That, should the sunsetting of rent supplement and housing allowance programs proceed, the impacts BE REPORTED to Council prior to the March 31, 2022 deadline along with options to mitigate those impacts.</p>	
February 14, 2022	CR57/2022	C 18/2022	Commissioner, Infrastructure Services	<p>That the report of the Commissioner of Legal & Legislative Services dated January 31, 2022 entitled "Response to CQ 24-2021 - By-law to Require All Property Owners to Maintain Their Properties Free from Rodents and Further Researching Best Practices from Other Municipalities - City Wide" BE RECEIVED for information; and further,</p> <p>That administration BE DIRECTED to report back at a future date on the data collected and potential strategies to target the issue of rodents in our community; and further,</p> <p>That Administration BE DIRECTED to initiate an education and awareness campaign so residents are more aware of the existing Rodent Extermination Program.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 14, 2022	CR70/2022 CR47/2022 CR542/2021	C 169/2021 & AI 2/2022	Chief Administrative Officer	That the report of the (Acting) Executive Initiatives Coordinator dated October 29, 2021 entitled "Streamlining Approvals to Enable Rapid Execution of Council's Vision and Direction" BE REFERRED to a Strategic Planning Session of Council.	
February 28, 2022	CR82/2022	C 28/2022	Commissioner, Infrastructure Services	That the Street Lighting Policy, attached as Appendix B of this report, BE ADOPTED ; That the Local Improvement Policy, attached as Appendix A of this report, BE ADOPTED ; and, That the annual operating cost requirements BE REFERRED to the 2023 budget process.	
March 21, 2022	CR98/2022	Clerk's File: SW2022	Commissioner, Infrastructure Services	That the correspondence from the Friends of the Court dated February 14, 2022 regarding the condition of Brock Street between Sandwich Street and Peter Street BE RECEIVED for information; and further, That Administration REPORT BACK outlining the cost differential between repaving Brock Street between Sandwich Street and Peter Street during the reconstruction phase of Sandwich Street instead of a stand alone project after the reconstruction, when a response to CQ 3-2022 asked on February 14, 2022 requesting a report outlining how deficient residential roads not in the 10 year capital budget will be addressed is brought forward to Council.	
March 21, 2022	CR102/2022 CR538/2020	C 187/2020 & AI 21/2021	Commissioner, Human & Health Services	That the report of the Senior Legal Counsel dated September 18, 2020 entitled "Council Question CQ23-2019 - Payday Loan Establishments - City Wide" BE RECEIVED for information; and further, That Administration PROCEED with establishing a cross-sectoral committee with the appropriate partners and representatives to acquire local information and develop a strategy to distribute education materials regarding alternative financial options and supports; and, That Administration REPORT BACK to the Community Services Standing Committee after one year with a summary of work completed to date.	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 11, 2022	CR139/2022	C 20/2022	Commissioner, Infrastructure Services	<p>1. That the report of the Policy Analyst dated February 1, 2022 entitled “Cost of Adding the BIAs as Community Safety Zones” BE RECEIVED for information; and,</p> <p>2. That Traffic By-law 9148 BE AMENDED to implement Community Safety Zones in all of the Business Improvement Areas (BIAs); and, that the City Solicitor BE DIRECTED to prepare the necessary documents to amend the by-law; and further,</p> <p>3. That the required ongoing annual maintenance costs associated with the signs installed for Community Safety Zones in the BIAs BE REFERRED to the 2023 Operating Budget, and that the \$48,000 in capital costs BE FUNDED in the manner detailed in the Financial Matters section of the report.</p>	
April 11, 2022	CR150/2022 ETPS 887	SCM 85/2022 & S 29/2022	Commissioner, Infrastructure Services	<p>That Administration BE AUTHORIZED to initiate a Home Flood Protection Program on a pilot basis; and further,</p> <p>That Administration REPORT BACK to City Council on completion of the pilot program.</p>	
April 11, 2022	CR154/2022	C 61/2022	Commissioner, Legal & Legislative Services	<p>That the results of the email poll authorized by Mayor Drew Dilkens on Wednesday April 6, 2022 approving the following BE CONFIRMED AND RATIFIED:</p> <p>That Council DIRECTS Administration to SUSPEND the Hybrid Work Policy effective immediately, and to ensure all staff are working in-office no later than May 1, 2022 and for Administration to NOTIFY City Council once a structured and effective implementation plan has been developed such that the Policy is able to be rolled-out in a manner that benefits the Corporation.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 25, 2022	CR171/2022	C 54/2022	Commissioner, Legal & Legislative Services	<p>That the report of the (Acting) Licence Commissioner and the Executive Initiatives Coordinator dated March 25, 2022 entitled “Residential Rental Licensing By-law—Wards 1 & 2” and draft by-law, “A By-law Respecting the Licensing of Residential Rental Housing Units,” attached as Appendix A, BE RECEIVED for information; and,</p> <p>That Council APPROVE the proposed residential rental licensing framework described in this report; and,</p> <p>That Council APPROVE the attached draft by-law, to be brought into effect upon the final implementation of the approved framework; and further,</p> <p>That Administration REPORT BACK TO COUNCIL on the results of the two-year pilot study within Wards 1 and 2.</p>	
April 25, 2022	CR184/2022 CSPS 181	SCM 112/2022 & S 39/2022	Commissioner, Community Services	<p>That the report of the Manager of Culture & Events dated March 15, 2022 entitled “City of Windsor Lancaster Bomber FM 212 Progress Report 2019-2021 – Ward 3” BE RECEIVED for information; and further,</p> <p>That Administration BE DIRECTED to report to City Council regarding a fundraising strategy, a plan for assembly of the aircraft, and options to display the aircraft to the public once the assembly portion has been completed.</p>	
May 9, 2022	CR195/2022	C 1/2022	Commissioner, Infrastructure Services	<p>That the report of the Engineer II dated January 5, 2022 entitled “Response to CQ13-2021 – Basement Flood Risk Reduction Update – Ward 7” BE RECEIVED for information; and further,</p> <p>That administration BE DIRECTED to report back to Council on what effective monitoring program can be put in place to give early warning in order to mitigate future flooding events and make proper adjustments to the system as needed.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 9, 2022	CR202/2022	C 69/2022	Commissioner, Corporate Services	<p>That City Council RECEIVE the information contained in the 2022 Tax Policy Report; and,</p> <p>That City Council APPROVE the following Tax Policy Principles which will be used to calculate the 2022 Final Property Tax Rates:</p> <ol style="list-style-type: none"> 1. That the Optional Tax Classes of office building, shopping center, parking lot/vacant commercial land, and large industrial CONTINUE to be used in the establishment of annual property tax rates. 2. That Administration CONTINUE TO MONITOR the application of a Small Business Class and REPORT BACK to City Council for further direction as part of the 2023 Tax Policy report. 3. That tax reductions for the first sub-classes of farmland awaiting development (FAD 1) BE REDUCED ANNUALLY by the allowed 10% starting in taxation year 2022 through to taxation year 2025. 4. That tax reductions for the second sub-classes of farmland awaiting development (FAD 2) BE ELIMINATED. 5. That the Municipality CONFIRM the threshold on the tax level for eligible new construction at 100%... 	
May 9, 2022	CR203/2022	C 72/2022	Commissioner, Corporate Services	<p>...That Council APPROVE the Operating & Capital Budget timelines for the development of the 2023 Operating & Capital budgets as outlined in Table A (Operating & Capital Budget Timeline) of this report; and,</p> <p>That Administration BE DIRECTED to bring forward a 2023 Operating Budget that provides options to meet Council's fiscal targets status quo from the 2022 Budget Deliberation process with a 0% tax increase option along with 5% departmental reduction targets being brought forward for each department and that this also apply to all City Agencies, Boards, and Commissions (ABCs); and,...</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 9, 2022	CR209/2022	SCM 121/2022 & S 42/2022	Commissioner, Corporate Services	<p>That the report of the Community Energy Plan Administrator dated April 8, 2022 entitled “Science Based Targets for GHG Reduction – City Wide” BE RECEIVED for information; and,</p> <p>That City Council APPROVE IN PRINCIPLE Windsor’s Science Based Targets of a 68% reduction in city-wide emissions (scope 1 and 2) and a 55% reduction in corporate-wide emissions (scope 1 and 2) below 2005 baseline by 2030; and,</p> <p>That City Council APPROVE IN PRINCIPLE a NET ZERO Target for 2050; and.</p> <p>That Administration BE DIRECTED to report back with an updated strategy to reach these targets by November 2023 that considers implementation timelines, resourcing and financial impacts of meeting science-based targets; and further,</p> <p>That Administration BE DIRECTED to send a letter to the County of Essex and City of Detroit requesting their support of Windsor’s Science Based Targets for GHG Reduction.</p>	
May 9, 2022	CR 222/2022	SW2022 15	Commissioner, Corporate Services	<p>That Administration BE DIRECTED to bring back a report before the next winter season, on possible ways that we can address the large gap between the demand for Snow Angels and the number of residents that are assisted. Options should include, but not be limited to improving our recruiting efforts of volunteers and/or providing the service with a set fee or no fee.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 30, 2022	CR228/2022	C 82/2022	Commissioner, Community Services	<p>That the report of the Executive Initiatives Coordinator dated May 4, 2022 entitled "CQ 7-2022 - Response to CQ 7-2022 - Expansion of Dog Parks within the City - City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to begin the process of adding two additional dog parks at Oakwood Park and Elizabeth Kishkon Park after the community has BEEN CONSULTED as outlined in the Dog Park Policy; and,</p> <p>That these additional dog parks BE FUNDED as follows: reallocation of \$750,000 in 2022 PAYG funds and the reallocation and pre-commitment of \$130,000 in 2023 PAYG funds from capital project PFO-009-12 – Parks Bridges/Shelters/Buildings/Capital Rehabilitation Program to capital project PFO-010-17 – Dog Park Development, to be replaced with the transfer of \$880,000 from Fund 151 – Parkland Acquisition Reserve back to capital project PFO-009-12; and further,</p> <p>That Administration REPORT BACK to Council with potential edits to the Dog Park Policy to allow smaller, urban parks to be used as dog parks as well.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 30, 2022	CR246/2022	SCM 145/2022	Commissioner, Corporate Services	<p>That the attached Internal Audit Summary report provided by PricewaterhouseCoopers LLP (PwC) for the period December 1, 2021 to April 30, 2022 comprised of the following:</p> <p>a) Summary of use of unallocated effort b) Complaints and Investigations c) Road Infrastructure Maintenance Processes VFM Internal Audit Report d) Smart City Cyber Risk Mitigation Internal Audit Report e) Management Action Plan Validation Report f) Annual Performance Report</p> <p>BE RECEIVED for information; and,</p> <p>That City Council AUTHORIZE administration to proceed to implement the Management Action Plans as prescribed in the internal audit reports; and further,</p> <p>That City Council DIRECT administration to report on the progress of the implementation of the Management Action Plans and that such reports should coincide with the Auditor General's internal audit updates to City Council.</p>	
May 30, 2022	CR250/2022 Clause II	C 95/2022	Commissioner, Infrastructure Services	<p>I. That the report of the Project Administrator, Corporate Projects, dated May 18, 2022 entitled "Peace Fountain Replacement – Ward 6" and its appendices (attached) BE RECEIVED for information; and,</p> <p>II. That Council DIRECT Administration to MOVE FORWARD with Option 1: Floating Fountain design concept, and that Administration PERFORM public consultation and BRING FORWARD final design, costing and funding options for presentation to Council for the 2023 Capital Budget; and...</p>	
June 13, 2022	CR262/2022 Clause 5	C 91/2022	Commissioner, Corporate Services	<p>5. That Administration BE DIRECTED to further investigate and consider appropriate strategies in order to address the increasing impacts of inflationary pressures on the capital budget and report back on how to manage and address these pressures as part of the 2023 budget process.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
June 13, 2022	CR 272/2022	C 98/2022	Commissioner, Community Services	<p>...That the results of the Consultant’s report for a new outdoor ice rink at City Hall BE REFERRED to the 2023 budget for funding required; and further,</p> <p>That Administration BE DIRECTED to work with representatives from All Saints Church for alternatives/options for the next skating season.</p>	
June 13, 2022	CR273/2022 CR208/2022 ETPS892	SCM 120/2022 & S 14/2022	Commissioner, Infrastructure Services	<p>That Local Improvement works for storm sewers, curb and gutter for those street segments not yet constructed to the municipal standard within the area bounded by E.C. Row Avenue to the north, Woodward Boulevard to the west, Division Road to the south, and Riberdy Road to the east, as shown on drawing 4M-206 BE RECOMMENDED to future Capital Budgets and prioritized relative to their technical scoring, subject to cost-sharing for such works as established by CR554/2019; and,</p> <p>That WSP Canada Inc. firm BE APPOINTED as the Drainage Engineer to make an examination of, and prepare a Drainage Report for the repair and improvement to, the Dawson Drain between Division Road and the O’Neil Drain and to the O’Neil Drain from south of Hallee Crescent to Division Road under section 78 of the Drainage Act; and further,</p> <p>That Administration BE DIRECTED to report back to Council once the Drainage report for the repair and improvement of the Dawson Drain is complete.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 11, 2022	CR284/2022	C 105/2022	Commissioner, Corporate Services	<p>...That the Clerk and CFO/City Treasurer BE AUTHORIZED to UNDERTAKE and EXECUTE any and all documents and agreements as necessary to complete the long-term borrowing, satisfactory in legal form to the City Solicitor and financial/technical form to the City Treasurer; and further,</p> <p>That the CFO/City Treasurer BE INSTRUCTED to report back to City Council the results of the long-term borrowing at the earliest opportunity following completion; and further,</p> <p>That in the event Council is determined to be "Lame Duck" during the period commencing August 19, 2022 and ending November 14, 2022 the outgoing Council is AUTHORIZED to pass any by-laws deemed to be necessary or appropriate in connection with the issuance of one or more debentures; and,</p> <p>That the City Solicitor BE AUTHORIZED to prepare all necessary by-laws.</p>	
July 11, 2022	CR304/2022 Clause IV	C 107/2022	Commissioner, Community Services	IV. That Administration BE DIRECTED to conduct a second round of public consultations regarding Lanspeary Park overall redevelopment in conjunction with the public pool consultation; and...	
July 25, 2022	CR311/2022	C 118/2022	Commissioner, Corporate Services	<p>That the 2021 Annual Investment Compliance Report for the year ending December 31, 2021 BE RECEIVED for information; and further,</p> <p>That Administration REPORT BACK on ways to broaden the City of Windsor's portfolio and access other Joint Investment Boards (JIBs) that are endorsed by the Association of Municipalities of Ontario (AMO) and the Municipal Finance Officers' Association of Ontario (MFOA), including the benefits and drawbacks of investing in these other financial vehicles.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
July 25, 2022	CR327/2022 CSPS 188	SCM 201/2022 & C 85/2022	Commissioner, Human & Health Services	<p>That the report of the Coordinator of Housing Administration & Policy dated May 9, 2022 entitled "Rent Supplement Program Expiries and Mitigation Update - City Wide" BE RECEIVED for information; and,</p> <p>That Administration BE DIRECTED to send correspondence to the Premier of Ontario, the Minister of Municipal Affairs and Housing, local Members of Provincial Parliament (MPPs), and the Association of Municipalities of Ontario (AMO), outlining the challenges of the sunseting of the rent supplement and housing allowance programs and urging the government to provide funding to address the shortfalls outlined in the report; and further,</p> <p>That Administration REPORT BACK to Council with options on how to address those funding shortfalls.</p>	
July 25, 2022	CR333/2022 Clause 1f	C 111/2022	Commissioner, Corporate Services	<p>1. That City Council DELEGATE authority to the Chief Administrative Officer to approve the following, for the sole purpose of submitting grant applications:</p> <p>f. That City Council DIRECT Administration to provide a report on projects being submitted for grants which are over \$1,000,000 in potential grant funding for approval of the projects being recommended.</p>	
July 25, 2022	CR334/2022	C 123/2022	Commissioner, Corporate Services	<p>That the report of the Executive Director of Human Resources dated July 11, 2022 entitled "Salary Market Review 2019 - 2020 - Non-Union and CAO/CLT - City Wide" BE REFERRED back to administration to allow for the 2019/2020 and the 2021/2022 salary market review to be conducted by a new consultant.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
August 8, 2022	CR352/2022	C 140/2022	Commissioner, Infrastructure Services	<p>That City Council APPROVE the \$743,500.00 for the project recommended in this report for submission to Intake 3 for the Investing in Canada Infrastructure Program (ICIP) – Public Transit; and,</p> <p>That City Council SUPPORT the use of \$90,000 in funding previously approved in the 2022 Capital Budget for use in this project and PRE-COMMIT the use of 2024 funds, previously approved in principle in project TRN-003-22 for immediate use; and,</p> <p>That City Council AUTHORIZE the Chief Administrative Officer to sign and submit applications to Intake 3 for the Investing in Canada Infrastructure Program (ICIP) – Public Transit, subject to the documents being satisfactory in technical content to the Commissioner of Infrastructure Services, or designate, in financial content to the City Treasurer or designate, and in legal form to the Commissioner of Legal & Legislative Services; and,</p> <p>That in the event the City receives written confirmation, of the Grant funding being awarded to the City, the grant funding awarded is no less than the Project’s costs outlined in the Financial Matters section herein, implementation of the Project does not result in a need for additional city funding to be approved by City Council and where the Grant provider confirms that expenditures as of that date are eligible, then City Council APPROVES the following recommendations:...</p> <p>That should the City not be successful in this grant submission, a communication report BE PROVIDED to inform City Council.</p>	

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 6, 2022	CR374/2022 ETPS 907	SCM 217/2022 & S 76/2022	Commissioner, Infrastructure Services	<p>That Administration BE DIRECTED to install speed humps and associated signs and pavement markings on Dandurand Avenue between Piazza Street and Northwood Street, and Partington Ave. between College Avenue to Tecumseh Road; and,</p> <p>That Administration BE DIRECTED to include the seven additional signatures that were provided in the addendum (attached) to approve speed humps for Partington Avenue; and further,</p> <p>That Administration BE REQUESTED to report back to a future meeting of Council to provide a review of the Speed Hump Policy and options to approve the same.</p>	
September 6, 2022	CR390/2022 CSPS 191 Clause h	SCM 235/2022 & C 112/2022	Commissioner, Human & Health Services	<p>a) That the report of the Coordinators of Housing Administration and Development dated June 27, 2022 entitled "Housing Hub Consultation and Architectural Feasibility Study Update" BE RECEIVED for information; and...</p> <p>h) That the Executive Director, Housing & Children's Services REPORT BACK on:</p> <ul style="list-style-type: none"> • potential sites for the Housing Hub • the findings of the preliminary work completed to support a recommendation to enter into negotiations to acquire and/or build and/or renovate a property • the outcome of applications made related to capital and/or operating funding • any capital funding required for the acquisition, renovation or construction of the proposed Hub, as well as for any ongoing operating funding required to maintain the asset and deliver the services; and further... 	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 6, 2022	CR393/2022 CSPS 194	SCM 238/2022 & SCM 172/2022	Commissioner, Human & Health Services	That the additional information memo of the Executive Director of Housing & Children's Services dated August 3, 2022 regarding the motion from the Housing & Homelessness Advisory Committee of their meeting held June 21, 2022 and Report No. 14 of the Housing & Homelessness Advisory Committee entitled "Barriers faced by the 2SLGBTQIA+ community in finding appropriate housing and housing services" from their meeting held June 21, 2022 BE RECEIVED ; and, That Administration BE DIRECTED to provide a report in 2023 outlining the next steps regarding the proposed training initiative; and further, That Council BE ADVISED that the administrative memo will be included in the upcoming Housing & Homelessness Advisory Committee meeting agenda for their September 20, 2022 meeting.	
September 6, 2022	CR399/2022 Clause 8	C 150/2022	Commissioner, Human & Health Services	8. That the Executive Director of Housing and Children's Services or their designate REPORT to City Council on the outcome of the capital developments; and further,	
September 26, 2022	CR422/2022 Clauses IX & XI	C 161/2022	Commissioner, Economic Development & Innovation	...IX. That City Council DIRECT Administration to facilitate a presentation by Power Advisory to Essex County Council at their earliest opportunity; and further, pursuant to approval of the Recommendations noted above; and, ... XI. That Administration CONTINUE TO REPORT BACK regularly on the progress of council-approved initiatives to address energy supply issues in our community.	
September 26, 2022	CR424/2022 Clause III	C 157/2022	Commissioner, Infrastructure Services	...III. That Administration REPORT BACK to Council on proposed options to collect costs from the benefiting properties related to servicing charges for municipal services (mainline sewers and private drain connections) that would offer options for payment terms similar to local improvement payments.	

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
September 26, 2022	CR430/2022	Clerk's File: MMA/14375 15	Commissioner, Legal & Legislative Services	<p>That the motion presented by Councillor Holt and seconded by Councillor Bortolin at the September 26, 2022 City Council meeting indicating:</p> <p>WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council"...</p> <p>And further, that Council direct the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", Windsor and Essex County's MPPs, the Association of Municipalities of Ontario, and other Municipalities in Ontario.</p> <p>BE REFERRED back to Administration to provide a report to Council within this calendar year.</p>	
November 28, 2022	CR501/2022 Clause VIII	C 191/2022	Commissioner, Infrastructure Services	<p>I. That City Council RECEIVE the Investing in Canada Infrastructure Plan (ICIP) Grant Application report dated November 17, 2022, along with the report from IBI Group titled "Transit Windsor Garage Feasibility Study" dated October 28, 2021 provided in Schedule A; and further,</p> <p>II. That City Council ENDORSE the Transit Support Projects outlined in the body of this report for inclusion in the ICIP Grant Application; and further...</p> <p>VIII. That given the dramatically higher cost estimate for the Transit Garage emanating from the detailed study recently completed by the IBI Group, City Council DIRECT Administration to re-evaluate the Transit Windsor Master Plan to determine how to best achieve the goals of the Master Plan and report back to Council as part of the Transit Master Plan Implementation Project update.</p>	
December 12, 2022	CR506/2022	CM 13/2022	Commissioner of Economic Development & Innovation	<p>That the report of the Senior Economic Development Officer dated November 28, 2022 entitled "International Comparators Project – Oxford University Blavatnik School of Government Research – City Wide" BE RECEIVED for information; and further,</p> <p>That administration BE DIRECTED to report to Council with the results of the study after its completion, for information purposes.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 16, 2023	CR8/2023	C 222/2022	Commissioner of Economic Development and Innovation	<p>1) That the report from the Community Energy Plan Administrator dated December 16, 2022 BE RECEIVED for information; and,</p> <p>2) That City Council ENDORSE a Municipal Support Resolution to Capital Power for the addition of two peaking fired units (100 MW) at the East Windsor Cogeneration facility; and,</p> <p>3) That City Council DELEGATE the issuance of a Municipal Support Confirmation Letter for Capital Power’s IESO proposal for the addition of two peaking fired units (100 MW) at the East Windsor Cogeneration facility (project specific) to the Chief Administrative Officer, satisfactory in technical content to the Commissioner of Economic Development and Innovation; and,</p> <p>4) That City Council DIRECT Administration to collaborate with IESO, the Ontario Ministry of Energy, Northern Development and Mines, Enbridge Gas Inc., and local stakeholders as appropriate to support initiatives and actions that align with Pathways to Net-Zero; and,</p> <p>5) That Administration REPORT BACK with a supplemental report providing details on emerging technologies and strategies related to decarbonization of the electrical grid; and,</p> <p>6) That administration REQUEST IESO to consider developing policy initiatives that would facilitate the transition to green hydrogen.</p>	

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 16, 2023	CR30/2023	Item 15	Commissioner, Infrastructure Services	<p>Whereas there has been an increase in train whistle noise in the South Walkerville area of the City of Windsor, and;</p> <p>Whereas the Essex Terminal Railway Company lines located east of Howard Avenue and west of Walker Road, are located in heavily populated residential areas, and;</p> <p>Whereas residents regularly call with complaints regarding trains blowing whistles late at night, affecting those who live near these train tracks and crossings, and ask that train whistling be stopped between the hours of 21:00 and 07:00 hours unless absolutely necessary, and;</p> <p>Whereas the process per Transport Canada to apply to stop train whistling begins with a Citizen or group expressing interest followed by the municipality consulting with the railway company;</p> <p>THEREFORE BE IT RESOLVED that Council DIRECT Administration to follow the procedures of Transport Canada and engage with the railway company to initiate the process to request train whistling be limited and used only if absolutely necessary on the Essex Terminal Railway Company lines located east of Howard Avenue and west of Walker Road.</p>	
January 30, 2023	CR42/2023 DHSC 454	SCM 13/2023 & S 124/2022	Commissioner of Economic Development and Innovation	That the report of the Development and Heritage Standing Committee of it's meeting held January 9, 2023 regarding, "Zoning Bylaw Amendment –Z 022-22 [ZNG-6787] & OPA 161 [OPA-6788] Passa Assoc 3821 King St - Ward 2" BE DEFERRED as requested by the applicant to the February 13, 2023 meeting of Council to allow for further consultation with administration	
January 30, 2023	CR48/2023 DHSC 460 Clause V&X	SCM 17/2023 & S 135/2022	Commissioner, Economic Development & Innovation & Commissioner, Legal & Legislative Services	<p>...V. Type That Conveyance Cost BE SET as follows:</p> <p>a. For alley conveyed to abutting lands zoned RD1.2, \$1.00 plus deed preparation fee and proportionate share of the survey costs as invoiced to The Corporation of the City of Windsor by an Ontario Land Surveyor.</p> <p>b. For alley conveyed to abutting lands zoned ID1.1, \$5.00 per square foot without easements and \$2.50 per square foot with easements.</p> <p>...</p> <p>X. That this information BE BROUGHT FORWARD when this report proceeds to Council</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 30, 2023	CR51/2023	C 204/2022	Commissioner, Infrastructure Services	That the report of the Technologist III dated November 23, 2022, entitled “Streamlining Right-of-Way Division Approvals to Enable Rapid Execution of Council’s Vision and Incorporating Heritage Features into the Encroachment Policy - City Wide” BE REFERRED back to administration to provide further information on best practices from other municipalities.	
February 27, 2023	CR103/2023 DHSC 477	SCM 54/2023 & C 255/2022	Commissioner, Legal and Legislative Services & Commissioner of Economic Development & Innovation	<p>I. That City Council DIRECT the Planning Division to undertake a comprehensive review and update of the Sign By-law 250-2004, related to Paper Copy Billboard and Electronic Change Copy Billboard Ground and Wall Signs on private property; and,</p> <p>II. That City Council APPROVE a one-year moratorium on permits for the installation of New Billboards and retrofitting of existing Paper Copy Billboards to Electronic Change Copy Billboards to allow for the Planning Division to complete its review; and,</p> <p>III. That the Planning Division PROVIDE Council with recommendations for Amendments to the Sign By-law related to Paper Copy Billboard and Electronic Change Copy Billboard Ground and Wall Signs, for a decision by Council prior to the expiry date of the moratorium.</p> <p>IV. That Administration PROVIDE a status update of the review being undertaken at the August 23rd, 2023 meeting of the Development & Heritage Standing Committee meeting.</p>	

Outstanding Council Directives Tracking Log

Updated:2023-03-15

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 27, 2023	CR106/2023	C 18/2023	Commissioner, Economic Development & Innovation	<p>That the report of the Executive Initiatives Coordinator, Office of the CAO and the Manager of Urban Design, Deputy City Planner, dated February 9, 2023, entitled "Impacts of Bill 108 and 109, More Homes for Everyone Act, 2022—Subsequent Challenges to the Development Application Process—City Wide" BE RECEIVED FOR INFORMATION; and further, ... That City Council DIRECT the Executive Director of Planning and the Commissioner of Economic Development and Innovation to pursue restructuring the Planning department to meet legislated obligations and growing development demands, improve cross-departmental collaboration, attract and retain qualified staff, and offer exceptional services that are flexible and responsive to business needs; and further,</p> <p>That City Council DIRECT the Chief Administrative Officer, as authorized through CAO By-law 218-2022, to hire any new positions in the Planning Department and approve any further actions required to operationalize the details of the restructuring as outlined in report C 18/2023; and further,</p> <p>That City Council DIRECT Administration to monitor operations subsequent to the changes implemented as a result of Bill 109, and provide reports on any cross-departmental impacts with recommendations to address those impacts; and further,</p> <p>That City Council DIRECT Administration to provide ongoing feedback to the Province through their respective associations in the best interests of the City of Windsor as the impacts of Bill 109 arise; and further, That Administration BE DIRECTED to track all variances and local costs that are required to put the legislation into effect, and that the information BE FORWARDED to a future meeting of Council.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
February 27, 2023	CR107/2023	C 19/2023	Commissioner, Economic Development & Innovation	<p>That report C 19/2023 regarding the More Homes Built Faster Act – Bill 23 BE RECEIVED for information; and further,</p> <p>That City Council DIRECT Administration to provide ongoing feedback to the Province through their respective associations to convey the interests of the City of Windsor as the impacts of Bill 23 are realized; and further,</p> <p>That Administration BE DIRECTED to track all variances and local costs that are required to put the legislation into effect, and that the information BE FORWARDED to a future meeting of Council.</p>	

Clerk's Note: The listing of items prior to January 1, 2011 should not be considered complete at this point in time.

Clerk's Note: This summary chart is not intended to replace the actual minutes of all proceedings.

**March 20, 2023
City Council Meeting
Item 7.2 – Written Submission**

From: david hanna
Sent: March 15, 2023 7:14 PM
To: clerks <clerks@citywindsor.ca>
Cc: david hanna
Subject: RE: Item No: 7.2 "Mayor, Councillors & Appointees Renumeration & Expenses for 2022" at the March 20, 2023 meeting of Windsor City Council

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

Hello

RE: *Item No. 7.2 "Mayor, Councillors and Appointees Statement of Renumeration and Expenses for 2022"*
at the *March 20, 2023 meeting of Windsor City Council.*

I would like to **request to be written Delegation to: Item No. 7.2 "Mayor, Councillors and Appointees Statement of Renumeration and Expenses for 2022"** at the March 20, 2023 meeting of Windsor City Council.
Request that you ***add copy of this e-mail as well as the attachments to this written Delegation.***

Is it official City of Windsor Policy for the City of Windsor Taxpayer to cover private travel costs for the Mayor of Windsor to travel in person to attend seemingly partisan Conservative Party Government Political events which are completely ceremonial and symbolic in nature? Both events being single day ceremonial events (of which "2 days each expenses" were covered by the City for single day events) were also covered by mainstream media and thus readily available for free public view on TV. TV viewing, of course would have not occurred any additional taxpayer costs. Would it have behooved the Mayor to cover his own travel costs on such non official trips out of his own \$209,077 Annual City Salary relative to his travels to:

1. the Ontario Government Conservative Party Cabinet Swearing In Ceremony (June 23 - 24, 2022)?
2. the Ontario Government Conservative Party Throne Speech at Queen's Park (August 8 - 9, 2022)?

Did the Mayor create any publicly available City Report of what he accomplished at these two Political symbolic ceremonies, whom he met, dined and lobbied with - specifically relevant to direct important City of Windsor business? Did the Mayor register as a Political Lobbyist with the Ontario Government or was his Conservative Party membership card sufficient enough?

Can the Mayor list and advise the City of any other big or mid size Ontario Municipal Mayors who also attended these same two events and whose travel costs were also covered by their own Municipal Taxpayers? Was the Mayor officially invited to these two events in his official duties as Office of Mayor? Has the Windsor Mayor been invited to or attended any similar Federal Liberal Cabinet symbolic ceremonies at the Taxpayers expense? Have any previous Mayors of Windsor attended similar Queen's Park Ceremonies in the past and been remunerated Travel expense by the Taxpayer? If not, is the present Mayor setting a new City Travel expense precedent?

3. Has there been any in depth 'written' report available to the public by the Mayor of Windsor regarding the Windsor Mayor's Travel to Poland and Las Vegas? Defining specifics of new long term, multi faceted international relationships, new business expectations and what was particularly constructively accomplished within those two trips specific to Windsor now and into the future? Can the Mayor provide information as to whom in particular was lobbied, what other City Administrator experts joined along with the Mayor on these trips? Does the Mayor consider himself a sufficient Technology expert to have singularly gained something beneficial towards the City of Windsor regarding his City trip to Las Vegas or can it be peceived more of a gamble from a Technology neophyte?

4. Will Windsor City Councillor Sleiman's new City of Windsor HP LaserJet Colour Copier (paid for by the Windsor Taxpayer) be exclusive only to Councillor Sleiman's personal use? Will the new high-end City paid Laser Colour Copier be located at City Hall or at Councillor Sleiman's personal home? Will other City Councillors have access to the Councillor Sleiman's Laser Copier or will they now also seek similar priveledge? Upon Windsor citizen request, will Councillor Sleiman allow any of his Ward 5 constituents to make colour copies from the new City bought Laser Colour Copier if the copies requested be proven related to City issues?

5. Have any of Windsor City Councillors considered re-introducing or re-interpreting former Windsor City Councillor Chris Holt's motion of years ago (paraphrase): "...To mandate written, public reports back from City Councillor travels to out-of-town events and conferences of which are they remunerated back for expenses by the City (Windsor Taxpayers)...".

6. Will Windsor City Council now consider an setting up an "Independent" Task Force" (not unlike the recent Mayor and City Councillor Pay Raise 'Independant' Task Force) to: monitor, review, recommend changes as to price / merit value for future City paid Travel Remuneration for the Mayor, City Councillors and Appointees?

Regards,

David Hanna
Ward 3 Resident

Subject: Mayor, Councillors and Appointees Statement of Remuneration and Expenses for 2022

Reference:

Date to Council: March 20, 2023
 Author: Jocelyn De Luna
 Financial Analyst
 519-255-6100 Ext 6334
 jdeluna@citywindsor.ca
 Financial Accounting
 Report Date: 3/1/2023
 Clerk's File #: ACO/7090

To: Mayor and Members of City Council

Recommendation:

THAT the report of the City Treasurer regarding the Mayor, Councillors and Appointees 2022 Statement of Remuneration and Expenses **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

Statement of Remuneration

In compliance with the Municipal Act, each year the City Treasurer provides a report to council that itemizes the remuneration paid and expenses reimbursed in the previous year to:

- (a) each member of council in respect of his or her services as a member of the council or any other body, including a local board, to which the member has been appointed by council or on which the member holds office by virtue of being a member of council;
- (b) each member of council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- (c) each person, other than a member of council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Any written public Report from Trip?

SCHEDULE OF COUNCIL AND APPOINTEES EXPENSES FOR 2022

Councillor	Description	Destination	From	To	Amount	Total ¹
Agostino, Renaldo ²	(no amounts for 2022)					\$ -
Bortolin, Rino	(no amounts for 2022)					\$ -
<u>Costante, Fabio⁴</u>	FCM Annual Conference and Trade Show - Registration	Regina, Saskatchewan	2-Jun-22	5-Jun-22	\$ 939.75	\$ 939.75
Francis, Fred	(no amounts for 2022)					\$ -
Gignac, Jo-Anne	(no amounts for 2022)					\$ -
Gill, Jeewen	(no amounts for 2022)					\$ -
Holt, Chris	(no amounts for 2022)					\$ -
Kaschak, Gary	(no amounts for 2022)					\$ -
Marignani, Angelo ²	Cable for laptop		20-Nov-22	20-Nov-22	\$ 31.62	\$ 31.62
McKenzie, Kieran	(no amounts for 2022)					\$ -
McKenzie, Mark ²	(no amounts for 2022)					\$ -
Morrison, James	(no amounts for 2022)					\$ -
<u>Sleiman, Aounad "Ed"</u>	HP Laserjet Color Printer ³		8-Feb-22	8-Feb-22	\$ 615.65	\$ 1,059.28
	HP Laserjet Toner ³		1-Mar-22	31-Mar-22	\$ 443.63	

Notes:

- 1. Amounts listed are Canadian Equivalents.
- 2. Officially sworn in Tuesday, November 15, 2022.
- 3. Councillors are provided a \$2,500 monetary consideration/allowance (2018-2022 term).
- 4. Councillor Costante unable to attend the conference. Registration is non-refundable.

New Laserjet Colour Printer & Ink for: Ed Sleiman - \$1,059.28

**THE CORPORATION OF THE CITY OF WINDSOR
 SCHEDULE OF MAYOR AND COUNCIL REMUNERATION FOR 2022**

NAME	BASE SALARY	TAXABLE BENEFITS	TAXABLE AMOUNT
Mayor			
<u>DILKENS, ANDREW "DREW"</u>	\$ 199,168.06	\$ 9,909.00	\$ 209,077.06
Councillor			
AGOSTINO, RENALDO ²	\$ 6,113.28	\$ 18.15	\$ 6,131.43
BORTOLIN, RINO	\$ 41,491.60	\$ 196.46	\$ 41,688.06
COSTANTE, FABIO	\$ 47,604.77	\$ 214.61	\$ 47,819.38
FRANCIS, FRED	\$ 47,604.77	\$ 214.61	\$ 47,819.38
GIGNAC, JO ANNE	\$ 47,604.77	\$ 214.61	\$ 47,819.38
GILL, JEEWEN	\$ 41,491.60	\$ 196.46	\$ 41,688.06
HOLT, CHRIS	\$ 41,491.60	\$ 196.46	\$ 41,688.06
KASCHAK, GARY	\$ 47,604.77	\$ 214.61	\$ 47,819.38
MARIGNANI, ANGELO ²	\$ 6,113.28	\$ 18.15	\$ 6,131.43
MCKENZIE, KIERAN	\$ 47,604.77	\$ 214.61	\$ 47,819.38
MCKENZIE, MARK ²	\$ 6,113.28	\$ 18.15	\$ 6,131.43
MORRISON, JAMES	\$ 47,604.77	\$ 214.61	\$ 47,819.38
SLEIMAN, AOUNAD	\$ 47,604.77	\$ 214.61	\$ 47,819.38
TOTAL COUNCILLORS	\$ 476,048.03	\$ 2,146.10	\$ 478,194.13

SCHEDULE OF MAYOR'S BUSINESS AND TRAVEL EXPENSES FOR 2022

Description	Location	Date		Expense ¹	Total City Expense ¹
		From	To		
Consumer Technology Association - CES 2022 Technology Event ²	Las Vegas, USA	4-Jan-22	7-Jan-22	\$947.63	\$23,862.29
Economic Development	Wroclaw, Poland & Munich, Germany	16-Apr-22	22-Apr-22	\$5,889.13	
Ambassador Bridge Meeting	Warren, Michigan USA	16-May-22	16-May-22	\$39.45	
<u>Cabinet Swearing-In</u>	Toronto, Ontario	23-Jun-22	24-Jun-22	\$653.24	
AMO, TWEPI Event	Ottawa & Toronto, Ontario	14-Aug-22	18-Aug-22	\$3,461.58	
<u>Throne Speech in Queen's Park</u>	Toronto, Ontario	8-Aug-22	9-Aug-22	\$893.59	
Federal Public Emergency Commission	Gatineau-Ottawa, QC	5-Nov-22	8-Nov-22	\$2,598.93	
Appearance, Senate & Parliamentary Committee	Ottawa, Ontario	23-Nov-22	25-Nov-22	\$2,095.21	
Economic Development	Seoul, Korea	13-Dec-22	20-Dec-22	\$7,283.53	

Notes:

- 1. Amounts listed are Canadian Equivalents.
- 2. Mayor unable to attend due to Covid restrictions in place on Dec 16, 2021.

Two separate Trips to Queens Park by Windsor Mayor Dilkens to observe a Televised event of his Conservative Party Buddies, paid by the Taxpayer. Las Vegas and Poland trips - any Public Report?



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@MatthewHouseWindsor

Proud Member of:

Canadian Council for Refugees

UNHCR – Ontario Border
Agencies Working Table

Ontario Coalition of Service
Providers for Refugee Claimants

W-E Local Immigration Partnership

Settlement Partners Information
Exchange Committee

N4 - National Newcomer
Navigation Network

Canadian Faith-Based
Shelter Network

Refugee Highway Partnership

Safer Havens
Ethnographic Research Project

The City of Windsor
350 City Hall Square
Windsor ON N9A 6S1

Attn. Mayor and Members of Council,

Subject: **Council Item 8.23** - Asylum Claimants Transferred to Windsor Hotels by Immigration, Refugees and Citizenship Canada (IRCC)

March 17, 2023

With IRCC's use of local hotels to shelter refugee claimants, it is important for City Council to have a full understanding of the situation, including the needs of the vulnerable people arriving in our community. I wish to thank Mr. Lynn for writing such an excellent report on IRCC's hotel program in our community. However, after reviewing the report I felt it important to ensure Council is aware of the broader situation with refugee claimants entering Canada, as well as the role Matthew House Refugee Welcome Centre plays.

SCOPE

According to UNHCR, **over the past five years the number of displaced people in the world has soared from 64.5 million to 103.5 million¹**. As a result, men, women and children are seeking safety and a fresh start in countries like Canada, and communities like Windsor. While the report does a wonderful job of outlining the situation with those placed in the hotels, it misses the fact that **the number of claimants who cross at ports of entry is also on the rise**. In fact, for 2022, if we remove the RCMP interceptions of those who crossed at Roxham Road, there were still 19,824 who entered Quebec through other means, and 26,625 who entered Ontario². Keep in mind that prior to 2017, our 15-year national average was 26,482. Further, as claimants are not required to participate in the hotel program, we continue to see a significant number of self-transfers from Quebec to Southern Ontario.

When discussing the matter with our partners at IRCC, the Canadian Council for Refugees, and the Canadian Association of Refugee Lawyers, the consensus is that **these numbers are only going to go up in the short to mid-term**. We are certainly seeing this across Southern Ontario as our client numbers have soared from Windsor through London. Between the hotel program and those you arrive directly, we anticipate over 2,000 refugee claimant arrivals in Windsor-Essex this calendar year.

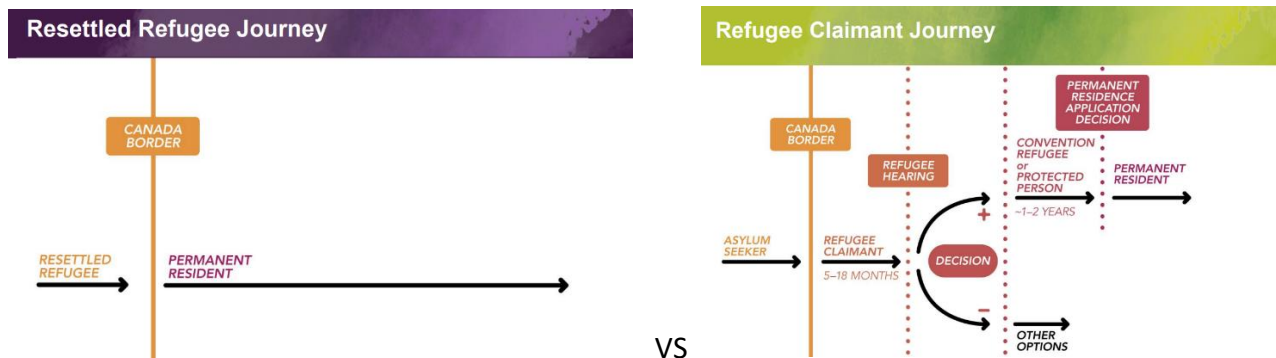
CAUSES

Some have identified loopholes in the Safe Third Country Agreement (STCA), as the major driver for this increase. A recent survey of Matthew House clients staying at the hotel show that 52% would have been eligible to enter at a port of entry and would have done so, if they had known.

The reality is that in the past three years the situation for people around the world has gotten progressively worse as nations have focused on the pandemic and their economy. As a result, dictators and tyrants have taken advantage of the world's distraction and human rights abuses are being found in countries we would never have thought of just 10 years ago.

THE KNOWLEDGE GAP

While IRCC and many of their funded partners do an amazing job of welcoming newcomers in other immigration classes, **there is a lack of understanding as to the unique nature of the refugee claim process and the needs of this particular group.** The needs of refugee claimants/asylum seekers are under-represented the research and there is a broad lack of understanding of their needs (Jackson and Bauder, 2013)³. As you will see from the two graphics below, refugee claimants start their life in Canada at a completely different place. If these individuals do not receive specialized support for their initial steps, they will be much less likely to be successful with their settlement and ultimately, will be much more likely to be removed from Canada, despite legitimate need for protection (Janzen, Taylor, Gokiart, 2022)⁴.



SERVICE GAP

It has been a hallmark principle that the Federal Government does not fund services for Refugee Claimants. The services funded by IRCC through our local settlement partners only become available to refugee claimants once they become a Convention Refugee or Protected person. This process is quite complicated and can take 2-3 years, during which time they are left floundering if they do not connect with an agency like Matthew House. **What is happening at the hotel is unique**, not required of them under the Immigration and Refugee Protection Act, and we have been told, is time limited.

While there is a small pocket of funding from the province under the Newcomer Settlement and Language Training program, in Windsor-Essex it funds the equivalent of a little over 1 FTE across four agencies. Further the funding is **designated to support a wide range of newcomers**. The staff in these programs, while caring, professional, and knowledgeable, have no specialized training or experience supporting refugee claimants through their unique and complicated process.

MATTHEW HOUSE ROLE

I think it is important to clarify who Matthew House is and what we do. First of all, **we are a Settlement Support Agency that SPECIALIZES in supporting refugee claimants**. Many people think of us as a shelter that provides transitional housing, however, that is just one tool in our tool box. Our mission is to *bring hope by providing a temporary home and settlement supports for Refugee Claimants, empowering them to quickly become self-sufficient, contributing members of the Canadian community*. Our vision is for every Refugee Claimant arriving in Southern Ontario to feel welcomed and have access to the services and supports they need to thrive.

Since 2003, we have assisted over 4,000 men, women, and children in successfully settling in Windsor-Essex. At present we are providing shelter for 75 men, women, and children at our facility in Forest Glade, however we have an additional 38 sheltered in host homes, and who are coach surfing. In addition, there are at least two families and two singles in the City funded shelter system. Further, **we are currently providing settlement supports for 485 individuals in Windsor** (not including the hotel), and an additional 230 in other communities in Southern Ontario.

As indicated above, the supports refugee claimants require is significantly different from those needed by other types of refugees and newcomers. Without specialized supports, research shows that after one year, only 26% are in employment, education or enterprise. However, with the support of a specialized agency like Matthew House, this number is flipped and after one year, this same population hits 86% (York University, 2017). In fact, at Matthew House Windsor **we see people working within 9 days of receiving their work permit, and off of Ontario Works within 3 months!**

The Province's recent NSLT Funding guide called for agencies that can provide "integrated programming that supports social and economic integration for underserved newcomer groups, with broad provincial coverage, and a focus on newcomers who are not eligible for other services." That is what Matthew House does. While we are primarily a donor funded agency, we take a collaborative, partnered approach to meeting needs wherever they are. To this end we have partnerships with agencies across Ontario and provide in-person and virtual settlement supports for refugee claimants from Windsor through Woodstock and Hamilton.

We maintain positive working relationships with local agencies including the Welcome Centre Shelter, the Downtown Mission, WEST of Windsor, College Boreal, YMCA, MCC, the school boards, and others.

We are a member of:

- Canadian Council for Refugees
- Ontario Coalition of Service Providers for Refugee Claimants
- Canadian Faith-Based Shelter Network
- UNHCR Ontario Border Agencies Working Table
- The Refugee Highway Partnership

Our commitment as an agency is to do what is possible to meet the needs of refugee claimants in our community, regardless of where they are housed. To this end we have already invested in a dedicated, full-time Settlement Worker to work out of the hotels, have set up a computer lab for claimants to complete their paperwork, and have trained a team of 14 volunteers representing nine languages to support them in their process under the supervision of our staff team.

In the next number of weeks, we are prepared to increase our settlement staffing to ensure that every claimant has access to the specialized supports they require. We are also exploring the possibility of opening a second shelter location in Windsor, to help avoid increased pressure on our existing shelter system.

CONCLUSION

My hope is that Council better understands the true scope of the need we are facing, the unique nature of the supports asylum seekers require, and the role that Matthew House is prepared to play in partnership with the City and other settlement agencies to help ensure successful outcomes for these vulnerable people.

Our request is that the letter being sent to IRCC and the Province of Ontario include a recommendation for funding for a Refugee Law Office, as well as the appointment of a lead agency **with experience as a specialist in supporting refugee claimants.**

I will be in attendance at your March 20th meeting and will be available for questions.

Thank you for your leadership in our community!

Best wishes,



Mike Morency, BRE, BSW
Executive Director

1. <https://www.unhcr.org/refugee-statistics/>
2. <https://www.canada.ca/en/immigration-refugees-citizenship/services/refugees/asylum-claims/asylum-claims-2022.html>
3. Jackson and Bauder. *Neither Temporary, Nor Permanent: The Precarious Employment Experiences of Refugee Claimants in Canada*, Journal for Refugee Studies, V27N3, 2013.
4. Janzen, Taylor, and Gokiart, *Life Beyond Refuge: A System Theory of Change for Supporting Refugee Newcomers*, Refuge: Canada's Journal on Refugees, V38N2, 2022