

September 2, 2022

TO THE MAYOR AND MEMBERS OF COUNCIL:

A meeting of the Striking Committee will be held on **Tuesday, September 6, 2022, at 3:30 o'clock p.m.**, in Room 139, 350 City Hall Square.

No in-camera meeting scheduled for Tuesday, September 6, 2022.

The **regular meeting** of Council will be held on **Tuesday, September 6, 2022 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: Tuesday, September 6, 2022

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 Rino Bortolin

Ward 4 – Councillor Chris Holt

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 – Councillor Jeewen Gill

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**

1.1. In the event of the absence of the Mayor, Councillor Gignac has been Appointed Acting Mayor for the month of September, 2022 in accordance with By-law 176-2018, as amended

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

READING OF LAND ACKNOWLEDGEMENT STATEMENT

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 Potawatomie. 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 Minutes of the August 8, 2022 Regular City Council meeting (**SCM 254/2022**)
(**enclosed**)

4.2 Adoption of the Special Meeting of Council minutes held August 15, 2022
(**SCM 250/2022**) (**enclosed**)

5. **NOTICE OF PROCLAMATIONS**

Proclamations

“Childhood Cancer Awareness Month” – September 2022

“Fetal Alcohol Spectrum Disorder Awareness Month” – September 2022

“Suicide Awareness Month” – September 2022

“National Coaches Week” – week of September 17, 2022

“Rail Safety Week” – week of September 19, 2022

Flag Raising Ceremony

“Childhood Cancer Awareness Month” – September 1, 2022

Illumination

“Childhood Cancer Awareness Month” – September 1, 2022

“Prostate Cancer Awareness Month” – September 7, 2022
“Fetal Alcohol Spectrum Disorder Awareness Month” – September 9, 2022
“World Suicide Awareness Day” – September 10, 2022
“Mexican Independence Day” – September 15, 2022

6. **COMMITTEE OF THE WHOLE**

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

- 7.1 Correspondence 7.1.1 through 7.1.12. **(CMC 13/2022) (enclosed)**
- 7.2. Summary of Ministry of Labour (MOL) and Labour Canada visits from January 2022 to June 2022 - City Wide **(CM 10/2022)**
- 7.3. PC Maintenance/Support Transfer for 2021 Related Expenses - City Wide **(C 145/2022)**
- 7.4. Pay As You Go Transfer (PAYG) For Eligible 2021 Computer Equipment Related Expenses - City Wide **(C 146/2022)**
- 7.5. Employment Services Transformation Updates - City Wide **(S 100/2022)**
- 7.6. Update of Round 2 of the Arts, Culture and Heritage Fund 2022 - City Wide **(S 103/2022)**

8. **CONSENT AGENDA**

- 8.1. Amendment to Parkland Dedication By-law - City Wide **(C 148/2022)**

CONSENT COMMITTEE REPORTS

- 8.2. Presentation from John Hartig, Ph.D., Great Lakes Institute for Environmental Research regarding the Great Lakes Way Progress and Connecting Green Ways **(SCM 248/2022) & (SCM 212/2022)**
- 8.3. Local Road Speed Humps Program - Initial Set of Locations - Wards 2, 6, 8, & 10 **(SCM 217/2022) & (S 76/2022)**
Clerk's Note: Councillor Costante submitting additional signatures for Partington Avenue speed hump program petition **(attached)**
- 8.4. Pillette Road (Tecumseh to Plymouth) Traffic Calming - Wards 5 & 8 **(SCM 218/2022) & (S 13/2022)**
- 8.5. Essex Windsor Solid Waste Authority Board Meeting Minutes June 7, 2022 **(SCM 219/2022) & (SCM 188/2022)**

- 8.6. Matchett Road (Chappus Street to Sprucewood Avenue) Traffic Calming - Ward 1
(SCM 220/2022) & (S 81/2022)
Clerk's Note: Jonathan Choquette, Lead Biologist, Ojibway Prairie Reptile Recovery, Wildlife Preservation Canada, submits an email dated September 2, 2022 as a written submission (**attached**)
- 8.7. Vision Zero Action Plan Development - Progress Report #2 - City-Wide **(SCM 221/2022) & (S 87/2022)**
- 8.8. The Contributory Pension Plan for Employees of Transit Windsor - Actuarial Valuation as at December 31, 2021 - City Wide **(SCM 222/2022) & (C 121/2022)**
- 8.9. The Contributory Pension Plan for Employees of Transit Windsor - Audited Financial Statements for the year ended December 31, 2021 - City Wide **(SCM 223/2022) & (C 122/2022)**
- 8.10. Change to the Transit Windsor War Veteran's Transit Pass Program - City Wide **(SCM 224/2022) & (S 84/2022)**
- 8.11. Request for Proposal - Transit Windsor Bus Tires - City Wide **(SCM 225/2022) & (S 85/2022)**
- 8.12. Amendments to the Building Facade Improvement Program and Urban Design Guidelines for Main Streets CIP **(SCM 228/2022) & (S 11/2022)**
- 8.13. Sandwich Town CIP Application, 3321-3327, 3331-3337, 3341-3347 Bloomfield Road; Owner Jay Shanmugam (Windsor Essex Community Housing Corporation) (Ward 2) **(SCM 229/2022) & (S 89/2022)**
- 8.14. Closure north/south alley between Gratiot St and Nichols St, together with part of west half of east/west alley between said alley and Second St **(SCM 230/2022) & (S 80/2022)**
- 8.15. Amendment to CR485/2002 for the disposal of surplus walkways in the Little River Acres Subdivision (formerly Villages of Riverside) **(SCM 231/2022) & (S 82/2022)**
- 8.16. Brownfield Redevelopment Community Improvement Plan (CIP) application submitted by 1762643 Ontario Inc. for 669 Tuscarora Street (Ward 4) **(SCM 232/2022) & (S 86/2022)**
- 8.17. Bill 109, More Homes for Everyone Act, 2022, City Wide **(SCM 233/2022) & (S 91/2022)**
- 8.18. Additional Information Memo - Before and After School Child Care in the Riverside Area (Ward 6) **(SCM 234/2022) & (SCM 210/2022)**
- 8.20. Report No. 130 of the Windsor Accessibility Advisory Committee - Accessibility remediation of 18,000 pages for the City of Windsor website **(SCM 236/2022) & (SCM 185/2022)**

- 8.21. Minutes of the Windsor Accessibility Advisory Committee of its meeting held May 10, 2022 **(SCM 237/2022) & (SCM 173/2022)**
- 8.22. Report No. 14 of the Housing & Homelessness Advisory Committee - Barriers faced by the 2SLGBTQIA+ community in finding appropriate housing and housing services **(SCM 238/2022) & (SCM 172/2022)**
Clerk's Note: Administration submitting an Additional Information Memo dated August 3, 2022 **(SCM 209/2022) (previously distributed)**
- 8.23. Minutes of the Meetings of the Executive Committee and Board of Directors, Willistead Manor Inc., held June 9, 2022 **(SCM 239/2022) & (SCM 205/2022)**
- 8.24. Report No. 116 Willistead Manor Inc. **(SCM 240/2022) & (SCM 206/2022)**
- 8.25. Windsor Essex Community Housing Corporation - Naming of the Meadowbrook Affordable Housing Development - Ward 8 **(SCM 241/2022) & (S 93/2022)**
9. **REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS**
- 11.3. Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Servicing - Ward 5 **(C 104/2022)**
Clerk's Note: Administration submitting an Additional Information memo dated August 2, 2022 entitled "Cost Sharing for Oversizing Servicing Fees Related to the Bernard Road Subdivision Development (report C 104/2022)---Ward 5" **(AI/11/2022) (previously distributed)**
a) Danna Wang, NOC Development, available for questions (via Zoom)
Clerk's Note: The applicant has requested that the administrative report be deferred to allow for the client's consulting engineer to prepare and present a report to Council addressing the issues related to cost sharing. **(attached)**
10. **PRESENTATIONS AND DELEGATIONS**
- 8.19. Housing Hub Consultation and Architectural Feasibility Study Update - Ward 3 **(SCM 235/2022) & (C 112/2022)**
Clerk's Note: Pat Papadeas, Acting Chair, Downtown Windsor Business Improvement Association (DWBIA) submits the **attached** letter dated August 31, 2022 as a written submission.
a) Valerie Dawn, Principal Architect, Glos Arch + Eng, available for questions (in person)
b) Hans Kogel, Windsor Essex Community Housing Corporation (CHC), available for questions (in person)

11. **REGULAR BUSINESS ITEMS** (Non-Consent Items)
- 11.1. Proposed expropriation of lands for the Riverside Drive Vista Project Phase 2A, Plan B, Legal File EXP 11451-Ward 6 **(C 114/2022)**
Clerk's Note: This item must remain as a regular business item.
- 11.2. Social Services Relief Fund - Phase 5 - Windsor Essex Community Housing Corporation Capital Project - City Wide **(C 150/2022)**
- 8.26. Canada Wide Early Learning Child Care Update (City Wide)
(S 93/2022) (SCM 242/2022) Clerk's Note: Administration submitting an updated Addendum to the Canada Wide Early Learning and Child Care System (CWELCC) – City Wide **(C 152/2022) (attached)**
12. **CONSIDERATION OF COMMITTEE REPORTS**
- 12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
13. **BY-LAWS** (First and Second Reading) **(enclosed)**
- 13.1. **By-law 124-2022** A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.68 METRE WIDE PORTION OF THE NORTH/SOUTH ALLEY LOCATED BETWEEN SOUTH NATIONAL STREET AND REGINALD STREET, BETWEEN FORD BOULEVARD AND BUCKINGHAM DRIVE, CITY OF WINDSOR, authorized by CR430/2021, dated October 4, 2021
- 13.2. **By-law 125-2022** A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.68 METRE WIDE PORTION OF THE NORTH/SOUTH ALLEY LOCATED BETWEEN SOUTH NATIONAL STREET AND REGINALD STREET, BETWEEN FORD BOULEVARD AND BUCKINGHAM DRIVE, CITY OF WINDSOR, authorized by CR430/2021, dated October 4, 2021
- 13.3. **By-law 126-2022** A BY-LAW TO AMEND BY-LAW 12780 BEING A BY-LAW TO PROVIDE FOR THE CONVEYANCE OF LAND OR THE PAYMENT OF MONEY IN LIEU OF LAND TO THE MUNICIPALITY FOR PARKS OR OTHER PUBLIC RECREATIONAL PURPOSES, authorized by C 148/2022, dated April 11, 2022. See also Item 8.1 on the agenda.
- 13.4. **By-law 127-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR316/2022, dated July 25, 2022

- 13.5. **By-law 128-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR401/2003, dated June 16, 2003
- 13.6. **By-law 129-2022** A BY-LAW TO ASSUME HELSINKI COURT, EAST OF DUCHARME STREET BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-636 KNOWN AS HELSINKI COURT, IN THE CITY OF WINDSOR, authorized by M98-2012, dated February 21, 2012
- 13.7. **By-law 130-2022** A BY-LAW TO ASSUME PALMETTO STREET FROM BANWELL ROAD TO ARPINO AVENUE, SEVILL AVENUE FROM PALMETTO STREET TO MULBERRY DRIVE AND VIOLA CRESCENT FROM PLAMETTO STREET TO SEVILLE AVENUE BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-518 KNOWN AS PALMETTO STREET, SEVILLE AVENUE AND VIOLA CRESCENT, IN THE CITY OF WINDSOR, authorized by M98-2012, dated February 21, 2012
- 13.8. **By-law 131-2022** A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR318/2022, dated July 25, 2022
- 13.9. **By-law 132-2022** A BY-LAW TO AMEND BY-LAW NUMBER 15-2010 BEING A BY-LAW TO APPOINT CHIEF BUILDING OFFICIAL, DEPUTY CHIEF BUILDING OFFICIALS AND INSPECTORS TO ENFORCE THE BUILDING CODE ACT AND REGULATIONS IN WINDSOR, authorized by By-law 208-2008, dated December 1, 2008
- 13.10. **By-law 133-2022** A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 6th DAY OF SEPTEMBER

14. **MOVE BACK INTO FORMAL SESSION**

15. **NOTICES OF MOTION**

Moved by Mayor Dilkens, seconded by _____,

WHEREAS 297 employees of Syncreon Automotive will be terminated, effective October 30, 2022; and,

WHEREAS modifications to Canada’s Employment Insurance Benefit Regime were made by the Federal Government during the course of the COVID-19 global pandemic specifically designed to support workers impacted by supply chain disruptions and pandemic-related work stoppages; and,

WHEREAS the closure of Syncreon Automotive is directly linked to the latent effects of the global pandemic on the automotive sector, including microchip shortage and persistent supply chain challenges; and further,

THEREFORE BE IT RESOLVED THAT Windsor City Council encourages the Government of Canada to allow Syncreon Automotive employees access to their full employment insurance entitlements, and not penalize terminated employees for receiving severance.

Clerk's File: MH/13786

Conditional Delegations:

- a) Emile Nabbout, President, Unifor Local 195 (via Zoom)
- b) Tammy Pomerleau, 1st Vice President, Unifor Local 195
- c) Rob Kennedy, 2nd Vice President, Unifor Local 195 (via Zoom)
- d) Mike Borovic, Unifor Plant Chairperson, Syncreon (via Zoom)
- e) Linda Poho, Union Plant Committee Representative, Syncreon (via Zoom)

Clerk's Note: Robert Djordjevic, resident, submits an email dated September 2, 2022 as a written submission (***attached***)

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

Bylaws 124-2022 to 133-2022 (inclusive)

17. **PETITIONS**

18. **QUESTION PERIOD**

18.1. Summary of Outstanding Council Questions as of September 6, 2022 (**SCM 249/2022**) (**enclosed**)

18.2. Summary of Outstanding Council Directives as of September 6, 2022 (**SCM 253/2022**) (**enclosed**)

19. **STATEMENTS BY MEMBERS**

20. **UPCOMING MEETINGS**

Community Services Standing Committee – CANCELLED
Wednesday, September 7, 2022
9:00 a.m.

Development & Heritage Standing Committee
Monday, September 12, 2022
4:30 p.m.

ENWIN Utilities Ltd. Audit & Finance Committee
Wednesday, September 14, 2022
9:00 a.m.

Windsor Utilities Commission Audit & Finance Committee
Wednesday, September 14, 2022
11:00 a.m.

Windsor Canada Utilities Ltd. Audit & Finance Committee
Wednesday, September 14, 2022
1:00 p.m.

Committee of Management for Huron Lodge
Friday, September 23, 2022
9:00 a.m.

21. **ADJOURNMENT**



Committee Matters: SCM 254/2022

Subject: Adoption of the Windsor City Council meeting minutes held August 8, 2022

City Council Meeting

Date: Monday, August 08, 2022

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

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Gill

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

Councillors Regrets

Ward 4 - Councillor Holt

Clerk's Note: Councillor McKenzie, several members of Administration, and members of the public participated via video conference (Zoom), in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation.

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1. ORDER OF BUSINESS

2. CALL TO ORDER

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls the meeting to order at 4:00 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council meeting minutes held July 25, 2022

Moved by: Councillor Gill

Seconded by: Councillor Bortolin

That the minutes of the meeting of Council held July 25, 2022 **BE ADOPTED** as presented.
Carried.

Report Number: SCM 216/2022

5. NOTICE OF PROCLAMATIONS

Proclamations

"230th Anniversary: Black Loyalist Exodus - 15 Ships to Sierra Leone" – Monday, August 1, 2022

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Kaschak

Seconded by: Councillor 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;

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- (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 115-2022 through 122-2022 (inclusive).
- Carried.

7. COMMUNICATIONS INFORMATION PACKAGE

7.1. Correspondence for August 8, 2022

Moved by: Councillor Morrison
Seconded by: Councillor Sleiman

Decision Number: CR339/2022

That the following Communication Items 7.1.1 through 7.1.7 (inclusive) as set forth in the Council Agenda **BE REFERRED** as noted; and that Item 7.1.8 be dealt with as follows:

7.1.8. Request to introduce a bill to outlaw protests near places such as medical clinics, hospitals, schools, daycares, Covid-19 vaccination sites and testing centres

Moved by: Councillor Bortolin
Seconded by: Councillor Gignac

Decision Number: CR340/2022

That the correspondence item from the Dr. Huma Kazmie, Dr. Erica Meyers, and Wiquar Husain dated August 4, 2022 requesting the introduction of a bill to outlaw protests near places such as medical clinics, hospitals, schools, daycares, Covid-19 vaccination sites, and testing centres **BE RECEIVED** for information; and further,

That this correspondence **BE REFERRED** to Windsor Police Services (WPS) to confirm whether protests can legally occur within 50 km of medical clinics in Ontario; and that this information **BE PROVIDED** to Council for their consideration.

Carried.

Clerk's File: MH/13786

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No.	Sender	Subject
7.1.1.	Minister of Tourism, Culture and Sport	<p>Letter informing that the 2022 Can-Am Police-Fire Games was a successful applicant of the Reconnect Ontario 2022 program, delivered by Ontario's Ministry of Tourism, Culture and Sport</p> <p>Commissioner, Corporate Services CFO/ City Treasurer Commissioner, Community Services Senior Manager, Communications & Customer Service GP2022 Note & File</p>
7.1.2.	Town of Tecumseh	<p>The Town of Tecumseh will hold a virtual/electronic public meeting on Tuesday, August 9, 2022 at 6:00 p.m. to consider a proposed Zoning By-law amendment pursuant to the provisions of the <i>Planning Act, R.S.O. 1990</i>.</p> <p>City Planner Commissioner, Legal & Legislative Services Deputy City Solicitor Chief Building Official Development Applications Clerk Z2022 Note & File</p>
7.1.3.	Town of Tecumseh	<p>The Town of Tecumseh will hold a virtual/electronic public meeting on Tuesday, August 9, 2022 at 5:00 p.m. to consider a proposed Official Plan amendment pursuant to the provisions of the <i>Planning Act, R.S.O. 1990</i>.</p> <p>City Planner Commissioner, Legal & Legislative Services Deputy City Solicitor Chief Building Official Development Applications Clerk Z2022 Note & File</p>

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No.	Sender	Subject
7.1.4.	Essex Region Conservation Authority (ERCA)	Essex Region Conservation Authority 2021 Audited Financial Statements (December 31, 2021) Commissioner, Corporate Services CFO/ City Treasurer Commissioner, Legal & Legislative Services EI/10108 Note & File
7.1.5.	Manager of Urban Design	Recent Site Plan Control (SPC) applications: <ul style="list-style-type: none">• Blueprint2build (Chris Hatfield), 4730 Walker, commercial unit with drive-thru restaurant/store/gas bar/car wash.• Alberici Constructors Ltd (Brian Conklin), 0 E C Row & Banwell, manufacturing facility for Lithium-Ion electrolytic cells and cell modules• D.C. McCloskey Engineering Ltd. (Mark McCloskey), 1885 Provincial, addition of pre-engineered steel building• Gary's Railing and Fencing (Arman Celik), 0 Cantelon @ Kew/Lauzon Pkwy, new industrial building• Corporation of the City of Windsor (Darron Ahlstedt), 397 Erie E, 16 stall parking lot - Wigle Park• Lukasz Troczynski, 3236 Peter, new duplex building• Rosati Construction Inc. (Denis Gauthier), 3235 Banwell, alternative commercial building orientation Z2022 Note & File
7.1.6.	Committee of Adjustment	Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, August 18, 2022 at, 3:30 p.m., at Room 204 and electronic meeting participation through Zoom Z2022 Note & File

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No.	Sender	Subject
7.1.7.	Manager of Environmental Quality, City of Windsor AND Soil & Materials Engineering Inc.	Notice of intention to apply non-potable groundwater site condition standards record of site condition (0 Lennon Court). The City of Windsor has no objection to the application. Commissioner, Infrastructure Services EI/11165 Note & File
7.1.8.	Dr. Huma Kazmie Dr. Erica Meyers Wiquar Husain	Request to introduce a bill to outlaw protests near places such as medical clinics, hospitals, schools, daycares, Covid-19 vaccination sites and testing centres. City Solicitor Police Chief MH/13786 COUNCIL DIRECTION REQUESTED, otherwise Note & File

Carried.

Report Number: CMC 12/2022

7.2. Detroit-Windsor Regional Centre of Expertise for Sustainable Development - City Wide

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR341/2022

That the report of the Environment & Sustainability Coordinator dated July 18, 2022 entitled "Detroit-Windsor Regional Centre of Expertise for Sustainable Development - City Wide" **BE RECEIVED** for information.

Carried.

Report Number: C 126/2022

Clerk's File: EI/10822

7.3. Your Quick Gateway (Windsor) Inc. – 1st Quarter 2022 Financial Statements - City Wide

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

Decision Number: CR342/2022

That City Council **RECEIVE** for information, the Your Quick Gateway (Windsor) Inc. 1st Quarter 2022 Financial Statements.
Carried.

Report Number: C 139/2022
Clerk's File: AL/14399

8. CONSENT AGENDA

8.1. 2021 Tax Relief - Extreme Poverty and/or Illness - City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR343/2022

That City Council **ACCEPT** Administration's recommendation with regards to approval of two (2) applications for a total tax relief of \$1,837.01 (inclusive of education portion); and,

That City Council **SUPPORT** Administration's recommendation with regards to the denial of eight (8) applications for tax relief; and further,

That City Council **ACCEPT** Administration's recommendation with regards to maintaining the home assessment value threshold at \$168,000 for the 2023 Tax Relief Program – for 2022 taxes.
Carried.

Report Number: C 137/2022
Clerk's File: AF2022

8.2. Renewal of Payment Card Services with Chase Paymentech - City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR344/2022

That City Council **APPROVE** the renewal of the City's payment card services contract on a sole source basis to Chase Paymentech for a five year period beginning January 1, 2023 and ending December 31, 2027, with a five year renewal option; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a contract and other service related agreements between Chase Paymentech and the Corporation of the City of Windsor, subject to approval in form by the City Solicitor and in technical and financial content by the CFO & City Treasurer.
Carried.

Report Number: C 128/2022
Clerk's File: AF/14450

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8.4. External Auditor Contract Extension - 2022-2026 - City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR346/2022

That City Council **APPROVE** the appointment of KPMG LLP as the External Auditor for the Corporation of the City of Windsor and all associated Agencies, Boards and Commissions, as listed in Table 1 in this report, for the 2022-2026 fiscal years; and,

That City Council **AUTHORIZE** the Chief Administrative Officer and City Clerk to sign an agreement / letters of engagement for the 2022-2026 fiscal years with KPMG LLP in a form satisfactory to the City Solicitor and in financial and technical content satisfactory to the Chief Financial Officer & City Treasurer.

Carried.

Report Number: C 125/2022
Clerk's File: AF/14041

8.5. 2022 Second Quarter Operating Budget Variance Report - City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR347/2022

That City Council **RECEIVE FOR INFORMATION** the 2022 2nd Quarter Operating Budget Variance Report, including the updated COVID-19 financial impacts as presented by the Chief Financial Officer & City Treasurer; and,

That the Chief Administrative Officer and the Chief Financial Officer & City Treasurer **BE DIRECTED** to monitor the 2022 Operating Budget and continue to seek further means for offsetting any potential variances that may arise; and,

That the Mayor and City Council **STRONGLY ADVOCATE** on behalf of the City for continued senior level government relief funding to address the City's projected 2022 COVID related deficit including the costs incurred by the City to address the recent border blockade; and further **TO ENCOURAGE** the senior levels of government to establish post pandemic sustainable financial relief for municipalities in order to assist with appropriate planning as they move into the 2023 and future budgets cycles and gradually return to more normalized budgetary levels.

Carried.

Report Number: C 131/2022
Clerk's File: AF/14148

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8.6. 2023 Budget Process - Public Engagement - City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR348/2022

That the report of the Manager of Operating Budget Development & Control dated July 21, 2022 entitled "2023 Budget Process - Public Engagement - City Wide" **BE RECEIVED** for information; and further,

That City Council **APPROVE** an amount of up to \$16,000 to be funded from the Budget Stabilization Reserve (BSR) to renew the subscription cost for the Balancing Act Software Solution. Carried.

Report Number: C 135/2022
Clerk's File: AF/14372

8.7. Renewal of Banking/Cash Management Services Agreement with the Bank of Nova Scotia - City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR349/2022

That City Council **APPROVE** the renewal of the City's banking services contract on a sole source basis to the Bank of Nova Scotia for a five year period beginning January 1, 2023 and ending December 31, 2027, with a five year renewal option; and further,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign a banking services contract and any other service related agreements between The Bank of Nova Scotia and the Corporation of the City of Windsor, subject to approval in form by the City Solicitor and in technical and financial content by the CFO & City Treasurer; and further,

That with regards to Administrative matters City Council **RECONFIRM** the following resolutions previously approved for the current banking services contract:

That the Mayor and CFO & City Treasurer **BE DESIGNATED** as the signing authorities for all City of Windsor bank accounts except for those ancillary bank accounts highlighted in Appendix A; and,

That City Council be required to **APPROVE** the establishment of new bank accounts where the signing authorities are other than that of the Mayor and the CFO & City Treasurer; and,

That the CAO be **AUTHORIZED** to approve requests associated with establishing new bank accounts where the signing authorities will be the Mayor and the CFO & City Treasurer; and,

That the CAO or designate (as determined by the CAO) **BE AUTHORIZED** to execute service agreements associated with the operation of all City bank accounts, subject to approval in form by the City Solicitor and in technical and financial content by the CFO & City Treasurer; and,

That all employees of the City of Windsor that are required to sign bank related documents **BE INDEMNIFIED** from personal liability. This indemnification by the City to the employee would be in respect of their exercise of their power so long as the employee was acting on behalf of the City in good faith and in the best interest of the City as could be reasonably discerned at the time; and,

That all outgoing payments on behalf of the City of Windsor, made payable in the amount of \$250,000 or more, **INCLUDE** the mechanical facsimile signature of the Mayor and the handwritten signature of the City Treasurer or one of the three Deputy Treasurers; and,

That the CAO or designate (as determined by the CAO) **BE AUTHORIZED** to approve administrative requests associated with the operation of all existing City administered bank accounts regardless of signing authority; and,

That the CAO and City Clerk **BE AUTHORIZED** to execute any documents deemed necessary in order to administer the City's bank accounts, subject to approval in form by the City Solicitor and in technical and financial content by the CFO & City Treasurer.

Carried.

Report Number: C 127/2022
Clerk's File: AF/13023

8.8. Appointment of a Drainage Engineer for New Access Bridge over the Little 10th Concession Drain (3940 Lauzon Road) - Ward 9

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR350/2022

- I. That the firm of Baird AE **BE APPOINTED** as the Drainage Engineer in accordance with section 8 of the *Drainage Act*, to prepare a Drainage Report for a new access bridge over the Little 10th Concession Drain, serving municipal address 3940 Lauzon Road (Property Roll No. 090-040-01900), under Section 78 of the *Drainage Act*.

Carried.

Report Number: C 113/2022
Clerk's File: SW2022

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11.1. CIP Applications in a "Lame Duck" Council Situation - City Wide

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR351/2022

That City Council **APPROVE** the following recommendations effective August 19, 2022 to November 15, 2022, unless further extended by Council, and only be applicable should Council be determined to be 'Lame Duck':

1. That, on a case-by-case basis, in order to facilitate investment in targeted neighbourhoods, heritage properties, brownfield redevelopments and targeted economic sectors for the purpose of diversifying the local economy and creating/retaining jobs, and where such applications are deemed by the Chief Administrative Officer to be in the public interest and reasonably necessary to ensure new investment are not missed, the Chief Administrative Officer **BE DELEGATED** authority to approve participation in the Economic Revitalization CIP, Downtown Windsor Enhancement Strategy and CIP, Brownfield Redevelopment CIP, Sandwich Town CIP, Main Streets Building Facade CIP, Ford City CIP, University Avenue West and Wyandotte Avenue West CIP, Community Heritage Fund, Built Heritage Fund, and Heritage Property Tax Reduction Program, with an estimated grant value exceeding \$50,000, up to an estimated value of \$2,500,000; and,
2. That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to sign grant agreements between the City and CIP or Heritage Incentive applicants to implement the relevant financial incentive programs; and,
3. That the Chief Administrative Officer **BE DELEGATED** authority to approve the use of established Reserve Funds to provide funding to the respective capital projects, should eligible work for approved applications be completed to the satisfaction of the City Planner.

That this Delegated Authority **BE SUBJECT** to the following:

4. That agreements between the City and CIP or Heritage Incentive applicants **BE IN ACCORDANCE** with applicable policies, requirements, and provisions contained within the relevant CIP or Heritage Bylaws and guidelines; and,
5. That agreements between the City and CIP or Heritage Incentive applicants **ARE COMPLETED** to the satisfaction of the City Planner for content, the Commissioner of Legal & Legislative Services as to legal form, and the CFO/City Treasurer as to financial implications; and,
6. That a report **BE BROUGHT FORWARD** to City Council in early 2023 advising of all instances in which this delegation of authority was utilized; and further,

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That City Council **PASS A BY-LAW**, being By-Law 116-2022 to authorize the CAO to approve participation in financial incentive programs contained in the Economic Revitalization CIP, Downtown Windsor Enhancement Strategy and CIP, Brownfield Redevelopment CIP, Sandwich Town CIP, Main Streets Building Facade CIP, Ford City CIP, University Avenue West and Wyandotte Avenue West CIP, Community Heritage Fund, Built Heritage Fund, and Heritage Property Tax Reduction Program with an estimated grant value exceeding \$50,000, up to an estimated value of \$2,500,000, between August 19, 2022 to November 15, 2022, unless further extended by Council, and only be applicable should Council be determined to be 'Lame Duck'.
Carried.

Report Number: C 142/2022
Clerk's File: ACO2022

11.2. Investing in Canada Infrastructure Program – Public Transit – Automatic Passenger Counters – City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR352/2022

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,

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,

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,

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:

- a. That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute and sign any agreements, declarations or approvals required resulting from receiving grant funding approval for Intake 3 for the Investing in Canada Infrastructure Program (ICIP) – Public Transit subject to such 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,
- b. That the Mayor, in addition to the CAO and City Clerk, also **BE AUTHORIZED** to execute any agreements, declarations and other such documents required as part of receiving funding under the ICIP-Public Transit program, and only if deemed required by the grant provider, to be satisfactory in form, technical content and financial content by the parties outlined in the original approvals granting the CAO and City Clerk authority to execute such documents; and,
 - c. That the Chief Administrative Officer **BE AUTHORIZED** to delegate signing of all claims, progress reports and applicable schedules and other such documents as may be required as part of the request for payment to the Commissioner of Infrastructure Services or designate, subject to financial content approval from the area's Financial Planning Administrator or their manager; and,
 - d. That Council **PRE-APPROVE** and **AWARD** any procurement(s) necessary that are related to the Investing in Canada Infrastructure Program (ICIP) – Public Transit project, provided that the procurement(s) are within approved budget amounts, pursuant to the Purchasing By-Law 93-2012 and amendments thereto; satisfactory in financial content to City Treasurer, and in technical content to the Commissioner of Infrastructure Services; and,
 - e. That the Purchasing Manager **BE AUTHORIZED** to issue Purchase Orders as may be required to effect the recommendation noted above, subject to all specification being satisfactory in technical content to the Commissioner of Infrastructure Services; in financial content to City Treasurer; and,
 - f. That in the event that written confirmation is received by the City indicating that funding has been approved under the ICIP-Public Transit program, Administration **BE AUTHORIZED** to make any expenditures that are related to the ICIP-Public Transit projects, provided such expenditures are within previously-approved budget amounts and that they are required to be made prior to the formal public announcements or agreement execution, due to project timelines; and,
 - g. That City Council **AUTHORIZE** the City Solicitor to prepare the required bylaws, if required by the grant provider, in order to execute agreements as part of receiving grant funding, conditional upon the recommendation of the Chief Financial Officer & City Treasurer; and,

That should the City not be successful in this grant submission, a communication report **BE PROVIDED** to inform City Council.

Carried.

Report Number: C 140/2022
Clerk's File: MT/13478

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11.3. Exemption to Noise By-law 6716 for Nighttime Construction Work – Huron Church Road – Ward: 2 & 10

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR353/2022

l) That the following exemption requests to the provisions of the Noise By-law 6716 (as amended), **BE GRANTED**:

a. Specific exemption request:

The Public Works Department of the City of Windsor is requesting a noise by-law exemption for the time periods for the operation of construction equipment as dictated by the City of Windsor By-Law No. 6716 in order to allow 24/7 construction work.

b. Scope of Exemption:

The project limits are located in the City of Windsor on Huron Church Road from Tecumseh Road West to Dorchester Road and Pool Avenue to Industrial Drive.

c. Duration of Exemption:

This Noise By-Law Exemption is requested for the dates commencing on August 1st, 2022 and continuous through November 25th, 2022.

Carried.

Report Number: C 132/2022

Clerk's File: AB2022

11.4. Applications for Tax Reductions under S. 357/358 of the *Ontario Municipal Act 2001* - City Wide

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR354/2022

That City Council **ACCEPT** Administration's recommendations with regards to approval of property tax relief for those applications for Tax Reduction, Cancellation and Refunds as outlined and included in Appendixes A through C; and,

That City Council **SUPPORT** Administration's recommendation with regards to the denial of applications for Tax Reduction, Cancellation and Refund as outlined in Appendix D; and,

That the CFO/City Treasurer (or designate) **BE AUTHORIZED** to amend the City's Tax Master Collector's Roll for the 2019 through 2021 taxation years in the amount of \$86,847.19 (including the education portion) as outlined in Appendix E.

Carried.

Report Number: C 136/2022

Clerk's File: AF2022

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11.5. Properties Under Municipal Vesting Considerations - Wards 5 & 9

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR355/2022

As relates to the properties located at:

3005 Deziel Dr. – Roll No. 37 39 070 301 05100 0000;

3142-3146 Walker Rd. - Roll number 37 39 070 290 01500 0000;

3136-3140 Walker Rd. - Roll 37 39 070 290 01600 0000;

1585 St. Luke – Roll Number 37 39 010 310 14100 0000; and

2429 Seminole – Roll Number 37 39 010 310 13800 0000

That City Council **AUTHORIZE** the properties be vested in the name of the Municipality; and,

That City Council **AUTHORIZE** the City Treasurer/designate to remove from the tax roll property taxes estimated in the amount of \$7,398,340 (inclusive of education tax) plus any additional levies or penalties that may be added from the date of this report until the date of actual removal and the amount be funded as charges as follows:

- \$6,347,589 to be charged to the Property Acquisition through Vesting capital project (Project ID #7171059),
- \$1,050,751 to be recovered by way of a charge back to the Province.

That City Council **AUTHORIZE** all future costs associated with the ongoing ownership of the vested properties held for sale, until such time as the properties can be sold, be charged to the Property Acquisition through Vesting capital project (Project ID # 7171059); and,

That City Council **DIRECT** that future proceeds from the subsequent sale of the vested properties held for sale be credited to the Property Acquisition through Vesting capital project (Project ID # 7171059).

Carried.

Report Number: C 134/2022
Clerk's File: AF2022

11.7. UV Module Replacement for the UV disinfection system at the Lou Romano Water Reclamation Plant(LRWRP)-City Wide

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR357/2022

- I. That the Council **APPROVE** the Purchase of UV Disinfection Module Replacements required for the Lou Romano Water Reclamation Plant (LRWRP); and,
- II. That the Purchasing Manager **BE AUTHORIZED** to issue a Purchase Order to Trojan Technologies Group for the Provision of the UV Disinfection Module Replacements to the amount of \$221,629.40 plus HST, satisfactory in financial content to the Commissioner of Corporate Services/CFO & City Treasurer and in technical content to the Commissioner of Infrastructure Services; and,
- III. That Council **APPROVE** a transfer of \$119,808.14 from the Little River Pollution Control (LRPCP) Sluice Gate refurbishment project (ID 7219006) to the LRWRP UV Module Replacement project (ID 7189007).

Trojan Technologies Group
3020 Gore Road
London, Ontario, Canada, N5V 4T7
T-519-457-3400
F-519-457-3030
Quotation Number-128203 (Appendix 1)
Amount: \$221,629.40 CDN (Excluding HST)

Carried.

Report Number: C 141/2022
Clerk's File: SW/14451

11.9. Economic Revitalization Community Improvement Plan (CIP) application submitted by NextStar Energy Inc. for Automotive Battery Manufacturing Facility located at Banwell Road and EC ROW Avenue East (Ward 9)

Moved by: Councillor Bortolin
Seconded by: Councillor Costante

Decision Number: CR359/2022

- I. That the request made by NextStar Energy Inc. to participate in the Business Development Grant Program **BE APPROVED** for the property located at Banwell Road and EC ROW Avenue East (shown in Appendix 1) for a period that ends the earlier of 20 years or when 100% of the eligible costs are repaid pursuant to the City of Windsor Economic Revitalization Community Improvement Plan and subject to employment requirements set out in Appendix 3; and,
- II. That Administration **BE DIRECTED** to prepare an agreement between the City and NextStar Energy Inc. to implement the Business Development Grant Program in accordance with Recommendation # I; applicable policies, requirements, and provisions contained within the Economic Revitalization Community Improvement Plan; employment requirements set out in Appendix 3; and applicable lease terms for the subject property to the satisfaction of the City Planner for content, the Commissioner of Legal Services as to legal form, and the CFO/City

Treasurer as to financial implications; and,

- III. That the CAO and City Clerk **BE AUTHORIZED** to sign the Business Development Grant Agreement.

Carried.

Report Number: C 108/2022

Clerk's File: SPL/14449

11.10. Confirm And Ratify Report – Town of LaSalle-Transit Service Agreement Renewal—City Wide

Moved by: Councillor Bortolin

Seconded by: Councillor Costante

Decision Number: CR360/2022

That the results of the email poll to the members of the Environment, Transportation & Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors, conducted by the Deputy City Clerk on August 4, 2022, **BE CONFIRMED AND RATIFIED**:

That the Environment, Transportation and Public Safety Standing Committee, sitting as the Transit Windsor Board of Directors and City Council **RECEIVE** for information the update regarding transit services provided to the Town of LaSalle; and,

That Transit Windsor **BE AUTHORIZED** to update and renew the existing Agreement to another five-year term (September 1, 2022 – August 31, 2027) with the Town of LaSalle to provide a transit route that connects with services provided by Transit Windsor; and,

That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the Agreement with the Town of LaSalle, satisfactory in form to the Commissioner of Legal and Legislative Services, in financial content to the Commissioner of Corporate Services, and in technical content to the Commissioner of Infrastructure Services and the Executive Director of Transit Windsor.

Carried.

Report Number: C 144/2022

Clerk's File: MT2022

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

8.3. Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Servicing - Ward 5

Moved by: Councillor Gignac

Seconded by: Councillor Bortolin

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Decision Number: CR345/2022

That the report of the (Acting) Development Engineer dated June 17, 2022 entitled “Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Servicing - Ward 5” **BE DEFERRED** to a future meeting of Council to allow for further discussion between the parties to take place.

Carried.

Report Number: C 104/2022

Clerk’s File: Z2022

10. PRESENTATIONS AND DELEGATIONS

11.6. Rosalie Trombley Commemorative Statue Project and Funding-City Wide

Donna Mayne, Artist and Sculptor

Donna Mayne, artist and sculptor, appears before Council regarding the report entitled “Rosalie Trombley Commemorative Statue Project and Funding-City Wide” and is available for questions.

John Fairley, Sculptor Donor/Sponsor on behalf of St. Clair College

John Fairley, sculptor donor/sponsor on behalf of St. Clair College, appears before Council regarding the report entitled “Rosalie Trombley Commemorative Statue Project and Funding-City Wide” and provides details related to St. Clair College's commitment to investing in the community regarding their contribution to the statue; and concludes by providing information related to the project and St. Clair College’s history with the Trombley family including a scholarship in her name, and the fundraising efforts that have been ongoing.

Tim Trombley, Supporter

Tim Trombley, supporter, appears before Council regarding the report entitled “Rosalie Trombley Commemorative Statue Project and Funding-City Wide” and provides a brief history related to the Trombley family and their association with CKLW radio and Rosalie’s role as a music director with the station; and the role that she played in promoting many musicians during her career; and concludes by suggesting that Rosalie was an icon in her field and should be commended for bridging the cultural divide between the United States and Canada with music.

Diane Lauzon, Rosalie Trombley’s Daughter, Family Representative, and Project Supporter

Diane Lauzon, Rosalie Trombley’s daughter, family representative, and project supporter, appears before Council regarding the report entitled “Rosalie Trombley Commemorative Statue Project and Funding-City Wide” and reiterates Mr. Trombley’s comments; and concludes by providing details related to letters of support that she received from several musicians related to Rosalie’s contributions to the community and how thankful her family is for this important project moving forward.

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Moved by: Councillor Morrison
Seconded by: Councillor Kaschak

Decision Number: CR356/2022

That City Council **APPROVE** the allocation and setting up of a capital project account of up to \$100,000 for the creation, installation and unveiling of a commemorative statue to honour the life, work and impact of Rosalie Trombley; and,

That City Council **APPROVE** the use of monies available in the Arts Endowment Capital Project (Project ID 7179003) to fund the City's share of the capital project; and,

That City Council **APPROVE** administration retaining the services of artist Donna Jean Mayne to undertake the work required to have the sculpture cast in bronze, and prepared for installation accordingly; and further,

That the Chief Administrative Officer and the City Clerk **BE AUTHORIZED** to take any such action required to effect the recommendations noted above and sign any required documentation/agreement(s) for the project, satisfactory in legal form to the Commissioner, Legal & Legislative Services, in technical content to the Executive Director of Engineering and in financial content to the Commissioner, Corporate Services/Chief Financial Officer.

Carried.

Report Number: C 138/2022
Clerk's File: SR2022

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

11.8. CQ 10-2022 - Response to CQ 10-2022 - Expansion of Tennis/Pickleball Courts within the City - City Wide

Moved by: Councillor McKenzie
Seconded by: Councillor Kaschak

Decision Number: CR358/2022

That the report of the Executive Initiatives Coordinator dated July 29, 2022 entitled "CQ 10-2022 - Response to CQ 10-2022 - Expansion of Tennis/Pickleball Courts within the City - City Wide" **BE RECEIVED** for information; and further,

That Administration **BE DIRECTED** to begin the process of installing two new sets of tennis/pickleball courts to be located at Goldenwood Park and at Rivard (Fountainebleau) Park, which is to **BE FUNDED** as follows:

- Reallocation of \$720,000 in 2022 PAYG funds from Capital Project PFO 003 -15 – Central Riverfront Improvement Plan (CRIP) to Capital Project PFO-004-21 - Parks Sports Courts Improvements.

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- The \$720,000 in 2022 PAYG funds from Capital Project PFO 003 -15 – Central Riverfront Improvement Plan is to be replaced with the transfer of \$720,000 from Fund 151 – Parkland Acquisition Reserve. (The funds identified in the CRIP would meet the criteria to access the Reserve Fund 151, the project would only commence when there are additional funds available in the Reserve Fund 151 which is anticipated to be in the third quarter 2022)

Carried.

Report Number: C 143/2022
Clerk's File: ACOQ2022 & SR2022

12. CONSIDERATION OF COMMITTEE REPORTS

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

Moved by: Councillor Gill

Seconded by: Councillor Kaschak

Decision Number: CR361/2022

That the report of the In Camera meeting of Council held August 8, 2022 **BE ADOPTED** as presented.

Carried.

Clerk's File: ACO2022

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Kaschak

Seconded by: Councillor McKenzie

That the following By-laws No. 115-2022 through 122-2022 (inclusive) be introduced and read a first and second time:

115-2022 BEING A BY-LAW RESPECTING THE LICENSING OF SHORT-TERM RENTAL OWNERS AND TO REGULATE ALL RELATED ACTIVITY, authorized by CR67/2022, dated February 14, 2022.

116-2022 A BY-LAW TO AUTHORIZE THE DELEGATION OF AUTHORITY TO CHIEF ADMINISTRATIVE OFFICER FOR THE PURPOSE OF APPROVING COMMUNITY IMPROVEMENT PLAN AND HERITAGE GRANT APPLICATIONS BETWEEN AUGUST 19, 2022 AND NOVEMBER 15, 2022 (THE "LAME DUCK PERIOD"), authorized by C 142/2022, dated August 8, 2022 (**See Item 11.1**).

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117-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR300/2022, dated July 11, 2022.

118-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR299/2022, dated July 11, 2022.

119-2022 A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR315/2022, dated July 25, 2022.

120-2022 A BY-LAW TO APPROVE THE SUBMISSION OF AN APPLICATION TO ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC") FOR THE LONG-TERM BORROWING FOR FINANCING A CAPITAL WORK OF THE CORPORATION OF THE CITY OF WINDSOR ("CITY") AND TO AUTHORIZE THE ENTERING INTO OF A RATE OFFER LETTER AGREEMENT PURSUANT TO WHICH THE CITY WILL ISSUE DEBENTURES TO OILC, authorized by CR284/2022, dated July 11, 2022.

121-2022 A BY-LAW TO DELEGATE AUTHORITY TO THE OUTGOING COUNCIL TO PASS BY-LAW(S) TO AUTHORIZE THE ISSUE OF DEBENTURES FOR A CAPITAL WORK OF THE CORPORATION OF THE CITY OF WINDSOR ("CITY"), authorized by CR284/2022, dated July 11, 2022.

122-2022 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 8th DAY OF AUGUST.

Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Morrison

Seconded by: Councillor Sleiman

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 Bortolin

Seconded by: Councillor Costante

That the By-laws No. 115-2022 through 122-2022 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

18.3. CQ 13-2022

Moved by: Councillor Gill

Seconded by: Councillor Sleiman

Decision Number: CR362/2022

That the following Council Question by Councillor Bortolin **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 13-2022:

Assigned to Commissioner, Infrastructure Services:

Asks that Administration provide Council with a report on potential changes to the encroachment policy that would permit memorial signs and historical features to be placed in the right-of-way. Also, report on potential options to the Engineering Landscape Best Practice BP3.2.2 that would allow mulch in right-of-way without a permit.

Carried.

Clerk's File: ACOQ2022 & SE2022

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18.4. CQ 14-2022

Moved by: Councillor Gill

Seconded by: Councillor Sleiman

Decision Number: CR363/2022

That the following Council Question by Councillor Costante **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 14-2022:

Assigned to Commissioner, Community Services:

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.

Carried.

Clerk's File: ACOQ2022 & SRT2022

21. ADJOURNMENT

Moved by: Councillor Morrison

Seconded by: Councillor Francis

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

Carried.

Accordingly, the meeting is adjourned at 5:00 o'clock p.m.

Mayor

City Clerk

SPECIAL MEETING OF COUNCIL – IN CAMERA
August 8, 2022

Meeting called to order at: 1:30 p.m.

Members in Attendance:

Mayor D. Dilkens
Councillor F. Francis
Councillor F. Costante
Councillor R. Bortolin
Councillor G. Kaschak
Councillor J. Gignac
Councillor J. Morrison
Councillor E. Sleiman
Councillor J. Gill

Members in Attendance (electronically):

Councillor K. McKenzie

Members Absent:

Councillor C. Holt

Also in attendance:

O. Colucci, Acting Chief Administrative Officer
C. Nepsy, Commissioner, Infrastructure Services (except Item 8)
J. Mancina, Commissioner, Corporate Services CFO/City Treasurer
(except Item 8)
W. Vendrasco, Acting Commissioner, Legal and Legislative Services
(except Item 8)
R. Mensour, Commissioner, Community Services (except Item 8)
J. Payne, Commissioner Economic Development and Innovation
(except Item 8)
S. Vlachodimos, City Clerk
A. Ciacelli, Deputy Clerk (except Item 8)
A. Teliszewsky, Mayor's Chief of Staff
J. Guthrie, Deputy Treasurer Taxation (Item 4)

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S. Bajaj, T. Moore, Coordinators of Housing Administration (Item 6)
K. Whittal, Executive Director of Housing (Item 6)
A. Daher, Executive Director Employment and Social Services (Item 6)
J. Chacko, Executive Director of Parks and Facilities (Item 7)
J. Knights, Executive Director of Recreation and Culture (Item 7)
A. Busa, Manager Facilities Operations (Item 7)
V. Mihalo, Executive Director of Human Resources (Items 8 and 9)
J. Baker, Deputy Chief Building Official (Item 9)
R. Vani, Deputy Chief Building Official (Item 9)
J. Revell, Chief Building Official (Item 9)
B. Rusan, Manager of Policy/Deputy Chief Building Official (Item 9)
A. Hartley, Senior Legal Counsel (Item 10)
A. Farough, Legal Counsel (Item 10)
D. Paladino, Deputy City Solicitor (Items 7 and 10)
T. Hunt, City Planner (Item 10)
P. Winters, Development Engineer (Item 10)
S. Rosen, Gowlings WLG, LLP, External Counsel (Item 10)

Verbal Motion is presented by Councillor Gill, seconded by Councillor Sleiman, 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.	Property matter – sale of land	239(2)(c)
2.	Property matter – commence expropriation	239(2)(c)
3.	Property matter – acquisition of land/expropriation settlement	239(2)(c)
4.	Property matter – disposition of land – <u>See Item 11.5 on regular agenda</u>	239(2)(c)
5.	Property matter – lease renewal	239(2)(c)
6.	Property matter – disposition of land/plan	239(2)(c)(h)
7.	Legal matter – litigation/advice subject to solicitor-client privilege	239(2)(e)(f)

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8.	Personal matter - about identifiable individual/appointment	239(2)(b)
9.	Personal matter – about identifiable individuals/labour negotiations	239(2)(b)(d)
10.	Property matter – lease/advice subject to solicitor-client privilege	239(2)(c)(f)

Motion Carried.

Declarations of Pecuniary Interest:

None declared

Discussion on the items of business.

Verbal Motion is presented by Councillor Gignac, seconded by Councillor Francis, to move back into public session.

Motion Carried.

Moved by Councillor Gill, seconded by Councillor Sleiman, THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held August 8, 2022 directly to Council for consideration at the next Regular Meeting.

1. That the recommendation contained in the in-camera report from the Coordinator of Real Estate Services, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – sale of land **BE APPROVED.**
2. That the recommendation contained in the in-camera report from the Coordinator of Real Estate Services, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – commence expropriation **BE APPROVED.**
3. That the recommendation contained in the in-camera report from the Lease Administrator, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – acquisition of land/expropriation settlement **BE APPROVED.**

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4. That the recommendation contained in the in-camera report from the Commissioner, Legal and Legislative Services, Commissioner, Infrastructure Services, Commissioner, Economic Development and Innovation and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – disposition of land **BE APPROVED**.
5. That the recommendation contained in the in-camera report from the Lease Administrator, Manager of Real Estate Services, Commissioner, Legal and Legislative Services, Executive Director of Recreation and Culture, Executive Director of Parks and Facilities, Commissioner, Community Services, Deputy Treasurer Taxation and Commissioner, Corporate Services CFO/City Treasurer respecting a property matter – lease renewal **BE APPROVED**.
6. That the recommendation contained in the in-camera report from the Coordinators of Housing Administration and Development, Executive Director of Housing and Children's Services, Commissioner, Human and Health Services, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services/CFO/City Treasurer respecting a property matter – disposition of land/plan **BE APPROVED**.
7. That the recommendation contained in the in-camera report from the Executive Director of Parks and Facilities, Executive Director of Recreation and Culture, Commissioner, Community Services, Commissioner, Legal and Legislative Services and Commissioner, Corporate Services CFO/City Treasurer respecting a legal matter – litigation/advice subject to solicitor-client privilege **BE APPROVED**.
8. That the recommendation contained in the in-camera report from the Executive Director of Human Resources and Commissioner, Corporate Services CFO/City Treasurer respecting a personal matter – about identifiable individual/appointment **BE APPROVED**.
9. That the recommendation contained in the in-camera report from the Chief Building Official, Financial Planning Administrator, Executive Director of Human Resources, Commissioner, Economic Development and Innovation and Commissioner, Corporate Services CFO/City Treasurer respecting a personal matter – about identifiable individuals/labour negotiations **BE APPROVED AS AMENDED**.
10. That the recommendation contained in the in-camera report from the Commissioner, Legal and Legislative Services, Commissioner, Corporate Services CFO/City Treasurer and Commissioner, Economic Development and Innovation respecting a property matter – lease/advice subject to solicitor-client privilege **BE APPROVED**.

Motion Carried.

**Moved by Councillor Costante, seconded by Councillor Kaschak,
That the special meeting of council held August 8, 2022 BE ADJOURNED.**

(Time: 3:36 p.m.)

Motion Carried.



Committee Matters: SCM 250/2022

Subject: Adoption of the Special Meeting of Council minutes held August 15, 2022

Special Meeting of Council

Date: Monday, August 15, 2022

Time: 5:00 o'clock p.m.

Members Present:

Mayor

Mayor Dilkens

Councillors

Ward 1 - Councillor Francis

Ward 2 - Councillor Costante

Ward 3 - Councillor Bortolin

Ward 5 - Councillor Sleiman

Ward 6 - Councillor Gignac

Ward 7 - Councillor Gill

Ward 8 - Councillor Kaschak

Ward 9 - Councillor McKenzie

Ward 10 - Councillor Morrison

Councillors Regrets

Ward 4 - Councillor Holt

Clerk's Note: The Mayor and all members of Council participated via video conference (Zoom), in accordance with Procedure By-law 98-2011 as amended, which allows for electronic participation.

Minutes

Special Meeting of Council
Monday, August 15, 2022

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1. ORDER OF BUSINESS

2. CALL TO ORDER

The Mayor calls the meeting to order at 5:12 o'clock p.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Gill discloses an interest and abstains from voting on Item 6.1 being the report of the In-Camera meeting dated August 15, 2022 as the subject matter pertains to one of his agent's clients.

4. COMMITTEE OF THE WHOLE

Moved by: Councillor Costante
Seconded by: Councillor Kaschak

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 Special In-Camera held August 15, 2022; and
- (e) consideration of by-law 123-2022.

Carried.

5. REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

6. CONSIDERATION OF COMMITTEE REPORTS

6.1. (i) Report of the Special In-Camera meeting held August 15, 2022

Moved by: Councillor Gignac
Seconded by: Councillor Sleiman

Minutes

Special Meeting of Council Monday, August 15, 2022

Page 3 of 7

Decision Number: CR364/2022

That the report of the In Camera meeting of Council held August 15, 2022 **BE ADOPTED** as presented.

Carried.

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

Clerk's File: ACO2022

7. BY-LAWS (First and Second Readings)

Moved by: Councillor Sleiman

Seconded by: Councillor Bortolin

That the following By-law No. 123-2022 be introduced and read a first and second time:

123-2022 A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 15th DAY OF AUGUST, 2022.

Carried.

8. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Costante

Seconded by: Councillor Francis

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

Carried.

9. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Gignac

Seconded by: Councillor Gill

That By-law No. 123-2022 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.

Minutes

Special Meeting of Council Monday, August 15, 2022

10. ADJOURNMENT

Moved by: Councillor Costante
Seconded by: Councillor Kaschak

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 5:13 o'clock p.m.

Mayor

City Clerk

Minutes

Special Meeting of Council Monday, August 15, 2022

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Adopted by Council at its meeting held August 15, 2022 (CR364/2022)
SV/bm

SPECIAL MEETING OF COUNCIL – IN CAMERA August 15, 2022

**Via electronic participation in accordance with Procedure By-law #98-2011 as amended,
which allows for electronic participation.**

Meeting called to order at: 5:01 p.m.

Members in Attendance (electronically):

Mayor D. Dilkens
Councillor F. Francis
Councillor F. Costante
Councillor R. Bortolin
Councillor G. Kaschak
Councillor J. Gignac
Councillor K. McKenzie
Councillor J. Morrison
Councillor E. Sleiman
Councillor J. Gill

Members Absent:

Councillor C. Holt

Also in attendance (electronically):

O. Colucci, Acting Chief Administrative Officer
D. Cercone, Acting Commissioner, Human and Health Services
J. Mancina, Commissioner, Corporate Services CFO/City Treasurer
W. Vendrasco, Acting Commissioner, Legal and Legislative Services
R. Mensour, Commissioner, Community Services
J. Payne, Commissioner Economic Development and Innovation
S. Vlachodimos, City Clerk
P. Brode, Senior Legal Counsel (Item 1)
A. Ciacelli, Deputy Clerk

Minutes

Special Meeting of Council
Monday, August 15, 2022

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Verbal Motion is presented by Councillor Gill, seconded by Councillor Sleiman, to move in Camera for discussion of the following item(s):

<u>No.</u>	<u>Item</u>	<u>Subject</u>	Section – Pursuant to Municipal Act, 2001, as amended
1.		Property/Legal matter – disposition of land/litigation/advice subject to solicitor-client privilege	239(2)(c)(e)(f)

Motion Carried.

Declarations of Pecuniary Interest:

Councillor Gill discloses an interest and abstains from voting and discussion on Item 1 as one of his employees is affiliated with the subject of the report.

Discussion on the items of business. (Item 1)

Meeting recesses at 5:07 p.m.

Meeting reconvenes at 5:11 p.m.

Verbal Motion is presented by Councillor Kaschak , seconded by Councillor Bortolin, to move back into public session.

Motion Carried.

Moved by Councillor Francis, seconded by Councillor Costante, THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held August 15, 2022 directly to Council for consideration at the next Regular Meeting.

Minutes

Special Meeting of Council

Monday, August 15, 2022

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-
1. That the recommendation contained in the in-camera report from Senior Legal Counsel, Commissioner, Legal and Legislative Services, Commissioner, Economic Development and Innovation and Commissioner, Corporate Services CFO/City Treasurer respecting a property/legal matter –
disposition of land/litigation/advice subject to solicitor-client privilege **BE APPROVED.**
Councillor Gill discloses an interest and abstains from voting on this item

Motion Carried.

**Moved by Councillor Gignac, seconded by Councillor Sleiman,
That the special meeting of council held August 15, 2022 BE ADJOURNED.
(Time: 5:12 p.m.)
Motion Carried.**



Correspondence Report: CMC 13/2022

ATTACHMENTS

Subject: Correspondence for September 6, 2022

No.	Sender	Subject
7.1.1.	Minister of Environment and Climate Change	<p>Letter in response to correspondence regarding Member of Parliament Brian Masse's proposal to acquire and adapt a property located at Lauzon Road and Riverside Drive, on the Detroit River, in order to address a number of environmental issues, including climate change and shoreline erosion.</p> <p style="text-align: right;">Commissioner, Community Services Commissioner, Infrastructure Services Supervisor of Environmental Sustainability & Climate Change GF2022 Note & File</p>
7.1.2.	Town of Tecumseh	<p>Notice of the Passing of a Zoning By-law Amendment 2022-057 on the 26th day of July 2022 under Section 34 of the <i>Planning Act, R.S.O. 1990</i>.</p> <p style="text-align: right;">City Planner Commissioner, Legal & Legislative Services Deputy City Solicitor, Legal and Real Estate Development Applications Clerk Chief Building Official Z2022 Note & File</p>

No.	Sender	Subject
7.1.3.	Manager of Environmental Quality AND RWDI Air Inc. (RWDI)	Notice of intention to apply non-potable groundwater site condition standards record of site condition (0, 3463, 3447, 3455, 2087 Banwell Road; 0, 11055 E C Row Avenue West; 9455 Anchor Drive; 9650 Twin Oaks Drive). The City of Windsor has no objection to the application. <p style="text-align: right;">Commissioner, Infrastructure Services E/11165 Note & File</p>
7.1.4.	Manager of Environmental Quality AND Soil & Materials Engineering Inc. AND C.T. Soil & Materials Engineering Inc.	Notice of intention to apply non-potable groundwater site condition standards record of site condition (6475 Wyandotte Street East). The City of Windsor has no objection to the application. <p style="text-align: right;">Commissioner, Infrastructure Services E/11165 Note & File</p>
7.1.5.	Manager of Environmental Quality AND Premier Environmental Services	Notice of intention to apply non-potable groundwater site condition standards record of site condition (3009-3205 Howard Avenue). The City of Windsor has no objection to the application. <p style="text-align: right;">Commissioner, Infrastructure Services E/11165 Note & File</p>
7.1.6.	City Planner/ Executive Director	Application for Zoning Amendment and Official Plan Amendment, University Residential Land Corp, 0 Huron Church Road, Application to amend Zoning By-law 8600 to permit a multiple residential development. <p style="text-align: right;">Z/10891 Note & File</p>

No.	Sender	Subject
7.1.7.	City Planner/ Executive Director	Application for Zoning Amendment, 2775385 Ontario Inc., 953 & 955 Tecumseh Road West, Application to amend Zoning By-law 8600 to add a Motor Vehicle Dealership as a permitted use. Z/14279 Note & File
7.1.8.	City Planner/ Executive Director	Application for Zoning Amendment, 2737512 Ontario Inc., 5335 Wyandotte Street East, Application to amend Zoning By-law 8600 to allow a site specific amendment to permit the creation of a dwelling unit in an existing 3-storey, 23 apartment building. Z/14426 Note & File
7.1.9.	City Planner/ Executive Director	Application for Zoning Amendment, Official Plan Amendment, and Subdivision/Condominium Application, 1027458 Ontario Inc., NE Corner Florence Avenue & Beverly Glen Street, Application to amend Zoning By-law 8600 to allow a site specific residential request to permit the proposed townhome dwellings as part of the Phase 3 development. Z/14458 Note & File
7.1.10.	City Planner/ Executive Director	Application for Zoning Amendment, Jian Lu, 3831-3829 Seminole Street. Application to amend Zoning By-law 8600 to construct a 3-storey, 12 unit (rental) multiple dwelling with onsite parking. Z/14457 Note & File
7.1.11.	Committee of Adjustment	Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, September 15, 2022 at, 3:30 p.m., through Electronic Meeting Participation Z2022 Note & File

No.	Sender	Subject
7.1.12.	Minister of Intergovernmental Affairs, Infrastructure and Communities	<p data-bbox="691 243 1430 443">Letter regarding the approval in principle of the Lou Romano Water Reclamation Plant Retention Treatment Basin Project following the successful review of the project under the terms and conditions of the Disaster Mitigation and Adaptation Fund</p> <p data-bbox="724 478 1430 632"> Manager of Lou Romano Water Reclamation Plant Commissioner, Infrastructure Services SW/13822 Note & File </p>

**AUG 09 2022**

Mr. Steve Vlachodimos
City Clerk and Senior Manager of Council Services
City of Windsor
svlachodimos@citywindsor.ca

Dear Mr. Vlachodimos:

Thank you for your correspondence of December 15, 2021, expressing the Windsor City Council's support for Member of Parliament Brian Masse's letter of November 5, 2021, regarding a proposal to acquire and adapt a property located at Lauzon Road and Riverside Drive, on the Detroit River, in order to address a number of environmental issues, including climate change and shoreline erosion. I regret the delay in responding.

As you know, on November 5, 2021, I received a letter from Mr. Masse expressing his concerns regarding climate change and the impacts it is having on his local community. Mr. Masse requested assistance to acquire and adapt a property at Lauzon Road and Riverside Drive, on the Detroit River, to help mitigate and adapt to these impacts.

I want to assure you that the Government of Canada is committed to protecting the Great Lakes. With respect to climate change, the Government is taking action to help Canadians adapt and become more resilient to the impacts of a changing climate, including in the Great Lakes, through the *Pan-Canadian Framework on Clean Growth and Climate Change*. In addition, the Government of Canada is working with the Government of Ontario to implement the Canada–Ontario Agreement on Great Lakes Water Quality and Ecosystem Health, 2021, and through this agreement, is committed to ensuring communities are better prepared to adapt to climate change and build resilience. To learn more about this agreement, please visit www.canada.ca/en/environment-climate-change/services/great-lakes-protection/canada-ontario-agreement-water-quality-ecosystem.html.

The Government of Ontario has primary jurisdiction over areas of shoreline management that do not include effects across international boundaries. It also works with conservation authorities on issues such as erosion and shoreline management. Ontario's *Great Lakes Protection Act* is intended to protect and restore the health of the Great Lakes and create more opportunities for individuals and communities to get involved in local protection and restoration

.../2

efforts. You may wish to contact the Honourable David Piccini, Ontario's Minister of the Environment, Conservation and Parks, at david.piccini@pc.ola.org, or visit www.ontario.ca/page/protecting-great-lakes for further information on Ontario's plan to protect the Great Lakes.

The Government of Canada is committed to helping communities prepare for and respond to climate change impacts. To do so, it is developing Canada's first National Adaptation Strategy (www.canada.ca/en/services/environment/weather/climatechange/climate-plan/national-adaptation-strategy.html), working closely with provincial and municipal governments, Indigenous Peoples, and other key partners. The National Adaptation Strategy will build on a strong foundation of federal adaptation programming that could support your efforts to advance natural infrastructure. For example, in 2018, the Government launched the \$2-billion Disaster Mitigation and Adaptation Fund (www.infrastructure.gc.ca/dmaf-faac/index-eng.html)—the most significant federal investment in adaptation to date—to advance both built and natural infrastructure projects in order to increase climate resilience in Canadian communities. Natural infrastructure projects can also be advanced through streams of the Natural Climate Solutions Fund (www.canada.ca/en/campaign/natural-climate-solutions.html).

The Government of Canada reaffirmed its commitment to natural infrastructure through Budget 2021's announcements of \$1.4 billion over 12 years to recapitalize the Disaster Mitigation and Adaptation Fund; and \$200 million over three years to establish the Natural Infrastructure Fund (www.canada.ca/en/office-infrastructure/news/2021/06/government-of-canada-announces-new-natural-infrastructure-fund.html)—a first-in-Canada fund dedicated to advancing natural and hybrid (natural and built) infrastructure projects. I am pleased to note that you have sent a copy of your correspondence to the Honourable Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities, who is responsible for the delivery of these funds.

I trust that this information is helpful, and I extend my best regards.

Sincerely,



The Honourable Steven Guilbeault, P.C., M.P. (il/lui/he/him)

FORM 1

THE PLANNING ACT, R.S.O. 1990

NOTICE OF THE PASSING OF A ZONING BY-LAW AMENDMENT BY
THE CORPORATION OF THE TOWN OF TECUMSEH

TAKE NOTICE that the Council of the Town of Tecumseh has passed By-law 2022-057 on the 26th day of July, 2022 under Section 34 of the *Planning Act, R.S.O. 1990*;

AND TAKE NOTICE that only individuals, corporations and public bodies may appeal a zoning by-law to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf;

AND TAKE NOTICE that no person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Ontario Land Tribunal, there are reasonable grounds to add the person or public body as a party;

AND TAKE NOTICE that to file an appeal to the Ontario Land Tribunal, a notice of appeal setting out the objection to the by-law and the reasons in support of the objection must be filed with the Clerk of the Corporation of the Town of Tecumseh not later than the 16th day of August, 2022.

Any appeal must be accompanied by a fee of \$1,100 made payable to the Minister of Finance. The Ontario Land Tribunal requires that the payment be in the form of a certified cheque or money order and be accompanied by a completed *Zoning By-law Amendment Appellant Form (A1)* found on-line at:

<https://olt.gov.on.ca/appeals-process/forms/#head2>

or available through the Planning and Building Services Department at Tecumseh Town Hall, 917 Lesperance Road. An Appellant may request a reduction of the filing fee to \$400 if the Appellant is a private citizen or eligible community group. The request for a reduction in the fee must be made at the time of filing the appeal. The Appeal Fee Reduction Request Form can be found on-line at:

https://olt.gov.on.ca/wp-content/uploads/2021/06/OLT-Fee-Reduction-Request-Form-June-2021_EN.html

An explanation of the purpose and effect of the by-law, describing the lands to which the by-law applies, an explanation of the effect of any public input received, and a key map showing the location of the lands to which the by-law applies, are attached. The complete by-law and any associated information are available for inspection in my office during regular office hours.

DATED at the Town of Tecumseh this 27th day of July, 2022.

**CITY OF WINDSOR
COUNCIL SERVICES**

AUG 02 2022

RECEIVED

Laura Moy, Clerk
Town of Tecumseh
917 Lesperance Road
Tecumseh, Ontario
N8N 1W9

EXPLANATORY NOTE

By-law No. 2022-057 is an amendment to Zoning By-law No. 1746 pertaining to 0.38 hectare (0.94 acre) parcel of land situated at the southwest corner of the Lesperance Road/Dillon Drive intersection (205-227 Lesperance Road) (see Key Map below for location).

The by-law changes the zoning of the subject property by rezoning the subject property from "Residential Zone 3 (R3)" to "Residential Zone 3 (R3-22)" in order to facilitate the construction of a residential development consisting of four, 2.5 storey, six-unit dwellings and establish site-specific lot, building and yard provisions

Effect of Public Input on Council's Decision

In accordance with the *Planning Act*, please note that the effect of public input on Council's decision on this application is described in report DS-2022-34, dated July 26, 2022.

A copy of this report is available for review at Town Hall or can be obtained by contacting the Town of Tecumseh Development Services at (519) 735-2184.

KEY MAP



 Change from "R3" to "R3-22"

From: Webb, Kevin <kWebb@citywindsor.ca>
Sent: August 5, 2022 1:43 PM
To: Atkinson, Greg <gatkinson@citywindsor.ca>
Cc: Winters, Patrick <pwinters@citywindsor.ca>; clerks <clerks@citywindsor.ca>
Subject: RE: Non-Potable Site Condition Standard Request - Twin Oaks Development, Windsor

Good afternoon Greg,

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

The following addresses were investigated for this request:

0, 3463, 3447, 3455, 2087 Banwell Road
0, 11055 E C Row Ave E.
9455 Anchor Drive
9650 Twin Oaks Dr.

If I can be of any further assistance please let me know.

NOTE: I would recommend that you contact the Town of Tecumseh as well, with the same request.

Thanks

Kevin Webb | Manager Environmental Quality



Office of the Commissioner of Infrastructure Services | Pollution Control
4155 Ojibway Parkway | Windsor ON | N9C 4A5
Office: 519 253 7217 ext 3330
Cell: 519 791 7844
kwebb@citywindsor.ca

From: Rachel Skeoch <Rachel.Skeoch@rwdi.com>
Sent: Monday, July 11, 2022 8:15 AM
To: Atkinson, Greg <gatkinson@citywindsor.ca>
Cc: Lewis Collings <lewis.collings@greshamsmith.com>; Brad Bergeron <Brad.Bergeron@rwdi.com>; Rachel Skeoch <Rachel.Skeoch@rwdi.com>; Peter-James Mauro <Peter-James.Mauro@rwdi.com>
Subject: Non-Potable Site Condition Standard Request - Twin Oaks Development, Windsor

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.

Good morning Greg,

Please find attached a Non-Potable Site Condition Standard Request for the Twin Oaks development in Windsor.

Once reviewed, please confirm if non-potable standards are suitable in this case.

If you are not the appropriate person to receive this letter, please either pass it on or let us know who would be the correct recipient.

Thanks so much,



Rachel Skeoch (she/her), B.E. | Project Manager
RWDI
600 Southgate Drive, Guelph, ON N1G 4P6 Canada
Tel: (519) 823-1311 ext. 2411 | Fax: (519) 823-1316 | Mobile: (519) 835-5565
rwdi.com

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Please be aware that when you contact us with a business query we may collect and use your details for future communications.



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E-mail: solutions@rwdi.com

July 8, 2022

Greg Atkinson, MCIP, RPP
Senior Planner
Planning and Building Services
The City of Windsor
350 City Hall Square West, Suite 320
Windsor, ON N9A 6S1
T: 519.255.6543 x6582

**Re: Non-Potable Site Condition Standard Request
Excess Soils and Phase Two Environmental Site Assessment –
Twin Oaks Development, Windsor
RWDI Reference No. 2202637**

RWDI Air Inc. (RWDI) on behalf of Gresham Smith, LG Energy Solutions (LGES) and Stellantis N.V. (Stellantis) is submitting this request to the City of Windsor to utilize non-potable groundwater and soil standards for both an Excess Soil Management Program, and (if a Record of Site Condition is required), a Phase Two Environmental Site Assessment (ESA) associated with the construction of an Electric Vehicle Battery Cell Manufacturing Facility located within the Twin Oaks Development, Windsor, Ontario, as per the requirements of Ontario Regulation 153/2004 – Records of Site Condition (O. Reg. 153/04) and Ontario Regulation 406/2019 – On-Site and Excess Soil Management (O. Reg. 406/19).

Per Section 35. (2) of O. Reg. 153/04, non-potable Site Conditions Standards (SCS) may be utilized if the following criteria are met.

1. *The property, and all other properties located, in whole or in part, within 250 metres of the boundary of the property are supplied by a municipal drinking water system as defined in the Safe Drinking Water Act, 2002.*

A search of the Ontario Ministry of the Environment, Conservation and Parks (MECPs) Water Well Records database does not show active ground water supply wells within a 250 m radius of the Project Area. Further, the presence of fire hydrants on the surrounding road allowances suggests the presence of a municipal drinking water system. A Figure providing the property boundary and a 250 m radius from the property boundary is provided as Figure 1. Can the City of Windsor verify the defined Project Area (per Figure 1), and an area within 250 m radius of the property are serviced with a municipal water supply?



2. *The record of site condition does not specify agricultural or other use as the type of property use for which the record of site condition is filed.*

As indicated by Gresham Smith, LGES, and Stellantis, the property is being developed for industrial use.

3. *If either of the following circumstances applies, the municipality referred to in subsection (3) has consented in writing to the application of the standards mentioned in subsection (1) in preparing a record of site condition for the property:*

- i. *The property is located in an area designated in the municipal official plan as a well-head protection area or other designation identified by the municipality for the protection of groundwater.*
- ii. *The property or one of the properties in the phase one study area has a well-used or intended for use as a source of water for human consumption or agriculture.*

RWDI's search of City of Windsor and MECP records do not suggest that either of the two conditions provided in Paragraph 3 above apply to Twin Oaks Development, Windsor, ON.

4. *If neither of the circumstances in paragraph 3 applies,*
 - i. *The [project leader/owner] has given the clerk of the municipality referred to in subsection (3) written notice of intention to apply the standards in preparing a record of site condition for the property, and*
 - ii. *The municipality has,*
 - A. *Given written notice to the [project leader/owner] that it does not object to the application of the standards,*
 - B. *Not given any written notice to the owner that it objects to the application of the standards within 30 days after receiving the notice described in subparagraph i, or*
 - C. *Given written notice to the [project leader/owner] that it objects to the application of the standards and subsequently withdrawn the objection in writing. O. Reg. 407/19, s. 13; O. Reg. 776/20, s. 2 (2).*

Given the above information, and upon verification from the City of Windsor that the area within 250 m of the Project Area is serviced with a municipal water supply, please consider this letter as written notice of RWDI's intention to apply non-potable SCSs in our evaluation of the Site for the purposes of Excess Soil Management and if required by the City, the eventual filing of a Record of Site Condition for the property.



Mr. Greg Atkinson
The City of Windsor
RWDI#2202637
JULY 8, 2022

As such, RWDI requests, on behalf of Gresham Smith written notice that the City of Windsor does not object to the application of non-potable standards for this undertaking.

I trust that the information provided is sufficient for the City of Windsor to confirm that non-potable standards are suitable for the Subject Property. Should you have any questions or require additional information, please don't hesitate to contact me.

Yours truly,

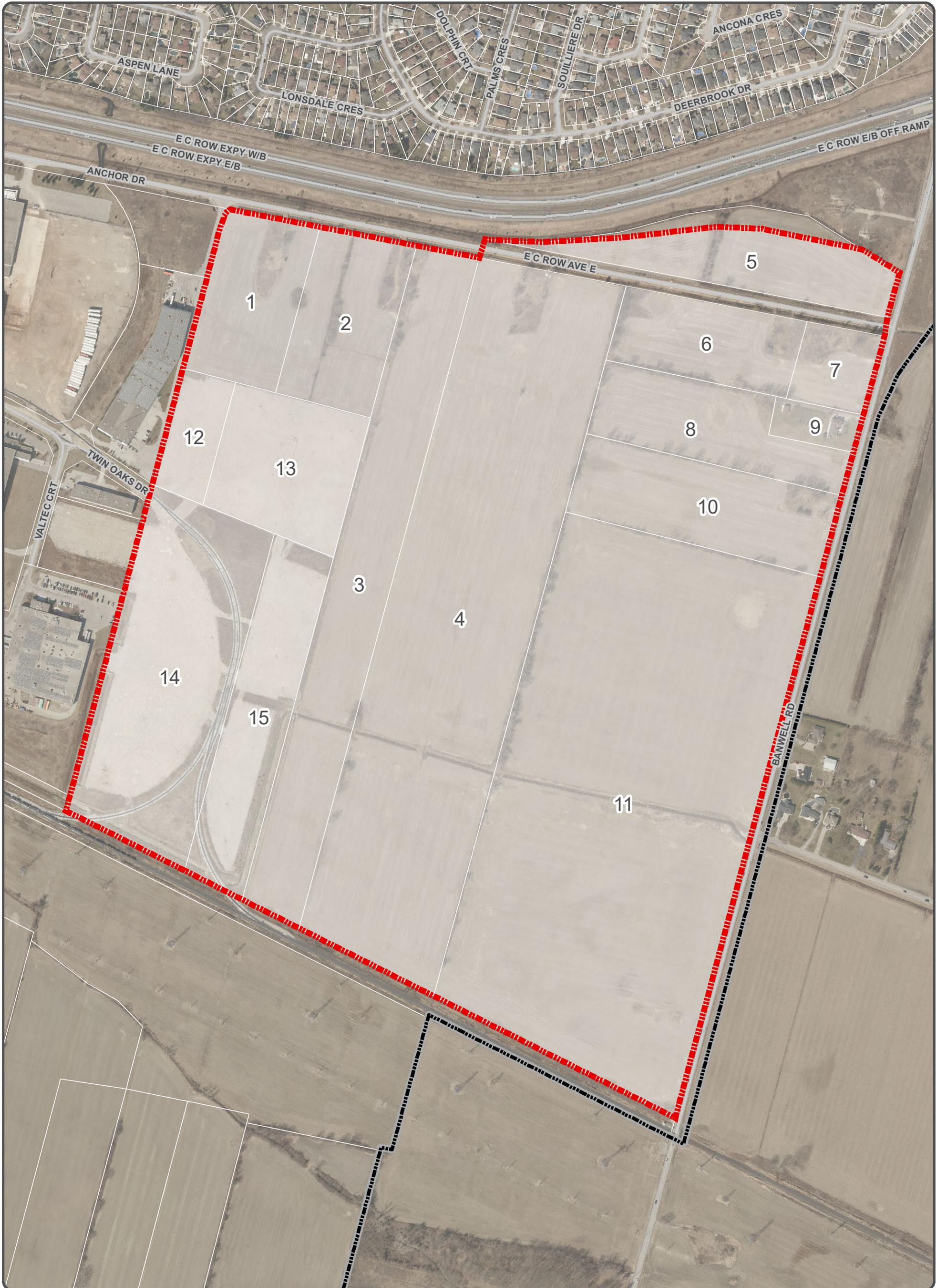
RWDI AIR Inc.

A handwritten signature in black ink, appearing to read 'Peter-James A. Mauro', with a long horizontal flourish extending to the right.

Peter-James A. Mauro, P.Eng., QP_{ESA}
Practice Area Leader – Geosciences | Technical Director |
Senior Project Manager | Associate

PJAM/kta

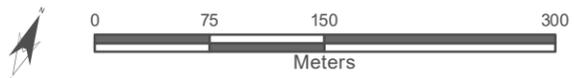
Attach.



STELLANTIS - LG : OFFICIAL PLAN & ZONING BY-LAW AMENDMENTS

■■■■■ SUBJECT AREA - - - - - CITY BOUNDARY

TOTAL AREA: 230.69 ACRES (933574.24 SQ M)



From: Webb, Kevin <KWebb@citywindsor.ca>
Sent: August 16, 2022 7:09 AM
To: 'Thomas O'Dwyer P.Eng.,QP.RSC' <thomas.odwyer.rsc@ctsoil.com>; clerks <clerks@citywindsor.ca>
Subject: RE: 21E047 - RSC - Non potable GW Table 3 RPI - 6475 Wyandotte St E

Good morning Thomas,

In response to your attached correspondence, The City of Windsor has no objection to the use of the Ontario Regulation 153/04 Non-Groundwater Condition Standard for the subject property 6475 Wyandotte St. E., Windsor, Ontario for a Record of Site Condition.

There is no objection with the application of these standards for this property.
Thanks

Kevin Webb | Manager Environmental Quality



Office of the Commissioner of Infrastructure Services | Pollution Control
4155 Ojibway Parkway | Windsor ON | N9C 4A5
Office: 519 253 7217 ext 3330
Cell: 519 791 7844
kwebb@citywindsor.ca

www.citywindsor.ca

From: Thomas O'Dwyer P.Eng.,QP.RSC <thomas.odwyer.rsc@ctsoil.com>
Sent: Monday, August 15, 2022 3:55 PM
To: clerks <clerks@citywindsor.ca>; Webb, Kevin <KWebb@citywindsor.ca>
Subject: 21E047 - RSC - Non potable GW Table 3 RPI - 6475 Wyandotte St E

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.

Hi Kevin

We will be filing a record of site condition (RSC) for 6475 Wyandotte Street East, proposed residential development.

The 2011 Table 3: Full Depth Generic Site Condition Standards in a Non-Potable Ground Water Condition in a Non-Potable Ground Water Condition Residential/Parkland/Institutional Property Use for medium to fine textured soil as provided in Soil, Ground Water and Sediment Standards for Use under Part XV.1 of the Environmental Protection Act (MOECC, 15 April 2011) has been applied in assessing the soil and ground water quality at the RSC Property.

The site was formerly industrial (gas station in the 1930's) and has his been used for residential/ commercial purposes (nursing home/ variety store). The intended land use is residential land use once approved by the MOECP. See attached site plan for reference.

Please respond back acknowledging that the city approves this.

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

Soil & Materials Engineering Inc.

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

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

C.T. Soil & Materials Engineering Inc.

1429 Washington Blvd, Suite 301
Detroit, Michigan, 48226
ph: (519) 966-8863 fx: (519) 966-8870

<http://www.ctsoil.com>

email: todwyer@ctsoil.com

This message and associated attachments are intended for the designated recipients. Information contained in this message or attachment is considered private and confidential and may not be used or interpreted by others without express permission of the author.



Wyandotte St E

Homedale Blvd

St Mary's Blvd



THE CORPORATION OF THE CITY OF WINDSOR
Pollution Control

Lou Romano Water Reclamation Plant

September 1, 2022

John Cracknell, P.Eng., QP
Premier Environmental Services
244 Montrose St. N.,
Unit 1, Upper
Cambridge, Ontario
N3H 2H7

RE: Record of Site Condition – 3009 – 3205 Howard Ave. Windsor, Ontario

Dear Mr. Cracknell,

Further to your letter dated September 1, 2022 pertaining to the subject property, the City of Windsor has no objection to the use of O.Reg. 153/04 (Records of Site Condition – Part XV.1 of the Act), non-potable ground water standard for the property identified as 3009 – 3205 Howard Avenue, Windsor, Ontario (Roundhouse Centre). The Windsor Utilities Commission services the site with potable water. To the best of our knowledge, there are no potable water wells on the site.

Yours truly,

Kevin Webb

Kevin Webb
Manager, Environmental Quality

CC: J. Renaud, Sr. Manager, Pollution Control

KW
Enclosure



244 Montrose Street North
Unit 1 Upper
Cambridge, Ontario
N3H 2H7
Phone 519.653.7140
Fax 519.653.8907
www.premiercorp.ca

September 1, 2022

Project No. 614012.ME

The Corporation of the City of Windsor
Public Works – Pollution Control
4175 Ojibway Parkway
Windsor, ON
N9C 4A5

Sent via e-mail: pdrca@citywindsor.ca

Attention: Mr. Paul Drca
Manager, Environmental Quality

RE: NOTIFICATION OF INTENT TO USE NON-POTABLE STANDARDS
ROUNDHOUSE CENTRE, 3009-3205 HOWARD AVENUE, WINDSOR, ON

Dear Mr. Drca,

Premier Environmental Ltd. (Premier) has been retained by the property owner, Roundhouse Centre Windsor Inc., to conduct a Risk Assessment and Record of Site Condition per Ontario Regulation 153/04 (Records of Site Condition – Part XV.1 of the Act) at the Roundhouse Centre located at 3009-3205 Howard Avenue, Ontario (the Site). The Site is currently used as a commercial retail plaza. Future use is to remain commercial.

The Qualified Person per Section 6 of O. Reg. 153/04 (the “QPRA”) intends to complete the risk assessment in a manner that assumes groundwater under the site does not and will not serve as a raw water supply for a drinking water system. In accordance with the requirements of O. Reg. 153/04, Premier hereby requests that the City of Windsor respond to this notice and indicate whether the municipality objects to the assumption outlined above, and if there is an objection the reasons for it. Please note that Premier previously provided this notification to the City of Windsor and did not receive an objection.

If you have any questions or concerns regarding this matter, please do not hesitate to contact the undersigned at (514) 608-7202.

Sincerely,

Premier Environmental Services Inc.



John Cracknell, P.Eng., QP
Senior Environmental Engineer



PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk

From: City Planner/Executive Director

Date: August 15, 2022

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-014/22 [ZNG/6736]**
OPA 157 [OPA/6737]

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

Applicant: UNIVERSITY RESIDENTIAL LAND CORP
 Location: 0 HURON CHURCH RD
 Description: Application to amend Zoning By-law 8600 to permit a multiple residential development.

The ZONING AMENDMENT and/or OFFICIAL PLAN AMENDMENT application submitted by University Residential Land Corp for 0 Huron Church Rd has been deemed as complete on July 7, 2022.

Enclosures:

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

Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ms

August 5, 2022

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

Dear Mr French:

Re: REZONING APPLICATION
APPLICANT: UNIVERSITY RESIDENTIAL LAND CORP
LOCATION: 0 HURON CHURCH RD
FILE NO.: Z-014/22 [ZNG/6736] & OPA 157 [OPA/6737]

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 July 9, 2022 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 pgolob@citywindsor.ca, if you have any questions.

Yours truly,



Pablo Golob, MCIP RPP
Planner II – Research & Design

PG/ms

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-_____

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Melissa Gasic <input type="checkbox"/> _____	<input type="checkbox"/> Kevin Alexander <input type="checkbox"/> Justina Nwaesei <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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> Storm Water Retention Scheme	<input checked="" type="checkbox"/> Topographic Plan of Survey	<input checked="" 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 checked="" 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: University Residential Land Corp. Contact: David Traher
Name of Contact Person

Address: 1701 Richmond Street, Unit 3B

Address: London Postal Code: N5X 3Y2

Phone: 519 850 0000 Fax: _____

Email: dtraher@westdellcorp.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 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 0 HURON CHURCH ROAD

Legal Description Part of Lots 63 & 64, Concession 1, Sandwich West, Parts 1 & 2, RP 12R-14334

Assessment Roll Number 050 370 15400

If known, the date the subject land was acquired by the current owner: JUNE 1, 2020

Frontage (m) 143.39 Depth (m) 267.06 Area (sq m) 38279

Official Plan Designation MIXED USE

Current Zoning Commercial District 3.3 (CD 3.3)

Existing Uses VACANT

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

Previous Uses UNKNOWN

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

MORTGAGE - WINDSOR FAMILY CREDIT UNION

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

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

MORTGAGE - WINDSOR FAMILY CREDIT UNION

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- UNKNOWN

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: CD 3.3
to: TO CD 3.3-
Proposed uses of subject land: RESIDENTIAL

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

to add, as an additional permitted use, the proposed residential use and establish site-specific zone performance standards for the proposed buildings; to permit parking in the front yard setback

PLEASE REFER TO PLANNING RATIONALE REPORT

Why is this amendment or these amendments being requested?

TO PERMIT THE PROPOSED MULTIPLE RESIDENTIAL DEVELOPMENT

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 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	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

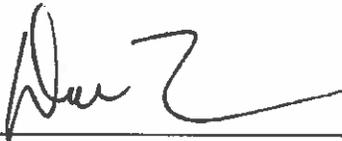
Select or describe your proposed strategy for consulting with the public with respect to the application:

- 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, David Traher, 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

London, ON 4:45pm

Location of Applicant at time of declaration

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

Declared before me  at the City of London

Signature of Commissioner

Location of Commissioner

this 5 day of April, 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, University Residential Land Corp., 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 (STOREY SAMWAYS PLANNING LTD.) 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, University Residential Land Corp.,
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



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>

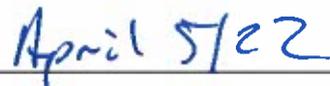
or by contacting MECP at SAROntario@ontario.ca

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.

David Traher

Name of Applicant (print)

David Traher

Signature of Applicant

April 5/22

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"/> 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

OFFICIAL PLAN 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: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report". If the question is not applicable, check the box beside "Not Applicable".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres of it.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Check the appropriate box based on the pre-submission consultation with the Planner.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read and complete Schedule A in full and sign.
- Other: Complete Credit Card Authorization if paying by credit card

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

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by the City Clerk of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

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

OFFICIAL PLAN 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"/> Justina Nwaesei <input type="checkbox"/> _____	<input type="checkbox"/> Greg Atkinson <input type="checkbox"/> Simona Simion <input type="checkbox"/> _____
<input type="checkbox"/> Laura Diotte <input type="checkbox"/> Laura Strahl	<input type="checkbox"/> Melissa Gasic <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 documents 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	<input checked="" type="checkbox"/> Sketch of Subject Land
<input checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> Storm Water Retention Scheme	<input checked="" type="checkbox"/> Topographic Plan of Survey	<input checked="" 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 checked="" type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN 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: University Residential Land Corp. Contact: David Traher
Name of Contact Person

Address: 1701 Richmond Street, Unit 3B

Address: London Postal Code: N5X 3Y2

Phone: 519 850 0000 Fax: _____

Email: dtraher@westdellcorp.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 of Schedule A)

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

Address: 55 FOREST STREET, SUITE N

Address: CHATHAM Postal Code: N7L 1Z9

Phone: 519-354-4351 Fax: _____

Email: DAVIDF@STOREYSAMWAYS.CA

4. COMPANION APPLICATIONS

Are you submitting a companion Rezoning 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

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 HURON CHURCH

Legal Description Part of Lots 63 & 64, Concession 1, Sandwich West, Parts 1 & 2, RP 12R-14334

Assessment Roll Number 050 370 15400

Frontage (m) 143.39 Depth (m) 267.06 Area (sq m) 38279

Current Official Plan Designation Mixed Use

What land uses are permitted by the Official Plan Designation? Commercial, Medium and high-profile residential

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from Mixed Use to Mixed Use SPA

Purpose of the proposed OPA: to permit direct access to / from Huron Church Road, and to reduce the required setback from Huron Church Road from 30 metres to 16 metres

What land uses will the proposed official plan amendment (OPA) authorize? No additional land uses

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: 1 Permit direct access to the site from Huron Church Road, a designated Class I Arterial Road, as per Section 7.2.6.4(b)(v);

2 Reduce the minimum required Public Open Space corridor for a residential use from 30 metres to 17 metres, as per Section 1.2.2(a)(ii), Volume II, Huron Church Road Corridor

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: _____

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

Effect on the proposed OPA: _____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

File number: unknown Status: filed concurrently

Approval authority: City of Windsor

Affected lands: Subject lands

Purpose of OP or ZBL amendment or Zoning Order: To permit the residential use and establish site-specific zone performance standards

Effect on the proposed OPA: None

Approval of a plan of subdivision or a site plan? No Yes

File number: unknown Status: filed concurrently

Approval authority: City of Windsor

Affected lands: Subject lands

Purpose of plan of subdivision or site plan: to permit proposed four building apartment complex.

Effect on the proposed OPA: None

OFFICIAL PLAN AMENDMENT APPLICATION

10. 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 _____

11. 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, David Traker, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 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.



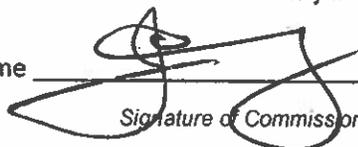
Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

London, ON 4:45 pm

Location of Applicant at time of declaration

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

Declared before me  at the City of London

Signature of Commissioner

Location of Commissioner

this 8 day of April, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT 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, University Residential Land Corp., 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 Official Plan and I authorize

DAVID FRENCH (STOREY SAMWAYS PLANNING LTD.) to make this application on my behalf.
name of agent



Signature of Registered Owner

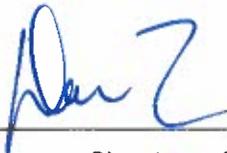


Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, University Residential Land Corp., hereby authorize the Development and Heritage Standing Committee, 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 condition of approval. This is their authority for doing so.



Signature of Registered Owner



Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

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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.

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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

OFFICIAL PLAN 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"/> George Robinson (GR) | <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 File No. OPA/ _____

Previous OPA File No. OPA/ _____

Related Zoning File No. ZNG/ _____

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: August 15, 2022
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-025/22 [ZNG/6795]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: 2775385 ONTARIO INC
Location: 953 & 955 TECUMSEH RD W
Description: Application to amend Zoning By-law 8600 to add a Motor Vehicle Dealership as a permitted use.

The ZONING AMENDMENT application submitted by 2775385 Ontario Inc for 953 & 955 Tecumseh Rd W has been deemed as complete on July 8, 2022.

Enclosures:

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

Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ms

August 5, 2022

Farhat & Associates
ATTN: Hajar Tohme
1 Hanna St W
Windsor ON N8X 1C7

Dear Mr Tohme:

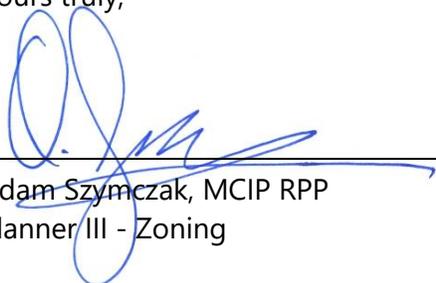
Re: REZONING APPLICATION
APPLICANT: 2775385 ONTARIO INC
LOCATION: 953 & 955 TECUMSEH RD W
FILE NO.: Z-025/22 [ZNG/6795]

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 July 8, 2022 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/ms

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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- 087/21

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"/> Laura Diotte
<input type="checkbox"/> Melissa Gasic	<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion	<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: Bassim Al Hamidawy Contact: _____
Name of Contact Person
Address: 2523 California Ave Windsor, Ontario
Address: _____ Postal Code: N9E 4L8
Phone: 519-999-0416 Fax: _____
Email: bassimal72@gmail.com

Registered Owner Same as Applicant

Name: 2775385 Ontario Inc. Contact: _____
Name of Contact Person
Address: 2523 California Ave Windsor, Ontario
Address: _____ Postal Code: N9E 4L8
Phone: 519-999-0416 Fax: _____
Email: bassimal72@gmail.com

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

Name: Farhat + Associates Law Firm Contact: Hajar Tohme
Name of Contact Person
Address: 1 Hanna Street West Windsor, Ontario
Address: _____ Postal Code: N8X 1C7
Phone: 519-255-4382 ext. 105 Fax: 519-915-7349
Email: htohme@farhatlaw.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 953+955 Tecumseh Road West
Windsor, Ontario N8X 2A9

Legal Description LT 32 PL 730 WINDSOR; LT 33 PL
WINDSOR; LT 34 PL 730 WINDSOR; WINDSOR

Assessment Roll Number 040-440-17200-0000 +
040-440-17100-0000

If known, the date the subject land was acquired by the current owner: 2020/09/29

Frontage (m) 27.43m Depth (m) 39.48m Area (sq m) 1,082.93 sq m

Official Plan Designation Industrial (Schedule D: Land Use)

Current Zoning Zoning By-law 8600 - Manufacturing
District 2.1 (MD2.1)

Existing Uses Currently used as a motor vehicle
body shop.

If known, the lengths of time that the existing uses have continued: Since acquired by current owner.

Previous Uses None

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

Previous Owners: Chih-Shao Yang + Mei Hui Han Yang 1687 Winfield Drive
LaSalle, Ontario N9H 2S3

Current Charge: G. Golf, Inc. 2612 Paul Martin Ct. Windsor, Ontario
N9E 4N9

Are there any easements or restrictive covenants affecting the subject lands? NO YES N9E 4N9

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
to: Add Motor Vehicle Dealership as a site specific use
Proposed uses of subject land: To use as a motor vehicle
dealership

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

To permit an amendment to Zoning Bylaw 8600
to add Motor Vehicle Dealership as a site specific use
to the existing Manufacturing District 2.1
(MDD.1) zoning category

Why is this amendment or these amendments being requested?

In order to use subject land as motor
vehicle dealership.

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

See Planning Rationale Report See 1.1.1.e and 1.1.3.6 of Provincial
Policy Statement. The amendment is consistent as it is
cost-effective development for existing land use

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

See Planning Rationale Report See 7.1.1 and 7.1.2 of City of
Windsor Official Plan. The amendment is
consistent as it is cost-effective development
for existing land use.

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

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

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

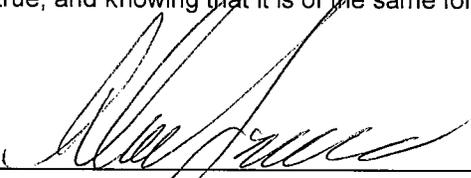
Website

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, Bassim Al Hamidawy, 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

Windsor, Ontario

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 24th day of June, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Hajar Tohme Barrister & Solicitor

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

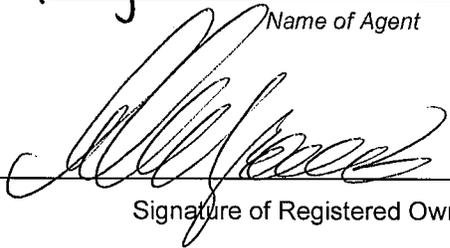
A1. Authorization of Registered Owner for Agent to Make the Application

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, 2775385 Ontario Inc., 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

Hajar Tohme to make this application on my behalf.
Name of Agent


Signature of Registered Owner

June 24th 2022
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 2775385 Ontario Inc.,
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

June 24th 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

June 24th 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:

motor vehicle body shop

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.

Bassim Al Hamidawy

Name of Applicant (print)



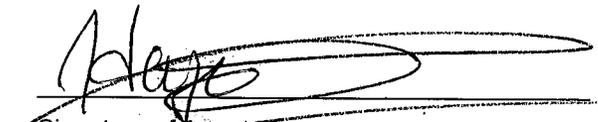
Signature of Applicant

June 24th 2022

Date

Hajar Tohme

Name of Agent (print)



Signature of Agent

June 24th 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"/> 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 Alexander (KA)	
<input type="checkbox"/> Laura Diotte (LD)	<input type="checkbox"/> Melissa Gasio (MG)	
<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: August 15, 2022
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-024/22 [ZNG/6794]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: 2737512 ONTARIO INC
 Location: 5335 WYANDOTTE ST E
 Description: Application to amend Zoning By-law 8600 to allow a site specific amendment to permit the creation of a dwelling unit in an existing 3-storey, 23 apartment building.

The ZONING AMENDMENT application submitted by 2737512 Ontario Inc for 5335 Wyandotte St E has been deemed as complete on July 19, 2022.

Enclosures:

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



Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ms

August 5, 2022

2737512 Ontario Inc
ATTN: Anya Heath
9-6975 Meadowvale Town Centre Circle, Unit 109
Mississauga ON L5N 2V7

Dear Ms Heath:

Re: REZONING APPLICATION
APPLICANT: 2737512 ONTARIO INC
LOCATION: 5335 WYANDOTTE ST E
FILE NO.: Z-024/22 [ZNG/6794]

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 July 19, 2022 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,



Jim Abbs, MCIP RPP
Planner III - Subdivisions

JA/SS/ms

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- PS 033/22

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Melissa Gasic <input type="checkbox"/> _____	<input type="checkbox"/> Kevin Alexander <input type="checkbox"/> Justina Nwaesei <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 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: 2737512 Ontario Inc. Contact: Anya (Anna) Heath
Name of Contact Person
Address: 9-6975 Meadowvale Town Centre Circle, Unit 109
Address: Mississauga, ON Postal Code: L5N 2V7
Phone: 416-857-0175 or 289-799-4720 Fax: _____
Email: aheath@eviapropertiesgroup.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 5335 Wyandotte Street East, Windsor, ON, N8S1L6

Legal Description LOTS 1 to 4 Registered Plan 709 - City of Windsor

Assessment Roll Number 3739060040091000000

If known, the date the subject land was acquired by the current owner: February 26, 2020

Frontage (m) _____ Depth (m) _____ Area (sq m) 1533 sq m (16,500 sq ft)

Official Plan Designation The property has a frontage along Wyandotte Street East of 147.99', a frontage along Ford Boulevard of 126.90', a depth of 145.15' from Ford Boulevard and a depth of 99.93' from Wyandotte Street East

Current Zoning zoning - RD3.4

Existing Uses 23 unit apartment building

If known, the lengths of time that the existing uses have continued: Since building's construction

Previous Uses None known other than existing uses

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

Bank of Montreal, 55 Bloor Street West, 5th Floor, Toronto, ON, M4W1A6

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: See below

to: _____

Proposed uses of subject land: See below

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

Site specific zoning amendment to Bylaw 8600 to permit the creation of a dwelling unit smaller than 40m² (5.2.20) and amend parking space minimum requirements to 'as existing' (24.20.5.1). The proposed change will permit the creation of a new apartment unit in a 3-storey building which currently contains twenty-three (23) apartments. There are twenty-four (24) identified parking spaces on site.

Why is this amendment or these amendments being requested?

I am seeking to add an additional dwelling to the apartment building. We are converting unused space in the building into a studio apartment that is identical in size to all of the existing studio apartments in this building. Unfortunately the size of the apartment falls below the required 40 m². This apartment will be located directly below another apartment and has 7 other apartments on the same floor.

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

See Planning Rationale Report _____

N/A. We are seeking to add a studio apartment within an existing building structure.

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

See Planning Rationale Report _____

The apartment we are seeking to add to the existing 23 unit building does not modify the City of 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 _____

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

This is a purpose built 23 unit apartment building. It was built in 1965 and has three floors with 8 apartments on 2 and 3 floors and 7 apartments on ground floor. The building is concrete with brick exterior. The property has an area of 16,500 sq ft. Please kindly refer to land survey enclosed with this application for additional details such as exact location of the building on eastern, northern, southern and western limits.

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, Anna Heath, 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

Costa Rica

Location of Applicant at time of declaration

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

Declared before me



Signature of Commissioner

at the

Burlington, Ontario

Location of Commissioner

this 17th day of June, 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 - *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.

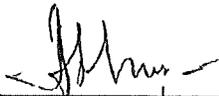
Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

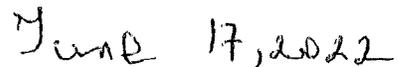
or by contacting MECP at SAROntario@ontario.ca

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

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: <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: August 15, 2022

Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-027/22 [ZNG/6832]**
OPA 163 [OPA/6833] & SDN-001/22 [SDN/6834]

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

Applicant: 1027458 ONTARIO INC
 Location: NE CORNER FLORENCE AVE & BEVERLY GLEN ST
 Description: Application to amend Zoning By-law 8600 to allow a site specific residential request to permit the proposed townhome dwellings as part of the Phase 3 development.

The ZONING AMENDMENT, OFFICIAL PLAN AMENDMENT and PLAN OF SUBDIVISION application submitted by 1027458 Ontario Inc for NE corner of Florence Ave and Beverly Glen St has been deemed as complete on July 29, 2022.

Enclosures:

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



Thom Hunt, MCIP, RPP
 City Planner, Executive Director

/ms

August 5, 2022

Dillon Consulting Ltd
Attn: Zoe Sotirakos & Karl Tanner
3200 Deziel Dr, Suite 608
Windsor ON N8W 5K8

Dear Ms Sotirakos & Mr Dillon:

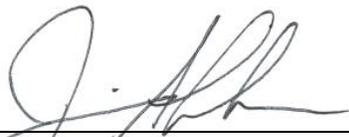
Re: REZONING APPLICATION
APPLICANT: 1027458 ONTARIO INC
LOCATION: NE CORNER FLORENCE AVE & BEVERLY GLEN ST
FILE NO.: Z-027/22 [ZNG/6832] OPA 163 [OPA/6833] & SDN-001/22 [SDN/6834]

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 July 29, 2022 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/ms

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- 107/2021

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 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: 1027458 Ontario Inc. Contact: Jenny Coco
Name of Contact Person

Address: 949 Wilson Avenue

Address: Toronto, Ontario Postal Code: M3K 1G2

Phone: 416-633-9670 ext. 1063 Fax: 416-633-6765

Email: JCoco@cocogroup.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: Dillon Consulting Limited Contact: Zoe Sotirakos & Karl Tanner
Name of Contact Person

Address: 3200 Deziel Drive, Suite 608

Address: Windsor, Ontario Postal Code: N8W 5K8

Phone: 613-217-4923 Fax: N/A

Email: zsotirakos@dillon.ca & ktanner@dillon.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 Northeast corner of Florence Avenue and Beverly Glen Street
PIN 015961167 / PIN 015961168 / PIN 015981169

Legal Description Blocks 63-65 (incl.) on Plan 12M-581, subject to an easement as in R1285381, City of Windsor

Assessment Roll Number 373906046021845, 373906046021945, 373906046022045

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

Frontage (m) 309.04 Depth (m) Irregular Area (sq m) 62218.34

Official Plan Designation Residential on Schedule D: Land Use, City of Windsor Official Plan
Residential Neighbourhood, Open Space and School Site on Schedule ER1-2: Land Use Plan, Secondary Plan for the East Riverside Planning Area

Current Zoning Residential District 2.3 with a holding symbol (HRD2.3) and Green District 1.1 (GD1.1)

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: 25+ years

Previous Uses Vacant/Agricultural

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

N/A

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

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

Subject to an easement as in R1285381 and CE83199 City of Windsor for a trunk sewer.

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: Residential District 2.3 with a holding symbol (HRD2.3) and Green District 1.1 (GD1.1)
to: Site-specific Residential District 2.3

Proposed uses of subject land: Residential

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

A site-specific Residential District 2.3 (RD2.3) Zone is being requested for the subject site with provisions to allow for a maximum lot coverage of 50%.

Why is this amendment or these amendments being requested?

The Zoning By-law amendment is being requested to permit the proposed townhome dwellings in the East Riverside North Neighbourhood area .

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

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

The proposed development includes the construction of 117 townhome dwellings, each with two (2) storeys, and two (2) new rights-of-way, including the extensions of Thunderbay Avenue and Ivanhill Avenue. The proposed development also includes a Greenway which overlaps the existing easement containing a trunk sewer that bisects the site.

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:

N/A

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 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	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

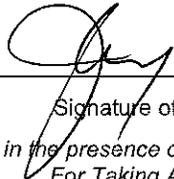
Select or describe your proposed strategy for consulting with the public with respect to the application:

- 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, 1027458 Ontario 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.



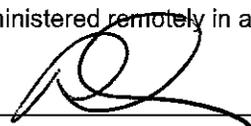
Signature of Applicant

Sign in the presence of a Commissioner
For Taking Affidavits

TORONTO, ONTARIO

Location of Applicant at time of declaration

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

Declared before me  at the City of Toronto

Signature of Commissioner

Location of Commissioner

this 19 day of July, 2022

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

ROCK-ANTHONY COCO,
a Commissioner, etc., Province of Ontario,
for Coco International Inc.,
and its subsidiaries, associated companies,
and affiliates.
Expires May 18, 2025.

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, 1027458 Ontario Inc., 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

Dillon Consulting Limited

Name of Agent

to make this application on my behalf.

● 

Signature of Registered Owner

July 19, 2022

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 1027458 Ontario Inc.,
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 19, 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

July 19, 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:
N/A
- 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.

1027458 Ontario Inc.

Name of Applicant (print)



Signature of Applicant

July 19, 2022

Date

Dillon Consulting Limited

Name of Agent (print)

Signature of Agent

July 19, 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"/> 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 _____ <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

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- 107/2021

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: 1027458 Ontario Inc. Contact: Jenny Coco
Name of Contact Person

Address: 949 Wilson Avenue

Address: Toronto, Ontario Postal Code: M3K 1G2

Phone: 416-633-9670 ext. 1063 Fax: 416-633-6765

Email: JCoco@cocogroup.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 (If applicable, complete Section A1 in Schedule A)

Name: Dillon Consulting Limited Contact: Zoe Sotirakos & Karl Tanner
Name of Contact Person

Address: 3200 Deziel Drive, Suite 608

Address: Windsor, Ontario Postal Code: N8W 5K8

Phone: 613-217-4923 Fax: N/A

Email: zsotirakos@dillon.ca & ktanner@dillon.ca

Ontario Land Surveyor

Name: Verhaegen Land Surveyors Contact: Roy Simone
Name of Contact Person

Address: 944 Ottawa Street

Address: Windsor, Ontario Postal Code: N8X 2E1

Phone: 519-258-1772 Fax: N/A

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 Northeast corner of Florence Avenue and Beverly Glen Street

Legal Description Blocks 63-65 (incl.) on Plan 12M-581, subject to an easement as in R1285381, City of Windsor

Assessment Roll Number 373906046021845, 373906046021945, 373906046022045

Frontage (m) 309.04 Depth (m) Irregular Area (sq m) 62218.34

Official Plan Designation Residential on Schedule D: Land Use, City of Windsor Official Plan
Residential Neighbourhood, Open Space and School Site on Schedule ER1-2: Land Use Plan, Secondary Plan for the East Riverside Planning Area _____

Current Zoning Residential District 2.3 with a holding symbol (HRD2.3) and Green District 1.1 (GD1.1)

Existing Uses Vacant

Previous Uses Vacant/Agricultural

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

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

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

Subject to an easement as in R1285381 and CE83199 City of Windsor for a trunk sewer.

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: Concurrent

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

N/A

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.

Status of Building: Not Under Construction Under Construction Completed

Date Completed: _____

Are any units occupied? No N/A 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.

N/A

SUBDIVISION/CONDOMINIUM APPLICATION

7. PROPOSED LAND USES

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

Proposed Use	All Applications					Condominium Only	
	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	26	117	4.84	18.81	2 per unit		
Apartment Residential							
Seasonal Residential							
Mobile Home							
Other Residential							
Commercial							
Industrial							
Institutional (specify)							
Park or Open Space	2		0.26				
Roads	N/A		1.12				
Other (specify)							
TOTAL	28	117	6.22	18.81	234		

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 _____

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 _____

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: <u>28</u> lots/blocks at \$684.00 per lot/block	\$	<u>19,152</u>
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: <u>28</u> lots/blocks at \$50.00 per lot/block	+ \$	<u>1,400</u>
Plan of Subdivision (Draft Approval) Total Fee			= \$ <u>23,086.78</u>

Plan of Condominium - Draft Approval - New Building

Code 53007	Base Fee: _____ lots/units at \$185.00 per lot/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: _____ lots/units at \$50.00 per lot/unit	+ \$	_____
Plan of Condominium (Draft Approval) Total Fee			= \$ <u>N/A</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			= \$ <u>N/A</u>

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, 1027458 Ontario Inc., 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.

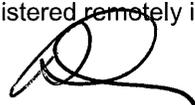


Signature of Applicant
*Sign in the presence of a Commissioner
For Taking Affidavits*

TORONTO, ONTARIO

Location of Applicant at time of declaration

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

Declared before me  at the CITY OF TORONTO

Signature of Commissioner Location of Commissioner

this 19 day of July, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

ROCK-ANTHONY COCO,
a Commissioner, etc., Province of Ontario,
for Coco International Inc.,
and its subsidiaries, associated companies,
and affiliates.
Expires July 18, 2025.

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, 1027458 Ontario Inc.
name of registered owner

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

Dillon Consulting Limited to make this application on my behalf.
name of agent

● 
Signature of Registered Owner

July 19,2022
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 1027458 Ontario Inc., 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

July 19,2022
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

July 19, 2022

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:

N/A

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.

1027458 Ontario Inc.

Name of Applicant (print)



Signature of Applicant

July 19, 2022

Date

Dillon Consulting Limited

Name of Agent (print)

Signature of Agent

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

OFFICIAL PLAN 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: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report". If the question is not applicable, check the box beside "Not Applicable".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres of it.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Check the appropriate box based on the pre-submission consultation with the Planner.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read and complete Schedule A in full and sign.
- Other: Complete Credit Card Authorization if paying by credit card

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

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by the City Clerk of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Building Department – Planning Division Telephone: 519-255-6543
Suite 210 Fax: 519-255-6544
350 City Hall Square West Email: planningdept@citywindsor.ca
Windsor ON N9A 6S1 Web Site: www.citywindsor.ca

OFFICIAL PLAN 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- 107/2021

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Greg Atkinson
<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion
<input type="checkbox"/> _____	<input type="checkbox"/> Laura Diotte
	<input type="checkbox"/> Laura Strahl
	<input type="checkbox"/> Melissa Gasic
	<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 documents 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	<input checked="" type="checkbox"/> Sketch of Subject Land
<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: _____		

OFFICIAL PLAN 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: 1027458 Ontario Inc. Contact: Jenny Coco
Name of Contact Person

Address: 943 Wilson Ave

Address: Toronto, Ontario Postal Code: M3K 1G2

Phone: 416-663-9670 ext. 1063 Fax: 416-633-6765

Email: JCoco@cocogroup.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 of Schedule A)

Name: Dillon Consulting Limited Contact: Zoe Sotirakos & Karl Tanner
Name of Contact Person

Address: 3200 Deziel Drive, Suite 608

Address: Windsor, ON Postal Code: N8W 5K8

Phone: 613-217-4923 Fax: N/A

Email: zsotirakos@dillon.ca & ktanner@dillon.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Rezoning 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

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address Northeast corner of Florence Avenue and Beverly Glen Street
PIN 015961167 / PIN 015961168 / PIN 015981169

Legal Description Blocks 63-65 (incl.) on Plan 12M-581, subject to an easement as in R1285381,
City of Windsor

Assessment Roll Number 373906046021845, 373906046021945, 373906046022045

Frontage (m) 309.04 Depth (m) Irregular Area (sq m) 62218.34

Current Official Plan Designation Residential on Schedule D: Land Use, City of Windsor Official Plan
Residential Neighbourhood, Open Space and School Site on Schedule ER1-2: Land Use Plan,
Secondary Plan for the East Riverside Planning Area

What land uses are permitted by the Official Plan Designation? _____

Uses permitted in the Residential land use designation identified on Schedule D: Land Use include Low, Medium and High Profile dwelling units. Uses permitted under Schedule ER1-2 include: leisure areas and facilities, community institutions, single detached dwellings; semi-detached dwellings; street related townhouse dwellings; stacked townhouses; duplexes; multiplexes; and dwellings within small-scale multiple dwellings of 3 to 4 storeys. Please refer to PJR for further information.

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from Open Space and School Site to Residential Neighbourhood on Schedule ER1-2: Land Use Plan, Secondary Plan for the East Riverside Planning Area

Purpose of the proposed OPA: _____

To facilitate the development of 117 townhome residential dwellings on the subject site.

What land uses will the proposed official plan amendment (OPA) authorize? _____

Residential, in the form of permitting the construction of townhome dwellings.

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: _____

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: Open Space and School Site to Residential Neighbourhood on Schedule ER1-2: Land Use Plan, Secondary Plan for the East Riverside Planning

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: N/A Status: N/A

Approval authority: N/A

Affected lands: N/A

Purpose of Minor Variance or Consent: N/A

Effect on the proposed OPA: N/A

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

File number: N/A Status: Submitted Concurrently

Approval authority: City of Windsor

Affected lands: Same parcel subject to this application

Purpose of OP or ZBL amendment or Zoning Order: _____

To facilitate the development of a residential neighbourhood in the East Riverside North Neighbourhood area.

Effect on the proposed OPA: _____

Approval of a plan of subdivision or a site plan? No Yes

File number: N/A Status: Submitted Concurrently

Approval authority: City of Windsor

Affected lands: Same parcel subject to this application

Purpose of plan of subdivision or site plan: _____

To facilitate the development of a residential neighbourhood in the East Riverside North Neighbourhood area

Effect on the proposed OPA: Please refer to Planning Justification Report.

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

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

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated piped water system | <input type="checkbox"/> A lake or other water body |
| <input type="checkbox"/> Privately owned & operated individual well | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal well | |

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

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated sanitary sewage system | <input type="checkbox"/> A privy |
| <input type="checkbox"/> Privately owned & operated individual septic system | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal septic system | |

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

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

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

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), or by Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor.

	<i>Code</i>	<input type="checkbox"/> Minor OPA	<input checked="" type="checkbox"/> Major OPA
Base Fee	63003	\$2,258.40	\$8,112.35
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$2,508.40	= \$8,462.35

OTHER FEES

Re-Notification/Deferral Fee 53016 \$2,258.40

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

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.

OFFICIAL PLAN AMENDMENT APPLICATION

10. 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 _____

11. 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, 1027458 Ontario Inc., solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 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

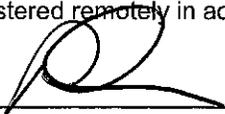
Sign in the presence of a Commissioner
For Taking Affidavits

TORONTO, ONTARIO

Location of Applicant at time of declaration

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

Declared before me



Signature of Commissioner

at the

City of Toronto

Location of Commissioner

this 19 day of July, 2022
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

ROCK-ANTHONY COCO,
a Commissioner, etc., Province of Ontario,
for Coco International Inc.,
and its subsidiaries, associated companies,
and affiliates.
Expires May 18, 2025.

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT 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, 1027458 Ontario Inc., 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 Official Plan and I authorize

Dillon Consulting Limited

to make this application on my behalf.

name of agent

● 

Signature of Registered Owner

July 19, 2022

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, 1027458 Ontario Inc., hereby authorize the Development and Heritage Standing Committee, 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 condition of approval. This is their authority for doing so.

● 

Signature of Registered Owner

July 19, 2022

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN 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 I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once 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

July 19, 2022

Date

END OF SCHEDULE A

OFFICIAL PLAN 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"/> George Robinson (GR)	<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 _____ <p style="text-align: center;"><i>Date</i></p>		
_____ <p style="text-align: center;"><i>Signature of Delegated Authority</i></p>		
<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 File No. OPA/ _____
Previous OPA File No. OPA/ _____
Related Zoning File No. ZNG/ _____
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: August 15, 2022
Subject: TRANSMITTAL OF NEW FILE **Our File Number: Z-020/20 [ZNG/6783]**
RE: Application For: Zoning Amendment Official Plan Amendment
 Part Lot Control Draft Plan of Subdivision/Condominium

Applicant: JIAN LU
Location: 3831-3829 SEMINOLE ST
Description: Application to amend Zoning By-law 8600 to construct a 3-storey, 12 unit (rental) multiple dwelling with onsite parking.

The ZONING AMENDMENT application submitted by Jian Lu for 3831-3829 Seminole St has been deemed as complete on July 25, 2022.

Enclosures:

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

Thom Hunt, MCIP, RPP
City Planner, Executive Director

/ms

August 5, 2022

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

Dear Ms Pillon-Abbs:

Re: REZONING APPLICATION
APPLICANT: JIAN LU
LOCATION: 3831-3829 SEMINOLE ST
FILE NO.: Z-020/22 [ZNG/6783]

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 July 25, 2022 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 pgolob@citywindsor.ca, if you have any questions.

Yours truly,



Pablo Golob, MCIP RPP
Planner II – Development Review

PG/ms

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- 021/22

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"/> Laura Diotte
<input type="checkbox"/> Melissa Gasic	<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion	<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 checked="" 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 checked="" 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: Jian Lu Contact: _____
Name of Contact Person

Address: 855 Lakeshore Dr.

Address: Windsor ON Postal Code: N9G 2R1

Phone: 416 904 0912 Fax: _____

Email: johnnylu111@yahoo.ca

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: 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: tpillonabbs@gmail.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 3829 - 3831 Seminole Street

Legal Description Plan 768; Lots 164, 166 & Part Lot 162; CORNER

Assessment Roll Number 010-280-00100-0000

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

Frontage (m) 32.46 m approx. Depth (m) 32.46 m approx. Area (sq m) 1,062.7 m2

Official Plan Designation Mixed Use, Schedule D: Land Use

Current Zoning Commercial District 1.1 (CD1.1), Map 11 Bylaw #8600

Existing Uses Commercial and Residential Uses

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

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#: _____

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City of Windsor - Zoning By-law Amendment Application

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ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial District 1.1 (CD1.1)

to: Residential District 3.1 (RD3.1) with site specific relief

Proposed uses of subject land: Residential

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

Proposed to construct a 3 storey, 12 unit (rental) multiple dwelling with 15 on site parking spaces.

Why is this amendment or these amendments being requested?

Change the zoning to permit a multiple dwelling with more than 5 units and relief from the required parking seperation from a street from 3.0 m to 1.57 m.

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 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	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, Jian Lu, 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

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 [Signature] at the City of Windsor

Signature of Commissioner

Location of Commissioner

this 11 day of May, 2022.

day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

**ADAM MARK SZCZEPAN, a Commissioner, etc.,
County of Essex, for the Corporation of the City of
Windsor.**

Expires October 28, 2022.

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN



ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

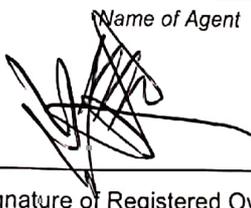
A1. Authorization of Registered Owner for Agent to Make the Application

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, Jian Lu, 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


Signature of Registered Owner

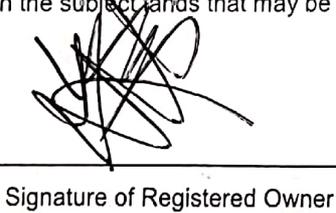
08 May 2022
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Jian Lu,
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

08. May 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.

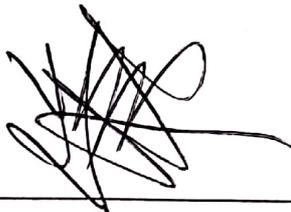
Additional information can be found at:

<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

08 May 2022

Date

X

**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

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City of Windsor - Zoning By-law Amendment Application



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.

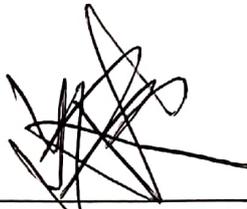
I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition 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.

X

Jian Lu
Name of Applicant (print)


Signature of Applicant

08 May 2022
Date

X

Tracey Pillon-Abbs, Pillon Abbs Inc
Name of Agent (print)


Signature of Agent

May 12, 2022
Date

END OF SCHEDULE E



扫描全能王 创建

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: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM



COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority in the afternoon of Thursday, September 15, 2022 at the following location and in the order stated below. Electronic participation Via ZOOM format.

ITEM	TIME	ROLL #	FILE #	APPLICANT	LOCATION	REQUEST	RESULT
1	3:30 PM	3739080820069250000	A-061/22	TINA JOHANNE CAMPEAU	5458 MALDEN RD	RELIEF: Creation of a new accessory building exceeding the maximum rear wall setback, and maximum required accessory height.	
2	3:30 PM	3739010190041000000	A-063/22	ANDREW NORRIE	1287 AUBIN RD	RELIEF: Construction of a single dwelling unit with reduced side yard (south side only)	
3	3:30 PM	3739070060106200000	A-064/22	1998308 ONTARIO INC	636 GRAND MARAIS RD E	RELIEF: Creation of a new semi-detached dwelling with reduced minimum lot width	
4	3:30 PM	3739070060106100000	A-065/22	2794957 ONTARIO INC	642 GRAND MARAIS RD E	RELIEF: Creation of a new semi-detached dwelling with reduced minimum lot width and rear yard setback.	
5	3:30 PM	3739080650102000000	A-066/22	IMAN TAHA	0 DAYTONA AVE	RELIEF: Construct a semi-detached with reduced minimum lot width	
6	3:30 PM	3739080100112000000	B-065/22	ROBERT DUNN, EDITH MARY DUNN	475 CABANA RD W	CONSENT: Create a new Lot	
7	3:30 PM	3739050420030000000	B-066/22	2757768 ONTARIO INC.	3666 MULFORD CRT	CONSENT: To create a new Lot.	
8	3:30 PM	3739070030022000000	B-067/22	AHMED ABU GHAGAR, AMOUNA HUSSEIN	574 CHARLOTTE ST	CONSENT: Create a new Lot	
9	3:30 PM	3739070290056000000	A-067/22	KANTRIO HOMES INC.	3290 RIBERDY RD	RELIEF: Construction of a new single detached dwelling with reduced minimum Lot width and Lot area.	
10	3:30 PM	3739070290056000000	B-068/22	KANTRIO HOMES INC.	3290 RIBERDY RD	CONSENT: Create a new Lot.	
11	3:30 PM	3739070330024000000	A-068/22	BUSHRA HELOU	2632 CHANDLER RD	RELIEF: Creation of a detached Additional Dwelling Unit (ADU) exceeding the	

						maximum Gross Floor Area (GFA) and Lot coverage, thereby seeking the following relief	
12	3:30 PM	3739070680001000000	A-069/22	2236278 ONTARIO LTD	6160 TECUMSEH RD E	RELIEF: Relief of maximum allowable size of Ground Sign	
13	3:30 PM	3739080010034000000	B-069/22	CHARITY HOUSE (WINDSOR)	2335 DOUGALL AVE	CONSENT: Create and easement.	
14	3:30 PM	3739040240035000000	A-070/22	LISA MARIE VERGE	861 OAK ST	RELIEF: Creation of a detached Additional Dwelling Unit (ADU) exceeding the maximum lot coverage.	

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.

Minister of Intergovernmental Affairs,
Infrastructure and Communities



Ministre des Affaires intergouvernementales,
de l'Infrastructure et des Collectivités

August 15, 2022

Mayor Drew Dilkens
The Corporation of the City of Windsor
350 City Hall Square West, P.O. Box 1607
Windsor, ON N9A 6S1

Dear Mayor Drew Dilkens,

I am pleased to inform you of the approval in principle of the Lou Romano Water Reclamation Plant Retention Treatment Basin Project (the Project). This approval is given following the successful review of your Project under the terms and conditions of the Disaster Mitigation and Adaptation Fund (DMAF).

Federal funding of the Project from the DMAF will be up to 40 percent of the total eligible project costs, to a maximum federal contribution of \$32,740,800 under this program. Federal funding from all sources cannot exceed 40 percent of the Project's total eligible costs.

With this approval in principle, eligible costs as determined under the terms and conditions of the DMAF and incurred as of the date of this letter will be eligible for federal reimbursement subject to the timely execution of a contribution agreement. If a contribution agreement is not signed, the Government of Canada will not reimburse any costs incurred. Once signed, the contribution agreement represents the final federal approval of the Project.

As we move to the contribution agreement stage, the following conditions will also apply:

- Expenditures incurred prior to the date of this letter, as well as any and all expenditures related to contracts signed prior to the date of this letter, are ineligible for reimbursement with the exception of costs incurred to complete the greenhouse gas assessment which are eligible for a period of up to twelve months prior to the project approval in principle date;

...2

- Private land acquisition expenditures related to natural infrastructure projects are eligible under the following conditions: that the land acquisition is not the only project component; that the Corporation of the City of Windsor submits a justification, acceptable to Canada, for the need to acquire land as an integral aspect of the project; the Corporation of the City of Windsor demonstrates that the land will be used as natural infrastructure; that the Corporation of the City of Windsor demonstrates how the land will remain protected in perpetuity; and the Corporation of the City of Windsor provides an attestation that the price is at, or below, fair market value;
- The Corporation of the City of Windsor must complete the land acquisition process for the Project before any funding related to the construction of the specific project component requiring land acquisition can be provided by the Government of Canada;
- The Corporation of the City of Windsor will satisfy the Government of Canada with respect to the competitive and transparent tendering process to be established;
- Regardless of the outcome of any of the project tendering processes, all ineligible costs, cost increases or overruns, and any costs related to the ongoing operation and maintenance of the Project, will be the responsibility of the Corporation of the City of Windsor;
- There is a requirement that all external communication activities about the approval of the project remain confidential until a joint announcement involving both parties can take place. The Corporation of the City of Windsor agrees to work with Infrastructure Canada (INFC) to jointly communicate Canada's funding commitment as soon as possible and to invite Canada to participate in future media announcements or events related to the project's progress and, where appropriate, to produce and erect temporary signage at each of the project sites acknowledging the federal government's contribution to the Project in accordance with the signage guidelines to be provided by the Government of Canada;
- Prior to signing a contribution agreement, the Corporation of the City of Windsor will provide the Government of Canada with evidence that all project funding, other than the federal contribution, has been secured;
- The Corporation of the City of Windsor and the Government of Canada will work to complete the negotiation of a contribution agreement in a timely manner and to this end the Corporation of the City of Windsor will provide cash flows by fiscal year for all project components, a clear indication of how the Project will contribute to one or more of the program outcomes and benefits as well as the indicators that will be used to report on the outcomes and benefits at the Project's substantial completion;
- Canada has determined that there are no federal requirements under the *Impact Assessment Act* (IAA) for this Project;

...3

- Canada has determined that there is a legal obligation to consult with Indigenous peoples since Aboriginal and/or Treaty rights under section 35 of the *Constitution Act, 1982* could be impacted by this Project. This requirement has been partially met. Until such time that INFC confirms that federal requirements are met and continue to be met, no site preparation, vegetation removal or construction can occur and Canada will not pay for eligible costs. A letter specifying specific requirements will follow. In addition, any conditions will be outlined in the contribution agreement to be negotiated;
- A greenhouse gas emissions assessment must be completed to Canada's satisfaction in accordance with the *Climate Lens General Guidance* and submitted to Canada, prior to Canada paying any claims for the project;
- The Corporation of the City of Windsor will report on community employment benefits provided to at least three of the federal target groups (apprentices, Indigenous peoples, women, persons with disabilities, veterans, youth, new Canadians, or small-medium-sized enterprises and social enterprises);
- The Corporation of the City of Windsor is also encouraged to consider the economic development and employment opportunities of the local and affected Indigenous peoples in the construction of the project.

Due to the competitive nature of the DMAF, changes to the scope of the Project require careful review and approval by Canada. The Project must be completed prior to the end of the program (December 31, 2032), including submission of claims for eligible expenditures.

My officials, will contact you shortly to move forward with the negotiation of the contribution agreement.

Thank you for your collaboration to date and I look forward to continuing to work together to conclude a contribution agreement for this project in a timely fashion.

Yours sincerely,

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

Dominic LeBlanc, P.C., Q.C., M.P.



Subject: Updated Addendum to the Canada Wide Early Learning and Child Care System (CWELCC) - City Wide

Reference:

Date to Council: September 6, 2022

Author: Dawn Bosco

Manager of Children's Services

519-255-5200 x 5290

dbosco@citywindsor.ca

Housing and Children's Services

Report Date: 8/31/2022

Clerk's File #: SS2022

To: Mayor and Members of City Council

Recommendation:

THAT the Updated Addendum to the Canada Wide Early Learning and Child Care System (CWELCC) **BE RECEIVED.**

Executive Summary:

N/A

Background:

Further to the report that was presented to the Standing Committee **S93/2022** (attached).

In March, the province signed a historic deal with the federal government to lower licensed child care fees to an average of \$10 a day by September 2025. As a first step, families will see an average of 25% reduction in their fees retroactively to April 1, 2022, which will further be reduced to 50% by the end of 2022.

Following the Ministry's communication in early spring of 2022, regarding the implementation of the Canada-Wide Early Learning and Child Care (CWELCC) System, the Ministry has updated the Addendum to Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline 2022 ("CWELCC Guidelines" included in Appendices) to provide clarity and further assist CMSMs/DSSABs and Licensees with implementing the CWELCC System across the province.

The Ministry has recognized that the implementation of the CWELCC system is a significant undertaking and has committed to continuing to support service system managers and licensees to ensure timely implementation and the ongoing provision of safe, quality and accessible child care for families.

The CWELCC System has two components; Fee Reduction for parental child care fees and Workforce Compensation for those working in child care and early years programs.

Discussion:

The City of Windsor, as the Consolidated Municipal Service Manager will lead the local implementation of CWELCC System for Windsor Essex. On August 17, 2022 the Ministry updated the 2022 CWELCC Guidelines and O. Reg 137/15 to address key concerns raised by operators and service system managers. Some key changes that have been made to better support participation in the CWELCC System include:

- Extending enrolment dates for licensees to sign on to the CWELCC system to November 1, 2022.
- Directing service system managers to process applications and confirm eligibility within 10 calendar days of date of application.
- Directing service system managers and licensees to execute an agreement within 30 calendar days of date of application, and,
- Requiring licensees to provide rebates to families within 20 calendar days of receiving funding.
- Confirming that licensees applying to the CWELCC System may withdraw their application at any time, or terminate their participation in the System, subject to the terms of their CWELCC System service agreement. CMSMs/DSSABs may not impose any penalties related to a licensee's termination.
- Clarifying that licensees operating as for-profit corporations or individuals can continue to earn profit and licensees operating as not-for-profit corporations will be permitted a surplus amount to build reserves or re-invest in the organization.

The following is an estimated updated timeline for the role out of CWELCC System funding in Windsor-Essex:

- August 2022 –
 - Online applications revised to reflect the CWELCC updated addendum and made available to child care operators.
- September 2022 -
 - CWELCC funding agreement between a licensee and the CMSM made available.

- July through December 2022 -
 - All licensed child care operators, licensed as of March 28, 2022 are required to notify parents and staff by *November 1, 2022* of whether or not they intend submit an application for CWELCC System funding.
 - Applications continue to be reviewed and vetted by Children’s Services staff as the applications are submitted.
 - Licensed child care operators will be notified by Children’s Services staff whether or not their application for CWELCC has been approved.
 - Licensed child care operators are required to notify families and staff within 14 days of the decision on whether or not their application has been approved.
 - City of Windsor will enter into contracts with licensed child care operators that qualify for CWELCC System funding.
 - Licensed child care operators will receive CWELCC System funding.
 - Eligible families will receive refunds *within 20 days* after the licensed child care operator is notified by City of Windsor, Children’s Services staff of the enrollment date.
 - Eligible staff working for a licensed child care operator that qualifies for CWELCC System funding will receive retroactive wages to bring them up to the eligible wage floor.

In addition, the Ministry has added principles for CMSM/DSSABs in the updated CWELCC Guidelines to help support implementation and clarify focus for the year ahead including a focus on quality, a commitment to ongoing processing of applications and timely rebates and cost reductions for parents, protection for for-profit and non-profit spaces and a commitment to an efficient administrative system focused on collection of minimally necessary information from licensees.

Risk Analysis:

The City of Windsor, Children’s Services as the CMSM is required to participate in the CWELCC System in accordance with MEDU guidelines. Service system managers are required to share an example of a standard agreement between a licensee and the service system manager for the provision of CWELCC funding by August 29, 2022 and meet corresponding deadlines for the processing of applications. Failure to do so could result in parents in Windsor-Essex not receiving reduced child care fees and lower wages for eligible staff working in child care and early years programs in Windsor-Essex.

Climate Change Risks:

N/A

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The CWELCC System is funded 100% through provincial funding with a commitment from the federal government, and requires no municipal contribution; however, municipalities are required to maintain their current municipal investments in the existing child care program.

For the April to December 2022 period, the City of Windsor, as the CMSM, is allocated a total of \$16,389,714 in CWELCC System funding.

Consultations have begun with the Minister’s Advisory Group, to support the development of the new Child Care Funding Formula (CCFF) which may be applicable in 2023. The CCFF intends to promote greater equitability, predictability, transparency and responsiveness, while reducing administrative burden.

Consultations:

Kirk Whittal, Executive Director of Housing & Children’s Services

Debbie Cercone, Commissioner of Human and Health Services (A)

Linda Higgins, Manager of Intergovernmental Funding

Conclusion:

The City of Windsor, Children’s Services as the CMSM for Windsor Essex, responsible for planning and managing child care and early years programs in the community will continue to work with the Ministry of Education, following provincial funding guidelines to implement the CWELCC System with a focus on affordable, accessible licensed child care for children and families in our community.

Planning Act Matters:

N/A

Approvals:

Name	Title
Dawn Bosco	Manager of Children’s Services
Kirk Whittal	Executive Director of Housing & Children’s

Name	Title
	Services
Alina Sirbu for Debbie Cercone	Commissioner of Human & Health Services (A)
Tony Ardovini	Commissioner Corporate Services/Chief Financial Officer (A)
Onorio Colucci	Chief Administrative Officer (A)

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A: S93/2022 Standing Committee Report
- 2 Appendix B: CWELCC Guidelines Addendum

Subject: Canada Wide Early Learning Child Care Update (City Wide)

Moved by: Councillor Francis
Seconded by: Councillor Morrison

Decision Number: **CSPS 198**

THAT the report of the Manager of Children's Services dated July 18, 2022 entitled "Canada Wide Early Learning and Child Care Update (City Wide)" **BE RECEIVED** for information.

Carried.

Report Number: S 93/2022

Clerk's File: SS2022

Clerk's Note:

1. The recommendation of the Standing Committee and Administration are the same.
2. Please refer to Item 8.2. from the Community Services Standing Committee Meeting held August 3, 2022.
3. To view the stream of this Standing Committee meeting, please refer to:
<http://csg001-harmony.sliq.net/00310/Harmony/en/PowerBrowser/PowerBrowserV2/20220809/-1/7349>

Subject: Canada Wide Early Learning Child Care Update (City Wide)

Reference:

Date to Council: August 3, 2022
Author: Dawn Bosco
Manager, Children's Services
519-255-5200 ext. 5290
dbosco@citywindsor.ca
Housing and Children's Services
Report Date: July 18, 2022
Clerk's File #: SS2022

To: Mayor and Members of City Council

Recommendation:

That report from the Manager of Children's Services on the Canada Wide Early Learning and Child Care Update **BE RECEIVED**.

Executive Summary:

N/A

Background:

The City of Windsor is the Consolidated Municipal Service Manager (CMSM) for Children's Services in Windsor and Essex County. CMSM's are the designated child care and early years service system managers responsible for planning and managing licensed child care services and EarlyON Child and Family Centres in their communities, ensuring an increasingly integrated, high quality child care and early years system that is governed and funded by the Ministry of Education.

On March 28, 2022, the Government of Canada and Province of Ontario signed the Canada Wide Early Learning and Child Care (CWELCC) Agreement. The CWELCC System will build on the current early learning and child care system by increasing quality, accessibility, affordability and inclusivity. Under this agreement, Ontario will receive \$13.2 billion dollars over six years. The CWELCC System has two components; Fee Reduction for parental child care fees and Workforce Compensation for those working in child care and early years programs.

The CWELCC System is an addendum to the original agreement the City of Windsor and the Ministry of Education signed and does not require any further approvals to enter into an agreement for this funding

CWELCC System objectives are as follows:

- Providing a 25% fee reduction retroactive to April 1, 2022 building to a 50% reduction in average parental child care fees for licensed child care by the end of the calendar year 2022 and reaching an average parental child care fee of \$10/day by 2025-2026 for licensed child care spaces and providers who enroll in the CWELCC System.
- Creating new high-quality, affordable licensed child care spaces
- Addressing barriers to provide inclusive child care
- Valuing the early childhood workforce and providing them with training and development opportunities

All licensed child care operators with programs serving children under the age of 6 (or turning 6 before June 30) located in Windsor-Essex are eligible to apply to participate in the CWELCC System. Existing licensed child care operators must advise the City of Windsor, Children's Services by September 1, 2022 of their intention to participate in the CWELCC System. Licensed child care operators that choose not to participate may continue to operate under the existing provincial licensing and regulatory framework and purchase of service agreement with the City of Windsor. Licensed child care operators that are not part of the CWELCC System will not receive the parental fee reduction and workforce compensation funding through the CWELCC System, however may continue to set their own childcare fees.

Licensed child care operators that choose not to participate in the new CWELCC System are required to notify parents that they are not participating by September 1/2022. Licensed child care operators that indicate they are not participating in the CWELCC System will not be permitted to change that decision and apply to participate for the remainder of 2022. Child care operators that choose to enrol in the CWELCC System post December 31, 2022 will not be eligible for retroactive funding to April 1, 2022.

In addition, Workforce Compensation Funding will be provided to licensed child care operators enrolled in the CWELCC System. Workforce Compensation Funding will be used to support Registered Early Childhood Educator (RECE) staff wages and wage increase offset for Non-RECE staff associated with the increase minimum wage that came into effect January 1st, 2022. Workforce Compensation Funding is restricted only to providers who participate in the CWELCC System.

Although the province has announced the creation of new childcare spaces, details regarding this have not been released and the City of Windsor does not have any further information as to how many new childcare spaces will be allocated to the region. The initial focus of the CWELCC system is enrolling childcare providers into this system.

Discussion:

The City of Windsor, as the CMSM will lead the local implementation of CWELCC System as part of its ongoing responsibility for planning and managing the child care and early years system. CWELCC is a new system that does not replace current programs and services that are in place for child care and early years.

Under the new CWELCC System, the City is required to follow Ministry of Education (MEDU) guidelines (Appendix A) for the intake of all CWELCC System funding applications and administration of funding to licensed child care operators that express interest in participating in the new CWELCC System. This includes providing all licensed child care operators with an opportunity to enroll in, and be approved to, receive funding under the CWELCC System. Service system managers will be required to follow provincial funding policy, which includes providing all licensed operators with an opportunity to enroll in and be approved to receive funding under the plan.

The following is an estimated timeline for the role out of CWELCC System funding in Windsor-Essex:

- July 1st, 2022 -
 - Applications were made available in an electronic format to all licensed child care operators in Windsor-Essex
- July and August 2022 –
 - Ongoing supports are available from Children’s Services staff to answer questions from licensed child care operators regarding CWELCC System funding applications. One in person meeting with the licensed child care operators will be held to provide an overview of the application and answer any questions.
- September 1, 2022 -
 - Deadline for licensed child care operators to submit applications to participate or opt out of the CWELCC System funding for 2022.
 - All licensed child care operators, licensed as of March 28, 2022 are required to notify parents and staff by September 1, 2022 of whether or not they intend submit an application for CWELCC System funding.
- July through December 2022 -
 - Applications will be reviewed and vetted by Children’s Services staff as the applications are submitted.
 - Licensed child care operators will be notified by Children’s Services staff whether or not their application for CWELCC has been approved.
 - Licensed child care operators are required to notify families and staff within 14 days of the decision on whether or not their application has been approved.
 - City of Windsor will enter into contracts with licensed child care operators that qualify for CWELCC System funding.
 - Licensed child care operators will receive CWELCC System funding.

- Eligible families will receive refunds within 60 days after the licensed child care operator is notified by City of Windsor, Children’s Services staff of the enrollment date.
- Eligible staff working for a licensed child care operator that qualifies for CWELCC System funding will receive retroactive wages to bring them up to the eligible wage floor.

Participating child care operators, including those providing care for children 6 to 12 years old, will implement an annual wage increase for Registered Early Childhood Educators (RECE), Supervisors and Licensed Home Child Care Visitors beginning in 2022. Under the CWELCC System, this will ensure a wage floor of at least \$18 per hour for RECEs and \$20 per hour for RECE Child Care Supervisors and Licensed Home Child Care Visitors. The initial staff wage increase will be effective retroactively to April 1, 2022.

Measures will be taken to support and recognize the dedicated child care workforce, including professional learning and training to support quality child care programming as well as measures to increase the supply of workers.

Inclusion is a key objective of the CWELCC System. MEDU has indicated that it will work with CMSM’s to support the need for child care access for children living in low income, vulnerable children, children from diverse communities, Francophone and Indigenous children.

MEDU has provided initial 2022 allocations and funding guidelines to support local planning and engagement, to be followed by updated transfer payment agreements.

The implementation of the CWELCC System will require extensive research and analysis, contract development and negotiation, financial analysis, application and accountability process development and stakeholder/partnership training. This will create increased workload on the Children’s Services staff. In order to help mitigate this, Children’s Services has received CAO approval to create a Temporary Full Time, Non-Union, Community Engagement Coordinator position to support the additional workload related to the implementation of the initiative. For 2022, the position will be funded 100% using the available CWELCC Administration funding.

MEDU has advised that a new funding formula that determines funding levels to CMSMs, and in turn to the child care and early years system, will be released in 2023. Details and local implications on this updated funding formula will be provided once released.

Risk Analysis:

The City of Windsor, Children’s Services as the CMSM is required to participate in the CWELCC System in accordance with MEDU guidelines. Failure to do so could result in parents in Windsor-Essex not receiving reduced child care fees and lower wages for eligible staff working in child care and early years programs in Windsor-Essex.

Climate Change Risks:

N/A

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The City of Windsor is the Consolidated Municipal Service Manager (CMSM) responsible for the delivery of Ministry of Education (MEDU) Child Care and Early Years programs in Windsor and Essex County.

The CWELCC System is funded 100% through the federal and provincial governments and requires no municipal contribution; however, municipalities are required to maintain their current municipal investments in existing child care program.

For the April to December 2022 period, the City of Windsor, as the CMSM, is allocated a total of \$16,389,714 in CWELCC System funding. The funding for the City of Windsor is distributed as follows:

- Fee reduction -- \$14,532,971
- Workforce compensation -- \$1,373,963
- Administration -- \$482,780

Children's Services has received CAO approval (CAO 115/2022) for a Temporary Full Time, Non-Union, Community Engagement Coordinator position to support the additional workload related to the implementation of the initiative. For 2022, the position will be funded 100% using the available CWELCC Administration funding. Due to the heavy workload, three additional staff have been temporarily added to assist with the implementation of the CWELCC System. These positions are fully covered by existing provincial administrative funding.

For 2023 and beyond, the ministry's intent is to allocate child care funding using a revised child care funding formula.

Consultations:

Kirk Whittal, Executive Director Housing and Children's Services

Debbie Cercone, Commissioner (A) of Human and Health Services, City of Windsor

Linda Higgins, Manager of Intergovernmental Funding, City of Windsor

Conclusion:

The City of Windsor, Children’s Services as the CMSM, will work with the Ministry of Education, following provincial guidelines and funding policy to implement the CWELCC System in Windsor-Essex with continued focus on equitable access to licensed child care for all children.

Approvals:

Name	Title
Dawn Bosco	Manager Children’s Services
Linda Higgins	Manager of Intergovernmental Funding
Kirk Whittal	Executive Director Housing and Children’s Services
Debbie Cercone	Commissioner of Human and Health Services (A)
Joe Mancina	Commissioner Corporate Services/Chief Financial Officer
Onorio Colucci	Chief Administrative Officer (A)

Notifications:

Name	Address	Email
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Appendices:



Ministry of Education

**Canada-Wide Early Learning and Child Care System
Guidelines**

ADDENDUM TO

**Ontario Child Care and EarlyON Child and Family
Centres Service Management and Funding Guideline
(2022)**

***For Consolidated Municipal Service Managers and
District Social Services Administration Boards***

Released August 2022

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HIGHLIGHT OF CHANGES

Terminology

- CWELCC System service agreement – formerly “purchase of service agreement”
- Changed enrolment date for licensees to November 1, 2022

Overview & Key Principles

- Added: Key Principles for Service System Managers when interpreting and implementing these guidelines

Section 1 – Participation

- Clarified: licensees applying to the CWELCC System may withdraw their application at any time, or terminate their participation in the System, subject to the terms of their CWELCC System service agreement. CMSMs/DSSABs must not impose any penalties on licensees for terminating their contract.
- Added: CMSMs/DSSABs must make every effort to ensure Licensee applications are processed to confirm eligibility within 10 calendar days of the date of the application, and both parties would be required to execute an agreement within 30 calendar days of date of an application. Licensees would be required to provide rebates to families within 20 calendar days of receiving refunds from the service system manager.
- Added: CMSMs/DSSABs with child care funding available in 2022 may enter into a service agreement for 2022 child care funding with Licensees who have opted out of the CWELCC System
- Added: CMSMs/DSSABs are able to provide Special Needs Resourcing funding to support children and families in the CWELCC program through their regular Purchase of Service process.
- Added: CMSM/DSSAB to develop a plan to increase access for children in receipt of fee subsidy and children with special needs to the Licensee’s child care programs.
- Clarified: reporting on November 14 is to list Licensees who have opted in to the CWELCC System as opposed to a list of Licensees who have opted out

Section 2 – Accountability

- Clarified: meaning of CMSMs/DSSABs maintaining their existing municipal investment in child care for 2022
- Clarified: purpose of CWELCC funding
- Added: as base fees continue to be reduced as part of this phased approach to implementing CWELCC, the ministry will develop a new long-term, sustainable funding model for the CWELCC System
- Clarified: Information collected from Licensees to support implementation should be kept to the minimum amount necessary to meet the reporting requirements outlined in the CWELCC Guidelines while ensuring financial accountability for public funds is maintained.
- Added: The ministry understands that a Licensee’s cost structure may vary depending on the service and unique care being provided.
- Added: licensees operating as for-profit corporations or individuals can continue to earn profit and licensees operating as not-for-profit corporations will be permitted a surplus amount to build reserves or re-invest in the organization
- Removed: Additional parameters for expenditure categories
- Removed: Ineligible expenditures for CWELCC System
- Added: licensees opting into the CWELCC agreement without an existing service agreement with their municipalities will not be required to submit audited financial statements.
- Removed: Undue profits

Section 3 – Administrative Spending Guidance

- Clarified: Ineligible expenditures incurred by a CMSM/DSSAB

Section 4 – Fee Reduction

- Clarified: eligibility for children in home child care (both agency and privately placed), and fee capping for home child care providers
- Clarified: until a decision on participation is made by the home child care agency, fees for eligible children must be capped at March 27, 2022 levels. This includes fees set by the agency as well as fees set by the provider.
- Clarified: duration of program closure periods for licensees in receipt of full funding for fee reduction

- Clarified: a fee reduction of up to 25% on base parent fee will apply regardless of program type or duration. An example is provided of the calculation for fee reduction depending on fee structure
- Clarified that licensees are only required to reduce and refund base fees and not non-base fees.
- Added a section under “Funding” to clarify how fee reduction funding can be provided to Licensee as part of a two-step process
- Removed: Eligible expenses for licensees
- Added the examples of age groups for service data required for fee reduction reporting under “Average monthly number of children”

Section 5 – Fee Subsidy Parental Contribution

- Added: information on eligibility for recipients of Ontario Works, including LEAP participants and Ontario Disability Support Program recipients in approved employment assistance activities, as well as temporary guardians
- Added: CMSMs/DSSABs projecting costs below the 2019 fee subsidy expenditure threshold for children 0-5 years, less 25%, have the discretion to approve fee subsidies within the threshold to respond to community needs

Section 6 – Workforce Compensation

- Added: in a definition of statutory benefits
- Clarified: eligibility of staff serving children 0-12 and 6-12 for workforce compensation; the former via the CWELCC System and the latter via direct application to the CMSM/DSSAB
- Clarified: wage floor and annual increases are not a wage cap, and identifies the minimum wage that RECEs can earn under the CWELCC System

CWELCC – Technical Paper

- Clarified that CWELCC funding for home child care was allocated to CMSMs/DSSABs based on the location of the home child care agency.

DEFINITIONS

In this guideline, the following terms will have the following meanings:

“Base fee” means any fee or part of a fee that is charged in respect of a child for child care, including anything a licensee is required to provide under the *Child Care and Early Years Act, 2014* (CCEYA), or anything a licensee requires the parent to purchase from the licensee, but does not include a non-base fee.

“CMSM/DSSAB” means a Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB) designated as a Service System Manager as defined in the CCEYA.

“CWELCC System” means the Canada-Wide Early Learning and Child Care System for early years and child care funding provided for in an agreement entered into by the Province of Ontario and the Government of Canada.

“eligible child” means any child under six years old; and up until June 30 in a calendar year, any child who (a) turns six years old between January 1 and June 30 in that calendar year, and (b) is enrolled in a licensed infant, toddler, preschool or kindergarten group, a licensed family age group, or home child care, as defined in the CCEYA.

“Funds” means the money the ministry provides to the CMSM/DSSAB to allocate pursuant to the CWELCC System.

“Licensee” means a home child care agency or child care centre-based operator as defined in the CCEYA.

“Non-base fee” means any fees charged for optional items or optional services, such as transportation or field trips, or any fees charged pursuant to an agreement between the parent and the licensee in respect of circumstances where the parent fails to meet the terms of the agreement (e.g. fees for picking up a child late, fees to obtain items that the parent agreed to provide for their child but failed to provide), as defined in the CCEYA.

OVERVIEW & KEY PRINCIPLES

This document is to be used as a technical document for Service System Managers to administer the Canada-Wide Early Learning and Child Care (CWELCC) agreement between the Province of Ontario and the Government of Canada in 2022.

This addendum to the Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline (2022) (“CWELCC Guidelines”) will provide CMSMs/DSSABs with information on recent changes arising from the new investments through the Canada-Wide Early Learning and Child Care (CWELCC) Agreement.

It also outlines the parameters and general principles under which the Ministry of Education (the ministry) will flow funding to CMSMs/DSSABs in 2022 under the CWELCC System, and describes the requirements of the funding, including obligations for CMSMs and DSSABs.

Please note that previous direction outlined in the Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline (2022) continues to remain in place, with the exception of the new investments described below, until they are superseded or replaced by a revised guideline. In the event of a conflict between this document and the Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline (2022), this document will prevail.

When interpreting and implementing these CWELCC Guidelines, the following overarching principles should be kept in mind:

1. **Quality Focused:** A primary focus in implementing the agreement and these CWELCC Guidelines must be on ensuring the delivery of high-quality child care, as defined in the *Child Care and Early Years Act, 2014 (CCEYA)*.
2. **Child and Family Focused:** A focus on increasing affordability for parents/guardians with a goal of processing applications on an ongoing basis and getting rebates and cost reductions to parents as quickly as possible.
3. **Protection of For-Profit and Non-Profit Spaces:** Commitment to the protection of for-profit and non-profit child care spaces in the province, helping to support predominantly female entrepreneurs across the province to meet the varying child care needs of Ontarians.
4. **Efficient Administrative System:** Commitment to an efficient administrative system, with collection of minimally necessary information from licensees, to support timely enrolment and implementation of the CWELCC system.

CANADA-WIDE EARLY LEARNING AND CHILD CARE SYSTEM

The Government of Canada has identified child care as a national priority to enhance early learning and childhood development, support workforce participation and contribute to economic recovery.

Through its 2021 Budget, the federal government committed to investing in a national child care system with all provinces and territories, as well as Indigenous organizations. As part of this agreement, Ontario will receive \$13.2 billion over six years beginning in 2021-22.

Funding under the Canada-Wide Early Learning and Child Care Agreement (CWELCC) will be used to build and leverage the success of Ontario's existing early learning and child care system by increasing quality, accessibility, affordability, and inclusivity in early learning and child care, towards achieving the objectives of:

- a) Providing a 25% fee reduction retroactive to April 1, 2022, building to a 50% reduction in average parent costs (based on 2020 levels) for licensed early learning and child care by the end of calendar year 2022 and reaching an average fee of \$10 a day by 2025-26 for licensed child care spaces;
- b) Creating 86,000 new high-quality, affordable licensed child care spaces (relative to 2019 levels), predominantly through not-for-profit licensed child care;
- c) Addressing barriers to provide inclusive child care; and
- d) Valuing the early childhood workforce and providing them with training and development opportunities.

Initial Transition

The ministry understands that 2022, the initial year of roll-out for the CWELCC System, will be a year of transition and adjustment for the early years and child care sector. Ontario is taking a phased approach to implementing the CWELCC System, with a focus on the immediate objectives of affordability for families and system stability, before moving on to addressing the objectives of increasing accessibility and inclusion over the longer term.

This phased approach will allow the ministry to engage with service system managers and the broader early years and child care sector, provide the time for sector partners to align with the terms and conditions of the CWELCC System, and enable the ministry to make the necessary implementation adjustments as the early years and child care landscape evolves.

Implementation

Ontario will provide funds to CMSMs/ DSSABs to support the objectives for licensed child care programs under the CWELCC System. These CWELCC Guidelines and the funds detailed in Budget Schedule D4 of its associated 2018 Child Care and EarlyON Transfer Payment Agreement (amended April 2022), is provided specifically in support of the objectives under the CWELCC System and is separate and distinct from Budget Schedules D1, D2 and D3 2022

Child Care, EarlyON and Workforce Allocations.

Nothing in these CWELCC Guidelines detracts from the Licensee's obligations under the *Child Care and Early Years Act, 2014 (CCEYA)* or any other legislation and to the extent of a conflict the legislative requirements will govern. The CWELCC Guidelines are made up of the following parts:

Section 1: Participation

Section 2: Accountability

Section 3: Administrative Spending Guidance

Section 4: Fee Reduction

Section 5: Fee Subsidy – Parental Contribution Reduction

Section 6: Workforce Compensation

Appendix A: 2022 CWELCC Funding Formula Technical Paper

Appendix B: CWELCC Funding Formula Tip Sheet

Appendix C: 2022 CWELCC System Service Agreement Checklist

Appendix D: Sample CWELCC Application Form

Appendix E: Template Letter from Licensees for Parents

SECTION 1: PARTICIPATION

1.1: PURPOSE

All Licensees whether they provide home child care or centre-based programs serving children under the age of 6 (or turning 6 before June 30) in Ontario are eligible to apply to participate in the CWELCC System through their CMSM/DSSAB.

Participation in the CWELCC System is optional; however, Licensees are encouraged to participate and CMSMs/DSSABs are encouraged to enrol Licensees so that families can benefit from fee reductions.

Licensees who wish to provide rebates to parents and reduced fees by December 31, 2022 must indicate their intention to opt in to the CWELCC System by November 1, 2022.

If a Licensee decides not to proceed with their application at any time, they may withdraw the application. Once enrolled in the CWELCC System, if a Licensee no longer wishes to continue to participate, they may withdraw from the CWELCC system and, subject to the terms and conditions of their CWELCC service agreement, they may terminate their CWELCC System service agreement with the CMSM/DSSAB. CMSMs/DSSABs must not impose any penalties on licensees for terminating their contract.

1.2: CONTEXT

The CWELCC System provides Ontario with an opportunity to leverage federal investments to address the priorities important to Ontario's children, families, workers, and businesses.

1.3: ELIGIBILITY CRITERIA

- Licensees participating in the CWELCC System must have a CWELCC System service agreement with the CMSM/DSSAB in the areas they provide care.
- CMSMs/DSSABs must enter into a CWELCC System service agreement with Licensees who apply for participation in the CWELCC System, and meet all the criteria below, regardless of whether the Licensee is a for-profit or not-for-profit operator, unless the CMSM/DSSAB has evidence of an exceptional circumstance (see Declining an Application below); Licensees must work with the CMSM/DSSAB to operate under the terms and conditions of the agreement.
- The ministry has provided CMSMs/DSSABs with a checklist of recommended parameters (Appendix B) to be considered for inclusion in their CWELCC System service agreement with the Licensee.
- Licensees participating in the CWELCC System will need to demonstrate financial viability to the CMSM/DSSAB. For example, CMSMs/DSSABs may look for where a licensee has accumulated arrears, has not serviced their debt, or are approaching bankruptcy.
- All Licensees, regardless of participation in the CWELCC System, must maintain current

parent fees for eligible children unless a fee increase was communicated to families/parents on or before March 27, 2022. All licensed child care programs serving eligible children are subject to the fee freeze until one of two conditions is met:

- The Licensee notifies the CMSM/DSSAB, staff and the parents of eligible children in writing that they are NOT participating in the CWELCC System this year and will not be subject to terms and conditions of the System; or
 - The Licensee participates in the CWELCC System and is subject to the regulatory rules for base and non-base fees in participating programs (pursuant to O. Reg. 137/15 (s.77.4) made under the CCEYA).
- Licensees participating in the CWELCC System must maintain existing (pre-CWELCC System announcement on March 27, 2022) licensed spaces for children ages 0-5 (e.g., a licensed infant space must remain an infant space). Any revisions or use of alternate capacity must be reported to the CMSM/DSSAB and the CMSM/DSSAB should determine whether this may result in a funding adjustment or recovery from the Licensee.
 - Licensees must complete and submit an application to the CMSM/DSSAB to demonstrate that they meet the stipulated criteria in order to be eligible to participate in the CWELCC System. The ministry has provided CMSMs/DSSABs with a sample application form for reference (Appendix C).

1.4: IMPLEMENTATION

As service system managers, CMSMs and DSSABs are required to have a policy and plan in place for the intake and administration of funding to Licensees that express interest in participating in the CWELCC System.

For the initial transition year of the CWELCC System, all child care programs licensed as of March 28, 2022, are required to notify parents and staff by November 1, 2022, whether or not they intend to participate in the CWELCC System. Under O. Reg. 137/15, all Licensees are subject to this requirement and must communicate one of the following to parents and staff:

- the Licensee is choosing NOT to participate in the CWELCC System and will not be subject to terms and conditions of the CWELCC System; or
- the Licensee will be applying to a CMSM/DSSAB to participate in the CWELCC System.

Licensees applying to participate in the CWELCC System are required under O.Reg.137/15 to communicate to all parents and staff when a decision is made by the CMSM/DSSAB within 14 days of the CMSM/DSSAB's notification of their approval or denial.

CMSMs/DSSABs must make every effort to ensure Licensee applications are processed and eligibility is confirmed within 10 calendar days of the date of the application, and both parties would be required to execute an agreement within 30 calendar days of date of an application. Licensees

would be required to provide rebates to families within 20 calendar days of receiving refunds from the service system manager. (See Section 4: Fee Reduction)

Regional quality assessment programs/tools must not be used as qualifying criteria by the CMSM/DSSAB in CWELCC System application and funding approvals and must not be used as a condition of participation in the CWELCC System.

Funding provided through the CWELCC System is specific to meeting the CWELCC System's objectives. Licensees entering into a new CWELCC System service agreement are not by default eligible to access 2022 Child Care, EarlyON and Workforce Allocations (with the exception of the Wage Enhancement Grant) if they are not already in receipt of this funding.

CMSMs/DSSABs are able to provide Special Needs Resourcing funding to support children and families in the CWELCC program through their regular Purchase of Service process.

Ontario is working toward developing an inclusion plan that supports increased access to child care for children of low-income families, vulnerable children, children from diverse communities, children with special needs and Francophone and Indigenous children. As part of the initial roll out of the CWELCC System, Licensees entering into new CWELCC System service agreements are encouraged to work with their CMSM/DSSAB to develop a plan to increase access for children in receipt of fee subsidy and children with special needs to the Licensee's child care programs.

1.4.1: New Licensees Post April 1, 2022

Child care programs/operators that obtain their licence after March 27, 2022, will be required to set their parent fees at or below a regional maximum, as set out by age group pursuant to O.Reg.137/15 of the CCEYA, unless a specific fee amount was communicated to parents before the requirement under the regulation became effective.

These regional maximum fees would apply until one of the two conditions is met: 1) the Licensee provides notification to CMSM/DSSAB, parents and staff that the Licensee is not participating in the CWELCC System, or 2) the Licensee receives notice from the CMSM/DSSAB that its application for the CWELCC System has been accepted in which case the base fees must be reduced (see Section 4: Fee Reduction).

1.4.2: Operating the CWELCC System

CMSMs/DSSABs must ensure that for the duration of the CWELCC System service agreement:

- Licensees maintain their licence to operate in good standing in accordance with the CCEYA and are not in contravention of the CCEYA. CMSMs/DSSABs are required to stop funding a child care program that has its licence revoked or suspended by the ministry (director).
- Licensees reduce and set parent fees in accordance with O. Reg. 137/15. Licensees are required per O. Reg.137/15 (s.77.3(4)) to keep a copy of their CWELCC System service agreement, in electronic or hard copy format, on the child care premises, and available for ministry inspection.

- Licensees maintain the aged 0-5 spaces for which they are receiving fee reduction funding (e.g., a licensed infant space must remain an infant space). Any revisions or use of alternate capacity must be reported to the CMSM/DSSAB and CMSMs/DSSABs should determine whether this may require adjusting or recovering funding from the Licensee.
- Licensees complete the annual *Licensed Child Care Operations Survey*, as required by a ministry director, under O. Reg. 137/15 (s.77). CMSMs/DSSABs are required to withhold funding to Licensees until the CMSM/DSSAB has confirmed that the survey has been submitted. CMSMs/DSSABs will receive confirmation from the ministry upon the Licensee's submission of the survey.

1.4.3: Non-Participation

Licensees that have notified their CMSM/DSSAB that they will not participate in the CWELCC System may continue to run their operations under the existing provincial licensing and regulatory framework. Licensees can also continue to participate through their existing purchase of service agreements with their local CMSM/DSSAB (if applicable). Licensees that do not participate will not receive CWELCC System funding and may continue to set their own parent fees.

Licensees are required to indicate in their parent handbook that they are not participating in the CWELCC system and must include their fee amounts.

Unlicensed child care programs, including unlicensed home child care, authorized recreational programs and school board-operated extended day programs, are not eligible to participate in the CWELCC System. Unlicensed providers that wish to participate in the CWELCC System may want to consider applying to the ministry for a licence under the CCEYA to operate a child care centre or home child care agency, or reach out to a local home child care agency to begin providing child care that is overseen by the home child care agency.

The ministry may make an adjustment to the Fee Reduction and Workforce Compensation allocations provided to CMSMs/DSSABs to account for Licensees that opt-out and do not participate. Where the number of Licensees opting out exceeds 2% of the total Licensees within the CMSM's/DSSAB's region, the ministry will adjust CWELCC allocations prior to the Financial Statement reporting cycle between the ministry and CMSMs/DSSABs as outlined in the 2022 Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guidelines.

1.5: REPORTING

CMSMs and DSSABs will be required to report to the ministry on the following data for Licensee participation in the CWELCC System for 2022:

- By November 14, 2022, a list of Licensees that have indicated they have chosen to participate in the CWELCC System, by the November 1 deadline.
- Total number of Licensees submitting an application to participate in the CWELCC System.

- Total number of Licensees who have signed a new CWELCC System service agreement with the CMSM/DSSAB, including auspice.
- List of Licensees whose applications have been declined, and the rationale for denying enrolment in the CWELCC System.
- CMSM/DSSAB expenditures to support administration, implementation, transition, and IT costs associated with supporting the CWELCC System (see Administrative Spending Guidance section).

1.5.1: Targets

The ministry is taking a phased approach to implementing the CWELCC System by focusing on the immediate objectives of affordability and wage improvements, before moving on to develop a new funding formula and addressing the objectives of increasing access and inclusion over the longer term.

The ministry will negotiate with CMSMs and DSSABs the contractual service targets associated with accessibility (child care space creation and/or expansion), quality (workforce professional development), and inclusion prior to 2023.

1.5.2: Appeals

CMSMs/DSSABs are required to have a local dispute resolution process in place to allow for Licensees to bring forward issues regarding CWELCC System eligibility and funding decisions.

1.5.3: Declining an Application

Under the CWELCC System, there may be exceptional circumstances where the CMSM/DSSAB has strong concerns around entering into a CWELCC System service agreement with a Licensee. Exceptional circumstances include the CMSM/DSSAB having reason to believe:

- the child care centre or home child care agency is not financially viable or will not be operated in a manner that will be financially viable; or
- the Licensee will use the funding for improper purposes.

CMSMs/DSSABs are required to report to the ministry within five business days all Licensees whose applications have been declined due to such exceptional circumstances and the rationale. The ministry reserves the right to discuss with the CMSM/DSSAB on a case-by-case basis the decision to decline an application and may work with the CMSM/DSSAB to develop public messaging around such decisions. CMSMs/DSSABs are encouraged to contact their [Early Years Advisor](#) to discuss a funding decision regarding a Licensee.

SECTION 2: ACCOUNTABILITY

The framework and parameters described in this section are applicable to the portion of the Licensee's child care business for eligible children to support fee reduction, as well as funding for eligible staff to support workforce compensation (see Sections 4 and Section 6 for further information on eligibility).

Funding to support the objectives of the CWELCC System will be provided as operating grants from CMSMs/DSSABs to Licensees.

CWELCC funding does not displace existing provincial operating funding currently being provided to a Licensee. CWELCC funds support the objectives of the CWELCC System and are provided in addition to any provincial and ELCC funding being provided to Licensees.

In accordance with section 4.11.6 of the Canada-Ontario CWELCC agreement, CMSMs/DSSABs must also continue to maintain their existing municipal investments in child care. CMSMs/DSSABs will not use CWELCC Funds to displace municipal spending on child care and early years programs and services that are already approved and in place for 2022.

Note that any requirements related to existing provincial and ELCC funding based on the 2022 Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guidelines must continue to be met.

To provide further clarity on funding to Licensees, the purpose of the CWELCC System is not to limit or standardize a Licensee's current operations nor is it intended to come at a cost to Licensees themselves, as enrolment in the CWELCC System should not require fundamental changes to program delivery.

The ministry understands that a Licensee's cost structure may vary depending on the service and unique care being provided. As a result, CMSMs/DSSABs will provide funding to Licensees that participate in CWELCC so they can continue to operate the portion of the child care program serving eligible children based on existing cost structures while reducing their base fees charged to parents.

CWELCC funding is designed to fully offset the reduction in revenue from reduced base fees, while also improving compensation for eligible qualified workers.

To ensure consistent financial management practices across all Licensees and to ensure that adequate funding is available as Licensees enrol in the program throughout the year, CMSMs/DSSABs should not provide funding to reduce base fees for eligible children in excess of what is required to meet the CWELCC initiatives.

Non-base fees charged by the Licensee to parents for things that are not included in the base fee, as well as their associated costs, must be omitted by CMSMs/DSSABs when determining the funding amounts to be flowed to enrolled Licensees.

For mandated increases related to workforce compensation, funding should be provided to Licensees for all eligible staff in accordance with the parameters set out in the section on

Workforce Compensation of the CWELCC Guidelines.

CMSMs/DSSABs must have policies and procedures in place as part of their financial review and reconciliation process with Licensees. Any unspent funding provided to Licensees during the funding year, or funding not used for its intended purpose, must be recovered by the CMSM/DSSAB and returned to the ministry.

Note that all funding parameters and controls described will apply to all Licensees regardless of whether they are a not-for-profit, for-profit, or directly operated by the CMSM/DSSAB. The ministry recognizes the valuable role all operators play in providing affordable and high-quality child care for families.

2.1: FUNDING AND ACCOUNTABILITY CONSIDERATIONS

CMSMs/DSSABs should follow the below guidance as part of their new funding framework with Licensees:

- Licensees operating as for-profit corporations or individuals can continue to earn profit and licensees operating as not-for-profit corporations will be permitted a surplus amount to build reserves or re-invest in the organization.
- Licensees may be subject to changing costs (for example, rent changes) and this may impact their capacity to participate in CWELCC. CMSMs and DSSABs should work with licensees to manage such cost changes to support their continued participation in CWELCC.
- As base fees continue to be reduced as part of the phased approach to implementing CWELCC, the ministry will develop a new long-term, sustainable funding model for the CWELCC System with further information to be provided.
- Information collected from Licensees to support implementation should be kept to the minimum amount necessary to meet the reporting requirements outlined in the CWELCC Guidelines while ensuring financial accountability for public funds is maintained.
- CMSMs/DSSABs should review the Licensee's child care operations for eligible children for long term vacancies that continue to remain unfilled and whether adjustments to the funding are required where long term vacancies are identified and not mitigated.
- CMSMs/DSSABs must also verify that any 2022 increases to parent fees in child care for eligible children were permitted in accordance with the requirements set out in O. Reg. 137/15, (i.e., a fee increase must have been communicated to families/parents prior to March 27, 2022).
- CMSMs/DSSABs will be provided with specific allocations under a transfer payment agreement with the Province to support base fee reductions for eligible children and workforce compensation in accordance with the requirements under this CWELCC Guidelines.
- CMSMs/DSSABs may use the funding provided from their fee reduction allocation to support

Workforce Compensation, and vice versa, where needed, as long as the CMSMs/DSSABs ensure that adequate funding is available to meet each specific objective.

- CMSMs/DSSABs are fully responsible for budgeting to ensure that the allocated funds are prioritized for each respective initiative first, and that adequate funding is available to support these priorities.
- Excess funding, if any, cannot be used to support fee subsidies, additional administration funding for CMSMs/DSSABs beyond the specified administration allocation provided, expenditures supporting 6-12 age groups, lowering daily base fees beyond what is required under O. Reg. 137/15, fee holidays (i.e., a period where parents pay no fees to Licensees as CMSMs/DSSABs are covering the fees), and enhancing wages beyond what is mandated as part of workforce compensation funding.
- During the term of the CWELCC System funding agreement, a licensed child care program may not exceed two consecutive weeks of closure, and not more than four weeks of closure within a calendar year where parents are charged full fees. CMSM/DSSAB has the discretion to further restrict the period of closure (i.e., may not exceed 10 consecutive days) and/or to allow the calculation of closure days to be based on the school year as opposed to a calendar year, as long as the total number of days does not exceed the allowable amount as determined by the province and the CMSM/DSSAB.
- If a program does not charge fees for the closure period, the days of closure do not need to be counted in the limits set out above. In accordance with O. Reg. 137/15 under the CCEYA, Licensees must disclose in their parent handbook the times when the services are offered and the holidays observed, the base fee and any non-base fees that may be charged, and whether or not the licensee is enrolled in the CWELCC System.
- If a Licensee that is a corporation transfers shares of the corporation in sufficient numbers that would allow the person acquiring the shares to make a change to the corporation's board of directors, the Licensee would remain enrolled in the CWELCC System and must maintain the applicable base fee.
- If a Licensee sells substantially all its assets and the purchaser obtains a new licence to operate a child care centre or as a home child care agency, to continue operating the child care program, the purchaser must:
 - Charge base fees in accordance with O. Reg. 137/15 for newly issued licences described above under Cap on Fees (i.e., set base fees at or below a regional maximum). Refer to O. Reg. 137/15 for further details.
 - Apply to participate in the CWELCC System in accordance with the process set out by the CMSM/DSSAB or notify the CMSM/DSSAB and parents that they do not wish to participate.

2.2: FINANCIAL REPORTING PROCESS

As part of the year-end financial review and reconciliation process with licensees, CMSMs/DSSABs must have policies and procedures in place to ensure that CWELCC System funding was used to support the actual cost incurred by a licensee associated with a mandated reduction in a licensee's base fee as defined under O. Reg. 137/15 as well as support for mandated wage increases for eligible staff.

CMSMs and DSSABs must have policies and procedures in place with Licensees to fulfill all reporting requirements to the ministry. CMSMs/DSSABs should take reasonable and progressive corrective actions where a Licensee does not comply with reporting requirements.

All child care Licensees in receipt of CWELCC funding must submit financial information as well as audited financial statements to the CMSM/DSSAB to verify that the funding provided was used for the purpose(s) intended.

For 2022, licensees opting into the CWELCC agreement without an existing service agreement with their municipalities will not be required to submit audited financial statements.

For the period where a Licensee charged a base fee that was higher than the applicable maximum base fee, funding should be provided to support retroactive refunds to parents for that period.

Similar to child care licensees, for home child care providers, funding will be provided to fully offset the reduction in revenue from reduced base fees.

2.3: REPORTING TO THE MINISTRY

CMSMs/DSSABs will be required to report back to the ministry in accordance with the ministry's established reporting processes and timelines as set out in the Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline 2022.

For each CWELCC System funding initiative (i.e., fee reduction, workforce compensation etc.), CMSMs/DSSABs will be required to track and report on service data and expenditures using CWELCC System funding, separately from the 2022 service data and expenditures using provincial and ELCC funding released earlier this year.

2.4: COMPLIANCE AUDITS

CMSMs/DSSABs will be required to undertake audits on a random sample of Licensees in receipt of CWELCC System funding on an annual basis to confirm that funding has been used for its intended purpose. Note that where a CMSM/DSSAB directly operates child care, audits for those directly operated programs should be performed by a third-party and not the CMSM or DSSAB.

Audit strategies for local implementation should be designed by the CMSM/DSSAB and should include a review of the Licensee for compliance related to the policies, parameters and directives as set out in this guideline.

The audit program must focus on compliance to ensure that the goals of the CWELCC System are

being achieved, including reduced base fees being implemented consistently, and to ensure compliance with the workforce compensation requirements including increasing wages to support a mandated wage floor and annual wage increase.

Where the CMSM/DSSAB determines that funding was not used as intended or where the Licensee did not meet the terms and conditions set out in the CWELCC System service agreement between the CMSM/DSSAB and Licensee, the CMSM/DSSAB may recover funding and the Licensee may be deemed ineligible to receive future funding.

SECTION 3: ADMINISTRATIVE SPENDING GUIDANCE

3.1: PURPOSE

In their role as service system managers, CMSMs/DSSABs will be required to work with Licensees that wish to enrol in the CWELCC System, which includes entering into new CWELCC System service agreements and working with Licensees to implement the goals of the CWELCC System.

To support CMSMs/DSSABs in their role as service system managers, CWELCC System administration funding is being provided as a specific allocation under the transfer payment agreement with the ministry to support administrative costs associated with the implementation of the CWELCC System.

Funding provided to support other CWELCC programs (i.e., Fee Reduction, Workforce Compensation) must not be used to support a CMSM's/DSSAB's administrative costs. Administration funding to support CWELCC is restricted to the specific administration allocation provided in the transfer payment agreement.

3.2: ELIGIBILITY CRITERIA

All CMSMs/DSSABs receiving funding under the CWELCC System are eligible to receive CWELCC System administration funding.

3.2.1: Eligible Expenses

The CWELCC System administration allocation is additional administration funding provided on top of the administration funding provided by the ministry earlier in the year.

Expenditures deemed reasonable and necessary for the provision of services subsidized by the ministry are admissible in the calculation of the funding entitlement. These expenditures must be supported by acceptable documentation that is retained for a period of no less than seven years.

There will be no administration cost sharing requirements on the CWELCC System administration allocation.

CWELCC System administration expenses must represent actual expenses incurred for program administration and may not be expressed solely in terms of a percentage of program expenditures.

CMSMs/DSSABs may use administration expenditures to support costs related to implementation, transition and IT costs associated with supporting the CWELCC System.

For more information on eligible expenditures please refer to the Administration section of the 2022 Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline, which defines the range of administrative expenditures that are eligible for administration funding.

3.2.2: Ineligible Expenditures

Expenses incurred by a CMSM/DSSAB that do not directly support the administration of the CWELCC System are ineligible and include the following:

- Costs associated with administering regional quality assessment programs/tools
- Professional organization fees paid on behalf of staff for membership in professional organizations

3.3: REPORTING

The CWELCC System administration expenditures are to be tracked separately from other child care administration funding for reporting purposes.

CWELCC System administration expenditures will be reported and monitored through financial submissions. CMSMs/DSSABs will also report on the following administrative service data in their Financial Statements submissions:

- Number of full-time equivalent staff by position;
- Number of staff (head count);
- Total salaries associated with each position type; and
- Total benefits for all staff.

Data and expenditures reported as part of administration in the child care core service delivery should not be reported as part of the CWELCC System.

SECTION 4: FEE REDUCTION

4.1: PURPOSE

Making child care more affordable for families is a key part of the implementation of the CWELCC System.

CMSMs/DSSABs will work with child care licensees who choose to enrol in the CWELCC System in their regions to provide operating grants that will enable the base fee reduction for families.

This section of the guideline provides an overview of the objectives, eligibility, implementation, expenditures and reporting requirements related to the Fee Reduction Funding.

4.2: OBJECTIVES

A graduated approach to fee reductions will begin in Spring 2022 as follows:

- A fee reduction of up to 25% (to a minimum of \$12 per day) for eligible children retroactive to April 1, 2022.
- A 50% fee reduction on average for eligible children by the end of calendar year 2022.
- \$10 per day average child care fees for eligible children by the end of fiscal year 2025-26.

4.3: ELIGIBILITY CRITERIA

Funding under the CWELCC System is intended to support children under the age of 6 (0-5 year olds), with some exceptions for children with birthdays early in the year who are 6 years of age but are still enrolled in kindergarten. Eligible children for whom fees must be reduced are defined under O. Reg. 137/15:

- Any child, until the last day of the month in which the child turns 6 years old (irrespective of the type of licensed child care program in which they are enrolled); and
- Up until June 30 in a calendar year, any child who,
 - turns six years old between January 1 and June 30 in that calendar year; and
 - is enrolled in a licensed infant, toddler, preschool, or kindergarten group, a licensed family age group, or home child care (all eligible children receiving home child care at a premises overseen by an agency are eligible for the fee reduction - both agency placed and privately placed).

4.4: IMPLEMENTATION REQUIREMENTS

4.4.1: Overview

Amendments to O. Reg.137/15 have been made to support the implementation of the CWELCC System. CMSMs/DSSABs must review the updated regulation to ensure adherence and

compliance in support of the implementation of the fee reduction for Licensees participating in the CWELCC System.

For definitions of Base Fees and Non-Base Fees, please refer to the Definition section at the beginning of this CWELCC Guidelines.

4.4.2: Cap on Fees

In order to prevent Licensees from raising fees after the agreement between Canada and Ontario was executed, but before the Licensee enters into the CWELCC System, in accordance with O. Reg. 137/15, a cap on all base fees and non-base fees in child care for eligible children must be maintained by a Licensee at a child care centre it operates or at a home child care premise that it oversees.

For home child care providers, until a decision on CWELCC System participation is made by the home child care agency, fees for eligible children must be capped at March 27, 2022 levels. This includes fees set by the agency as well as fees set by the provider. While the cap on fees has been communicated publicly by the Ministry, agencies may wish to inform providers of their obligation to cap fees in accordance with the regulation and begin collecting fee information in preparation for the enrolment process.

Note that the cap on fees does not apply to fees charged to parents for children who are not eligible (i.e., school age children over 6 years), as these children are not entitled to funding under the CWELCC System.

Licensees will continue to be subject to the capped fee until one of two conditions is met:

- The Licensee notifies their CMSM/DSSAB and parents of eligible children in writing that they are NOT participating in the CWELCC System in 2022; or,
- The Licensee receives notice from the CMSM/DSSAB of the results of its application to enrol in the CWELCC System.

4.4.3: Additional Information

If a Licensee was licensed on or before March 27, 2022, the cap on the base fee and on non-base fees for child care for eligible children is the amount charged on March 27, 2022, and the Licensee must not charge a parent a higher base fee or non-base fees after that day unless a specific fee increase had already been communicated to parents/families on or before that day. Where a Licensee chooses to participate in CWELCC, CMSMs/DSSABs must review the fee increase for reasonability, which must be specific to 2022.

In some cases, CMSMs/DSSABs may need to work with Licensees to determine an initial base fee, in the case where the fee charged to parents does not include all required elements (e.g., parents are charged separately for meals, which is a requirement under regulation), or to exclude elements that should not be included in a base fee.

If a Licensee becomes licensed after March 27, 2022, the cap on the base fee is based on a regional maximum as set out in O. Reg 137/15, which provides a table of capped fees by program

and CMSM/DSSAB. These regional maximum fees would also apply to any new age groups that a Licensee starts to operate after March 27, 2022 (e.g., they apply to revise their licence to add an infant room), or where a Licensee begins operating an age group after March 27, 2022 that it had not operated for at least two years (e.g., a licensee wishes to use an alternate capacity that has not been used recently or re-open a room that was closed during the pandemic). See O. Reg. 137/15 for further details. The Licensee must not charge a parent a higher daily base fee after that day, unless a specific fee increase had already been communicated to parents on or before that day based on the conditions noted above.

Regardless of the maximum fees set out in O. Reg. 137/15, CMSMs/DSSABs should determine whether the maximum fee is a reasonable base fee for new Licensees who are subject to these maximums (e.g., it may not have been reasonable for a new licensee who is operating in an area with significantly lower than average costs to have charged the regional maximum fee).

4.4.4: Fee Reduction

For Licensees that enrol in the CWELCC System, O. Reg. 137/15 sets out rules regarding what Licensees will be permitted to charge parents as part of their daily base fee.

Licensees enrolled in the CWELCC System must ensure that parents of an eligible child are charged a base fee determined as follows:

If the Licensee’s base fee, based on the section above, is more than \$11.99 per day, the Licensee’s new base fee once in the CWELCC System will be the greater of:

- \$12 per day; and,
- the amount of the capped base fee, less 25 percent.

Note that if this base fee is less than \$12 per day, the fee should be maintained.

To support the applicable fee reduction, service system managers will provide funding for licensees. As an example of how this funding should be provided to Licensees, see the table below.

	Prior to Enrolment	After Enrolment (once base fees are reduced)
Base fee charged to parents	\$100	\$75
CWELCC funding to offset the revenue reduction to Licensees		\$25
Total Revenue received by Licensee	\$100	\$100

The fee reduction on base fees will apply regardless of program type or duration and should be based on the total amount paid per day. In the case of a before and after school program, if parents pay for only before school care, or only after school care, each individual fee must be reduced by 25% provided that it does not go below \$12/day. If parents pay for both before and

after school care, the overall combined fee must be reduced by 25%.

For example:

	Before CWELCC – per day	After Enrolment – per day
Before School Care Only	\$12	Stays at \$12
After School Care Only	\$14	Reduced to \$12
Before and After School Care (as a single fee)	\$26	Reduced to \$19.50

Licensees are also required to reduce the cost of a full fee space that is occupied by an eligible child receiving fee subsidy. Please refer to Section 5 of the CWELCC Guidelines for further details.

If a home child care agency is enrolled in the CWELCC System, home child care Licensees must also charge the parent of an eligible child a base fee determined based on the above. The base fee would apply to children who are agency placed and those children that are privately placed in the provider’s care. CMSMs/DSSABs should work with agencies to ensure that parents of eligible privately placed children also receive a fee reduction.

Licensees are permitted to continue charging the higher base fees as of March 27, 2022, for 20 calendar days after the CMSM/DSSAB notifies them that they are enrolled in the CWELCC system. On and after the 21st day after the Licensee is notified by a CMSM/DSSAB of the enrolment date, Licensees cannot charge a base fee that is higher than the reduced base fee to parents of an eligible child.

CMSMs/DSSABs are not permitted to provide fee holidays (i.e., a period where parents pay no fees as CMSMs/DSSABs cover the fees) with CWELCC System funding.

Once Licensees are enrolled in the CWELCC System and reduce their fees to the new base fee, the Licensee is required to maintain its new base fee until they are either required to reduce them again, or they are no longer participating in the CWELCC System.

Where a Licensee chooses not to participate in the CWELCC System, they will not be subject to requirements to reduce base fees.

Non-base fees are not eligible for CWELCC funding and are not subject to the parameters set out above; however, they must meet the definition of non-base fee set out in O. Reg. 137/15. Anything that a parent is required to pay (i.e., mandatory fees) must be included as part of the base fee.

Fees for children who are not eligible children (e.g., school age children) are not subject to the requirements above regarding child care for eligible children.

4.4.5: Retroactive Refunds

In the first year of implementation, the ministry understands that there may be unforeseen circumstances where the process of enrolment for Licensees requires additional time, particularly

for organizations without a current funding relationship with CMSMs/DSSABs.

To allow for this, while also ensuring that financial relief is provided to parents, CMSMs/DSSABs must back-date a Licensee's enrolment for the CWELCC System.

CMSMs/DSSABs who receive an application from a Licensee on or before December 31, 2022, must specify an enrolment date that is backdated to:

- April 1, 2022 if the licensee was licensed as of April 1, 2022; or
- the date the Licensee's licence was issued, in any other case.

Where a base fee that is higher than the base fee determined as per the previous section is charged in respect of an eligible child, the Licensee who enrolled will be required to issue a retroactive refund to the parent for the difference.

Any programs that apply after December 31, 2022, will not be eligible for retroactive enrolment and will only be expected to reduce fees on a go-forward basis.

Licensees are only required to reduce and refund base fees (i.e., mandatory fees) and do not need to reduce or refund non-base fees (i.e., optional fees).

4.4.6: Funding

CWELCC System funding should be provided by CMSMs/DSSABs to Licensees to allow Licensees to provide refunds to parents of eligible children.

CMSMs/DSSABs should work with Licensees to ensure that refunds are provided back to parents within 20 calendar days of receiving funding.

Fee reduction funding can be provided to Licensees as part of a two-step process:

Step 1: Funding for Fee Reduction Rebates for Parents retro to April 1, 2022

CMSMs/DSSABs flow funding to the CWELCC enrolled Licensees in the amount required to cover the cost of the 25% rebate to parents on the base fees retroactive to April 1 or the date the Licensee was licensed – whichever is later.

Step 2: Funding for the 25% reduction in Base Fees Charged by Licensees to parents in 2022

CMSMs/DSSABs flow funding to the CWLECC enrolled Licensees to support the 25% reduced base fees in 2022.

Note: Neither Step 1 or Step 2 require CMSMs/DSSABs to work through a budgeting process with Licensees.

Refer to Section 2 of the CWELCC Guidelines – Financial Reporting for more information.

4.5: CMSMs/DSSABs REPORTING

As part of the regular reporting processes and timelines as described in the 2022 Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guidelines, CMSMs/DSSABs are required to report expenditures and service data to the ministry as indicated below:

- Expenditures to support fee reduction (exclude expenditures related to mandated reductions to parental contributions – see Fee Subsidy section below).
- Expenditures to support refunds to parents.

Service data required for Fee Reduction funding includes the following:

- Number of children served through fee reductions (exclude fee subsidy children).
- Average monthly number of children served through fee reductions provided by age group – i.e., infant, toddler, preschool etc, (exclude fee subsidy children).
- Number of licensed child care spaces supported with fee reduction by age group and type of setting (i.e., centre or home-based), including full fee spaces occupied by children receiving subsidies.
- Number of child care centres and home providers supported with fee reduction funding (by auspice – i.e., for-profit, not-for-profit, directly operated by the CMSM/DSSAB).
- Number of children in receipt of required refunds.

All expenditure and data requirements noted above must be submitted by type of setting (i.e., centre or home-based) and by auspice (not-for-profit, for-profit, directly operated by the CMSM/DSSAB).

SECTION 5: FEE SUBSIDY – PARENTAL CONTRIBUTION REDUCTION

5.1: PURPOSE

Fee subsidy is an essential support for many families that enables parents and caregivers to participate in the workforce or pursue education or training. The ministry has made amendments to O. Reg. 138/15 under the CCEYA to ensure that parents accessing subsidized child care also see financial relief under the CWELCC System, through a reduction in their parental contributions.

As the CWELCC System is implemented in Ontario, the fee subsidy model will continue to be an option for families who require financial assistance. O. Reg 138/15 sets out an income test formula that CMSMs/DSSABs must use to calculate the amount of subsidy that can be provided for a family, as well as the amount of money that a family must contribute to the cost of child care (the parent contribution).

No changes have been made to eligibility for access to fee subsidies for recipients of Ontario Works, including Learning, Earning and Parenting (LEAP) participants and Ontario Disability Support Program recipients in approved employment assistance activities. Access for fee subsidy recipients to the parental contribution reductions will depend on whether the eligible child is enrolled with a licensed child care centre or home child care provider that is participating in the CWELCC System. If applicable, refunds are to be provided to the parent/guardian or temporary caregiver who paid fees to the licensed child care provider.

5.2: IMPLEMENTATION

To ensure an equivalent fee reduction is applied to families receiving child care fee subsidy (who do not pay the full cost of a licensed space), amendments have been made under O. Reg 138/15, which require CMSMs/DSSABs to reduce the parent contribution for eligible children (as defined under O. Reg. 137/15 (General)) by 25% (with no floor of \$12 for families receiving subsidy).

If a parent has at least one eligible child, as defined in O. Reg. 137/15 (General), who is enrolled in a child care centre or home child care that is part of the CWELCC System, the CMSM/DSSAB is to reduce the parental contribution amount calculated via the income test, as follows:

$$A \div B \times C \times 0.25$$

where,

A is the total parental contribution calculated via the income test,

B is the total number of children that the calculated parental contribution pertains to,

C is the number of eligible children, who hold a space with a provider that has enrolled in the CWELCC System, that the parent is required to pay a parental contribution for.

For example, if a fee subsidy family has two children aged 7 and 4, the 25% parental contribution reduction would only apply to the 4-year-old. The 25% reduction would then be reduced by half, as it only applies to one of the two children.

As noted in Section 4, licensees are required to reduce the cost of a full fee space that is occupied by an eligible child receiving fee subsidy. Please note CWELCC System fee reductions may be reduced by less than 25% in light of the \$12 floor. However, fee subsidy recipients will benefit from a full 25% parental contribution reduction.

CMSMs and DSSABs are required to calculate the parental contribution reduction for fee subsidy families and ensure the refund is provided to the parents as applicable.

Subsidized parents will not see a reduction in parental contribution in the case where the child occupies a space with a Licensee that is not enrolled in the CWELCC System.

CWELCC funding is to be used for reducing parental contribution and cannot be used to support fee subsidy. Additionally, CWELCC funding does not replace existing provincial operating funding being provided.

CWELCC funding will reduce the cost of a full fee space that is currently occupied by an eligible child receiving fee subsidy by 25% in 2022. As a result, less provincial funding will be required to support the space. The excess provincial funding, previously used to support the fee subsidy space, may not be used to further expand fee subsidy spaces, but may be reinvested in other child care expenses such as general operating costs.

CMSMs/DSSABs must adhere to the following requirement for provincial funding related to supporting fee subsidies.^[1] Provincial funding used to support fee subsidies must be the greater of:

- The CMSM/DSSAB's total 2019 fee subsidy expenditure for children 0-5 years, less 25%

Or

- The corresponding expenditures associated with the number of fee subsidy children 0-5 years, based on the CMSM/DSSAB's contractual service targets in their 2022 transfer payment agreement.

For CMSMs and DSSABs who are projecting costs that are below the 2019 fee subsidy expenditure threshold for children 0-5 years, less 25%, where there is an identified need for fee subsidy placements with a new CWELCC Service Agreement Licensee, the service system manager has the discretion to approve those fee subsidies within the threshold stated above to respond to the urgent needs of families in their communities.

5.3: REPORTING

CMSMs/DSSABs are required to report on expenditures and service data to the ministry as indicated below:

- Expenditures to support the reduction of parental contributions

^[1] Please note this requirement supersedes the direction on fee subsidy expenditures as outlined in the 2022 Ontario Child Care and EarlyON Child and Family Centres Service Management and Funding Guideline.

- Number of children served through the reduction of parental contributions

All expenditure and data requirements noted above must be submitted by type of setting (i.e., centre or home-based) and by auspice (not-for-profit, for-profit, directly operated).

SECTION 6: WORKFORCE COMPENSATION

6.1: PURPOSE

CMSMs/DSSABs will support recruitment and retention of Ontario's child care workforce through improved compensation for low wage earners by introducing a wage floor, and an annual wage increase for eligible RECEs.

In addition, workforce compensation funding will be provided to Licensees to offset wage increases for non-RECE staff associated with the increased minimum wage that came into effect January 1, 2022.

6.2: WAGE FLOOR AND ANNUAL WAGE INCREASE ELIGIBILITY

Where a Licensee is participating in the CWELCC System and eligibility is met based on the criteria set out in this section, workforce compensation funding must be provided by the CMSM/DSSAB to the Licensee.

6.2.1: Wage Floor

To be eligible to have their wage raised to the wage floor, staff must be employed by a Licensee that is participating in the CWELCC System and be in a position categorized as:

RECE Program Staff
RECE Child Care Supervisor
RECE Home Child Care Visitor

In addition, to be eligible for the wage floor, staff must be receiving wage enhancement funding, and their hourly wage including wage enhancement funding must be below the wage floor. Benefits should not be included when determining the hourly wage (i.e., benefits are in addition to the hourly wages identified in this section).

6.2.2: Annual Increase

To be eligible for an annual wage increase, staff must be employed by a Licensee that is participating in the CWELCC System and be in a position categorized as:

RECE Program Staff
RECE Child Care Supervisor
RECE Home Child Care Visitor

In addition, to be eligible for an annual \$1 per hour wage increase, staff must be receiving wage enhancement funding, and their hourly wage including wage enhancement funding must be below the wage cap of \$25 per hour on January 1st of each eligible year (i.e., base wage plus wage enhancement funding plus annual increase must be below \$25 per hour). Benefits should not be included when determining the base wage.

6.2.3: Ineligible Positions

Non-RECE Program Staff

Non-program staff

The wage floor and annual increase will not apply to non-program staff such as:

- Cook, custodial and other non-program staff positions.
- SNR-funded resource teachers/consultants and supplemental staff.
- Staff hired through a third party (i.e., temp agency).

The only exception to the first two positions noted above is if the staff is an RECE and the position spends at least 25 per cent of their time to support ratio requirements as outlined in the CCEYA, in which case the staff would be eligible for the wage floor and annual wage increase for the hours that they are supporting the ratio requirements.

6.2.4: Director approved staff

Qualified staff, child care supervisors, or home child care visitors that are director approved to be employed in these positions, but do not have an RECE designation, are not eligible for the wage floor or annual wage increase supported by workforce compensation funding.

6.2.5: Alignment with Child Care Wage Enhancement Grant

The child care Wage Enhancement Grant will continue to be provided to support the retention of qualified professionals to deliver affordable, high quality services.

Licensees will be required to apply for the Wage Enhancement Grant to be eligible for the wage floor or annual wage increase under the CWELCC System. Wage enhancement funding will be added to the base wage of staff when considering eligibility for the wage floor and annual wage increase plus benefits.

Wage floor examples: Wage floor of \$18 per hour and wage enhancement funding of \$2 per hour.

Example 1: RECE program staff with base wage of \$15 per hour would qualify to have their wage increase to \$18 per hour ($\$15 + \$2 = \17 per hour which is below \$18 per hour). Workforce compensation funding of \$1 per hour must be provided.

Example 2: RECE program staff with a base wage of \$16 per hour or higher would not qualify to have their wage increase ($\$16 + \$2 = \$18$ per hour which is equivalent to the wage floor.) Workforce compensation funding is not required.

Annual wage increase examples: Wage enhancement funding of \$2 per hour, annual wage increase of \$1 per hour and wage cap of \$25 per hour.

Example 1: RECE program staff with a base wage before wage enhancement funding of \$19 per hour would qualify for a wage increase of \$1 per hour ($\$19 + \$2 + \$1 = \22 per hour which is under the \$25 per hour wage cap). Workforce compensation funding of \$1 per hour must be provided.

Example 2: RECE program staff with a base wage before wage enhancement funding of \$23 per hour or higher would not qualify for an annual wage increase ($\$23 + \$2 + 1 = \$26$, which is above the wage cap). Workforce compensation funding is not required.

6.3: IMPLEMENTATION

CMSMs/DSSABs are required to develop a method to determine wage floor and annual wage increase entitlements within their region. In addition, CMSMs/DSSABs are required to monitor compliance of Licensees to the wage floor and annual wage increase requirements.

6.3.1: Information to Staff

Upon receiving confirmation of participation in the CWELCC System from their CMSM/DSSAB, and as new staff are hired, Licensees are required to share, in writing, information about the wage floor and annual wage increase with eligible staff. The information must provide eligible staff with an understanding of upcoming annual changes to their wages as a result of workforce compensation funding. At a minimum, the information about wages must include the wage floor and required annual wage increase for each year up to and including 2026.

6.3.2: Protecting a Sustainable Public Sector for Future Generations Act

Child care staff employed by Licensees with maximum wage increases specified under the *Protecting a Sustainable Public Sector for Future Generations Act, 2019* (PSPSFGA) may not be eligible for an increase in compensation to the wage floor or to the \$1 per hour annual wage increase. Licensees are required to meet any applicable obligations under the PSPSFGA.

6.3.3: Alignment with collective agreements

Some Licensees may be subject to the terms of a collective agreement. Licensees should seek independent legal advice on implementing the wage floor and annual wage increase.

6.3.4: Payments to Staff

Licensees must include workforce compensation payments in each pay cheque or payment made. Workforce compensation may not be paid at the end of the year as a lump sum payment.

6.3.5: Payment to Licensees

Workforce compensation funding must first be directed to eligible licensed child care centre staff and home child care visitors to increase wages and benefits as described below. Once these requirements are met, CMSMs/DSSABs will have flexibility with respect to the use of their workforce compensation funding to address other CWELCC System requirements.

It is important to note that CMSMs/DSSABs are not permitted to use workforce compensation funding to provide compensation to staff over and above what is mandated based on the parameters set out in this section of the guideline without approval from the ministry.

6.3.6: Other Compensation Increases

Workforce compensation funding must be considered in addition to and not reduce other planned compensation increases for eligible staff. For example, the wage floor and annual wage increase cannot be used to reduce planned merit increases for eligible staff.

6.3.7: Wage Floor

Licensees are required to bring the wage of all eligible staff up to the wage floor identified in the table below, plus benefits. All eligible staff hired during the identified years must earn at least the wage floor identified for that year, plus benefits as defined below.

The wage floor for 2022 will come into effect April 1, 2022. For all following years, the wage floor will come into effect on January 1 of each year.

Licensees will be permitted to continue to pay eligible staff below the wage floor for thirty-one calendar days after the CMSM or DSSAB notifies them that they are participating in the CWELCC System. On and after the 32nd day after the Licensee is notified by a CMSM or DSSAB of the participation date, the Licensee would be required to pay eligible staff at least the wage floor.

Licensees would then be given one additional month (for a total of 60 calendar days from the day they were notified by the CMSM or DSSAB) to provide staff with a retroactive payment for any wages that were below the wage floor, retroactive to the date of their confirmed participation in the CWELCC System.

Hourly Wage Floor 2022 to 2026*

	2022	2023	2024	2025	2026
RECE Program Staff	\$18	\$19	\$20	\$21	\$22
RECE Child Care Supervisors or RECE Home Child Care Visitors	\$20	\$21	\$22	\$23	\$24

*In addition to the hourly wage, staff are required to receive benefits.

Workforce compensation funding must be used to fund the incremental amount required to bring the staff wages to the wage floor. For example, in 2022 a RECE program staff with a base wage of \$15 per hour and wage enhancement funding of \$2 per hour, would receive workforce compensation funding of \$1 per hour.

6.3.8: Retroactive Wage Payments up to December 31, 2022

In the first year of implementation, the ministry understands that the process for Licensees to participate in the CWELCC System will require time, particularly for organizations without a current funding relationship with CMSMs or DSSABs.

To allow for this while also ensuring wage increases are provided to eligible staff, CMSMs/DSSABs must back-date a Licensees participation in the CWELCC system.

CMSMs/DSSABs who confirm a Licensees participation on or before December 31, 2022 must specify a participation date that is backdated to:

- April 1, 2022, if the Licensee was licensed as of April 1, 2022; or
- the date the Licensee's licence was issued in any other case.

Where staff were paid lower wages than specified by the wage floor, the Licensee who participated in the CWELCC System will be required to issue a retroactive payment to the eligible staff of the difference retroactive to the later of the two dates noted above. If there was an increase to wages during this period, workforce compensation should be decreased to reflect the change. Retroactive payments must be paid to eligible staff for the hours worked, regardless of whether they are employed by the Licensee at the time that their participation in the CWELCC System is confirmed.

Any Licensee participating in the CWELCC System after December 31, 2022, will not be eligible for a retroactive payment for wage compensation and will only be expected to implement the wage floor and annual wage increase on a go forward basis.

6.3.9: Annual Wage Increase

Licensees are required to increase the hourly wage of eligible staff by \$1 per hour plus benefits (as described below), on January 1st of each year from 2023 to 2026, inclusive, up to the \$25 per hour wage cap. To be eligible for the \$1 per hour annual increase, the staff's wage must be equal to or greater than the wage floor and less than \$25 per hour. Staff earning at or above \$25 per hour are not eligible for the annual \$1 per hour increase. Staff making \$24.00 to \$24.99 per hour are to have their wages increased to \$25 per hour.

6.3.10: Benefits Funding and Flexibility

Workforce compensation funding includes up to 17.5 per cent in benefits. Benefits of up to 17.5 per cent must support Licensees in meeting their statutory benefit requirements.

Workforce compensation encompasses statutory as well as additional benefits that are provided by the Licensee (e.g., additional vacation or personal days). Statutory benefits are benefits Licensees are required to provide their staff as determined by the law (e.g., vacation days, statutory holidays, Canada Pension Plan, Employment Insurance).

Once all statutory benefit requirements are met (including up to 2 weeks of vacation and 9 statutory days), any remaining funding within 17.5 per cent can be used to fund other benefit expenses paid by the employer on behalf of the employee.

CMSMs/DSSABs are required to develop a method to allocate the wage floor and annual wage increase funding to include up to 17.5 per cent in benefits. Any residual benefits funding can be used to support funding flexibility for expenses.

6.4: REPORTING

CMSMs/DSSABs will report expenditure and service data through regular reporting processes. This data will be used in part to support Ontario's reporting requirements to the Government of Canada under the CWELCC System. Reporting includes:

- Total number of RECE program staff, total number of RECE supervisors and total number of RECE home child care visitors supported by the wage floor.
- Total number of RECE program staff, total number of RECE supervisors and total number of RECE home child care visitors supported by the annual wage increase (starting 2023).
- Actual total expenditure on the wage floor paid out to RECE program staff, RECE supervisors, and RECE home child care visitors. Each staff category reported separately.
- Actual total expenditure on the annual wage increase (starting 2023) paid out to RECE program staff, RECE supervisors, and RECE home child care visitors. Each staff category reported separately.
- Actual total expenditure on benefits paid out to RECE program staff, RECE supervisors, and RECE home child care visitors. Each staff category reported separately.
- Number of child care centres or sites supported by the wage floor and/or wage increase.
- Number of home child care agencies receiving funding for wage floor and/or wage increase.

All data requirements noted above must be reported by the not-for-profit/for-profit/ directly operated Licensee and separately for staff serving the following age groups: eligible children (i.e., children under 6 years old), children aged 6 to 12 who are not eligible.

In terms of reporting on number of staff, if a staff is serving both categories, they should be included in the category where they mostly work. In terms of actual total expenditures related to these staff, CMSMs/DSSABs should determine an appropriate methodology that proportionately allocates the expenditures between time spent serving under 6 years old eligible children, and time spent serving children aged 6 to 12 who are not eligible under the CWELCC System.

6.5: MINIMUM WAGE OFFSET ELIGIBILITY

Where a Licensee is participating in the CWELCC System and eligibility is met based on the criteria set out in this section, workforce compensation funding must be provided by the CMSM/DSSAB to the Licensee.

To be eligible for the minimum wage offset, Licensees must be participating in the CWELCC System and employ staff in a position categorized as:

- Non-RECE Program Staff
- Non-RECE Child Care Supervisor
- Non-RECE Home Child Care Visitor

In addition, to be eligible for a minimum wage offset, Licensees must employ staff that were

earning less than \$15 per hour (not including wage enhancement) on March 31, 2021, or were hired after March 31, 2021, and before January 1, 2022, and had wages below \$15 per hour (not including wage enhancement) Staff hired after December 31, 2021, are not eligible for the minimum wage offset.

6.5.1: Ineligible Positions

The minimum wage offset will not apply to non-program staff such as:

- Cook, custodial and other non-program staff positions.
- SNR-funded resource teachers/consultants and supplemental staff.
- Staff hired through a third party (i.e., temp agency).

The only exception to the first two positions noted above is if the staff is a non-RECE and the position spends at least 25 per cent of their time to support ratio requirements as outlined in the CCEYA in which case the staff would be eligible for the minimum wage offset for the hours that they are supporting the ratio requirements.

6.6: IMPLEMENTATION

CMSMs/DSSABs are required to develop a method to determine minimum wage offset entitlements within their region. In addition, CMSMs and DSSABs are required to monitor compliance of Licensees to the minimum wage offset requirements.

6.6.1: Payment to Licensees

Workforce compensation funding must first be directed to licensed child care centre staff and home child care visitors to increase wages and benefits as described below. Once these requirements are met, CMSMs/DSSABs will have flexibility with respect to the use of their workforce compensation funding to address other CWELCC System requirements. Please see Section 2: Accountability section for more details.

It is important to note that CMSMs/DSSABs are not permitted to use workforce compensation funding to provide compensation to staff over and above what is mandated based on the parameters set out in this section of the guideline without approval from the ministry. Licensees were required to comply with minimum wage legislation and bring the wages of their staff to \$15 per hour as of January 1, 2022. To offset the minimum wage increase, CMSMs/DSSABs are required to provide workforce compensation funding to Licensees to cover the incremental amount needed to bring wages for eligible staff to \$15 per hour.

For example, if an eligible staff was earning \$14.50 on April 20, 2021, the Licensee would receive workforce compensation funding of \$0.50 per hour plus benefits (as described below) to support that staff's wages. Workforce compensation funding for the minimum wage offset must be provided to Licensees starting the date of participation in the CWELCC System up to and including 2026.

6.6.2: Benefits Funding and Flexibility

Workforce compensation funding includes up to 17.5 per cent in benefits. Benefits of up to 17.5 per cent must support Licensees in meeting their statutory benefit requirements.

Once all statutory benefit requirements are met (including up to 2 weeks of vacation and 9 statutory days), any remaining funding within 17.5 per cent can be used to fund other benefit expenses paid by the employer on behalf of the employee.

CMSMs/DSSABs are required to develop a method to allocate the minimum wage offset funding to include up to 17.5 per cent in benefits. Any residual benefits funding can be used to support funding flexibility for expenses.

6.7: REPORTING

CMSMs/DSSABs will report expenditure and service data through regular reporting processes. This data will be used in part to support Ontario's reporting requirements to the Government of Canada under the CWELCC System. Reporting includes:

- Total number of non-RECE program staff, total number of non-RECE supervisors and total number of non-RECE home child care visitors supported by the minimum wage offset.
- Actual total expenditure on the minimum wage offset paid out to Licensees for non-RECE program staff, non-RECE supervisors, and non-RECE home child care visitors. Each staff category is reported separately.
- Benefits paid out to Licensees for non-RECE program staff, non-RECE supervisors, and non-RECE home child care visitors. Each staff category is reported separately.
- Number of child care centres or sites supported by the minimum wage offset.
- Number of home child care agencies receiving funding for minimum wage offset.

All data requirements noted above must be reported by not-for-profit/for-profit/directly operated Licensees and separately for staff serving the following age groups: eligible children (i.e., children under 6 years old), children aged 6 to 12 who are not eligible under the CWELCC System but can still receive Workforce Compensation funding – see below.

In terms of reporting on number of staff, if a staff is serving both categories, they should be included in the category where they mostly work. In terms of actual total expenditures related to these staff, CMSMs/DSSABs should determine an appropriate methodology that proportionately allocates the expenditures between time spent serving under 6 years old eligible children, and time spent serving children aged 6 to 12 who are not eligible children.

6.8: PROGRAMS SERVING CHILDREN AGED 6-12 ELIGIBILITY

Ontario is contributing funding as part of the workforce compensation allocation which will be used

for compensation for staff in licensed child care programs serving children aged 6 to 12, who are currently ineligible to apply for participation in the CWELCC System, to ensure equity of wages across staff serving different age groups, and to avoid these increases being passed onto parents through higher fees.

Licensees with programs serving children who are not eligible children (i.e., aged 6-12) may apply separately to the CMSM/DSSAB for workforce compensation funding.

For Licensees with programs serving any eligible child, including programs serving children 0-12, the Licensee must be a participant in the CWELCC System in order to access workforce compensation (funded through the CWELCC System) for eligible staff and home child care visitors, and will be required to adhere to all the parameters of the CWELCC System.

6.9: IMPLEMENTATION

For all staff and home child care visitors meeting the workforce compensation (wage floor, annual increase, minimum wage offset) eligibility requirements detailed above, CMSMs/DSSABs are required to develop an application process to enrol Licensees for workforce compensation entitlement within their region. This process can mirror current Wage Enhancement processes.

CMSMs/DSSABs must adhere to the compensation funding parameters detailed above for wage floor, annual increase, and minimum wage offset increases to eligible staff.

CMSMs/DSSABs are required to manage public inquiries related to workforce compensation. To manage these inquiries, CMSMs/DSSABs may wish to post information regarding workforce compensation along with contact information on their website.

Funding provided to Licensees for workforce compensation supports staff serving the following age groups: eligible children and children aged 6 to 12 who are not eligible under the CWELCC System.

**APPENDIX A - CANADA-WIDE EARLY LEARNING AND CHILD CARE
(CWELCC) FUNDING FORMULA TECHNICAL PAPER**

Ministry of Education

**CWELCC Funding Formula: Technical
Paper 2022**

Purpose

To support greater transparency for system users, this paper contains details of the underlying formulae and criteria used in calculating the 2022 Canada-Wide Early Learning and Child Care (CWELCC) Allocations to CMSMs/DSSABs.

Overview of the CWELCC Funding Formula

The CWELCC funding formula includes three main allocation categories: Fee Reduction, Workforce Compensation, and CWELCC Administration.

CWELCC Funding in 2022 (\$ Millions)

Category	Preliminary CWELCC Funding (\$M)
Fee Reduction	\$734
Workforce Compensation	\$33
CWELCC Administration	\$18
Total to CMSMs/DSSABs in 2022	\$785

Funding was provided for inflation. This includes inflation for both compensation and non-compensation costs. In 2022 this was captured through the Fee Reduction Allocation as well as the increased child care funding in 2022 through the Canada-Ontario Early Learning and Child Care (ELCC) allocation. Information regarding operating funding to support space expansion will be released later this year.

Fee Reduction Allocation

Fee reduction funding is being provided to CMSMs/DSSABs to support parents, families and communities by reducing fees for eligible children in licensed child care.

CMSMs/DSSABs will work with child care licensees who choose to participate in the CWELCC System in their regions to provide operating grants that will enable the base fee reduction for families.

The 2022 Fee Reduction Allocation is intended to support the first step of fee reduction: all Ontario families with eligible children in participating licensed child care will see a fee reduction of up to 25% (to a minimum of \$12 per day), retroactive to April 1, 2022.

The Fee Reduction Allocation funding totals \$734 million in 2022. The following data elements are used to calculate the allocation:

Fee Reduction Allocation Data Elements	Source
Parent Fees for eligible children	2021 Child Care Operator Survey
Number of Licensed Child Care Spaces	2021 Child Care Licensing System
Number of eligible children enrolled in Licensed Home Child Care	2021 Child Care Operator Survey

Centre-Based Child Care Fee Reduction Formula

The Fee Reduction formula calculates the amount of fee reduction required at the child care centre level and for each age group within each centre. For each eligible age group, where there are licensed spaces, the fee reduction is determined as described below:

2022 Estimated Fee (2021 fee as reported + inflation)	Fee Reduction Formula
> \$16	$(2021 \text{ parent fee} \times \text{inflation} \times 25\% \text{ fee reduction}) \times \text{number of licensed spaces}$
Between \$16 and \$12	$(2021 \text{ parent fee} \times \text{inflation} - \$12 \text{ floor}) \times \text{number of licensed spaces}$
< \$12	\$0 fee reduction

This is calculated for each eligible age group and child care centre and rolled up to the CMSM/DSSAB level. Age groups included in the calculation include infants, toddlers, preschool and kindergarten. Note, kindergarten spaces are assumed to charge a before and after school fee on instructional school days and a full day fee on non-instructional school days. An adjustment is also applied on the centre level for kindergarten spaces that do not operate in the summer months.

Home-Based Child Care Fee Reduction Formula

The Fee Reduction formula for licensed home child care follows the same approach as the centre-based formula. Enrolment data is used as a proxy for the number of spaces in home child care. Age groups included in the calculation include under 2 years, 2-3 years and 4-5 years. Aged 4-5 enrolment is treated the same as the kindergarten age group in centre-based child care as described above regarding before and after school fee vs full day fee however, all homes are assumed to operate year round.

Note that CWELCC funding for home-based child care was allocated to CMSMs/DSSABs based on the location of the home child care agency.

Workforce Compensation Allocation

Workforce compensation funding is focused on supporting Registered Early Childhood Educator (RECE) staff that are low wage earners. In 2022, there will be a wage floor of \$18 for RECE program staff, and \$20 per hour for RECE supervisors and RECE Home Child Care Visitors. In 2022, Non-RECE program staff, Supervisors and Non-RECE Home Child Care visitors should have a wage floor of \$17 per hour (\$15 minimum wage plus \$2 Wage Enhancement). Funding is being allocated to RECE staff to raise their wages to the new floor and allocated to Non-RECE staff to cover the increased minimum wage that came into effect January 1, 2022, and therefore support the \$17 per hour existing wage floor.

The Workforce Compensation Allocation funding totals \$33 million in 2022 which was derived by:

- Using the wage brackets and number of staff in each bracket, assuming a normal distribution within the bracket.
- Growing wages by inflation.
- For each bracket below the floor the following was calculated:
 - Floor - avg for the bracket x number of staff in the bracket

This results in the following proportional distribution by type of staff for each floor:

Proportion	Workforce Compensation Allocation Data Elements	Source
55%	Number of RECE program staff that have wages under \$18	2019 Child Care Operator Survey
12%	Number of RECE supervisors and home visitors that have wages under \$20	2019 Child Care Operator Survey
33%	Number of Non-RECE program staff and supervisors that have wages under \$17	2019 Child Care Operator Survey

Funding is also provided for an inflationary increase, but is included in the Fee Reduction allocation (the assumption being that this wage increase was reflected in the fees already) while the \$33 million reflects the additional funding for the wage floors.

CWELCC Administration Allocation

The CWELCC Administration Allocation is intended to support service system managers with administrative capacity to implement the goals of the CWELCC.

The allocation for CWELCC Administration totals \$18 million in 2022 and is comprised of the following components:

Administration Allocation Data Elements	Benchmark
Base allocation for each CMSM and DSSAB	\$65,600 x (1+17.5% benefits) x 75%
Number of Licensed Child Care Spaces as of March 31, 2021 per Child Care Licensing System (infant, toddler, preschool and kindergarten)	\$70.32 per space x 75%
Home Child Care Enrolment per 2021 Child Care Operator Survey (0-5 years)	\$70.32 per enrolment x 75%

The allocations above have been pro-rated for the 9 months from April to December by 75%.

Appendix B: CWELCC Funding Formula: Tip Sheet

This tip sheet is intended to provide tips to CMSMs and DSSABs to assist them in allocating Canada-Wide Early Learning and Child Care (CWELCC) funding to the licensees that choose to participate in their regions.

General Tips

- Refer to the CWELCC Funding Formula Technical Paper for details on how funding was allocated from the province to CMSMs and DSSABs.
- CMSMs/DSSABs can leverage the province's allocation methodology, in order to allocate funding to licensees where appropriate.
- CMSMs/DSSABs should allocate CWELCC funding to licensees that choose to participate to ensure they can provide retroactive rebates to parents within 20 calendar days

Fee Reduction

- Gather information from licensees on base fees as of March 27, 2022 for eligible children and operating capacity.
- Calculate fee reduction funding based on a 25% reduction to base fees as of March 27, 2022 to a floor of \$12 per day.
- Funding to licensees for fee reduction should cover the full fee reduction to base fees.

Workforce Compensation

- Gather information from licensees on number and type of staff working in each centre, their wages, and estimated hours they will work April to December 2022.
- Allocate funding to licensees to support the wage floor of \$18 per hour for RECE program staff and \$20 per hour for RECE supervisors and home child care visitors.
- For example, if a RECE program staff has a wage of \$17 currently (\$15 wage + \$2 wage enhancement), then they should be allocated \$1 per hour for the estimated hours they will work April to December 2022, to ensure they receive the floor of \$18 per hour.
- Funding has been provided to offset the minimum wage increase for non-RECE staff that took effect January 2022. Please ensure that Licensees are not receiving double funding for this (for example, if they have already raised fees to reflect the increase, then the funding would flow to the Licensee for Fee Reduction and CMSMs/DSSABs should exercise flexibly between funding lines to account for this).

APPENDIX C: 2022 LICENSED CHILD CARE CWELCC SYSTEM SERVICE AGREEMENT CHECKLIST

This “Licensed Child Care CWELCC System Service Agreement Checklist” is a supportive tool that may assist CMSMs/DSSABs in drafting or amending their CWELCC System service agreements with child care Licensees participating in the Canada-Wide Early Learning and Child Care (CWELCC) System. The checklist is not intended to be an exhaustive list of considerations from the ministry, and CMSMs/DSSABs should consult the CCEYA, the CWELCC Guidelines as well as their legal counsel in developing CWELCC System service agreements.

The checklist covers, at a high level, the criteria the province requires of the CMSM/DSSAB and Licensees in order to access CWELCC System funding.

This checklist includes the following:

- Part 1: Licensed Child Care Operator Participation
 - Part 2: Funding Consideration
 - Part 3: Fee Reduction
 - Part 4: Workforce Compensation
 - Part 5: Reporting
 - Part 6: Records and Audit
 - Part 7: Withholding and Recovery of Payments and Right to Set Off
-

Part 1: Licensed Child Care Operator Participation

Participation in the Canada-Wide Early Learning and Child Care System is optional; however, child care Licensees are encouraged to participate so that families can benefit from reduced fees.

The following requirements must be met by the Licensee for enrolment into the CWELCC System:

- Licensee must demonstrate financial viability to the CMSM/DSSAB. For example, CMSMs/DSSABs may look for where a licensee has accumulated arrears, have not serviced their debt, or are approaching bankruptcy.
- Licensee must operate in accordance with the CWELCC System service agreement, the *Child Care and Early Years Act, 2014 (CCEYA)* and its regulations, as well as the requirements outlined by the CMSM/DSSAB.
- Licensees must maintain existing (pre-CWELCC System announcement on March 28, 2022) licensed spaces for eligible children. Licensees may not convert any existing spaces for eligible children to other age groups (e.g., converting infant spaces to toddler, or infant spaces to kindergarten) in 2022.
- Licensees must communicate their CWELCC System enrolment status to all parents and staff within 14 days of the licensee being notified by CMSM/DSSAB of the results of their application in accordance with O. Reg. 137/15.
- Licensees must complete the annual *Licensed Child Care Operations Survey*, as required under section 77 of O. Reg. 137/15 in order to continue to receive funding under the CWELCC System.
- Licensees must reduce and refund base fees in accordance with O. Reg.137/15. Licensees are required to keep an electronic or hard copy of their CWELCC System service agreement at the child care centre or home child care agency, and make it available for ministry inspection.
- Licensees must maintain their licence in good standing in accordance with the CCEYA.

Part 2: Funding Considerations

Please see below examples of requirements relating to CWELCC System funding that a CMSM/DSSAB may want to consider in developing terms and conditions to include in its CWELCC System service agreement with a Licensee governing CWELCC System funding. CMSMs/DSSABs may also want to refer to the ministry's Guideline Addendum to assist them in developing additional terms and conditions governing this funding:

- Licensees are required to use CWELCC System Funds to support CWELCC System objectives in accordance with the CWELCC System service agreement, applicable legislation, regulations and applicable guideline requirements provided to Licensees.

- ❑ Licensees are required to return CWELCC System Funds to the CMSM/DSSAB where funds are not used in accordance with the requirements established by the CMSM/DSSAB that apply to Licensees.
- ❑ Licensees are required to provide sufficient financial or other information related to their child care operations as required by the CMSM/DSSAB for review.
- ❑ Information submitted by the Licensee will be subject to review as part of the CMSMs/DSSABs funding and reconciliation process. CMSMs/DSSABs may consider including terms and conditions in their CWELCC System service agreements that provide for the following rights:
 - ❑ The right to review and to confirm that the Licensee did not charge fees for eligible children higher than the fees at which it was capped after March 27, 2022 (unless the fees were communicated to parents prior to March 27, 2022).
 - ❑ The right to determine if a Licensee's operation in child care for eligible children is sustainable and financially viable. For example, CMSMs/DSSABs may look for where a licensee has accumulated arrears, have not serviced their debt, or are approaching bankruptcy.
 - ❑ The right to verify that increases to base and non-base fees for the care of eligible children were permitted in accordance with O. Reg. 137/15, (e.g., a fee increase must have been communicated to families/parents prior to March 27, 2022).
 - ❑ The right to verify that Licensees are maintaining the spaces for eligible children for which they are receiving funding to reduce base fees (e.g., a licensed infant space must remain an infant space) along with the right to recover funding from the Licensee as determined by the CMSM/DSSAB.
- ❑ The requirement for Licensees to report to the CMSM/DSSAB any revisions to capacity or use of alternate capacity for child care spaces currently licensed for ages 0-5.
- ❑ Requirement that Licensees do not close for more than 2 consecutive weeks and do not close for more than 4 weeks within a calendar year while the licensee is receiving full funding from the CWELCC System.
- ❑ Requirement that full base fees cannot be charged by the Licensee for any closure beyond these timelines. CMSMs/DSSABs may further limit the allowable period of closure (e.g., closures may not exceed 10 consecutive days).

Part 3: Fee Reduction

Fee reduction funds are to be used by CMSMs/DSSABs to support parents, families and communities by reducing base fees for eligible children.

The *Child Care and Early Years Act, 2014 (CCEYA)* sets out the rules regarding what

participating Licensees will be permitted to charge parents as part of their base fee (as defined by the CCEYA).

In working towards achieving the required base fee reduction for eligible children, below is a high-level summary of terms and conditions to consider when enrolling a Licensee into the CWELCC System.

CMSMs/DSSABs should refer to O. Reg 137/15 for full details on the fee reduction requirements and should refer to the ministry's CWELCC System funding Guideline Addendum to assist in developing additional terms and conditions to include in their CWELCC System service agreements with participating Licensees.

- Licensees' base fees must be determined in accordance with the requirements set out in O. Reg. 137/15 under the CCEYA. (CMSMs/DSSABs can refer to the regulations and the Guideline Addendum for further details on base fees).
- Licensees must reduce base fees for eligible children only. The term 'eligible children' is defined in O. Reg. 137/15.
- Licensees are required to provide a refund to parents where a base fee higher than the reduced base fee is charged for an eligible child, retroactive to the Licensee's CWELCC System enrolment date and for any period after the CWELCC enrolment date where excess base fees has been prepaid for. CMSMs/DSSABs can refer to the Guideline Addendum for further details.
- Licensed home child care agencies participating in the CWELCC System must ensure that home child care providers charge parents of eligible children a base fee determined in accordance with O. Reg. 137/15, which applies to children who are agency placed and those children that are privately placed in the provider's care.
- Licensees are permitted to continue charging the base fees as of March 27, 2022, for 20 calendar days after the CMSM/DSSAB notifies them that they are enrolled in the CWELCC system. On and after the 21st day after the Licensee is notified by a CMSM/DSSAB of the enrolment date, Licensees cannot charge a base fee that is higher than the reduced base fee to parents of an eligible child.
- CMSMs/DSSABs have the right to determine an initial base fee, in the case where the capped fee does not include all of the components required to be included in a base fee under O. Reg. 137/15, or to exclude components that should not be part of a base fee at the discretion of the CMSM/DSSAB.
- Licensees must ensure that components that should be captured by the definition of non-base fees under O. Reg. 137/15 should not be included as a component of base fees.
- Licensees are required to maintain the reduced base fees until they are either required to reduce them again, or if they are no longer participating in the CWELCC System.

- In the case where a Licensee transfers shares of the corporation the licensee continues to be bound by the requirements in O. Reg. 137/15 relating to base fees and non-base fees. In the case where a Licensee sells all of its assets and ceases to be licensed, the purchasing corporation must apply for a licence under the CCEYA and may submit an application to enrol in the CWELCC System, in which case the base fee and non-base fee rules in O. Reg. 137/15 apply to the applicant (CMSMs/DSSABs see regulation and Guideline Addendum for further details).
- CMSMs/DSSABs have the right to verify the timeliness and accuracy of refunds and fee reductions made by Licensees.

Part 4: Workforce Compensation

The commitment, knowledge and experience of Ontario’s diverse range of child care and early years professionals is a key factor in the implementation of the CWELCC System. Workforce compensation funding is focused on supporting Registered Early Childhood Educator (RECE) staff that are low wage earners. Increased compensation for low wage earners will help support the recruitment and retention of RECEs working in the child care sector as part of the provincial strategy to achieve system growth and ensure increased access to high quality licensed child care in Ontario.

Ontario will support the recruitment and retention of Ontario’s child care workforce by providing improved compensation for low wage earners through the implementation of a wage floor and an annual wage increase for eligible RECE staff.

In addition, workforce compensation funding will be provided to Licensees to offset wage increases for non-RECE staff associated with the increased minimum wage that came into effect January 1, 2022.

The following are examples of requirements that apply to Licensees in respect of workforce compensation funding that CMSMs/DSSABs may want to consider in developing terms and conditions to include in their CWELCC System service agreements with Licensees that govern this funding. For additional information relating to workforce compensation funding, CMSMs/DSSABs are encouraged to refer to the Guideline Addendum.

Wage floor and Annual Wage Increase

- Licensees are required to bring the wage of all eligible RECE staff up to the wage floor plus benefits as identified in the ministry’s Guideline Addendum.
- Licensees are required to increase the hourly wage plus benefits of all eligible RECE staff annually as described in the ministry’s Guideline Addendum.
- Workforce compensation funding is provided to eligible RECE staff employed by a Licensee that is participating in the CWELCC System regardless of the age of the children they are supporting (e.g., not limited to staff supporting children under the age

of 6).

- Licensees subject to the *Protecting a Sustainable Public Sector for Future Generations Act, 2019* (PSPSFGA) are required to meet any applicable obligations under the PSPSFGA.
- Licensees that are subject to the terms of a collective agreement should seek independent legal advice on implementing the wage floor and annual wage increase.
- Licensees will be required to apply for the Wage Enhancement Grant to be eligible to receive workforce compensation funding.
- Licensees participating in the CWELCC System prior to December 31, 2022, must issue retroactive payments to eligible RECE staff for any period after the Licensee is notified by the CMSM/DSSAAB that they are enrolled in the CWELCC System during which Licensees paid eligible RECE staff wages lower than the wage floor.
- Licensees participating in the CWELCC System after December 31, 2022, will not receive funding to issue retroactive payments to eligible RECE staff for wage compensation funding and will only be expected to implement the wage floor and annual wage increase on a go forward basis.
- Licensees will be permitted to continue to pay eligible RECE staff below the wage floor for thirty-one calendar days after the CMSM/DSSAB notifies them that they are enrolled in the CWELCC System. After 31 days, the Licensee would be required to pay eligible RECE staff at least the wage floor. Licensees would then be given one additional month (for a total of 60 days from the day they were notified by the CMSM/DSSAB) to provide eligible RECE staff with a retroactive payment for any wages that were below the wage floor, retroactive to the date their enrolment in the CWELCC System was confirmed by the CMSM/DSSAAB.
- Licensees are not permitted to use workforce compensation funding to provide compensation to eligible RECE staff over and above what is mandated based on the requirements set out in the Guideline Addendum without approval from the ministry.
- Workforce compensation funding must be considered in addition to and not reduce other planned compensation increases for eligible staff. For example, the wage floor and annual wage increase cannot be used to reduce planned merit increases for eligible staff.
- Licensees must include workforce compensation payments in each pay cheque or payment made to eligible RECE staff.
- Upon receiving confirmation of enrolment in the CWELCC System from their CMSM/DSSAB, and as new eligible RECE staff are hired, Licensees are required to share in writing, information about the wage floor and annual wage increase with eligible RECE staff.

- Licensees must report on data for meeting wage floor and annual wage increase requirements as determined by the CMSM/DSSAB and the reporting parameters set out in the ministry's Addendum to the Funding Guideline.

Minimum Wage Offset

- Licensees must provide eligible non-RECE staff that were earning less than \$15 per hour (not including wage enhancement) on March 31, 2021, or were hired after March 31, 2021 and before January 1, 2022 and had wages below \$15 per hour (not including wage enhancement), minimum wage offset funding.
- Licensees must report on data for meeting minimum wage offset requirements as determined by the CMSM/DSSAB and the reporting parameters set out in the ministry's Addendum to the Funding Guideline.

Part 5: Financial Reporting

As part of the CMSM/DSSAB's financial review process with Licensees at year end, the Licensee will be required to submit financial information to the CMSMs/DSSABs to verify that the funding provided was used for the purpose(s) intended.

Below are examples of requirements for CMSMs/DSSABs to consider related to the financial reporting process when developing terms and conditions to include in their CWLECC System service agreements with Licensees. CMSMs/DSSABs may wish to refer to the CWLECC System Guideline Addendum for additional information:

- Financial reports are prepared and submitted by the Licensee in accordance with the CMSM/DSSAB's reporting requirements and timelines.
- Licensees are required to provide all financial and other information based on CMSM/DSSAB requirements.
- Licensee will work with CMSM/DSSAB to reconcile all CWLECC System funding annually according to the reporting and reconciliation documentation provided by the Ministry.
- CMSM/DSSAB have the right to follow up with Licensee on any CWLECC System expenditures reported to determine reasonability of variances.
- The CMSM/DSSAB will take reasonable and progressive corrective actions on the Licensee who does not comply with reporting requirements.
- Adjustments and recoveries of funding provided will be determined at the discretion of the CMSM/DSSAB based on the CMSM/DSSAB's reconciliation process.

Part 6: Records and Audit

CMSMs/DSSABs will be required to undertake audits on a random sample of Licensees in receipt of CWELCC System funding on an annual basis to confirm that CWELCC System funding has been used for its intended purpose.

See below for examples of requirements for CMSMs/DSSABs to consider in developing terms and conditions to include in their CWELCC System service agreements with Licensees related to the maintenance of proper financial and service records. CMSMs/DSSABs may wish to also refer to the CWELCC System Guideline Addendum for additional information:

The Licensee:

- Must maintain complete financial and service records of accounts of expenditures related to the CWELCC System, for each site where CWELCC System funding is being provided, for at least 7 years.
- Cannot dispose of any records related to the services provided under the CWELCC System without prior consent from the CMSM/DSSAB, even when the Licensee is no longer operating.
- Must permit the CMSM/DSSAB to audit financial and service records related to the CWELCC System at any reasonable time.
- Must ensure its staff are available for consultation by the CMSM/DSSAB as required.

Part 7: Withholding and Recovery of Payments and Right to Set Off

CMSMs/DSSABs should consider including terms and conditions in their CWELCC System service agreements with licensee that provide them with the right to withhold payment or to reduce funding provided to a Licensee when the Licensee does not meet the obligations relating to the use of CWELCC System funds or other related CMSM/DSSAB funding requirements. See below for examples of requirements for CMSMs/DSSABs to consider in developing terms and conditions for their CWELCC System service agreements.

The CMSM/DSSAB will reserve the right to withhold or recover funding based on the following:

- Funding spent on expenditures unrelated to the objectives of CWELCC.
- Licensee not meeting deadlines relating to request for information, documentation and reporting.
- Licensee not meeting the requirements under the CWELCC System, applicable guidelines or any other specific deadlines noted by the CMSM/DSSAB.

- CWELCC System funds not in used in accordance with the requirements and any applicable guidelines provided by CMSMs/DSSABs to Licensees.
- Licensee did not complete their annual *Licensed Child Care Operations Survey*, as per O.Reg.137/15 (77).

Appendix D: Application Form: CWELCC Enrolment

CMSMs/DSSABs may provide this sample application form to Licensees in their region who wish to enrol in the Canada-wide Early Learning and Child Care (CWELCC) System. Service system managers may modify the form as they see fit, with the assistance of their legal counsel, for their purposes.

Canada-Wide Early Learning and Child Care (CWELCC) System

Funding under the Canada-Wide Early Learning and Child Care (CWELCC) System will be used to build and leverage the success of Ontario's existing early learning and child care system by increasing quality, access, affordability, flexibility and inclusivity in early learning and child care. This will be accomplished by:

- Reducing base fees for eligible children by 25% (to a minimum of \$12 per day), retroactive to April 1, 2022, providing a 50% reduction in average base fees for eligible children by the end of December 2022, and reaching an average of \$10 a day child care fees for eligible children by September 2025 for licensees enrolled in the CWELCC System (Note: The average of \$10 a day is calculated including fee subsidies paid to families. As a result, the rates charged by operators to families will be approximately \$12 a day by September 2025 to achieve a \$10 a day average);
- Creating 86,000 new licensed child care spaces, including more than 15,000 licensed child care spaces created since 2019, with capital start-up grants targeting growth in communities with populations who need them most;
- Ensuring space expansion plans and programming are informed by, and support the needs of, vulnerable and diverse populations in communities; and
- Strengthening the early childhood workforce through enhanced compensation, training and professional learning opportunities.

To be eligible for CWELCC funding, child care operators must apply to their local CMSM/DSSAB to enrol and have or enter into a CWELCC System service agreement with [insert name of the CMSM/DSSAB] and agree to operate under the criteria outlined in the [insert CMSM/DSSAB Guideline] in order to receive this funding to reduce base fees for eligible children.

Licensees that wish to enrol in the CWELCC System must confirm their intent to participate and agree to the conditions outlined in the "Terms of Application" section to the [insert name of the CMSM/DSSAB] by November 1, 2022.

Definitions

In this form, the following terms will have the following meanings:

"CMSM/DSSAB" means the Service System Manager (SSM) as designated under the *Child Care and Early Years Act, 2014* (CCEYA).

“**Licensee**” means the licensed home child care agency or child care centre.

“**CWELCC System**” means the Canada-Wide Early Learning and Child Care System for early years and child care funding provided for in an agreement entered into by the Province of Ontario and the Government of Canada.

“**Eligible child**” means any child under six years old; and up until June 30 in a calendar year, any child who (a) turns six years old between January 1 and June 30 in that calendar year, and (b) is enrolled in a licensed infant, toddler, preschool or kindergarten group, a licensed family age group, or home child care.

“**Base fee**” means any fee or part of a fee that is charged in respect of a child for child care, including anything a licensee is required to provide under the CCEYA, or anything a licensee requires the parent to purchase from the licensee, but does not include a non-base fee.

Section 1: Child Care Licensee Basic Information

Licensee Name:	Application Date: <i>yyyy-mm-dd</i>
Licence Number:	Agency/Centre Name:
Location Address: <i>Street Number, Street Name, Unit / Suite Number</i>	Location Address: <i>City / Town, Postal Code</i>
Type of Licensee: <i>Please check one.</i> <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> First Nation	Auspice: <i>Please check one.</i> <input type="checkbox"/> Not-for-profit <input type="checkbox"/> For-profit
Contact Name: <i>First, Last</i>	Position Title:
Business Telephone Number:	Business Email:
Type of Organization: <input type="checkbox"/> Child Care Centre <input type="checkbox"/> Home Child Care Agency	Type of Program (if applicable): <i>Please check all that apply.</i> <input type="checkbox"/> Indigenous (off-reserve) <input type="checkbox"/> Francophone
Request Type: <i>Please check one.</i> <input type="checkbox"/> New Service Agreement (for those who do not currently have a purchase of service agreement with the service system manager and who want to participate in CWELCC). <input type="checkbox"/> Change to Existing Service Agreement (for those with an existing purchase of service agreements and who want to participate in CWELCC).	

Section 2: Child Care Licensee Site Information

Hours of Operation:															
Types of Service Provided and hours of operation per service: <i>Check all that apply.</i>															
<input type="checkbox"/> Full-day child care	hours														
<input type="checkbox"/> Part-time child care	hours														
<input type="checkbox"/> Before and/or after school programs (6-12 yrs)	hours														
<input type="checkbox"/> Before and/or after school programs (4-5 yrs)	hours														
<input type="checkbox"/> Licensed home child care	hours														
Licensed Capacity: <i>As indicated on your Schedule 1 Ministry of Education licence.</i>															
Number of Home Child Care Sites:															
Number of Rooms:															
Room # 1:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Licensed (L) & Operating Capacity (O) Space:</td> </tr> <tr> <td>Infant:</td> <td style="text-align: right;">L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/></td> </tr> <tr> <td>Toddler:</td> <td style="text-align: right;">L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/></td> </tr> <tr> <td>Pre-school:</td> <td style="text-align: right;">L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/></td> </tr> <tr> <td>Kindergarten:</td> <td style="text-align: right;">L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/></td> </tr> <tr> <td>School-age:</td> <td style="text-align: right;">L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/></td> </tr> </table>	Licensed (L) & Operating Capacity (O) Space:		Infant:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>	Toddler:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>	Pre-school:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>	Kindergarten:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>	School-age:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>	Total:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>
Licensed (L) & Operating Capacity (O) Space:															
Infant:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>														
Toddler:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>														
Pre-school:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>														
Kindergarten:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>														
School-age:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>														
Total:	L: <input style="width: 50px;" type="text"/> O: <input style="width: 50px;" type="text"/>														
<i>Copy and paste the table above to provide the information for each room in your site.</i>															
Total Licensed Capacity:															
Total Operating Capacity:															

Section 3: Base Fees

Base fees are any fee or part of a fee that is charged in respect of a child for child care (i.e., if the Licensee requires parents to pay for something and it is not optional, then it has to be included in base fee). This includes anything the Licensee is required to provide under O.

Reg. 137/15, or anything the Licensee requires the parent to purchase from the Licensee, but does not include a non-base fee.

Base fee information should be the fees as of March 27, 2022. All base fee information should be calculated on a daily basis even if your fees are typically calculated on an hourly, weekly, bi-weekly, monthly, or annual basis. Include your standard fees for children in each age group who are not receiving a fee subsidy.

Licensed Age Group	Base Fee (\$)	Not Applicable
Full Day (6 hours or more)		
Infant (Younger than 18 months)		<input type="checkbox"/>
Toddler (18 months to 29 months)		<input type="checkbox"/>
Preschool (30 months to 6 years)		<input type="checkbox"/>
Kindergarten (44 months to 7 years)		<input type="checkbox"/>
Family Age Grouping (Schedule 4)		<input type="checkbox"/>
Half Day (fewer than 6 hours)		
Infant (Younger than 18 months)		<input type="checkbox"/>
Toddler (18 months to 29 months)		<input type="checkbox"/>
Preschool (30 months to 6 years)		<input type="checkbox"/>
Kindergarten (44 months to 7 years)		<input type="checkbox"/>
Family Age Grouping (Schedule 4)		<input type="checkbox"/>
Before School Only (Kindergarten & School Age)		
Kindergarten (44 months to 7 years)		<input type="checkbox"/>
Family Age Grouping (Schedule 4)		<input type="checkbox"/>
After School Only (Kindergarten & School Age)		
Kindergarten (44 months to 7 years)		<input type="checkbox"/>
Family Age Grouping (Schedule 4)		<input type="checkbox"/>
Before and After School (Kindergarten & School Age)		
Kindergarten (44 months to 7 years)		<input type="checkbox"/>
Family Age Grouping (Schedule 4)		<input type="checkbox"/>

Section 4: Staffing Information

Please indicate the number of staff in each designation.

Do not include staff such as:

- *Cook, custodial and other non-program staff positions.*
- *Special Needs Resource-funded resource teachers/consultants and supplemental staff.*
- *Staff hired through a third party (i.e., temp agency).*

Note that qualified employees, supervisors, or home child care visitors that are not Registered Early Childhood Educators (RECEs) but are otherwise approved by a director under the Child Care and Early Year Act, 2014 (CCEYA) are not eligible for the wage floor or annual wage increase.

Staff Type	Wage (/Hr) & Benefits	Full-time	Part-time	Total
Non-RECE Program Staff (Non-RECE)				
Non-RECE Child Care Supervisor				
Non-RECE Home Child Care Visitor				
RECE Program Staff				
RECE Child Care Supervisor				
RECE Home Child Care Visitor				
Total				

Section 5: Attached Documents

In addition to submitting an application form and signing a CWELCC System Service Agreement, the following documentation must be provided by the Licensed Child Care Service Provider, as applicable:

- Letters patent / articles of incorporation
- Licence issued by the director under the CCEYA (Ministry of Education)
- Certificate of Insurance (confirms a minimum \$2,000,000 liability insurance)
- [Insert any other documents required by the CMSM/DSSAB] to verify applicant eligibility

Section 6: Terms of Application

Please check if you agree and understand that:

- I understand this is an application to determine eligibility to enrol in CWELCC System funding and to enter a CWELCC System Service Agreement with [Name of CMSM/DSSAB].
- I have read and understand the requirements associated with CWELCC System funding as outlined in the [Name of CMSM/DSSAB] Guidelines, including requirements set out under O. Reg 137/15. I understand that, as the licensee, upon approval of my application for enrolment in the CWELCC System, the following terms and conditions apply to my enrolment:
 - Licensees must ensure that, after March 27, 2022, it does not charge a fee higher than its capped fee for any eligible children enrolled at the child care centre it operates or at a home child care premises it oversees unless the fee had already been communicated to parents. See O. Reg 137/15 for additional information about the cap on fees. Licensees are subject to the cap on fees until either the Licensee notifies the CMSM/DSSAB, staff and parents of eligible children in writing they are not applying to enrol in CWELCC in 2022, or the until the Licensee is notified by the CMSM/DSSAB of the decision about enrolment in CWELCC System.

- Licensees are required to reduce their base fee, provide refunds to parents where applicable, in accordance with O. Reg. 137/15, and to increase the wages of Registered Early Childhood Educators to support a mandated wage floor and an annual wage increase as well as any other requirements set by the CMSM/DSSAB.
- Licensees must maintain the age 0-5 spaces for which they are receiving funding to reduce base fees for eligible children. (e.g., a licensed infant space must remain an infant space). Any revisions or use of alternate capacity must be reported to the [insert name of the CMSM/DSSAB] and CMSMs/DSSABs may determine whether this may require recovering funding from the Licensee.
- As part of the initial roll out of the CWELCC System, Licensees are encouraged to work with their CMSM/DSSAB to develop a plan to ensure eligible children who receive fee subsidy and children with special needs have access to the Licensee's child care programs by January 1, 2025.
- CWELCC funding amounts to Licensees will be determined at the discretion of [insert name of the CMSM/DSSAB].
- Licensees may need to demonstrate financial viability (For example, CMSMs/DSSABs may look for where a licensee has accumulated arrears, have not serviced their debt, or are approaching bankruptcy) to [insert name of the CMSM/DSSAB]. In exceptional cases where the Licensee is not able to demonstrate financial viability, or if the CMSM/DSSAB has strong concerns that the funding will be used for improper purposes, the CMSM/DSSAB may deny a licensee's enrolment in the CWELCC.
- Licensees must maintain existing cost structures in child care for eligible children, subsequent to March 27, 2022.
- Licensees acknowledge that [insert name of the CMSM/DSSAB] has the right to review a Licensee's base fee and may require Licensees to make adjustments to the base fee as determined by [insert name of the CMSM/DSSAB].
- Licensees must provide sufficient financial information for review in accordance with the funding, accountability and reconciliation process as determined by [insert name of the CMSM/DSSAB].
- For 2022, licensees opting into the CWELCC agreement who don't already have an existing service agreement with their municipalities are not required to submit audited financial statements as part of the year end reconciliation process with [insert name of the CMSM/DSSAB]. Other Licensees must submit audited financial statements and other financial information as determined by the CMSM/DSSAB to verify that the funding provided was used for the purpose(s) intended. Where a Licensee fails to meet this requirement, funds may be recovered, or the Licensee may be ineligible to receive future funding.
- Any adjustments and recoveries of funding will be determined at the discretion of [insert name of the CMSM/DSSAB] based on the CMSM's/DSSAB's reconciliation process.
- Licensees will be required to apply for the Wage Enhancement Grant to be eligible to receive funding to implement the wage floor and wage increase for Registered Early Childhood Educators employed by the Licensee. See the [insert name of the CMSM/DSSAB] Funding Guidelines for further details.

- During the term of the CWELCC funding agreement, the licensed child care program may not exceed [insert minimum duration] of closure, and not more than [insert maximum duration] weeks of closure in a calendar year while still receiving full funding from the CWELCC System. Base fees cannot be charged for any closure above and beyond these timelines.
- Licensees must permit the CMSM/DSSAB to audit financial and service records related to the CWELCC System at any time.
- Licensees must adhere to all requirements as set out in applicable legislation, regulation and local requirements as provided in the [insert name of CMSM/DSSAB] Guidelines.

I hereby attest that the information included in the application form is accurate at the time of submission.

Notice of Collection of Personal Information

[CMSM/DSSAB may populate this section with language about the rules regarding collection of personal information.]

If you have any questions about the collection or use of the personal information as collected on this form, you may contact: [Insert CMSM/DSSAB contact name, position, and email address].

Authorized Signing Officer Name: <i>First, Last</i>	Signature:	Date: <i>yyyy-mm-dd</i>
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Appendix E: Template Letter from Licensees for parents

Date:
To: Enrolled Families
From: [Name of Licensee Point of Contact]
[Position of Licensee Point of Contact]
[Name of Licensee]
Subject: Canada-Wide Early Learning and Child Care Agreement between the Province of Ontario and the Government of Canada

I am pleased to share that [Insert Name of Licensee] has enrolled in the Canada-wide Early Learning and Child Care (CWELCC) System between the Province of Ontario and the Government of Canada.

We believe that child care provides a strong foundation for early childhood development and well-being of children while parents work and we are committed to providing child care services that meet the needs of your children and families. Participating in the CWELCC System will help us continue to provide high quality child care that is accessible, affordable, inclusive, and sustainable.

As a first step, we will be reducing child care base fees¹ to \$XX a [day/month (insert applicable base fee per age group)].

Fee reduction through the CWELCC is for children under six years old (and any child who turns six years old between January 1 and June 30 in that calendar year), retroactive to April 1, 2022. This means that we will be providing you with a rebate on your fees equal to the amount of the decrease to which you are entitled between April 1 and [Insert today's date].

The Ontario child care fee subsidy program will also continue to be available for eligible families. As we move forward, we will continue to communicate more details to you. If you would like more information about the CWELCC System, please visit the [Insert ON website].

I want to personally thank all of you for your patience as we have worked through the process required for reducing child care fees. If you have any questions, please contact us at [Insert email address and phone number]

Sincerely,

[Name of Licensee Point of Contact]
[Position of Licensee Point of Contact]
[Name of Licensee]

¹ "Base fee" means any fee or part of a fee that is charged in respect of a child for child care, including anything a licensee is required to provide under the *Child Care and Early Years Act, 2014* (CCEYA), or anything a licensee requires the parent to purchase from the licensee, but does not include a non-base fee.

BY-LAW NUMBER 124-2022

A BY-LAW TO ASSUME FOR SUBSEQUENT CLOSURE THE 3.68 METRE WIDE PORTION OF THE NORTH/SOUTH ALLEY LOCATED BETWEEN SOUTH NATIONAL STREET AND REGINALD STREET, BETWEEN FORD BOULEVARD AND BUCKINGHAM DRIVE, CITY OF WINDSOR

Passed the 6th day of September, 2022.

WHEREAS the 3.68 metre wide portion of the north/south alley located between South National Street and Reginald Street, between Ford Boulevard and Buckingham Drive, 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 3.68 metre wide portion of the north/south alley located between South National Street and Reginald Street, between Ford Boulevard and Buckingham Drive, 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 public use as a public highway.
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 - September 6, 2022

Second Reading - September 6, 2022

Third Reading - September 6, 2022

SCHEDULE "A" TO BYLAW 124-2022

Alley Plan 709 Sandwich East abutting Lots 307 to 336 Plan 709; Windsor

Being all of PIN 01105-0140

City of Windsor
County of Essex

BY-LAW NUMBER 125-2022

A BY-LAW TO CLOSE, STOP UP AND CONVEY THE 3.68 METRE WIDE PORTION OF THE NORTH/SOUTH ALLEY LOCATED BETWEEN SOUTH NATIONAL STREET AND REGINALD STREET, BETWEEN FORD BOULEVARD AND BUCKINGHAM DRIVE, CITY OF WINDSOR

Passed the 6th day of September, 2022.

WHEREAS it is deemed expedient to close, stop up and convey the 3.68 metre wide portion of the north/south alley located between South National Street and Reginald Street, between Ford Boulevard and Buckingham Drive, 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 3.68 metre wide portion of the north/south alley located between South National Street and Reginald Street, between Ford Boulevard and Buckingham Drive, 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 conveyance cost of the closed alley abutting lands zoned RD 1.2 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 any required easements pursuant to Council Resolution CR430/2021 be registered prior to conveyance.
4. 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.
5. 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 - September 6, 2022
Second Reading - September 6, 2022
Third Reading - September 6, 2022

SCHEDULE "A" TO BY-LAW 125-2022

Alley Plan 709 Sandwich East abutting Lots 307 to 336 Plan 709; Windsor

Being all of PIN 01105-0140

City of Windsor
County of Essex

BY-LAW NUMBER 126-2022

A BY-LAW TO AMEND BY-LAW 12780 BEING A BY-LAW TO PROVIDE FOR THE CONVEYANCE OF LAND OR THE PAYMENT OF MONEY IN LIEU OF LAND TO THE MUNICIPALITY FOR PARKS OR OTHER PUBLIC RECREATIONAL PURPOSES

Passed the 6th day of September, 2022.

WHEREAS Section 42 of the *Planning Act, c. 13 R.S.O. 1990* as amended ("Planning Act") provides that Council may by by-law applicable to the whole municipality or to any defined area or areas thereof require land conveyances or the payment of money for park or other public recreational purposes as a condition of development or redevelopment of land;

AND WHEREAS Council of The Corporation of the City of Windsor passed By-law 12780 on January 6, 1997 to implement the provisions of s.42 of the Planning Act;

AND WHEREAS it is deemed expedient to amend By-law Number 12780;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law 12780 be amended by deleting paragraphs (e) and (i) of Section 1. and substituting the following therefor:

"1.(e) Intentionally deleted;

(i) "Manager of Real Estates Services" means the Manager of Real Estate Services for the Corporation from time to time."

2. That By-law 12780 be further amended by deleting paragraphs (a) and (b) of Section 2. and substituting the following therefor:

"2. (a) Convey to the Corporation for park or other public recreational purposes an amount of land not exceeding five percent (5%) of the land proposed for development or redevelopment; or

(b) Intentionally deleted.

(d) Convey in part, land to the Corporation and a sum of money equal to the balance of the lands otherwise required to be paid under this by-law and the value of the balance of the lands shall be determined as set out in Section 3."

3. That By-law 12780 be further amended by deleting Section 4. and substituting the following therefor:

"4. As an alternative to determining the money equal to the value of the land required to be paid under Section 3. or Section 5.(d), the money equal to the value of the land required to be paid shall be as set out in Fees and Charges By-law 392-2002, as amended from time to time."

4. That By-law 12780 be further amended by deleting Section 4.1 and substituting the following therefor:

"4.1 Where an owner disputes the money equal to the land referred to in Section 3, 3.1, or 4.2, the following shall apply:

- (a) Where the land has been the subject of an arms-length transaction of purchase and sale within the preceding twelve months, that sale price shall be deemed to be the value of the land; or
- (b) An owner may provide an appraisal of the land, satisfactory to the Manager of Real Estate Services, that has been prepared by an appraiser accredited with the Appraisal Institute of Canada; or
- (c) The owner may apply to the Ontario Land Tribunal for a determination of the value of the land.”

5. That By-law 12780 be further amended by deleting Section 4.2 and substituting the following therefor:

“4.2 Where money equal to the value of the land is required to be paid under this by-law, it shall be determined by the Manager of Real Estate Services.”

6. That By-law 12780 be further amended by deleting paragraphs (a) (b), (d) and (e) of Section 5. and substituting the following therefor:

“5. (a) Convey to the Corporation for park or other public recreational purposes an amount of land not exceeding 5 percent of the land proposed for development or redevelopment; or

(b) Intentionally deleted; or”

(d) Notwithstanding paragraphs (a), or (c), the Council may require the payment of a sum of money equal to the value of the land otherwise required to be conveyed under this Section, and, for the purpose of determining the amount of such payment, the value of the land shall be determined as of the day before the day of the issuance of a building permit in respect of the development or redevelopment, or, where more than one building permit is required for the development or redevelopment, as of the day before the issuance of the first permit; or

(e) Convey in part, land to the Corporation and a sum of money equal to the balance of the lands otherwise required to be paid under paragraphs (a) or (c) and the value of the balance of the lands shall be determined as set out in paragraph (d).”

7. That Schedule A of By-law 12780 be deleted.

8. 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 - September 6, 2022
 Second Reading - September 6, 2022
 Third Reading - September 6, 2022

BY-LAW NUMBER 127-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 6th day of September, 2022.

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:

446. NORTH SIDE OF COUSINEAU ROAD, EAST OF CASGRAIN DRIVE

For the lands comprising of Part of Lot 80 & Part of Guppy Ave, Registered Plan 1478, a *semi-detached dwelling* shall be an additional permitted use subject to the semi-detached dwelling provisions in Section 10.4.5.

[ZDM 9; ZNG/6733]

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 Amendme nt Number	5. Zoning Symbol
1	9	Part of Lot 80 & Part of Guppy Ave, Registered Plan 1478 (known municipally as 940 Cousineau Road; Roll No. 080-080-00200; north side of Cousineau Road, east of Casgrain Drive)	--	S.20(1)446

DREW DILKENS, MAYOR

CITY CLERK

First Reading - September 6, 2022
Second Reading - September 6, 2022
Third Reading - September 6, 2022

BY-LAW NUMBER 128-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 6th day of September, 2022.

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. By-law Number 8600 is further amended by changing the District Maps or parts thereof of the said by-law and made part thereof, so that the zoning district symbol of the lands therein and hereinafter described shall be changed from that shown in Column 5 hereof to that shown in Column 6 hereof:

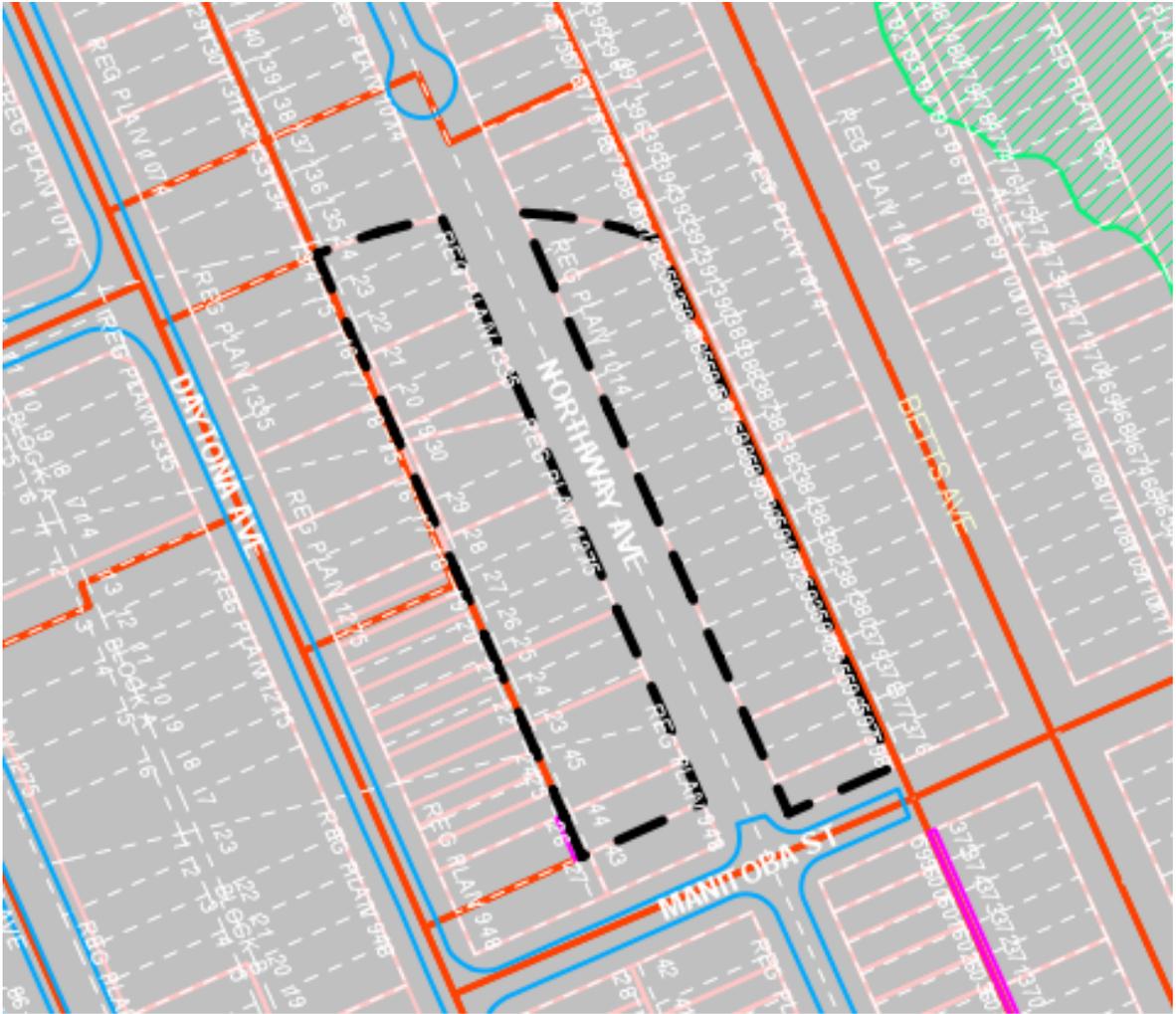
1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendme nt Number	5. Zoning Symbol	6. New Zoning Symbo l
1	4	Lots 44 and 45, Part of Closed Alley Plan 948; Lots 23 to 30, and part of closed alley, Plan 1275; Lots 19 to 23, Part of Lot 24, and part of closed alley, Plan 1335; and Lots 582 to 598, Part of Lots 579 to 581 and part of closed alley, Plan 1014.	N/A	HRD2. 2	RD2.2

2. That Schedule 'A', attached hereto, is hereby declared to form part of this amending by-law.

DREW DILKENS, MAYOR

CITY CLERK

First Reading - September 6, 2022
Second Reading- September 6, 2022
Third Reading - September 6, 2022



Subject Lands

THIS IS SCHEDULE "A" TO BY-LAW 128-2022

MAYOR _____ CLERK _____

BY-LAW NUMBER 129-2022

A BY-LAW TO ASSUME HELSINKI COURT, EAST OF DUCHARME STREET
BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-636 KNOWN AS
HELSINKI COURT, IN THE CITY OF WINDSOR

Passed the 6th day of September, 2022.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a subdivision agreement with **SIXTH CONCESSION DEVELOPMENT LTD.** to provide for the public highways and municipal services on **Plan of Subdivision 12M-636** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on **Plan of Subdivision 12M-636** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - September 6, 2022
Second Reading - September 6, 2022
Third Reading - September 6, 2022

SCHEDULE "A" TO BY-LAW 129-2022

HELSINKI COURT, PLAN 12M636; WINDSOR
PIN 01560-2823 (LT)
Helsinki Court, Windsor

BY-LAW NUMBER 130-2022

A BY-LAW TO ASSUME PALMETTO STREET FROM BANWELL ROAD TO ARPINO AVENUE, SEVILL AVENUE FROM PALMETTO STREET TO MULBERRY DRIVE AND VIOLA CRESCENT FROM PLAMETTO STREET TO SEVILLE AVENUE BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-518 KNOWN AS PALMETTO STREET, SEVILLE AVENUE AND VIOLA CRESCENT, IN THE CITY OF WINDSOR

Passed the 6th day of September, 2022.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a subdivision agreement with **LITTLE-D HOLDINGS LIMITED** to provide for the public highways and municipal services on *Plan of Subdivision 12M-518* and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That the streets on **Plan of Subdivision 12M-518** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading - September 6, 2022
Second Reading - September 6, 2022
Third Reading - September 6, 2022

SCHEDULE "A" TO BY-LAW 130-2022

PALMETTO STREET, PLAN 12M518; WINDSOR
PIN 01567-1114 (LT)
Palmetto Street, Windsor

SEVILLE AVENUE, PLAN 12M518; WINDSOR
PIN 01567-1115 (LT)
Seville Avenue, Windsor

VIOLA CRESCENT WEST OF SEVILLE AVENUE, PLAN 12M518;
WINDSOR
PIN 01567-1117 (LT)
Viola Crescent, Windsor

BY-LAW NUMBER 131-2022

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 6th day of September, 2022..

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. By-law Number 8600 is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of the by-law and made part thereof, so that the zoning district symbol of the lands described in Column 3 shall be changed from that shown in Column 5 to that shown in Column 6:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendmen t Number	5. Zoning Symbol	6. New Zoning Symbol
1	15	Part of Block A, Registered Plan 1644, and designated as Part 3 and Part 4 on Reference Plan 12R27242; (located on the east side of Enterprise Way, north of Hawthorne Dr.)	n/a	CD3.3	RD3.2

2. That subsection 1 of Section 20, of said by-law, is amended by adding the following paragraph:

“448. East side of Enterprise Way, north of Hawthorne Drive

For the lands comprising Part of Block A, Registered Plan 1644, and designated as Part 3 and Part 4 on Reference Plan 12R27242, the minimum front yard depth provision in section 20(1)97(i) of By-law 8600 shall not apply to a multiple dwelling on the subject land and, the following additional provision shall apply to a multiple dwelling:

- a) Front Yard Depth - minimum - 6 metres.
[ZDM 15; ZNG/6660]”

3. 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 Amendme nt Number	5. Zoning Symbol
1	15	Part of Block A, Registered Plan 1644, and designated as Part 3 and Part 4 on Reference Plan 12R27242; (located on the east side of Enterprise Way, north of Hawthorne Dr.)	-	S.20(1)448

DREW DILKENS, MAYOR

CITY CLERK

First Reading - September 6, 2022
 Second Reading - September 6, 2022
 Third Reading - September 6, 2022

BY-LAW NUMBER 132-2022

A BY-LAW TO AMEND BY-LAW NUMBER 15-2010 BEING A BY-LAW TO APPOINT CHIEF BUILDING OFFICIAL, DEPUTY CHIEF BUILDING OFFICIALS AND INSPECTORS TO ENFORCE THE BUILDING CODE ACT AND REGULATIONS IN WINDSOR

Passed the 6th day of September, 2022.

WHEREAS original By-law Number 15-2010 was passed on the 18th day of January, 2010;

AND WHEREAS it is deemed expedient to further amend By-law Number 15-2010;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. That By-law Number 15-2010 be amended by deleting Schedule "A" attached thereto and substituting Schedule "A" attached hereto.
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 - September 6, 2022
Second Reading - September 6, 2022
Third Reading - September 6, 2022

SCHEDULE A TO BY-LAW 132-2022

APPOINTMENTS

Department	Position	Name
Building Department	Chief Building Official	John Revell
Building Department	Manager of Permits/ Deputy Chief Building Official	Joe Baker
Building Department	Manager of Inspections/Deputy Chief Building Official	Roberto Vani
Building Department	Manager of Policy & Regulatory Services	Barbara Rusan
Building Department	Supervisor of Inspections	Brandon Calleja
Building Department	Supervisor of Inspections	Mike Arthur
Building Department	Senior Engineer Plan Examiner	David Leonard Dean
Building Department	Senior Engineer Plan Examiner	Philip Martin Glos
Building Department	Engineer Plan Examiner	Mirella Allison
Building Department	Engineer Plan Examiner	Junying Sun
Building Department	Engineer Plan Examiner	Adam Meeker
Building Department	Engineer Plan Examiner	Marwan Al-Ezzi
Building Department	Engineer Plan Examiner	Walid Mustapha Hawilo
Building Department	Plan Examiner	Jessica Barlow
Building <u>Department</u>	Plan Examiner	Adrian Saroli
Building Department	Plan Examiner	Abdelkareem Kurdi
Building Department	Inspector	Marc Ronald Mantha
Building Department	Inspector	Oliver Pozar
Building Department	Inspector	James Dario Sovran
Building Department	Inspector	Christopher Jadinski
Building Department	Inspector	James Arthur Holmes
Building Department	Inspector	Michael Mollica
Building Department	Inspector	James Joseph Demars
Building Department	Inspector	Mike Kenneth Arthur
Building Department	Inspector	Bradley Dugal
Building Department	Inspector	Brian Jackson
Building Department	Inspector	George Eberhardt
Building Department	Inspector	Matthew McCulloch
Building Department	Inspector	Nicola Gesuale
Building Department	Inspector	Chris Jedlinski

BY-LAW NUMBER 133-2022

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 6TH DAY OF SEPTEMBER, 2022

Passed the 6th day of September, 2022.

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 - September 6, 2022
Second Reading - September 6, 2022
Third Reading - September 6, 2022



Committee Matters: SCM 249/2022

Subject: Summary of Outstanding Council Questions as of August 25, 2022

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 – 3
- 2020 – 8
- 2021 – 12
- 2022 – 10

2016

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Comm. Economic Development & Innovation	<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</p> <p>Referred back to Accessibility Committee and New City Hall Project Steering Committee for consideration. (Aug 26, 2019)</p>

Total Outstanding: 1

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Kusmierczyk	Chief Administrative Officer	<p>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.</p> <p>AS/8286 (September 5, 2017)</p>	<p>Type of Response Required -Written Report</p>

Total Outstanding: 3

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
McKenzie	Chief Administrative Officer	<p>CQ 7-2019 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 -Written Report</p>
Holt	Comm. Infrastructure Services	<p>CQ 12-2019 Asks that Administration update Council on the Residential Parking Permit Policy, outlining how it can be improved, whether it is accomplishing its stated goals, and recommending changes in the policy to better serve residents in areas with high demand for on-street parking.</p> <p>ST2019 (May 6, 2019)</p>	<p>Type of Response Required -Written Report</p> <p>Referred back to Admin CR445/2021</p>
Gignac	Comm. Community Services	<p>CQ 16-2019 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 -Written Report</p> <p>CR655/2020 Additional info requested.</p>

Total Outstanding: 8

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
McKenzie	Comm. Human Health & Services and Comm. Economic Development & Innovation	<p>CQ 4-2020 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 -Written Report</p>
Kaschak	Comm. Economic Development & Innovation	<p>CQ 7-2020 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 -Written Report</p> <p>CR169/2021 Referred to Admin.</p>
Francis	Chief Administrative Officer	<p>CQ8-2020 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 -Written Report</p>
Bortolin	Executive Director Human Resources	<p>CQ15-2020 Ask that administration prepare a report outlining costs and procedures to begin collecting and reporting on data across the corporation tied to visible minority population. This data will be used to help guide future policy decisions and be shared for public consumption. Using other municipalities as comparators and also include any agencies in which the data is tied to. Also, look to connect with the Community Safety & Wellbeing initiative to see where overlapping efforts can be made to share data across the corporation.</p> <p>GM2020 (July 13, 2020)</p>	<p>Type of Response Required -Written Report</p>

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 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>	<p>Type of Response Required</p> <p>-Written Report</p>
McKenzie	Comm. Economic Development & Innovation	<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</p>	<p>Type of Response Required</p> <p>-Written Report</p>

		roadway, the need for traffic management infrastructure and/or traffic calming as well as active transportation capacities or deficiencies. ST2020 (July 27, 2020)	
McKenzie	Comm. Economic Development & Innovation	CQ32-2020 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 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)	Type of Response Required -Written Report
Sleiman	Comm. Economic Development & Innovation	CQ33-2020 I ask the City Administration to report back with a written report outlining the number of days it takes to get a building permit and compare it to other municipalities of similar size. I also ask Administration to devise methods of improving the speed of the permitting process. SB2020 (December 7, 2020)	Type of Response Required -Written Report

Total Outstanding: 12

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
Holt	Comm. Economic Development & Innovation	<p>CQ 3-2021 Ask that Administration conduct a parking assessment of the 9 BIAs with the goals of providing enough on/off-street parking to satisfy the business needs without patrons spilling into abutting residential neighbourhoods. If land acquisitions are deemed necessary to fulfil these needs with the construction of additional off-street municipal lots, plan and prioritise individual needs.</p> <p>ST2021 18.4 (March 8, 2021)</p>	<p>Type of Response Required -Written Report</p> <p>Referred to 2023 Budget Deliberations</p>
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>
Holt	Comm. Economic Development & Innovation	<p>CQ 14-2021 Asks that our Active Transportation Coordinator REPORT BACK to the Environment Transportation and Public Safety standing committee on the opportunities to convert strategic remaining alleys in Windsor to active transportation routes and linear parks connecting neighbourhoods before they are sold to abutting land owners. These should augment our current Active Transportation Plan as well as connecting key pedestrian generating land uses which may not be identified and accommodated in that master plan.</p> <p>SAA2021 ST2021 (July 19, 2021)</p>	<p>Type of Response Required -Written Report</p>
Costante	Commissioner, 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>

McKenzie	Comm. Legal & Legislative Services	<p>CQ 17-2021</p> <p>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</p> <p>-Written Report</p>
Gignac	Comm. Infrastructure Services	<p>CQ 18-2021</p> <p>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</p> <p>-Written Report</p>
Gill	Windsor Police Services	<p>CQ 21-2021</p> <p>Asks that Administration and Windsor Police bring a citywide report back to council, there has been an increase in crime in Windsor and especially at the Forest Glade Park. I would like to ask what measures are in place to help combat these issues and what steps will be taken going forward to prevent these problems from reoccurring. Residents are concerned for their safety and I would like to ask what actions can be taken in the future to help protect the community from such crime and violence.</p> <p>SP2021 18.3 (September 27, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gignac	Licence Commissioner	<p>CQ 22-2021</p> <p>Asks what vehicles fall under the new city Noisy Vehicle bylaw and how By-Law enforcement and Police are co-ordinating to ensure compliance</p> <p>AB2021 18.4 (September 27, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

Kaschak	Licence Commissioner	<p>CQ 23-2021</p> <p>Asks that Administration provide an update for the October 18th meeting of Council regarding the Council approved 2 year pilot project to increase our Bylaw Enforcement Officers hours of work to 37.50 and the preliminary results achieved to date.</p> <p>AS2021 18.5 (September 27, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
Gill	Commissioner, Community Services	<p>CQ 25-2021</p> <p>Asks that Administration report back to the council with an estimated cost from enacting The Windsor Police Service's recommendations on the short term solutions to improve the skate parks in Windsor, in terms of lighting and installation of cameras, specifically for the Forest Glade Park</p> <p>SP2021 (October 25, 2021)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
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>
Costante	Comm. Infrastructure Services and Comm. Economic Development & Innovation	<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: 10

COUNCIL MEMBER		QUESTION – ISSUES RAISED	
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>
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>
McKenzie	Comm. Economic Development & Innovation	<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>
Bortolin	Comm. Legal & Legislative Services	<p>CQ6-2022 Asks that Administration provide Council with an update on the Bylaw enforcement “Dirty Yard” repeat offender fee process outlining the effectiveness of administrating the penalty.</p> <p>ACOQ2022/AB2022 (April 25, 2022)</p>	<p>Type of Response Required -Written Report</p>
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>

McKenzie	Comm. Infrastructure Services	<p>CQ9-2022</p> <p>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 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>	<p>Type of Response Required</p> <p>-Written Report</p>
Francis	Comm. Legal & Legislative Services	<p>CQ11-2022</p> <p>That Administration report back to City Council regarding the feasibility of establishing a by-law that prohibits panhandling in residential, business, and tourism districts within the City of Windsor, including boulevards and pedestrian refuges.</p> <p>ACOQ2022/ACL2022 (July 11,2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>
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>
Bortolin	Comm. Infrastructure Services	<p>CQ13-2022</p> <p>Asks that Administration provide Council with a report on potential changes to the encroachment policy that would permit memorial signs and historical features to be placed in the right-of-way. Also, report on potential options to the Engineering Landscape Best Practice BP3.2.2 that would allow mulch in right-of-way without a permit.</p> <p>ACOQ2022 & SE2022 (August 8, 2022)</p>	<p>Type of Response Required</p> <p>-Written Report</p>

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>
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/sg
as of August 25, 2022



Council Directives: SCM 253/2022

Subject: Outstanding Council Directives as of September 6, 2022

Outstanding Council Directives Tracking Log

Updated:2022-08-30

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:2022-08-30

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>	
August 8, 2017	CR472/2017	C 123/2017	Manager Real Estate Services	That Administration REPORT BACK with respect to conducting an EOI for the rental of the commercial space in the Goyeau Street Parking garage.	

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:2022-08-30

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>	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
May 7, 2018	CR245/2018	CMC 9/2018	Chief Administrative Officer	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.	
May 7, 2018	CR253/2018	C 76/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	...That all expenditures made under the exemption BE REPORTED to Council by the 2022 CAN-AM Police-Fire Games General Manager within a reasonable time following the conclusion of the Project.	
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>	Stand alone report or as part of Capital Budget submissions under CRIP or lighting projects for 2021

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 7, 2018	CR275/2018	C 77/2018	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	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, Corporate Services Chief Financial Officer & City Treasurer	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.	

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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)
September 17, 2018	CR512/2018 PHED 589	SCM 257/2018 & SCM 207/2018	City Planner	<p>That Report No. 7 of the Windsor Housing Advisory Committee indicating: That the "Draft" Official Plan policies relating to second unit policies BE ACCEPTED and further, that the recommendation of the Housing Advisory Committee proceed to the Planning, Heritage and Economic Standing Committee and to City Council as expeditiously as possible, BE APPROVED; and,</p> <p>That Administration REPORT BACK to Council on best practices from surrounding Municipalities regarding heights and set back requirements for ancillary structures.</p>	

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>

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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>	

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 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>	
August 26, 2019	CR424/2019	S 129/2019	Senior Manager Asset Planning	<p>That City Council RECEIVE and APPROVE the attached Asset Management Plan for the City of Windsor in compliance with Ontario Regulation 588/17 – Asset Management Planning for Municipal ; and further,</p> <p>That the report of the Manager of Asset Planning dated July 8, 2019 entitled “Corporate Asset Management Plan” BE DEFERRED to the 2020 Budget Deliberations to allow Council to consider the additional recommendations in the report.</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.	
October 7, 2019	CR518/2019	SCM 358/2019 & S 146/2019	Executive Director of Operations	That this report in response to CQ 12-2019 – Residential Parking Permit Policy BE RECIEVED by Council for information; and, That Council RESCIND the Onstreet Parking Permits for Agencies Policy as adopted in CR418/2004; and, That Council APPROVE the Agency Parking Permit Policy as proposed in Appendix “A”; and, That Administration BE REQUESTED to report back on options to curb the issues with permit parking including but not limited to no parking zones/limited parking/commuter lots and other solutions that administration deems may be good solutions; and, That this information BE FORWARDED to a future meeting of the Environment, transportation and Public Safety Standing Committee.	Waiting for information related to the lot near Brock Street which we are trying to make arrangements for some alternative parking
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

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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	

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>	
December 16, 2019	CR621/2019	C 203/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	<p>That City Council APPROVE the issuing of a Request for Proposal (RFP), in accordance with Purchasing Bylaw 93-2012 and amendments hereto, for the potential development of a photovoltaic generation Net Metering project on suitable City of Windsor properties; and,</p> <p>That the Council DIRECT Administration to report back on the outcome of the RFP identifying the successful proponent along with a detailed business case analysis.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 20, 2020	CR40/2020	SCM 485/2019 & S 230/2019	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	That the Environment, Transportation & Public Safety Standing Committee sitting as the Transit Windsor Board of Directors APPROVE the Transit Master Plan – More Than Transit (the Plan) as follows: 1. That the Plan BE the roadmap for Transit Windsor from the years 2020 to 2028 to follow with annual reviews and updates; and, 2. That any 2019 operating revenue surplus to a maximum of \$250,000 BE TRANSFERRED to Capital to fund a Garage Feasibility Study in order to implement the plan; and, 3. That the recommendations as set out by Administration for capital and operating needs for 2020 through to 2028 BE DEFERRED to the City of Windsor Annual Operating and Capital Budget with regards to implementation of the plan.	
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>	

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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>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
November 7, 2020	CR553/2020 DHSC 207	SCM 311/2020 & S 53/2020	City Planner	<p>I. That Administration BE REQUESTED to give notice of intention to designate the property located at 436 Askin Ave in accordance with Part IV of the Ontario Heritage Act; within 60 days from September 25, 2020; and,</p> <p>II. That the request to demolish the enclosed porch and balcony at the rear of 436 Askin Ave to facilitate a rear addition and conversion to a semi-detached dwelling as currently proposed, BE REFUSED, in accordance with the Ontario Heritage Act, Section 30 Effect of the Notice of Designation; and,</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	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.	
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.	
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, Economic Development & Innovation	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.	

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February 1, 2021	CR64/2021 CR26/2021 DHSC 226 DHSC 227 DHSC 228 Clause 6	SCM 2/2021 & S 170/2020	City Planner	...6. That the City Planner BE DIRECTED to report back to Council on a range of options available to address the concerns arising from the 2650 Metcalf property operating as a Transport Terminal.	
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	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
April 19, 2021	CR161/2021	SCM 108/2021 & S 9/2021	Commissioner, Economic Development & Innovation	<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>	
April 19, 2021	CR165/2021	C 41/2021	Commissioner of Parks, Recreation, Culture and Corporate Facilities	<p>...That Council APPROVE the ongoing operational costs, including an increased Windsor Auxiliary Police presence within the Riverfront Trail with all associated costs related to the pilot project of e-scooters in Parks to be charged to the Parks Operations operating budget in 2021 and funded by the Budget Stabilization Reserve (BSR) during the pilot project period in 2021 as outlined in the financial matters section of this report, and that Administration include a submission on the funds required in the following year as part of the 2022 Operating Budget deliberations and further, That Administration REPORT BACK to Council on the results of the pilot project including ongoing costs after its completion.</p>	
April 19, 2021	CR168/2021	SCM 110/2021 & S 24/2021	Commissioner, Economic Development & Innovation	<p>That \$1,000,000 BE TAKEN from the 2020 yearend operating budget surplus and APPLY THIS AMOUNT to establish a traffic calming capital project budget for traffic calming initiatives; and further,</p> <p>That administration BE DIRECTED to report back to Council with a policy, including a rollout plan, that would allow residents to request speed bumps if the majority in the subject block wish to see that happen.</p>	
May 3, 2021	CR179/2021	C 51/2021	Commissioner, Legal & Legislative Services	<p>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.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 3, 2021	CR182/2021 Clause 4	C 53/2021	Commissioner, Corporate Services Chief Financial Officer & City Treasurer	4. That Administration BE DIRECTED to review the application of discounts applied to the first and second sub-classes of farmland awaiting development and provide recommendations to City Council with regards to the elimination of the tax rate discounts as part of the 2022 Tax Policy report.	
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.	
June 21, 2021	CR285/2021	C 87/2021	Chief Administrative Officer	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, 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, 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, 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, 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, That Council DIRECTS Administration to retain an expert in effective board governance and facilitation, and schedule a closed Council Workshop for education purposes.	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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>	

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>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
October 4, 2021	CR432/2021 DHSC 321	SCM 289/2021 & S 75/2021	Commissioner, Economic Development & Innovation	<p>That the City Planner BE DIRECTED to report back to the Development & Heritage Standing Committee before the end of 2021 with the following:</p> <p>a. Official Plan policy options to further enhance and strengthen densification and intensification as part of the City's overarching growth strategy, including timelines, funding and resource options to prepare that background work for an OPA or OP update; and,</p> <p>b. In order to better inform that policy work around, the Chief Planner is requested to report back with options to host one (or more) design charette workshops to co-create with community leaders a vision for a complete community city block that would capture the very best of global placemaking practices when certain density thresholds are achieved.</p>	
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	CR461/2021	C 124/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That City Council APPROVE the development of a pilot Hybrid Work Program as proposed in Appendix A (attached) for a period of one year starting in October 2021; and,</p> <p>That Administration PROVIDE City Council with a progress report after one year for further recommendations; and,</p> <p>That the draft of the new Hybrid Work Procedure (Appendix B) BE RECEIVED FOR INFORMATION; and,</p> <p>That the White Paper on Future of Working Remotely in Ontario's Single Tier Municipalities dated June 2021 (Appendix C) prepared on behalf of the Regional Single Tier Human Resources Group BE RECEIVED FOR INFORMATION.</p>	

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, Economic Development & Innovation	<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. 	

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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>	

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>	

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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>	

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, Economic Development & Innovation	<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>	
November 15, 2021	CR526/2021	C 132/2021	Commissioner, Corporate Services	<p>That Council APPROVE the award of RFP 41-21, Municipal Property Tax Software Solution, to CentralSquare Canada Software Inc. as the successful and sole proponent, for an initial period of three (3) years, with potential renewals for successive one (1) year periods, provided all terms and conditions remain the same; and...</p> <p>That a funding plan to address annual operating budget impacts of the new tax software BE REFERRED to the 2023 Operating Budget deliberation process if the Pay-As-You-Go funding plan is not approved as part of the 2022 operating budget deliberation process.</p>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 13, 2021	B28/2021	C 176/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	That City Council APPROVE the following recommendations upon the City receiving written confirmation from the Green and Inclusive Community Building grant provider that the City's grant application for the Re-imagined Adie Knox Herman project has been awarded the requested funding:... That City Council DIRECT Administration to report to City Council on options for Adie Knox Herman project funding, should the grant not be awarded in whole or in part.	
December 13, 2021	B34/2021 CR419/2021	C 113/2021	Commissioner, Community Services	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.	
December 13, 2021	B38/2021	C 171/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	That this report with regards to the Power to Impose a Tax on Vacant Residential Units BE RECEIVED for information; and further, That City Council APPROVE the development of a Vacant Residential Unit Tax program for the City of Windsor; and further, 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, 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.	
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	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
December 20, 2021	CR553/2021	C 190/2021	Commissioner, Corporate Services / Chief Financial Officer / City Treasurer	<p>That the December 7, 2021 report from PSD Citywide Inc. entitled “Improving the Identification, Monitoring, and Tracking of Development Charges Related Projects at the City of Windsor”, which is financed by the Province of Ontario’s Audit and Accountability Fund, BE RECEIVED for information; and,</p> <p>That the City Treasurer BE AUTHORIZED to post the PSD Citywide Inc. reports to the corporate website by no later than January 31, 2022 in accordance with the grant’s requirements; and,</p> <p>That Administration BE DIRECTED to further assess the reports developed by PSD Citywide Inc. AND the recommendations presented in the report to better understand their value and any cost implications, AND where deemed appropriate bring those items forward for consideration in future budgets.</p>	
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>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
January 17, 2022	CR19/2022 CR543/2021 Clause 7, 8 & 9	C 141/2021 & AI 1/2022	Commissioner, Economic Development & Innovation	<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>	
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>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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>	
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>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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>	
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	<p>That the Street Lighting Policy, attached as Appendix B of this report, BE ADOPTED;</p> <p>That the Local Improvement Policy, attached as Appendix A of this report, BE ADOPTED; and,</p> <p>That the annual operating cost requirements BE REFERRED to the 2023 budget process.</p>	
March 21, 2022	CR98/2022	Clerk's File: SW2022	Commissioner, Infrastructure Services	<p>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,</p> <p>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.</p>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
March 21, 2022	CR102/2022 CR538/2020	C 187/2020 & AI 21/2021	Commissioner, Legal & Legislative Services	<p>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,</p> <p>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,</p> <p>That Administration REPORT BACK to the Community Services Standing Committee after one year with a summary of work completed to date.</p>	
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>	

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Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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>	
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>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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>	
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%... 	

Outstanding Council Directives Tracking Log

Updated:2022-08-30

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
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>	
May 9, 2022	CR204/2022	C 72/2022	Commissioner, Corporate Services	<p>That Administration BE REQUESTED to bring back recommendations for budget engagement tools for the 2023 Budget Deliberation process for Council's consideration.</p>	
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>	

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
May 9, 2022	CR 222/2022	SW2022 15	Commissioner, Corporate Services	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.	
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>	

Outstanding Council Directives Tracking Log

Updated:2022-08-30

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> <ul style="list-style-type: none"> 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>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>	

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>	

Outstanding Council Directives Tracking Log

Updated:2022-08-30

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	CR302/2022	C 104/2022	Commissioner, Infrastructure Services	<p>That the report of the Development Engineer dated June 17, 2022 entitled “Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Servicing – Ward 5” BE DEFERRED to the August 8, 2022 meeting of Council to allow for the applicant to meet with administration to discuss the client’s share of servicing costs.</p>	
July 11, 2022	CR304/2022 Clause IV	C 107/2022	Commissioner, Community Services	<p>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...</p>	
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>	

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	CR332/2022 Clause 6	C 115/2022	Commissioner, Corporate Services	6. That City Council DIRECT Administration to provide a report on all projects impacted by the delegated authority granted during the 'Lame Duck' period, subsequent to the conclusion of the 'Lame Duck' period; and...	
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	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.	
August 8, 2022	CR345/2022	C 104/2022	Commissioner, Infrastructure Services	That the report of the (Acting) Development Engineer dated June 17, 2022 entitled "Bernard Road Subdivision – NOC Development Inc. Cost Sharing/Oversizing/Servicing - Ward 5" BE DEFERRED to a future meeting of Council to allow for further discussion between the parties to take place.	

Outstanding Council Directives Tracking Log

Updated:2022-08-30

Meeting Date	Motion/ Resolution	Report Number	CLT Member/ Executive Director	Action	Status
August 8, 2022	CR351/2022 Clause 6	C 142/2022	Commissioner, Economic Development & Innovation	<p>That City Council APPROVE the following recommendations effective August 19, 2022 to November 15, 2022, unless further extended by Council, and only be applicable should Council be determined to be 'Lame Duck':</p> <p>1. That, on a case-by-case basis, in order to facilitate investment in targeted neighbourhoods, heritage properties, brownfield redevelopments and targeted economic sectors for the purpose of diversifying the local economy and creating/retaining jobs, and where such applications are deemed by the Chief Administrative Officer to be in the public interest and reasonably necessary to ensure new investment are not missed, the Chief Administrative Officer BE DELEGATED authority to approve participation in the Economic Revitalization CIP, Downtown Windsor Enhancement Strategy and CIP, Brownfield Redevelopment CIP, Sandwich Town CIP, Main Streets Building Facade CIP, Ford City CIP, University Avenue West and Wyandotte Avenue West CIP, Community Heritage Fund, Built Heritage Fund, and Heritage Property Tax Reduction Program, with an estimated grant value exceeding \$50,000, up to an estimated value of \$2,500,000; and...</p> <p>6. That a report BE BROUGHT FORWARD to City Council in early 2023 advising of all instances in which this delegation of authority was utilized; and further, That City Council PASS A BY-LAW, being By-Law 116-2022 to authorize the CAO to approve participation in financial incentive programs contained in the Economic Revitalization CIP, Downtown Windsor Enhancement Strategy and CIP, Brownfield Redevelopment CIP, Sandwich Town CIP, Main Streets Building Facade CIP, Ford City CIP, University Avenue West and Wyandotte Avenue West CIP, Community Heritage Fund, Built Heritage Fund, and Heritage Property Tax Reduction Program with an estimated grant value exceeding \$50,000, up to an estimated value of \$2,500,000, between August 19, 2022 to November 15, 2022, unless further extended by Council, and only be applicable should Council be determined to be</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>	

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.

TRAFFIC CALMING SPEED HUMP PETITION
PARTINGTON AVENUE (COLLEGE TO TECUMSEH)

This petition is being circulated to determine neighbourhood support for traffic calming speed humps.

signing this petition, you are agreeing to the following:

1. I support traffic calming speed hump on my street.
2. I acknowledge that if traffic calming speed humps are placed on my street, these measures or related signs may be placed near or in front of my property.

PLEASE NOTE: one signature per household or business

Address	Print Name	Signature	Date	Witness Signature	Date
1295 PARTINGTON AVE	CHRISTINE GIVORAS	<i>Christine Givoras</i>	08/30/22	<i>[Signature]</i>	08/30/22
1297 PARTINGTON AVE					
1293 PARTINGTON AVE	TERESA STEWART	<i>Teresa Stewart</i>	08/30/22	<i>[Signature]</i>	08/30/22
1294 PARTINGTON AVE					
1314 PARTINGTON AVE					
1315 PARTINGTON AVE					
1321 PARTINGTON AVE					
1326 PARTINGTON AVE					
1336 PARTINGTON AVE					
1347 PARTINGTON AVE					
1352 PARTINGTON AVE					
1353 PARTINGTON AVE					
1358 PARTINGTON AVE					
1364 PARTINGTON AVE					

TRAFFIC CALMING SPEED HUMP PETITION



ARTINGTON AVENUE (COLLEGE TO TECUMSEH)

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By signing this petition, you are agreeing to the following:

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2. I acknowledge that if traffic calming speed humps are placed on my street, these measures or related signs may be placed near or in front of my property.

PLEASE NOTE: one signature per household or business

Address	Print Name	Signature	Date	Witness Signature	Date
35 COLLEGE AVE 1					
35 COLLEGE AVE 2					
35 COLLEGE AVE 3					
35 COLLEGE AVE 4					
35 COLLEGE AVE 5					
35 COLLEGE AVE 6					
35 COLLEGE AVE 7					
35 COLLEGE AVE 8					
21 GROVE AVE					
1007 PARTINGTON AVE					
1015 PARTINGTON AVE					
1025 PARTINGTON AVE					
1033 PARTINGTON AVE	Higginbottom Scott		08-30-22		08-30-22
1040 PARTINGTON AVE					

TRAFFIC CALMING SPEED HUMP PETITION



ARTINGTON AVENUE (COLLEGE TO TECUMSEH)

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PLEASE NOTE: one signature per household or business

Address	Print Name	Signature	Date	Witness Signature	Date
1208 PARTINGTON AVE					
1214 PARTINGTON AVE					
1228 PARTINGTON AVE					
1231 PARTINGTON AVE					
1245 PARTINGTON AVE					
1248 PARTINGTON AVE					
1253 PARTINGTON AVE					
1255 PARTINGTON AVE	Sandra Healey	SANDRA HEALEY	Aug 30	[Signature]	08/30/22
1259 PARTINGTON AVE	Agnes Mouawad	Agnes Mouawad	Aug 30	[Signature]	08/30/22
1262 PARTINGTON AVE					
1271 PARTINGTON AVE	Nicolette Dage MD	N. Dage	Aug 30/22	[Signature]	08/30/22
1274 PARTINGTON AVE					
1279 PARTINGTON AVE	Veronica Russek	Veronica Russek	08/30/22	[Signature]	08/30/22
1282 PARTINGTON AVE					



THE DOWNTOWN WINDSOR BUSINESS IMPROVEMENT ASSOCIATION
484 PELISSIER ST., WINDSOR, ONTARIO N9A 4K9
DWBIA@DOWNTOWNWINDSOR.CA
DOWNTOWNWINDSOR.CA
519-252-5723

August 31, 2022

Mayor Drew Dilkens and Members of City Council
City of Windsor
350 City Hall Square West
P.O. Box 1607
Windsor, ON N9A 6S1

Dear Mayor Dilkens and Members of City Council:

Re: Housing Hub Consultation and Architectural Feasibility Study

The Downtown Windsor Business Improvements Association represents over 680 member businesses in the city centre and, as such, we approach you in full support of the creation of a new Housing Hub, part of the *Home, Together: Windsor Essex Housing and Homelessness Master Plan, 2019-2028*.

We understand that the HHMP has successfully identified goals, guiding principles, strategies and targets that align with best practices and the needs of the community. We are glad that it has been responsive to provincial and federal housing and homelessness strategies and initiatives whilst acknowledging that the goals, under the HHMP, are a collective responsibility which we believe includes collaboration with the DWBIA.

We support the goal of the HHMP to facilitate that all services and programs are designed to ensure individuals obtain and retain permanent, safe, accessible and affordable housing.

As the Housing Hub will be located in the core, the DWBIA is taking into consideration its anticipated services and amenities, as well as future engagement strategies. We will do everything within our means to offer support.

We are adamant in our support of this project; with this said, we must insist that the DWBIA is provided the opportunity to be fully involved in site selection. With our partnership, we can ensure that the creation of 64 affordable housing units, the community hub for low barrier service connection to vital resources that will address inequities in the community, and the provision of person-centered care will not adversely impact our member businesses, property owners and downtown residents.

We believe wholeheartedly in communication and collaboration between sectors, and support without hesitation sustained housing and wellness outcomes. We feel it is critical we are consulted and brought into the conversation when discussing site location, given that we represent a broad spectrum of businesses, organizations and individuals who will no doubt have an interest in the successful execution of the planned housing hub.

We thank you in advance for your consideration.

Sincerely,



Pat Papadeas
Acting Chair



DOWNTOWN
WINDSOR

**September 6, 2022
City Council
Meeting
Item 8.6 Written
Submission**

-----Original Message-----

From: Jonathan Choquette

Sent: September 2, 2022 10:14 AM

To: clerks <clerks@citywindsor.ca>

Subject: Re: September 6, 2022 City Council Meeting - 8.6 Matchett Road (Chappus Street to Sprucewood Avenue) Traffic Calming - Ward 1 (SCM 220/2022)

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 September 6, 2022 City Council Meeting - 8.6 Matchett Road,

I wish to share my support for this initiative.

Thanks!

--

Jonathan D. Choquette, BSc, MLA

Lead Biologist - Ojibway Prairie Reptile Recovery, Wildlife Preservation Canada

5155 Tecumseh Road East
Windsor, Ontario
N8T 1C3

Phone: (519) 944-2220
Fax: (519) 944-2420
Email: rtomas@cogeco.net

VIA EMAIL TO: kstuart@citywindsor.ca and clerks@citywindsor.ca

September 2, 2022

Windsor City Council
c/o Council Services Department
350 City Hall Square West
Windsor, ON
N9A 6S1

Re: Windsor City Council Meeting of September 6, 2022
Agenda Item 11.3 - Bernard Road Subdivision - NOC Development Inc.
Cost Sharing/Oversizing/Service-Ward 5
Council Report: C 104/2022

Dear Mayor and Members of City Council:

I act as counsel for Financial Request of Canada Ltd., the Owner/Developer of lands referenced as the "**Bernard Road Benefitting Properties**" in the Council Report for Agenda Item 11.3 scheduled for consideration by Council at its meeting of September 6, 2022.

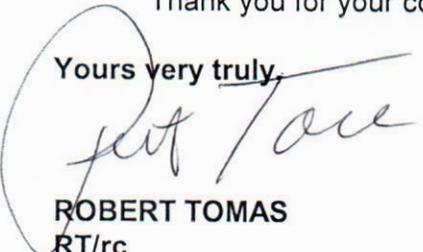
This correspondence shall serve as a request on behalf of my client that consideration of Agenda Item 11.3 **be deferred to the September 26th, 2022 meeting of Council.**

The basis for the deferral request is as follows:

1. To permit my client's consulting engineer, Haddad Morgan & Associates Ltd., to prepare and present a report to Council addressing the issues with respect to cost sharing for the services completed by NOC Development Inc. that benefit my client's lands. The report from Haddad Morgan & Associates Ltd. shall also address the assumptions in methodology utilized by the administration in its Council Report (C104/2022) dated June 17th, 2022 and the appendices attached thereto.

Thank you for your consideration.

Yours very truly,



ROBERT TOMAS

RT/rc

Encl.

cc. Catherine Girgis P. Eng (Haddad Morgan & Associates Ltd.)

September 6, 2022
City Council Meeting
Item 15 Written Submission

Subject: FW: Worker from Syncreon
Date: Friday, September 02, 2022 11:53:39 AM

-----Original Message-----

From: Robert Djordjevic
Sent: Friday, September 2, 2022 11:40 AM
To: clerks <clerks@citywindsor.ca>
Subject: Worker from Syncreon

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.

Good afternoon,

I've been a employee at syncreon for 10 yrs.

We were informed about our jobs being eliminated on Oct 30.

Not only was this devastating news. But on top of that the covid EI measures will end on Sept 24th.

There will be over 290 families that will be impacted by this. Plus our community and Windsor Essex.

I was heartbroken and very disappointed with decisions coming from EDSC(Service Canada). I hope I'm wrong but it feels like they don't care about workers down here. This is NOT there money they are allocating, It's ours!

I like many other families struggled with layoffs due to supply chain issues resulting from the world wide pandemic.

Covid ruined so many lives and sadly ended them also.

We need the EI measures to be extended past sept 24th

I just want to give you a quick story about my life.

I missed some time last yr. and like many other workers we might not qualify for a new claim.

Last November I struggled to go into work right until the end of 2021

My sister was dying from lung cancer and I did my best to make her last few weeks enjoyable.

On a side note I absolutely love the volunteers and staff at hospice.

I missed a lot of work in nov and especially in December when she passed peacefully on the 15th.

Not to mention I take care of my mother who has end stage COPD. Who couldn't visit her own daughter on her deathbed.

I have my own family to provide for. I'm married with 3 amazing children.

Why am I talking about this.

The reason why I'm talking about this is because I'm one out of many.

One person out of 290 that will be affected by these measures.

Many more have a story but I respect them if they don't want to talk about it.

I'm being honest and I'm trying to show you how it's gonna impact my family and me.

I was looking forward to getting my severance to catch up on bills because of the constant struggles due to these layoffs.

And I could finally afford a grave stone for my sisters grave.

I want to thank Mayor Drew Dilkens.

Thank you for answering my email and contacting our local.

You showed true leadership I'm proud to have you as our Mayor.

Thank you for advocating on our behalf.

Drew knows the impact this will have on our community.

I want to thank our liberal MP Irek Kusmierczyk. We talked a lot going back and forth messaging each other. I know you will find a solution and Carla Qualtrough will help us.

I want to thank Conservative MP Chris Lewis.

And I want to thank my coworkers for their emails and phone calls to our leaders.

I'm proud of our union committee for stepping up to the plate for us.

I will end on this.

Windsor is a blue collar city.

We have an amazing community.

Yes covid kicked our butts.

But in Windsor we always get back up.

But sometimes we need some help to get back on our feet.

That help will only come from Carla Qualtrough.

Please extend our EI covid measures.

On my final comments.

Think about this.

Just like our MPs voted to extended their own covid measures in the House of Commons.

If you think showing up to a debate is dangerous.

Just think of us in Windsor and the devastating effect not having our EI covid measures.

Think about the impact it will have on us.

Everyone has a story.

We need your help.

Thank you

Robert Djordjevic

Thank you.

Sent from my iPhone